# USER MANUAL FOR

# Name Change in Water Connection

Department of Urban Development & Municipal Affairs, Government of West Bengal

# Click on to <u>https://obpsudma.wb.gov.in</u> and click on <u>'Citizen tab' in the 'New Registration'</u> section

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1		If you are an investor /entrepreneur, please app	oly through Silpasathi portal for Water C	Connection Perm
V	Velcome to Single Window System for Onlin	e Building Plan Approval		
Т	he Online Building Plan Approval System (OBPAS) has been envisaged by	the Department of Urban Development & Municipal Affairs, Government of	Citizen Co	nsultant
C	vest Bengal to utilize the benefits of Information Technology to have a Singli onstruction permits as per State Business Reform Action Plan (SBRAP) & E	e Window System (SWS) for various processes involved in issuance of istrict Business Reform Action Plan ( DBRAP) 2020-21 recommendation and	ULB User Power	Department
C	ompliance under Ease-of-Doing-Business (EODB) in order to improve the A	ccountability, Transparency & Effectiveness in Government administration.	UDMA	
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	2. OBPAS App Server Maintenance from 6:30pm to 7:00pm on 17th Dec.			
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	3. New functionalities in SWS-OBPAS (WBMBR part UD&MA Dept.)		Login Now	
	Read More Posted On : 04/December/2022		Forgot Password	
	4. New Risk based Classification (Order vide no. 1106/MA/O/C-4/1M-			
	31/2015(PtV) dated 16.11.2022) has been migrated to the Production	1488 5 3 min to 18 min	New Registration	
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#### A Citizen Registration Form will appear. Filled up details and click on <u>'Submit'</u>

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onfirm Password*		Date of Birth*	10/01/1988			8
ge (Years)	34	Mobile Number*	n ULB area Bhatpara			5
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#### After Filled up the Form, Citizen Registration Acknowledge appear. Click on 'Login'

After Login this page will appear, applicant click on 'Name change in Water Connection' option from Water, Sewer/Drain Connection tab

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COMMON APPLICATION FORM		ST OF APPLICATION			
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Legal Discialmer: All efforts have been made to make the information as accurate as possible. Department of Urban Development & M information available on this Website. Any discrepancy found may be brought to the notice of Department of U	unicipal Attairs, GoX. of West Bengal will not be responsible for any loss/dama roan Development & Municipal Attairs, GoX. of West Bengal forthwith for nece	ge to any person caused t ssary rectification.	by Inaccuracy in the		
CONTACT US H	elp Desk (11:00 AM to 6:00 PM - on all Govt. Working	Days)			
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#### Applicant enter 'AIN' or 'Buyer Mobile No.'. Then click on 'Submit' button



#### The CAF opens and the details are required to be filled in by the applicant

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Site Details Specifications	Same as Applicant ? *	● Yes ◯ No	Owner Type *	Individual	~	
Documents Upload	Do you want to change Owner details ? *	● Yes ◯ No				
Save/Submit	Salutation *	Salutation * Mr. v		Sudeb Das		
	Mobile Number *	8777754613	Email ID *	buldingwb@gmail.com		
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# Nodal Officer will enter 'User Name and Password' and click on 'Login Now'

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		If you are an investor /entrepreneur, please app	ly through Silpasathi portal for Wat	ter Connection Perm						
	Welcome to Single Window System for Onlin	e Building Plan Approval								
	The Online Building Plan Approval System (OBPAS) has been envisaged by t	he Department of Urban Development & Municipal Affairs, Government of	Citizen	Consultant						
	construction permits as per State Business Reform Action Plan (SBRAP) & D	strict Business Reform Action Plan ( DBRAP) 2020-21 recommendation and	ULB User P	Power Department						
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OCCUPANCY CERTIFICATE	WATER, SEWER/DRAIN CONNECTION	
LIST OF FILES OF OC	SHOW LIST OF APPLICATION -	
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#### Click on 'Name change in Water Connection' option from Water, Sewer/Drain Connection tab



#### Click on 'View' button

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# Nodal Officer forwarded the application to dealing assistant for further action.

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# After login, click on 'Name change in Water Connection' option from Water, Sewer/Drain Connection tab

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Occupancy Certificate / Permanent Water Connection Permission Letter	Yes	Download	2022-11-28 18:06:56	125.63 KB	O OK O Not OK
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#### Action taken by Water Department forwarded the application to dealing assistant.

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#### After Login the Dealing Assistant this page will appear

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# Click on 'Name change in Water Connection' option from Water, Sewer/Drain Connection tab

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Upto date paid up Municipal Property Tax / Mutation Certificate	Yes	Download	2022-11-28 18:06:48	125.63 KB	OK Not OK
Registered deed of transfer of the property for which Change of Water Connection will be affected	Yes	Download	2022-11-28 18:06:52	125.63 KB	OK Not OK
Occupancy Certificate / Permanent Water	Yes	Download	2022-11-28 18:06:56	125.63 KB	OK Not OK

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Comments						
Name	Designation	Acted On	Action	Comment		Supporting Document
NILABRATA BISWAS	Assistant Engineer	29-November-2022 14:53	Recommended	Comment :	TESTING	
Mrinal Kanti Biswas	Executive Officer	29-November-2022 14:39	Recommended	Comment :	FOR TESTING	
			Action			
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#### Action taken by Dealing Assistant forwarded the application to Nodal Officer.

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Occupancy Certificate / Permanent	Yes	Download	2022-11-28 18:06:56	125.63 KB	O OK O Not OK
Water Connection Permission Letter					

# Action taken by Nodal Officer forwarded the application to Signatory Authority.

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#### Signatory Authority approved the application.

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After completion of the process the applicant get the SMS with URL for download the certificate







#### Certificate can be downloading by user post approval, even without login through 'Third Party Verification' for OBPAS

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#### Approval Name Change in Water Connection Certificate



Approval for name change of water connection permit holder

Date: 29-11-2022

The Executive Officer

**Bhatpara Municipality** 

To:

Mr. Sudeb Das

Shyamnagar

Subject: Clearance certificate in respect of change of name of water connection.

Ref: AIN SWS-OBPAS/2108/2022/1244/WNS/1 dated 29-11-2022

**Building Particulars:** Plot- LR-100 : 100, Premises Number - 1, Holding No - 1, Mouza - MULAZORE, 25, Block - --, Location - BASU DEV PUR ROAD, Bhatpara,

#### Sir/Madam,

With reference to the above, permanent water connection of the said house(s) given earlier in favour of **SUJOY GHOS** is hereby changed in your name.





Yours faithfully,



Executive Officer

Page 1/1