Building Vital Momentum for
Transformation in Civic Administration
LBPAS Walkthru
Stakeholder Briefing
AutoPlan
B P A S

Agenda

1. LBPAS Overview
2. AutoPlan Author Application
3. AutoPlan BPAS Web Portal
4. LBPAS Impact

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1

LBPAS Overview

Building License Activities

- Land Owner will contact a registered Architect/Engineer
- Architect/Engineer will be registered with the ULB. Multiple ULB registration is possible.
- Land owner will provide the information, documents and contract the Architect/Engineer to obtain the license based on the design of the Building.
- Architect will download a software called as AutoPlan Author from the Citizen Portal – Technical Person Home.
- This tool used to prepare the drawing. And once the design is completed, the same is checked by him for adherence for ZR and Byelaws requirement. Generates APZ file.
- APZ file can be given to Land Owner to make a submission. Land owner will upload the APZ file and related documents. He will sign using Aadhar OTP (esign).
- Alternatively, Architect/Engineer can also make submission on behalf of the Land Owner (depends on the contract).
- Before submission, both needs to sign (esign).
- Fee payment is online using Khajane 2.0.

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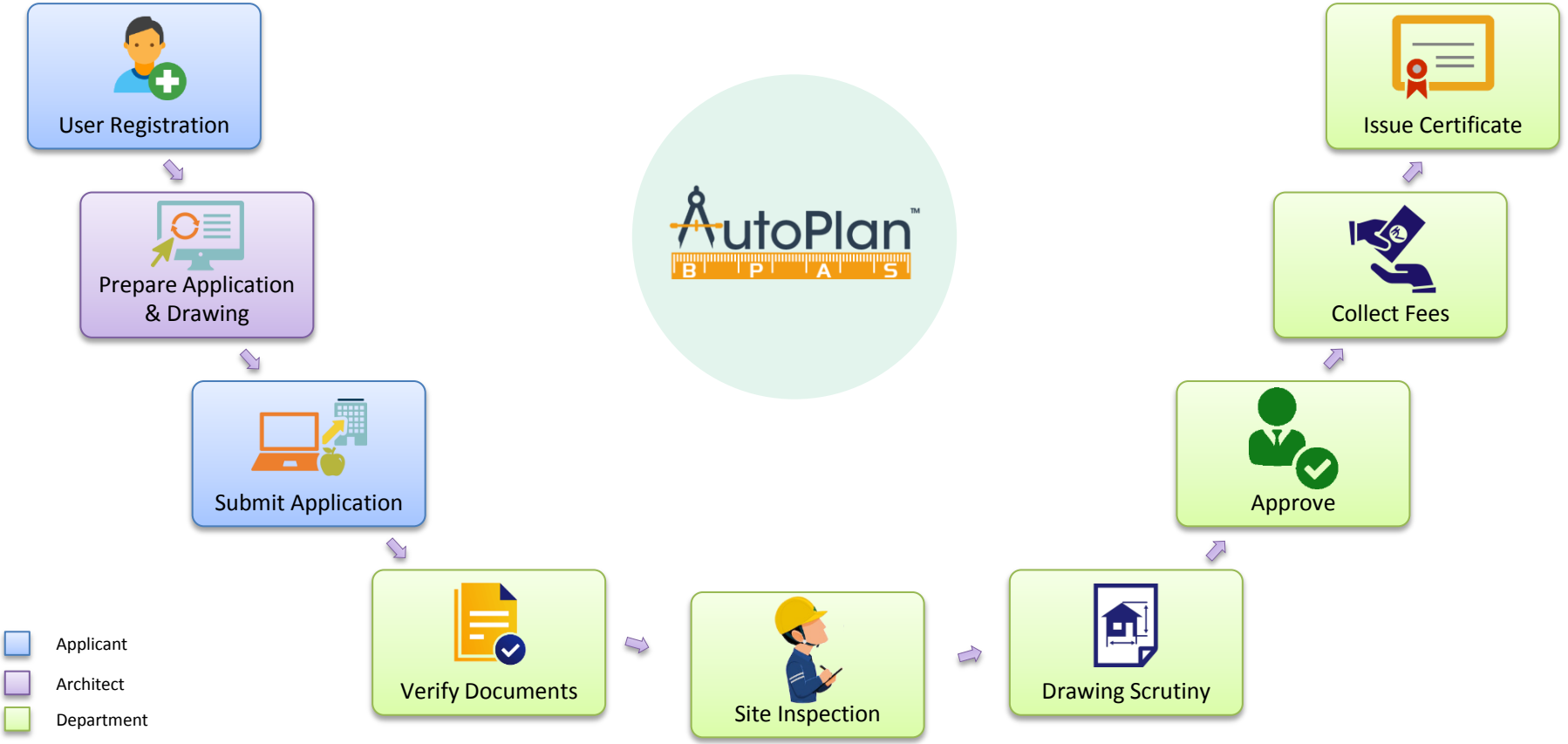
OVERVIEW

Streamlined, Faster Building Plan Approval



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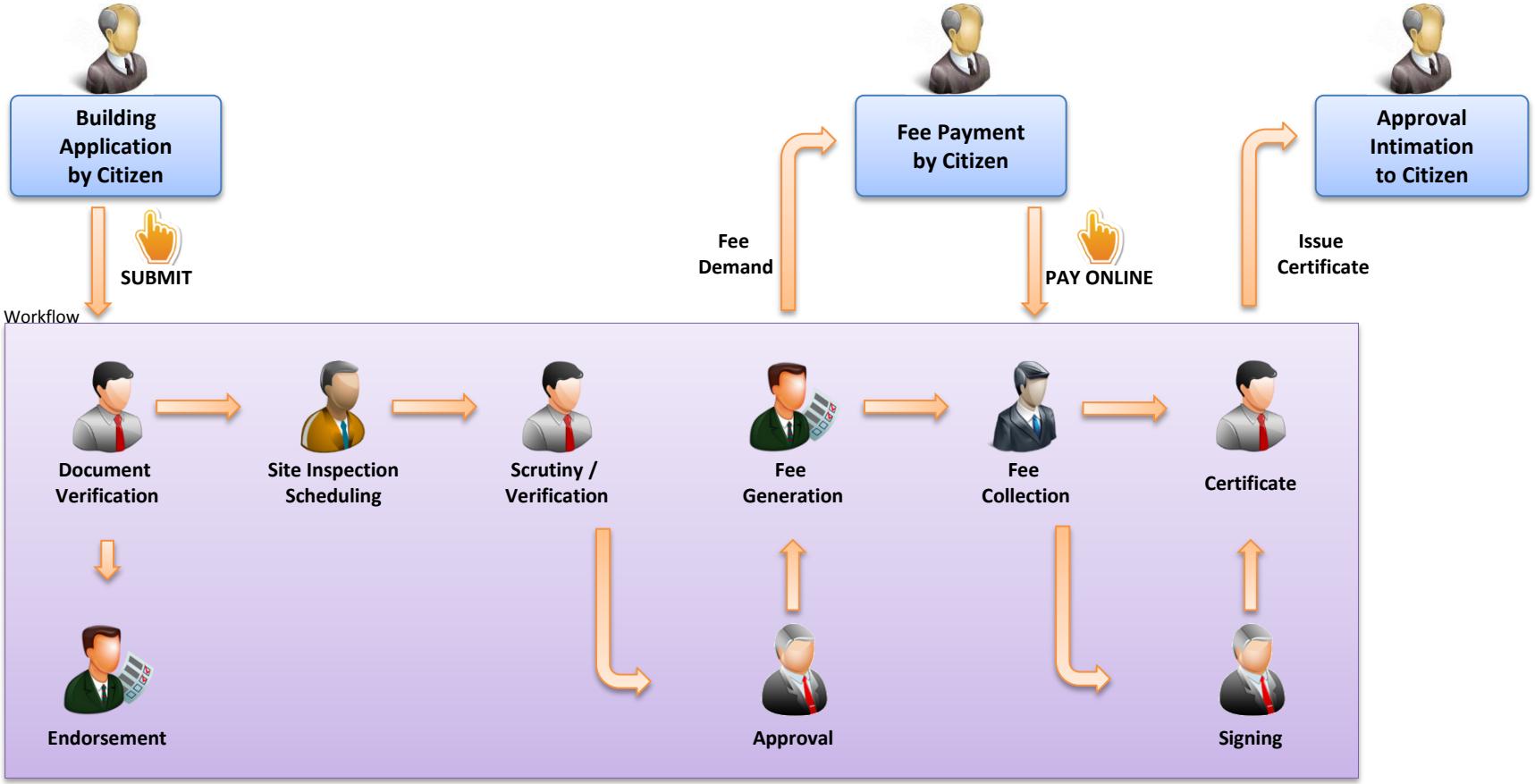
Process Snapshot: Building Plan Approval



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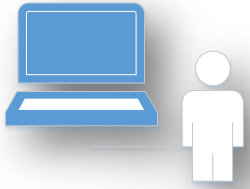
Participants and Key Activities

Technical Person/ Architect

- Prepare building / layout drawing & Perform Marking
- Generate APZ file for CAF upload



Citizen/Applicant

- Apply for CLU / Layout / Building Permit Approval & Fee Payment
- Check Status Online

Department Officials

- Document Verification & Validation
- Payment Verification
- Approve/ Reject Application

Public Agencies for NOC

- Field Verification through Mobile
- Provide NOC or Raise Objection

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Automation at all levels

- Online Submission of Application
- Single application for Building Permit and all clearances from PAs
- Online Fee Payment
- Online Download of Certificate
- Online Status Tracking
- Online Submission of Revised Drawings
- Online Submission of Completion Certificate

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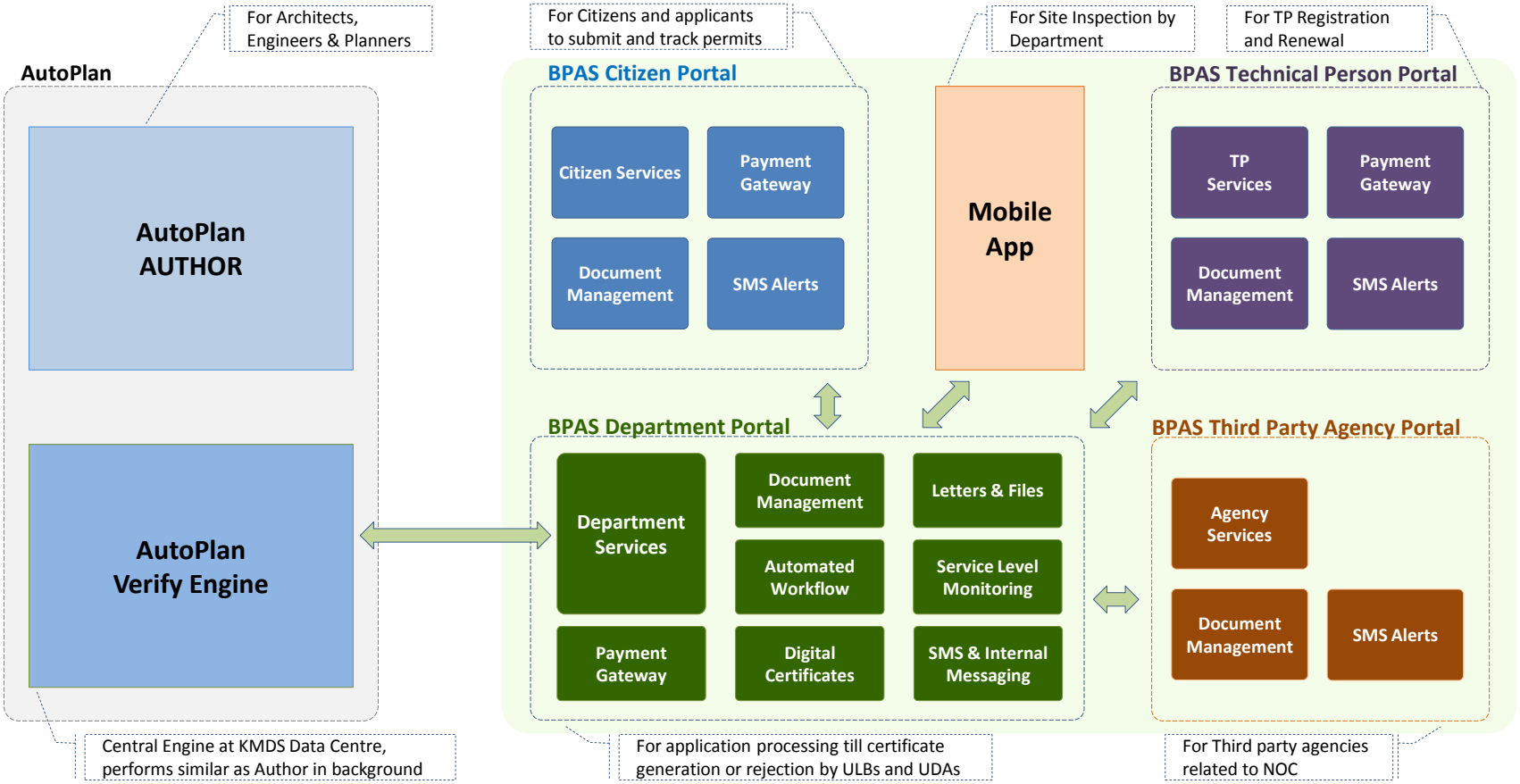
System Components: Author and Web Portal



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2

AutoPlan
Author Application

Automation: Scrutiny

- Quick & Detailed Verification of plan with DCR and bylaws.
- Automatic Generation of Detailed Verification Report as per Template
- Snapshots of Drawing helping easy review of the drawing without the requirement of CAD Viewers
- Acts / Rules / Laws / Development Control Rules of the Urban / Local bodies based scrutiny.
- Option to have any number of rule sets for multiple Scenarios.
- Easy update of rule sets.

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Project: New Project

- Click New Project option in File menu to create a new project
- New Project can also be created by clicking New Project icon in Tools bar
- Project Details form will open which contains following tabs
  - Project Information
  - Drawing File Details
  - Architect & Developer Details
  - Engineer Details
  - Ownership Details
  - Project Details
  - Land Details
  - Lease Details

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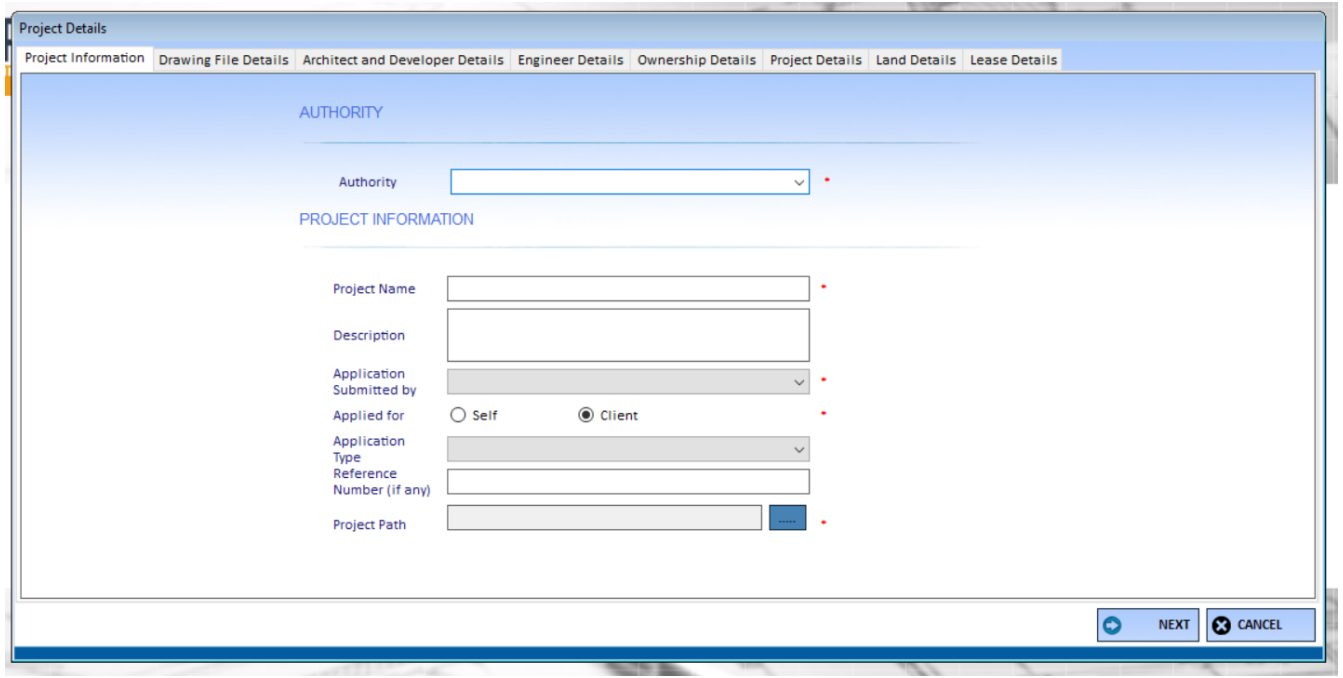
Project: Project Information

- Select the Authority to whom the project is going to be submitted
- Enter a name for the project, short description about the project, Client Name and Application Type
- Select Project Path to save Author Project by Selecting any existing folder or create a new folder



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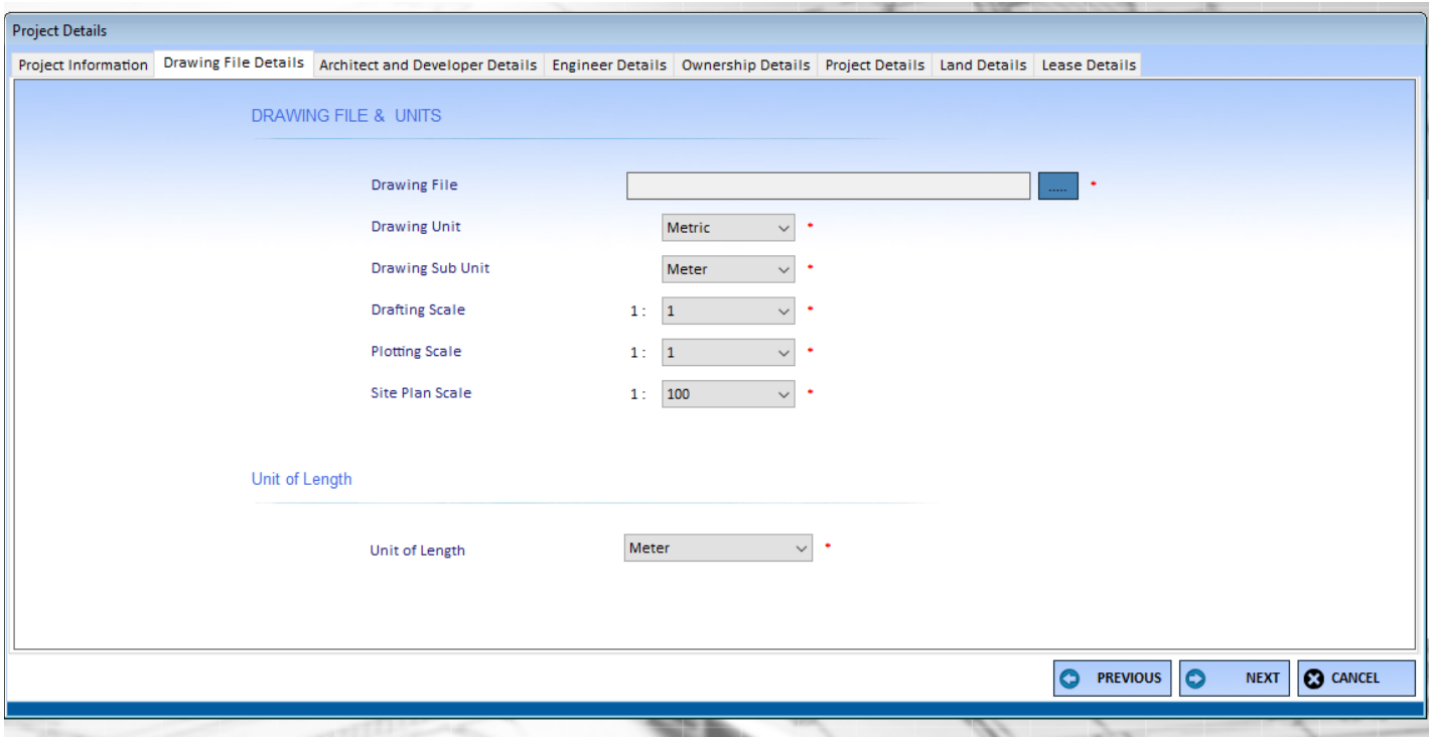
Project: Drawing File Details

- Select the drawing file for which project has to be created
- Select the details of drawing such as unit and scales



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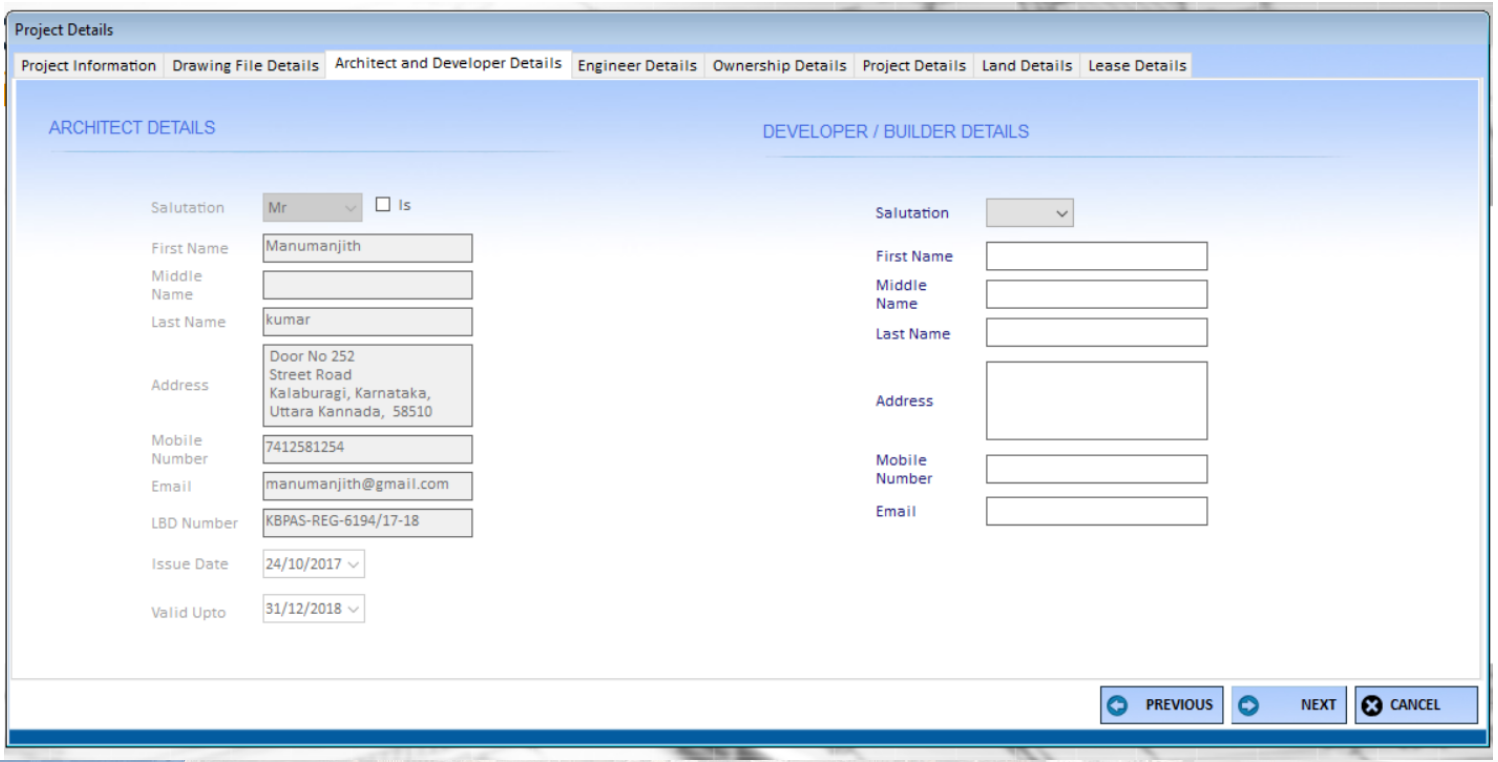
Project: Architect & Developer Details

- Architect details will be loaded from License file details which was entered during Technical Person Registration in TPs portal.
- Enter the details of Developer such as Name, Address, email and phone number



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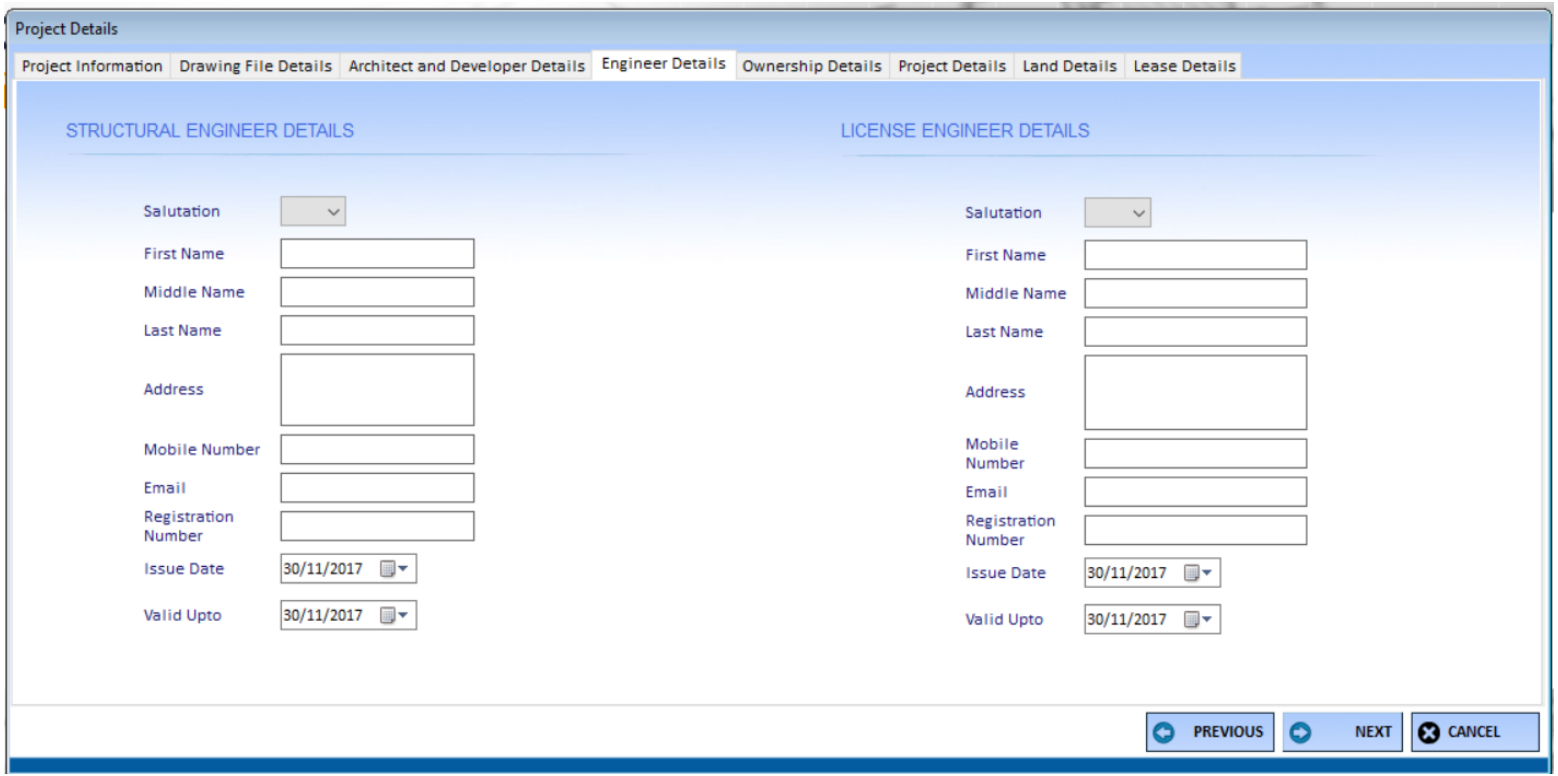
Project: Engineer Details

- Enter the details of Structural engineer and License engineer such as Name, Address, email, phone number, registration number and validity of registration number



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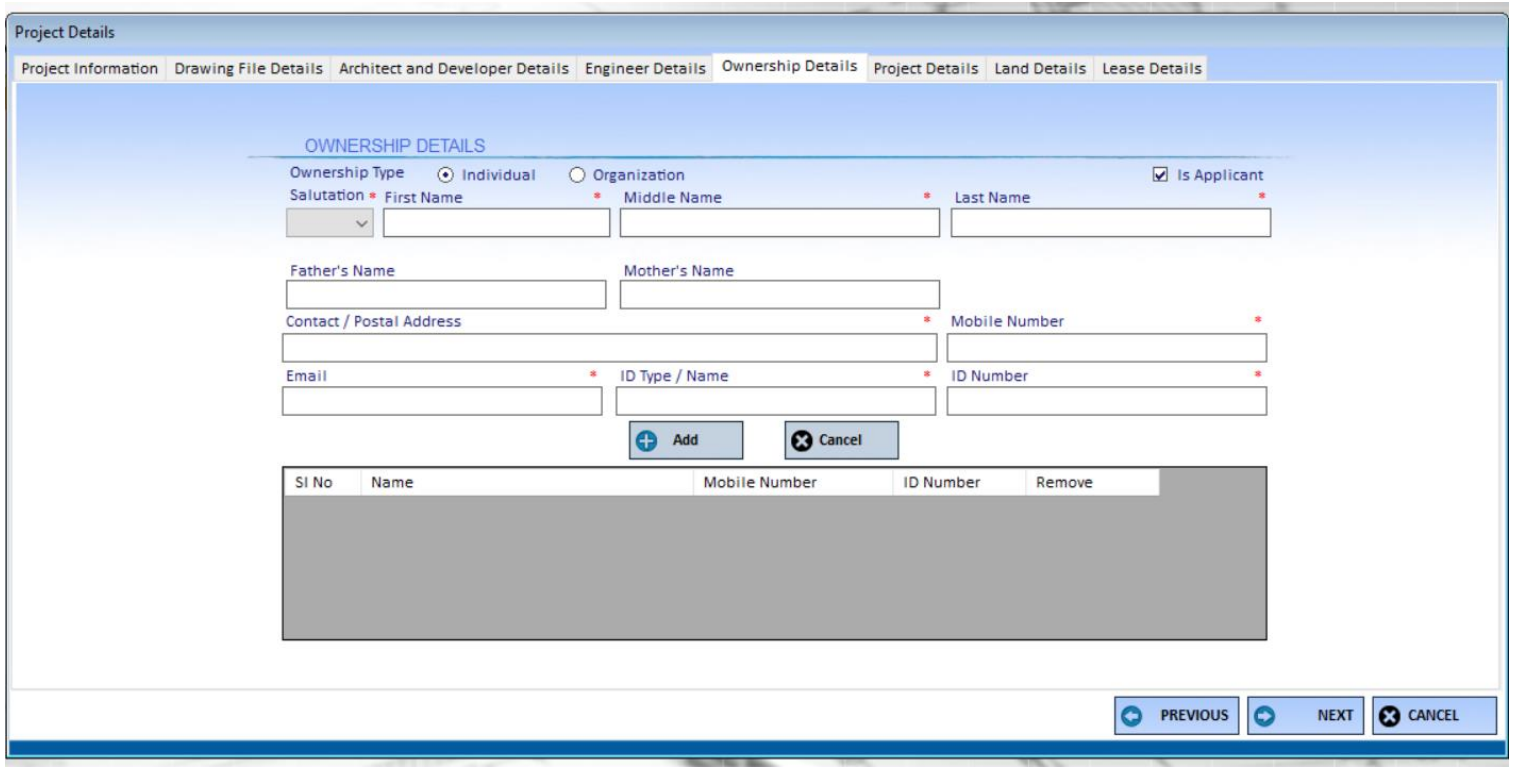
Project: Ownership Details

- Enter the details of Owners such as Name, Father name, mother name, Address, email, phone number
- Select “Is Applicant” if the owner is the applicant and multiple owner details can be saved



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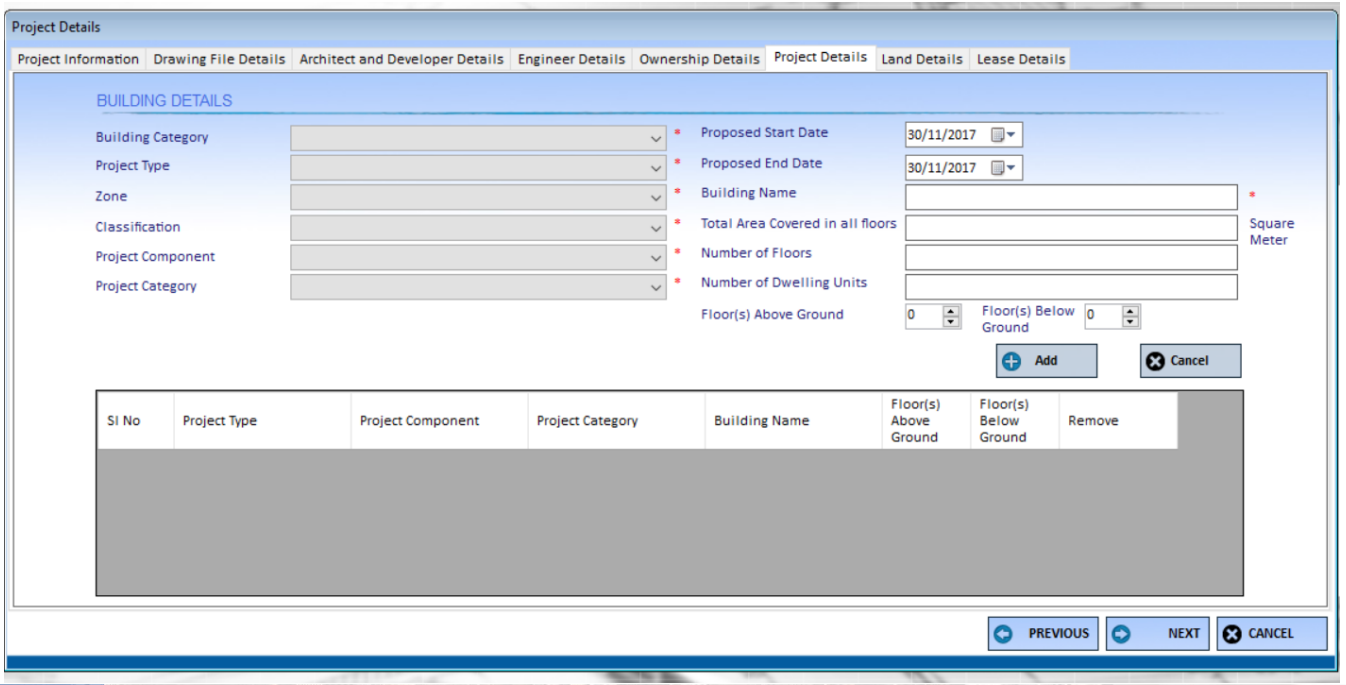
Project: Project Details

- Select the land use details of project such as Zone, Land Use category, Land Use sub category, etc.
- Enter the details of Building such as Building Type, Building Name, Floor Details
- Project Start and End date
- Multiple Buildings can be saved



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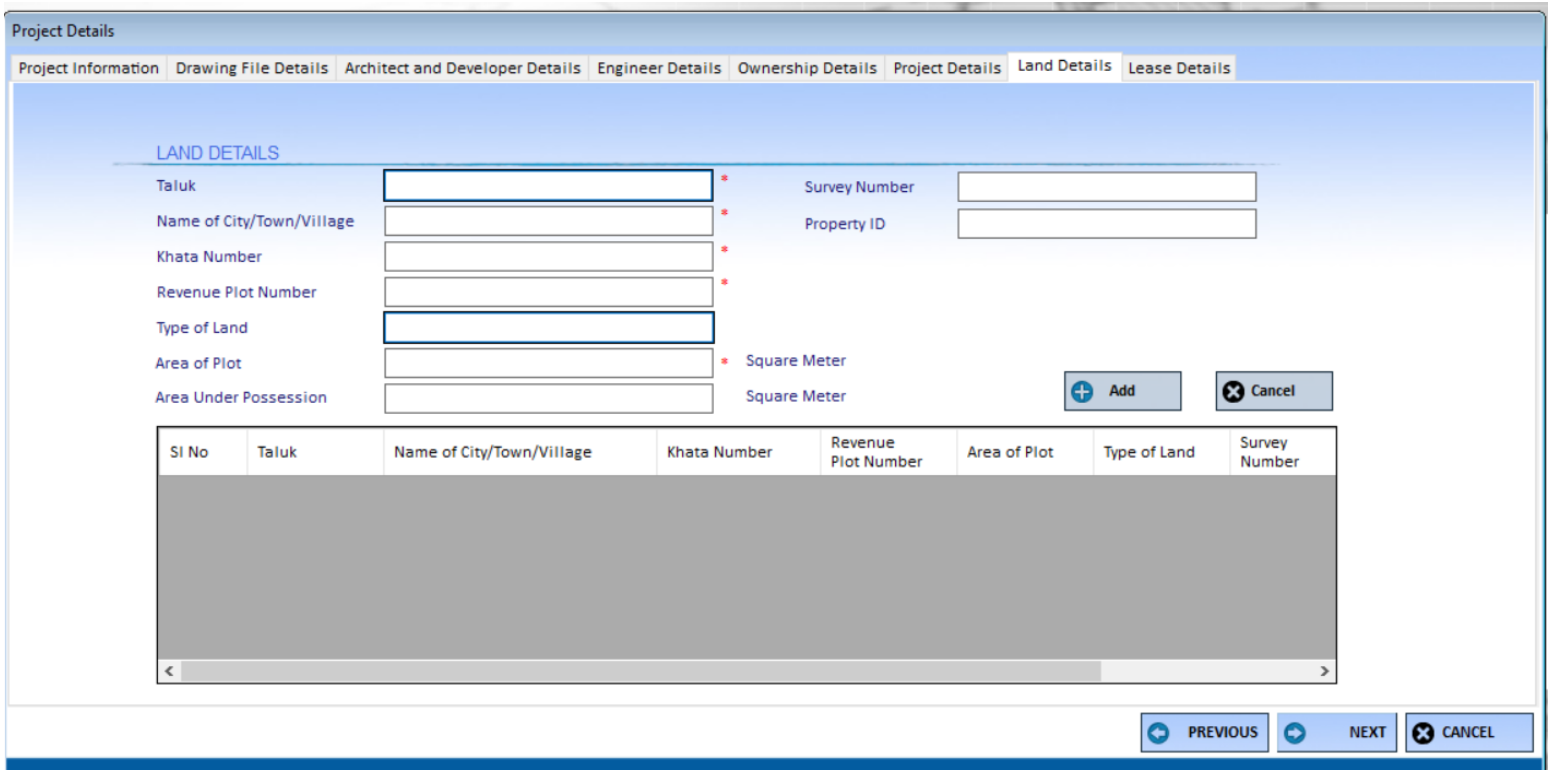
Drawing: Land Details

- Enter the details of Land such as Address, Khata number, Plot Number, Plot Area Property ID Number etc..,
- Multiple Buildings can be saved



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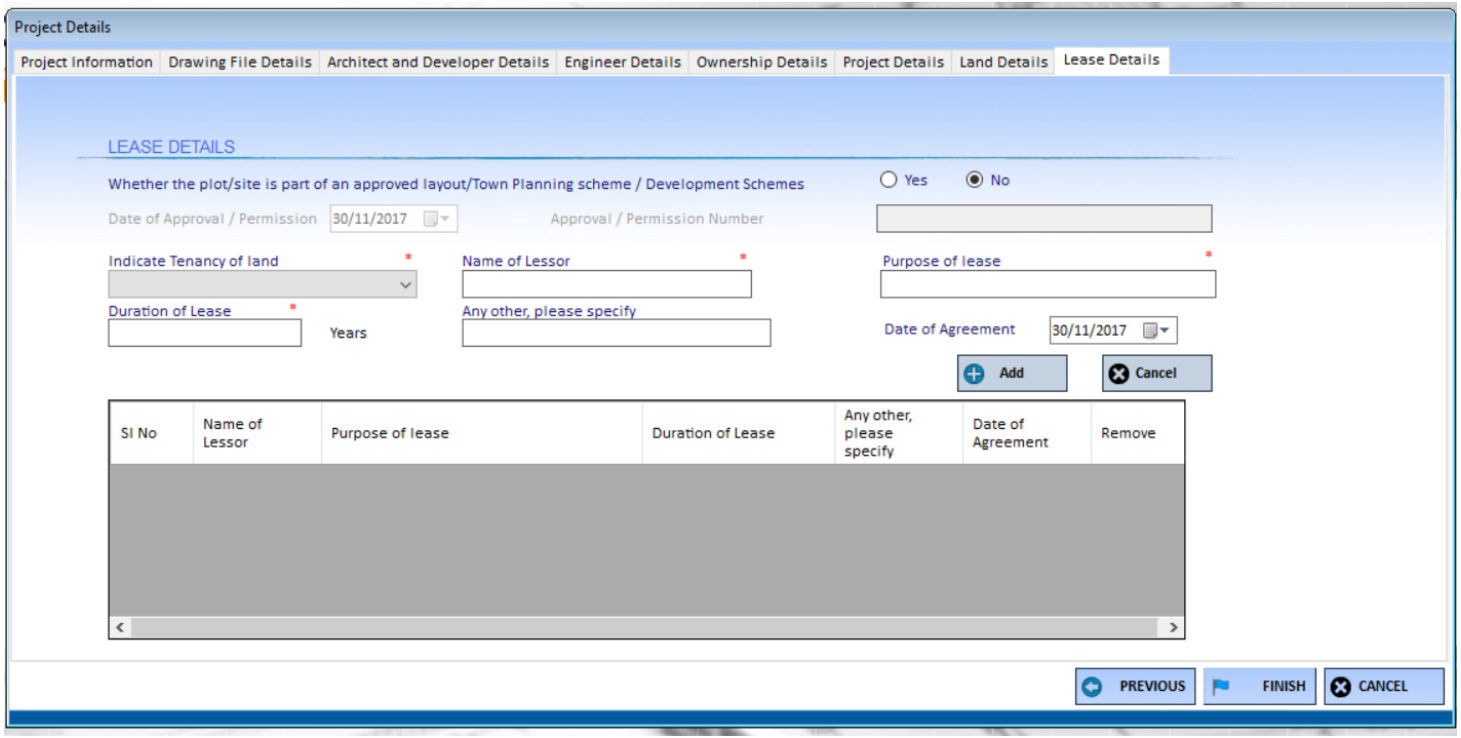
Drawing: Lease Details

- Enter lease if applicable
- AutoPlan Project Zip (.apz) file can be saved by clicking finish button or in File menu project can be saved by clicking Save icon in Tools bar



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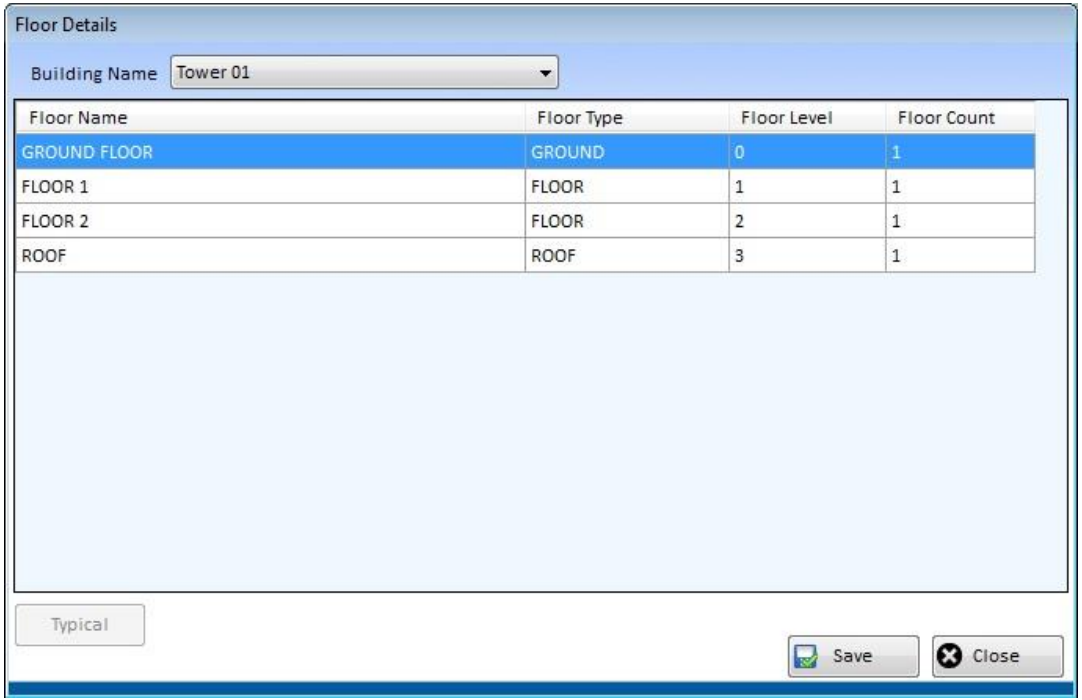
Drawing: Floor Details

- Click Floor Details option in Edit menu, Select building from Building Name dropdown list
- Select the Floors by click and hold Control key and select by mouse left click.
- Click Typical button to convert normal floor to typical floor and click Save button



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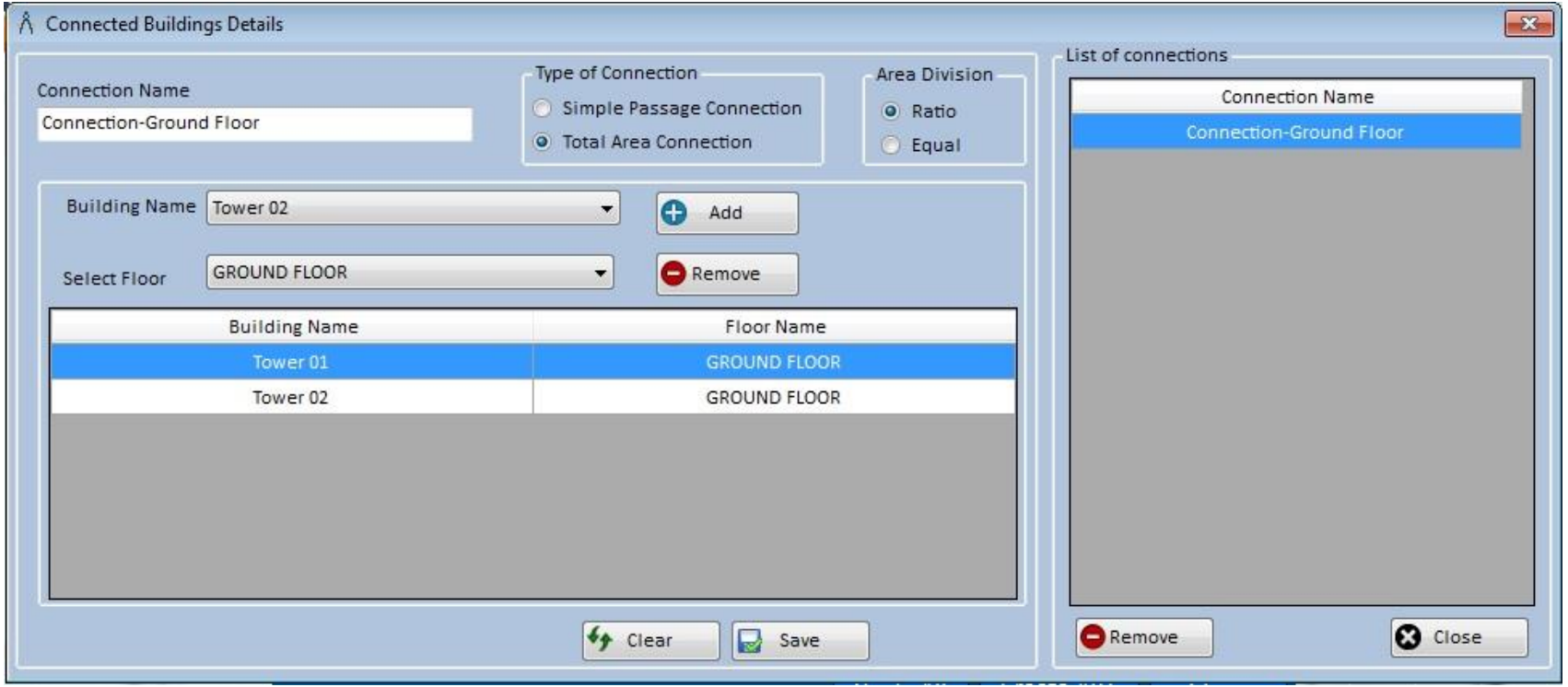
Drawing: Connected Floor Details

- Enter a name for the connection, select the connection type whether Simple Passage Connection or Total Area connection and select the building and floor to be added to connection



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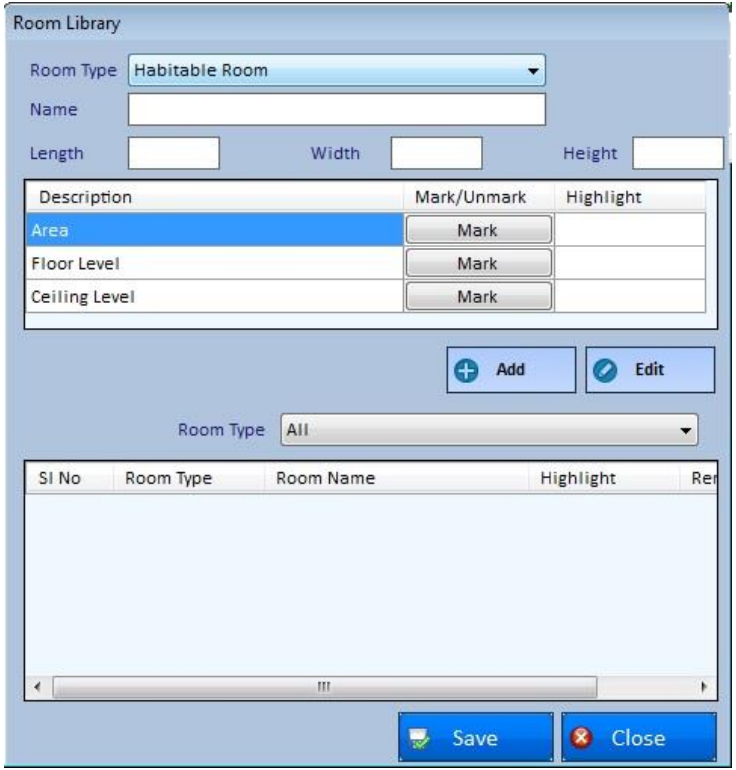
Drawing: Room Library

- Select the room type under which the room has to be added to library
- Enter the Room Name, Length, Width and Height, mark Area, Floor Level and Ceiling Level and click Save button



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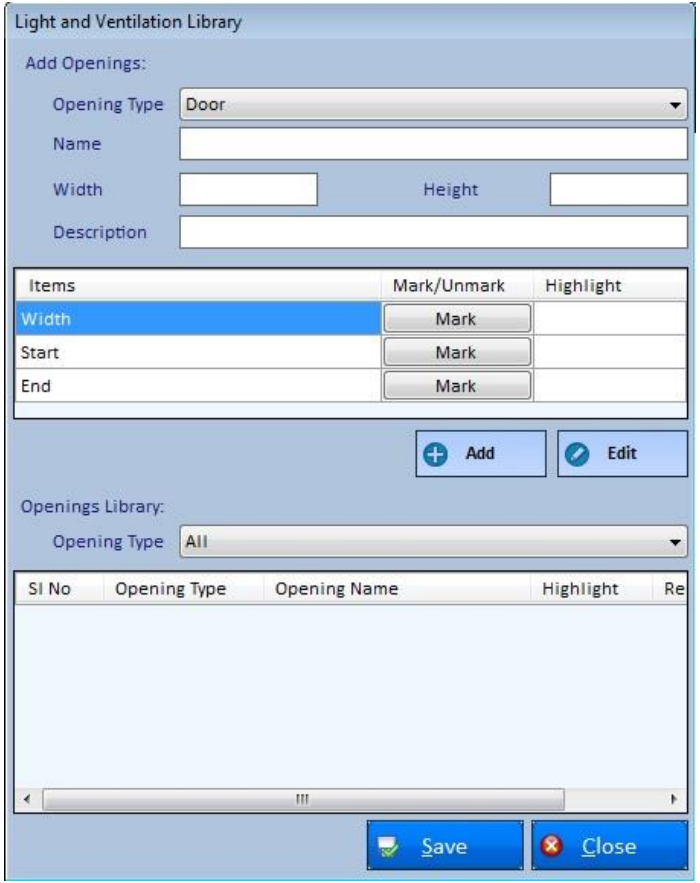
Drawing: Light and Ventilation Library

- Select the opening type under which the opening has to be added to library
- Enter the Opening Name, Width and Height, mark Width, Start and End and click Add button



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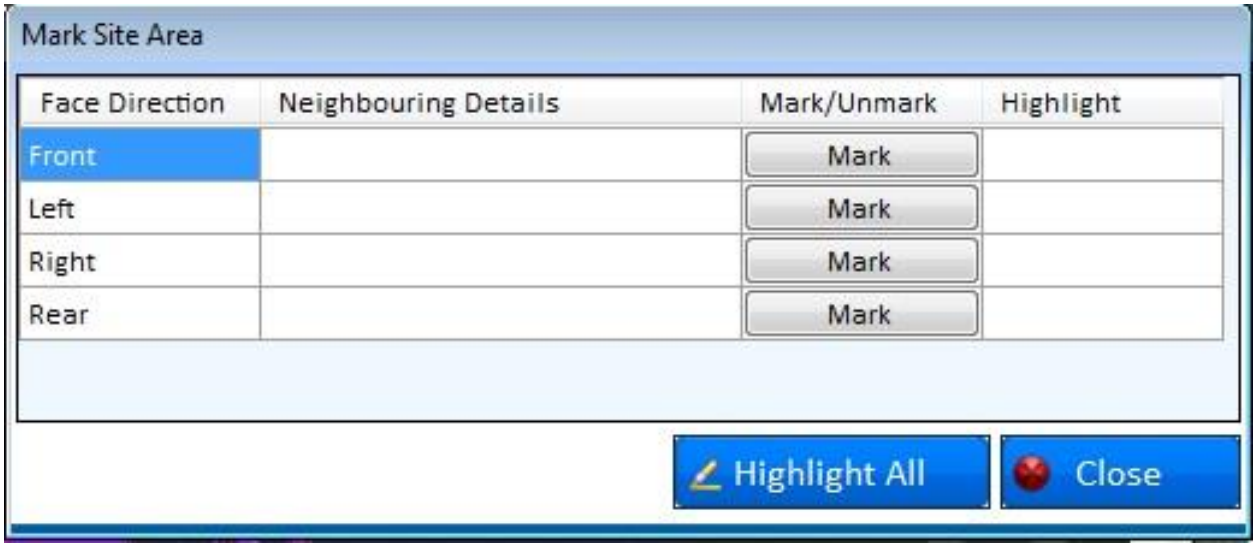
Marking: Mark Site Area

- Click Mark button corresponding to Site Area in Marking Control form
- Enter the neighbouring details if the plot if necessary
- Click Mark button to mark Front, Left, Right and Rear boundaries of site
- Click Highlight button to highlight the marked site boundaries



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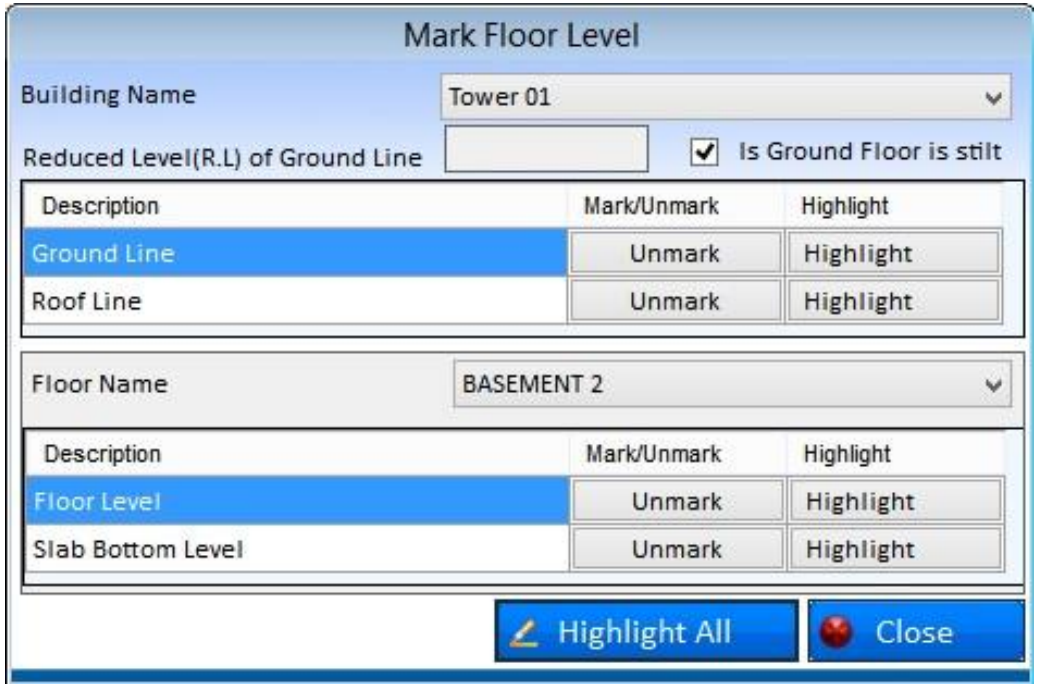
Marking: Mark Floor Level

- Click Mark button corresponding to Floor Level in Marking Control form
- Mark Ground Line, Roof Line, Floor Level and Slab Bottom Level of all the floors in the building by clicking Mark button
- Click Highlight button to highlight the marked floor levels



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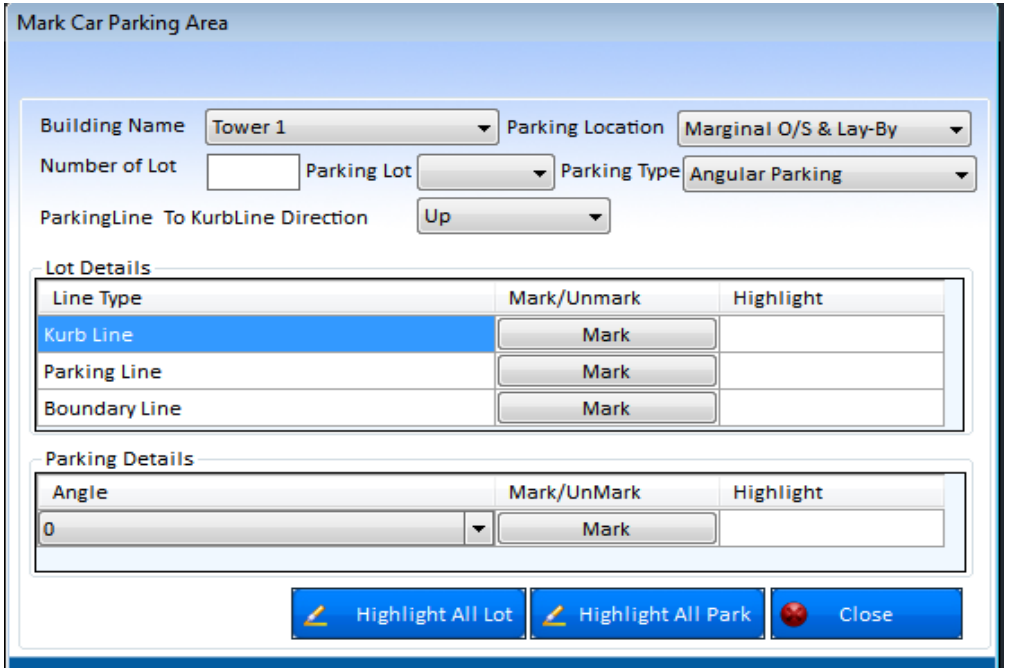
Marking: Mark Car Parking

- Click Mark button corresponding to Car Parking in Marking Control form
- Select the building, enter the number of lots and properties of lot
- Mark the Kurb line, Parking line and mark car parking in the selected lot
- Click Highlight button to highlight the marked car parking



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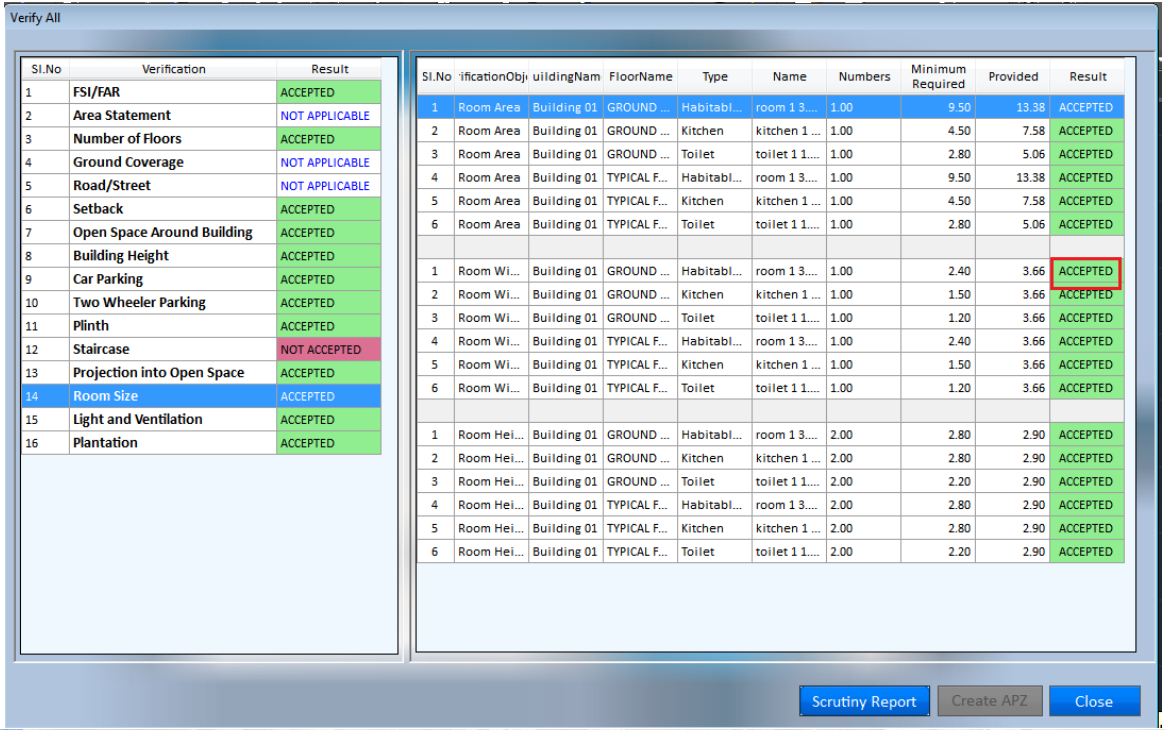
Scrutiny: Verification

- Click on Verify All button in the marking control Form or click Edit→ Verify All
- Verify All grid will open in which all the verification items will be displayed with Required / Permissible value, Proposed value and Verification Status



Sl.No	Verification	Result
1	FSI/FAR	ACCEPTED
2	Area Statement	NOT APPLICABLE
3	Number of Floors	ACCEPTED
4	Ground Coverage	NOT APPLICABLE
5	Road/Street	NOT APPLICABLE
6	Setback	ACCEPTED
7	Open Space Around Building	ACCEPTED
8	Building Height	ACCEPTED
9	Car Parking	ACCEPTED
10	Two Wheeler Parking	ACCEPTED
11	Plinth	ACCEPTED
12	Staircase	NOT ACCEPTED
13	Projection into Open Space	ACCEPTED
14	Room Size	ACCEPTED
15	Light and Ventilation	ACCEPTED
16	Plantation	ACCEPTED

Sl.No	ificationObj	uildingNam	FloorName	Type	Name	Numbers	Minimum Required	Provided	Result
1	Room Area	Building 01	GROUND ...	Habitabl...	room 1 3....	1.00	9.50	13.38	ACCEPTED
2	Room Area	Building 01	GROUND ...	Kitchen	kitchen 1 ...	1.00	4.50	7.58	ACCEPTED
3	Room Area	Building 01	GROUND ...	Toilet	toilet 1 1....	1.00	2.80	5.06	ACCEPTED
4	Room Area	Building 01	TYPICAL F...	Habitabl...	room 1 3....	1.00	9.50	13.38	ACCEPTED
5	Room Area	Building 01	TYPICAL F...	Kitchen	kitchen 1 ...	1.00	4.50	7.58	ACCEPTED
6	Room Area	Building 01	TYPICAL F...	Toilet	toilet 1 1....	1.00	2.80	5.06	ACCEPTED
1	Room Wi...	Building 01	GROUND ...	Habitabl...	room 1 3....	1.00	2.40	3.66	ACCEPTED
2	Room Wi...	Building 01	GROUND ...	Kitchen	kitchen 1 ...	1.00	1.50	3.66	ACCEPTED
3	Room Wi...	Building 01	GROUND ...	Toilet	toilet 1 1....	1.00	1.20	3.66	ACCEPTED
4	Room Wi...	Building 01	TYPICAL F...	Habitabl...	room 1 3....	1.00	2.40	3.66	ACCEPTED
5	Room Wi...	Building 01	TYPICAL F...	Kitchen	kitchen 1 ...	1.00	1.50	3.66	ACCEPTED
6	Room Wi...	Building 01	TYPICAL F...	Toilet	toilet 1 1....	1.00	1.20	3.66	ACCEPTED
1	Room Hei...	Building 01	GROUND ...	Habitabl...	room 1 3....	2.00	2.80	2.90	ACCEPTED
2	Room Hei...	Building 01	GROUND ...	Kitchen	kitchen 1 ...	2.00	2.80	2.90	ACCEPTED
3	Room Hei...	Building 01	GROUND ...	Toilet	toilet 1 1....	2.00	2.20	2.90	ACCEPTED
4	Room Hei...	Building 01	TYPICAL F...	Habitabl...	room 1 3....	2.00	2.80	2.90	ACCEPTED
5	Room Hei...	Building 01	TYPICAL F...	Kitchen	kitchen 1 ...	2.00	2.80	2.90	ACCEPTED
6	Room Hei...	Building 01	TYPICAL F...	Toilet	toilet 1 1....	2.00	2.20	2.90	ACCEPTED

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Scrutiny: Sample Scrutiny Report

- Click Scrutiny Report button in Verify All grid
- Sample Scrutiny Report will be generated and saved in project folder

BUILDING PLAN APPROVAL SYSTEM

SAMPLE SCRUTINY REPORT

PROPOSAL DETAILS

1	Application Number	:-
2	Date of receipt of Application	:-

3.APPLICANT DETAILS

APPLICANT 1

i)	Name	: Rajeev Taranat
ii)	Address	: Navabharth circle, Kodialbail Mangalore
iii)	Phone Number	: 9715971798
iv)	E-mail	: rajeev1992@yahoo.com

4.ARCHITECT DETAILS

i)	Name	: Architect Default
ii)	Address	: Bangalore, Karnataka
iii)	Phone Number	: 9995809490
iv)	E-mail	: kennypa@idsitechnologies.com
v)	Registration Number	: CA222/2017
vi)	Issue Date	: 02/04/2017
vii)	Valid Upto	: 30/04/2017

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Scrutiny: Highlighting of failed verification

- Double clicking over the verification status
- Highlight form will open with Required / Permissible value, Proposed value and Verification Status and highlight the item in drawing

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APZ file generation

- Click Create APZ button in Marking Control form
- APZ file will be generated and will be saved in project folder

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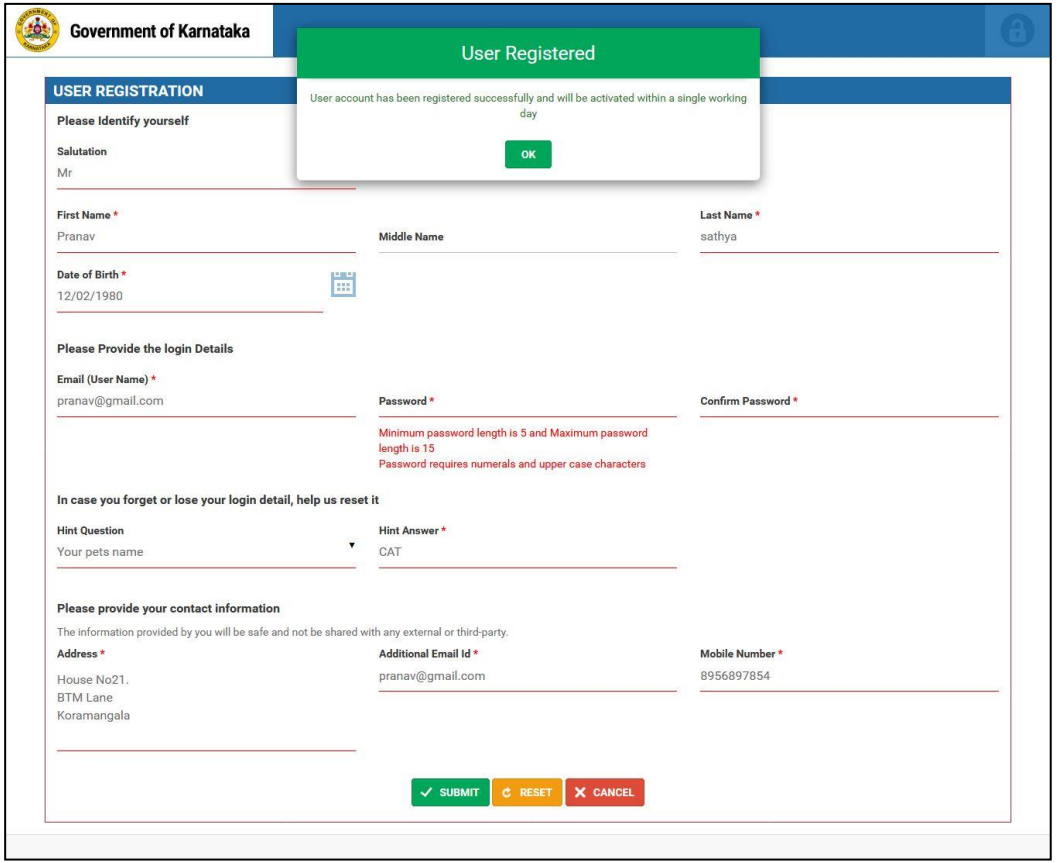
3

AutoPlan BPAS Web Portal

Register as User

1. Click on the "Sign Up" button in the Client Portal page.
2. Enter the "User Registration Details".
3. And Submit.
4. Now you will receive an e-mail with Verification Code in your own e-mail account which you have provided for registering into BPAS Client Portal.
5. Open the e-mail you received from BPAS Application, and click on the link provided in the e-mail. It will active the User Registration.



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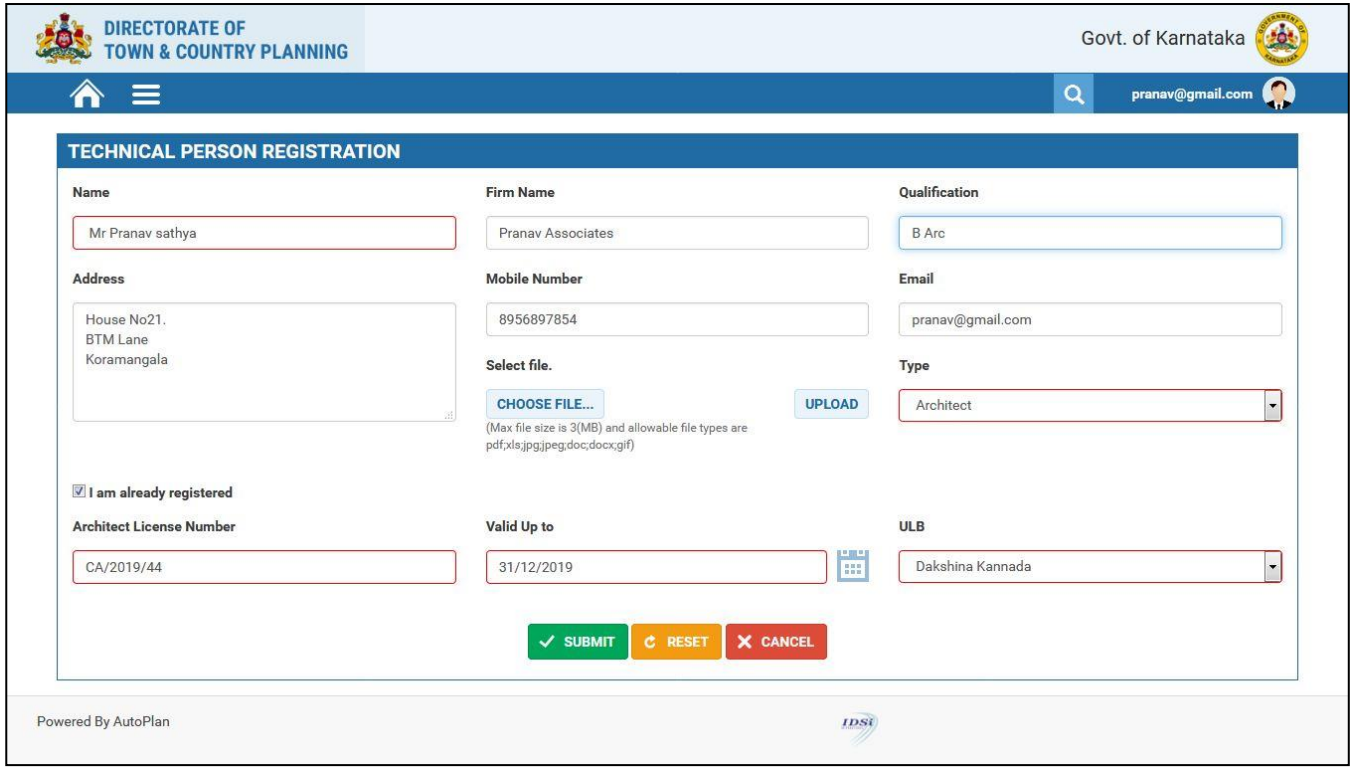
Register as Technical Person

- Technical person can be Architect, Structural Engineer, etc..

1. Login as Registered User .
2. Click on the Menu "New Technical Person Registration"
3. And Enter the Details and submit.



Citizen need not register as Technical Person

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Appling for Building Plan Permission

1.Click on the Menu " New Building Plan Approval Certificate"

2. Select the ULB

3. And Upload the Client Utility File (generated by AutoPlan Author)

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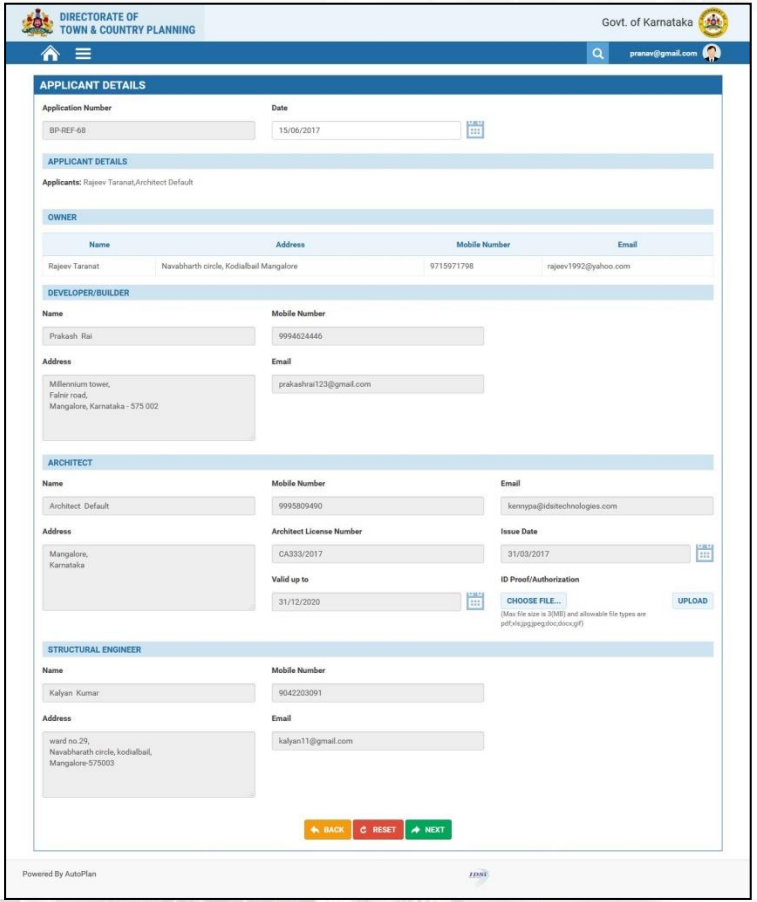
Verify the application Information

- Review the application pages like Applicant, Land ,Project etc. and add any additional information required



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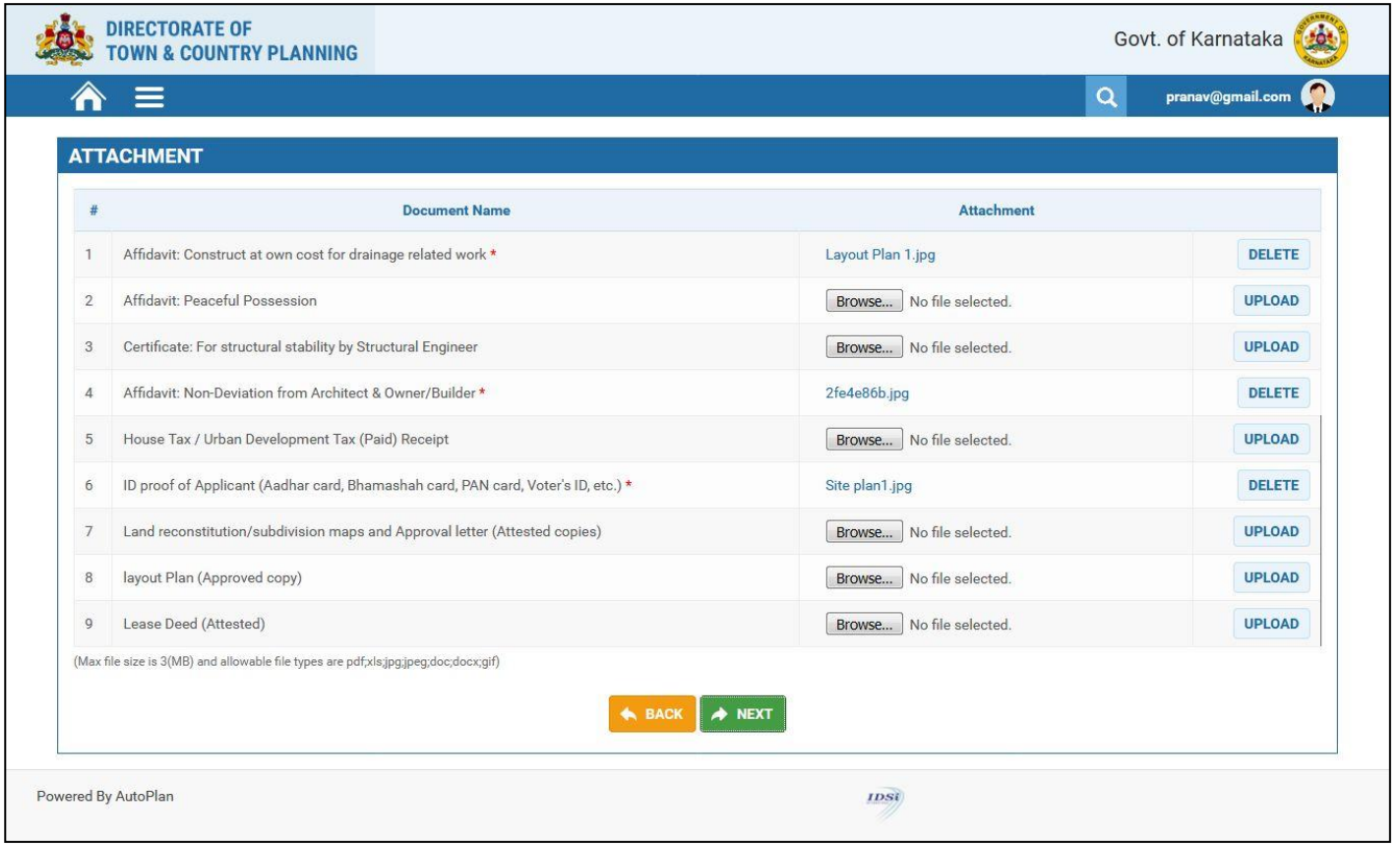
Verify the application Information

Add necessary attachments to the application (this is configurable depending on the type of the application)



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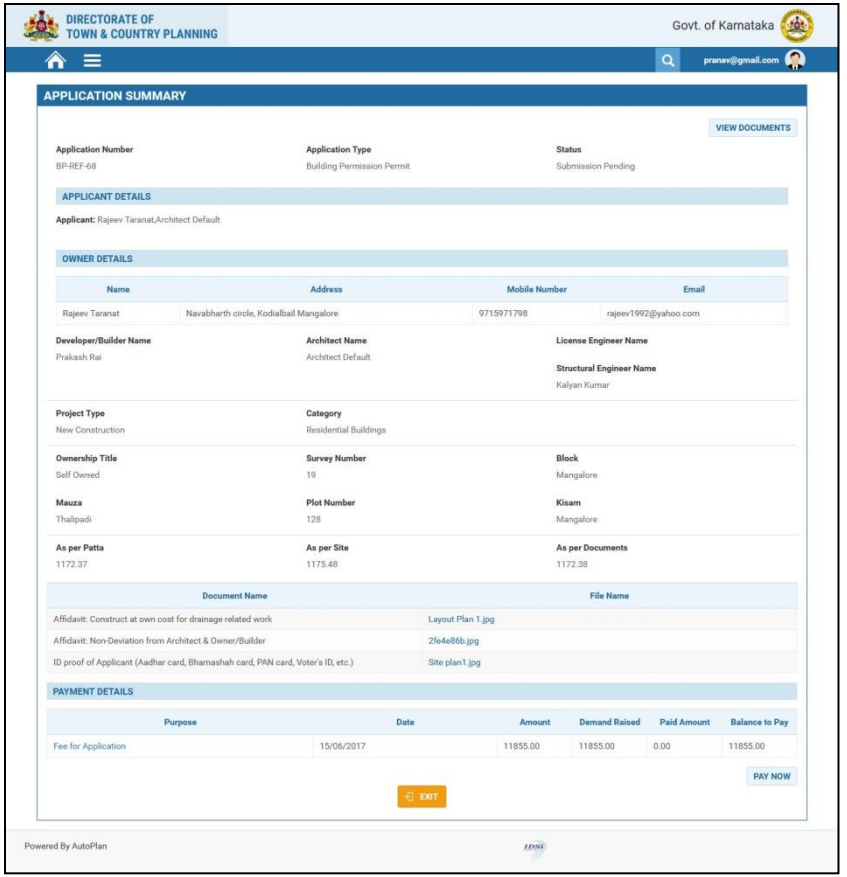
Paying Application Fees

- Use the “Pay Now” Option in Application summary page to pay fees.



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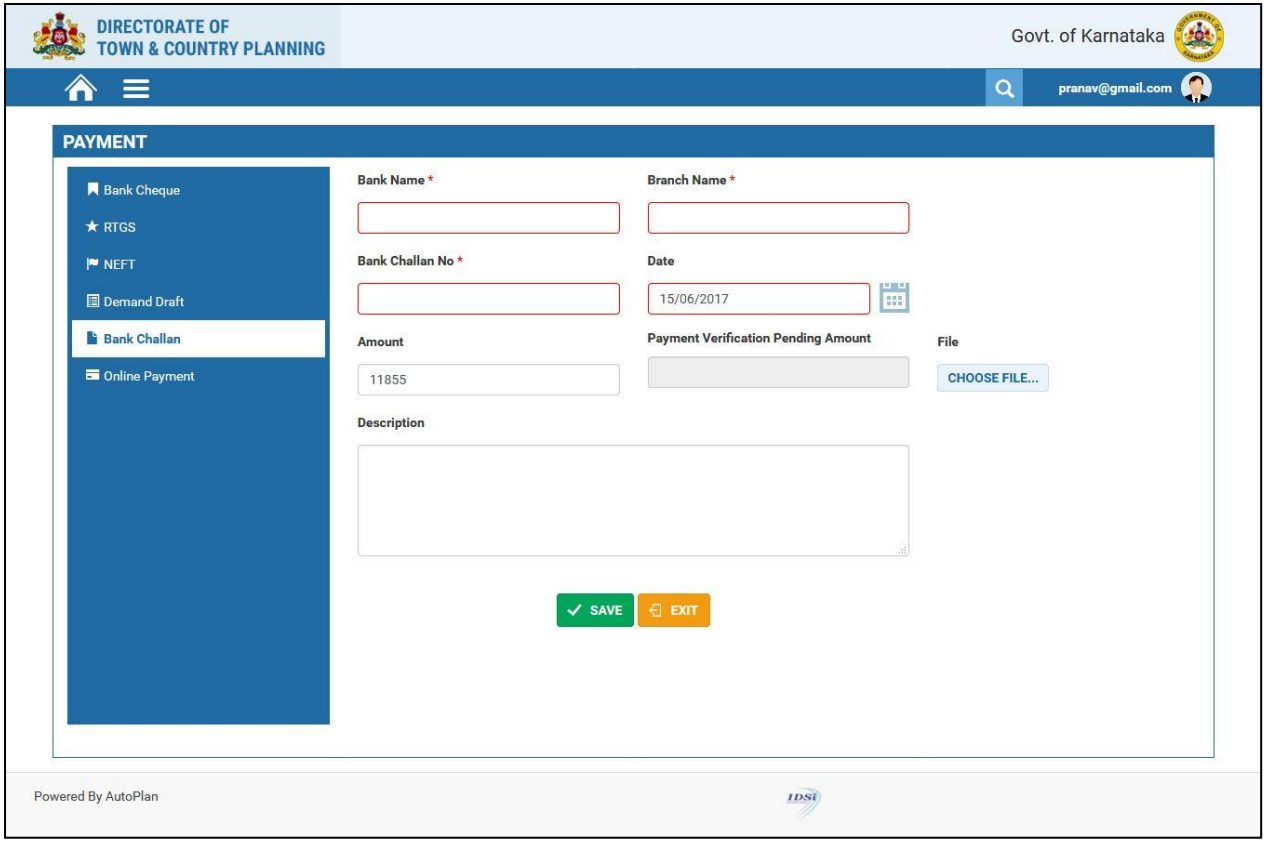
Paying Application Fees

- Make the Payment through Online Payment or Bank Challan, DD, NEFT etc.
- Bank Challan and other payment modes, which is not online requires verification from the ULB.
- Once the payment is done, applicant can submit the application.



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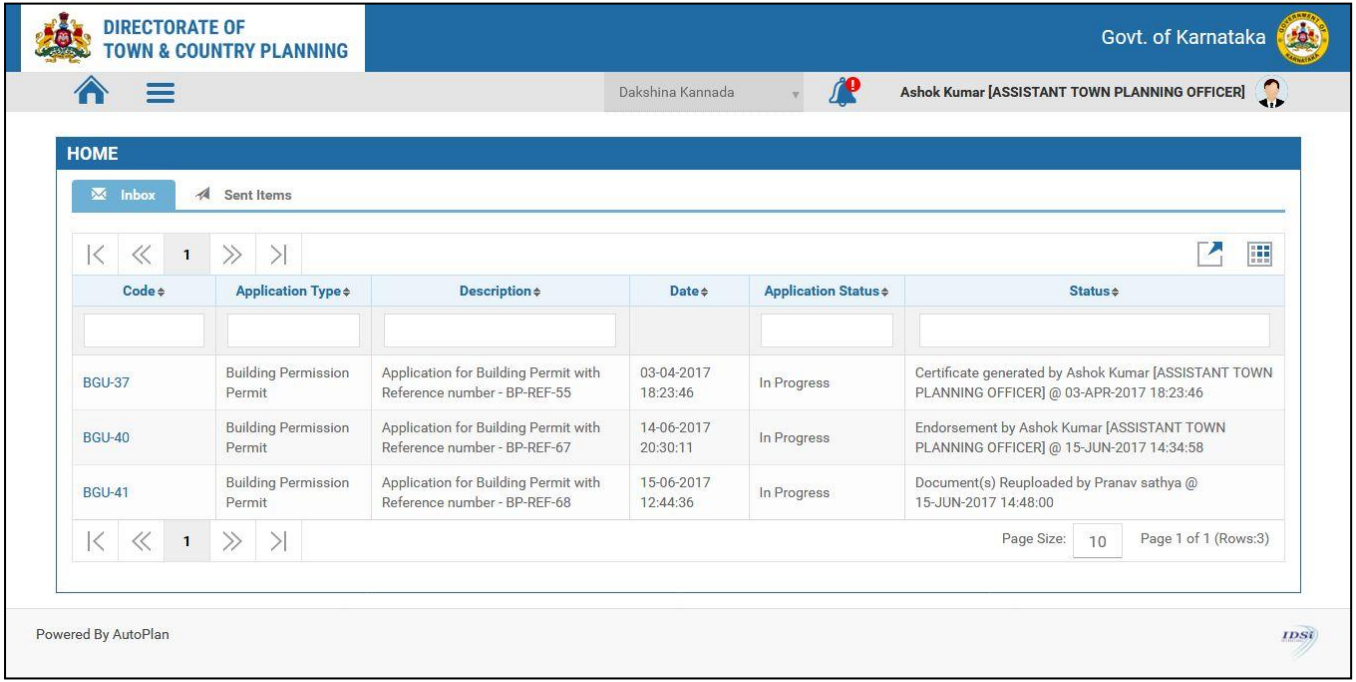
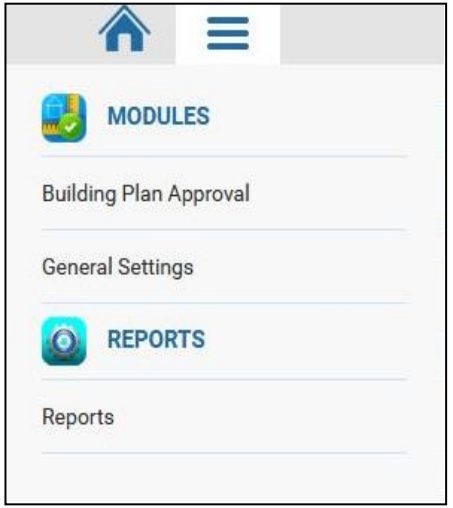
Department Application

- **Home Page**
- List of application to be processed will be in the “Inbox” tab



Menu Options
View and configure the master settings.



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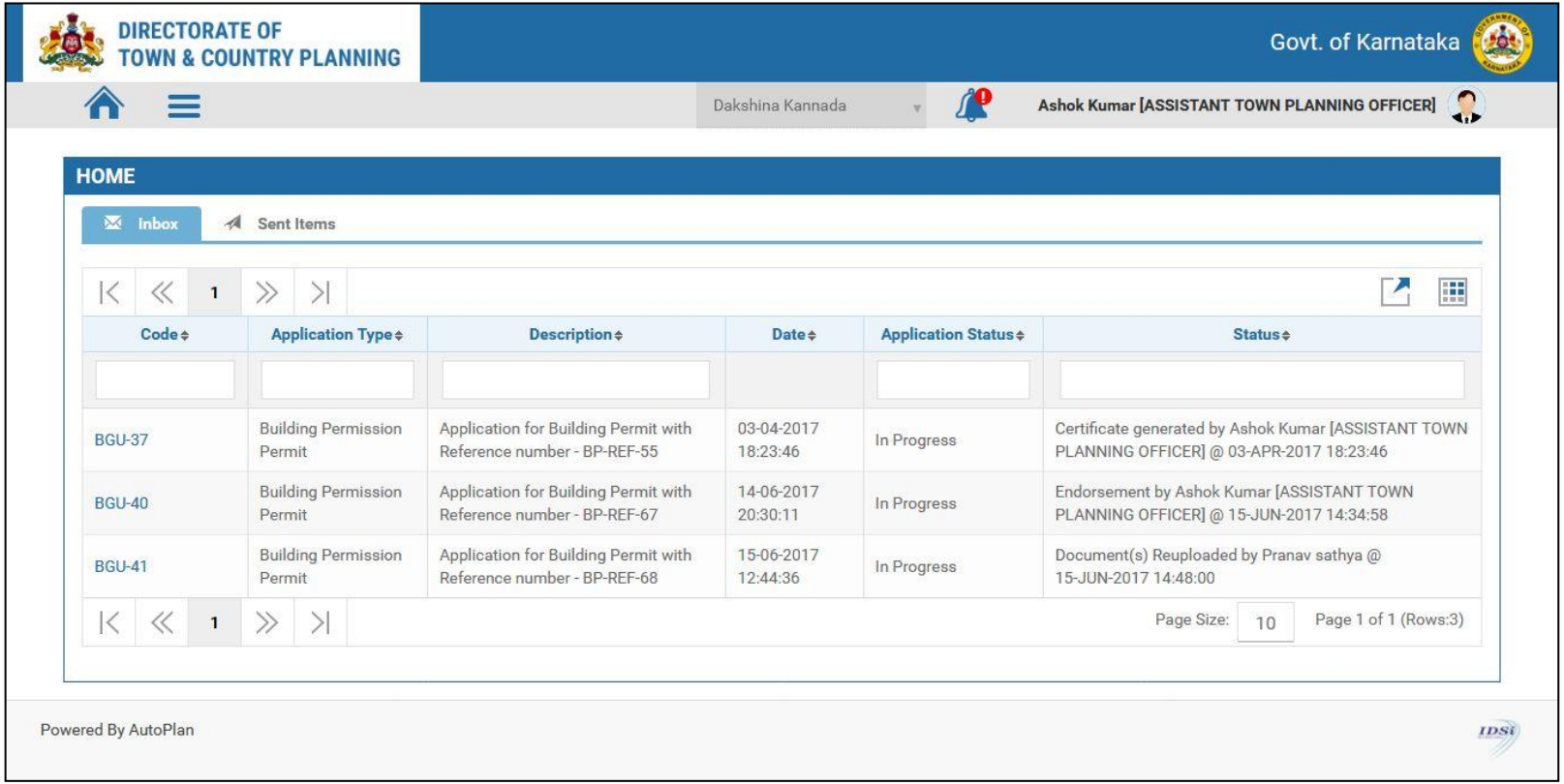
Department Application - Inbox

View all applications pending for action by the user.



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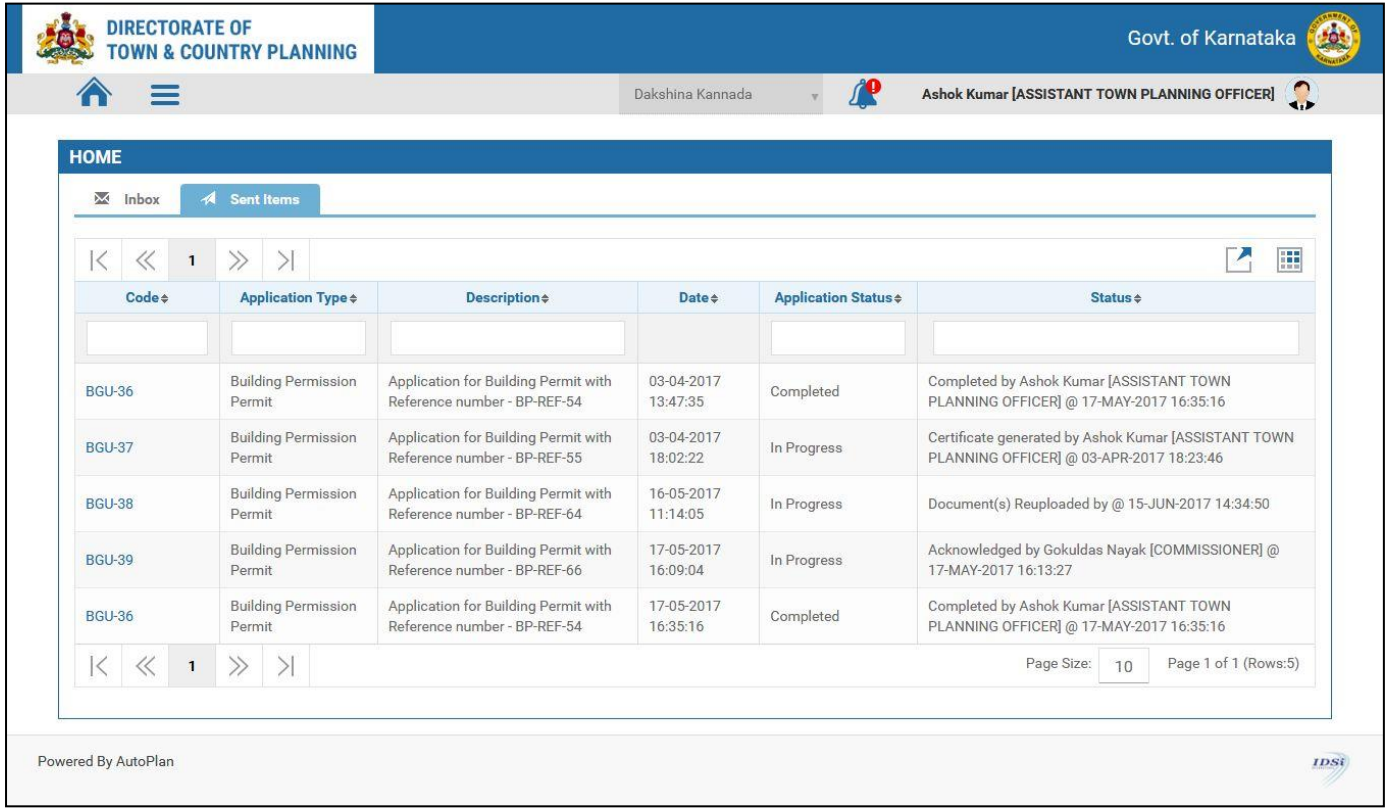
Department Application - Sent items

View all applications which are forwarded by the user.



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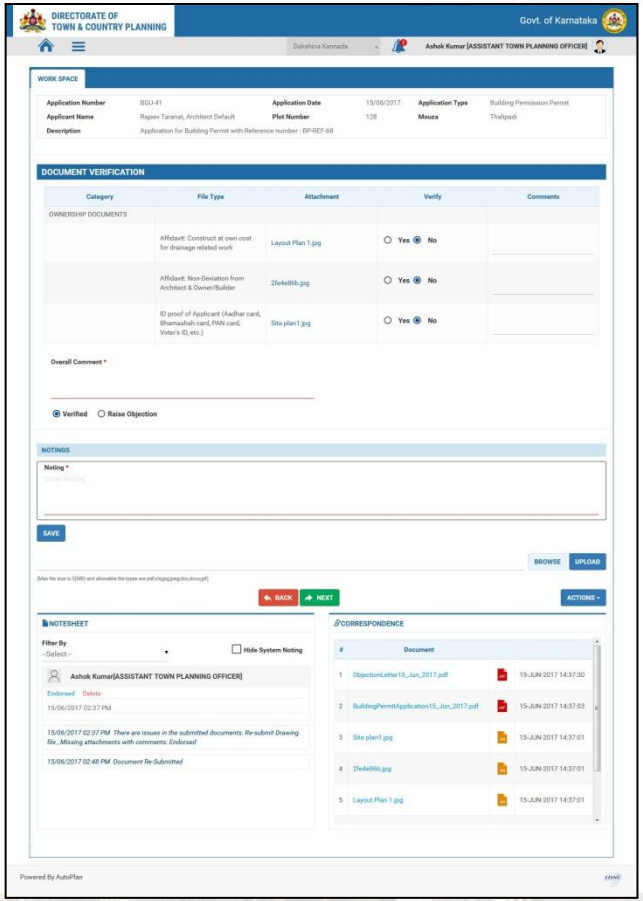
Application View

On clicking the link from Inbox, application redirects the user to application view page.



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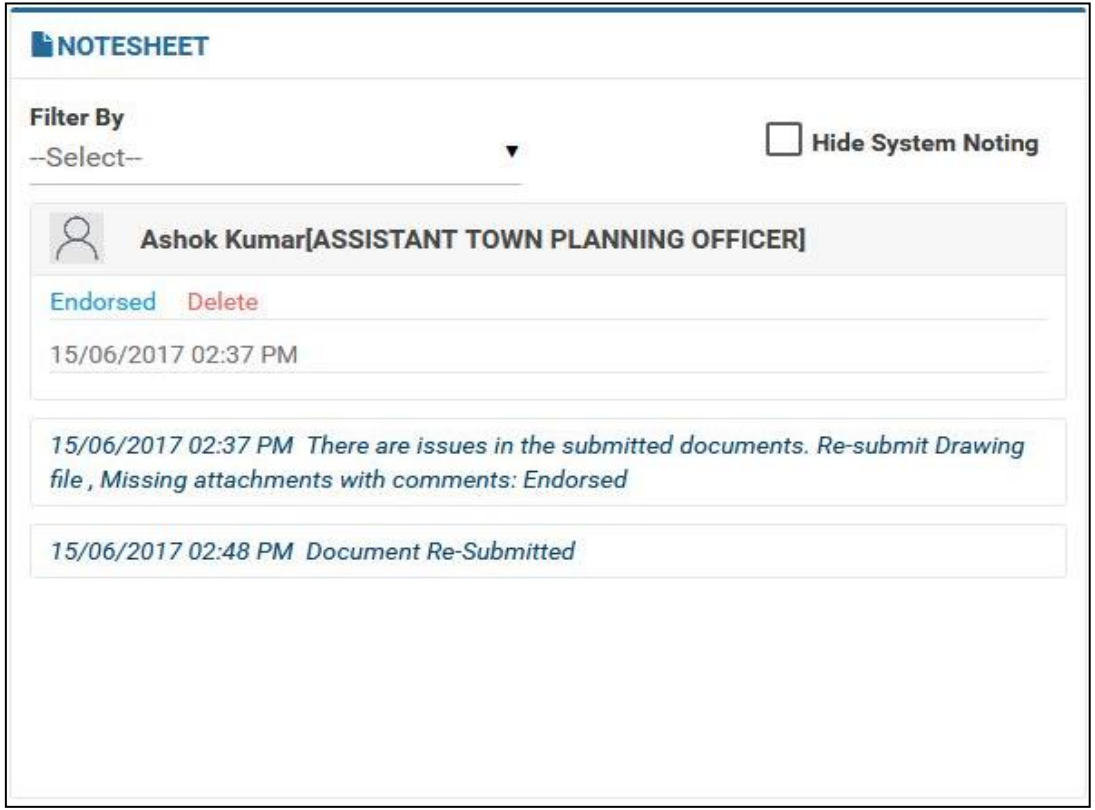
Application View - Note sheet

Lists the entered user findings and comments for the next user along with the system generated noting.



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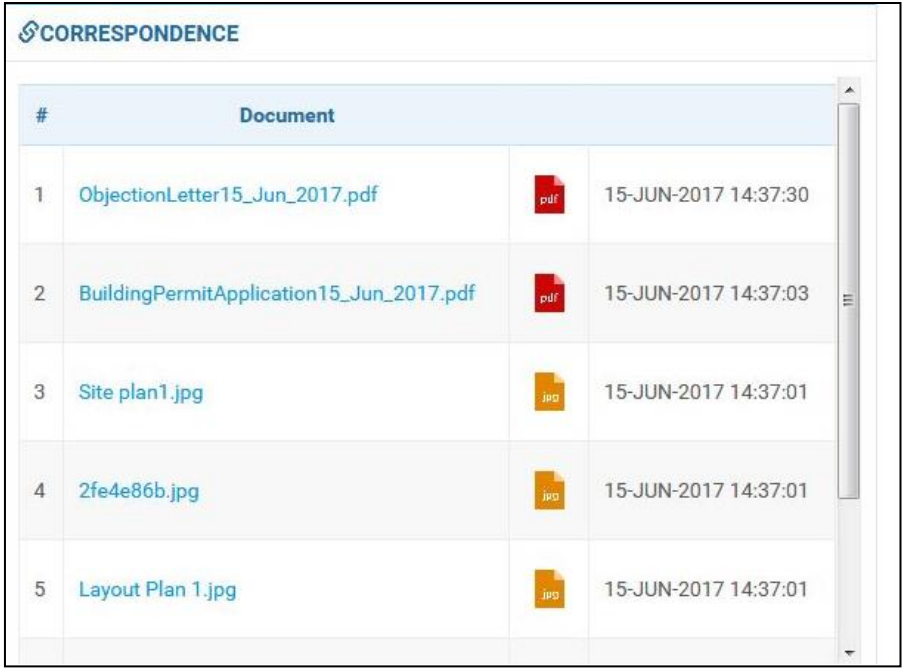
Application View - Correspondence

View the documents

- attached during application submission
- attached by the user while entering noting
- And System generated documents



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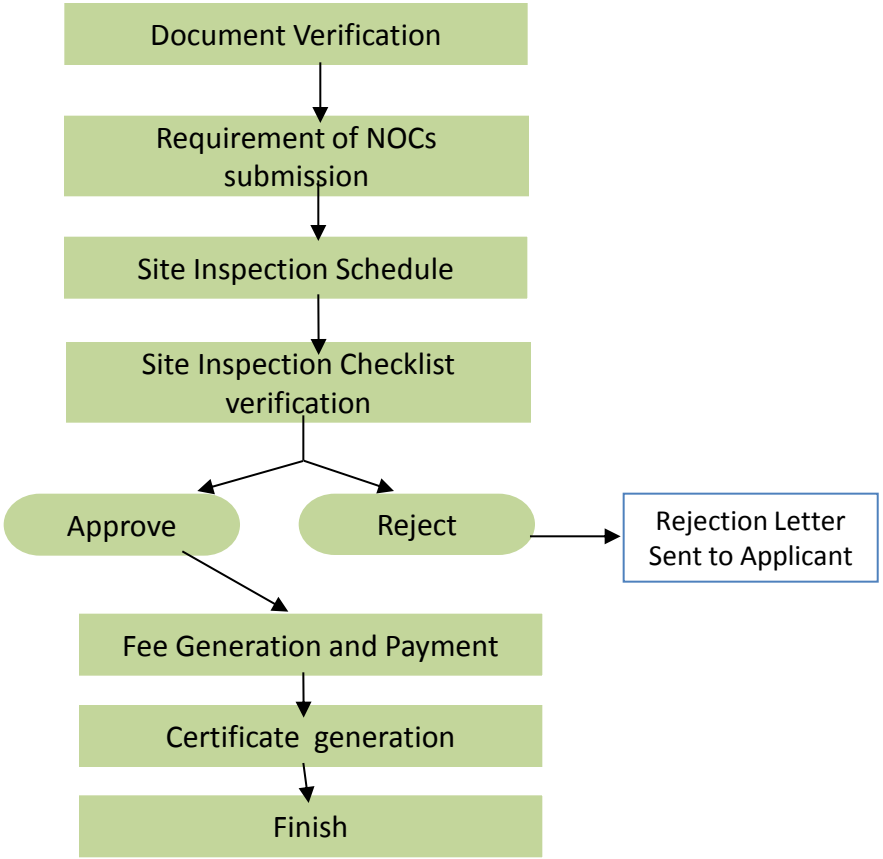
Workflow



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Workflow Actions

- **1.Document Verification:** Verify the document.
- **2.Forward:** Forward application to next user in workflow.
- **3.Revert:** Revert application to previous user.
- **4.Endorsement:** Revert application to applicant.
- **5.Site Inspection:** Enter details regarding site inspection.
- **6.NOC submission:** Submission of the Required NOCs
- **7.Checklist:** Questionnaire on analysis of site inspection
- **8.Approve/Reject:** Approve or reject the application.
- **9.Fee generation:** Generate the fee details.
- **10.Challan Upload:** Upload challan for fee payment.
- **11.Online Payment:** Online payment of fees
- **12.Certificate Generation:** Generate the approval certificate.
- **13.Finish:** Conclude the workflow.

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Generic Activities In Each Step

In each step

- Open the application from inbox
- Complete the actions as per the configuration for the step
- Forward application to next level user

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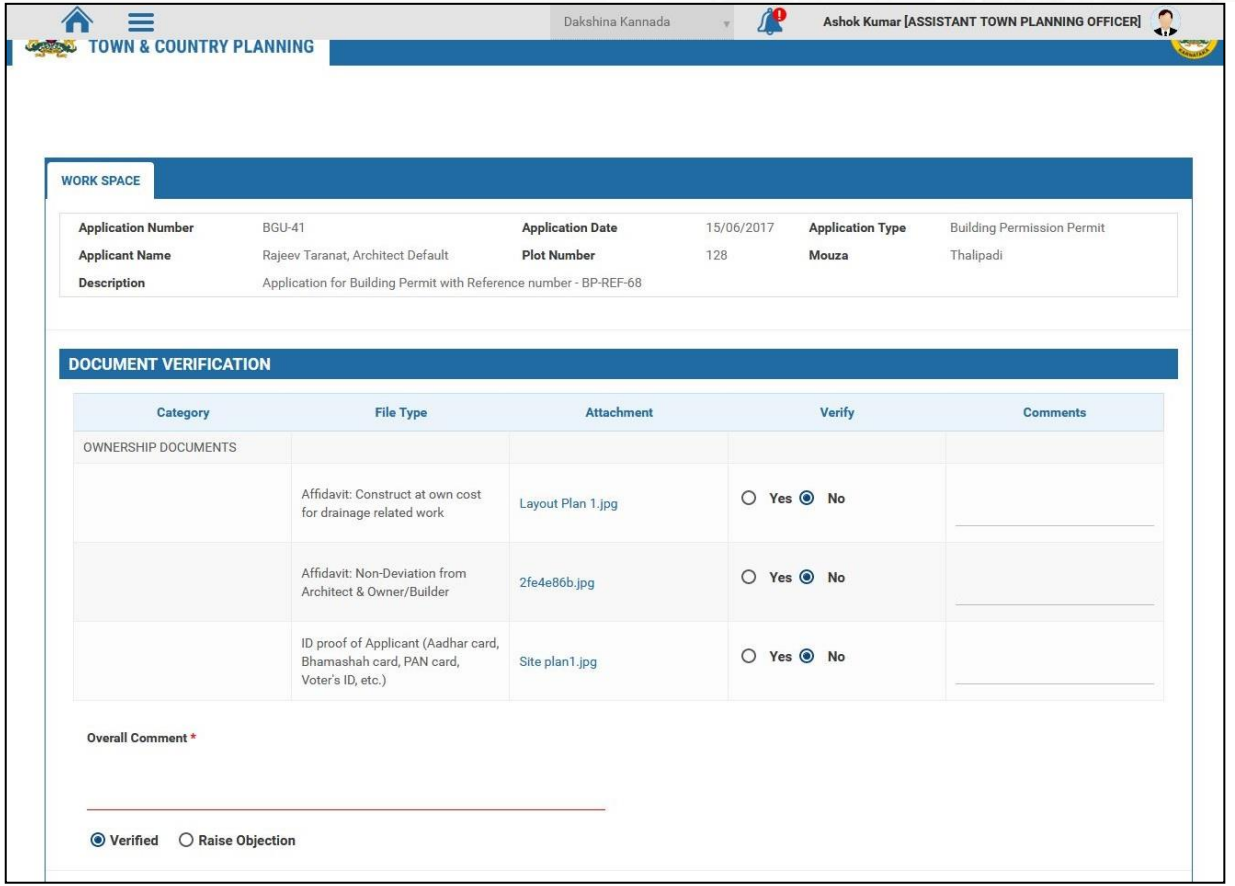
Activity - Document verification

- Verifies the documents submitted online.



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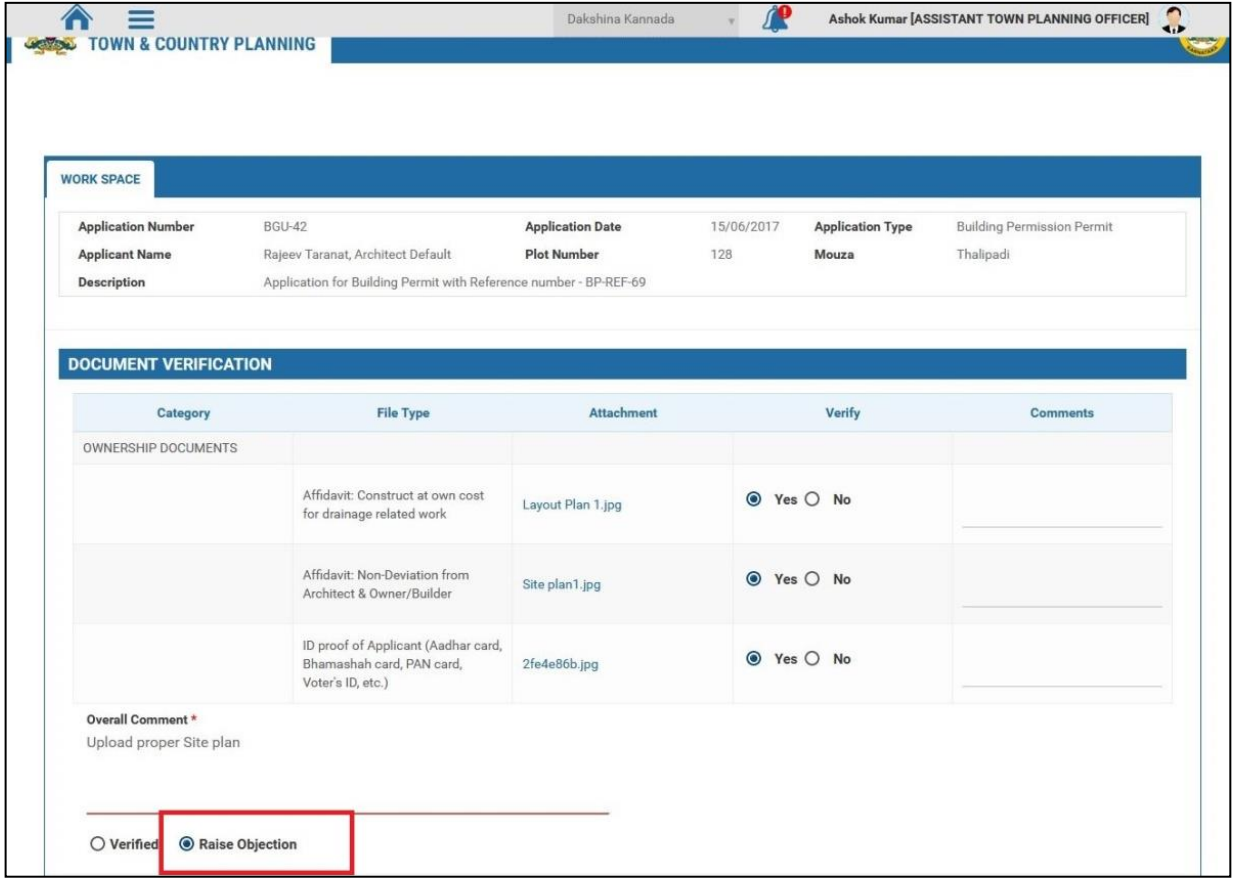
Activity - Raise Objection

- When documents are missing and any issues in the submission, department can raise objection.



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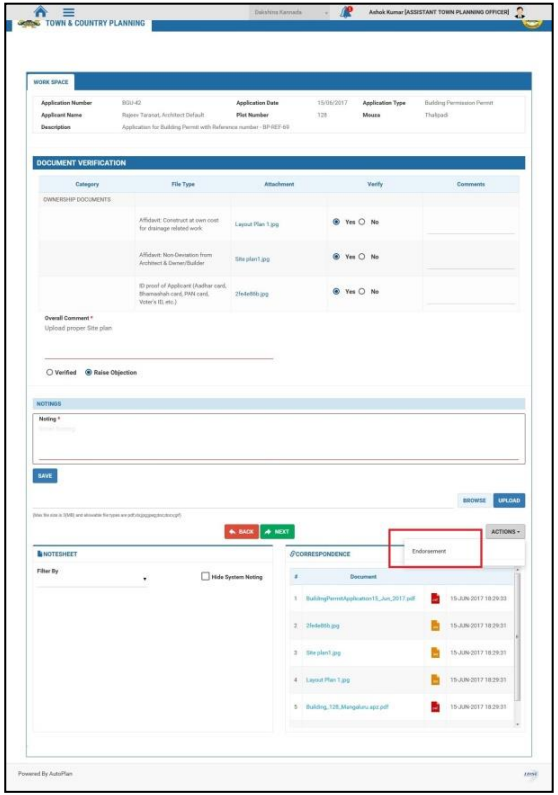
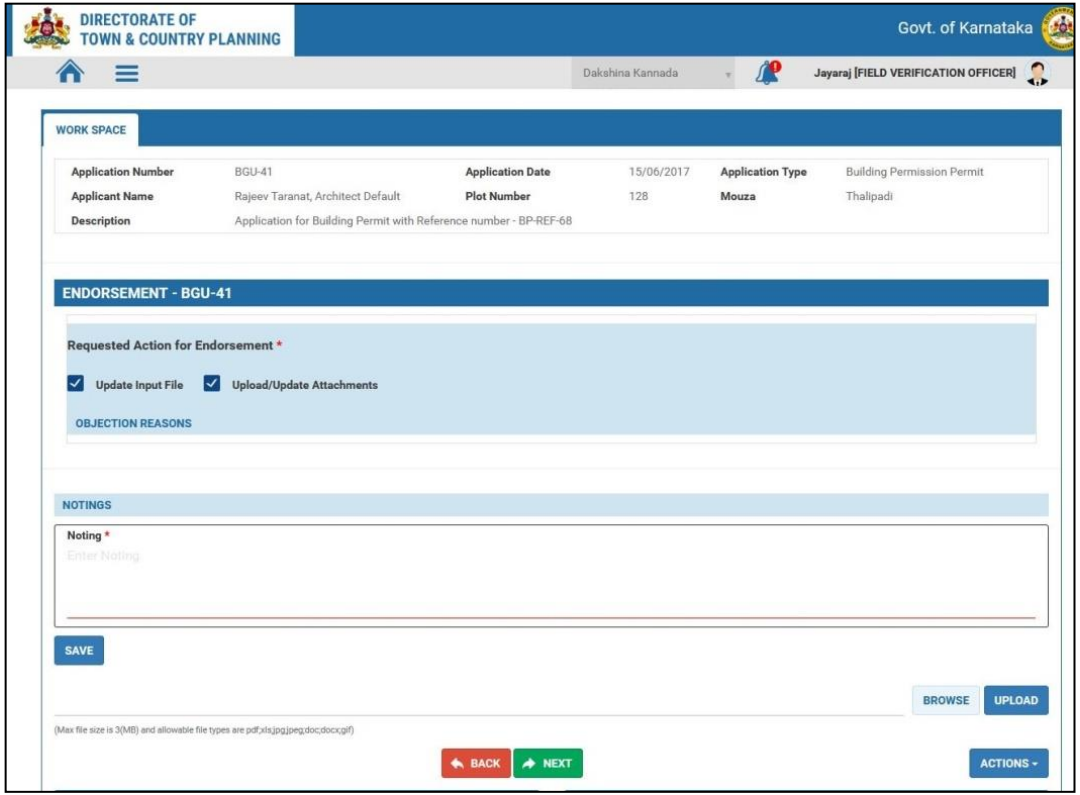
Activity - Raise Objection

- Allows user to raise objections, if issues are found in the application.





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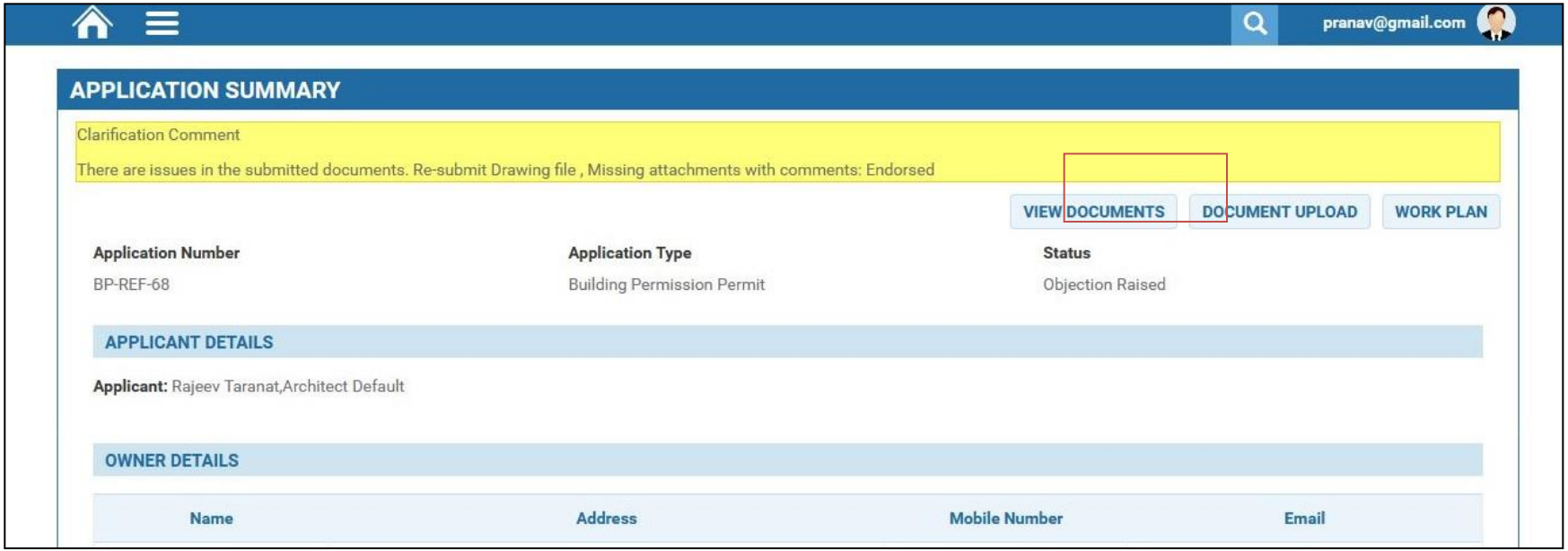
Responding to Objection raised from Department

- Click on the "View Status" Link for the particular Application from Listing page.
- Click on the Button "Document Upload" from the Application Summary.



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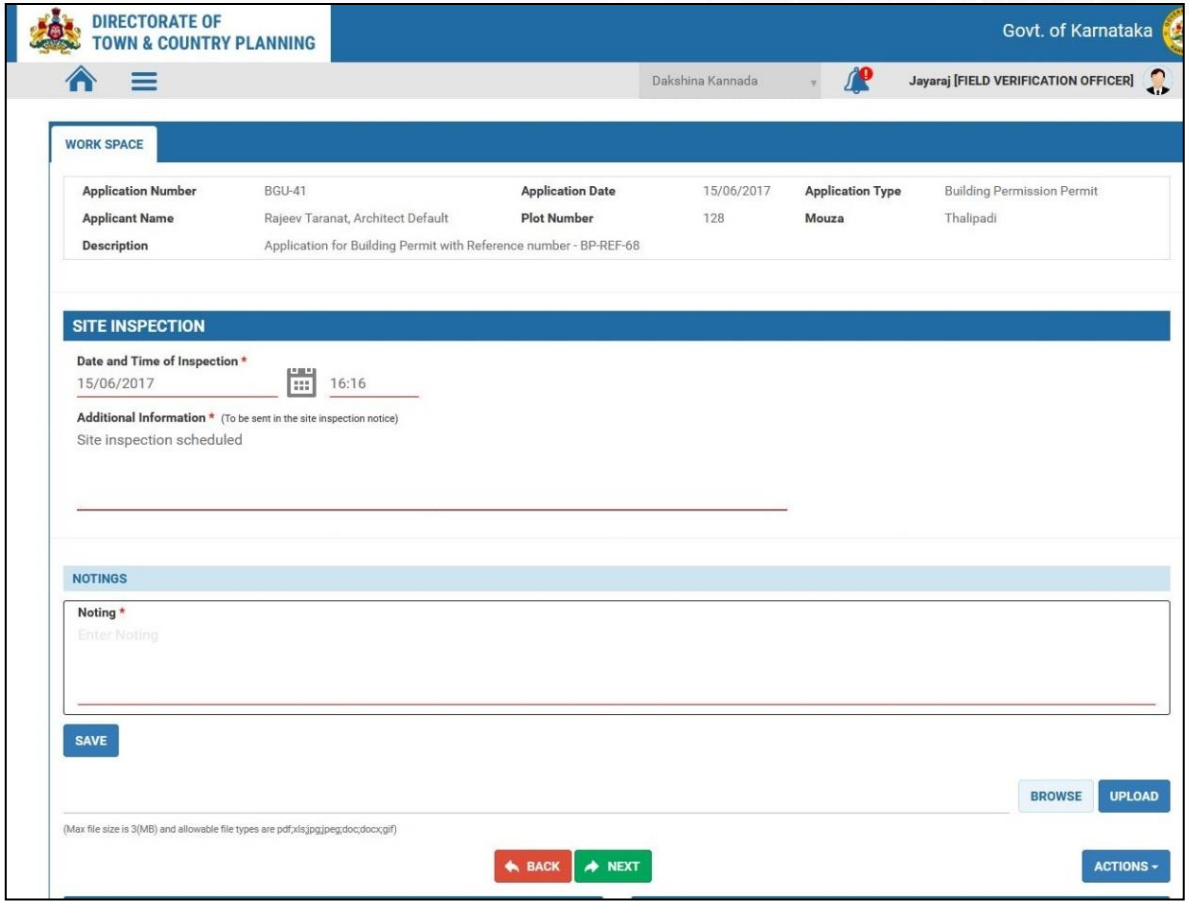
Activity - Site Inspection

- Allows to fix a time for inspecting the project site and verify details given in the application.



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Automation of Site Inspection

- Mobile based site inspection allow department to take photos of location
- Checklist based processing
- Geo-tagging of all inputs including photos and answers
- Onsite Validation from the Applicants if device supports
- Onsite upload to department application

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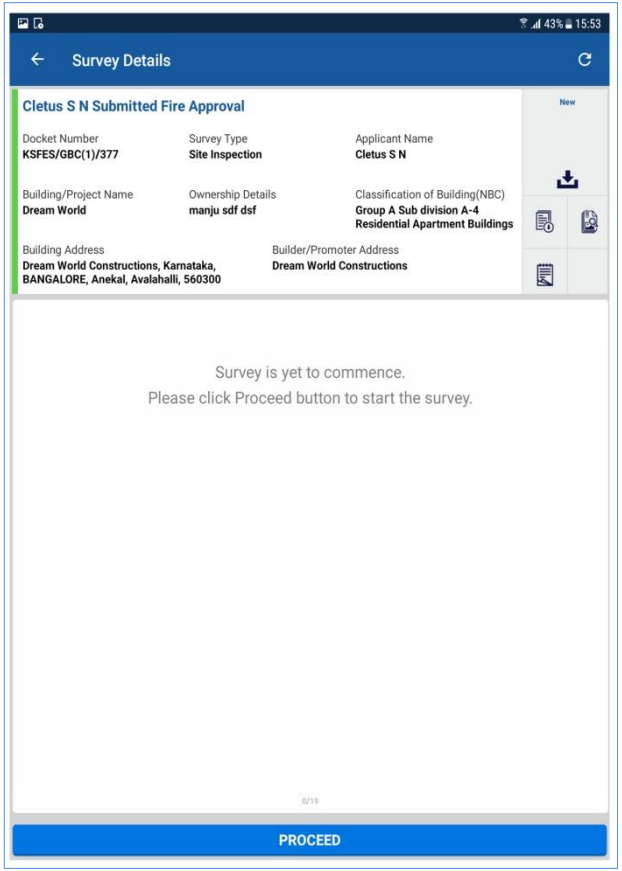
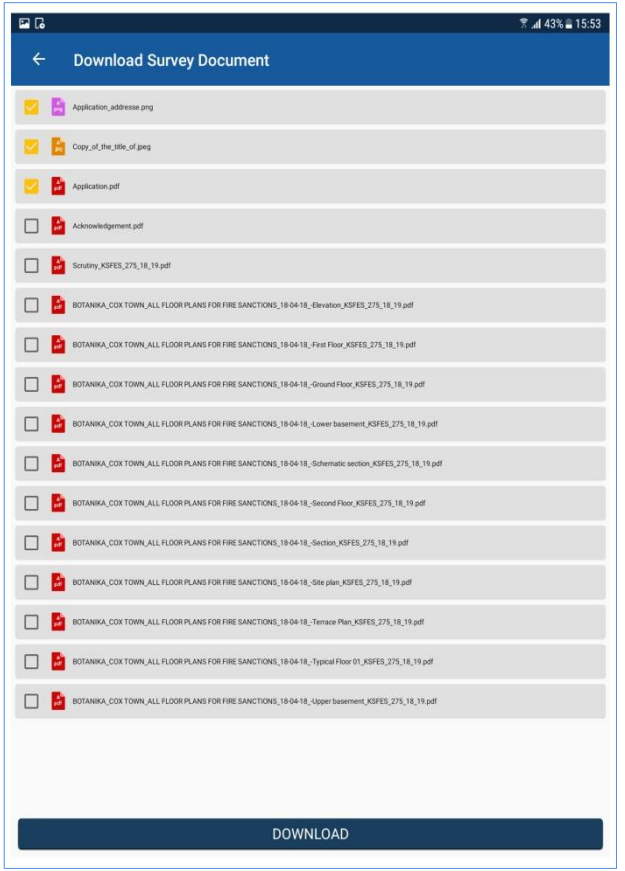
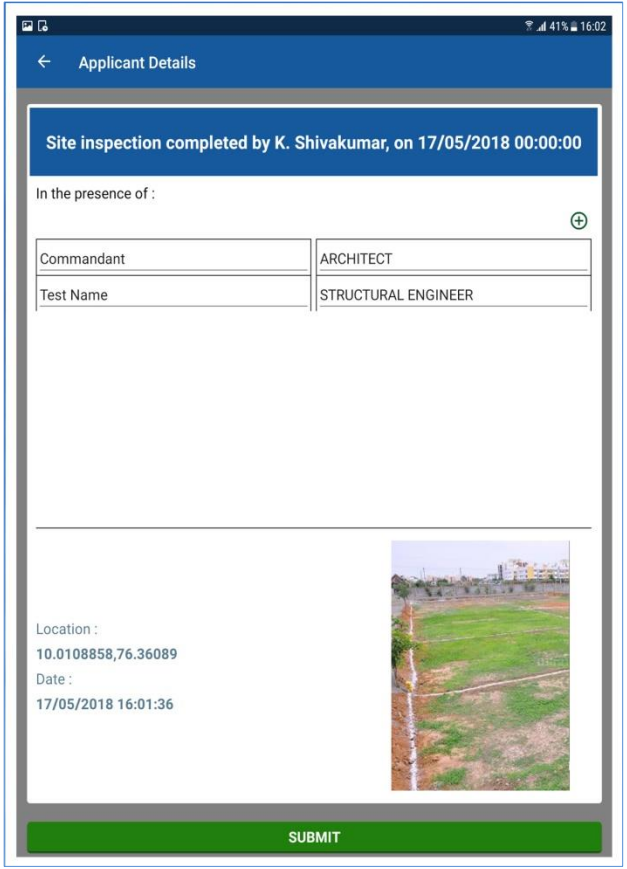
MOBILE APP

Site Inspection Survey







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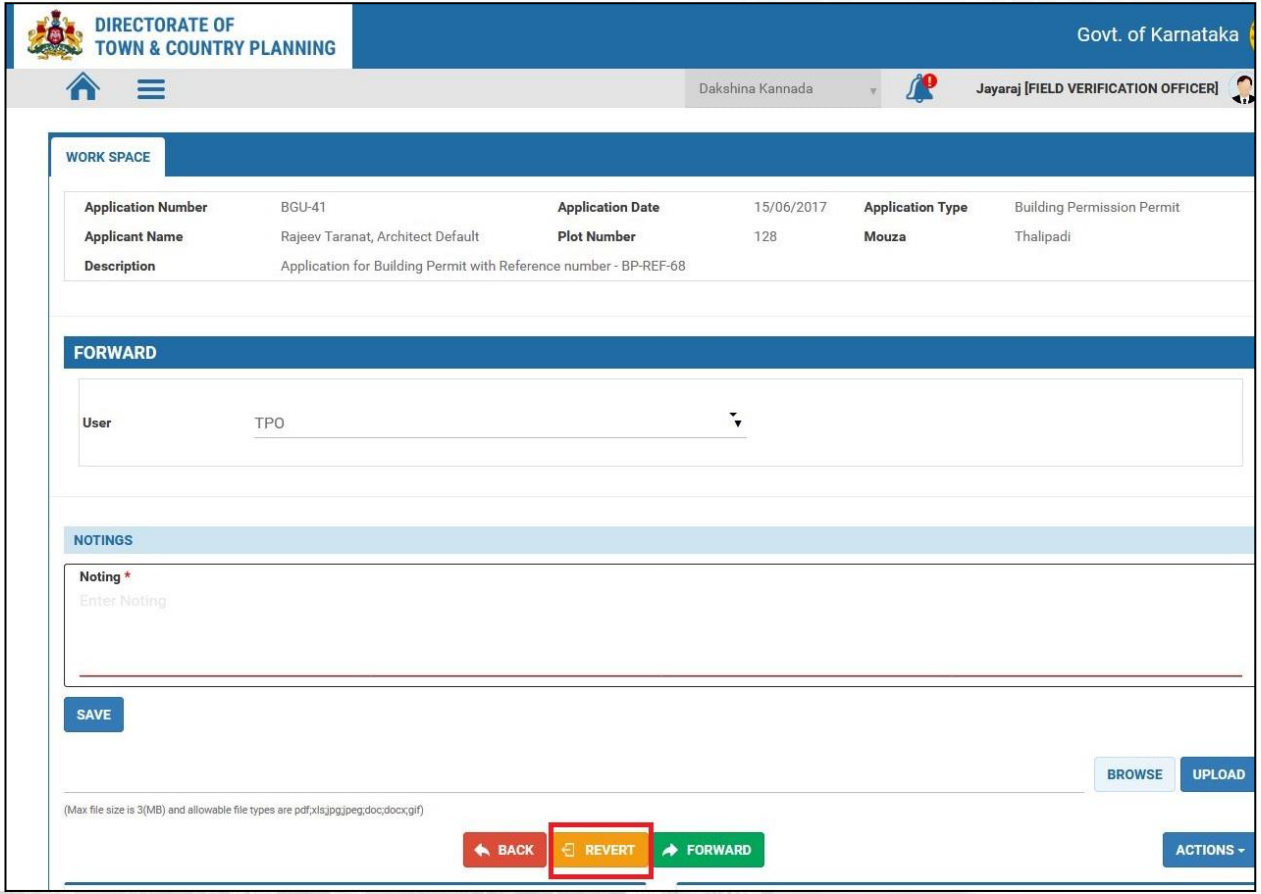
Activity - Revert

- Revert or send back the application to previous user.



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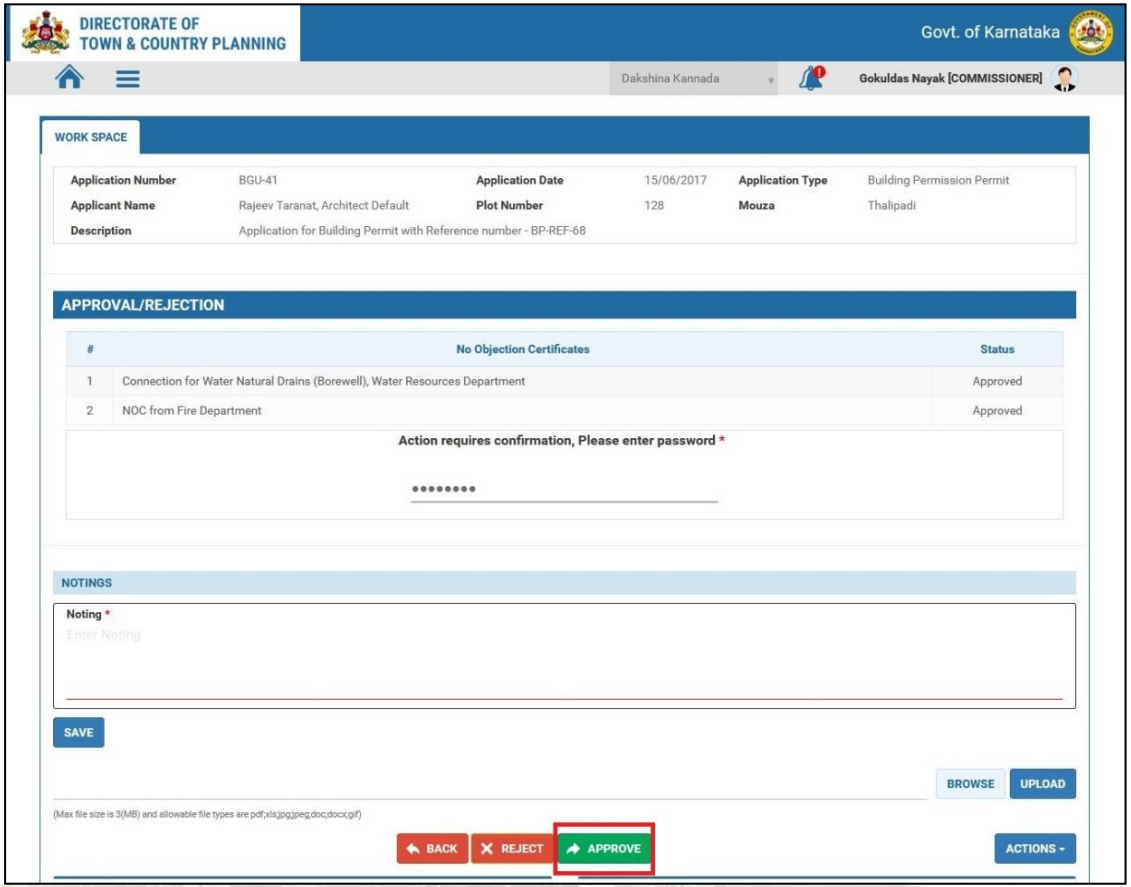
Activity - Approve

- Allows approval of the application.



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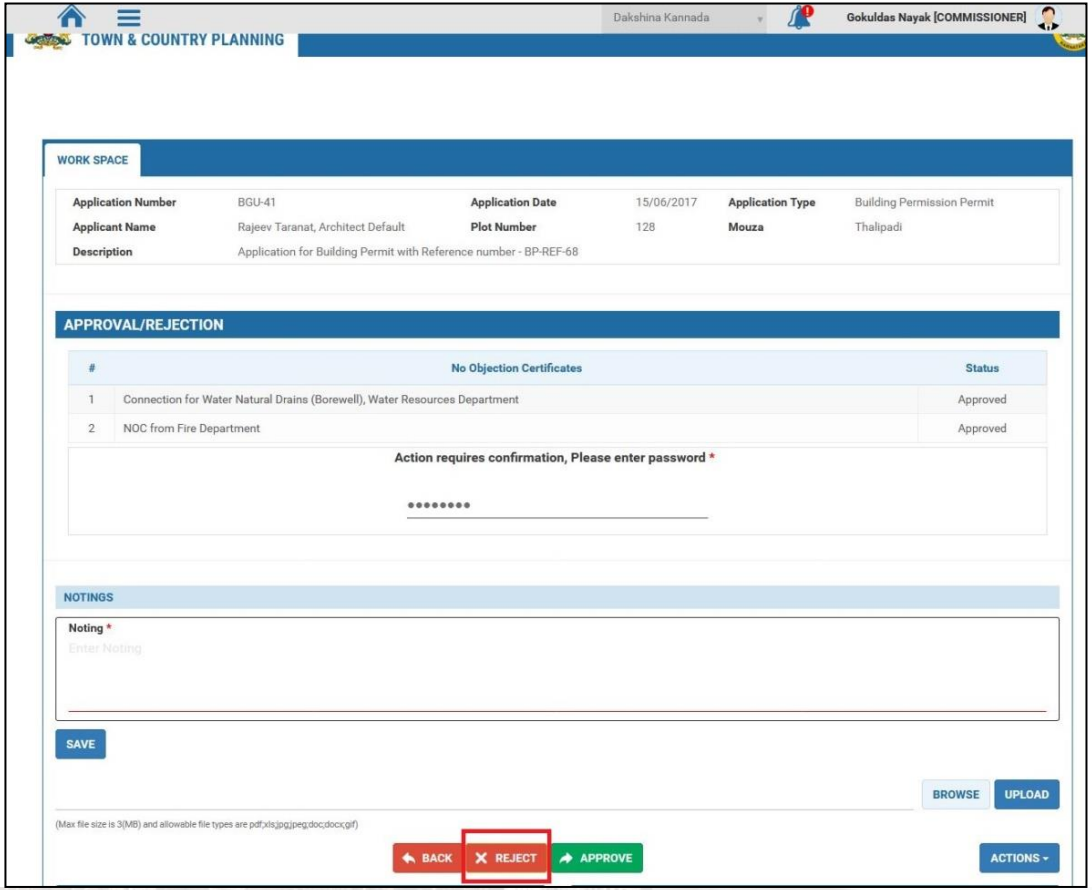
Activity - Reject

- Allows rejection of the application.



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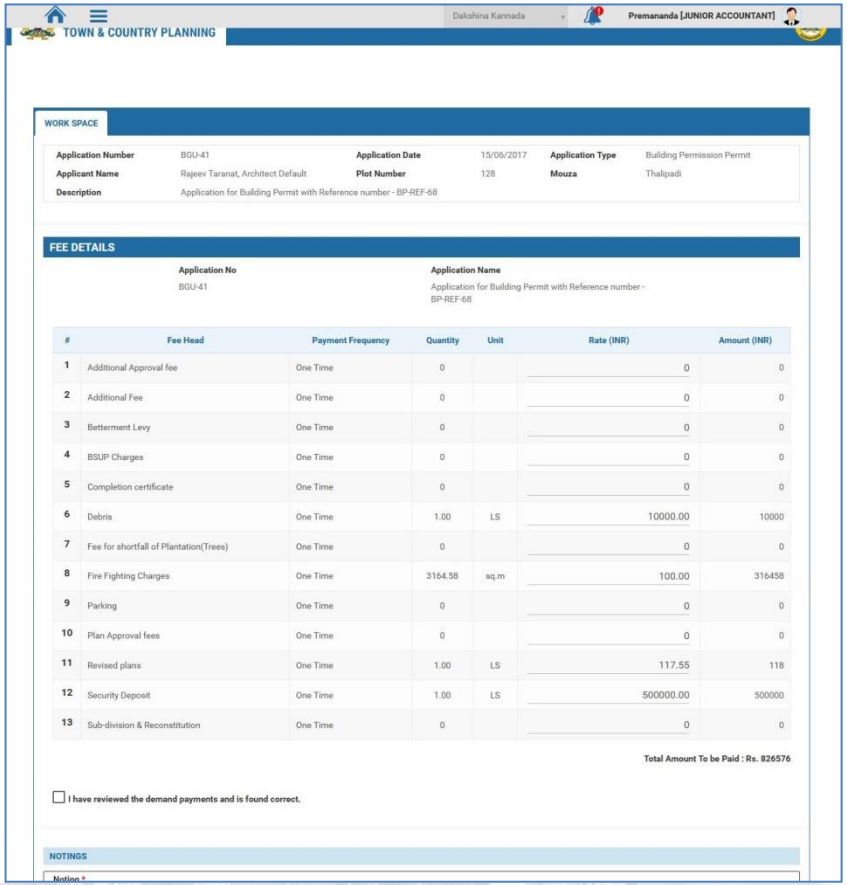
Activity - Fee Generation

- Allows to generate sanction fees for the application as per configured fee heads.



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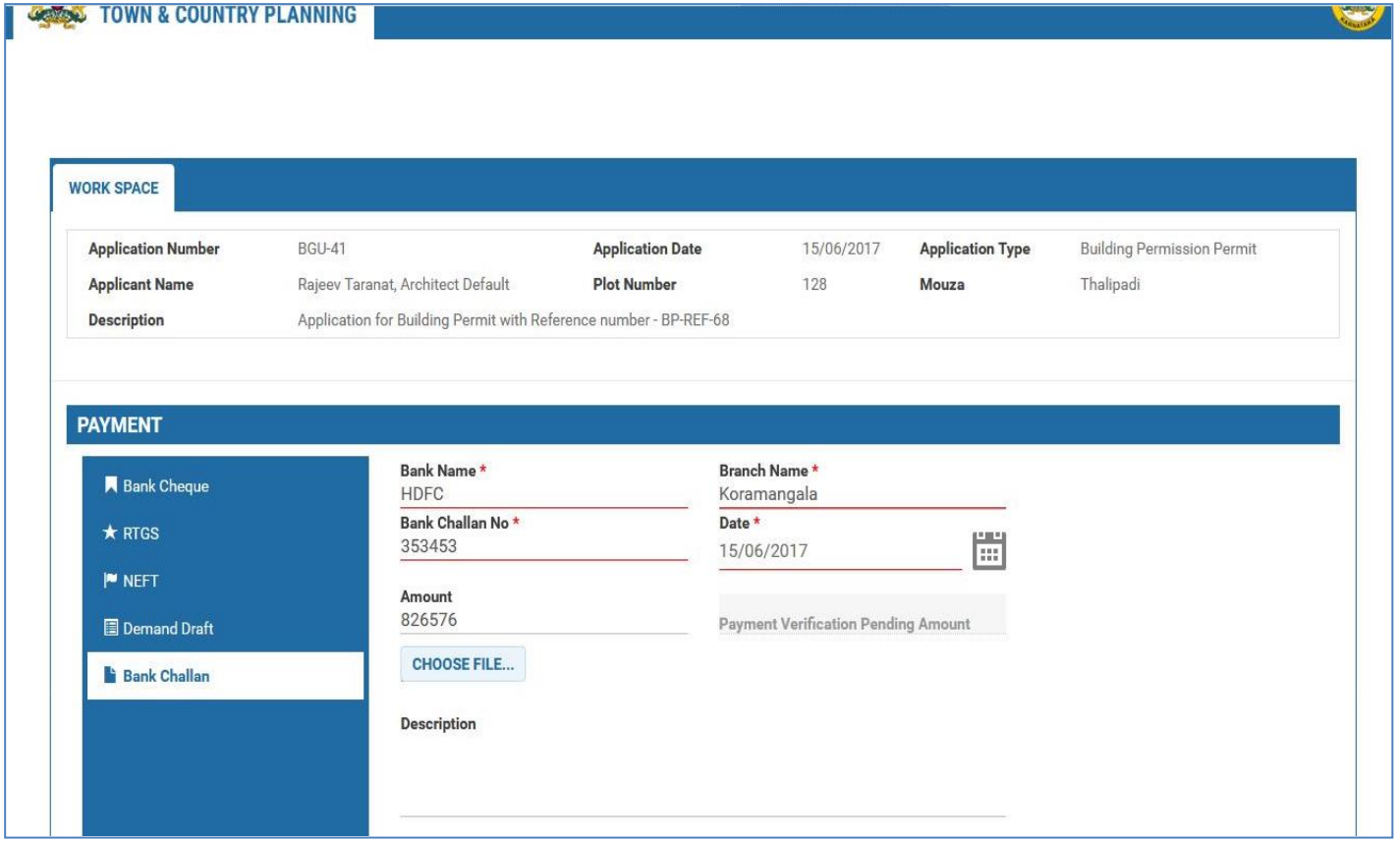
Activity - Sanction Fee Payment

Allows to enter the details of payment which is not made through online payment system.



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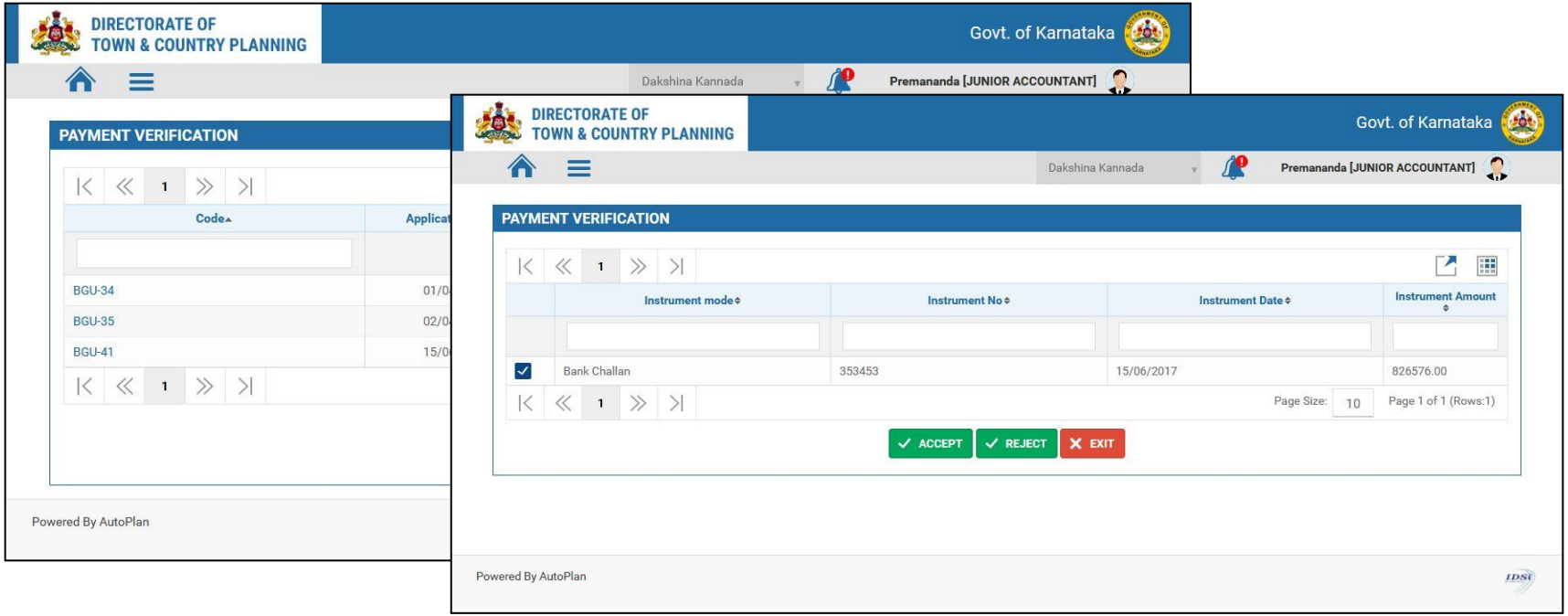
Activity - Payment verification

- 1. Select the menu "Building Plan Approval"
- 2. Select the Sub menu " Payment Verification"
- 3. Click on the hyperlink of Application Code
- 4. Select the Check Box and Click on the "Accept" Button.



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4

LBPAS
Impact

Differences from Manual Processing

Area of Operation	Manual	Automated
Application	Paper based application	Online submission through Citizen Portal
Site Inspection	Manual co-ordination or sequential inspection by related agencies	Joint scheduling and inspection with information sharing through work portal
Fee Payment	Payment at bank and submit challan	Online payment
Approval	Manual verification of papers at each desk	Movement of files through workflow with approval
Communication	Visitor / Telephone based enquiry desk	Status shared online and through SMS to applicant
Certificate	Paper certificate with seal and manual signature	Computer generated certificate with digital signature

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What got changed?

Computerized verification of Building Plans ensure there are

No Errors

FROM Manual Verification

TO Automatic Verification

FROM Several Days of Processing

TO Few Hours of Processing

Reduced time taken for scrutiny imply

No Bottlenecks

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What got changed?

Convenient payment modes of citizen's choice means

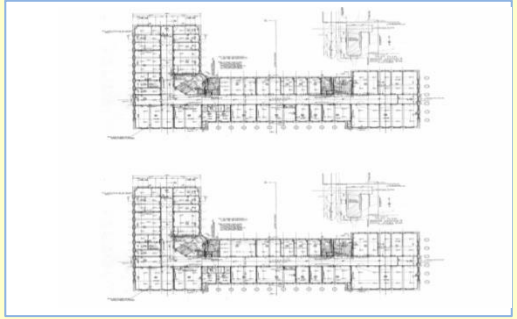
No Troubles

FROM Cash Counter Lines

TO Quick Online Payment

FROM Difficult to Trace Changes

TO Easy Change Tracking



Change in plans between resubmissions suggest

No Drawbacks

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What got changed?

With automatic SMS alerts on the status of your application

No Hang-ups

FROM Telephone Calls

TO Mobile Alerts

FROM Manual Submission

TO Online Submission

Submit your application sitting at home with

No Hassles

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Benefits to all stakeholders

To Government

- Reduced manual effort in scrutiny of drawings and lesser errors in verification of applications
- FIFO logic removes partisan approach
- Savings on stationery and paper: Go Green
- Reduced application processing time, and improved service levels and quality
- Reduced work backlog / pending applications
- Enhanced transparency in public governance
- Integration with governmental systems assures validated data

To Citizen

- No need to visit office to submit application
- One time document verification
- CAD Drawing can be checked for compliance with byelaws before submitting
- Therefore, reduced chances of revised submissions
- Convenience of online payment to the services
- Can track status of application online
- In case of endorsements, re-submit on portal itself
- No waiting time in queues
- No telephonic follow up with needed officials

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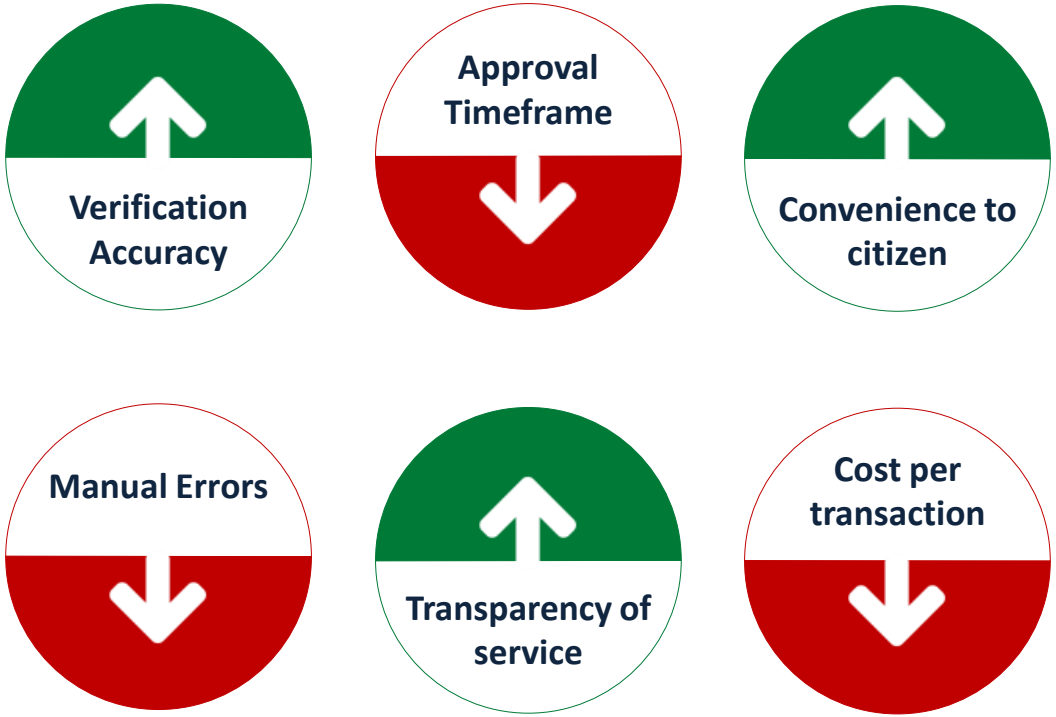
What just got better?



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Translating to Benefits

#	Impact	Benefit
1	Timeframe for building permit reduces by 60% to 80%	Increase in EODB Ranking [Parameter: Dealing with Construction Permits] Karnataka jumped from 15 to 7 – (2018) Verified by UDD, DIPP (EODB) Delhi.
2	Applicant no more required to visit different offices	Happy Citizens
3	Site inspection allows to picture the site and share it	Improved Transparency
4	Applicants can verify the drawing themselves (2 modes)	Drastic reduction in applications rejection or NIL

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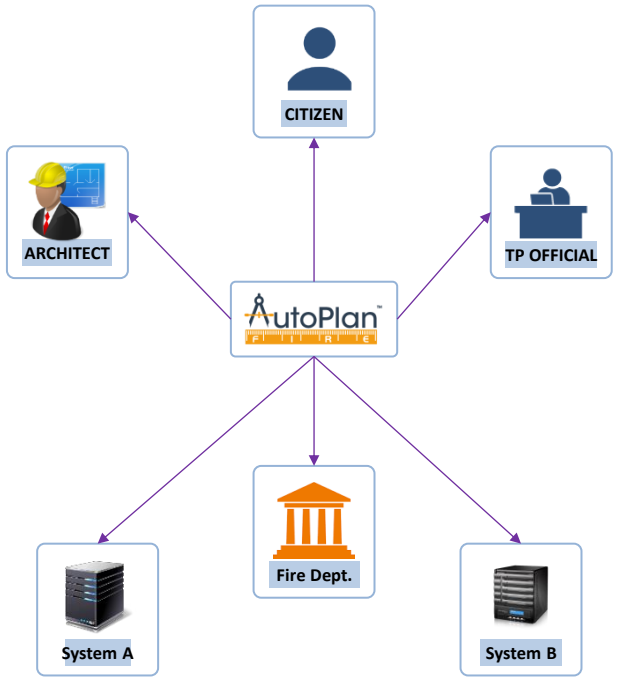
Multidimensional Influences

Fostering an ecosystem for civic governance



Lending a helping hand to the economy

THE WORLD BANK
IBRD • IDA

DOING BUSINESS

Helps to enhance the EODB Rankings of the ULB, State and Country.

Smart City
MISSION TRANSFORM-NATION

Automated Fire NOC is a key component in providing better services to citizens under the smart city mission by Government of India.

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Thank You
AutoPlan
BPAS