

GOVERNMENT OF WEST BENGAL  
MUNICIPAL AFFAIRS DEPARTMENT  
WRITERS' BUILDINGS, KOLKATA

No. 223(130)/MA/O/C-4/1M-31/2015

Dated, Kolkata, the 24<sup>th</sup> day of June, 2016.

**From:** The Joint Secretary to the  
Government of West Bengal.

**To:** (1) The Mayor, \_\_\_\_\_ Municipal Corporation,  
P.O. \_\_\_\_\_, District. \_\_\_\_\_.

(2) The Chairman, \_\_\_\_\_ Municipality/ Notified Area Authority/  
Industrial Township Authority,  
P.O. \_\_\_\_\_, District. \_\_\_\_\_.

**Subject:** Timeline and procedure to be followed by the Urban Local Bodies dealing with  
sanction of building plan for *Industrial buildings* under 'Ease of Doing Business'

Sir/Madam,

In partial modification of this Department letter No. 182/MA/O/C-4/1M-31/2015 dated 11/05/2016, I am directed to inform you that the State Government, in consideration of the issues related to sanction of building plan for Industrial Buildings within the limit of the Urban Local Bodies, has further decided the following :-

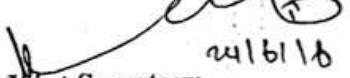
1. Urban Local Body shall identify and categorize the industrial buildings based on **risk factors in accordance with land-use plan** of its jurisdictional area and shall inspect, in assistance with Municipal Engineering Directorate, the risk factors of the high-risk industrial buildings within its jurisdictional limit in a periodic manner of every six months and upload the inspection report to the dedicated web portal.

2. In view of implementation of a system for computerized allocation of inspectors for obtaining completion certificate, Urban Local Body shall allocate the duties of its inspectors, i.e., Assistant Engineers, Sub-Assistant Engineers etc., as the case may be, in a randomized manner in **computerized system** from time to time for making inspection prior to issuance of Occupancy Certificate / Completion Certificate to *Industrial buildings*.

3. Urban Local Body shall obtain inspection reports from the concerned Departments/authorities, as a part of obtaining construction permit, within **48 hours**, positively for sanction of building plan including *online sanction* for Industrial buildings.

4. Urban Local Body in line with the notification issued by them already under Right to Public Services Act, 2013 defining timeline for providing water supply connection to the holdings/ premises in their respective jurisdiction, shall also provide the same for the respective premises/holdings to be used/ already in use for Industrial purpose within 10(ten) days upon receipt of Application and requisite fee/charges as already determined by the concerned Urban Local Body for this purpose.

Yours faithfully,

  
24/6/16  
Joint Secretary

No. 223/1(200)/MA/O/C-4/1M-31/2015

Dated, Kolkata, the 24<sup>th</sup> day of June, 2016.

Copy forwarded for information and necessary action to the:-

- (1) Principal Secretary/Secretary, \_\_\_\_\_ Department, Govt. Of West Bengal.
- (2) Commissioner, \_\_\_\_\_ Municipal Corporation,  
P.O. \_\_\_\_\_, Dist. \_\_\_\_\_.
- (3) Director, State Urban Development Authority.
- (4) Chief Engineer, Municipal Engineering Directorate.
- (5) Chief Executive Officer, Sector VI / Golden City Industrial Township Authority.
- (6) Executive Officer, Nabadiganta Industrial Township Authority.
- (7) Executive Officer, \_\_\_\_\_ Municipality / Notified Area Authority,  
P.O. \_\_\_\_\_, Dist. \_\_\_\_\_.
- (8) P.S to MIC, MA & UD Departments, Govt. of West Bengal.
- (9) P. A. to Secretary, Municipal Affairs Department, Govt. of West Bengal.

  
24/6/16  
Joint Secretary