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OFFICE OF THE GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY
STATFED BUILDING, BHANGAGARH, GUWAHATI-781005

gmda

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(An ISO 9001:2008 Certified Organization)

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Dated: 22/06/2023

NO. GMDA/TDR/09/2023/22

OFFICE ORDER

Whereas Department of Housing & Urban Affairs (DoHUA), Government of Assam has notified the policy for Transferable Development Right (TDR) for Govt. of Assam and GMDA has since adopted the policy by a separate notification. The Assam Unified Building Construction (Regulation) Bye Laws 2022 has also been notified and this policy for TDR has been included in this Byelaws for implementation across all notified Master Plan areas including Guwahati.

GMDA has already interacted with various stakeholders and officials of Guwahati Municipal Corporation (GMC), Town & Country Planning (T&CP) Assam to discuss and address various issues raised in these discussions and accordingly all the forms, TDR Policies were finalized. Accordingly, Standard Operating Procedure (SOP) in the form of guidelines and advisory which are required to be followed and addressed to by all concerned to be followed with immediate effect.

(A) The flow chart of issue of TDR by GMDA

- (1) Authority is finalizing an online portal through which the report of application, the issue of TDR will be carried out.
- (2) Till this online portal is not finalized and put in place the manual procedure as given below will be used to issue TDR..
 - (a) Applicants will submit their request on a prescribed form (copy at **Annexure-I**) with necessary documents to Authority.
 - (b) The concerned Site Engineer will verify the site and submit a check list (**Annexure-II**) to Town Planner, GMDA within 7 (seven) days of receipt of applicant.
 - (c) Town Planner after examining the report shall place it before the Committee so formed to examine and recommend in favourable cases for issue of TDR.
 - (d) The Committee will examine the proposal and recommend it for approval with such conditions as the Committee decides in case of adverse report/site inspection Committee may visit the site for taking a decision (**Annexure-III**).
 - (e) The Committee's Report will be placed before Chief Executive Officer for approval.
 - (f) The concerned applicant will be informed on approval by the Authority for handing over of land and enter into an appropriate conveyance deed within 15 (fifteen) days.
 - (g) The plot will then be handed over to Govt./GMDA as the case may be.



A Smarter - New Purpose

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-II-

- (h) On completion of formalities as given the TDR Certificate shall be issued within 7 (seven) days of completion of formalities.
- (i) Aspects come under TDR reference are given at **Annexure IV** for ready reference of the applicants/citizens and in TDR Policy available in the Assam Unified Building Construction (Regulation) Bye Laws 2022.

Once the online portal is operational through which the issue of TDR will subsequently take place, the documents of the issuing procedure and procedure for online application by citizens/applicants through this portal will be separately notified for information of all concern.



(Kausar J. Hilaly, IAS)
Chief Executive Officer
Guwahati Metropolitan Dev. Authority
Bhangagarh, Guwahati-781005

Memo No. GMDA/TDR/09/2023/22-A

Dated: 22/06/2023

Copy to:

1. Commissioner, Guwahati Municipal Corporation, Bhangagarh, Guwahati-781005.
2. Director, T&CP Assam, Dispur, Guwahati-781006.
3. P.S. to Hon'ble Minister, Department of Housing and Urban Affairs, Dispur, Guwahati-781006 for kind appraisal of Hon'ble Minister.
4. P.S. to Commissioner & Secretary to the Govt. of Assam, Department of Housing and Urban Affairs, Dispur, Guwahati-781006 for kind appraisal of Commissioner & Secretary.
5. Shri Satyajit Bora, ICT, GMDA for uploading the order in GMDA's official website.
6. P.A. to Hon'ble Chairman, GMDA for kind appraisal of Hon'ble Chairman.


Chief Executive Officer
Guwahati Metropolitan Dev. Authority
Bhangagarh, Guwahati-781005

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