

Government of Punjab
Department of Housing and Urban Development
(Housing -2 Branch)
Notification

Procedure for issuance of Completion Certificate

No. 18/07/21-5hg2/870

Dated: The 5/7/21

In order to streamline the issue of completion/partial completion certificate for PAPRA & Mega Projects or for Building (above 5000 sqmts approved under Punjab Urban Planning and Development Building Rules - 2018), falling outside municipal limits, the detailed guide lines/procedure has been defined in supersession of earlier policy No. 4966-CTP(Pb)/SP-458 Dated 02.09.2014 as under:-

1. Completion Certificate (CC) can be issued for a colony (or Partial Completion Certificate (PCC) in case of a part of a colony which is at least 15 acre in size) only upon execution as per specifications, of all elements of infrastructure mentioned in the license issued under PAPRA or agreement of Mega Projects or for buildings above 5000 sq. meter approved under PUPD Building Rules.
2. When the developer of a colony/owner of building is satisfied that he/she has laid the items of infrastructure committed by him/her as per license/approvals (see Annexure 'A'), he/she can apply (online only) for issuance of CC/PCC to the concerned Competent Authority, along with a report as mentioned in Para 3 below.
3. The developer can choose any of the following institutions who will charge a fee as settled reasonably between the institution and the developer, for the purpose of checking quality of execution of the works and their adherence to the what is committed in the license. The institutions will need to form a team of well qualified, experienced members of faculty for the purpose, whose name, qualification and years of service will be mentioned at the bottom of the form
 - IIT Ropar,
 - NIT Jalandhar,
 - PEC,
 - Thapar Engineering College,
 - NITTTR
4. A team of officers concerned (XEns - Civil, PH, Electrical, Horticulture & DTP) will thereafter visit the colony for final check and taking feedback

from residents/allottee. Allottee will get a clear 7-days notice, which the developer will give in 3 prominent newspapers of the region + as letters delivered to their homes + SMS and e-mail. ACA will coordinate and be the in charge of the process.

5. All the ongoing cases shall be exempted from para no 3 above.
6. The procedure for CC/PCC of buildings up to 5000 sq mts shall remain as earlier.

Report of Colony/Building shall be submitted in the form as per **Annexure - 'A'**.

Amendment in the partial completion area shall be subject to the following conditions:-

- i. Promoters shall submit an undertaking that he/she has not sold any plot/site in the area being changed and in future if any litigation arises then it will be the sole responsibility of the promoter and a criminal and civil case will be filed against him.
- ii. Public notice shall be published as per rules and plan will be approved only after decision on the objections so received.
- iii. Green area/roads of master plan and already approved density shall not be allowed to change.
- iv. Existing norms/provisions of master plan shall be applicable where changes are being proposed.
- v. In order to curb financial loss, the charges from the lapse of time extension of this area along with interest shall be payable to PUDA.
- vi. In case of reduction in CLU charges, no refund/adjustment shall be given. However, in case of increase in CLU charges then applicant shall pay the difference.
- vii. Promoter shall be bound to get the revised service plan approved.
- viii. Applicant shall get the revised registration from RERA.

Dated: 16-06-2021
Chandigarh

Sarvjit Singh, IAS
Principal Secretary, Govt of Punjab,
Department of Housing and
Urban Development

Endst. No. 18/07/21-5hg2/ 871

Dated: 5/7/21

A copy is forwarded to the Controller, Printing and Stationary, Punjab, SAS Nagar with a request to publish this notification in the Punjab Govt. Gazette (Ordinary).


Secretary

Endst. No.18/07/2021-5Hg2/872-883 Dated, Chandigarh: 5/7/21

A copy is forwarded to the following for information and necessary action:-

1. Principal Secretary, Industries and Commerce, Punjab.
2. CEO, Punjab Investment Bureau, Chandigarh.
3. Director, Town and Country Planning, Punjab.
4. Chief Administrator, PUDA, SAS Nagar.
5. Chief Administrator, GMADA, SAS Nagar
6. Chief Administrator, JDA, Jalandhar.
7. Chief Administrator, PDA, Patiala.
8. Chief Administrator, ADA, Amritsar.
9. Chief Administrator, BDA, Bathinda.
10. Chief Administrator, GLADA, Ludhiana.
11. Chief Town Planner, Punjab.
12. G.M. (I.T.), PUDA, SAS Nagar.


Superintendent

Form for Completion Certificate for all types of Real Estate Projects

Project Name and Address						
License No. and Date						
RERA Registration No. and Date						
		Unit	Length/ Area Capacity as per License	Length/ Capacity actually built	Samples taken/ Checks conducted per unit length/ area	Prescribed Test/Report to be attached
Report on Layout						
1	Approach Road			X	X	X
2	Internal Roads			X	X	X
3	Parks			X	X	X
4	Community Centre			X	X	X
5	School Sites			X	X	X
6	Dispensary			X	X	X
7	EWS			X	X	X
8	Residential Layout			X	X	X
9	Commercial Layout					
Report on Mandatory Clearances						
1	NHAI	Yes/ No				
2	Environment Clearance	Yes/ No				
Report on Roads/Pavements Parkings						
1	Approach Road	Km				
2	Internal Roads	Km				
3	Parking in Commercial Areas	Sq m				
Report on Parks/Horticulture Works						
1	Parks	Sq m				
2	Trees 9" (Girth and 8' Tall minimum)					

Report on Water Supply/Sewerage System/Storm Sewerage/ Solid Waste Management						
1	Source of Water					
2	Water Treatment & Storage					
3	Water Supply Lines	Mtr				
4	Sewerage Treatment					
5	Sewerage Pipe Lines	Mtr				
6	Treated Water Use Network/Disposal					
7	Storm Water Sewer	Mtr				
8	Material Recovery Area	Sq. Mtr				
Report on Electrical Distribution System and Street Lights						
1	Electric Sub Station	Kva				
2	Distribution Transformers	Nos.				
3	Electricity Lines	Km				
4	Street Lights	Nos.				
Additional points to be checked in case of built up projects/areas in projects, in case of Group Housing Projects/ Malls/ Multiplexes/ Built Up Shops/ Hotels/ Institutions						
1	Built up Area	Sq m				
2	Fire Fighting Systems where required	Nos.				
3	Structure Safety in case of Buildings	Yes/ No				
Details of the reporting team members:				Institution:		
	Names of team members	Qualification	Expertise	Service in Institution	Signature	
1						
2						
3						
4						
5						
Verified by Officers:						
	Name	Designation	Ok (√) or Deviation Report Attached	Signature		
1		DTP				
2		XEn Civil				
3		XEn PH				
4		XEn Elec				
5		XEn Hort				