



Pakistan Defence Officers Housing Authority

2/B East Street, Phase I, D H A, Karachi-75500.

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CENTRAL CONTROL CELL

CHECK LIST

Placement of Lift / Generator for Constructed Buildings

Ser	Documents Required	No(s)
1	Application addressed to Director TP&BC Directorate	1
2	Copy of Valid CNIC	1
3	Copy of Transfer/ Mutation/ Sale deed/ Conveyance deed etc	1
4	Copy of NDC for Refurbishment Charges or application duly stamped from Finance Directorate	1
5	Copy of CBC Tax paid receipt	1
6	Copy of Valid DHA membership card	1
7	NOC from all residents of commercial building along with copy of CNICs' is required if the building is owned by more than one individual	1
8	Structure stability certificate from qualified Structural Engineer registered with PEC certifying that building can take additional load of generator/ lift	1
9	Copy of completion plan duly marked with location of generator/ lift duly signed by Structural Engineer registered with PEC	3
10	<u>For Installation of Generator Only</u> Undertaking on Stamp Paper duly stamped by Oath Commissioner as per BC&TP Regulations 2020 for following: a. No extra construction will be carried out on rooftop b. Platform for installation of generator set on rooftop will be provided as marked on drawing c. Sound proof & anti vibrating generator set will be installed	1
11	Copy of DHA Security Charges	1

Note: Case Submission Timing - 0930 to 1300 hrs (Mon to Friday)
Case Collection Timing - 1400 to 1600 hrs (Mon to Thursday)
1430 to 1600 hrs (Friday)