# LETTER FOR DISTANCE FROM FOREST Provided as a service in Online Single Window of the State (SILPASATHI)

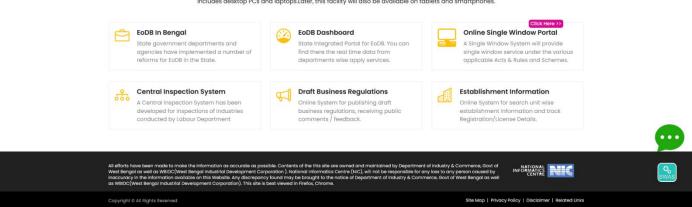
Log on to www.silpasathi.wb.gov.in and click on 'Apply online' button



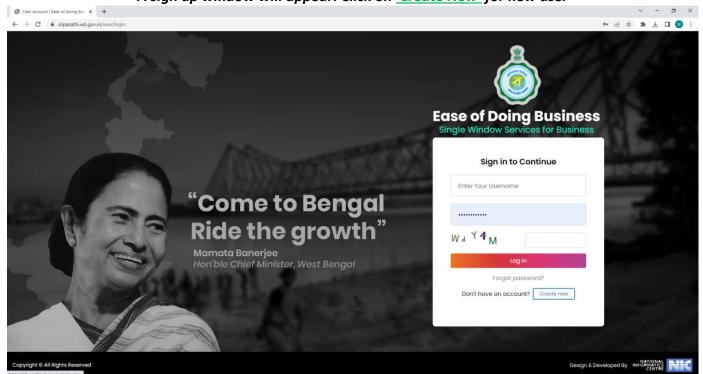
## **Ease of Doing Business**

Single Window Services for Business

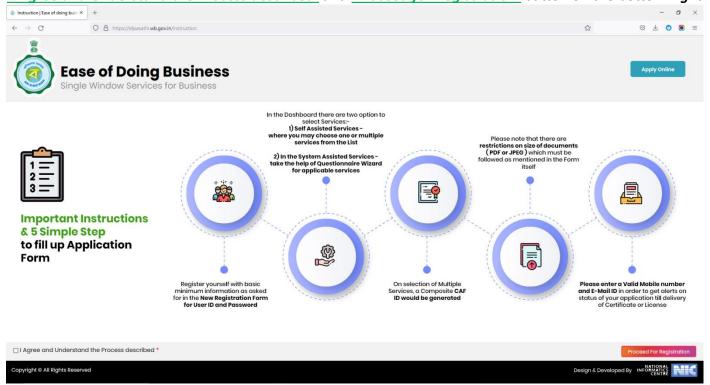
Single Window Services can be accessed through an EODB-Online Single Window Portal using IT-enabled devices which includes desktop PCs and laptops.Later, this facility will also be available on tablets and smartphones.



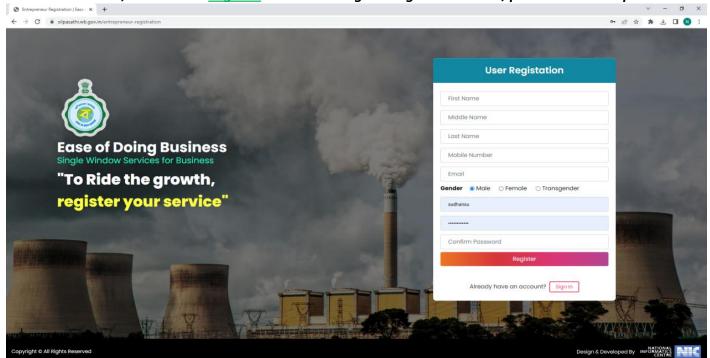
## A sign up window will appear. Click on 'Create New' for new user



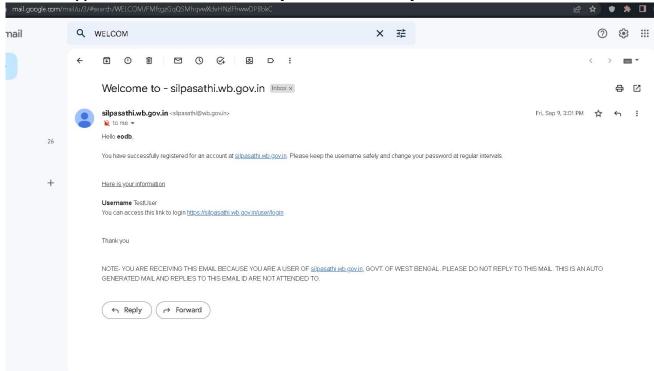
# Before proceeding for Registration page, Applicant need to click on the check box of 'I Agree and Understand the Process described' and 'Proceed for Registration' button on the bottom right



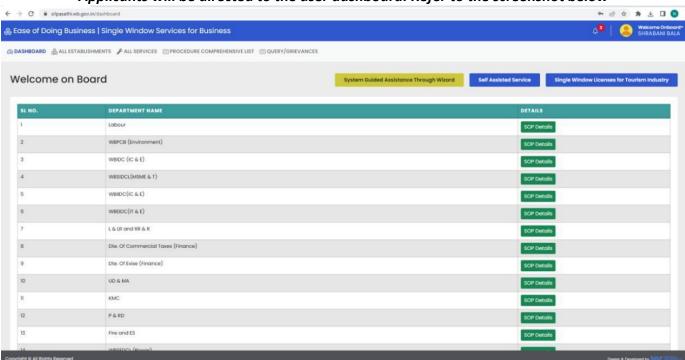
The <u>'User Registration'</u> window will appear with the relevant fields that the applicant need to fill accurately and click on <u>'Register'</u> as shown by the below screenshot. In case the applicant already have an account, click on the <u>'Sign In'</u> button and login using valid User ID, password and Captcha



Applicants will receive email confirmation. Please refer to the screenshot below



## Applicants will be directed to the user dashboard. Refer to the screenshot below

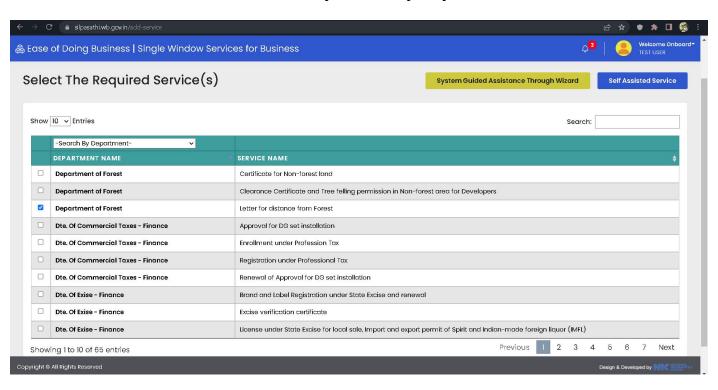


Click on 'ALL SERVICES' to get the desired service 增 ☆ ◎ ★ □ 0 : & Ease of Doing Business | Single Window Services for Business △ DASHBOARD 

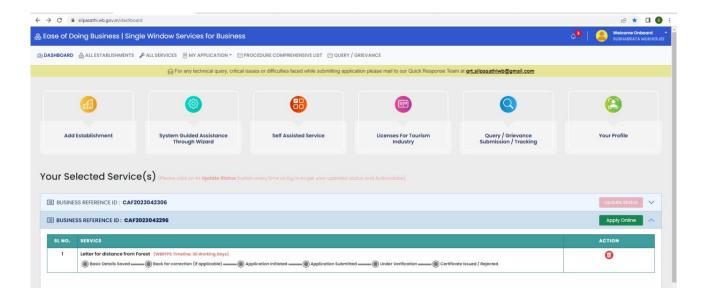
ALL ESTABLISHMENTS 

ALL SERVICES □ PROCEDURE COMPREHENSIVE LIST □ QUERY/GRIEVANCES Select The Required Service(s) System Guided Assistance Through Wizard Self Assisted Service Show 10 v entries -Search By Department DEPARTMENT NAME Dte. Of Commercial Taxes - Finance Enrollment under Profession Tax Dte. Of Commercial Taxes - Finance Dte. Of Exise - Finance License under State Excise for local sale, Import and export permit of Spirit and Indian-made foreign liquor (IMFL) Dte. Of Legal Metrology - Consumer Affairs Licence as Dealer of Weights and Measures under the Legal Metrology Act Dte. Of Legal Metrology - Consumer Affairs Licence as Manufacturer of Weights and Measures under the Legal Metrology Act Dte. Of Legal Metrology - Consumer Affairs Licence as Repairers of Weights and Measures under the Legal Metrology Act Dte. Of Legal Metrology - Consumer Affairs Registration of Manufacturer / Packer under the Legal Metrology Act Previous 1 2 3 4 5 Next Showing 1 to 10 of 48 entries Create CAF

Once done, a list of services will appear. Applicants need to click on <u>the checkbox</u> adjacent to the service named 'Letter for distance from forest'

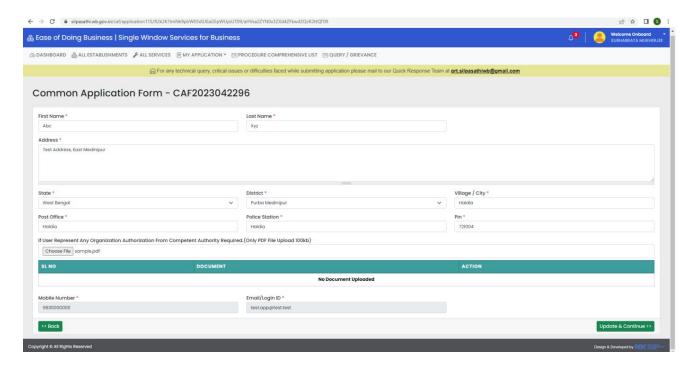


Once done, click on <u>'Create CAF'</u>. Applicant's CAF ID will be created. Click on <u>'Apply Online'</u> to proceed with the application

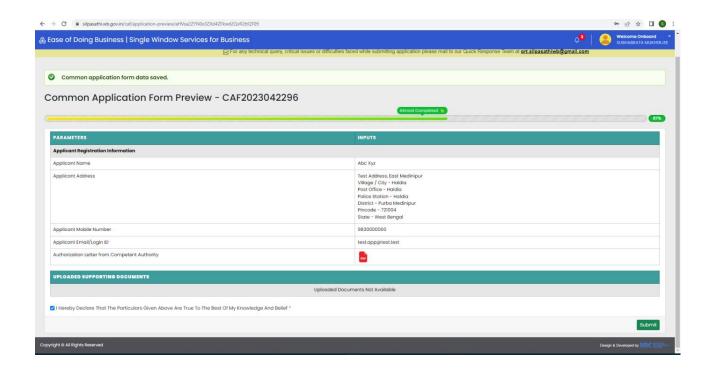


Applicants will be redirected to the common application form with the necessary details required for the certificate to get issued. Once done, applicant needs to click on <u>'Save & Continue'</u> for further action.

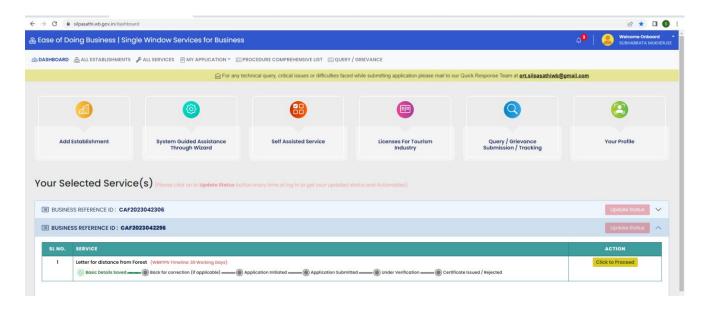
Refer to the screenshot



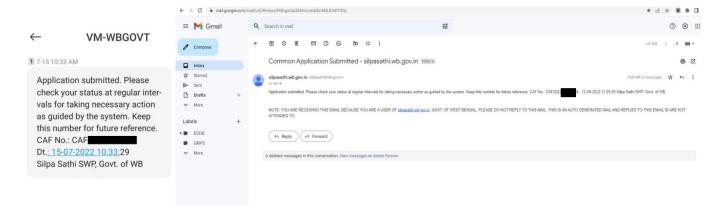
Applicant will be shown the filled application with details provided for final review Once reviewed, applicant needs to click on the Declaration checkbox on the bottom left of the application page before proceeding to 'Submit' button, as mentioned in the preceding screenshots below-



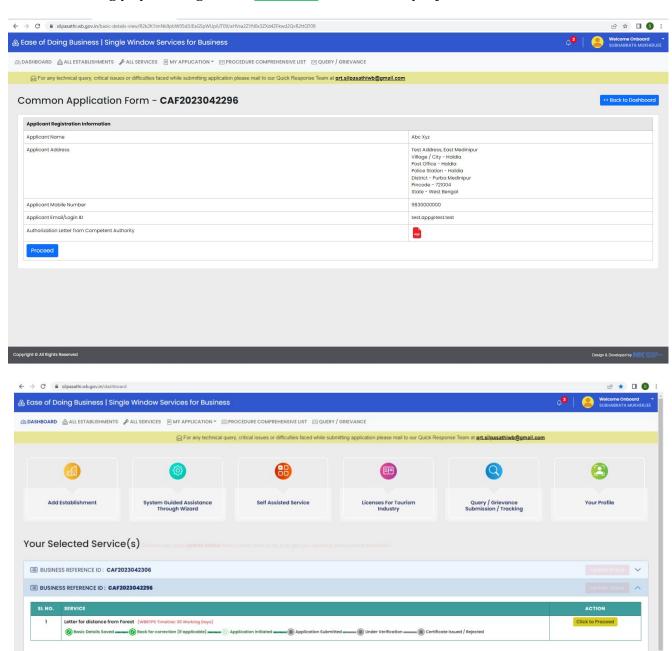
After submission of the application, applicant will be able to view the current status of the application from his dashboard as mentioned in the preceding screenshots -

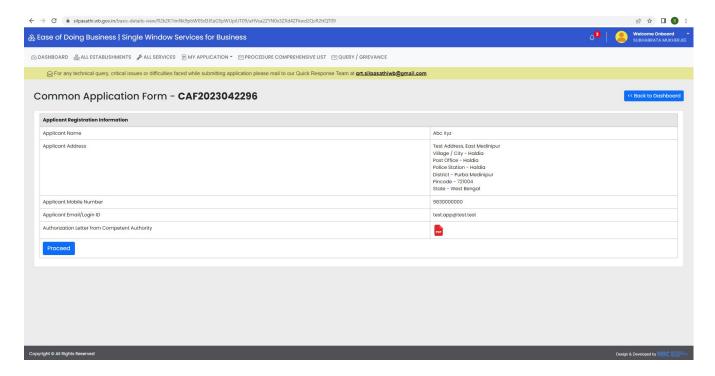


The applicant will receive notifications through <u>SMS and email</u> at critical stages of application processing – application submission, application approval or rejection at various stages as shown under:



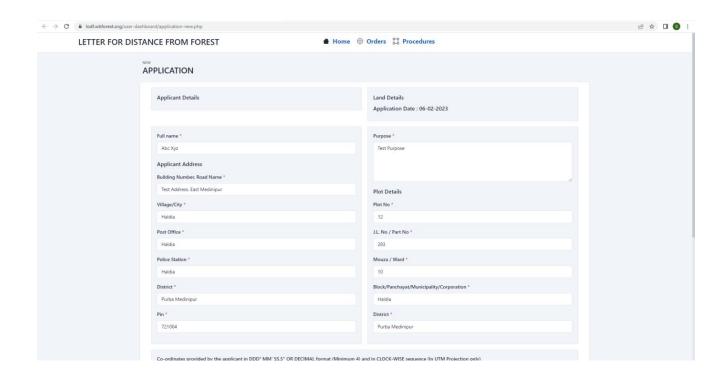
Please note that based on the nature of business, the application might come <u>Back for Correction</u> if applicable. If not, it won't affect the application and therefore applicant can proceed for the next step accordingly by clicking on the <u>'Proceed'</u> button. Kindly refer to the below screenshots:

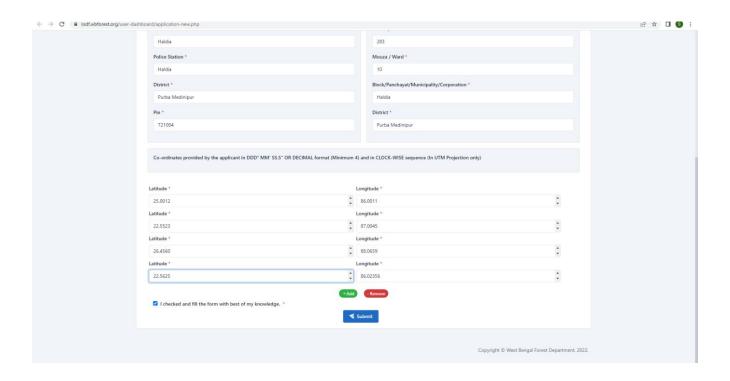


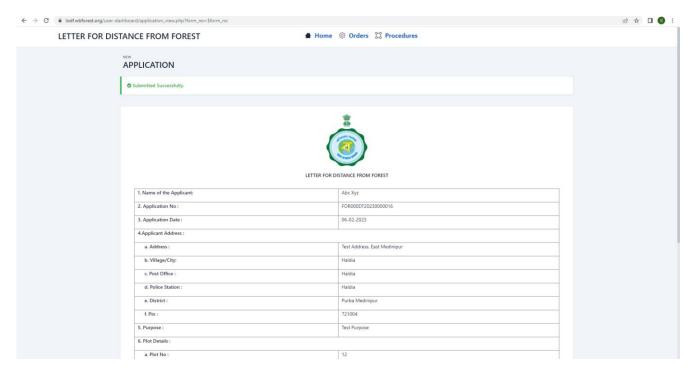


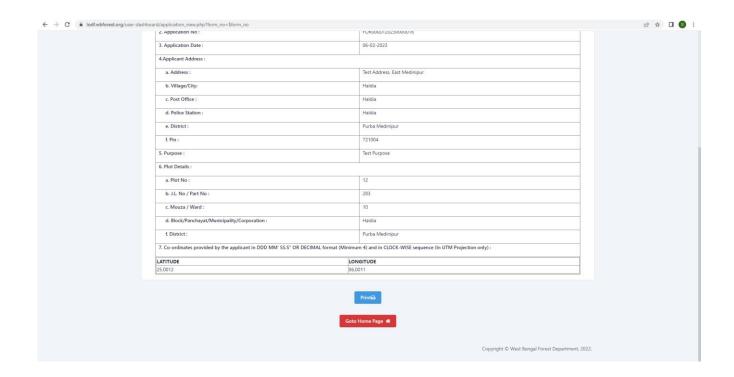
Once done, applicant will be redirected to the West Bengal Forest Department portal accordingly.

Applicant needs to fill in the Form for the Letter for distance from forest to proceed further:

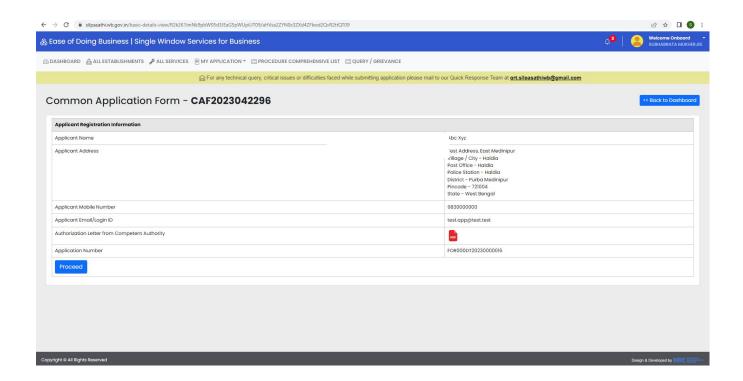


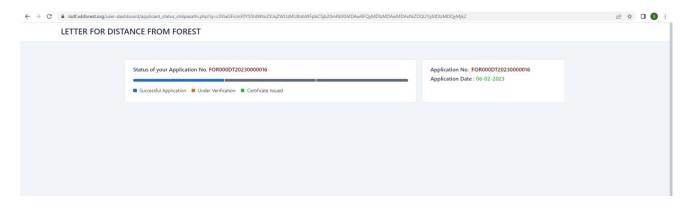




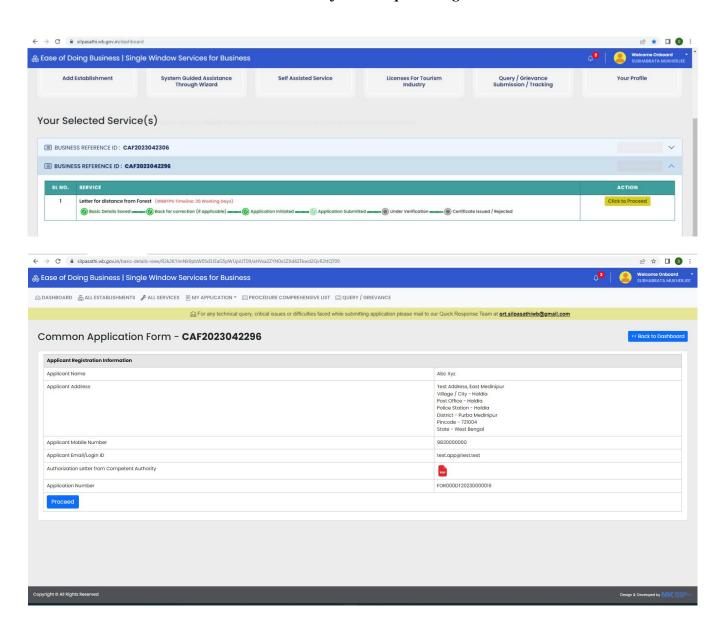


Once the above mentioned form is successfully filled, applicant can check the current status of his application at his Silpasathi dashboard. Prior to that, he can click on 'Proceed' button to view the updated status at Department portal as well. Please refer to the preceding screenshots:





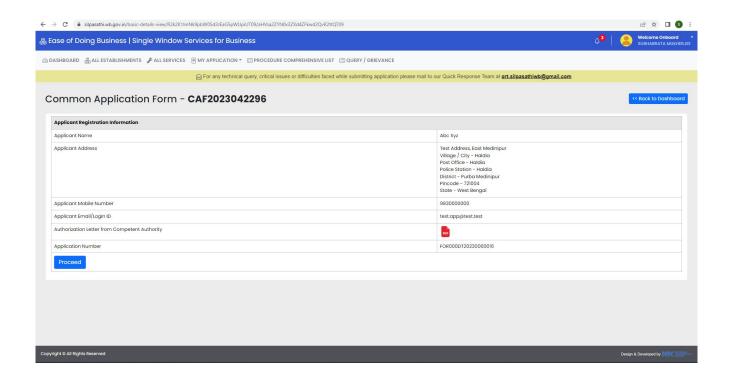
In accord to the process, the application will be sent to the respective authority for application verification. Applicant needs to check the status regularly as the application proceedings are done as per Department's action on the same. Please refer to the preceding screenshots below:



← → G	$\textbf{@} \textbf{Iodf.wbforest.org}/\textbf{user-dashboard/applicant\_status\_shilpasathi.php?} = c3ViaGFicmF0YSStdWtoZXJqZVUzMUBnbWFpbCSjb20mRk9SMDAwRFQyMDIzMDAwMDAxNiZDQUYyMDIzMDQyMjk2$			€ ☆ □ ⑤ :
	LETTER FOR DISTANCE FROM FOREST			
		Status of your Application No. FOR000DT20230000016	Application No. :FOR000DT20230000016 Application Date : 06-02-2023	
		Successful Application Under Verification Certificate Issued		

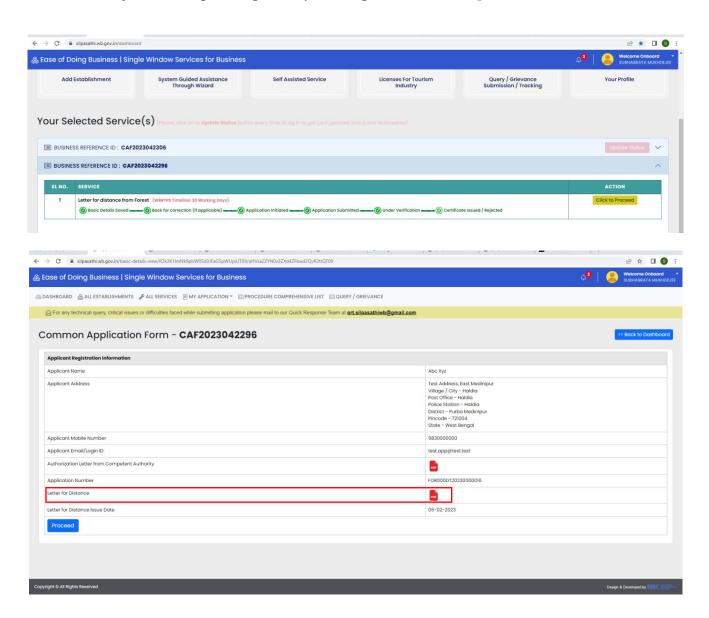
Applicant will be able to check the status of his application from his dashboard accordingly. Once done, applicant need to click on <u>'Click to proceed'</u> for further steps: -



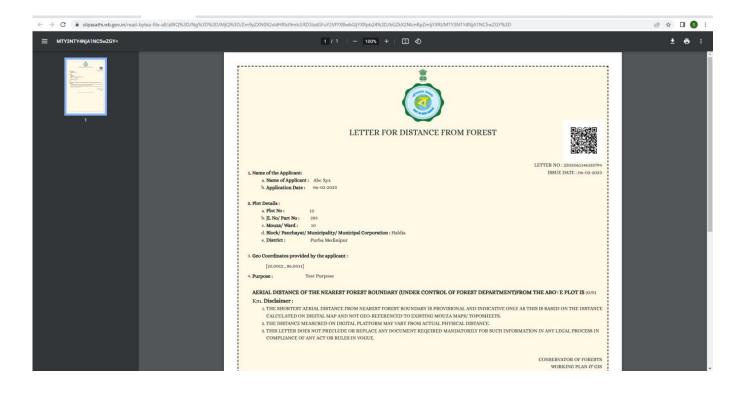


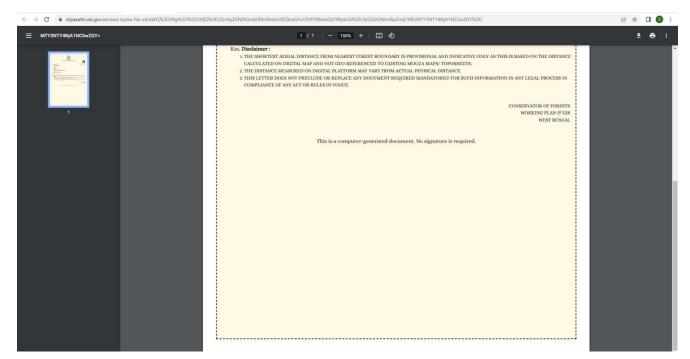


Once the authority approve the application successfully, applicant can download the Letter for Distance from the Silpasathi portal by clicking on the 'Click to proceed' button.



Sample documents mentioned below:







#### LETTER FOR DISTANCE FROM FOREST



LETTER NO: 2302061146155794

ISSUE DATE: 06-02-2023

#### 1. Name of the Applicant:

a. Name of Applicant : Abc Xyz b. Application Date : 06-02-2023

#### 2. Plot Details :

a. Plot No: 12 b. JL No/ Part No: 283 c. Mouza/ Ward: 10

d. Block/ Panchayat/ Municipality/ Municipal Corporation : Haldia

e. District : Purba Medinipur

#### 3. Geo Coordinates provided by the applicant :

[25.0012, 86.0011]

4. Purpose: Test Purpose

# AERIAL DISTANCE OF THE NEAREST FOREST BOUNDARY (UNDER CONTROL OF FOREST DEPARTMENT) FROM THE ABOVE PLOT IS :0.91

#### Km. Disclaimer

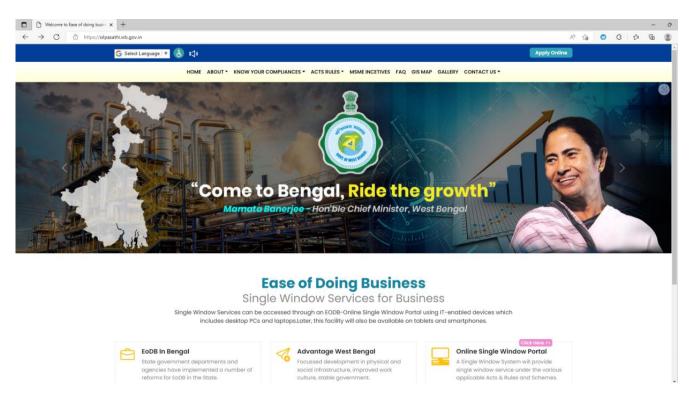
- 1. THE SHORTEST AERIAL DISTANCE FROM NEAREST FOREST BOUNDARY IS PROVISIONAL AND INDICATIVE ONLY AS THIS IS BASED ON THE DISTANCE CALCULATED ON DIGITAL MAP AND NOT GEO-REFERENCED TO EXISTING MOUZA MAPS/ TOPOSHEETS.
- 2. THE DISTANCE MEASURED ON DIGITAL PLATFORM MAY VARY FROM ACTUAL PHYSICAL DISTANCE.
- 3. THIS LETTER DOES NOT PRECLUDE OR REPLACE ANY DOCUMENT REQUIRED MANDATORILY FOR SUCH INFORMATION IN ANY LEGAL PROCESS IN COMPLIANCE OF ANY ACT OR RULES IN VOGUE.

CONSERVATOR OF FORESTS WORKING PLAN & GIS WEST BENGAL

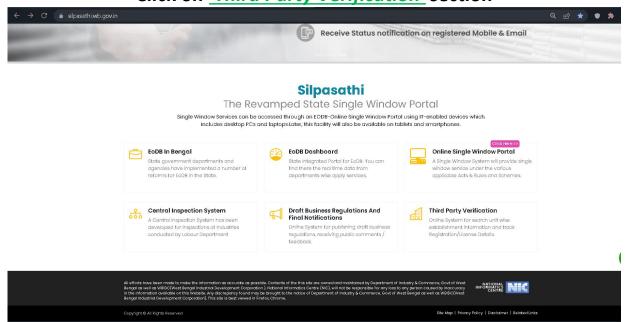
This is a computer-generated document. No signature is required.

# Third Party verification details:

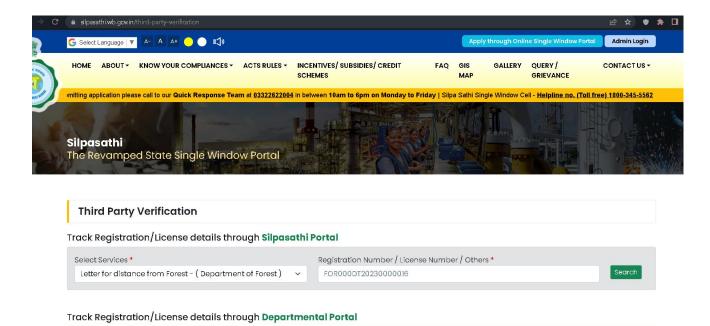
# Log on to www.silpasathi.wb.gov.in



# Click on 'Third Party Verification' section



Enter the service name and the concerned Registration number/License number



## Sample License details mentioned in the below screenshot

