

For doing “Construction Start Notice” applications need to follow the below step.

**Step 1:** Login as applicant and click on the “Construction Start Notice”. Check Fig 1.



Fig: 1

After clicking on “Construction Start Notice,” you will be asked if the approved CP/RDC has been done by ECPS. If your answer is “No”, then follow the below steps and if your answer is “Yes” then follow from **Step 9**.

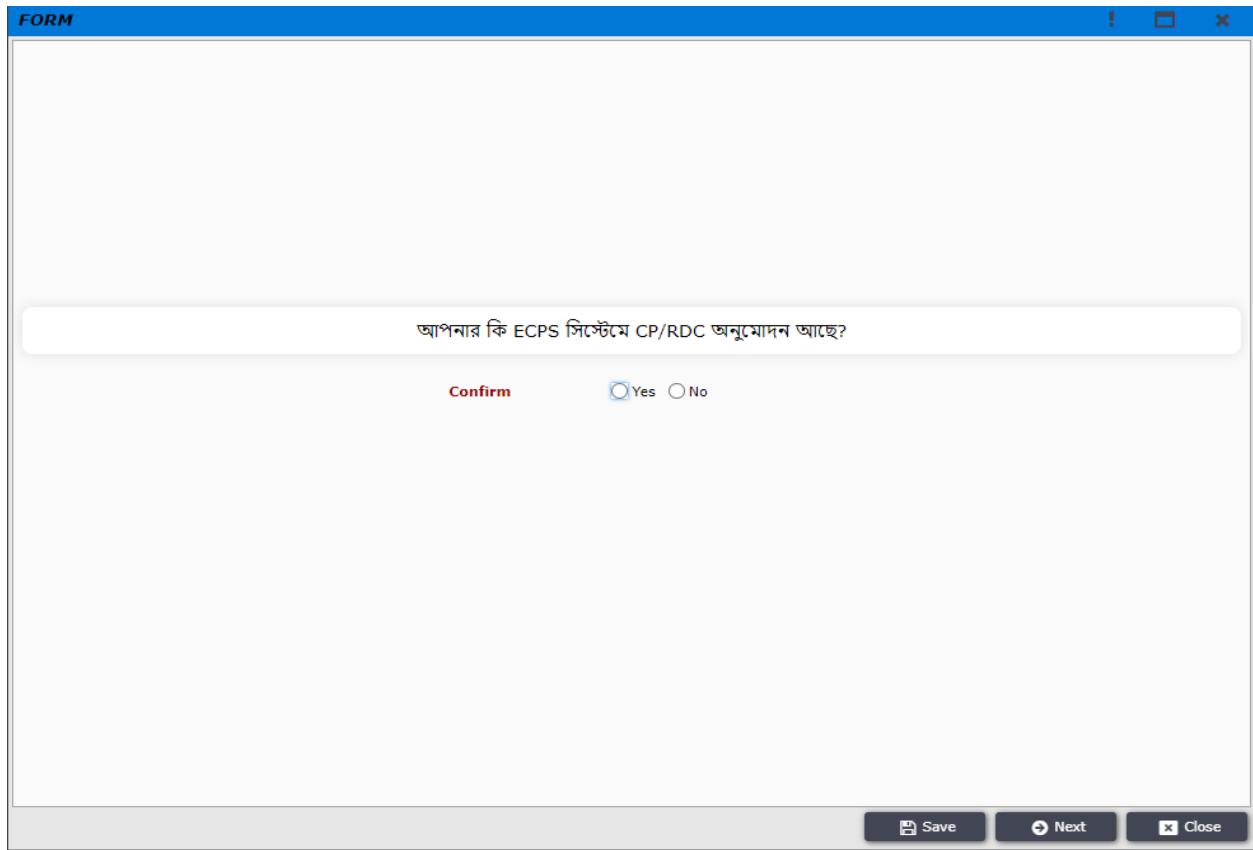


Fig: 2

**Step 2:** Click on No and proceed to the next button. Select required “Ownership Type” and click on “Existing Project” No and provide “RS Dag No ”like Fig: 3. and click on the next button.

New Application

Ownership Type

Government Housing Land

Private Housing Land

Private Land

Rajuk Land

আপনি ইতিমধ্যে Start Construction এর জন্য

অন্যথায় আপনাকে পুনরায় কারিগরী ব্যক্তি/

Existing Project  Yes  No

RS Dag No ⓘ

132

Previous Save Next Close

Fig: 3

**Step 3:** Provide required details and click on the “Next” button like Fig: 4. After clicking on the next applicant can see a form like Fig:5 and can provide the project name which is optional. Again click the “Next” button like Fig: 5. In the Fig: 5 there is a field “Project No” and need to remember this project no for further process of “Construction start Notice”

**Land Plot Details**

Plot

**RS Dag No.**  **District**

**Mauza**  **Thana**

**Ward**  **Name of Road**

**Additional R.S Dag No:**  Submit plot numbers separated by commas (e.g., Plot A, Plot B)

Coordinates

**Block No**  **Sector No**

**MS Dag No**  **Holding No**

**CS Dag No**  **Sheet No**

**Road No**

**GPS Coordinate of Plot**

**Latitude**  **Longitude**

Measurements

**Plot Area (m2)**

**North Side (m)**  **South Side (m)**

**West Side (m)**  **East Side (m)**

**Northwest Side (m)**  **Northeast Side (m)**

**Southwest Side (m)**  **Southeast Side (m)**

Save Next Close

Fig: 4

**New Project**

You can provide additional plot information by clicking on **RS Dag No**

**RS Dag No**

**Project No**

**Project Name**

**Ownership Type**

Previous Save Next Close

Fig: 5

**Step 4:** In this step applicants need to add “Land Use Type”. For this click on the “Add Land Use” button, then add “Land Use Type” and “Occupancy Types”. Click on the “Save and Close” button. Then click on “Next” like Fig: 6.

The screenshot shows a software interface with a main form and a modal dialog box titled "Select Land Use Types".

**Main Form Fields:**

- RS Dag No: 132
- Project No: P-001183/05-24
- Project Name: Test
- Ownership Type: Private Land
- Land Use Type: (Empty)
- Occupancy Types: (Empty)

**Modal Dialog "Select Land Use Types":**

- Land Use Type: A. Residential
- Occupancy Types: A-1. Single family dwelling
- Buttons: Save, Save and Close, Close

**Main Form Buttons:** Previous, Save, Next, Close

Red boxes highlight the "Add Land Use ..." button in the main form, the "Occupancy Types" field in the dialog, the "Save and Close" button in the dialog, and the "Next" button in the main form. A red arrow points from the "Add Land Use ..." button to the "Land Use Type" field in the dialog.

Fig: 6

**Step 5:** In this step, applicants need to invite the team member by clicking on “Invite Team Member” like Fig 7. Select “Architect” and provide “Membership No” then click on “Next” like Fig: 7 and a new form will appear like Fig: 8. Click on “Next” and the professional will receive the invitation.

**From the professional's end, the professional will accept the invitation.**

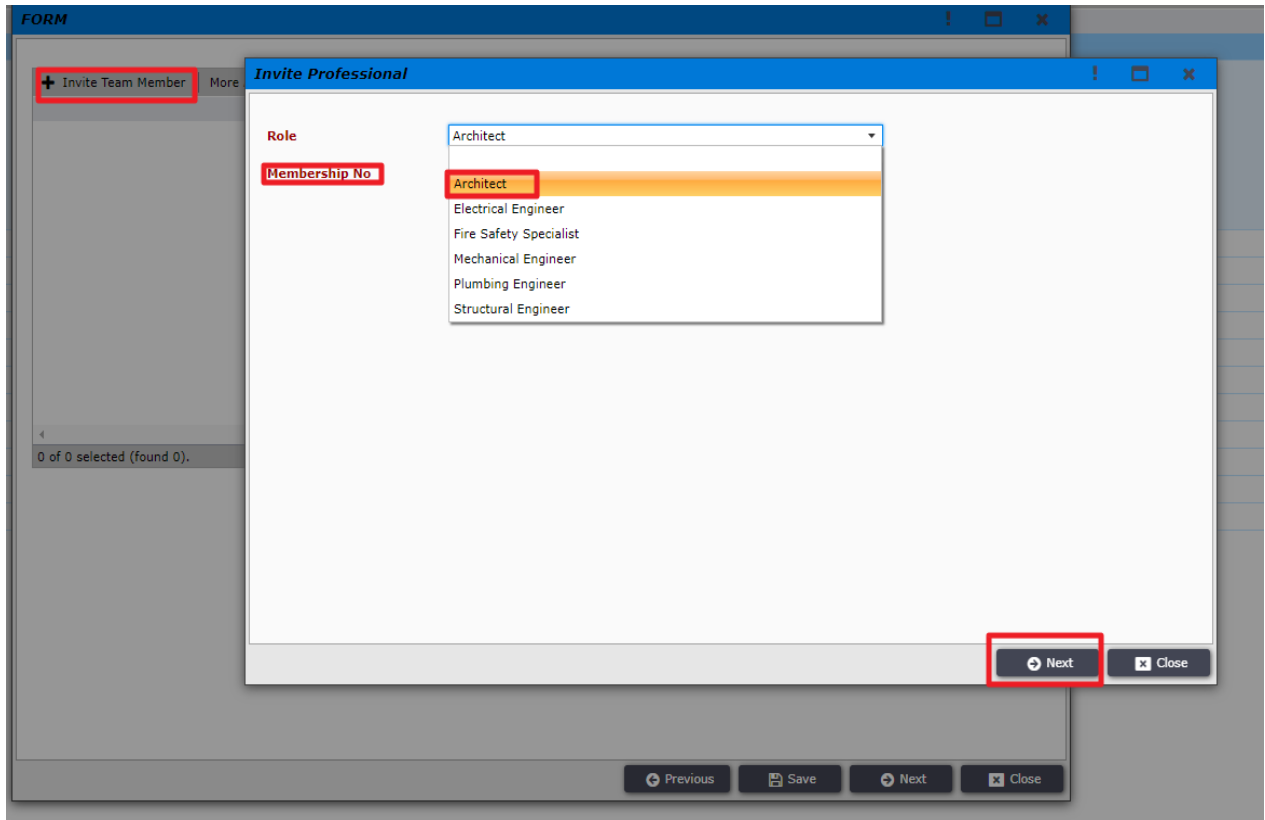


Fig: 7

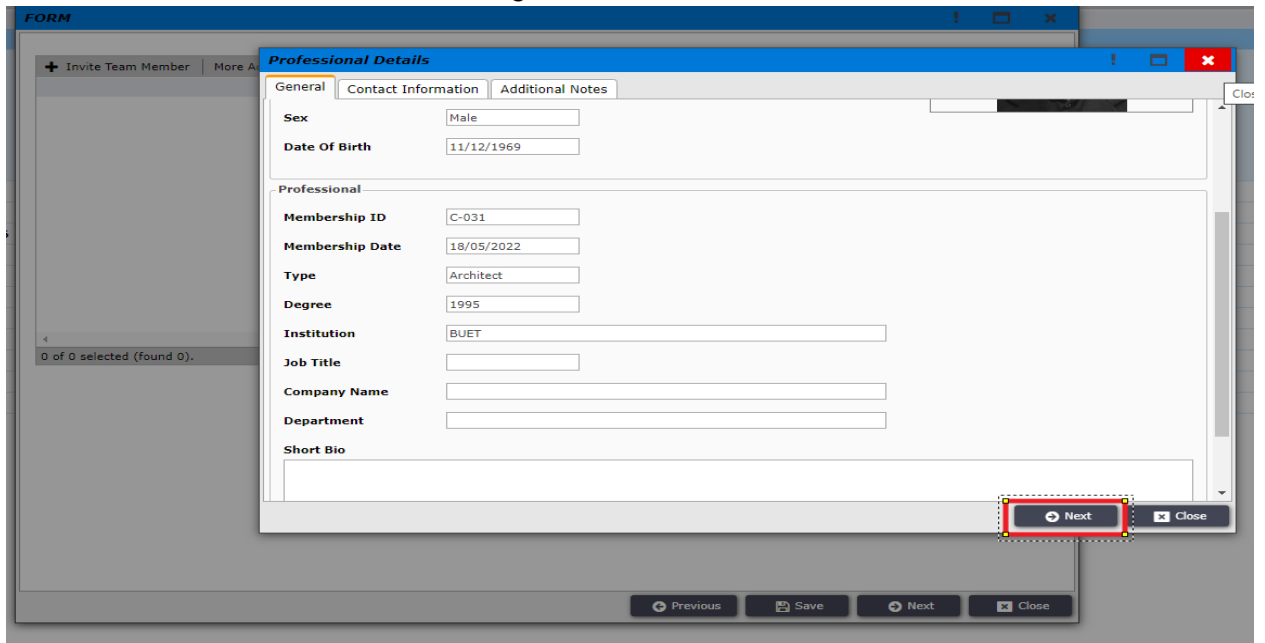


Fig: 8

**Step 6:** In this step click on “Close” button like Fig: 9

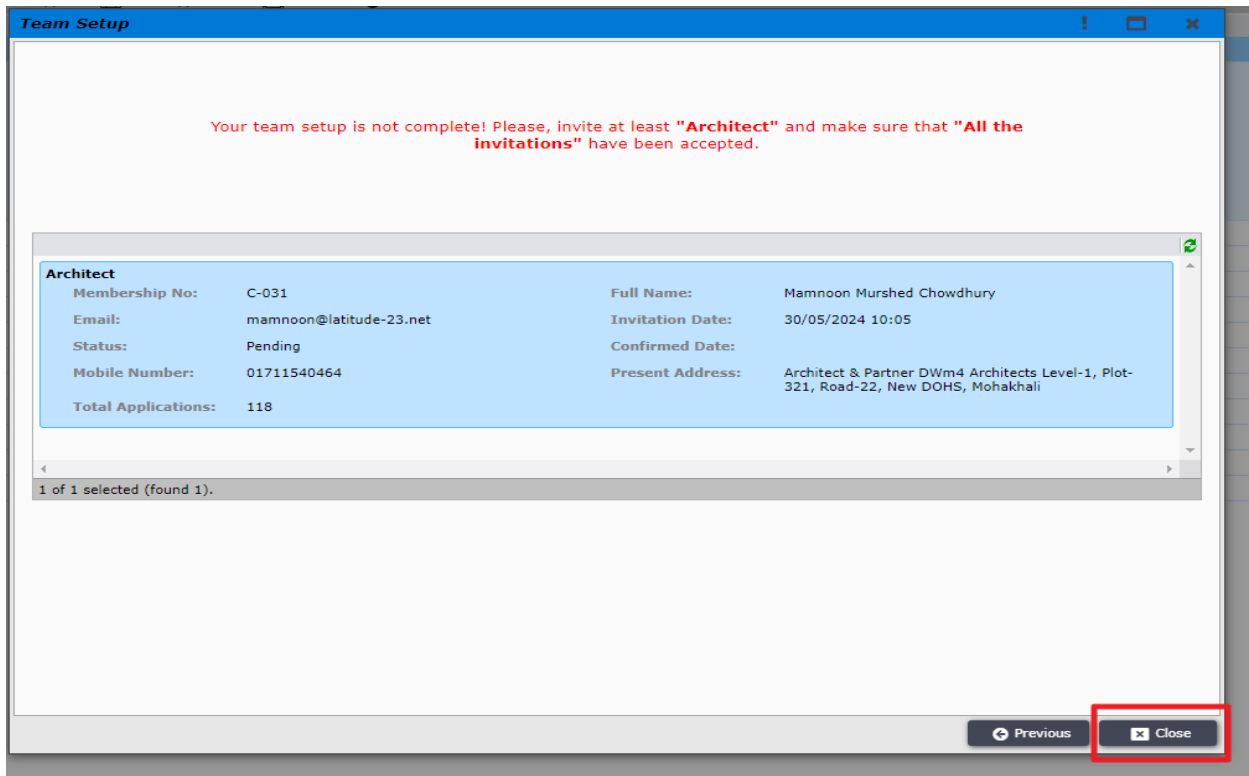


Fig: 9

**Step 7:** As professionals accept the invitations, and you don't have an approved CP/RDC file from ECPS, again click on “Construction Start Notice ” click on “No” like Fig:10 and then click “Next”. Then a form will appear like Fig: 11. In this form select “Existing Project” Yes and provide the project number which you have collected in **Step 3** and then click “Next”.

**Step 8:** Like Fig: 12 provide required information and click on “Next” .

**NB:** “Construction Start Date” should be 15 days ahead of today's date.

In the next page you will preview a form to check your information, and if all information is correct click on the submit button. After submission you can view your application from the “Submitted Construction Start Notice” folder.

Application No [dropdown]  
Application [New Appeal] [View Application] [Monitor] [Construction Start Notice]  
Application No [8.24.046.38.201] Applicant [JANNATUL FERDOUS] Application Type [Application for Large and Special Project Clearance (Form 201)]

**FORM**

আপনার কি ECPS সিস্টেমে OP/RDC অনুমোদন আছে?

**Confirm**  Yes  No

[Save] [Next] [Close]

Fig: 10

**New Application**

Ownership Type [dropdown]

আপনি ইতিমধ্যে Start Construction এর জন্য যে প্রজেক্টটি বানিয়েছেন সেটি নির্বাচন করুন। অন্যথায় আপনাকে পুনরায় কারিগরী ব্যক্তি/ ব্যক্তিবর্গকে আমন্ত্রণ জানাতে হবে।

Existing Project  Yes  No

RS Dag No [dropdown]

[Previous] [Save] [Next] [Close]

**New Application**

আপনি ইতিমধ্যে Start Construction এর জন্য যে প্রজেক্টটি বানিয়েছেন সেটি নির্বাচন করুন। অন্যথায় আপনাকে পুনরায় কারিগরী ব্যক্তি/ ব্যক্তিবর্গকে আমন্ত্রণ জানাতে হবে।

Existing Project  Yes  No

Existing Projects

P-001183/05-24

Previous Save **Next** Close

Fig: 11

**FORM**

Project P-001183/05-24

Applicant JANNATUL FERDOUS

Application Type

Approved File No.

Approval Date

Approved Documents

1. CP/RDC Approved Letter [Attach a File](#)

2. Signed Drawing [Attach a File](#)

Construction Start Date

Save **Next** Close

Fig: 12



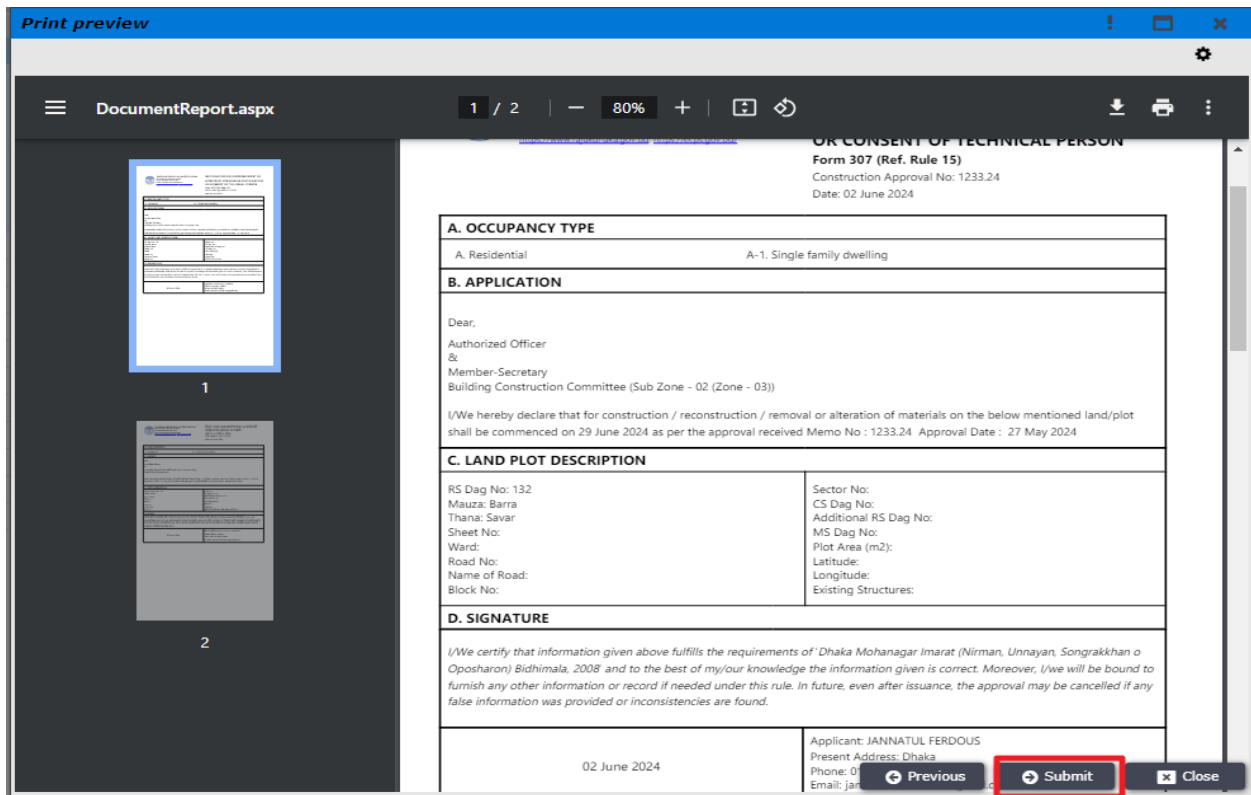


Fig: 13

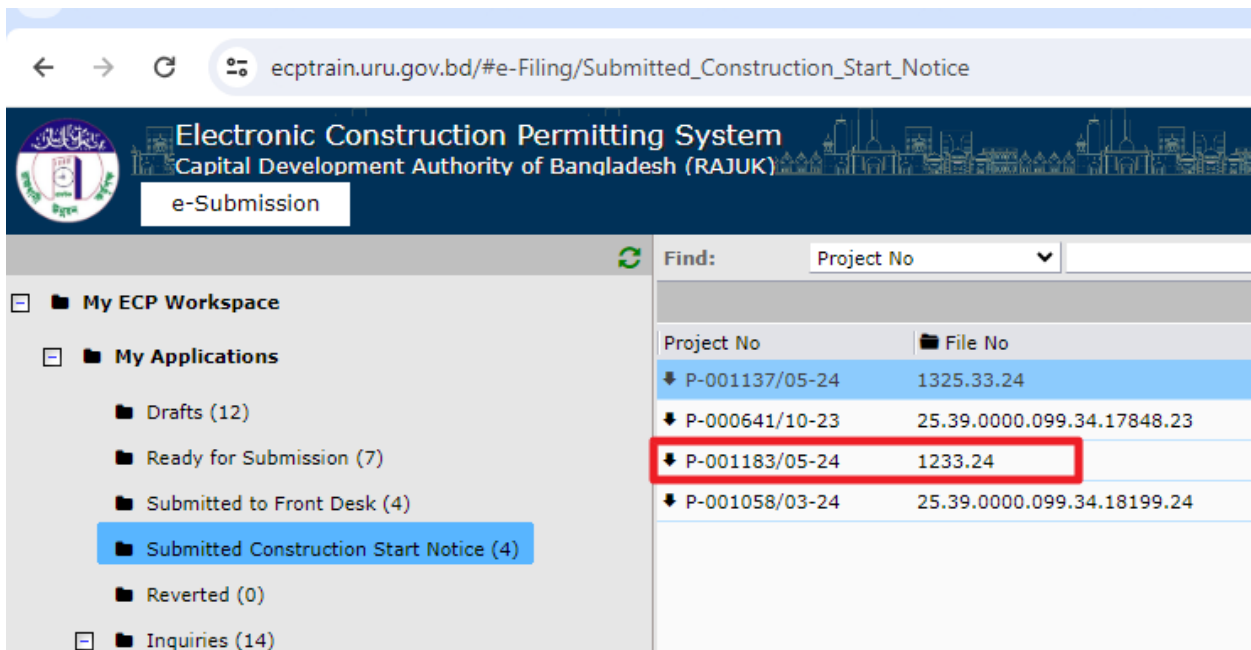
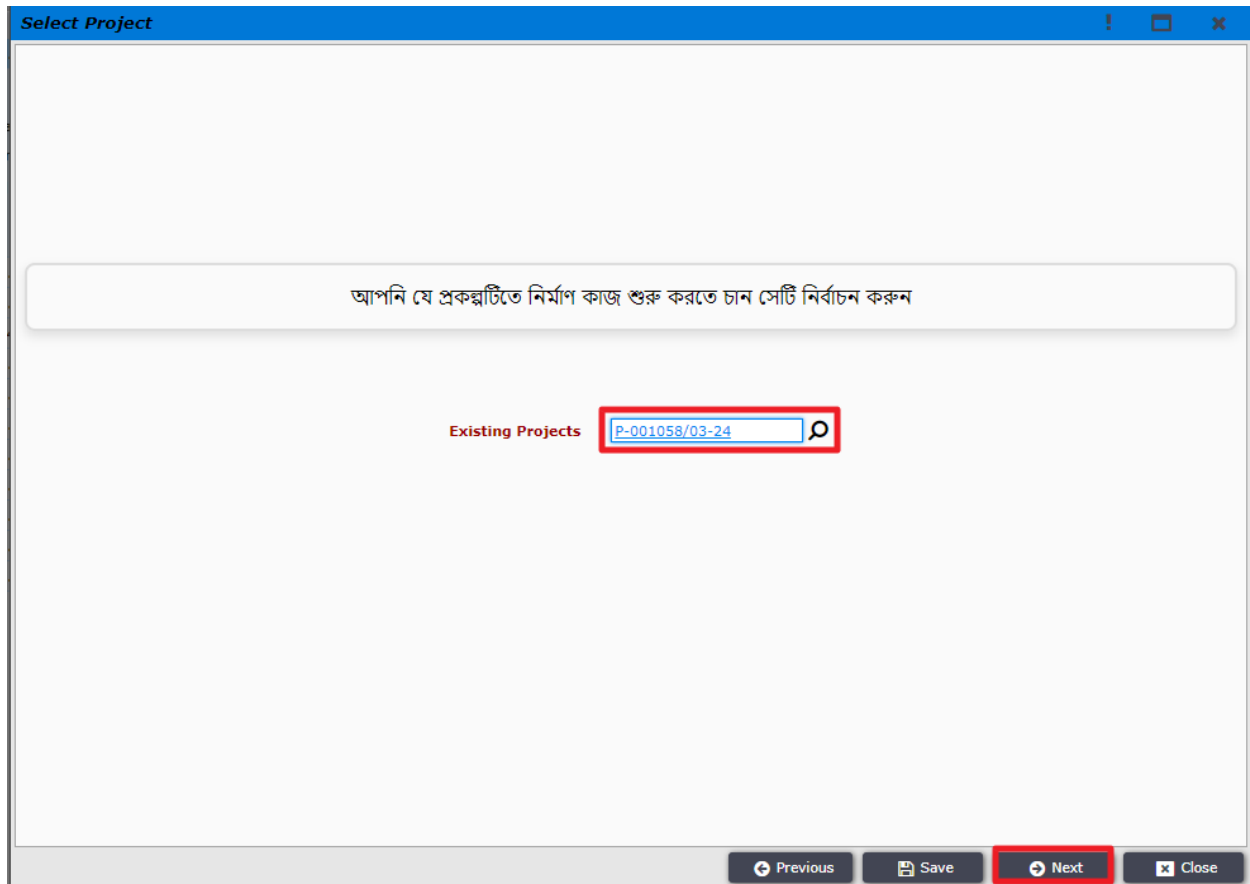


Fig: 14

Steps for approved CP/RDC from ECPS

**Step 9:** Provide existing project no of approved CP/RDC file and click on next. A new form will appear and in that form the applicant will find the details of approved CP/RDC. Check **Fig: 15** and **Fig: 16**. Click on “Next” button.



Select Project

আপনি যে প্রকল্পটিতে নির্মাণ কাজ শুরু করতে চান সেটি নির্বাচন করুন

Existing Projects

Previous Save Next Close

**Fig: 15**

**FORM**

**File No**

**Project**

**Application**

**Applicant**

**Clearance**

**Date of Issue**

**Clearance No**

**Digitally Signed Documents**

**1. Approved Letter**


**2. Signed Drawing**  [099.34.18219.24\\_25.39.0000.099.34.18219.24\\_For\\_Sign.pdf](#) (415.8 kB)

Fig: 16

**Construction Start Date**

**Construction Start Date**




Fig: 17

**Step 10:** In this step provide “**Construction Start Date**” and click “**Next**” like Fig: 17

**NB:** “**Construction Start Date**” should be 15 days ahead of today’s date.

In the next page you will preview a form to check your information, and if all information is correct click on the submit button. After submission you can view your application from the “**Submitted Construction Start Notice**” folder like Fig: 14.