

**GOVERNMENT OF TELANGANA**

**OFFICE OF THE  
COMMISSIONER OF TECHNICAL EDUCATION  
TELANGANA : : HYDERABAD**

**Circular Memo No.E2/6768/2016**

**Date:30.08.2016**

Sub:-TECHNICAL EDUCATION – All the Principals of Government Polytechnic colleges in the State of Telangana – obtaining Occupancy Certificate of College Buildings issued by Competent authority– Reg.

Ref: F. No. AICTE/AB/Approval Process, dated.19-07-2016 of the Member Secretary, AICTE, New Delhi.

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With reference to the letter cited (copy enclosed), the Member Secretary, AICTE, New Delhi, stated that, it is decided to make it compulsory to submit the Occupancy Certificate of College Buildings issued by the competent authority of State Government by all the AICTE, approved institutions for getting Extension of approval for the academic year 2017-18. Therefore, requested the respective institutes to obtain the occupancy certificate issued by the competent authority.

In this regard, all the Principals/OSDs of the Government Polytechnics (old & new) in Telangana State, are here by informed that at the time of issuing occupancy certificate the competent authority may verify **commencement certificate, sanction for the building plans, NOCs for fire and pollution, photographs of the completed building, tax assessment & tax paid receipts , provision for rain water harvesting and solar panels, completion certificate etc** (or as required by concerned Municipal Authorities) by the concerned authorities at various levels. Therefore you are requested to get ready with all the required certificates, in order to get Occupancy Certificate of College Buildings from the competent authority for getting AICTE, Extension of approval for the academic year 2017-18.

In view of the above, all the Principals/OSDs of the Government Polytechnics (old & new) in Telangana State, are instructed to start the process immediately as it involves cumbersome procedure and submit the compliance report to this office on or before 20-09-2016.

Further, it is informed that, the Principals are permitted to meet the expenditure incurred towards obtaining Occupancy Certificate of College Buildings from Non Government funds.

Sd/- Dr. M.V. REDDY,  
DIRECTOR

To

The Principals of all Government Polytechnics, in Telangana State  
Copy to the RJD (TE), Hyderabad, with a request to monitor the process.  
Copy to the Secretary, S.B.T.E & T. Telangana State.

//F.B.O.//

*M. Latha*  
11/9/16  
SUPERINTENDENT  
R<sub>2</sub>

अखिल भारतीय तकनीकी शिक्षा परिषद्  
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION  
(भारत सरकार का एक सांविधिक निकाय)  
(A STATUTORY BODY OF THE GOVT. OF INDIA)

प्रो. अलोक प्रकाश मिश्रा  
Prof. Alok Prakash Mittal  
सदस्य सचिव  
Member Secretary



F. No. AICTE/AB/Approval Process

Dated: 19-07-2016.

To

The Principal Secretary  
Government of RAJASTHAN

Subject: Submission of Occupancy Certificate by all the Institutes – making provision in the APH

Sir,

The issue relating to submission of Occupancy Certificate (OC) by all the Institutes has been under consideration. Accordingly, during the Academic Year 2016-17, this condition was incorporated in the Applications for establishment of New Technical Institutes (Chapter-1) and the Institutes which have not submitted the Certificate were not approved considering this as a deficiency. However, this condition was not applied to the existing Institutes. Reports from Regional Officers as well as complaints are being received against some of the Institutes that they are running the Institutes either in the rented buildings or at the addresses other than that were mentioned in the application submitted online at the time of first approval. Even if, the Institute is running in their own building, the Occupancy Certificate is required to find out that the Institute is factually running in their own building and safety of the building is verified. Before issue of Occupancy Certificate, the competent authority shall verify commencement certificate, sanction for the building plans, NOCs for fire and pollution, photographs of the completed building, tax assessment & tax paid receipts, provision for rain water harvesting and solar panels, completion certificate etc issued by the concerned authorities at various levels. Therefore, obtaining the OC will ensure that major part of the verification process relating to buildings will be done by the competent authority of the State and this will ensure safety & security of the Buildings where the Institutes are running. Further, submission of OC will facilitate AICTE to process the approvals without any hurdle.

In view of the position indicated above, it has been decided to make it compulsory to submit the Occupancy Certificate by all the existing AICTE approved Institutes for getting Extension of Approval for the AY 2017-18. Therefore, the respective Institutes are being requested to submit the Occupancy Certificate issued by the Competent Authority of the State Government alongwith the application for EOA to be submitted online for the AY 2017-18(copy enclosed).

As obtaining Occupancy Certificate involves cumbersome procedure, it is requested to issue suitable instructions to the concerned authorities of the State Government to process the requests received from the AICTE approved Institutes promptly giving utmost priority and to ensure that the Occupancy Certificate is issued as early as possible to enable the Institutes to submit the Certificate within the stipulated time.

Yours sincerely,

  
(Prof. A. P. Mittal)

Copy to: ✓

- 1) The Director Technical Education, Government of RAJASTHAN
- 2) Regional Officers