

GOVERNMENT OF WEST BENGAL
URBAN DEVELOPMENT & MA DEPARTMENT
[UD Branch]
"NAGARAYAN", DF-8, SECTOR-I,
SALT LAKE, KOLKATA-700 064.

No : 3501 (20)-UD/O/M/ESTT /E-19/2014(Pt.I)

Date: 26.07.2022.

From : The Deputy Secretary to the
Government of West-Bengal.

To :

- 1) The Land Manager, Bidhannagar, Nagarayan, Salt Lake, Kol-64.
- 2) The Joint Managing Director, WBHIDCO, HIDCO BHABAN, Premises No. 35, 1111, Biswa Bangla Sarani, DG Block (Newtown), Action Area I, New Town, Kolkata- 700 156.
- 3) The CEO, New Town Kolkata Development Authority, 3, Major Arterial Road, New Town, Kolkata- 700 156.
- 4) The Estate Manager (Kalyani), Urban Development Department, D.C. Building, Kalyani, Nadia
- 5) The Chief Executive Officer, Kolkata Metropolitan Development Authority (KMDA).
- 6) The Chief Executive Officer, Asansol Durgapur Development Authority (ADDA).
- 7) The Chief Executive Officer, Haldia Development Authority (HDA).
- 8) The Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA).
- 9) The Chief Executive Officer, Burdwan Development Authority (BDA).
- 10) The ADM (G), Birbhum and Executive Officer, Tarapith Rampurhat Development Authority (TRDA).
- 11) The ADM, Alipur & Executive Officer, Jaigaon Development Authority (JDA).
- 12) The ADM, Midnapore & Executive Officer, Midnapore Kharagpur Development Authority (MKDA).
- 13) The ADM (ZP), Birbhum & Executive Officer, Bakreswar Development Authority (BKDA).
- 14) The ADM (D), Birbhum & Executive Officer, Patharchapuri Development Authority (PDA).
- 15) The SDO, Srerampur & Executive Officer, Furfura Sharif Development Authority (FSDA).
- 16) The Executive Officer, Sriniketan Santiniketan Development Authority (SSDA).
- 17) The Executive Officer, Digha Sankarpur Development Authority (DSDA).
- 18) The Executive Officer, Gangasagar Bakkhali Development Authority (GBDA).
- 19) S.D.O., Khatra, & Executive Officer, Mukutmanipur Development Authority (MDA).
- 20) The Executive Officer, Tarakeswar Development Authority (TDA).

Sub: Sending of Memo No.I /76/WBRTPS/22 dated:18.05.2022 regarding Para-B & Para-C.

Sir,

In sending herewith the letter from The Chief Commissioner, West Bengal Right to Public Service Commission bearing No. I /76/WBRTPS/22 Dated:18.05.2022, I am directed to request you to kindly take necessary action in this respect regarding Para-B & Para-C, under intimation to this Department.

This may be treated as extremely urgent.

Yours faithfully


Sd/-
Deputy Secretary to the
Government of West Bengal

No : 3501/ 1(4)-UD/O/M/ESTT /E-19/2014(Pt.I)

Date: 26.07.2022.

Copy forwarded for information & necessary action to:-

- 1) Smt Sujata Ghosh, IAS, Special Commissioner of this Department.
- 2) Smt. Debarati Duttgupta, Special Secretary of this Department.
- 3) Shri Joly Choudhury, Additional Secretary of this Department.
- 4) IT Cell to upload this letter to this Dept's Website and e-mail to the all authorities cited above.


Deputy Secretary to the
Government of West Bengal

1179 / Spt. Comm / 2022
27/5/2022

Rahul B
1/6/22

(Dud copy)

WD/80/2022/03405

Dt - 28.5.22



West Bengal Right to Public Service Commission
Kreta Suraksha Bhawan, 4th Floor
11A, Mirza Ghalib Street
Kolkata - 700 087

25 (Establishment)
may kindly see

No. I- 176/WBRTPS/22

Date: 18/05/2022

From : The Chief Commissioner,
West Bengal Right to Public Service Commission

To : The Additional Chief Secretary / Principal Secretary / Secretary

Urban Development Department

Sub: Activities required by Departments

Sir/Madam,

The West Bengal Right to Public Service Commission has been sincerely working for proper implementation of West Bengal Right to Public Services Act, 2013 (WBRTPS ACT,13). In this endeavour different Departments of the Government of West Bengal has come forward with notifications under Section 3 of the said Act to provide different public services to the citizens within a specific stipulated time period.

A. Notification: -

While promulgating such notification, most of the departments have published the same in official gazette but a few departments have not yet done so. As per Section 3(2) of WBRTPS Act, all such notifications must be published in Kolkata gazette. A few of the departments have also published a Bengali version of such notifications. Hence, this is a request to all the departments to publish the notifications including the revision of earlier issued notification under Sec 3(2) of WBRTPS Act in English and in local vernacular and those be invariably published in the Kolkata gazette.

B. Generation of acknowledgement in Form I and report in Form IV -

To implement the provisions of WBRTPS Act, it is imperative to provide acknowledgement in Form I of the said Act as and when any application for services notified under the said Act is received by any designated officer. For this purpose, the software through which any particular service is delivered may be modified to generate acknowledgement in Form I of WBRTPS Act instead of the acknowledgment being generated at present. For the services for which there is no provision of submission of hardcopy application and documents manually to the office for processing but there is provision for online submission only of application and supporting documents, the software may allow downloading acknowledgement in Form I after completion of application process online. But for the services which require submission of hardcopy application along with supporting documents to the office for processing after

Spt. Comm (SG)
SO (MD)
30/5/22
AS (AMB)
30/5/22

DS (ANS)
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online application the Form I acknowledgement may be generated by the receiving personnel in the office and may be handed over to the applicant.

The software may also make provision to keep records in excel format in Form IV of the said Act for sending to higher authorities at any point of time.

C. Display Board at Local offices and web page in departmental website: -

During visit of different districts, the Commission has witnessed Display Boards at different offices. All the departments are requested to erect display board for common public in front of the office of designated officers for any particular service notified under WBRTPS Act.

The display board should be in the following format on a blue base with white letters:

Services Provided under West Bengal Right to Public Services Act, 2013.

Information About	Names of Services		
Designated Officer			
Appellate Officer			
No. of days within which application will be disposed			
Supporting documents required with the application			

Only one or two Departments have provided information on WBRTPS purpose in their website. All the Departments are requested to display services under WBRTPS in their respective website and arrange for regular updating of information on WBRTPS related activities.

With Best regards,

ROSHNI SEN
Digitally signed by ROSHNI
SEN
Date: 2022.05.18 13:29:27
+05'30'
**Chief Commissioner,
West Bengal Right to Public Services**

Copy forwarded to the Chief Secretary to Govt. of West Bengal for kind information.

Roshni Sen
**Chief Commissioner,
West Bengal Right to Public Services**