

**The**



**Kolkata** **Gazette**

सत्यमेव जयते

*Extraordinary*  
Published by Authority

SRAVANA 2]

MONDAY, JULY 24, 2017

[SAKA 1939

PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF URBAN DEVELOPMENT & MUNICIPAL AFFAIRS**  
**“NAGARAYAN”**  
**DF-8, SECTOR-1, BIDHANNAGAR,**  
**KOLKATA – 700 064.**

No. 2453-UD/O/M/ESTT. E-19/2014 (Pt-1)

Dated 19th July, 2017.

**NOTIFICATION**

In exercise of power conferred by sub-section 2 of Section 3 i.e., Section 3(2) of the West Bengal Right to Public Services Act, 2013, the Governor is pleased to notify the services pertaining to Department of Urban Development & Municipal Affairs and various Development Authorities/ Local Bodies/ Statutory Bodies and Companies under the control of U.D. & M.A. Department along with the stipulated time limit for rendering the services, the Designated Officers responsible for providing the services, the Appellate Officer(s)/ Reviewing Officers as mentioned below.

**This Notification shall come into force on and from the date of publication in the Official Gazette.**

**Urban Development Branch**

Sl. No.	Office	Services	Stipulated Time Limit for Rendering the Service	Designated Officer	Appellate Officer	Reviewing Officer
1.	Land Manager Bidhannagar	i) Death Mutation	60 (Sixty) days	Land Manager	Joint Secretary	Secretary/ Principal Secretary
		ii) NOC of Non-residential use of Residential Buildings	30 (Thirty) days	Land Manager	Joint Secretary	Secretary/ Principal Secretary

Sl. No.	Office	Services	Stipulated Time Limit for Rendering the Service	Designated Officer	Appellate Officer	Reviewing Officer
		iii) Permission for transfer of land at Bidhannagar & Kalyani	30 (Thirty) days	Land Manager	Joint Secretary	Secretary/ Principal Secretary
		iv) Mutation	30 (Thirty) days	Land Manager	Joint Secretary	Secretary/Principal Secretary
2.	Urban Land Ceiling	i) ULC Clearance	90 (Ninety) days	Deputy/ Joint Secretary	Special Secretary	Secretary/ Principal Secretary
		ii) Review U/S34 of UL (C& R) Act, 1976	90 (Ninety) days	Deputy/ Joint Secretary	Special Secretary	Secretary/Principal Secretary
3.	Estate Manager, Kalyani	i) Death Mutation Case for the plots in Kalyani Township	30 (Thirty) days	Estate Manager	Joint Secretary	Secretary/ Principal Secretary
		ii) NOC for taking House Building Loan by Mortgaging residential plots in Kalyani	30 (Thirty) days	Estate Manager	Joint Secretary	Secretary/ Principal Secretary
4.	West Bengal Housing Infrastructure Development Corporation	i) Approval for change of Promoter-Member of proposed Co-operative Societies	30 (Thirty) days	Special Officer (Marketing)	General Manager (Marketing)	Joint Managing Director
		ii) Transfer of allotment in favour of Legal Heir(s) of the deceased allottee	60 (Sixty) days	Special Officer (Marketing)	General Manager (Marketing)	Joint Managing Director

**DEVELOPMENT AUTHORITIES [UD BRANCH]**

1.	New Town Kolkata Development Authority	i) Mutation Certificate	30 (Thirty) days	CEO	Joint Secretary	Secretary/Principal Secretary
		ii) For erection of Sanction of Building	30 (Thirty) days	CEO	Joint Secretary	Secretary/Principal Secretary
		iii) Occupancy Certificate	15 (Fifteen) days	CEO	Joint Secretary	Secretary/Principal Secretary
		iv) Trade Licence	30 (Thirty) days	CEO	Joint Secretary	Secretary/Principal Secretary
		v) Birth & Death Certificate	30 (Thirty) days	CEO	Joint Secretary	Secretary/Principal Secretary
		vi) Water Connection	15 (Fifteen) days	CEO	Joint Secretary	Secretary/Principal Secretary