

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Municipal Administration & Urban Development Department – Andhra Pradesh Building Rules, 2017 – Guidelines for Self Certified Building Permissions under Self Certification Scheme(SCS) – 2025 - Orders – Issued.

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MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (M) DEPARTMENT

**G.O.MS.No. 20**

**Dated: 04-02-2025**  
**Read the following:-**

1. G.O.Ms.No.119, MA&UD (H) Department, dated:28.03.2017.
2. G.O.Ms.No.401, MA&UD (M) Department, dated:15.11.2017.
3. G.O.Ms.No.223, MA&UD (M) Department, dated:09.07.2018.
4. G.O.Ms.No.179, MA&UD(M) Department, dated:01.10.2020.
5. G.O.Ms.No.180, MA&UD (M) Department, dated:01.10.2020.
6. G.O.Ms.No.175, MA&UD (M) Department, dated:10.11.2022.
7. G.O.Ms.No.145, MA&UD (M) Department, dated:23.11.2023.
8. G.O.Ms.No.4, MA&UD(M) Department, dated:09.01.2025.
9. G.O.Ms.No.7, MA&UD(M) Department, dated:20.01.2025.
- 10.From the DT&CP., A.P., Mangalagiri, Lr.Roc.No.17/8/2025/PLG(e-2688881),dt:21.01.2025 together with annexures.

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**ORDER:**

In the reference 1st read above, the Government have issued the Andhra Pradesh Building Rules, 2017 applicable to the building activities in the State, based on the Model Building Bye-Laws, 2016 of Government of India. Subsequently, the Govt., vide references 2<sup>nd</sup> to 9<sup>th</sup> cited have issued amendments to the AP Building Rules, 2017, in order to make the building environment safe, inclusive, environmentally sustainable and contribute towards economic development and enhance Ease of Doing Business (EoDB) and to have investment friendly environment in the State.

2. In the reference 10<sup>th</sup> read above, the Director of Town & Country Planning, Mangalagiri has proposed the Draft Guidelines for Self-Certified Building Permissions as Self Certification Scheme(SCS) – 2025.

3. Government after careful examination of the matter and in order to improve the “Speed of Doing Business” in the State and to bring about a participatory approach to the developments to boost the Real Estate Sector and in exercise of the powers conferred by section 585 read with section 592 of the Andhra Pradesh Municipal Corporation Act, 1955 (adapted GHMC Act, 1955); section 18 of the Andhra Pradesh Municipal Corporations Act, 1994; section 326 of the Andhra Pradesh Municipalities Act, 1965, section 44 (1) of the Andhra Pradesh Town Planning Act, 1920, sub-section (2) of section 18 of the Andhra Pradesh Capital

Region Development Authority Act, 2014 and Section 117 of the Andhra Pradesh Metropolitan Region and Urban Development Authorities Act, 2016, hereby issue the Guidelines for Self Certified Building Permissions under Self Certification Scheme(SCS) – 2025 annexed to this order to be inserted as Chapter – XIV in A.P.Building Rules issued vide G.O.Ms.No.119, MA&UD (H) Dept., dated 28.03.2017.

4. A copy of this order is available on the internet and can be accessed at the address <https://goir.ap.gov.in>.

**[BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH]**

**S.SURESH KUMAR  
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Commissioner, Printing, Stationery & Store Purchase Department,  
Vijayawada for publication of Notification in the Gazette

The Director of Municipal Administration, A.P.,Vaddeswaram, Guntur.

The Director of Town & Country Planning, A.P., Mangalagiri, Guntur.

The Commissioner, A.P. Capital Region Development Authority, Vijayawada.

The Metropolitan Commissioner, VMRDA., Visakhapatnam.

The Engineer-In-Chief (PH), A.P., Tadepalli, Guntur.

All the Commissioners of ULBs in the State

- **through** DMA., A.P., Vaddeswaram.

All the VC's of UDAs in the State - **through** DT&CP., A.P., Mangalagiri.

All the District Collectors in the State.

The Director General, Andhra Pradesh State Disaster Response  
& Fire Services Department, A.P., Vijayawada.

The Chairman & Managing Director, APTRANSCO., Vijayawada.

The Commissioner & Inspector General of Registration & Stamps,  
A.P., Vijayawada.

The V.C & M.D., Andhra Pradesh Industrial Infrastructure Corporation Ltd.  
(APIIC), Mangalagiri.

The Director of Translations, Vijayawada( With a request to translate into Telugu  
and Retransmit the same)

**Copy to:**

The Panchayat Raj & Rural Development Department, A.P.Secretariat.

The Revenue Department, A.P. Secretariat.

The Energy Department, A.P. Secretariat.

The Home Department, A.P. Secretariat.

The OSD/PS to Principal/Secretary to Hon'ble Chief Minister.

The O.S.D. / P.S. to Hon'ble Minister for MA&UD Department.

The P.S. to Prl. Secretary to Government, MA&UD Department.

SF/SCs.

**// FORWARDED BY ORDER //**

**SECTION OFFICER**

**ANNEXURE****1. In the said Rules, -**

**After Chapter - XIII, the Chapter - XIV shall be added, namely:-**

**CHAPTER - XIV****Self Certification Scheme (SCS) - 2025****181. Guidelines for Self Certified Building Permissions****Background:**

The Self Certification Scheme 2025 is being introduced to improve the “Speed of Doing Business” in the State — The Government intends to bring about a participatory approach to the developments to boost the Real Estate Sector. Therefore, the enforcement power and responsibilities of adhering to approved building permission are being proactively devolved to its licensed technical professionals (LTPs) and citizens on a trust basis.

As a first phase, only non-high-rise residential buildings are included in the scheme. The Guidelines for the same are detailed below.

**1. Short title and application**

1.1. These guidelines shall be called “**Guidelines for Self Certification Scheme 2025 for Building Permissions**” or “SCS 2025”.

1.2. This shall be applicable to all Urban Local Bodies (ULBs) in the State of Andhra Pradesh.

1.3. This shall be applicable to all Urban Development Authorities(UDAs) including APCRDA (except Capital City area of APCRDA) having the extent of 300 sq.mt or above in the State of Andhra Pradesh.

1.4. These guidelines shall apply to all the building permissions applied after publication of these guidelines.

## 2. Definitions:

In these guidelines, unless the context otherwise requires:-

2.1. **"Applicant"** means the landowner, leaseholder, or power of attorney holder who wishes to construct, re-construct, or develop a non high rise residential building.

2.2. **"Competent Authority"** means the Commissioner, APCRDA/ Metropolitan Commissioner, VMRDA/Vice Chairperson of respective UDA/ Municipal Commissioner of respective Municipal Corporation/ Municipality/ Nagar Panchayat.

2.3. **"Licensed Technical Personnel"** or (LTP) means an Architect / Engineer / Supervisor / Town Planner who has a valid registration in the ULB or UDA as per rule 2(101) of APBR 2017 and its amendments.

2.4. **"Low Risk buildings"** means all non high rise residential buildings.

*Note: As per rule 2(17)(h) of Andhra Pradesh Building Rules 2017 issued vide GO.Ms.119 of MAUD Dept Dt: 28-03-2017 and its subsequent amendments, "High Rise Building means a building with 18 meters and above from finished plinth level (including stilt floor) in height."*

2.5. **"OBPS"** means the Online Building Permission System(OBPS) in force through which the LTP and applicant shall apply for Self Certified Building Plans.

2.6. **"Self-Certification"** refers to the declaration made by the applicant, along with the Licensed Technical Person (LTP), confirming that the ownership documents and other related documentation for the construction or reconstruction of self-certified buildings are authentic, consistent with the on-ground situation and that the information submitted online is accurate

## 3. Eligibility

3.1. Self Certification Scheme shall apply to non high rise residential building plan permissions in following cases only:

- a) plots in approved layouts
- b) layouts regularised under the LRS - 2008 and LRS 2020 schemes
- c) Village sites and Gramakantam
- d) Areas with approved Circulation Patterns
- e) Redevelopment of existing buildings already having approved plans or existed before 1985

3.2. The scheme shall not be applicable to:

- a) any other case except those mentioned in para 3.1 above.
- b) Group Development Schemes
- c) Building proposed in CRZ areas
- d) Building proposed in unauthorized layouts
- e) In land uses where residential uses are prohibited in Master plan land uses and zoning regulations and building rules 2017

#### 4. **Procedure for Self Certification**

4.1. Applicant shall submit building plan applications along with relevant documents, fees and mortgage required percentage of built up area (wherever applicable) through Licensed Technical Person (LTP) in OBPS portal as per the existing procedure in vogue with the addition of a signed Self Certification Proforma.

4.2. The Self Certification Proforma shall be signed by both the applicant and LTP and uploaded in OBPS portal.

4.3. OBPS portal will scrutinize the submission and issue proceedings instantaneously on trust basis.

4.4. The applicant may commence construction from the date of obtaining the permission in OBPS.

4.5. The LTP shall upload the **Plinth level Inspection (PI) report** within 7 days of completion of the plinth beam duly ensuring that the site setbacks are maintained as per the approved plan. The report as per the enclosed proforma along with photographs with geo coordinates shall be submitted in OBPS. If the LTP fails to upload the Plinth level

Inspection report within 7 days, from laying the plinth beam, such building permission shall be considered as deemed certified by the LTP that the plinth level inspection is done and the construction commenced as per approved plan. It will be the responsibility of the owner and LTPs to ensure that the building is constructed in accordance with the sanctioned building plan adhering to the provisions of AP Building Rules, 2017.

4.6. The LTP shall submit the occupancy certification as per the proforma in OBPS and the mortgage will be released by the Competent Authority instantaneously if the construction is as per the approved plan.

4.7. Any deviations identified at the occupancy stage by the LTP, which are within the permissible limits as per rules, the LTP shall raise payment challan through online in his login to the extent of the deviation and ensure payment is completed before applying for occupancy. During the random verification/regular inspections, if any deviation is observed in raising compounding fee and percentage of deviation, the concerned LTP and the Owner shall be made jointly responsible and the owner will be liable to pay the double the amount of compounding fee and the action against the LTP will be as per Bharatiya Nyaya Sanhita (BNS).

#### **5. Other conditions pertaining to Self Certification**

5.1. At any stage of construction of Low Risk buildings, if the LTP who uploaded and confirmed the self-certified building plan, notices that such building is being constructed in violation of such building plan, the LTP shall intimate to the authority concerned regarding such violations and stop further supervision and the owner will be held fully responsible for the irregularities. The LTP shall submit complete details of the construction along with photographs with geo-coordinates of the building being constructed in OBPS. Failing which, the authority has right to initiate action against LTP.

5.2. The Competent Authority shall immediately issue a notice to the owner on the basis of the intimation received from the LTP to suspend further work and rectify violations. In such cases the owner shall not make further additions in violation of the conditions.

The owner may, after removal of violations, engage an LTP and proceed with work as per approved plan or obtain revised plan as per rules.

5.3. After submission of application or during the construction of building if there is change in the owner or the LTP, both the Owner and the LTP concerned shall intimate the Competent Authority through OBPS that he is no longer responsible for the construction project from the date of receipt of the intimation. The information must be sent within seven days of occurrence of the change to the Competent Authority by the respective owner/ LTP. The construction work shall have to be suspended until the new owner / LTP, as the case may be, undertake the full responsibility of the project by registering in OBPS to the project and an intimation of the same shall be automatically sent to the Competent Authority login in OBPS intimating the same.

5.4. Competent Authority reserves the right to check the building plans and construction at any stage and violations, if found shall have to be rectified by the owner. In case the owner fail to rectify violations, the Competent Authority shall take necessary steps to rectify the violations.

## **6. Responsibilities of the Owner**

6.1. It shall be the sole responsibility of the building owner to adhere to the approved building plan.

6.2. The owner shall intimate the LTP after completion of (i) plinth beam, (ii) slab level and (iii) occupancy for submission of report in OBPS promptly.

## **7. Responsibilities of LTPs**

7.1. LTPs shall ensure that they don't endorse any misrepresentation of documents or facts.

7.2. LTPs shall ensure that master plan , zoning regulations and Building rules 2017 are adhered to and no plan is approved in:

- a) Restricted zones in Masterplan and Indicative Land Use Plans like Open Space, Recreational Use Zones and sites falling in Master Plan road alignment/road widening and areas reserved for public purposes, buffer spaces, water bodies.
- b) Government lands as per 22A prohibited list, assigned lands without valid ownership documents, etc.

7.3. LTPs shall ensure that building permissions are not issued in sites where any court cases or litigations are under process unless the case is disposed by the Hon'ble Court.

7.4. LTPs shall ensure that all fees as per the published fee gazette is generated and paid by applicant.

7.5. LTPs shall ensure that gift deeds or mortgage to be carried out by the applicant is done prior to submission of application.

7.6. LTPs shall suo-moto verify the building plans submitted by them and also submit reports promptly in OBPS without delay.

7.7. For buildings which attracts RERA registration as per AP RERA Act, 2016, soon after obtaining building permission the LTP and the Owner shall ensure that the registration is done with APRERA.

7.8. LTPs are liable for misrepresentation of on Ground report and necessary action will be initiated against them as per "Bharatiya Nyaya Sanhita"(BNS)

## **8. Responsibilities of Town Planning staff**

8.1. Supervisory Checks by Town Planning functionaries in case of self-certified buildings are hereby dispensed with.

8.2. However, 10% -15% of the total files will be randomly assigned in OBPS for inspection to the Town planning functionary logins. These files shall be verified with respect to the approved plan, submitted documents, and the on-ground construction.

8.3. As and when any irregularity is noticed in self certification buildings (or) any complaint received through various forums/modes/individuals, they shall take action on the building as per the Act provisions and action against LTP shall be as per the procedure mentioned under these rules.

**9. Action for Wrong Information/ misrepresentation:**

9.1. If the permission accorded is found to be obtained through misrepresentation, then

- a) permission shall be revoked by the Competent Authority
- b) construction made on such sites shall be treated as unauthorised construction and action shall be taken as per rules in vogue.
- c) action will be taken against concerned LTP and owner as per "Bharatiya Nyaya Sanhita (BNS)"

9.2. In case, the self certified plan approved by LTP is revoked, his license will be automatically revoked in OBPS for a period of five (5) years.

**10. Post Occupancy Stage:**

10.1. OBPS shall randomly select 10-15% of the self-certified buildings for post-occupancy audit and assign them to Town planning functionary logins.

10.2. Competent Authority shall complete Post Occupancy Audit for the files so assigned in OBPS within 15 days

10.3. Post Occupancy Audit can be done at any time within two years after the issue of Occupancy Certificate.

10.4. In post-occupancy audit, the constructed building and usage shall adhere to the approved building permission.

10.5. After obtaining the occupancy certificate, if any violations or deviations from the approved plan are discovered later, the owner will be held fully responsible for the irregularities and will face prosecution.

**After Annexure-8, the following shall be added, namely,-**

**Annexure 9: Self Certification Proforma**

Date: \_\_\_\_

From,

1. Name, address & phone no of applicant
2. Name, official address & registration no. of LTP
3. Aadhar No. of the Applicant:
4. Aadhar No. of the LTP(S):

To,

The Municipal Commissioner, ULB, location or  
The Vice Chairperson, UDA, location.

**Sir/Madam,**

**Sub:** *[Mention ULB/UDA]* - Self Certification of low risk buildings - proposed building construction in Sy.No.\_\_\_\_ of \_\_\_\_revenue Village in \_\_\_\_ Mandal, \_\_\_\_ District located in \_\_\_\_ *[Mention ULB/UDA name]* limits - joint Self Certification - Submitted - Regarding.

**Ref:** *AP Building Rules 2017 issued vide GO.Ms.No.119, MAUD Dt: 28.03.2017*

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It is to submit that I/we, \_\_\_\_\_ *[mention names of all the owners/lease holders as per document]* , am/are owner(s)/leaseholder, or power of attorney holder of site in Sy.No.\_\_\_\_ of \_\_\_\_revenue Village in \_\_\_\_ Mandal, \_\_\_\_ District located in \_\_\_\_ *[Mention ULB/UDA]* limits to a site extent of \_\_\_\_ sq.m (\_\_\_\_sq,yards) with a total built up area of \_\_\_\_\_ sq.m (\_\_\_\_sq,ft) for residential building having height of \_\_\_\_ meters. I am/We certify that the documents submitted in this permission are correct and complete. I am authorised to take up the proposed development in the site mentioned above. **I shall abide by the approved building plan in undertaking the construction** and promptly intimate the LTP at all stages of completion.

It is to submit that, I, \_\_\_\_\_ [*mention LTP name*] with registration number \_\_\_\_\_ agree to be the LTP for the proposed building construction in the site mentioned above till the completion of the project. **I shall guide and instruct the applicant to abide by the approved building plan in undertaking the construction and notify the authorities if any deviation comes to my notice.**

We certify that,

1. The documents submitted in this permission are correct and no vital information is withheld.
2. The site does not fall under any restricted use zone like proposed masterplan road, waterbodies, recreational open space, masterplan buffers, etc.
3. NOCs applicable are obtained and uploaded in online application.
4. \_\_\_ sq.m site which is Road affected portion is given as conveyance deed to ULB/UDA.
5. \_\_\_ sq.m site is Mortgaged to the ULB/UDA as per rules and registered document number \_\_\_\_\_ is submitted.
6. Fees as per the ULB/ UDA fee gazette are paid.
7. There are no litigations or court cases pending with respect to the site.
8. I am liable for any mis-representation made in the approved drawings/documents and action against me and the owner as per the provisions of "Bharatiya Nyaya Sanhita (BNS)" and consider the construction as unauthorized construction.

Name & Signature of Applicant

Signature:

Name of the LTP:

Registered No. of Empanelled Licensee:

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**Annexure 10: Plinth level inspection report**

**BA.No: \_\_\_\_\_ Dt: \_\_\_\_\_**

Work of ..... (*Title of the project*) at ..... [*Site address*]

**Name of the present owner/lease holder/GP holder:**

**Location :** \_\_\_\_\_ (Sy.No, village,mandal) in \_\_\_\_\_(ULB/UDA)

**Date of inspection :** \_\_\_\_\_

**Stage of construction at site:** \_\_\_\_\_

**Plinth level inspection details**

<b>Sl. No.</b>	<b>Item</b>	<b>Provided as per approved plan</b>	<b>Provided actually at site</b>	<b>Remarks</b>
1.	Front set back			
2	Rear set back			
3	Side 1 set back			
4	Side 2 set back			
5	Plinth area			

Any other remarks: \_\_\_\_\_

Is the construction up to plinth level as per the approved plan : **Yes / No**

Remarks:

Recommendation: **As the construction is (NOT) as per approved plan so far, the plinth level inspection is cleared/ NOT cleared.**

Signature:

Name of the LTP:

Registered No. of Empaneled Licensee:

**Annexure 11: Occupancy certification report**

The existing occupancy format continues.

**S.SURESH KUMAR  
PRINCIPAL SECRETARY TO GOVERNMENT**