

Government of West Bengal
Department of Urban Development and Municipal Affairs
(Municipal Affairs Branch)
Poura Prashasan Bhawan
DD – I, Sector – I, Salt Lake, Kolkata – 64

No. 634/MA/O/C-4/1M-31/2015(Pt. I)

Dated: 20th September, 2017

MEMORANDUM

For successful implementation of initiatives on Ease of Doing Business and in order to place a regulatory mechanism for this purpose, the following mandates shall be followed while a) granting construction permits through online system in e-district portal with regard to online issuance of certificate of inspection on plinth level completion and b) while granting occupancy i.e. Online Issuance of Occupancy-cum-Completion certificate through e-district portal, in the light of existing building rules in the State of West Bengal:

1. In the online system in the e-district portal, a computerized system for identifying building/area that need to be inspected based on risk assessment have been implemented for granting construction permits and for granting Occupancy-cum-Completion Certificate, and risk categorization has been done in line with Order No. 505/MA/O/C-4/1M-31/2015 (Pt - I), dated 27th July, 2017, and each Urban Local Body shall follow this system, in assistance with Municipal Engineering Directorate, while granting the construction permits and occupancy online.
2. In view of implementation done for computerized allocation of inspectors for granting construction permit on plinth level completion and for granting Occupancy-cum-Completion Certificate, through online system on e-district portal, Urban Local Bodies shall follow the allocations done by the online system. i.e. the computerized allocation of inspectors by the online system in the e-district portal, for making inspection prior to online issuance of construction permit on plinth level completion and online issuance of Occupancy-cum-Completion Certificate, as the case may be.

This order will come into force with immediate effect.


Joint Secretary

634/1(130)
No. /MA/O/C-4/1M-31/2015(Pt. I)

Dated: 20th September, 2017

Copy forwarded for information and necessary action to the.: -

- (1) Executive Director, WBIDC
- (2) Commissioner, _____ Municipal Corporation,
P.O. _____, Dist. _____.
- (3) Chief Engineer, Municipal Engineering Directorate.
- (4) Executive Officer, Nabadiganta Industrial Township Authority.
- (5) Executive Officer, _____ Municipality / Notified Area Authority,
P.O. _____, Dist. _____.
- (6) P.S to MIC, UD & MA Department, Govt. of West Bengal.
- (7) Superintending Engineer (Planning), South Circle, Municipal Engineering Directorate.


Joint Secretary