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|  | <p>CAPITAL DEVELOPMENT AUTHORITY PLANNING WING Directorate of Housing Societies</p> |  |
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No. CDA/PLW/HS(90)/FECHS, E-11/2023/Vol-III/ 1/1 Islamabad, 19th January, 2026

Mr. Liaquat Ali Gondal,

President, M/s Federation of Employees Co-operative Housing Society,
Federation Center, Commercial Markaz,
Main Double Road, Sector E-11, Islamabad

**Sub:- APPROVAL OF SUBMISSION AND COMPLETION FILES PENDING WITH
BCS-CDA SINCE LONG**

Ref:- Please refer to President FECHS, letter No.FECHS:855/BCS/CDA/E11 dated 17-12-2025, regarding the subject matter.

It is informed that the relevant provisions of the **Regulations**, regarding the Subject, are as under:

Amendment-V in "Modalities & Procedures framed under ICT (Zoning) Regulation, 1992, for Development of Private Housing Schemes in Zones Two & Five of Islamabad Capital Territory Zoning Plan", dated 05-11-2019, Clause-30 of Revised Modalities & procedures (2020) framed under ICT (Zoning) Regulation, 1992 (as amended) for Development of Private Housing/Farm Housing Schemes in Zones 2, 4 & 5 of Islamabad Capital Territory Zoning Plan", titled "Handing Over Possession of Plots to Members/Allottees", dated 2020 and Clause-39 (b) of the "Regulation for Planning and Development of Private Housing/Farm Housing, Apartments/Commercial Schemes/Projects in Zones-2, 4 & 5 of Islamabad Capital Territory, 2023, framed under ICT Zoning Regulation, 1992", titled "Handing Over Possession Of Plots To Allottees/Transferees And Approval of Building Plans", dated 07-7-2023, reads as under:

The interest of General Public and allottees shall be secured and in case of default of sponsors the individual allottees/ members of the scheme shall be extended the approval for the construction of their houses/buildings in accordance with the bye-laws of the Authority in accordance with the **originally approved layout plan (LOP) even in case the approval of LOP has been withdrawn from the sponsor**, as the default of sponsor shall be recovered from the sponsor in accordance with rules and the help of Law enforcement agencies (LEAS).

Clause-40(8&10) of "Regulation for Planning and Development of Private Housing/Farm Housing, Apartments/ Commercial Schemes/Projects in Zones-2, 4 & 5 of Islamabad Capital Territory, 2023, framed under ICT Zoning Regulation, 1992", reads a sunder:

8. **No allotment letter**, whether original, provisional or through transfer, in case of Housing/ Farm Housing Scheme, Commercial Scheme, Vertical Housing Project, Standalone Commercial Project, **should bear any credence unless vetted** (with signed & stamped) by the concerned Director (Planning) or the Officer not below the rank of Director (Planning), specifically authorized by the Member (P&D), CDA, in this regard. This facility of Vetting will be provided to the Schemes/Projects, wherein the Sponsors have executed the Transferred & Mortgaged Deeds of Plots/Land, in favor of CDA, under the provisions of this Regulation, in the best interest of the public.

10. CDA will charge, from the allottees/transferees, a fee of Rs.100/- per Sq. yd. of the area of Residential Plot and Rs.1,000/- per Sq. yds. of Commercial Plots in Private Housing/ Farm Housing/Affordable Housing Schemes. Similarly, Rs.50/- per Sq. Ft. of the Apartments and Rs.100/- per Sq. ft. of Commercial Units in Apartment/ Commercial Projects, respectively, on account of **Record Maintenance Fee**.

2. It is evident from the above Regulations that CDA will process and decide the Approval of Building Plans, in the following cases:

- a. The Plot (for which the Building Plans are to be sanctioned) must be in accordance with the **originally approved Layout Plan (LOP) [latest], even in case the approval of LOP has been withdrawn from the sponsor.**
- b. Sponsors has executed the **Transferred & Mortgaged Deeds of Plots/Land**, in favor of CDA
- c. **Allotment Letter**, whether original, provisional or through transfer, has been **Vetted** by the concerned Director Planning, CDA
- d. **Record Maintenance Fee**, as aforementioned rates, has been deposited in Planning Wing, CDA

3. In the light of position detailed above, it is requested to proceed further for **Processing of Approval of Building Plans** from CDA, under the **Regulatory Provision**, as aforementioned.

(IJAZ AHMAD SHEIKH)
Director Housing Societies

Copy to:-

1. Member (P&D), CDA
2. Deputy Commissioner, ICT/Registrar Co-operative Societies, Islamabad
3. DG (Law), CDA
4. DG (Urban Planning), CDA
5. DG (Building & Housing Control), CDA
6. Director Regional Planning, CDA
7. Director Building Control (North/South), CDA
8. Director Housing (Monitoring & Evaluation), CDA
9. Director Audit, CDA
10. Director (I.T), CDA

→ [It is requested to Upload this Show Cause Notice on CDA Website for Awareness of the General Public & All Stakeholders]

11. DC, CDA/Sr. Special Magistrate, CDA
12. Director Staff to the Chairman, CD
13. Joint Registrar of Companies,

Securities & Exchange Commission of Pakistan, (Companies Registration Office), State life Building, 1st Floor Blue Area, Islamabad

[w.r.t to Section-456 of SECP Act,2017]

14. PS to Member (Estate), CDA
15. All Sponsors of Private Housing Schemes/Projects, ICT, Islamabad
16. Master File

(MUHAMMAD MANSHA)
Dy. Director (HS)

Computer Dte: CDA
Dy. No: 208
Dated: 21-01-2026

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