

JAMMU DEVELOPMENT AUTHORITY

PROCEDURE FOR OBTAINING COMPLETION CERTIFICATE

Documents Checklist

- Application addressed to Vice Chairman, Jammu Development Authority (JDA)
- Copy of the approved Building Plan

Application processing steps:

1. Applicant submits an application to Vice Chairman, JDA along with requisite aforementioned enclosures stating therein that construction has been raised at site as per approved Building Plan (Third party certificate by professional Architect/Structural Engineer is acceptable).
2. Site visit is conducted by the designated officer of JDA (Town Planning Section) to ascertain that the construction is actually carried out as per the approved Building Plan adhering to all the norms as specified in the Jammu Master Plan – 2032.
3. In case of commercial buildings with more than 200 sft plinth area over G+1, the work is also inspected by the Chief Fire Officer (CFO) and whose certificate in this regard is also obtained.
4. Completion Certificate is issued by the JDA.