

No. 324-LP/1A-12/13

Dated, 5<sup>th</sup> February, 2015

MEMORANDUM

Sub.: Time-bound disposal of mutation & conversion for industrial purpose.

1. Disposal of mutation:

- 23/2
- i) In order to expedite the process and disposal of mutation petition for setting up of industry, it is decided that disposal of mutation petitions where name of the vendor from whom the present petitioner purchased the land has already been recorded in the R-o-R(s) and it is in his possession, must be done within 21 days from the date of receipt of the petition.
  - ii) Usual references be made to the ULC/LA etc. and if no reply is received within 14 days, then it will be presumed that the authority/ department concerned has no objection in granting the mutation.
  - iii) If the condition given in sub-para (i) above is not fulfilled it should be disposed of as quickly as possible not exceeding 60 days.

2. Disposal of conversion:

- i) The process and disposal of conversion petition, if it is otherwise found in order, be done within 30 days from the date of receipt of the petition.
- ii) However, the following steps should be taken for timely disposal of the said cases:
  - a) If NOC from local body is not received within 14 days it will be presumed that there is no objection of the said body similar to that of U.L.C. clearance.
  - b) NOC from WBSEDCL/ G.M. D.I.C. / WBPCB/ NHAI/PWD/Fire & Emergency Service is not mandatory.
  - c) E.M.-I/LEM-I Registration Certificate must be submitted by the petitioner.
  - d) An enquiry be done by the field level functionary and it be followed by a hearing of the petitioner concerned.
  - e) The prevailing system of obtaining no objection from the adjacent plot-holders should be immediately discontinued. Instead, adjacent plot holders may be called for hearing.
  - f) The industrial units coming up in industrial estate/park which have already got land conversion are no longer required to apply for land conversion separately. Necessary changes be effected in the R.O.R.s in due course.

3. This order regarding time-period of 21 days for disposal of mutation petitions and 30 days for conversion petitions will be applicable to all industry petitions in the entire State.

4. However, the order/memorandum relating to conversion of water body will remain in force.

This order issues in supersession of all earlier orders/memorandums in this regard with immediate effect.

Sd/-

O.S.D. & Ex-Officio ACS & LRC  
Government of West Bengal  
Land & Land Reforms Department

Dated, Alipore, the 12<sup>th</sup> March, 2015.

Memo. No. 9/839-857/C/15

Copy forwarded to District Land & Land Reforms Officer .....  
for information and taking necessary action.

(A. Sanyamath)

Additional Director of Land Records Surveys  
&

Ex- Officio Joint Secretary,  
Land & Land Reforms Department, W.B.

4.3.15



Government of West Bengal  
Land and Land Reforms Department  
Land Policy Branch  
Nabanna (6<sup>th</sup> Floor),

325 Sarat Chatterjee Road, P.O. - Shibpur, Howrah- 711102

L-133/secy/LLR

10.09.15

No. 325-LP/1A-12/13

Dated, 5<sup>th</sup> February, 2015

MEMORANDUM

Sub.: Disposal of mutation & conversion for non-industrial land purposes.

1. Disposal of mutation:

- i) In order to expedite the process and disposal of mutation petition, it is decided that disposal of mutation petitions where name of the vendor from whom the present petitioner purchased the land has already been recorded in the R-o-R(s) and it is in his possession, must be done within 45 days from the date of receipt of the petition.
- ii) Usual references be made to the ULC/LA etc. and if no reply is received within 30 days, then it will be presumed that the authority/ department concerned has no objection in granting the mutation.
- iii) If the condition given in sub-para (i) above is not fulfilled it should be disposed of as quickly as possible not exceeding 60 days.

2. Disposal of conversion:

- i) The process and disposal of conversion petition, if it is otherwise found in order, be done within 60 days from the date of receipt of the petition.
- ii) The following steps should be taken for timely disposal of the said cases:
  - a) If NOC from local body is not received within 30 days, it will be presumed that there is no objection of the said body similar to that of U.L.C. clearance
  - b) NOC from WBSEDCL/ G.M. D.I.C. / WBPCB/ NHA/PWD/Fire & Emergency Service is not mandatory.
  - c) An enquiry be done by the field level functionary and it be followed by a hearing of petitioner concerned
  - d) The prevailing system of obtaining no objection from the adjacent plot-holders should immediately be discontinued. Instead adjacent plot holders may be called for hearing.
  - e) For individual non-commercial/non-industrial conversion, no DPR should be asked for.
  - f) However, the order/memorandum relating to conversion of water body will remain in force.

This order issues in supersession of all earlier orders/memorandums in this regard with immediate effect

Sd/-

O.S.D. & Ex-Officio ACS & LRC  
Government of West Bengal  
Land & Land Reforms Department

Dated, Alipore, the 12<sup>th</sup> March, 2015.

Memo. No. 9/ 820-838/C/15

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(A. Sanyamath)

Additional Director of Land Records Surveys  
&

Ex-Officio Joint Secretary,  
Land & Land Reforms Department, W.B.

4.3.15



কনভারশন এর আবেদন নিষ্পত্তির জন্য প্রধান বিবেচ্য বিষয়গুলি নীচে দেওয়া হল :

(ক) শিল্প সংক্রান্ত নয় এমন আবেদনের ক্ষেত্রে :-

- \* কনভারশনের আবেদন পত্রটি যদি যথাযথ থাকে, তাহলে সেই আবেদনট জমা দেওয়ার দিন থেকে ৬০ দিনের মধ্যে নিষ্পত্তি করতে হবে।
- \* স্থানীয় স্বশাসিত সংস্থা / ULC থেকে যদি ৩০ দিনের মধ্যে কোনো উত্তর না পাওয়া যায় তাহলে ধরে নিতে হবে যে ঐ কনভারশনের ব্যাপারে তাদের কোনো আপত্তি নেই।
- \* WBSEDCL / G.M. DIC / WBPCB / NHAI / PWD / Fire & Emergency Service - এই সমস্ত সংস্থা থেকে NOC নেওয়া বাধ্যতামূলক নয়।
- \* প্রথমে সরজমিন তদন্ত এবং তারপর শুনানী করতে হবে।
- \* পার্শ্ববর্তী দাগের রায়তদে কাছ থেকে না আপত্তি / নো অবজেকশন নেওয়ার কোনো প্রয়োজন নেই। প্রয়োজনবোধে তাদের ডেকে শুনানী করা যেতে পারে।
- \* ব্যক্তিগত, অবানিজ্যিক বা শিল্প সংক্রান্ত নয় এমন আবেদনের ক্ষেত্রে DPR চাওয়া যাবে না।

(খ) শিল্প সংক্রান্ত আবেদন :-

- \* কনভারশনের আবেদনটি যদি যথাযথ থাকে, তাহলে সেই আবেদনটি জমা দেওয়ার তারিখ থেকে ৩০ দিনের মধ্যে নিষ্পত্তি করতে হবে।
- \* স্থানীয় স্বশাসিত সংস্থা / ULC থেকে যদি ১৪ দিনের মধ্যে কোনো উত্তর না আসে তাহলে ধরে নিতে হবে যে ঐ কনভারশনের ব্যাপারে তাদের কোনো আপত্তি নেই।
- \* WBSEDCL / G.M. DIC / WBPCB / NHAI / PWD / Fire & Emergency Service - এই সমস্ত সংস্থা থেকে NOC নেওয়া বাধ্যতামূলক নয়।
- \* আবেদনকারী উদ্যোগ আধার রেজিস্ট্রেশন সার্টিফিকেট অবশ্যই জমা দেবেন।
- \* সরজমিন তদন্ত এবং তারপর শুনানী করতে হবে।
- \* এই আবেদনের ক্ষেত্রেও DPR বাধ্যতামূলক নয়।