

Certificate to be submitted by the Chairman / Secretary / authorized representative of <name of the trust /Society/company/ITI> in respect of the ITI Building.

1. Name and address of ITI :.....
2. Location of the ITI :.....[please indicate Plot no/Khata/Khasra No./Ward No., Street no, Name of the Place, Corporation / Municipality / Panchayat, District. Block, State (with Pin code)]
3. Kindly state whether the statutory physical plans like Master Plan/Development Plan, Regional Plan, Peripheral Plan, Zonal Plan etc. prepared under State Act(s)are enforced in the area where the institute is located (YES /NO);
4. If the answer of Para 3 above is 'YES' kindly furnish the 'Occupancy Certificate' from the local town planning authority namely< Municipal councils/ Municipal corporations/ Collector> in respect of < Name & address of the ITI> certifying that the building of the ITI on < location of the ITI> is permissible under statutory plan. Further, the construction work done on the site is in accordance with the Development Control regulation/Local Building By Laws as applicable. The ITI building is structurally safe and fit for use as an ITI.
5. If the answer of Para 3 above is 'No' kindly furnish :
 - a) The relevant Certificate from District Collector/office of Directorate Town Planning, clearly stating that the ITI falls in an area where presently no statutory physical plans like Master Plan/Development Plan, Regional Plan, Peripheral Plan, Zonal Plan etc. prepared under relevant State Act(s) are applicable.
 - b) Also a certificate from the registered Architect appointed for the site, certifying that he has personally visited the site and was associated in the **Planning & Construction** work of the ITI building at < location of the ITI>. Further, the layout plan of the ITI is in accordance with the relevant standards/requirements as envisaged in the National Building Code (NBC) / Development Control Regulation. The Building is safe and fit for use as an ITI. [please submit the certificate in annexed Format]
6. The above information is true and in the event any of the above stated information /documents submitted in this connection are found to be false /forged/illegal at any point of time, theNational Council for Vocational Training (NCVT) shall be free to take appropriate action against < name of the ITI > including withdrawal of affiliation of ITI, without consideration of any related issues and that all liabilities arising out of such action shall solely be that of the (Society / Trust /company / ITI).

Signature with Date & Seal

Name of Chairman/Owner /Proprietor	
Designation:	
Office Address	
Contact Details	
PAN/TAN No of the Society/ Trust/ Company /Proprietor	

RURAL

Format for Submission of certificate on Competent authority for "No Approved Plan"

TO WHOM IT MAY CONCERN

It is certified that(Name of ITI and Address) is situated in (Plot No./Khasra No./Gatta No.)under..... (Rural/Urban Area) of (Municipal Corporation/revenue Village)where no statutory plan(s)i.e. master plan/development plan, regional plan, peripheral plan etc prepared under the relevant state act(s) are applicable or exist.

*Signature.....

Name.....

Designation.....

Address.....

.....

#Mobile No.....

#Email ID.....

Office Seal

1. (*Note: To be issued by the competent authority nor below the rank of Tehsildar/Sub-divisional Magistrate / District Planning Office)
2. (#Note: The Mobile No. and Email ID are mandatory to mentioned by Issuing Authority for further communication and reference).

FORMAT

CERTIFICATE ENDORSED BY AN ARCHITECT REGISTERED WITH COUNCIL FOR ARCHITECTURE

(Regarding Building Plan & Construction in conformity with the Planning authority applicable in the area)

I Mr/Ms/Mrs < name of the architect> having registration no. ----- here by state that I have personally visited the site of < name & address of the ITI> and based on the same I affirm that:

- (i) I was associated in the **Planning & Construction** work of the above mentioned Industrial Training Institute (ITI) building / I have personally examined the Building of the ITI.
- (ii) The construction work of the above mentioned ITI has been carried out in accordance with the approved building plans and in accordance with the relevant standards/requirements as envisaged in the National Building Code (NBC) / Development Control Regulation.
- (iii) The details of the available area floor wise available with the ITI as verified by me is as under:

Details of Plans verified:

Plans Approved By		
Approval Number		
Date of Approval		
Details of Constructed area floor-wise	Total area (in sqm)	Built up area (in sqm)
Floor-Ground		
- First		
-		

- (iv) It has been verified that the above mentioned ITI Building is structurally safe and fit for use as an ITI.

Signature of the Architect

Seal

Name of the Architect

Registration No.

Date :

Place

4/4

URBAN

Format for Building Occupancy Certificate

TO WHOM IT MAY CONCERN

It is certified that the building of(Name of ITI and Address) is situated in (Plot No./Khasra No./GattaNo.)under..... (Rural/Urban Area) of (Municipal Corporation/revenue Village)which is permissible under the statutory plan i.e. master plan/development plan, regional plan, peripheral plan etc prepared under the relevant state act(s) are applicable.

Further, it is certified that the construction work done on the site of above named ITI is in accordance with the development control regulation /national building code (NBC) / local building bylaws. (Struck off the portion which is not applicable.) The building is structurally safe and fit for the use as ITI.

*Signature.....

Name.....

Designation.....

Address.....

.....

#Mobile No.....

#Email ID.....

Office Seal

1. (*Note: To be issued by the competent authority nor below the rank of Tehsildar/Sub-divisional Magistrate/Executive Engineer in Municipal Corporations / Town and district Planning Office).
2. (#Note: The Mobile No. and Email ID are mandatory to mentioned by Issuing Authority for further communication and reference).