BUILDING REGULATIONS
AND DIRECTIONS

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1. Short title, Extent and commencement:-
(1) These regulations and directions may be called the New Okhla Industrial Development Area Building Regulations and Directions.
(2) They shall come into force with effect from the date of their publication in the gazette.
(3) They shall apply to the building activity within the urbanisable area of the New Okhla Industrial Development Area.

2. General-
(1) In these bye-laws unless the context otherwise requires, the definition given under shall have the meaning indicated against each term.
(2) The words and expression not defined in these bye-laws shall have the same meaning or sense as in the New Okhla Industrial Area Development Act 1976 (U.P. Act no. 6) and Master Plan of NOIDA.

3. Definitions
2. ‘Air conditioning’ means the process of treating air so as to control simultaneously its temperature, humidity, cleanliness and distribution to meet the requirement of conditioned space.
3. ‘Alteration’ means the structural change, such as addition to the area or height or the removal of part of a building, or construction of cutting into or removal of any wall, partition, column, beam, joint, floor or other support, or a change to the fixtures of equipment of the building.
4. ‘Applicant’ means the person who has legal title to a land or building and includes-
   (a) an argent or trustee who receives the rent on behalf of the owner.
   (b) An agent or trustee who receives the rent of or is entrusted with or is concerned with any building devoted to religious or charitable purposes.
   (c) a receiver, executor or administrator or a manager appointed by any court of competent jurisdiction to have the charge of, or to exercise the rights or the owner and.
   (d) a mortgagee in possession.
5. ‘Approved’ means approved by the New Okhla Industrial Development Authority.
6. ‘Area’ means the New Okhla Industrial Development Area.
7. ‘Authority’ means the New Okhla Industrial Development Authority constituted under section 3 of the Act.
8. ‘Balcony’ means a projection including a hand rail or balustrade not more that 0.90 meter high to serve as passage or sitting out place.
9. ‘Barsati’ means a habitable room with or without kitchen or toilet on the roof of a building.
10. ‘Basement or Cellar’ means the lower storey of a building below or partly below ground level.
11. ‘Building’ means any structure or erection or part of a structure or erection which is intended to be used for residential, commercial, industrial or other purposes whether in actual use or not, and in particular-
   (a) ‘Assemble building’ refers to a building or part of a building where group of people congregator or gather for amusement, recreation, social, religious, patriotic, civil travel and similar purposes, for example theatres, motion picture museums, skating rinks, gymnasium, restaurants, places of worship, dance halls, club rooms, passenger stations, and terminals or air, surface and other transportation services, recreation piers and stadia.
   (b) ‘Business building’ refers to a building or part of a building which is used for transaction of business for keeping of accounts and records or for similar purposes, doctor’s service facilities, barber shops, city halls, town halls, court houses,
libraries shall be classified in this group in so far as principal function of these are transaction of public business and the keeping of books and records.

(c) ‘Educational building’ refers to a building used for school, college or day care purpose for more than 8 hours per week involving assembly for instructions, education or recreation.

(d) ‘Hazardous building’ refers to a building or part of a building which is used for the storage, handling manufacture or processing of highly combustible or explosive materials or products which are liable to burn with extreme rapidity and or which may produce poisonous fumes or explosions, or storage or handling, manufacturing or processing which involve highly corrosive, toxic or noxious alkalies, acids or other liquids or chemicals, producing flame, fumes and explosive, poisonous, irritant or corrosive gases, and for storage, handling or processing of any material producing explosive mixtures of dust or which result in the division of matter into the fine prickles subject to spontaneous ignition.

(e) ‘Industrial building’ refers to a building or part of a building in which products or materials of all kinds and properties are fabricated, assembled or processed such as assembly plants, laboratories, power plants, smoke houses, refineries, gas plants, mills, dairies or factories.

(f) ‘Institutional building’ refers to a building or part of a building which is used for purposes such as medical or other treatment or care of persons suffering from physical or mental illness, or aged persons and for panel or correctional detention in which the liberty of the inmates is restricted and provides sleeping accommodation for the occupants and includes hospital, sanitaire, custodial, institutions and penal institutions like jails, prisons, mental hospitals and reformatories.

(g) ‘Mercantile building’ refer to a building or part of a building which is used for the purpose of a shop, store, market display and sale of merchandise either wholesale or retails, or office of storage or service facilities incidental to the sale or merchandise.

(h) ‘Residential building’ refers to a building in which sleeping accommodation is provided for normal residential purposes with or without cooking or dining or both facilities and includes one or two or multifamily dwelling lodging or rooming houses, dormitories apartment houses, flats and hostels.

(i) ‘Storage building’ refers to a building or part of a building used primarily for storage of sheltering of goods, store houses, garages, hangers, truck, terminals, grain elevators barns or stables.

12. ‘Building activity’ shall mean erection re-erection, making material alteration and demolition of any building.

13. ‘Building Height’ means the vertical distance measured in the case of the flat roofs from the average level of the centre line of the adjoining street to the highest point of the building adjacent to the street, wall and in the case of pitched roof up to the point where the external, surface of the outer wall intersects the finished surface of the slopping roof, and in the case of gables facing the road, the midpoint between the eaves level and the ridge. Architectural features serving no other functions except that of the decorations shall be excluded for the purpose of taking heights. If the building does not abut on a street, the height shall be measured above the average level of the ground around and contiguous to the building.

14. ‘Building line’ means the line up to which the plinth of a building adjoining a street or an extension of a street or on a future street may lawfully extend. It includes the lines prescribed in the NOIDA Master Plan or specifically indicated in any scheme or layout plans, or in these bye-laws.

15. ‘Cabin’ means a room constructed with non-load bearing partition/partitions with minimum width of 1-0 mt. provided light and ventilation standards prescribed in these bye-laws and met with or the provision of light and ventilation is to the satisfaction of the Authority.

16. ‘Carpet Area’ means the covered area of the usable rooms of any floor, the measurement of the carpet area in relation to a building being worked out according to the method of measurement of the carpet area of building laid
down by the Indian Standards Institution from time to time.

17. ‘Chajja’ means a sloping or horizontal structural overhung usually provided over opening of external walls to provide protection from sun and rain or from architectural considerations.

18. ‘Chimney’ means an upright shaft containing one or more flues provided for the conveyance to the outer air or any product of combustion resulting from the operation of any heat producing appliance or equipment employing solid, liquid or gaseous fuel.

19. ‘Combustible material’ means a material which burns or adds heat to a fire when tested for combustibility.

20. ‘Conversion’ means the change of an occupancy or change in building structure or part thereof resulting into change or space or use requiring additional occupancy certificate.

21. ‘Corner site’ means a site at the junction of and fronting on two or more intersecting street.

22. ‘Courtyard’ means a space permanently open to the sky enclosed fully or partially by a wall at the ground level or any other level within or adjacent to a building.

23. ‘Damp-proof course’ means course consisting of some appropriate water-proofings material provided to prevent penetration of dampness or moisture.

24. ‘Detached building’ means a building whose walls and roofs are independent of any other building with open spaces on all sides as specified.

25. ‘Drain’ with its geometrical variations means a line of pipes including all fittings and equipments, such as manholes inspection chambers, traps, gullies and floor traps used for the drainage or a building, or a number of buildings or yard appurtenant to the building, within the same curtilage and includes open channels used for conveying surface water.

26. ‘Drainage’ means the removal of any liquid by a system constructed for this purpose.

27. ‘Enclosed staircase’ means a staircase separated by fire resistant walls from the rest of the building.

28. ‘Existing building or use’ means building structure or its use as sanctioned/approved/regularised by the competent authority, existing before the commencement of the bye-laws.

29. ‘Exit’ means a passage, channel or means of access from any building or floor area to a street or other open space of safety.

30. ‘External walls with its geometrical’ means an outer walls of a building not being a party wall even though adjoining to a wall of another building and also means abutting on an interior open spaces of any building.

31. ‘Fire Alarm System’ means an arrangement to call joints or detectors, sounders and other equipments for all floors by the area or the plot.

32. ‘Fire Lift’ means a lift especially designed for use by fire personnel in the event of fire.

33. ‘Fire Resistance’ means the time during which it fulfils its function of contributing to the fire safety of a building when subject to prescribed conditions of heat and load or restraint.

34. ‘Fire Resisting Door’ means a door or shutter fitted to a wall opening constructed and erected with the requirement to check the transmission of heat and fire for a specified period.

35. ‘Fire Resisting Material’ means the material which is normally used for fire resistance.

36. ‘Floor’ means the lower surface in a storey on which one normally walks in a building and unless otherwise specially mentioned does not refer to mezzanine floor.

37. ‘Floor Area Ratio’ means the quotient obtained by dividing the total covered area (plinth area) on all floors by the area of the plot.

38. ‘Footing’ means the part of a structure which is in direct contract with and transmitting loads to the ground.

39. ‘Foundation’ that part of the structure which is in direct contact and transmitting loads to the ground.

40. ‘Gallery’ an intermediate floor or platform projecting from wall of an auditorium or a hall providing extra floor area, additional seating accommodation, etc.
41. ‘Garage Public’ means a building or portion thereof designed other than a private garage, operated for gain, designed or used for repairing, servicing, hiring, selling or storing motor, driver or other vehicle.

42. ‘Garage Private’ means a building or outlet designed or used for the storage of private owned motor driver or other vehicles.

43. ‘Habitable Room’ means a room occupied or designed for occupancy by one or more persons for study, living sleeping, eating, kitchen if it is used as a living room but not including bathrooms, water closet, compartments laundries, serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods.

44. ‘Jhamp’ means a downward vertical or sloping projection hanging below the balcony to provide protection from direct sun and rain.

45. ‘Ledge of Tand’ means a shelf like projection, supported in any manner, whatsoever, except by means of vertical support within a room itself.

46. ‘Licensed Technical Personnel’ means a qualified Architect/Engineer/Town Planner/Draftsman/Group who has been licensed by the Authority.

47. ‘Loft’ means an intermediary floor between two floors or a residual space in a pitched roof above normal floor level with a maximum height or 1.5 meters and which is constructed or adopted for storage purpose.

48. ‘Masonry’ means an assemblage of masonry units properly bonded together with mortar.

49. ‘Masonry Unit’ means a unit whose net cross-sectional area plans parallel to the bearing surface in 75 percent or more of its gross cross-sectional area measured in the same lane. It may be either clay brick, stone, concrete block or sand-lime brick.

50. ‘Master Plan’ means the Master Plan of the Authority in respect of the Area.

51. ‘Mezzanine floor’ means an intermediate floor between roof over staircase and its landing built to enclosed only the stairs for the purpose of providing protection from weather and not used for human habitation.

52. ‘Mumty or stair cover’ means a structure with a covering roof over staircase and its landing build to enclose only the stairs for the purpose or providing protection from weather and not used for human habitation.

53. ‘Occupancy’ means the main purpose for which a building or a part of building is used or intended to be used and is respect of the classification of a building according to occupancy shall deemed to include subsidiary occupancies which are contingent upon it.

55. ‘Open space’ means an area forming an integral part of the plot left open to the sky.

56. ‘Owner’ the owner is a person, group or persons, a company, trust, institute, registered body, State or Central Government and its attached subordinate departments, undertakings and like in whose name the property stands registered in the revenue records.

57. ‘Parapet’ means a low wall or railing build along the edge of a roof or a floor.

58. ‘Parking space’ means an area enclosed or unenclosed to park vehicles together with a drive way connecting the parking space with a street and permitting ingress and egress of the vehicles.

59. ‘Permanent open air space’ means a permanent open space which is a street or is not encroached upon a structure of any kind and the freedom of which from encroachment any further by a structure of any kind is assured either by law or by contract or by the fact that the ground below it is a street or is a permanently any irrevocably appropriated as on open space.

Provided that in determining the open space required in connection with construction work on a building any space occupied by an existing structure may, if it is ultimately to become a permanent open air space, be treated as if it were already a permanent open space.

60. ‘Partition’ means an interior non-load bearing wall, one storey or part storey in height.

61. ‘Party wall’ it includes a wall forming part of a building and being used or constructed to be used in any part of the height or length of such wall for separation of adjoining building belonging to different owners or occupied or
constructed or adapted to be occupied by different persons, or

(b) a wall forming part of a building and standing in any part of the length of such wall, to a greater extend than the projection of the footing on one side on grounds of different owners.

62. ‘Permit’ means a permission or authorisation in writing by the authority (NOIDA) to carry out the work regulated by the bye-laws.

63. ‘Plinth’ means the built-up covered area measured at the floor level of the basement or any storey.

64. ‘Plinth area’ means the built up covered area measured at the floor level of the basement or any storey.

65. ‘Plot’ means a piece of land enclosed by definite boundaries.

66. ‘Porch’ means a covered surface supported on pillars or otherwise for the purpose of the pedestrian or vehicle approach to a building.

67. ‘Public Garage’ means a building or portion thereof other than a private garage operated or used for repairing, servicing, hiring, selling or storing vehicles.

68. ‘Private garage’ means a building or out house designed or used for the storage or private owned motor vehicles.

69. ‘Road/Street’ means any highway street, lane, pathway, alley, stairway, passageway, carriage way, footway square, place or bridge, whether a thoroughfare or not even which the public have a right of passage access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme, and includes all bounds, channels, ditches, storm water drains, culverts, side walls, traffic islands, roadside trees and hedges, retaining walls, fences barrier and railings within the street lines.

70. ‘Road/Street level or grade’ means the officially established elevation or grade of the central line of the street upon which a plot fronts and if there is no officially established grade, the existing grade of the street at its mid-point.

71. ‘Road/Street line’ means the line defining the side limits of a street.

72. ‘Room height’ means the vertical distance measured from the finished floor surface to the finished ceiling surface.

73. ‘Row Housing’ means a row of houses with only front rear and interior open spaces.

74. ‘Semi-detached building’ means a building detached on three sides with open spaces as specified.

75. ‘Service lane’ means a lane provided at the rear or side or a plot for service purposes.

76. ‘Set back’ means the distance between the plinth lines of the building and the boundary of the plot.

77. ‘Side depth’ means horizontal distance between the front and rear side boundaries.

78. ‘Site double frontage’ means a site having a frontage on two streets other than a corner plot.

80. ‘Site or plot’ means a parcel/piece of land enclosed by definite boundaries.

81. ‘Smoke stop door’ means a door for preventing or checking the spread of smoke from one area to another.

82. ‘Storage’ means a place where goods of non hazardous nature are stored and included cold storage and banking safe vault.

83. ‘Store room’ means a room used as storage space.

84. ‘Storey’ means the portion of a building included between the surface of any floor and the surface of the floor next above it then the space between any floor and the roof above it.

85. ‘Street’ means any highway, road, lane, pathway, alley, stairway, passageway, carriageway, footway, square, place or bridge whether a thoroughfare or not over which the public have a right of passage or access or have passed and had access uninterruptedly after completion of road development, whether existing or proposed in any scheme and includes all bounds, channels, ditches, storm water drains, culvert, side walls traffic islands roadside trees and hedges, retaining walls, fences, barriers and railing within the street lines.

86. ‘Street level’ means the official established allocation or grade or the centre line of the street.
upon which a plot front and if there is no official established grade, the existing grade of the street its mid-point.

87. ‘Street line’ means the line defining the side limits of a street.

88. ‘Table’ means a table annexed to these directions.

89. ‘To abutt’ with its geometrical variations and cognate expressions means abutting on road in such a manner that any portion of the building is on the road boundary.

90. ‘To erect’ to erect a building means –
   (a) to erect a new building on any side whether previously built upon or not.
   (b) to re-erect any building of which portions above the plinth level have been pulled down or destroyed, and
   (c) conversion form on occupancy to another.

91. ‘Travel distance’ means the distance on occupant has to travel to reach and exit.

92. ‘Unsafe building’ unsafe buildings are those which are structurally unsafe, insanitary or not provide with adequate means of egress or which constitute a fire hazard or otherwise dangerous to human life or which in relation to existing use constitute a hazard to safety or health or public welfare by reason of inadequate maintenance dilapidation or abandonment.

93. ‘Urbansiable area’ means the area earmarked for any of the following uses in the master plan of the Authority—
   (i) Residential
   (ii) Commercial
   (iii) Industrial
   (iv) Public and Semi Public
   (v) Organised and recreational open spaces.
   (vi) Transportation and
   (vii) Water bodies and unusable land lying within the limits of the lands meant for all or any of the uses mentioned above.

94. ‘Varandah’ means privy with at least one side open to the outside with the exception of one meter parapet on the upper floors to be provided on the open site.

95. ‘Water closet or W.C.’ means privy with arrangement for flushing the pan with the water but does not include a bathroom.

96. ‘Width or road’ means the whole extent or space within the boundaries or road measured at right angles to the course or intended course of direction of such road.

97. ‘Window’ means an opening to the outside other than a door which provides all or part of the required light or ventilation or bath to an interior space.
CHAPTER II
BUILDING PERMIT AND OCCUPANCY

4. **Building permit required.**—No person shall erect any building without obtaining a prior building permit thereof form the Chief Executive Officer in the manner hereinafter provided.

5. **Application for building permit.**—(1) Every person who intends to erect building or part within the jurisdiction of the Authority shall give application in writing to the Chief Executive Officer in the form given in Appendix-I

(2) Such application shall be accompanied by plans and statements in triplicate. The plans may be of ferro-print, ammonia print semi-dry or photographic prints of which at least one cloth mounted shall be retained in the Authority for record after issue of the building permit or a refusal therefore.

(3) Such application shall not be considered until the person giving the application has paid the fees mentioned in regulation no. 13. The receipt of a copy, therefore, duly attested by a gazetted officer, of a such payment, shall be attached with the application.

(4) In case of objections, the fees so paid shall not be refunded to the applicant but the applicant shall be allowed to resubmit the plan without any additional fees after complying with all the objections within a period of one year from date of the objection order.

(5) No application for building permit shall be necessary for the following alterations provided they do not violate any provisions regarding general building requirements, structural stability and fire safety requirements:

(a) Providing or closing or a window, door or ventilator not opening towards other’s property.

(b) Providing intercommunications doors.

(c) Construction of:

(i) Parapet Walls between 1.05m to 1.2m height.

(ii) Boundary walls as per NOIDA Bye-Laws.

(d) Whitewashing and painting.

(e) Replacing fallen brick, stones, pillars and beams etc.

(f) Retiling and reterracing

(g) Plastering and patch work.

(h) Flooring.

(i) Construction of chhajjas as per NOIDA Bye-laws.

(j) Renewal of rood at the same height.

(k) Reconstruction, of portions of buildings damaged by any natural calamity, to the same extent as previously approved.

(l) Erection or re-erection of internal partitions provided the same are within the purview of the Bye-laws.

(6) Notwithstanding anything heretofore contained, no building permit shall be necessary for carrying out by any department of the Central or any State Government or any local bodies, Authority empowered in this behalf of any works for the purpose of inspecting repairing or renewing any sewers, mains pipes, cables or other apparatus.

(7) The application of building permit shall be accompanied by the site-plan, building plans, service plans, specifications and proof of title as indicated below:

(1) Site-Plan—shall be drawn to a scale as follows:

<table>
<thead>
<tr>
<th>Site area</th>
<th>Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upto 0.1 Ha</td>
<td>Not less than 1:200</td>
</tr>
<tr>
<td>Upto 0.1 Ha-1Ha</td>
<td>Not less than 1:500</td>
</tr>
<tr>
<td>More than 1 Ha</td>
<td>Not less than 1:1000</td>
</tr>
</tbody>
</table>

6. **(I) Information accompanying application for building permit.**—The site-plan shall show—

(a) The boundary of the site of any contiguous land belonging to the applicant thereof;

(b) The name of the street in which the building is proposed to be situated, if any;
(c) All existing building standing on, over or under the site:

(d) The position of the building which the applicant intends to erect upon his contiguous land referred to in sub-clause (a) in relation to—

i) the boundaries of the site and in case where the site has been partitioned, the boundaries of the portion – owned by the applicant and also of the portion owned by others;

ii) all adjacent streets and building within a distance of fifteen metres of the side of such contiguous land

iii) if there is no street within a distance of fifteen metres of the site, the nearest existing street;

(e) the means of access from the street to the proposed building;

(f) space to be left in and around the proposed building and details of projections on to open spaces:

(g) the width of the street in front and of any street, at the side or near the proposed building;

(h) scale used and the direction of North point relating to plan of proposed building;

(i) sewerage and drainage lines up to discharge point and water supply lines;

(j) any existing physical features in the contiguous land of total plot area;

(k) the total plot area and the break-up of covered areas on each floor with the calculations for percentage area covered on each floor in terms of the total area of the plot;

(l) parking plans indicating the parking spaces for all buildings except for individual residential buildings;

(m) plot number of the property on which the building is intended to be erected.

(2) Building Plan – The plan of the building elevations and sections accompanying the application shall be drawn to a scale not less than 1:100.

The plan shall-

(a) include the floor plans of building floors together with the covered area clearly indicating the size and spacing of all framing members and sizes of rooms;

(b) specify the use of all parts of the buildings;

(c) show exact location of essential services such as water closet, sink, bath, supply and drainage lines and the like;

(d) include sectional drawing showing clearly the size of footings, walls, thickness of basement walls (if any) size and spacing of framing members, floor slabs, materials used, size and location of doors, windows and other openings. The sections shall also indicate the height of the building rooms and the parapet. At least one cross section should be taken through the staircase.

(e) Show all street elevations;

(f) include terrace plan indicating the drainage and slope of the roof;

(g) details of parking spaces provided;

(h) give indication of doors, windows and other opening including ventilators with sizes in proper schedule forms;

(i) give dimension of the permissible with in open space projection;

(j) Give indication of the North point in relation to the plan and scale used.

(3) Building plans for multi-storied and certain other categories of building— For multi-storied building which are more that 15 mtrs. in height and for assembly, educational, institutional, industrial, storage and hazardous building the following additional information shall be indicated in the building plans in addition to those mentioned in clause (6) above;

(a) access of fire appliances and vehicles with details of vehicular turning circle and clear motorable access way around the buildings;

(b) size (width) of main and alternate staircase along with balcony, corridors and ventilated lobby approach;

(c) location and details of lift enclosures;

(d) location and size of fire fit;

(e) smoke stop lobby doors, where provided;
(f) refuse area, refuse chutes, refuse chamber service ducts etc.

(g) airconditioning system with position of dampers mechanical ventilation system, electrical services, boilers, gas pipes or the like;

(h) details of exist including provision of ramps for hospitals and special lifts.

(i) Location of generator, transformer and switch gear room;

(j) smoke exhauer system if any;

(k) details of fire alarm system;

(l) location of centralised control, connecting all fire alarm system, built in fire protection arrangements and public address system.

(m) location and dimension of static water storage tank and pump rooms;

(n) location and details of first aid fire fighting equipment and installations.

(4) Service Plans – elevation and sections of private water supply and sewage disposal system independent of the Municipal Services, if any.

(5) Specifications- General specifications giving type and grade of material to be used in different parts of the building as given in Appendix-10.

7. Documents—

(a) Ownership documents: Copies of allotment letter, Possession certificate and dimension plan issued by the Authority.

(b) Certificate in the prescribed form given in Appendix-3 for undertaking the supervision by

the licensed technical personnel. Any change of

the technical personnel during construction

work, shall be intimated to the Chief Executive Officer.

(c) Structural stability certificate from the Architect Structural Engineer as per Appendix-15.

(d) Application for drainage of premises as per Appendix-II.

(e) Details of drainage work as per Appendix-12.

(f) N.B.O. FORM as per Appendix-13

(g) Approval from the Competent Authority in case of hazardous building.

8. Recommendation notation for colouring of plans.— The site and building plans shall be coloured as specified in table on next page. Where items of work are not identified, the colouring notation used shall be indexed:

9. Proposal for certain buildings permit to be scrutinized.— Building permit for all buildings more than 15 mtrs. In height and buildings with more than 400 sq.m. ground, coverage shall be subjected to the scrutiny of a duly authorised officer of the Fire Service of the State of Uttar Pradesh.

10. Preparation and signing of plans.— All the plans shall be prepared duly signed by such technical personnel as may be licensed on the behalf by the Chief Executive Officer. NOIDA.

11. Qualifications of licensed personnel.— The qualification of such technical personnel and their competence to carry out different hobs shall be as given in Appendix—2.
12. **Fee for building permit.**— Application for building permit will be considered after payment of building permit fees through challan, a photostat copy of which is to be submitted alongwith.

13. **Building permit fee and calculation there of** – (1) The scale of fees for building permit shall be as follows:

   (a) Residential buildings including group housing guest houses, institutional buildings, religious and educational building Rs.0.50 per square meter covered area on all floors

   (b) Mercantile business and industrial building Rs. 1.50 per square meter covered area

   (c) Assembly building excluding religious amusement, recreational and social but including cinema and theatre buildings Rs. 5.00 per square meter covered areas.

   (2) The fee for internal additions and alterations shall be 10 per cent of the original building permit fee paid for plan in question. In case original building permit fee paid is not known. Fee for the whole building shall be calculated on area basis and 10 percent of this shall be charged as per submission fee. If apart from alterations, some additional area is proposed to be covered, then the fee for such additional area shall be worked out on the area basis and shall separately be added in the above fee.

   (3) If the use of the building is changed then the fee in case of additions and alterations of buildings, shall be calculated with reference to the use proposed.

   (4) In case of re-erection of existing building after demolition, the fee chargeable shall be the same as erection of new buildings.

   (5) The fee for revised plan of a building which has already been sanctioned shall be ¼ of the fee chargeable on the sanctioned plan, subject to the conditions that the covered area of the building has not increased then in the original sanction plan.

   (6) The area covered under the basement or mezzanine as the case may be shall be counted towards the covered area.

   (7) The fee in case of buildings with principal and subsidiary occupancies, in which the fees leviable are different then the fees for the total building scheme shall be as per the rates for individual occupancies.

   (8) The revalidation fee of a building permit shall be 10 per cent of the original building permit fee paid with the application, if the application is made within the period of the validity (two years) of the building permit in case the building is under construction as per the sanctioned plans and the application is made after the two years from the date of sanction then the revalidation fee shall be original building permit fee.

14. **Stacking charges** – the stacking of any building material on Government land shall be allowed for the validity period of the building plans and the stacking charges shall be levied as given below:

   (i) At the rate of rs. 0.50 per square meter of plot area subject to the minimum of Rs. 50 and maximum of Rs. 500.

   (iii) At the rate of Rs.100 per flat in group housing pockets

15. **Withdrawal of application** – The applicant may withdraw his application for a building permit at any time prior to the sanction and such withdrawal shall terminate all proceedings with respect to such applications but the fees paid shall in no case be refunded.

16. **Sanction or refusal of Building Permit** –

   (i) The Chief Executive Officer shall verify or cause to be verified the facts given in the application for permit and Annexures from technical administrative and legal point of view. The title of land shall also be verified. He may either sanction or refuse a building permit or may sanction it with such modifications or thereupon shall communicate the decision to the applicant in the prescribed form given in Appendix - 4

   (ii) If within forty days of the receipt of the application, refusal or sanction is not granted the application with its annexures shall be deemed to have been allowed and the permit sanctioned provided such fact is immediately brought to the notice of the Chief Executive Officer in writing by the applicant within twenty days after the expiry of the said period of forty days but nothing herein shall be constructed to the authorise any person to do anything in contravention of the building regulations and directions.

   (iii) In case of the refusal, the Chief Executive Officer shall quote the reason, and relevant provisions of the regulations which the plan contravences as for as possible in the first instance itself and ensure that no new objections are raised when they are raised when they are resubmitted after compliance of earlier objection.
(iv) Once the plans have been scrutinized and objections if any have been pointed out, the applicant shall modify the plans to comply with the objections raised and resubmit them. If the objection remains unremoved the plan shall be rejected.

17. 'Appeal against refusal or sanction with modifications of a building permit' - Any applicant aggrieved by an order of refusal of a building permit or its sanction under these regulations or directions, may, within thirty days from the date of communication of such order, appeal to the Chief Executive Officer of the Authority and be accompanied by a true copy of the order appealed against, the decisions of the authority on such appeal shall be final, conclusive and binding.

18. 'Duration of validity of a building permit' - A building permit sanction under these regulations shall remain valid for a period of two years from the date of sanction or during that period completion certificate to be submitted and if this is not done no such building activity shall be carried without getting the permit revalidated before the expiry of this period.

19. 'Notice for commencement of building work' - The applicant to whom a permit has been sanctioned under these regulations shall give a notice to the Chief Executive Officer in the form given in Appendix 5 of the commencement of the building activity. If the Chief Executive Officer fails to get such inspection made within the said time. It shall be presumed that the Chief Executive Officer has no objection to the construction.

20. 'Work to be carried out in full accordance of bye-laws' Neither the granting of the permit nor the approval of the drawings and specification, nor inspection made by the Authority during erection of the building shall in any way relieve the owner of such building from full responsibility for carrying out the work in accordance with the requirement of the Bye-laws.

21. 'Addition or alteration during construction' – Any additions or alterations from the sanctioned plans are intended to be made, permission of the Chief Executive Officer shall be obtained before the proposed additions/alterations are carried out. It shall be incumbent upon the applicant to whom a building permit has been sanctioned to submit amended plans for such additions or alterations. The provisions relating to an application for permit shall also apply to such amended plans with the modification that the time limit referred to in regulation 16.2 shall be three weeks.

22. 'Cancellation of permit for building activity' - If at any time after the permit to proceed with any building activity has been sanctioned, the Chief Executive Officer is satisfied that such permit was sanctioned in consequence of any material misrepresentation or fraudulent statement contained in the application given or the information furnished, the Chief Executive Officer may cancel such permit and any work done thereunder, shall be deemed to have been done without permit.

23. 'Documents at site' - Where tests of any materials are made to ensure conformity with the requirements of the bye-laws records to the test data shall be kept available for inspection. The following documents are to be kept at site during the construction of the building and for such period thereafter as required by the Authority.
   (i) A copy of building permit.
   (ii) Copy of approved drawings and specification.

24. 'Completion certificate' On completion of the building activity technical personnel shall furnish a competition certificate to the authority in the form given in Appendix – 6

25. 'Notice of Completion' Every owner shall have to submit a notice of completion of the building to the authority regarding completion of work described in the building permit in the proforma given in Appendix – 6 accompanied by three copies of completion plan.

26. 'Occupancy certificate necessary for occupation' No building erected or altered shall be occupied in whole or part until the issue of occupancy certificate by the Chief Executive Officer in the form given Appendix – 7. Provided that if the Chief Executive Officer fails to the occupancy certificate or send any intimation showing his inability to issue such certificate within two week of the date of receipt of completion certificate by him the building may be occupied without waiting for such certificate by him information to this affect shall have to be sent to the authority by the owner before occupying the same.

27. 'Occupation for multi-storeyed building'—In the case of building identified in clause 6(3) work shall also be subjected to the inspection of the Chief Fire Officer U.P. Fire service and the occupancy certificate shall be issued by the Authority only after the clearance from the Chief Fire Officer regarding the completion of work from the fire protection point of view.

28. Temporary occupation.— Where the Chief Executive Officer on the certificate of the
licensed technical personnel is satisfied that the temporary occupation of a building or any portion thereof before its completion does not adversely affect public welfare may permit temporary occupation in the form given in Appendix-8 of such building or portion thereof as the case may be, for such as he deems fit.
29. **Surface water drain.**—Any land, passage or other area within the Curtilage of building shall be effectively drained by surface water drains or such other means, and connected to surface water drains.

30. **Approval for connecting sub-soil or surface water with sewer**—The written approval of the Chief Executive Officer shall be obtained as per Appendix-II for connection of any sub-soil or surface water rains to a sewer.

31. **Distance form electric lines.**—No varandah balcony of like shall be allowed to be erected or any additions or alterations made to the building, between the building and any overhead electric supply line maintaining the distance as indicated below:

<table>
<thead>
<tr>
<th>Voltage</th>
<th>Vertically</th>
<th>Horizontally</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Low and medium voltage</td>
<td>2.439 mtrs</td>
<td>1.219 mtr.</td>
</tr>
<tr>
<td>b) High voltage lines up to and including 33000 V.</td>
<td>3.658 mtrs</td>
<td>1.829 mtr.</td>
</tr>
<tr>
<td>c) Extra high voltage lines beyond 33000 V.</td>
<td>(+ 0.305 mtrs.) for every additional 33000V or part thereof</td>
<td>(+ 0.305 mtrs.) for every additional 33000V or part thereof</td>
</tr>
</tbody>
</table>

32. **Site and land use pattern.**—No building permit on any site shall be sanctioned if the proposed land use does not conform to the Master Plan. If the construction of the building is for public worship, which, in the opinion of the Authority will wound the religious feelings of any class or persons in the vicinity thereof, no permission to construction building for such purpose may be given on the site. Further, if the use of the site is for the purpose of establishing a factory, warehouse or work place which will be a source of annoyance to, or injurious to the health of the inhabitants of the neighborhood building, permit in respect of such building may not be given.

33. **'Interior site'**—In the case of interior sites, it shall be ensured that the means of access of minimum width of 3.6 meter to reach the site from the street is provided.

34. **'Minimum size of plots for certain categories of buildings'**—No construction of a residential buildings shall be permitted on any plot area of which is less than 125 square meter and which has a width less than 6 meters and average depth of less than 12 meters.

Provided that in case of housing scheme taken up by the Authority or any public agencies, under any special housing scheme of economically weaker section L.I.G. slum clearance or for industrial labour the minimum size of plots shall be such as may be decided by the Authority.

Provided also that for assembly buildings in an existing built up area, the minimum width of plot shall be 30 meters and it shall front on a street the width of which is not less than 18 meters in the case of newly developed area, out side the existing built up area the width of the plot for assembly buildings shall not be less than 45 meters and shall front on a street width of which is not less than 24 meters.

35. **Means of access.**—No building shall be erected so as to deprive any other building of the means of access. For buildings identified in clause no 6.3, the following provisions of means of access shall be ensured:

(a) The width of the main street on which the building abuts shall not be less than 9 mtrs.

(b) A building shall abut on a street or streets or open spaces directly connected. Form the street by a hard surface approach, width of which is not less than 9 mtrs.
If there are any bends or curves on the approach road, a sufficient width shall be provided at the curve to enable the firm appliances to turn, the turning circle being at least of 9.0 mtrs. Radius.

36. ‘Open space or setback’ – All buildings within the area shall have open space or setbacks in accordance with the provisions of these regulations and directions.

(a) ‘Residential building’ – Every room intended for human habitation in a residential building shall about an interior or exterior open space or a verandah open to such interior or exterior open spaces as indicated below.

(II) ‘Rear open space’ --
(i) Every building shall have a rear yard forming an internal part of the site, of an average width of 3 meters and at no places measuring less than 1.80 meters except in the case of back to back sites where the width of the rear yard shall be 3 meters throughout.

(ii) In case of corner plots of area less than 300 square meter the side set back shall be minimum 1.2 meters up to 40% of the buildings length towards the side road facing.

(IV) In the case of semi detached building the habitable rooms shall abut either on the exterior open space or an interior open space.

(V) In case of corner plot including row housing the side open space shall be provided towards longer side of the site. However, the set back for the corner plot will be as per set back plans prepared by the Authority

(b) 'Interior open space' Habitable rooms not abutting on either the front, rear or side open space shall abut as interior open space whose minimum width shall be 3 meters for building upto 10 meter height. In case of building higher than 10 meters minimum width of such open space shall be increased by 1 meter for every 3 meter increase in height.

(II) ‘Rear open space’ --
(i) Every building shall have a rear yard forming an internal part of the site, of an average width of 3 meters and at no places measuring less than 1.80 meters except in the case of back to back sites where the width of the rear yard shall be 3 meters throughout.

(ii) In case of corner plots less than 300 square meter in area the rear set back should be minimum 2.4 meters

(III) ‘Side open space’
(i) Every semi-detached and detached building on plots of 300 square meter area and above shall have open space one side of 3 meters width.

Note:
Set backs mentioned above are subject to confirmation from the set-back plans prepared by the Authority

(b) In the case of Industrial building, maximum permissible covered area as dictated by F.A.R. in clause on 39 is to be first covered on the ground floor in the building envelope (i.e. area obtained after leaving the required set backs on all the sides). The remaining permissible coverage can be obtained on the first floor.

Depth of the plot in mtrs.  | Minimum set back from the boundary of the plot in mtrs.
---|---
Upto 18 | 3.0
Above 18 and not exceeding 27 | 4.5
Above 27 and not exceeding 36 | 6.0
Above 36 and not exceeding 45 | 9.0
Above 45 | 12.0

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Plot Size in sq. mtrs. (I)</th>
<th>Front (in mtrs.)</th>
<th>Rear (in mtrs.)</th>
<th>Side (in mtrs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Up to 100</td>
<td>3.00</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.</td>
<td>From 101 to 200</td>
<td>4.50</td>
<td>1.50</td>
<td>-</td>
</tr>
<tr>
<td>3.</td>
<td>From 201 to 300</td>
<td>4.50</td>
<td>2.00</td>
<td>-</td>
</tr>
<tr>
<td>4.</td>
<td>From 301 to 400</td>
<td>4.50</td>
<td>3.50</td>
<td>-</td>
</tr>
<tr>
<td>5.</td>
<td>From 401 to 500</td>
<td>6.00</td>
<td>3.50</td>
<td>-</td>
</tr>
<tr>
<td>6.</td>
<td>From 501 to 600</td>
<td>6.00</td>
<td>4.00</td>
<td>3.50</td>
</tr>
<tr>
<td>7.</td>
<td>From 601 to 1000</td>
<td>7.50</td>
<td>4.50</td>
<td>4.50</td>
</tr>
<tr>
<td>8.</td>
<td>From 1001 to 5000</td>
<td>9.00</td>
<td>4.50</td>
<td>4.50</td>
</tr>
<tr>
<td>9.</td>
<td>From 5000 to 30000</td>
<td>9.00</td>
<td>9.00</td>
<td>4.50</td>
</tr>
<tr>
<td>10.</td>
<td>Above 30000</td>
<td>15.00</td>
<td>15.00</td>
<td>15.00</td>
</tr>
</tbody>
</table>
(3) "Mercantile buildings which are shopping centers"-- In the case of mercantile buildings of shopping centers, the open space shall be 3.0 meters minimum in front and rear, side open spaces may not be necessary if it is developed as shopping area under Row Buildings Scheme. However, the appropriate spaces for lighting and ventilation shall be provided through interior open spaces as specified in sub clause 40.2 in respect of residential buildings.

Provided that the Chief Executive Officer may, where he having regard to the surrounding circumstances considers it expedient exempt any back to back shopping centre or integrated shopping center from the operation of this provision without conditions or with such conditions as he may deem fit.

(4) "Mercantile buildings which are not shopping centers"-- These buildings which are business, assembly, educational institutional buildings shall have a minimum front open space of 9.0 meter and side and rear open space of 6.0 meters unless otherwise specified in relevant rules governing special buildings.

(5) The open spaces or set back mentioned in sub clause (40.4 and 40.5) above shall be for building up to a height of 10 meters.

For height of buildings above 10 meters and up to 25 meters in addition to the minimum open space or set back required for height of 10 meters there shall be an increase in the minimum open space at the rate of 1.00 metres per every 3 meters or fraction thereof, for heights above 10.0 meters.

(6) Notwithstanding anything contained in these directions, the Authority may, where having regard to the features of a particular zone and the width of a road abutting any building and the Master plan considers it expedient to do so permit such open space or set back in relation of a building as it thinks fit.

(7) In case of residential building on plotted development other than group housing and hotel building the maximum covered area on each floor shall be as follows:-

<table>
<thead>
<tr>
<th>Size of the plot in sq.m.</th>
<th>Covered area on each floor in percentage of the area of the plot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upto 250</td>
<td>60</td>
</tr>
<tr>
<td>Above 250 and not exceeding 500</td>
<td>50</td>
</tr>
<tr>
<td>Above 500 and not exceeding 1000</td>
<td>40</td>
</tr>
<tr>
<td>Above 1000</td>
<td>33.3%</td>
</tr>
</tbody>
</table>

Barsati – In the case of residential buildings where a barsati is allowed, the total area to be covered by the barsati excluding the staircase shall not exceed 25 per cent of the maximum permissible covered area on the ground floor or 50.00 square meters whichever is less. A covered toilet may be allowed on barsati floor provided the total coverage herein prescribed is not exceeded.

(8) 'Hotel buildings'-- For hotel buildings minimum open areas shall be follows:

(a) Hotel open area shall be the same as applicable to the land use in which they are located.
(b) In the case of hotel building of three star category the maximum covered area shall not be more than 50 per cent of the plot area.
(c) In the case of hotel Buildings of four star category and above, the maximum covered area shall not be more than 40 percent of the plot area.

Note: For determining the category of hotel, whether it is one star category or two star category so on the specifications laid down by the Director General, Tourism Ministry of Tourism, Government of India from time to time shall be followed.

(9) Educational Buildings: – In the case of educational building the maximum covered area on any floor shall not be more than 30 percent of the plot area. The remaining area shall be kept as open space to be used as play ground or used for uses incidental or auxiliary thereto.

37. 'Open area in respect of basement or cellar'-- Maximum covered area of the plot at the basement or cellar level in all kinds of buildings shall be as per provisions given below and the basement height above ground level shall not be counted towards height limitations--

a) Residential buildings 25 percent of ground floor coverage
b) Educational institutional and Assembly buildings
50 percent of ground floor coverage

Same as for ground floor.

c) Business mercantile hotels, industries and storage buildings

38. 'Exemptions from open spaces' – The following exemptions from open spaces shall be permitted.

(a) 'Projections into open spaces' Every open space provided whether interior or exterior shall be open to the sky and no cornice chajja, roof or whether shade more than 0.75 meters wide shall project over the said open space. Such projection shall not be allowed at a height less than 2.1 meter from the corresponding finished floor level.

(b) Canopies each not exceeding 4.50 meters in length and 2.40 meters in width in the form of cantilever or ventilator over any entrance provided a minimum clear height of 2.10 meters below the canopy shall be permitted as herein provided.

In one storey buildings only one such canopy shall be permitted for each individual detached blocks. In more than one stoyed building, two canopies shall be permitted over ground floor or higher floor entrance.

(c) In residential buildings, first floor and subsequent upper floor balconies at floor level without a 'jhump' (hanging below from the upper balcony) of width of 0.90 meters over hanging front and side road set backs within one's own land shall be permitted.

(d) The projections (cantilever) of cupboards and are exempted from covered calculations in case of residential buildings only. Such projection shall be upto 0.60 meters in depth.

39. 'I FLOOR AREA RATIO'

Floor area for different types of building shall be as follows:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Building Description</th>
<th>F.A.R. in per cent</th>
<th>Density persons per acre</th>
<th>Density persons per hectare</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Residential other than plotted development and</td>
<td>70</td>
<td>80</td>
<td>140</td>
</tr>
<tr>
<td>2</td>
<td>Hotel buildings (a) below three star category (b) Three Star category (c) Four-star category and above</td>
<td>Same as applicable to the land use in which these are located 150</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Business mercantile centile</td>
<td>75</td>
<td>Area convenient Shopping centres 100</td>
<td>Sector shopping centre 100</td>
</tr>
<tr>
<td>4</td>
<td>Education</td>
<td>100</td>
<td>Up to 100 sq. mtrs. 100 to 300 sq. mtrs.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Institutional</td>
<td>150</td>
<td>300 sq.m. to 0.2 Ha.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Assembly</td>
<td>150</td>
<td>a.2 Hat 2.8Ha Above 2.8 Ha.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Industrial</td>
<td>150</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Refer Page No. 56

(39) 'II Exemptions from FAR' (a) Basement or cellar if used for many other purpose than given below in all types of buildings shall be included in FAR calculations

(i) Storage of any kind.

(ii) Dark room

(iii) Strong room, bank cellars or the like

(iv) Air conditioning equipment and other machine used for services and utilities of the building.

(v) Parking places and garages.

(vi) Stock rooms of libraries.

(b) Mumty or stair cover shall not be counted towards FAR calculations in all types of building.

(c) A watchman shelter not exceeding 10 square meter in area and 3 meters in height on the housing plot of 0.50 acre and above and not exceeding 3 square meter in area and 3 meters in height on industrial plots above 600 square meter shall be allowed over and above the maximum FAR permissible in the front set back along the frontage of plots. Such shelter shall be constructed adjoining one of the sides of the plots where a side with the gate provided for entry into the factory premises. The height of plinth of the shelter will not be more than 0.25 meters (10") above the level of road facing the plot.
In the case of corner plots a watchman shelter not exceeding 3 square meter in area and 2.75 meters in height may be allowed over the above maximum ground coverage permissible in the set back of plots of 0.50 acre and above. Such shelter shall be constructed adjoining one of the sides of the plot and shall be combined with the gate provided for side entry into the factory premises. The height of plinth of shelter will not be more than 0.25 meters (10") above the side road facing the plot. However, it shall be ensured that this does not obstruct the free movement inside the plot of any kind of vehicle, particularly the fire tender in case of fire.

d) Machine room for lift on top floor as required for the lift installations.

Note: The shaft provided for lift shall be taken for covered area calculations only on one floor.

40. 'Height limitations' (1) Residential building other than group housing - In such cases the maximum number of storeys that can be constructed on any plot shall be 2 plus barsati.

(2) Building other than residential buildings and group housing – The height of the buildings other than residential building and group housing shall be governed by the limitations of FAR open spaces and the width of the street fronting the plots as per details given below.

The absolute height of a building shall not exceed 1.50 times width of the road abutting plus the front set back.

If a building abuts on two or more roads of different widths, the building shall be deemed to face upon the road that has the greater width and the height of the building shall be regulated by the width of that road.

Note: Water tanks on roof and their supports, lift rooms ventialting air conditioning and similar services equipment, roof structure chimneys other than pent houses, parapet walls and architectural features not exceeding limit in height provided the aggregate area of such structures including pent houses does not exceed one third of the roof of the building upon which they are erected, shall not be included in the height of the buildings.

(a) Height limitations for town centre, sub-district centre, institutional areas and residential areas shall be as:

<table>
<thead>
<tr>
<th>Location</th>
<th>Height restrictions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town centre</td>
<td>No restriction</td>
</tr>
<tr>
<td>Sub district and Institutional area</td>
<td>45 mtrs.</td>
</tr>
<tr>
<td>Hospitals in institutional area</td>
<td>24 mtrs.</td>
</tr>
<tr>
<td>All building in group housing pockets in the residential area</td>
<td>24 mtrs.</td>
</tr>
</tbody>
</table>

(3) 'Group housing' Site for group housing in two storeyed and multi storeyed blocks shall not be customary sub division of land into streets and plots. The lay out plan of such a site shall be governed by the design standards requirement of the occupants to be decided by the Authority

Access to dwelling in Low Cost Housing in a group housing scheme for weaker section of the society shall be provided with foot paths and their width shall be governed by design requirements.

The foot-paths shall open on a residential street or cul-de-sac or loop street not less than 9.00 meters in width.

The minimum size of the site for group housing shall be 5,000 square meter (0.5 Ha). Coverage and Floor Area Ratio shall be as per table:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Gross residential density persons per Acre</th>
<th>Gross residential density persons per Hectare</th>
<th>Maximum coverage in percentage</th>
<th>EA.R.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>80 to 125</td>
<td>200 to 312</td>
<td>30</td>
<td>1.25</td>
</tr>
<tr>
<td>2.</td>
<td>140</td>
<td>350</td>
<td>33 1/3</td>
<td>1.35</td>
</tr>
<tr>
<td>3.</td>
<td>200</td>
<td>500</td>
<td>35</td>
<td>1.50</td>
</tr>
</tbody>
</table>

(4) Protected or ancient or historical monuments lying within a radius of one/half kilometer from the boundary line of such group housing the Chief Executive Officer shall have a right to impose such restrictions and limitations as to the number of storeys and the extent to height of the building as he considers fit.
(5) In case of group housing having more than 2 storeys steps must be taken to ensure water at higher floors. For this purpose booster pumps and overhead tanks must be installed. Lifts and suitable staircase should be provided for more than 4 storeys high buildings. Also balconies for out-door, sleeping and air conditioning must be provided.

Notes:

(i) Floor area shall be calculated as covered area on all floors unless specifically excluded.

(ii) The coverage shall be calculated on the basis of whole area revised for group housing after deducting.

(a) The area of any highway, and road of 25 meters and above major residential 18 meters wide road around and within the group housing area. Residential street loop streets cul-de-sac service lanes and footpaths shall not be deducted.

(b) The area of school (excluding sites for nursery school) and other community facilities within the group housing area

(iii) in density calculation for group housing each servant’s quarter will be reckoned as one family.

(4) The density of a particular neighbourhood in which the group housing area is located will be as shown in the sector plan and the corresponding figure in the above Table will be operative in less otherwise prescribed in the sector plan for a specific area.

(5) A group housing shall conform to the provisions the Master plan and Zonal development plans of the area.

(6) The provisions contained in this clause shall not apply to low cost group housing undertaken by the State Government, any local authority within the State of Uttar Pradesh or any other public body approved in his behalf by the State Government.

41 (1) ‘Parking, loading and unloading space’
When off-street parking space is to be provided for motor vehicle it shall not be less than 20 square meter in area (under stilts 30 square meter) and for scooters and cycles the parking spaces provided shall not be less than 3 square meter and 1.40 square meter respectively.

(2) For the building of different types of street parking for vehicles shall be provided as stipulated below:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Occupancy</th>
<th>Parking Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Residential</td>
<td>One parking space for every 200 square meter carpet area.</td>
</tr>
<tr>
<td></td>
<td>i) Multi family residential</td>
<td>One parking space for every 6 guest rooms.</td>
</tr>
<tr>
<td></td>
<td>ii) Lodging establishment, tourist homes and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>hotels with lodging accommodation</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Educational</td>
<td>One parking space for 100 sq.m. carpet area or fraction thereof of the</td>
</tr>
<tr>
<td></td>
<td></td>
<td>administrative office area and public service area and where any educational</td>
</tr>
<tr>
<td></td>
<td></td>
<td>building has any auditorium it shall have an additional parking space for</td>
</tr>
<tr>
<td></td>
<td></td>
<td>every thirty seats.</td>
</tr>
<tr>
<td>3.</td>
<td>Institutional (Medical)</td>
<td>One parking space for every 20 beds</td>
</tr>
<tr>
<td>4.</td>
<td>Assembly</td>
<td>One parking space for every 30 seats</td>
</tr>
<tr>
<td>5.</td>
<td>Business</td>
<td>One parking space for every 100 sq.m. carpet area or fraction thereof.</td>
</tr>
<tr>
<td>6.</td>
<td>Mercantile</td>
<td>Parking space for every 100 sq.m. carpet area or fraction thereof.</td>
</tr>
<tr>
<td>7.</td>
<td>Industrial</td>
<td>One parking space for every 200 sqm. Carpet area or fraction thereof.</td>
</tr>
<tr>
<td>8.</td>
<td>Storage</td>
<td>One parking space for every 100 sqm. carpet area and one parking for every</td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 sq.m. carpet area or fraction thereafter.</td>
</tr>
</tbody>
</table>

Notes:

1. For shop built on a plot not exceeding 100 square meter parking space need not be provided

2.(a) One parking space for every 100 square meter carpet area and fraction thereof should be provided for Administration space.

b) Other types of vehicles for non residential and non-assembly buildings in addition to the parking area provided above 100 percent additional parking space shall be provided for parking other type of vehicles. Out of this 60 per cent shall be set apart exclusive for bicycles.

For assembly buildings parking space to the extent of 10 percent of the seating capacity in the case of motor-cycles and scooters and 25 percent
of the seating capacity in case of bicycle shall be provided.

3. In providing the parking, care has to be taken that 50 per cent of the open space is left for landscaping and is not accounted for in parking calculations.

4. In addition to the parking space provided for building of mercantile (commercial) industrial and storage at the rate of one such space for loading and unloading activities for each 1,000 square meter of floor area and fraction thereof exceeding the first 200 square meter of floor area shall be provided.

5. Parking lock up garage shall be included in the floor area ratio calculations unless they are provided in basement of a building or under a building constructed on silts with no external walls.

6. The spaces to be left out for parking shall be in addition to the open spaces left for lighting and ventilation purposes.
CHAPTER – IV
REQUIREMENT OF PARTS OF BUILDINGS

42. 'Plinth' – (1) The plinth in no case shall be less than 0.45 mt. Except in the case of public housing where the minimum could be reduced to 0.30 meters.

(2) Every interior courtyard or garage shall be raised at least 0.15 m. above, the level of surrounding ground level and shall be satisfactorily drained.

(3) Basement or Cellar: (a) It shall be in every part at least 2.40 meters in height from the floor to the underside of the roof slabs of ceiling.

(b) Ventilation shall not be less than 10 percent of the carpet area of the basement. However, only such portion of the basement or cellar which is to be used for storage, dark-room, strong room, air conditioning equipment and other machines parking places and garages, stock room of libraries or the like, it shall have ventilation not less than 5 per cent of the carpet area of the portion. Deficiencies in such ventilation may be met by providing adequate mechanical ventilation in the form of blowers exhaust fans, the air conditioning system of the like to the satisfaction of the Chief Executive Officer.

(c) The height of the ceiling of any basement shall be minimum 0.90 m and maximum 1.20 m above the average surrounding ground level.

(d) Adequate arrangements shall be made such that surface drainage does not enter the basement.

(e) The external walls and floors of the basement shall be water-tight and adequate damp-proofing is ensured.

(f) The access to the basement shall be separate from the main and alternative staircase providing access and exit from higher floors. Open ramp shall be permitted if they are constructed within building line.

(g) In the case of basement for business and mercantile building, access ways shall be provided with a travel distance not more than 15 meters.

43. 'Living or sleeping room'—1. No living or sleeping room shall have carpet area less than 9.5 square meter and the minimum width or such room shall be 2.4 metres.

2. In the case of hostels in educational building the minimum carpet area of such a room for single person shall be 7.5 square meter.

3. In the case of building with two rooms, the carpet area of one of the room shall not be less than 9.5 square meter and the carpet area of the other shall not be less than 7.5 square meter.

4. In the case of special housing schemes of economically weaker section of society, low income group, slum clearance or for industrial labour undertaken by public agency the authority may from time specify the room for the size of the room as below.

a) A single room tenement shall consist of a room not less than 9.5 square meter in carpet area with the minimum width of 2.4 square meter and the multipurpose space of area not less than 3.6 square meter with a width of 1.5 square meter

b) In the case of double room tenements there shall be living room not less than 9,5 square meter in area and other room not less than 7.5 square meter in area.

44. 'Kitchen'—1. The area should not be less than 5.0 square meter with the minimum width of 1.80 square meter where there is a separate store, the size of kitchen may be reduced to 4.5 square meter

2. In case of special housing schemes mentioned in sub regulation (4) of regulation 43 following relaxation shall be permissible.

a) In case of single room tenement no kitchen shall be necessary.

b) In case of doubled room tenements the kitchen shall be less than 3 square meter in area with the minimum width of 1.2 meters.

3. Other requirements – Any room to be used as kitchen shall have

a. unless separately provided a pantry means for washing of kitchen utensils which shall lead
directly or through a sink to grated and trapped connection to the waste pipe

b. a chimney not less than 500 square centimeters in area fire wood coal or like material is used which will generate smoke.

c. windows of not less than 0.75 square meter in area opening directly on to an interior or exterior open space, but not into a ventilating shaft and

d. in case of multi-storied residential building more than 15 mtrs. in height refuge chutes.

45. **Pantries.**— Pantries shall have: a carpet area of not less than 3 sq. m. with smaller side not less than 1.4 mtrs.

46. **Bathroom and water Closets.** – The size of the bathroom shall not be less than 1.44 sq.m. with minimum width of 1.2 mtr. The minimum carpet area for water closet shall be 1.08 sq.m. with a minimum width 0.9 sq.m. In case of combined bathroom and W.C. the minimum carpet area shall be 3 mtrs. And the small side shall not be less than 1.2 m. In the case of special housing schemes, mentioned, in sub-regulation (4) of regulation 43 provisions shall be made for water closet and bath in the case of single and double room tenaments.

Every bathroom or water closet shall:

(a) be so situated that at lease one of its wall shall open to external air;

(b) not be directly over or under any room other than another latrine, washing place, bath or terrace, unless it has a water-tight floor;

(c) have the platform or seat made of watertight non-absorbent material;

(d) be enclosed by wall partitions and the surface or every such wall or partition shall be finished with a smooth impervious material to a height of not less than 1 metre. above the floor of water closet and 1.8 mtrs. above the floor of bathroom;

(e) be provided with an impervious floor covering sloping towards the drain with a suitable grade;

(f) not open directly into any kitchen or cooking space by a door, window or other opening. Every room containing water closet shall have a door completely closing the entrance to it.

47. **Mezzanine floor.**—The minimum size of mezzanine floor if it is used as a living room shall be 9.5 sq.m. The aggregate area of such mezzanine floor shall not be more than 25 per cent of the proposed plinth area of the building. It shall not be counted towards E.A.R.

A mezzanine floor if it is used as a living room shall be permitted over a room or a compartment provided it—

(a) conforms to the standards of lighting and ventilation in relation to the use for which it has been proposed;

(b) is so constructed as not to interfere under any circumstances with the ventilation of the space over and under it;

(c) is not so sub-divided as to make it liable to be converted into unventilated compartment; and

(d) is not used as a kitchen.

48. **‘Loft’**—Loft shall be permitted with the maximum coverage of 10 per cent of the proposed covered area.

49. **Store room.**— The area of a store room shall not be less than 2.0 sq. mtrs. However, in case of residential building the maximum area thereof shall not exceed 7.0 sq.m.

50. **Ledge or Tand.**— A ledge or tand in habitable room shall not cover more than 25 per cent of the carpet area of the room in which it is constructed and it shall be provided at a minimum height of 2.1 m. The projection should not be wider than 1 mtr.

51. **'Cupboards'** – (1) The projections (cantilever) of cupboards and shelves shall be permitted and would be exempted from covered area calculations, such projections shall project upto 60 centimeter in the setbacks for residential buildings provided the width of such cupboards of shelves does not exceed 2.4 meter and there is not more than one such cupboard or shelf in each room.

(2) Notwithstanding anything contained in clause (51) above continuous cupboards or shelves with 60 cm. Cantilever, projections shall be permitted provided the same is constructed underneath the sill portion of the window (not exceeding 90 centimeter from floor level) and over the lintel of
windows (at height) above 2.00 meters above the floor level). This is application for all types of buildings.

52. 'Garages'-- 1. Private garage – The size of a private garage in residential building shall not be less than 2.75 × 5.40 meters. When any rooms is provided on top a private garage in a residential building, it shall conform to the requirement of habitable room and if intended as a living unit for servants, the same shall have a verandah for cooking and water closet. The garage if located in the side open space shall be constructed within 6m from the rear plot line.

(2) 'Public garage' The size of the public garages shall be calculated upon the basis of the number of vehicles to be parked in accordance with the provision of clause (41.2).

(3) The plinth of garage public or private located at ground level shall not be less than 15 centimeter above the surrounding ground level.

Every garage shall be set backed behind the line from the road on to which the plot abuts, and shall not be located affecting the access ways to the buildings.

53. Roofs— The roof of the building shall be effectively drained and should not cause dampness in any part of the wall, roof and foundation of the building or any adjacent building.

54. Chimneys.—(1) Chimneys, where provided shall conform to the requirements of IS:1645-1960 Indian Standard Code of Practice for Fire safety or building (general) Chimneys, flues, fuel pipes and hearths.

(2) Notwithstanding anything contained in regulation (54.1) chimneys shall be built at least 0.9 m. above flat roofs and the top of the chimneys shall not be below the top of adjacent parapet wall. N the case of slopping roofs, the chimney top shall not be less than 0.6 mtrs. above the roof where chimney penetrates.

55. 'Boundary walls' (1) The height requirement of boundary walls shall be as follows:

<table>
<thead>
<tr>
<th>Nature of road abutting height</th>
<th>Min height</th>
<th>Max. height</th>
</tr>
</thead>
<tbody>
<tr>
<td>From*</td>
<td>1.50m.</td>
<td></td>
</tr>
<tr>
<td>Side</td>
<td>2.00m.</td>
<td></td>
</tr>
</tbody>
</table>

(b) In the case of row-housing schemes, the front boundary wall shall include the portion of the sideboundary walls from boundary line to building line.

(c) In the case of corner site the height of the boundary wall shall be restricted to 0.75 meters for a length of 5.0 meters on the front and side of the intersections and remaining height of 1.50 meters shall be made up of railings

(2) The provisions of sub-clause (1) shall not be applicable to boundary walls of institutional building educational building and such other residential buildings and such other residential building as are used as hostels.

56. 'Parapet' – Parapet walls and hand rails provided on the edge of roof terrace, balcony etc. Where accessible shall not be less than 1.05 meters and not more than 1.20 meters in height.

57. 'Provision of lifts' – Provision of lift shall be made for buildings more than 1.5 meters in height.

HEIGHT REQUIREMENTS

58. 'Living or sleeping room' – The minimum internal height of all living or sleeping rooms shall be 2.75 meters in case of air-conditioned rooms internal height should not less than 2.4 meters. The minimum head room under beams shall be 2.4 meters.

59. 'Kitchen'-- The Internal height of the kitchen shall not be less than 2.75 meters.

60. Bathroom and W.C.-- The internal height of the bathroom or water closet shall not be less than 2.1 meters.

61. 'Staircase'-- the minimum head room in a passage under the landing of a staircase shall be 2.1 meters. The minimum internal height of a mumty or stair cover shall also be 2.1 meters.

62. 'Industrial building'-- The internal height of the work room in an industrial building shall be such
as may be prescribed by the U.P. Factories Rules 1950 as amended from time to time.

63. 'Corridor'-- The minimum head room under corridor, shall be 2.4 meters in residential buildings, it shall not be less than 2.1 meters.

64. 'Store room'-- The internal height of the store room shall not be less than 2.1 meters.

65. 'Mezzanine'-- The height of the mezzanine floor shall not be less than 2.1 meters and not more than 2.80 meters.

66. 'Loft'-- Maximum height between loft and ceiling shall be 1.5 meters and clear weight below loft shall be as given in bye-laws.

67. 'Garage'—The minimum height of a garage shall be 2.40m.

68. 'Lighting and Ventilation requirements'--

(1) The rooms shall have for the admission of light one or more apertures such as windows and fanlights opening directly to the external air or into an open verandah.

(2) Where the light and ventilation requirement are not met through day lighting and natural ventilation, the same shall be ensured though artificial lighting and mechanical ventilation as per the latest provisions of the National Building Code, Notwithstanding anything contained in regulation (68) the minimum aggregate area of opening of buildings shall be as under:

<table>
<thead>
<tr>
<th>Type of building</th>
<th>Minimum lighting and ventilation area required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>(a) Residential, business and mercantile</td>
<td>10% of the carpet area of each room or space</td>
</tr>
<tr>
<td>(b) Industrial building manufacturing hall only</td>
<td></td>
</tr>
<tr>
<td>Plot Size</td>
<td></td>
</tr>
<tr>
<td>(i) Up to 100 sq.m.</td>
<td>10% of the carpet area of each room or space</td>
</tr>
<tr>
<td>(ii) 101 to 400 sq.m.</td>
<td>.16%</td>
</tr>
<tr>
<td>(iii) 401 sq.m. and above</td>
<td>.16%</td>
</tr>
<tr>
<td>(c) Institutional buildings</td>
<td>.16%</td>
</tr>
</tbody>
</table>

(3) Light and ventilation to be provided for tool room, power and switch room shall not be less than 5 percent of the carpet area of such room. In case of air-conditioned building the ventilation requirements may be taken care of by the air-conditioning system.

69. Ventilation shaft.— Ventilation spaces for water closet and bathroom, if not opening on front side, rear of interior open spaces, shall open to the ventilation shafts, the size of which shall not be less than as given in the table below:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Number of storeys</th>
<th>Size of ventilation shafts in sq.m.</th>
<th>Minimum width in mm.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>1.2</td>
<td>0.90</td>
</tr>
<tr>
<td>2</td>
<td>1.2.3.4</td>
<td>2.00</td>
<td>1.20</td>
</tr>
<tr>
<td>3</td>
<td>1.2.3.4.5.6</td>
<td>4.00</td>
<td>1.50</td>
</tr>
<tr>
<td>4</td>
<td>1.2.3.4.5.6.7.8</td>
<td>5.40</td>
<td>1.80</td>
</tr>
<tr>
<td>5</td>
<td>1 to 10</td>
<td>8.00</td>
<td>2.40</td>
</tr>
</tbody>
</table>

70. General Exits.— (1) (a) Every building meant for human occupancy shall be provided with exits sufficient to permit safe escape of occupants, in case of fire or other emergency.

(b) In every building exits shall comply with minimum requirements of this part, except those not accessible for general public use.

(c) No building shall be altered so as to reduce the number, width or provision of exit to less than that required.

(d) All exits shall provide continuous means of access to the interior of a building or to an exterior open space leading to a street.

(6) In addition to a bye-law no. 70(1) the following general provision shall apply to all the building except residential buildings up to three storey in heights:

(a) Exits shall be clearly visible, and routes to reach the exit shall be clearly marked and sign posted, to guide the occupants of floor concerned.

(b) Fire fighting equipment shall be suitably located and clearly marked.

(c) Alarm devices shall be installed to ensure prompt evacuation of the population concerned.

(d) Exits shall be reached without passing through another occupied unit.

71. Types of exits.—Exits shall be either of horizontal or vertical type. An exit may be doorway, corridor passage-way, to an internal
staircase or external staircase ramps, varandah and or terrace which have access to the street or the roof or a building. An exit may also include a horizontal exit leading to an adjoining building at the same level.

**Explanations.—** Lifts and escalators shall not be considered as exits.

72. **Number and size of exits.**—The requisit number and size of various exits shall be provided, based on the population in each room, area and floor based on the occupant load, capacity or exits, travel distance and height of building as provided in regulation.

73. **Arrangement of exists** — Exists shall be so located so that the travel distance on the floor shall not exceed 22.50 meters for residential, educational, institutional and hazardous buildings, and 30 meters for assembly business mercantile industrial and storage buildings. Whenever more than one exist is required for a floor of a building exit shall be placed as remote from each other as possible. All the exists shall be accessible from the entire floor area at all floor level.

74. **Capacity.**—(1) The unit of exit width, used to measure capacity of exits shall be 50 cms. A clear width of 25cms. Shall be counted as an additional half unit. Clear widths less than 25 cms. Shall not be counted for exit width.

2. The occupants per unit exit width shall be as given in the table below:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Group of occupancy or building</th>
<th>Number of occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Stairways</td>
</tr>
<tr>
<td>1.</td>
<td>Residential</td>
<td>...25</td>
</tr>
<tr>
<td>2.</td>
<td>Educational</td>
<td>...25</td>
</tr>
<tr>
<td>3.</td>
<td>Institutional</td>
<td>...25</td>
</tr>
<tr>
<td>4.</td>
<td>Assembly (a)</td>
<td>...60</td>
</tr>
<tr>
<td>5.</td>
<td>Assembly (b)</td>
<td>...50</td>
</tr>
<tr>
<td>6.</td>
<td>Mercantile (a)</td>
<td>...50</td>
</tr>
<tr>
<td>7.</td>
<td>Mercantile (b)</td>
<td>...50</td>
</tr>
<tr>
<td>8.</td>
<td>Storage</td>
<td>...50</td>
</tr>
<tr>
<td>9.</td>
<td>Hazardous</td>
<td>...25</td>
</tr>
</tbody>
</table>

3. After finding out the population of any floor or calculated by dividing the floor area (gross) by the occupants load from the table given below, the width of doors, stairways and corridors shall be calculated by dividing the population by the capacity of each exit from the table given in Regulation (74.2). The number of units of doors or stairways (widths) required can be found out from the above and applying provisions of regulation 73 and 75 and exact width of the doors or corridors or stairways can be found out.

### OCCUPANT LOAD

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Group of occupancy or building</th>
<th>Occupant load area in sq.mt. per person</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Residential</td>
<td>12.50</td>
</tr>
<tr>
<td>2</td>
<td>Educational</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>Institutional</td>
<td>15</td>
</tr>
<tr>
<td>4</td>
<td>Assembly (a)</td>
<td>0.6</td>
</tr>
<tr>
<td></td>
<td>Assembly (b)</td>
<td>1.5</td>
</tr>
<tr>
<td>5</td>
<td>Mercantile (a)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Mercantile (b)</td>
<td>6</td>
</tr>
<tr>
<td>6</td>
<td>Business and Industrial</td>
<td>10</td>
</tr>
<tr>
<td>7</td>
<td>Storage</td>
<td>30</td>
</tr>
<tr>
<td>8</td>
<td>Hazardous</td>
<td>10</td>
</tr>
</tbody>
</table>

**NOTE:**—

(1) The gross area shall mean plinth area or covered area:

(2) Occupants load in dormitory portions of homes for the aged, orphanages, insane asylums or the like where sleeping accommodation is provided, shall be calculated at not less than 7.50 sq.m. gross area per person.

75. **Building having more than three storeys to have at least two exits** There shall not be less than two exits for buildings over three storeys in height serving every floor area and at least one of them shall be internal enclosed stairway.

76. **Stairways for multi-storey buildings.**— For building referred to in clause (6.3) there shall be a minimum of two staircases and one of them shall be an enclosed stairway and the other shall be on the external wall of the building and shall open directly to the exterior open space or to any open space of safety.

77. **Minimum width provision for stairways.**— Notwithstanding anything contained in these
regulations the following width provision shall be made for stairways:

<table>
<thead>
<tr>
<th>Regulations</th>
<th>Width Provision</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Residential building</td>
<td>0.90 mtr.</td>
</tr>
<tr>
<td>(b) Assembly building—</td>
<td></td>
</tr>
<tr>
<td>(i) upto 200 person</td>
<td>1.50 mtr.</td>
</tr>
<tr>
<td>(ii) upto 300 person</td>
<td>2.50 mtr.</td>
</tr>
<tr>
<td>(iii) upto 500 persons</td>
<td>3.50 mtr.</td>
</tr>
<tr>
<td>(c) Institutional building like hospitals.</td>
<td>2.00 mtr.</td>
</tr>
<tr>
<td>(d) Educational building like hospitals.</td>
<td>2.00 mtr.</td>
</tr>
<tr>
<td>(e) All other building—</td>
<td></td>
</tr>
<tr>
<td>(i) population of 100 on floor.</td>
<td>1.00 mtr.</td>
</tr>
<tr>
<td>(ii) Population of 150 on floor.</td>
<td>1.50 mtr.</td>
</tr>
<tr>
<td>(iii) Population of 200 on floor.</td>
<td>2.00 mtr.</td>
</tr>
</tbody>
</table>

3. **Stairways**—(a) Interior stairs shall be constructed of a non-combustible material throughout in case of all buildings excepting residential buildings up to three storeys in height.

(b) Interior staircase shall be constructed as a self-contained unit with at least one side adjacent to an external wall and shall be completely closed in case of all building except residential building up to three storeys in height.

(c) A staircase shall not be arranged around a lift shaft unless the latter is entirely enclosed by a material of fire resistance.

(d) The minimum width or an internal staircase shall be 1.00 mtr. excepting in case of residential buildings including group housing where minimum width shall be 0.90 mtr.

(e) The minimum width or treads without nosing shall be 0.25 mtr. for an internal staircase of residential building of any size, and industrial building constructed on plots up to 600 sq.m. and business/mercantile building constructed on plots up to 150 sq.m. In case of other buildings the minimum width of tread shall be 0.30 mtr.

(f) The maximum height of the riser shall be 0.20 mtr. in case of residential buildings of any size, industrial buildings constructed on plots up to 600 sq.m. and business/mercantile buildings constructed on plots about 150 sq.m. In case of other buildings the maximum riser shall be 0.15 m. The number or risers shall be limited to 12 per flight.

(g) Handrails shall be provided with a minimum height of 0.90 mtr. from the centre of the tread.

(h) For buildings more than 24 mtrs. in height access to main staircase shall be gained through at least half an hour fire resisting automatic closing doors placed in the enclosing wall of the staircase. It shall be of swing type door opening in the direct of the escape-route.

(i) The exit sign with arrow indicating the way of the escape route shall be provided at a height of 0.50 mtr. from the floor level on the wall and shall be illuminated by electric light connected to corridor circuits.
(j) In case of single staircase it shall terminate at the ground floor level and the access to the basement shall be by a separate staircase.

(k) In the case of residential building and business/mercantile building constructed on plots to 150 sq.m. three winders at the start of the staircase at each floor level will be allowed.

(l) The areas of the stairway even if open types, except where it is 0.60 mtr. projecting out from a wall without riser as a subsidiary control shall be counted towards the covered area.

79. **Fire escape on external stairs.**— (a) Fire escape shall not be taken into account in calculating the evacuation time of a building.

(b) Entrance to fire escapes shall be separate and remote from the internal staircase.

(c) All fire escapes shall be directly connected to the ground.

(d) The route to the fire escapes shall be free of obstructions at all times except a door way leading to the fire escapes which shall have the required fire resistance.

(e) Fire escapes shall be constructed of non-combustible materials.

(f) Fire escapes stairs shall have straight flight not less than 0.75 mtr. wide with treads and risers not more than 0.19 mtr. The number of risers shall be limited to 16 per flight.

(g) Handrails shall be of a height not less than 0.90 mtr.

80. **Spiral stair fire escape.**— The use of spiral stair fire escape shall be limited to low occupant load and to a building up to 9 mtrs. height unless they are connected platforms, such as balconies and terraces to allow escape to pause. A spiral stair fire escape shall be not less than 1.50 mt. in diameter.

81. **Ramps.**— (a) Ramps with a slope of not more than 1 in 10 may be submitted for stairway. Larger slopes shall be provided for special uses but in no case greater than 1 in 8. For slopes exceeding 1 in 5 and slipping the ramps shall be surfaced with approved non-slipping material.

(b) The minimum width of the ramps in hospitals shall be 2.25 mtr.

(c) Handrails shall be provided on both sides of the ramps and not less than 0.90 mtr. in height.

(d) Ramps shall lead directly to outside open space at ground level or court yard or safe place.

(e) For buildings above 24 metres in heights, access to ramps from any floor of the building shall be through smoke stop doors.

82. **Corridors.**— (a) The minimum width of a corridor shall not be less than 0.90 mtr. in the case of two residential buildings up to three storey in height and 1.00 mtr. in the case of other building.

(b) In case of more than one main staircase of the building inter-connected by a corridor or other enclosed space, there shall at least one smoke stop door across the corridor or enclosed space between the doors in the enclosing walls of any two staircase.

83. **Refuge Area.**— (1) For all building exceeding 15 mtr. in height, refuge area shall be provided as follows:

(a) The floors above 15 mtrs. and upto 24 mtrs. one refuge area on the floor immediately above 18 mtrs.

(b) For floors above 25 mtrs. and up to 36 mtrs. one refuge area on the floor immediately above 24 mtrs.

(c) For floors above 36 mtrs. one refuge area per every five floors above 36 mtrs.

(2) The refuge area shall be provided on the external walls as cantilever projections or in any other manner (which will not be counted in F.A.R.) with a minimum area of 18 sq.m. and to be calculated based on the population on each floor at the rate of 1 sq.m. per person.

84. **Fire Safety requirements.**— (1) Building shall be so planned, designed and constructed as to ensure fire safety and this shall be done in accordance with Part-IV ‘Fire protection’ of the National Building Code of India 1970 corrected up to date.

(2) The additional provisions related to fire protection of buildings more than 15 mtrs. as in height and buildings referred to in Regulation 6.3 shall be as given in Appendix-9.
85. **Structural design.**—The structural design of any item of masonry, timber, plain concrete and steel in a building shall be carried out in accordance with Part-VI (structural design, Section-1 Boards, Section-2, Foundation, Section-3 Wood, Section-4 Masonry, Section-5 Concrete, Section-6, Steel as in the case may be) of National Building Code of India prepared by ISI, and as prevalent at the time of execution of the work.

86. **Quality of material and workmanship.**—All materials and workmanship shall be of good quality conforming generally to accepted standards of Public Works Department of U.P. and Indian Standards Specifications and Codes as included in Part-V building materials and Part-VII constructional Practices and Safety of National Building Code of India 1970 revised up to date.

87. **Building services.**—The planning design and installation of electrical installation, air conditioning and heating work, installation of lifts and escalators in a building shall be carried out in accordance with Part-VIII (Building Services, Section-2, Electrical installations, Section-3, Air conditioning and heating, Section-5, Installation of lifts and escalators, as the case may be) of National Building Code of India prepared by ISI, and as prevalent at the time of execution of the work.

88. **Plumbing.**—The planning design, construction and installation of water supply, drainage and sanitation and gas supply system in a building shall be in accordance with the part-IX (Plumbing Services, Section-1, Water Supply, Section-2, Drainage and Sanitation, Section-3, Gas Supply as the case may be) of National Building Code of India prepared by ISI, and as prevalent at the time of execution of the work.

89. **Water Supply Requirements.**—The requirements of water supply in a building shall be as given in Tables 1 to 3.

90. **Sanitary Requirement.**—

1. Subject to the provision of any law for the time being in force, the sanitary fittings and installations in a building shall be as given in Table 4 to 13.

2. Every factory building within the area shall be provided with such latrines and urinals as may from time to time be prescribed by or under the provision of the Factories Act, 1948.
APPENDIX-1
(See Regulation No. 5(1))

FORM FOR FIRST APPLICATION TO ERRECT RE-ERRECT, DEMOLISH OF TO MAKE MATERIAL ALTERATION IN A BUILDING.

To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir.
I hereby give application that I intend to erect/re-errect/demolish or to make material alteration in the building No………………….. of Shazra No. …………… on/in plot No. ……………….. in Sector/colony ………………
Bazar/Street ………………. Block/Mohalla/Bazar ………………. in accordance with the New Okhla Industrial Development Area Building Directions and I forward herewith the following plans and specification (Item No. 1 and 2 below) in triplicate, (one copy of each cloth bound) duly signed by me and the licenced Architect/Engineer/Draftsman/Group License No. ……………….. who will supervise its erection and copies of other statement/document/documents applicable (Item No. 3 to 12 below)

1. Site Plan.
2. Building Plan including Service Plan.
3. Supervision of Building work (Appendix-3)
4. General specification sheet (Appendix-10)
5. Ownership documents
6. Attested/photostat copies of Receipt for payment of application fee.
7. Application for drainage of premises (in duplicate Appendix (11)
8. Detail description of work & specification of materials (appendix-12) in triplicate.
10. Indemnity Bond (In case of basement only) Appendix-14
11. Structural stability certificate from the licensed technical personnel (Appendix-15)
12. Dimension Plan (Certified on behalf of NOIDA).

I request that the construction may be approved and permission accorded to me to execute the work.

Signature of the applicant
Name of Applicant (IN BLOCK LETTERS)
Address of the applicant.

Dated:

Note :- Strike out which is not applicable.
APPENDIX-2
(See Regulation No. 11)
Qualification of Licensed Technical Personnel for
Preparation of scheme for Building Permit and supervision

1. The qualification of the technical personnel and their personnel and their competence to carry out different jobs for building permit and supervision for the purpose of licensing by the authority shall be as hereinafter indicated.

ARCHITECTS

2. Qualification: -- The qualification for licensing Architect will be the Associate Membership of the Indian Institute of Architects or such Degree of Diploma which makes him eligible for such membership or qualification mentioned in Schedule XIV of Architects Act, 1972 and registered with the Council of Architecture as provided by the provision of the Architects Act. 1972.

2(1) A licensed Architect shall be competent to carry out work related to building permit; and shall be entitled to submit the followings:
   i) all plans and related information connected with building permit;
   ii) Structural details and calculations for building on plots upto 500 square metres and upto four storeys high; and
   iii) certificate of supervision for all buildings.

ENGINEERS

3(1) Qualification:- The qualification for licensing of the engineers will be corporate membership (Civil) of the Institution of Engineers or such degree/diploma in Civil Municipal or Structural Engineering which makes him eligible for such membership or which is recognised by the Uttar Pradesh Public Service Commission for the post of an Assistant Engineer.

(2) A licensed engineer shall be competent to carry out the work related to building permit; and shall be entitled to submit the followings;
   i) All plans and related information connected with building permit on plots upto 120 sq. metrers and upto two storeys.
   ii) Structural details and calculation for all buildings.
   iii) Certificate of supervision for all buildings.

DRAFTSMAN

4(1) Qualification:- The qualification for licensing of the Draftsman will be :-
   i) Three years Diploma in Architectural Assistantship or Architectural Draftsmanship.
   ii) Draftsmanship in Civil Engineering from I.T.I. with five years experience under Architect/Engineer, from a recognised institution which would enable him for the post of Senior Draftsman recognised by the Uttar Pradesh public Service Commission.
   iii) Diploma in Civil Engineering with 2 years experience.

(2) A licensed draftsman shall be entitled to submit;
   i) All plans and related information for buildings permit on plots upto 75sq. meters and upto two storeys;
   ii) Certificate of supervision of building on plots upto 75 sq. metres and upto two storeys.
GROUP OR AGENCY

5. When a group or agency comprising of qualified Architect/Engineer/Draftsman is practising, then the qualification and competence of work will be the combination of the individual qualification and competence given under paras 2, 3 and 4 above and the agency shall be licensed by the Authority.

APPENDIX-3
(See Regulation No. (10)
FORM FOR SUPERVISION OF BUILDING WORK

To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir.
I hereby certify that the erection/re-erection/material alteration/demolition in/of building No.………. of Shazra No. ……….. on/in plot No. ……………… Block/Mohalla/Bazar …………. Road/Street Sector/Colony ………………… shall be carried out under my supervision and I Certify that all the material (type and grade) and the workmanship of the work shall be generally in accordance with the general and detailed specifications submitted alongwith and that the work shall be carried out according to the sanctioned plans.

Signature of Architect/
Engineer/Draftsman/
Group ……………………
Name of Architect
Engineer/Draftsman
Group (IN BLOCK LETTERS)…
License No. of Architect/
Engineer/Draftsman/
Group…………………….
Address of the Architect/
Engineer/Draftsman/
Group……………………

Dated :

Note :- Strike out which is not applicable.
APPENDIX-4
(See Regulation No. 16)
FORM FOR SANCTIONOR REFUSAL OF BUILDING PERMIT

From,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

To
……………………..
……………………..
Sir.

With reference to your application No. ……………… dated……………… for grant of permit for the erection/re-erection/material alteration/demolition in/of Building No…………….. of Shazra No. …………. on/in plot No. ............... in Sector/colony……………. Road/Street ...............Block/Mohalla/Bazar ............... I have to inform you that the sanction has been granted/refused by the Authority on the following grounds.

1.
2.
3.
4.
5.
6.
7.

Officer Stamp ………………………
Office (communication)
No. ????????? ????
Dated :

Signature
Name of Officer
Designation of the Officer

Note :- Strike out which is not applicable.

APPENDIX-5
(See Regulation No. 19)
FORM FOR NOTICE FOR COMMENCEMENT OF BUILDING WORK

To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir.

I hereby notify that the erection/re-erection/material alteration/demolition in/of building No…………….. of Shazra No. …………. on/in plot No. ............... Block/Mohalla/Bazar ............... will be commenced on ............... as per your permission and plans sanctioned vide letter No. ............... Dated ............... under the supervision of ............... Licensed Architect/Engineer/Draftsman/Group. License No. .........

Signature of the
Applicant ............... 
Name of the
Applicant (IN BLOCK LETTERS)
Address of the
Applicant ............... 

Dated:

Note :- Strike out which is not applicable.
To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir.

I hereby certify that the erection/re-erection/material alteration/demolition in/of building No …………… of Shazra No. …………… on/in plot No. …………… Sector/colony ……………… Road/Street …………… Block/Mohalla/Bazar …………… has been supervised by me and the completion plan is attached herewith in triplicate (one copy cloth bounded). The plans were sanctioned vide letter No. …………… dated ……… and the work has been completed to my best satisfaction. The workmanship and all the materials which have been used are strictly in accordance with the general, detailed specifications. No provision of the regulations, directions, no requisition made, conditions, prescribed or order issued there under have been transferred in the course of work. The land fit for construction for which it has been developed or re-developed.

Signature of the licensed

Architect/Engineer
Group Draftsman ……………
Name of the Licensed
Architect/Engineer/Draftsman/Group ……………
Address of the Licensed
Architect/Engineer/Draftsman/Group ……………

Dated :

Note:-- Strike out the words which are not applicable.

APPENDIX-7
(See Regulation No. 26)
FORM FOR OCCUPANCY CERTIFICATE

From,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

To
………………………
………………………

Sir.
I hereby certify that the erection/re-erection/material alteration/demolition in/of building No …………… of Shazra No. …………… on/in plot No. …………… Sector/colony ……………… Road/Street …………… Block/Mohalla/Bazar …………… completed under the supervision of Licensed Architect/Engineer/Draftsman/Group License No. …………… has been inspected by the officers of the Authority and declare that the building conforms in all respects to the requirements of the Regulations/Directions in respect of occupancy, Structural safety based upon the structural stability certificate and the completion certificate submitted by the concerned Licensed technical personnel, fire safety, hygienic and sanitary conditions inside and the surrounding and is fit for occupation.

Signature ……………………
Name ……………………
Designation …………………
From,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

To
……………………………………
……………………………………
……………………………………

Sir.
I hereby certify that the erection/re-erection/material alteration/demolition in/of building No
……………… of Shazra No. …………… on/in plot No. ………………… Sector/colony………………
Road/Street …………………Block/Mohalla/Bazar …………… completed under the supervision of …………..
licensed Architect/Engineer/Draftsman/Group License No. …………… has been inspected by me/officers of the
Authority and declare that the building does not conforms in following respects to the requirements of the NOIDA
Regulations/Directions as amended uptodate.
1.  
2.  
3.  
4.  
5.  

However, a temporary occupancy certificate is being issued for a period of ………………… subject to the
condition that the above mentioned defects/discrepancies will be got corrected and a fresh completion certificate
is submitted to the Chief Executive Officer for further necessary action.

Office stamp …………………
Office (communication)………
No. ……………………………

Signature …………………
Name of the office……………
Designation …………………

Dated :

Note :-- Strike out the works which are not applicable.
APPENDIX – 9

ADDITIONAL FIRE PROTECTION REQUIREMENTS FOR BUILDINGS MORE THAN 15 METRES IN HEIGHT AND OTHER BUILDING MENTIONED IN REGULATION NO. 6(3)

GENERAL

The Chief Executive Officer, Uttar Pradesh by whatsoever name called, hereinafter called the Chief Fire Officer may insist on suitable provision in building from fire safety and fire fighting point of view depending on the occupancy and height of buildings.

STAIRCASE ENCLOSURES

The internal enclosing walls of staircase shall be brick or reinforced concrete constructed having fire resistance of not less than two hours. All staircase shall have excess through self closing door, enclosed latest half an hour resistance. These shall be single swing doors opening in the direction of the escape. The doors shall be fitted with check section door closers.

The staircase enclosures on external wall of the building shall be ventilated to atmosphere at each landing. Permanent vent at the top equal to 5 percent of the cross section area of the enclosures and openable sashes at each floor level with area equal to 15 percent of the sectional area of the enclosures on the external walls shall be provided. The roof of the shaft shall be at least 10 metre above the surrounding roof. There shall be no glazing or glass brick in any internal enclosing wall of staircase. If the staircase is in the core of the building and cannot be ventilated at each landing, a positive pressure of 5 millimetre water gauge by an electrically operated blower shall be maintained.

The mechanism for pressuring the staircase shaft shall be so installed that the same shall operated automatically and also with manual operation facilities, when the automatic fire alarm operates.

LIFT ENCLOSURES

The walls enclosing lift shafts shall have a fire resistance of not less than two hours, Shafts shall have permanent vents at the top not less than 1800 sq. millimeter in clear area. Lift motor rooms preferably be sited at the top of the shaft and shall be separated from the lift shafts by the enclosing wall of the shaft or by the floor of the motor rooms.

Landing doors in lift enclosures shall open in the ventilated or pressurised corridor/lobby and shall have fire resistance of not less than one hour.

The number of lifts in one lift bank shall not exceed four. Shaft for fire lift in a lift bank shall be separated from each other by a brick masonry or re-inforced cement concrete wall of fire resistance of not less than two hours.

If the lift shaft and lift lobby are in core of the building, a positive pressure of not less than 2.5 millimeter and not more than 3 millimeter water gauge by electrically operated blower shall be maintained in the lift lobby and positive pressure not less than 5 mm millimeter watergauge shall be maintained in the lift shaft. The mechanism for pressuring lift shaft and lift lobby shall be so installed they shall operated automatically when the automatic fire alarm operates. The mechanism shall have facilities to be operated manually.

Exit from the lift lobby shall be through a self closing smoke stop door of half an hour fire resistance.

The lift mechanic room shall be separate and no other machinery shall be installed therein.

Lifts shall not normally communicate with the basement. However, one of the lifts may be permitted to reach the basement level provided the lift lobby at each basement level is pressurised and separated from the rest of the basement areas, by smoke acutated fire resisting door of two hours fire resistance.
BASEMENT

Each basement shall be separately ventilated. Vents with cross sectional area (aggregate) not less than 2.5% of the floor area spread evenly round the perimeter of the basement shall be provided in the form of grills or breakable stall board lights or pavement light by way of shafts.

The staircase of basement shall be enclosed type having fire resistance of not less than two hours and shall be situated at the periphery of the basement and shall communicate with basement through a lobby provided with fire resisting self closing doors of half an hour fire resistance. If the travel distance exceeds 18.50 metres additional staircase at proper place shall be provided.

SERVICE DUCTS.

Service ducts for electrical conduits, cables etc. shall be enclosed by walls having a fire resistances of not less than two hours. Doors for inspection or access shall also have a fire resistance of not less than two hours.

If the cross sectional area exceeds 1.0 sq. metre it shall be sealed where it passes floor by carrying the floor through the duct. The floor within the duct shall be pierced for any service pipe of ventilation trunk and shall fit as closely as possible around and such pipe or trunk.

REFUSE CHUTES AND REFUSE CHAMBERS.

Hoppers to reuse chutes shall be situated in well ventilated positions and the chutes shall be continued upwards with an outlet above roof level and with an enclosure wall of non-combustible material with fire resistance not less than two hours. The hoppers shall not be located within the staircase enclosures. Inspection panel and hopper (charging station) opening shall be fitted with tight fitting metal doors, covers, having a fire resistance of not less than one hour.

Refuse chutes shall not be provided in staircase walls or airconditioning shafts.

Refuse chambers shall have walls and floors or roofs constructed or non-combustible and impervious material and shall have a fire resistance of not less than two hours. They shall be located at a safe distance from exit routes.

LIFTS AND FIRE LIFTS.

Public address system in the lift car with speaker or telephone assembly shall be provided. Provision for a fire shall be made as per the following details:

a) To enable fire personnel to reach to the floor with the minimum delay, one of the lifts shall be so designed so as to be available for the exclusive use of the Fireman in any emergency and be directly accessible to every dwelling lettable floor space on each floor.

b) The lifts shall have floor area of not less than 1.5 square metre. It shall have loading capacity of not less than 600 kilogramms (8 persons per lift) with automatic closing doors.

c) The electric supply shall be on a separate service from electric supply mains in a building and the cables run in route safe from fire i.e. in the lift shaft. In case of failure of normal electric supply it shall automatically trip over to alternative supply.

d) The operation of a fire lift shall be by a simple toggle or two button switch situated in a glass fronted box adjacent to the lift at the entrance level when the switch in on, landing call points will become imperative and the lift will return to normal working. This lift can be used by a occupant in normal times.

e) The words, “FIRE LIFT” shall be conspicuously displayed in fluorescent paints on the lift landing door at each floor level.

f) For building above 15 metre in height collapsible gates shall not be permitted for lifts and shall have soild doors with fire resistance of two hours.
ELECTRIC SERVICES

8. a) The electrical distribution cables or wiring shall be laid in separate duct. The duct shall be sealed at every alternative floor with non-cumbustible materials having the same fire resistance as that of the duct.
(b) Water mains, telephone lines, inter-com lines, gas pipes or any other service line shall not be laid in the duct for electric cables.
(c) Separate circuit for water pumps, lifts staircase corridor lighting and blowers for pressurising system shall be provided directly from the main switch gear panel.

STAIRCASE AND CORRIDOR LIGHTING

9. a) The staircase and corridor lighting shall be on separate service and shall independently connected so as it could be operated by one switch installation on the ground floor accessible to fire fighting staff at any time irrespective of the position of the individual control of the light points, if any.
b) Staircase and corridor lighting shall also be connected to alternative supply from parallel high tension supply or to the supply from the stand by generator.
c) Emergency lights shall be provided in the staircase and corridor

ALTERNATE SOURCES OF ELECTRIC SUPPLY

10. A stand by electric generator shall be installed to supply power to staircase and corridor lighting circuits, fire lifts, the stand by the fire pump, pressurisation fan and blowers, smoke extraction and damper system in case of failure of normal electric supply. The generator shall be capable of taking starting current of all the machines and circuits stated above simultaneously. If the stand by pump is driven by diesel engine, the generator supply need not be connected to the standby pump. Where parallel high voltage/low voltage supply is provided generator may be waived in consultation with the Chief Fire Officer.

TRANSFORMERS

11. a) If transformers are housed in the building below the ground level it shall be necessarily in the first basement in separate fire resisting room of four hours rating. The room shall necessarily be at the periphery of the basement. The entrance to the room shall be provided with a steel door of two hours fire rating. A curb of a suitable height shall be provided at the entrance in order to prevent the floor of oil from ruptured transformer to the transformer into other parts of the basement. The direct access room shall be housed in a separate room separated from the transformer bays by a fire resisting wall with fire resistance not less than four hours.
b) The transformer shall be protected by an automatic high pressure water spray or a foam sprinkler system. When housed at ground floor level, it shall be cut off from the other portion of premises by Fire Resisting walls of four hours fire resistance. The shall not be housed on upper floors.
c) A tank of RCC construction of adequate capacity shall be provided at lower basement level to collect the oil from the catch pit. The tank shall be on non-combustible construction and shall be provided with a flame arrester.

AIR CONDITIONING

12. Where air conditioning of the building is done, the following provision shall be made:-
a) Proper arrangement by way of automatic fire damper working on smoke of heat detectors for isolating all ducting at every floor from the main resister shall be made.
b) When the automatic fire alarm operates the respective air handing units of the air conditioning system it shall automatically be switched off.
c) Automatic fire dampers shall so arranged so as to close by gravity in the directions of the air movement and to remain tightly closed upon operation of a smoke or heat detector cum fire alarm.

d) Air ducts serving main floor areas, corridors or the like shall not pass through the stair well.

e) Where ever the ducts pass through fire walls or floors, the opening around the ducts shall be sealed with fire resisting materials such as rope asbestos, mineral wool or the like.

f) The air filters of the air handing units shall be of non-cumbustible materials.

g) Automatic fire dampers should be provided at the inlet of the fresh air duct and the return air duct of each compartment/shop on every floor.

NOTE:-- The use of type of detectors shall be to the satisfaction of the Chief Fire Officer.

BOILER ROOM

13. Provision of boiler and boiler rooms shall confirm to Indian Boilers Act or any other law for the time being in force. Further the following additional aspects shall be taken into account in the location of Boiler/Boiler room:--

a) The boilers shall not be allowed in sub-basement but may be allowed in the basement away from the escape routes.

b) The boilers shall be installed in a fire resisting room of four hours fire resistance rating, and this room shall be situated on the periphery of the basement. Catch pit shall be provided at the low level.

c) The boiler room shall be provided with fresh air inlets and smoke exhausts directly to the atmosphere.

PROVISIONS OF FIRST AID FIRE FIGHTING APPLIANCES

14. a) The first aid fire fighting equipments shall be provided on all floors including basements, occupied terrace of lift rooms in accordance with IS 2217-1963. Recommendations for providing first aid fire fighting arrangement in public buildings in consultation with the Chief Fire Officer.

b) The fire fighting appliances shall be distributed over the building in accordance with IS 2190 code of practice for selection, installation and maintenance of portable first aid fire appliance.

FIXED FIRE FIGHTING INSTALLATION

15. Building above 15 meters in height depending upon occupancy shall be protected by wet riser or sprinkler installation system with the fire service connections at the base of the sprinkler installation as per details given on next page.
(1) **TYPE OF THE BUILDING/OCCUPANCY**

<table>
<thead>
<tr>
<th>Category</th>
<th>REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Apartment building below 15 Metres in height irrespective of floor area</td>
<td>NIL</td>
</tr>
<tr>
<td>b) Apartment buildings exceeding 15 metres in height</td>
<td>Wet riser and (or) Down comers.</td>
</tr>
<tr>
<td>c) Non apartment buildings 15 Metres and above in height irrespective of floor area</td>
<td>-Do-</td>
</tr>
<tr>
<td>d) All basement, sub-basement, high pressure having special risks, storage, Water spray of hazardous explosive material foam sprinkler in a building 15 metres and above system</td>
<td></td>
</tr>
<tr>
<td>e) Any of the above categories may incorporate an automatic sprinkler/drancher system if the risk is such that it required installed of such protective methods</td>
<td></td>
</tr>
<tr>
<td>f) In respects of buildings provided with smoke/heat detection system backed by 24 hours caretaker (trained in fire fighting) staff, the installation of sprinklers need not be insisted.</td>
<td></td>
</tr>
</tbody>
</table>

2. The hydrants shall be provided within the court-yard, the location of which shall be decided in consultation with the Chief Fire Officer.

3. The dry riser installation may be permitted by the Chief Fire Officer for building referred in clause(b) and (c) of sub-para (1) for heights above 15 metres and below 24 metres, if he is satisfied with the arrangements for water supply and the provisions of static water storage tank.

4. The wet riser installations shall confirm to IS 3844-1966 code of Practice for Installation of internal fire hydrants in multi-storey buildings. In addition, wet risers shall be designed for zonal distribution ensuring that unduly high pressure are not developed in risers and have ripes. In addition to wet risers first aid hose reels shall be installed on all the floors of the buildings, and shall confirms to IS 484-1969. Specification for first aid hose reel shall be connected to one of the female couplings of twin couplings of landings values of the wet risers installations by means of adopter.

5. The riser shall be fed through the booster pump from either of the following water sources round the clock.

   a) Town mains of suitable size which can supply requisite quantity of water.
   b) Static Tank – The capacity of the static tank shall be as give below:--

   i) **Apartment building 15 mtrs. and above in height but below 24 mtrs. in height** 50,000 Litres.

   ii) Non apartment building 15 metres and above but below 24 metres used for mised occupancies like offices, shop, department stores: 1,00,000 Lts.

   iii) Apartment building 24 metres and above in height 1,00,000 Lts.

   iv) Non apartment building 24 metres and above in height. 2,00,000 Lts.

**Explanation**

1. In case of group of apartment building 15 metres and above in height but below 24 metres, a centrally located tank having a capacity of 20,00,000 Litres may be provided.

2. The above quantities of water shall be exclusively for fire fighting and shall bot be utilised for domestic or other use.
STATIC WATER STORAGE TANK

16. (1) A satisfactory supply of water for the purpose of fire fighting shall always be available in the form of underground static storage tank with capacity specified for each building by the local Fire Authority with arrangement of replenishment by town’s main or alternative sources of supply @ 1,000 litres per minute. The static storage water supply required for the above mentioned purpose should entirely be accessible to the fire engines of the local Fire Service. Provision of suitable number of manholes shall be made available for inspections, repairs and insertions of auction house etc. The covering slab shall be able to withstand the vehicular load of 18 tonnes.

(2) To prevent stagnation of water in the static water storage tank the auction tank of the domestic water supply shall be fed only through an overflow arrangement to maintain the level therein at the minimum specified capacity.

(3) The static water storage tank shall be provided with a fire brigade collecting breaching with 4 Nos.-65 mm diameter instantaneous male inlets arranged in a valve box at a suitable point at street level and connected to the static tank by a suitable fixed pipe not less than 15 centimetres diameter to discharge water into the tank when required at a rate of 1,000 litres per minute.

AUTOMATIC SPRINKLERS

17. Automatic high pressure water spray or foam sprinkler system shall be installed:
   a) In basement, sub basement which are used as car parks, storage of combustible article, laundry or the like.
   b) On floors used as departmental stores, shops and trades involving fire risks.
   c) On all floors of the building other than department buildings, if the height of the building exceeds 45 metres.

CARBON-DI-OXIDE FIRE EXTINGUISHING SYSTEM FIXED.

18. CO2 Fire extinguishing installation shall be provide as per IS : 6328-1971 code of practice for design and installation of fixed CO2 fire extinguishing system on premises where water of foam cannot be used for fire extinguishment because of the special nature of the contents of the building or areas to be protected.

FIRE ALARM SYSTEM

19. All building above 15 mtrs. in height shall be equipped with fire alarm system as specified in 20 & 21 below:-

20. Residential Building (Dwelling Houses, Boarding Houses and Hostles):--
   a) All residential building like dwelling houses (including flats), boarding houses and hostels shall be equipped with manually operated electrical fire alarm system with one or more call boxes located at each floor. The location of the call boxes shall be decided after taking into consideration the floor plan with a view to ensure that one or the other call box shall be readily accessible to all occupants of the floor without having to travel more than 22.50 metres.
   b) The call boxes shall be of the ‘break-grass’ type without any moving parts, where the call is transmitted automatically to control room without any other action on the part of the person operating the call box.
   c) The call boxes shall be wired in a close circuit to control panel in the control room located as per para 22 so that the floor number from where the call box is actuated is clearly indicated on the control panel. The circuit shall also include one or more batteries with a capacity of forty eight hours normal working at full load. The battery shall be arranged to the continuously trickle charged from the electric mains.
   d) The call box shall be arranged to sound one or more sounders so as to ensure that all occupants of the buildings shall be warned whenever any call box is actuated.
e) The call boxes shall be so installed that they do not obstruct the exit-way and yet their location can easily be noticed from either direction. The base of the call box shall be at a height of 1 metre from the floor level.

21. All other buildings:-
All building other than those referred to in 20 shall in addition to the manually operated electrical fire alarm system be equipped with an automatic fire alarm system. The latter shall be in addition to the alarm which may be sounded by the actuation of any automatic fire extinguishing system which may be installed in any particular building in accordance with those regulations. Unless otherwise decided by the Chief Fire Officer, U.P. Fire Service, the detectors for the automatic fire system shall confirm to IS : 2175-1962 Heat sensitive Fire Detectors and the systems shall be installed in accordance with IS: 2180-1962 code of practice for automatic fire Alarm system, or any other relevant Indian standards prepared from time to time.

Explanation :-
Several types of fire detectors are available in the market but the application of each type is limited and has to be carefully considered in relation to the type of risk and the structural features of the building where they are to be installed.

CONTROL ROOM

22. There shall be a control room on the entrance floor of the building with communication system (suitable public address system) to all floors and facilities for receiving the messages from different floors. Details of all floor plans along with the details of fire fighting equipment and installation shall also be maintained in the Control Room.
The control room shall also have facilities to detect the fire on any floor through Indicator Boards connecting fire detecting and alarm system on all floors. The staff incharge of control room shall be responsible for the maintenance of the various services and fire fighting equipment and installations.

FIRE DRILLS AND FIRE ORDERS

23. Fire notices or orders shall be prepared to fulfil the requirements of the fire fighting and evacuation from the building in the event of the fire and other incidents. The occupants shall be made thoroughly conversant with their action in the event of the emergency, by displaying fire notices at vantage points. Such notices should be displayed prominently in broad lettering.
APPENDIX-10  
GENERAL SPECIFICATIONS SHEET  
NEW OKHLA INDUSTRIAL DEVELOPMENT AUTHORITY  
Specification of proposed building

1. Total plot area ...........................................................................................................................................
   Basement existing ........................................sq.m. Proposed .......................................... sq.m.
   Ground floor existing .....................................sq.m. Proposed .......................................... sq.m.

2. First floor existing ............................................. sq. M. Proposed ........................................ sq.m.
   Second floor existing ......................................sq.m. Proposed .......................................... sq.m.

3. Mezzanine floor existing .................. sq. M. Proposed ........................................ sq.m.

4. The purpose for which it is intended to use the building.

5. Specification to be used in the construction of the
   i) Foundation ...........................................................................................................................
   ii) Walls .................................................................................................................................
   iii) Floors .............................................................................................................................
   iv) Roofs ..............................................................................................................................

6. Number of storeys of which the building will consist .................................................................

7. Approximate number of persons proposed to be accommodated .............................................

8. The number of latrins to be provided ..............................................................................................

9. Whether the site has been built upon before or not ........................................................................

10. Source of water to be used for building purpose ...........................................................................

   Signature of the Applicant ............................................................
   Full Name (in block letter) .........................................................
   Address .................................................................................
APPENDIX-11
NEW OKHLA INDUSTRIAL DEVELOPMENT AUTHORITY
(to be submitted in duplicate)
APPLICATION FOR DRAINAGE OF PERMISES

To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir,
I/We, the undersigned hereby apply for permission to drain the premises known as ………………..
Street/ …………………………. House Tax Assessment No. ……………………..

The sanitary arrangement and drains for the premises are shown in the accompanying plans and sections
in triplicate and described in the Appendix-II (submitted in triplicate) and the premises are open to inspection by
the Officers of New Okhla Industrial Development Authority. I/We undertake to carry out the work in accordance
with the provisions of New Okhla Industrial Development Authority building regulation and direction 1979, and
to pay to the Authority the cost of connection to the sewer at the rate given in the schedule of fees.

Dated :

Signature of the Applicant ………….
Full name (in block letters) …………
Address ………………………………..
Name of the plumber carrying out the work ……………
License No ……………………………..
Address of the plumber ………………..
Detail description of work and specification of material.

N.B.:— Only new of altered work to be described in the following particulars:—
1. Separation of rain water and foul water (separate)
2. Rain-water drains, curbs and points of discharge (as shown n the plan)
3. Main-water gutters, pipes or spouts where discharging (on the ground)
4. Open-foul-water drains, materials, size, curbes and other means, places, verandahs, latrines and fitting discharging (covered) into such drains.
5. Silt-cateher and grating, size and position (as shown in the plan).

6. Drains:—
   a) Main sewage drain of the premises Size …………….. as per plan.
   b) Branch drains Size ……………… 100 X 150mm
      Fall 1 in 40 and 1 in 460 S.W.R. or HC. I.P.

   c) Materials Cement of lead joints

7. Bedding of pipes :-
   a) Method of bedding ……………………………………………… cement concretes.
   b) Thickness & width of beds of concrete. 150 X 450mm
   c) Thickness of concrete round pipe ……………………………………… 150mm

8. Protection of drain under Brick Anchor RCC Lintel wall over openings.

9. Traps, description of Gully Traps -
   Water closet traps -
   Slopes/sink traps -
   Urine traps -

10. Manholes and inspection chambers, if any,
    Thickness of walls 230mm
    Description of invert channels Cement concrete.
    Depth of chambers As per the plan.
    Size & description of cover and C.I. Cover 18”X18” durable sealed fixed with
    Manner of fixing R.C.C. slabs

11. Ventilation of drains
    a) Fresh Air Inlet
       Position
       Height above nearest ground level
    b) Out-let shaft position of terminal at top

12. Soil pipe, waste pipe and ventilation pipe connections. 100 CMHC. I. Pipe with H.B. Clamps and lead joints.
    a) Lead and Iron pipes.
    b) Lead pipe or trap with caste iron pipe.
    c) Stone ware pipe or trap with lead pipe.
    d) Lead soil pipe or trap with stone ware pipe or trap.
    e) Cast iron pipe with stone ware drain.
f) Stone ware trap with cast iron soil pipe.

13. Ventilation of water closet, trap, material and supports .......... 2” HCl pipe with H.B. clamps and 5CM lead loints.

14. Water closet (apartments)
   a) at or above ground level .......... as per plan.
   approach from .......... as per specification.
   Floor material .......... as per drawings.

   Floor fall towards trap.
   Means of constant ventilation

   b) Water closet apparatus :
      Description of pan, basin, etc. C.I.
      Flushing cistern, capacity ............... 3 gallons.
      Flushing pipe
      Material ........... C.I. Telescopic.
      Internal Diameter ..... 25mm to 12mm.
      Union with basin ..... as per plan

15. a) Number and description of sanitary fitting in room and rooms in which they are to be installed.
   b) Capacity and position of water storage tank.
   c) Size & number of draw off taps and i.e. as per plan whether taken off storage tanks or direct, plan/drawing from main supply)
   d) Details of draw off taps, i.e. whether they are of plain screw down pattern or “waste not” Description of any other sanitary work to be carried out but not included under above headings.

16. Depth of sewer below surface or street.

17. Level or invert of house drain at point of junction with sewer.
   Level or invert of sewer at point of junction of house drain. Distance of nearest manhole on sewer from the point at which the drain leaves the premises.

SCHEDULE OF PIPE

<table>
<thead>
<tr>
<th>Materials</th>
<th>Dia in C meter</th>
<th>Weight</th>
<th>Method of joining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main sewage drain</td>
<td>As per plan</td>
<td>10</td>
<td>15 Indian standard</td>
</tr>
<tr>
<td>Branch sewage drains</td>
<td>S.W.P.</td>
<td>10</td>
<td>15 Indian standard</td>
</tr>
<tr>
<td>Sill pipes</td>
<td>H.C.I.</td>
<td>10</td>
<td>15 Indian standard</td>
</tr>
<tr>
<td>Ventilating pipes other</td>
<td>H.C.I.</td>
<td>10</td>
<td>Specification Lead</td>
</tr>
<tr>
<td>than soil pipes</td>
<td>H.C.I.</td>
<td>10</td>
<td>Specification Lead</td>
</tr>
<tr>
<td>Waste pipes</td>
<td>H.C.I.</td>
<td>7.5</td>
<td></td>
</tr>
<tr>
<td>Anti syphone pipes</td>
<td>H.C.I.</td>
<td>5.0</td>
<td></td>
</tr>
</tbody>
</table>

Dated ...............
APPENDIX-13
GOVERNMENT OF INDIA
MINISTRY OF WORKS & HOUSING
NATIONAL BUILDING ORGANISATION

Name of the Municipality/Corporation/Authority

(Particulars of construction proposed/completed)
For item 1 and 2 fill in the appropriate code Number in

1. Nature of construction
   a) New Construction 1
   b) Alterations and/or additions to existing building 2

2. Type of construction
   a) Residential buildings
      i) Dwelling 1
      ii) Other residential places (such as Hostel, Dormitories/ Lodging hotels and clubs 2
   b) Industrial Building
      (Factories, Plants, Workshop etc. 3
   c) Commercial Buildings
      (shops, warehouses, Offices, Public garages etc. 4
   d) Institutional buildings
      (School, hospitals, dispensaries and religious buildings etc.) 5
   e) Other buildings (Public buildings, Public libraries, amusement bldgs. etc. 6

3. Total plinth area ........................................................................................................... Sqm.
4. Total floor area in all floors ................................................................................................ Sqm.
   (including basement in any ................................................................................................ Sqm.

5. Number and type of dwelling units in the construction.

<table>
<thead>
<tr>
<th>Type of dwelling</th>
<th>New construction</th>
<th>Number of dwelling alterations and/or additions to existing building resulting in dwellings.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Room unit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Room unit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Room unit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Or more room unit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Particulars for the following items should be given while applying for occupancy certificate only.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Estimate construction/cost Rs. ........................................................................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Number and date of issue of authorisation certificate ..................................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Date of commencement of construction ...............................................................................</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Date of completion of construction ..................................................................................</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Signature of the applicant)
(Name and address of the Applicant in block letters) ..........................................

Dated:

(FOR OFFICE USE ONLY)

Reference number of application .....................................................................................
Number and date of issue of Authorisation/Occupancy certificate .....................................
Appendix-14

INDEMNITY BOND

In consideration of the New Okhla Industrial Development Authority a body Corporate constituted under Section-3 of the New Okhla Industrial Area Development Act, 1976 (U.P.) Act No. 6 of 1976) (hereinafter referred as “the promises” which expression shall unless the context does not so admit include its successors and assigns) having sanction the construction of the basement in the building plans of the factory building to be constructed on Industrial Plot No. ………………. in Sector No. ………………. Situated in the New Okhla Industrial Development Area in Tehsil ………………. Distt. ………………. on production of the bond of Indemnity by …………….. son of Shri …………………. Aged ……………. Years, resident of ………………………… (hereinafter called the “promisor” which expression shall unless the context does not so include his heirs, executors, administrators, representatives and permitted assigns) to indemnify the promises of any loss or damage caused of the basement referred to above the promisor hereby agreed to execute this bond of Indemnity.

NOW THEREFORE THIS DEED WITNESSED AS FOLLOWS :

In consideration of the promises having sanctioned the construction of the basement in the building plan of the factory building to be constructed in Industrial Plot No. ……………….. in Sector No. ………. situated in the New Okhla Industrial Development Area, Tehsil ………………………. Distt. ……………. The promisor agrees to indemnity the promises and at all times holds himself liable for all damages and losses caused to the adjoining building (s) on account of the construction of the basement referred to above and further undertakes to indemnify the promises and such amount of the full extent which the promises may have or be required to pay to any person (s) having rights in the adjoining properties on account of the construction of the basement (said) by way of compensation or otherwise and further to pay all costs and expenses which the premises may have to expend in defending any action in the Court of Law regarding thereto.

IN WITNESS WHEREOF the promisor has executed this Bond of Indemnity at New Okhla Industrial Development Area, tehsil ………………………. district ………………………. on ………………….. day of …………………..

Signed by :-

1. Witness:    2. Witness:
   Address    Address

Appendix –15

FOR STRUCTURAL STABILITY CERTIFICATE

To,
The Chief Executive Officer,
New Okhla Industrial Development Authority,
Uttar Pradesh.

Sir,

I hereby certify that the structural design of the ............... Building on shazra No. ............ in Sector/colony............... Road/Street ...............Block/Mohalla/Bazar ............ shall be done by me/us and carried out in accordance with part VI structural design of National Building code of India corrected upto date.

Signature of Architect/
Engineer/Group ....................
Name of Architect
Engineer/Group ....................
Address of Architect
Engineer/Group ....................

Dated :
NOTE : Strike out which is not applicable.
**TABLE NO. 1**  
**PER CAPITA WATER REQUIREMENTS FOR BUILDINGS**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of Building</th>
<th>Consumption per head per day (in litres)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Residential</td>
<td>135</td>
</tr>
<tr>
<td>2.</td>
<td>Educational</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Day Schools</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>b) Boarding Schools</td>
<td>135</td>
</tr>
<tr>
<td>3.</td>
<td>Institutional (Medical)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) No. of beds not exceeding 100</td>
<td>340</td>
</tr>
<tr>
<td></td>
<td>b) No. of beds exceeding 100</td>
<td>450</td>
</tr>
<tr>
<td></td>
<td>c) Medical quarters and hostels</td>
<td>135</td>
</tr>
<tr>
<td>4.</td>
<td>Assemble (per seat of accommodation)</td>
<td>15</td>
</tr>
<tr>
<td>5.</td>
<td>Government or semi-public business</td>
<td>45</td>
</tr>
<tr>
<td>6.</td>
<td>Mercantile (Commercial)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Restaurants (per seat)</td>
<td>70</td>
</tr>
<tr>
<td></td>
<td>b) Hotels with lodging accommodation (per bed)</td>
<td>180</td>
</tr>
<tr>
<td></td>
<td>c) Other business building</td>
<td>45</td>
</tr>
<tr>
<td>7.</td>
<td>Industrial</td>
<td>45</td>
</tr>
<tr>
<td>8.</td>
<td>Storage (including Warehousing)</td>
<td>30</td>
</tr>
<tr>
<td>9.</td>
<td>Hazardous</td>
<td>30</td>
</tr>
<tr>
<td>10.</td>
<td>Intermediate station (excluding mail) and express stops:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Where bathing facilities are provided.</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td>b) In the case of others</td>
<td>23</td>
</tr>
<tr>
<td>11.</td>
<td>Junctions Station:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Where bathing facilities are provided.</td>
<td>70</td>
</tr>
<tr>
<td></td>
<td>b) In the case of others</td>
<td>45</td>
</tr>
<tr>
<td>12.</td>
<td>Terminal Stations:</td>
<td>45</td>
</tr>
<tr>
<td>13.</td>
<td>International and Domestic Airports</td>
<td>70</td>
</tr>
</tbody>
</table>

*Explanation*—The number of persons for serial No. 10 & 13 shall be determined by the average number of passengers handled by the station daily.
### TABLE NO. 2
**FLUSHING STORAGE CAPACITIES**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Classification of Building</th>
<th>Storage Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>For tenements having common convenience.</td>
<td>900 litres net per WC seat.</td>
</tr>
<tr>
<td>2.</td>
<td>For residential premises other than tenements having common convenience.</td>
<td>270 litres net for one WC seat and 180 litres for each additional seat in the same flat.</td>
</tr>
<tr>
<td>3.</td>
<td>For Factories and Workshops</td>
<td>900 litres per WC seat and 180 litres per urinal seat.</td>
</tr>
<tr>
<td>4.</td>
<td>For cinemas, public assemble halls or the like.</td>
<td>900 litres per WC seat and 350 litres per urinal seat.</td>
</tr>
</tbody>
</table>

### TABLE NO. 3
**DOMESTIC STORAGE CAPACITIES**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>No. of floors</th>
<th>Storage Capacity</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>For premises occupied as tenements with common conveniences :--</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Floor 1 (Ground floor)</td>
<td>Nil</td>
<td>Provided no downtaken fittings are installed</td>
</tr>
<tr>
<td>2.</td>
<td>Floors 2,3,4,5 and upper floors</td>
<td>500 Litres per tenement</td>
<td>--</td>
</tr>
<tr>
<td>For premises occupied as flats or Blocks.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Floor 1 (Ground floor)</td>
<td>Nil</td>
<td>Provided no downtake fitting are installed</td>
</tr>
<tr>
<td>2.</td>
<td>Floors 2,3,4,5 and upper floors</td>
<td>500 litres per tenement</td>
<td></td>
</tr>
</tbody>
</table>

Explanations
1) If the premises are situated at a place higher than the road level in front of the premises, storage at ground level shall be provided on the same lines as of floor 2.
2) The above storage may be permitted to be installed provided that the total domestic storage calculated on the above basis is not less than the storage calculated on the number of downtake fittings according to the scales given below:--

<table>
<thead>
<tr>
<th>Downtake taps</th>
<th>Showers</th>
<th>Bath tubs</th>
</tr>
</thead>
<tbody>
<tr>
<td>70 litres each</td>
<td>13 litres each</td>
<td>200 litres each</td>
</tr>
</tbody>
</table>
TABLE NO. 4
SANITATION REQUIREMENTS FOR HOTELS

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For residential Public &amp; Staff</th>
<th>For public rooms</th>
<th>For non-residential Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>For males</td>
<td>For females</td>
<td>For males</td>
</tr>
<tr>
<td>1.</td>
<td>Water closet.</td>
<td>One per 100 persons upto 400 persons; for over 400 and at the rate of one per 250 persons or part thereof.</td>
<td>Two for 100 persons upto 200 persons; Over 200 add @ one per 100 persons or part thereof.</td>
<td>One for 1-15 persons</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Wash basins</td>
<td>One per 10 persons Omitting the wash basins installed in room with bath suite.</td>
<td>One per water closet &amp; Urinal provided</td>
<td>One per water closet provided</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Baths</td>
<td>One per 10 persons omitting occupants of the room with bath in suite.</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Slope sinks</td>
<td>One for 30 bed rooms (One per floor min.)</td>
<td>One in each Kitchen</td>
<td>One in each Kitchen</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Kitchen sinks</td>
<td>One in each Kitchen</td>
<td>One in each Kitchen</td>
<td>One in each Kitchen</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Explanation: -- It may be assumed that two thirds of the number are males and one third females.

TABLE NO. 5
SANITATION REQUIREMENTS FOR EDUCATIONAL BUILDING

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>Nursery School</th>
<th>Boarding Institutions</th>
<th>Other educational institutions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>For Boys</td>
<td>For Girls</td>
<td>For Boys</td>
</tr>
<tr>
<td>1.</td>
<td>Water closet.</td>
<td>One per 15 pupils or part thereof.</td>
<td>One per every 8 pupils or part thereof.</td>
<td>One per 40 pupils or part thereof.</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One water taps with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>One per 20 pupils or part thereof.</td>
<td>One per every 6 pupils or part thereof.</td>
<td>One per every 25 pupils or part thereof.</td>
</tr>
<tr>
<td>4.</td>
<td>Wash basins</td>
<td>One per 15 pupils or part thereof.</td>
<td>One per every 8 pupils or part thereof.</td>
<td>One per every 40 pupils or part thereof.</td>
</tr>
<tr>
<td>5.</td>
<td>Baths</td>
<td>One bath sink per 40 pupils</td>
<td>One per every 8 pupils or part thereof.</td>
<td>One per every 6 pupils or part thereof.</td>
</tr>
<tr>
<td>6.</td>
<td>Drinking water fountains</td>
<td>One for every 50 pupils or part thereof.</td>
<td>One for every 50 pupils or part thereof.</td>
<td>One for every 50 pupils or part thereof.</td>
</tr>
<tr>
<td>7.</td>
<td>Cleaners sinks</td>
<td>One per floor minimum</td>
<td>One per floor minimum</td>
<td>One per floor minimum</td>
</tr>
</tbody>
</table>

Explanation: -- For teaching staff, the schedule of fitments to be provided shall be the same as in the case of office buildings.
### TABLE NO. 6
SANITATION REQUIREMENTS FOR INSTITUTIONAL (MEDICAL) BUILDING (HOSPITALS)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>Hospital with indoor patients</th>
<th>Hospitals with outdoor patients</th>
<th>Administrative Building</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>For males &amp; females</td>
<td>For males</td>
<td>For females</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For male personnel</td>
<td>For female personnel</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Water closet</td>
<td>One for every 8 beads or part thereof.</td>
<td>Two for every 100 beads or part thereof.</td>
<td>One for every 25 persons or part thereof.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One in each water closet</td>
<td>Two for every 100 persons or part thereof.</td>
<td>One in every water closet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One water tap with drain again arrangements in the vicinity of water closet and urinals for every 50 beds or part thereof.</td>
<td>One in every water closet</td>
<td>One in every water closet</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution</td>
<td>One in each water closet</td>
<td>Two for every water closet</td>
<td>One in every water closet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Two for every water closet</td>
<td>One in every water closet</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>One water taps with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Wash basins</td>
<td>Two upto 30 beds; add for every additional 30 beds or part thereof.</td>
<td>One for every 10 persons or part thereof.</td>
<td>One for every 25 persons or part thereof.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One in each water closet</td>
<td>One in every water closet</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Beds with shower</td>
<td>One for every 8 beds</td>
<td>One for every 10 persons or part thereof.</td>
<td>One in each floor.</td>
</tr>
<tr>
<td>5.</td>
<td>Bed pan washing sinks</td>
<td>One for every 8 beds</td>
<td>One in every water closet</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Cleaners sinks</td>
<td>One for each ward</td>
<td>One in every water closet</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Kitchen sinks &amp; dish washers</td>
<td>One for each ward</td>
<td>One in every water closet</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Urinals</td>
<td>One per every 50 persons or part thereof.</td>
<td>Nil upto 6 persons</td>
<td>Two for 21-45 persons</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Nil upto 6 persons</td>
<td>From 101 to 200 persons add at the rate of 3% for every 200 persons add at the rate of 2/5%</td>
</tr>
</tbody>
</table>

### TABLE NO. 7
SANITATION REQUIREMENTS FOR INSTITUTIONAL (MEDICAL) BUILDING (STAFF QUARTERS AND HOSTELS)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For males Staff</th>
<th>For females Staff</th>
<th>Nurses Hostel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Water closet</td>
<td>One for four person</td>
<td>One for four person</td>
<td>One for four person or part thereof</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet</td>
<td>One in each water closet</td>
<td>One in each water closet</td>
</tr>
<tr>
<td></td>
<td>One water tap with drain again arrangements in the vicinity of water closet and urinals.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Wash Basins</td>
<td>One for every 8 persons or part thereof.</td>
<td>One for every 8 persons or part thereof.</td>
<td>One for every 8 persons or part thereof.</td>
</tr>
<tr>
<td>4.</td>
<td>Bath with shower</td>
<td>One for 4 persons or part thereof.</td>
<td>One for 4 persons or part thereof.</td>
<td>One for every 8 persons or part thereof.</td>
</tr>
<tr>
<td>5.</td>
<td>Cleaners sinks</td>
<td>One per floor minimum</td>
<td>One per floor minimum</td>
<td>One per floor minimum</td>
</tr>
</tbody>
</table>
### TABLE NO. 8
**SANITATION REQUIREMENTS FOR GOVERNMENT OR SEMI-PUBLIC BUSINESS BUILDING**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For males personnel</th>
<th>For females Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Water closet</td>
<td>One for every 25 persons or part thereof.</td>
<td>One for every 15 persons or part thereof</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet.</td>
<td>One in each water closet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One water taps with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>Nil upto 6 persons</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>One for 7-20 persons</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Two for 21-45 persons</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Three for 46-70 persons</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Four for 71-100 persons</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>From 101-200 persons, add at the rate or 3%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>For every 200 persons, add at the rate or 2.5%</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Wash Basins</td>
<td>One for every 25 persons or part thereof.</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Drinking Water</td>
<td>One for every 100 persons with a minimum of one for each other</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Baths</td>
<td>One for each floor</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Cleaners Sinks</td>
<td>One per floor minimum preferably in to adjacent or sanitary rooms</td>
<td></td>
</tr>
</tbody>
</table>

### TABLE NO. 9
**SANITATION REQUIREMENTS FOR ASSEMBLY BUILDING (THEATERS, AUDITORIUMS AND CINEMAS)**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>Male</th>
<th>For Public</th>
<th>For Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Water closet</td>
<td>One per 100 persons up to 400 persons</td>
<td>Two per 100 persons up to 200 persons</td>
<td>One per 1-15 persons, two per 16-35 persons</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For over 400 persons add at the rate of one per 250 persons or part thereof</td>
<td>For over 200 person add at the rate on per 100 persons or part thereof.</td>
<td>Two per 13-25 persons</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet.</td>
<td>One in each water closet</td>
<td>One in each water closet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One water taps with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>One for 50 persons or part thereof.</td>
<td>Nil upto 6 persons</td>
<td>One for 70-20 persons, two per 21-45 persons</td>
</tr>
<tr>
<td>4.</td>
<td>Wash basins</td>
<td>One per every 200 persons.</td>
<td>One per every 200 persons or part thereof</td>
<td>One per 1-15 persons, two per 16-25 persons</td>
</tr>
</tbody>
</table>

Explanation: It may be assumed that two thirds of the number are males and one third females.
**TABLE NO. 10**
SANITATION REQUIREMENTS FOR ASSEMBLY BUILDING (ART GALLERIES, LIBRARIES AND MUSEUMS)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For Public</th>
<th>For Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Males</td>
<td>Females</td>
</tr>
<tr>
<td>1.</td>
<td>Water closet.</td>
<td>One per 200 persons upto 400 persons</td>
<td>Upto 100 persons</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For over 400 persons add at the rate of one per 100 persons or part thereof</td>
<td>Two for 200 persons</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet.</td>
<td>One in each water closet</td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>One for 50 persons or part thereof.</td>
<td>One for 50 persons or part thereof.</td>
</tr>
<tr>
<td>4.</td>
<td>Wash basins.</td>
<td>One for every 200 persons or part thereof.</td>
<td>Two for every 200 persons or part thereof.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For over 400 persons add at the rate of one for 250 persons or part thereof</td>
<td>For over 200 persons add at the rate of one per 150 persons or part thereof</td>
</tr>
<tr>
<td>5.</td>
<td>Cleaners' sinks</td>
<td>One per floor minimum</td>
<td>One per floor minimum</td>
</tr>
</tbody>
</table>

Explanation:-- It may be assumed that two thirds of the number are males and one third females.

**TABLE NO. 11**
SANITATION REQUIREMENTS FOR ASSEMBLY BUILDING (RESTAURANTS)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For Public</th>
<th>For Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Males</td>
<td>Females</td>
</tr>
<tr>
<td>1.</td>
<td>Water closet.</td>
<td>One per 50 seats upto 200 seats. For over 200 seat add at the rate of one per 100 seats or part thereof.</td>
<td>One for seat upto 200 seats.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>For over 200 seat add at the rate of one per 100 seats or part thereof.</td>
<td>For over 200 seat add at the rate of one per 100 seats or part thereof.</td>
</tr>
<tr>
<td>2.</td>
<td>Ablution taps</td>
<td>One in each water closet.</td>
<td>One in each water closet.</td>
</tr>
<tr>
<td>3.</td>
<td>Urinals</td>
<td>One for 50 seats.</td>
<td>-</td>
</tr>
<tr>
<td>4.</td>
<td>Wash basins.</td>
<td>One for every water closet provided.</td>
<td>One for every water closet provided.</td>
</tr>
<tr>
<td>5.</td>
<td>Kitchen sinks &amp; dish washers</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>6.</td>
<td>Slop or service sinks</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Explanation:-- It may be assumed that two thirds of the number are males and one third females.
### TABLE NO. 12
**SANITATION REQUIREMENTS FOR SHOPS AND COMMERCIAL OFFICES**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>For Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Water Closet</td>
<td>One for every 25 persons or part thereof exceeding 15 (including employees and customers). For female personnel 1 per every 13 person or part thereof exceeding 10.</td>
</tr>
<tr>
<td>2</td>
<td>Drinking Water Fountain</td>
<td>One for every 100 persons with a minimum of one on each floor.</td>
</tr>
<tr>
<td>3</td>
<td>Wash Basin</td>
<td>One for every 25 persons or part thereof.</td>
</tr>
<tr>
<td>4</td>
<td>Urinals</td>
<td>Nil upto 6 persons, one for 7.20 persons two for 21-45 persons, three for 46-70 persons, four for 71-100 persons &amp; From 101-200 persons add at the rate of 3 percent. For over 200 persons add at the rate of 2.5 percent.</td>
</tr>
<tr>
<td>5</td>
<td>Cleaner’s sink</td>
<td>One per floor minimum preferably in or adjacent to sanitary.</td>
</tr>
</tbody>
</table>

**Explanation :-** Number of customer for the purpose of the above calculation shall be the average number of persons in the premises for a time interval of one hour during the peak period. The male-female calculation a ratio of 1:1 may be assumed.

### TABLE NO. 13
**SANITATION REQUIREMENTS FOR RESIDENCES**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Fitments</th>
<th>Dwelling with individual conveniences</th>
<th>Dwelling without individual conveniences</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bath room</td>
<td>One provided with water tap</td>
<td>One for every two tenements</td>
</tr>
<tr>
<td>2</td>
<td>Water Closet</td>
<td>One</td>
<td>One for every two tenements</td>
</tr>
<tr>
<td>3</td>
<td>Sink (or Nahani) in the floor</td>
<td>One</td>
<td>One with draining arrangement in each tenement One in common bath rooms and common water closets.</td>
</tr>
<tr>
<td>4</td>
<td>Water Tap</td>
<td>One</td>
<td></td>
</tr>
</tbody>
</table>

**Explanation :-** Where only one water closet is provided in a dwelling the bath and water closet shall be separately accommodated.
# Revised

## Ground Coverage & Floor Area Ratio as Applicable Industrial Plots in Noida

<table>
<thead>
<tr>
<th>Øeka d</th>
<th>vkSiksfxd Hkw[k.M dk vdkkj ¼oxZ eh0½</th>
<th>vf/kdre HkwvkPNknu izfr’kr</th>
<th>vf/kdre ,Q0,0vkj0</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>100 rd</td>
<td>100</td>
<td>120</td>
</tr>
<tr>
<td></td>
<td>(v) izFke 100 rd</td>
<td>mijksDr (1) ds vuqlkj</td>
<td>mijksDr (1) ds vuqlkj</td>
</tr>
<tr>
<td>2.</td>
<td>450-2000 rd</td>
<td>60</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>(c) vxys 350 vFkok mlds Hkkx ij</td>
<td>mijksDr (2) ds vuqlkj</td>
<td>mijksDr (2) ds vuqlkj</td>
</tr>
<tr>
<td>3.</td>
<td>450-2000 rd</td>
<td>60</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>(v) izFke 450 rd</td>
<td>mijksDr (2) ds vuqlkj</td>
<td>mijksDr (2) ds vuqlkj</td>
</tr>
<tr>
<td>4.</td>
<td>2000-12000 rd</td>
<td>mijksDr (3) ds vuqlkj</td>
<td>mijksDr (3) ds vuqlkj</td>
</tr>
<tr>
<td></td>
<td>(c) vxys 1550 vFkok mlds Hkkx ij</td>
<td>55</td>
<td>80</td>
</tr>
<tr>
<td>5.</td>
<td>2000-12000 rd</td>
<td>mijksDr (3) ds vuqlkj</td>
<td>mijksDr (3) ds vuqlkj</td>
</tr>
<tr>
<td></td>
<td>(v) izFke 2000 rd</td>
<td>55</td>
<td>80</td>
</tr>
<tr>
<td>6.</td>
<td>20000 ls vf/kd ij</td>
<td>mijksDr (4) ds vuqlkj</td>
<td>mijksDr (4) ds vuqlkj</td>
</tr>
<tr>
<td></td>
<td>(v) izFke 20000</td>
<td>50</td>
<td>65</td>
</tr>
<tr>
<td></td>
<td>(c) 20000 ls vf/kd vFkok mlds Hkkx ij</td>
<td>50</td>
<td>mijksDr (5) ds vuqlkj</td>
</tr>
</tbody>
</table>

Ref.: 96th meeting of the Board held on 8.3.1999
NEW OKHLA INDUSTRIAL DEVELOPMENT AREA
DIRECTIONS 1999 has been approved in the board meeting held on dt. 05/07/99
CHAPTER-I

1. SHORT TITLE, EXTENT AND COMMENCEMENT -

1.1 These directions are issued under section 8 of U.P. Industrial Area Development Act 1976. (U.P. Act of 6, of 1976) for the purpose of proper planning and development of New Okhla Industrial Development Area.

1.2 These directions have been prepared in regard to open spaces to be maintained in and around the building, parking provision for various types of building and development of green area.

1.3 These directions shall be known as New Okhla Industrial Development Area directions – 1999.

1.4 These directions shall be governed by the provision of U.P. Industrial Area Development Act 1976 and by the rules and regulations framed or issued there under.

1.5 These shall come in to force from the date of approval from the Authority.

2. DEFINITIONS

(1) In these directions unless the context otherwise requires—

(a) ‘ACT’ means the Uttar Pradesh Industrial Area Development Act, 1976.

(b) ‘AUTHORITY’ means New Okhla Industrial Development Authority constituted under section 3 of The Uttar Pradesh Industrial Area Development Act, 1976.

(c) ‘BASEMENT’ means the lower storey of a building below or partly below ground level.

(d) ‘FLOOR AREA RATIO’ means the quotient obtained by dividing the total covered area (plinth area) on all floors by the area of the plot.

(e) ‘PARKING SPACE’ means an area enclosed or unenclosed, covered or open sufficient in size to park vehicles together with a driveway connecting the parking space with a street or alley and permitting ingress and egress of the vehicles.

(f) ‘PLINTH’ means the portion of the structure between the surface, the surrounding ground and surface of the floor, immediately above the ground level.

(g) ‘RAMP’ means slope joining two levels of ground or floors.

(h) ‘RIGHT OF WAY’ means the total width of road between two property line of the road between two property lines.

(i) ‘SET BACK AREA’ means an area parallel to the plot boundaries and lay down by the authority, beyond which nothing to be constructed.

(j) Words or expressions used but not defined in these directions and defined in the Uttar Pradesh Industrial Area Development Act, 1976 shall have the meanings as signed to them in that act.

CHAPTER-II

3. GENERAL

3.1 (a) Ramps in front of the plot shall not exceed 1.0m from the plot line. Excess length of ramps shall be taken within the plot. All the drains under the ramp should be maintained clean.

(b) Height of the plinth of the building shall be 0.45 m from the road level. In case the basement has been provided the plinth
level shall be minimum of 0.90m to a maximum of 1.2 m from the road level.

3.2 The right of way of the road in front of the plot between plot boundary and metalled portion of the road-
(a) shall not be fenced/paved.
(b) shall be accessible whenever required.
(c) Any obstruction shall be removed at the cost of allottee without prior intimation.
(d) Trees could be planted inside the tree guards.
(e) Entire open area shall be grassed and maintained, sloping towards the drain by the allottee/occupier in front of his plot on 18.0m or wider roads. On smaller roads also grass may be maintained in similar way.

3.3 Underground water extraction in the premises shall not be allowed. In special circumstances, borcholes with specified diameters may be allowed after prior permission from the authority. In case of industrial buildings, quality of water being extracted shall be payable by the unit.

3.4 For stacking of building materials, only the space available in between the plot line and metalled portion of the road shall be used and after completion of the work, the allottee shall have to clear and clean the space used by him for the purpose. The completion certificate shall be issued only after getting it verified by the Building Cell.

3.5 During the course of construction no tree/shrub on the road shall be damaged and if so happens, the allottee is liable to pay the penalty for the same. He shall also be liable to replant the tree/shrub and maintain it.

4. PARKING SPACES:

Following guidelines for parking for different types of building has been prepared and shall be followed:

4.1 A separate parking plan shall be submitted for the approval along with building plans indicating clearly the parking spaces for all types of vehicles and the circulation area.

4.2 Parking of vehicles shall not be permitted in the setback area which is to be left open for circulation, light and ventilation, landscaping and for movement of fire tenders.

4.3 When parking space for cars is to be provided, it shall not be less than 20sq.m. in area (under stilts: 30sq.m.) per vehicle and for scooters and cycles, the parking spaces provided shall not be less than 3sq.meters and 1.40sq.m. respectively.

<table>
<thead>
<tr>
<th>Occupancy</th>
<th>Parking Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td></td>
</tr>
<tr>
<td>(i) Group Housing</td>
<td>One parking space for every 100 sq.m. covered area</td>
</tr>
<tr>
<td>(ii) Lodging</td>
<td>One parking space for every 2 guest rooms</td>
</tr>
<tr>
<td>establishment., tourist homes and hotels with lodging accommodations</td>
<td></td>
</tr>
<tr>
<td>Institutional</td>
<td></td>
</tr>
<tr>
<td>(Educational)</td>
<td>One parking space for every 50sq.m. of covered area or fraction thereof of the administrative office area and public services area and where any educational building has any auditorium it shall have an additional parking space for every twenty seats. In addition to the above, one bus parking space for every 200 children and one scooter space for every 500 children</td>
</tr>
</tbody>
</table>
Institutional: (Medical) and one cycle space for every 50 children shall also be provide for primary & higher secondary school.

Institutional: (Office) One parking space for every 5 beds.

Assembly One parking space every 20 seats.

Commercial One parking space every 50 sq.m. covered area of fraction thereof.

Commercial (Shopping) One parking space every 25 sq.m. covered area or fraction thereof.

Industrial One parking space every 200 sq.m. covered area or fraction thereof.

Storage One parking space every 100 sq.m. covered area or fraction thereof thereafter.

4.4 For building of different types, parking space for vehicles shall be provided within the premises as stipulated below:

4.5 OTHER TYPES OF VEHICLES:

(a) For Non-residential and non-assembly buildings, in addition to the parking space area provided above, 100% additional parking space shall be provided for parking of other types of vehicles. Out of this 60% be kept apart exclusively for bicycles.

(b) For assembly buildings, Parking space to the extent of 10% of the seating capacity in the case of motorcycles and scooters and 25% of the seating capacity in case of bicycles shall be provided.

4.6 In addition to the parking space provided for buildings of commercial, industrial and storage, at the rate of one such space for loading and unloading activities for each 1,000 sq.m. of covered area and fraction thereof exceeding the first 200 sq.m. of covered area shall be provided:

4.7 Parking lock up garage shall be included in the F.A.R. calculation unless they are provided in basement(s) of a building or under a building constructed on stilts with no external wall.

4.8 Ramps wherever provided shall not be counted towards covered area for the purposes of ground coverage or the FAR calculations.

4.9 PARKING RESIDENTIAL PLOTTED DEVELOPMENT:

(a) With respect to individual plot, the calculation for parking space shall be based on the total permissible FAR of plot size above 120 sq.m. Parking requirement shall not be insisted upon in case of additional alteration in the existing building forming part of approved layout plan.

(b) If a building on a residential plot is constructed on stilts, the same shall be counted in the permissible FAR, irrespective or whether it is used for parking, landscaping or as play area etc.

4.10 PARKING – RESIDENTIAL GROUP HOUSING, COMMERCIAL AND INSTITUTIONAL

(a) Basement or basements up to the building envelop line, leaving required setbacks all around, shall be allowed for the use of parking and services and shall not be counted in FAR. Other requirements shall remain same as per the regulations.
(b) The basement beyond the ground coverage shall be kept flushed with the ground and is properly landscaped and shall be designed to take full load of the fire tender, wherever required.

(c) The basement may in addition to parking could be utilized for generator room, lift room, fire-fitting pumps, water reservoir, electric sub station, air conditioning plants and toilets, if they satisfy the public health and satisfy requirements and for no other purpose.

(d) The basement shall be properly ventilated with mechanical means of ventilation.

5. LANDSCAPING:

5.1 RESIDENTIAL

The allottees/occupants of residential plots/houses of more than or equal to 200 sq.m. shall be required to plant and maintain at least one very dwarf tree/tall shrub/ornamental plant in their front setback.

5.2 INDUSTRIAL, INSTITUTIONAL AND GROUP HOUSING.

Industrial, Institutional and Group Housing allottees/occupants shall be required to maintain 50% of open area of their premises landscaped by natural grass plant and maintain minimum one tree per 80sq.m. of open space out of which 50% of trees should be of long life like Neem, Jamun, Peepal, Pilkhanm, Imli, Kadamb etc.

6. PENALTY:

Any person who contravenes any provisions of these directions, shall on conviction be punishable with fine which may extend to five thousand rupees and in case of a continuing offence with further fine which may extend to one hundred rupees every day during such offence continues after conviction for the first commission of the offence.

7. In case of any clarification or interpretation regarding these direction, the decision of the Chief Executive Officer of the Authority shall be final.
APPLICATION FORM
FOR ALLOTMENT OF INDUSTRIAL PLOTS
UPTO 2000 SQ. MTRS.
IN INDUSTRIAL AREA PHASE-II/III OF
NOIDA
SCHEME CODE: NOIDA/IP/2006-07/01
SALE OF APPLICATION FORMS FROM: 21.04.06
DATE OF COMMENCEMENT OF REGISTRATION: 21.04.06
DATE OF CLOSING OF REGISTRATION: 20.05.06
APPLICATION FORM NO. .................

GENERAL

RESERVE CATEGORY
(EXISTING FUNCTIONAL DECLARED UNITS OF NOIDA INDUSTRIAL AREA)

Note:- Strikeout whichever is applicable

FOR ALLOTMENT OF INDUSTRIAL PLOT OF AREA CATEGORY ................. To ................. SQ. MTRS. IN NOIDA PHASE-II/III
(Priority for Plot / Sector, if indicated, Shall not be considered)

Name of Applicant / Company / Firm........................................................

Authorised Signatory ..................................................................................

Name of Father / Husband ........................................................................

Present address with
Phone & Fax No.(s) ...................................................................................

Permanent address with
Phone & Fax No.(s) ...................................................................................

Details of Processing fee Rs. ......................

D.D./P.O. ____________ Dt. __________
Drawn on ________________________ Bank
Branch ___________________________

Details of Registration fee Rs. ....................

D.D./P.O. ____________ Dt. __________
Drawn on ________________________ Bank
Branch ___________________________

Details of Application Form cost Rs. ..................

D.D./P.O. ____________ Dt. __________
(If downloaded) Drawn on ________________________ Bank
Branch ___________________________

Applicant(s) Bank Particulars w.r.t. all partner(s)/ Share holders of proposed firm/ Company, otherwise of the existing firm / Company
Account No.(s) __________________________________________
Bank Name(s) & Branch(es) ________________________________

Registration & Application Form:-

FOR AREA CATEGORY "A" PHASE-II APPLICANTS- HDFC BANK, SECTOR-18, NOIDA
REGN. NO: NOIDA/ HDFC/ 2006-2007/01..........................DATED.............

FOR AREA CATEGORY "A" PHASE-III APPLICANTS- BANK OF MAHARASHTRA, SECTOR-19, NOIDA
REGN. NO: NOIDA/ BOM/ 2006-2007/01..........................DATED.............

FOR AREA CATEGORY "B" PHASE-II APPLICANTS- CANARA BANK, SECTOR-1 & SECTOR-6, NOIDA
REGN. NO: NOIDA/ CB-1/ 6/ 2006-2007/01..........................DATED.............

FOR AREA CATEGORY "B" PHASE-III APPLICANTS- VIJAYA BANK, SECTOR-6, NOIDA
REGN. NO: NOIDA/ VB-6/ 2006-2007/01..........................DATED.............

FOR AREA CATEGORY "C" PHASE-II APPLICANTS- CENTRAL BANK OF INDIA, C-30, SECTOR-2, NOIDA
REGN. NO: NOIDA/ CBI-2/ 2006-2007/01..........................DATED.............

Photograph duly attested by banker/ gazetted officer/ Notary Public
1. Application must be complete. Application forms submitted with incomplete information(s)/ enclosure(s) may be rejected.

2. (a) APPLICANT(S) WITH DEFINITE PAN NO. ONLY ARE ELIGIBLE TO APPLY, APPLICATION FORMS INDICATING NO PAN NO. OR PAN NO. APPLIED FOR WOULD BE SUMMARILY REJECTED.
(b) EXISTING NOIDA ALLOTTEE(S) WHO HAVE FULLY UTILISED THE EXISTING INDUSTRIAL PROPERTY FOR THE PERMITTED INDUSTRIAL PURPOSE MAY APPLY.
(c) EXISTING NOIDA ALLOTTEE(S)/ TRANSFEEER(S) OF UNUSED/PARTLY UTILISED/UNAUTHORISED USE OF THE EXISTING INDUSTRIAL PROPERTY ARE NOT ELIGIBLE TO APPLY.
(d) NOIDA ALLOTTEE(S)/ TRANSFEREE(S) WHO HAVE TRANSFERRED/CHANGED THE CONSTITUTION OF INDUSTRIAL PROPERTY OUTSIDE SPECIFIED FAMILY MEMBERS ARE ALSO NOT ELIGIBLE TO APPLY.
(e) THE FUNCTIONAL UNITS OF NOIDA WHO HAS OBTAINED RENTING PERMISSION IN FAVOUR OF HIS/HER/THEIR BLOOD RELATIVES WITHOUT PAYING THE REQUISITE RENTAL PERMISSION FEES, SHALL BE ELIGIBLE TO APPLY IN THE SCHEME.
(f) THE FUNCTIONAL UNITS OF NOIDA WHO WERE ALLOTTED PLOTS IN THE INDUSTRIAL PLOT SCHEME CODE. NOIDA/IP/2005-06/02 SHALL NOT BE ELIGIBLE TO APPLY IN RESERVED CATEGORY.
(g) NOIDA ENTREPRENEURS WHO HAS TRANSFERRED THE ORIGINAL PLOT AND FURTHER PURCHASED AN INDUSTRIAL PLOT OF BIGGER SIZE FROM OPEN MARKET SHALL BE ELIGIBLE TO APPLY PROVIDED THE NEW UNIT IS DECLARED FUNCTIONAL BY THE AUTHORITY BY THE OPENING DATE OF THE SCHEME.
(h) ONLY ONE APPLICATION SHALL BE ENTERTAINED FROM A UNITS DECLARED FUNCTIONAL UNITS WHO MAY BE SOLE PROPRIETOR / PARTNER / DIRECTOR / SHAREHOLDER OR HIS/HER/THEIR SPOUSE.
(i) SUBJECT TO ABOVE AND THE CASES WHERE NO RENTING EXISTS 50% OF THE PLOTS AVAILABLE IN THIS SCHEME ARE RESERVED FOR FUNCTIONAL UNITS, ITS PROPRIETOR(S)/ PARTNER(S)/ DIRECTOR(S)/ SHARE HOLDER(S) AND THEIR SPOUSE/ CHILDREN.
(j) EXISTING NOIDA ALLOTTEES APPLYING UNDER RESERVED CATEGORY ARE ELIGIBLE TO APPLY PROVIDED THE EXISTING UNIT IS DECLARED FUNCTIONAL BY THE AUTHORITY BY THE OPENING DATE OF SCHEME AND ALSO TO SUBMIT A NO DUES CERTIFICATE FROM AO (IAA) ALONGWITH THE APPLICATION FORM.

IN CASE OF VIOLATION OF ABOVE (a)/(b)/(c)/(d)/(e)/(f)/(g)/(h)/(i)/(j) BY THE APPLICANT/ ALLOTTEE THEN THE ALLOTMENT, IF ANY, UNDER THIS SCHEME WOULD BE CANCELLED AND DEPOSITED AMOUNT WOULD BE FORFEITED IRRESPECTIVE OF THE STATUS/ STAGE OF THE CASE.

3. Cost of Application Form (in triplicate) is Rs. 1,000/- alongwith copy of Terms & Conditions of Registration & allotment, Policy & Procedures for Industrial Property Management April, 2006, Building Bye Laws/ Directions and UP Industrial Area Development Act, 1976. A demand draft/pay order of Rs. 1,000/- in favour of NOIDA payable at NOIDA/DELHI/NEW DELHI shall be required to be enclosed alongwith downloaded application form from Authority’s web site www.noidaauthorityonline.com.
4. The applicant is required to submit the processing fee and registration money as applicable as under:

<table>
<thead>
<tr>
<th>Area Category</th>
<th>Plot area (In sq. mtrs.)</th>
<th>Processing Fee (Rs.)</th>
<th>Registration money for Phase-II (Rs.)</th>
<th>Registration money for Phase-III (Rs.)</th>
<th>Sector wise Tentative No. of plots likely to be available for allotment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sector-63</td>
</tr>
<tr>
<td>A</td>
<td>Above 100 but upto 300</td>
<td>2,500</td>
<td>1,15,000</td>
<td>2,50,000</td>
<td>166</td>
</tr>
<tr>
<td>B</td>
<td>Above 300 but upto 500</td>
<td>2,500</td>
<td>2,30,000</td>
<td>5,00,000</td>
<td>123</td>
</tr>
<tr>
<td>C</td>
<td>Above 700 but upto 1200</td>
<td>5,000</td>
<td>4,60,000</td>
<td>10,00,000</td>
<td>17</td>
</tr>
<tr>
<td>D</td>
<td>Above 1200 but upto 2000</td>
<td>5,000</td>
<td>—</td>
<td>12,50,000</td>
<td>4</td>
</tr>
</tbody>
</table>

Note: In the above availability the number of plots can be increased or decreased.

5. The current basic rate of allotment is Rs. 2100/- per sq. mt. for Phase-II, Sector-88 and Rs. 4000/- per Sq. mt. for Phase-III (Sector 63 & 67). Location benefit charges as stated below shall be in addition thereto.

(i) 2.5% of current rate if plot is on 18 mtr. but less than 30 mtr. Wide road.
(ii) 5% of current rate if plot is on 30 mtr. Or above wide road.
(iii) 2.5% of current rate if plot is facing / abutting green belt or park
(iv) 2.5% of current rate if plot is a corner plot.

The maximum location charges would not exceed 10% of the total premium of the plot.

6. The land rate stated above is subject to change without giving any notice. THE RATE PREVAILING ON THE DATE OF ISSUE OF ALLOTMENT LETTER WOULD BE APPLICABLE.

7. APPLICANT(S) CAN ONLY REGISTER ONE APPLICATION IN THE ENTIRE SCHEME I.E. MULTIPLE APPLICATION REGISTRATION IS NOT PERMITTED. IF DETECTED AT ANY STAGE, ALL APPLICATION WOULD BE REJECTED, IRRESPECTIVE OF THE STATUS OF THE CASE AND DEPOSITED AMOUNT WILL BE FORFEITED.

8. NO CHANGE IN AREA CATEGORY AND / OR PHASE IS PERMISSIBLE AFTER REGISTRATION IN THE BANK.

9. The application forms duly completed in all respects along with project report, registration money, processing fee and other necessary documents are to be submitted for registration w.e.f. 21.04.06 in the following banks:

For area category "A" PH-II applicants H.D.F.C. BANK, SECTOR-18, NOIDA.
For area category "A" PH-III applicants BANK OF MAHARASHTRA, SECTOR-19, NOIDA.
For area category "B" PH-II applicants CANARA BANK, SECTOR-1 & SECTOR-6, NOIDA.
For area category "B" PH-III applicants VIJAYA BANK, SECTOR-6, NOIDA.
For area category "C" PH-II applicants CENTRAL BANK OF INDIA, C-30, SECTOR-2, NOIDA.
For area category "C" PH-III applicants PUNJAB NATIONAL BANK, SECTOR-1 & SECTOR-27, NOIDA.
For area category "D" PH-III applicants STATE BANK OF PATIYALA, SECTOR-6, NOIDA.

10. The above authorized banks would also accept application for registration sent to them directly till the close of banking hours of 20.05.06. This facility is being provided for convenience of outstation applicants.

11. No correspondence shall be made with applicants, whose application(s) are rejected / unsuccessful short listed applicants. However, their registration money would be refunded by the registering banks, without any interest.

12. The decision of the Chief Executive Officer, Noida shall be final and binding on the applicant.

13. The detailed procedure of allotment and other related prevailing policies are stated in enclosed Policies & Procedures for industrial Property Management, April, 2006 as amended time to time.

It is compulsory to mention below the details of proposed project:

<table>
<thead>
<tr>
<th></th>
<th>Applied Area (In Sq. Mtrs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Proposed Project</td>
</tr>
<tr>
<td>3</td>
<td>Total cost of project</td>
</tr>
<tr>
<td>No.</td>
<td>Details</td>
</tr>
<tr>
<td>-----</td>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Funding from own sources</td>
</tr>
<tr>
<td>5</td>
<td>Funding from other sources</td>
</tr>
<tr>
<td>6</td>
<td>Total Employment</td>
</tr>
<tr>
<td>7</td>
<td>Sanctioned load of power required</td>
</tr>
<tr>
<td>8</td>
<td>Detail of income tax paid in last financial year</td>
</tr>
</tbody>
</table>

Note: It is compulsory to mention proposed project serial number of the product as is contained on page 16-21 of the Policies & Procedures for Industrial Property Management, April, 2006.

# DETAILS OF THE PROPOSED UNIT

1. **(a) Name and style of the proposed unit**  
   **(b) PAN NO.**  
   **(c) Total Number of partner(s) Share holders in words & figure whose details must be submitted separately in Annexure (A)**  
   **(d) Full Name of all Promoters/ Directors/ Share Holders/ Partners :**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Full Name</th>
<th>Father/ Husband's Name</th>
<th>Residential address</th>
<th>PAN NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A- If the proposed unit is a Registered Partnership firm,  
the following documents are required.

   i- Certified copy of Partnership deed.  
   ii- Form — A or relevant form issued by concerned Registrar of Firms.  
   iii- Form — B or relevant form issued by concerned Registrar of Firms.

B- If the proposed unit is a Pvt. Ltd. / Ltd. Company,  
the following documents are required.

   i- Certified copy of Certificate of Incorporation/ Certificate for Commencement of Business.  
   ii- Certified copy of Memorandum & Articles of Association  
   iii- List of Directors/ Certified by C.A.  
   iv- List of Shareholder Certified by C.A.  
      (Not applicable if the company is listed with stock exchange)

2. **Product(s) to be manufactured.**  
   (The same is at Sl. No. ........................ of Annexure-A co-read with Annexure-B & C of Policy & Procedure for industrial Property Management, April, 2006).

3. i) Details of the Manufacturing Process with  
   Flow Sheet indicating all major and minor operations and processes (Attach separate sheet, if necessary)

   ii) Give details about the composition and quantum of solid, liquid and gaseous effluents that are likely to emanate during production process.
4. **PROJECT IMPLEMENTATION SCHEDULE**

<table>
<thead>
<tr>
<th>Time required (in months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) For lease Deed are taking over physical possession of the plot from the date of allotment.</td>
</tr>
<tr>
<td>(ii) Start of construction of building after taking over physical possession.</td>
</tr>
<tr>
<td>(iii) Completion of building after taking over physical possession.</td>
</tr>
<tr>
<td>(iv) Installation of Plant &amp; Machinery after taking over physical possession.</td>
</tr>
<tr>
<td>(v) Commencement of commercial production after taking over physical possession.</td>
</tr>
</tbody>
</table>

5. **Marketing Strategy** - In case marketing tie-up for sale of finished product(s) submit copy of MOU / Agreement if necessary

6. **Covered area required**

   (Please refer NOIDA Building Bye-laws)

   | i) Ground floor ......................... sq. mts. |
   | ii) Basement .......................... sq. mts. |
   | iii) Other Floor(s) ..................... sq. mts. |

   State technical limitations about contiguous length/breadth of the covered area and open area if any.

   a) If any Financial/ Technical/ Joint Venture is envisaged then enclose a certified copy of the joint Venture Agreement/ FIPB Clearance/ SIA approval, if applicable.

7. **Details of Plant & Machinery :**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Particulars</th>
<th>Source/ Make</th>
<th>Nos.</th>
<th>Installed value in Rs.</th>
</tr>
</thead>
</table>

(Attach separate sheet, if required) Total Rs.
8. **Requirement of Raw Material(s) and Consumable(s)**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Item</th>
<th>Source</th>
<th>Annual Requirement</th>
<th>Annual Value (Rs.)</th>
<th>Inventory period in weeks</th>
<th>Value of material for inventory period in (Rs.)</th>
</tr>
</thead>
</table>

(Attach separate sheet, if required)

9. **Utilities :**

<table>
<thead>
<tr>
<th>Power</th>
<th>_____________________________ KW</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connected load</td>
<td>_____________________________ KW</td>
<td></td>
</tr>
<tr>
<td>Water Normal use</td>
<td>_____________________________ KL/ month</td>
<td>Source</td>
</tr>
<tr>
<td>Process use</td>
<td>_____________________________ KL/ month</td>
<td>Source</td>
</tr>
</tbody>
</table>

10. **Manpower requirement**

<table>
<thead>
<tr>
<th>Duties</th>
<th>Administration (Nos.)</th>
<th>Technical (Nos.)</th>
<th>Total monthly salary (Rs.)</th>
<th>Annual Salary / Wages (Rs.)</th>
</tr>
</thead>
</table>

Total Rs.

Add benefits @ 33% of total Rs.

Grand total for salary & wages Rs.

With benefit

11. **Computation of Working Capital :**

a) Raw material & Consumables based on inventory period | Rs._____________________

b) Monthly salary & Wages | Rs._____________________

c) Monthly Power bill | Rs._____________________

d) Half yearly insurance premium | Rs._____________________

e) Monthly Repairs & Maintenance | Rs._____________________

f) Monthly Administrative expenses including overheads | Rs._____________________

g) Monthly Misc. Other Expenses | Rs._____________________

Total Rs._____________________
12. **Details of Misc. Fixed Assets**

a) Furniture and Fixtures Rs._____________________

b) Vehicles Rs._____________________

c) Equipment for testing & Quality Control Rs._____________________

d) Generator for Rs._____________________

e) Miscellaneous in lump sum Rs._____________________

**Total Rs.______________________**

13. **Capital Cost of the Project**

a) Land @ Rs. .................... per sq. mtr. including conveyancing charges Rs._____________________

b) Site development including construction of boundary wall, building, OH tank etc. Rs._____________________

c) Installed value of Plant & Machinery Rs._____________________

d) Misc. Fixed Assets — (as per 12) Rs._____________________

e) Security deposit & estimates for utilities Rs._____________________

f) Preliminary & Pre-operative Expenses Rs._____________________

g) Others Rs._____________________

**Total Rs.______________________**

14. **Total Cost of Project:**

a) Capital Cost (as per 13) Rs._____________________

b) Working Capital Rs._____________________

**Total Rs.______________________**

15. **Means of Financing:**

a) Promoter(s)/ Director(s)/ Proprietor(s)/ Partner(s) Rs._____________________

b) Long term loan Rs._____________________

c) Short term loan Rs._____________________

**Total Rs.______________________**

16. **Annual Cost of Production**

a) Raw material & Consumables Rs._____________________

b) Utilities Rs._____________________

c) Salary & Wages including benefits Rs._____________________

d) Repairs & Maintenance Rs._____________________

e) Administrative & Sales overheads Rs._____________________

f) Interest on long term loans Rs._____________________

g) Interest on short term loans Rs._____________________

h) Annual Insurance Premium Rs._____________________

i) Depreciation @ 10% Rs._____________________

**Total Rs.______________________**

Say Rs._____________________

17. **Unit cost of production =**

Total of 16 above Nos. of units produced annually

**NOS./ MTRS./ CUBIC MTRS./ KLS/ KGMS.**

(Specify whichever is applicable)

18. **Profitability:**

a) Annual Sales Revenue Rs._____________________

Rs.______________________
b) Annual Expenditures (as per 16 above) Rs._____________________

c) Profit before Tax (a-b) Rs._____________________

d) Tax Rs._____________________

e) Profit after Tax Rs._____________________

**DECLARATION**

1. I / We ______________________________________________________________________________________
   S/o, W/o, D/o _____________________________________________________________________ am/ are fully
cOMPETENT to sign this application form on behalf of the Promoter(s)/ Director(s)/ Partner(s)/ Proprietor of the
above unit/proposed unit.

2. All the information/ details provided in this application form are true to the best of my/ our knowledge and belief.

3. The Promoter(s)/ Director(s)/ Partner(s)/ and/or their unit with which they have/had been associated with, have/
had never acquired an industrial plot/shed in Noida Complex which has/have been subsequently transferred –
directly or indirectly.

4. That I / We have read and understood the enclosed terms and conditions of registration/ allotment and agree to
   abide by the same.

5. IN CASE OF REFUND OF REGISTRATION MONEY, THE SAME BE MADE IN FAVOUR OF ______________
   ___________ SB/CURRENT A/C NO. _____________ BANK ______________
   ___________ BRANCH ____________________________________________ .

6. The following are enclosed with this form:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description</th>
<th>Enclosed (Tick)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Documentary proof in support of details given in Annexure A.</td>
<td>Not Enclosed</td>
</tr>
<tr>
<td></td>
<td>( for all partner(s)/ Shareholder(s)</td>
<td></td>
</tr>
<tr>
<td>1-</td>
<td>Documentary evidence in support of promoter’s contribution</td>
<td></td>
</tr>
<tr>
<td></td>
<td>for means of finance.</td>
<td></td>
</tr>
<tr>
<td>2-</td>
<td>Flow Chart showing manufacturing process.</td>
<td></td>
</tr>
<tr>
<td>3-</td>
<td>Copies of Balance Sheet and Profit and Loss Account of last 3 financial year</td>
<td></td>
</tr>
<tr>
<td></td>
<td>duly certified by Chartered Accountant, as applicable.</td>
<td></td>
</tr>
<tr>
<td>4-</td>
<td>Income Tax returns of all the Promoters / Directors for the last 3 years,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>as applicable.</td>
<td></td>
</tr>
<tr>
<td>5-</td>
<td>Give details about arrangement for marketability of the finished product.</td>
<td></td>
</tr>
<tr>
<td>6-</td>
<td>Self certified photo copies of the testimonials pertaining to education /</td>
<td></td>
</tr>
<tr>
<td></td>
<td>technical qualification &amp; work experience</td>
<td></td>
</tr>
<tr>
<td>7-</td>
<td>Annexure ‘B’ with details duly filled in.</td>
<td></td>
</tr>
<tr>
<td>8-</td>
<td>Pay Order/ Bank Draft for processing fee.</td>
<td></td>
</tr>
<tr>
<td>9-</td>
<td>Pay Order/ Bank Draft for Registration Money.</td>
<td></td>
</tr>
<tr>
<td>10-</td>
<td>Pay Order/ Bank Draft towards cost of Application form, if applicable.</td>
<td></td>
</tr>
</tbody>
</table>

Place: ____________________________

Signature of the applicant(s) with

Date: ____________________________

Rubber seal, as applicable
ANNEXURE - 'A'

(Use separate sheet for each Promoter / Director / Partner / Proprietor / Shareholder)

1- Name of Promoter/ Director/ Partner/ Proprietor/ Shareholder
2- Father's/ Husband's Name
3- Address: Office Residence
   Phone No(s)
   Fax No(s)
4- Details of the unit with which signatory is associated with :-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Unit</th>
<th>Address</th>
<th>Status/Position of Signatory in the unit</th>
<th>% Shareholding of signatory in the unit</th>
<th>Annual Turnover of the unit</th>
</tr>
</thead>
</table>

(Use separate sheet, if necessary)

5- Details of the industrial locations in Noida which have been acquired by the signatory in the past as Proprietor/ Partner/ Director/ Promoter.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Location</th>
<th>Present Status of Signatory in the Unit</th>
<th>Present Status % Shareholding of signatory of the Unit in the unit</th>
</tr>
</thead>
</table>

6- Permanent Income Tax Account No. Ward/Circle, Town/City where signatory is assessed for Income Tax and Wealth Tax.

7- Proposed financial contribution of the signatory in the proposed unit alongwith sources from where it would raise the same.

DECLARATION

The particulars given above pertain to me and are true to the best of my knowledge and belief. I and/ or any of my units stated above are not defaulters of any financial institution(s), bank(s).

Place: Signatory would only be the promoter/ Director/ Partner/ Proprietor to whom the above details pertain.
Date:
1- Name of the Applicant
2- Name & Status of the authorized person
3- Address
   (i) Present
   (ii) Permanent
4- Number of the industrial unit(s)/ plot(s)/ shed(s) Acquired in Noida by way of Allotment/ Transfer/ Change in constitution/ on rent where the Applicant his spouse/ Proposer his spouse is/ was sole prop./ Partner/ Director/ Shareholder

<table>
<thead>
<tr>
<th>SL.NO.</th>
<th>UNIT/PLOT/SHED NO.</th>
<th>AREA</th>
<th>PROJECT</th>
<th>MODE OF ACQUISITION</th>
<th>STATUS OF THE APPLICANT</th>
<th>PRESENT STATUS OF THE UNIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5- Whether the above plot(s)/ Shed(s) is self occupied or rented out. If rented out please give details.

6- Details of industrial plot(s)/ Shed(s)/ Unit(s) in In Noida which have been transferred Or in which change in constitution have taken Place where the applicant/ his spouse was sole Prop./ Partner/ Director/ Shareholder.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Unit/ Plot/ Shed No.</th>
<th>Area</th>
<th>Project</th>
<th>Date of Transfer / Change in constitution</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTE —

Please write n.a. and countersign if the clause 4, 5 & 6 are not applicable.

Place: Signatory would only be the promoter/
Date: Director/ Partner/ Proprietor to whom the above details pertain.
For each and every plot allotted to the applicant(s) would provide details as under:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Location of all Existing allotted industrial plot(s) in Noida</td>
</tr>
<tr>
<td>2</td>
<td>Plot Area in sq.mtrs.</td>
</tr>
<tr>
<td>3</td>
<td>Constitution as on the date of allotment</td>
</tr>
<tr>
<td>4</td>
<td>Constitution as on this date</td>
</tr>
<tr>
<td>5</td>
<td>Current status of the allotted plot</td>
</tr>
<tr>
<td></td>
<td>(a) Functional (F)</td>
</tr>
<tr>
<td></td>
<td>(b) Non Functional (NF)</td>
</tr>
<tr>
<td></td>
<td>(c) Rented Full (RF)</td>
</tr>
<tr>
<td></td>
<td>(d) Rented Part (RP)</td>
</tr>
<tr>
<td></td>
<td>(e) Transferred (TR)</td>
</tr>
<tr>
<td></td>
<td>(f) CIC outside family members (OFM)</td>
</tr>
</tbody>
</table>

Place: [Signature of the applicant]
Who would only be the Proprietor/ partner(s)/ director(s)
Shareholder(s)/ spouse/ children
Other Terms and Conditions for Allotments of Industrial Plots

1. Allotment letter will be issued through registered post only on approval of Chief Executive Officer.

2. The allottee shall ensure to deposit allotment money within 30 days from issue of allotment letter without any interest i.e. 50% of the total premium of plot after adjustment of registration money already deposited.

3. The allottee shall deposit the above allotment money in the authorised bank as per enclosed challan within 30 days from the issue of allotment letter and also submit a photocopy of challan in the office of DGM (Ind.-II). In case the due allotment money as mentioned above is not deposited within the stipulated period, the allotment of plot shall be cancelled/ withdrawn without giving any opportunity in this regard and forfeiture of money would be affected, as per rules. However, in exceptional circumstances the extension may be allowed by the Chief Executive Officer of the authority on payment of compounded interest @ 14% per annum on the defaulted amount for defaulted period.

4. In case entire premium of plot is deposited within 30 days from the issue of allotment letter, no interest shall be payable against premium of plot.

5. Balance 50% premium of plot shall be payable in Sixteen half yearly equal instalments alongwith 11% interest per annum compounded half yearly. In case of default in payment of instalments, the authority will have right to cancel the allotment. The due date for payment for first instalment shall be on or after Six Month from the issue of allotment letter which is 30th June or 31st December of the year whichever in earlier.

6. In case any payment is defaulted, the interest shall be payable @ 14% per annum compounded half yearly for the defaulted period.

7. In case of any difference in area of allotted plot and are available at site then premium of actual area shall be payable by the allottee. However, if the actual area exceeds then entire premium alongwith lease rent of additional increased area shall be payable within 30 days from the date of communication. The rate of allotment of additional area shall be applicable which is prevalent at the time of communication.

8. In case of any increase in land acquisition cost then allottee shall be liable to pay proportionate increased cost of land acquisition.

9. (A) Plot shall be allotted on “AS IS WHERE IS BASIS” for 90 years lease.
   (B) In addition to the premium of plot, annual lease rent @ 2.5% of the total premium would be payable in advance. The lease rent is payable from the due date intimated for execution of legal documentation. In case of default in payment of lease rent the interest @ 14% shall be charged on the defaulted amount for the defaulted period after compounding half yearly. The Authority will be empowered to enhance the annual lease rent on expiry of every 10 years from the date of execution of the lease deed, by an amount not exceeding 50% of the annual lease rent payable at the time of such enhancement.

10. The allottee can surrender the plot in favour of Authority before cancellation and deposited amount shall be refunded after deduction as per policy of the authority prevailing at the time of surrender.

11. In case of any reason (Court order, Construction/ Delay in Development, Administrative problem etc.), Authority is not in a position to handover the physical possession of the plot Authority will have right to withdraw the allotment of allotted plot. However, the entire deposited amount except processing fee will be refunded back to allottee provided allottee is not defaulter to the dues of the Authority.

12. All payments should be made through a bank draft drawn in favour of New Okhla Industrial Development Authority and should be payable on any scheduled bank located only in Delhi/ New Delhi/ Noida. Any payment through cheque will not be accepted.

Applicants Signature & Seal
13. Allottee will ensure to make the payment due to the Authority before the last date of payment in case the last due date of payment is a bank holiday.

14. Notwithstanding any request of the allottee the payment made by the allottee, shall be first adjusted towards interest due, if any, and the balance shall be adjusted towards the annual lease rent and instalment respectively.

15. Allottee will also ensure to make the payment of interest, lease rent, instalments by collecting challans himself or through his authorized representative.

16. Authority will accept each and every payment made by allottee at his own risk and responsibility. The right of Authority will not be affected in any way by accepting any payment made by allottee against the allotted property in case the allottee violates any terms and conditions of allotment.

17. It shall be mandatory on the part of allottee to pay each and every payment on or before due date against the allotted property. Authority may extend the date of any other payment due against the plot on payment of interest @ 14% per annum compounded half yearly.

18A. The allottee will have to execute the lease deed within 3 months from the date of issue of allotment letter and take physical possession of the plot within fifteen days after issue of possession order thereafter. In case of failure to execute the lease deed & taking over of physical possession within the above-stipulated period, the allotment may be cancelled and amount would be forfeited as per rules. However, in exceptional circumstances Chief Executive Officer, NOIDA or any other authorized officer on this behalf may grant extension of time for execution of lease deed & taking over of possession. The extension if granted will be subject to payment of penalty as per policy of the Authority.

18B. Allottee will commence the construction within 6 months from taking over the physical possession of the plot and informed in writing to the authority for timely completion of approved project.

19. The allottee shall be liable to construct atleast 50% of the permissible ground coverage as per building bye-laws of the authority and as per U.P. Factories Act, 1950. Following table shows ground coverage and FAR permissible.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Plot Area (In Sq. Mtr.)</th>
<th>Maximum % of Ground Coverage</th>
<th>Maximum Floor Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Upto 100 Sqm.</td>
<td>60% of plot</td>
<td>120% of plot</td>
</tr>
<tr>
<td>2.</td>
<td>Above 100 Sq.mtrs.</td>
<td>60% of plot</td>
<td>120 Sqm. + 100% of the area exceeding 100 Sqm.</td>
</tr>
<tr>
<td></td>
<td>upto 450 Sq.mtrs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Above 450 Sq.mtrs.</td>
<td>270 Sqm. + 55% of area</td>
<td>470 Sqm. + 80% of the area exceeding 450 Sqm.</td>
</tr>
<tr>
<td></td>
<td>Upto 2000 Sq.m.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Apart from above permissible F.A.R., basement is also allowed to the extent of 100% permissible ground coverage. The amendment in building bye-laws shall be binding on allottee.

20. The allottee shall ensure to implement their project within 3 years from the date of execution of lease deed and submit following documents for declaration of unit for functional :-

i) Certified copy of PMT SSI Registration/ certificate issued by Central Excise Deptt. indicating date of production/ Trade Tax Exemption order/ Trade Tax Assessment Order.

Applicants Signature & Seal
ii) Building completion certificate or an affidavit showing that 50% of the maximum permissible covered area has been constructed. In case affidavit is found wrong or factually incorrect then Noida will take administrative action for cancellation of the plot or any other action as deemed fit.

iii) Transfer Deed as applicable has been executed and registered and its certified copy duly submitted in Noida office.

iv) No dues certificate of Accounts Officer (IAA), Noida.

In addition to the above stated documents the following documents as applicable may be required to be submitted by the allottees claiming date of functioning with retrospective effect means outside the stipulated/ extended period for making the unit functional:

- ESI registration certificate/ returns, PF registration certificate/ returns, Registration under Factories Act, Electricity consumption bills, Telephone bills, Bank statement, any other document in support of their claim.

21. Allottee will obtain water/ sewer, electric connection from the concerned department at his own cost.

22A. The allotment of plot shall be made only for approved project as mentioned in the allotment letter. In case allottee wants to implement other projects on the allotted plot, prior approval from the authority shall be mandatory on the part of allottee along with project report. The allottee will not carry out any such project which may cause any hindrance/ hassle to the public, Neighbourhood units and environment.

22B. That the allottee shall not carry on or permit to be carried on the allotted premises any obnoxious trade or business whatsoever or use the same or permit the same to be used for religious purpose or any purposes other than the industrial purpose specified hereinbefore premises or any part thereof, any act or thing which may be grow to be nuisance annoyance or inconvenience to the Authority the owners or occupiers of the other premises in the neighbourhood.

The allottee shall ensure that the industrial effluents discharged by their unit shall meet the standards laid down by Central or State Govt. to control the pollution and the allottee shall be governed by the state or the central enactment on the subject.

Allottee will follow all the statutory obligation of pollution control norms as per provisions of the Act of Government of India/ Government of Uttar Pradesh.

23. The allotted plot shall not be transferred before the allotted premises is declared functional by the Authority. In case the allottee want to transfer the plot after declaration of functional, the allottee will have to seek prior permission from the Authority. Authority may refuse to allow transfer without giving any reason. However, transfer charges shall be payable as per policy of the authority and all the terms and condition of transfer memorandum shall be binding jointly or severally by tranfree and transferor.

24. Renting permission may be allowed as per The Policies & Procedures for Industrial Property Management, April, 2006.

25. The permission for change in constitution and transfer of property may be allowed as per The Policies & Procedures for Industrial Property Management, April, 2006.

Applicants Signature & Seal
26. Amalgamation/deamalgamation shall be considered as per prevailing policy of the Authority on receipt of such request.

27. In no circumstances, the sub-division of plot will be allowed by the Authority.

28. The allottee shall not be allowed to use other than allotted premises and shall also ensure to keep the allotted premises, environment neat & clean.

29A. Prior permission for mortgaging the allotted premises shall be required from the authority. However, full premium of plot alongwith annual lease rent shall be paid by the allottee before seeking such mortgage permission. The allottee shall ensure to comply the terms & condition mentioned in the mortgage permission letter issued by the authority.

29B. The authority will have first charge on annual lease rent or any other dues/outstanding amount against the allotted premises.

30. The allottee would be liable to pay all taxes/charges and assessment of every description in respect of plot whether assessed, charged or imposed on the plot or on the building constructed thereon, from time to time.

31. The Authority reserves the right to all mines, minerals, coals, washing gold’s, each oils, quarries in over or under the plot and full right and power at any time to do all acts things which may be necessary or expedient for the purpose of searching, for working and obtaining, removing and enjoining the same without providing or leaving any vertical support for the surface of the plot(s) for the structure time being standing there on provided always that the authority shall make reasonable compensation to the allottee for all damages directly occasioned by exercise of such rights. To decide the amount of reasonable-compensation the decision of lessor would be final and unquestionable.

32. That in employing a skilled or unskilled labour for his industry on the allotted premises the Allottee shall employ 5% employee out of total labour force from the village whose land have been acquired for the purpose of the said Industrial Area.

33. All the arrears due to “Authority” are recoverable as “arrears of land revenue”.

34. That the Chief Executive Officer reserves the right to make amendments, additions, alterations from time to time in the terms of allotment without any information and decision of Chief Executive Office shall be final and binding on the allottee and his/her/their successor.

35. If it is discovered that the allotment of the plot has been obtained by suppression of any fact or misstatement or misrepresentation of fraud or if there is any breach the terms of allotment, or if the allottee does not abide the terms and conditions of the building rules or any rules framed by NOIDA or violates any of the terms of the allotment, the allotment may be cancelled by the authority and the possession of the demised premises shall be taken over by the authority from the allottee. In such an event, allottee will not be entitled for any compensation whatsoever, refund of any amount credited or is in arrears/overdue as Revenue Receipt(s) if any, may be refunded after forfeiting the amount as per rules. However, total forfeited amount would not exceed the total deposits.

Applicants Signature & Seal
36. In case of any dispute in the interpretation of any word or Terms and Conditions of the allotment/Lease, the decision of the Chief Executive Officer or any officer authorized by Chief Executive Officer, Noida, shall be final and binding on the allottee and his/her/their successor.

37. That the allottee and his/her/their successors shall abide by the provisions of the U.P. Industrial Area Development Act 1976 (U.P. No. 6 of 1976) and such rules. Regulations or directions as are made time to time.

38. Any dispute between allottee and authority shall be subject to the territorial jurisdiction of Civil Courts at Gautam Budh Nagar or the High Court of Judicature at Allahabad.

Applicants Signature & Seal
The Policies & Procedures for Industrial Property Management April 2006

(These Terms and conditions are only indicative and are subject to amendment/modification/alteration without any notice)
Industrial Sectors

Noida is presently divided in three industrial phases as follows:–

1. Phase-I Sectors from 1 to 11 and 16
2. Phase-II Includes Phase-II, Phase-II Extension/Hosiery Complex, Sector-80, 81, 83 and 88
3. Phase-III Includes Sector-57, 58, 59, 60, 63, 64, 65 and 67.

Premium of plots

The current rates of allotment in various industrial phases are as follows :-

1. Phase-I Rs. 7400 per sq. mt. Reserved Rate
2. Phase-II Rs. 2100 per sq. mt.
3. Phase-III Rs. 4000 per sq. mt.

“The rate of allotment for IT/ITES projects would be Rs. 3750/- per Sq. Mtr. plus location benefit charges as applicable.”

Location charges as mentioned below are in addition to the above mentioned rates :-

Locational benefit charges for each location

1. 2.5% of current rate if plot is on 18 mtr. but less than 30 mtr. wide road.
2. 5% of current rate if plot is on 30 mtr. or above wide road.
3. 2.5% of current rate if plot is facing/abutting green belt or park
4. 2.5% of current rate if plot is a corner plot.

The maximum location charges would not exceed 10% of the total premium of the plot.

In case where the allotment is made for more than one plot to an applicant, then for the purpose of location charges the same would be imposed on the entire area of all the plots. however, in such cases, if the allottee desires he can get the legal documents executed separately for each plot.

The rate of allotment for industrial facility plots would 1.5 times of the rates mentioned above plus location benefit charges as applicable.

The rate of allotment/location benefit charges mentioned above are prevailing as on date, which are subject to change without any notice. The rates/locational benefit charges shall be applicable as prevailing on the date of issue of the allotment letter.

A. Procedure for allotment of land

1. Allotment of industrial plots/sheds in phase-I shall be made on the basis of Sealed Tenders.
2. Allotment of plots upto 2000 sq. mtr. in Phase-II and III shall be made through the schemes advertised from time to time for limited period. The applicant is required to submit the application along with project report, prescribed registration money and processing fee in the bank.

(a) The allotment of plots upto 2000 sq. mtr. shall be made through draw of lots after including all the applicants of this category provided they have applied for a permitted project as per Annexure-A co-read with Annexure-B & C. : The allotment would be done through draw of lots
which would be phase wise and area category wise. The applicants would also be obtaining specific location of their plot through this draw.

(b) Unsuccessful applicants would be returned their registration money in due course. Under no circumstances, the application would be carried forward against future schemes/ any other scheme.

3(a) Allotment of plots above 2000 sq. mt. shall be made through open ended scheme and after evaluation of the project by the Screening Committee and approval of Chief Executive officer. Interested applicants shall be required to register their prescribed application form in the bank alongwith prescribed registration money, processing fee, project report documents in support of Financial resources for financing the project. etc.

3(b) Priority in allotment will be given to IT/ITES projects. For these projects the terms & conditions of institutional allotments would be applicable on new allotments and in any case change of project would not be permitted.

4. Scheme for allotment as mentioned above shall be advertised in national dailies from time to time.

5. Brochure of the Scheme contained terms and conditions for allotment and application form shall be made available on prescribed payment through the bank advertised in the scheme.

6. No correspondence shall be made with applicants, whose applications are rejected by the Screening Committee. List of such cases shall be displayed on the Notice Board of the Industries Department and website www.noidaauthorityonline.com

7. The processing fee and the registration money shall be as per brochure of the scheme

8. The prescribed application forms can be obtained through the bank advertised in the scheme on payment of Rs. 1,000/-

9. Details of the scheme shall be made available on the web site of the authority www.noidaauthorityonline.com

B. **Transfer of industrial premise(s)**

1. The cases where cancellation has been effected are not eligible for transfer.

2. Only bonafide lessees/transferees are eligible to transfer.

A) Industrial property allotted under expansion category.

c) Industrial property(ies) (more than one industrial property) allotted as one allotment can also be transferred individually to different transferee(s).

**SUBJECT TO**

Transfer in cases of allotments w.e.f. 16.8.2004 shall be permitted only after the unit has been declared functional.

3. Application for transfer shall be received on prescribed application form available from the Vijaya Bank, Extension Counter, Sector-VI, Noida and Canara bank, Extension Counter, Sector-VI, Noida against cash payment of Rs. 100/-

4. The transfer application form should be duly filled in alongwith the NOC’s from various department i.e. Project engineer (Jal), Accounts Officer (Industrial Area Accounts), UPCL/last
paid electricity bill and General Manager, DIC, NOIDA. (In case all original as well as subsequent legal documents are submitted, then NOC from UP Financial corporation/Bank/Financial Institution is not required.)

5. Transfer application should be accompanied with a bank draft of Rs. 1,000/- towards transfer processing fee in favour of Noida payable at new Delhi/Delhi/Noida.

6. Photograph, Signature of Transferor(s)/Transferee(s) must be attested by the banker(s)/Gazetted Officer on the application form itself. In case of companies, certified copy of Resolution of Board of Directors authorising the signatory for moving the transfer application shall also be required with application.

7. Projects free from pollution & environmental hazards shall be considered. The project shall not be on the banned list of Directorate of Industries, UP or Development Commissioner, small Scale Industries and Noida. A list of projects permitted in Noida are given in Annexure ‘A’ & restricted as per Annexure ‘B’ The list of negative projects is given in Annexure ‘C’.

8. Both transferor and transferee must be competent to contract on the date of transfer application.

9. Project of the proposed transferee should be free from pollution and environmental hazards. Transferee(ies) project should not be on the banned list of DIUP or DCSSI and Noida. A list of projects permitted in Noida are given in Annexure-A to be co-read with Annexure-B and Annexure-C.

10. Normally transfer charges are calculated as under:-

   In case of functional unit transfer charges are @ Rs. 620/- per sq. mt for Phase-I, Rs. 230/- per sq. mt. for Phase-II and Rs. 385/- per sq. mt. for Phase-III. In case of non functional unit transfer charges are @ Rs. 950 per sq. mt. for Phase-I, Rs. 310/- per sq. mt. for Ph-II and Rs. 500/- per sq. mt. for Ph-III.

11. Functional unit means the unit already declared functional by Noida through a written communication.

12. Transferor and transferee should severally and/or jointly satisfy themselves about the overdues/dues position from the Accounts Department (Industrial) of the Authority.

13. Once transfer is approved and Transfer memorandum is issued, all the assets and or liabilities against the industrial property(ies) would pass on the transferee.

14. Lease rent will be charged at the prevailing rate with location charges on the date of issue of transfer memorandum/C.I.C. with charges subject to enhancement as envisaged in lease deed/transfer deed/transfer memorandum. anyhow, delayed payments in this regard are subject to payment of interest as per rules of the Authority prevailing from time to time.

15. In case of transfer of rights of the minor, even partial, orders of the District Judge are required regarding the protection of interest of the Minor.

16. Transfer of industrial properties by original allottee/transferee from parents to children and viceversa and between spouses would be allowed without charges, subject to payment of transfer processing fee of Rs. 1,000/-

17. Transfer charges one deposited will not be refunded/adjusted even in case transfer does not materialise due to dispute between the parties/or withdrawal of transfer application. Once the transfer application is submitted it can be withdrawn only with the consent of the transferor and
transferee. In case of dispute, orders of the competent court shall be required. Transfer memorandum if once issued would be not cancelled/withdrawn by the Authority.

18. The transfer of industrial property is an Act between the Transferor(s) and Transferee(s) and as such any liens, claims, damages, compensation, adverse court orders etc. arising thereof subsequently would be the sole liability of transferee(s) and Noida would remain indemnified against the same.

19. In case transferor is a bonafide lessee then he shall execute transfer deed with the transferee within 90 days from the date of issue of transfer memorandum. In case of default, penalty shall be @ Rs. 50/- per day upto 200 sq. mtr. plot area, @ Rs. 100/- per day upto plot area of 800 sq. mtr. and @ Rs. 200/- per day for plot area above 800 sq. mtrs. and a certified copy of the same shall be submitted to the AUTHORITY after the registration of the same with the Sub Register, NOIDA. The transfer memorandum shall be the part of transfer deed executed between transferor and transferee.

20. In cases of transfer/sale by financial institution under Section-29 of SFC Act, the application has to be moved by the financial institution alongwith all NOC’s required for transfer application. In such cases transfer charges are payable @ 50% of normal transfer charges.

21. Transferee would make the unit functional as under:-
   (i) In case of mutual transfer between transferor and transferee, within one year from the date of issue of Transfer memorandum.
   (ii) In case of transfer where transferor is a Govt. Financial Institution/Judicial Authority/district Authority, such unit would be considered as sick, within three years from the date of issue of Transfer memorandum.
   (iii) However, the facility of extension for making the unit functional would be available to the transferee on payment of prescribed extension charges.

Level of decision & time likely to be taken:
   i) For the projects not involving any polluting process, the transfer request would be decided at the level of Asstt. General Manager.
   ii) The approval/rejection of transfer to be decided at the level of Asstt. General Manager would be communicated within 7 days of receipt of application from duly filled in and complete in all respects.

C. Renting of Industrial premises.

1. The industrial premises for which renting permission is required should not be a cancelled plot/shed and should have been declared functional by Noida. Application for simultaneous declaring the unit functional and grant of renting premission may, however, be entertained.

2. Request for renting out part/full premises shall be entertained. For the purpose of part renting the applicant has to clearly demarcate the portion of the building to be given on rent. He has also to file an Affidavit specifying the position of capital subsidy or any other subsidy, having been received or not and the premises having been mortgaged or not.

3. Renting permission is granted if:
   i) Upto date dues of noida have been cleared.
ii) lease deed/Transfer deed/Sale deed as applicable has been executed and registered and certified copy is duly deposited with the office.

iii) NOC’s of term lending institution, in case the industrial premises is mortgaged.

iv) Bonafide lessee while making the request for renting would append a copy of the Project Report of the proposed project of the tenant. Projects free from pollution & environmental hazards shall be considered. The project shall not be on the banned list of Directorate of Industries, UP or Development commissioner, Small Scale Industries and Noida.

4. In case of discontinuation of tenancy the same would be taken on record after the lessee surrenders the original renting permission letter.

5. In case of re-renting, the renting charges would be deposited again as stated hereafter below.

6. The condition for functionality may be waived off in case the renting permission is sought for Group/Associate/Sister concern.

7. Noida would not entertain any direct correspondence with the tenant at any stage.

8. Renting charges for flat ten years for the first tenant for the entire plot area are Rs. 150/- per sq. mt. in Phase-I, Rs. 50/- per sq. mt. for Phase-II and Rs. 100/- per sq. mt. for Phase-III for the entire area of the plot and for subsequent tenant(s) renting charges shall be 20% (Rs. 30/- for Phase-I, Rs. 10/- for Phase-II and Rs. 20/- per sq. mt for Phase-III) of the prevailing rate of renting charges for the entire plot area but for remaining period out of 10 years for each tenant. In case of simultaneous permission for more than one tenancy, the 10 years period shall be applicable for all the tenants.

9. if any tenancy leaves tenancy before 10 years then for balance remaining period, permission can be granted for new tenant on payment of 20% of prevailing rate of renting charges for the entire plot area and subject to fulfilment of other terms and conditions.

10. (a) As per prevailing policy multiple renting permission for allottee’s own unit plus tenant’s unit can be granted as under

   On plot size below 500 sq. mt. – Allottee + 1 tenant.
   On plot size above 501 but upto 1,000 sq.mt. – Allottee + 2 tenants.
   On plot size above 1001 but upto 1,500 sq. mt. – Allottee + 3 tenants.
   On plot size above 1501 but upto 2,000 sq. mt. – Allottee + 4 tenants.
   On plot size above 2,001 but upto 2,500 sq. mt. – Allottee + 5 tenants.
   For every additional 500 sq. mts, plot area the allottee shall be allowed to keep one more tenant

   (b) In case of built up sheds the plot area shall be taken into consideration.

   (c) Each tenant and allottee will ensure compliance of all statutory Department’s both Central and State (Factory, Labour, Electricity, Fire, Building Construction, Directorate of Industries, Pollution Control Board, Employees State Insurance Corporation, Provident Fund, etc.) rules and regulations.
11. The lessee or its share holder who have jointly and/or severally minimum 50% shares can rent out the premises fully or partly to a firm/company of the family member(s) as defined in the policy, who shall also have jointly and/or severally minimum 50% shares in the tenant firm/company then renting permission shall be allowed without charges subject to payment of processing fee Rs. 1000/- and fulfillment of other terms and condition prescribed for renting.

**Level of decision & time likely to be taken:**

i) For the projects not involving any polluting process, the renting request would be decided at the level of Asstt. General Manager.

ii) The approval/rejection of transfer to be decided at the level of Asstt. General Manager would be communicated within 7 days of receipt of application form duly filled in and complete in all respects.

D Change in Constitution

**IMPORTANT**

CHANGE IN CONSTITUTION (as stated in clause 3 below) WITHIN THE FAMILY MEMBERS OF THE ALLOTTEE(S) WITH EFFECT FROM 16.8.2004 SHALL BE PERMITTED BEFORE THE UNIT DECLARED FUNCTIONAL BY THE AUTHORITY. CHANGE IN CONSTITUTION OUTSIDE FAMILY MEMBERS OF THE APPLICANT(S) SHALL NOT BE PERMITTED BEFORE THE UNIT IS DECLARED FUNCTIONAL BY THE AUTHORITY.

**Change from Proprietorship to partnership**

i) the application for change in constitution from proprietorship to partnership/Pvt. ltd. company/ Public ltd. co. or vice versa should come from the original lessee(s)/allottee(s)/transferor(s).

ii) The application should invariably be accompanied by the NOC from term lending institution in case the industrial property is mortgaged

**For changes from proprietors to partnership**

i) Certified copy of the partnership Deed.

ii) Form B regarding registration of firm or any other document to this effect issued by the Registrar.

iii) Form ‘A’ showing statement regarding name of Partners, or any other document to this effect issued by the Registrar of firms of respective State.

iv) Notarised affidavit stating the relationship of the incoming partners with the original allottee/transferee. (In case exemption from payment of CIC charges is sought.

**For changes within partnership**

i) Dissolution deed., New Partnership deed, Retirement-cum-Partnership deed of the firm.

ii) Form ‘C’ & revised Form ‘A” issued by Registrar of firm or any other document to this effect issued by the Registrar of firms of respective State.

iii) Notarised affidavit stating the relationship of the incoming partners with the original allottee/transferee. (In case exemption from payment of CIC charges is sought.)
For changes within Pvt. Ltd. Company/Public Ltd. Company

i) Certified list of shareholder with share holding duly certified by Chartered Accountant.

ii) List of Directors duly certified by Chartered Accountant alongwith Form 32 duly receipted by R.O.C.

iii) Board Resolution duly certified by the Chairman of meeting/CA.

iv) Notarised affidavit stating the relationship of the incoming shareholder with the original allottee(s)/Transferee(s). (In case exemption from payment of CIC charges is sought.)

Change from Proprietorship/Partnership to Pvt./Public Ltd. Company

i) Memorandum and Article of Association (certified copy).

ii) Certified copy of Certificate of Incorporation issued by registrar of respective State.

iii) Certified list of Board of Directors and certified list of shareholders showing number of shares and their value alongwith their addresses duly certified by Chartered Accountant.

iv) Duly certified Resolution of Board of Directors regarding taking over the industrial property by the company from Proprietor/Partners. Also the resolution in favour of person authorised by the Board of Director of the Company to correspond with the authority.

v) Notarised affidavit duly sworn and attested regarding the relationship of the shareholders with the original allottee(s). (In case exemption from payment of CIC charges is sought.)

vi) In case of Public Ltd. Co. certified copy of Certificate of Commencement of Business issued by Registrar of Companies is also to be submitted.

3. Charges for change in constitution are in proportion of shares transferred. However, no charges are leviable in case incoming partner, or shareholder(s) are father, mother, grand parents, sister, brother, son, daughter, husband/wife, grandson/grand daughter, wife of son/son-in-law, husband of grand daughter, wife of grandson of the original allottee(s)/transferee(s). However, the original allottee(s) will maintain minimum of 25% shareholding in the company/firm.

4. No CIC charges are applicable for 100% transfer of shareholding from husband to wife, parent to children and/or vice versa. However, processing fee of Rs. 1,000/- is payable alongwith request for the same.

5. Change in constitution at any time would be considered with respect to original allottee(s)/transferee(s) only. It is mandatory for the original allottee(s)/transferee(s) to retain minimum 25% shareholding in that company/firm in whose favour the change in constitution is sought.

6. As a consequence of change in constitution cases with/without charges lease rent would not be revised.

7. If due to change in constitution, there is no change in legal entity of the lessee, fresh legal documentation would not be insisted upon. However, if the allottee/transferee themselves needs fresh documentation, they may do so at their own level. In case the property is acquired by way of transfer, and/or legal entity is changed by way of change in constitution, they would be required to execute the transfer deed. All expenses on account of legal documentation would be borne by the allottee (s)/transferee(s).
8. No CIC charges would be levied if CIC is applied for after a period of 5 years from the date of allotment/transfer/last CIC letter. If change in constitution is applied for within 5 years from the date of allotment/transfer/last CIC letter, then CIC charges will be levied in proportion to transfer of shares. However, no CIC charges would be levied if the same is within blood relation as defined in para 3 above.

9. No CIC charges are levied if the CIC is in favour of Public Ltd. Co. then there would be a minimum requirement of shareholding with the original allottee(s)/transferee(s) and any subsequent change in shareholding would be without charges.

10. In case only name of incorporated company is changed and a certificate is issued in respect of the same by R.O.C. then no CIC charges will be leviable. However, necessary legal documents may be executed and duly registered for this change in name.

11. In case the allottee/transferee is an incorporated company and subsequently a partnership firm or another incorporated company is formed with the original incorporated company as a partner/shareholder then the CIC charges would be applicable on the percentage of shareholding not held by original allottee(s)/transferee(s), company. In case other partner(s)/shareholder(s) are the shareholders of the original company then no CIC charges would be leviable.

12. In case where 100% CIC charges are levied, such cases would be treated at par with transfer cases w.r.t. time limit for making the unit functional.

13. CIC charges wherever applicable are levied on the extent of shareholding held by other than the original allottee(s)/transferee(s). CIC charges payable as above are equivalent to transfer charges as stated in para B(10).

**Level of decision & time likely to be taken**

i) The decision of change in constitution will be taken at the level of Assistant General Manager.

ii) The decision of approval in principle or rejection will be communicated within 7 days after the receipt of request complete in all respect.

**E. Change/Addition in Project**

Allottee/lessee shall be required to submit an application alongwith project report for consideration of change/addition in project as mentioned in Annexure ‘A’ or any other non-polluting project and annexure - B for restricted project / process/operations. However the same would be subject to terms and conditions mentioned in Annexure – A & B.

Projects/operation/process mentioned in Annexure – C would not be permitted under any circumstances.

**Level of decision & time likely to be taken :**

i) The decision of change in project will be taken at the level of Asstt. General Manager.

ii) The decision of approval in principle or rejection will be communicated within 7 days after the receipt of request complete in all respect.

**F Functional units**

**(A)** The industrial unit on submission of the following would be declared functional:

i) Certified copy of PMT SSI Registration or Central Excise Deptt. Certificate indicating date of production or Trade Tax Exemption order or Trade Tax Assessment Order.
ii) Building completion certificate or affidavit showing that 50% of the maximum permissible covered area has been constructed. In case affidavit is found wrong or factually incorrect then Noida will take administrative action for cancellation of the plot or any other action as deemed fit.

iii) Transfer Deed as applicable has been executed and registered and its certified copy duly submitted in Noida Office.

iv) No dues certificate of Accounts officer (IAA), Noida.

In addition to the above stated documents the following documents as applicable may be required to be submitted by the allottees claiming date of functioning with retrospective effect means outside the stipulated/extended period for making the unit functional:

a) ESI registration certificate/returns.

b) PF registration certificate/returns.

c) Registration under Factories Act.

d) Electricity consumption bills.

e) Telephone bills.

f) Bank statement.

g) Any other document in support of their claim.

v) The date of commencement of production indicated in PMT SSI Registration Certificate/Certificate issued by Central Excise Deptt./Trade Tax Assessment order would be deemed as date of production and extension charges, if applicable, would be payable only till this date irrespective of the date of submission of the documents and/or declaration of unit as functional by Noida.

B) The industrial facility units on submission of the following would be declational functional:

i) Building completion certificate or affidavit showing that 50% of the maximum permissible covered area has been constructed. In case affidavit is found wrong or factually incorrect then Noida will take administrative action for cancellation of the plot or any other action as deemed fit.

ii) Transfer Deed as applicable has been executed and registered and its certified copy duly submitted in Noida Office.


iv) Telephone Bills.

v) Meter Ceiling Certificate and Electric Consumption Bills.

vi) Purchase bills of Machinery.

Level of decision & time likely to be taken:

i) The decision will be taken by Asstt. General Manager.

ii) The decision of approval/rejection will be communicated within 7 days of receipt of application.
G. Extension of the time period for implementing the project.
   i) The new (w.e.f. 16-08-04) allottees are given three years time period from the date of possession to implement their project.
   ii) In case where property is acquired through transfer, the transferee shall make the unit functional as per provisions contained in B(21).
   iii) In case the allottee/Transferee fails to make the unit functional in prescribed time, Noida will initiate action for cancellation of industrial property. However, in exceptional circumstances, extension can be granted subject to :-
       a) An affidavit duly notarised indicating a firm time schedule to make the unit functional.
       b) No dues certificate from AO(IAA), Noida.

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<tbody>
<tr>
<td>For 1st year Extension</td>
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<tr>
<td>For 2nd year Extension</td>
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<td>For 9th year Extension</td>
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</tr>
<tr>
<td>For 10th year Extension</td>
<td>200</td>
<td>75</td>
<td>120</td>
</tr>
</tbody>
</table>

Level of decision & time likely to be taken:
   i) Extension can be given by Manager/OSD/Dy. Manager
   ii) The decision of approval/rejection will be communicated within 7 days of receipt of application.

H. Mortgage
   1. Mortgage is permitted where property is live and time limit for construction exists. No prior mortgage permission is required in cases where full premium alongwith interest and one time lease rent has been paid.
   2. Permission for collateral security would only be granted in cases where the unit has already been declared functional by the Authority. For the purpose of granting collateral security, processing fee of Rs. 1,000/- would be charged.
3. Mortgage is permitted for financing the project on the industrial premises proposed for mortgage.

4. For grant of mortgage permission it is important that lending institution/bank clear all the overdues and dues of Noida or give an undertaking to this effect or 100% payment has already been made to Noida by the concerned institution/allottee(s).

5. The 2nd charge on the industrial property in favour of another financial institution is issued only by the institution in whose favour the industrial property is already mortgaged.

6. In case of mortgage the Authority will have the first charge towards transfer charges, extension charges, lease rent interest and any other dues. Taxes, charges etc. payable to Noida from time to time.

7. The allottee will submit the application alongwith consent of the financial institution and a NOC regarding full payment/no arrears from AO(IAA), Noida.

Level of decision & time likely to be taken:

i) The decision of mortgage/collateral security will be taken at the level of Manager/OSD/Dy. Manager

ii) The decision will be communicated within 7 days from the date of receipt of application complete in all respects.

I. Surrender of industrial plot/shed

1. The allottee can surrender the industrial premises in favour of Noida before cancellation.

2. The request for surrender should contain signature of bonafide allottee/lessee. In case of incorporated company the request should be supported by the certified copy of the Resolution of Board of Directors.

3. The allottee has to execute surrender deed, if lease deed/transfer deed has been executed and all the original legal documents are to be surrendered unconditionally in industries Deptt. of the Authority.

4. The enytire deposit(s) made to Noida and appropriated as premium and interest toward the premium of the plot and cost of industrial shed would be refunded by Noida in case of non possession of the industrial premises/execution of legal documents. However, in case where legal documents have been executed and/or possession of the industrial premises has been taken over then all the deposits made under revenue heads would be forfeited alongwith the due lease rent till the date of dispossession of industrial premises.

Level of decision & time likely to be taken:-

i) The surrender will be approved at the level of Asstt. General Manager.

ii) After acceptance of surrender the refund will be made by Accounts Officer (IAA) Noida within 15 days of approval

J. Restoration of industrial plot/shed

The Authority can exercise cancellation of industrial plot/shed for breach of terms and conditions of allotment/lease deed/HPTA/Transfer deed. However, the Chief Executive Offiver/or any other
officer authorised by him can restore the plot. The restoration will be subject to the following conditions:

1. The terms and conditions of original allotment will remain the same.
2. Interest of defaulted amounts shall be taken as per rules & regulations of the Authority.
3. Restoration charges will be applicable as per rules.
4. Transfer of restored plots will not be allowed before making the unit functional.
5. Till the unit becomes functional permission for change in constitution in case of restored plots will be granted only within blood relation(s) as defined in D-3.
6. In case there is a litigation against the plot, the allottee will have to withdraw the case from the court and shall have to pay the expenditure incurred by the Authority on litigation.

In case of restoration, charges payable are as under:

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<tbody>
<tr>
<td>Restoration charges if the restoration has been made after cancellation before dispossession</td>
<td>60</td>
<td>25</td>
<td>45</td>
</tr>
<tr>
<td>Restoration charges within 6 months from the date of dispossession</td>
<td>150</td>
<td>50</td>
<td>90</td>
</tr>
<tr>
<td>Restoration charges payable if plot is restored after 6 months from the date of dispossession</td>
<td>250</td>
<td>100</td>
<td>180</td>
</tr>
</tbody>
</table>

Level of decision & time likely to be taken:

1. Rejection/acceptance of restoration request with/without charges will be taken within a month at the level of Dy./Addl. Chief Executive Officer.

K- Amalgamation

Application for amalgamation of industrial plots (back to back / adjoining) can be considered as per the following but only in those cases where plots to be amalgamated belong to the one and same lessee and for the same project.

application for the above shall be considered on submission of request with the following documents:

(i) layout Plan and site plan of the proposed plots to be amalgamated.
(ii) Certified copy of resolution in case of Pvt. Ltd./Ltd. Co./authority letter in case of Partnership firm.
(iii) N.O.C. from the financial institution, if the property is mortgaged.
(iv) any other relevant document/information.
SUB-DIVISION OF INDUSTRIAL PLOTS SHALL NOT BE ALLOWED.

Level and Time likely to be taken:

Decision regarding amalgamation/de-amalgamation will be taken at the level of Deputy chief executive officer./Addl. Chief Executive Officer.

L Conversion

Request for conversion of industrial plots shall not be generally entertained.

(i) Conversion request from the allottees of Phase-I shall not be considered since allotment in Phase-I is made by way of sealed tenders.

(ii) Conversion request in respect of cases where allotment has been made through draw of lots in Ph-II & Ph-III shall not be considered.

(iii) In exceptional circumstances, the request of allottees of industrial plot(s) of 2000 sq mtrs and above in Phase-II & Phase-III can be considered by Addl./chief Executive Officer on the recommendations of Screening Committee subject to the following conditions:

a. The allottee is not a defaulter and must have deposited the allotment money alongwith interest, if any

b. Converted plot is allotted at the then land rate prevailing on the date of conversion letter plus conversion charges and location benefit charges as given below.

i) Within the allotted industrial Phase - 10% of the land rate prevailing on the date of conversion letter.

ii) Outside the allotted industrial Phase - 25% of the rate prevailing on the date of conversion letter.

c. The date of issue of conversion letter would be deemed as date of allotment for all practical purposes i.e. for execution of lease deed, possession, interest on balance amount etc.

d. The entire deposits made against the allotted plot would be adjusted.

M. Industrial Facilities

The Authority has permitted the following activities in the industrial facility category:

1. Warehousing
2. Display Center for display of industrial products without sale.
3. Research and Development relating to industrial activities.
4. Tool Room
5. Test Lab
6. Establishment of telecommunication related equipments and their operation
7. maintenance and parking of machineries/equipments used for industrial activities.
8. Marketing consultancy
9. Advertising agency
10. Industrial consultant
11. typing Center
12. Industrial photography
13. X-ray clinic
14. Weigh bridge
15. Blue printing/drawing/computer designing facilities/drafting facility/CAD-CAM
16. STD/ISD/Teleprinter/fax/internet facilities for industries
17. Cable TV network establishment and its operation
18. Creche

1. In case the lessee intends to utilise the industrial premises in part or full for the purpose of industrial facility as stated above, then the lessee would deposit and additional premium which would be equivalent to 50% of the then prevailing premium (as applicable to industrial activity) for the entire area of the industrial plot. On deposit of the additional premium the allottee would be granted premission to utilise the plot for industrial facilities.

2. In case the lessee after obtaining permission to use the plot for industrial facilities intends to rent out the premises in part of full for purpose of industrial facility, then lessee would have to deposit renting charges, for grant of premission which would be equivalent to 7.5% of the 1.5 times for a period of five years of the then prevailing premium. These charges are for five years irrespective of the fact whether industrial property(ies) is sub-letted partially or fully. Thereafter if the allottee wishes to renew this permission he can do so as per the prevailing terms/rules and regulation by paying renting charges again to the Authority.

3. For Industrial facility plots transfer charges, extention charges & restoration charges would be payable 1½ times of normal rate.

**Level of decision & time likely to be taken:**

Rejection/acceptance of request for industrial facility would be granted at the level of ACEO/CEO.

**Miscellaneous**

1. The allottee would be required to execute the lease deed and get the same registered and take over the possession of the plot within the time period stated in the allotment letter failing which action for cancellation would be taken. However, in exceptional circumstances extension may be granted on payment of penalty @ 2.5% of the premium of the plot plus Rs. 20/- per sq. mt. per year computed on day to day basis.

2. Allottee is required to take physical possession of the industrial property(ies) within 15 days from the date of execution of legal documents. If the allottee fails to take the possession within the stipulated time, the possession of the industrial property(ies) will be given subsequently but would be deemed to be in possession of the lessee with effect from the due date of possession i.e. 15 days from the date of Registration of Lease Deed or date of deposit of penalty whichever is later.

3. The terms ‘allotment rate’ whenever appearing herein before would inter-alia include location charges also. Prevailing allotment rate/premium implies inclusion of location charges as applicable.
4. There are cases where the allottee had made the unit functional and the same has been declared functional by the Authority. The allottee now along with running of his own unit have some surplus space where he himself (without any change in legal entity i.e. in house) intends to utilise the surplus space of the purpose of Research Development and or Training pertaining to his own unit which is functional at that premises. In such cases Research and Development and/or Training would be permitted provided the total area utilised for such purpose does not exceed 25% of the total constructed area. No charges are payable for the above.

5. The allottee would adhere to the provisions of appendix A & B enclosed with this document.

O- **Violation of terms and conditions**

Any violation of terms(s) and conditions(s) of allotment/HPTA/lease deed/transfer deed shall invite cancellation/revocation of allotment/lease deed/transfer/transfer deed to be proceeded by dispossession of industrial premises. The amount deposited would be forfeited/refunded as per rules prevailing at that time.
The following is the list of industry which may be permitted in industrial area developed by New Okhla Industrial Development Authority.

**S.N. Name of the Project**

1. Agarbatti and Similar Products
2. Agriculture appliances and implements
3. Agriculture equipments repairing
4. Air conditioner(s) & its parts
5. Aluminum doors/windows/fittings/furniture
6. Aluminium-wares, moulds of cakes and pastry
7. Assembly and repair of cycles
8. Assembly and repairs of electrical gadgets
9. Assembly and repair of sewing machines
10. Atta Chakki and spices and dal grinding
11. Attache, Suitcases, Brief cases & bags
12. Auto Parts
13. Auto Mobile service/repair denting/painting workshop only on plot area of 400 sq.mtr. and above
14. Batik works
15. Battery charging
16. Belts and buckles
17. Biscuit, pappy, cakes, & cookies making
18. Block making and photo enlarging
19. Brass fitting
20. Bread & Bakeries
21. Brushes & Brooms
22. Buckets
23. Builder hardware
24. Bulbs(battery)
25. Buttons clips & hooks
26. Button making, fixing of buttons & hooks
27. Calico and Textile products
28. Candies, Sweets, Rasmalai etc.
29. Candles
30. Cane and Bamboo products
31. Canvas Bags & Hold-all makings
32. Cardboard Boxes
33. Carpentry
34. Terrazzo tiles, paving, jallies of Cement (in Phase-II only)
35. Assembly of Centrifugal pumps & small turbines
36. Citrus fruit concentrate
37. Clay modeling
38. Cold storage & refrigeration
39. Collapsible gates railing & grill
40. Conduit pipes
41. Confectionery candies and sweet
42. Copper and brass Art wares
43. Copper Metal parts
44. Copper-ware and utensils
45. Cordage, rope and twine making
46. Cotton and silk screen printing
47. Cotton ginning
48. Cotton/silk Printing (By Hand)
49. Crayons
50. Cutlery
51. Cycle chain
52. Cycle locks
53. Dal milling
54. Data Processing Centres
55. Decorative goods
56. Dehydrated vegetables
57. Diamond cutting and polishing work
58. Dies for plastic mouldings
59. Door shutters and windows
60. Drugs and medicines (formulation only in Phase-II)
61. Dyeing, bleaching, finishing processing cloth (including mercerizing, calendering, glazing etc.) only in phase-II
63. Electric fans
64. Electric fittings (switch, plug, pin etc.)
65. Electric lamp shades, fixtures
66. Electric Motor and parts
67. Electric press assembling
68. Electric appliances (room heaters, lamps etc.)
69. Electrical motors, transformers and generators
70. Electronic goods manufacturing
71. Embroidery
72. Enamel ware
73. Engineering works
74. Expanded metals
75. Fabrication (like trusses and frames)
76. Fire fighting equipments
77. Flour mills
78. Fluorescent light fitting (including neon signs)
79. Fountain pen, Ball pen and felt pens
80. Footwear
81. Framing of pictures and mirrors
82. Fruit canning
83. Glass work (assembly type)
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<th>No.</th>
<th>Description</th>
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<tr>
<td>84.</td>
<td>Gold and Silver Thread Kalabattu</td>
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<tr>
<td>85.</td>
<td>Grading, waxing and polishing of fruits.</td>
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<tr>
<td>86.</td>
<td>Only Blending/repacking of Grease &amp; Oils</td>
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<td>87.</td>
<td>Hand Press</td>
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<td>helmets</td>
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<td>Hats, cap turbans including embroideries</td>
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<td>Hinges and Hardware</td>
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<td>House hold/kitchen appliances</td>
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<td>Ice boxes and body of the coolers</td>
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177. shoe laces
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182. Spice grinding
183. Speedometers
184. sports goods
185. sprayers (hand and foot)
186. Stamp pads
187. Stapler pins
188. Stationery items (including educational and school drawing instruments)
189. Steel Almirahs
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200. T.V. Radio cassette, recorders etc.
201. T.V./Radio/transistor cabinets
202. Table lamps and shades
203. Tailoring
204. tomato ketchup & vegetable sauce
205. Containers lids
206. Tarpaulin & Tents including repairs (no processing & weaving)
207. Telephone and its parts
208. Thermometers
209. Thread balls and cotton fillings
210. tin box making
211. Tractor parts
212. Transformer covers
213. typewriter parts manufacturing and assembling
214. tyre retreading with cold process only
215. Umbrella assembly
216. Upholstery springs and other springs (no heat treatment)
217. Utensils
218. Assembly of vacuum flasks
219. Velvet embroidered shoes/shawls
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236. Wool knitting (with machine)
237. Writing and marking ink
238. X-ray machines
239. Zari Zardozi
240. Zip fasteners
241. ITES-BPO/Call centres etc.

However any of the above Unit would only be made functional subject to:-

a) Prior permission for the specific industry is obtained in writing from the NOIDA authority,
b) Unit would comply with all the state/central Govt. Statutory requirement, as applicable to permitted unit
c) The unit would obtain the NOC/consent form the UP Pollution Control Board. The main plant of the unit would only function when the mandatory pollution control plant and equipment's are totally fully in operation.
d) The unit would ensure suitable arrangement for disposal of liquid and gaseous effluents/wastes and also ensure disposal of solid industrial wastes at its risk, cost and responsibility.
e) The unit would not undertake any casting, foreging, electroplating, tanning galvanizing, fermentation and/or any other obnoxious/nuisance causing unit operation/unit process.
f) The unit would install oil/electric fired boilers/presses only, in case of need.
g) The unit would not undertake any storage/handling of obnoxious/hazardous/inflammable/poisonous/toxic/explosive etc. raw material(s) consumable(s)/intermediate/finished products(s).
h) There would be no activity in the unit which is a cause/source of nuisance to the neighbors and/or general public and or is detrimental/prejudice to public interest/environment.
i) The noise level emanating from the industry/unit would not exceed 70 dB.
j) There would be no activity in the unit which is a cause/source of nuisance to the neighbors and/or general public and or is detrimental/prejudice to public interest/environment.
k) The noise level emanating from the industry / unit would not exceed 70 dB.
The following projects shall not be permitted in any of the Phases of the industrial areas of Noida.

1. Smelter process
2. distillery
3. dyes and dyes intermediates
4. foundries, Coupala, Arc Furnace, Induction Furnace & other furnaces
5. Tannery
6. Pulp & Paper
7. Bone
8. Stone Crushing
9. Nitric Acid
10. Asbestos Manufacturing
11. Cement Plant
12. Caustic Soda
13. Sulfuric Acid
14. Fertilizers
15. Oil Refinery / Petroleum Refinery
16. Pesticides Industries
17. Basic Drugs
18. Petrochemicals
19. Synthetic rubber
20. Calcium carbide
21. Coke oven
22. Composite Woolen Mills
23. Inorganic Chemicals
24. Starch and Glucose
25. Toxic organic Chemicals
26. Industries based on water as major raw material
27. Any other polluting, hazardous, obnoxious project or / and where water is major / substantial raw material.
The following projects may be permitted independently also on restrictive basis in all sectors of Industrial Area Phase - II:

1. Dying and Bleaching
2. Paint and Adhesives
3. Electroplating / pickling / power coating/Galvanizing as intermediate process.
4. Paints / pesticides/Drugs formulation
5. Marble Polishing & Stone cutting

However any of the above Unit would only be made functional subject to:

a) Prior permission for the specific industry is obtained in writing from the NOIDA authority.

b) Unit would comply with all the state / central Govt. Statutory requirement, as applicable to permitted unit

c) The unit would obtain the NOC / consent form the UP Pollution Control Board. The main plant of the unit would only function when the mandatory pollution control plant and equipment’s are totally fully in operation

d) The unit would ensure suitable arrangement for disposal of liquid and gaseous effluents/wastes and also ensure disposal of solid industrial wastes at its risk, cost and responsibility.

e) The unit would not undertake any storage/handling of material(s)/consumable(s)/intermediate/finished products(s).

f) There would be no activity in the unit, which is cause/source of nuisance to the neighbours and/or general public and or is detrimental/prejudice to public interests/environment.

g) The noise level emanating from the industry/unit would not exceed 70 dB.

h) No activity other than industrial activity shall be allowed in the industrial premises in the entire industrial area in Noida.

i) The 209* projects listed in the G.O. No. 2164/37/ARM/97 dated 3-6-97 issued by UP Pollution Control Board and IT and IT enables services projects will be allowed to be set up in industrial areas of Noida. No prior premission of Noida Authority will be required for change of project to the projects listed in the above mentioned G.O. The allottees will only be required to inform the Authority about the change in the project. If the Authority has any objection in setting up the project, the allotee will be intimated within 30 days from the date of receipt of such intimation.
U.P. INDUSTRIAL AREA
DEVELOPMENT ACT - 1976
(U.P. Act Number 6, of 1976)
THE UTTAR PRADESH INDUSTRIAL AREA DEVELOPMENT ACT, 1976
(U.P. ACT NO. 6 OF 1976)
(As passed by the Uttar Pradesh Legislature)

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AN ACT
to provide for the constitution of an Authority for the development of certain areas in the State into industrial and urban township and for matters connected therewith.

It is hereby enacted in the twenty-seventh year of the Republic of India, as follows :-

Short title and extent

1. (1) This act may be called the Uttar Pradesh, Industrial Area Development Act 1976
   (2) It extends to the whole of Uttar Pradesh.

Definition

2. In this Act
   (a) ‘Amenities’ include roads, water supply, street lighting and power supply, sewerage, drainage, collection treatment and disposal of industrial waste and town refuse and such other community facilities, services or conveniences as the State Government may, by notification, specify to be an amenity for the purposes of this Act.
   (b) ‘Authority’ means the Authority constituted under section 3 of the act:
   (c) ‘Chief Executive Officer’ means the officer appointed as such under section 4:
   (d) ‘Industrial Development Area’ means an area declared as such by State Government by notification;
   (e) ‘Occupier’ means a person (including a firm or body of individuals whether incorporated or not) who occupies a site or building with the industrial development area and includes his successors and assigns;
(f) ‘Transferee’ means a person (including a firm or other body of individuals whether incorporated or not to whom any land or building is transferred in any manner whatsoever, under this act and includes his successors and assigns,

(g) The words and expressions ‘Building development’, to erect a building’ and ‘land’ shall have the same meaning as assigned to them in the Uttar Pradesh Urban Planning and Development Act, 1973.

Constitution of the Authority

3. (1) The State Government may, by notification, constitute for the purposes of this Act, An Authority to be called (Name of the area) Industrial Development authority, for any industrial development area.

(2) The Authority shall be a body corporate.

(3) The Authority shall consist of the following :-

(a) The Secretary to the Government, Uttar Pradesh, Industries Department or his Nominee not below the rank of Joint Secretary-ex-official. Member

(b) The Secretary to the Government, Uttar Pradesh Public works Department or his nominee not below the rank of Joint Secretary-ex-official. Member

(c) The Secretary to the Government, Uttar Pradesh, Local Self-Government or his nominee not below the rank of joint Secretary-ex official. Member

(d) The Secretary to the Government, Uttar Pradesh, Finance Member Department or his nominee not below the rank of Joint Secretary-ex official. Member

(e) The Managing Director, U.P. State Industrial Development Corporation-ex official Member

(f) Five members to be nominated by the State Government Member by notification.

(g) Chief Executive Officer. Secretary

(4) The headquarters of the Authority shall be at such place as may be notified by the State Government.

(5) The procedure for the conduct of the meetings for the Authority shall be such as may be prescribed.

(6) No act or proceedings of the Authority shall be invalid by reason of the existence of any vacancy in or defect in the constitution of the Authority.
### Chief Executive Officer 4.

1. The Chief Executive Officer of the Authority shall be appointed by the State Executive Government and shall be a whole-time officer of the Authority.

2. The Chief Executive Officer shall be entitled to receive from the funds of the Authority such salaries and allowances and be governed by such conditions of service as may be determined by general or special order of the State Government in this behalf.

3. The Chief Executive Officer shall exercise such power and perform such duties as may be specified in the regulations or delegated to him by the Authority.

### Staff of the or Authority 5.

1. Subject to such control and restrictions as may be determined by general special orders of the State Government, the Authority may appoint such number of officers and employees as may be necessary for the performance of its functions and may determine their grades and designations.

2. Subject as aforesaid the officers and other employees of the Authority shall be entitled to receive from the funds of the Authority such salaries and allowances and shall be governed by such other conditions of service as may be agreed upon with the Authority.

### Function of the Authority 6.

1. The object of the Authority shall be to secure the planned development of the industrial development area.

2. Without prejudice to the generality of the objects of the Authority, the Authority shall perform the following functions:

   - (b) to prepare a plan for the development of the industrial development area;
   - (c) to demarcate and develop sites for industrial, commercial and residential purpose according to the plan;
   - (d) to provide infrastructure for industrial, commercial and residential purposes;
   - (e) to provide amenities;
   - (f) to allocate and transfer either by way of sale or lease or otherwise plots of land for industrial, commercial or residential purposes;
   - (g) to regulate the erection of buildings and setting up of industries; and
   - (h) to lay down the purpose for which a particular site or plot of land shall be used, namely for industrial or commercial or residential purpose or any other specified purpose in such area.

### Power to the Authority in respect of transfer of land 7.

The authority may sell, lease or otherwise transfer whether by auction, allotment or otherwise any land or building belonging to the Authority in the industrial development area on such terms and conditions as it may, subject to any rules that may be made under this Act think fit to impose.

1. For the purposes of proper planning and development of the industrial development area, the authority may issue such direction as it may consider necessary, regarding.

### Power of issue directions in respect of creation of building 8.

The authority may sell, lease or otherwise transfer whether by auction, allotment or otherwise any land or building belonging to the Authority in the industrial development area on such terms and conditions as it may, subject to any rules that may be made under this Act think fit to impose.

1. For the purposes of proper planning and development of the industrial development area, the authority may issue such direction as it may consider necessary, regarding.
(a) architectural features of the elevation or frontage of any building;
(b) the alignment of buildings on any site;
(c) the restrictions and conditions in regard to open spaces to be maintained in and around buildings and height and character of buildings;
(d) the number of residential buildings that may be erected on any site;
(e) Regulations of erections of shops, workshops, warehouses, factories or buildings;
(f) maintenance of height and position of walls, fences, hedges or any other structure or architecture constructions;
(g) maintenance of amenities;
(h) restrictions of use of any site for a purpose other than that for which it has been allocated;
(i) the means to be provided for proper (i) drainage of waste water (ii) disposal of industrial waste, and (iii) disposal of town refuse.

(2) Every transferee shall comply with the directions issued under sub-section (1) and shall as expeditiously as possible erect and building or take such other steps as may be necessary to comply with such directions.

9. Ban on erection of building in contravention of regulations

(1) No person shall erect or occupy any building in the industrial development area in contravention of any building regulation made under sub-section (2)

(2) The Authority may by notification and with prior approval of the State Government make regulations to regulate the erection of buildings and such regulations may provide for all or any of the following matters, namely.

(a) The materials to be used for external and partition walls, roofs, floors and other parts of a buildings and their position or location or the method of construction;
(b) Lay out plan of the building whether industrial, commercial or residential;
(c) the height and slope of the roofs and floors of any building which is intended to be used for residential or cooking purposes;
(d) the ventilation in, or the space to be left about any building or part thereof to secure circulation of air or for the prevention of fire;
(e) the number and height of the storeys of any building;
(f) the means to be provided for the ingress and egress to and form any building;
(g) the minimum dimensions of rooms intended for use as living rooms or sleeping rooms and the provisions of ventilation;
(h) any other matter in furtherance of the proper regulation of erection, completion and occupation of buildings and
(i) the certificates necessary and incidental to the submission of plans amended plans and completion reports.
10. If it appears to the Authority that the condition or use of any site or building is prejudicially affecting or is likely to affect the proper planning of, or the amenities in any part of the industrial development area of the interests of the general public there, it may serve on the transferee or occupier of that site or building a notice requiring him to take such steps and within such period as may be specified in the notice and thereafter to maintain it in such manner as may be specified therein and in case such transferee of occupier fails to take such steps or to maintain it thereafter the Authority may itself take such steps or maintain it, and realize the cost incurred on it from such transferee or occupier.

11. (1) For the purposes of providing, maintaining, or continuing any amenities in the industrial development area, the Authority may with the previous approval of the State Government, levy such taxes as it may considers necessary in respect of any site or building on the transferee or occupier thereof, provided that the total incidence of such tax shall not exceed twenty five per cent of the annual value of such site or building.

   Explanation: In this sub-section, the expression 'annual value' shall have the same meaning as in Section 174 of the U.P. Nagar Mahapalika Adhiniyam, 1959.

   (2) If the State Government considers it necessary or expedient in the public interest it may, by a general or special order, exempt wholly or partly — any such transferee or occupier or any class thereof from the taxes levied under sub-section (1).

Definition of "annuals values" — 'Annual value means' :-

(a) in the case of railway stations, colleges, schools, hostels, factories and other such buildings, a proportion not below 5 per cent to be fixed by rule made in this behalf of the sum obtained by adding the estimated present cost erecting the building, less depreciation at a rate to be fixed by rule to the estimated value of the land appurtenant thereto, and

(b) in the case of a building of land not falling within the provisions of clause (a) the gross annual rent for which such building, exclusive of furniture or machinery therein, or such land in actually let, or where the building or land is not let or in the opinion of the assessing authority is let for a sum less than its fair letting value, might reasonably be expected to let from year to year.

Provided that where the annual value of any building would, by reason of exceptional circumstances, in the opinion of the Mahapalika, be excessive if calculated in the aforesaid manner, the Mahapalika may fix the annual value at any less amount which appears to it equitable :

Provided further that where the Mahapalika so resolves, the annual value in the case of owner occupied building and land shall for the purposes of assessment of property taxes be deemed to be 25% less then the annual value otherwise determine under the section.

12. The provision of Chapter VII and section 30, 32, 40, 41, 42, 43, 44, 45, 46, 47, 49, 50, 51, 53 and 58 of the Uttar Pradesh Urban Planning and Development Act, 1973 as re-enacted and modified by the Uttar Pradesh President's act (Re-enactment with modifications) Act, 1974, shall mutatis mutandis apply to the Authority with adaptation that
(a) any reference to the aforesaid Act shall be deemed to be a reference to this Act:

(b) any reference to the Authority constituted under the aforesaid Act shall be deemed to be a reference to the Authority constituted under this Act: and

(c) any reference to the Vice-Chairman of the Authority shall be deemed to be a reference to the Chief Executive Officer of the Authority.

13. Where any transferee makes any default in the payment of any consideration and money or instalment thereof or any other amount due — account to the transfer of any site or building by the Authority or any rent due to the Authority in respect of any lease, or where any transferee or occupier makes any default in the payment of any fee or tax levied under this Act, the Chief Executive officer may direct that in addition to the amount of arrears, further sum not exceeding that amount shall be recovered from the transferee or occupier, as the case may be, by way of penalty.

14. (1) In the case of non-payment of consideration money or any instalment thereof on account of the transfer by the Authority of any site or building or in case of any breach of any condition of such transfer or breach of any rules or the site or the site or building so transferred and may further forfeit the whole or any part of the money if any paid in respect thereof.

(2) Where the Chief Executive Officer order resumption of any site or building under sub-section (1) the Collector may, on his requisition, cause possession thereof to be delivered to him and may for that purpose use or cause to be used such force as may be necessary.

15. Any person who contravenes any provisions of this Act, or rules or regulations made there under or any directions issued under section 8 shall on conviction be punishable with fine which may extend to five thousand rupees and in the case of a continuing offence with further fine which may extend to one hundred rupees for every day during which such offence continues after conviction for the first commission of the offence.

16. The Chief Executive Officer may authorise any person to enter into or open any land or building with or without assistance, for the purposes of :-

(a) making any inquiry, inspection, measurement or survey or taking levels of such land or building.

(b) examining works under construction or of ascertaining the course or seweres or drains;

(c) ascertaining whether any building is being or has been erected or re-erected with out sanction or in contravention of any sanction given under this Act or the rules and regulations made thereunder and to take such measurements and do any such other acts as may be necessary for each purpose.

(d) doing any other thing necessary for the efficient administration of this act.

Provided that :-

(i) no such entry shall be made except between the hours of sunrise and sunset and without giving reasonable notice to the occupier or if there be not occupier, the owner of the land or building.
(ii) sufficient opportunity shall in every instance, be given to enable women if any to withdraw from such land or building.

(iii) due regard shall always be had, so far as may be compatible with the exigencies of the purpose for which the entry is made, to the social and religious usages of the occupants of the land or building entered.

17. Upon any area being declared an industrial development area under the provision of this act, such area, if included in the master plan or the zonal development plan under the Uttar Pradesh Urban Planning and Development Act, 1973, or any development plan under any other Uttar Pradesh Act, shall with effect from the date of such declaration be deemed to be excluded from any such plan.

18. The State Government may by notification make rules for carrying out time purposes of this act.

19. (1) The Authority may with the previous approval of the State Government make regulation not inconsistent with the provisions of this Act or the rules made thereunder for the administration of the affairs of the Authority.

(2) In particular, and without prejudice to the generally of the foreboding power, such regulations may provide for all or any the following matters namely —

(a) the summoning and holding of meetings of the Authority the time and place where such meetings are to be held the conduct of business at such meetings, and the number of members necessary to form a quorum there at;

(b) the power and duties of the Chief Executive Officer;

(c) the form of register of application for permission to erect a building;

(d) the management of properties of the Authority;

(e) fee to be levied in the discharge of its functions;

(f) such other matters as are to be provided for in regulation.

Chapter VII

FINANCE, ACCOUNTS AND AUDIT

20. Fund of the Authority —

(1) The authority shall have and maintain its own fund to which shall be credited—

(a) all moneys received by the Authority from the State Government by way to grants, loans advances or otherwise;

(b) all moneys borrowed by the Authority from sources other than the State Government by way of loans or debentures;

(c) all fees, tolls and charges received by the Authority under this Act;

(d) all moneys received by the Authority from the disposal of lands, buildings and other properties movable and immovable; and

(e) all moneys received by the Authority by way of rents and profits or in any other manner or from any other sources
(2) The fund shall be applied towards meeting the expenses incurred by the Authority in the administration of this Act for no other purposes.

(3) Subject to any directions of the State Government, the Authority may keep in current account of any Scheduled Bank such sum of money out of its funds as it may think necessary for meeting its expected current requirements and invest any surplus money in such manner as it thinks fit.

(4) The State Government may, after due appropriation made by Legislature by law in that behalf, make such grants, advances and loans to the Authority as that Government may deem necessary for the performance of the functions of the authority under this Act, and all grants, loans and advances, made shall be on such terms and conditions as the State Government may determine.

(5) The Authority shall maintain a sinking fund for the repayment of moneys borrowed under sub-section (5), and shall pay every year into the sinking fund such sum as may be sufficient for repayment within the period fixed of all moneys so borrowed.

(7) The sinking fund or any part thereof shall be applied in, or towards, the discharge of the loan for which such fund was created, and until such loan is wholly discharged it shall not be applied for any other purpose.

21. **Budget of the Authority —**

The Authority shall prepare in such from and at such time every year as the State Government may specify, a budget in respect of the financial year next ensuing, showing the estimated receipts and expenditure of the Authority.

22. **Accounts and Audit —**

(1) The Authority shall maintain proper accounts and other relevant records and prepare annual statement of accounts including the balance-sheet in such form as the State Government may specify.

(2) The accounts of the Authority shall be subject to audit annually by the examiner, Local Fund Accounts.

Provided that in place or in addition to the Examiner, Local Fund Accounts, the State Government may entrust the audit to the Account General, Uttar Pradesh or Controller and Auditor General of Indian or to any other Auditor on such terms and conditions, in such manner, for such period and at such time as may be agreed upon between him and the State Government.

(3) The rights, authority and privileges of any person conduction audit under sub-section (2) shall—

(i) in the case of Examiner, Local Fund Accounts, be the same as he has in connection with the audit of the accounts, of local authority;

(ii) in the case of the Accountant General, Uttar Pradesh or as the case may be, the comptroller and Auditor General of Indian, be the same as he has in connection with audit of Government accounts; and
(iii) in the case of any other auditor, be as prescribed;

and in particular, he shall have the right to demand production of books, accounts, connected vouchers, papers and other documents and to inspect the Office of the Authority.

(4) The accounts of the Authority, as certified by the Auditor or any person appointed by him in that behalf, together with audit report thereon shall be forwarded to the State Government may issue such directions to the authority as it may deem fit and the Authority shall be bound to comply with such directions.

(5) Any expenditure, incurred by the Auditor in connection with the audit, shall be payable by the authority to the Auditor.

23. Annual Report —

The Authority shall prepare for every year a report of its activities during that year and submit the report to the State Government in such form and on or before such date as the State Government may specify and such report shall be laid before both Houses of the Legislature.

24. Pension and Provident Fund —

(1) The Authority may constitute for the benefit of its whole-time paid members and of its officers and other employers in such manner and subject to such conditions, as the State Government may specify, such pension or provident funds as it may deem fit.

(2) Where any such pension or provident fund has been constituted, the State Government may declare that the provisions of the Provident Funds Act, 1925, shall apply to such fund as if it were a Government Provident Fund.

30. Offences by companies —

(1) If the person committing an offence under this Act is a company, every person, who at the time the offence was committed was in charge of, and was responsible to, company for the conduct of the business of the company, as well as the company shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly.

Provided that nothing contained in this sub-section shall render any such person liable to any punishment provided in this Act if he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any director, manager secretary or other officer of the company such director, manager, secretary or other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation — for the purposes of this section :-

(a) "company" means a body corporate and includes a firm or other association of individuals; and
"director" in relation to a firm means a partner in the firm.

32. **Composition of offences** —

(1) Any offence made punishable by or under this Act may either before or after the institution or proceedings, be compounded by the Authority or any officer authorised by it in that behalf by general or special order, on such terms including any terms as regards payment of a composition fee, as the Authority (or such officer) may think fit.

(2) Where an offence has been compounded, the offender, it in custody, shall be discharged and no further proceeding shall be taken against him in respect of the offence compounded.

40. **Recovery of moneys due to Authority** —

Any money due to an Authority on account of any fee or charges or from disposal of land, building or any other property, movable or immovable, by way of rent, premium profit or hire purchase instalment, may, without prejudice to the right of recovery provided by or under this Act or any other law for the time being in force, be realised:

(a) either as arrears of land revenue upon a certificate of the amount due sent by the Authority to the Collector, or

(b) by attachment and sale of property in the manner provided in section 504, 505, 506, 507, 508, 509, 510, 512, 513 and 514 of the Uttar Pradesh Nagar Mahapalika Adhiniyam, 1959 (2 of 1959); and such provision of the said Adhiniyam shall mutatis mutandis apply to recovery of dues of an authority as they apply to recovery of a tax due to a Nagar Mahapalika, so however, that references in the aforesaid sections of the said Adhiniyam to 'Mukhya Nagar Adhikari, Mahapalika' and Executive Committee' shall be construed as references to 'Vice–Chairman, 'Development Authority' and 'Chairman respectively'.

Provided that no two or more modes or recovery shall be commenced or continued simultaneously.

504. **Presentation of Bill** — (1) As soon as a person becomes liable for the payment of any sum on account of a tax, other than octroi or toll or any similar tax payable upon immediate demand, the Mukhya Nagar Adhikari shall with all convenient speed, cause a bill to be presented to the person so liable.

(2) Unless otherwise provided by rule, a person shall be deemed to become liable for the payment of every tax and licence fee upon the commencement of the period in respect of which such tax or fee is payable.

505. **Contents of Bill** — Every such bill shall specify—

(a) the period for which and the property, occupation, circumstances or thing in respect of which the sum is claimed and

(b) the liability or penalty enforceable in default of payment, and

(c) the time (if any), within an appeal may be preferred as provided in Section 472.
506. Notice of demand —

If the sum of which a bill has been presented as aforesaid is not paid into the office of the Mahapalika, or to a person empowered by a regulation to receive such payments, within fifteen days from the presentation thereof, the Mukhya Nagar Adhikari may cause to be served upon the person liable for the payment of the said sum a notice of demand in the form prescribed by rule.

507. Issue of Warrant —

(1) If the person liable for the payment of the said sum does not, within fifteen days from the services of such notice of demand either —

(a) show cause to the satisfaction of the Mukhya Nagar Adhikari or of such officer as the Mahapalika by regulation may appoint in this behalf, why he should not pay the same, such sum with all costs of the recovery may be recovered under a warrant caused to be issued by the Mahapalika in the form prescribed by rule, or to like effect, by distress and sale of movable property of the defaulter.

(2) Every warrant issued under this section shall be signed by the Mukhya Nagar Adhikari or by the officer referred to in clause (b) of sub section (1).

508. Forcible entry for purpose of executing warrant —

If shall be lawful for a Mahapalika Officer to whom a warrant issued under Section 507 is addressed, to break open, at any time between sunrise and sunset any outer of inner door or windows of a building, in order to make the distress directed in the warrant in the following circumstances and not otherwise.

(a) if the warrant contains a special order authorising him in this behalf;

(b) if he has reasonable grounds for believing that the building contains property which is liable to seizure under the warrant, and

(c) if, after notifying his authority and purpose and duty demanding admittance he cannot otherwise obtain admittance.

Provided that such officer shall not enter or break open the door of an apartment appropriated for women, untill he has given any women therein an opportunity to withdraw.

509. Manner of executing warrant —

(1) It shall also be lawful for such officer to distrain, wherever it may be found, any movable property of the person therein named as defaulter, subject to the provisions of sub-sections (2) and (3)

(2) The following property shall not be distrained :

(a) the necessary wearing apparel and bedding of the defaulter his wife and children;

(b) the tools of artisans;

(c) books of account;

(d) when the defaulter is an agriculturist, his implements of husbandry, seed-grain and such cattle as may be necessary to enable him to earn his livelihood.
(3) The distress shall not be excessive, that is to say, the property distrained shall be as nearly as possible equal in value to the amount recoverable under the warrant, and if any articles have been distrained which in the opinion of the person authorised under sub-section (2) of Section 507 to sign a warrant, should not have been so distrained they shall forthwith be returned.

(4) The officer shall on seizing the property forthwith make an inventory thereof, and shall before removing the same give to the person in possession thereof at the time of seizure a written notice in the form prescribed by rule that the said property will be sold as shall be specified in such notice.

510. Sale of goods under warrant and application of proceeds —

(1) When the property seized is subject to speedy and natural decay, or when the expense of keeping it in custody together with the amount to be recovered is likely to exceed its value, the Mukhya Nagar Adhikari or other officer by whom the warrant was signed, shall at once give notice to the person in whose possession the property was seized to the effect that it will be sold at once, and shall sell it accordingly unless the amount named in the warrant be forthwith paid.

(2) If not sold at once under sub-section (1) the property seized or a sufficient portion thereof may, on the expiration of the time specified in the notice served by the officer executing the warrant, be sold by public auction under the orders of the Mahapalika unless the warrant is suspended by the person who signed it or the sum due from the defaulter is paid together with all costs incidental to the notice, warrant of distress and detention of the property.

(3) The surplus, if any, shall be forthwith credited to the Mahapalika Fund, notice of such credit being given at the same time to the person from whose possession the property was taken, but if the same be claimed by written application made to the Mukhya Nagar Adhikari within one year from the date of the notice, a refund thereof shall be made to such person. Any sum not claimed within one year from the date of such notice shall be the property of the Mahapalika.

512. Recovery by attachment and sale of defaulter's immovable property —

In the circumstances mentioned in sub-section (1) of Section 507, the Mukhya Nagar Adhikari or the officer referred to in clause (b) of sub-section (1) of section 507, may in lieu of issuing a warrant for distress and sale of movable property or where such warrant has been issued but the amount recoverable has not been recovered in whole or part issue a warrant for the attachment and sale of the defaulter's immovable property.

513. Warrant how to be executed in the case of immovable property —

(1) When a warrant is issued under Section 512 for the attachment and sale of immovable property, the attachment shall be made by an order prohibiting the defaulter from transferring or charging the property in any way, and all persons from taking any benefit from such transfer or charge, and declaring that the property will be sold unless the amount due with the costs of recovery, are paid into the Mahapalika office within five days.
(2) Such order shall be proclaimed at some place on or adjacent to the property by beat of drum or other customary mode, and a copy of the order shall be fixed on a conspicuous part of the property and upon conspicuous part of the office of the Mahapalika and also, when the property is land paying revenue to the State government in the office of the Collector of the district in which the land is situate.

(3) Any transfer of a charge on the property attached or of any interest therein made without the written permission of the Mukhya Adhikari shall be void as against all claims of the Mahapalika enforceable under the attachment.

514. Sale of immovable property -

(1) If the amount due is not paid within the period stated in sub-section (1) of Section 513 the immovable property or a sufficient portion thereof may be sold by public auction by order of the Mukhya Nagar Adhikari unless the warrant is suspended by him, or the sum due and the cost of recovery are paid by the defaulter and the Mukhya Nagar Adhikari shall apply the proceeds or such part thereof as shall be requisite in discharge of the sum due land of the costs of recovery.

(2) The surplus, if any, shall be forthwith credited to the Mahapalika Fund, but if the same be claimed by written application to the Mukhya Nagar Adhikari within six months from the date of the sale, a refund thereof shall be made to the defaulter and any surplus not claimed within six months as aforesaid shall be the property of the Mahapalika.

(3) Where the sum due and the costs of recovery are paid by the defaulter before a sale is effected, the attachment of immovable property shall be deemed to have been removed.

(4) Sales of immovable property under this section shall be held in the manner laid down in the rules.

(5) After sale of the immovable property as aforesaid, the Mukhya Nagar Adhikari shall put the person declared to be the purchaser in possession of the same and shall grant him a certificate to the effect that he has purchased the property to which the certificate refers.

(6) It shall be lawful for the Mukhya Nagar Adhikari on behalf of the Mahapalika to offer a nominal bid in the case of any immovable property put up for sale, provided the previous approval of the Executive Committee is obtained to such bidding.

(7) The Mukhya Nagar Adhikari may direct the removal from the immovable property by any policy officer of any person who obstructs him in any action taken in pursuance of sub-section (5) and may also use such force as is reasonably necessary to effect entry on the said property.

41. Control by State Government -

(1) The (Authority, the Chairman or the Vice-Chairman) shall carry out such directions as may be issued to it from time to time by the State Government for the efficient administration of this Act.

(2) If in, or in connection with the exercise of its power and discharge of its functions by the (Authority, the Chairman or the Vice-Chairman) under

Borrowed Section of U.P. Urban Planning and Development Act - 1973
this Act any dispute arises between the (Authority, the Chairman or the Vice-Chairman) and the State Government the decision of the State Government on such dispute shall be final.

(3) The State Government may, at any time, either on its own motion or an application made to it in this behalf, call for the records of any case disposed of or order passed by the Authority or the Chairman for the purpose of satisfying itself as to the legality or properity of any order passed or direction issued and may pass such order or issue such direction in relation thereto as it may thin fit.

Provided that the State Government shall not pass on order prejudicial to any person without affording such person a reasonable opportunity of being heard.

(4) Every order of the State Government made in exercise of the powers conferred by this Act shall be final and shall not be called in question in any court.

42. Returns and inspections -

(1) The Authority shall furnish to the State Government such reports, returns and other information as that Government may from time to time require.

(2) Without prejudice to the provisions of sub-section (1) the State Government or any officers authorised by the State Government in that behalf, may call reports return and other information form the Authority or the local authority concerned in regard to the implementation of the master plan.

(3) Any person authorised by the State Government or the officer referred to in sub-section (2) may enter into or upon any land with or without assistants or workmen for ascertaining whether the provisions of the master plan are being or have been implemented, or whether the development is being or has been carried out in accordance with such plan.

(4) No such entry, shall be made except between the hours of sunrise and sunset and without giving reasonable notice to the occupier, or if there be no occupier to the owner of the land or building.

43. Service of notice, etc. -

(1) All notices, orders and other documents required by this Act or any rule regulation made there under to be served upon any person shall save as otherwise provided in this Act or such rule or regulation be deemed to be duly served.

(a) where the person to be served is a company, if the document is addressed to the secretary of the company as its registered office at its principal office or place of business and is either -

(i) sent by registered post or

(ii) delivered at the registered office or at the principal office or place of business of the company.

(b) where the person to be served is a firm, if the document is addressed to the firm at its principal place of business, indentifying if by the name or style under which its business is carried on and is either -
(i) sent by registered post, or
(ii) delivered at the said place of business.

(c) Where the person to be served is a public body or a corporation or society or other body, if the documents is addressed to the secretary, treasure of other chief officer of the body, corporation or society at its principal office, and is either -

(i) sent by registered post, or
(ii) delivered at that office.

(d) in any other case, if the document is addressed to the person to be served and-

(i) is given or tendered to him, or

(ii) if such person cannot be found, is affixed on some conspicuous part of his last known place of residence or business, if within the development area or is given or tendered to some adult member of his family or is affixed on some conspicuous part of land or building to which it relates, or

(iii) is sent by registered post to that person.

(2) Any document which is required or authorised to be served on the owner or occupier of any land or building may be addressed “the owner” or “the occupier”, as the case may be, of that land or building (naming that land or building) without further name or description, and shall be deemed to be duly served-

(a) If the document so addressed is sent or delivered in accordance with clause (d) of sub section (1), or

(b) If the document so addressed or a copy thereof so addressed, is delivered to some person on the land or building or, where there is no person on the land or building to whom it can be delivered, affixed to some conspicuous parts of the land or building.

(3) Where a document is served on a firm in accordance with clause (b) of sub-section (1) the document shall be deemed to be served on each partner of that firm.

(4) for the purpose of enabling any document to be served on the owner of any property the secretary to the Authority may be notice in writing require the occupier (if any of the property to state the name and address of the owner thereof).

(5) Where the person on whom a document is to be served is a minor, the service upon his guardian or any adult member of his family be deemed to be service upon the minor.

(6) A servant is not a member of the family within the meaning of this section.

44. **Public notice how to be made know** -

Every public notice given under this Act shall be in writing over the signature of the Secretary to the Authority and shall be widely made known in the
locality to be affected thereby affixing copies thereof in conspicuous public places within the said locality, or by publishing the same by beat of drum or by advertisement in a newspaper having circulation in the locality or by two or more of these means, and by any other means that secretary may thin fit.

45. Notice etc., to fix reasonable time –

Where any notice, order or other document issued, or made under this Act or any rule or regulation made thereunder requires anything to be done for the doing of which not time is fixed in this Act or regulation, the notice, order or other document shall specify a reasonable time for doing the same.

46. Authentication of orders and documents of Authority -

All permission, orders, decisions, notices and other documents of the Authority shall be authenticated by the signature of the secretary to the Authority or any other officer authorised by the Authority in that behalf.

47. Member and Officers to be public servants –

Every member and every officer and other employee of the Authority shall be deemed to be a public servant within the meaning of Section 21 of the Indian Penal code.

49. Sanction of prosecution –

No prosecution for any offence punishable under this Act shall be instituted except with the previous sanction of the Vice Chairman of the Authority or any officer authorised by him in that behalf.

50. Protection of action taken in good faith –

No suit, prosecution or other legal proceeding shall lie against any person for anything which is in good faith done or intended to be done under this Act or any rule or regulation made thereunder.

51. Power to delegate –

(1) The state Government may by general or special order, direct that any power exercisable by it under this Act except the power to make rules, may also be exercised by such officers in such cases and subject to such conditions, if any, as may be specified therein.

(2) The Authority may, by general or special order direct that any power exercisable by it under this Act except the power to make regulations or bye-laws, may also be exercised by such officer or local authority, in such cases and subject to such conditions, if any as may be specified therein.

(3) The Vice Chairman of the Authority may be general or special order direct that any power exercisable by him under the Act may also be exercised by such officer of the Authority in such cases and subject to such conditions, if any, as may be specified therein.

53. Exemption –

Notwithstanding anything contained in this Act the State Government may by notification in the Gazette exempt, subject to such conditions and restriction,
if any, as may be specified in such notification any land or building or class of lands or building or buildings from all or any of the provisions of this Act or rules or regulations made thereunder.

58. Dissolution of Authority-

(1) Where the State Government is satisfied that the purposes for which the authority was established under this Act have been substantially achieved so as to render the continued existence of the Authority in the opinion of the State Government unnecessary, that Government may by notification in the Gazette declare that the Authority shall be dissolved with effect from such date as may be specified in that notification and the Authority shall be deemed to be dissolved accordingly.

(2) From the said date -

(a) all properties, funds and dues which are vested in, or releasable by the Authority shall vest in or be reliable by the State Government.

(b) all nazul lands placed at the disposal of the Authority shall revert to the State Government.

(c) all liabilities which are enforceable against the Authority shall be enforceable against the State Government; and

(d) for the purpose of carrying out any development which has not been duly carried out by the Authority and for the purpose of realising properties, funds and dues referred to in clause (a) the functions of the Authority shall be discharged by the State Government.

No. 1520(2)XVII-V-I (KA)-24-1991

Date Lucknow August 21, 1991

In pursuance of the provisions of clause (3) of Article 348 of the Constitution of India, the Governor is pleased to order the publication of the following English translation of the Uttar Pradesh Audyogik Kshetra Vikas (Sandesh Nivaran Aur Vadhikaran) Adhiniyam, 1991 (Uttar pradesh Adhiniyam Sankhya 27 of 1991) as passed by the Uttar Pradesh Legislature and assented to by the Governor on August 20, 1991.
The Uttar Pradesh Industrial Area Development
(Removal of doubts and validation Act, 1991)
(As passed by Uttar Pradesh Legislature)
(U.P. Act No. 27 of 1991)

AN

ACT

To provide for the removal of doubts in respect of certain provision of the Uttar Pradesh Industrial Area Development Act, 1976 and to validate certain acts and proceedings thereunder.

IT IS HEREBY enacted in the Forty-second Year of the Republic of India as follows:-

1. (1) This Act may be called the Uttar Pradesh Industrial Area Development

(2) Section 2, 3 and 4 shall be deemed to have come into force on July 19, 1991 and the remaining provisions shall come into force at once.

2. For the removal of doubts it hereby declared that the Removal provisions
of clusred (d) of section 2 of the Uttar pradesh of doubts Industrial Area
development Act 1976, herein after referred to as the principal Act empower
and shall be deemed always to have empowered, the State Government to
declare any area as industrial development area.

3. The area specified in the respective Schedule to Validation Government's
notifications on:-

(a) 8452 Bha.U.XVIII-11-223 BhA-88 Dated November 30, 1989;
(b) 8425(1) B.U.XVIII-11-233 BhA-88, Dated November 30, 1989; and
(c) 7436-Bha U.XVIII-11-107-BhA-85, Dated January 28, 1991
shall be deemed to be, and always to have been, declared by the State
Government as industrial development areas under clause (d) of section 2
of the principal Act and the said notification shall be, and be deemed always
to have been valid and lawful as if the provisions of this Act were in force
at all material times.

4. The provisions of this Act shall have effect not with standing anything to the
contained in any judgement, decree or order of any Court or authority.

5. (1) The Uttar Pradesh Industrial Area Development (Removal of Doubts
and Validation) Ordinance, 1991, is hereby repealed.

(2) Not with standing such repeal, anything done or any action taken under
the ordinance referred join sub-section (1) shall be deemed to have
been done or taken under this Act as if the provisions of this Act were
in force at all material times.