

Sl. No.	Name of the Department	Notified Services	Designated Officer		Notification No. & Date	URL
			Designation	Time Frame		
1	Labour	Registration under The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996'	Assistant Labour Commissioner	30Days	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wblc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf
2		Registration certificate of Establishment Inter State Migrant Workmen(RE&CS)Act,1979 (License of Contractor Establishment)	Assistant Labour Commissioner	30Days	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wblc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf
3		Registration under Shops and Establishments Act	Assistant Labour Commissioner	1 Day	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wblc.gov.in/sites/default/files/important_notification/gazette-notification-RTPS-shops-est-reg-timeline.pdf (Amended to one day)

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4	Labour	Renewal under 'Shops and Establishments Act'	Assistant Labour Commissioner	1 Day	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wblc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf https://www.wblc.gov.in/sites/default/files/important_notification/gazette-notification-RTPS-shops-est-reg-timeline.pdf
5		Permission for engaging contractor for labour	Assistant Labour Commissioner	30days	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wblc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf
6		Factories license	Chief Inspector of Factories	65 Days	No.2897-GE G/3A-20/2014 Kolkata, 30 th September 2015	https://wbfactoryonline.in/assets/contents/eodb/time_limit_under_rtps_2017_07_25_updated_2017_08_04.pdf
7		Renewal under 'Factories license'	Inspector of Factories	90days	Labr./23 5/Gen(RTPS) G/3A-20/2014 Kolkata 4 th July/2017	https://wbfactoryonline.in/assets/contents/eodb/time_limit_under_rtps_2017_07_25_updated_2017_08_04.pdf
8		'Factory building plan approval' (under the Factories Act, 1948)	Inspector of Factories	40days	No.2897-GE G/3A-20/2014 Kolkata, 30 th September 2015	https://wbfactoryonline.in/assets/contents/eodb/time_limit_under_rtps_2017_07_25_updated_2017_08_04.pdf

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9	Labour	Registration under Boiler Act	Assistant Director of Boilers/Deputy Director of Boilers as applicable	Issuance of provisional order (Form V). (Max 15 days) Issuance of Final Certificate of Boiler under Form VI. (Max 6 months)	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wbhc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf
10		Renewal under 'Registration under Boiler Act'	Assistant Director of Boilers/Deputy Director of Boilers as applicable.	Max 15 days from the date of receipt of the application	No.-1688-GE G/3A-20/2014 Kolkata, dated the 11th June, 2015	https://www.wbhc.gov.in/sites/default/files/important_notification/RIGHT_TO_PUBLIC_SERVICES_NOTIFICATION.pdf
11	IC&E	Incentives under Industrial/Sectoral Policy West Bengal State Support for Industries Scheme 2013,	Directorate of Industries Head of Incentive Division of WBIDC	Approval 60Days Sanction-15 Days Disbursement 30Days form date of availability of Fund	No-197-CI/O/AND/GEN-MIS/01/15 Dated 14/09/2017 No.155-CI/O/AND/GEN-MIS/01/05 Dated 04/08/2017	http://www.wbidc.com/ease_doing_business/ease_doing_business.htm

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12	Micro Small and Medium Enterprise and Textiles	Incentives under MSME Policy/ Textile Policy	General Manager/ Officer in –Charge, District Industries Center Dy. Director of MSME (Ancillary) Officer –in Char, Sub-DIC, Siliguri	Approval 60days Sanction 20 Days Disbursement 20days	No.4157-IC&E/III/15S-09/17 Dated 22/08/2017	http://msmewb.org/pdf/WBIS_ONLINE_ORDER.pdf
13	Water	Water Connection (Surface Water)	Biplab Mukherjee (Deputy Secretary Works) & Raj Kumar Sharma (Executive Engineer)	36 Days	No:17-W/2017-18 dated 08/09/2017	http://www.wbiwd.gov.in/uploads/notification/note_1505298224.pdf

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14	Environment	Renewal of Consent to Operate (under Water Act & Air Act)			No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Renewal of Consent to Operate for Green category of small scale industry except industries located within Calcutta Leather Complex	GM of DICs of MSME & Textile Dept., GoWB and Officer in charge of the Sub DICs of Siliguri, Durgapur &Haldia	15 days		
		Renewal of Consent to Operate for Green (Medium Scale), Orange & Red (all Small & Medium scale industries other than EC attracting industries), DG set, Health care units (upto 50 beds)	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days		
		Renewal of Consent to Operate of all large scale industries including EC attracting industries.	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days		
		Renewal of Consent to Operate for Common Effluent Treatment Plant (CETP) and Health care units (above 50 beds & not more than 200 beds)	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days		
15	Environment	'Authorization under Hazardous Waste Rules'			No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Hazardous Waste Authorization & Registration Certificate for recycler of Hazardous Waste	Senior Environmental Engineer, Waste Management Cell, WBPCB	Red-60 days Orange – 30 days Green-15 days		
16	Environment	'Consent to operate (under Water Act & Air Act)'			No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Consent to Operate for Green category of small scale industry except industries located within Calcutta Leather Complex	GM of DICs of MSME & Textile Dept., GoWB and Officer in charge of the Sub DICs of Siliguri, Durgapur &Haldia	15 days		
		Consent to Operate for Green (Medium Scale), Orange & Red (all Small & Medium scale industries other than EC attracting industries), DG set, Health care units (upto 50 beds)	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days		

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16	Environment	Consent to Operate for all EC attracting industries and all large scale industries	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days	No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Consent to Operate for Common Effluent Treatment Plant (CETP) and Health care units (above 50 beds & not more than 200 beds)	In charge Regional office, WBPCB	Red-60 days Orange – 30 days Green-15 days		
		Consent to Operate for Health care units (more than 200 beds)	Senior Environmental Engineer, Waste Management Cell, WBPCB	Red-60 days		
		Consent to Operate for Brick Fields	District Land & Land Reform Officer of respective districts	Orange- 30 days		
		Consent to Operate for stone quarries and stone crushing industries	Block Development Officer (BDO) & Sub Divisional Officer (SDO) of the district	Red- 60 days		
		Consent to Operate for Auto Liquefied Petroleum Gas (LPG) dispensing units	In-charge, Environment Impact Management Cell, WBPCB	Orange – 30 days Green-15 days		
17	Environment	'Consent to establish (under Water Act & Air Act)			No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Consent to Establish for Green category of small scale industry except industries located within Calcutta Leather Complex	GM of DICs of MSME & Textile Dept., GoWB and Officer in charge of the Sub DICs of Siliguri, Durgapur &Haldia	15 days		
		Consent to Establish for Orange category of small scale industry except industries located within Calcutta Leather Complex	GM of DICs of MSME & Textile Dept., GoWB and Officer in charge of the Sub DICs of Siliguri, Durgapur &Haldia	30 days		

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18	Environment	Consent to Establish for Green & Orange (Medium scale) & Red (Small & Medium scale) [other than Environmental Clearance (EC) attracting industries], DG (Diesel Generator) Set, Health care units (upto 50 beds)	GM of DICs of MSME & Textile Dept., GoWB and Officer in charge of the Sub DICs of Siliguri, Durgapur &Haldia	Red-60 Days Orange – 30Days Green-15 Days	No.: 107-EN/A-02/2013(Pt.-I) dated Kolkata the 15 th January, 2016	http://www.wbpcb.gov.in/writereaddata/files/RTPS_jan_16.pdf
		Consent to Establish for all Large scale (Red/Orange/Green) industries [other than Environmental Clearance (EC) attracting industries], Health care units (above 50 beds & not more than 200 beds)	In charge Circle office, WBPCB	Red-60 Days Orange – 30Days Green-15 Days		
		Consent to Establish for Health care units (more than 200 beds)	Senior Environmental Engineer, Waste Management Cell, WBPCB	Red-60 Days		
		Consent to Establish for industries/ projects attracting Environment Impact Assessment (EIA) Notification and its amendments.	In Charge, EIM Cell, WBPCB	Red-60 Days Orange – 30Days		
		Consent to Establish for Brick Fields	District Land & Land Reform Officer of respective districts	Orange- 30 Days		
		Consent to Establish for stone quarries and stone crushing industries	Block Development Officer (BDO) & Sub Divisional Officer (SDO) of the district	Red- 60 Days		
		Consent to Establish for Auto Liquefied Petroleum Gas (LPG) dispensing units	In-charge, Environment Impact Management Cell, WBPCB	Orange – 30Days Green-15 Days		
19	Consumer Affairs	Registration under weights and measures, 1998	Controller, Directorate of Legal Metrology	75Days	2931 - CA/RTPS/O/2C-1/14 Dated17.12.2014	http://www.publicservicesright.in/home/department_notification

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20	Fire & Emergency Services	Fire Safety Recommendation	Director General, West Bengal Fire & Emergency Services or Divisional Fire Officer of Concerned District	60Days	No.1450/FES/N/2E-131/2013 Dated 20/07/2017	https://wbfes.gov.in/wbfes/
21		Fire Safety Certificate	Director General, West Bengal Fire & Emergency Services or Divisional Fire Officer of Concerned District	60Days	No.1450/FES/N/2E-131/2013 Dated 20/07/2017	https://wbfes.gov.in/wbfes/
22		Renewal of Fire Safety Certificate	Director General, West Bengal Fire & Emergency Services or Divisional Fire Officer of Concerned District	60 Days	No.1450/FES/N/2E-131/2013 Dated 20/07/2017	https://wbfes.gov.in/wbfes/
23	Land Availability & Allotment	Change of land use	BL&LRO/ SDL&LRO/ DL&LRO	30 Days	No. 3932-LP/5M-27/13 Dated 30/12/2016	http://banglarbhumi.gov.in/banglarbhumi/(S(yd55dsw4emzfygegcvm3mku))/DwnLoad/3932-LP.pdf