



**HYDERABAD DISASTER RESPONSE
AND ASSET PROTECTION AGENCY**
Government of Telangana

User Manual for Provisional Fire No Objection Certificate (NOC) Application Portal

Screen 1 – Welcome Page

Purpose

The Welcome Page is the landing page of the HYDRAA Fire Safety NOC Citizen Portal. It provides users with an introduction to the application and serves as the entry point for accessing Fire Safety NOC services.

Functionality

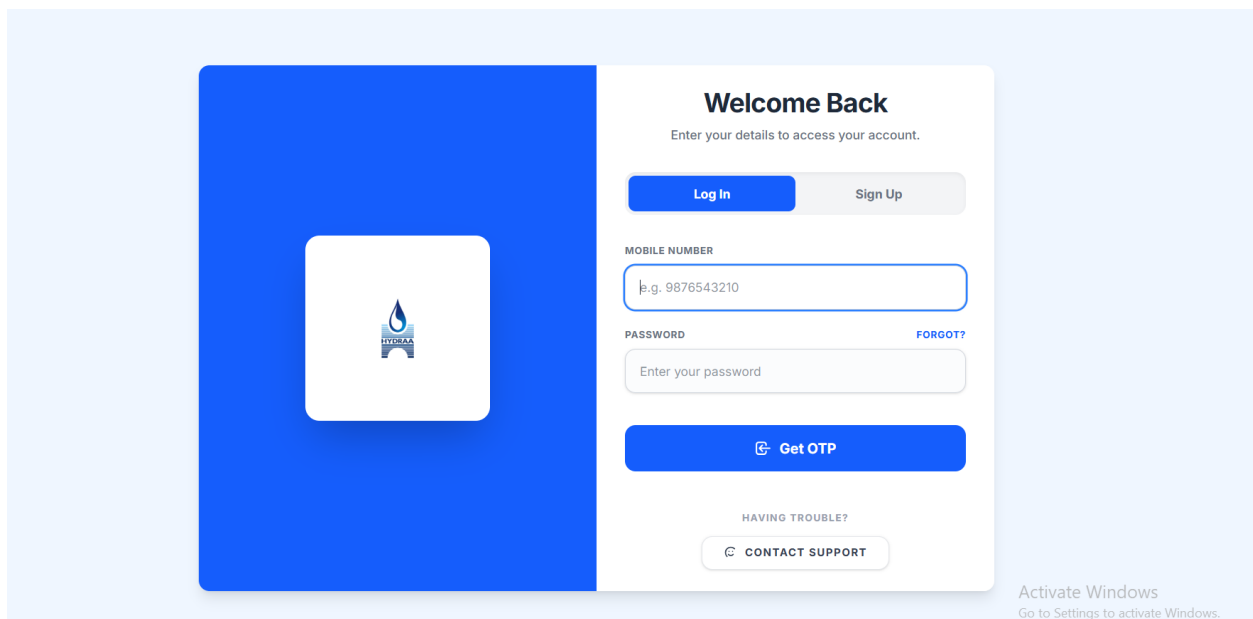
- Displays the HYDRAA Fire Safety NOC Citizen Portal.
- Provides options for **Login** and **Create Account**.
- Allows users to access Fire Safety NOC services after successful authentication.
- Presents basic information about the portal and its services.

User Action

- Click **Login** if already registered.
- Click **Create Account** to register as a new user.

Outcome

The user is redirected to either the Login page or the Registration page.



The screenshot displays the login interface for the HYDRAA Fire Safety NOC Citizen Portal. On the left, a blue square contains the HYDRAA logo, which features a stylized flame and the word 'HYDRAA' below it. The right side of the page is a white card with the heading 'Welcome Back' and the instruction 'Enter your details to access your account.' Below this, there are two buttons: 'Log In' (blue) and 'Sign Up' (grey). The 'Log In' section includes a 'MOBILE NUMBER' field with a placeholder 'e.g. 9876543210' and a 'PASSWORD' field with a placeholder 'Enter your password'. A 'FORGOT?' link is positioned to the right of the password field. Below these fields is a blue button labeled 'Get OTP' with a small icon. At the bottom, there is a 'HAVING TROUBLE?' section with a 'CONTACT SUPPORT' button. In the bottom right corner, there is a Windows watermark that reads 'Activate Windows Go to Settings to activate Windows.'

Screen 2 – Create Account (Sign Up)

Purpose

Allows new users to register and create an account in the HYDRAA Fire Safety NOC Citizen Portal.

Functionality

- Captures applicant's basic information.
- Registers the applicant's mobile number.
- Creates a new user account.
- Initiates OTP verification for mobile authentication.

Process

1. Enter your personal details.
2. Enter your mobile number.
3. Submit the registration form.
4. Receive OTP on the registered mobile number.

User Action

The applicant fills in the registration details and clicks **Register**.

Outcome

The system sends an OTP to the registered mobile number for verification.

Create Account
Join us to access citizen services.

Log In Sign Up

FULL NAME
John Doe

EMAIL
john@example.com

MOBILE
9876543210

PASSWORD

CONFIRM

Proceed to Verify

Activate Windows
Go to Settings to activate Windows

Screen 3 – OTP Verification

Purpose

Verifies the applicant's registered mobile number before activating the account.

Functionality

- Accepts the One-Time Password (OTP).
- Validates the OTP entered by the user.
- Activates the registered account after successful verification.

Business Rule

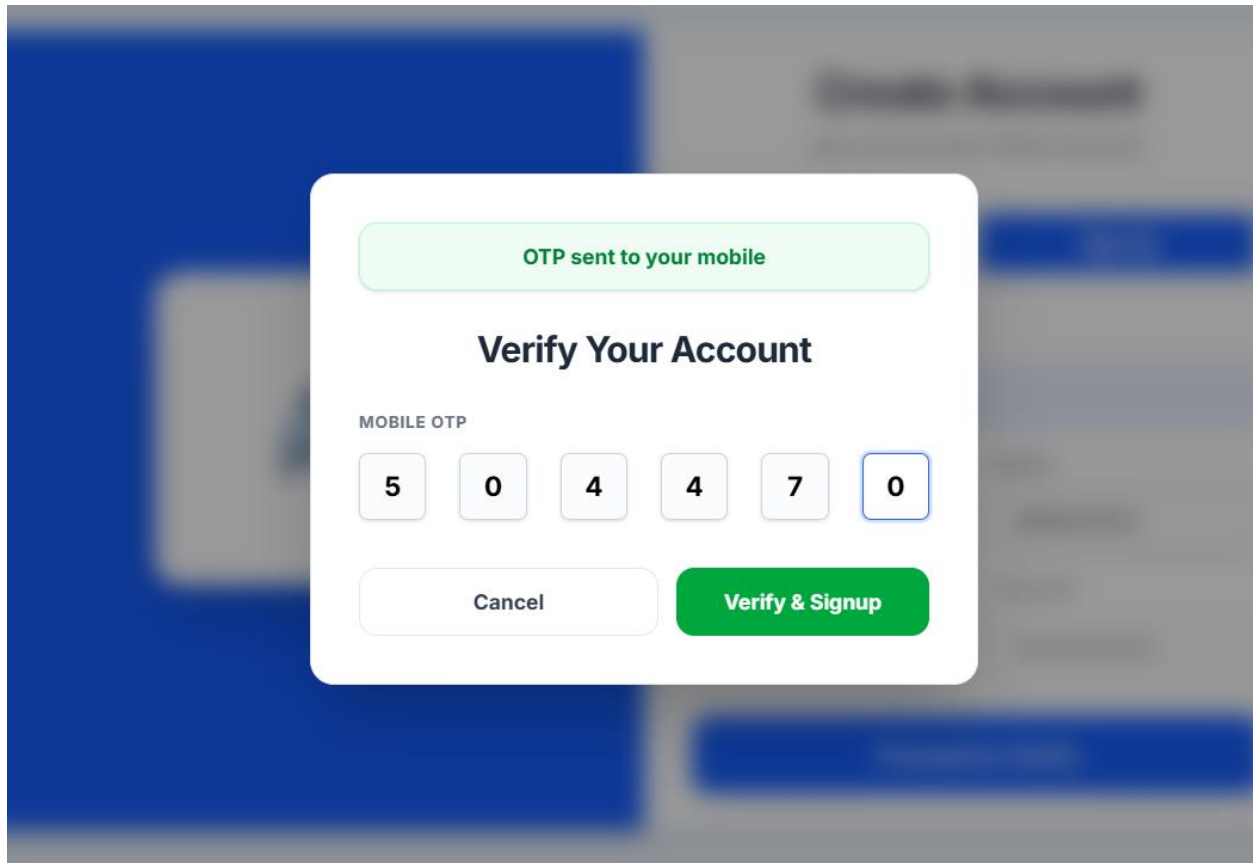
Only users with verified mobile numbers are allowed to access the Citizen Portal.

User Action

Enter the OTP received on the registered mobile number and click **Verify**.

Outcome

The account is successfully activated, and the user can log in to the portal.



Screen 4 – Login

Purpose

Authenticates registered users to access the HYDRAA Fire Safety NOC Citizen Portal.

Functionality

- Accepts registered mobile number or username.
- Accept passwords.
- Validates user credentials.
- Initiates secure login.

Process

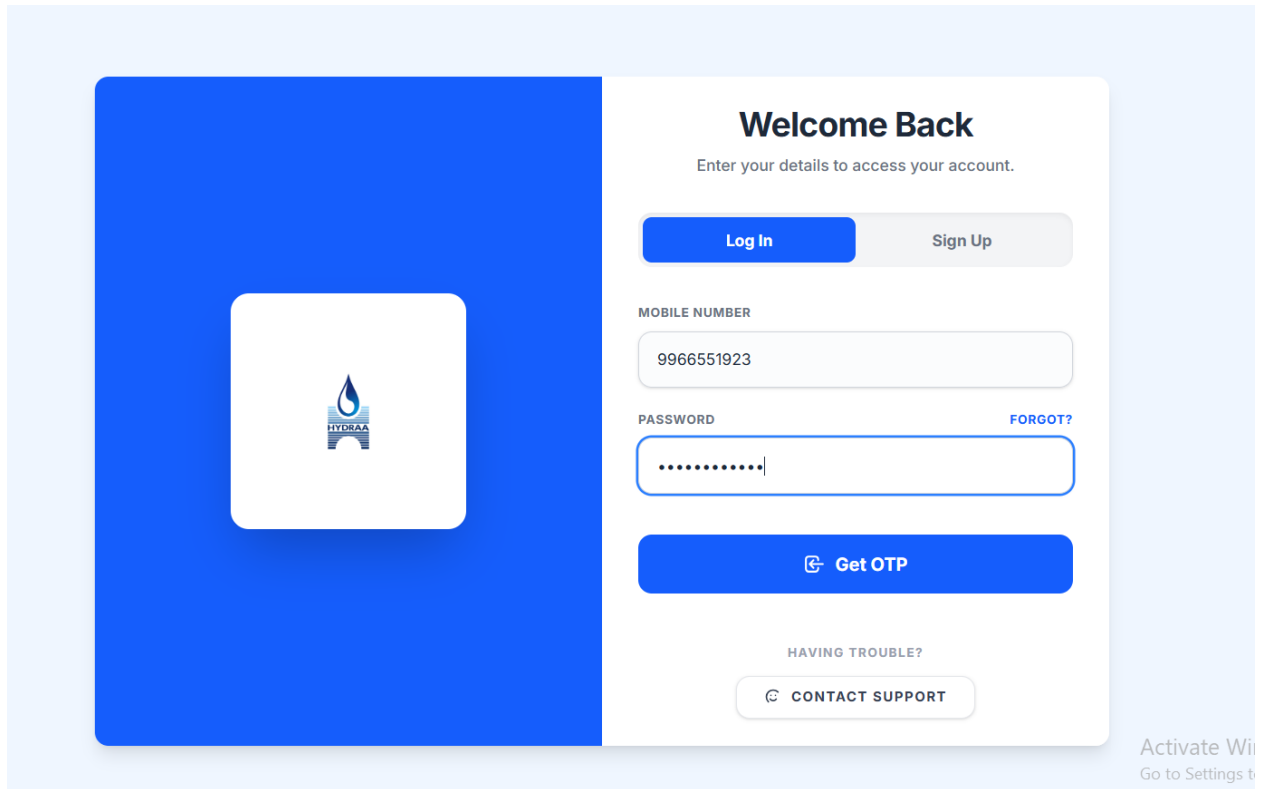
1. Enter login credentials.
2. Click **Login**.
3. System validates the credentials.

User Action

The applicant enters valid login credentials and clicks **Login**.

Outcome

Upon successful authentication, the system proceeds to OTP for verification.



Screen 5 – OTP Confirmation after Login

Purpose

Provides an additional layer of security by verifying the user's identity before granting access to the dashboard.

Functionality

- Send OTP to the registered mobile number.

- Accepts OTP input.
- Verifies the OTP.
- Completes secure login.

User Action

Enter the OTP and click **Verify**.

Outcome

The user is redirected to the Dashboard upon successful verification.

Welcome Back
Enter your details to access your account.

[Log In](#) [Sign Up](#)

MOBILE NUMBER
9966551923

ENTER OTP [CHANGE MOBILE](#)

2 1 7 1 9 7

[Verify & Login](#)

[HAVING TROUBLE?](#)
[CONTACT SUPPORT](#)

Act
Go t

Screen 6 – Dashboard

Purpose

Acts as the central navigation page for all Fire Safety NOC services available in the Citizen Portal.

Available Services

- Provisional NOC
- Occupancy NOC
- Renewal NOC
- Public Event NOC

Functionality

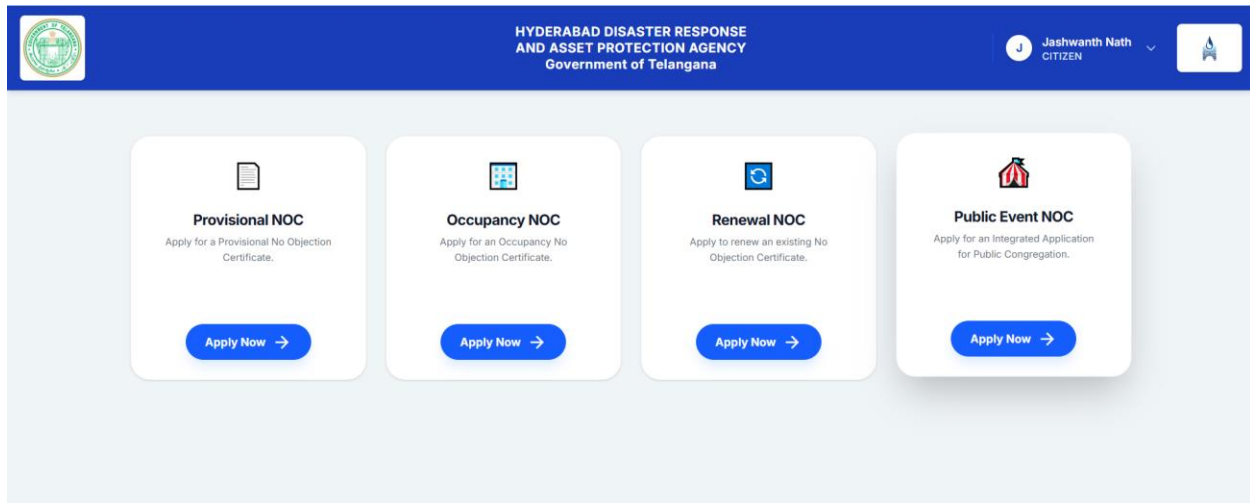
- Displays available Fire Safety NOC services.
- Allows users to initiate a new application.
- Provides navigation to previously submitted applications.
- Displays application status.

User Action

The applicant selects the required Fire Safety NOC service.

Outcome

The selected application module is open.



Screen 7 – Provisional NOC Application

Purpose

Initiates the Fire Safety Provisional NOC application process for a new building or project.

Functionality

The application is divided into multiple sections to ensure systematic data collection.

Application Workflow

1. Applicant Details
2. Building Particulars
3. Consultant/Architect/Engineer Details
4. Open Spaces Around the Building
5. Floor-wise Details
6. Means of Escape
7. Fire Safety Installations

8. Upload Documents
9. Application Submission

User Action

The applicant completes each section sequentially using the **Save & Next** option.

Outcome

The application progresses through each stage until submission.

The screenshot displays the 'Provisional NOC Form' interface. At the top, a blue header bar contains the Government of Telangana logo, the agency name 'HYDERABAD DISASTER RESPONSE AND ASSET PROTECTION AGENCY', and a user profile for 'Jashwanth Nath CITIZEN'. Below the header, a progress bar shows five stages: 1. Building Particulars (active), 2. Open Spaces, 3. Floor Wise Details, 4. Means of Escape, and 5. Fire Safety Installations. A 'Back to Dashboard' link is in the top left. The form is divided into two main sections: '1. APPLICANT DETAILS : Please provide the applicant details' and '2. BUILDING PARTICULARS : Please provide the basic details of your building'. The first section includes fields for 'Name & Address of the Applicant *' (with an example), 'Father's Name *', 'Mobile Number *' (with an example), and 'Email Address *'. The second section includes a 'Commissionerate *' dropdown menu and a 'Zone *' dropdown menu. An 'Activate Windows' watermark is visible in the bottom right corner.

Screen 8 - Applicant Details

Purpose

Collects the applicant's personal and contact information required for the Fire Safety Provisional NOC application.

Functionality

- Captures applicant name and organization details.
- Records of address, mobile number, and email ID.
- Collects ownership and identification details.
- Validates mandatory fields before proceeding.

User Action

The applicant enters all required information and clicks **Save & Next**.

The screenshot displays the 'Provisional NOC Form' interface. At the top, a blue header bar contains the Government of Telangana logo, the agency name 'HYDERABAD DISASTER RESPONSE AND ASSET PROTECTION AGENCY', and a user profile for 'Jashwanth Nath CITIZEN'. Below the header, a progress bar shows five steps: 1. Building Particulars (active), 2. Open Spaces, 3. Floor Wise Details, 4. Means of Escape, and 5. Fire Safety Installations. The main form area is titled '1. APPLICANT DETAILS : Please provide the applicant details'. It contains four input fields: 'Name & Address of the Applicant *' with the value 'Pavan', 'Father's Name *' with 'prashanth', 'Mobile Number *' with '9849858525', and 'Email Address *' with 'pavan123456@gmail.com'.

Screen 9 – Building Particulars

Purpose

Captures the technical details of the building for Fire Safety assessment.

Functionality

- Records of building name and location.
- Captures occupancy type and building usage.

- Collects plot area, built-up area, and building height.
- Records of number of floors and other structural information.

User Action

The applicant fills in the building information and proceeds to the next section.

2. BUILDING PARTICULARS :

Please provide the basic details of your building

Commissionerate *

GHMC Municipal Corporation

Zone *

Shamshabad

Circle *

16 - Badangpet

Ward *

61 - Badangpet

Know your ward

Name & Address of the Building *

HNO 45.1234 SAI BALAJI HOMES BADANGPET

Plot Area (Sq.M) *

1200

Height of the building (M) *

2

Abutting Road Width (M) *

15

Floors (Cellar / Stilt / Ground / Floors) *

Cellar

1

Stilt

1

Ground

0

Floors

4

Total floors are auto-calculated.

No ground floors when stilts are present

Screen 10 – Details of Consultant / Architect / Engineer

Purpose

Collects details of the consultant, architect, or engineer responsible for the project.

Functionality

- Records consultant name.
- Captures registration/license number.
- Collect the contact details.
- Associates the consultant with the application.

User Action

The applicant enters consultant information and continues.

3. Details of the Consultant/Architect/Engineer who is filling the application :
Please provide the consultant details

Name *	Mobile Number *
Preetham	9848484812
Email Address *	Address *
preetham123@gmail.com	Balapur Badangpet

[Continue to Floor Details](#)

Screen 11 – Open Spaces Around the Building

Purpose

Records the open space availability around the building as per Fire Safety norms.

Functionality

- Captures front, rear, left, and right-side setbacks.
- Records measurements of open spaces.
- Validates compliance with Fire Safety regulations.

User Action

The applicant enters the required setback dimensions and saves the information.



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Government of Telangana

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CITIZEN



[← Back to Dashboard](#)

1 Building Particulars

2 Open Spaces

3 Floor Wise Details

4 Means of Escape

5 Fire Safety Installations

Provisional NOC Form

2. OPEN SPACES ALL AROUND THE BUILDING AS PER

As per G.O / Order *

Select G.O / Order

Directions	Required (M)	Proposed (M)	Deficit (M)
Front	0.00	6	0.00
Side I	0.00	6	0.00
Side II	0.00	6	0.00
Rear	0.00	6	0.00

[Back](#)[Continue to Means of Escape](#)

Screen 12 – Floor-wise Details

Purpose

Captures information for each floor of the building.

Functionality

- Records floor number.
- Captures floor area and occupancy.

- Records floor height and usage.
- Allows multiple floor entries.

User Action

The applicant adds details for every floor and proceeds.

1

HYDERABAD DISASTER RESPONSE AND ASSET PROTECTION AGENCY
Government of Telangana

Jaashwanth Nath
CITIZEN

1 Building Particulars 2 Open Spaces 3 Floor Wise Details 4 Means of Escape 5 Fire Safety Installations

3.FLOOR-WISE DETAILS :

Provide details for each floor

Cellar 1
Floor Name *
Cellar 1
Area (Sq.M) *
1200
Type of Occupancy *
Parking
Occupancy Description *
Parking

Cellar 2
Floor Name *
Cellar 2
Area (Sq.M) *

Type of Occupancy *
Parking
Occupancy Description *
Parking

Stilt Floor
Floor Name *
Stilt Floor
Area (Sq.M) *
1200
Type of Occupancy *
Parking
Occupancy Description *
Parking

First Floor
Floor Name *
First Floor
Area (Sq.M) *
1200
Type of Occupancy *
Educational (B)
Occupancy Description *
Schools up to senior secondary level (B1)
[+ Add Another Occupancy](#)

Second Floor
Floor Name *
Second Floor
Area (Sq.M) *
1200
Type of Occupancy *
Educational (B)
Occupancy Description *
Schools up to senior secondary level (B1)
[+ Add Another Occupancy](#)

[Back](#) [Continue to Open Spaces](#)

Screen 13 – Means of Escape

Purpose

Collects details regarding emergency exit arrangements.

Functionality

- Captures staircase details.
- Records of emergency exits and escape routes.
- Collects corridor and exit widths.
- Records of lift and evacuation provisions where applicable.

User Action

The applicant enters all escape-related details and proceeds to the next section.



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[← Back to Applications](#)

Provisional NOC Form

1

2

3

4

5

Building
Particulars

Open
Spaces

Floor Wise
Details

Means of
Escape

Fire Safety
Installations

4. Means of Escape :

Specify the staircase details

Type of Staircase	Number of Staircase	Width of Staircase (M)	Remove
Internal	2	0.9	

Back

+ Add Staircase

Continue to Fire Safety

Screen 14 – Fire Safety Installations

Purpose

Captures the fire protection systems installed in the building.

Functionality

- Records of fire extinguishers.
- Captures sprinkler system details.
- Records of fire hydrants.
- Captures fire alarm and smoke detection systems.
- Records of emergency lighting and other safety equipment.

User Action

The applicant selects and enters the available fire safety installations



Provisional NOC Form



FIRE SAFETY INSTALLATION

AS PER TABLE-7, PART-IV, N.B.C - 2016 :

Sl.No	Fire Safety Installation	Proposed
1	Fire Extinguishers	3
2	First Aid Hose Reel	2
3	Wet Riser	2
4	Yard Hydrant	3
5	Automatic Sprinkler System	2
6	Manually Operated Electronic Fire Alarm Systems	3
7	Automatic Detection and Alarm System	3
8	Under-ground Static Water Storage Tank Combined Capacity for Wet Riser,Yard Hydrant and Sprinklers per Set of Pumps in Litres	1
9	Capacity of Terrace Tank over Respective Tower Terrace in Litres	2
10	Pump capacity in LPM at the Terrace Tank level with min Pressure of 3.5 Kg/CM*2	2
11	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm*2 at Remotest Location (Electrical)	1
12	Capacity of Electrical Pump in LPM	1
13	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm*2 at Remotest Location (Diesel)	1
14	Capacity of Diesel Pump in LPM	1
15	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm*2 at Remotest Location (Electrical/Jockey)	1
16	Capacity of Electrical (Jockey) Pump in LPM	1

Screen 15 – Upload Documents

Purpose

Allows applicants to upload mandatory supporting documents.

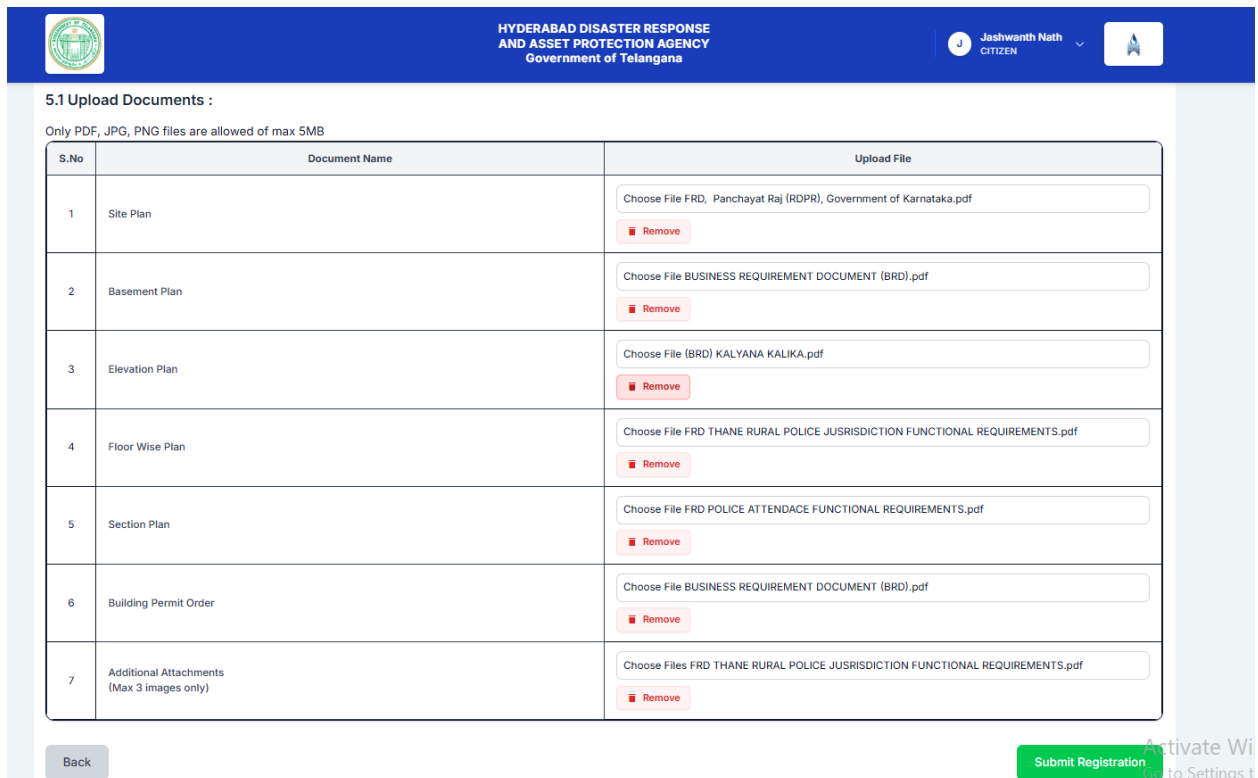
Functionality

- Upload building plans.
- Upload ownership documents.
- Upload identity proof.

- Upload architect/consultant certificates.
- Validates document format and file size.

User Action

The applicant uploads all required documents and clicks **Submit**.



The screenshot shows the HADRAPA portal interface. At the top, there is a blue header with the agency's logo, name, and a user profile for 'Jashwanth Nath CITIZEN'. Below the header, the section is titled '5.1 Upload Documents :'. A note states 'Only PDF, JPG, PNG files are allowed of max 5MB'. A table lists seven documents to be uploaded, each with a 'Document Name' and an 'Upload File' column. The documents are: 1. Site Plan, 2. Basement Plan, 3. Elevation Plan, 4. Floor Wise Plan, 5. Section Plan, 6. Building Permit Order, and 7. Additional Attachments (Max 3 images only). Each row has a 'Choose File' button and a 'Remove' button. At the bottom right, there are buttons for 'Submit Registration', 'Activate Wi', and 'Go to Settings t'. A 'Back' button is located at the bottom left of the table area.

S.No	Document Name	Upload File
1	Site Plan	Choose File FRD, Panchayat Raj (RDPR), Government of Karnataka.pdf Remove
2	Basement Plan	Choose File BUSINESS REQUIREMENT DOCUMENT (BRD).pdf Remove
3	Elevation Plan	Choose File (BRD) KALYANA KALIKA.pdf Remove
4	Floor Wise Plan	Choose File FRD THANE RURAL POLICE JURISDICTION FUNCTIONAL REQUIREMENTS.pdf Remove
5	Section Plan	Choose File FRD POLICE ATTENDACE FUNCTIONAL REQUIREMENTS.pdf Remove
6	Building Permit Order	Choose File BUSINESS REQUIREMENT DOCUMENT (BRD).pdf Remove
7	Additional Attachments (Max 3 images only)	Choose Files FRD THANE RURAL POLICE JURISDICTION FUNCTIONAL REQUIREMENTS.pdf Remove

Back [Submit Registration](#) [Activate Wi](#) [Go to Settings t](#)

Screen 16 – Registration Submitted Successfully

Purpose

Confirms successful submission of the Fire Safety Provisional NOC application.

Functionality

- Displays the Application Reference Number.

- Shows submission confirmation.
- Provides options to download or print the acknowledgement.
- Allows users to proceed to payment.

Outcome

The application is successfully submitted and forwarded for further processing.



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 Jashwanth Nath
CITIZEN



 **Registration Submitted Successfully**
Application ID: HYDRAA0000062026

1.BUILDING PARTICULARS :

Name & Address of the Building: H.no 458 badangpet balapur
Building Height (M): 3
Name of the Owner: Pavan
Email: Pavant23@gmail.com
Commissionerate: GHMC Municipal Corporation
Circle: 16 - Badangpet

Plot Area (Sq.M): 1200
Abutting Road Width(M) : 15
Father's Name: prashanth
Mobile Number: 9849885123
Zone: Shamshabad
Ward: 61 - Badangpet

2. OPEN SPACES ALL AROUND THE BUILDING AS PER (Supreme Court Orders WP No. 483 of 2004, Dt: 13.04.2009) :

Directions	Required (M)	Proposed (M)	Deficit (M)
Front	6	6	0
Sidel	6	6	0
Sidell	6	6	0
Rear	6	6	0

3. FLOOR-WISE DETAILS :

Floor	Area (Sq.M)	Type of Occupancy	Occupancy Description
Cellar 1	1200	Parking	Parking
Cellar 2	1200	Parking	Parking
Stilt Floor	1200	Parking	Parking
First Floor	1200	Educational (B)	Schools up to senior secondary level (B1)
Second Floor	1200	Educational (B)	Schools up to senior secondary level (B1)
Total Area	6,000.00		

4. MEANS OF ESCAPE :

Type of Staircase	Number of Staircases	Width of Staircase (M)
External Staircase	3	1.5
Internal Staircase	1	1
Both Internal External	1	1
Doors	1	1
Ramp	1	1
Total	8.50	

5. FIRE SAFETY INSTALLATION AS PER TABLE-7, PART-IV, N.B.C - 2016 :

Sl.No	Fire Safety Installation	Required
1	Fire Extinguishers	3
2	First Aid Hose Reel	2
3	Wet Riser	2
4	Yard Hydrant	3
5	Automatic Sprinkler System	2
6	Manually Operated Electronic Fire Alarm Systems	3
7	Automatic Detection and Alarm System	3
8	Under-ground Static Water Storage Tank Combined Capacity for Wet Riser, Yard Hydrant and Sprinklers per Set of Pumps in Litres	1
9	Capacity of Terrace Tank over Respective Tower Terrace in Litres	2
10	Pump capacity in LPM at the Terrace Tank level with min Pressure of 3.5 Kg/CM ²	2
11	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm ² at Remotest Location (Electrical)	1
12	Capacity of Electrical Pump in LPM	1
13	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm ² at Remotest Location (Diesel)	1
14	Capacity of Diesel Pump in LPM	1
15	Number of Pump Near Underground Static Water Storage Tank (Fire Pump) with Minimum Pressure of 3.5 kg/cm ² at Remotest Location (Electrical/Jockey)	1
16	Capacity of Electrical (Jockey) Pump in LPM	1
17	No. of Pumps at the Terrace Tank level with min pressure of 3.5 Kg/Cm ²	1

Screen 17 – Payment Page

Purpose

Enables the applicant to pay the prescribed Fire Safety NOC application fee.

Functionality

- Displays the application fee.
- Provides multiple online payment options.
- Generates a payment receipt after successful payment.

- Updates the application status automatically.

User Action

The applicant completes the online payment to finalize the application submission.

5.1. Uploaded Documents

Document	Status	Preview
Site Plan	Uploaded	View PDF
Basement Plan	Uploaded	View PDF
Elevation Plan	Uploaded	View PDF
Floor Wise Plan	Uploaded	View PDF
Section Plan	Uploaded	View PDF
Building Permit Order	Uploaded	View PDF
Additional Attachment 1	Uploaded	View PDF
Additional Attachment 2	Not Uploaded	---
Additional Attachment 3	Not Uploaded	---

 Edit Application

TOTAL PAYABLE
₹60,000.00
(6000 Sq.M × ₹10)

 Pay Fee

*



SRI ANUMULA REVANTH REDDY
Hon'ble Chief Minister



IFMIS
© Government of Telangana



SRI BHATTI VIKRAMARKA MALLU
Hon'ble Deputy Chief Minister,
Finance & Planning, Energy

e-Payments

Make Payment Easy

Challan No	6601531531
DDOCODE	25001802010
HOA	0070608000081000000NVN
Remitter	Jashwanth nath
Amount	60000

☐ RTGS/NEFT ☐ e-Payment

Pay Now Securely

END

THANK YOU