

**GOVERNMENT OF WEST BENGAL**  
**Department of Urban Development & Municipal Affairs**  
**"Nagarayan", 6<sup>th</sup> Floor,**  
**DF-8, Sector-I, Salt Lake, Kolkata : 700 064**  
**E-mail ID : jsskd.udma@gmail.com**

No. 968/MA/O/C-4/1M-31/2015(Pt-IV)

Date : 10.11.2020

**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 some time past and in view of the EoDB requirements, the State Government has decided to introduce **Permission for the purpose of shooting of movie, documentary films, ad-films, tele-serials etc., in Corporation areas** through online mode only and accordingly it has been decided that all the applications for the above purpose will be submitted by the applicant through online mode only and the permission will be granted by the concerned Municipal Corporation also through online mode.

For successful implementation of the initiative and in order to place a regulatory mechanism for the purpose, the following man date shall be followed by all the Municipal Corporations in the State of West Bengal while issuing permission of **shooting of movie, documentary films, ad-films, tele-serials etc., in Corporation areas** in addition to the guideline issued in this regard vide no. 860/MA/O/C-4/1M-31/2015 (Pt-IV) dated 07<sup>th</sup> Octoberber,2020 .

- i)All applications are submitted online.
- ii)All payments of fees including application fee to be deposited online.
- iii)Tracking the status of application online.
- iv)Down load the final signed certificate/permission by the Municipal Corporation..
- v)Online verification of the genuineness of the permission by any third party.
- vi)The Municipal Corporation in line with the notification issued under West Bengal Right to Public Service Act defining time line for **Issuance of the permission of shooting of movie, documentary films, ad-films, tele-serials etc., in Corporation areas** shall provide the same for this purpose within **5(five) days** upon receipt of online application with valid documents and requisite fees of the charges as already determined by the concerned Municipal Corporation for the purpose.

This order will take immediate effect.

Sd/-  
Joint Secretary

No.968/1(10)/MA/O/C-4/1M-31/2015(Pt-IV)

Date : 10.11.2020

Copy forwarded for information and necessary action to :

1. Commissioner,  
..... Municipal Corporation
2. District Magistrate....., P.O..... Dist.....
3. Joint Secretary, Statutory Wings (Municipal Affairs Branch) of this Department
4. Executive Director, WBIDC/WHHDC/WBSIDC
5. P.S. to Mayor..... Municipal Corporation
6. Secretary, Municipal Engineering Directorate, Govt. of West Bengal, Bikash Bhavan, Salt Lake
7. Additional Chief Engineer, MED (North)
8. PS to the Hon'ble Minister-in-Charge, UD & MA Department
9. Section Officer, IT-e-Gov Cell of this Department
10. Sr. P.A to Principal Secretary, UD & MA Department

  
Joint Secretary 10/11/2020