



**DEFENCE HOUSING AUTHORITY**  
**ISLAMABAD & RAWALPINDI**  
**REVISED BYELAWS & REGULATIONS 2022**  
**(UPDATED 2023)**

(In exercise of the powers conferred by Section 20 (1) & (2) of the Defence Housing Authority Islamabad Act, 2013 (XII of 2013) and Section 20 (1) & (2) of Defence Housing Authority Rawalpindi, Act No XI of 2013, the Governing Body of the Defence Housing Authority Islamabad and Defence Housing Authority Rawalpindi is pleased to make the regulations)



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**FORMS & ANNEXURE**



CHAPTER-IPRELIMINARY& DEFINITIONS**1.1 Authority**

- 1.1.1** These regulations may be called “**DHA Islamabad and DHA Rawalpindi Revised Byelaws & Regulations 2022**” made by the Governing Body in the exercise of the powers conferred by Section 20 (1) & (2) of The Gazette of Pakistan, Part-I, Act No XII of 2013 and Section 20 (1) & (2) of The Gazette of Punjab, Act No XI of 2013.
- 1.1.2** These Regulations shall extend to the Specified as well as Notified area of the Defence Housing Authority Islamabad & Defence Housing Authority Rawalpindi.
- 1.1.3** These regulations are a revised version of “DHA Islamabad-Rawalpindi Building Control Regulation 2000 (Revised 2016)”. They shall come into force at once.
- 1.1.4** The DHA Islamabad & DHA Rawalpindi is competent and has the power to amend these Regulations from time to time as it may deem necessary. The term amendment covers addition, deletion, substitution and modification of these Regulations.
- 1.1.5** Administrator DHA Islamabad & DHA Rawalpindi may direct the concerned officer (under whose jurisdiction violations have occurred) to take action under these Regulations concerning any violation
- 1.1.6** If the house/building is approved as per drawings on previous Byelaws/rules/regulations which are contradictory to the present regulations, but not completed within the prescribed time period, it will be checked as per current Byelaws and the completion certificate will be issued accordingly.

**1.2 Definitions.** In this regulation and in the subsidiary instructions that may be issued from time to time, frequently referred terms have the meanings as indicated. Where any term is not defined, it shall have ordinary meanings or such as the context may apply.

- 1.2.1 Act and Regulation** shall mean **DHA Islamabad Act 2013 & DHA Rawalpindi Act 2013 and ‘Regulations’ means regulations made under these Acts.**
- 1.2.2 Addition/Alteration/Revision in the Plan** shall mean any change, amendment, modification, revision, or alteration in the existing building or the approved building plan.
- 1.2.3 Amenity Plot** shall mean the plots demarcated and assigned exclusively for the purpose of amenity facilities, including, inter alia, government offices, health, welfare, education, worship places, burial grounds, parking and recreational areas.
- 1.2.4 Amalgamation** shall mean the joining, amalgamation and merger of two or more adjoining plots into a single plot in accordance with these Byelaws.
- 1.2.5 Ancillary Building** shall mean a building supplementary/subservient to the principle building on the same plot e.g. servant quarters, garages and guard room etc.
- 1.2.6 Apartment** shall mean an independent residential unit, in a building, consisting of at least one bedroom, a living room, a bathroom, a kitchenette and a store.
- 1.2.7 Approved Plans** shall mean plans for a building or a layout plan approved by the Authority in accordance with these Regulations.
- 1.2.8 Architect** shall mean a person registered with the Pakistan Council of Architects and Town Planners (PCATP) as an Architect.

- 1.2.9 Architectural Plan** shall mean a plan showing the arrangements of proposed building works, including floor plans, elevations and sections, in accordance with the requirements of these Regulations.
- 1.2.10 Arcade** shall mean a covered walk-way or a verandah between the shops and the road or street on which the shops abut.
- 1.2.11 Area** shall mean the area under the jurisdiction of the DHA Islamabad & DHA Rawalpindi and/or the area shown in the Master Plan of DHA Islamabad & DHA Rawalpindi and including any extension or modification affected therein from time to time.
- 1.2.12 Authority** shall mean the DHA Islamabad & DHA Rawalpindi.
- 1.2.13 Balcony** shall mean an outside projection from a building overlooking a compound, road or courtyard and projecting in front of a room and not used for sitting purposes.
- 1.2.14 Basement** shall mean a structure wholly or partly below natural ground level/approach road level.
- 1.2.15 Building/House Line** shall mean a line beyond which the outer faces of any building except boundary wall, porch and projection may not extend.
- 1.2.16 Building Works** shall mean site excavation, erection or re-erection of a building or making addition/alterations to an existing building.
- 1.2.17 Building Plan** shall mean a plan showing detailed arrangements for an intended building to be constructed on the allotted plot/within the property line.
- 1.2.18 Byelaws** shall mean the laws and regulations approved by the Executive Board/Competent Authority of **DHA Islamabad & DHA Rawalpindi**.
- 1.2.19 Carpet Area** shall mean the net floor area within a habitable, rent-able or saleable unit excluding the area of peripheral walls but including the area of internal walls and columns.
- 1.2.20 Corner plot** shall mean a plot situated at the intersection of two vehicular streets and will have a chamfer as per regulation.
- 1.2.21 Commercial Area** shall mean the area designated for establishment and operations of commercial activity, including, inter alia, shops, show-rooms, stores/go-downs, ware-houses, other market centres, hotels, clubs, petrol and gas filling stations etc.
- 1.2.22 Commercial Building** shall mean a designated for commercial purposes, and includes, inter alia, shops, show rooms, offices, hotels, restaurants and/or apartments.
- 1.2.23 Competent Authority** means President/Vice President, Administrator of DHA or a concerned officer empowered by the Authority to approve the plans and to control building activity.
- 1.2.24 Compulsory Open Space (COS)/Setback:** Minimum part of a plot, which is to be left completely and compulsorily open to the sky under the Regulations, over which no structure or any integral part of the building will be permitted.
- 1.2.25 Covered Area** shall mean (for the purpose of determining the floor area) the sum of the gross horizontal areas of the floor/floors, including, verandas, 25 percent of the area covered by pergolas but excluding shades/projections (not exceeding the maximum permissible limits).
- 1.2.26 DHA** Defence Housing Authority Islamabad & Defence Housing Authority Rawalpindi.

- 1.2.27 Encroachment** shall mean an unauthorized intrusion onto a neighbouring property (including DHA Islamabad & DHA Rawalpindi property) through the creation or extension of a physical structure (including flora) above or below the surface of the land.
- 1.2.28 Existing Building** shall mean a building already existing on the ground on the date of commencement of alteration/addition plan.
- 1.2.29 Extra Land** shall mean any piece of land that has been left vacant adjacent to any plot/s would be the property of DHA Islamabad & DHA Rawalpindi which reserves the right to allot it to any member on payment or keep it for its own use.
- 1.2.30 Flats** shall mean block(s) of buildings consisting of a number of residential units built horizontally or vertically exclusively designed for human habitation in the Residential/Commercial Area.
- 1.2.31 Floor Area Ratio (FAR)** shall mean the total covered area of a building or buildings on a plot divided by the total area of that plot.
- 1.2.32 Footprint** shall mean the portion of a plot of land covered at any level by a building or part thereof other than the basement.
- 1.2.33 Foundation** shall mean an RCC structure designed to bear and distribute the load of the building into the ground through RCC columns, pillars, beams or walls.
- 1.2.34 Frontage of Corner Plot** shall mean the frontage of plots opening on more than one road will be with reference to the street no as per the possession/site plan.
- 1.2.35 Height of Building** shall be taken as the vertical measurement from the crown of the front approach road to the highest part of the building.
- 1.2.36 Master Plan** shall mean the plan showing the layout of the area with a schedule and supported by a written statement of goals and objectives and financial implications.
- 1.2.37 Mumty** shall mean a structure with a covering roof over a primary (main) or secondary staircase and its landing built to enclose the stairs to protect from weather.
- 1.2.38 Nuisance** Includes any act, omission, place or thing which causes or is likely to cause injury, danger, annoyance or offence to the sense of sight, smell or hearing or which is or may be dangerous to life, health or property.
- 1.2.39 Open Stairs Case** shall mean a staircase whose roof must be fully open to the sky or without an RCC roof and of which at least two sides must be fully open and clear of any adjoining walls of any other building.
- 1.2.40 Parapet** shall mean a wall, whether plain, perforated or panelled, protecting the edge of a roof, balcony, veranda or terrace.
- 1.2.41 Pergola** shall mean a structure whose roof must be at least 75 percent open to the sky.
- 1.2.42 Plinth** shall mean the height of the finished floor level of the ground floor, measured from the top of the finished surface of the road serving the plot, taken from the centre of the property line of the plot along the road. In case of more than one road serving the plot, the plinth will be measured from the reference road providing principal access.
- 1.2.43 Possession** shall mean handing over a demarcated plot to the member with the demarcation of four corners.
- 1.2.44 Project** means any project of construction, repair, renovation, maintenance, up-gradation and development of any facility or land or area undertaken or planned by the Authority to achieve particular aim in the specified area.

- 1.2.45 Projection** shall mean an outer side projection from the building line to give protection from weather and sun.
- 1.2.46 Property Line** shall mean the boundary line of the plot which separates the private property from the public property or private property from another private property.
- 1.2.47 Public Buildings** shall mean a building designed for public use such as a hospital/dispensary, post office, police station, town hall, library, recreational buildings, club etc.
- 1.2.48 Registered Architect** shall mean a person registered with the Pakistan Council of Architects and Town Planners (PCATP) and on the panel of DHA Islamabad & DHA Rawalpindi.
- 1.2.49 Registered Engineer** shall mean a person registered with the Pakistan Engineering Council (PEC) and on the panel of DHA Islamabad & DHA Rawalpindi.
- 1.2.50 Residential Building** shall mean a building authorised for residential occupancy by one or more families.
- 1.2.51 Residential Plot** shall mean a plot allotted exclusively for residential purposes.
- 1.2.52 Scheme** means any scheme, plan, facility or project for development of land for residential, commercial or other use, undertaken, planned or made and approved by the Authority under this Act.
- 1.2.53 Sector Shops/Convenient Stores** shall mean a row of shops in a residential area for routine utility requirements.
- 1.2.54 Septic Tank** shall mean a tank in which sewage is collected and decomposed before its discharge into a public sewer or Soakage Pit.
- 1.2.55 Services** shall mean the public services which are required in a housing scheme to facilitate the health and convenience of the population and include the system of road network, water supply, sewerage, drainage, street lighting, telephone, refuse collection and fire protection.
- 1.2.56 Shop-Cum-Flats** shall mean the provision of shops on the ground floor and flats/offices on the subsequent floors in a commercial area.
- 1.2.57 Soakage Pit** shall mean a pit filled with aggregate, boulders or broken bricks and intended for the reception of wastewater or effluent discharged from a Septic Tank.
- 1.2.58 Stores/Go-downs** shall mean a building/buildings meant for storage of material. Those goods are not of inflammable or objectionable character.
- 1.2.59 Storey** shall mean the space between the floor and the ceiling of a building.
- 1.2.60 Structural Alteration** Shall mean any change in the structure of a building i.e. supporting members of a building such as the load-bearing walls, columns, beams, slabs etc.
- 1.2.61 Structure Engineer** shall mean a person registered with the Pakistan Engineering Council (PEC) having minimum qualification of MSc Structures and on the panel of DHA Islamabad & DHA Rawalpindi.
- 1.2.62 Trapped Land** shall mean land which is not accessible/approachable by the Authority.

**1.3 Application of Byelaws**

- 1.3.1** Every person who, within the limits of DHA Islamabad & DHA Rawalpindi, intends to do business, sell any property, erects or re-erects a building, or carry out addition or alteration to an existing building or demolish the existing building or to have residence shall comply with the requirement of these Byelaws.
- 1.3.2** A building plan shall be approved only for the specified purpose of the plot mentioned in the allotment letter.

- 1.4 Exemptions.** Application of these Byelaws may be relaxed by the Competent Authority, in its sole discretion, provided there is sound justification from engineering, town planning, Building Control and all other relevant aspects.
- 1.5 Interpretation of Byelaws.** In case of any ambiguity in the interpretation of any Byelaws, DHA Islamabad & DHA Rawalpindi reserves the right to deliver/implement the interpreted contents of such Byelaws.

**(PART-I)**

**CHAPTER-II**

**TRANSFER & RECORD DIRECTORATE**

- 2.1 Over Size Plot.** Planning Directorate regulate the over size of plot. Variation in plot size more than 25 Sq yds is adjusted as per Category A (constructable land). Revised allotment letters is required to be issued.
- 2.2 Extra Land.** After approval of Extra Land, Transfer and Record Directorate issue the revised Allotment letter after deposit of extra land charges and applicable taxes (Adv Tax 236(k) & Stamp duty), as intimated by Planning Directorate for Category A (constructable land), Extra land Cat B&C will be retrieved on sale of plot. In case of withdrawal of extra land, actual payment made in this regard will be reimbursed to the member. However in case of Extra land is less than 225 Sqft (25 Sq Yds) it will be allotted Cat A Land at the cost of Cat B and amended allotment letter will be issued accordingly. In case of Category B&C, there is a no need to get revised allotment letter.
- 2.3 Amalgamation of Plot.** As per Byelaws with specific permission, adjacent plots/land may be combined together to form a single unit upto maximum of 4 kanals (residential) including extra land provided entire piece of land has single ownership. Responsibility for initiation/approval of case and intimation to member and Transfer and Record Directorate stays with Town Planning Directorate. After deposit of amalgamation fee including other due charges as intimated by Town Planning Directorate member will deposit original allotment letter alongwith updated account statement for issuance of revised allotment letter of the Plot.
- 2.4 De-amalgamation of Plot.** De-amalgamation of amalgamated res plots are permitted subj to submission of payment of applicable dues, on member's request as per DHA policy. However, such plots when constructed will not be sub-divided unless complete building is dismantled. Such amalgamated plots/land including green area will be governed by applicable DHA building Byelaws.
- 2.5 Inspection of Completed Units (Residential and Commercial) Prior to Transfer.** Completion Certificate of constructed units (residential and commercial) will be verified from Building Control Directorate prior to transfer of said constructed unit to identify building Byelaws violation and clearance of all utility bills from Administration Directorate. The violation (if any) shall be rectified by the seller and purchaser will give all required undertakings as new owner (**Anx A, B & C**) prior to transfer of constructed unit.

**(PART-I)**  
**CHAPTER-III**  
**FINANCE DIRECTORATE CHARGES**  
**DHA ISLAMABAD/RAWALPINDI**  
**(Revision of Charges w.e.f 01 Dec 2022)**

<b>3.1 Membership Fee Residential (Plot/House/Apartment)</b>								
S. NO	Transfer Type	Service benefit to Defence officers & DHA Employee (Serving only) All sizes	Individuals					Corporate Body (Any Size & Category)
			Up to 125 Sq yd	Up to 250 Sq yd	Up to 500 Sq yd	Up to 1000 Sq yd	Above 1000 Sq yd	
3.1.1	1st Allotment & Sale/transfer	50% of normal fee	30,000	50,000	75,000	100,000	110,000	150,000
<b>3.2 Membership Fee Commercial (Plot/Plaza/Shop)</b>								
S. NO	Transfer Type	Service benefit to Defence officers & DHA Employee (Serving only) All sizes	Individuals					Corporate Body (Any Size & Category)
			Up to 100 Sqyd (4 Marla)	Up to 200 Sqyd (8 Marla)	Up to 500 Sqyd (20 Marla)	Above 500 Sqyd (20 Marla)	Shop	
3.2.1	1st Allotment & Sale / transfer	50% of normal fee	75,000	100,000	150,000	10,000/ per marla	75,000	Up to 20 Marla Rs 200,000, Above Rs 10,000 per Marla
<b>3.3 Membership Fee Legal heir &amp; Gift (Residential/Commercial)</b>								
3.3.1	Legal Heir / Allotment of widow of Shuhada/JCO				Rs 6,000			
3.3.2	Gift	Same fee as applicable on sale / transfer						
3.3.3	Rates of civilians will be applied if a serving defence officer acquires a plot/house/shop/plaza from the market.							
3.3.4	In case of sale by JCO's Rs. 25,000 will be recovered on account of Membership Fee							
3.3.5	In case of more than one purchaser additional Membership Fee Rs. 10,000 will be charged from each rest of the member.							
<b>3.4 Masjid Fund (Rs)</b>								
S. NO	Particulars	Res/ Apartment	Commercial Plots / Shops / Plaza				Remarks	
3.4.1	JCO / NCO / Widow of Shuhadah	5,000	Rs. 5,000 Per Marla (25 Sq yd)				* Non-Muslims are exempted from Masjid Fund fee. * Same fee for legal heir, gift transfer & 1 <sup>st</sup> allotment	
3.4.2	Individual / Corp Body	12,000						
3.4.3	Others							
<b>3.5 Transfer Fee (Plot / House)</b>								
S. NO	Transfer Type	Residential						Shops
		Up to 125 Sq yd	Up to 250 Sq yd	Up to 500 Sq yd	Up to 1000 Sq yd	Up to 1500 Sq yd	Apartment	Upto 500 sqft
3.5.1	Individual							

3.5.1.1	Normal	30,000	60,000	100,000	125,000	150,000	Rs.25/Sqft	175/Sft
3.5.1.2	Gift / Joint (50%)	15,000	30,000	50,000	62,500	75,000	Rs.12.5/Sqft	87.5/Sft
3.5.1.3	Legal Heir (20%)	6,000	12,000	20,000	25,000	30,000	Rs.5/Sqft	35/Sft
3.5.1.4	<b>Note: Up to 200 Sq yd Rs. 35,000 will be charged. Relaxation for Gift/Joint and legal heir transfers will be applied as per above mentioned ratio. For more than 1500 Sq yd transfer fee will increase in above ratio proportionately.</b>							
<b>3.5.2 Corporate Body</b>								
3.5.2.1	Residential	Rs. 200,000 for all sizes						
3.5.2.2	Commercial	Rs. 60,000 per 25 Sq.Yd or Rs. 350,000 whichever is higher						
<b>3.5.3 Commercial Plots / Plaza</b>								
3.5.3.1	Normal	Rs. 40,000 Per Marla /25 Sq yds						
3.5.3.2	Gift / Joint	Rs. 20,000 Per Marla /25 Sq yds (50% of Normal)						
3.5.3.3	Legal Heir	Rs. 8,000 Per Marla /25 Sq yds (20% of Normal)						
3.5.3.4	<b>Note: In case one of the joint owner wants to sell his share to the other, transfer fee will be levied according to the share sold out. No Membership fee will be charged except Masjid and Documents fee.</b>							
<b>3.5.4 Urgent Transfer Fee &amp; Allotment Letter Fee (All Categories)</b>								
S.NO	Particulars	Urgent Transfer fee (Rs)	Urgent Allotment Letter within 24 Hrs (Rs)	Urgent Allotment Letter within 72 Hrs (Rs)				
3.5.4.1	Individual	50,000	30,000	15,000				
3.5.4.2	Corporate Body	60,000	30,000	15,000				
<b>3.5.5 Outstation Transfer Fee</b>								
S.No	Transfer By	Charges (Rs)			These charges will apply when seller / purchaser request to make transfer outstation.			
3.5.5.1	Pakistani Citizen	50,000 for Islamabad /Rawalpindi , Other cities Rs.100,000						
3.5.5.2	Corporate Body	150,000						
3.5.5.3	The above mentioned charges do not include boarding, lodging & travelling expense.							
<b>3.6 Non Utilization Charges (Rs.)</b>								
S.No	Particulars	Residential(Per annum)				Commercial (P.A)		Shops
		Up to 250 Sq yd	Up to 500 Sq yd	Up to 1000 Sq yd	Above 1000 Sq yd	All Sizes		
3.6.1	Individual	20,000	25,000	25,000	30,000	Rs 20,000/25 Sq yd	N/A	
3.6.2	Corporate Body	Same as above				Rs 25,000/25 Sq yd	N/A	
<b>Note: These charges are applicable from 01 Dec 2022. Any amount payable prior to this date will be recovered as per SOC 2011 &amp; SOC 2021.</b>								
<b>3.7 Amalgamation/Combination Fee (Rs.)</b>								
S.No	Particulars	Residential				Commercial		Shops
		250-500 Sq yd	501-1000 Sq yd	1001 -1500 Sq yd	1501 Sq yd & Above	All Sizes		
3.7.1	Individual	200,000	450,000	650,000	1,000,000	125,000/addl 25 Sq yd	200,000	
3.7.2	Corporate Body	Same as above						



3.7.3	For joint use of building floors Rs. 125,000 per floor will be charged					
<b>3.8 De-Amalgamation Fee</b>						
S.No	Particulars	Residential		Commercial		Shops
3.8.1	Individual	Same as amalgamation fee. division of plots allowed only after amalgamation and division of less than a 2 K size plot is not allowed.		Same as amalgamation fee. division of plots allowed only after amalgamation and division of less than a 8 K size plot is not allowed.		N/A
3.8.2	Corporate Body					N/A
<b>3.9 NOC Fee for Mortgage Fee (Rs)</b>						
S.NO	Particulars	Residential / Commercial All Categories				
		Individual		Corporate Body		
3.9.1	NOC fee	12,500		25,000		
3.9.2	Lien Marking Fee	12,500		25,000		
<b>3.10 Site Plan/Possession Fee (Rs)</b>						
S.NO	Particulars	Individual/Corporate		Utility Charges (Per Meter)		
		Residential	Commercial	Water	Electricity	
3.10.1	Site Plan & Possession	Rs 7,500 per marla	Rs 15,000 per marla	140,000	160,000	
3.10.2	Urgent Site Plan Rs. 20,000, Duplicate Site Plan Rs 2,000, Revised Site Plan Rs. 3,000					
3.10.3	Gas Meter will be installed through SNGPL					
3.10.4	Site plan and possession dues 100% exempted for DHA Emps (Serving only)					
<b>3.11 Building Plan/Drawing Approval Charges (Rs)</b>						
S. No	Particulars	Individual		Corporate Body above 400 Sq Yds		
		Residential / Apartments	Commercial Plot / Shops	Multi-storey Apartments	Commercial / Mix use	
3.11.1	Scrutiny	15/sqft	22/sqft	30/sqft	42/sqft	
3.11.2	Revised Drawing	20,000	<ul style="list-style-type: none"> <li>➤ Covered area Up to 20,000 Sqft Rs.50,000</li> <li>➤ Above 20,000 Sqft Rs.125,000</li> </ul>	50,000	Same as Individual	
3.11.3	Drawing scrutiny and approval 50% exemption for DHA Emps (Serving only)					
<b>3.12 Completion Certificate (Rs)</b>						
S.NO	Particulars	Individual / Corporate Body		Commercial (Ind)/Corporate Body		
3.12.1	House	First Owner Rs. 10,000 on Tfr Rs. 5,000		First Owner: Covered area Up to 20,000 Sqft Rs. 40,000, Above 20,000 Sqft Rs. 125,000 on Tfr 50% as per above criteria		
3.12.2	Duplicate Completion Certificate	Rs. 2,500				
<b>3.13 General / Special Power Of Attorney (Rs)</b>						
S.NO	Particulars	Residential / Commercial				
3.13.1	GPA	Individual Rs 50,000, Corporate Body Rs. 60,000				
3.13.2	SPA	Rs. 25,000				

<b>3.14 Certificate Verification (Rs)</b>		
<b>S.NO</b>	<b>Particulars</b>	<b>Residential / Commercial/ Corporate Body</b>
3.14.1	500 Sq. Yd	Rs. 20,000
3.14.2	250 Sq. Yd	Rs. 10,000
3.14.3	Plot Verification Fee is Rs.6,000	
3.14.4	Revised certificate Verification charges do not apply on DHA valley/DHA Homes/DHA Comm Ave	
<b>3.15 Security Charges</b>		
3.15.1	Rs.12,000 per annum w.e.f 01 Dec 2022. Any amount payable prior to this date will be recovered as per SOC 2011 & SOC 2021	
<b>3.16 Excess Area Charges</b>		
3.16.1	Market Price	For Category "A"
3.16.2	30% of Market Price	For Category "B"
3.16.3	Rs 150/Sq ft	For Category "C"
<b>3.17 Corner Plot &amp; Opening On Two Roads Charges (Rs.)</b>		
3.17.1	<b>Residential</b>	
3.17.1.1	Below 500 Sq yds	100,000
3.17.1.2	500 Sq yd and above	200,000
3.17.2	<b>Commercial</b>	
3.17.2.1	Up to 100 Sq yd	250,000
3.17.2.2	100 Sq yd & above	500,000
3.17.2.3	Note: Charges for two openings on one road will be same as charges for "OPENING ON TWO ROADS" - 10% of plot price on new sale will be charged for corner plot charges.	
<b>3.18 Reissuance of Dues / NDC (Rs.)</b>		
3.18.1	Re-issuance of Transfer Dues (Dues are valid for 15 Days)	8,000
3.18.2	Re-issuance of NDC (NDC is valid for 3 Months)	8,000
3.18.3	Note: Surcharge of 15 days on unpaid amount, security & non utilization of three months will be calculated at the time of dues preparation. Instl due within one month of date of signing of transfer dues will bel recoverable from seller.	
<b>3.19 Processing/Registration Fee (Non-Refundable) (Rs.)</b>		
3.19.1	Residential	6,000
3.19.2	Commercial	12,000
<b>3.20 Security Fee (Refundable (Rs)</b>		
3.20.1	500 Sq yds & above	75,000
3.20.2	below 500 Sq yds	40,000
3.20.3	Commercial	Rs. 40/Sqft or Rs. 250,000 whichever is higher
3.20.4	Residential Apartment	Rs. 30/Sqft or Rs. 250,000 I is higher
<b>3.21 Misc Charges (Rs.)</b>		
3.21.1	Byelaws Booklet	600
3.21.2	ID Card Charges	400
3.21.3	Documentation Fee	4,000
3.21.4	Issue of Duplicate Allotment Letter	25,000
3.21.5	Allotment Ltr on Special Auth	5,000
3.21.6	Issue of Provisional Allotment letter	12,500
3.21.7	Registration of Property Dealers	50,000
3.21.8	Renewal of Registration	25,000
3.21.9	Property Dealer's Card Fee	1,500

3.21.10	Legal Fee for Caution Removal	10,000
3.21.11	Registration of Consultant Fee	50,000
3.21.12	Renewal of Consultant Fee	25,000
3.21.13	Correction in owner name	6,000
3.21.14	Postage expense of Almt ltr	Local 5,000, Foreign 20,000
3.21.15	Fee for provision of Attested documents	600 per document
3.21.16	Issue of duplicate Inspection Chart	500

3.22 **Note:** These charges are subject to annual update/change as and when necessitated/required, by the Authority.

**(PART-I)**  
**CHAPTER-IV**  
**BUSINESS DEVELOPMENT**

- 4.1 Any business being run inside DHA from inside or outside DHA has to be registered with Business Development Directorate. In case of any violation, penalties will be imposed.
- 4.2 Once a proposal received by Business Development Directorate has been granted principle approval by Competent Authority thereon Business Development Directorate should be able to conclude the contract within two weeks of the principle approval.
- 4.3 Landlord/tenant to get NOC from Business Development Directorate before commencing any business in privately owned commercial property. In case of any violation, penalties will be imposed.
- 4.4 Home businesses are not allowed in any shape or form and any violation to this end will be liable to heavy fines.
- 4.5 Loud music in shops/plazas/commercial areas will not be allowed which may cause disturbance for nearby residents and families. In case of any violation, penalties will be imposed.
- 4.6 No temporary permission will be given for small businesses like kiosks, stalls, vans, etc in the parking area/in front of shops/plazas.
- 4.7 All DHA-owned property will be rented out through Business Development Directorate only.
- 4.8 No outdoor commercial activity will be allowed in the common area like the front veranda/circulation area and parking area. In case of any violation, penalties will be imposed.
- 4.9 Placing of chairs, tables, chillers, freezers, and display counters are strictly prohibited outside premises like car parking and circulation area. In case of any violation, penalties will be imposed.
- 4.10 No auto workshops are allowed on DHA premises.
- 4.11 Night stay in rented premises shall not be allowed except for security staff etc.
- 4.12 Placing LPG cylinders in open spaces is strictly prohibited. No structural changes will be made to the main building structure.
- 4.13 For businesses inside parks, no parking is allowed on residential streets. Any complaints by residents will be taken seriously and penalties will be awarded.
- 4.14 **Penalties.** As per DHA's applicable charges/policy mentioned in **Chapter XV**.

**(PART-I)**  
**CHAPTER-V**  
**MARKETING DIRECTORATE**

**5.1 Hoardings**

- 5.1.1 The content of the display has to be approved by DHA beforehand and payment of fee as prescribed by the Authority from time to time.
- 5.1.2 Fixing arrangements like hooks etc should be planned adequately.
- 5.1.3 On the fascia of a shop, a 2 ft wide space be provided to fix hoardings.
- 5.1.4 The electrical & structural responsibility of neon signs shall be of the owner.
- 5.1.5 The name of the owner, mobile number and address have to be displayed on the side of his/her hoarding.
- 5.1.6 Any hoarding at any time can be dismantled by DHA.
- 5.1.7 Wall chalking, writing on walls and pasting of posters etc on the walls shall not be allowed and perpetrators shall be fined as per DHA policy.

**5.2 Commercial Signage**

- 5.2.1 Width – Complete front face of the shop.
- 5.2.2 Depth – Standard 1 ft.
- 5.2.3 Height – Upto 3 ft.
- 5.2.4 A corner shop with an exterior side face shall be allowed signage over the window width with a height not exceeding 5 ft.
- 5.2.5 Placement of any other Temporary/Permanent materials outside the shopping centre is strictly prohibited.
- 5.2.6 Placement of irregular-size displays/signboards at the specified and unauthorised locations will not be allowed.
- 5.2.7 Placement of advertising boards on the side wall of the commercial plaza will not be allowed.
- 5.2.8 Directional signage will not be allowed without permission.
- 5.2.9 Unauthorized use of circulation spaces will not be allowed.
- 5.2.10 The safety of the signboard to avoid any incident/injury to any visitor will be the sole responsibility of the owner/member.

**(PART-II)**

**CHAPTER-VI**

**TOWN PLANNING DIRECTORATE**

**6.1 Sub-Division of Plots**

**6.1.1 Residential**

**6.1.1.1** Sub-division of plots is allowed only for 1000 sq yds plots and above provided 1000 sq yds plot lies in line with 500 sq yds plots, after payment of dues as per DHA policy. An amalgamated plot can be subdivided into two separate plots provided the construction is done according to the Byelaws of the smaller plot, after payment of dues as per DHA policy.

**6.1.1.2** Sub-division of planned 1000 sq yds Category plots is not allowed.

**6.1.2 Commercial.** Sub-division is not allowed.

**6.2 Amalgamation of Two Plots**

**6.2.1 Residential.** With specific permission, adjacent plots/land may be combined together to form a single unit upto a maximum of 4 kanals (residential) including extra land (any category) provided the entire piece of land has single ownership. Such units when constructed will not be subdivided unless the complete building is dismantled. Such amalgamated plots/land including green areas will be governed by applicable DHA Building Byelaws.

**6.2.2 Commercial**

**6.2.2.1 Amalgamation of Commercial Plots.** The amalgamation of small plots (4M & 8M) to more than 2 plots (upto 4x plots) is possible subject to adherence to Byelaws applicable to a single plot of the original size. The amalgamation of bigger size commercial plots will be dealt with on a case-to-case basis with due diligence of site conditions and other governing Byelaws.

**6.2.2.2 De-amalgamation of Commercial Plots.** De-amalgamation of amalgamated commercial plots is permitted subject to submission of payment of applicable dues as per DHA policy.

**6.3 Possession of Plots.** The following procedure is laid down: -

**6.3.1** On clearing all dues, members should apply for the site plan/possession of plots on the prescribed form.

**6.3.2** A site plan indicating details (gate, manhole and water point location) shall be provided to the member.

**6.3.3** Possession documents will be issued after the DPC-level check of the boundary wall.

**6.3.4** Attestation/Verification of Possession Letter (DHA Valley Project)

**6.3.4.1** Member will apply for attestation/verification of possession letter through an application to Town Planning Directorate.

**6.3.4.2** Member will be asked to produce a copy of inventory signed at the time of getting physical possession of DHA Homes.

**6.3.4.3** Member deposit Rs. 5,000/- through PO/DD (in favour of DHA attestation fee).

**6.3.4.4** Attested document if used for Bank loan purposes member will submit an undertaking in this context.

**6.4 Issuance of Duplicate Possession Letter (DHA Homes)**

- 6.4.1** Member will submit an undertaking on Judicial Stamp Paper for loss of the possession letter.
- 6.4.2** Member will deposit Rs 10,000/- in the Finance Directorate of DHA through PO/DD (in favour of DHA) for issuance of duplicate possession letter.

**6.5 Entry Gate(s)**

- 6.5.1** The position/location of the gate(s) will be kept as per DHA approved site plan part of the master plan.
- 6.5.2** The gate cannot be fixed on the outer side of the boundary wall.
- 6.5.3** Two gates shall only be allowed in case of corner plots or plots having roads on any two sides with no DHA green area at the back. Non-corner plots having frontage 70 feet and above can have two gates on the front side but services such as transformer, DB, pole etc in front of the second entry/gate will not be shifted. Charges for the second gate on one side will be the same as opening on two roads charges.

**6.6 Two Adjacent Plots using one as Green /Lawn.** If a member has two adjacent plots and he uses one plot for the construction of his house and the second as lawn, then the following needs to be complied with:-

- 6.6.1** Both plots must be owned by the same member.
- 6.6.2** If ownership is different than an affidavit on judicial stamp paper of Rs 100/- and a sketch showing detail of the boundary wall and gate duly signed by the approved architect will be required from the second owner that he/she has no objection to utilizing his/her plot as the green area only.
- 6.6.3** Members are to get the site plan/possession of the plot to be utilized as green/lawn.
- 6.6.4** A soundproof generator may be placed after approval from the Competent Authority.
- 6.6.5** A combined boundary wall will be erected and the second gate is allowed on the plot utilized as a green area as per the DHA gate layout plan.
- 6.6.6** A passage/driveway from the gate to the building line would also be allowed, however, no construction of any type such as a porch etc would be allowed.
- 6.6.7** Only one water connection will be allowed for the constructed house(s) and no water connection will be provided for plot(s) utilizing as green. However, rainwater harvesting tank can be constructed in green after written approval from Building Control Directorate DHA.

**6.7 Extra Land**

- 6.7.1** Construction in extra land without changing its category to constructible land is not allowed.
- 6.7.2** Provision of a gazebo/covered sitting area upto 150 sq ft using wood, fibre and/or iron will be allowed after leaving compulsory open space/set-back and approval from TP Directorate DHA.
- 6.7.3** Construction in extra land of Defence Villas will be decided considering the category of extra land on case to case basis.
- 6.7.4** Members holding extra land 10 marlas & above and maintaining it as a green area will have to pay double water charges.
- 6.7.5** Undertaking for the retrieval/cancellation of extra land by DHA is at **Anx E**. DHA reserves the right to retrieve or withdraw any extra land having category B or C allotted to the member and the amount paid for such extra land, if any, the same shall be reimbursed to the member. It is declared that extra land does not create any title or right in favour of the member since it is not the part of member's adjacent plot as per the member's entitlement. The cost of any

construction therein will neither be claimed by the member nor will be paid by DHA.

- 6.7.6** Construction including water tank, septic tank and spiral stairs in non-constructible extra land is not allowed. However, shades in set-backs and rainwater harvesting tank can be constructed after written approval from Building Control Directorate DHA
- 6.7.7** A soundproof generator may be placed in extra land after approval from the Competent Authority.
- 6.7.8** Category 'B' & 'C' land allotted will be reverted back to DHA at the time of any sale/purchase of plot (if not attached to the constructed house). 100% paid amount by the member will be reimbursed without any increase or decrease.

**6.8** **Parking Requirements.** Parking requirements for vehicles in these Regulations will be applicable under the following conditions: -

- 6.8.1** A new building is constructed or a change of use of the existing building is established.
- 6.8.2** If an existing building is altered and there is an increase in the floor area of the building, then additional parking requirements will apply to the proposed addition only within the property limits as required under these Regulations.
- 6.8.3** The parking space, including ramps, will be exempted from FAR.
- 6.8.4** An upward ramp is not allowed in COS. Only a downward ramp is permitted in COS. The ramp will be excluded from the footprint area.
- 6.8.5** The total parking requirement of every building will be determined as a sum of parking requirements for each type of use of the building.
- 6.8.6** Toilets (including washbasin) for drivers in the parking space must be provided as one toilet per 50 bays and so on. The ratio must be maintained if the number of bays increases by more than 50. For example, 61 bays would require two toilets.
- 6.8.7** A detailed plan will be submitted showing the entry, exit, and gradient of the ramp, turning radius, storage spaces, circulation and movement of vehicles.
- 6.8.8** Electro-mechanical ventilation/exhaust will be provided for parking in the basement(s).
- 6.8.9** At least 16% of the total parking space will be utilized for motorcycle parking.
- 6.8.10** A minimum of 4 parking bays out of every 100 parking bays will be earmarked, duly labelled as such, for universal accessibility/senior citizens at the most convenient location.
- 6.8.11** Dedicated parking for all types of buildings (Residential, Commercial, and Amenity) should be provided within the premises as per the required numbers based on the planned capacity. Major or associated roads will not be utilized for car parking.
- 6.8.12** In the case of parking plaza/basement parking, the no of cars will be calculated @ 250/per sq ft vehicle of the gross floor area.
- 6.8.13** The maximum slope of the ramp in case of parking plaza/basement parking should not be more than 1: 7.
- 6.8.14** A minimum one vehicle parking space will be provided for:-
- 6.8.14.1** Every 500 sq ft of gross floor area for retail shops area, business offices, for all facilities of hotels e.g. bedrooms, restaurants, conference room, indoor recreational area & retail outlets.
- 6.8.14.2** Every 1000 sq ft of gross floor area for an apartment/flat of a commercial building.
- 6.8.14.3** Every 4000 sq ft of gross floor area for all educational institutions or a minimum of one-fourth of motor vehicle parking space will be provided per classroom whichever is more.



6.8.14.4 Every 1500 Sq ft of gross floor area for hospitals.

- 6.9 **Corner Plot**. The owner of the corner plot will be required to pay an additional (10% of the original total) cost as laid down by DHA.
- 6.10 **Over/Under Size Plots**. Plots measuring less area as compared to standard size plots will be remitted cost of land only. Similarly, those, measuring more than the standard size plot shall be required to pay for the extra/additional area as per the rates decided by DHA. Variations in plot size will be assessed as the cumulative value of the plot. Member will be charged/refunded the difference in cost of both. The cost of an over/undersize plot will be adjusted at the time of the Site Plan Issue for house construction. Variations in plot size up to one marla (225 Sq ft) will be adjusted as per Category 'B' Land cost.
- 6.11 **Annexation of Adjacent Extra/Trapped Land**. In case where extra land is available adjacent to the plot, it may be purchased by the member. Rates and permission of such cases are subject to approval by DHA. Construction on extra land is not allowed without changing its category to constructible.

**(PART-II)**

**CHAPTER-VII**

**GUIDELINES DURING CONSTRUCTION**

- 7.1** For commencement of construction in DHA, steps as per **Anx D**.
- 7.2** Until the grant of formal possession to an owner for commencement of construction, DHA is the temporary custodian of all vacant plots and may utilize them, as and when required, as per the needs and requirements of the Authority.
- 7.3** The working hours for construction activities would be as under:-
- 7.3.1** Upto 1900 hrs (7 pm) in winter.
- 7.3.2** Upto 2100 hrs (9 pm) in summer.
- 7.4** Construction material would be placed within the plot area or in the adjacent plot without tempering the plot and with the permission of the DHA Building Control Section.
- 7.5** Screen the whole site to stop dust from spreading. Cover piles of building materials like cement, sand and other powders, regularly inspect for spillages and locate them where they will not disturb the adjacent constructed houses.
- 7.6** The temporary store would be constructed within the plot or in the adjacent plot without tempering the plot and with the permission of the DHA Building Control Section.
- 7.7** No excavation works, whatsoever, will commence without first delivering the construction material (cement, steel, sand, crush, bricks etc) on site. The temporary store may be constructed before the start of excavation works.
- 7.8** Member shall ensure implementation of approved excavation plan. Violation of same would be liable to fines as per DHA policy.
- 7.9** During excavation for construction (including use of unauthorized vibratory roller), any damage to adjacent buildings or services, the member will be fully responsible and will build it back and restore it to its original condition.
- 7.10** Every person undertaking building work shall provide adequate readily accessible sanitary conveniences for all persons engaged in that work. The sanitary convenience provided shall be sited in such a position as not to create a nuisance or cause offence to persons, either in a public place or to persons residing or working in any premises adjacent to or near the site where building work is being undertaken. The sanitary convenience provided would be disposed-off to DHA sewer through a septic tank. No direct disposal of sewage to the main sewer would be allowed.
- 7.11** In the case of an open basement, 2 feet excavation in the adjacent plot can be done with the permission of the owner/DHA Building Control Section provided the backfilling would be done with sand and the retaining wall would be constructed within 15 days from the commencement of excavation.
- 7.12** Any dust produced as a result of construction must be kept to a minimum by damping it down with water. Stockpiles of materials must be kept damp to prevent windblown dust.
- 7.13** Collect any waste/water generated from site activities in settlement tanks, screen, discharge the clean water and dispose-off the remaining sludge at an appropriate location.
- 7.14** No burning of materials on site.
- 7.15** Nobody would be allowed to wash any type of vehicle on the porch, on road or ramp outside the building. If anybody violates, fines would be imposed as per DHA policy.
- 7.16** No noise-emitting equipment such as wood/steel cutting machines, marble cutters/grinders can be placed on the porch/lawn or outside the building.



- 7.17** During the construction activities like cutting/grinding of marble, cutting of wood, steel etc, the outer openings such as doors, windows ventilators etc. will be covered with polythene sheets to avoid spreading of dust into the adjacent houses.
- 7.18** Underground water tanks shall be covered/bounded by a 4 feet high safety grill/parapet during construction.
- 7.19** Construction of the main building will not be allowed until the entire boundary wall towards the road upto DPC level is completed and checked by DHA.
- 7.20** Debris shall not be allowed to accumulate to constitute a hazard to the community and environment.
- 7.21** Contractor of the commercial project will be responsible to provide a board on-site during the currency of the project, with the following information
- 7.21.1** Plot Address
- 7.21.2** Name of the Architect & Structural Engineer with a telephone number.
- 7.21.3** Name of the contractor with telephone number.
- 7.21.4** Approved plan from DHA with approval reference number mentioned.
- 7.22** Commercial projects to ensure all roads, sidewalks and thoroughfares bordering on or running through any excavation site shall be provided with substantial guard rails or board fences
- 7.23** Commercial projects to provide fix and maintain suitable screens or awnings to screen the building and scaffold to effectively minimize dust and debris from falling or being blown over the boundaries.
- 7.24** Commercial projects will ensure that during darkness, all public sidewalks shall be adequately illuminated and warning lights or flares shall be placed upon the property to ensure the safety of pedestrian and vehicular traffic.
- 7.25** If the member violates the Byelaws and does not rectify or remove the violation as per the Byelaws, within the specified time frame, then all works on site will be halted and services may be suspended till rectification of the violation.
- 7.26** In case of non-compliance by a member after issuing the requisite number of notices, the rectification of the violation shall be done through DHA-registered vendors at the member's risk & cost. The cost will be deducted from the member's security money.
- 7.27** Construction work will only be undertaken through a contractor registered with DHA. Member can self-construct his house after necessary permission from Security Directorate (**Part-III, Clause 12.4**)
- 7.28** If seepage is observed, during construction, from an adjacent house, it should be immediately reported to Project Director and Building Control Directorate.
- 7.29** Members/contractors remain responsible for the conduct of their employees/workers. Any employee found without a security pass or involved in undesirable activities will be immediately expelled and blacklisted by security staff, after giving the right to a hearing.
- 7.30** All residents/employees are expected to cooperate with Building Control staff and adhere to the instructions/guidelines issued from time to time.
- 7.31** DHA will not allow the commencement of any digging and related works, that can possibly pose a threat to the safety of neighbouring structures or services, during the monsoon/rainy season. Similarly, DHA may halt those works whose continuation can be delayed due to the expected long absence of labour from the site as a result of gazetted holidays (Eid) or lockdown/strikes etc.
- 7.32** In case of any error/doubt that can possibly lead to a construction violation, Building Control Directorate should be approached for clarification and the particular construction be stopped till formal approval or clarification. Otherwise, DHA reserves the right to halt the work at the site, suspend services and demolish the violation and/or impose heavy fines.

## (PART-II)

## CHAPTER-VIII

**BUILDING CONTROL DIRECTORATE - GENERAL**

**8.1 General.** These regulations have been framed to facilitate construction by the members. Due relaxation has been ensured while specifying the covered area and other details. The designers have been extended leverage to contribute such designs which add to the overall complexion of a healthy environment/development:-

**8.1.1** Anyone who intends to carry out building works within the boundary of DHA should strictly comply with the requirement of these Byelaws.

**8.1.2** The plot shall be strictly utilized for the purpose it has been allotted. To preserve the sanctity of planning, ***NO DEVIATION SHALL BE PERMITTED.***

**8.2 Lighting and Ventilation****8.2.1 Size of External Openings**

**8.2.1.1** Every room, other than rooms used predominantly for the storage of goods, shall be provided with natural light and natural ventilation utilizing one or more openings in external walls. These openings shall have a combined area of not less than 10% for habitable rooms and 7.5% for other rooms of the floor space of such openings and the whole of such openings shall be capable of allowing free and uninterrupted passage of air.

**8.2.1.2** Area for openings in case of a warehouse, godown, storage places etc shall not be less than 5% of the floor space unless the space is mechanically ventilated.

**8.2.2 Size of Internal Openings.** Unless the light and ventilation requirements are met by an air well or ventilation duct, all internal habitable rooms must have openings in internal air wells in addition to door openings not less than 7.5% of the floor area of such room. Access for maintenance of the shaft is to be provided at the level from where the shaft commences.

**8.2.3 Internal Air Wells**

**8.2.3.1** Habitable rooms may receive daylight and natural ventilation from internal air wells which shall conform to the following minimum sizes:-

**8.2.3.1.1** For buildings upto 2 storeys, 20 Sq ft with a minimum width of well 5 ft.

**8.2.3.1.2** For buildings with 3 to 5 storeys, 100 Sq ft with min width of well 8 ft.

**8.2.3.1.3** For buildings higher than 5 storeys, 100 Sq ft plus 10 Sq ft for each additional floor over storeys and minimum width of well 10 ft.

**8.2.3.2** Where only kitchens, WC and bathrooms receive daylight and ventilation from air wells, their sizes shall conform to the following as a minimum:-

**8.2.3.2.1** For buildings upto 2 storeys, 25 Sq ft with a minimum width of well 3 ft.

**8.2.3.2.2** For buildings with 3 to 5 storeys, 50 Sq ft with a minimum width of well 5 ft.

**8.2.3.2.3** For building higher than 5 storeys, 50 Sq ft plus 5 Sq ft for each additional floor with a minimum width of well 5 ft.

**8.2.4 Permanent Openings in Kitchen.** Every kitchen shall have openings for permanent ventilation into the external air space not less than 15 % of its floor area.

**8.2.5 Water Closet, Bath Room & Ablution Places.** Every water closet, urinal stall, bathroom and ablution area shall be provided with natural lighting and ventilation utilizing one or more openings in external walls having a combined area of not less than 2 Sq ft per water closet, urinal or bathroom except where adequate and permanent mechanical ventilation is provided and which discharges into an open

space.

**8.2.6 Garages.** Every garage shall be provided with an opening of not less than 5% of the floor area for ventilation and lighting incorporated in a wall or the door.

**8.2.7 Staircase.** All staircases which are enclosed shall be provided with adequate lighting and ventilation from openings not less than 7.5% of the staircase area.

**8.2.8 Mechanical Ventilation & Central Air Conditioning Waiver-Minimum Requirement**

**8.2.8.1** Where undertaking for central air conditioning and permanent mechanical ventilation is provided, the relevant clauses of these regulations dealing with natural ventilation, lighting and heights of rooms may be waived.

**8.2.8.2** Where permanent mechanical ventilation in respect of lavatories water closets, bathrooms or corridors has been provided, conditions relating to natural ventilation and natural lighting under these Regulations shall not apply to such lavatories water closets bathrooms or corridors.

**8.3 Bearing Capacity Test.** Bearing capacity tests will be arranged by the member through DHA approved firm/laboratory. The approved firm list is available in Building Control Directorate and DHA Web site.

**8.4 Foundations**

**8.4.1 Geo-Technical Investigation.** Before structural designs of buildings, soil investigation with a minimum of two boreholes with depths depending on the height of the buildings will be carried out. However at times, the builder may be asked to carry out tests to prove the nature of the soil, wherever considered necessary by the DHA.

**8.4.2 Foundations near Drain.** Where a building is to be constructed near a drain or an excavation at a distance less than the depth of the said drain or excavation, the builder will make sure that the foundation of the building is safe.

**8.4.3 Structural Calculations.** The designer shall submit structural calculations and a certificate from Structural Engineer to verify the structural stability of foundations and superstructure if required by DHA.

**8.5 Preparation of Building Plans.** For the preparation of building plans (new or alteration) the member should engage a licensed architect and structural engineer on the panel of DHA.

**8.6 Submission of Drawings.** The member shall submit the undertaking at **Anx F** along with the application (**Anx G, H & J**), three sets of drawings (in ammonia prints) duly signed and stamped by the DHA registered Architect along with the soft copy covering the following details: -

**8.6.1** The size of the sheet should be 30x40 inches (**Anx Z**) and all details are to be given at a minimum scale of 1/8 inch on the same sheet.

**8.6.2** The plans of a basement, ground floor and first floor, if any and the roof along with mummy.

**8.6.3** Front elevation, longitudinal section passing through stairs and site plan/key plan showing the width of the road. In the case of a corner plot, 2x elevations are required.

**8.6.4** Elevation and section of boundary wall, gate, ramp and water channel for adjoining road/street.

**8.6.5** External dimensions of the building.

**8.6.6** Internal dimensions of all rooms.

**8.6.7** The position and dimensions of all projections beyond the walls of the building.

**8.6.8** Roof plan showing the location/dimension of the overhead water tank, mummy.

**8.6.9** Total height of building showing reference point including the level of finished floor and split-levels

(levels be indicated on plans also).

- 8.6.10** The location of the reference service manhole and its invert level and the location of the water connection shall be clearly shown on the submission drawing.
- 8.6.11** Thickness and X-section of RCC structures.
- 8.6.12** Location and size of overhead and underground tank.
- 8.6.13** The sewerage line, wastewater/soap line and drainage line should be laid independently and marked properly on the plan. The soap water should not be connected directly to the septic tank. It should be connected to the overflow manhole (constructed within the plot line) of the septic tank. A water channel of 4x4 inches would be constructed along the main gate line. This drain would be suitably connected to the overflow manhole of the septic tank through a 1-inch dia pipe.
- 8.6.14** Schedule of open/covered areas.
- 8.6.15** Schedule of doors and windows.
- 8.6.16** Covered area calculation block plan.
- 8.6.17** Signature of the Owner and the Architect on drawings along with required DHA forms.
- 8.6.18** Drawings must be of acceptable Architectural standards.
- 8.6.19** Attested copy of ID Card, Allotment letter, Possession form, Site Plan, NOC form duly verified by Transfer & Record Directorate and Finance Directorate, 3x set of submission drawings (ammonia print), soft copy of drawing (in CD), bearing capacity report, duly signed undertaking by the architect and structural engineer on a prescribed form and prescribed dues (scrutiny fee water charges) as decided by DHA from time to time.
- 8.6.20** Besides the undertaking of the Architect (**Anx K**) and structure engineer (**Anx L**), the contractor will be responsible for the execution of work as per the approved drawings from DHA duly submitted by the Registered Architect/Structure engineer.
- 8.6.21** In case there is any modification required in the approved plan, the owner will be responsible for submitting the drawings through a registered Architect/Structure Engineer to DHA before execution on site.
- 8.6.22** Soil test report duly signed and stamped by the DHA registered firm along with 1xset of structural drawings on an A3 sheet duly signed by the DHA's approved structural engineer along with the certificate (**Anx M**) on letterhead that the structure is safe. These drawings should show the layout and sectional details of foundations, beams columns, lintels, slabs, underground and overhead water tanks. This set of drawings is only for DHA records and DHA has no responsibility regarding the stability/safety of the structure. In any case, the member and structure engineer will be responsible for any loss or damage to the building. In the case of commercial drawings, the structure should be duly vetted by the DHA-approved vetting engineer.
- 8.6.23** Security charges as per DHA's approved rates. These will be refunded at the time of issuance of the completion certificate.
- 8.6.24** Isometric colour view on a separate A4 paper with a soft copy (JPG).
- 8.7** **Approval of Submission Drawings.** The following procedure will be followed:-
- 8.7.1** The member will submit the plans to DHA for approval as per DHA Byelaws.
- 8.7.2** Plans not conforming to DHA Byelaws will be returned to the architect along with reasons by mail/may be collected by hand, otherwise, the member can collect approved drawing with permission letter and SOP for demarcation check within 15 working days.
- 8.7.3** In the case of observation on drawings, the time for approval will be 15 working days after re-

submitting the drawing after rectifying the observation.

- 8.8 Revised Submission Drawing.** If any change (demolition or addition) in the building plan is required, the revised drawing should be submitted for approval before making any changes. Member can collect approved revised drawing within 15 working days.
- 8.9 Revalidation of Submission Drawing.** The approved submission drawing is valid for three months and if construction of a house is not started within three months then the member will have to revalidate the drawing from DHA after payment of prescribed charges. However, the date of approval of 1<sup>st</sup> submission drawing will be taken as the approval date for the calculation of completion dues.
- 8.10 Oversight in Scrutiny of Drawings.** Any oversight in the scrutiny of documents and drawings at the time of approval of the building plan does not entitle the member to violate the Byelaws.
- 8.11 Registration of Contractor/Vendors and Earthmoving Machinery Contractors/Miscellaneous Firms.** All contractors currently involved in the construction of houses or intend to construct houses in DHA, registration of these contractors with DHA is mandatory with effect from 01 January 2022. For registration, security verification and registration forms are available with the concerned Building Control Office. The concerned Building Control Office will issue these forms to the candidate (contractors) and ask them to get themselves registered with DHA by adopting the procedure as mentioned below:-
- 8.11.1** Security verification form duly completed alongwith supporting documents will be deposited with Security Directorate within 8 x days of receipt of the form for necessary verification.
- 8.11.2** Registration form alongwith supporting documents will be deposited with the Design Section of the Building Control Directorate within 8 x days of receipt of the form. Upon receipt of the security verification letter from the Security Directorate, a registration letter/certificate will be issued by Design Sec accordingly.
- 8.11.3** Renewal of registration will be done on annual basis. Contractors are required to process their renewal cases one month before the date of expiry of their registration.
- 8.11.4** Undertaking on judicial stamp paper will be provided by the contractor (spaceman attached as **Anx N**).
- 8.11.5 Cancellation of Registration/Blacklisting.** On receipt of any complaint, DHA reserves the right to cancel the registration and blacklist the contractor, if necessary.
- 8.12 Demarcation of Plot.** Demarcation of the plot will be done, after the provision of documents at **Anx D**, alongwith approved Submission Drawings.
- 8.13 SOP for Demarcation Check.** Members are advised to follow the steps given below for demarcation of the plot before taking over construction and thereafter for confirmatory check by the survey team of DHA:-
- 8.13.1 Step-I.** Member will apply and coordinate with Building Control Directorate for the demarcation along with the inspection chart earlier issued. The following items on the site at the time of demarcation will be arranged by member:-
- 8.13.1.1** 4 pieces of PVC 4-inch dia pipe 2-½ ft in length each.
- 8.13.1.2** Cement, aggregate/sand/water etc.
- 8.13.1.3** Required labour with a pick, shovel etc.
- 8.13.1.4** Pillars will be grouted/installed by the survey team in the presence of the owner/contractor, which should not be disturbed or removed till the final demarcation of the boundary wall upto DPC level.
- 8.13.1.5** Fixing of green cloth on immediate adjacent/completed houses, touching the property line.



- 8.13.2 Step-II.** Town Planning and Building Control Directorate has to ensure that the member gets the 2<sup>nd</sup> demarcation on lean after excavation of the boundary wall before starting any construction activity on the inner building in case of no basement. However, demarcation on lean & DPC level of boundary wall of houses with basement has to be ensured on completion of the basement.
- 8.13.3 Step-III.** Before starting the construction of the building above the plinth level, the member must intimate Building Control Directorate for demarcation at the DPC level.
- 8.13.4 Note**
- 8.13.4.1** The subject SOP is laid down for the convenience of members/contractors to avoid any violation/embarrassment at a later stage. Please follow these SOP strictly otherwise the members will be held responsible for any violation.
- 8.13.4.2** Fine charges applicable as per DHA policy mentioned in **Chapter-XV** on the revision of initial demarcation on the disturbance of pillars and issue of a new Inspection Chart in case of loss respectively.
- 8.13.4.3** It is primarily the responsibility of the member to ensure the inspection of work on each stage of construction as per the Inspection Chart and signature of the building inspector of DHA. If any anomaly occurs at a later stage, the member will be responsible.
- 8.14 Store Plot.** DHA shall formally provide a vacant plot or equivalent space as a store plot, after demarcation, which will be used for storage of construction material, establishing a temporary store room to interimly keep debris. This plot/space will not be used for any other purpose and will be restored to the original level & cleanliness by the concerned member, before getting NOC for shifting or as and when desired by DHA at any stage. Any other plot or space occupied by any member other than the store plot shall be considered encroachment and shall be fined as per DHA policy.
- 8.15 Construction along DHA Boundary Wall.** Houses located along the DHA boundary wall are allowed to rebuild the DHA boundary wall after getting formal permission from the concerned Project Director & Security office, as per their site/design requirements.
- 8.16 Service Connections.** The concerned Project Director Office shall provide a water connection and allow the member to apply for an electric connection only after demarcation.
- 8.17 Levelling of Plots.** In case of any abnormality in the plot such as a ditch, mound, trees, seepage etc DHA will not be responsible for any protective work or development within the plot line.
- 8.18 Plots at Different Levels.** Water leakage/seepage treatment should be mentioned in the submission drawings for side-by-side/back-to-back/adjacent plots.
- 8.19 Monsoon/Rainy Season**
- 8.19.1** No excavation of the plot will be allowed to be undertaken during the monsoon/rainy season.
- 8.19.2** Demarcation of plots will be halted a week before the start of the monsoon (15 July approximately).
- 8.19.3** DHA will cancel the demarcation and permission to construct all sites/plots on which work had not started despite being demarcated well before the start of the monsoon season.
- 8.19.4** Member will get fresh demarcation after the end of monsoon. No work whatsoever will be undertaken on the plot without new demarcation.
- 8.19.5** No spouts shall be provided on the top roof for drainage of water. It shall be drained through concealed pipes.
- 8.20 Disposal of Rain Water through Lower Level Plots.** The owner of the lower level house will install a 6-inch dia pipe through the boundary/retaining wall for disposal of trapped water on the rear higher-level plot.

The condition should be clearly mentioned on the submission drawing that this is a temporary arrangement for the safety of the lower level house/plot till the construction of the house on higher level plot. In no case, the owner of a higher-level plot can use it for the disposal of rainwater through the setback of the rear house on permanent bases. The plot of a higher reference road that has a lower level from the road is allowed to dispose of trapped water through a 6-inch dia pipe as mentioned above.

#### **8.21 Stability of Adjacent Building**

**8.21.1** If a plot is excavated for the foundation, the owner needs to implementation of approved excavation plan by Structure Engineer while ensuring the adequate steps are taken before and during the work to prevent the total or partial collapse or damage to any adjacent building, neighbouring compound walls, foundations and structures etc. A safety distance of 5'-0" is to be left while excavating the basement/level difference plots with neighbouring plots with the constructed house. The owner of the under-construction property who started excavation for basement/level difference plots will make good any damage occurring due to excavation. DHA will issue a stop work notice if the owner fails to take remedial action.

**8.21.2** Demolition of a house/building is not permitted without prior approval of the Authority, the defaulter may be violation charged as decided by the Authority.

#### **8.22 Filling of Excavated Site/Incomplete Buildings**

**8.22.1** A site once excavated shall not be kept open and idle for a period beyond the validity period of the building plan, failing which the Authority shall not revalidate the plan and in case of any mishap, the owner shall be responsible for any damage or loss to any person and property of the affectees.

**8.22.2** A building once started after the approval of the drawing may not be left incomplete or abandoned for an indefinite period. In such cases, the building plan will be invalid to start the reconstruction. Authority may take any appropriate actions to guard against any mishap, safety/security hazard and pollution of the environment.

**8.22.3** Any excavation posing threat to public safety i.e, to a person, vehicle, etc shall be appropriately marked as well as necessary protective works erected by the person, to avert any mishap. Failure to do so shall make the person liable to be penalized by the Authority, including making good any losses so caused.

**8.23 Inflammable Material.** Storage of inflammable material on the construction site is strictly prohibited.

**8.24 Termite Proofing.** As there is positive evidence of the presence of termites in DHA, members will ensure termite-proofing treatment during the construction stage.

**8.25 Blockage of Street.** No part of any street shall be used in connection with the construction, repair or demolition of any building without prior written permission of DHA. The street will not be blocked under any circumstance.

**8.26 Blasting.** Blasting is not allowed for any type of work in the DHA area.

**8.27 Boundary Wall.** Boundary walls abutting the public streets, footways, or places which the public is allowed to use, shall not have fencing consisting of barbed wire or any material likely to cause injury to persons or animals.

**8.28 Approved Drawings On Site.** The member/contractor must keep one set of approved drawings on-site, which may be made available to DHA staff during the inspection. In case of non-availability of approved drawings, a fine would be imposed as per DHA policy.

**8.29 Byelaws for Building Constructed Before Merger in DHA.** If a house/building is constructed before the merging of societies in DHA, the violation may not be objected to and the completion certificate will be issued

accordingly.

- 8.30 Inspection during Construction.** It is the responsibility of the owner to get the site inspected as per the stages mentioned in the inspection chart and in case of any violation, the member will remain responsible.
- 8.31 Construction Period.**
- 8.31.1** The member must complete construction on the residential/commercial plot within 3 years from the date the building plan is approved. If a member fails to get the demarcation within 3 months member will have to re-validate the site plan/drawing. The construction period will be taken from the date of re-validation of the site plan/drawing. In case a building is not completed/occupied within 3 years, a penalty would be imposed as per DHA policy. The rate of penalty will be doubled for the second year of delay i.e fifth year.
- 8.31.2** The construction period for special/mega commercial projects will be decided by the CA on case to case basis.
- 8.32 Abandoned House.**
- 8.32.1 Completed:** In case the house construction is abandoned without any arrangement of security and the non-payment of penalty/charges despite a specified no of notices, DHA shall be entitled to cancel the allotment of the plot under the DHA Act and take over physical possession of the plot without any objection whatsoever raised by the member. Security money deposited by the member be confiscated and the member will have to apply for fresh possession after clearance of all charges including a non-completion penalty with fresh security money before he is handed over the possession of his abandoned Plot /house.
- 8.32.2 Incomplete:** In addition to the above-mentioned actions, DHA will be empowered to take all measures necessary to ensure the safety and security of the neighbourhood including sealing the premises and backfilling all diggings/structures that can potentially hold water leading to diseases/poor hygiene situation.
- 8.33 Procedure for Issuance of NOC for Occupation of House/Plaza (Documents detail at Anx “D”)**
- 8.33.1** Application from the owner with his signature along with undertakings **Anx A, B & C.**
- 8.33.2** On receipt of the application from the member, the respective Building Control Inspector will visit the site for inspection of the house/verification of violations (if any).
- 8.33.3** Intimation will be forwarded to Planning Directorate for their inspection/verification of property line violations.
- 8.33.4** On compilation of Building and Property Line violations, the respective Building Control Officer will issue an intimation letter to the member for necessary rectification with info to Building Control Directorate.
- 8.33.5** In case of no violation, NOC for the occupation of a house will be issued by the respective Building Control Officer to the member after approval of all concerned.
- 8.33.6** In case of partial occupation of any floor, the same procedure will be followed and the member will be required to give clear timelines for full completion.
- 8.33.7** NOC for the occupation of a house will be issued to the member within 10 days (after rectification of violations).
- 8.33.8** Illegal occupants and violators will not be entertained with social & civic facilities of DHA and a fine will be imposed as per DHA policy.
- 8.34 Procedure for Issuance of Completion Certificate.** It is mandatory for the member to apply for completion as the house is completed, failing which a fine will be imposed as per DHA policy. The member will apply for

the house completion certificate in the relevant phase of the Building Control Directorate along with the following documents:- (**Anx D**)

- 8.34.1** 2x sets of completion (**As Built**) drawings (ammonia print) duly signed and stamped by the registered DHA Architect.
- 8.34.2** Inspection Chart duly signed by the concerned Officer during construction. (in original)
- 8.34.3** Soft copy of the completion drawing. (CD) and undertakings **Anx A, B & C**.
- 8.34.4** After the receipt of the completion drawing, DHA technical staff shall arrange to inspect such work and after inspection either approve or sent observations/regularize minor deviations with a penalty at rates as approved by the DHA from time to time.
- 8.34.5** In case of no violation, the completion case shall be put upto the DHA Executive Board for final approval.
- 8.34.6** In case of violation, the member shall be asked either to pay the prescribed penalty against minor deviations to rectify the observations within 30 days from the date of receiving the observation letter or the completion plan shall be returned unsanctioned with an order for demolition of the subject unauthorised construction. The case will be processed for the issue of the completion certificate after the rectification of observations by the member.
- 8.34.7** Prescribed dues for completion certificate should be submitted as decided by DHA from time to time.
- 8.35** **Revised Completion Plan**. If at any stage after the completion plan of the building has been issued, any additions/alterations/renovation are made within the same building, approval of such revised completion plan from DHA shall be mandatory.
- 8.36** **Cancellation of Completion Plan**. If at any stage after getting completion a member is found violating DHA Byelaws:-
- 8.36.1** Member will be served three notices and completion will be cancelled after issuance of the final notice.
- 8.36.2** The fine will be imposed as per policy in the monthly utility bill after issuance of final notice till the removal of violations and application for revised completion.
- 8.36.3** If any member fails to pay the fine within the specified time period and persistently violates the Byelaws, then DHA reserves the right to suspend the services till payment of the fine and all the violations are rectified/cleared which will be verified by Building Control Directorate.
- 8.37** **Addition/Alteration**. No construction, addition or alteration shall be allowed unless drawings are approved by DHA. Any change after the approval of the submission drawing will be regularized through the submission of revised drawings.
- 8.38** **Construction without Approval**. Any construction started/carried out without prior approval of authority shall be liable to be demolished (partly/wholly) with or without notice at the risk and cost of the owner.
- 8.39** **Disputes**. No member (by virtue of one's status) is allowed to stop the construction activity of other members. Any dispute in the interpretation of Byelaws shall be referred to DHA.
- 8.40** **Duplicate Copy of Document/s**. Copy of submission drawing/completion drawing/CD/soil test report or any other document may be given to the owner (if available in the record) by charging as per DHA applicable for each document.
- 8.41** **Imposition of Utility Bills**. The utility bills will be issued as soon as the member applies for occupation/partial occupation or occupies/partially occupies the house or shall the process of completion certificate. Utility

charges shall be imposed on the constructed house. For the purposes of imposition of utility charges, house shall be bifurcated two categories as under:-

**8.41.1** House without tenant.

**8.41.2** House with tenant.

**8.41.3** Owner of the house shall be bound to insert “recovery of utility charges by the tenant to DHA” in the rent agreement, copy of which shall be submitted in Security Dte for obtaining NOC on prescribed form. Owner shall also obtain and affidavit from his tenant regarding recovery of utility charges on standard prescribe format.

**8.42** **Generator.** The generator shall not be used as a prime source of electric supply. It may be used as a standby with the following conditions:-

**8.42.1 Residential.**

**8.42.1.1** Petrol or diesel-driven generators with soundproof (75 decibels at 1 meter) canopy may be installed. Prior written permission from Gas Regulatory Authority shall be obtained by the member if a gas-driven generator is installed.

**8.42.1.2** Noise beyond the boundary limit shall not be more than 15 decibels. Proper arrangements for noise control shall be made.

**8.42.1.3** A generator can be placed in the basement (subject to proper ventilation), rooftop on the front side or the front lawn, 5 feet away from the common boundary wall. However, the generator shall not be placed in the rear & side clear spaces on the ground floor and terraces on the first floor.

**8.42.1.4** The resident who installs the generator on the roof slab will submit a stability certificate from a qualified structural engineer for the soundness of the slab against the weight/vibration of the generator.

**8.42.1.5** The resident will submit an affidavit to compensate damage to the person/property of adjoining houses if it is caused due to improper placement of the generator and shall remove the generator without any claim/charges as and when directed by the Authority.

**8.42.1.6** Access to the rooftop through an internal stair or spiral stair installed at the rear is compulsory to install the generator on the rooftop.

**8.42.1.7** The maximum capacity of the generator shall be 15 KVA for the residential building.

**8.42.2 Commercial.** The maximum capacity of the generator shall be 100 KVA for the commercial building on the rooftop. The generator set will be diesel-driven only with a soundproof canopy to avoid noise pollution. The owner shall get permission from the Authority before installation of a generator. Type of Commercial Buildings Generator Capacity suggested:-

**8.42.2.1** Sector Commercial 100 KVA.

**8.42.2.2** Upto 6 Marla 150 KVA.

**8.42.2.3** Upto 8 Marla 200 KVA.

**8.42.2.4** 16 Marla and above 400 KVA to obtain permission the owner shall submit the following documents with the application:-

**8.42.2.4.1** Stability certificate from a structural engineer for placing the generator on the rooftop.

**8.42.2.4.2** NOC from the owner of the building.

**8.42.2.4.3** An affidavit from the owner that he will compensate any damage to persons/property of others if caused due to improper installation of the

generator and that the owner shall remove the generator without any claim/charges as and when directed by the Authority.

- 8.43 Green Roof.** All types of Green Roofs may be designed and executed up to the height of the parapet wall. The landscape/garden feature may include a BBQ counter, fountain, reflection pond, etc. Green areas can be created on the rooftop to avail the unutilized space for sitting purposes. The innovative idea is in sync with the theme of Green DHA. To implement the innovative idea of the green rooftop, the following parameters are given:-
- 8.43.1** All houses if space permits.
  - 8.43.2** The plant's height should not be more than 5'-0".
  - 8.43.3** Plantation should be along the parapet wall to create an offset for ensuring the privacy of neighbours.
  - 8.43.4** No sheds/pergolas (fibreglass, steel, wooden) are allowed to be constructed.
  - 8.43.5** No louvres/railing will be fixed on 5 feet parapet wall.
  - 8.43.6** Member will furnish an undertaking that the privacy of the neighbour will not be compromised and the rooftop facility will not become a nuisance for others.
  - 8.43.7** Waterproofing of roof to be ensured
- 8.44 Renovation/Alteration.** Any member undertaking renovation/alteration works in their existing house/building will ensure the following:-
- 8.44.1** Will furnish an undertaking as per specimen attached as **Anx O**.
  - 8.44.2** Member will get approval for renovation/alteration works from the concerned office and will get revised drawings approved if there is any structural change/change in the covered area.
  - 8.44.3** All works will be completed within 30 days (or any other specified period) from the date of issuance of the permission letter.
  - 8.44.4** Debris in open plots or roadside will be removed simultaneously, and will not be allowed to accumulate.
  - 8.44.5** The construction material will be stacked within the area of the house/building.
  - 8.44.6** For renovation/alteration, the house/building will be treated as an "under construction" site and compliance with the above-mentioned undertaking and DHA Byelaws/rules will be mandatory, DHA may suspend the services of the house/building or impose a fine as per rules.
- 8.45 Roof Top Commercial.** Commercial activity on the rooftop of a commercial building will be allowed only if the following is ensured:-
- 8.45.1** No permission to make a permanent structure like a kitchen room, store room, living room, generator room, guard room etc, except for lightweight structures (steel/fiberglass) like gazebos, pergolas or movable umbrellas etc not more than 125 Sft.
  - 8.45.2** The top roof will only be used for sitting purposes and not for living or storage purposes.
  - 8.45.3** Permission will be cancelled in case of any activity which causes a nuisance to adjacent residents by any means. In case of violation or complaint by neighbours, DHA management can impose a fine/cancel the permission.
  - 8.45.4** The owner will be fully responsible for any loss/damages/incident/mishaps by any means.
  - 8.45.5** High-rise trees/plants are not allowed with common parapet walls.
  - 8.45.6** Sitting plan, safety and privacy arrangements will be allowed after approval by the authority.
  - 8.45.7** No additional stairs case (temporary/permanent) falling outside the building line will be allowed for rooftop commercial.
  - 8.45.8** The owner will undertake (Undertaking at **Anx P**) to abide by all DHA Byelaws/instructions/regulations

issued from time to time or changed by authority.

#### 8.46 **Dangerous Buildings**

**8.46.1 General:** All such buildings or structures which are declared as dangerous by the Evaluation Committee will be considered in two categories: -

**8.46.1.1 Category-1:** Any building or structure whose strength stability, serviceability, robustness or durability has been impaired due to any reason such as improper structural design and detailing, faulty or poor construction, decay, dilapidation, obsolescence, natural disasters or leading to abandonment due to all these reasons to a level, where it cannot be restored to its original status, shall classify as “**Dangerous Building Category-1**”, and shall be liable to be demolished.

**8.46.1.2 Category-2:** Any building or structure or part thereof whose strength, stability, robustness, serviceability or durability has been impaired due to all such reasons as cited in paragraph a to a level, where it could by way of strengthening, appraisal and restoration be brought partially or wholly near to its original status, shall be classified as “**Dangerous Building Category-2**”.

**8.46.1.3** The constitution of the Evaluation & Dispute Resolution Committee is as follows: -

**President** – Secretary DHA

**Members:**

Chief Engineer

Director Building Control

Director Town Planning

Director Legal

GM (Civil/Electrical)

Nominated Senior Architect(s) registered with PCATP & DHA

Nominated Senior Structure Engineer(s) registered with PEC & DHA

#### **8.46.2 Notices for Dangerous Buildings**

**8.46.2.1** If in the opinion of any member of the evaluation committee, a building or part thereof has become dangerous for human habitation, the evaluation committee shall give at least twenty-four hours' notice to the owner and/or occupants for inspection of such buildings by the technical representative of the Evaluation Committee.

**8.46.2.2** In case the evaluation committee considers a building or a part thereof, repairable or modifiable without causing danger to human life or property, it may issue such orders to the owner, occupant or tenant of such building accordingly.

**8.46.2.3** If the evaluation committee finds such building dangerous, ruinous or unsafe after proper inspection and investigation by a technical representative, the DHA shall serve the owner of such building or structure, a written notice stating the defects thereof, and shall require the owner or person in charge of the building or premises to carry out either the required repairs, improvements, alterations, or demolition and removal of the building or structural portion thereof as the case may be, and all such works shall be done and completed within the period specified by the Evaluation Committee in the notice

#### **8.46.3 Buildings Unfit for Human Habitation and Notice of Prohibition**

**8.46.3.1** If for any reason it shall appear to the Evaluation Committee that any building or part thereof intended or used for human habitation or human occupation for any purpose

whatsoever is unfit for such uses, it shall signify its intention to prohibit the further use of such a building or part of a building and call upon the owner or occupiers or tenants to state in writing their objections (if any), to such prohibition within fifteen days (or less if so advised by Senior Structural Engineer) after the receipt of such notice. If no objection is raised by such owner or occupier within the prescribed period or if any objection which is raised appears to the evaluation committee to be invalid or insufficient, the evaluation committee may prohibit by an order in writing, the further use of such a building or part thereof. The owner or occupier of the building shall be given an opportunity of appearing before the President of the Evaluation Committee in person or through an agent to plead in support of his/her objection if he/she so desires. A Public Notice to this effect will be published by DHA in leading Urdu and English daily newspapers.

**8.46.3.2** A thirty days' notice of such prohibition shall be served in person or by any courier service, mail, or by pasting at the site in the presence of an officer authorized by the Evaluation Committee, before which every such person shall remove himself and his property from the said building or part thereof; failing compliance the evaluation committee may cause him/her and his/her property to be removed at his/her risk and cost. In case of imminent danger, twenty-four hours' notice may be issued by the Evaluation Committee.

**8.46.3.3** When a building or part of a building has been vacated the owner shall display at each entrance at prominent places to such building a notice to read "**DO NOT ENTER, UNSAFE TO OCCUPY**" in English and Urdu. Such notice shall remain displayed until the required repairs, demolition, or removal are completed.

#### **8.46.4 Alteration, Modification or Repairs of Dangerous Buildings**

**8.46.4.1** At any time after a building or part of a building has been vacated, if the Evaluation Committee considers that it can be rendered fit for human habitation by the structural alterations, repairs or modification and updates or repairs before or after the vacation of inhabitants from such buildings, the Evaluation Committee may by notice in writing, call upon the owner to commence through professional, within such time as may be specified (but not less than thirty days), and to complete within the period as specified in the notice but not more than ninety days from the date of receipt of such notice, such structural alterations, modifications, updates or repairs, as deemed necessary. If within the aforesaid period such alterations, modifications, updates or repairs have not been completed to the satisfaction of the Evaluation Committee, it shall issue to the said owner a notice in writing ordering the demolition within thirty days from the date of receipt of such notice. In case of Noncompliance with the instructions in the notices, DHA may order a complete vacation of the Building and then proceed with demolition at risk and cost of the owner.

**8.46.4.2** If the Evaluation Committee considers it impracticable to render such a building or part thereof fit for human habitation, the DHA, may by notice in writing, call upon the owner to demolish it in a period specified by the Evaluation Committee.

**8.46.4.3** Demolition of Dangerous Building on Expiration of Notice Period: If at the expiration of the period specified in the notice and order to demolish a building or part of a building issued under **Clause 9.44.4.2** has not been complied with, the DHA may direct, by an order in writing, the demolition thereof through an approved contractor who has on his roll at least one professional responsible for undertaking all necessary safety measures during the



process of demolition as per procedure laid down by the Evaluation Committee.

**8.46.4.4** Extension of Period for Repairable Buildings: For sufficient causes, the Evaluation Committee may extend the time allowed as required.

**8.46.5 Evacuation of Dangerous Buildings**

**8.46.5.1** If in the opinion of the DHA, any building, wall, or structure or anything affixed thereto is in a hazardous or dangerous state, DHA may, by notice in writing, require the owner or occupier thereof forthwith either to remove the same or to cause such repairs to be made thereto as the DHA considers necessary for the public safety and if the danger appears to be imminent, the DHA may forthwith take such steps as may be required to avert such danger, including the evacuation without notice from such a building of all the occupiers thereof.

**8.46.5.2** Any expenses incurred by the DHA shall be paid by the owner concerned.

**8.46.5.3** When the owner of any building, wall, structure or anything affixed thereto fails to execute the repairs required from him by the DHA, the tenant or occupant of such building, wall, structure or anything affixed thereto may, with the previous approval of the DHA, carry out such repairs.

**8.46.5.4** Except with permission in writing from DHA, no person shall enter into or remain in any building from which the tenant or occupant has been removed.

**8.47 Enforcement by DHA:** Administrator DHA may direct the concerned officer (under whose jurisdiction violations have occurred) to take action under these Regulations concerning any violation including entering upon and sealing of premises.

**8.47.1 Appeals.** Within thirty days from the date of receipt of any order of DHA under these Regulations or of its determination on an appeal under the preceding sub-Regulations, the aggrieved person so served may appeal to the Administrator, which may allow him to be heard, if deemed appropriate or worth hearing, and any dispute to be cleared within one month.

**8.47.2** The Administrator may arrange a hearing of the person by himself or depute an officer for the purpose. The deputed officer or officers shall report, may be written or verbal, along with recommendations to the Administrator.

**8.47.3** DHA after considering a report and any recommendations of the hearing officer, may affirm, modify or amend the order or determination.

**8.48 Consulting Engineers Requirements** Structural designs and drawings shall be prepared by PEC Licensed Consulting/Structure Engineer (for civil works). If a Licensed Consulting/Structure Engineer stamps a drawing, prepared by another engineer, he shall be permanently banned by DHA from practice. He shall design, stamp and sign himself, without this NOC shall not be issued. DHA Design Wing can demand detailed design calculations for residential structures, however, it is mandatory for commercial/apartments/public buildings. Approved vetting engineers can stamp drawings after verification of detailed calculations and drawings.

**8.48.1** Approved drawings shall be available at the site during construction.

**8.48.2** All stages shall be checked and signed by Site Inspectors continuously. In case of any discontinuity of checking, construction may be stopped.

**8.49 Health and Safety Guidelines**

- 8.49.1** Architects and engineers should make sure safety of the building by practising proper engineering techniques, professional skills and execution procedures as per health and safety standards.
- 8.49.2** Architects, engineers and other professional persons involved in the design of a building should make sure not to include anything in the design that would necessitate the use of unwarrantably dangerous structural procedures and undue hazards, which could be avoided by design modifications.
- 8.49.3** Every member, contractor and sub-contractor shall make safety arrangements during the operation, handling, transport, and storage of building materials at the site.
- 8.49.4** Every member, contractor and sub-contractor shall ensure that all workers are properly informed of the hazards of their respective occupations and the precautions necessary and adequately supervise to avoid accidents, injuries and risks to health in particular that of young workers, newly engaged workers and illiterate workers.
- 8.49.5** Blasting and use of explosives for excavation/demolition are not allowed.
- 8.49.6** Debris shall be handled and disposed of by a method, which will not endanger workers and public safety and health.
- 8.49.7** No one under the age of 14 is permitted on the Habitat construction site.
- 8.49.8** Use of ladders is not allowed during poor weather or on windy days.
- 8.49.9** The safety of the worker, labour and visitor will be the sole responsibility of the member/owner.

**8.50 Structural Design Requirements****8.50.1 Earthquake Resistant Design**

- 8.50.1.1** The structural design of the buildings and their individual elements shall conform to the requirements of the National Building Code of Pakistan/ACI Code/Uniform Building Code.
- 8.50.1.2** The Seismic Zone factor for buildings shall be based on the latest Seismic Zone Map of Pakistan.

**8.50.2 Structural/Engineering Design**

- 8.50.2.1** Basic loads to be considered in Design: Following loads shall generally be taken into account, as a minimum.
- 8.50.2.1.1** Dead loads.
- 8.50.2.1.2** Live loads.
- 8.50.2.1.3** Earth pressure (For retaining walls).
- 8.50.2.1.4** Pressure of water and other liquids, if any.
- 8.50.2.1.5** Winds loads, where they govern the design.
- 8.50.2.1.6** Seismic loads.
- 8.50.2.1.7** Temperature loads (For longitudinal buildings), etc.
- 8.50.2.2** Additional loads to be included in special cases: following loads shall additionally be taken into account, where there is a reasonable probability of their occurrence or in cases where the applicable codes require that they also be considered:
- 8.50.2.2.1** Explosion (use the specific risk specified).
- 8.50.2.2.2** Impact (use the specific risk specified).
- 8.50.2.2.3** Removal of support (use the specific facts of the case and only when undertaking modification of an existing building).
- 8.50.2.2.4** Load combinations for the service and ultimate load condition shall be considered as per the ACI code.

**8.50.3 Codes and Standards**

<b>8.50.3.1</b>	<b>BCP-SP-2007</b>	Building Code of Pakistan (Seismic provisions 2007).
<b>8.50.3.2</b>	<b>ACI 318-2008</b>	Building Code Requirements for Reinforced Concrete, American Concrete Institute.
<b>8.50.3.3</b>	<b>ASCE 7-05</b>	Minimum design loads for buildings and other structures.
<b>8.50.3.4</b>	<b>ACI 301-1995</b>	Specifications for Structural Concrete, American Concrete Institute.
<b>8.50.3.5</b>	<b>ASTM A 615</b>	Specifications for deformed steel bars for Reinforced Concrete.
<b>8.50.3.6</b>	<b>ASTM C 150</b>	Specifications for Portland Cement.
<b>8.50.3.7</b>	<b>ASTM C 33</b>	Specifications for Concrete Aggregates.
<b>8.50.3.8</b>	<b>IBC 2006</b>	International building code.
<b>8.50.3.9</b>	<b>UBC 1997</b>	Uniform Building Code of USA.
<b>8.50.3.10</b>	<b>AISC</b>	American Institute of Steel Construction.
<b>8.50.3.11</b>	<b>AISI</b>	American Iron and Steel Institute.

**8.50.4 Geotechnical Investigations.** They shall be done in the light of the specific details of the building, the order of loads and special requirements if any. The space and quantum of testing shall be consistent with the applicable parameters of the project.

**8.50.5 Unit Weight of Structural Materials.** The following unit weights of structural materials shall be used:-

- 8.50.5.1** Reinforcing bars: 490 lbs/cu.ft (77.0 kN/cu.m)
- 8.50.5.2** Reinforced Concrete: 150 lbs/cu.ft(23.6 kN/cu.m)
- 8.50.5.3** Lean Concrete: 145 lbs/cu.ft(22.6 kN/cu.m)
- 8.50.5.4** Mortar: 145 lbs/cu.ft(22.6 kN/cu.m)
- 8.50.5.5** Compacted earth: 120 lbs/cu.ft (18.8 kN/cu.m)

**8.50.6 Design Strength of Materials.** Following strength factors shall be used in design calculations:

- 8.50.6.1 Reinforced Concrete.** Minimum compressive cylinder strength at 28 days equal to 3000 psi (280 kg/sq.cm) shall be considered for slabs, beams and columns.
- 8.50.6.2 Plain Concrete.** Minimum compressive cylinder strength at 28 days equal to 2500 psi (176 kg/sq.cm) shall be considered for Lean, blinding and filled concrete.
- 8.50.6.3 Reinforcing Steel.** All reinforcing steel to be used in reinforced concrete works shall conform to ASTM A615/A706 Grade 60 with a minimum yield strength of 60,000 psi.

**8.50.6.4 Structural Drawings**

- 8.50.6.4.1** Structural drawings shall show the information and level of detail customarily required to be carried out by design drawings.
- 8.50.6.4.2** Drafting shall follow the generally accepted conventions and practices.
- 8.50.6.4.3** No revision shall be made without the mutual consent of the Structure Engineer & Architect.
- 8.50.6.4.4** All drawings shall be numbered and revision numbers with dates shall be clearly marked.
- 8.50.6.4.5** The structural drawings/documents shall also show the following information:
- 8.50.6.4.6** Specific values of the various geotechnical parameters adopted.
- 8.50.6.4.7** Specific values of the various parameters adopted for computation of the earthquake loads and the code of practice followed.
- 8.50.6.4.8** Specific values of the various parameters adopted for computation of the wind loads and the code of practice followed.

**8.50.6.4.9** The Live loads adopted for each floor.

**8.50.6.4.10** Uniformly distributed and other dead loads adopted for each floor.

**8.50.6.4.11** A description of partitions on each floor and the loading adopted to account for them.

**8.50.6.4.12** Structural drawings shall bear the seal and signature of the consulting engineers.

**8.50.6.5 Tests for construction materials:**

**8.50.6.5.1** DHA may require the testing of any construction materials to determine if the materials are of the quality specified.

**8.50.6.5.2** Tests of materials shall be carried out by an approved agency at the cost of the builder. Such tests shall be made as per the prevailing standards.

**8.50.6.5.3** A complete record of tests of materials and their results shall be available for inspection during the progress of work.

**8.51 Basement.** For the construction of the basement beyond 12 ft (3.66 m) depth from road level, RCC piling along all four sides of the plot at the property line is mandatory. The design of RCC piling will be based on the soil investigation report and the design shall be submitted along with the building plans.

**8.52 Under Ground Shelter for Protection against Aerial Warfare**

**8.52.1 Residential Houses**

**8.52.1.1** Already constructed houses having basements may be used as a shelter for protection against aerial warfare.

**8.52.1.2** For new constructions, members will be encouraged to construct a room (min 10' x 10') as an underground shelter for protection against aerial warfare.

**8.52.2 Commercial Buildings/Plazas**

**8.52.2.1** The large commercial buildings/plazas have underground parking, the same can be used as an underground shelter for protection against aerial warfare.

**8.52.2.2** The small commercial building/plazas where the basement is used for commercial purposes, the same can be used as an underground shelter for protection against aerial warfare.

**8.53 Residential Building Standards/Requirements**

**8.53.1 Structural Design Requirements.** This section deals with normal double-storey houses in DHA. In special cases where an additional floor is available, the same structural design principles shall apply as framed in the sections below (Multi-Storey Buildings).

**8.53.1.1 Materials**

**8.53.1.1.1 Bricks:** They shall be of standard shape, burnt red, hand-formed or machine made and shall have a minimum crushing strength of 1500 psi and absorption up to 20%.

**8.53.1.1.2 Mortar:** Cement–sand mixes of 1:3 shall be adopted for a 4.5” thick wall and cement sand mortar 1:4 for a 9” thick wall.

**8.53.1.1.3 Plaster:** All plastering work will be in cement sand mortar (1:4) on inner and inter walls and the ceiling will be in cement sand mortar (1:3).

**8.53.1.1.4 Concrete:** The concrete used in various seismic bands shall have minimum compressive cylinder strength of 3000 psi at 28 days.

**8.53.1.1.5 Reinforcing Steel:** The reinforcing steel shall have minimum yield strength of 60,000 psi.

**8.53.1.1.6 Hollow Block:** Hollow block masonry is prohibited, but may only be allowed in a frame structure design.

**8.53.1.2 Foundation.** Due to cut and fill areas RCC strips foundation minimum 9” thick should be provided under walls, Type of footings may be any of the following depending on the soil investigation report.

**8.53.1.2.1** Strip footing. (It is recommended to place a footing beam beneath all load-bearing walls)

**8.53.1.2.2** Raft footing.

**8.53.1.2.3** Pile footing (Thickness of the pile cap should be a minimum of 15 inches).

**8.53.1.3 Damp Proof Course**

**8.53.1.3.1** Proper damp-proofing shall be provided for walls and floors according to the standard specifications in the Uniform Building Code 1997 or International Building Code, 2006 of USA & NRM 1986.

**8.53.1.3.2** In an area where the floor or the wall of the building is prone to seepage, that portion of the building below ground level shall be suitably waterproofed. Moreover, a water stopper shall be provided at every construction joint in the RCC basement wall and underground water tanks.

**8.53.1.4 Horizontal Reinforcement in Walls.** The most important horizontal reinforcement is employing reinforcement concrete bands provided continuously through load-bearing longitudinal and transverse walls at the plinth and lintel according to the requirement stated below:-

**8.53.1.4.1 Plinth band:** It shall be provided at the plinth level in all interior and exterior walls. (Not less than 9” depth).

**8.53.1.4.2 Lintel band:** A lintel band (not less than 9” depth) shall be incorporated above all openings and shall be continuous in all interior and exterior walls. The reinforcement and band depth over the opening shall be provided in addition to any other requirement. The lintel of all the doors and windows

shall be at the same level to facilitate the placing of this band all around and inside the building without any discontinuity on Ground Floor and First floor.

**8.53.2 Vertical Reinforcement.** RCC column (not less than 9" x 9") shall be provided at the critical section (i.e. corner of walls, junctions of walls) right from the foundation concrete to the top slab with minimum reinforcement/requirement and shall fulfil the seismic requirements. The concrete mix shall be kept to 1:2:4 by volume or by weight and shall have a strength of 3000 psi minimum.

**8.54 Covered Area Standards:** All residential houses shall conform to the following specifications/standards:-

S.No	Area of Plot (Sq yds)	Allowable Covered Area (G.F)	Allowable Covered Area (F.F)	COS/Setback			
				Front (ft)	Rear (ft)	Side* (ft)	Side (ft)
8.54.1	upto 200	85% (including car porch)	F.P of G.F Area	5	3	Nil	Nil
8.54.2	201 to 249	75% (including car porch)	F.P of G.F Area	7	3	3	Nil
8.54.3	250 to 399	70% (including car porch)	After leaving COS 90% of GF including car porch area OR FP of GF area less car porch	10	3	3	3
8.54.4	400 to 600	68% (including car porch)		15	5	5	5
8.54.5	601 to 800			18	5	5	5
8.54.6	801 and above	60% (including car porch)		20	5	5	5

**8.54.7 Notes**

**8.54.7.1** \*Along car porch side.

**8.54.7.2** Front setback for One Kanal & above size plot can be relaxed upto 2 feet by paying charges as per DHA policy as mentioned in **Chapter-XIV**

**8.55 Odd-Shaped/Non-Standard Plot Rules.** The requirements of clear spaces shall be governed as stated below:-

**8.55.1** The open area is required to be left as clear spaces on each side are to be kept clear in totality instead of uniform space from the boundary wall.

**8.55.2** The permissible area to be covered shall be built, leaving the rest open.

**8.55.3** In the case of a non-standard plot, a permissible covered area proportionate to the plot size may be covered leaving the rest as open space on the sides.

**8.55.4** Porch size may be relaxed for a plot having a front more than a standard-size plot.

**8.55.5** In the case of a corner plot, if any member intends to keep the frontage on the longer side, the specified front clear space shall be left on both sides.

**8.55.6** Adjustment of COS will be decided case to case bases.

**8.55.7** The decision thus taken by the competent authority shall not be challenged or compared with other odd-shaped/non-standard plots.

**8.56 General Conditions**

**8.56.1 Size of Rooms.** The minimum area of a room meant for human habitation shall not be less than 80 sq ft.

**8.56.2 No of Storeys.** Maximum two storeys (ground + first) are permitted. The number of storeys will be counted from the reference street/road.

**8.56.3 Height of the Building.** The maximum height of the building including the water tank/mumty or any structure should not exceed 37 ft from the reference point. In exceptional cases where site permits increase in height maximum of upto one foot will be allowed after payment as per DHA applicable charges and approval from the Competent Authority.

**8.56.4 Height of Floors.** The minimum height of the floor should not be less than 8 feet 6 inches and the maximum height of the floor shall not be more than 16 feet, however, no additional floor will be allowed with the height of 16 feet and in no case, the building will be more than 2 stories from the reference point.

**8.56.5 Covered Area**

**8.56.5.1** Shades shall not be counted in the covered area.

**8.56.5.2** In the case of the pergola, 25% of its area shall be counted for the calculation of the covered area. However, pergolas shall not be permitted within the set-backs/compulsory open spaces.

**8.56.5.3** The basement can be constructed 100% after leaving the COS.

**8.56.5.4** Structures such as fibreglass and steel structures would be taken in the covered area.

**8.56.5.5** It is mandatory for the members who intend to construct their house in DHA that min area of construction should not be less than 2,000 Sq ft. Neither the submission drawing will be approved nor will the construction be allowed if the area is less than 2,000 Sq ft.

**8.56.6 Calculation of Total Building Covered Area.** The covered area includes:

**8.56.6.1** Area of the basement.

**8.56.6.2** Ground and first-floor area.

**8.56.6.3** Area of Porch.

**8.56.6.4** Area of the verandah.

**8.56.6.5** Mumty area.

**8.56.7 Finish Floor Level.** The finish floor/Plinth level of the ground floor should not be more than 4 ft 6 inches.

**8.56.8 Construction in Split Level.** Due to variation in the level or encountering hard strata, wherein excavation becomes difficult, split-level with a maximum of 3 ft level difference may be allowed.

**8.56.9 Set-back Level.** The level of setback should not be more than +2'-00". However setback level in front of the opening into the side setbacks can be raised upto +3'-6", with adequate arrangements for the privacy of the adjacent house. The said option can only be provided at one opening. More than one raised portion in setbacks will not be allowed. In the case of corner plots, the roadside setback may be adjusted as per the level of the adjacent road with prior approval of DHA.

**8.56.10 Car Porch**

**8.56.10.1** The maximum size of car porches vis-à-vis plot area is as under:-

Ser	Area of Plot (Sq yds)	Maximum Size including Side Setback
<b>8.56.10.1.1</b>	Above 800	32 ft x 35 ft 18 ft x 18 ft (2 <sup>nd</sup> Car Porch only for Corner Plots/Plots having openings on two roads)
<b>8.56.10.1.2</b>	400 to 800	30 ft x 35 ft 18 ft x 18 ft (2 <sup>nd</sup> Car Porch only for Corner Plots/Plots having openings on two roads)
<b>8.56.10.1.3</b>	201 to 399	20 ft x 18 ft 12 ft x 18 ft (2 <sup>nd</sup> Car Porch only for Corner Plots/Plots having openings on two roads)
<b>8.56.10.1.4</b>	Upto 200	14 ft x 18 ft 10 ft x 18 ft (2 <sup>nd</sup> Car Porch only for Corner Plot/Plots having openings on two roads)

**8.56.10.2** The depth of the main porch can be relaxed up to 45 ft from the property line and the depth of 2<sup>nd</sup> porch (corner plots/plots opening on two roads) can be relaxed up to 30 ft from the property line on case to case basis considering the following:-

- 8.56.10.2.1** The depth and width of the plot shall not be less than 100 ft x 100 ft.
- 8.56.10.2.2** The layout of the street is such that permits the larger depth of the porch.
- 8.56.10.2.3** The privacy of the adjacent house is not compromised.
- 8.56.10.3** Max level of the main/2<sup>nd</sup> porch shall be +2 ft (1 Ft -6 Inches) from the centre of the main/2<sup>nd</sup> gate to the corresponding reference road crown. Moreover, the height of the ramp shall not be more than 1 ft 6 inches.
- 8.56.10.4** Two (2) car porches shall be allowed for corner plots, plots with two entries and non-corner plots having frontage 70 ft and above. One side car porch shall rest over the boundary wall.
- 8.56.10.5** The second car porch shall fall within the permissible projection/shade but with the side car porch columns resting over the boundary wall.
- 8.56.10.6** The covered area of the porch(s) shall be counted in the total covered area irrespective of its size/shape etc. The allowable width of the shade of the porch shall not be counted in the covered area.
- 8.56.10.7** The distance of the porch roof from the boundary wall may be allowed as 5 ft and porch columns should be kept 8 ft from the plot line.
- 8.56.10.8** For plots having an area of 250 sq yds and above, porch columns shall have a clear distance of at least 8 ft from the outer edge of the front boundary wall, however, projection of 3 ft wide towards the front only is allowed.
- 8.56.10.9** For plots having an area less than 250 sq yds, porch columns shall not extend beyond the front building line, however, projection from the porch column towards the front can extend upto 2 ft 6 inches.
- 8.56.10.10** The larger size porches can be constructed after leaving the COS (Compulsory Open Space).
- 8.56.10.11** Stormwater from the roof of the porch shall be drained within the plot.
- 8.56.10.12** For 200 & 125 sq yds, porch columns shall not extend beyond the front building line, however, projection from the porch column towards the front only can be extended by 2 ft 6 inches.
- 8.56.10.13** A high car porch is not allowed with columns resting over the boundary wall. They can however be permitted if kept clear of the COS.
- 8.56.10.14** Construction above/below the porch (basement) is allowed after leaving compulsory open spaces.
- 8.56.10.15** The gap above the boundary wall upto roof level between porch columns may be covered with inward louvres/lattice/solid wall.
- 8.56.10.16** Design elements on a porch can be constructed upto the allowable width of the building shade.
- 8.56.10.17** Only removable/foldable shade is allowed between the main gate and car porch to protect the cars during rain/hailstorms.
- 8.56.10.18** The width of the porch will be calculated from the outer edge of the porch columns.
- 8.56.10.19** If the porch column is separate from the main entrance of the house, then the distance between the podium column and boundary wall shall be minimum as per the front setback of the plot.
- 8.56.10.20** The distance of porch wall from plot line should not be less than 20 Ft for plots of One



Kanal and above. The distance of porch wall from plot line should not be less than 18 Ft for plots below One Kanal.

**8.56.11 Basement.** Basements may be allowed subject to the following:

- 8.56.11.1** Setbacks shall be left clear.
- 8.56.11.2** Member shall ensure implementation of approved excavation plan. Violation of same would be liable to fines as per DHA policy.
- 8.56.11.3** In no case, the basement will be allowed in the minimum prescribed setbacks. Only a bridge of a maximum of 12 ft width shall be allowed to link the building with the approach road provided the front/side yard of the plot is in a natural depression. The space under the bridge shall not be used for any habitable purpose, in any case.
- 8.56.11.4** Only manual excavation is allowed in the basement near the DHA service/utilities areas and areas adjacent to already constructed buildings.
- 8.56.11.5** The basement shall have to be completed in the given time frame.
- 8.56.11.6** Member will have to obtain MOU (**Anx Q**) from neighbouring building members in case of open/close basement. In case of damage to the adjacent building, the owner of the plot shall be solely responsible. In case the member fails to obtain MOU for the construction of the basement from neighbours, the member may be allowed to undertake such construction on submitting an affidavit (**Anx R**) that proper engineering technique shall be used to avoid any damage to neighbouring buildings and work will be executed under the supervision of qualified structure engineer and that DHA in no way shall be held responsible for such damages.
- 8.56.11.7** Construction of the RCC retaining wall up to the plot line shall be mandatory.
- 8.56.11.8** External walls below the natural ground level/yard level of the basement shall be minimum of 9" thick RCC walls, adequately waterproofing treated, structurally sound and stable against earth pressure etc.
- 8.56.11.9** The basement shall not be exposed more than 4.5 ft. from the crown of the abutting road/zero level.
- 8.56.11.10** The clear height of the basement shall not be less than 8'-6", and more than 10'-6", unless site conditions force for extra heights. However, if the basement is used for habitable purposes, the rules for respective space uses shall be applied.
- 8.56.11.11** All necessary precautionary measures shall be taken during the construction of the basement for the safety of adjacent structures. In case of damage to the adjacent property, the owner of the plot and his supervising engineer shall be jointly responsible for such damages and will make good of all such damages done. DHA management in no way shall be held responsible for such damages.
- 8.56.11.12** If services, such as bath and kitchen etc. are provided in the basement, the owner must provide mechanical disposal from the basement to the upper level in all cases (irrespective of levels of DHA mains), so that there is no possibility of backflow in case of choking of the sewer lines. Management will not be responsible for the consequences in any case. Separate arrangements shall be made for the disposal of stormwater drainage to the DHA open road from the basement.
- 8.56.11.13** In all basements, a minimum of one emergency exit of size 3' X 3' shall be provided with an outside opening.

- 8.56.11.14** The basement may be used as a servant quarter subject to proper light, ventilation and other hygiene standards.
- 8.56.11.15** In all cases, the building should look two-storied and the total height of the building from the front approach road shall not be more than 37 ft.
- 8.56.11.16** Waterproofing/treatment is a must for basements.
- 8.56.12 Projection/Shade.** Sun shades are to be kept as under:-
- 8.56.12.1** In the front COS/set-back, not more than 3 ft for all size plots.
- 8.56.12.2** In the side COS/set-backs, not more than 2 ft 6 inches for plots equal to or larger than 400 sq yds and 1 ft 6 inches for plots below 400 sq yds.
- 8.56.12.3** In the rear COS/set-back, not more than 2 ft 6 inches for plots equal to or larger than 400 sq yds and 1 foot 6 inches for plots below 400 sq yds.
- 8.56.12.4** Fibreglass coverage on the window top to avoid direct sun or rain will be allowed only till the width of the window. The depth of such projections should not be more than 2 ft 6 inches in side and rear COS/set-back and 3 ft in front COS/set-back for 400 sq yds and above plots. For plots less than 400 sq yds, the side shade width should not be more than 1 ft 6 inches.
- 8.56.12.5** No rooms shall be constructed on the projections/shades projecting beyond the building line.
- 8.56.12.6** Maximum fall of shades on rear/side should not be more than 1 ft including slab.
- 8.56.12.7** No projection beyond these limits whether permanent or temporary will be allowed in any COS/setback.
- 8.56.12.8** Design elements on the front/side shade (In case there is open space/nullah/road on that side) may be allowed on the first floor to the maximum allowable width of the shade. No design element is allowed on a side of the neighbouring plot.
- 8.56.12.9** No other structure of any type is allowed in compulsory open spaces.
- 8.56.12.10** The maximum height of the parapet on the rear/side shades on the ground and first floor should not be more than 5 ft.
- 8.56.13 Shade/Projection of Mumty.** As per shades/projections of the building.
- 8.56.14 Parapet Wall.** Parapet wall maximum upto 5 ft and minimum upto 2 ft 6 inches height may be allowed. However, the height of the parapet wall at the front and side (If there is open space/nullah/road on that side) can be kept less than 2 ft 6 inches for design purposes only, provided that a specific area of the roof should be unapproachable in normal conditions.
- 8.56.15 Main Stairs.** Every building shall have a clear width of steps of stairs not less than 3 ft, with the riser maximum upto 7.5 inches and the tread minimum upto 10 inches.
- 8.56.16 Open Stairs Case**
- 8.56.16.1** The plots having rear COS/setback of 5 ft and more can have straight/spiral steel stair/in rear setback after leaving a clear distance of 2 ft 6 inches from the rear plot line. The spiral stair is mandatory if servant room is neither at basement nor at any other floor and should be properly screened to ensure the privacy of adjacent houses.
- 8.56.16.2** Open stairs are not allowed inside COS/setbacks.
- 8.56.16.3** If extra land is 7 ft or more on the rear side, then steel spiral stairs will be allowed in the rear COS/setback only. The steel spiral stairs shall be placed in such a way as to touch the building line with a min 2 ft 6 inches clear space from the boundary wall to the edge of the

spiral stair.

**8.56.16.4** The straight steel stair shall be allowed only from the ground to the first floor.

**8.56.16.5** Mumty is not allowed over open stairs.

**8.56.16.6** The servant staircase should be covered with fiber glass/louvres.

**8.56.16.7** All staircases shall be metal/steel.

**8.56.17 Provision of Lift for Residential Plots** Lift will be allowed in all types of Residential Buildings subject to the following:-

**8.56.17.1** The max height of the lift well shall not be more than 14 ft from the roof level if the lift is up to the roof level.

**8.56.17.2** The max height of the machine room shall not be more than 5 ft if the lift is up to the first-floor level.

**8.56.17.3** The overall height of the lift well shall not be more than 40 ft from the reference point.

**8.56.17.4** The covered area of the lift shall be counted in the total covered area of mumty.

**8.56.17.5** In case the lift is going up to the roof, then the plinth level and floor height should be adjusted in such a way that the overall height of the building including the lift well shall not exceed 40 ft from the reference point. The height of lift should be merged with mumty parapet. The overall height of the building (37 ft) has no linkage with the height of the lift well.

**8.56.17.6** Lifts shall conform to international standards concerning all safety specifications including the installation of safety devices.

**8.56.17.7** The lift room may be constructed separately from mumty. If access to roof is also given through secondary stairs, then mumty will only have access through lift. Total covered area of mumty combined with separate lift room shall remain within the allowable limits mentioned at **section 8.57.5**.

**8.56.18 Fire Fighting.** Fire Extinguishers must be present in all residential buildings, ideally minimum one each in car porch and one in kitchen. Fire detection system may be installed wherever deemed necessary on advise of Architect.

**8.57 Mumty.** Mumty conforming following specifications/conditions are allowed and may be used for storage/habitation with toilet whereas window(s) towards neighbouring plot/house other than staircase is/are not allowed:-

**8.57.1 Location.** Mumty can be constructed over the primary (main) or secondary staircase (within the building line).

**8.57.2 Width.** The maximum width of mumty including the design element shall not be more than half the average width of the plot.

**8.57.3 Height.** The height of mumty including the design element shall not be more than 11 ft from the top of the 1<sup>st</sup>-floor roof slab. An additional 1 ft increase in height of mumty (maximum upto 12 ft), may be allowed on payment of regularization fee as per DHA applicable charges.

**8.57.4** If the lift machine room is constructed within the mumty area, then the parapet wall height of the mumty could be allowed to be raised enough to aesthetically merge the raised roof level of the lift machine room with the mumty and balance the overall look.

**8.57.5 Covered Area for Mumty.** The covered area of mumty vis-à-vis area of under mentioned plot may be allowed as shown in front of each, whereas for plot having area in-between under-mentioned area, covered area of mumty will be calculated applying %age of lower side plot area:

<b>Ser</b>	<b>Area of Plot (Sq yds)</b>	<b>% Age</b>	<b>Covered Area of Mumty (Sq Ft)</b>
8.57.5.1	125	20	225
8.57.5.2	200	13.5	245
8.57.5.3	250	11	250
8.57.5.4	300	11	300
8.57.5.5	400	11	400
8.57.5.6	500	9	405
8.57.5.7	600	9	486
8.57.5.8	800	9	648
8.57.5.9	1000	9	810

**8.57.5.10** The machine room for the lift/elevator and design element will be part of mumty and its covered area will be included in the covered area of mumty.

**8.57.5.11** Structure(s) including raised solar panel(s) or geyser(s) on the roof of mumty is/are not allowed.

#### **8.58 Area of Servant Quarter.**

**8.58.1** The area of the servant quarter excluding the toilet should not be less than 80 sq ft.

**8.58.2** The sill level of servant quarter windows/ventilators shall not be less than 5 ft.

**8.58.3** If the sill level is less than 5 ft, the pardah wall minimum upto 7 ft height in front of the servant terrace/doors/windows should be constructed with a non-see-through material such as fibreglass/steel but not in brick or RCC.

#### **8.59 Ramp (Driveway) in Services Area.** A ramp in front of the gate in the services area can be constructed subject to the following conditions and specifications:-

**8.59.1** For laying/rectifications of faults/re-laying of services including electricity, telephone, cables, gas, water supply etc four (4) beneath ramp minimum 6 inches dia independent conduits will be provided by the member.

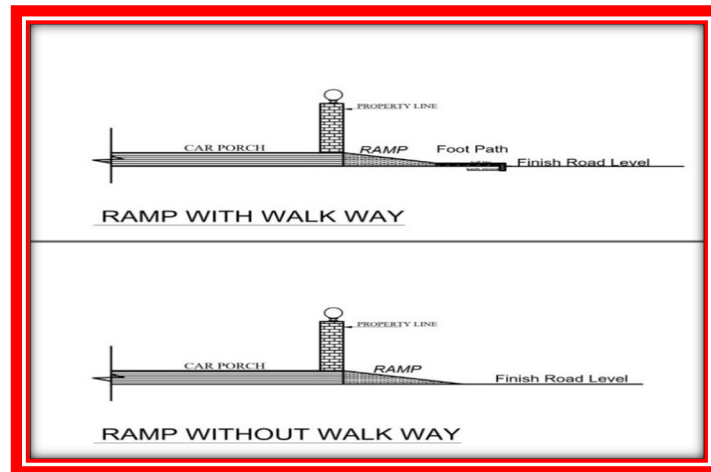
**8.59.2** The ramp at the start of the property/plot line should be a maximum of 18 inches high and its height will be taken from the intersection of the gate centre line & reference road crown. The profile/slope of the ramp should be as under:-

**8.59.2.1** Where the footpath does not exist, the ramp from the property/plot line (gate) may be extended maximum upto the outer edge of storm water drain kerb stone along the road.

**8.59.2.2** Where the footpath exists, the ramp from the property/plot line (gate) may be extended maximum upto the home-side (outer) edge of the footpath/kerb stone.

**8.59.2.3** Constructed beyond the above-mentioned limits shall be demolished.

**8.59.2.4** The pattern of footpath tiles in front of the ramp will not be changed.

**8.59.3 Note**

**8.59.3.1** The ramp shall start from the edging stone of the walkways and the walkways shall not be disturbed in any case. The height of the porch shall be calculated from the centre of the ramp/driveway width and the edge of the pavement.

**8.59.3.2 Drain under Gate.** A water channel of 4 inches x 4 inches would be constructed along the main gate line. This drain would be suitably connected to the overflow manhole of the septic tank through a 1-inch dia pipe. Steel grating shall be provided to cover it.

**8.60 Services Area in front of Plots**

**8.60.1** The member can develop the service area in front of his plot (a property of DHA) as a green area by confining it with an edging of a maximum of 4 inches. The service area will be developed as per the slope of the road in front of the plot/house.

**8.60.2** Fencing/grills around the service area are not allowed. Growing flower plants/shrubs up to 3 ft in height is allowed except for corner-on-road junctions.

**8.60.3** A planter or any other structure outside the property line will not be allowed.

**8.61 Entry Gate(s)**

**8.61.1** The standard width of the main gate including the wicket gate and excluding pillars will be upto 20 ft and for corner plots width of the 2<sup>nd</sup> gate is upto 14 ft. The width of gate pillars (inclusive of the boundary wall) should not be more than 1 ft 6 inches, however, the width of the main gate may be increased upto 27 ft and the width of 2<sup>nd</sup> gate can be increased up to 16 ft after payment of regularization fee as mentioned in the fines. But services such as transformer, DB, pole etc falling in front of increased width will not be shifted. Increased width of the gate if found in inches will be rounded off and taken as a whole number (in feet) on the higher side.

**8.61.2** Provision of any type of arch/design element over the gate(s) is not allowed.

**8.61.3** Wicket gate upto 3 ft wide in extra land having an opening on road is allowed conditionally by Town Planning Directorate that services such as transformer, DB, pole etc falling in front of the second entry/gate will not be shifted. The gate size can be increased maximum of upto 14 ft by paying charges as per DHA policy as mentioned in Chapter-XIV. In addition, charges for gates opening on two roads OR having frontage more than 70 ft will also be applied. A maximum of two gates including for extra land will be allowed.

**8.61.4 Design Element over Wicket Gates**

**8.61.4.1** The design element will only be permitted over the wicket gate (4 ft wide). However, the height will not exceed 10 ft from the reference point. The width of the design element shall

not be more than 1 ft 6 inches and the distance of the porch shade to the property line shall not be less than 6 ft 6 inches. In no case, the design element over the gate will exceed beyond the property line.

- 8.61.4.2** The reference point of building shall be the intersection of the gate centre line and the reference road crown.

## **8.62 Boundary Wall**

- 8.62.1** Every Member will have to construct his own boundary wall. The boundary wall constructed should be safe and sound as per engineering practice.
- 8.62.2** Both neighbours shall have full right to use it on their respective sides/top. However, no space from the right of way of the road/street shall be utilized for this purpose.
- 8.62.3** The maximum height of the rear boundary wall should be 6 ft above the level of the rear road.
- 8.62.4** The maximum height of the boundary wall shall not be more than 7 ft 6 inches at any point from the centre line of the adjacent road.
- 8.62.5** The minimum height of the boundary wall should be 5 ft – 6 inches from the COS/setback level or as such to ensure the privacy of the adjacent plot/house. (Undertaking at **Anx S**)
- 8.62.6** The boundary wall should be an RCC or brick masonry wall.
- 8.62.7** The front/side boundary wall (If there is open space/nullah/road on that side) may be constructed with the grill or any other see-through material.
- 8.62.8** A safety grill upto 2 ft 6 inches can be provided above the boundary wall.
- 8.62.9** The electric fence can be installed over the boundary wall instead of the safety grill after formal approval on undertaking at **Anx T**.
- 8.62.10** If two adjacent plots are owned by a single owner or different owners having blood relation (parents & their children, brothers and sisters or husband and wife) then the boundary wall between the two plots can be exempted/omitted subject to providing an application to DHA by the owners (jointly) on Judicial Stamp Paper.
- 8.62.11** If there is an existing house(s) on the higher side with a level difference of 5 ft or more then the boundary wall (RCC) shall be completed within 15 days from the date of commencement of excavation. The excavation scheme along with the supervision certificate is mandatory for the structure engineer.
- 8.62.12** Boundary walls should be completed in all respect before applying for the Completion Certificate. Plastering from inside and outside is mandatory.

- 8.63 Chamfering of Corner**. For smooth flow of traffic at turning, the corner of a plot bounded by two roads shall be tapered/chamfered by a standard i.e 6 ft x 6 ft on either side from the corner for plots more than 200 sq yds and 4 ft x 4 ft for plots up to 200 sq yds. No chamfering is required in the case of commercial plots.

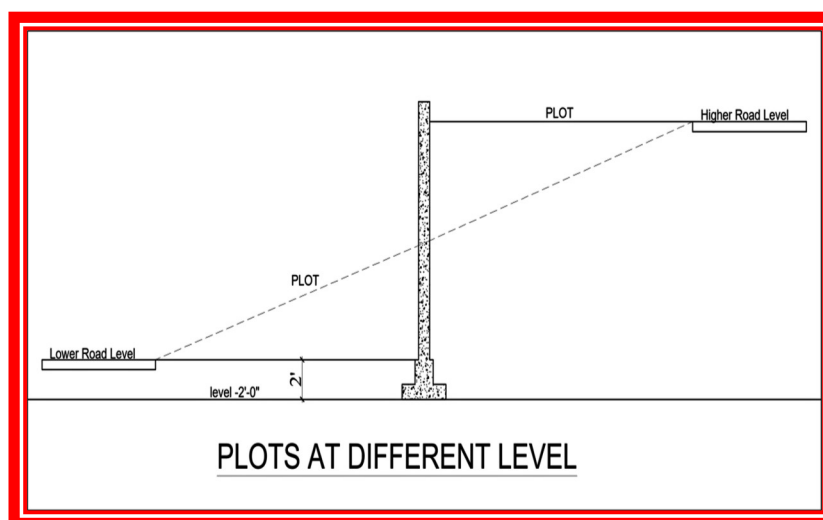
- 8.64 Retaining Walls**. Construction of retaining walls within the plot boundary to retain the surrounding buildings, infrastructure, roads etc. will be the responsibility of the plot owner. DHA will not construct such retention structures.

## **8.65 Two Adjacent Plots at Different Levels**

- 8.65.1 Case-I (Two back-to-back plots with a level difference of 5 ft or more and construction on a lower plot)**. If the house is constructed on the lower side first then the member will have to construct an RCC wall and the top of the RCC wall should be up to the retaining portion/rear road level to ensure the safety of the house. The structure stability certificate by the Structure Engineer and affidavit by the member is mandatory stating that the structure is safe and as per site requirement,

and in case of any damage the owner/Structure Engineer will be responsible and the member will not claim any damage from DHA. This retaining wall is only for the safety of his own house and any adjacent member will have no right to the constructed wall.

- 8.65.2 Case-II (Two back-to-back plots with a level difference of 5 ft or more and construction on higher plot).** If the house is constructed on the upper side then its foundation shall start 2 ft below the level of the lower road and its top shall be upto the retaining portion. The structure stability certificate by the Structure Engineer and affidavit by the member is mandatory stating that the structure is safe and as per site requirement, and in case of any damage the owner /structure engineer will be responsible and the member will not claim any damage from DHA. This retaining wall should be only for the safety of the upper house and members of the house on the lower side will have no right on this wall and he will have to ensure the safety of his own house by constructing the type of structure as designed/recommended by his structure engineer based on site conditions and approved by DHA. This retaining wall is only for the safety of his own house and any adjacent member will have no right on the constructed wall.



- 8.65.3 Case-III (Two adjacent plots with a level difference between the ref point of two plots is such that compel the construction of RCC wall for plot on higher side).** If two adjacent plots are at different levels and level differences compel the construction of the retaining wall then the RCC wall shall be constructed and the base level of the RCC wall should be 2 ft below the ref point of the plot on the lower side and after approval of DHA. The structure stability certificate by the Structure Engineer and affidavit by the member is mandatory stating that the structure is safe and as per site requirement, and in case of any damage the owner/structure engineer will be responsible and the member will not claim any damage from DHA. This retaining wall is only for the safety of his own house and any adjacent member will have no right on the constructed wall.

- 8.65.4 Case-IV (Two adjacent plots with a level difference between the ref point of two plots is such that compel the construction of RCC wall for plot on lower side).** If two adjacent plots are at different levels and level differences compel the construction of a retaining wall. Then RCC wall shall be constructed and the top level of the RCC wall should be up to the ref level of the plot no higher side and after approval of DHA. The structure stability certificate by the Structure Engineer and affidavit by the member is mandatory stating that the structure is safe and as per site requirement, and in case of any damage the owner/structure engineer will be responsible and the member will not claim any damage from DHA. This retaining wall is only for the safety of his own house and any adjacent member will have no right on the constructed wall.

**8.66 Plots Having Opening on Two Roads**

**8.66.1 Case- I: Plot has opening on two roads with level difference from 10 ft to 16 ft. (Ref is on higher road and rear road 10 ft to 16 ft down).** If a plot has an opening on two roads and the level difference between the two roads is from 10 ft to 16 ft then the member may be allowed to construct 1x floor from the lower road level (which will be a basement from the reference road) but max allowable covered area shall be as per standard plot allowable covered area i.e 9019 Sq ft including mumty for One Kanal plots and for other sizes of plots area will be calculated as per applicable Byelaws. In such cases, the mumty should be planned towards reference road (higher side) to minimize the look of no of storeys.

**8.66.2 Case-II: Plot have opening on two roads with level difference from 17 ft to 25 ft. (Ref is on higher road and rear road 17 ft to 25 ft down)** If a plot has an opening on two roads and the level difference between two roads is from 17 ft to 25 ft, then the member will be allowed to construct 2 x floors (these will be 2 x basements from reference road) but max allowable covered area shall be as per standard plot allowable covered area e.g 9019 Sq ft including mumty for One Kanal plots and for the other sizes of plots, the area will be calculated as per applicable Byelaws. The rear COS/setback in such cases shall not be less than 10 ft for 2x basements and ground floor and not less than 20 ft for the first floor. The front COS/setback shall be as per DHA Byelaws. In such cases, the mumty should be planned towards the reference street (higher side) to minimize the look of the number of storeys.

**8.66.2.1** For plots with a level difference of more than 25 ft and the reference road is on the higher side, the no of storeys, setbacks, height, covered area etc will be decided on a case-to-case basis considering the layout of the street and other town planning/architectural parameters.

**8.67 Water Tanks****8.67.1 Under Ground Water Tank**

**8.67.1.1** Only one underground water tank is allowed with water meter.

**8.67.1.2** The minimum distance of the underground water tank shall be 3 ft from the front boundary wall and 2 ft from the adjacent plot/house. The underground tank shall be located in such a way that water bowser filling this water tank may be facilitated from the outside.

**8.67.1.3** The underground water tank shall be constructed of RCC.

**8.67.1.4** The underground tank shall be waterproof and in case of leakage/seepage, the member will be responsible for any kind of damage to the adjacent house/houses and will reinstate the damages as per the decision of DHA. The services shall be suspended in case of any non-compliance with DHA instructions.

**8.67.2 Over Head Water Tank**

**8.67.2.1** The maximum size of the water tank is 900 gallons for plots upto One Kanal.

**8.67.2.2** Maximum size of water tank 1,200 gallons for more than One Kanal.

**8.67.2.3** The height of the water tank may be allowed upto 8 ft from the rooftop level.

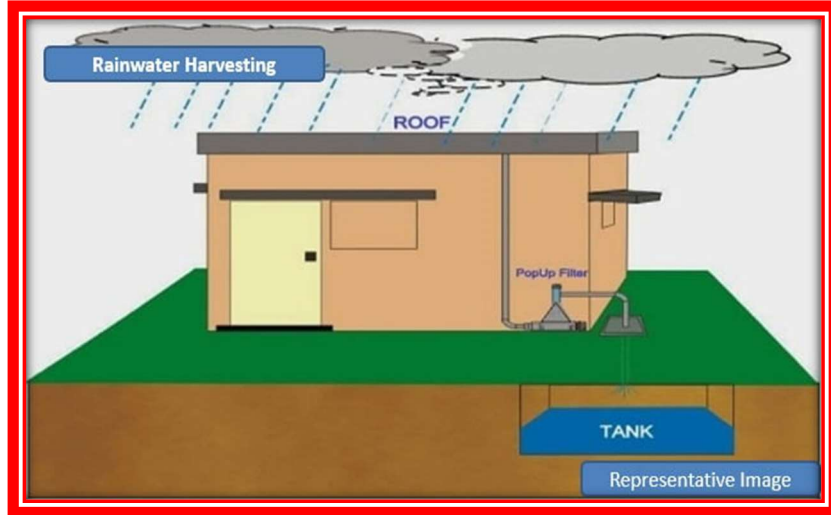
**8.67.2.4** Only one overhead water tank (permanent/temporary) will be allowed. However internal partitioning of the tank is allowed (temporary in case of partial completion).

**8.67.2.5** The tank should be constructed in RCC and be waterproof.



**8.67.3 Septic Tank.** Septic tank should be constructed with their own RCC walls and should have a minimum distance of 3 ft from the front boundary wall and 2 ft from the adjacent house/plot. Any other boundary wall should not be used for the construction of septic tanks.

**8.67.4 Rain Water Harvesting Tank.** The RCC ‘Rain Water’ harvesting tank is mandatory for plots One Kanal & above. The harvesting tank shall be constructed in front COS/setback only after leaving at least 2 ft from the adjacent plot/house and 3 ft from the front boundary wall (for plots having a front COS/setback of 10 ft or more). The tank shall be waterproof and treated, “safe and sound”. The layout of the rainwater harvesting tank along with the x-section shall be shown in the submission drawing.



**8.67.5 Sizes of Rain Water Tanks are as follows:**

Sr. No	Plot Size	Tank Size
8.67.5.1	5 & 8 Marla	If space permits
8.67.5.2	10 Marla	If space permits
8.67.5.3	1 Kanal	1200 gallon
8.67.5.4	2 Kanal	1800 gallon

**8.67.6 Additional Small OHT.** Construction of an additional small overhead tank may be allowed if the member agrees to connect rainwater to the water tanks of commodes in the house and it shall not be more than ¼ size of the original OHT. The layout of the additional small overhead tank along with the x-section shall be shown in the submission drawing.



**8.67.7 Pools.**

**8.67.7.1** Swimming and decorative pools and fountains may be allowed after approval from the Competent Authority. However, the privacy of the adjacent houses should be ensured. In no case, the pool should be visible from the outside.

**8.67.7.2** Necessary preventive measures will be taken for the waterproof treatment of pools to ensure the prevention of seepage/leakage into foundations, especially to avoid affecting neighbours/adjacent structures.

**8.67.7.3** Indoor swimming pools will be encouraged.

**8.67.7.4** In the case of a swimming pool, DHA will not responsible for the supply of water.

**8.68 Installation of Solar Panels**

**8.68.1** The maximum capacity of the solar system shall be as under:-

**8.68.1.1** Up to One Kanal house = Up to 10 KW

**8.68.1.2** Kanal house & above = Up to 20 KW

**8.68.2** The solar panels can be installed on the rooftop by keeping the lower edge at 5 ft and the upper edge max up to 10 ft.

**8.68.3** In exceptional circumstances where the roof space is insufficient to accommodate the required no of solar panels, the solar panels can be allowed on mumty/O.H.W.T by keeping the lower edge at 0 ft and the upper edge maximum up to one foot (12 Inches) after fully utilizing the effective space of roof. No further relaxation will be granted in height of panels.

**8.68.4** The layout of solar panels along with the X-section showing the height of the lower edge and upper edge of solar panels shall be shown in the submission drawing. The layout of the mumty/lift-well will be done with the orientation of the sun/direction of the movement of the sun and its likely sun shade to be created alongwith its influence on the efficiency of installed solar panels.

**8.68.5** The structure stability certificate is mandatory from the DHA enlisted vendors duly signed and stamped by stating that the solar panels installed are safe against force majeure (wind storms, earthquakes, lightning, etc) and in case of any damage/mishap, vendor /owner will be held responsible.

**8.68.6** Undertaking on judicial stamp paper by the owner that, the solar system installed is safe and sound and in case of any mishap, he will be responsible. Moreover, he will not use space under the solar panels for any kind of residential/storage purpose.

**8.68.7** If a member desires to install a solar system, he/she must engage a DHA-registered vendor.

**8.68.8** No 'permanent' structure is allowed for the installation of a solar system.

**8.69 Pipe Duct.** Pipe ducts upto 9 inches may be allowed in COS/set-back.

**8.70 Washing Area in Rear Set-back.** One temporary shade of 7 ft x 4 ft will be allowed at the rear compulsory open space (for laundry only).

**8.71 Design Element in Setbacks.** Design Element maximum of upto 9 inches will be allowed in front COS/setback and a maximum of upto 6 inches at windows only in sides/rear setbacks if plots are having an open area/nullah/road on that side.

**8.72 Bay Windows.** For plots equal to or more than 250 sq yds, 1 x bay window having a maximum size of 10 ft x 2 ft 6 inch x 8 ft can be provided in front COS/set back at ground and 1<sup>st</sup> floor only. The area of the bay window will be calculated in the total covered area. For plots having an extra land of 10' or more, the bay window having a maximum size of 10 ft x 2 ft 6 inch x 8 ft can be provided on the ground floor only.

**8.73 Features in COS/Setbacks**

- 8.73.1** Rockery/water feature/flower pots upto the height of the boundary wall may be constructed with the front boundary wall. In case a rockery/water feature is provided along a common boundary wall, a minimum gap of 6 inches shall be provided between the wall and the rockery/water feature.
- 8.73.2** Rockery/water feature/flower pots in sides/rear clear open spaces may be allowed leaving a clear passage of 2 ft 6 inches between building & rockery/water feature and minimum 6 inches gap between common boundary wall& rockery/water feature.
- 8.73.3** In case of seepage at the boundary wall of the adjacent house due to the presence of rockery/water feature, the owner shall address the problem of seepage within 15 days from the issuance of notice from DHA, otherwise, it will be rectified at the defaulting owner's risk and cost.
- 8.73.4** Growing plants is not allowed in side/rear COS/setbacks, however, planters may be used as per Byelaws
- 8.73.5** The rear/side COS/set-backs shall be properly concreted/terrazzo/marbled.

**8.74 Miscellaneous**

- 8.74.1** Earthing pit should be constructed inside the plot boundary.
- 8.74.2** The maximum width of stairs in the side COS/setback leading to the ground floor only should not be more than half the width of the COS/setback.
- 8.74.3** In case of violation, charges will be calculated across the full length and not for a specific portion of the violation.
- 8.74.4** Development/protection of the plot (retaining wall etc) within the boundary line including extra land is the sole responsibility of the owner.
- 8.74.5** Construction of a boundary wall without the construction of the house and using it as a green area/plantation of trees or any other purpose is not allowed.
- 8.74.6** Changing the colour of distribution boards, electric panels and electric poles etc in the service area is not allowed.
- 8.74.7** No structure of any kind will be allowed on the roof except mumty, machine room/lift well and 1x OHWT.

- 8.75 Modern Construction Technology.** DHA can allow the use of modern construction technologies like SCIP & modular construction provide the same are on internationally recognised standards, approved by national authorities like NESPAK, ERRRA etc and duly evaluated by DHA technical team.



**8.76 Construction Standard for EMAAR**

**8.76.1** The sequence of allotment of possession of the plot will be sequenced/aligned as per the existing DHA procedure in vogue/SOP.

**8.76.2** Already constructed buildings/houses in EMAAR would be checked as per previous policies/regulations.

**8.76.3** Updated DHA bye-laws are to be followed.

**8.76.4 Standard Construction in EMAAR.** The COS/setbacks are approved as under:-

<u>S.No</u>	<u>Area of Plot sq yds</u>	<u>Porch Line Front (ft)</u>	<u>Bldg Line Front (ft)</u>	<u>Rear (ft)</u>	<u>Porch Side (ft)</u>	<u>Side (ft)</u>
<b>8.76.4.1</b>	Upto 500	5	8	15	5	5
<b>8.76.4.2</b>	Upto 600	5	8	17	5	5
<b>8.76.4.3</b>	Upto 800	5	10	17	5	5

**8.76.5** The submission drawings will be forwarded to DHA Islamabad alongwith the scrutiny fee will be applicable as per DHA policy.

**8.76.6** The EMAAR DHA Islamabad Ltd will establish its own Building Control Section which will ensure the implementation of bye-laws as per approved submission drawings.

**8.76.7** The elevation of the houses should be from one of the five elevations provided by EMAAR DHA Islamabad Ltd.

**8.76.8** A septic tank within the building line is mandatory for all houses.

**8.76.9** The completion drawing alongwith the NOC from EMAAR DHA Islamabad Ltd (stating that the house is constructed as per the approval submission drawing) and completion fee will be charged as per DHA policy.

**8.76.10** DHA Islamabad would finally inspect the house and issue the completion certificate accordingly.

**8.76.11 Construction in Canyon View**

**8.76.11.1** Following setback approved for plots from 250-300 Sq yds and having a frontage of 30 Ft and less:-

- 8.76.11.1.1** Front - 6 ft
- 8.76.11.1.2** Rear - 13 ft
- 8.76.11.1.3** Porch Side - 3 ft
- 8.76.11.1.4** Other side - Nil

**8.76.11.2** Also note that it is only for sold plots, however, for new plots previous Byelaws (dated 09 May 2016) would be applied.

**8.76.12 Construction in Royal Vista**

**8.76.12.1** Plot sizes in Category-A (30'x75', 30'x90', 30'x102')

<u>S.No</u>	<u>Category-A</u>		<u>30 ft Frontage (Approx)</u>	<u>COS/Setback</u>				
	<u>Area of Plot (sq yds)</u>	<u>Allowable covered at GF</u>		<u>Allowable covered area FF</u>	<u>Porc h Line (ft)</u>	<u>Fron t (ft)</u>	<u>Rear (ft)</u>	<u>Sid e(ft)</u>
<b>8.76.12.1.1</b>	250 ~ 399	70% (including car porch)	After leaving COS 90% of GF including car porch	5	8	10	3	Nil

			or FP of GF area less car porch					
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**8.76.12.2** Plot sizes in Category-B (35'x96', 35'x102')

S.No	Category-A		30 ft Frontage (Approx)	COS/Setback				
	Area of Plot (sq yds)	Allowable covered at GF	Allowable covered area FF	Porch Line (ft)	Front (ft)	Rear (ft)	Side (ft)	Side (ft)
<b>8.76.12.2.1</b>	250 ~ 399	70% (including car porch)	After leaving COS 90% of GF including car porch or FP of GF area less car porch	5	10	10	3	3

**8.76.13 New Construction in EMAAR.** Will be checked as per the below procedure:-

**8.76.13.1** Periodic/phase-wise joint visits by DHA Building Control staff on intimation by EMAAR.

**8.76.13.2** Notices issued by EMAAR Building Control are shared with DHA Building Control Directorate for the record.

**8.76.14** Capacity of water storage tanks and regularization charges will be applicable as per DHA bylaws/policy.

**8.76.15 Note:** These guidelines/standards may be updated/changed as per the requirement of EMAAR and DHA.

**8.77 Commercial Building Standards/Requirements**

**8.77.1 Commercial Building Standards.** Commercial plots shall observe the following standards:-

S.No	Area of Plot Sq yds	Foot Print	Arcade at GF	COS (Width in ft)			Floors
				Front (ft)	Rear (ft)	Sides (ft)	
8.77.1.1	101 to 400	100%	-	-	-	-	B+G+3 for Sectors Commercials B+G+5 Main Commercials
8.77.1.2	Above 400	Will be decided by the Competent Authority					

**8.78 General Conditions for Commercials**

**8.79 Reference Point.** The reference point shall be the intersection of the building centre line & reference road crown.

**8.80 Finish Floor Level.** The finish floor/Plinth level of the ground floor should not be more than 4 ft 6 inches.

**8.81 Arcade.** Commercial plots upto 250 sq yds can be constructed with or without an arcade.

**8.82 Entrance Steps.** Entrance steps can be provided upto 3 ft outside the plot line, however, when making ramp for disabled persons, same may be allowed upto 4ft.

**8.83 Septic Tank.** A septic tank of size 5 ft x 3 ft x 5 ft can be constructed adjacent to the entrance stairs in the parking area. Maintaining the Septic Tank and keeping it clean and workable is the responsibility of the plot owner.

**8.84 Height of Floor and Area of Shops.** The height of the floor should not be less than 8 feet 6 inches. The minimum area of the shop should not be less than 100 Sq ft.

**8.85 Basement.** Basement is allowed to all members irrespective of the topography of plots but with the following conditions:-

**8.85.1** In the case of adjacent constructed plazas, the member will have to submit an affidavit (**Anx R**). Moreover, proper engineering techniques shall be used to avoid any damage including repair/reconstruction of all damages caused to neighbouring buildings and work will be executed under the supervision of a qualified structure engineer. However, DHA in no way shall be held responsible for such damages.

**8.85.2** The basement shall not be exposed more than 4 ft 6 inches from the crown of the abutting road/zero level.

**8.85.3** The clear height of the basement shall not be less than 8 ft 6 inches.

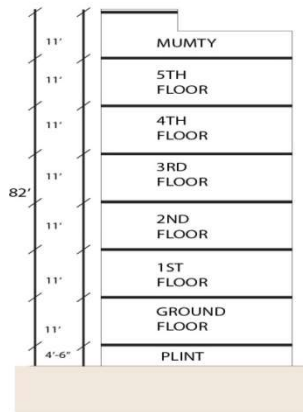
**8.85.4** Basement wall/retaining wall (RCC as per structural drawings) adjacent to completed plazas endangering neighbouring structures should be completed within 15 days from the date of commencement of excavation.

**8.85.5** If services, such as bath and kitchen etc, are provided in the basement, the owner must provide mechanical disposal from the basement to the upper level in all cases (irrespective of levels of DHA mains), so that there is no possibility of backflow in case of chocking of the sewer lines. DHA will not be responsible for the consequences in any case.

**8.85.6** The cost of additional services work shall be borne by the member.

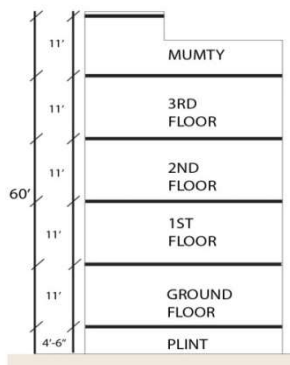
**8.86 Height of Commercial Building**

**8.86.1 Main Commercial.** Max height of the main commercial shall not be more than 82 ft from the reference point, including the water tank & mumty.



**Main Commercial**

**8.86.2 Sector Commercial.** Max height of the sector commercial shall not be more than 60 ft from the reference point, including the water tank & mumty.



**Sector Commercial**

**8.86.3 For Larger Commercial Plots.** DHA will give separate approval depending on the nature of the commercial project.

**8.87 Projection/Shade**

**8.87.1** Maximum 3 ft beyond plot line at front and rear (if site permits).

**8.87.2** The Shade/Projection at the rear along with windows/ventilators will be allowed subject to the following:-

- 8.87.2.1** There is a service corridor at the rear having a width of more than 8 ft.
- 8.87.2.2** There are commercial plots on both sides of the service corridor.
- 8.87.2.3** There is no residential area towards the rear (Behind or across the road).

**8.87.3 Construction on Shade (Commercial Plots).**

- 8.87.3.1** Construction on front shade will be allowed for all types of commercial plots.
- 8.87.3.2** Construction on front and corner side shade will be allowed if plot is declared as a "corner plot".
- 8.87.3.3** Construction on 3 x shades will be allowed if site plan is issued as a corner plus opening on two roads.
- 8.87.3.4** Construction on rear/side shades (if as per site plan plot is not declared as corner/opening on two road) will be allowed after paying the charges as per policy. However, this will be applied for shades at all floors of commercial plaza irrespective of whether the construction is done on single floor or at all floors.
- 8.87.3.5** In case of violation in shade max upto 6", the violation charges will be applied as per policy. However, shade above this limit will have to be demolished.
- 8.87.3.6** The construction on the rear shade along with windows/ventilators will only be allowed if the Site Plan is issued as "Opening on two Roads".



**8.87.3.7** Conversion of projections into a habitable area only at the front. However, the rear may be used for balconies only.

**8.87.3.8** Corner plots or plots having openings on two roads would be allowed construction on shade at the front and side/rear provided that dues for corner/opening on two roads are paid. For plots which have openings on three sides, the construction on shade at 3 sides shall be allowed after paying double the charges for corner plots.

#### **8.88 Stair Hall**

**8.88.1** The clear width of stairs shall not be less than 3 ft. The riser shall not be more than 7 inches and the tread shall not be less than 10 inches.

**8.88.2** Not to be constructed with inflammable material.

**8.88.3** All staircases should be of RCC.

**8.88.4** Walls are to be made in RCC with fire-rated doors having a fire rating of 3 hours.

**8.88.5** All stair halls have to be connected with the basement and the rooftop.

**8.88.6** The minimum clear headroom under beams and stair landing shall be 7 ft.

**8.89 Mumty** A maximum of upto 30% of the plot area can be utilized for mumty. The Mumty area may be used as a machine room, lift room, generator room, living area or bathroom. The maximum width of mumty shall not be more than 2/3<sup>rd</sup> of plot width (from ref road).

**8.90 Shops/Offices/Apartments Numbering** The shop/office/apartment number will be shown on the submission drawing for reference. The numbers will be in a clockwise direction following the suffixes B1, B2, G, F1, F2, F3, F4, F5 and so on e.g Shop/office/apartment number in the basement next to Ground Floor will be numbered as 1B1, for 2nd basement 1B2, shop/office number 1 on G.F will be named as 1G, shop/office/apartment number 1 on First Floor will be named as 1F1, for second floor 1F2 and so on.

#### **8.91 Provision for Special Persons**

**8.91.1** Minimum one toilet for the handicapped equipped with special fixtures.

**8.91.2** Minimum one lift in all commercial and public buildings, which can accommodate a wheelchair.

**8.91.3** Every commercial building having an area of 4500 Sq ft or above shall have at least one access/exit for disabled persons, which shall be indicated with proper signage. The entrance shall be through a ramp (slope not more than 25 degrees with the non-slip surface) together with a stepped entry. If the floor of the building is more than two steps high or the riser of the step is equal to or more than 6 inches, the ramp thus provided shall start in line with the lowest steps but inside the property line.

**8.91.4** Space for parking one car at road level near the main entrance with a maximum travel distance of 20 feet to the main entrance and one in the basement parking (if provided) for every 4500 Sq ft of area.

**8.91.5** A handrail shall be provided with the ramp if the numbers of steps are more than four.

#### **8.92 Toilets**

**8.92.1** Be provided in each commercial block.

**8.92.2** Separate arrangement for ladies is mandatory. One Wheel Chair for the disabled is encouraged.

**8.92.3** Cleaning and maintenance of the toilets is the responsibility of the owner.

#### **8.93 Provision of Lift**

**8.93.1** Lifts/Escalators shall be provided in the building where the climb is more than four storeys (Ground Floor + 3) & shall conform to the latest technical provision.

**8.93.2** The max height of the lift well shall not be more than 14 ft from the roof level if the lift is up to the roof level.

**8.93.3** The max height of the machine room shall not be more than 5 ft if the lift is up to the first-floor level.

- 8.93.4** The overall height of the lift well shall not be more than 82 ft from the reference point for Main Commercial & 60 ft from the reference point for Sector Commercial.
- 8.93.5** The covered area of the lift shall be counted in the total covered area of mummy.
- 8.93.6** In case the lift is going up to the roof, then the plinth level and floor height should be adjusted in such a way that the overall height of the building, including the lift well, shall not exceed 82/60 ft from the reference point. The overall height of the building (82/60 ft) has no linkage with the height of the lift well.
- 8.94** **Swimming Pool.** No swimming pool can be provided for plots upto 600 sq yds. For Plots more than 600 sq yds the swimming pool can be constructed after the approval of DHA as a Competent Authority.
- 8.95** **Installation of Antenna Tower & Lightening Conductor**
- 8.95.1** Permission for the Installation of Antenna Tower & Lightening Conductor will be valid for one year, which may be renewed every year. The fee will be charged as per DHA policy of the area/floors for which the antenna tower is being used which may be reviewed as per DHA policy.
- 8.95.2** The position of the tower has to be incorporated into the design of the building the weight and placement have to be taken care of in the building structure.
- 8.95.3** **Lightening Protection.** For all commercial buildings, lightning protection should be provided
- 8.96** **Fire Safety and Security System**
- 8.96.1** The width of the stair flight shall not be less than 3 ft 6 inches.
- 8.96.2** Stair hall shall have concrete walls.
- 8.96.3** Stair hall doors shall have a fire rating of 3 hours.
- 8.96.4** All buildings shall be equipped with a fire hose and GI/CI exposed pipes painted in red with firefighting wall cabinets on each floor. The length of the pipe should cover a whole floor area.
- 8.96.5** Fire extinguishers should also be provided on each floor.
- 8.96.6** A separate fire motor shall be installed in the basement.
- 8.96.7** Steel structures shall have a fire safety of 3 hours and ½ hour for non-structural members.
- 8.96.8** A state-of-the-art security system, approved by the Authority shall be mandatory for all buildings constructed in DHA.
- 8.97** **Structures on Roof.** Only the following structures of permanent nature may be constructed on roofs provided they are designed and built to the satisfaction of the Authority: -
- 8.97.1** Chimneys/air conditioning and other ducts, vents and wind catchers.
- 8.97.2** Suitably designed water tank.
- 8.97.3** Radio and television antenna post (after approval from DHA IT Directorate)
- 8.97.4** Parapet walls of 3 ft in height. In the case of an accessible roof, the provision of a railing parapet wall would be compulsory.
- 8.97.5** Staircase tower (mummy).
- 8.97.6** Lift rooms, Skylight etc.
- 8.97.7** Other structures, which the DHA may permit by general or specified order.
- 8.97.8** No mobile phone antennas and billboards are allowed on the roof of a house for residential plots, however, allowed for commercial subject to the approval from Authority.
- 8.98** **For Amenities and Commercial**
- 8.98.1** On completion of construction and before the main electrical connection is provided to the building/house, the member shall submit a test report of the electrical system issued by a government/WAPDA-approved wiring Inspector.

- 8.98.2 An independent earth pit will be provided in the building/house. The earth resistance of the pit must be less than 5 ohms.
- 8.99 **Inspection of Buildings.** The following actions are required to be taken by Planning Directorate and Building Control Directorate to avoid property line violations/tilting etc of structure:-
- 8.99.1 Initial demarcation will be carried out by Building Control Directorate.
- 8.99.2 Stage-wise inspection will be called by the member as per inspection chart milestones.
- 8.99.3 Inspection will be called by members on completion of the grey structure for any tilt/offset.
- 8.99.4 To avoid property line violations after initial demarcation Building Inspector/survey staff of the Building Control Directorate will ensure property line violations if any.
- 8.99.5 In order to ensure that the approved structure design should be implemented at the site, the structure engineer who has designed the structure should supervise the work at the foundation/DPC level and every roof slab level till the completion of the structure and will submit a certificate accordingly at every stage. Work will only be allowed to proceed further on receipt of an "Approved Design Implementation Certificate" (ADIC) at every stage.
- 8.99.6 The final inspection will be done on the application for completion by the owner.
- 8.100 **Emergency Stair Case.** An emergency staircase is mandatory for plot 16 Marla and above. However, in case of essential requirement of emergency staircase for plots below 16 Marla, the competent authority of DHA will be the sole authority to decide on a case-to-case basis.
- 8.101 **Occupation.** Any commercial unit like shops/offices/halls/apartments can be occupied after completing the front façade of the whole building and the floor to be occupied should be completed in all respect, after getting NOC from DHA. In case of occupation without permission, fines shall be imposed as per DHA policy. However, a completion certificate should be obtained within 3 years from the date of approval of the first submission drawing.
- 8.102 **Partial Selling of Shops/Apartments/Offices.** Partial selling of shops/apartments (without lower and upper rights):-
- 8.102.1 The shop numbers should be properly marked in the submission/completion drawing as per the procedure laid down in DHA Byelaws.
- 8.102.2 The partial selling should be through DHA (Transfer & Record Office) after payment of prescribed dues.
- 8.102.3 In case of partial selling, 20% of the shops should be kept by the owner excluded mumty. However, the member can sell a whole plaza to a single owner. If the whole plaza is sold out, conditions of lower and upper rights shall be excluded.
- 8.102.4 All the responsibilities for the provision/maintenance of services such as Electricity, Sui Gas, Water, Telephone, Cable, Fire-fighting, Security, structural safety etc would be the sole responsibility of the owner of the plaza.
- 8.102.5 No goodwill/Pagri is allowed, failing which will result in heavy fines/suspension of services.
- 8.102.6 In case of any structural change, prior approval from DHA is mandatory. However, the internal/soft partitioning can be done without approval.
- 8.103 **Instructions for Shop Owners**
- 8.103.1 Garbage shall not be thrown in front of houses/shops/public buildings. Shopkeepers shall place dustbins in front of their shops and place the garbage in the dustbin from where it shall be picked up by DHA (Administration Office).
- 8.103.2 In order to avoid inconvenience to the customers, air conditioners shall be installed at the height of 8 ft

from the level of the veranda and proper arrangements shall be made for the drainage of water. Preferably split type of air conditioners may be installed.

**8.104 Common Floor Usage – Commercial Plots.** With specific permission, the member may be permitted to join floors of adjacent commercial plots/buildings for commercial benefit by removing their respective walls. Permission will be accorded by DHA with the following conditions:-

**8.104.1** Joint Floor use by payment of Rs. 100,000/- per floor (or amount as per DHA prevailing policy) to be equally shared by both owners.

**8.104.2** An undertaking (**Anx U**) on judicial stamp paper by both members for joint use of the floor.

**8.104.3** Responsibility for removing the joint walls rests with the owners for the structural stability of the shops.

**8.104.4** The utility bill will be paid individually by both owners.

**8.104.5** Withdrawal of undertaking by any one of the partners will lead the automatic cancellation.

**8.104.6** Upon cancellation of joint floor usage, both owners will be bound to construct their respective walls within a period of three months from the date of written notification to DHA for cancellation of joint floor use by either of the owners.

**8.105 Solid Waste Management**

**8.105.1** Refuse chutes shall be provided in the multi-storey building for the disposal of solid waste.

**8.105.2** All buildings other than houses shall provide adequate storage space for storing solid waste equal to at least 24 hours of generation.

**8.106 Mega Commercial Buildings Standards.** For each project, guidelines of Pakistan Building Codes and all relevant construction standards will be followed especially seismic zone (2B) of the Islamabad-Rawalpindi region. Any exceptions/adjustments to these codes and guidelines will be evaluated case to case basis subject to detailed evaluations by an approved structural engineer and architect.

**(PART-III)**  
**CHAPTER-IX**  
**ADMINISTRATION DIRECTORATE**

- 9.1** **Commercial Activity**. No commercial/semi-commercial activity is permitted in the residential area.
- 9.2** **Messes/Guest Rooms**. Residential accommodation cannot be used for any commercial activity i.e. rented as a Mess, Guest House, Guest Room or Hostel etc.
- 9.3** **Distinctive Marking/Flags**. Flags/Banners which show Political/Religious/Sectarian affiliations are not allowed on both residential and commercial buildings. A penalty will be imposed as per DHA policy (**Chapter XV**).
- 9.4** **Masjids**
- 9.4.1** No procession will originate/terminate from Masjid.
- 9.4.2** No sectarian gatherings, Mehfiles and Majalis will be held in the Masjid premises, however, the sermon will be allowed to be given on Jumma with no voice coming out of Masjid (no loudspeakers less for Azan), as per policy.
- 9.4.3** Conflicting religious/sectarian issues will not be permitted/discussed in any of the Masjids and will be dealt with strictly.
- 9.4.4** No sectarian writing will be allowed inside/outside the premises of the Masjid.
- 9.4.5** Jumma sermons will be vetted by DHA Administration as per policy.
- 9.4.6** Any resident found creating a sectarian rift will be subjected to legal action and cancellation of membership/tenancy.
- 9.5** **Noise Pollution**
- 9.5.1** Playing or operating any equipment/apparatus for the production or amplification of sound, where the noise or sound disturbs or tends to disturb the neighbourhood is strictly prohibited.
- 9.5.2** Harboursing or keeping any animal or bird which persistently cries, barks or howls is strictly prohibited. A penalty will be imposed as per DHA policy (**Chapter XV**)
- 9.5.3** Idling/running a machine for more than 30 minutes especially during late hours at night (after 2359 hours) is strictly forbidden.
- 9.5.4** Petrol/diesel generators must have a soundproof canopy to avoid noise beyond boundary limits.
- 9.5.5** If neighbours complain then dogs/birds are to be expelled out of DHA. A penalty will be imposed as per DHA policy (**Chapter XV**).
- 9.6** **Pets**. Pet keeping is allowed subject to adherence to the following terms and conditions alongwith existing law of the country:-
- 9.6.1** Keeping animals like lions, elephants, ostrich, cranes, cows, horses, camels and other animals that cause disturbance and environmental pollution is strictly prohibited in the DHA area. Animals meant for slaughtering are only permitted for the Eid Ul Azha period (one week only). A penalty will be imposed as per DHA policy (**Chapter XV**).
- 9.6.2** Birds are only allowed if kept in cages inside residential premises.
- 9.6.3** Un-trained dogs that harass passers-by and residents and pet animals and birds that disturb neighbours by crying, barking, howling etc are strictly prohibited in DHA and subject to fines under noise pollution and harassment laws.
- 9.6.4** Pet registration proforma is available with Administration Directorate. All pet owners are bound to get Dogs registered with DHA failing which a penalty will be imposed as per DHA policy (**Chapter XV**).

**9.6.5** Pet animals and especially dangerous dogs will be taken out of residential premises only during prescribed timings given by DHA Security and properly leashed, preferably with an anti-pull harness. Prescribed timings are as under:- in case of violation a penalty will be imposed as per DHA policy (**Chapter XV**).

**9.6.5.1** Summer Timings (1st April to 31st October)

**9.6.5.1.1** Morning - 0700 hours to 0830 hours

**9.6.5.1.2** Night - 2200 hours to 2300 hours

**9.6.5.2** Winter Timings (1st Nov to 31st Mar)

**9.6.5.2.1** Morning - 0900 hours to 1000 hours

**9.6.5.2.2** Night - 2100 hours to 2200 hours

**9.6.6** If found without a leash a penalty will be imposed as per DHA policy (**Chapter XV**).

**9.6.7** In case of a dog bite, a penalty will be imposed as per DHA policy (**Chapter XV**) and complete hospital expenditure will be levied. Moreover, the owner will not be allowed to keep the dog in DHA premises.

**9.6.8** Dog dung should be managed with closed doors, whereas a cleaning kit to be used outside residential premises. Violation will be charged under environmental and cleanliness Byelaws.

**9.6.9** Dog walking in parks and places where families and children are playing is strictly prohibited.

**9.6.10** Children under 15 years of age are strictly prohibited to take their dogs out for walk-in DHA premises.

**9.6.11** Pet dogs are to be regularly vaccinated and vaccination record is to be produced on the visit of DHA Staff (Security).

**9.6.12** Any dog found without a collar and dog tag will be considered wild and will be shot/poisoned by DHA Security.

**9.6.13** Any dog suspected of Rabies or bitten by any stray dog will be shot/poisoned by DHA Security.

**9.6.14** Any person bitten by a dog can file a case under section 289 of the Pakistan Penal Code under which the owner of the pet can be put in prison for six months along with a fine.

**9.6.15** All fines levied for subject violations will be included in utility bills.

## **9.7** Area Cleanliness

**9.7.1** Debris shall be handled and disposed off by a method which will not endanger, the safety and health of residents, workers and public/DHA property.

**9.7.2** Debris will be removed by the owner, failing which after 2x weeks of notice, DHA will remove the debris and charges will be borne by the owner and included in the utility bill.

**9.7.3** Residents can remove debris on their own in case of non-availability of resources, they can contact DHA for removal at market rate + 5%.

**9.7.4** Throwing debris at an unauthorized place a penalty will be imposed as per DHA policy (**Chapter XV**) in addition to removal charges.

**9.7.5** Throwing garbage/littering which creates hurdles and blockage in water and sewerage channels will be fined as per Byelaws. A penalty will be imposed as per DHA policy (**Chapter XV**).

**9.7.6** Use of front/side walls and terrace railing etc of the house for drying the washings/clothes is prohibited to preserve the aesthetics/outlook of the community. In case of violation a penalty will be imposed as per DHA policy (**Chapter XV**).

**9.8 Sports Facilities**

- 9.8.1** Membership and Registration fee is non-refundable and non-transferable.
- 9.8.2** Only registered members will be allowed to use sports facilities.
- 9.8.3** Membership card is not transferable. Any member allowing another person to use his/her card will have his /her membership cancelled.
- 9.8.4** Members are requested to provide their membership cards at the reception before using sports facilities.
- 9.8.5** Advance monthly fee to be paid before the 5<sup>th</sup> of each month. Members will pay the monthly fee, irrespective sports facilities are utilized or not. Registration will be cancelled if the monthly fee is not paid for two months, due to his/her absence. Renewal of cancelled membership shall be contingent upon payment of outstanding dues plus 50% of the applicable registration fee.
- 9.8.6** In case of loss of a membership card, contact the issuing authority for cancellation of the lost card and issuance of a new card.
- 9.8.7** All personal belongings brought into the premises of sports facilities are the responsibility of the client/member.
- 9.8.8** All vehicles are parked at the owner's own risk.
- 9.8.9** Members are not allowed to bring in food or beverages in the sports facilities. Smoking, alcoholic drinks and drugs are strictly prohibited on sports facilities premises.
- 9.8.10** Camera/sound equipment such as radio and cassette players (without headphones) are not allowed in the sports facilities.
- 9.8.11** Pets are strictly prohibited.
- 9.8.12** Abusive language or uncivilized behaviour is strictly prohibited.
- 9.8.13** While using the sports facilities members will be required to wear proper sports apparel for exercise purposes. No boots, street shoes, sandals or bare feet to prevent loss, damage or personal injury, do not wear jewellery.
- 9.8.14** No rough playing or running in and around the premises will be allowed. Members or guests not abiding by the rules and regulations will be subject to fines.
- 9.8.15** Any exercise equipment which is not familiar will be explained by the trainers on duty. No trainer is allowed other than a DHA employee.
- 9.8.16** All exercises session/using sports facilities are done at the member's own risk. Members are advised to get the doctor's clearance before starting any exercise program.
- 9.8.17** Parents are responsible for their children under 18 years using the sports equipment.
- 9.8.18** Personal servants will not be allowed to enter the sports facilities as guests or family members.
- 9.8.19** Sports facilities equipment and items are not to be removed from the premises.
- 9.8.20** Any damage caused to sports property is to be paid at the replacement cost decided by the management.
- 9.8.21** The management reserves the right to amend the charges without any notification including the right to close part or all of the facilities due to repair, maintenance, expansion of facilities, special events any other reason, and to change the operating hours of the facility.
- 9.8.22** All disputes are decided by sports facilities management/competent authority and the decision will be final and acceptable to all members.
- 9.8.23** The management will make final approval of the membership and reserves the right to accept/reject any application without assigning any reason.

9.8.24 Any violation of the above-mentioned rules/regulations a penalty will be imposed as per DHA policy (**Chapter XV**) and cancellation of membership.

9.9 **Health/Environmental Pollution.** Enforcement of Health/Environmental Pollution Policy alongwith existing laws of the country:-

9.9.1 **Dengue**

9.9.1.1 Eliminate unnecessary use of water habitats such as plastic jars, bottles, cans, baskets, tyres, plants, pots, pet pots and rooftops. If a violation is observed during the survey by the DHA team a penalty will be imposed as per DHA policy (**Chapter XV**).

9.9.1.2 If larvae are found inside houses/plazas or under construction houses. A penalty will be imposed as per DHA policy (**Chapter XV**).

9.9.2 **Corona**

9.9.2.1 Abide by all instructions issued by Government/National Command and Operation Centre (NCOC) as per the latest notification.

9.9.2.2 Wearing masks at all public places like offices, markets/plazas, schools, Masjids, banks and graveyards etc is mandatory. In case of violation, a penalty will be imposed as per DHA policy (**Chapter XV**).

9.9.2.3 Closure or reduction in staff in markets etc as and when asked by National Command and Operation Centre (NCOC). In case of violation a penalty will be imposed as per DHA policy (**Chapter XV**).

9.9.2.4 Maintaining social distancing at all public places, especially at Masjids and markets. In case of violation, a penalty will be imposed as per DHA policy (**Chapter XV**).

9.9.2.5 Violations of the above instruction will be subjected to fines as per DHA Byelaws.

9.9.3 **Polio/Measles Campaign**

9.9.3.1 Residents are required to cooperate with Security staff/Government teams.

9.9.3.2 Refusal cases will be dealt with legally (FIR shall be lodged against refusal cases)

9.10 **Medical Centres**

9.10.1 **Ambulance Service**

9.10.1.1 Ambulances will be used only to evacuate seriously ill, bedridden or patients on wheelchairs.

9.10.1.2 On receiving a call from the resident, Ambulance will move on the order of the Medical Officer only. The Nursing Assistant will write the complete address/details of the caller/patient (Rank, name, cell no, disease, purpose /destination).

9.10.1.3 In case of heart patients or serious road accidents preferably 1x Nursing Assistant will be marked to accompany the patient.

9.10.1.4 An ambulance will move immediately to the nearest hospital and report back to the medical centre.

9.10.1.5 Initial charges will be Rs. 500/-, subsequently Rs. 20/- per Km.

9.10.1.6 Army persons will be evacuated to CMH/MH/AFIC or the nearest civ hosp.

9.10.1.7 Ambulances will not be used for the transportation of Corona patients and dead bodies.

9.10.1.8 The ambulance request form is available at DHA Clinics.

9.10.2 **Oxygen Cylinder**

9.10.2.1 Oxygen Cylinder will be used under medical advice and supervision of Medical Officers/trained staff.



- 9.10.2.2 The oxygen cylinder will be used for serious patients in the medical centre only and other emergencies as directed by MOIC.
- 9.10.2.3 The oxygen cylinder will not be used for corona patients because the mask and flow meter are likely to get contaminated with the virus.
- 9.10.2.4 Oxygen cylinders being highly inflammable will not be given to residents for home use.
- 9.10.2.5 The oxygen cylinder in the ambulance is the responsibility of Nursing on duty.
- 9.10.2.6 MOIC and MOs shall be responsible to ensure the judicious use.

9.11 **Grave Yard** Eligibility for Burial is as under:-

- 9.11.1 The resident of DHA having own residential property in any of the phases. Member having only plot shall not be eligible.
- 9.11.2 Spouse of the resident.
- 9.11.3 Children (including legally adopted children) of the resident.
- 9.11.4 Dependent parents and grandparents of the resident or his/her spouse, if living with him/her.
- 9.11.5 Dependent children and daughter-in-law of the resident. This includes married/divorced daughters living with parents as a dependent.
- 9.11.6 Dependent grandchildren of the resident living with him/her. This includes the children of the owner as well as the dependent children of the son/widow/divorced/separated daughter if any residing with the owner.
- 9.11.7 Unmarried sisters are dependent on the owner of the house and live with him/her.
- 9.11.8 Tenant and his/her dependent family members (as applicable to resident) living in DHA.

9.12 **Graveyard Bus.** To facilitate the funeral of residents, a Graveyard Bus (w/o AC) is available in MT Sec round the clock which is provided to residents on the intimation of the Adm Directorate. Charges of Graveyard Bus are Rs. 2,000/- against each funeral which will be deposited in the DHA acct on the same day of duty.

9.13 **Utilization of Vacant Plots.** Vacant plots/open areas cannot be used for any plantation/functions/gatherings except funeral gatherings. In case of violation, a penalty will be imposed as per DHA policy (**Chapter XV**).

**(PART-III)**  
**CHAPTER-X**  
**ENVIRONMENT DIRECTORATE**

**10.1 Horticulture**

- 10.1.1** If a tree is damaging the house/boundary wall or obstructing gate/porch, will be removed after approval by the competent authority on the application forwarded by the resident to Environment Directorate.
- 10.1.2** If any violation occurs i.e a tree is removed by residents without due permission of Environment Directorate a penalty will be imposed as per DHA policy (**Chapter XV**) and additional charges for the plantation of 2 x trees in its place will be borne by the violators.
- 10.1.3** Residents are not allowed to plant a tree in offset or any space inside/outside of their house premises belonging to DHA which may cause any damage to neighbouring house. A penalty will be imposed as per DHA policy (**Chapter XV**) in addition to removal of tree.
- 10.1.4** Maintenance of the lawn outside the house (Service area between the footpath and boundary wall) is the responsibility of the resident. They may plant ornamental plants as per scheme given by Environment Directorate but not trees hindering movement on the footpath.
- 10.1.5** DHA has the right to remove shabby plantation contrary to acceptable scheme in DHA areas, Likewise, the scheme of the plantation at median and green will not be disturbed/added without the permission of Environment Directorate DHA. A penalty will be imposed as per DHA policy, beside removal (**Chapter XV**).
- 10.1.6** Trees that cause a disturbance, allergies and environmental hazards are forbidden and residents will not be allowed to plant e.g. Paper Mulberry, Conocarpus, Eucalyptus or any other plant as decided by competent authority DHA.
- 10.1.7** Unauthorized cutting/damage of trees/plants and ground covers will be dealt with under Horticulture Policy DHA.

**10.2 Environmental Pollution**

- 10.2.1** All commercial shops/garbage collections will use biodegradable shoppers/paper bags instead of polythene bags.
- 10.2.2** Burning of material in the DHA vicinity causing smoke/pollution is prohibited. A penalty will be imposed as per DHA policy (**Chapter XV**).
- 10.2.3** Violations against the above-mentioned laws a penalty will be imposed as per DHA policy (**Chapter XV**).

**10.3 Debris Collection**

- 10.3.1** Building Control Directorate shall charge each house 70% of the rates in the table below during the processing of drawings as the exact volume of debris cannot be assessed before the construction of the house.
- 10.3.2** At the time of completion of the house, the Environment Directorate on receipt of the Completion Certificate file carry out a final assessment of the volume of debris on-site and send a final estimate of the remaining amount to be paid by the resident.
- 10.3.3** The Completion Certificate is handed over after payment of the balance amount by the resident.
- 10.3.4** Environment Directorate will lift the debris from all houses after forwarding the completion file. Loose debris thrown in open plot by any resident will be liable to penalty as per the load. This debris including shoppers, leaves, plastic material and building material of renovation work.
- 10.3.5** Charges are liable to be revised as per market rates.

Ser	Cat	Trolley (Rs 3000)	Amount (Rs)	Excavator Time (Rs 4000 Per hr)	Amount (Rs)	G. Total
<b>10.3.5.1</b>	<b>Residential</b>					
<b>10.3.5.2</b>	4 Kanal	30	105,000	6 hrs	27,000	132,000
<b>10.3.5.3</b>	3 Kanal	25	87,500	3 hrs	13,500	101,000
<b>10.3.5.4</b>	2 Kanal	20	70,000	4 hrs	18,000	88,000
<b>10.3.5.5</b>	15 Marla	6	21,000	2 hrs	9,000	30,000
<b>10.3.5.6</b>	1 Kanal	10	35,000	2 hrs	9,000	44,000
<b>10.3.5.7</b>	10 Marla Res	5	17,500	1 hr	4,500	22,000
<b>10.3.5.8</b>	8 Marla	5	17,500	1 hr	4,500	22,000
<b>10.3.5.9</b>	5 Marla Res	3	10,500	1 hr	4,500	15,000
<b>10.3.5.10</b>	<b>Commercial</b>					
<b>10.3.5.11</b>	4 Marla Commercial	12	42,000	2 hrs	9,000	51,000
<b>10.3.5.12</b>	8 Marla Commercial	24	84,000	4 hrs	18,000	102,000
<b>10.3.5.13</b>	10 Marla	24	84,000	4 hrs	18,000	102,000
<b>10.3.5.14</b>	15 Marla	36	126,000	6 hrs	27,000	153,000
<b>10.3.5.15</b>	1 Kanal to 20 Kanal (Mega Commercial)	48	168,000	8 hrs	36,000	204,000 (Rate for 1 Kanal)

**10.4 Note:-** If the number of trollies and working hrs of excavator /Tractor Bucket increases, the owner will pay for each additional Trolley & Excavator/Tractor Bucket per hour, as per rates mentioned above at the time of house completion.

**(PART-III)**  
**CHAPTER-XI**  
**PROJECT DIRECTOR / TECH & CE BRANCH**  
**(SERVICES/MAINTENANCE/DEVELOPMENT)**

- 11.1 Services.** DHA is responsible to extend all services to the site/plot (including water supply, sui gas and telephone lines etc), however, the members are required to plan the distribution of these services within their own building accordingly. Any loss/damage occurred due to any malfunctioning of these services works by the member within property line, the member will be personally responsible and shall not claim any compensation from DHA. Further extension of the services to other users is strictly disallowed. Defaulting members are liable to suspension of services and financial penalties.
- 11.2 Electric Meters.** A maximum of two electric meters will be provided for each plot.
- 11.3 Water Supply**
- 11.3.1** Application for water connection shall be made on the prescribed form to the DHA.
- 11.3.2** No person is permitted to install a motor/pump on the water supply line. Only one connection shall be provided for each building.
- 11.3.3** Construction of underground and overhead water tanks is mandatory.
- 11.3.4** Boring of any type for the purpose of water, sewerage, drainage etc is strictly prohibited in the territory of DHA except where found necessary.
- 11.4 Water Supply through Bowers. (For Residents)**
- 11.4.1** In case of extra water demand where tap water is available, bowser will be provided on payment, which will be recovered from residents through monthly utility bills.
- 11.4.2** In case of disruption in tap water supply, water through bowser will be provided free of cost (one water bowser/day) on instructions of complaint offices. Water on demand for under-construction houses will be provided free of cost.
- 11.4.3 Residential**
- 11.4.3.1** No water point/tap will be left outside the boundary wall.
- 11.4.3.2** Construction of an underground water tank is mandatory but not on the slope side and be so located/designed that bowser filling is facilitated.
- 11.4.3.3** Members found violating the instructions on water supply will be asked to pay violation charges as per DHA policy.
- 11.4.3.4** Washing of vehicles on the road, on the ramp or the porch is not allowed.
- 11.4.3.5** The flow of water through the porch on the road is not allowed.
- 11.4.4 Commercial**
- 11.4.4.1** Separate water connection for all owners of flats in the commercial building.
- 11.4.4.2** Overhead water tank must consist of two portions, one for firefighting and the other for storage purposes.
- 11.4.4.3** GI pipe of 2.5 inches in diameter should run from the top to the basement.
- 11.4.4.4** No structure or activity will fall outside the property line. Any sort of encroachment outside the property line is strictly prohibited.
- 11.4.4.5** Where the park is planned in the rear or on the side of the allotted plot, the owner is not allowed to provide any opening in the building towards it, even a pedestrian way in the park, being a public property.
- 11.4.4.6** Members to ensure a clean environment in front/around the property.

- 11.5 Sewerage/Manhole.** Byelaws regarding house connection to the main sewer are as under:-
- 11.5.1** WC discharge is to be connected with the DHA manhole through the septic tank.
- 11.5.2** Washroom and kitchen drainage be connected directly to the overflow manhole of the septic tank. It shall not be connected to the septic tank.
- 11.5.3** Rainwater/stormwater be disposed-off in open drains or on the adjacent roads as per the design of the said Phase. It should not be connected to the sewer lines.
- 11.5.4** Members are required to construct septic tanks (only RCC construction).
- 11.5.5** Members are required to get their septic tanks inspected before covering their tops.
- 11.5.6** Connection to the main sewer line shall be provided by DHA on completion of the house/building and the member will not tamper with the main sewer line. Defaulters will be charged as per DHA policy issued from time to time.
- 11.5.7** Where a resident/member excavates the basement as per his requirement and decides to have bathrooms/toilets, the sewerage disposal will be through mechanical pumps by the resident.
- 11.5.8** Sewerage will only be disposed of in the DHA sewerage system. Anyone found dumping sewage in rainwater drains will be subject to heavy fines/service suspension
- 11.5.9** It is mandatory for all the members to ensure that base and wall of sewerage/other manholes inside the house/setbacks should be constructed with P.C.C concrete (1:2:4). In case of any damage to the adjacent constructed house due to poorly constructed/leakage/seepage from manholes/septic tanks/sewerage lines/water supply lines/underground water storage tanks including rainwater harvesting tanks, the member will be responsible and reinstate the damages into its original condition as per the requirement of DHA. In case of any conflict in identifying the leakage/seepage, the decision of DHA will be final and the member will have to take action as per the instruction of DHA.
- 11.6 Gas/Telephone/Electric.** The services have been laid out by DHA in coordination with relevant service providers. Services can be obtained from respective departments/services providers in accordance with both DHA departmental and services provider regulations.
- 11.7 Damages.** Nobody is permitted to damage roads and services laid by DHA. In case of extension of services, if any damage is likely to be caused to the road, sewer line, rainwater line etc such work shall not be undertaken without prior approval of DHA. In case of damages, a penalty will be imposed as per DHA policy (**Chapter XV**) and the cost of repair work will be recovered from the member.
- 11.8 Digging** No excavation shall be made in any street for utility. Nobody shall be permitted to dig or cut the road space including shoulders/berms without prior written permission from the Authority. In case of violation, a penalty will be imposed as per DHA policy (**Chapter XV**) as well as make good any damages so caused.
- 11.9 Infrastructure Development.** Project Director is responsible for all construction related to infrastructure development and services deployment in the respective area of DHA.
- 11.10 Contractor Working with Project Directors.** All violations of DHA Byelaws and fines thereof related to contractors employed with the Project Director Office will be dealt with by the respective Project Director.
- 11.11 Complaints/Maintenance Office.** All complaints being received at the complaint office will be managed by the staff of the respective Project Director employed for complaint management.
- 11.12 Service Connection & Suspension.** All services connection will be facilitated by Project Director Office. Water connection and suspension based on violations will be managed by Project Director's Office.

**11.13 Resolution of Seepage Issues.** The DHA services team will visit upon receipt of a complaint about seepage/leakage to ascertain the source/cause and will rectify it in case of seepage from the DHA services. However, In case of leakage/seepage from an internal source i.e internal sewerage/water supply line of a house/plaza, Byelaws Enforcement Team (Building Control) will send the requisite no of notices to the member responsible for necessary rectification of seepage/leakage issue. In case of no response/failure, DHA shall impose fines (as per policy) and/or suspension of services till rectification of the issue.

**(PART-III)**  
**CHAPTER-XII**  
**SECURITY DIRECTORATE**

- 12.1 General** Important aspects having a direct bearing on the security of residents of DHA are mentioned below. Adherence to these is obligatory for members/tenants. Any violation will be liable to imposition of fine/penalty.
- 12.2 House/Commercial Unit's Security**. Every member must ensure adequate safeguards for the security of the house/commercial unit. Permission for the occupation of house/commercial unit, issuance of house completion certificate will be conditional to the following security arrangements:-
- 12.2.1 Mandatory**
- 12.2.1.1** Installation of CCTV cameras for coverage within the plot line, without compromising the privacy of neighbouring residents. Moreover, non-PTZ cameras will be preferred if PTZ cameras are installed, the coverage shall only be the members outer Boundary wall.
- 12.2.1.2** Installation of Home Alarm Security System (HASS).
- 12.2.2 Preferable**
- 12.2.2.1** Installation of grill up to 2 ft 6 inch or electric/non-electric wire fence/razor wire of same height on the boundary wall, while keeping same within own property line.
- 12.2.2.2** Securing of windows and ventilators with grill.
- 12.3 Renting of House/Plaza/Shop**
- 12.3.1** Any member who desires to rent out his house/portion of house/flat/plaza or shop must obtain NOC from Phase Security Office.
- 12.3.2** A tenant vacating a house/portion of a house/flat/plaza or shop to shift within DHA or outside must also obtain NOC from Phase Security Office.
- 12.3.3** No luggage/equipment/stores will be allowed entry/exit from DHA premises without a valid NOC.
- 12.4 Verification of Contractors**
- 12.4.1** Construction work will only be undertaken through a contractor who and his team is verified by DHA Security Directorate.
- 12.4.2** If the member wants to construct his house/building without a contractor should get permission for self-construction from Security Directorate under the following conditions:-
- 12.4.2.1** No contractor is to be hired at any stage. However, if employed it will be done with the prior permission of the Security Directorate (after formal registration with the Building Control Directorate)
- 12.4.2.2** Member will be responsible for the discipline of all labours working at the site.
- 12.4.2.3** Member will ensure that the labour employed does not indulge in any kind of undesirable activity.
- 12.4.2.4** No under 18 year age labour will be employed.
- 12.4.2.5** No labour will stay at night in the under-construction house.
- 12.4.2.6** Only 1 or 2 chowkidars will be employed for the safe custody of the under-construction house/material.
- 12.5 Residents Employees**
- 12.5.1** Security Pass is mandatory for entry/movement/stay of domestic employees and other workers within DHA. It is obligatory for members/tenants to register their employees/workers with Phase Security Office and obtain security passes.
- 12.5.2** Members/tenants remain responsible for the conduct of their employees/workers. Any employee found without a security pass or involved in undesirable activities will be immediately expelled and

blacklisted by security staff.

**12.5.3** Resident's servants will not be allowed to sit outside the houses in groups and chatting/smoking etc thus causing discomfort to other residents. Servants to be kept inside the houses for spending free time and any violation to this effect will be liable to notice/fine.

**12.6** **Road Safety**. Adherence to traffic rules is obligatory for all members/tenants/workers/commuters. The following violations will be specially checked and a penalty/fine will be imposed:-

**12.6.1** Underage driving.

**12.6.2** Violation of speed limit observed by a speed camera.

**12.6.3** One-way violation or driving on the wrong side.

**12.6.4** Racing, drifting, skidding, one-wheeling and other driving acrobatics.

**12.6.5** Driving without a silencer or with a noisy silencer.

**12.6.6** Driving without a valid driving license.

**12.6.7** Driving a Motorcycle without a helmet

**12.7** **Security Post/Guard**. Security Post within the plot line upto a maximum of 5 ft x 5 ft will be allowed after approval from the Competent Authority. No post or posting of a Security Guard outside the plot line will be allowed.

**12.8** **Vehicle Stickers/E-Tag**. All the members/tenants residing in DHA should obtain a vehicle sticker/E-Tag from the Security Office of the respective phase.

**12.9** **Fire Works/Discharge of Arms**. To guard against any untoward incident, the display of fireworks (Aatish Bazi) and the discharge/testing of arms are prohibited within DHA.

**12.10** **Hazardous Materials/Chemicals**. Storage of any kind of hazardous materials/chemicals in residential/commercial buildings is strictly prohibited.

**12.11** **Utilization of Vacant Plots**. Use of vacant plots/open areas for playing or organizing any function/gatherings except funeral gatherings are prohibited.

**12.12** **Playing Outdoor Games**. Playing outdoor games is only allowed in designated playgrounds. Playing on roads/in family parks/green areas is prohibited.

**12.13** **Unauthorized Parking**

**12.13.1** Parking of vehicles/motorcycles in areas other than designated parking places is not allowed.

**12.13.2** Parking in front of others' house (s) must be avoided.

**12.14** **Car Washing**

**12.14.1** Car washing is not allowed in front of gate, ramp or on street with pipe or even with bucket.

**12.14.2** Car washing is not allowed in porch (that will result in spilling of water on street/road).

**12.14.3** Service stations in DHA are also not allowed to wash cars outside service station premises.

**12.15** **Cooperation with Security Staff**. All residents/employees are expected to cooperate with security staff and adhere to the instructions/guidelines issued from time to time.

**12.16** **Additional Aspects for Fine**

Ser	Aspect	Fine
12.16.1	Renting of house/plaza/shop without NOC	Rs. 20,000
12.16.2	Keeping employees without a security pass/employees involved in undesirable activities and gathering/sitting in groups outside the house in a street hereby affecting privacy of other residents/house.	Rs. 10,000
12.16.3	Violation of DHA Byelaws related to road safety	Rs. 2,500
12.16.4	Fireworks/discharge of arms	Rs. 20,000



12.16.5	Storage of hazardous materials/chemical	Rs. 20,000
12.16.6	Generating false HASS alarm twice in a month's time	Rs. 5,000
12.16.7	Non-cooperation/misconduct with DHA Security Staff	Rs. 10,000
12.16.8	Violation of DHA Byelaws or Security Guidelines/Instructions	Rs. 10,000
12.16.9	Unauthorized use of vacant plots	Rs. 5,000
12.16.10	Playing on roads/in family parks/green areas	Rs. 5,000
12.16.11	Un authorized parking	Rs. 5,000
12.16.12	Car Washing on Ramp/Porch/Road Side	Rs 10,000
12.16.13	Hiring Unverified/Unregistered Contractor for Construction of House	Rs. 20,000
12.16.14	Misconduct/Violation by Contractor/Labourers	Rs.5,000 to Rs.10,000

12.17 **Note:** Above fine will be imposed on 1<sup>st</sup> violation. The fine amount will be doubled in case of 2<sup>nd</sup> violation of similar nature. 3<sup>rd</sup> repetition of the same violation can lead to suspension of services.

**(PART-III)**  
**CHAPTER-XIII**  
**INFORMATION TECHNOLOGY DIRECTORATE REGULATIONS**

- 13.1 DHA Mobile App Registration.** “Every member is instructed to register DHA mobile App while starting construction of his house”. Mob app can be downloaded from the apple app store <https://apple.co/31CR6yp> and the Google play store <http://bit.ly/ku2mn>.
- 13.2 Installation of Telecom Antennas (BTS) Over High-rise Buildings**
- 13.2.1** For high-rise buildings, DHA reserves the undeniable right to use rooftops to install commercial tower antennas for P2P, Wifi, WLL or GSM networks of any organization on a revenue-sharing basis with the building owner.
- 13.2.2** Rent levied over telco/applicant will be as per the preceding market rate for that type of equipment Installation in a similar type of vicinity.
- 13.2.3** Tech survey for building structure evaluation will be carried out jointly by reps of the IT Directorate, Building Control Directorate and respective telco/org to assess suitability.
- 13.2.4** In case of property/bldg sale, liability will be transferred to the next owner.
- 13.2.5** Installation of private antennas/BTS without prior approval of DHA is not allowed.
- 13.2.6** Where approved, the Installation of a power meter, redundant power supply and equipment security will be the responsibility of the equipment owner.
- 13.2.7** Permitted telco/org will not be allowed to further sublet the facility to any other telco/org.
- 13.2.8** DHA reserves the right of NOC revocation at any time with a notice period of 3 months. The building owner can exercise contract revocation vis-à-vis telco with a notice period of 2 months.
- 13.3 Instructions for the resident to obtain Wired Commercial Services**
- 13.3.1** Laying of 1-inch pipe from home to nearby Telecom DP.
- 13.3.2** Permission for installation of commercial equipment will be valid for three years renewable. NOC will be taken from DHA at the time of renewal.
- 13.3.3** Laying of Telecom cables i.e. Cat-6, copper and fibre inside the house.
- 13.3.4** “Laying of 6 x 2 inch pipe be carried out under ramp for connectivity of telecom duct/lines in alignment with same pipes of immediate neighbour. The alignment will be sought from respective phase Project Director Staff or IT Dte staff in case of absence of neighbour’s ramp”.
- 13.4 Qr Code for Installation of Mob App & Member Portal.** Members/residents are req to install mob app for info/complaints lodging to DHA and member portal formation. Fol are QR codes for this purpose:-



Mob App (IOS)



Mob App (Android)



(Member Portal)

(PART-IV)  
CHAPTER-XIV  
REGULARIZATION CHARGES

Ser	Detail of Regularization Charges	Amount
14.1	<b>Excess Residential Building Height:</b> Height of building is allowed upto 37 ft in Byelaws, 1 ft additional height can be regularization charges. Exceeding this limit will be demolished at owner's risk and cost.	Upto 1 ft = Rs 12,500/- ft above 1 ft will be demolished.
14.2	<b>Excess Commercial Building Height:</b> 1 ft excess height of commercial building above allowable limit can be regularized with regularization charges. Exceeding this limit will be demolished at owner's risk and cost.	Upto 1 ft = Rs 500,000/- ft above 1 ft will be demolished.
14.3	<b>Excess Projection of Shades.</b> Maximum upto 6 inches deviation from the Byelaws will be allowed with regularization charges. Exceeding this limit will be demolished at the owner's risk & cost.	Rs. 1,250/Sq ft
14.4	Extension of shade maximum upto 6 inches (Commercial).	Rs. 2,500/Sft along full length
14.5	Front setback for standard plots upto 2 ft.	Upto 1 ft, Rs 2,50,000/- Upto 2 ft, Rs 5,00,000/-
14.6	Construction at front set-back i.e. column/porch area maximum 6 inches.	Rs. 2,000/Sq ft
14.7	Construction at Side/Rear set-back maximum upto 6 inches.	Rs. 1,500/Sq ft
14.8	Unauthorized/illegal construction at mumty maximum upto 50 sqft (Residential).	Rs. 1,500/Sq ft
14.9	Unauthorized/illegal construction at roof top maximum 20% of allowable area upto 50% of total plot area (Commercial).	Rs. 2,500/Sq ft
14.10	Increasing width of mumty maximum upto 2 ft.	Rs. 1,500/Per inch
14.11	Increasing height of mumty maximum upto 1 ft.	Rs 15,000/- per ft
14.12	Increase in height of ramp upto 6 inches from prescribed limit.	Rs. 25,000/-
14.13	Increase in height of boundary wall maximum upto 9 ft.	Rs. 200/Sq ft
14.14	Increase in height of parapet wall maximum upto 6 ft.	Rs. 200/Sq ft
14.15	Increasing in capacity of overhead/underground water tank maximum upto 250 gallons.	Rs. 200/Per Gallon
14.16	Increasing the height of overhead water tank maximum upto 1 Ft.	Rs 15,000/- per Ft
14.17	Increase in width of main gate maximum upto 7 ft from the allowable limit.	Rs. 3,500/Rft
14.18	Increase in width of 2nd gate maximum upto 2 ft from the allowable limit.	Rs. 3,500/Rft
14.19	Increase in width of wicket gate in extra land maximum upto 14 ft.	Rs. 25,000/Rft
14.20	Less distance of spiral stair from rear bdry wall maximum upto 6 inches	Rs 1,000/- per sqft
14.21	Revalidation of drawing if construction not started within three months.	Rs. 5,000/-
14.22	Increase in height of setback level maximum upto 12 inches from prescribed limit.	Rs. 15/Sqft per inch rise
14.23	Construction on rear/side shades (Commercial)	Rs 1,000/Sqft

14.24 **Note:** The violation will only be regularized after approval of Competent Authority based on technical grounds. Violation beyond the prescribed regularization charges should be demolished.

**(PART-IV)  
CHAPTER-XV  
FINES**

Ser	Detail of Fine	Amount
<b>15.1 BUSINESS DEVELOPMENT</b>		
15.1.1	Business inside DHA without registration	1 <sup>st</sup> violation Rs. 5,000/- 2 <sup>nd</sup> violation Rs. 15,000/- 3 <sup>rd</sup> violation, suspension of services
<b>15.2 MARKETING DIRECTORATE</b>		
15.2.1	Improper signage and misuse of circulation spaces	Rs. 5,000/- plus confiscation of the signboard / hoarding / unauthorized material
<b>15.3 BUILDING CONTROL DIRECTORATE</b>		
15.3.1	Excessive excavation/construction without approval of drawing/initial demarcation.	Rs. 60,000
15.3.2	Construction without approval of working drawing (Commercial)	Rs. 100,000
15.3.3	Non provision of screen towards neighbouring house/s.	1 <sup>st</sup> violation Rs. 5,000 2 <sup>nd</sup> violation Rs. 10,000 3 <sup>rd</sup> violation Rs 15,000 4 <sup>th</sup> stoppage of work.
15.3.4	Non provision of temporary toilet for labor.	Rs 10,000/-
15.3.5	Dumping of material on road/shoulder and blockage of drain.	Rs. 12,500 + Shifting charges
15.3.6	Dumping of debris/material on un-authorized places.	Rs. 12,500 + Shifting charges
15.3.7	Cutting of steel/mixing of mortar on road/street.	Rs. 12,500/+Cost of repair
15.3.8	Un attended underground water tank against hazards.	Rs. 10,000
15.3.9	Removal/shifting of demarcation pillars.	Rs. 100,000
15.3.10	Illegal occupation without NOC from DHA. (Residential)	Rs. 60,000/- (Res)
15.3.11	Illegal occupation of any floor/floors without NOC from DHA. (Commercial)	Rs. 100,000 plus Rs. 5/Sq ft Per Month from the date of occupation
15.3.12	Damage to neighbour's structure.	Rs. 10,000 plus Actual cost of repair/construction
15.3.13	Wastage of water i.e. overflowing from underground water tank, car washing on ramp/porch/road and water tap opened freely. (under construction houses)	1 <sup>st</sup> violation Rs. 5,000 2 <sup>nd</sup> violation Rs. 10,000 3 <sup>rd</sup> violation Rs. 15,000
15.3.14	Construction not completed in 3 yrs from first approval of submission drawing (Residential).	Rs. 2,000/- Per Month
15.3.15	Construction not completed in 3 yrs from first approval of submission drawing. (Commercial).	Rs. 2/Sq ft Per Month. After three years
15.3.16	Completion not obtained within 90 days from date of submission of completion plan (Residential).	Rs. 2,000/Per month
15.3.17	Completion not obtained within 90 days from date of submission of completion plan (Commercial).	Rs. 2/Sq ft Per Month
<b>15.4 ADM DIRECTORATE</b>		

15.4.1	Commercial activity in residential area.	1 <sup>st</sup> violation Rs. 5,00,000 2 <sup>nd</sup> violation Rs. 7,00,000 3 <sup>rd</sup> Action will be taken as per DHA policy (10 Million undertaking and suspension of utility services)
15.4.2	Distinctive marking flags	1 <sup>st</sup> Rs. 5,000 2 <sup>nd</sup> Rs. 50,000
15.4.3	Harbouring of keeping any animal or bird which persistently cries, barks or howls are strictly prohibited	Rs. 2,000
15.4.4	If neighbours complain then dog/birds are to be expelled out of DHA with fine	Rs. 5,000
15.4.5	Animals like lions, elephants, ostrich, cranes, cows, horses etc causing disturbance and environmental pollution	Rs. 15,000
15.4.6	All pet owners are bound to get Dogs registered with DHA failing which penalty will be imposed	Rs. 10,000
15.4.7	Pet animals specially dangerous dogs will be taken out of residential premises only during prescribed timings	Rs. 5,000
15.4.8	Pets without leash & Non observing prescribed timings	1 <sup>st</sup> violation Rs. 25,000 2 <sup>nd</sup> violation Rs. 50,000
15.4.9	Dog bite (owner of dog have to pay fine) and complete hospital expenditure will be levied.	Rs. 100,000 plus hospital expenditure
15.4.10	Throwing garbage/littering which create hurdles and blockage in water and sewerage channels.	Rs. 2,500
15.4.11	Any violation of sport facilitate regulation	Rs. 5,000 fine and cancellation of membership
15.4.12	Vacant plots/open area cannot be used for any plantation/function/gathering except funeral gathering	Rs. 5,000
15.4.13	Eliminate unnecessary use of water habitats such as plastic jars, bottles, cans, basket, tyres, plants, pots, pet pots and footpaths	Rs. 2,500
15.4.14	If larvae is found inside houses/plazas	Rs, 2,500
15.4.15	Wearing masks at all public places is mandatory during COVID	Rs. 2,500
15.4.16	Closure or reductions in staff in markets etc	Rs. 5,000
15.4.17	Not maintaining social distancing at all public places especially at Masjids and markets during COVID	Rs. 2,500
15.4.18	Use front/side walls and terrace railing etc for drying the washings/clothes	Rs. 2,000
<b>15.5 ENVIRONMENT DIRECTORATE</b>		
15.5.1	Non maintenance of service area in front of house by member	Rs. 5,000
15.5.2	Plants ornamental plants but not trees hindering movement on footpath.	Rs. 2,500
15.5.3	Removal/shifting expense of debris	Shifting charges only as assessed by Envmt Directorate <b>Chapter-X, Para 10.3.5</b>
15.5.4	Cutting/removal of trees by residents without permission of DHA	Up to 10" dia Rs. 10,000 10" to 20" dia Rs. 20,000 20" to 30" dia Rs. 30,000 Above 30" dia Rs. 50,000
15.5.5	Cutting/removal of already planted trees without permission	Rs. 2,500
15.5.6	Burning of material in DHA vicinity causing smoke/pollution	Rs 5,000
15.5.7	Using polythene bags instead of biodegradable shoppers/paper bags by commercial shops/garbage collections	Rs 5,000
<b>15.6 PROJECT DIRECTOR BRANCH</b>		
15.6.1	Members tempering with main sewerage line.	Rs. 50,000

15.6.2	Members tempering water supply line.	Rs. 50,000
15.6.3	Illegal water connection (installation of pump/motor).	Rs. 50,000 (Res) Rs. 100,000 (Comm)
15.6.4	Illegal use of electricity/water.	Rs. 50,000
15.6.5	Cutting of road without the permission of DHA.	Rs. 25,000 + Cost of repair work
15.6.6	Damages to DHA road/footpath & services. Repair of damage will be carried out at the defaulters risk and cost.	Rs. 15,000 plus Actual cost of repair
15.6.7	Sewerage disposed off in rain water	Rs 50,000
<b>15.7 SECURITY DIRECTORATE</b>		
15.7.1	Renting of house/plaza/shop without NOC	Rs. 20,000
15.7.2	Keeping employee without security pass	Rs. 10,000
15.7.3	Violation of DHA Byelaws related to road safety	Rs. 10,000
15.7.4	Fireworks/discharge of arms	Rs. 20,000
15.7.5	Storage of hazardous materials/chemicals	Rs. 20,000
15.7.6	Generating false HASS alarm twice in a month time	Rs. 5,000
15.7.7	Non-cooperation/misconduct with DHA Security Staff	Rs. 2,000 to 10,000
15.7.8	Violation of DHA Byelaws or security guidelines/instructions	Rs. 2,000 to 10,000
15.7.9	Unauthorized use of vacant plots	Rs. 5,000
15.7.10	Playing on roads/in family parks/green areas	Rs. 2,000 to Rs. 5,000
15.7.11	Un authorized parking	Rs. 2,000 to Rs. 5,000
15.7.12	Wastage of water i.e. overflowing from underground water tank, car washing on ramp/porch/road and water tap opened freely.	1 <sup>st</sup> violation Rs. 5,000 2 <sup>nd</sup> violation Rs. 10,000 3 <sup>rd</sup> violation Rs. 15,000
15.7.13	Hiring Unverified/Unregistered Contractor for Construction of House	Rs. 20,000
15.7.14	Employing Contractor after self-construction permission.	Rs. 20,000
15.7.15	Misconduct/Violation by Contractor/Labourers	Rs. 5,000 to Rs 10,000
15.7.16	<b>Note:</b> Above fine will be imposed on 1 <sup>st</sup> violation. Fine amount will be doubled in case of 2 <sup>nd</sup> violation of similar nature. 3 <sup>rd</sup> repetition of same violation can lead to suspension of services.	

**15.8 Note:**

15.8.1 Violation beyond the prescribed fines/charges would be demolished.

15.8.2 Fines will be imposed by concerned directorate and waiver of fine (If any) will be considered by the same directorate who imposed the fine.

**(PART-IV)**  
**CHAPTER-XVI**  
**FORMS & ANNEXURE**



**Anx A**

**RAMP & SERVICES FOR RESIDENTIAL - UNDERTAKING**

I, the undersigned, ..... S/O,D/O,W/O ..... holding CNIC No ....., sole legal owner of Plot No ....., Street / Lane / Boulevard ..... Sector..... DHA Phase..... (hereinafter the “Plot”), and thereupon constructed house, holding Membership No ....., do hereby declare, affirm and certify as follows:-

- a. That, all superstructures, including, inter alia, electrical, sui gas, sewerage, water, telephone, cable, systems, as well as stairs safety railings, doors, windows / grills, fixtures etcetera, constructed, installed, erected, laid, and/or covered comply with, and adhere to the respective specifications provided under the internal rules regulations, policies and Byelaws of DHA.
- b. That, all electric, service, feeder wires, cables etc are laid, and covered in accordance with the internal rules regulations, policies and Byelaws of DHA.
- c. That, the retaining walls, boundary walls, parapet, side walls and all other superstructures constructed, installed, erected are in accordance with the standard building specification, as well as comply with the provisions of the internal rules regulations, policies and Byelaws of DHA.
- d. That, the undersigned shall solely be responsible for the following:
  - (1) Any loss or damage that may arise out of or in relation to malfunctioning of any fixtures installed, material or items present on the Plot, or any services rendered, and construction works undertaken, in respect of the Plot
  - (2) Any and all loss or damage, to the Plot or its adjoining areas and plots, that may arise from seepage or leakage, source of which can be traced to the Plot, or its boundary wall, water sup lines and sewerage. In addition thereto, the undersigned shall, at its own cost and expense, also be responsible for rectifying and remedying the same within 15 days of notice issue from DHA Islamabad/Rawalpindi
  - (3) I will not claim for any compensation or present the case in court of law anywhere.
- e. That, the undersigned, further undertakes that:-
  - (1) If DHA Islamabad/Rawalpindi , dismantle the house’s ramp while carrying out the Re-structuring OR Re-engineering of the DHA, the undersigned shall have no objection to the same, and as such waives its right to raise any claim or objection with regards thereto. Additionally, the undersigned shall, at its own cost, risk and expense, re-construct the respective ramp, and as such, the undersigned shall not claim any compensation, of any kind whatsoever, from DHA Islamabad/Rawalpindi, in respect of its duties and obligations contained herein.
  - (2) Upon the direction, demand and instruction of DHA Islamabad/Rawalpindi , the undersigned shall, at its own cost, risk and expense, undertake any such works as may be intimated by DHA Islamabad, internal rules regulations, policies and Byelaws of DHA, and includes, inter alia, additional work with regards to modification and alteration to any fixtures and fittings installed on the Plot, as well as any construction undertaken thereupon, to ensure that the same complies with and adheres to the internal rules regulations, policies and Byelaws of DHA, as may be revised and modified from time to time. As such, the undersigned shall not claim any compensation, of any kind whatsoever, from DHA Islamabad, in respect of its duties and obligations contained herein.

That the contents of the above statement are true and correct to the best of my knowledge and belief

noting has been concealed there from.

Dated .....

Deponent: .....

Name .....

CNIC No .....

Address: .....

.....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ ,  
that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**



**FOR PLAZA'S STEP - UNDERTAKING**

I, the undersigned, ..... S/O ..... sole legal owner of Plaza No ....., Street / Lane / Boulevard ..... Sector..... DHA Phase..... holding CNIC No ..... do hereby solemnly affirm that:-

- a. I am the owner of Plaza Built on Plot No..... Street No..... Sector.....Phase....., measuring .....Sq yds in DHA Islamabad/Rawalpindi vide Membership No ..... and undertake:-  
If DHA Islamabad, dismantle the Plaza's ramp while carrying out the Re-structuring OR Re-engineering of the DHA Islamabad, the undersigned shall have no objection to the same, and as such waives its right to raise any claim or objection with regards thereto. Additionally, the undersigned shall, at its own cost, risk and expense, re-construct the respective ramp, and as such, the undersigned shall not claim any compensation, of any kind whatsoever, from DHA Islamabad, in respect of its duties and obligations contained herein.
- b. That the contents of the above statement are true and correct to the best of my knowledge and belief noting has been concealed there from.

Dated .....

Deponent: .....

Name .....

CNIC No .....

Address: .....

.....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**



**COMMERCIAL PLAZA SERVICES UNDERTAKING**

I, ..... the undersigned ....., s/d/w of \_\_\_\_\_, holding CNIC No. \_\_\_\_\_, am the sole legal owner of Commercial Plaza No \_\_\_\_\_, Street / Lane / Boulevard ..... Sector..... DHA Islamabad/Rawalpindi Phase....., hereby submits this undertaking, and expressly agree, and undertake to comply with and adhere to all the instructions of DHA, in respect of Provision of Test Reports of all fixtures / safety / security equipment installed in my Commercial Plaza, in such form and format, as may be instructed by DHA, from any approved / well reputed firm in respective field.

Further, the undersigned hereby agrees and undertakes to install and fix any additional security / safety fixtures (CCTV / External Stair or any type of item), of International / National / DHA / any approved / prevailing standards, as and when required by DHA, keeping in view the site situation or asked by any government agency or DHA.

Further, the undersigned, expressly agrees to undertake all required safety precaution(s) in respect of the Commercial Plaza. As such any loss or damage to life or property, if occurred either due to construction issues of plaza or malfunction of safety / security features installed OR internal / external / fixture / facia / front glass / railing / parapet etc., shall be the sole responsibility of the undersigned. Therefore, the undersigned shall, at its own cost, risk and expense, repair and make good all such losses, and shall not claim or ask any compensation from DHA / Other party / agency.

Further, the undersigned hereby expressly recognize and acknowledge that this undertaking is for the issuance of Completion Letter from DHA, in respect of completion of Commercial Plaza No \_\_\_\_\_ and this undertaking with all meanings and forms stated above, shall be transferred / conferred by new ownership, as and when the undersigned sells, transfers, gifts, or otherwise dispose off the Commercial Plaza, to any other party / on my next of kin / legal heirs etc. A failure on part of the undersigned to assign, transfer and confer the duties and obligations of the undersigned, shall render the undersigned liable for execution and performance of the same, notwithstanding the disposal, sale, of the Commercial Plaza.

That nothing has been concealed, thereafter.

Signed By:  
(Next of Kin)  
Name .....  
CNIC No .....  
Date .....

Signed By:  
(Owner)  
Name .....  
CNIC No .....  
Date .....

Signed By:  
(Witness)  
Name .....  
  
CNIC No .....  
  
Date .....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**



### STEPS AND REQUIRED DOCUMENTS CONSTRUCTION IN DHA ISLAMABAD

1.	Obtain Site Plan	Time frame
a.	2 x Possession forms	a. 20 working days for normal site plan.
b.	1 x photocopy of Allotment Letter	
c.	1 x Photocopy of CNIC Dues slip for site plan possession dues paid	b. 4 working days for urgent site plan.
2.	<b>Obtain Proposed / Submission Drawings for Approval</b>	
a.	3 x submission drawings Ammonia print Stamp by DHA registered Architect, alongwith undertaking by architect & soft copy.	
b.	1 set of structure drawing duly signed by DHA registered Structure engineer along with undertaking and stability certificate.	a. 20 working days for Residential building.
c.	3D Isometric front colour view	b. 45 working days for Commercial building.
d.	Soil test report	
e.	Dues slip for submission drawing	
f.	Flag / Banner Undertaking <b>Anx-V</b>	
g.	Irrevocable Undertaking <b>Anx-F</b>	
3.	<b>Demarcation</b>	
a.	Demarcation form duly filled by owner.	
b.	Photocopy of Allotment letter	
c.	Photocopy of Site Plan	
d.	Photocopy of CNIC (Owner) / Attorney if any	a. After submission of required documents to concern building control office.
e.	Photocopy of Drawing Approval letter issued by DHA.	b. Member should Fixed CGI sheets in front of construction site & Fix green cloth towards constructed Houses.
f.	Excavation Plan & Work Methodology	c. <b>Demarcation will be done within 5 days after completion of all requirements.</b>
g.	Attorney Copy if any	
h.	Undertaking for stacking of material & temporary store <b>Anx-I</b>	
j.	Flag / Banner Undertaking (if not provided at initial stage <b>Anx-V</b> )	
k.	Irrevocable Undertaking <b>Anx-F</b>	
4.	<b>Obtain NOC for Shifting / Occupation of House / Plaza</b>	
a.	Application form. (Signed by Owner)	
b.	Photo copy of CNIC (Owner)	
c.	Photocopy of Allotment letter	a. After submission of Request, Concern field staff will visit the site.
d.	Photocopy of Site Plan	b. In case of no violation NOC for occupation will be issued within <b>10 days</b> of submission of request.
e.	Photocopy of Inspection Card	c. In case of violation observation letter will be issued to member and after rectification of violation NOC for occupation will be issued within <b>10 days</b> .
f.	Ramp undertaking. (Residential) ( <b>Anx-A</b> )	
g.	Fixtures / steps Undertaking (Commercial) ( <b>Anx-B&amp;C</b> )	
h.	Flag / Banner Undertaking (if not provided at initial stage <b>Anx-V</b> )	
j.	Irrevocable Undertaking <b>Anx-F</b>	
5.	<b>Obtain Completion Certificate House / Plaza</b>	
a.	2 x sets of As built at site, Completion Drawings (Ammonia prints)	
b.	1 x soft copy of drawing in CD	
c.	2 x CNIC Copies (Owner)	a. After submission of Request, Concern field staff will visit the site.
d.	Inspection chart dully signed by DHA's official (Original)	b. In case of no violation Completion Certificate will be issued within <b>30 days</b> of submission of request.
e.	Photo copy of Site Plan and Allotment letter	c. In case of violation observation letter will be issued to member and after rectification of violation Completion Certificate will be issued within <b>30 days</b> .
f.	Ramp undertaking. (Residential) ( <b>Anx-A</b> )	
g.	Fixtures / steps Undertaking (Commercial) ( <b>Anx-B&amp;C</b> )	
h.	Flag / Banner Undertaking (if not provided at initial stage <b>Anx-V</b> )	
j.	Irrevocable Undertaking <b>Anx-F</b>	
6.	<b>Obtain Service connection</b>	
	<b>Required Documents</b>	
a.	Store plot letter	a. Water connection will be provided by concerned DHA Phase Project Director Office.
b.	Permission letter for start of construction.	b. Electric connection will be provided by IESCO sub division office near relevant phase.

**EXTRA LAND CANCELLATION - UNDERTAKING**

I, \_\_\_\_\_ S/O \_\_\_\_\_, holding CNIC \_\_\_\_\_, owner of Plot \_\_\_\_\_ Street \_\_\_\_\_, Sector \_\_\_\_\_ Phase \_\_\_\_\_ measuring \_\_\_\_\_ Sqyds. I hereby undertake that DHA has extended the land use rights of \_\_\_\_\_ of extra land for development of green area only with my intended house to be constructed on Plot \_\_\_\_\_. I do understand and undertake that DHA has the right to withdraw the land as and when required and i will accept the refund of actual amount paid for said land use rights. I fully understand that i am not authorized to sell said land as part of plot. Said land will automatically fall back to DHA control in case of change of ownership of plot. Retaining Structure Design if required to retain the Extra Land / House Structure will be submitted before execution of work on ground duly prepared, signed & Stamped by DHA Registered Structure / Geo Technical Engineer.

Signed By:  
(Owner)  
Name .....

CNIC No .....

Date .....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**      **(Signature & Thumb Impression)**



**IRREVOCABLE UNDERTAKING FOR RESIDENTIAL  
BUILDING CONSTRUCTION IN DHA ISLAMABAD AND DHA RAWALPINDI**  
**Undertaking**  
**(On Stamp Paper Worth Rs.500/- Duly Signed By Oath Commissioner)**

I, the undersigned, \_\_\_\_\_, S/O, D/O, W/O \_\_\_\_\_ holding CNIC No. \_\_\_\_\_, Contact No. \_\_\_\_\_ R/O \_\_\_\_\_, do hereby solemnly affirm and declare as under:-

1. The undersigned is the sole and lawful owner of Plot no. \_\_\_\_\_, located in Sector, \_\_\_\_\_, Phase \_\_\_\_\_, measuring \_\_\_\_\_, situated in DHA
2. The undersigned has read and understood the Construction Byelaws of the DHA, and as such, shall, at all times, abide by, adhere to and comply with the same.
3. The undersigned has also received a copy of instructions regarding major Construction Violations.
4. The undersigned shall carry out construction of house strictly in accordance with the approved drawings/design. In case any addition or alteration is required in the approved drawings/designs, the undersigned shall submit revised drawing, per internal rules, policies, regulations and byelaws of DHA.
5. The undersigned waives off his/her rights to raise any claims with regards to privacy, in respect of planning, development or construction in the adjoining areas, in case the undersigned, wilfully constructs windows towards the rear side of the house.
6. The undersigned shall not, at any time whatsoever, undertake any construction or installation of steel staircase in mandatory clear spaces.
7. The undersigned shall ensure that all material, equipment, machinery and debris concerning the construction at the Plot, is proper and orderly stacked, and does not create any hindrance and encumbrance in the adjoining areas. DHA, and as such, shall, at all times, abide by, adhere to and comply with the same.
8. The undersigned shall, prior to commencing construction, install, erect and affix green curtain cloth all along the respective construction site on the Plot.
9. The undersigned shall, at its own cost and expense, ensure safety against falling of construction materials in the adjoining areas.
10. The undersigned shall fix CGI sheets in front of the respective construction site, per DHA Islamabad (hereinafter the "Plot") & DHA, and as such, shall, at all times, abide by, adhere to and comply with the same guidelines.
11. The undersigned shall ensure necessary safety, security and protection of all labour and machinery employed for execution of work at the Plot.
12. **CONSTRUCTION OF BOUNDARY WALL:**
  - a. The undersigned shall construct RCC boundary walls or RCC Columns on boundary walls at every regular intervals, at a distance of 10 feet of the Plot, if plot depth is more than 5 feet from crown of road.
  - b. The undersigned shall construct and erect a boundary wall up to plinth level, prior to commencing construction of the main building area.
13. **INSPECTIONS DURING CONSTRUCTION:** The undersigned shall inform and provide the required information to the concerned staff of Building Control Directorate, in respect of works undertaken at the Plot. In addition thereto, the undersigned shall regularly update DHA Islamabad with regards to the following, along with execution and signature of sheet in token thereof:
  - a. Layout of foundation before excavation.
  - b. On completion of boundary wall up to plinth level.
  - c. On attaining the roof height of basement, ground floor, first floor and mummy before casting of slab.
  - d. Construction of ground floor at DPC level.
  - e. On raising of 1<sup>st</sup> floor structure 1 foot above floor.
  - f. On completion of septic tank prior to putting the cover.
  - g. On making the ramp according to the approved plan.
  - h. On performance of necessary tests on water supply & sewerage lines.
14. **USE OF ROAD:**
  - a. The undersigned shall, under no circumstance, undertake any action or inaction that may cause destruction or damage to the adjoining road for any purpose, without prior written permission and approval from DHA, and as such, shall, at all times, abide by, adhere to and comply with the same.
  - b. The undersigned shall not use berms of road for placing, disposing, or otherwise dumping any equipment, machinery, material, or debris, including, inter alia, mortar, concrete, cutting steel bars, or any other construction related material, outside the demarcated boundary of the Plot.

15. **EXCAVATED SOIL:** The undersigned shall not place, dispose of or otherwise dump the excavated soil outside the boundary wall of the Plot, higher than berm level and the undersigned shall not erect any fencing, hedging, or thick vegetation in road space.
16. **WATER SUPPLY ARRANGEMENTS DURING CONSTRUCTION OF PROJECT**
- The undersigned shall apply to DHA, and as such, shall, at all times, abide by, adhere to and comply with the same, water connection, during construction of the house.
  - The undersigned shall not install, erect, or operate any pump on the water connection, or in other open space on the Plot, or in any area adjoining the Plot.
  - The undersigned shall not obtain water from adjoining house for construction purpose, in case the undersigned fails to comply with the same DHA, and as such, shall, at all times, abide by, adhere to and comply with the same. may take any appropriate action it may deem fit, in accordance with its internal rules, regulations, policies, and Byelaws of DHA, including inter alia, imposition of penalties, fines, violation charges, sealing of pump, suspension of water connection, and/or removal of pump.
  - The undersigned shall seek prior written approval of DHA, for the restoration of the water connection after rectification/ settlement of construction violation.
  - The undersigned shall, upon completion of construction at the Plot, apply for water and sewerage connections, subject to payment of requisite fee and written intimation of inspection to DHA.
17. **OCCUPATION OF HOUSE/BUILDING:** The undersigned shall not occupy and reside on the Plot or the house constructed thereupon, nor place any household furniture item or establish any kind of kitchen, prior to installation of water and sewerage connections. A failure in this regard, shall make the undersigned liable to imposition of penalties, fines, and charges, in accordance with the internal rules, regulations, policies, and Byelaws of DHA.
18. **TEMPORARY LAVATORY/ BATHROOM**
- The undersigned shall construct the septic tank, per approved drawing and design, prior to commencing construction of house/ building and shall also provide a temporary lavatory linked with septic tank for labours.
  - The undersigned shall obtain prior written approval and permission from DHA prior to constructing and installing a temporary sewer connection for this temporary lavatory.
  - The undersigned shall demolish the temporary lavatory, immediately, upon completion of construction and development of the house.
  - The undersigned hereby also undertake that if above requirements (15a 15b and 15c) are not fulfilled, DHA Islamabad shall have the right to suspend the sewerage connection, till such time that the undersigned remedy and rectifies the same.
19. **IN CASE OF CONSTRUCTION OF BASEMENT**
- The undersigned and the owner of neighbouring houses have agreed to an undertaking irrespective of open or close basement, that, if any damage is occurred to his/her house due to excavation, undersigned will reinstate it and DHA will not be held responsible.
  - The undersigned shall observe in true letter and spirit all the instructions and precautionary measures listed below during the excavation and construction of the basement with a view to avert any damage to the life and property of all the adjoining houses / buildings.
  - The undersigned shall employ a qualified and experienced Engineer to supervise the work and to ensure that all work is carried out and undertaken in accordance with the modern engineering practices, standards, specifications and rules.
  - The excavation for the basement shall not be carried out during rainy spells / season.
  - All works on basement shall be completed without any unreasonable delay
  - Under no circumstances the work shall be left incomplete or abandoned after the excavation of the basement has commenced.
  - Proper dewatering arrangements shall be made available throughout the construction of basement.
  - The undersigned shall construct at least 9 inches thick RCC walls, with proper arrangement of water proofing of the basement.
  - The undersigned shall construct water catchment drain around the basement and will arrange its disposal through collection chamber.
  - The undersigned shall construct soakage pit or soakage well for disposal of sewage or surface water using mechanical system.
  - The undersigned shall not use mechanical excavation machinery (Excavator, FE Loader or Tractor etc.) for excavation of basement without prior permission from DHA Building Control Directorate.
  - The undersigned also affirms, declares and undertakes that in spite of all the above mentioned precautions the undersigned shall be responsible for any damage to the property of the adjoining house / building and the persons dwelling, which may arise out of or in relation to any excavation or construction works of the said basement and that the undersigned shall make good any such damage or loss through

the mode agreed and to the entire satisfaction of the parties involved and DHA and keep DHA harmlessly indemnified for all issues arising from it.

20. **INCASE OF CONSTRUCTION OF SWIMMING POOL:**

- a. The undersigned has duly submitted a draft drawing for approval which includes a Swimming Pool.
- b. The undersigned shall not raise any complain against DHA, in respect of any privacy issues and the undersigned will resolve in accordance with the Byelaws of DHA.
- c. The undersigned shall ensure the water tightness of swimming pool. If any complaint is received from the neighbours, regarding any seepage or leakage affecting the adjoining property, I will be held responsible and DHA may take appropriate action and undertake any such repairs at the risk, cost and expense of the undersigned.
- d. The undersigned shall pay water charges for swimming pool along with water and sewerage bill per the internal rules, regulations, policies and Byelaws of DHA, irrespective of whether the swimming pool is in use or not.
- e. The undersigned shall abide by, adhere to and comply with all internal rules, regulations, policies and Byelaws of DHA, as may be amended and enforceable from time to time.

21. **SECURITY CAMERA:**

- a. The undersigned shall install security cameras in the house/plaza with recording back up, of approximately \_\_\_\_\_ days.
- b. Cameras shall be installed in a manner that the privacy of any neighbour is not adversely affected. Non-PTZ cameras will be preferred if PTZ cameras are installed, the coverage shall only be the members outer Boundary wall.

22. **FIRE PROTECTION SYSTEM:** The undersigned shall install Fire Protection and Alarm system, per approved drawings, including, inter alia, smoke/ heat detectors, fire alarm sounders, manual call points, fire alarm control panel, fire extinguisher, fire blankets, first aid boxes and any other equipment approved in the fire protection drawing of my house/ building and will keep it operational on permanent basis, otherwise the undersigned shall be liable to pay violation fine as decided by the DHA Islamabad.

23. **HOISTING OF FLAGS:** The undersigned shall not hoist any religious/political/sectarian flag or banner or any poster of similar or same nature on my house/plaza during or after the construction even for a limit time period.

24. That I have carefully read and fully understood the contents of this undertaking prior to the signing and execution, and as such, the undersigned shall, at all times, abide by, adhere to and comply with the internal rules, regulations, policies, and Byelaws of DHA, as may be amend, revised or modified and enforceable from time to time. policy

**Note:**

1. The undersigned hereby, also, expressly agrees and acknowledges that any oversight, or delay, in the inspection and scrutiny by DHA Islamabad, shall not absolve the undersigned in respect of the liabilities arising out or in relation to the violation of applicable law, therein made rules and regulations, as well as the internal policies and Byelaws of DHA.
2. The undersigned hereby acknowledges that in case of repeated disregard, non-compliance, breach, contravention, infringe of the Byelaws, or any part thereof, DHA shall have the right to suspend and suspend the utilities supply, including, inter alia, water. However, if the disregard, non-compliance, breach, contravention, infringe of the Byelaws, or any part thereof is in the form of construction, installation or erection of any superstructure, DHA shall have the right to demolish the same.
3. I, the undersigned do hereby solemnly declare, affirm, and undertake, on oath, to abide by, comply with, and adhere to the provisions contained herein, and the duties and obligations arising there from, and as such, in case of non-compliance, disregard, contravention, infringement, non-observance, or breach of the same, Defence Housing Authority Islamabad shall have the right to impose and levy, such penalty, financial or otherwise, as it may deem fit, till such time that the same is remedied and rectified.”
4. Same as on other undertaking executed by the undersigned in favour of DHA.

Date: \_\_\_\_\_

**DEPONENT**  
(Signature & Thumb Impression)

**VERIFICATION:**

Verified on Oath at Islamabad / Rawalpindi on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, that the contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**  
(Signature & Thumb Impression)

**APPLICATION FORM FOR DRAWING APPROVAL**

From

Name of Owner: \_\_\_\_\_

Membership No: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_

Dated: \_\_\_\_\_

To: DHA  
Subject: **Approval of Drawings**

1. Building plans in quintuplicate (3 copies) along with necessary documents in respect of

Plot No \_\_\_\_\_ Street \_\_\_\_\_ Sector \_\_\_\_\_ Phase \_\_\_\_\_ are enclosed herewith for further necessary action.

Following documents are attached:-

- a. A copy NOC from duly verified from Transfer & Record Directorate and Finance Directorate. (To be issued at the time of submission of drawing).
- b. 3 x set of Submission Drawings.
- c. 1-Set of Structure Drawings duly stamped by registered 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)
- i. Bearing capacity test report.
- j. Undertaking by owner.
- k. Undertaking by Structural Engineer and Architect.
- l. Attorney certificate (If applicable).
- m. 3D view

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

Thanking you.

Owner's Signature \_\_\_\_\_

Date of dwg receiving \_\_\_\_\_

Date of dwg Handover \_\_\_\_\_

**Receipt**

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

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Phone # 051-111-555-400 ext =1119

Dated : \_\_\_\_\_



Anx H

**PROVISION OF SERVICES – UNDERTAKING**

To: DHA

Subject: **Provision of Services**

Plot No \_\_\_\_\_ Street No \_\_\_\_\_ Sector \_\_\_\_\_ Phase \_\_\_\_\_

1. I, the undersigned, holding CNIC No. \_\_\_\_\_ (hereinafter the "Member"), hereby inform, intimate and **notify** that the construction works in respect of the house being constructed upon plot No. \_\_\_\_\_ Street \_\_\_\_\_ located in Sector \_\_\_\_\_ Phase \_\_\_\_\_, DHA (hereinafter the "Plot"), have been completed. As a result thereof, the Member, through the instant notice applies for permanent water and sewerage connection for the Plot, and requests that the same may be provided in accordance with the relevant rules, regulations, policies and Byelaws.
2. Pursuant thereto, the Member hereby agrees, acknowledges and undertakes to pay any and all requisite charges and fees, as may be levied, imposed and collected for the provision of 'permanent water and sewerage connection', in accordance with relevant rules, regulations, policies and Byelaws.

\_\_\_\_\_  
(Signature of Owner)\_\_\_\_\_  
(Name of Owner in Block)\_\_\_\_\_  
(Membership No)

Date: \_\_\_\_\_

**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 _____



**DEMARCATIION OF PLOT – UNDERTAKING**

I, the undersigned, ..... S/O ....., holding CNIC No ....., Resident of House No ....., Street / Lane / Boulevard ....., located in Sector..... DHA Phase....., do hereby solemnly declare and affirm as follows:

- a. That, the undersigned, is the sole, lawful owner in possession of house constructed upon Plot No ..... Street No..... Sector..... Phase-....., measuring ..... Sq yds in DHA (hereinafter the “Plot”), vide Membership No .....
- b. This undertaking, relates to the demarcation of the Plot.
- c. The undersigned shall be bound to accept all decisions of the management of DHA, in respect of demarcation of plot, dumping material, construction of temporary store, water connection and electricity connection, and the same shall be considered as final and binding on the undersigned.
- d. The undersigned shall, under no circumstances whatsoever, commence any works with regards to I excavation at Plot, prior to 15 September 2021.
- e. in case the undersigned fails to comply with, adhere to and be bound by any decision of DHA, the undersigned shall be solely responsible for any and all claim, damage, liability, or loss that may arise from the respective action or inaction of the undersigned, including, inter alia, damage and destruction to property or life.

I, the undersigned hereby recognize that this undertaking is meant for the issuance of demarcation, by the management of DHA Islamabad/Rawalpindi , against demarcation of house constructed on Plot No. \_\_\_\_\_, Street No. \_\_\_\_\_, located in Sector \_\_\_\_\_, Phase \_\_\_\_\_, DHA (hereinafter the “Plot”), and shall, for all intents and purposes, in all meanings and forms stated above, shall be transferred to, legally binding and enforceable against all legal heirs / nominees / next of kin (Family) transferee, as and when, the undersigned sell / transfer the Plot, and the structure constructed thereupon.

Signed By:  
(Owner)

Name .....  
CNIC No .....  
Date .....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**

Anx J**SPECIAL POWER OF ATTORNEY FOR CONSTRUCTION**

It is certified that I, Mr./ Ms. / Mrs. \_\_\_\_\_, the undersigned, holding CNIC No. \_\_\_\_\_, and Membership No. \_\_\_\_\_ (hereinafter the "**Member**"), hereby authorize Mr./ Ms. /Mrs. \_\_\_\_\_ son / daughter/wife of \_\_\_\_\_, holding CNIC No. \_\_\_\_\_ (copy of the same attached herewith) (hereinafter the "**Attorney**"), to act as the sole lawful attorney of the Member, to supervise and oversee the construction works undertaken on plot No. \_\_\_\_\_ Street \_\_\_\_\_ located in Sector \_\_\_\_\_ Phase \_\_\_\_\_, Defence Housing Authority Islamabad (hereinafter the "**Plot**"), and to undertake all such actions and inactions as may be required with regards to the same. The Member hereby expressly agrees and undertakes to be fully responsible for all actions and inactions of the Attorney, and as such, all actions and inactions of the Attorney shall be binding and enforceable against the Member.

\_\_\_\_\_  
(Signature of Attorney)

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Witness No 1)

\_\_\_\_\_  
(Witness No 2)

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**  
(Signature & Thumb Impression)

**Anx K**

**ARCHITECT - UNDERTAKING**

I/We, the undersigned, hereby expressly, represent, acknowledge and undertake that the architectural designs prepared, by the undersigned, for plot No. \_\_\_\_\_, Street No \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_, DHA (hereinafter the "Plot"), conform to, and adhere with the DHA Islamabad/Rawalpindi Building Bye-Laws.

Pursuant thereto, the undersigned hereby agree and undertake that, the undersigned shall not advice, allow, or permit the owner of the Plot to deviate from the approved plan/design, or raise any construction on the compulsory open space all round. If the owner of the Plot, raises any construction on the compulsory open space, the undersigned shall, with immediate effect, disassociate completely from the construction of building and inform DHA forthwith of the unauthorized construction being raised on the compulsory open space by the owner or his/her attorney. Failure on part of the undersigned to undertake the same, or any delay in intimation to DHA of such unauthorized construction on the compulsory open space, and or any violations of the Building Byelaws, arising out of or in connection with the Plot, shall make the undersigned liable to be blacklisted by DHA.

DHA Islamabad

Dated: \_\_\_\_\_

Registration No \_\_\_\_\_

\_\_\_\_\_  
Signature of Architect

\_\_\_\_\_  
(Name in Block Capital)

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**

**Anx L**

**STRUCTURAL ENGINEER- UNDERTAKING**

It is certified that the structures designed on Plot No \_\_\_\_\_ Street \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_, DHA Islamabad/Rawalpindi, have been prepared by the undersigned, and the undersigned is fully satisfied that the same is safe and based on soil testing / bearing capacity report to this end, the undersigned hereby agree and acknowledge to supervise the construction, and ensure the best engineering practices are followed to the entire satisfaction of the undersigned.

Dated: \_\_\_\_\_

Registration No \_\_\_\_\_

\_\_\_\_\_  
Signature of Structural Engineer

\_\_\_\_\_  
(Name in Block Capital)

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT (Signature &  
Thumb Impression)**



**CERTIFICATE FROM STRUCTURE ENGINEER**

**DHA Islamabad/Rawalpindi ,  
Defence Mall, Defence Ave Phase-I,  
Islamabad – 44000  
UAN: 111-555-400**

To \_\_\_\_\_

**All Concerned**

Subject: **Certificate by Structure Engineer for Residential/ Commercial Buildings**

I, the undersigned, Engineer \_\_\_\_\_, M.Sc. Structure Engineer, holding CNIC No. \_\_\_\_\_, hereby expressly represents and warrants as follows:

The structure of proposed house/ building, to be constructed on plot No. \_\_\_\_\_, located in Sector \_\_\_\_\_, Phase \_\_\_\_\_, DHA Islamabad, & DHA was designed by the undersigned, on \_\_\_\_\_ Ton soil bearing capacity, as determined in GIR conducted by UET or Material Testing Lab DHA, according to the standard engineering practices as described in the ACI Code/ Pakistan Building Code. As such, the undersigned hereby expressly agrees, acknowledges and undertakes to assume and discharge full responsibility in respect of the adequacy of structure design, as the drawings of the same are duly signed and stamped by the undersigned. Moreover, the undersigned hereby agrees and undertakes to supervise the complete construction of the above mentioned building, per drawings approved by DHA and standard engineering practices given in ACI Code/ Pakistan Building Code. Furthermore, the undersigned shall ensure quality work at different stages of construction, and as such, the undersigned shall be fully responsible for its structural safety.

**Signature:** \_\_\_\_\_

**Experience:** \_\_\_\_\_ Years  
(After MSc Structure)

**Firm Stamp:** \_\_\_\_\_  
(Structure Engineer / Firm Stamp)

**Date:** \_\_\_\_\_

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT** (Signature & Thumb Impression)



**CONTRACTOR REGISTRATION - UNDERTAKING**  
(On Stamp Paper)

I, Mr./Mrs./Ms. \_\_\_\_\_ S/O \_\_\_\_\_ CNIC No \_\_\_\_\_, the undersigned, hereby acknowledge that the undersigned has applied for registration as Contractor with DHA Islamabad, and as such, hereby expressly and solemnly declare and affirm on oath that:

- a. the undersigned shall, at all times, abide by, adhere to, and comply will all internal rules, regulations and policies of DHA Islamabad & DHA Rawalpindi, including inter alia, DHA Islamabad & DHA Rawalpindi Building Byelaws/Policy.
- b. the undersigned shall fulfil, and discharge all its legal and contractual duties and obligations under the agreement signed by and between the undersigned and DHA members, in accordance with the terms and conditions contained therein.
- c. the undersigned shall be solely responsible for renewal of registration as a 'Contractor' with DHA, in a timely manner, in accordance with the internal rules, regulations, Byelaws and policies of DHA Islamabad & DHA Rawalpindi, as may be modified, and revised, from \_\_\_\_\_ time to time.
- d. in case undersigned breaches, contravenes, disregards, or violates the any internal rules, regulations and policies of DHA, including inter alia, DHA Islamabad & DHA Rawalpindi Building Byelaws/Policy, the undersigned may be blacklisted by DHA. In case of any dispute arises between DHA and the undersigned, the same shall be resolved by arbitration to be conducted by \_\_\_\_\_, DHA the same shall the final and binding on the undersigned.
- e. In case of any dispute DHA will be sole authority for decision and I will not challenge it in any court of law / legal forum.

Date \_\_\_\_\_

Signatures \_\_\_\_\_

Name: \_\_\_\_\_

CNIC No: \_\_\_\_\_

Address: \_\_\_\_\_

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**



**RENOVATION OF RESIDENTIAL BUILDINGS - UNDERTAKING**  
(On E-Stamp Paper Worth Rs.100/-)

I, the undersigned, \_\_\_\_\_, S/O, D/O, W/O \_\_\_\_\_ holding CNIC No. \_\_\_\_\_, Contact No. \_\_\_\_\_ R/O \_\_\_\_\_, do hereby solemnly affirm and declare as under:-

- a. the undersigned is the sole legal owner of Plot/Building No. \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_, situated in Defence Housing Authority, Islamabad measuring \_\_\_\_\_, along with the construction undertaken thereupon (hereinafter the "Plot"). DHA Islamabad/Rawalpindi .
- b. Pursuant thereto, the undersigned is desirous of undertaking renovation and repair works on the Plot. In this regard, the undersigned expressly represents and warrants that the desired renovation and repair works does not require any structural change and/or change in covered area, as the same shall require a written approval from DHA.
- c. The undersigned shall commence and complete the respective renovation and repair works within 30 days from the issuance of respective permission letter, in accordance with the terms and conditions contained therein.
- d. In case the undersigned disposes off or places any equipment, material or debris, in any adjoining areas of the Plot, the same shall be removed by the undersigned, immediately, at its own cost and expense.
- e. The undersigned shall exclusively utilize and use the Plot for storing or stacking of the construction material.
- f. In case of breach, non-compliance, disregard or contravention of the contents of this undertaking or terms and conditions of the permission letter, DHA shall have the right to suspend and suspend the services of the Plot and/or impose fines and penalty in accordance with the internal rules, regulations, policies and Byelaws of DHA.
- g. Without prejudice to any rights or remedies DHA may possess, if the undersigned breaches, violates, contravenes, or disregards any provision of this undertaking, the undersigned shall be obligated to pay a penalty amounting to Rs.100,000/- (Rupees one hundred thousand only) to DHA Islamabad/Rawalpindi . In this regard, the undersigned waives off its right to raise any claim with regards to the imposition, payment and collection of such penalty, in any court of law outside / inside Pakistan.

Date: \_\_\_\_\_

**DEPONENT**

(Signature & Thumb Impression)

**VERIFICATION:**

Verified on Oath at Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

(Signature & Thumb Impression)



**USE ROOF FOR SITTING/RESTAURANT ARRANGEMENTS - UNDERTAKING**

*(On stamp paper of worth R s. 100/- duly signed by oath commissioner)*

I, the undersigned, \_\_\_\_\_, S/ D/ W of \_\_\_\_\_ having CNIC No. \_\_\_\_\_  
Contact No. \_\_\_\_\_ R/O \_\_\_\_\_, in possession of my full faculties  
and senses and of my free will and without any coercion or duress, do hereby solemnly affirm and declare as  
under:-

- a. The undersigned is the sole legal owner of commercial plaza No. \_\_\_\_\_  
Sector \_\_\_\_\_ Phase \_\_\_\_\_ Measuring \_\_\_\_\_, situated in DHA  
Islamabad/Rawalpindi. Pursuant thereto, the undersigned applied for requisite permissions to  
establish top roof sitting/ restaurant arrangement.
- b. The undersigned shall not construct, erect or install any permanent structure on the roof, which,  
includes, inter alia, construction and establishment of kitchen room, store room, living room,  
generator room, guard room etc. As such, the undersigned shall only be permitted to place light  
weight structures like gazebo, pergolas or movable umbrella etc., on the roof
- c. The undersigned shall exclusively use the top roof only for seating purpose, and shall under no  
circumstances be utilized for living or as a storage space.
- d. The undersigned shall not undertake any activity which may result in any nuisance to adjacent  
residents by any means. In case of violation thereof, or upon receipt of any complaint by neighbours  
DHA management shall have the right to impose and collect the requisite fine , as well as revoke and  
cancel the permission.
- e. The undersigned shall exclusively be responsible for any and all losses, damages, incidents,  
occurrences or mishaps, of any kind whatsoever, arising out of or in relation to the use of the roof.
- g. The undersigned shall not plant or place high rise trees or plants, alive or artificial, with common  
parapet walls.
- h. The undersigned shall, at all times, follow and comply with seating plan, safety and privacy  
arrangements approved by DHA.
- i. the undersigned shall, at all times, comply with, adhere to, and abide by the relevant provisions of the  
internal rules, regulations, instructions, policies and Byelaws of DHA, as may be amended or revised  
by DHA from time to time.
- j. The undersigned shall, at all times, abide by government directions on the subject.

Dated: \_\_\_\_\_

**DEPONENT- 1**

**(Signature & Thumb Impression)**

**Owner of Plaza.** \_\_\_\_\_

**DEPONENT-2**

**(Signature & Thumb Impression)**

**Tenant.** \_\_\_\_\_

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_,  
that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT**

**(Signature & Thumb Impression)**



**MOU IN CASE OF OPEN BASEMENT WITH NEIGHBOUR**

Legal Stamp Paper of Rs. 20/-

I \_\_\_\_\_ S/o \_\_\_\_\_, holding CNIC No. \_\_\_\_\_ (hereinafter the "**Neighbour**"), owner of plot # \_\_\_\_\_ street # \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_ DHA Islamabad/Rawalpindi (hereinafter the "**Neighbour Plot**"), have no objection in respect of construction of a building of an open basement on Plot # \_\_\_\_\_ street # \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_ DHA Islamabad/Rawalpindi, which is adjacent to the plot owned by the Neighbour.

In lieu thereof, the I \_\_\_\_\_ S/o \_\_\_\_\_, holding CNIC No. \_\_\_\_\_ (hereinafter the "**Owner**"), legal owner of plot # \_\_\_\_\_ street # \_\_\_\_\_, located in Sector \_\_\_\_\_ Phase \_\_\_\_\_ DHA Islamabad/Rawalpindi (hereinafter the "**Owner Plot**"), shall be responsible and liable for any and all destruction or damage that may be incurred by the Neighbour, the Neighbour Plot, or any structure constructed thereupon, arising out of or in connection with construction works on the Owner Plot

Signed By:  
(Neighbor)

Name .....

CNIC No .....

Date .....

Signed By:  
(Owner)

Name .....

CNIC No .....

Date .....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT****(Signature & Thumb Impression)**

**MOU FOR BASEMENT**

(On E-Stamp Paper Worth Rs.100/-)

I, the undersigned, \_\_\_\_\_, S/O, D/O, W/O \_\_\_\_\_, holding CNIC \_\_\_\_\_, Resident of \_\_\_\_\_, am the sole legal owner of Plot No. \_\_\_\_\_, located in Sector, \_\_\_\_\_, Phase \_\_\_\_\_ DHA Islamabad (hereinafter the "Plot") & DHA, despite all reasonable efforts have failed to obtain MOU for construction of basement, in my proposed building, from the owners of adjoining building no. \_\_\_\_\_, \_\_\_\_\_. As a result thereof, the undersigned that permission in this regard may please be granted for construction of basement without MOU. For this purpose, the undersigned hereby declare, confirm, affirm and undertake as follows:

- a. In case the construction works undertaken at the Plot, results in any damage or loss to the adjoining areas or buildings, the undersigned shall solely take full responsibility of the same, and indemnify DHA from the same. As such, neither DHA nor its staff shall be held responsible for such damage or loss. Importantly, all cost and expense with regards to the repair, remedy and rectification resulting from the respective loss or damage shall solely be borne by the undersigned, to the entire satisfaction of the affected legal owners.
- b. The undersigned hereby indemnifies, defend, and hold harmless, DHA and its directors, officers, affiliates and employees, from and against all third party claims, actions, suits, demands, damages, obligations, losses, settlement, judgments, costs and expenses, which arise out of, relate to or result from any act or omission, breach of this Agreement, wilful misconduct, fraud, act of negligence, on behalf of the undersigned.
- c. Any litigation with the owner / owners of the adjoining buildings in this regard shall be faced entirely by the undersigned. As such, the undersigned shall indemnify DHA in this respect, and expressly agrees and undertakes to not involve DHA or its staff, directly or indirectly, with regards to any claim, inter se, the undersigned and the owners of the adjoining areas. Additionally, all costs and expenses in this regard shall be borne by the undersigned.
- d. The undersigned shall be fully responsible for loss of any life / person's dwelling therein due to construction of basement and / or damage to the adjoining building.

2. I have carefully read and fully understood the contents of the MOU.

(Signature)

Name: \_\_\_\_\_  
(In Full)

Cell No.: \_\_\_\_\_

Date: \_\_\_\_\_

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above MOU are true and correct to the best of my knowledge and belief.

**DEPONENT** (Signature & Thumb Impression)

**LOW HEIGHT BOUNDARY WALL OF BASEMENT - UNDERTAKING**

I, the undersigned, ..... S/O ..... Resident of House No ....., Street / Lane / Boulevard ..... Sector..... DHA Islamabad/Rawalpindi Phase..... holding CNIC No ..... do hereby solemnly affirm that:-

- a. I, the undersigned, am the sole legal owner of House constructed upon Plot No ..... Street No....., located Sector..... Phase-....., measuring ..... Sq yds in DHA Islamabad/Rawalpindi (hereinafter the “**Plot**”), vide Membership No .....
- b. That this undertaking concerns the boundary wall low height, around the basement at the rear side of House No..... and right side house No .....
- c. That, upon the request and direction of DHA Islamabad, the undersigned shall at its own risk, cost and expense raise the boundary wall height around basement, per the instructions of DHA Islamabad.
- d. the undersigned hereby agrees to accept and be bound by all decisions of the management of DHA Islamabad, in respect of the low height boundary wall of basement
- e. That the contents of the above statement are true and correct to the best of my knowledge and belief noting has been concealed there from.

I, the undersigned hereby recognize that this undertaking is for approval of low height boundary wall of basement, by the management of DHA Islamabad, on Plot No. \_\_\_\_\_, Street No. \_\_\_\_\_, located in Sector \_\_\_\_\_, Phase \_\_\_\_\_, DHA Islamabad (hereinafter the “**Plot**”), and shall, for all intents and purposes, in all meanings and forms stated above, shall be transferred to, legally binding and enforceable against all legal heirs / nominees / next of kin (Family) transferee, as and when, the undersigned sell / transfer the Plot, and the structure constructed thereupon

Signed By:  
(Owner)

Name .....

CNIC No .....

Date .....

Signed By:  
(Next of Kin)

Name .....

CNIC No .....

Date .....

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT****(Signature & Thumb Impression)**



**ELECTRIC FENCE ON BOUNDARY WALL - UNDERTAKING**

I, the undersigned, ..... s/o ..... holding CNIC No..... Resident of House No ..... Street No ....., located in Sector-..... Phase-... DHA (hereinafter the “Plot”), holding Membership No ....., do hereby solemnly affirm, depose and declare as under:-

- a. That, the system installed is non-fatal and will only incapacitate the intruder for a limited time period. For this purpose, the undersigned, has satisfied himself/herself concerning the specifications of the system installed, and as such, the undersigned hereby assumes full responsibility, in case of any incident that results in fatality, and therefore, hereby indemnified DHA from any and all liabilities, claims, losses, or damages that may arise out of or in relation to the installation and operations of the system.
- b. That, the vendor / firm/contractor has installed the system, in accordance with the applicable international specification and standards.
- c. That, the undersigned shall, with immediate effect, at its own risk, cost and expense, disable and remove the system, installed by the undersigned, or any part thereof, on the request of DHA, no later than 15 days from the notice thereof.
- d. That, the undersigned, shall, without any claim or resistance, disable and remove the live electric wire fixed on left, right and rear side boundary walls, upon commencement of construction of house on the respective sides.
- e. That, the contents of this Affidavit are true and correct to the best of my knowledge, and nothing has been concealed therefrom.

I, the undersigned hereby recognize that this undertaking is meant for the issuance of Completion Certificate from the management of DHA Islamabad/Rawalpindi , against completion of construction on Plot No. \_\_\_\_\_, Street No. \_\_\_\_\_, located in Sector \_\_\_\_\_, Phase \_\_\_\_\_, DHA (hereinafter the “Plot”), and shall, for all intents and purposes, in all meanings and forms stated above, shall be transferred to, legally binding and enforceable against all legal heirs / nominees / next of kin (Family) transferee, as and when, the undersigned sell / transfer the Plot, and the structure constructed thereupon.

**DEPONENT.....**

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT (Signature & Thumb Impression)**



Anx U

**JOINT FLOOR USAGE - UNDERTAKING**

We Mr. \_\_\_\_\_, Owner Of Plaza No \_\_\_ holding CNIC \_\_\_\_\_ and  
Mr. \_\_\_\_\_, Owner Of Plaza No \_\_\_ holding CNIC \_\_\_\_\_

do hereby solemnly affirm that:-

- We both are agreed for Joint Floor Usage of Basement, Ground Floor, 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> / 5<sup>th</sup> Floor and roof top levels of Plaza No \_\_\_ and Plaza No \_\_\_\_\_.
- We are solely responsible for removing of joint walls and for structure stability.
- We will pay our utility bills individually for this Joint floor Usage, as per DHA Islamabad & DHA Rawalpindi policy.
- Withdrawal of undertaking by any one of us will lead the automatic cancelation of this agreement.
- In case of cancellation of Joint Floor Usage, we are bound to construct our own respective walls of plaza within a period of three (03) months from the date of written notification to DHA Islamabad/Rawalpindi for cancellation of Joint Floor Usage by either of us.
- We will submit the plans showing the details of floors to be used jointly as per DHA Islamabad/Rawalpindi requirement.
- We will pay the dues / charges for joint use of floors as per DHA Islamabad/Rawalpindi policy.
- The dues paid will be non-refundable / non-adjustable and will not be claimed for refund in case of cancellation of joint floor usage.

In WITNESS WHEREOF the parties have made and executed this Agreement for Joint Floor Usage, on the day and year first and above written.

Signed By

Owner No 1.

Name .....

CNIC No.....

Plot No \_\_\_ Street No \_\_\_\_\_

Sector \_\_\_, Phase\_\_\_\_\_

DHA Islamabad/Rawalpindi

Signed By

Owner No 2.

Name .....

CNIC No.....

Plot No \_\_\_ Street No \_\_\_\_\_

Sector \_\_\_\_\_, Phase\_\_\_\_\_

DHA Islamabad/Rawalpindi

**VERIFICATION:**

Verified on Oath at the head office of Islamabad / Rawalpindi this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, that the Contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT** (Signature & Thumb Impression)

HOISTING OF FLAGS - UNDERTAKING

Rs 20/ Legal Stamp Paper

(To be verified by Oath Commissioner and Notary)

"سرٹیفیکیٹ"

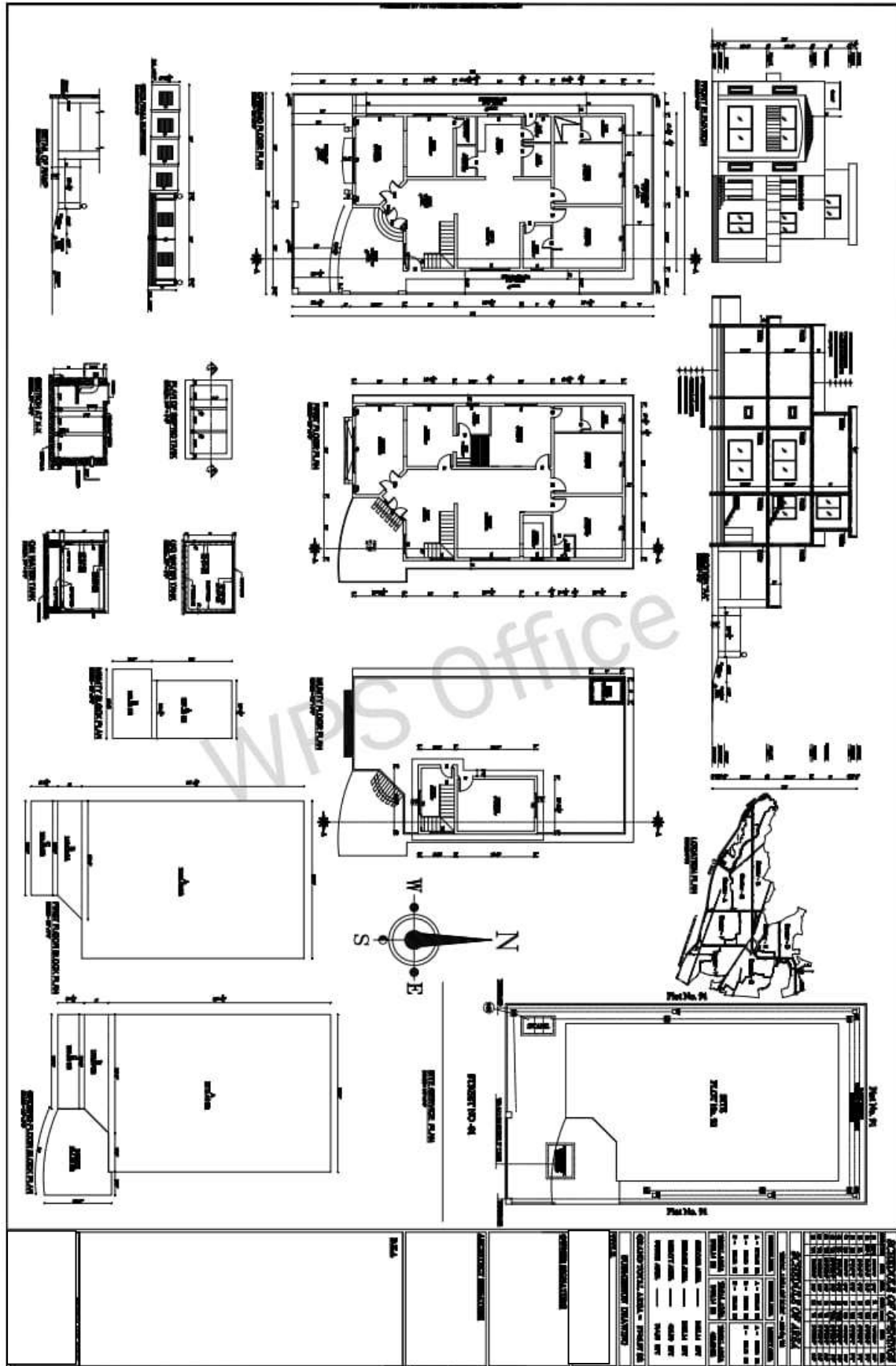
میں ڈی۔ ایچ۔ اے اسلام آباد کی ہدایت کے مطابق اس بات کا کی پابند ہوں کہ گھریا کمرشل بلڈنگ کی تعمیر کے دوران یا تکمیل کے بعد کسی قسم کا مذہبی، سیاسی یا فرقہ سے متعلقہ کوئی بینریا جھنڈا اپنی عمارت پر نہیں لگاؤں گا اور نہ ہی پہلے سے لگایا ہوا ہے۔

نام: \_\_\_\_\_ دستخط: \_\_\_\_\_  
فون نمبر: \_\_\_\_\_ شناختی کارڈ نمبر: \_\_\_\_\_  
تاریخ: \_\_\_\_\_ پلاٹ نمبر: \_\_\_\_\_  
گلی نمبر: \_\_\_\_\_ سیکٹر/فیز: \_\_\_\_\_

VERIFICATION

Verified on Oath at the head office of Islamabad/Rawalpindi this .....day of .....20 that the contents of the above undertaking are true and correct to the best of my knowledge and belief.

**DEPONENT: (Signature & Thumb Impression)**



"Special acknowledgment to [Name 1], [Name 2], and [Name 3] for their dedication in reviewing, updating, and reorganizing the Bye Laws to reflect current standards and practices."