

C-5

**MUNICIPAL CORPORATION OF GREATER MUMBAI**  
**(Chief Engineer (Development Plan) Department)**  
NO.CHE/DP/ 90 /Gen/2017-18 Dt.24 /01/2018.

**CIRCULAR**

**Subject:** EASE OF DOING BUSINESS.  
Integration of Revenue Department for getting Property Card,  
Area Confirmation, Land Measurement and Excavation  
Royalty Charges facility through Single Window Clearance  
System (SWCS) .

**Vision:** To create easiness in getting Construction Permit through  
Single Window Clearance System (SWCS).

As per World Bank Doing Business Report 2017 one separate process for getting Property Registered Card (PRC), consuming 17 days time period is reflected. The number of Processes affects the World Bank Ranking of our Country.

Therefore, in order to develop the software application for the same, various meetings were arranged under the chairmanship of Principal Secretary, (Revenue) in presence of, Collector, Mumbai City and Suburban District, Suptd. of Land Record (City / MSD), MCGM representatives & Software developer M/s. Softech Engineer Ltd.

Accordingly, the modification in the MCGM'S existing Single Window Clearance System(SWCS) application is integrated with the State Government's online Property Card application. Therefore, Property Register Card (PRC) data of Collector (City &MSD) offices can receive on Common Application form (CAF) while submitting the building proposal.

The charges for PRC can also be paid online along with scrutiny fee for processing building proposal file & copy of PRC in pdf format can made available from SWCS itself.

This provision in SWCS eliminates one process, consuming 17 days for obtaining PRC.

The provision to send the approved copy of layout, subdivision / amalgamation of plots SWCS to respective CTSO office is also made available in the said SWCS including the provision to calculate the Land Measurement charges and to make the payment online for the same. The Collector / CTSO officials after finalization will upload their output through their console.

C-

The subdivided/ amalgamated CTS plan, separate PRC mutation entry and PRC, etc. can be viewed and downloaded by applicant, officials and citizens.

The Transport Permit (TP) for excavated earth, minor minerals, etc. also can be obtained through SWCS for which the provision for submitting the request for getting Transport Permission(TP) from Collector office, is made in SWCS. After issuance of Commencement Certificate (CC), applicant can submit the part or full portion of plan to be excavated by hatching the approved plan in PDF & attach the quantity and measurement sheet of earth to be excavated through their console directly to Collector office.

The Collector office can seek approvals as per hierarchy by their ongoing process and final approval will be uploaded in SWCS from their Console. After the principal approval applicant can able to pay the Royalty charges for the quantity to be executed. Logic is developed in the application for calculating the Royalty charges & applicant can pay the amount as per the proposed quantity to be executed on site. However, applicant can only be able to generate the permit at his own through the system up to balance payment and balance quantity to be executed out of quantity approved. In case applicant desire to execute additional quantity than approved quantity, then applicant has to again apply through his console to Collector.

Further, the provision of online intimation about the commencement of work, to Labour Department of Govt. of Maharashtra, is also made in the SWCS and hence the applicant need not approach or to intimate separately to Labour department separately.

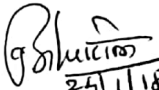
This circular is issued for information of the stakeholders to know about the above said provisions made in Single window Clearance System (SWCS).

  
(Sanjay Darade)  
Chief.Engineer.  
(Development plan)

Sd/-17.01.2018  
(Ajoy Mehta)  
Municipal Commissioner

Circular.No.CHE/DP/90/ GEN/2017-18 dt24.1.2018. (CHE/DP/29735/GEN dt.24.01.2018)  
 Dir. (E.S. & P.) / D.M.C. (S.E.) / D.M.C. (E) / D.M.C. (Vigilance) / D.M.C. (R.E.) /  
 D.M.C. (S.W.M.) / D.M.C. (EDU) / D.M.C. (Z-I to Z-VII) / City Engineer /  
 Ch.E. (Vig.) / Ch.E. (SP) / Ch.E. (SWM) / Ch.E. (SWD) / Ch.E. (WSP) /  
 Ch.E. (MSDP) / Ch.E. (BM) / Ch.E. (CTIRC) / Ch.E. (Roads) / Ch.E. (SO) / HE /  
 Asstt. Com. A Ward / Asstt. Com. B Ward / Asstt. Com. C Ward /  
 Asstt. Com. D Ward / Asstt. Com. E Ward / Asstt. Com. F/N Ward /  
 Asstt. Com. F/S Ward / Asstt. Com. G/N Ward / Asstt. Com. G/S Ward /  
 Asstt. Com. H/E Ward / Asstt. Com. H/W Ward / Asstt. Com. K/E Ward /  
 Asstt. Com. K/W Ward / Asstt. Com. P/S Ward / Asstt. Com. P/N Ward /  
 Asstt. Com. R/S Ward / Asstt. Com. R/C Ward / Asstt. Com. R/N Ward /  
 Asstt. Com. L Ward / Asstt. Com. M/E Ward / Asstt. Com. M/W Ward /  
 Asstt. Com. N Ward / Asstt. Com. S Ward / Asstt. Com. T Ward / A.C. (Market) /  
 A.C. (Estate) / M.A. / Dy. M.A. (HIC) / Dy. M.A. (SIC) / Dy. M.A. (DP) /  
 Dy. Ch. Eng.. (P.I. Cell) / Dy. Ch. Eng.. (B.P.) City / Dy. Ch. Eng.. (B.P.) ES /  
 Dy. Ch. Eng.. (B.P.) WS-I / Dy. Ch. Eng.. (B.P.) WS-II / Dy. Ch. Eng.. (B.P.) Sp.  
 Cell / E.E. (D.P.) ES/P&R/H&K/City / AE (DP) ----- / SE (DP) -----

Copy for information and further necessary action please.

  
 24/1/18  
 EE (DP) ES

  
 (Sanjay Darade)  
 Chief.Engineer  
 (Development plan)