

ANNEXURE-14

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Site Plan	Building Plan	Occupation Certificate
Central Region				
Chhattisgarh	Urban and Rural-Town and Country Planning	Urban and Rural- Town and Country Planning	Urban-Municipal Corporation; Rural-Town and Country Planning	Town and Country Planning, Municipal Corporation
Gujrat	Urban-Urban Development Authority/ Municipal Corporation; Rural Town Planner and Valuation Department	Urban-Town Planner; Rural Taluka Development Officer	Urban-Urban Development Authority/ Town Planner; Rural –Town Planner/Taluka Development Officer	Nagar Palika Town Planner, Nagar Panchayat Commissioner of Municipal Corporation, Collector
Madhya Pradesh	Urban and Rural-Town And Country Planning	Urban and Rural- Town and Country Planning	Urban-Municipal Corporation / Nagar Palika Nigam; Rural -Gram Panchayat/ Jila Panchayat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector, Village Panchayat
Eastern Region				
Andaman And Nicobar	Chief Engineer, APWD for notified Area	Chief Engineer, APWD for notified Area	Rural - Panchayat Urban –Andaman Public Works Department for Govt. Institutions/ Port Blair Municipal Council for Private Institutions	Andaman Public Works Department
Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Prepared by various Engineering Departments and approved by the Directorate of Higher and Technical Education		The Deputy Commissioner of the respective Districts

Assam	Urban and Rural- Revenue Circle Office	Urban and Rural -Public Works Department (Building)	Urban and Rural -Public Works Department (Building)	Guwahati Metro: GMDA or GMC Other Urban: Municipal Corporation under whose jurisdiction the building is situated. Rural: Panchayat
Jharkhand	Urban and Rural – Officer authorized by Deputy Commissioner	Rural - Panchayat/ circle Officer; Urban - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	Rural - Panchayat/ circle Officer; Urban - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	Urban: Municipal Corporation under whose jurisdiction the Building is situated Rural: Panchayat
Manipur	Department of Settlement and Land Records, Govt. Of Manipur	Engineering Department, Govt. of Manipur	Rural- Block Development Officer Urban- Municipality	District Settlement Officer, Department of Settlement and Land Records Government of Manipur, Lamphepat,
Meghalaya	Local Revenue/ Education Authority	PWD Building Division	PWD Building Division	Meghalaya Urban Development Authority
Mizoram	Aizawal Urban: Secretary, Land Revenue & Settlement Outside Aizwal: Secretary, Land Revenue & Settlement	Aizawal Urban: Aizawal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawl Municipal Council
Nagaland	Local Revenue Authority	Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Urban Development Department Nagaland, Kohima
Orissa	Revenue and Disaster Management Department, Govt. of Odisha	Rural- Block Development Officer Urban Housing and Urban Development Department / Town Planning / Development Authority	Rural-Block Development Officer Urban - Housing and Urban Development Department/ Town Planning/ Development Authority	Rural – Panchayat Samiti Urban- Municipality
Sikkim	Land Revenue Department of the District	Divisional Engineer of the HRDD of respective District	Divisional Engineer Building and Housing/ Urban Development Department	Urban Development and Housing Department, Sikkim
Tripura	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Agartala Municipal Council

West Bengal	Rural-B Land LRO Urban – ADM(Land &LR)Metro/ Mega-ADM (Land&LR)	Rural - Gram Panchayet/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad Urban - Corporation/ Municipality/ Development Authority Metro/ Mega - Corporation/Municipality/ Development Authority	Rural - Pradhan of the concerned Gram Panchayat with Registered Architect Urban, Mega/Metro Corporation/ Municipality/ Development Authority/ Registered Architect
Northern Region			
Bihar	For construction of state Government owned Institutions on Government Land, the State Government allocates Land through his cabinet decision, so Certificates, regarding Land use/conversion/ encumbrance and advocate Certificates are not required. In case of private Institutions, where Land is registered in the Name of the society/trust/ company those Certificates are issued by the respective Circle Officer of the block.		Building of all Government owned Institutions are compulsorily designed and constructed by the Building Construction Department, Government of Bihar. The Senior Architect (Chief Architect I/C), Building Construction Department is Competent Authority to issue Certificates in all matters related to Buildings of Government owned Institutions. In the matter of private Institutions, the approval of Building design and its permission is given by the local bodies such as Gram Panchayat/ Nagar panchayat/ Municipal Corporation/ Regional Development Authority
Uttarakhand	Concerned SDM	Rural – Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Concerned Construction Agency For Self Finance/ Private Institution Urban- Development Authority Rural – Sub Divisional Magistrate/ Tehsildar For Government Institution Principal/ Director of Institution
Uttar Pradesh	Town and Country Planning Department/ Development Authority/Municipal Authority / Housing and Urban Planning Department	Development Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Municipal Authority/ Zila Panchayat Chief Executive Officer/ Executive Officer or Nominated Officer by District Development Authority Chief Executive Officer/ Executive Officer or Nominated Officer by District Municipal Corporation, Nagar Palika Parishad/ Jila Panchayat Nagar Panchayat

North Western Region				
Chandigarh	Town and Country Planning Department/ Development Authority/ Municipal Authority	Development Authority/ Revenue Authority/ Municipal Authority/Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Chief Administrator, Commissioner, Department of Town & Country Planning
Haryana	<p>Competent Authority for grant of CLU permissions for setting up of Educational Institutions in the state of Haryana. Such CLU permissions are required to be obtained only for the sites, which are located within controlled area declared under the provision of act 41 of 1963. The part of the controlled area, which falls within urbanizable zone of development Plan can be classified area, whereas, part of the controlled area falling with in the agriculture zone may be classified as rural area. The Change of Land use permission for setting up of Educational Institutions in the confirming zone of urban areas is granted by Director, Town & County Planning Haryana, whereas in the agricultural zone such permission are granted by the Govt. after relaxing the zoning regulation of respective development Plans (there is no provision in the zoning regulation to grant CLU permission for setting up of Educational Institutions in agriculture zone).It is also worth mentioned here that powers to grant permission for the areas falling within the Municipal limits, vests with Director, Urban Local Bodies, Haryana Panchkula. The Competent Authority for sanction of Building Plans for such CLU granted sites is respective District Town Planner, Senior Town Planner and Director Town & Country Planning, depending upon on the site in question</p>			The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana
Himachal Pradesh	Town & Country Planning Department/ Development Authority/ Municipal Authority of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	The Director, Directorate of Technical Education, Govt. of Himachal Pradesh, Sundernagar, District Mandi, Himachal Pradesh Executive Officer in Municipal Committees or Nagar Panchayat and Member Secretary in Special Area Development Authority and in Urban Areas Like Municipal Corporation Architect Planner on behalf Commissioner, Municipal Corporation

J&K/ LADAKH	Urban- Municipality Rural Assistant Commissioner Revenue	Urban - Prepared by Architect and approved by Municipal Authority/ Revenue Authority Rural- Prepared by Architect & approved by Revenue Authority/ BDO	Urban – Prepared by Architect and approved by Municipal Authority/ Revenue Authority Rural - Prepared by Architect & approved by Revenue Authority/ BDO	Urban- Municipality Rural- Deputy Commissioner
New Delhi	Commissioner of DDA /Municipal Corporation of Delhi	Commissioner of DDA/ Municipal Corporation of Delhi	Commissioner of DDA/ Municipal Corporation of Delhi	Joint Director (Planning), DTTE
Punjab	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department, Town and Country Planning, for an area of Building measuring upto 5000 m2 Chief Town Planner, Punjab for an area of Building above 5000m2	Respective Senior Town Planner of Department, Town and Country Planning, for an area of the Building measuring up to 5000m2 Chief Town Planner, Punjab for an area of the Building above 5000m2	In rural area Tehsildar of the concerned area and in urban area Municipal Corporation/ Municipal Committee/ Development Authority (if Land purchased from Development Authority) of the Concerned area

1. Government Institute

State	Type of Area	Land Use Certificate	Site Plan	Building Plan	Land Unit	Conversion to sq.m	Occupation Certificate
Rajasthan	In case of Urban Area	Land Allotment letter by District Administration Collector/SDM/ADM	Chief Architect or Chief Engineer XEN of PWD/ RSRDC/AVS		1 acre – 4046 sq.m = 0.4 hectare 1 bigha = 1618 sq.m		Nagar Nigam / Municipal Corporation/ Municipality/ Principal of the Institute
	In case of Rural Area	Land Allotment letter by District Administration Collector/SDM/ADM	Chief Architect or Chief Engineer XEN of PWD/ RSRDC/AVS		1 acre – 4046 sq.m = 0.4 hectare 1 bigha = 1618 sq.m		Nagar Nigam / Municipal Corporation/ Municipality/ Principal of the Institute

2. Private Institute

State	Type of Area	Land Use Certificate	Site Plan	Building Plan	Land Unit	Conversion to sq.m	Occupation Certificate
Rajasthan	In case of Urban Area	Collector/ SDO/ State Govt. (Depending in land area)	Nagar Nigam/ Nagar Parishad/ Nagar Palika/ UIT/ Local Development Authority		1 acre – 4046 sq.m = 0.4 hectare 1 bigha = 1618 sq.m		Nagar Nigam/ Municipal Corporation/ Municipality
	In case of Rural Area	Collector/ SDO/ State Govt. (Depending in land area)	Nagar Nigam/ Nagar Parishad/ Nagar Palika/ UIT/ Local Development Authority		1 acre – 4046 sq.m = 0.4 hectare 1 bigha = 1618 sq.m		Nagar Nigam/ Municipal Corporation/ Municipality

State	Land use Certificate	Site Plan	Building Plan	Occupation Certificate
South Central Region				
Andhra Pradesh	DTCP /UDA/ Municipal Corporation/ RDO/ MRO Remarks: Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals in other areas	Local Executive Authority (Council and Executive Officer) DTCP AMRDA/ Urban Local Bodies	Commissioner in Municipal Corporation area Vice Chairman in UDA DTCP	Local bodies such as Commissioner of Municipal Corporation / Municipality/ Director, Directorate of Town and Country Planning is the Competent Authority for other areas
Telangana	DTCP RDO (MRO) Remarks: Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals in other areas	Local Executive Authority (Council and Executive Officer) DTCP HMDA/ Urban local bodies Remarks: Municipal/ Gram Panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	Commissioner in GHMC area Vice Chairman in UDA Local body/ Executive Authority of Gram Panchayat Remarks: Municipal Commissioner for GHMC area wherever Urban Development Authority Gram Panchayat (Gram Panchayat is not applicable to Government Building, subject to the conditions laid down by Andhra Pradesh (Andhra area Town Planning Act issued on 7th September 1920 is applicable for both Andhra and Telangana)	Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad

Southern Region				
Pondicherry	Revenue Divisional Officer/ Tahildar	Department of Town and Country Planning	Department of Town and Country Planning	Town and Country Planning Department– Pondicherry, Karaikal, Yanam and Mahe
Tamil Nadu	Revenue Divisional Officer/ Tahildar	Department of Town and Country Planning	Department of Town and Country Planning	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
South Western Region				
Karnataka	Urban–Urban Development Authority/Planning Authority/Municipal Planning Authority Rural – Urban Development Authority/ Planning Authority/ Municipal Planning Authority. Govt. Land to be exempted.	Urban-Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural-Planning Authority/ Municipal Planning Authority. Concerned Local body	Urban-Urban Local Body/Rural Local Body Rural: Urban Local Body/Gram Panchayat. Concerned Local body	Urban-Urban Local Body/ Rural Local Body Local-Gram Panchayat (Building Completion Certificate) Concerned Local body/ Local Gram Panchayat
Kerala	Tahsildar	Head, Local Body	Head, Local Body/ Town Planning	Secretary of the Concerned Local Body
Western Region				
Daman and Diu	Deputy Collector, Daman	Associate Town Planner, Daman	Associate Town Planner, Daman	
Goa	Town & Country Planning Department	Town & Country Planning Department Office of concerned area	Town & Country Planning Department Office of concerned area	Municipality/ Village Panchayat of concerned area
Maharashtra- Metro	Collector/Municipal Corporation/ Metropolitan Regional Development Authority	Municipal Corporation/ Metropolitan Regional Development Authority	Municipal Corporation/ Metropolitan Regional Development Authority	Municipal Corporation/ Metropolitan Regional Development Authority
Maharashtra – Urban and Rural Area	Collector/Municipal Corporation/Nagar Palika/ Nagar Panchayat	Municipal Corporation/ Nagar Palika/ Nagar Panchayat	Municipal Corporation/ Nagar Palika/ Nagar Panchayat/ Gram Panchayat	Municipal Corporation/ Nagar Palika/ Nagar Panchayat
DTCP Directorate of Town and Country Planning Officer; RDO Revenue Divisional Officer; MRO Mandal Revenue Officer				
HMDA Hyderabad Metropolitan Development Authority; UDA Urban Development Authority; GHMC Greater Hyderabad Municipal Corporation				
NOTE: In case of Zila Panchayat, copy of the Govt. Order (GO) must be produced by the Applicant before the Committee				