



USER MANUAL
FOR
**“NEW REGISTRATION –
BUILDING PENALIZATION SCHEME (BPS)”**

By
APONLINE



Approval Authority;

Prepared By	Date
D.Arunkishore	25/05/2015
Reviewed By	Date ;
R. Anil Kumar	26-05-2015
Approved By	Date
B .Bala Kishore	27/05/2015

Distribution List;

Name;	Role ;
B .Bala Kishore	Group Leader

Document Control Information;

Version	Revision Date	Author	Affected Sections	Brief Description of Change
1.0				

Change Note History;

Ref. No	Release Date	Version No.	Section No.	Page No.& Line No	Remarks



Contents

1. INTRODUCTION:	4
1.1 About Building Penalization Scheme (BPS):	Error! Bookmark not defined.
1.2 Advantages of Building Penalization Scheme (BPS):.....	4
1.3 Scope of Building Penalization Scheme (BPS):	5
2. SOFTWARES AND TECHNOLOGIES:	5
3. WORK FLOW DIAGRAM:.....	6
4. PROCEDURE FOR REGISTRATION:	7
4.1 BPS URL.....	7
4.2 Home Screen;	7
4.3 Login Process (Registration Link):.....	8
4.4 Citizen Registration Form:.....	9
4.5 Registration Details:.....	10
4.6 Registration Details:.....	11
4.7 Account Verification:.....	12
4.8 Registration Successful:.....	12
5. APPROVALS:	13

List Of Tables

Table 1:Software’s and Technologies	5
Table 2 Approval Authorities	13

LIST OF FIGURES

Figure 1: work Flow.....	6
Figure 2: Home Page.....	7
Figure 3 New Registration Link	8
Figure 4 Citizen Registration Application Form	9
Figure 5 Details of Citizen (Create Profile ID & Contact Information)	10
Figure 6:Details of Citizen (Personal Information).....	11
Figure 7: Account Verification.....	12
Figure 8 :Registration Successful Message	12



BUILDING PENALIZATION SCHEME (BPS)

1. INTRODUCTION:

1.1 Building Penalization Scheme (BPS)

- The Andhra Pradesh Regulation and Penalization of unauthorizedly constructed buildings and buildings constructed in deviation of the Sanctioned Plan Rules, 2015
- The scheme is applicable in all 110 Urban Local Bodies including 13 corporations, Urban Development Authorities and Capital Region Development Authority (except Notified Capital City Area villages) of the state.
- To penalize the buildings constructed unauthorizedly and in deviation to sanctioned plan as on 31.12.2014.

1.2 Objectives of Present Building Penalization Scheme

- To penalize every building constructed unauthorisedly or in deviation of the sanctioned plan.
- To bring all unauthorised constructions into planning fold.
- To provide an opportunity to the owners of the buildings to regulate their unauthorised constructions and deviations or face stringent enforcement action.

1.3 Advantages of Building Penalization Scheme (BPS)

- The constructed building with deviations to sanctioned plan or totally unauthorised will get formal orders of regulation which will remove the uncertainty and threat of demolition and will get the occupancy certificate which is mandatory as per Municipal Laws.
- To bring all the unauthorized constructions into planning fold and to regulate the development in urban areas.
- To provide an opportunity to the owners of the buildings to regulate their unauthorized constructions and deviations made to the sanctioned plan.
- To provide relief to several persons who have purchased buildings without any knowledge about the building regulations.



1.4 Process for Online submission of applications under Building Penalization Scheme (BPS)

The document is prepared to explain the Building Penalization Scheme (BPS) Online submission of application Process flow for end user usage. This document has been prepared based on the discussions held with the Officials of Town and Country Planning Department, Government of Andhra Pradesh and Internal Team of AP Online.

2. SOFTWARES AND TECHNOLOGIES

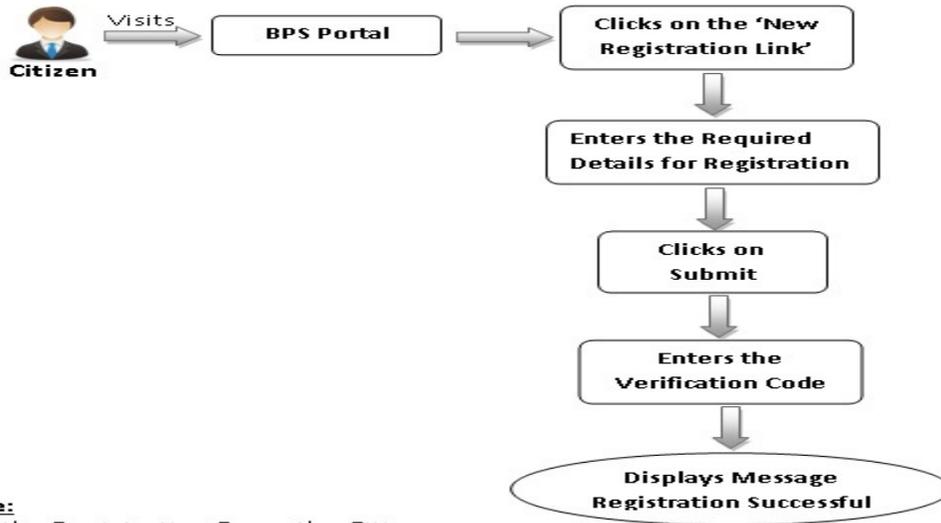
The following are the software and technologies are used in the project;

Table 1: Software's and Technologies

S.No	Software	Version
1	.NET	10.0
2	Database	SQL Server R2
3	Application Server	IIS7

3. WORK FLOW DIAGRAM

The Following diagram explains the flow of the New Registration for Building Penalization Scheme (BPS);



Note:

1. In the Registration Form, the Citizen can select their own choice of **User ID**.
2. If the User ID is already registered, a message will be displayed with **'User ID already exists'**.
3. Citizen need to capture the Secured Image in the Personal Information.
4. Upon Clicking on Submit, an verification Code will be sent to Citizen registered Mobile Number.
5. Upon entering the Code & Clicking on Submit, the Messahe will be displayed with **'Registration Successful'**.

Figure 1: work Flow



4. PROCEDURE FOR REGISTRATION

4.1 Bps Url

The Citizen need to visit Building Penalization Scheme (BPS) Website for Registration. The URL is as follows; “www.bps.ap.gov.in”

4.2 Home Screen

The below ‘**Figure 1**’ explains the Home Page of BPS.



Figure 2: Home Page

4.3 Login Process (Registration Link)

The below 'Figure 2' explains, Citizen Need to select the "New Registration" Link for Creation of his/her Account.

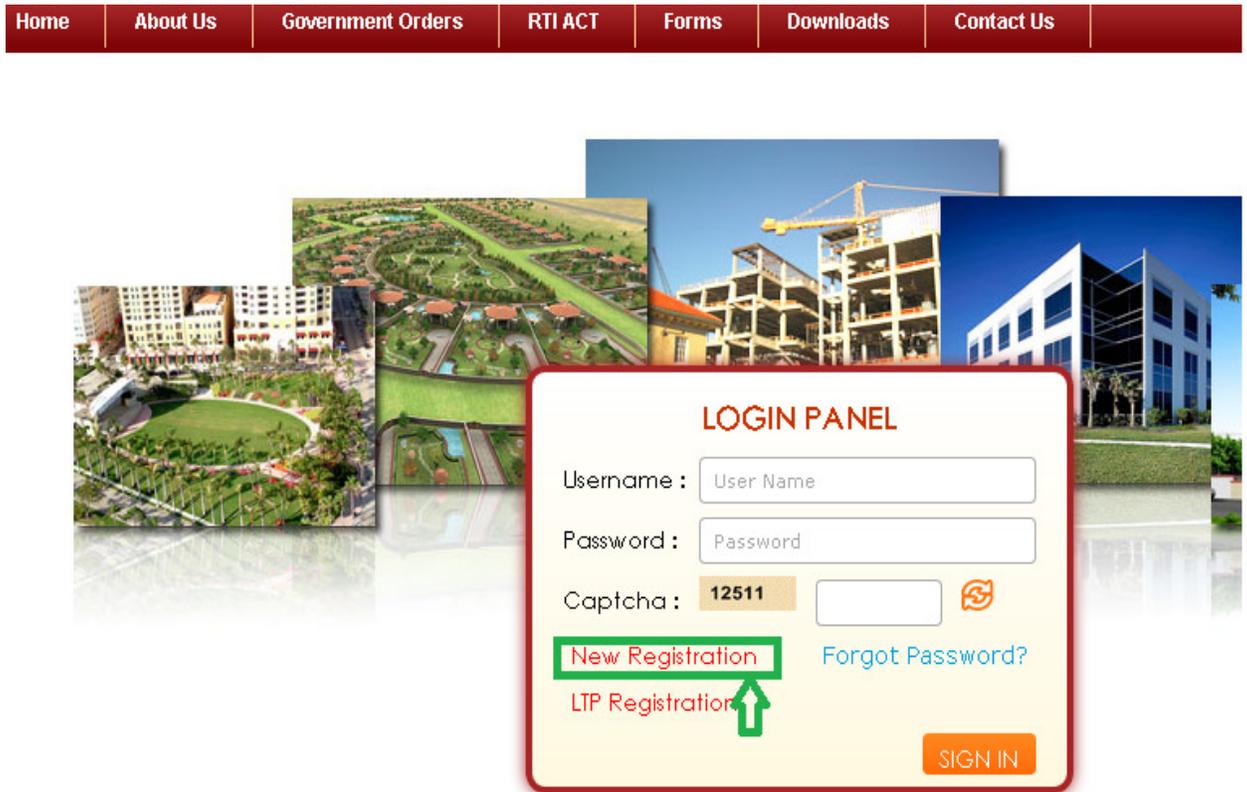


Figure 3 New Registration Link

Note:

- Click "New Registration Link" a New tab will be populated, where citizen need to enter the Registration details, as mentioned in the below Screen.



4.4 Citizen Registration Form

The below 'Figure 3' explains, the citizen need to capture the Service Specific Details as mentioned below in the Screen.



Citizen Registration

Create Profile Id

User Id* Password*

Confirm Password*

Contact Information

Email Id* Mobile Number*

LandLine Number

Personal Information

Document Type* Document Number

Full Name* Gender* Male Female

Country* State*

District* Mandal*

Village* City

Address*

Figure 4 Citizen Registration Application Form



4.5 Registration Details

The below 'Figure 4' explains, the citizen need to capture the following fields as mentioned below;

Citizen Registration

The screenshot shows a registration form with two main sections: 'Create Profile Id' and 'Contact Information'. The 'Create Profile Id' section includes fields for 'User Id*' (containing 'kishore' with a green checkmark and 'User Id Available' message), 'Password*', and 'Confirm Password*'. The 'Contact Information' section includes fields for 'Email Id*' (containing 'arunkishore@gmail.com'), 'Mobile Number*' (containing '9666220345'), and 'LandLine Number' (containing '04066678418').

Figure 5 Details of Citizen (Create Profile ID & Contact Information)

Note:

- The above Screen Indicates, the Citizen need to enter the Create Profile ID Details & Contact Information Details.
- In the Create Profile ID, the Citizen can choose his/her Preferable User ID, based on his/her choice.
- If the User ID is not available, the message will be displayed as “**User Id already exists**”.



4.6 Registration Details

The below 'Figure 6' explains, the citizen needs to enter the Personal Information for registration Process.

Personal Information

Document Type* Aadhaar	Document Number 312419797153
Full Name* Kishore	Gender* <input checked="" type="radio"/> Male <input type="radio"/> Female
Country* India	State* Andhra Pradesh
District* East Godavari	Mandal* Rajahmundry (M)
Village* Ward-10	City Rajahmundry
Pincode* 533125	
55513	55513
SUBMIT	

Figure 6:Details of Citizen (Personal Information)

Note:

- The above Screen Indicates, the Citizen need to enter the Personal Information details.
- If the State is selected as "Others", the Citizen need to enter the Address, Capture the number and Click on Submit.

4.7 Account Verification

The below ‘Figure 6’ explains, An Verification Code will be sent to the Citizen registered mobile Number for registration of account.

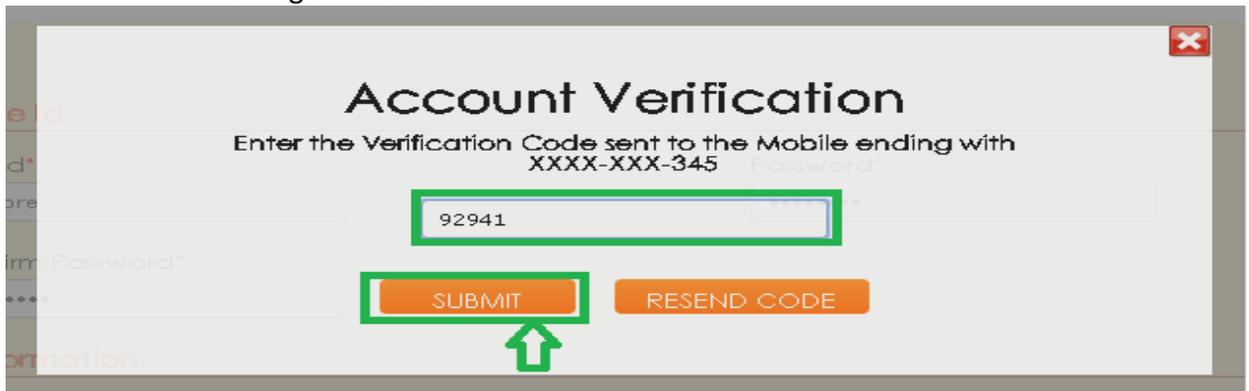


Figure 7: Account Verification

Note:

- The above Screen explains, After Clicking on Submit, a “Verification Code” will be sent to Citizen registered Mobile Number.
- Upon entering the Code in the required box, the citizen needs to click on Submit button for finalization of registration.

4.8 Registration Successful

The below ‘Figure 8’ explains, the Registration Successful of citizen in BPS.

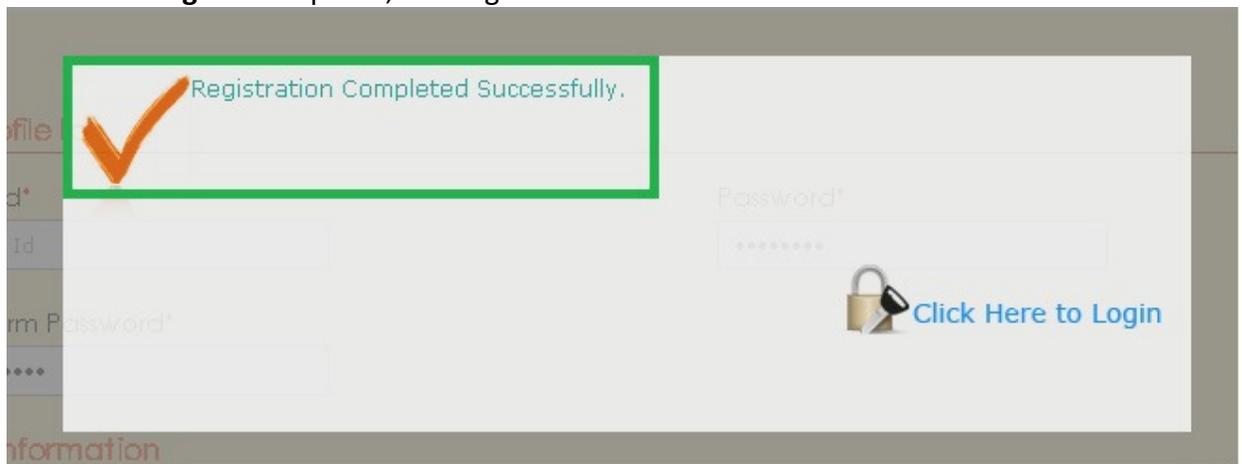


Figure 8 :Registration Successful Message



Note:

- The above Screen explains, once the Registration is Successful, the Message will be displayed as” Registration Successful”.
- Once the Registration is Successful, the Citizen can click on the ‘Click Here to Login’ to Login with their User ID & Password.

5. APPROVALS

Table 2 Approval Authorities

Inspected By	Date	Signature
V Sudhakar	27-05-2015	
Approved By	Date	Signature
B. Bala Kishore	27-05-2015	