

GOVERNMENT OF MANIPUR  
TOWN PLANNING DEPARTMENT

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**NOTIFICATION**  
**Imphal, 25<sup>th</sup> June, 2026**

**No. SCM\_TP-101/40/2025-e-TPD:** It is hereby notified for the information of all concerned that, for the purpose of verifying land use in accordance with the GIS-Based Master Plan by the Town Planning Department during the approval of building permissions through the Online Building Permission System (OBPS), the revised list of documents required to be submitted is given below.

No.	Existing list of Documents required for submission before Rationalisation.	Revised list of Documents required for submission after Rationalisation
1	Cadastral Map	Cadastral Map
2	Land Parcha	Land Parcha
3	Sale Deed/ Gift Deed/ Title Deed	Residential Certificate/ Aadhaar/ Voter Card
4	Residential Certificate/ Aadhaar/ Voter Card	Authorisation Letter by Architect
5	Authorisation Letter by Architect	Owner's Photograph
6	Owner's Photograph	Declaration by Structural Engineer
7	Declaration by Structural Engineer	Building Drawing (PDF)
8	Building Drawing (PDF)	Building Plan (DXF)
9	Building Plan (DXF)	Non-Encumbrance Certificate
10	Non-Encumbrance Certificate	Plot Boundary (KML/ KMZ)
11	Land Ownership Certificate	Photograph of Plot with Coordinates
12	Land Valuation Certificate	
13	Plot Boundary (KML/ KMZ)	
14	Photograph of Plot with Coordinates	
15	Building Estimate	
16	Affidavits and other NOCs	

All applicants are requested to ensure that the prescribed documents are submitted along with their applications to facilitate timely processing and approval.

 25.06.26.

**(N. Benju Singh)**

Chief Town Planner

Town Planning Department

Copy to:

1. The Principal Secretary (MAHUD), Govt. of Manipur.
2. The Municipal Commissioner, IMC.
3. State Informatics Officer, NIC Manipur.
4. State Informatics Officer, NIC Meghalaya.
5. The Director (MAHUD), Manipur.
6. The Sr. CEO/ CEO/ EO of all the ULBs.
7. The Secretary, Manipur Architects Forum.
8. Notice Board.
9. Website of the Department