

From
 Name of Owner _____
 Membership No: _____
 Address _____

 Tel: _____
 Dated: _____

To: DEFENCE HOUSING AUTHORITY
 PESHAWAR

Subject: **Approval of Drawings**

1. Building plans in quintuplicate (5 copies) along with necessary documents in respect of _____ Plot No _____ Street _____ Phase _____ are enclosed herewith for further necessary action.

Following documents are attached: -

- a. A copy of NOC duly verified from Transfer & Record Dte and Finance Dte.
- b. 5 x set of submission Drawings.
- c. 2-Set of Structure Drawings duly stamped by Structure Engineer on A-3 size.
- d. Structure Stability Certificate.
- e. Copy of Allotment Letter.
- f. Copy of Site Plan/Possession.
- g. Copy of NIC.
- h. Soft copy of drawings. (Auto Cad Format & PDF Format)
- i. Bearing capacity test report.
- j. Undertaking by owner.
- k. Undertaking by Structure Engineer and Architect.
- i. Attorney certificate (If applicable)

2. The building plans conform to the Building Bye-laws of DHA Peshawar. After approval, kindly return one copy of approval plan.

Thanking you.

Owner's Signature _____
 Date of dwg receiving _____ Date of dwg Handover _____

Receipt

Received Building plan (Working Ammonia Copies) in respect of Plot No _____ Street No _____ Phase _____. Please report on _____ for collection of approval plan.

Signature: _____
 Name: _____
 Dated: _____

Phone # 091- 5613814 ext =

DEFENCE HOUSING AUTHORITY PESHAWARUNDERTAKING BY THE OWNER

CERTIFIED THAT: -

1. **I HAVE READ AND UNDERSTOOD** the Building Bye –Laws of DHA Peshawar and will abide by them.
2. I will make the construction according to approved plan. I will not do any addition / alteration prior to approval of revised drawings.
3. I will ensure design of my house as per the bearing capacity of the soil.
4. I will take boundary wall up to plinth level before starting the construction house.
5. I will get checked all construction activities progressively and will get signed the Inspection Card on regular basis from the concerned authority.
6. I will apply for Sewer connection at the time of occupying the house and will not connect it myself, failing which, I will be liable to punitive action as per the rules.
7. I will apply for water connection and will not connect it myself, failing which I will be liable to punitive action as per the rules.
8. I will not undertake construction or installation of steel stair in clear space and keep it as such forever except as permitted in Byelaws.
9. I will not cut the road for any purpose without getting written Permission from DHA Peshawar.
10. I will not use road for dumping the materials, mixing mortar and cutting steel bars etc.
11. I will not put earth outside the boundary wall and will not erect fencing / hedging /thick vegetation on road shoulder.
12. I agree that till DHAP Services are not Engaged, I will use Construction Bore for water supply, Temporary Electrical meter for Electricity after Construction Completion and Once DHAP services are active I will discard the same.

Note:

- A. In case of repeated failure to observe rules / regulations, the water supply may be disconnected/plugged by concerned staff. Either the violation will have to be demolished or will be dealt with according to the Bye-laws.
- B. Any oversight in scrutiny of Drawings does not create member's right to construct the house by violating authority Bye-laws. Any such omission is liable to be changed at any stage of construction.

Signature: _____

Name of Owner: _____

CNIC: _____

Plot No: _____

Street No: _____

Phase: _____

Dated: _____

To

Defence Housing Authority

Peshawar

Subject: **Collection of Approved Drawings**

Plot No _____ Street No _____ Sector _____ Phase _____

I undertake that I have received following approved drawings from BC/TP branch. From now and onward I shall be responsible for any loss/damage to these drawings.

- 1x Set of Submission Drawings
- 1x Set of Structure

(Signature of Owner)

(Name of Owner in Block Letters)

(Membership No)

REGISTERED ARCHITECT CERTIFICATE

(To be accompanied with Form 2)

This is to certify that the building plans submitted by _____ for Plot No. _____ have been prepared by me/us and that I/we undertake to supervise the proposed construction as per specifications submitted herewith. I/We further undertake that if I/We discontinue supervision of the work, I/We shall give immediate intimation thereof, as required under the above Byelaws.

Name & Signature of Architect _____

Registration No. of PCATP _____

Category of Registration: _____

DHAP Registration No: _____

Date: ____ / ____ / ____.

SPECIFICATIONS ATTACHED:

1. Nature of the soil below foundation
2. Specification of foundation
3. Specification of plinth
4. Specification of superstructure
5. Specification of floor
6. Specification of roof
7. Method of drainage and sewerage
8. Kind of slab

REGISTERED ENGINEER'S CERTIFICATE

(To be accompanied with Form 2)

This is to certify that the building plans submitted by _____ for Plot No. _____ have been prepared by me/us and that I/we undertake to supervise the proposed construction as per specifications submitted herewith. I/We further undertake that if I/We discontinue supervision of the work, I/We shall give immediate intimation thereof, as required under the above Byelaws.

Name & Signature of
Civil Engineer/ Structural Engineer _____

Registration No. of PEC _____

Category of Registration: _____

DHAP Registration No: _____

Date: ____ / ____ / ____.

SPECIFICATIONS ATTACHED:

1. Nature of the soil below foundation
2. Specification of foundation
3. Specification of plinth
4. Specification of superstructure
5. Specification of floor
6. Specification of roof
7. Method of drainage and sewerage
8. Kind of slab

CERTIFICATION OF STRUCTURAL SOUNDNESS OF BUILDING

I/we certify that:

1. I/we have been appointed as consulting Structural Engineer by Mr./Mrs./M/s _____ for the structural design of the building on Plot No. _____ situated on _____ DHAP on ____ / ____ / ____ .Which:
 - a. Is likely to be constructed from ____ / ____ / ____ .
 - b. Is under construction since ____ / ____ / ____ .
 - c. Has been virtually completed on ____ / ____ / ____ .
 - d. Stage of construction _____.
 - e. No. of storeys designed _____.

2. The structure designed has been based on following codes/ Regulations rationally coupled with Engineering knowledge and judgment where necessary.
 - a. The sub-surface investigation was carried out by M/s _____ on ____ / ____ / ____ .
 - b. A design bearing capacity of _____ Tons/Sft was adopted based on _____.

4. Our/my contractual responsibilities were / are limited to:
 - a. Structure analysis and design.
 - b. Preparation of working structure drawings.
 - c. Preparation of bar bending schedule.
 - d. Checking bar bending schedule prepared by the contractors/ constructors/ builders.

5. The following documents are attached:
 - a. Set of working structural drawings.
 - b. Set of bar bending schedule.
 - c. Set of design calculations.
 - d. Set of specifications relevant to structural work.

Name of Structural Engineer: _____
 Signature: _____
 PEC Regn No. _____
 DHAP Regn No. _____

CONSTRUCTION OF SWIMMING POOL (INDEMNITY BOND)

(For Swimming Pod)
On Rs. 100/- Stamp Paper

1. I, _____ S/o,D/o,W/o _____
Muslim, Adult, R/o House No. _____
solemnly affirmation that I am the owner of Plot No. _____, measuring
_____sft located in Defence Housing Authority. That I have applied for
permission to construct building on the said plot. I intend to construct a swimming
pool on the same plot for which I undertake to fulfill the following conditions:-

- a. Proper filtration plant will be erected.
- b. The swimming pool will be properly covered for privacy.
- c. The same will not be constructed on the compulsory open space.
- d. If any damage is done to the neighboring structure due to our swimming pool, it will be our responsibility to make good the losses or in the event of our failure to do so, the owner/DHA may good such repair at our cost or any other measures as deemed fit by the Defence Housing Authority.
- e. It will be structurally designed and signed by approved Structural Engineer.

2. That the above declaration is true and correct to the best of my knowledge and belief.

DEPONENT

SUBMISSION OF ALTERNATIVE POWER PROPOSAL OF BUILDING PLAN

To,
DHA Peshawar.

I/We M/S _____ certify that
we/our consulting MEP Engineer Mr./Mrs/M/s _____
had submitted drawings/documents as per the attached RE Proforma for the
alternative power (solar/wind) installation on my house on Plot No.

_____ situated on _____ DHAP on

Home Owner

Dated: / / .

Name: _____ House No: _____

Building Category: Residence Commercial Mixed use

1. Plot Size: _____ sft
2. 30% of the total electricity connected load capacity Yes No
has been connected through Alternative Renewable Energy power. [Note]
3. RE power system has been grid connected for Net Metering Yes No
4. I plan to install: Solar Wind Both
5. I plan to install: On grid Hybrid
6. Solar PV Power Installed Capacity _____ KW.
7. Solar PV Manufacturer:

8. Support Structure: Aluminum / Steel
9. I plan to use following Batteries for my solar hybrid system:-
 - a. Manufacturer: _____
 - b. Capacity: _____
10. Cables Types/ Manufacturer:

11. Safety switches/ Cut out manufacturer:

12. I plan to install Wind Power with following data:
 - a. Manufacturer
 - b. Type: Horizontal Axis Vertical Axis
 - c. Pole Material
 - d. Controller:
 - e. Inverter:

Notes:

- For Minimum Required alternative RE Power see Appendix "I"
- Only DHA Authority's approved Net Meters are allowed.
- Only net metering capability of hybrid inverters are allowed
- On grid inverter power line shall be connected to the Main Breaker of Distribution Box (DB) although hybrid inverter can be connected to the desired distributed breakers in the DB.

To
 Defence Housing Authority
 Peshawar

Subject: **Provision of Services**

Plot No _____ Street No _____ Sector _____ Phase _____

1. I notify that my house has been (Design approved / Construction completed) therefore request that following services may be provided.

Temporary Permanent

Electrical connection

Water connection

Sewer connection

Gas connection

Fiber optical Connection

2. I undertake to pay Installations fee and Charges regularly as per rules

 (Signature of Owner)

 (Name of Owner in Block Letters)

 (Membership No)

For Office Use Only

Sewer connection open on _____	Water connection open on _____
Site Supervisor _____	Site Supervisor _____
Owner's confirmation _____	Owner's confirmation _____
Clerk for Billing/Record _____	Clerk for Billing/Record _____

To
Defence Housing Authority
Peshawar

Subject: **Application for Construction Completion NOC**

Plot No _____ Street No _____ Sector _____ Phase _____

I notify that my house construction has been completed. I also undertake that I have followed and conformed to all the Bye-Laws of DHA Peshawar. Following documents are attached here with.

- Photo copy of approved submission drawing
- Prescribed Dues (Rs.5000/-) and un-paid charges if any) to Fin branch (Challan form attached)
- Inspection card duly signed by the concerned officer during construction
- Copy of site plan/possession

(Signature of Owner)

(Name of Owner in Block Letters)

(Membership No)

To
 Defence Housing Authority
 Peshawar

Subject: **Provision of Services**

Plot No _____ Street No _____ Sector _____ Phase _____

1. I notify that my house has been (Design approved / Construction completed) therefore request that following services may be provided.

Temporary Permanent

- Electrical connection
- Water connection
- Sewer connection
- Gas connection
- Fiber optical Connection

2. I undertake to pay Installations fee and Charges regularly as per rules

 (Signature of Owner)

 (Name of Owner in Block Letters)

 (Membership No)

For Office Use Only

Sewer connection open on _____	Water connection open on _____
Site Supervisor _____	Site Supervisor _____
Owner's confirmation _____	Owner's confirmation _____
Clerk for Billing/Record _____	Clerk for Billing/Record _____



**DEFENCE OFFICERS HOUSING AUTHORITY PESHAWAR
REGISTRATION FOR DHA SECURITY – RESIDENTIAL**

Serial #

ID:

Plot / Building Detail

1. Plot No.	<input type="text"/>	2. Street	<input type="text"/>
3. Phase	<input type="text"/>	4. Extn/Sector	<input type="text"/>

Owner Detail

5. DHA Member Ship No.	<input type="text"/>	6. Name	<input type="text"/>
7. CNIC No	<input type="text"/>	8. Contact No PTCL	<input type="text"/>
		9. Mobile No	<input type="text"/>
10. Occupying Since (Date)	<input type="text"/> - <input type="text"/> - <input type="text"/>	11. Family Members (Total)	<input type="text"/>
12. No of Servants / Maids			
	a. CNIC No	<input type="text"/>	<input type="text"/>
	b. CNIC No	<input type="text"/>	<input type="text"/>
13. No of Security Guards			
	a. CNIC No	<input type="text"/>	<input type="text"/>
	b. CNIC No	<input type="text"/>	<input type="text"/>
	c. CNIC No	<input type="text"/>	<input type="text"/>

I, hereby certify that the above information is true to the best of my knowledge

Signature of Owner

Tenant / Occupant Detail

14. DHA Membership No.	<input type="text"/>	15. Name	<input type="text"/>
16. CNIC No	<input type="text"/>	17. Contact No PTCL	<input type="text"/>
		18. Mobile	<input type="text"/>
19. Occupying Since (Date)	<input type="text"/> - <input type="text"/> - <input type="text"/>	20. Tenancy Agreement Till (Date)	<input type="text"/>
21 Family Members			
22. No of Servants / Maids			
	a. CNIC No	<input type="text"/>	<input type="text"/>
	b. CNIC No	<input type="text"/>	<input type="text"/>
23. No of Security Guards			
	a. CNIC No	<input type="text"/>	<input type="text"/>
	b. CNIC No	<input type="text"/>	<input type="text"/>
	c. CNIC No	<input type="text"/>	<input type="text"/>

I, hereby certify that the above information is true to the best of my knowledge

Signature Tenant / Occupant

To:
 Security Dte
 Defence Housing Authority
 Peshawar

Subject: **ISSUANCE OF NOC**

This has reference to above subject

I intend renting out my house No _____ Portion _____ Street No _____
 Sector _____, Phase _____ to _____. His particulars
 are as under :-

Name: _____
 Father Name _____
 Number of Children _____
 Detail of Family _____
 Profession _____
 Office Address _____
 CNIC No: _____
 Permanent Address: _____
 Contact No _____

Kindly issue necessary NOC so that my tenant could shift in the above house.

Best Regards,

Date _____

 (Name of Applicant)

Membership No _____

Home Address: _____

Contact : Mob # _____ & Res _____

Note: Fol docus to be attached with application:-

Photo copy of CNIC of Tenant and owner

Police Clearance Certificate

Photo copy of rent agreement

Photo copy of allotment letter

NOTICE OF DISCONTINUANCE

TO
The Administrator
DHA Peshawar.

I hereby give notice of my discontinuance from the building works with effect from ___ / ___ / ___ as the Registered Architect/Civil Engineer/Structural Engineer in respect of Plot No. _____ situated at _____ DHAP. It is certified that the following building work on the said plot has been carried out under my supervision and to my entire satisfaction.

Name & Signature(s) of Architect/ Civil Engineer/ Structural Engineer	_____
Registration No. of PEC/PCATP	_____
Category of Registration:	_____
DHAP Registration No:	_____

Date: ___ / ___ / ___.

Description of the work:

- 1.
- 2.
- 3.
- 4.
- 5.

Copy to:-

(Owner's Name)

(Owner's Address)

REGULARIZATION OF WORKS CARRIED OUT WITHOUT PERMISSION

The Administrator,
DHA Peshawar.

1. Whereas I/We have constructed _____ on Plot No. _____ located at _____ DHAP as shown on the plan attached here with.

2. Whereas I/We have made deviations from building plans sanctioned vide letter No. _____ dated _____ in the course of construction of the building/ alteration and additions to the building as shown on the plans attached herewith.

3. Whereas I/We are willing to make any alteration required to be made in the said structure so as to make it consistent with the permission of the DHAP and also willing to pay the composition fee imposed by the DHAP for regularization of illegal construction/deviations from approved plan or in violation of Byelaws. It is, therefore, requested that plans may be regularized by way of composition as per law and permission to occupy the said building may be granted.

Owner's Signatures & Address _____

ARCHITECT'S CERTIFICATE

I/We hereby certify that existing structure on plot No. _____ located at _____ has been fully and correctly shown on the plan submitted by me. And I/We further certify that the building is structurally stable. Necessary structural calculations and detail are attached herewith.

Registered Architect/ Structural Engr: _____
Signature: _____
CBC License No. _____
PEC/PCATP Registration No. _____
DHAP Registration No. _____

DHAP	-	Defence Housing Authority Peshawar
SMPIC	-	Sustainable Master Plan Image Concept
COS	-	Compulsory Open Space
PEC	-	Pakistan Engineering Council
PCATP	-	Pakistan Council of Architects and Town Planners
FAR	-	Floor Area Ratio
HVAC	-	Heat Ventilating and Air Conditioning
LED	-	Light Emitting Diode
LRV	-	Light Reflective Value
SRI	-	Solar Reflectance Index
TP&BC	-	Town Planning & Building Control
UHI	-	Urban Heat Island
RCC	-	Reinforced Cement Concrete
ICT	-	Information Communication Technology
UBC	-	Uniform Building Code
WC	-	Water Closet
MEP	-	Mechanical Electrical and Plumbing
NOC	-	No Objection Certificate
PVC	-	Poly Vinyl Chloride
DPC	-	Damp Proof Course
SOP	-	Standard Operating Procedure
LPG	-	Liquid Petroleum Gas
CNG	-	Compressed Natural Gas
ASME	-	American Society of Mechanical Engineers

COP	- Car Operating Panel
ASHRAE	- American Society of Heating Refrigerating and Air Conditioning Engineers
ASTM	- American Society for Testing and Materials SWH
SWH	- Solar Water Heater
VVVF	- Variable Voltage and Variable Frequency
TLV	- Threshold Limit Value
VOC	- Volatile Organic Compound
ODP	- Ozone Depletion Compound
NFPA	- National Fire Protection Agency
CIBSE	- Chartered Institute of Building Service Engineers
BF	- Basement Floor
GF	- Ground Floor
FF	- First Floor
GWP	- Global Warming Potential