

Welcome to the Butwal eBPS:

To start with the eBPS system, the user needs to type the local URL address in the browser. The Local URL address of the Butwal is ebps.butwalmun.gov.np. You can do it as pointed by arrow, below:



server-pc88

+977 71 540... Download Brochure | Converter | FAQ | Login

eBPS
Butwal Municipality

House Owner Supervisor • About Us Ward Information • Application Track Map Contact

E-Bps
Automated Building Plan Approval and Monitoring System (E-bps) is a software tool to process municipal building permit.
[READ MORE](#)

E-BPS
An application software system

E-BPS is an application software system which has been developed to assist municipalities to improve their current building permit process. It does this by ensuring the effective compliance of the NBC and BBL in urban regions, thus promoting safe building practices and planned urban development for the entire nation. UNDP has currently planned to implement E-BPS in Kathmandu Metropolitan City (KMC), Kirtipur Municipality and Lalitpur Sub Metropolitan City (LSMC). E-BPS is a web-based application through which building permit applications are processed and current building records are maintained. This is an effective and efficient system to monitor and evaluate the cu

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BUILDING PERMIT PROCESS INFORMATION

Municipal Building Permit Process
Municipal Building Permit process involves building permit applications and issuing building permits to construct within the given municipal boundaries.

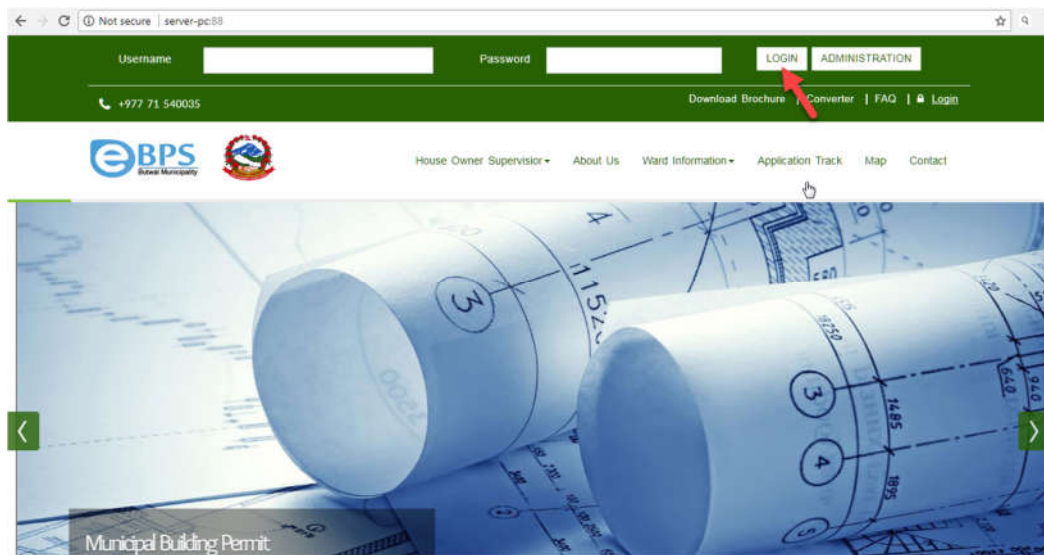
Application Form
Copies of the Building Permit Application Forms to be filed by the applicant (house owner) to apply for building permit.

Building Permit Request Document
Scan of the building permit related documents required to be submitted along with the application form.

After you enter the URL Address: ebps.kirtipurmun.gov.np, the above page will appear where you have to Login. The login can be done by clicking the Login button highlighted below.



After you click on the Login button. The following page appears:



In the above page, the login panel appears where you have to insert the Username and Password. The user name and password should be correct otherwise, the page is redirected to the following page where you have to gain enter the right password and username and sign in.




Sign In



Please re-enter username and password
The password you entered is incorrect. Please try again (make sure your caps lock is off).


Username

Password

After signing in, the following page appears:





Logged in as: **Binod Shah** 

English  Notifications  Setting






















EBPS 

Create Applications Application Report List

FORWARDED APPLICATION

FORWARDED BY	FORWARDED FROM	APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	DETAIL	COMMENT	ACCEPT
Sainik Raj Singh	Technical Desk	TResd071-7200858	Application for Vacant Land	Mrs Meera dahal (thapa)	2071-12-01		 (2)	<input type="button" value="Accept"/>
Pradip Paudel	Technical Desk	TResd072-7300914	Application for Vacant Land	Mr Bharat Prasad Baigan	2072-10-26		 (1)	<input type="button" value="Accept"/>

Application No / Name: Application Date From: Application Date To: 5

APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	FORWARD	EDIT	DETAIL	DELETE	ACTION	COMMENT
TResd072-7300717	Application for Vacant Land	babadevi neupane (ghimire) (बाबादेवी न्यौपाने ङ्घिमिरे *)	2072-11-13	<input type="button" value="Revert"/>				Select -	 (0)
TResd072-7300764	Application for Vacant Land	shawani giri (शहानी गिरि)	2072-11-22	<input type="button" value="Revert"/>				Select -	 (0)
TResd072-7300711	Application for Vacant Land	simata tamang (सिमता तामाङ)	2072-11-13					Select -	 (0)
TResd072-7300802	Application for Vacant Land	Binod mahajan (बिन्दो महर्जन)	2072-12-01	<input type="button" value="Revert"/>				Select -	 (0)
TResd072-7300954	Application for Vacant Land	Champha maya magar (चम्पा मया मगर)	2072-11-04	<input type="button" value="Revert"/>				Select -	 (0)

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The above page shows the home page where the pointed arrow shows the full name of the users. And in the same page you have other icons and it is pointed by the arrow below:

Logged in as: Binod Shah

English नेपाली Notifications 1 Setting

eBPS
Kailash Municipality

Create Application Application Report List

FORWARDED APPLICATION

FORWARDED BY	FORWARDED FROM	APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	DETAIL	COMMENT	ACCEPT
Sainik Raj Singh	Technical Desk	T/Resd/071-72/00858	Application for Vacant Land	Mrs Meera dahal (thapa)	2071-12-01		(2)	Accept
Pradip Paudel	Technical Desk	T/Resd/072-73/00614	Application for Vacant Land	Mr Bharat Prasad Bajgain	2072-10-26		(1)	Accept

Application No / Name... Application Date From... Application Date To... SEARCH 5

APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	FORWARD	EDIT	DETAIL	DELETE	ACTION	COMMENT
T/Resd/072-73/00717	Application for Vacant Land	babadevi neupane (ghimire) (बाबादेवी चौपाने इधिमिरे)	2072-11-13	Revert				Select -	(0)
T/Resd/072-73/00764	Application for Vacant Land	bhawani gni (भवानी गिरी)	2072-11-22	Revert				Select -	(0)
T/Resd/072-73/00711	Application for Vacant Land	bimala tamang (बिमला तामांग)	2072-11-13					Select -	(0)
T/Resd/072-73/00802	Application for Vacant Land	Binod maharjan (बिनोद महरजन)	2072-12-01	Revert				Select -	(0)
T/Resd/072-73/00654	Application for Vacant Land	Champha maya magar (चम्पा मया मगर)	2072-11-04	Revert				Select -	(0)

The above highlighted portion are described as below:



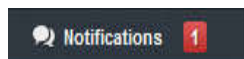
This icon is the home icon which shows the home page.



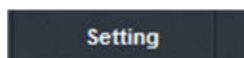
This icon changes the language. The click on the English icon changes the whole page into English and the click on the Nepali icon changes the whole page into Nepali.



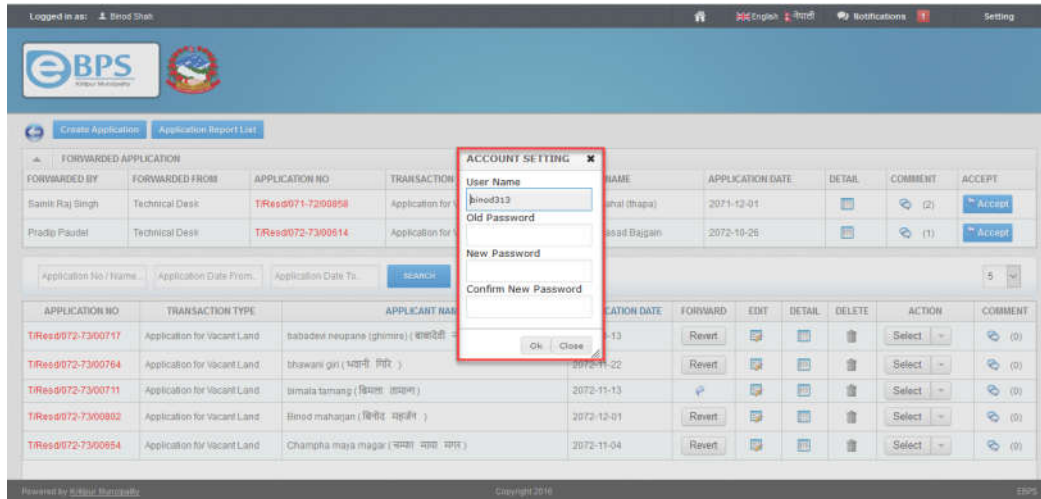
This notification icon shows the messages that the other have sent in your desk. The Notification 0 means you don't have notifications in your desk.



This notification icon shows there is one notifications in your desk.

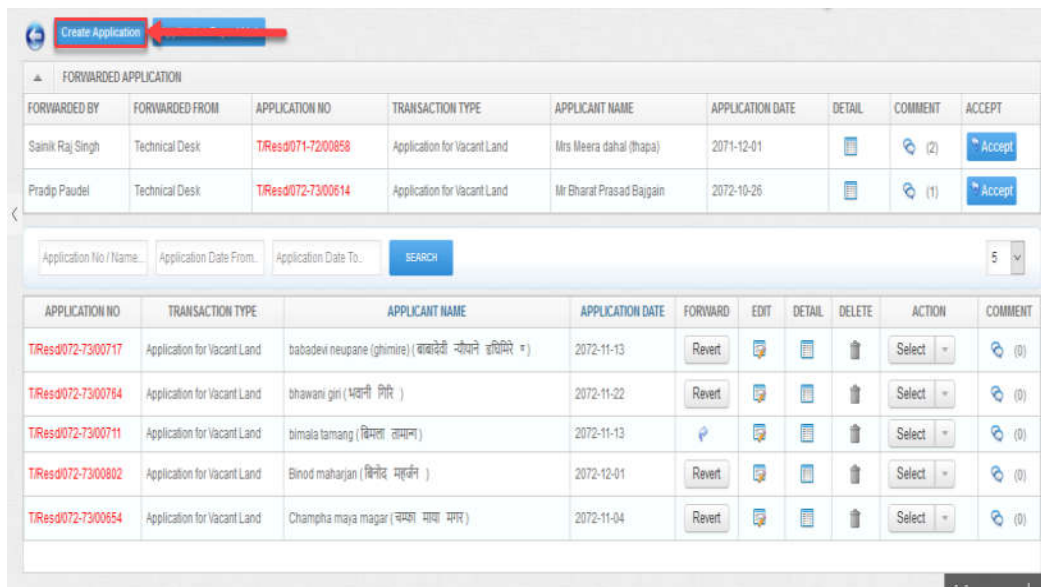


This icon is a setting icon which can be used for logging out of the system or changing the password. Clicking on the setting button, go to change the password, the following page appears and here you have to type old password and new password and change the password:

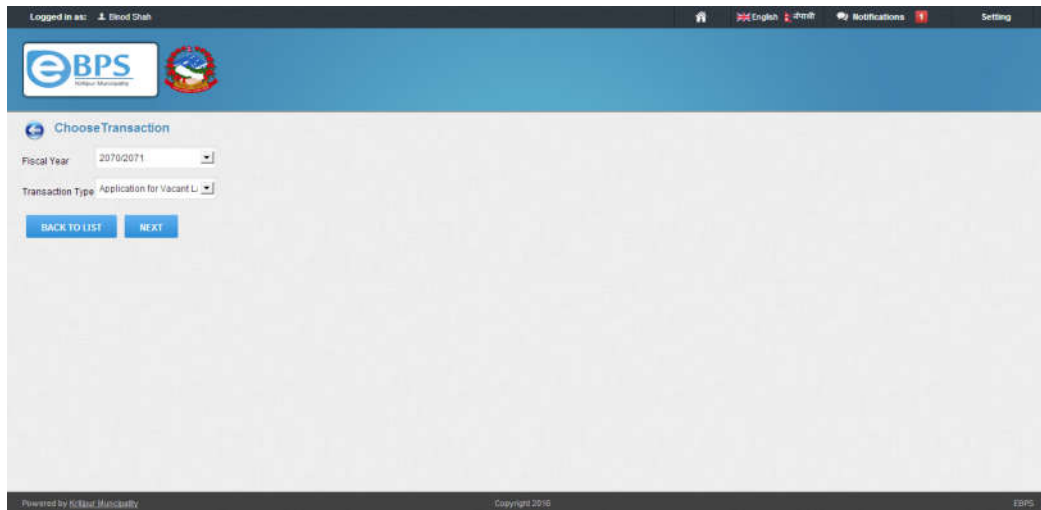


How to create an application?

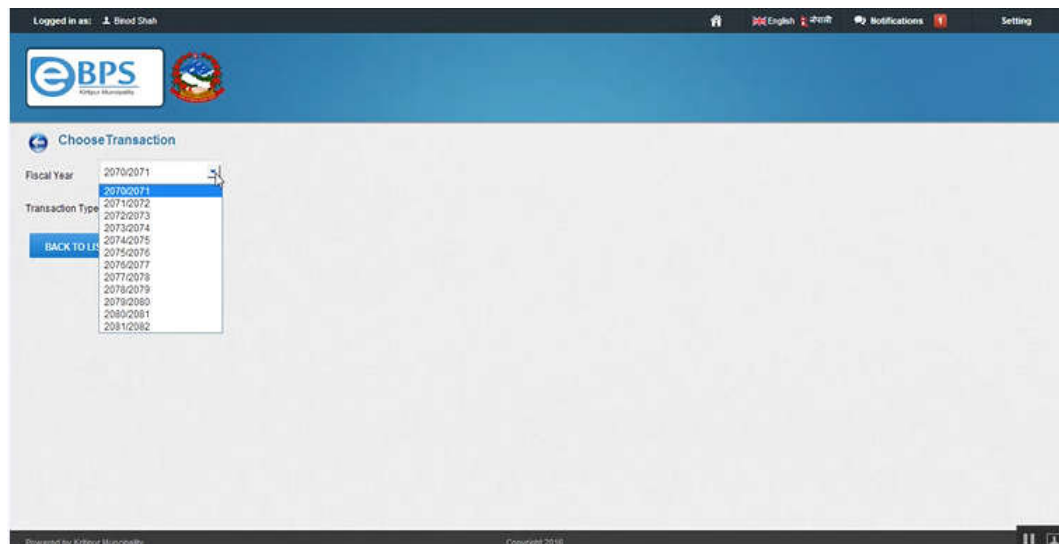
A designer should create an application, which can be done by clicking the “Create Application “ button like in the screenshot below:



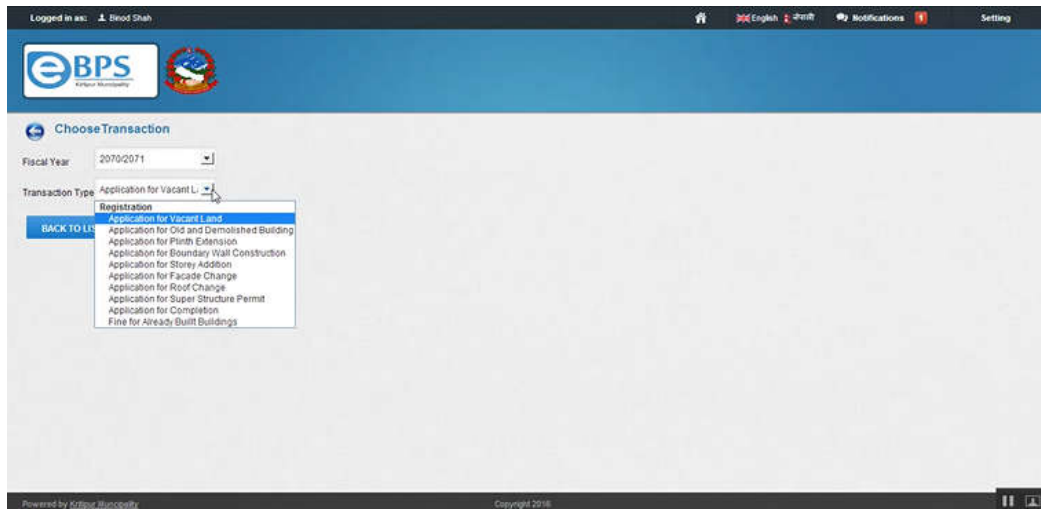
After clicking on the “create application “button, the following page appears:



You can select the Fiscal year when the application is to be created from the given dropdown like below:



You can select the transaction type whether it is for a vacant land, plinth extension, storey addition and so on from the dropdown like below:



After clicking Create Application button and choosing the transaction type you will be headed towards the next page.

Here, you can see Applicant's Type where you can fill the data of applicants. As you can see in above screenshot. For building purpose you can choose in dropdown menu according to the purpose of land whether the building is built for residential or commercial or health and so on.

Create Application (Application For Storey Addition)

APPLICANT'S TYPE

Application Date: 2073-04-05 (yyyy-mm-dd) 07/20/2016 (mm/dd/yyyy)

Building Purpose: Commercial

NBC Class: **Class B Building** (Selected)

Class A Building
Class B Building
Class C Building

APPLICANT'S DETAILS

Salutation: None

Applicant Name: विद्येदकवी नाम Name in English

Ward Number: 1

Sabik Ward:

Sabik Gabisia:

Address: ठेगाना Address

House No: House No.

Phone: Contact No.

Email: Email Address

For choosing the National Building Code class of building whether it is A class or B class or C class building, you can click the dropdown menu to select building class as shown in above screenshot. It is chosen according to the area of building.

APPLICANT'S DETAILS

Salutation: Mrs

Applicant Name: सुमित्रा थापा Sumitra Thapa

Father's Name: बुबाको नाम Father Name

Husband's Name: भैरव थापा Bhairav Thapa

Ward Number: 4

Sabik Ward:

Sabik Gabisia:

Address: कास्की Kaski

Applicant Nationality: Nepal

Citizenship No: 494

Issue District: Kaski

Issue Date (BS): 2034-15-02

House No: House No.

Phone: Contact No.

Email: Email Address

In this Applicant's Detail, you have to enter the detail information of applicant who is responsible for building purpose. You can fill the data of an applicants with the help of citizenship of an applicant.

HOUSE OWNER

Land Information | House Owner Info | Charkilla

Land Owner Type: Self (dropdown menu open with options: Self, Power of Attorney, Self and Some POA, Combine, Institution)

Ward No: [text input]

Sabik Ward: [text input]

Sabik Gabisa: [text input]

Tole Name: [text input]

LAND INFORMATION

Map Sheet No: [text input]

Land parcel: [text input]

No: [text input]

Area: Ropani, Anna, Paisa, Daam, Sq. Feet, Sq. Meter

Remarks: [text area]

Add More

Total Area: Ropani, Anna, Paisa, Daam, Sq. Feet, Sq. Meter

After entering the information of applicants slide downward and you can see House Owner. House Owner is divided into three categories i.e Land information, House Owner Info and Charkilla.

Here, you can see the image for land information. Click the dropdown menu as shown in screenshot for choosing the land owner type. And enter all the information of land in land information section with the help of map.

HOUSE OWNER

Land Information | House Owner Info | Charkilla

Land Owner Type: Self

Ward No: 11 (dropdown menu open with options: 11, 12, 13, 14, 15, 16, 17, 18, 19, 20)

Sabik Ward: [text input]

Sabik Gabisa: [text input]

Tole Name: [text input]

LAND INFORMATION

Map Sheet No: [text input]

Land parcel: [text input]

No: [text input]

Area: Ropani, Anna, Paisa, Daam, Sq. Feet, Sq. Meter

Remarks: [text area]

Add More

Total Area: Ropani, Anna, Paisa, Daam, Sq. Feet, Sq. Meter

And for ward number you can select with the help of dropdown menu as shown in above screenshot.

The screenshot shows the 'HOUSE OWNER' form with the 'LAND INFORMATION' section active. The form includes fields for Land Owner Type (Self), Ward No (B), Sabik Ward, Sabik Gabisa, and Tole Name. The 'LAND INFORMATION' section has a checked checkbox and fields for Map Sheet No, Land parcel, and Area (Ropani, Anna, Paisa, Daam) with corresponding units (Sq. Feet, Sq. Meter). A red callout bubble with the text 'Click here to add more information of land' points to the 'Add More' button.

After entering all the data and information of a land, you can see **Add More** button. So if you want to add the more information of a land with its map sheet number and other information.

The screenshot shows the 'HOUSE OWNER' form with the 'HOUSE OWNER INFO' section active. A red arrow points to the 'House Owner Info' tab. The form includes fields for Land Owner Type (Self), Ward No (B), Sabik Ward, Sabik Gabisa, and Tole Name. The 'HOUSE OWNER INFO' section has a checked checkbox and fields for Map Sheet No, Land parcel, and Area (Ropani, Anna, Paisa, Daam) with corresponding units (Sq. Feet, Sq. Meter). The 'Add More' button is visible below the 'LAND INFORMATION' section.

Now entering all the information of land then click on **House Owner Info** to enter the data or information of house owner. If the applicant and house owner is same person then you don't need to fill again but if applicant and house owner is different then you need to enter the data or information of house owner from its citizenship.

The screenshot shows the 'HOUSE OWNER' form with the following fields and values:

- Salutation: Mrs
- Name: सुमिा थापा / Sumira Thapa
- Father's Name: सुमिा थापा / Father's Name
- Husband's Name: सुमिा थापा / Bhairav Thapa
- Applicant Nationality: Nepali
- Citizenship No: 494
- Issue District: Kaski
- Issue Date(BS): 2034-15-02
- Tole: तारिा / Kaski
- Ward Number: 4
- Phone:
- Email:

At the bottom of the form, there are two buttons: 'Remove' and 'Add More'. Red callouts point to these buttons with the following text:

- click here to remove the data (pointing to 'Remove')
- click here to add more house owner information (pointing to 'Add More')

After entering the information of house owner you can see the **Remove** and **Add More** button. If you want to add more owner of the house then click on Add more and if you want to delete the house owner information then click on Remove button.

The screenshot shows the 'HOUSE OWNER' form with the 'Charkilla' tab selected. A red arrow points to the 'Charkilla' tab. The form fields are the same as in the previous screenshot.

Now, click on **Charkilla** for the detail direction of the land.

HOUSE OWNER

Land Information | House Owner Info | **Chakilla**

Direction: East | Side: Right

Landscape Type: North, East, South, West

Road Name: [text] | Road Name: [text]

Parcel (Kitta): [text]

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

Remove

Direction: West | Side: Left

Landscape Type: Road

Road Name: [text] | Road Name: [text]

Parcel (Kitta): [text]

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

Remove

Calculator

HOUSE OWNER

Land Information | House Owner Info | **Chakilla**

Direction: East_South | Side: Right

Landscape Type: Road

Road Name: [text] | Road Name: [text]

Parcel (Kitta): [text]

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

Remove

Direction: West | Side: Left

Landscape Type: Road

Road Name: [text] | Road Name: [text]

Parcel (Kitta): [text]

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

Remove

Calculator

HOUSE OWNIER
Calculator

Land Information

House Owner Info

Chakilla

Direction: East_South

Landscape Type: Road

Road Name: Main Road (with dead end)

Parcel (Kitta): House

Actual Setback: Temple

Standard Setback: River

Road Width: Public Land

[Remove](#)

Side: Left

Road Name:

Direction: West

Landscape Type: Road

Road Name: ಪರವಾನಗಿ ಹೆಜ್ಜೆ

Parcel (Kitta): Parcel

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

[Remove](#)

Side: Left

Road Name:

Direction: North

Landscape Type: Road

Road Name: ಪರವಾನಗಿ ಹೆಜ್ಜೆ

Parcel (Kitta): Parcel

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

[Remove](#)

Side: Front

Road Name:

Direction: South

Landscape Type: Road

Road Name: ಪರವಾನಗಿ ಹೆಜ್ಜೆ

Parcel (Kitta): Parcel

Actual Setback: Actual Setback (m)

Standard Setback: Standard Setback (m)

Road Width: Road Width (m)

[Remove](#)

Side: Back

Road Name:

[Add More](#)

[BACK TO LIST](#) [SAVE](#)

After entering all the data and information click on **Save** button to save the data and if you want to go back in previous page click on **Back To List** button.

Why are the files forwarded to your desk?

The other desk usually forwards the application in your desk if you in case forget to enter some crucial information such like: enter design data and so on. The outlined region below shows where your incoming files are stored. As you zoom in there, you can see who forwarded you the file, forwarded desk, application number, transaction type, application data, details, comments etc.

The screenshot shows the eBPS interface with a 'FORWARDED APPLICATION' table. The table has columns: FORWARDED BY, FORWARDED FROM, APPLICATION NO, TRANSACTION TYPE, APPLICANT NAME, APPLICATION DATE, DETAILS, COMMENT, and ACCEPT. Two applications are listed:

FORWARDED BY	FORWARDED FROM	APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	DETAILS	COMMENT	ACCEPT
Sainik Raj Singh	Technical Desk:	TRes#07172/00858	Application for Vacant Land	Mrs Meera dahal (Bhapa)	2071-12-01	[Details]	[Comment] (2)	[Accept]
Pradip Paudel	Technical Desk:	TRes#07273/00614	Application for Vacant Land	Mr Bharat Prasad Baggam	2072-10-26	[Details]	[Comment] (1)	[Accept]

Below the table is a search bar with fields for 'Application No / Name', 'Application Date From', and 'Application Date To', and a 'SEARCH' button. Below the search bar is a detailed view of the first application:

APPLICATION NO	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	FORWARD	EDIT	DETAIL	DELETE	ACTION	COMMENT
TRes#07273/00717	Application for Vacant Land	Babadevi neupane (ghimire) (बाबादेवी नेपाणे गिहिरा)	2072-11-13	[Revert]	[Edit]	[Detail]	[Delete]	[Select]	[Comment] (0)
TRes#07273/00764	Application for Vacant Land	Bhawani pani (शर्माली शर्मा)	2072-11-22	[Revert]	[Edit]	[Detail]	[Delete]	[Select]	[Comment] (0)
TRes#07273/00711	Application for Vacant Land	Bimala tamang (तिम्बाला तामाङ)	2072-11-13	[Revert]	[Edit]	[Detail]	[Delete]	[Select]	[Comment] (0)
TRes#07273/00802	Application for Vacant Land	Binod mahajan (बिनेन्द्र मजडारे)	2072-12-01	[Revert]	[Edit]	[Detail]	[Delete]	[Select]	[Comment] (0)
TRes#07273/00654	Application for Vacant Land	Champha maya magar (चम्पा मया मगर)	2072-11-04	[Revert]	[Edit]	[Detail]	[Delete]	[Select]	[Comment] (0)

What can you do to the incoming forwarded files?

You can see the details of the application by clicking on “Details” button.

As above in the screenshot, you can see comments made to the application by clicking on the “Comment” button.

Firstly to perform any actions on the application, you are required to accept the application by clicking on the “Accept” button which is also depicted in the above screenshot.

For an example, I am accepting the files of applicant Mrs Meera dahal.

Click on the button “accept” like below:

FORWARDED APPLICATION

FORWARDED BY	FORWARDED FROM	APPLICATION NO.	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	DETAIL	COMMENT	ACCEPT
Sainik Raj Singh	Technical Desk	TRes0071-7200858	Application for Vacant Land	Mrs Meera dahal (thapa)	2071-12-01		(2)	Accept
Pradip Paudel	Technical Desk	TRes0072-7300614	Application for Vacant Land	Mr Bharat Prasad Bagam	2072-10-25		(1)	Accept

Application No / Name: Application Date From: Application Date To: 5

APPLICATION NO.	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	FORWARD	EDIT	DETAIL	DELETE	ACTION	COMMENT
TRes0072-7300717	Application for Vacant Land	babadevi neupane (ghimire) (बाबादेवी नेपाणे गिहमिरे)	2072-11-13	Revert				Select -	(0)
TRes0072-7300764	Application for Vacant Land	bhawani gni (बावनी गनी)	2072-11-22	Revert				Select -	(0)
TRes0072-7300711	Application for Vacant Land	bimala tamang (बिमला तामांग)	2072-11-13					Select -	(0)
TRes0072-7300802	Application for Vacant Land	Binod maharjan (बिनाद महरजन)	2072-12-01	Revert				Select -	(0)
TRes0072-7300654	Application for Vacant Land	Champha maya magar (चम्पा मया मगर)	2072-11-04	Revert				Select -	(0)

1 2 3 4 5 6 7 »

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After the applicants file is accepted, the file disappears from the “forwarded application panel “. Now wonder where the file is gone? You can now search for the file which you accepted at the down side i.e. the downside panel .You can see it below:

meera Application Date To: 5

APPLICATION NO.	TRANSACTION TYPE	APPLICANT NAME	APPLICATION DATE	FORWARD	EDIT	DETAILS	ACTION	COMMENT
TRes0071-7200858	Application for Vacant Land	Meera dahal (thapa) (मीरा दाहाल थपा)	2071-12-01					Select - (2)

Here you can see the accepted file comes in the down panel like above. You can also “Edit”, see the details by clicking on “Details” and Delete the application by “details” icon.