

**Subject : POLICY REGARDING PERMITTING RESIDENTIAL BUILDING FOR INSTALLATION OF STD, PCO, FAX OR PHOTOSTAT MACHINE IN URBAN ESTATES OF PUNJAB.**

The matter regarding permitting residential building for installation of STD, PCO, FAX or Photostat Machine in Urban Estates of Punjab was placed before Finance & Accounts Committee in its 33rd meeting vide agenda item no. 33.09 held on 29-11-2002 and the committee approved the proposal for granting permission to use residential buildings which are at a distance of 200 meters from commercial sites for installation of STD, PCO, FAX or Photostat Machine, Cybernetic in Urban Estates of Punjab Subject to the following conditions:-

1. The area to be used for the purpose shall not exceed 20% of the covered area at the ground floor subject to the maximum of 15 sq. mtrs.
2. Permission shall be granted on payment of annual fee along with security:-

Fee

Security Rs. 5,000/- Rs. 10,000/- Rs 10,000/-

a) b) c)

EWS/LIG houses & upto 100 sq. yds. 101 sq. yds to 250 sq.yds & MIG houses  
Above 250 sq. yds & HIG houses

Rs. 3000/- per annum Rs. 6000/- per annum Rs. 10,000/- per annum

3. The above fee shall have to be paid in advance for the whole year.
4. Calendar year will start from 1st April and end on 31st March.
5. Permission shall be granted by the Estate Officer concerned.
6. Sign board up to an area of 2 sq.ft. shall be permitted.
7. No external changes in the building shall be allowed.
8. Premises shall not be used for running any training Institution or Typing College.
9. The Estate Officer may withdraw at any time the permission, thus granted, in case of violation or any of the above conditions or in case the permission causes public nuisance.
10. Permission shall be granted on a year-to-year basis. You are requested to take further action in the matter.

*(Issued vide No. 269-82 Dated 15-01-03)*