



རྒྱལ་ཁབ་འབྲུག་གཞི་རྒྱུ་།
རྒྱལ་ཁབ་འབྲུག་གཞི་རྒྱུ་།

ROYAL GOVERNMENT OF BHUTAN
GELEPHU THROMDE



APPOINTMENT FORM FOR ISSUE OF OCCUPANCY CERTIFICATE

Name of the Owner :

Contact No :

Thram No/Plot No :

LAP/Demkhong :

Date of Appointment :

Name of the official	Signature	Remarks
Architect,DRD		
Structure Engineer,DRD		
Electrical Engineer,IDD		
Building Inspector,DRD		
Surveyor,UPDD		



རྒྱལ་ཡོངས་འཕུལ་གཞི་སྤྱོད་ཁུངས་

རྒྱལ་ཡོངས་འཕུལ་གཞི་སྤྱོད་ཁུངས་

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SITE VERIFICATION FORM FOR ISSUE OF OCCUPANCY CERTIFICATE

1. GENERAL INFORMATION

Name of the Owner.....Contact No.....

Thram No.....Plot No.....No of Storey.....

LAP.....DemkhongInspection Date.....

2. CHECKLIST

PARTICULARS	YES	NO	REMARKS
Are there any major deviations from the approved Design and Drawing?			
Is the Jamthog constructed as per the approved drawing?			
Is the location of water tank in the Jamthog placed as per the drawing?			
Are the temporary labour camp/store /Toilet etc removed?			
Is construction debris and excavated earth cleared off from the site?			
Are the public properties (Roads/Drains, Footpaths, pipelines, cables etc) damaged during the construction reinstated?			
Are there fire extinguishers installed in each floor of the building?			
Is the plinth drain outlet connected to the main Thromde Drain?			
Are the boundary pegs intact?			
Are trees planted at the site?			



དཔལ་ལྷན་འབྲུག་གཞུང་།
དགེའཛུགས་ལྷན་ཁྲིམ་པེ།

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3. OBSERVATIONS AND VERIFICATION

Verifying Officials	Signature	Remarks if any
Architect,DRD		
Structure Engineer,DRD		
Electrical Engineer,IDD		
Building Inspector,DRD		
Surveyor,UPDD		
Building Owner		

4. ANY OTHER OBSERVATIONS AND COMMENTS

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5. RECOMMENDED/NOT RECOMMENDED FOR ISSUE OF OCCUPANCY CERTIFICATE

Approved by

Head
Development Regulatory Division
Gelephu Thromde