

Port Blair Municipal Council
Andaman and Nicobar Islands

TERMS AND CONDITIONS REGULATING THE GRANT OF LICENSE TO
ARCHITECTS/ENGINEERS/LICENSED SUPERVISOR.

1. All plans shall be duly signed by the owner and the registered Architect/Engineer/ Licensed Supervisor and shall indicate his name, address, qualification and registration number.
2. Every building work for which permission is sought under the bye-laws 3 shall be designed and supervised by registered Architect/ Engineer/ Licensed Supervisor who shall be registered by PBMC and permitted to practice within the Municipal area of Port Blair city and such other areas in the Union Territory as notified from time to time.
3. Qualification for registered Architect /Engineer/Licensed Supervisor shall be as prescribed in Municipal building bye-laws clause 3.5.
4. Every person who desires to serve as Regd. Architect/ Engineer/ Licensed Supervisor shall submit an application to the Chairman, Form A in duplicate together with the License fee of Rs.500/- for the year for which license is required and a security deposit of Rs 1000/- and the Chairman shall thereafter forward to the Secretary of the Municipal Council appointed by the Govt. for this purpose.
5. no person shall be granted a license by the Chairperson, to serve as a registered Architect/Engineer/Licensed Supervisor unless-
 - (a) He has been recommended by the Registration Committee appointed by Government for this purpose which shall consider-
 - i.) The Qualifications prescribed in bye-laws clause 3.5 and in addition his knowledge of local languages.
 - ii.) His fitness and suitability for the due performance and proper fulfillment of all duties required under the Act, Rules, bye-laws and regulations.
 - iii.)
 - (b) He has paid the license fee and security deposit as specified in sub rule (4) of this Appendix.
6. The Municipal Council in its discretion shall recommend for the grant or refusal of license. In case of refusal to grant of license, the license fee and security deposit shall be refunded to the applicant by the PBMC.

7. The Security deposit amount shall ordinarily be refunded to the licensee by the PBMC on the cancellation of a license, but if it is satisfied that the loss has been occasioned to the PBMC by anything done or omitted to be done by licensee or that amount by the way of penalty or otherwise is due to the PBMC, the Municipal Council shall be entitled to recover the same from the licensee and the security deposit shall to the extent of loss or dues be declared adjusted by the PBMC towards payment of the same and the balance, if any, shall be refunded to the licensee . The license fee shall not be returned in case the license is cancelled.
8. A Regd. Architect/ Engineer/ Licensed Supervisor whose license has been cancelled by the PBMC shall return his license to the Municipal Council within 7 days from the time of the delivery of the order canceling the same. If the license is not returned within 7 days from such date the security deposit shall be deemed to have been forfeited.
9. Every application for renewal of license shall be submitted to the Secretary of the PBMC together with the renewal fee of Rs.500/- for the year in which the renewal is required, within the validity period.
10. A register of registered Architect/ Engineer/ Licensed Supervisor shall be maintained by the Municipal Council and a up to date list of such registered Architect /Engineer/ Licensed Supervisor showing the address and the period for which the license held shall be kept for inspection at the Office of the Municipal Council at Office Hours. A copy of the same can be obtained on application to the Municipal Council accompanied by a self addressed, stamped envelope.
11. Every License granted under this bye-law shall be in the form prescribed in Form B.
12. Every registered Architect/ Engineer/ Licensed Supervisor shall in preparing the plans, comply with all the provisions and requirements of the Act, Rules, bye-laws and regulations made there-under and in force for the time being, in the Municipal Area.
13. Every registered Architect/ Engineer/Licensed Supervisor shall forthwith report to the Secretary, Municipal Council, if he finds any works Commenced being proceeded with or completed either unauthorisedly or without proper permission or license or in contravention of any of the provision or requirements of the act, Rules, bye-laws, and regulations made there under and in force for the time being in the Planning area.
14. Every registered Architect/ Engineer/ Licensed Supervisor shall be entitled for a free for the preparation of plan or other works on which he is employed or engaged a reasonable fee (provided that such fee any also

be determined by PBMC from time to time) from the owner or the other person who employs or engages him.

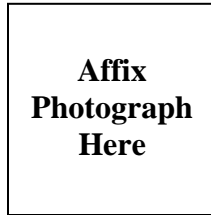
15. Any registered Architect/ Engineer/ Licensed Supervisor who contravenes any of the provisions of these rules or any of the condition of the license granted to him, shall be cancelled by the Municipal Council in consultation with the registration committee after calling for necessary explanation.
16. Notification Stages- As Work progresses under a building permit the holder there of shall cause the Municipal Council to be Notified at the following stages of construction:
 - (a) Up on commencement of the work.
 - (b) Upon completion of the footings and before erection of the foundation walls.
 - (c) Upon total completion of the work authorized by the building permit and before occupancy.

Within 15days of the receipt of notices under (a) and (b) above, the Municipal Council shall get the work inspected by the technical staff. At the first inspection the Municipal Council shall make sure that the building has been located in accordance with the site plans and covered area complying with the requirements of these bye-laws.

The Final inspection indicated under (c) shall be made within one month following the receipt of notification for the grant of occupancy certificate.

17. Deviation during construction: - If during the construction of a building any departure of a substantial nature from the sanctioned plan is intended to be made, sanction of the Municipal Council shall be obtained before the change is made. The revised plan showing the deviation made is submitted to the Municipal Council for sanction and revised approval.
18. No Serving Government/Public Sector employees shall be considered for registration by the PBMC. In the event of joining Govt. Services, the Registration already obtained shall be deemed to have been cancelled.

FORM A
[BYE-LAW 3.4]
Application for Registration of Architect/Engineer/Licensed Supervisor



1. Full Name and address of applicant
(In block letters) :
2. Date of birth :
3. Details of Technical and academic examination
Passed by the applicant (attested Xerox copies of
Educational qualification are to be enclosed and
Originals to be produced for verification) :
4. Details of Professional Experience :
5. Details of registration with other municipal
Bodies within the Indian Territory :
6. Details of registration with any other professional
Bodies :

I request that I may be registered and necessary certificate of competency may be issued. I hereby declare that the particulars stated above are correct and true to the best of my knowledge.

I remit the sum of Rs.1000/- as security deposit and Rs.500/- as license fee for the yearas required under sub-rule(4) by way of demand draft bearing No.dt..... payable at Port Blair, drawn in favour of Secretary, Municipal Council.

Date:

Signature of Applicant

Name and designation of witness

Signature of Witness:

- 1.
- 2.

- 1.
- 2.

FORM B
[BYE-LAW 9 (11)]
LICENSE FOR REGISTERED ARCHITECT/ENGINEER/LICENSED SUPERVISOR

Regn.No.....

Dated:.....

The Secretary, Municipal Council on the recommendation of the Registration Committee, appointed by PBMC hereby licences Shri/Smti/Miss.....son/ daughter /wife ofresiding at..... to be registered Engineer/ Architect/Licensed Supervisor for a period of one year fromand places him/her in class I/II/III category.

The license is not transferable to any other person and should be produced by the licensee whenever required to do so by the Secretary.

The License is bound to comply with all conditions annexed hereto.

Any failure on the part of the Licensee to abide or comply with any of the conditions will entail not only a fine which along with any loss occasioned to the Municipal Council by anything done or omitted to be done by him, will be recovered from his security deposit and also cancellation of his license but will further involve him in all the necessary consequences of penal action, if any, instituted against him, including any, civil liabilities.

Office of the Municipal Council.
Secretary, Municipal Council.

Dated: