

MUNICIPAL CORPORATION OF GREATER MUMBAI  
(Chief Engineer (Development Plan) Department)

CH.E./DP/017679 Gen of 30-8-16

Sub:- Ease of doing Business.

Creation of Core team for resolving the issues in respect of  
online building proposal approval system AUTODCR.

The review meeting was held on 19.08.2016 in the chamber of Hon'ble  
Municipal Commissioner when Hon'ble M.C. has instructed to prepare the core team to  
resolve & pursue the issues in respect of online building proposal approval system  
AUTODCR, for its effective utilization.

The following guidelines are prepared & issued accordingly, which shall be  
followed from September-2016.

I) **CORE TEAM** for resolving & pursuing Issues related to Online approval  
system, AUTODCR will be

a) Headed by: - DY.CH.E. (BP)ES.

b) Team Members:- EE(BP)City I, EE(BP)H,

AE (BP) R, AE (BP) S & T,

SE (BP) G/S, SE (BP) K/E.

Representative of M/s. Soft tech Ltd. (Shri. Ravindra /  
Saurabh for work flow & Shri. Gopal /Sheetal for auto-  
scrutiny)

II) **Scope of Work**

a) The meeting of core team shall be held on every 1<sup>st</sup> & 3<sup>rd</sup> Saturday of every  
month.

b) The team members shall collect the issues of their offices, related to  
AUTODCR & other allied issues in advance for implementing the online  
building proposal approval system & submit to DY.CH.E. (BP)ES before the  
meeting. The same shall be discussed, decided & intimated to M/s. Softtech.  
Ltd. to incorporate in the online approval system application under intimation  
to CH.E. (DP).

- AE (DP) / ...
- P
- c) To hold the bi-monthly meeting with stake holders, to understand the issues related to operation & augmentation of online building proposal approval system, in the office of DY.CH.E.(BP)ES.
  - d) Dy.Ch.E (BP) ES with the assistance of team members shall submit the proposal for approval, for any work/activity which may require to execute or implement, to CH.E.(DP) / Hon'ble MC for approval.
  - e) Dy.Ch.E.(BP)ES with the help of team members shall upgrade the online building proposal approval system, time to time by pursuing the issues with M/S.Soft tech Ltd & IT dept. of MCGM.
  - f) To deal with any other issues related to Online Building Proposal Approval System.
  - g) To arrange for the consolidated report to various authorities, agencies like World Bank, UDD, etc. time to time, as required, in respect of Online Building proposal approvals.

*DP*  
30/08/16  
Chief Engineer  
(Development Plan)

Dy.Ch.E.(B.P) city / ES / WS-I / WS-II