

**GOVERNMENT OF WEST BENGAL**  
**Department of Urban Development & Municipal Affairs**  
**“Nagarayan” DF-8, Sector-I, Salt Lake,**  
**Kolkata : 700 064**

No. 590- IT&e-Gov/UDMA

Dated, Kolkata The 31<sup>st</sup> December, 2024

**NOTIFICATION**

UD&MA Department, Govt. of West Bengal launched the Online Building Plan Approval System (OBPAS) on and from 16<sup>th</sup> August, 2021 as a Single Window Portal for various processes involved in issuance construction permit of Building as per mandate of SBRAP and DBRAP 2020-21 in compliance with EoDB.

SWS-OBPAS covers all the 128 Urban Local Bodies (ULBs) of West Bengal. These 128 ULBs includes 121 nos. of Municipalities, Naba Diganta Industrial Township Authority (NDITA), Sector-VI Industrial Township Authority and 5 (five) nos, of Municipal Corporations except KMC and HMC. This enables the SWS-OBPAS to address the need of online service for availing construction permit, occupancy certificate across the State of West Bengal.

On completion of rolling over successful 3 (three) years of SWS-OBPAS (e-Grihanaksha), the Govt. of West Bengal has now decided to make **SWS-OBPAS the only process for sanctioning Building Plan and complete discontinuation of approval of Off-line Building Plan sanction on and from 01<sup>st</sup> January, 2025** ; along with other below mentioned approved standard operating procedure (SOP). **It may be noted here that applications for sanctioning of building plan, pending at any level, are to be submitted again through SWS-OBPAS i.e., no Municipality/Corporation will sanction any building plan in any other mode, than of SWS-OBPAS. Any building plan approved on and from 01<sup>st</sup> January, 2025 in any other mode, than of SWS-OBPAS will be treated as illegal.**

Other approved Standard Operating Procedure (SOP) are as follows :

- i) Processing of application in First-in-First out (FIFO) mode.
- ii) Any violation of this FIFO mode is to be justified in writing to the registrar of SWS-OBPAS.
- iii) Application submitted prior to the SWS-OBPAS and pending at whatever level before sanction to be submitted again through SWS-OBPAS.
- iv) ULBs will process the building plan within the stipulated time frame of 15 days.

All concerned are being informed accordingly.

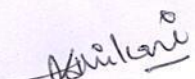
Sd/-  
Secretary to the Govt.  
of West Bengal, UDMA Department

No. 590/ 1(15)-IT&e-Gov/UDMA

Dated, Kolkata The 31<sup>st</sup> December, 2024

Copy forwarded for information and necessary action to :

- 1) Mayor..... Corporation (except KMC/HMC)
- 2) Chairman/Chairperson/Board of Administrator.....Municipality/NAA
- 3) Additional Chief Secretary, Finance Department, WB.
- 4) Additional Chief Secretary, Department of Environment, WB.
- 5) Principal Secretary, Department of Power, WB
- 6) Chief Executive Officer, WTL
- 7) Commissioner..... Corporation (except KMC/HMC)
- 8) Executive Officer, Naba Diganta Industrial Town Ship Authority.
- 9) Chief Executive Officer, Sector VI Industrial Township Authority.
- 10) Chief Engineer, MED (South Zone )
- 11) Chief Engineer, MED (North Zone)
- 12) Superintending Engineer, MED (South Zone)
- 13) Sr. P.S. to Chief Secretary, Govt. of West Bengal,
- 14) Sr. PS to Secretary, UDMA Department.
- 15) Law Cell, UDMA Department

  
Joint Secretary to the Govt.  
of West Bengal, UDMA Department