Frequently Asked Questions Manual For Applicants

Automated Layout & Building Plan Approval System

Department of Town and Country Planning, Indravati Bhawan, Nava Raipur Atal Nagar

Revision History

Version	Updated By	Date	Approved By	Significant Changes
1.0	Soumya Saxena	15/03/2021	Abhijit Chakravarty	First Baseline Version

1. **Q:** Will the Pre-DCR functionality work in Windows/Linux/ma ?

    A: PreDCR functionality works with Windows OS.

2. **Q:** Is Pre-DCR compatible with only Autocad or will it be compatible with other software also like progecad , decaf etc ?

    A: PreDCR is plug in tool for AutoCAD.

3. **Q:** Which version of Autocad needs to be used for submitting the drawing?

    A: PreDCR is compatible with all the CAD versions.

4. **Q:** Where can the samples of all the documents(which needs to be uploaded) be found for reference ?

    A: The documents samples can be found on the Home page of the portal.

5. **Q:** What has to be done in case of a clash between Plot area as per Site and Plot area as per Document ?

    A: In case of a clash , Plot Area as per document is considered.

6. **Q:** Where can I find the training manual provided for the PreDCR functionality?

    A: All types of training/User manuals can be found on the home page of the website under the "User Manuals" Section.

7. **Q:** Where can I find the videos explaining the PreDCR & Auto-DCR functionalities?

    A: The training videos, on Pre-DCR Functionality have been uploaded on the Home Page of the Website under the "Downloads" section.

8. **Q:** How to connect to the Helpline number or support desks?

    A: The contact details of the Helpdesk are available on the Home page under "Contact Us" section.

9. **Q:** Will the use of TPClient software discontinued after launching of Pre-DCR ?

    A: All Applications submitted through this portal should use PreDCR to prepare their drawing for submission for scrutiny.

10. **Q:** Is this Application only to be used for building permission only or also for residential colony layout permission ?

    A: This application will be used for building permission as well as layout approval.

11. **Q:** Are separate softwares required for submitting municipal drawings and town planning drawings ?

    A: Yes, At municipal level there is another application for permission, this application is for submitting drawings to Town & Country Planning .

12. **Q:** What will be process of fees collection through ALBPMS Application?

    A: Once an application is drafted Application fee is collected for performing scrutiny on the attached drawing, and once the file is passed from scrutiny Project fee has to be submitted by the applicant before the file is forwarded to the TNCP official.

13. **Q:** Will this application be used to apply for permission in areas falling outside the planning area ?

    A: Yes , this application will be used to apply for permission in areas falling outside the planning area.

14. **Q:** Is there any provision to apply for changes / corrections in the proposed file ?

    A: Please go through the following points:

    a) Once the file is submitted, no corrections can be made in the file directly, officers can raise shortfall if they feel that the correction/additions are required.
    b) Once an application is approved, and any revision/corrections/changes have to be made after the approval then the applicant has to draft a new application and select the required case type.

15. **Q:** What to do if the Pre-DCR [Auto-CAD] utility is not running correctly with ZW-CAD ?

    A: The link for downloading Pre-DCR[ZWCAD] has been provided under the "Downloads" section on the application Home Page.

16. **Q:** What to do if ZW CAD Pre-DCR Utility is not working or is not compatible ?

    A: ZW Soft support person's contact details can be collected from the helpdesk personal either in person or by contacting the helpdesk via contact details available under "Contact Us" section.

17. **Q:** How can I check whether my registration request has been accepted by the official or not ?

    A: The status of the registration request can be checked with the help of the "LTP Registration Status" Functionality present on the Home Page under Search Section.

18. **Q:** Is there anyway to make payments without logging in to my account?

     A: The "Pay Now" option present under Online payments section on the Home Page can be used to make payments by the applicant /owner.

19. **Q:** If I face issues with the drawing during Pre-DCR check or after scrutiny , what should I do?

     A: Please contact the helpdesk if any clarity is required and the concerned would be addressed appropriately and the guidance will be given .