

**Government of West Bengal**  
**Department of Urban Development & Municipal Affairs**  
 “Nagarayan , DF-8, Sector-I, Salt Lake, Kolkata-700064”

No. 3090-UD/O/M/ESTT/E-19/2014(Pt.-I)

Date : 19.07.2021

## NOTIFICATION

In exercise of power conferred by sub-section(2) of section 3 of the West Bengal Right to Public Services Act,2013 the Governor is pleased to partially modify Notification No.1716-UD/O/M/ESTT/E-19/2014(Pt.-I) , dated Kolkata the 26<sup>th</sup> May 2017 and accordingly the provisions for the services at Sl. No. 4 of the table under the heading MUNICIPAL AFFAIRS of the said Notification is substituted as follows :

Sl. No. (I)	Services provided by the Urban Local Bodies(II)	Designated Officer(D.O)(III)		Appellate Officer(A.O) (IV)	Reviewing Officer(R.O) (V)
		Designation	Stipulated Time limit	Designation and Stipulated Time limit	Designation and Stipulated Time limit
4.	Enlistment of Profession, Trade and Calling :- 1.Issuance of Certificate of Enlistment	Commissioner/ Executive Officer	15 days	Mayor/Chairman/ Chairperson, Board of Administrators/ Administrator  Timeline as stated in the WBRTPS Act 2013	Joint Secretary in the Department  Timeline as stated in the WBRTPS Act 2013
	2.Renewal of Certificate of Enlistment	Commissioner/ Executive Officer	15 days	Mayor/Chairman/ Chairperson, Board of Administrators/ Administrator  Timeline as stated in the WBRTPS Act , 2013	Joint Secretary in the Department  Timeline as stated in the WBRTPS Act 2013

This Notification is issued in the interest of public service.

By order of the Governor

Sd/-  
Principal Secretary to the Govt. of West Bengal

No. 3090/1(10)-UD/O/M/ESTT/E-19/2014(Pt.-I)

Date : 19.07.2021

Copy forwarded for information and necessary action to the :

1. Mayor/Chairman/Chairperson, Board of Administrators, Administrator,  
..... Corporation/Municipality/Notified Area Authority,  
P.O....., Dist.....
2. Principal Secretary, MS&ME&T Department, Government of West Bengal.
3. District Magistrate,....., P.O....., Dist.  
.....
4. Joint Secretary, M.A Branch, Urban Development and Municipal Affairs Department.
5. Executive Officer..... Municipality/Notified Area Authority.
6. Private Secretary to the Hon'ble MOS(IC), Urban Development and Municipal Affairs  
Department.
7. Section Officer, IT&e-Gov.Cell, Urban Development and Municipal Affairs  
Department with the request to upload in the Departmental website.
8. PS to Principal Secretary, Consumer Affairs Department.
9. PS to Principal Secretary, Urban Development and Municipal Affairs Department.
10. Guard file.

  
Joint Secretary to the Govt. of West Bengal