

# The Kolkata Gazette



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PART I.—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

## GOVERNMENT OF WEST BENGAL

### HOUSING DEPARTMENT

#### NOTIFICATION

No. 732-H2/1M-16/2019—11th September, 2019.—In exercise of the powers conferred by sub-section (2) of Section 3 of the West Bengal Right to Public Services Act, 2013, the Governor is pleased to notify the services along with stipulated time limit for rendering services, the Designated Officers responsible for providing the services, the Appellate Officers and Reviewing Officers as follows :—

Office	Service	Designated Officer		Appellate Officer		Reviewing Officer	
		Designation	Stipulated time limit	Designation	Stipulated time limit	Designation	Stipulated time limit
Housing Department	Acceptance of Form A in connection with registration of Apartment Owners' Association under the West Bengal Apartment Ownership Act, 1972 (West Bengal Act XVI of 1972).	Competent Authority	60 days from the date of receipt of the application with all the required documents/papers as per format prescribed under the West Bengal Apartment Ownership Act, 1972 (West Bengal Act XVI of 1972).	Appellate Authority	30 days from the date of appeal.	Secretary	15 days from the date of appeal.
	Issuance of Certificate of Registration of the Apartment Owners Associations under the West Bengal Apartment Ownership Act, 1972 (West Bengal Act XVI of 1972).	Competent Authority	15 days from the date of receipt of Form-I along with registered copy of accepted Form-A from the applicant.	Appellate Authority	15 days from the date of appeal.	Secretary	10 days from the date of appeal.



Office	Service	Designated Officer		Appellate Officer		Reviewing Officer	
		Designation	Stipulated time limit	Designation	Stipulated time limit	Designation	Stipulated time limit
Housing Department	Acceptance of Form-C in connection with transfer of property after formation of association under the West Bengal Apartment Ownership Act, 1972 (West Bengal Act XVI of 1972).	Competent Authority	30 days from the date of receipt of the application with all the required documents/papers as per format prescribed under the West Bengal Apartment Ownership Act, 1972 (West Bengal Act XVI of 1972).	Appellate Authority	30 days from the date of appeal.	Secretary	15 days from the date of appeal.
	Issuance of offer letter to the State Govt. employees of the Govt. of West Bengal for different Rental Housing Estates (RHE) under control of the Housing Department for occupation of Rental Housing Estate (RHE) under the West Bengal Govt. Premises. (Regulation of Occupancy) Act, 1984.	Competent Authority	60 days from the date of receipt of the application in prescribed form subject to fulfilment of the eligibility conditions of the applicant and availability of vacancy.	Secretary (in case of Kolkata only)	30 days from the date of appeal.		
				Concerned District Magistrates (for the districts)	30 days from the date of appeal.	Commissioner in the Housing Department	15 days from the date of appeal.
	Issuance of licence, to the State Govt. employees of the Govt. of West Bengal for different Rental Housing Estates (RHE) under control of the Housing Department for occupation of Rental Housing Estate (RHE) under the West Bengal Govt. Premises (Regulation of Occupancy) Act, 1984.	Competent Authority	Within 21 days from the date of acceptance of offer letter and submission of prescribed form along with declaration.	Secretary (for Kolkata only)	21 days from the date of appeal.		
				Concerned District Magistrates (for the districts)	21 days from the date of appeal.	Commissioner in the Housing Department	15 days from the date of appeal.

This will take effect from the date of notification in *The Official Gazette*.

By order of the Governor,  
O. S. MEENA,  
Secy. to the Govt. of West Bengal