ONLINE APPLICATION SUBMISSION PROCEDURE

SENDING E-INTIMATION FOR COMPLETION OF CONSTRUCTION (CoC)

(POST E-INTIMATION OF PLCC)

1. Applicant sign-in (login) to RajSSO (https://sso.rajasthan.gov.in) portal using his/ her SSOID as shown in figure below.

2. After successful sign-in (login), applicant selects "BUILDING PLAN APPROVAL (LSG)" or "BUILDING PLAN APPROVAL (UDH)" from the available list of applications as shown in figure below.

3. Applicant will see the following interface i.e. DASHBOARD where all the applications submitted by him/ her would be listed along with their present status.

4. Applicant clicks on "APPROVED" status button as highlighted in the figure below to view the application(s) whose e-Intimation for PLCC was sent by him/ her earlier to UDH/ LSG and was duly approved by UDH/ LSG.

5. Applicant clicks on the VIEW button (eye symbol) as highlighted in the figure below to view the application.

6. Applicant scrolls down to the end of the application form and will see a section for sending "e-Intimation for Completion Certificate" as highlighted in the figure below. Applicant uploads the required documents in support of his e-Intimation for CoC and then clicks on the "SEND E-INTIMATION (COMPLETION)" button as highlighted in the figure below to send the e-Intimation.

7. Applicant is presented with a confirmation window as highlighted in the figure below wherein he/ she is prompted to confirm the request submission. Applicant clicks on the YES button as highlighted in the figure below to send the e-Intimation.

8. Applicant is re-directed to Rajasthan Payment Platform (RPP) i.e. state's own payment gateway as highlighted in the figure below for making the online payment to UDH/ LSG.

Transaction Details

Transaction Id : 285943
Pay To : RPP Test Merchant Encrypted
Amount : 1.00
Purpose : Online Payment

User Info

User : TESTRAMESH
Email Id : 3D.GIS@RAJASTHAN.GOV.IN
Mobile No. : 8285065262

Proceed   Cancel

Internet Banking

Select your Bank

Popular Banks

All Banks

Test Bank

Make Payment

Merchant Name
EMITRA

Payment Amount: ₹ 1.00

BillDesk

9. After successful online payment, Applicant is immediately acknowledged the receipt of his/ her online payment and "e-Intimation for CoC" as highlighted in the figure below. Also, an Email/ SMS acknowledgement is sent to the applicant by system.

10. The drawing file uploaded by the applicant along with e-Intimation is now sent for Auto-scrutiny (Auto-DCR) at back-end and the application status is updated as "PENDING FOR AUTO-SCRUTINY" as highlighted in the figure below.

11. Once the scrutiny of the uploaded drawing file is completed at the back-end, application status is updated as "PENDING WITH DA/ VO" and applicant is also notified of this event through SMS/ Email.

12. If desirable, applicant can view his/ her application to check the result of automated scrutiny (Auto-DCR) as highlighted in the figure below.

THANK YOU