

**FORM-VII**  
**[See Rule-27(1)]**

**Application for registration of Technical Person**

Passport  
photographs  
(Three nos.) With  
full signature in  
the front

To

**The Director,  
Town Planning Odisha,  
Bhubaneswar.**

**Dear Sir,**

I/We hereby submit this application duly filled for approval as Technical Person/Firm along with details of documents and prescribed fees paid for your kind consideration.

- 1 Name of the Architect/Engineer/Town Planner :  
Supervisor/Structural Engineer/Others
- 2 Name of the Firm if any :
3. Registration Number with Council of :  
Architecture/AMIE(I)/ITPI/Others.

4	Educational Qualification (Copy of certificate to be enclosed)			
Sl.	Educational Qualification	Degree/Diploma	Year	Remarks
1	2	3	4	5
1				
2				
3				
4				

**Note: Please attach additional sheets if required**



- (ii) Copy of Registration Certificate with Council of Architecture/Associate Membership of Institute of Engineers/Membership Certificate of Institute of Town Planners, India/others.
- (iii) Copy of certificates in support of Educational Qualification
- (iv) Copy of certificate in support of Experience and professional practice.
- (v) Copy of documents in support of requisite fees
- (vi) Affidavit in original (for registration of Structural Engineers only)

Place-  
Date

**Signature of the applicant  
(Full signature with designation)**

NB: Without submission of the original copy of deposit challan and all documents signed in full, the application is liable for rejection.

**AFFIDAVIT**  
**Before the Notary Public/Executive Magistrate.**

I Sri/ Smt/Mr/Mrs/M/S \_\_\_\_\_ aged about \_\_\_\_\_  
years son/Daughter of \_\_\_\_\_ At:-

PO \_\_\_\_\_ PS \_\_\_\_\_ Dist \_\_\_\_\_  
\_\_\_\_\_ at present \_\_\_\_\_ do hereby solemnly affirm as follows:

1. That, I am acquainted with the general and special provisions of ODA Act, 1982, ODA Rules'1983, ODA (CAF) Rules, 2016 and the Planning & Building Standards Regulation/Building Byelaw in force in different Development Areas of Development Authorities constituted under provisions of ODA Act'1982 and provisions contained therein.
2. That, I shall prepare the layout plan for a sub division/plan for construction/alteration/addition/modification and change of use buildings inconformity with provisions of ODA Act'1982 & ODA Rules'1983, ODA (CAF) Rules and concerned Building Regulations/Byelaw in force in the Development Areas of different Development Authorities.
3. That, I shall ensure supervision of the construction of buildings/land development to be undertaken strictly in accordance with the approved plan and permission granted and in case of any deviation undertaken in course of constructions, I shall bring it to the notice of the authority within 7(seven) days of my knowledge of such commission of deviation.
4. That I shall also ensure communication of letter(s) instruction(s) order(s) given by the Development Authority to my client for their compliance and will advise him for compliance of the same.
5. That, I shall also make all effort to ensure that the provisions of the ODA Act'1982, Rule and Regulations framed thereunder are not violated and in case despite my efforts there has been continued violation, I shall forthwith intimate the concerned Development Authority in writing about the nature and extent of violation carried out.
6. That, I shall ensure compliance of the building standards and quality norms during constructions of the building as per the provisions of the National Building Code, Bureau of Indian Standards and instruction(s) of the Development Authority and/or Government, issued from time to time.

7. That, I shall strictly comply with the provisions in National Building Code with its amendments, from time to time if any. Accordingly, I also ensure my ethical commitment not only to my client but also to the Authorities and also ensure to inform the Authority in case of my disengagement by my client for further action by the concerned Development Authority in this regard.
8. The transaction financial or otherwise, with my client shall be my sole responsibility and I hereby indemnify the Authority from any financial and legal liabilities in this regard.
9. That, I shall be true and genuine to my profession and shall not do and/or refrain from doing anything against the interest of the Authority and in case of any deviation in my commitment, undertake herein through this affidavit that the Director of Town Planning, Odisha can take any legal action, punitive or compensatory and in such event I shall be held liable in my personal capacity as well as a professional Architect/Engineer/Structural Engineer/Town Planner/Supervisor/Firm/Others.
10. That, Director of Town Planning, Odisha shall have the power to suspend/cancel my registration in case of any failure to meet the standards of professional practice as prescribed.
11. That this affidavit is required to be submitted to the Director of Town Planning, Odisha for the purpose of my empanelment/registration as Architect/ Engineer/ Structural Engineer/Town Planner/Supervisor/Others
12. That, the facts stated above are true to the best of my knowledge and belief.
13. That, I have gone through the contents of this affidavit and understood the same and consequences thereof, I fully agree and commit to abide the terms and conditions and accordingly I put my signature on this affidavit being present before the Notary Public/Executive Magistrate.

**Deponent**

**Identified by**

**Advocate**