

Government of West Bengal
Department of Urban Development and Municipal Affairs
(Municipal Affairs Branch)
Poura Prashasan Bhawan
DD – I, Sector – I, Salt Lake, Kolkata – 64

No. 586/MA/O/C-4/1M-31/2015(Pt. I)

Dated: 31st August, 2017

MEMORANDUM

Subject: combining all affidavits & undertakings into one affidavit/ undertaking under EODB for sanction of building plan under online module.

In view of Easing Business in West Bengal, the State Government has introduced Building Plan Approval and Occupancy Certificate in municipal areas through online mode through e-district portal under e-district Mission Mode Programme and accordingly it has been decided that all affidavits & undertakings shall be combined into one single affidavit/ undertaking for sanction of building plan in municipal areas and to reduce the time and procedures in obtaining the approval and that will be submitted by the applicant online in the e-district portal.

2. The specimen of the single affidavit as per West Bengal Municipal Building Rules, 2007 henceforth required to be submitted for obtaining online Building Plan Approval is as under:-

"AFFIDAVIT

(To be submitted on non-judicial stamp paper)

[See rule 11(3)(d), 11(6), 11(7)(b &c), 11(11) &13(n)]

I/We.....(S/o, W/o, D/o).....
..... Resident(s) of..... do hereby solemnly undertake/ affirm and declare as under:

- a) THAT I/We am/are the owner(s)/ lessee(s) of Plot No., in..... (name of the street and No. of ward) under (name of the Municipality/ Municipal Corporation)(hereinafter referred to as the saidMunicipality) (*see Rule 13 (n)*)
- b) THAT WHEREAS I/we am/are submitting to the said Municipality building plans with provisions for deep foundation works, piling works, construction of basement and underground constructions: (*see Rule 13 (n)*)
- c) THAT WHEREAS I/we am/are representing to the said Municipality that if sanction is granted for the construction of the aforesaid works, I/we shall indemnify the said Municipality for any loss or damage at the time of execution of the said works or thereafter; (*see Rule 13 (n)*)
- d) THAT WHEREAS I/we undertake that all precautionary measures shall be undertaken by me/us and no excavation shall be carried out beyond the boundaries of the plot. Any damage occurring during the execution of the works or due to excavation made at site to the municipal services/public utility services or properties shall be made good by me/us; (*see Rule 13 (n)*)
- e) THAT WHEREAS I/we further undertake and agree to indemnify the said Municipality to the full extent of any claim put up against the said Municipality either by way of damage, compensation or in

any other way, in case the said Municipality is required to pay any amount to any person or owner or owners of the adjoining properties; (*see Rule 13 (n)*)

- f) THAT WHEREAS I/we further undertake and agree to indemnify the said Municipality of all costs and expenses the said Municipality may require to defend any action in this regard to any court of law; (*see Rule 13 (n)*)
- g) *THAT I/we am/are the owner/owners of the property to be built upon and the copy of the registered deed of the land or other documents in support of ownership/ownerships of land are submitted; (*see Rule 11 (6)*)
- h) *THAT the aforesaid plot of land is the only plot of vacant land held by me/us in any of the urban agglomerations covered under the Urban Land (Ceiling and Regulation) Act, 1976 and that extent of that plot is within the ceiling limit on vacant land imposed by the said Act; (*see Rule 11 (6)*)
- i) *THAT I do not hold any other vacant land or any other land with building with a dwelling unit therein in any of the urban agglomerations referred to the said Act; (*see Rule 11 (6)*)
- j) *THAT in the event of the aforesaid plot of land being declared as excess by the competent authority under the Urban Land (Ceiling and Regulation) Act, 1976, I shall abide by the decision of the competent authority under that Act. (*see Rule 11 (6)*)
- k) THAT I/we further undertake that the work of erection, re-erection or alteration will be planned, designed and supervised by an Architect or Licensed Building Surveyor, a Structural Engineer and a Geo-technical Engineer, as the case may be, as required under these rules (*see Rule 11 (7) (b)*)
- l) THAT I/we further undertake that no building materials shall be deposited in any street except with the prior written permission of the Municipal Authority and on deposit of fees for stacking material as specified in rule 25 of these rules, AND THAT the same will be stacked only at a place as may be directed by the said Municipality. (*see Rule 11 (7) (c)*)
- m) THAT WHEREAS I/we further undertake and agree to indemnify the said Municipality for any action, suits, proceedings, claim of damages by any third party, or tenant. (*see Rule 11 (11)*)
- n) *THAT WHEREAS in case the boundary and site plan is not mentioned in the title document submitted by me/ us in such event a deed of declaration along with boundary plan as well as detail of the boundary along with land area registered with the concerned registration authority shall be submitted along with application by me/ us. (*see Rule 11 (11)*)
- o) *THAT I/ we hereby authorize the person(s) for submission of Building plan and other allied papers, forms etc in a suitable format in stamp paper as applicable as per usual norms (*see Power of Attorney*)

Name & address

Relation

i)

ii)

p) THAT I/We have engaged an Architect or Licensed Building Surveyor, a Structural Engineer and a Geo-technical Engineer, as the case may be, for planning, designing and supervising as required under rule 15, particulars of whom are as under: (*see Rule 11(3)(d)*)

<u>Name & address</u>	<u>Other particulars</u>
i)	
ii)	
iii)	

IN WITNESS HEREOF, the owner(s)/ Lessee(s) above mentioned put their hands and seal to the said Indemnity Bond on this day of

Witness:

Signature of owner(s)/ Lessee(s)

1

1

2.....

2

* Strike out whichever is not applicable.

N.B. All declarations, indemnities, which the applicant has to comply with under the building rules, the duties payable under the Indian Stamp Act, in its application to West Bengal, on the various declarations, indemnities (See rule 11(3 a) of West Bengal Municipal Building Rules, 2007 latest amendment)."

3. These issues with the approval of higher authorities.

4. All concerned are being informed for compliance of the above.

5. Necessary amendments in the West Bengal Municipal Building Rule, 2007 shall be made in due course, if necessary.

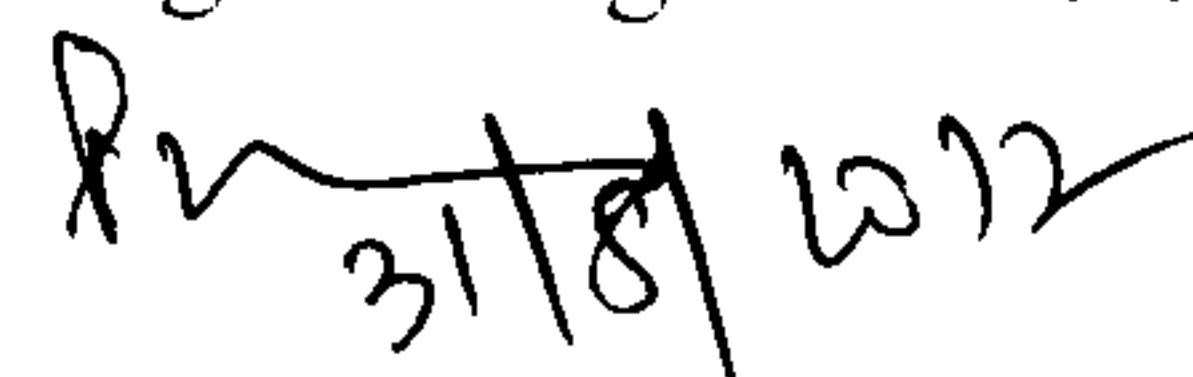

31/8/2017
Joint Secretary

No.586/7MA/O/C-4/1M-31/2015(Pt. I)

Dated: 31st August, 2017

Copy forwarded for information and necessary action to the, :-

- (1) Principal Secretary/Secretary, _____ Department, Govt. Of West Bengal.
- (2) Executive Director, WBIDC
- (3) Chief Engineer. Municipal Engineering Directorate.
- (4) Commissioner, _____ Municipal Corporation,
P.O. _____, Dist. _____.
- (5) Executive Officer, _____ Municipality / Notified Area Authority,
P.O. _____, Dist. _____.
- (6) P.S to MIC, UD & MA Department, Govt. of West Bengal.
- (7) Superintending Engineer (Planning), South Circle, Municipal Engineering Directorate.


31/8/2017
Joint Secretary