Dated: 20.08.2020

CIRCULAR

National Monuments Authority (NMA) introduced Online portal for submission of applications for grant of NOC for construction in the Regulated area of Centrally Protected Monuments and Sites. The NMA portal has also been integrated with Urban Local Bodies (ULB's) of Delhi, Mumbai, Madhya Pradesh, Telangana, Andhra Pradesh, Jharkhand, Odisha, Haryana, Punjab, Kolkata and Bengaluru.

It has been decided that application for granting NOC under AMASR Act will be accepted online either through Single Window Portal of the integrated ULB's or through NMA Online portal. Application in hard copy may be discouraged and it should be accepted in only rarest of rare cases. This is necessary keeping in view the Government of India Policy of "Ease of Doing Business". However, in case where the covered area proposed is more than 5000 square meters the application should be submitted in hard copy through Competent Authority.
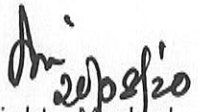
The applications received by the Competent Authority along with SMARAC data should be processed on top priority and transmitted to NMA along with specific recommendation.

In this regard you are also requested to encourage applicants to apply NOC applications through online. This information may be widely circulated among all the Architects/Applicants/local bodies. Secondly a Poster/Banner may be placed in every Competent Authority's office, Circle office of ASI and near the Monuments to encourage applicants to apply for NOC through online portal, explaining the benefits like expedition disposal, less paper work etc.

An action taken report may please be furnished by 31st August 2020 positively.

A helpdesk for this purpose may also be set-up in each office. NMA will extend all help, if necessary for interaction with applicant/architects. Competent Authority and Applicants may contact the following in case of any query:

1. Ms. Swastika Nandi (mail: snsa.nma@gmail.com Mob: 9818097473)
2. Mr. Ziyaul Haque (mail: ziyaul.nma@gmail.com Mob: 9654050697)
3. Mr. Shakaldeep (Mob: 9289569104)

Sanjukta Mudgal
Member Secretary, NMA

Attachments:
1. SOP for application filling.
2. Circular for downloading and traversing of SMARAC App.

1. All Competent Authorities of NMA
2. NMA Website / NMA Online Portal.

Copy to:
1. Ms D. Thara, Joint Secretary, Room No 144-C, Ministry of Housing and Urban Affairs, Nirman Bhawan, New Delhi 110011.
2. SA all circle of ASI
3. PS to Chairman. NMA

Standard Operating Procedure (SOP) for Submitting Application through Single Window of ULB

Step 1   Apply for NOC to National Monuments Authority, under AMASR Act, when proposed construction site falls within the regulated area of a centrally protected monument.

Step 2   Register through the Single Window System of local body and select the NMA window. The format for NMA application would open.

Step 3   After filing up the form download the Mobile application in a smart phone with Android OS, (currently available free at cost). The mobile should be GPS enabled. The SMARAC mobile application manual has been provided in the portal.

Step 4   After mobile application is downloaded, the applicant should traverse the plot to get the coordinates.

Step 5   Click on "send" to submit the generated data against "application" of the applicant.

Step 6   A polygon will be generated and placed in the Colour Code map of ISRO showing whether the polygon falls in the prohibited or regulated area of the Monument.

Step 7   If the plot falls outside the regulated area, the applicant will receive auto generated NOC.

Step 8   If the plot falls within the prohibited area, the applicant will receive auto generated rejection letter. However, if applicant has special ground for reconsideration, he may appeal as per the AMASRA Act

Step 9   If the plot falls within the regulated area an appropriate communication regarding issue of NOC will be delivered to the Single Window System.

[Also a pictorial description of icons (related) may be designed & form put of SOP]

Standard Operating Procedure (SOP) for Submitting Application through NON Single Window (NMA Portal)

Step 1   Apply for NOC to National Monuments Authority, under AMASR Act, when proposed construction site falls within the regulated area of a centrally protected monument.

Step 2   Open NMA portal (nmanoc.nic.in) and Register as applicant. After successful registration the applicant should login as applicant on NMA portal.

Step 3   Start filing the form on clicking on "Create New Application" and complete the form and upload all documents.

Step 4   After filing up the form download the Mobile application in a smart phone with Android OS, (currently available free at cost). The mobile should be GPS enabled. The SMARAC mobile application manual has been provided in the portal.

Step 5   After mobile application is downloaded, the applicant should traverse the plot to get the coordinates.

Step 6   Click on "send" to submit the generated data against "application" of the applicant.

Step 7   A polygon will be generated and placed in the Colour Code map of ISRO showing whether the polygon falls in the prohibited or regulated area of the Monument.

Step 8   If the plot falls outside the regulated area, the applicant will receive auto generated NOC.

Step 9   If the plot falls within the prohibited area, the applicant will receive auto generated rejection letter. However, if applicant has special ground for reconsideration, he may appeal as per the AMASRA Act

Step 10   If the plot falls within the regulated area an appropriate communication regarding issue of NOC will be delivered to the Single Window System.

Standard Operation Procedure for SMARAC App

This App is required to be downloaded afresh. The procedure for downloading and traversing are as follows:

i.   NMA NOC Portal (nmanoc.nic.in) is having the link for SMARAC App II which is required to be downloaded in mobile having Android operating system by every applicant/Architect.

ii.   If the users are having android 6.0 (Marshmallow) or above, they have to give permissions to use Location, Camera, Telephone and Storage specifically for the "SMARAC App II".

      a. Permission enabling options are given while installing the app.
      b. Enable Location, Camera, Telephone and Storage.

iii.   Go to SMARAC App and login with registered E-mail ID, Registered Mobile Number, Token ID as password and Application ID.

iv.   After Successful Login in the "SMARAC App" the users are required to complete the following steps:-

      a. Traverse the proposed plot selecting "Polygon option".
      b. After taking the first point the user needs to stay at a point for about 2 minutes before proceeding to the next point.
      c. After taking the co-ordinates of the Polygon, take two Photograph of the plot.
      d. Save the data in mobile.
      e. Click on "Send" button for final submission.

v.   Whenever a new version of the app is released, a message will automatically blink in the app in the main page asking user to update it through the update menu provided in the app

2.   Since there may be interruption in accessing the "BHUVAN" Server through Satellite due to various factors like positioning, cloudy weather or covered sky, it is desirable that fetching of co-ordinates may be attempted in intervals until the polygon is generated.