



DELHI URBAN ART COMMISSION

ONLINE PROPOSAL ASSESSMENT & APPROVAL SYSTEM (OPAAS)

FREQUENTLY ASKED QUESTIONS

Q.1. What is OPAAS?

Reply: OPAAS is the process for online referral and assessment of building or engineering proposals submitted to the Delhi Urban Art Commission (DUAC). Henceforth all building, engineering proposal etc. which were hitherto being referred in hard form will be required to be referred online in softform through OPAAS.

Q.2. Who can register under OPAAS on DUAC website?

Reply: For submission and to know status of proposals through OPAAS prior registration by the concerned person is mandatory. Those who can register under OPAAS are as follows:-

- i) Proposal Owner
- ii) Proposal Architect
- iii) Sub Architect /sub-users authorised by the Owner/architect.

Q.3. Will the architect be required to submit proposals direct to DUAC through OPAAS?

Reply: Proposals as hitherto would continue to be referred to DUAC through the concerned local bodies. Proposals would initially be submitted to the concerned local body that would refer them to DUAC online after examination in terms of their mandate.

Q.4. What are the documents/drawings etc. required to accompany proposals for submission to DUAC through OPAAS.

Reply: The list of documents, drawings etc. required to be submitted to the DUAC could be perused on the DUAC website www.duac.org.

Q.5. Do the documents, drawings have to be submitted direct to DUAC or through the concerned local body.

Reply: Drawings etc. would accompany the proposal submitted to the local body through OPAAS.

Q.6. Will three dimensional models be required to be submitted alongwith the proposals to be referred to DUAC?

Reply: The three dimensional models would be discontinued and in its place three dimensional views/animations/walk-through would require to be submitted along with the proposal referred online to DUAC through the concerned local body.

Q.7. Will the decision of DUAC after consideration of proposal be also communicated online?

Reply: Yes.

Q.8. After a proposal forwarded by the Local Body is considered will the compliance of observations if any be required to be routed through the local body?

Reply: Yes

Q.6. For conceptual consideration of the proposals can the concerned applicant /architect refer the proposal direct to DUAC through OPAAS?

Reply: Yes.

Q.9. Will digital signature and stampbe required on documents etc. submitted online?

Reply: Yes.

Q.10. What are the functions of DUAC?

Reply: The functions of DUAC are:

1. To advise the Central Government in the matter of preserving, developing and maintaining the aesthetic quality of urban and environmental design within Delhi and to provide advice and guidance to any local body in respect of any project of building operations or engineering operations or any development proposal which effects or is likely to affect the skyline or the aesthetic quality of surroundings or any public amenity provided therein.
2. To scrutinize, approve, reject or modify proposals in respect of the projects in its jurisdiction.

Q.11. Who needs DUAC approval?

Reply: The following projects need DUAC approval:

1. Development of district centres, sub district civic centers, community centers, areas earmarked for Government, administrative buildings and for residential complexes, public building/complexes on more than 2 hectares in area, or taller than 26 mts. in height, or having plot area more than 1000 sqm abutting 24 mt. or more wide road.
2. Re-development of the area within the jurisdiction of New Delhi Municipal Committee including Connaught Place Complex and its environs, Central Vista, the entire bungalow area of Lutyen's New Delhi, historic areas of the City including Shahjahanabad, Civil Lines, Mehrauli and such other areas as the Central Government may, by notification in the Official Gazette, specify;
3. Architectural expressions and visual appearance of new buildings in the centers, areas, parks and gardens specified in clauses (a) and (b) including selections of models or statues and fountains therein;
4. Re-development of areas in the vicinity of Jama Masjid, Red Fort, Qutab, Humayun's Tomb, Old Fort, Tuglakabad and of such other places of historical importance, as the Central Government may, by notification in the Official Gazette, specify;

5. Conservation, preservation and beautification of monumental buildings, heritage, public parks and public gardens including location or installation of statues or fountains therein;
6. Street furniture and hoardings;
7. (i) Location and plans of infrastructural proposals like power houses, water towers, television and other communication towers and other allied structures;
(ii) Transport corridors including major roads, metro rail including metro stations, Railway Stations, Airports, Flyovers, bridges etc.;
8. Any other project or layout to beautify Delhi or to add to its culture vitality or to enhance the quality of the surroundings thereof at the discretion of the Commission.

Q.12 What is the jurisdiction of DUAC?

Reply: The color coded map and other information about the jurisdiction of DUAC is available on DUAC website i.e. www.duac.org for public viewing.

Q.13. What is a civic center?

Reply: The headquarters of a local body comprising therein its office buildings and buildings intended for cultural activities.

Q.14. What is Connaught Place Complex?

Reply: The area comprising Connaught Place and its extension measuring approximately 140 hectares, being the area described as Zone D-I (Revised) in the Delhi Master Plan.

Q.15. What is district centre?

Reply: A self-contained unit created in the Delhi Master Plan comprising areas for retail shopping, general business, commercial and professional offices, forwarding, booking and Government offices, cinema, restaurants and other places of entertainment.

Q.16. What are the suo motu functions of DUAC?

Reply: The Commission may suo motu promote and secure the development, re-development or- beautification of any areas in Delhi in respect of which no proposals in that behalf have been received from any local body.

Q.17. What are the parameters for Project Assessment and Approval?

Reply: The following parameters are examined for Project Assessment and Approval:

1. Urban Form / Context:
 - a. Overall Space Planning and Massing
 - b. Skyline
 - c. Street Picture
 - d. Views
2. Environmental considerations
 - a. Light and Ventilation
 - b. Horticulture / Landscaping
 - c. Sustainability Features
3. Building Aesthetics
 - a. Exterior Finish
 - b. Color
 - c. Method of Concealing Roof Top Equipments
 - d. Method of Concealing Air Conditioning Equipments
 - e. Method of Concealing Pipes and other Services
 - f. Boundary Wall
 - g. Public Art
 - h. Signage
4. Accessibility and Vehicular Parking
 - a. Vehicular Accessibility / Ease of Entry and Exit
 - b. Pedestrian Accessibility and Movement
 - c. Parking
 - d. Treatment of Entry
5. Any other parameter that may be relevant to the specific project.

Q.18. How can an applicant know the status for project assessment and approval?

Reply: The Status of Approval, with or without observations as the case may be, shall be placed on the DUAC website as Minutes of the Meeting which can be viewed by the public/ applicant from time to time.

Q.19. What kind of proposals referred to DUAC for its recommendations?

Reply: The proposals referred to DUAC for its recommendations are of the following three typologies:

1. Conceptual proposal for Building Permission (Optional)
2. Formal proposal for Building Permission
3. Formal proposal for Building Completion

Q.20. What is Conceptual proposal for Building Permission?

Reply: All Conceptual proposals can be directly sent to DUAC by the Architect. The Applicant can create and send proposal of this nature through OPAAS.

The Commission also has been accepting direct from the project proponent / architect for conceptual consideration to avoid any major changes when the proposal is referred through the concerned local body. However, conceptual consideration is not in lieu of referral of the proposal through the concerned local body in terms of the DUAC Act.

Q.21. What is Formal proposal for Building Permission?

Reply: All formal proposals need to be compulsorily routed through the Local Body. The new system of DUAC (OPAAS) will not have any interface for the Applicant to submit a Formal proposal. The Applicant would directly submit the proposal using the OPMS application of the Local body. The details of any formal proposal to be imported from respective local body's Online Proposal Management System (OPMS).

Q.22. What is Formal proposal for Building Completion?

Reply: All Completion proposals need to be compulsorily routed through the Local Body. The new system of DUAC (OPAAS) will not have any interface for the Applicant to submit a Completion proposal. The Applicant would directly submit the

proposal using the OPMS application of the Local body. The details of any formal proposal to be imported from respective local body's OPMS.

Q.23. How can an applicant can see status of their proposal as far as DUAC is concerned?

Reply: Applicant can go to DUAC website and use the button of 'Tracking your proposal' and the proposal can be uniquely identified based on the following two structures:

- a. By File Number
- b. By Unique Code

Q.24. What are the different types of User Registration available?

Reply: There are four types of user registration available as follows:

- a. Proposal Owner Registration (Applicant)
- b. Proposal Owner Sub User Registration (Applicant)
- c. Architect Registration (Individual / Organization)
- d. Architect Sub User Registration

Q.25. How to register as Owner for approval of Conceptual proposal in DUAC?

Reply: Every proposal owner (applicant) (individual/ company/ organizations) who intends to submit the proposals online at DUAC can do so by one time registration free of cost at the DUAC (OPAAS) . The registration and the verification process are totally online and can be done using the OPAAS system. On successful registration proposal owner (applicant) can login to the Online Proposal Assessment System (OPAAS) using his/ her login credentials.

Q.26. How to register as Owner- Sub User for approval of proposal in DUAC?

Reply: If the Proposal Owner (Applicant) registers himself as Individual, he himself becomes the Proposal Owner (Applicant) Admin. If he registers himself as a Company / Organization, in that case, that email address provided by him becomes the primary login ID of the proposal owner (applicant) Admin. The Admin in this case would have an extra feature to create sub users to add users to add more sub user in that organization.

Q.27. How to register as Architect (Individual/ Organization)?

Reply: Every Architect who intends to submit the proposals online at DUAC can do so by one time registering himself/ herself or his company/ organization at the DUAC. The registration and the verification process are totally online and can be done from DUAC website.

One successful registration Architect can login to the Online Proposal Assessment System (OPAAS) using his credentials.

Q.28. How to register as Architect Sub User?

Reply: If the Architect registers himself as Individual, he himself becomes the Architect Admin. If an Architect registers himself as a Company/ Firm, in that case that email address provided by him becomes the primary login ID of the Architect Admin. The Architect Admin in this case would have an extra feature to create sub users to add more Architects in that firm.

Q.29. What can be done if one forgets password?

Reply: There is forgot password option for the user in the login form which will accept the registered email address of the user. If the email address exists, a password reset email would be sent to that email address with a password reset link. The applicant can click on that link and provide his new password.