

CHECK LIST
FOR CONSTRUCTION LICENCE

Sr. No.	Requirements	Check Box
1	Application in a prescribed format. (Enclosed in PDF Format)	
2	QUESTIONNAIRE Duly Authenticated by PDA/TCPD	
3	TECHNICAL CLEARANCE ORDER from town planner, Town and Country Planning Department Along with approved plan (Site Plan, Structural Design)	
4	VALUATION CERTIFICATE From concern Architect/Engineer (Govt. Approved).	
5	STRUCTURAL LIABILITY CERTIFICATE from Concern Engineer.	
6	CERTIFICATE OF CONFORMITY OF REGULATION From concern Architect.	
7	STRUCTURAL LIABILITY CERTIFICATE from Concern Engineer.	
8	CERTIFICATE OF CONFORMITY OF REGULATION From concern Architect.	
9	SANAD from competent authority.	
10	APPROVAL/NOC from Concerned Health officer on Sanitation point of View along with Approval of Septic tank drawing.	
11	TITLE DOCUMENTS/SALE DEED. 1. Survey Plan 2. Copy of index of land (Form I & XIV) 3. Documents of ownership of land	
12	Approval From CRZ if Required	
13	NOC from other agencies if applicable 1. Chief Inspectors of factories and Goa State Pollution Control Board : in case of industrial building 2. Chief Fire Officer : In case of high – rise buildings; 3. Electricity Department : in case the electric line is passing through the property ; 4. Health Officer : from sanction point of view 5. Chief controller of explosives and chief fire officer : in case of hazardous building 6. Goa Coastal Zone Management Authority: in case the construction /development falls within 500 mtrs. of high tide line of Sea and 100 mtrs. of river edge	
13	AFFIDAVIT Stating that applicant has followed proper procedure and submitted required documents without any malpractice as well as affidavit regarding disposal of debris/Garbage generated during the course of construction to be disposed off in a scientific and unhygienic manner at his own cost with in his court yard.	