

# Office of Divisional Commissioner

District : .....

**ZERO TOLERANCE ZONE** : .....

Agency - NAGAR NIKAY

Ver - 1.5

**Basic data** [\* Marked field must be filled up]

Business Unit Name \_\_\_\_\_

Addr : Road Name / Number \_\_\_\_\_

Proprietor's Name \_\_\_\_\_

Ward No. : \*

Holding No. : \*

Estt. / Shop No. : \*

PAN No of Owner : PAN

Not Available (NA)  Not Provided (NP)

Name of the House Owner

1. Date of inspection //\*
2. Encroachment detected  
Permanent encroachment (in feet)   
Temporary encroachment (in feet)
3. Encroachment removed  
Permanent  Temporary  None
4. Building Height (G+)  
U/r Construction  G +3 & Above  G+2  G +1  G
5. Building plan approval No   
Not Available (NA)  Not Provided (NP)  Not Taken (NT)
6. Deviations from approved plan
7. Actions taken for deviations  
Notice issued (NI)  Demolished (DM)  Complied (CM)  No Action (NA)   
If Notice issued, whether  
1<sup>st</sup> Notice  2<sup>nd</sup> Notice  3<sup>rd</sup> Notice  & Notice Date //
8. Disposal of waste through  
Dustbin  Infront  Other mode
9. Public property defacement
10. Generator facility installed  
With silencer (SL)  Without silencer (WS)  No generator (NG)
11. Holding Tax  
Assessed value  Arrears due
12. Trade Licence  
Licence No   
Not taken (NT)  Not required (NR)
13. Dangerous Trade Licence (DTL)  
Licence No   
Not taken (NT)  Not required (NR)
14. Penalty Imposed
15. New Assessment

*Name, Designation &  
Signature of Inspecting Authority*