



West Bengal Industrial Infrastructure Development Corporation

(Established under West Bengal Act XXV of 1974)

Block- DJ, Plot No. 10, Sector- II, Salt Lake City, Kolkata 700 091

☎ 033-2334- 5806/07 e-mail: wbiidc.ho@gmail.com Website: wbiidc.wb.gov.in

Infra/Gen-10/2021 (Part-I)/

Date: 05-04-2023

ORDER

The matter of speedy disposal of applications seeking allotment of land in various Industrial Parks of the Corporation was under active consideration of the Corporation for quite some time past. Upon careful consideration of the existing land allotment procedure, the Corporation has decided to adopt the **Standard Operating Procedure (SOP)** for single pending case, following Notification No. I/223218-ICE-14011(99)/22/2020-IPI SECTION dated 28th September, 2022 of the Department of Industry, Commerce & Enterprises, Government of West Bengal.

The Standard Operating Procedure (SOP) for Online Land Allotment for single pending case in WBIIDC will be as follows:-

1. The Detailed Project Report completed in all respect will be evaluated and approved within **02 (two) weeks** of its submission.
2. The Board Agenda notes along with 15 days' meeting notice will be circulated to the Board Members within **7 (seven) days** from the date of approval of DPR.
3. In compliance of the Gazette Notification No. I/223218-ICE-14011(99)/22/2020-IPI SECTION dated 28th September, 2022, the land allotment proposals for single pending case along with evaluated DPR will be placed before the Board of WBIIDC within **next 07 (seven) days** from the date of approval of DPR.
4. In order to expedite the land allotment, all such proposals be placed before the Board of the Corporation, if required, through video conferencing.
5. Minutes of the Board Meeting shall be prepared and placed before the Chairman, WBIIDC for his approval and signature within **3 (three) days** from the date of Board Meeting.
6. Signed minutes of the Board Meeting along with Cabinet Memo. will be sent to the Industry, Commerce & Enterprises dept. for placing it before the Cabinet within **03 (three) days** from signing of the minutes.

Timeline mentioned in Gazette Notification No. I/223218-ICE-14011(99)/22/2020-IPI SECTION dated 28th September, 2022 shall be followed for subsequent actions after obtaining the signed minutes from the Chairman, WBIIDC.

The above SOP has the sanction of the Board of this Corporation vide Misc. Table Agenda Item No.1 of the 149th Board Meeting and will be operative with immediate effect.

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Chief Executive Officer



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Copy forwarded for information to:

1. **The Chairman, WBIIDC**
DJ-10, Sector-II, Salt Lake City, Kolkata-91.
2. **The Vice-chairperson and Principal Secretary, Dept. of Industry, Commerce & Enterprises, Govt. of West Bengal**
Shilpa Sadan, 4, Camac St., Kolkata-16.
3. **Mr. Raju Mishra, IAS, Joint Secretary & Nodal Officer for updation of Departmental website, Dept. of Industry, Commerce & Enterprises, Govt. of West Bengal**
Shilpa Sadan, 4, Camac St., Kolkata-16.

He is requested to take necessary action to upload this notification in the official website of the Department.

Chief Executive Officer

Infra/Gen-10/2021 (Part-I)/

990/2(13)

Date: 05-04-2023

Copy forwarded for information to:

1. The P.S. to the Chief Executive Officer, WBIIDC
2. The Chief Accounts Officer, WBIIDC
3. The Superintending Engineer (I/II/III), WBIIDC
4. The OSD (Land), WBIIDC
5. The Addl. LAOs, WBIIDC
6. The Executive Engineers in charge / D.I.C.s of all the Industrial Parks of the Corporation.
7. The Executive Engineer (Civil), Head Quarter, WBIIDC
8. The Executive Engineer (Civil), Building Cell/D&P, WBIIDC
9. The AAO, WBIIDC
10. The OSD (Law), WBIIDC
11. The Law Officer, WBIIDC (Mrs. S. Chakraborty/ Ms. A. Mitra)
12. **The Exe. Engineer (Mechanical)/System Administrator, WBIIDC**
He is requested to take necessary action to upload the notification in our official website at the earliest.
13. Land Section.

Chief Accounts Officer