



MAHARASHTRA REAL ESTATE REGULATORY AUTHORITY

महाराष्ट्र स्थावर संपदा नियामक प्राधिकरण

No. MahaRERA/Secy/File No.27/1109/2018

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Circular No.22 /2018

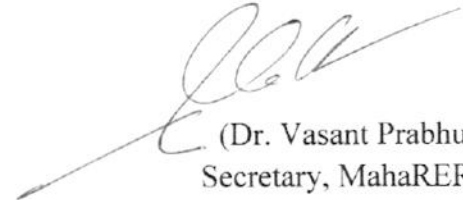
Subject: Standard Operating Procedure (S O P) for handling information on Non-Registered Projects

Whereas, Maharashtra Real Estate Regulatory Authority (MahaRERA) had issued Circular No: 18/2018 dated 17th July 2018, laying down the SOP for handling complaints against registered projects, which ought to have been registered but have not registered.

Whereas based on inputs received from various stakeholders, it has been decided to simplify the procedure for Non-Registered Projects and provide an option for hearing with authority for the information provider to present his / her case.

Therefore, the revised procedure for handling information on non-registered projects is annexed to this circular.

As approved by Hon'ble Chairperson, MahaRERA


(Dr. Vasant Prabhu)
Secretary, MahaRERA

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झोपडपट्टी पुनर्वसन प्राधिकरण इमारत,
'ए' विंग, प्रो.अनंत काणेकर मार्ग,
वांद्रे (पूर्व), मुंबई ४०० ०५१

Annexure

Standard Operating Procedure (S O P) for handling information on Non-registered Projects: -

Steps	Description	Details
Step 1	Informant are requested to submit details of the said projects online at “Non-Registration” Tab of MahaRERA portal- https://maharera.mahaonline.gov.in	<ul style="list-style-type: none"> - The application shall be free of cost. There shall be no fees/charges for the application. - The mobile number of the informant will be verified through an OTP - Informant can also view the status of their application on real time basis by using the mobile number and SI number generated
Step 2	Once application is received online, it is assigned automatically by the software to Technical Officers	— Technical Officers shall scrutinize the project details on the basis of information received / meeting with promoter / Site visit etc.
Step 3	Following this, the technical wing shall undertake one of the following steps:	<ul style="list-style-type: none"> — The informant can view the details on his/her dashboard — Providing email Id of the respondent is mandatory for Source Complaints
	<p>Following this, the technical wing shall undertake the following steps</p> <p>A. Source Information applications</p> <ol style="list-style-type: none"> i. if the project is already registered or under registration or Occupation Certificate has been received or project is exempted from registration as per Act then the application shall be closed ii. If the project should have been registered but has not been registered then hearing shall be scheduled with the authority for appropriate penalty and action. iii. If the project, prima facie doesn't have the appropriate approvals of the concerned planning authorities, then the planning / public authorities shall be intimated to take appropriate action 	<ul style="list-style-type: none"> — The informant can view the details on his/her dashboard — In case, Letter is issued from MahaRERA to concerned planning / public authority regarding the project which prima facie doesn't have the appropriate approvals, the informant can view this letter on the dashboard. There will be no separate correspondence.