Map Approval System, Government of Uttarakhand

OTS Application Steps- Help Document

Step 1:-
Go to the **mddaonline.in** and click on "**MDDA E-Office (MAP-NEW System)**" link

Step 2:-
Login page will appear, where use has to login with his/her credentials

Step 3:-
User console will be shown, where user has to select "One-Time Settlement" as mentioned in below image.
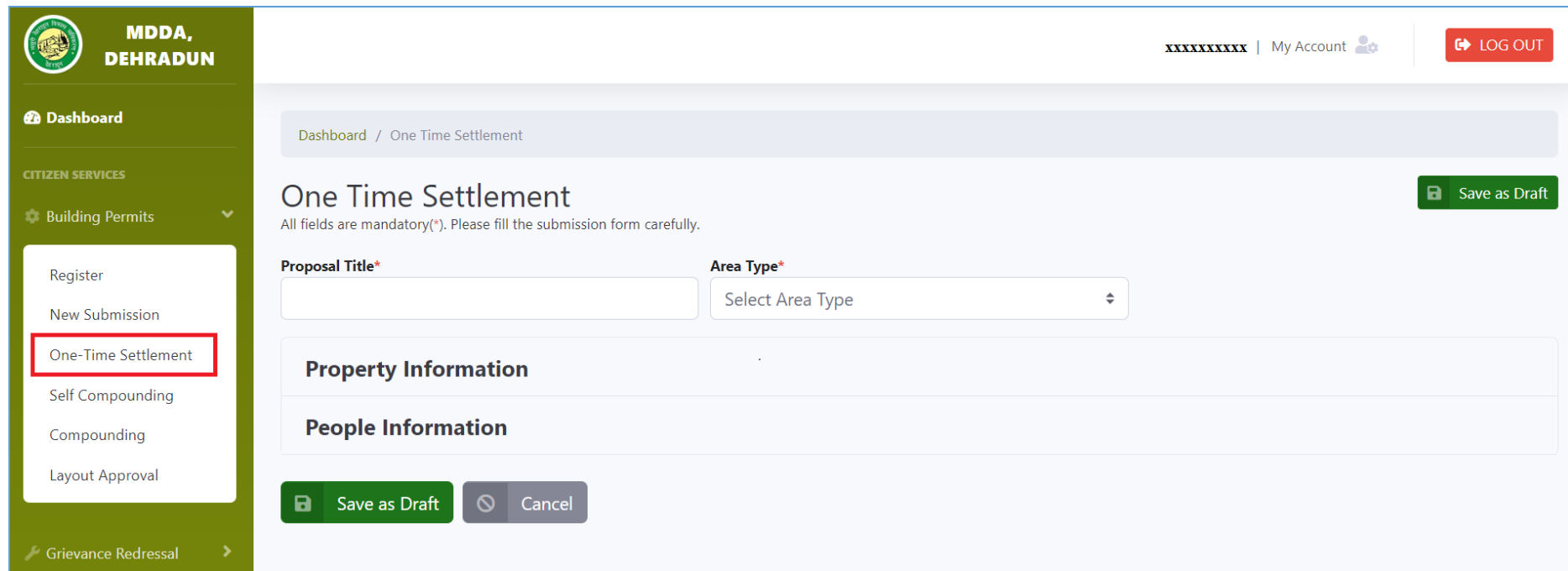
Step 4:-
Type the "Proposal Title" and select the "Area Type"
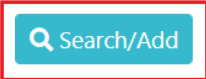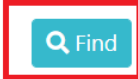
Step 5:-
You can Search property if already added before and you can add new property detail by click on "Search/Add"
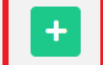
Property Information

Q Search/Add

Property Information

Q Find + Add + Clear + Cancel

Site Address *

shiv kunj lane no 5

Property No/Khasra No.

Old Khasra No.

City *

District *

State *

Village

Tehsil

Postal Code *

Property Information

<div style="text-align: right">Q Find   + Add   + Clear   + Cancel</div>

S. No.	Site Address	Khasra Number	City	Pin Code	Action
1	shiv kunj lane no 5	1234	Dehradun	248001	+
2	shiv kunj lane no 5	123	Dehradun	248001	+
3	shiv kunj lane no 5	1234	Dehradun	248001	+
4	shiv kunj lane no 5	123	Dehradun	248001	+

Property Information

<div style="text-align: right">Q Search/Add</div>

S. No.	Site Address	Khasra No	City	Pin Code	Action
1	shiv kunj lane no 5	1234	Dehradun	248001	✕

Step 6:-
You can Search People information (Owner/Architect/Structural Engineer) if already added before and you can add new detail by click on "Search/Add" for each user

People Information

Role	Name	Email	Action
Contact Person	~~Neeraj Semwal~~	neeraj@gmail.com	

People Information

Find **+ Clear** **+ Cancel**

First Name*

Shiva

Middle Name

Last Name

Phone

+91   Enter 10 digit mobile Number

Email ID

@   Enter Valid email Id

**Address***

Enter Flat no, Colony, Area and Lankmark...

State*

City*

Postal Code

Enter 6 digit Area Pin Code

Save as Draft   **Cancel**

People Information

S. No.	Name	Email	Action
1	Shiva Rath	shiva@shiva.com	+

Showing 0 - 5 of 1

5 ⯆ « 1 »

People Information

🔍 Search/Add

Role	Name	Email	Action
Contact Person ⇕	~~Neeraj Semwal~~	neeraj@gmail.com	
Owner ⇕	Shiva Rath	shiva@shiva.com	✕

Select People Role
Owner
Architect
Engineer
Structural Engineer
Co-Owner
Contact Person

Step 7:-

All type of role must be added in people information as shown in below image.

Step 8:-

Insert GIS coordinates

GIS Coordinates

Longitude *

45.265434

Lattitude *

56.231127

Step 9:-

Enter the proposal information

Proposal Information

Property Category *

Site Purpose *

UEPPCB Concent *

Area Zone *

Layout Proposal Status *

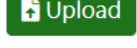Layout Approval Map ID

Estimate *

Labour Cess Payment Status *

Site Area *

Total No. of Dwellings *

Paid Amount *

Sector *

Step 10:-
Insert technical detail and attach all mandatory documents

Technical Details

SSB(B) Effected Area *

Total Covered Area *

Net Plot Area (in Meter Sq) *

Attachments

#	Type	Attachment Description		
1	Affidavit *		Choose File N...n	Upload
2	Applicant Photo *		Choose File N...n	Upload
3	CAD Drawing (.dwg file)		Choose File N...n	Upload
4	Co-Applicant Photo		Choose File N...n	Upload
5	Demolish Affidavit *		Choose File N...n	Upload

Step 10:-

Once all information has filled in application form click on submit button then system will ask for OTP to verify the mobile no. of concerning user(s)

Step 11:-

Final submit the proposal and Pay the submission fees