

**GOVERNMENT OF WEST BENGAL  
URBAN DEVELOPMENT & MA DEPAERTMENT**

[UD Branch]

**“NAGARAYAN”, DF-8, SECTOR-I,  
SALT LAKE, KOLKATA-700 064.**

**No : 2933 (20)-UD/O/M/ESTT /E-19/2014(Pt.II)**

**Date: 24.06.2022.**

From : The Deputy Secretary to the  
Government of West-Bengal.

To :

- 1) The Land Manager, Bidhannagar, Nagarayan, Salt Lake, Kol-64.
- 2) The Joint Managing Director, WBHIDCO, HIDCO BHABAN, Premises No. 35, 1111, Biswa Bangla Sarani, DG Block(Newtown), Action Area I,, New Town, Kolkata- 700 156.
- 3) The CEO, New Town Kolkata Development Authority, 3, Major Arterial Road ,New Town, Kolkata- 700 156.
- 4) The Estate Manager (Kalyani), Urban Development Department, D.C. Building, Kalyani, Nadia
- 5) The Chief Executive Officer, Kolkata Metropolitan Development Authority (KMDA).
- 6) The Chief Executive Officer, Asansol Durgapur Development Authority (ADDA).
- 7) The Chief Executive Officer, Haldia Development Authority (HDA).
- 8) The Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA).
- 9) The Chief Executive Officer, Burdwan Development Authority (BDA).
- 10) The ADM (G), Birbhum and Executive Officer, Tarapith Rampurhat Development Authority (TRDA).
- 11) The ADM, Alipur & Executive Officer, Jaigaon Development Authority (JDA).
- 12) The ADM, Midnapore & Executive Officer, Midnapore Kharagpur Development Authority (MKDA).
- 13) The ADM (ZP), Birbhum & Executive Officer, Bakreswar Development Authority (BKDA).
- 14) The ADM (D), Birbhum & Executive Officer, Patharchapuri Development Authority (PDA).
- 15) The SDO, Srerampur & Executive Officer, Furfura Sharif Development Authority (FSDA).
- 16) The Executive Officer, Sriniketan Santiniketan Development Authority (SSDA).
- 17) The Executive Officer, Digha Sankarpur Development Authority (DSDA).
- 18) The Executive Officer, Gangasagar Bakkhali Development Authority (GBDA).
- 19) S.D.O., Khatra, & Executive Officer, Mukutmanipur Development Authority (MDA).
- 20) The Executive Officer, Tarakeswar Development Authority(TDA)

Sub: Sending of Memo No.3345/CAD-11023(11)/60/2018 dated,Kolkata,the 15<sup>th</sup> Dec,2021 along with Annexure A

Sir,

In sending herewith the letter from Principal Secretary to the Govt. of West Bengal, Consumer Affairs Department bearing No. 3345/CAD-11023(11)/60/2018 dated, Kolkata, the 15<sup>th</sup> Dec, 2021 along with Annexure A; I am directed to request you to kindly take necessary action in this respect with a intimation to this Department.

This may be treated as extremely urgent.

Yours faithfully

sd/-


Deputy Secretary to the  
Government of West Bengal

**No : 2933/ 2(2)-UD/O/M/ESTT /E-19/2014(Pt.II)**

**Date:24.06. 2022.**

Copy forwarded for information & necessary action to:-

- 1) Smt Sujata Ghosh, IAS, Special Commissioner of this Department.
- ✓ 2) IT Cell to upload this letter to this Deptt's Website and e-mail to the all authorities cited above.

  
Deputy Secretary to the  
Government of West Bengal



20/6/22  
1/165606/2021

File No. CAD-11023(11)/60/2018-SECTION(CAD)-Dept. of CAD

Government of West Bengal  
Consumer Affairs Department  
11 A, Mirza Ghalib Street, Kolkata - 700 087

e-mail : wb-sca@nic.in  
website : www.wbconsumers.gov.in

UD/00/2022/04012

Pr. Secy.  
Dt. 16/06/2022

Phone : 2252-2304  
Fax : 2252-0052/0053

No.3345/CAD-11023(11)/60/2018

dated, Kolkata, the 15th Dec, 2021

ORDER

In exercise of the powers conferred under rule 18 of the West Bengal Right to Public Services Rules, 2013, the Assistant Directors, Consumer Affairs and Fair Business Practices, under the Consumer Affairs Department, now posted in Regional Offices in all districts of the State, are hereby empowered to cause inspections in the office of the Designated Officers, appointed under the WBRTPS Act, 2013, within their respective jurisdiction or as directed from time to time.

The Assistant Director shall submit report in the pro-forma given herewith (Annexure A) by the 7th of the next month of every succeeding quarter.

sd/-  
(Roshni Sen)  
Principal Secretary  
to the Govt. of West Bengal

No. 3345/1(110)/CAD-11023(11)/60/2021 dated, Kolkata, the 15th Dec, 2021

Copy forwarded for information and taking necessary action to :-

- ✓ 1-53. Nodal Officer, WBRTPS Act, 2013 *municipal Affairs*  
..... *Urban Development* Department.
- 54.-76. The District Magistrate.....District.
- 77. The OSD, West Bengal Right to Public Service Commission.
- 78. The Director, Directorate of Consumer Affairs and FBP
- 79-108 . The Assistant Director, ..... R.O.
- 109. The PS to Hon'ble MIC of this Department.
- 110. The Sr. P. A to the Pr. Secretary of this Department

*Pr. Secy.*  
OSD & ex-officio Joint Secretary  
to the Govt. of West Bengal



**PRO-FORMA**

The report shall be submitted in the following pro-forma.

Name of the Department/ Office	Description Of Service	Name of the Designated Officer with location	Whether acknowledged as per Form-I under WBRTPS Rule given upon receiving application	Whether register in Form IV is being maintained in the office	Whether a notice board displaying and prescribing the requirement to be filled with application to make application complete in all respect	Remarks

Assistant Director,

..... Regional Office.

Dte. of CA&FBP