

**DEPTT. OF TOWN & COUNTRY PLANNING PUNJAB**

From

The Chief Town Planner,  
Punjab, Chandigarh.

To

1. All the STPs
2. All the DTPs
3. All the D.D.T.Ps.

Memo No.1260-79-CTP(Pb)/Sp-135  
Dated, Chandigarh the 7<sup>th</sup> May, 2001.

**Subject: Copy-right of the layout plans prepared by Town & Country Planning Deptt. Punjab.**

It has come to the knowledge of this office that many times whenever layout plans of the schemes of other departments viz. Local Govt. Deptt., Industries department etc. are prepared and supplied to the concerned deptt., these layout plans are either got traced as such or new drawings are prepared with minor modifications. In this way, the original approved layout plans are being changed by such departments/agencies. In order to avoid such recurrence etc. in future it is advised that:-

- a. On the layout plans, it may kindly be recorded that these drawings/layout plans are the property of T&Cp Deptt. and should not be traced, altered or modified without prior approval of the deptt.
- b. Whenever layout plans of schemes are issued to the implementing agency, a copy of the letter may also be endorsed to their head of the deptt. e.g. whenever layout plan of any T.P. Scheme or development Scheme is supplied to M.C./I.T. Copy of the letter may also be endorsed to D.L.G.Pb.

STPs may kindly ensure that these instructions are followed by field officers working under their control in letter and spirit.

Senior Town Planner(Hq.)  
For Chief Town Planner,  
Punjab, Chandigarh.