E-INTIMATION OF COMMENCEMENT OF CONSTRUCTION BY APPLICANT (WBIIDC)

Provided as a service in
Online Single Window of the
State (SILPASATHI)

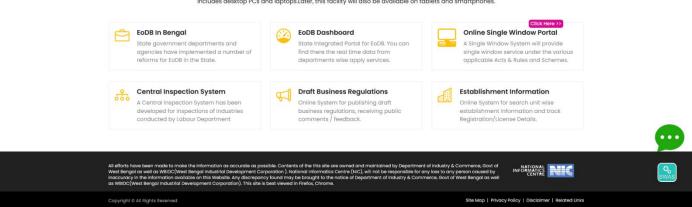
Log on to www.silpasathi.wb.gov.in and click on 'Apply online' button



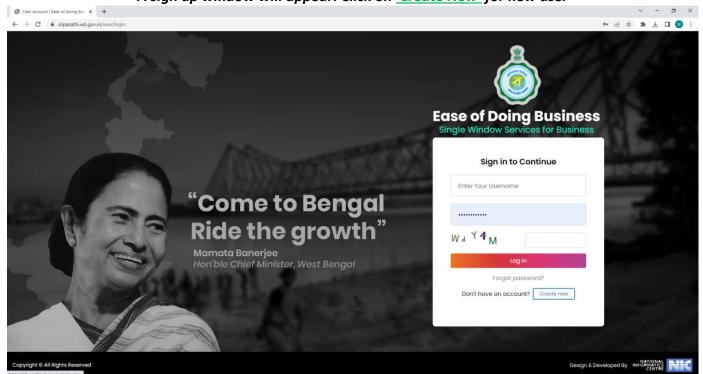
Ease of Doing Business

Single Window Services for Business

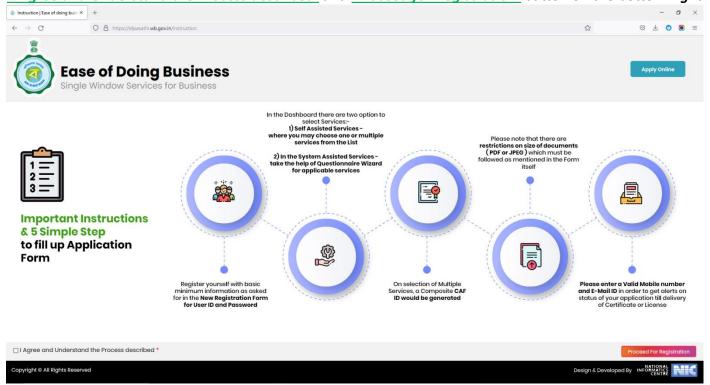
Single Window Services can be accessed through an EODB-Online Single Window Portal using IT-enabled devices which includes desktop PCs and laptops.Later, this facility will also be available on tablets and smartphones.



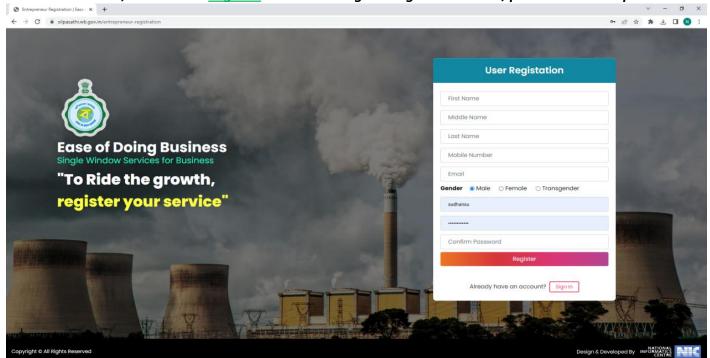
A sign up window will appear. Click on 'Create New' for new user



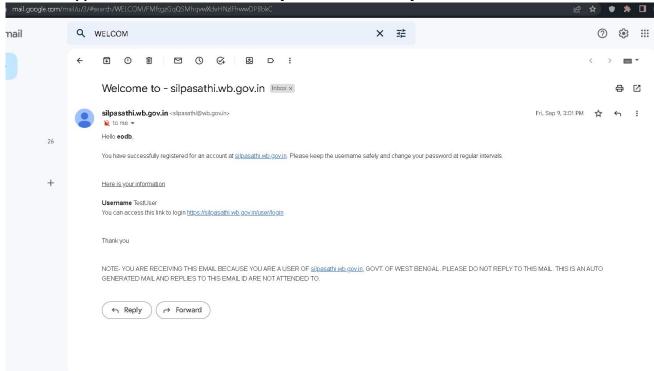
Before proceeding for Registration page, Applicant need to click on the check box of 'I Agree and Understand the Process described' and 'Proceed for Registration' button on the bottom right



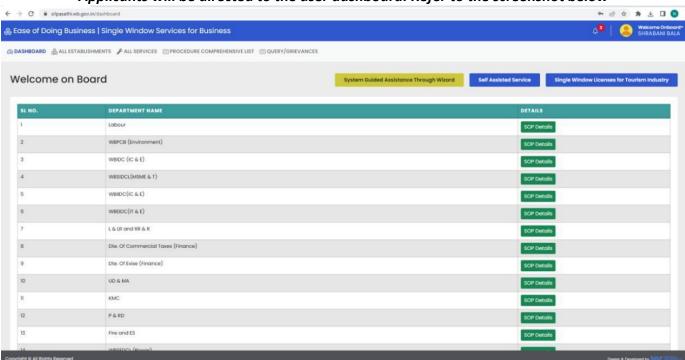
The <u>'User Registration'</u> window will appear with the relevant fields that the applicant need to fill accurately and click on <u>'Register'</u> as shown by the below screenshot. In case the applicant already have an account, click on the <u>'Sign In'</u> button and login using valid User ID, password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



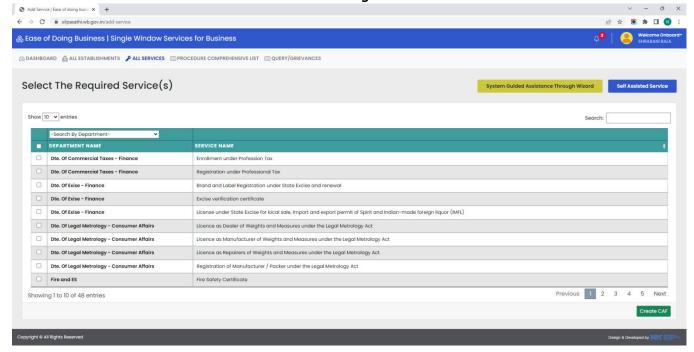
Applicants will receive email confirmation. Please refer to the screenshot below



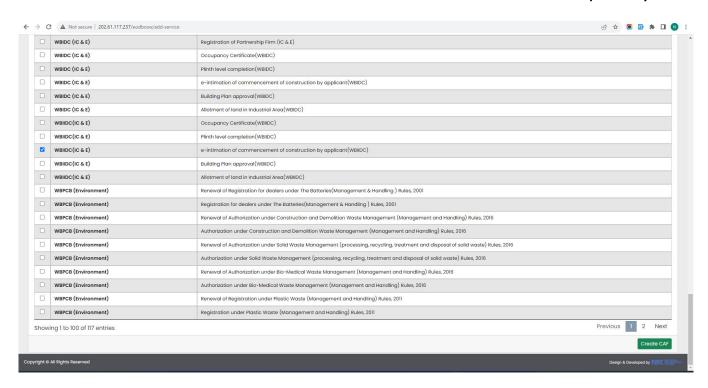
Applicants will be directed to the user dashboard. Refer to the screenshot below



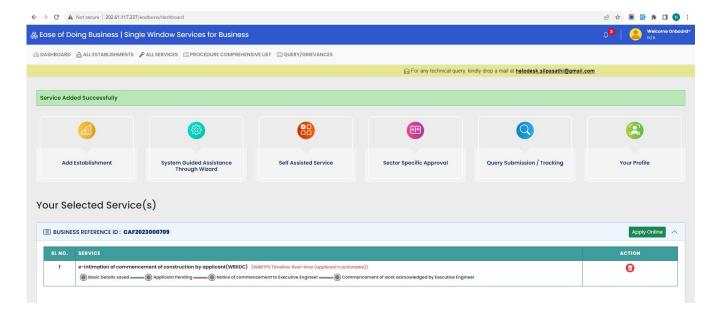
Click on 'ALL SERVICES' to get the desired service



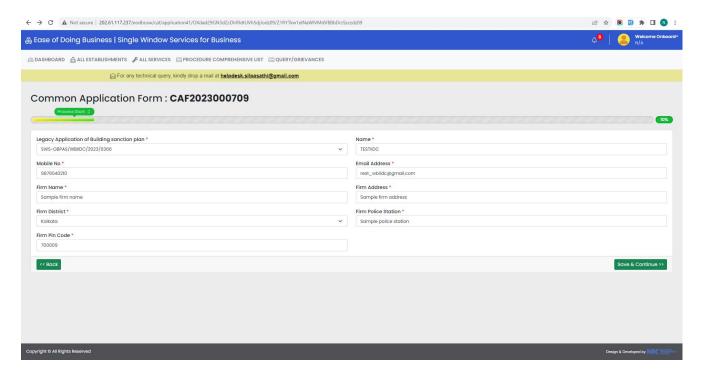
Once done, a list of services will appear. Applicants need to click on <u>the checkbox</u> adjacent to the service named 'E-INTIMATION OF COMMENCEMENT OF CONSTRUCTION BY APPLICANT (WBIIDC)'



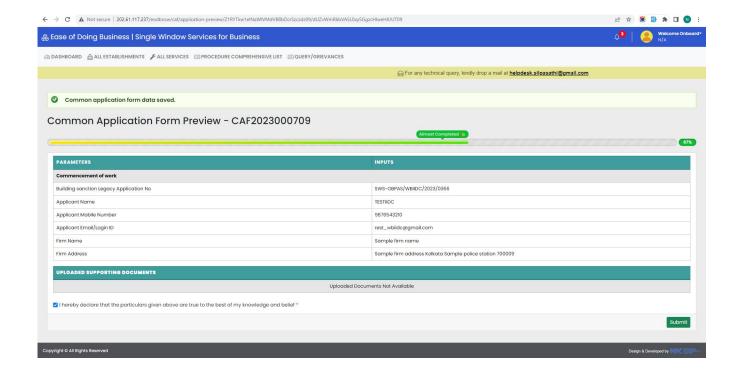
Once done, click on <u>'Create CAF'</u>. Applicant's CAF ID will be created. Click on <u>'Apply Online'</u> to proceed with the application.



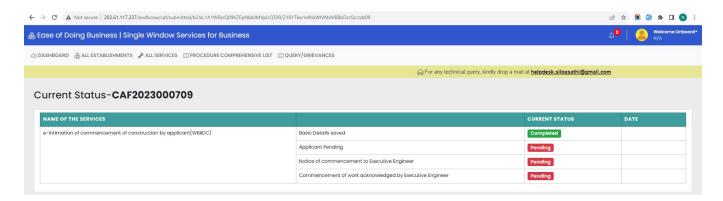
Applicants will be redirected to the common application form with the necessary details required for the application to get approved . Refer to the screenshot



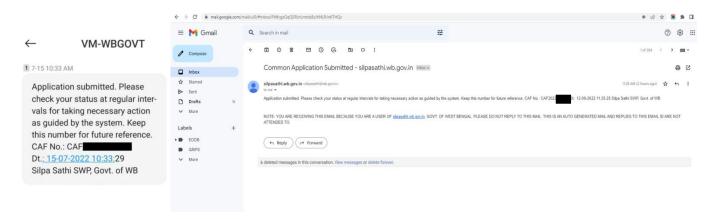
Fill and review the details of the application. Once done, applicant needs to click on <u>the Declaration</u>
<u>checkbox</u> on the bottom left of the application page before proceeding to <u>'Submit'</u> button, as mentioned in the preceding screenshots below-



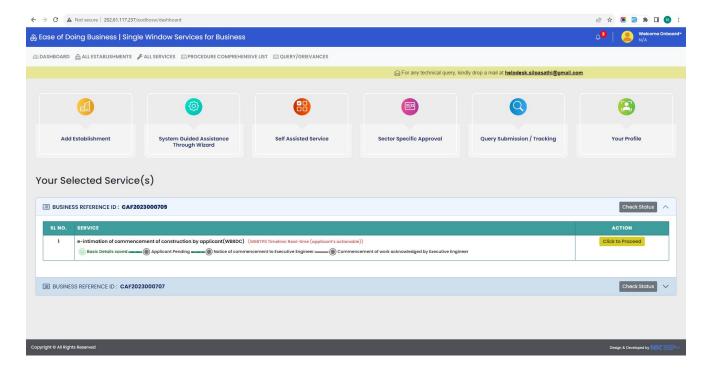
After submission of the basic details, applicant will be automatically directed to the <u>'Check Status'</u> page to view the current status of the application -



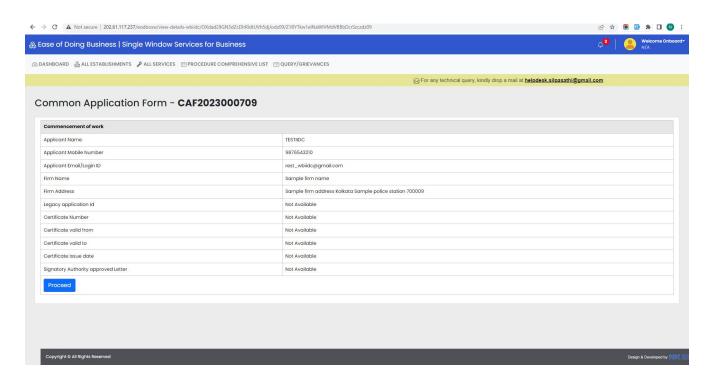
The applicant will receive notifications through <u>SMS and email</u> at critical stages of application processing – application submission, application approval or rejection at various stages as shown under:



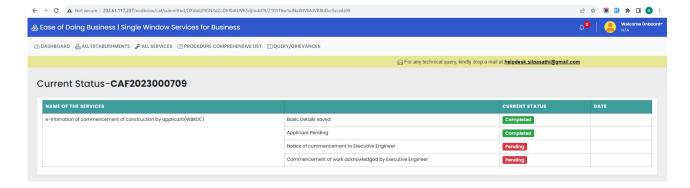
Applicant can view the updated status of the application through his dashboard as well as mentioned below. Applicant also needs to click on the 'Click to Proceed' button to process the application for the next step:



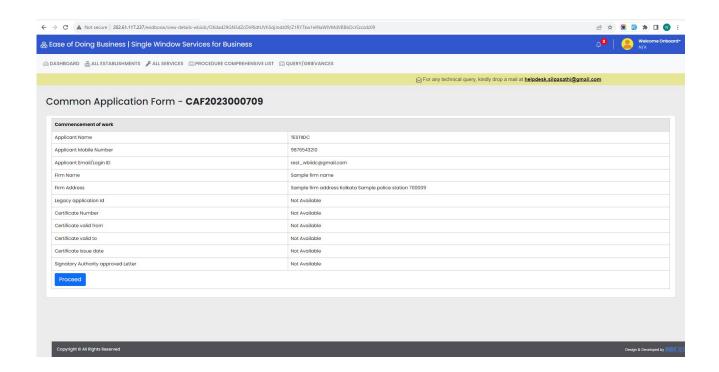
Click on the 'Proceed' button



Click on the '<u>Update status</u>' button to get the updated status of the application as mentioned in the screenshots below:

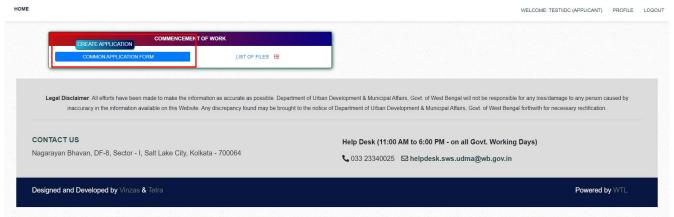


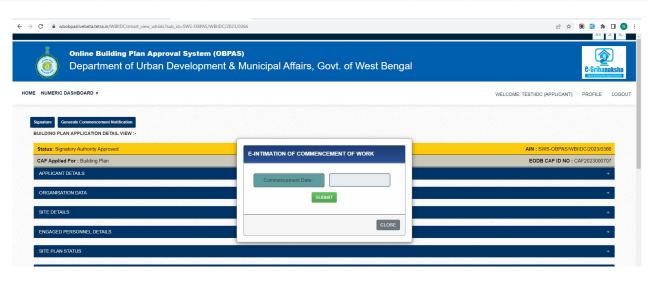
Applicant can view the updated status of the application through his dashboard as well as mentioned below. Applicant also needs to click on the '<u>Proceed</u>' button again to process the application for the next step:

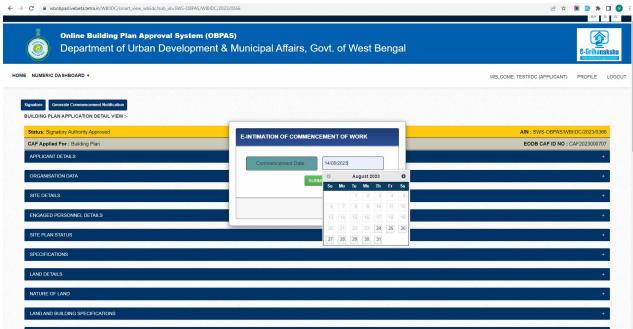


After clicking on the 'Proceed' button, applicant will be re-directed to the official website of OBPAS (Online Building Plan Approval System). Applicant then needs to fill in all the necessary detailed step by step to generate the commencement notice, as mentioned in the screenshots below:



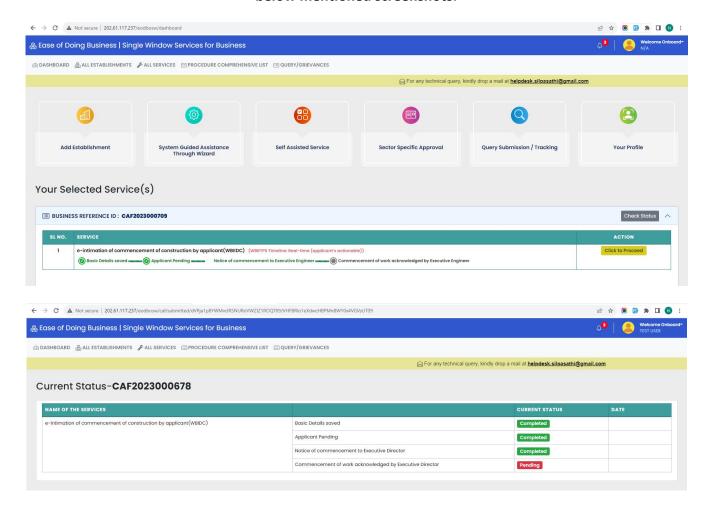




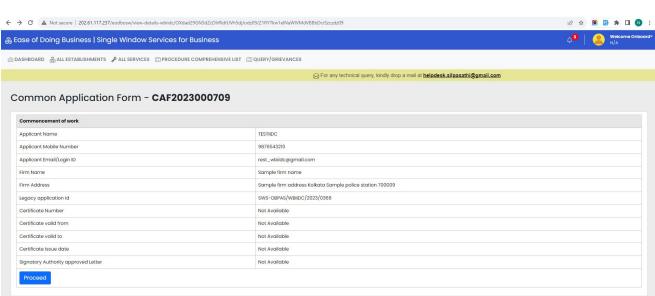




After checking the updated status of the application by clicking on the 'Update status' button, applicant needs to wait for few days and keep on checking the current status by clicking on 'Update status' button to receive the acknowledges Notice of commencement by the executive engineer. Please refer to the below mentioned screenshots:







Sample Certificate

FORM 6

Form for Notice of Commencement of Work

To

The **The Chief Executive Officer** WBIIDC, DJ-10, Sector II, Saltlake City Kolkata 700 091 Sir,

I/ we hereby give notice that the erection/ re-erection/ addition/ alteration of the building on Plot No.LR-1: 1 in Kalyani IP (Ph-I), Chandmari more, Kalyani Growth Centre of WBIIDC in the district of Nadia, West Bengal, at Mouza -s, J.L. No.-1, Dag no-LR-1 shall be commenced on 14-August-2023 as per your permission granted vide memo no. SWS-OBPAS/WBIIDC/2023/0366 dated 17-August-2023 under the supervision of Dipankar Pal Architect (Registration No. xoxoxo) and Structural Engineer (Registration No.) in accordance with the plans sanctioned

Date :17,08,23 Place :WBIIDC

Signature of the Applicant / Lease holder

(TESTIIDC)

Permanent Address Sample address

Mobile No. 9876543210

E-mail address rest_wblidc@gmail.com

N.B.- This is a system generated document and does not require signature.