

GOVERNMENT OF WEST BENGAL
Department of Urban Development & Municipal Affairs
"Nagarayan"
DF-8, Sector-I, Salt Lake, Kolkata : 700 064
E-mail ID : jsskd.udma@gmail.com

No. 717 /MA/O/C-4/1M-31/2015 (Pt-V)

Date : 07.07.2022

MEMORANDUM

The need of providing various services in Municipal areas through the Online mode in view of the Ease of Doing Business (EoDB) Project has been under active consideration of the State Government for sometime past and in view of the requirements of BRAP – 2022 under EoDB the State Government has now decided to introduce Online system for issuance of the "No Dues Certificate of Property Tax" by the Municipal Corporation / Municipality / NAA in real time mode only.

Accordingly it has been decided that all the applications for the above purposed will be submitted by the applicant through Online mode only and permission will be granted by the concerned ULB also through Online mode only.

For successful implementation of the above noted initiative and in order to place a regulatory mechanism for the purpose, the following mandates shall be followed by all the Urban Local Bodies in the State of West Bengal while issuing "No Dues Certificate of the Property Tax" in the ULB areas.

- i) All applications are to be submitted in Online mode only.
- ii) All payments of fees including application fee (if any) to be deposited Online mode only.
- iii) Down load the finally issued "No Dues Certificate" by the applicant in his / her Log-in.
- iv) Online verification of the genuineness of the No Due Certificate by any 3rd party.
- v) Urban Local Body in line with the concerned Notification issued under West Bengal Right to Public Service Act, shall provide the "No Dues Certificate" for this purpose in real time upon receipt of Online application, valid documents (if any) and payment of requisite fees or charges (if any) for the above noted purpose.

This Order will take immediate effect.

Sd/-

Special Secretary

No. 717 /1(10)/MA/O/C-4/1M-31/2015 (Pt-V)

Date : 07.07.2022

Copy forwarded for information and necessary action to :

- 1) Mayor /Chairman / Chairperson / Administrator.....Municipal Corporation / Municipality / NAA
- 2) Commissioner, Siliguri / Asansol / Durgapur / Chandernagore / Bidhannagar Municipal Corporation
- 3) Principal Secretary, MSME&T Department, Govt. of West Bengal
- 4) District Magistrate.....P.O.....Dist.....
- 5) Additional Secretary, MA Branch, UD & MA Department
- 6) Executive Officer.....Municipality / NAA
- 7) P.S to Hon'ble MIC, UD & MA Department
- 8) S.O., IT/e-Gov Cell, UD & MA Department – with the request to upload the same in the Official website.
- 9) State EoDB Team
- 10) P.S to Principal Secretary

Special Secretary