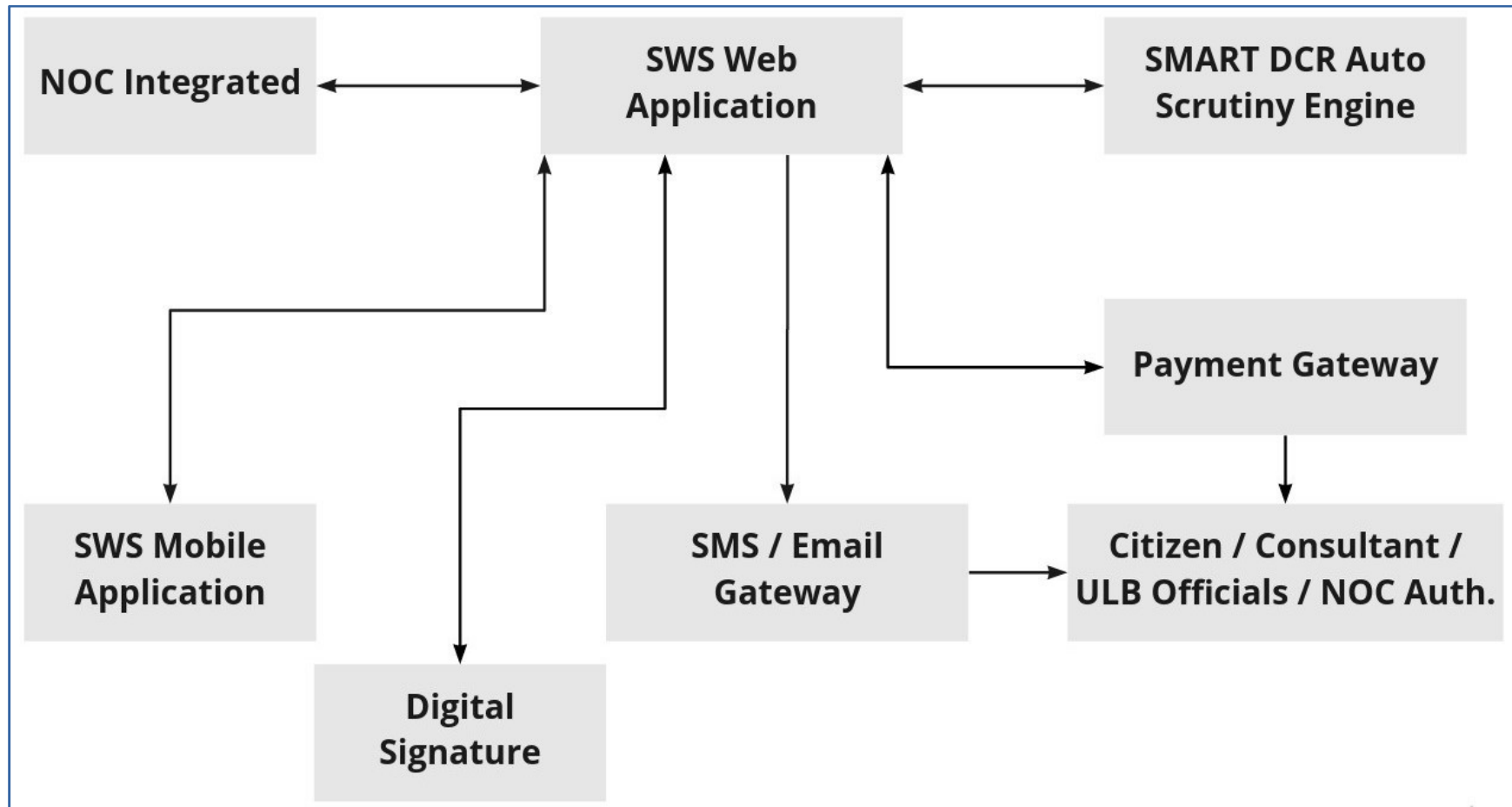




**Department of Industry, Commerce and Enterprises,
Government of West Bengal**

Consultant Guide

Overview



Applicant Services

1. **Applicant (Citizen) registration**
2. **Provision to Initiate an application**
3. **Provision of Application Tracking** after login and without login.
4. **Online submission of application for Building Plan**
5. **E-intimation of commencement of construction**
6. **Plinth level Certificate application**
7. **Occupancy certificate application**

Applicant Services cont..

8. Online issuance of digitally signed **Building Permit** (Approval /Refusal), **Certificate for Construction upto Plinth Level** (Approval / Refusal), **Occupancy Certificate** (Full / Partial / Blockwise)
9. Intimation of finalised fees for **online payment** (SMS and Email)
10. Intimation of **Application Status** (SMS and Email)
11. 3rd Party Verification

Technical Personnel Services

1. WBIDC Empanelled Consultant - **Registration** and **Renewal** on the Portal
2. Receive Intimation of **username / password**
3. Receive Intimation of **License validity expiry**
4. **Completion** of the Application initiated by the Applicant
5. **Submission** of Application initiated by the citizen for **Smart DCR Auto Scrutiny**.
6. **Resubmission** of Application in case of Pre Check Return from **Auto Scrutiny Engine**.
7. **Resubmission** of Application in case of **missing documents**.
8. Technical Personnel (LBS / Architect), Geo Technical Engineer, Structural Engineer, Structural Reviewer

Citizen Application Flow Process

No Login

Check Application
Status

Summary
Application Status

Citizen Login

Create
Application

Save
Application

Engage
Consultant

Send to
Consultant

Detail Application
Status

Online Payment

miro



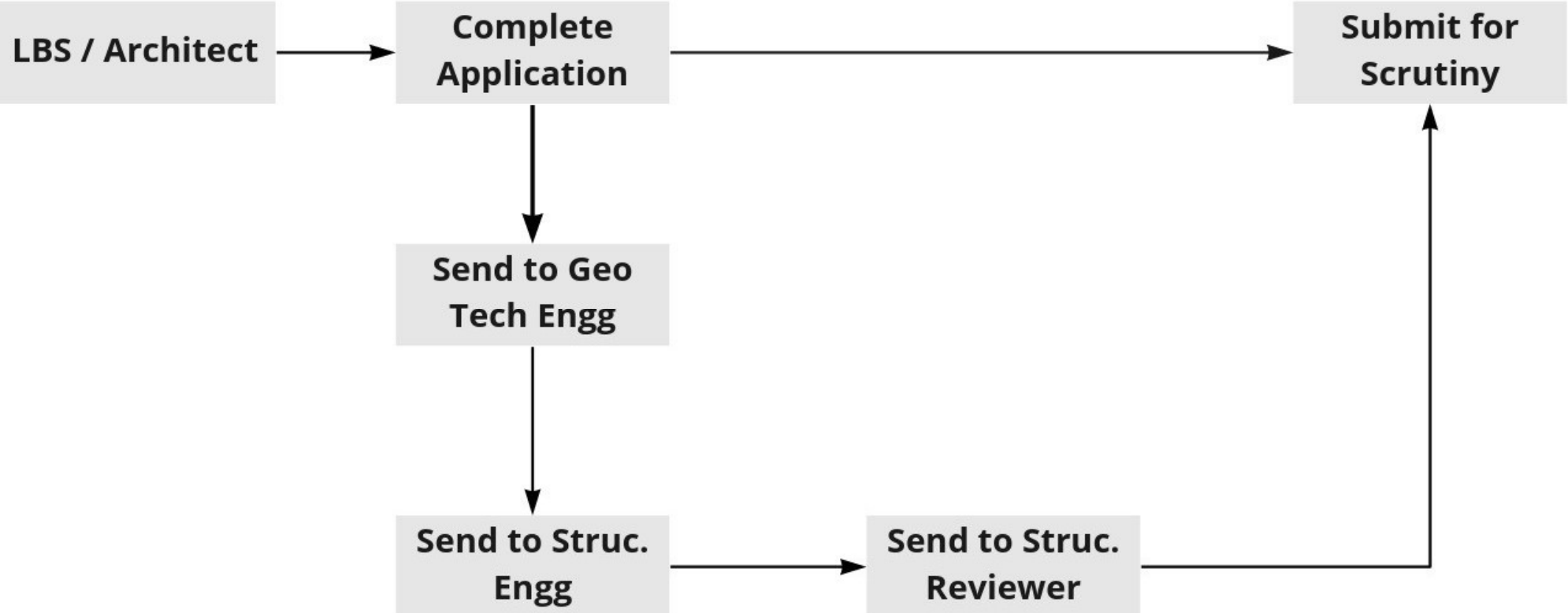
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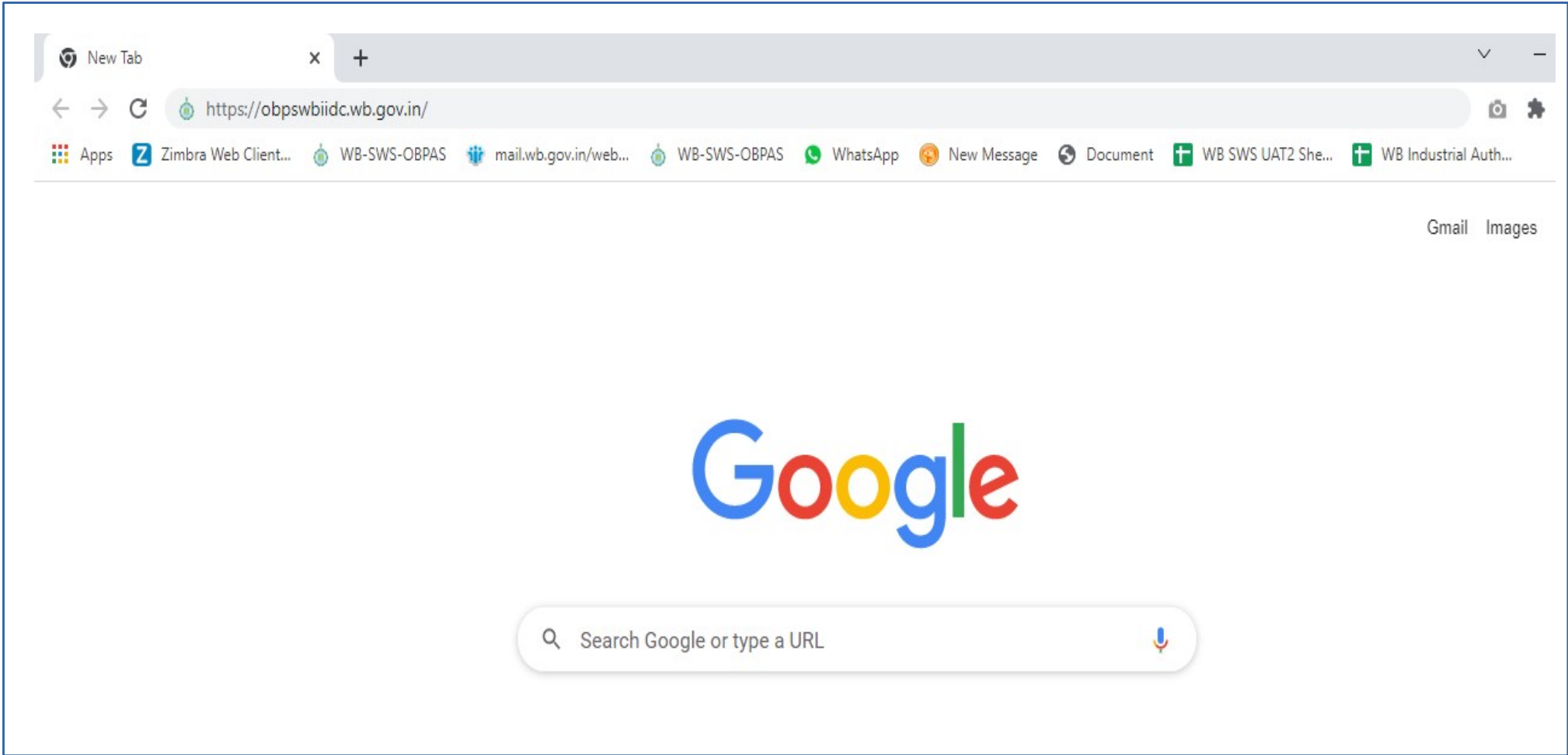


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Consultant Application Flow Process





Consultant Registration

Welcome to Single Window System for Online Building Plan Approval

The Online Building Plan Approval System (OBPAS) has been envisaged by the Department of Urban Development & Municipal Affairs, Government of West Bengal to utilize the benefits of Information Technology to have a Single Window System (SWS) for various processes involved in issuance of construction permits as per State Business Reform Action Plan (SBRAP) & District Business Reform Action Plan (DBRAP) 2020-21 recommendation and compliance under Ease-of-Doing-Business (EODB) in order to improve the Accountability, Transparency & Effectiveness in Government administration. [Read More](#)

LATEST UPDATES

1. Arrangement of VC on e-Conferencing (GVC) for VC with Commissioners/Jt. Commissioners/Executive Officers/Financial Officers/IT Coordinators/Engineers of ULBs on 18th April 2022 (Media from 4.30pm)



Applicant Org

Consultant

WBIDC

WBIIDC

Applicant Login

Username

Your Username

Password

Your Password

HC3HRQ



Captcha Text

Login Now

New Registration

Consultant

Citizen

Click here

WTL

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Consultant Registration Form

Consultant Details			
Salutation	Select an option ▼	Full Name*	Full Name
License / Registration No*	License Registration Number	License Document Upload* (Please upload only JPEG,JPG,PNG or PDF formats of 500KB or less)	Browse... No file selected.
Registration End Date*	dd / mm / yyyy	Consultant Type *	--Select-- ▼
Consultant Class	--Select-- ▼	Mobile Number*	Mobile No
Email ID*	Your Email Id	User Name(User Name can have Alphabet, Numbers, _ and - Only)*	User Name
Password*	Create Password	Confirm Password	Retype Password
Aadhaar Number	Aadhaar Number	Address*	Address
ULB Name *	Select ULB Name ▼	District	Select District Name ▼
Post Office	Post Office	PIN*	Pincode :
Police Station	Select Police Station ▼	Photo ID Type*	--Select-- ▼
Photo ID Number *	Photo ID No	Photo ID Document * (Please upload only JPEG,JPG,PNG or PDF formats of 500KB or less)	Browse... No file selected.
	Captcha Text	Return to Home Page	Submit For Registration



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Consultant Login

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Click here

Applicant Org

Consultant

WBIDC

WBIIDC

Applicant Login

Username

Your Username

Password

Your Password

HC3HRQ



Captcha Text

Login Now

New Registration

Consultant

Citizen



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Work on Citizen assigned applications

Organization	Applicant Details			
Site Details	Applicant Type *	Organisation	Applicant Sub Type * (In case of Applicant Type is "Authorised by Registered Power of Attorney")	Select Sub-Type
Specifications	Salutation *	Ms	Name *	shila Yadav
Land and Building Specifications	Mobile Number *	7985554073	Email ID *	Shila7865@gmail.com
Plot Abutting Details	Address	dfghjk	Post Office	Ramnagar
Other Details	PIN	272194	Police Station	ramnagar
Engaged Personnel	Aadhar Number		Photo ID Type	Aadhaar
NOC	Photo ID No		Photo ID Document	View Document
Documents Upload	PAN *	23456ASDFGH	PAN Document *	View Document
Save/Submit				

← Previous
Save 
Next →

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* Mandatory for citizen saving the CAF ** Mandatory for citizen before assigning to LBS/Architect * Mandatory for LBS/Architect before assigning to next personnel/AutoScrutiny # Mandatory for Geotechnical Engineer ## Mandatory for Structural Engineer