



WBIIDC :

Allotment of land in Industrial Area

*Provided as a service
through 'SilpaSathi', the
Online Single Window
portal of the State (West
Bengal)*

User Manual

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

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Allotment of land in Industrial Area (WBIIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

Introduction

This document is intended to serve as a User Manual for grant of the service “Allotment of land in Industrial Area– (WBIIDC)” through Single window of the State, ‘SilpaSathi’. The service is integrated with the Single Window (SilpaSathi) and can be accessed through the SilpaSathi portal. This document has been designed as a user-friendly guide to assist applicants in filling their application forms. It will help them to familiarise with the entire procedure in a seamless manner for successful submission of application and download final Approval certificate from the SilpaSathi portal without the requirement of physical visit to the Department(s).

Salient Features of Silpasathi Portal:

- The Single Window Portal of the State of West Bengal (SilpaSathi) allows seamless integration with portals of different government departments thereby providing single login credential for various applications, eliminating the need to provide common information multiple times in different forms of various Departments, and ensuring all clearances are available from a single portal.
- It serves as a digital gateway for providing the necessary statutory compliances under the applicable Acts, Rules, Policies and Schemes of the Govt of West Bengal from a single portal.
- Business Entrepreneurs can get certificates and licences required for setting up and operating business in the State in a smooth and time-bound manner, smooth and time-bound manner, without the need to visit any government department or office.

About the Service

Allotment of land in Industrial Area– (WBIIDC) Allotment of land in Industrial Area is a crucial process for setting up a new industrial project or expanding an existing one. The online system has the following features without the requirement of physical visit to the Department: 1) Submission of Application 2) Online Payment of fees 3) Track Status of Application 4) Online Download of final approval certificate 5) Third Party Verification.

Comprehensive Checklist of Documents to be submitted online

The applicant is required to submit the following documents in order to apply for the service:

#	Documents Required	Detailed Description
1.	Memorandum and Articles of association of the company	A memorandum and articles of association are crucial documents for a company's foundation and governance
2.	Present authorised and paid up capital of the company	The authorized capital of a company refers to the maximum amount of capital that the company is authorized to raise through the issue of shares

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#	Documents Required	Detailed Description
3.	Copy of last 3 years audited balance sheet / P&L statement	A copy of the last three years' audited balance sheet and profit and loss (P&L) statement typically provides a thorough financial snapshot of a company's financial health
4.	List of Directors with DOB, address, qualification, DIN, PAN, Experience & Other Directorship held	Names of Directors with DOB, address, qualification, DIN, PAN, Experience & Other Directorship held
5.	Present Shareholding Pattern of the Company with least of top ten shareholders	Details of Present Shareholding Pattern of the Company with least of top ten shareholders
6.	Details of the association concerned last 3 years , Banker's name, Branch, Facility	Details
7.	Details of Existing Credit facilities	Existing credit facilities refer to the current lending agreements or arrangements a business or individual has with a lender, such as a bank or financial institution.
8.	Banker's Report on main promoter & Borrowing Company	A banker's report on a main promoter and a borrowing company is a comprehensive document that provides an analysis of the key individuals and entities involved in a loan transaction
9.	Net Worth Statement certified by Chartered Accounts for Project Sponsors	A Net Worth Statement certified by Chartered Accountants is a crucial document for Project Sponsors. It provides a snapshot of the project's financial position at a specific point in time
10.	Present Shareholding Pattern of the Company with list of top ten shareholders	Shareholding Pattern of the Company with list of top ten shareholders
11.	Details of the Associate Concerns: Last 3 years Bank Sheet details	Details of the Associate Concerns
12.	Details of Key Managerial Personnel and their experience	Key Managerial Personnel (KMP) refers to the top-level executives of a company who play a crucial role in making strategic decisions
13.	Item wise production Details for last financial year	organization's inventory management system or financial reports
14.	Performance of the company for current year, Ex- EBIT, PBT, PAT	EBIT, PBT, PAT

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#	Documents Required	Detailed Description
15.	Requirement of Statutory Approvals & Status as on date	Statutory approvals are required for various types of development projects, including new construction and rehabilitation
16.	DPR (word file)	Detailed Progress Report
17.	Financial model of DPR (Excel Sheet)	Financial model of DPR
18.	Plan Layout of DPR (AUTOCAD File)	Plan Layout of DPR

Timeline (WBRTPS)

Allotment of land in Industrial Area– (WBIIDC) has an WBRTPS timeline of 10 days till approval by the authorities.

Instructions related to the application form

Sl. No.	Field Name	Instructions
Applicants Basic Information		
1.	Organisation Details	Enter Organisation name. address, contact, etc
2.	Group of Companies in West Bengal Details	Enter Group of Companies in West Bengal Details
3.	Particulars of the management of the firm	Enter Particulars of the management of the firm
4.	Proposed Products of Manufacturing Including Annual Capacity	Enter Proposed Products of Manufacturing Including Annual Capacity
5.	Capital Outlay	Enter Capital Outlay
6.	Plan of Investment (in lakhs)	Enter Plan of Investment (in lakhs)
7.	Promoter's Contribution (in lakhs)	Enter Promoter's Contribution (in lakhs)
8.	Anticipated time (to be reckoned from the date of delivery of possession of land)	Enter Anticipated time (to be reckoned from the date of delivery of possession of land)
9.	Employment Potentialities	Employment Potentialities
10.	Status of Existing Loans	Status of Existing Loans
11.	Requirements of Infrastructure	Enter Requirements of Infrastructure

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

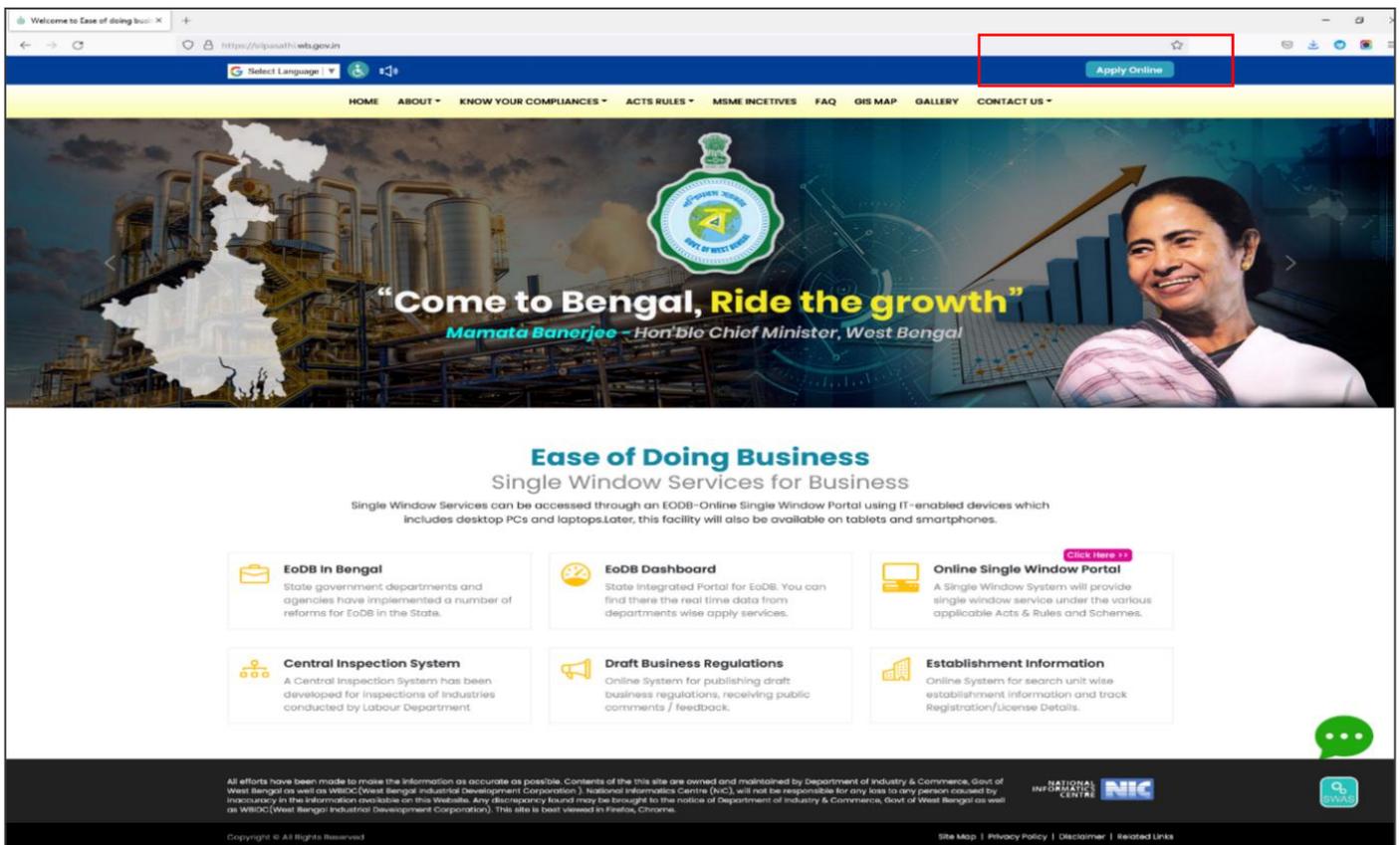
Sl. No.	Field Name	Instructions
12.	Companies Performance in the last 3 years	Enter Companies Performance in the last 3 years

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Application Process through SilpaSathi

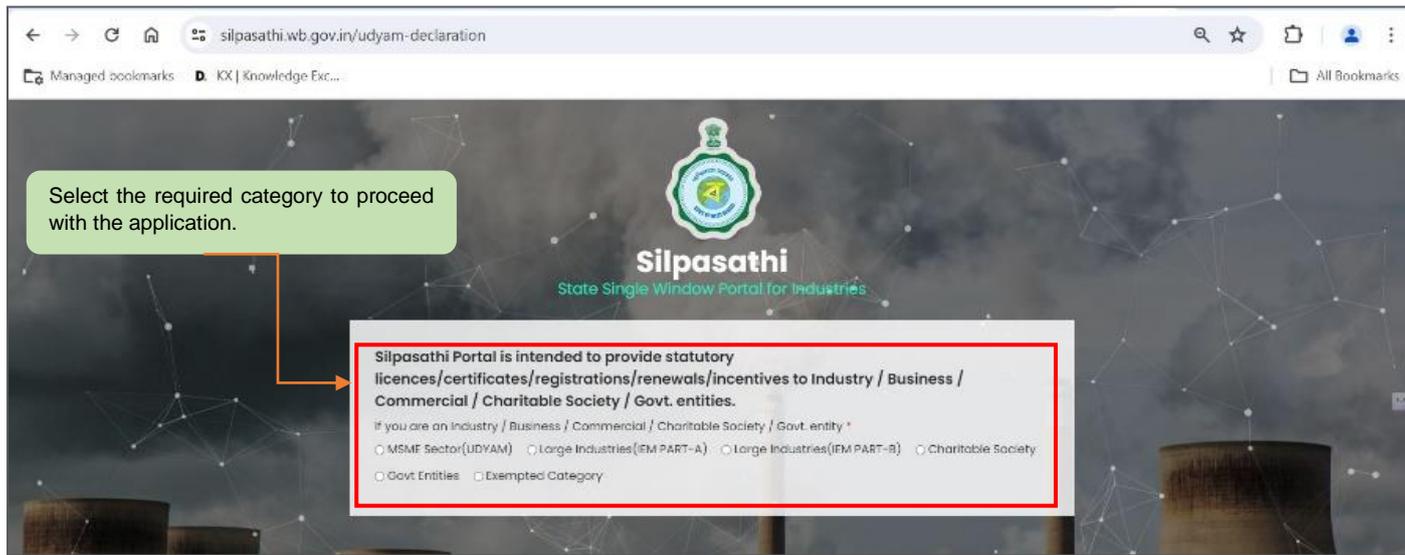
1. Online Application submission along with online submission of documents

In order to complete the user registration, the applicant has log on to <https://silpasathi.wb.gov.in/> and click on 'Apply online' button.



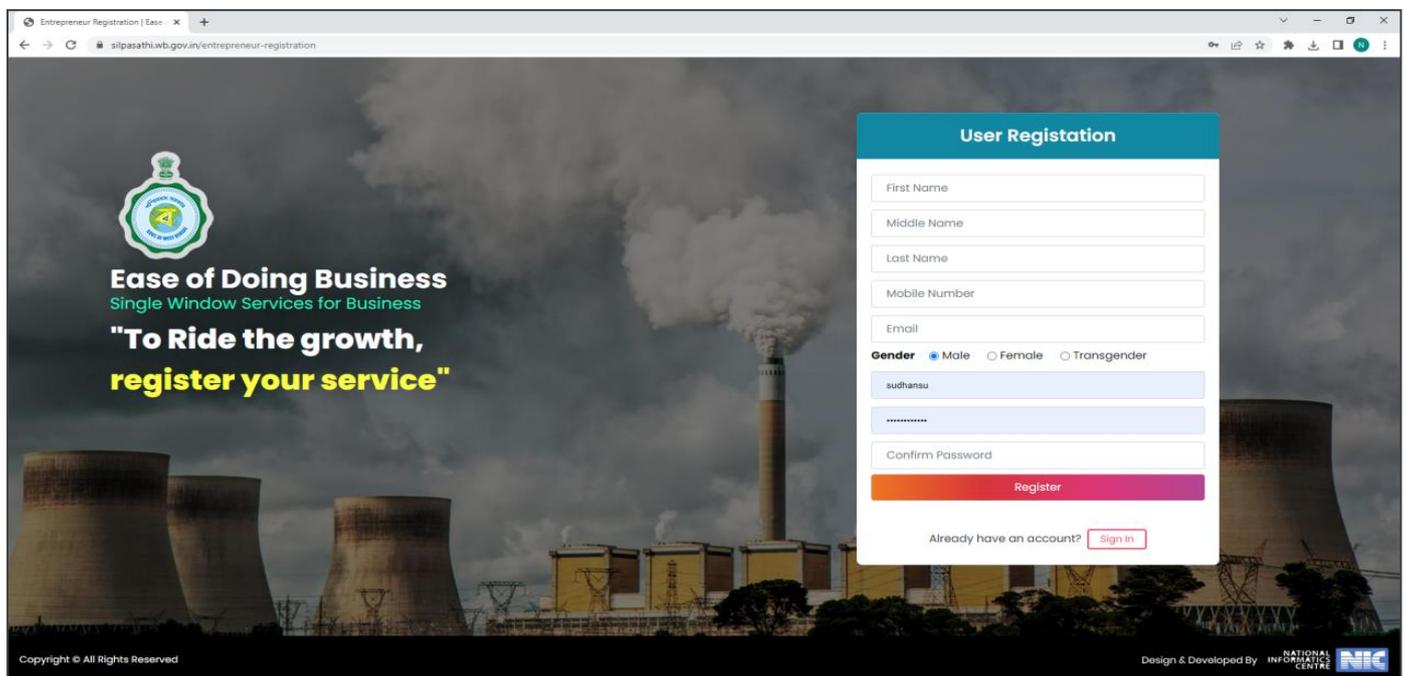
Applicant Log-in: The applicant needs to **select the required category** as illustrated in the screenshot below and proceed for registration.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



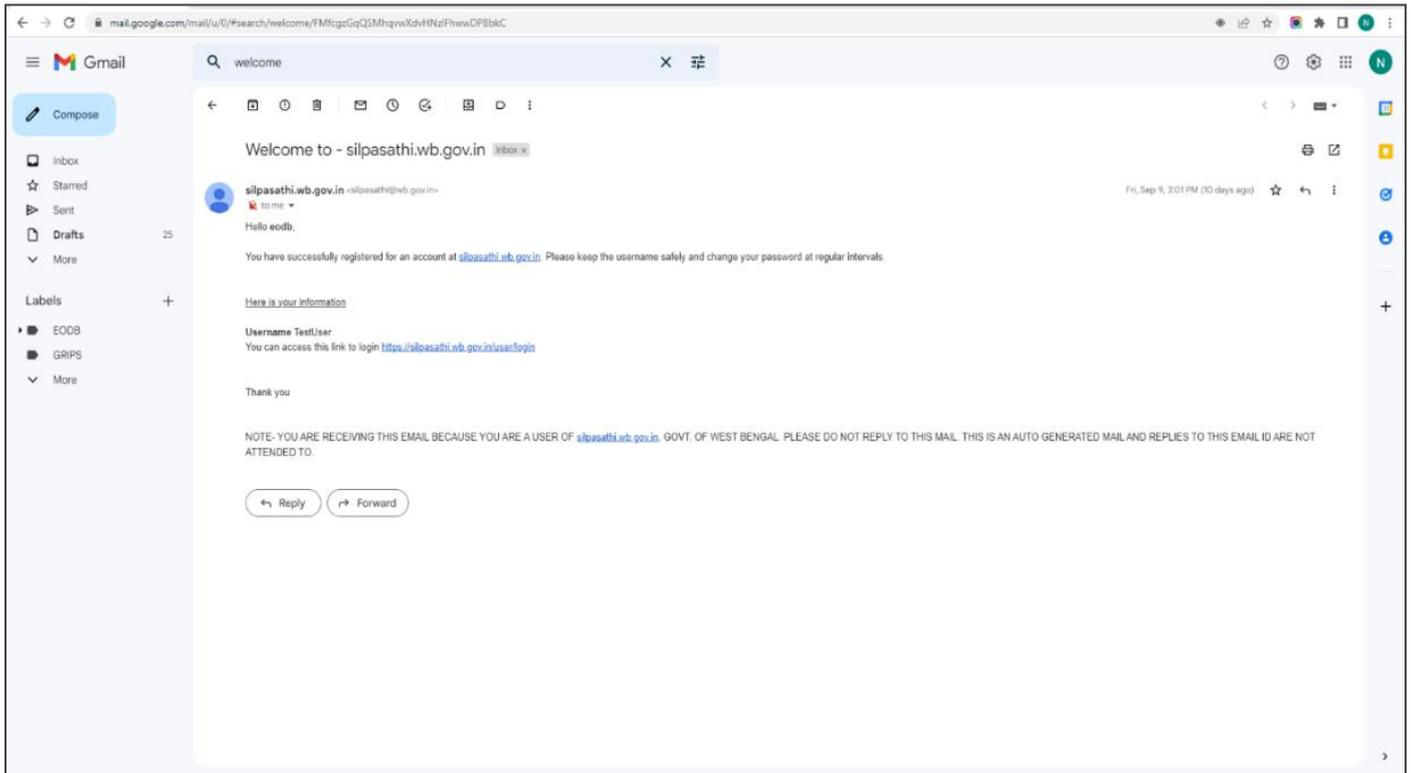
A sign-up window appears on the screen. The user has to select 'Create New' if he is a new user. An already registered user in SilpaSathi portal can fill in the username and password and login to the SilpaSathi portal.

The 'User Registration' window will appear with the relevant fields that the applicant needs to fill accurately and click on 'Register' as shown by the below screenshot. In case the applicant already has an account, click on the 'Sign In' button and login using valid **User ID, password and Captcha**.



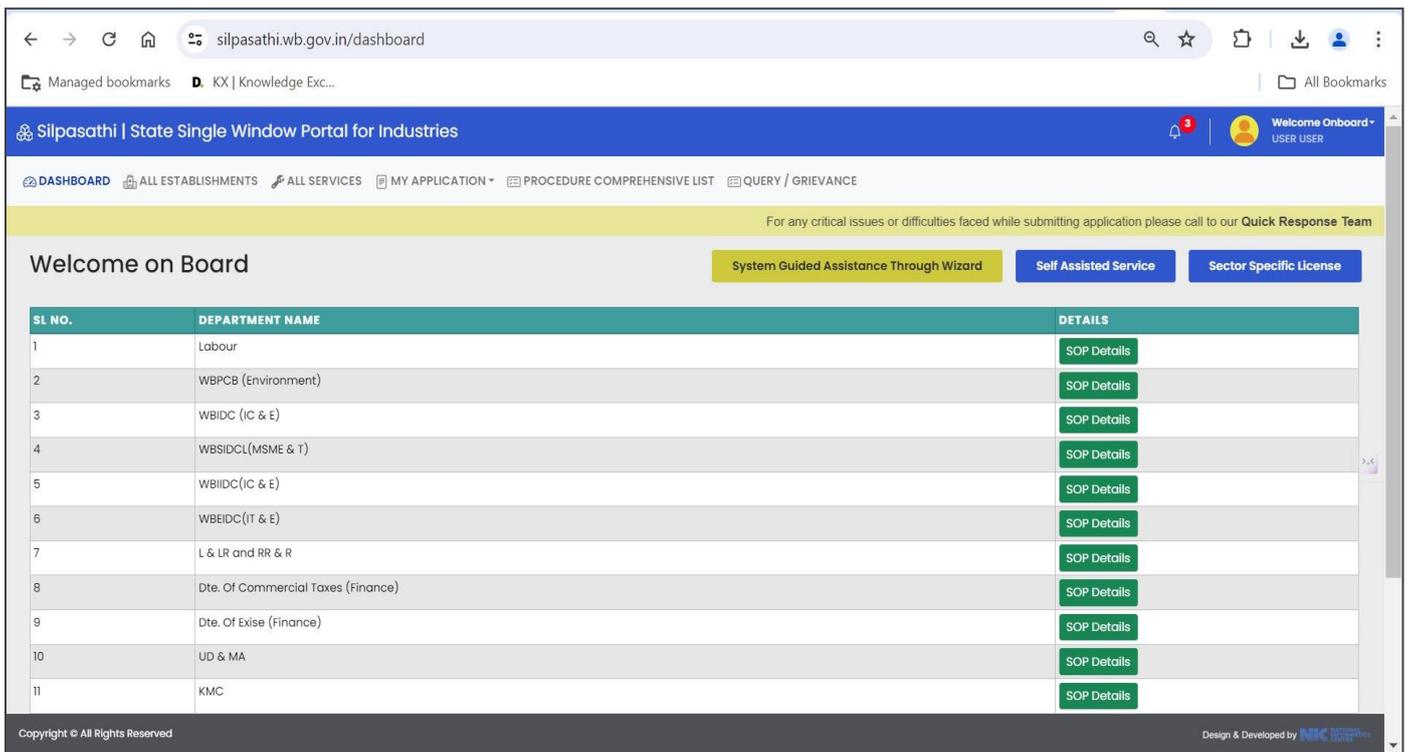
Applicants will receive email confirmation after registering into the single window portal. Please refer to the screenshot below:

Allotment of land in Industrial Area (WBIIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)



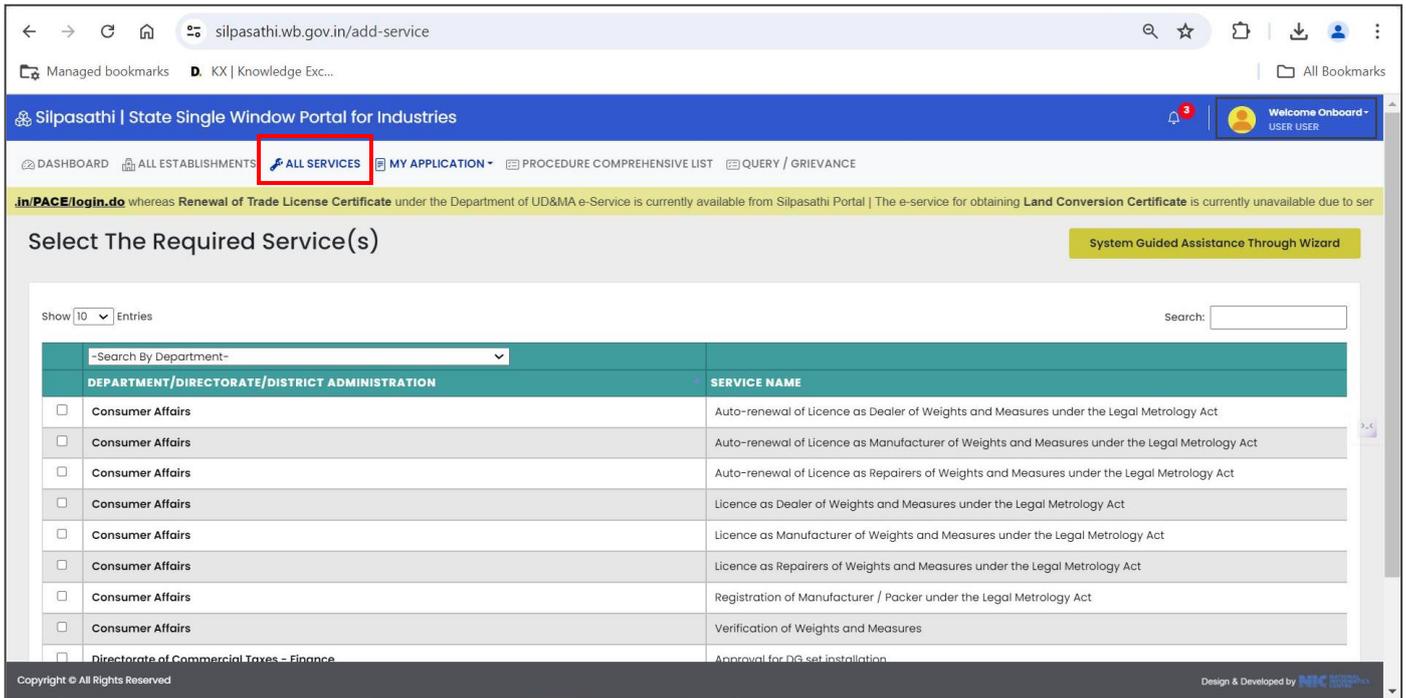
Online Application submission

Applicants will now be directed to the user dashboard for completing the further procedures. The following screenshots below illustrate the same.

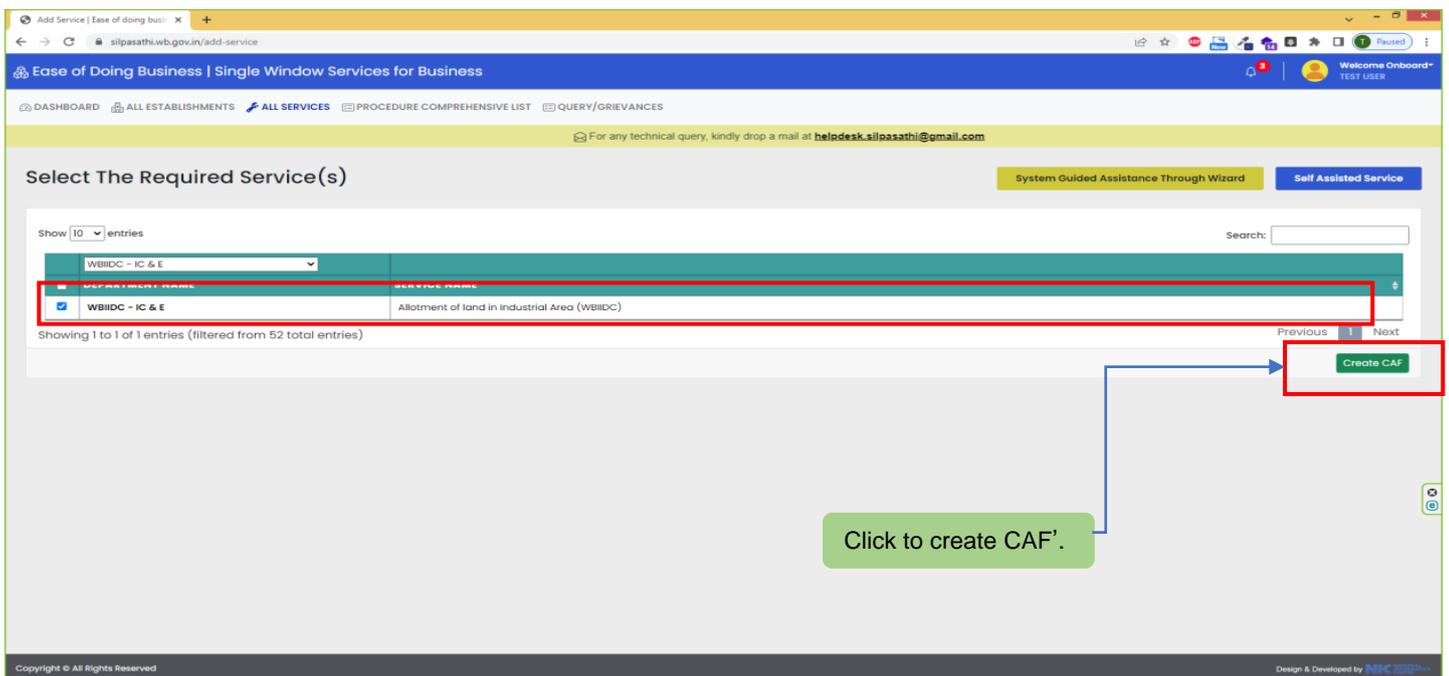


The applicant has to click on 'ALL SERVICES' to view the list of all services mapped with their corresponding departments.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

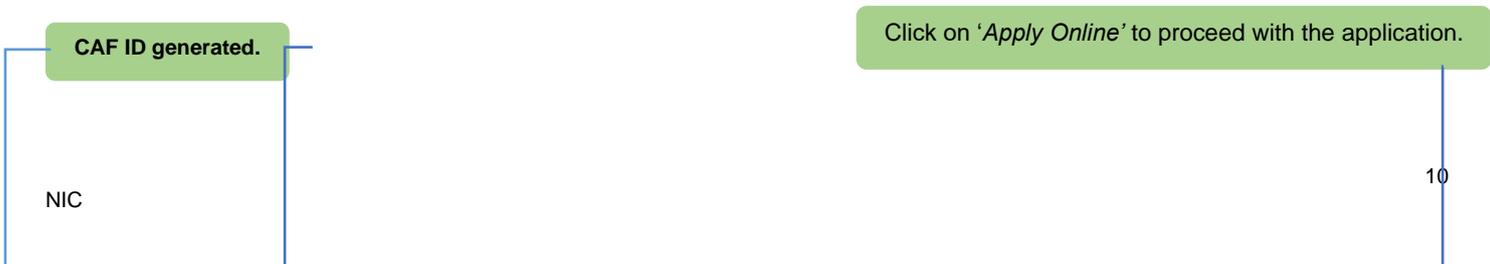


Once done, a list of services will appear. Applicants need to click on [the checkbox](#) adjacent to the service named **Allotment of land in Industrial Area– (WBIIDC)**

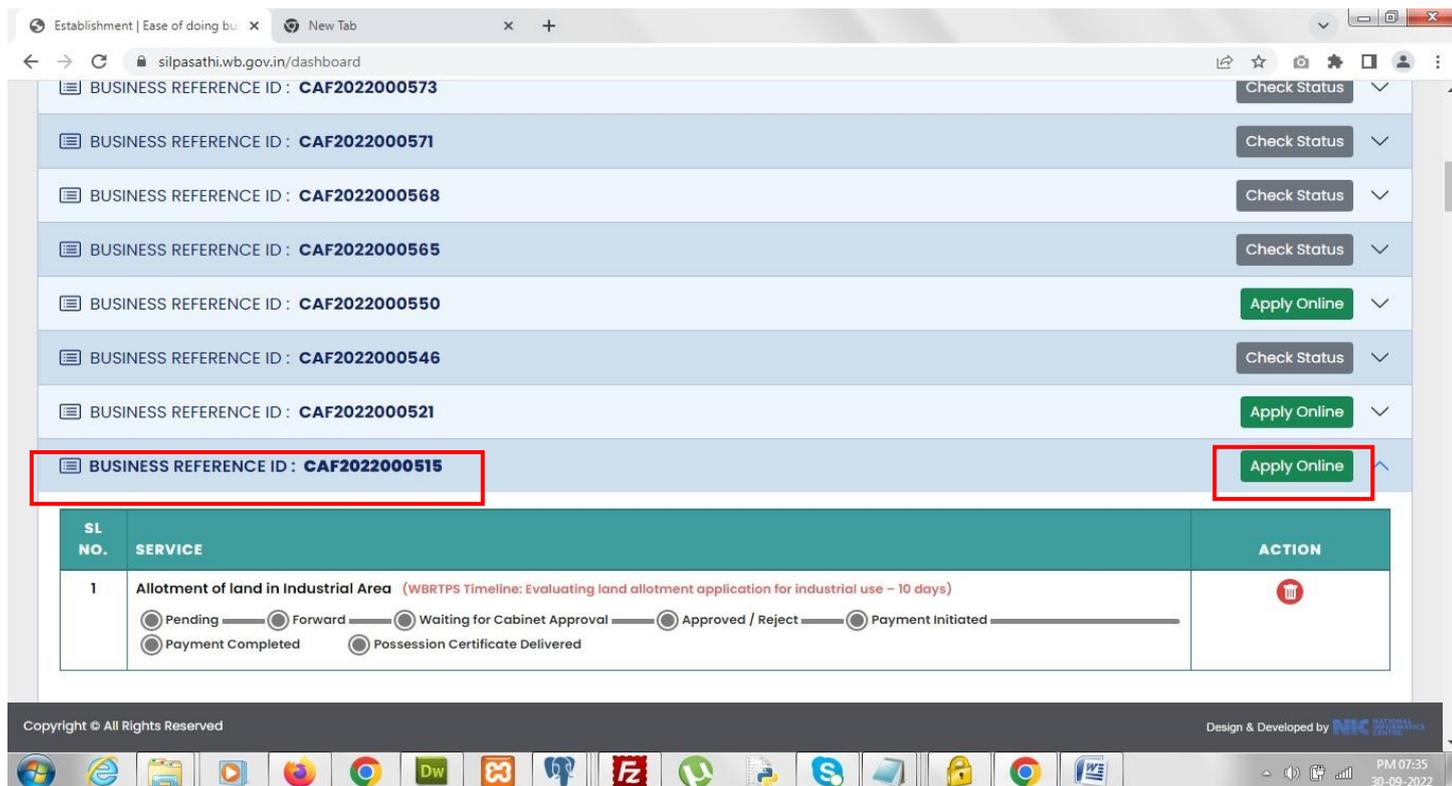


After selecting the service **Allotment of land in Industrial Area– (WBIIDC)**, the applicant has to click on **'Create CAF'**. Applicant's CAF ID will be created. The unique CAF ID is referred to as the common application form.

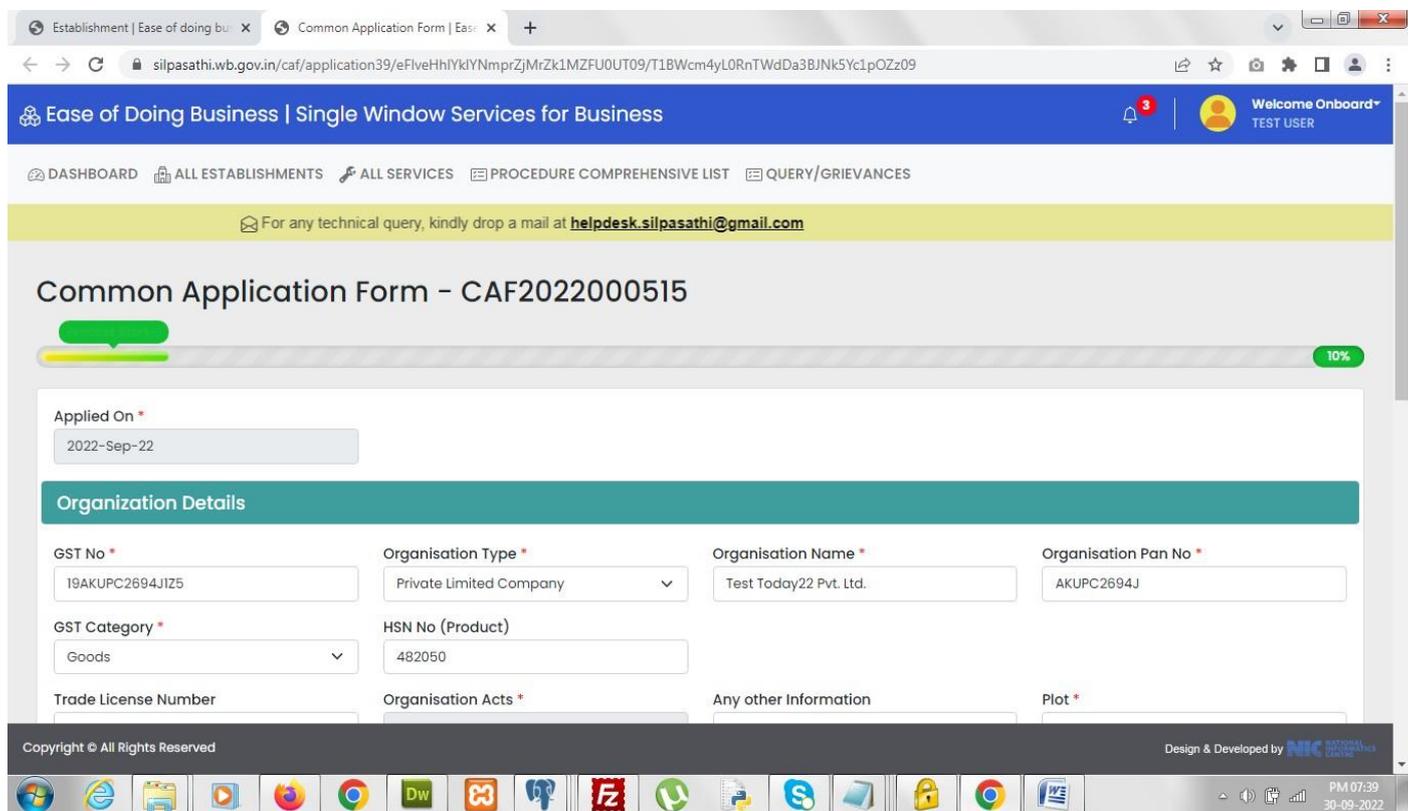
Applicant's Dashboard



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After clicking on 'Apply Online' option, the applicant shall be redirected to the main application form. The applicant will have to fill in the required details and review the application form (screenshot below):



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The screenshot shows a web browser window with the URL silpasathi.wb.gov.in/caf/application39/eFiveHhYkYNmprZjMrZk1MZFU0UT09/T18Wcm4yL0RnTWdDa38JNk5Yc1pOZz09. The page title is "Ease of Doing Business | Single Window Services for Business". A "Welcome Onboard" banner for "TEST USER" is visible. The form contains the following fields:

Trade License Number 5612384	Organisation Acts * The Companies Act, 2013	Any other Information sha hsbfdhs	Plot * Block - A
Building No * 47/A	Road/Land mark Test Road	City / Village / Town * Test Town	Local Body (Municipality/Panchayat) Municipality
Ward Number 11	District * Paschim Burdwan (West Bardhaman)	Police Station * Asansol North	Post Office * CITY CENTRE S.O
Pin Code 713216	Telephone Number 332562310	FAX 03325698521	E-Mail * testtoday22@today.com
Website www.testtoday22.com			

Applicant Details

Applicant Name Test Applicant	Designation of Applicant Test Director	D.I.N No * 20141000110	Gender * Male
Aadhaar No * 397788000234	Pan No * AKUPC2694J	Mobile No * 9830000001	Plot No 56/C

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This screenshot shows the same form as above, but with the "Save & Continue" button highlighted in a red box. The form fields are as follows:

Pin Code 713216	Telephone Number 332562310	FAX 03325698521	E-Mail * testtoday22@today.com
Website www.testtoday22.com			

Applicant Details

Applicant Name Test Applicant	Designation of Applicant Test Director	D.I.N No * 20141000110	Gender * Male
Aadhaar No * 397788000234	Pan No * AKUPC2694J	Mobile No * 9830000001	Plot No 56/C
Road / Land Mark Test Lane	Building Name Test Building	City / Village / Town * Test Town	Local Body (Municipality/Panchayat) Municipality
Ward Number 16	District * Paschim Burdwan (West Bardhaman)	Police Station * Kulti	Post Office * CITY CENTRE S.O
Pin Code 713216	Telephone Number 332562310	FAX 03325698521	E-Mail * testdirector@test.com

At the bottom of the form, there is a green button labeled "Save & Continue" which is highlighted with a red rectangle. To its left is a "Back" button.

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After successful filling up of step-1 of the form and clicking on "Save and Continue", applicant is redirected to the step-2 of the form.

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Establishment | Ease of doing bu... Common Application Form | Eas...
silpasathi.wb.gov.in/caf/application39-step-2/eFveHHyYkYNmprZjMrZk1MZFU0UT09/T1BWcm4yL0RnTWdDa3BJNk5Yc1pOZz09

Ease of Doing Business | Single Window Services for Business

3 Welcome Onboard TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at helpdesk.silpasathi@gmail.com

Common application form data partially saved.

Common Application Form - CAF2022000515

10%

Particulars Of The Management Of The Firm

Designation *	Name of Applicant *	Address 01 *	Address 02 *
Partner	Test Partner One	Test Street 01	Test Street 02
Resident Contact Number *	Office Contact Number *	Mobile Number *	
332320104	332562102	9830000005	
Designation *	Name of Applicant *	Address 01 *	Address 02 *

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Establishment | Ease of doing bu... Common Application Form | Eas...
silpasathi.wb.gov.in/caf/application39-step-3/eFveHHyYkYNmprZjMrZk1MZFU0UT09/T1BWcm4yL0RnTWdDa3BJNk5Yc1pOZz09

Ease of Doing Business | Single Window Services for Business

3 Welcome Onboard TEST USER

Capital Outlay (₹) *	If other fixed assets (Please specify) *	To commence production *	To achieve proposed capacity of production *
Plant and Machineries	Test Fixed Assets 2	40	45

Type of proposed project *

Test PP2

Add more field
Remove Field

Means Of Financing (₹)

Means of Financing (₹) *	If other fixed assets (Please specify) *	To commence production *	To achieve proposed capacity of production *
Term loan	Test fixed assets	60	70
Others	Other fixed assets2	20	25

Add more field
Remove Field

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Means Of Financing (₹)

Means of Financing (₹) *	If other fixed assets (Please specify) *	To commence production *	To achieve proposed capacity of production *
Term loan	Test fixed assets	60	70
Means of Financing (₹) *	If other fixed assets (Please specify) *	To commence production *	To achieve proposed capacity of production *
Others	Other fixed assets2	20	25

Add more field
Remove Field

Anticipated Time (To Be Reckoned From The Date Of Delivery Of Possession Of Land)

Whether any Financial Institution/Bank approved your Project for Financing. If YES, please enclose the photocopy of the Letter *

Yes No

For commencing production (In Months) *	For construction and Installation of Plant and Machineries (In Months) *	To reach the proposed production capacity (In Months) *
12	8	15

<< Back Save & Continue >>

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After successful filling up of step-2 of the form and clicking on "Save and Continue", applicant is redirected to the step-3 of the form.



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Establishment | Ease of doing bu... Common Application Form | Eas... +

silpasathi.wb.gov.in/caf/application39-step-4/eFveHhYkIYNmprZjMrZk1MZFU0UT09/T1BWcm4yL0RnTWdDa3BjNk5Yc1pOZz09

Ease of Doing Business | Single Window Services for Business

3 Welcome Onboard TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at helpdesk.silpasathi@gmail.com

Common application form data partially saved.

Common Application Form - CAF2022000515

Progress Started 10%

Employment Potentialities

Type *	Number of employees *	To commence production (Expenditure in rs. per head) *
Temporary	1000	25000.2
Type *	Number of employees *	To commence production (Expenditure in rs. per head) *
Full time	500	50000.5

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Establishment | Ease of doing bu... Common Application Form | Eas... +

silpasathi.wb.gov.in/caf/application39-step-4/eFveHhYkIYNmprZjMrZk1MZFU0UT09/T1BWcm4yL0RnTWdDa3BjNk5Yc1pOZz09

Ease of Doing Business | Single Window Services for Business

3 Welcome Onboard TEST USER

50000.5

Type *	Number of employees *	To achieve the rated/licensed capacity of production (Expenditure in rs. per head) *
Full time	450	45000.8
Type *	Number of employees *	To achieve the rated/licensed capacity of production (Expenditure in rs. per head) *
Temporary	350	25000.8

Add more field Remove Field

Requirements Of Infrastructure Facilities Or Amenities

Attribute *	Water (kilo-lite/day) *	Required units *	Power (kw/kva) *
Add Construction Stage	Add Construction Stage	10	Add Construction Stage
Required units *	Any other facilities and/or amenities	Required units	
20	Test amenities	20	
Attribute *	Water (kilo-lite/day) *	Required units *	Power (kw/kva) *
At Commencement of Production	At Commencement of Production	15	At Commencement of Production

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Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Attribute *	Water (kilo-litre/day) *	Required units *	Power (kw/kva) *
Add Construction Stage	Add Construction Stage	10	Add Construction Stage
Required units *	Any other facilities and/or amenities	Required units	
20	Test amenities	20	
Attribute *	Water (kilo-litre/day) *	Required units *	Power (kw/kva) *
At Commencement of Production	At Commencement of Production	15	At Commencement of Production
Required units *	Any other facilities and/or amenities	Required units	
22	Test amenities2	24	
Attribute *	Water (kilo-litre/day) *	Required units *	power (kw/kva) *
To Achive Rated / License	To Achive Rated / License	15	To Achive Rated / License
Required units *	Any other facilities and/or amenities	Required units	
17	Test amenities3	18	

After successful filling up of step-3 of the form and clicking on "Save and Continue", applicant is redirected to the step-4 of the form. Upon completion of the application process along with document submission, the applicant clicks on the 'Submit' button for final submission of the application.

The document submission process has been described below. Please refer to the screenshots below for detailed illustrations.

Common application form data partially saved.

Upload Documents - CAF20220

Browse and Upload

A self-declaration in Organization's letter head that none of the promoters/directors/partners/proprietor of the organization or the organization itself, do not contravene the provision of the Companies Act, 2013, PF, ES, Income Tax, GST and any other statutory compliances/law, as applicable.

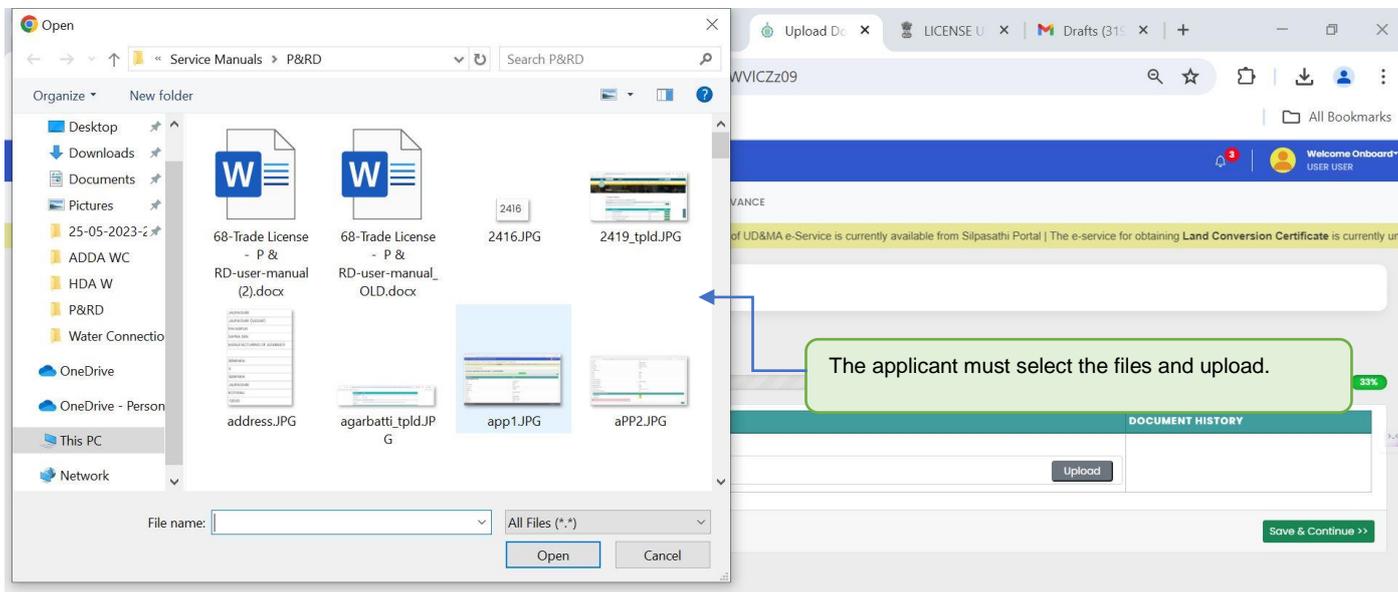
Audited Financial Statement/Annual Accounts including audit report and directors' report & MGT-9 etc. (Annual Report) of the company and the group companies (if any) for last 3 years.

Certificate of Registration (if any)

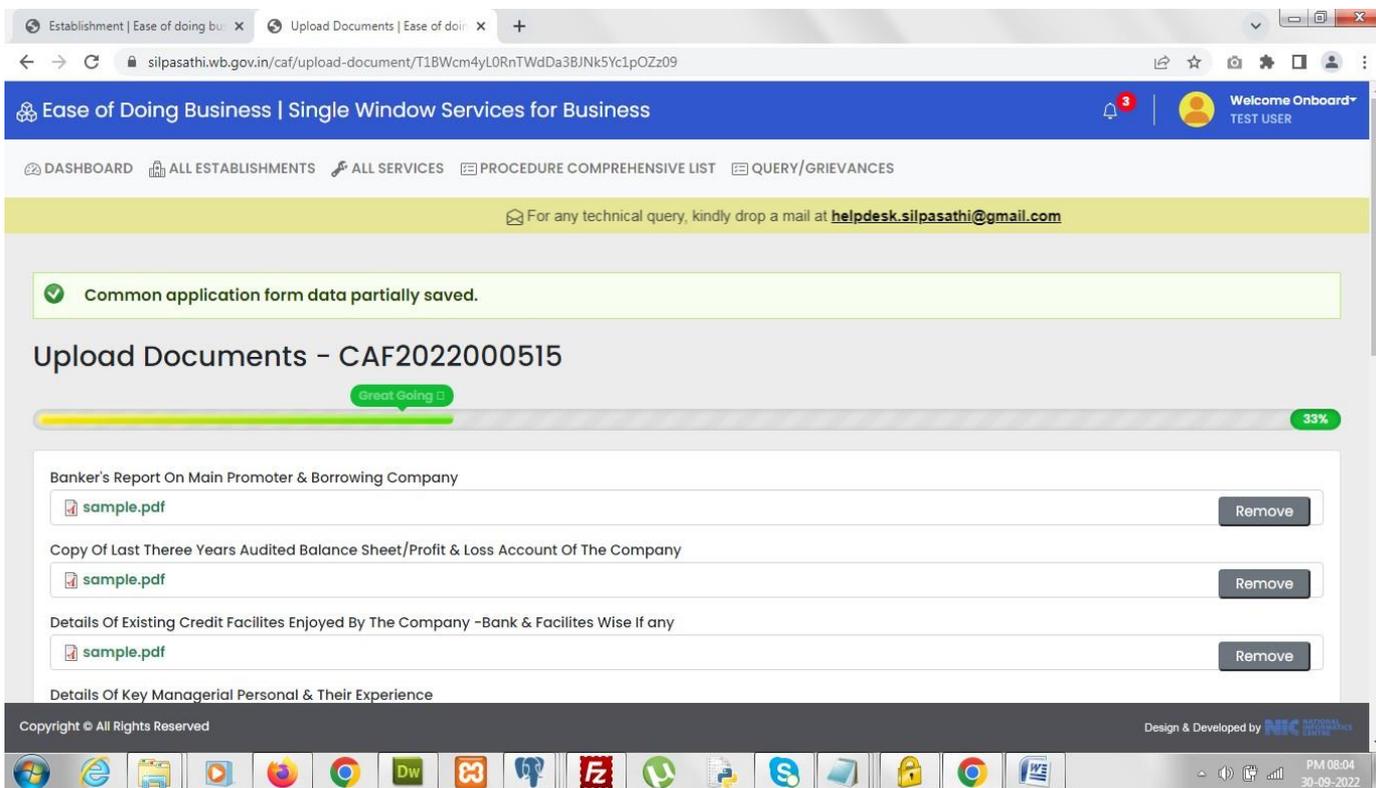
Copy of PAN

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

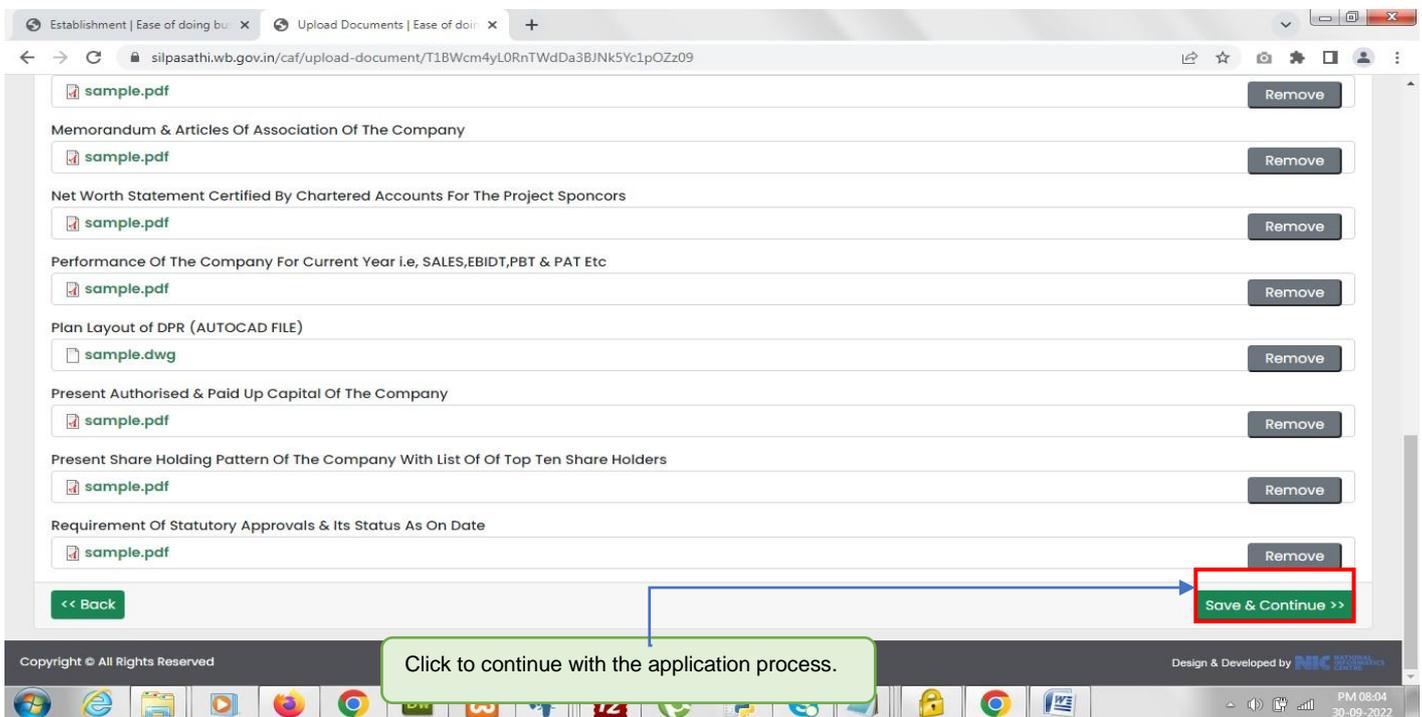
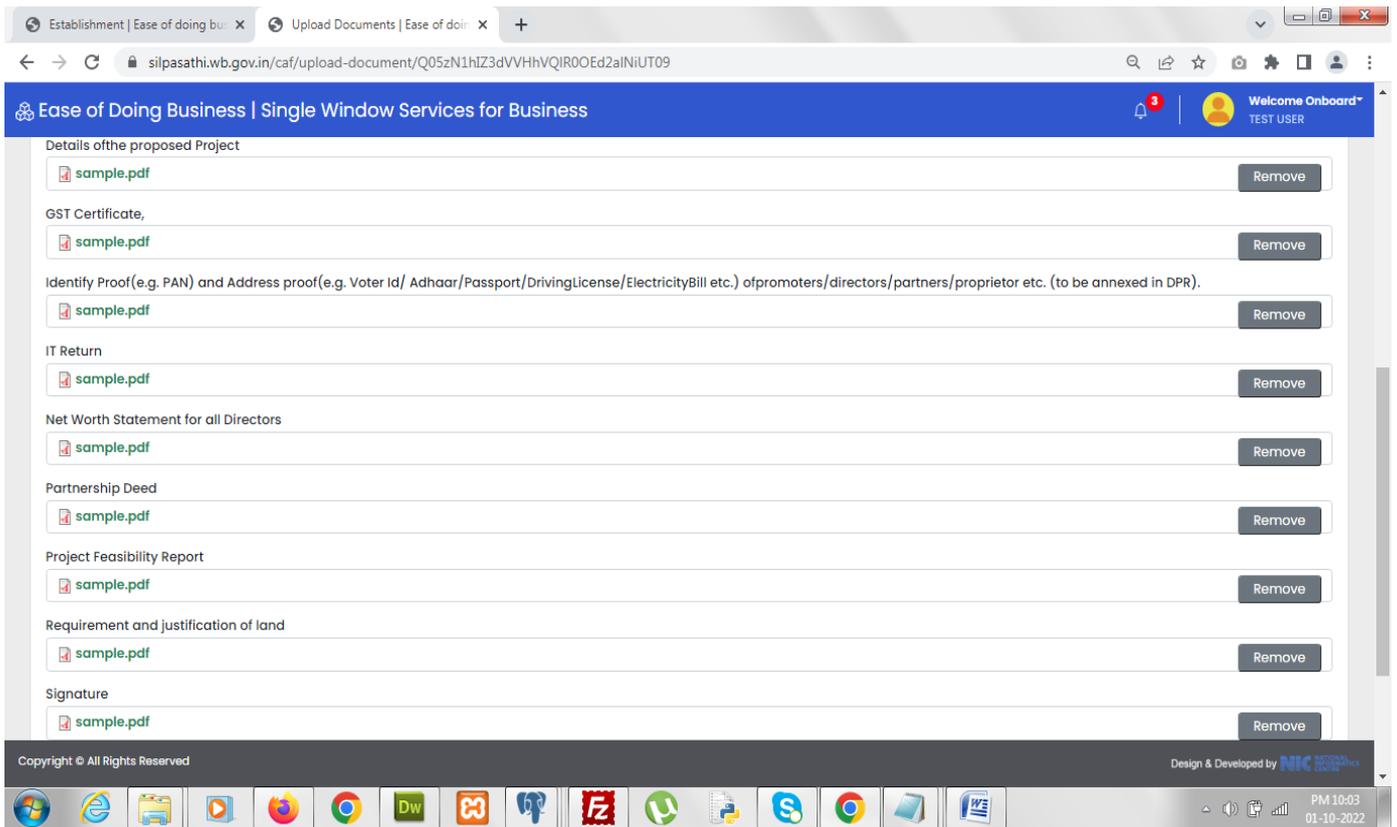
The applicant has to browse the required files in his system and upload them as described in the screenshots. A dialogue box appears after clicking on '**Browse**'. Once the required file is selected, the applicant has to click on '**Upload**' button to upload the files successfully.



The applicant is required to upload **both the required documents** in **pdf format** as illustrated in the screenshots. After filling the application form and uploading the required documents the applicant has to click on '**Save and Continue**' to proceed with the application.



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



The applicant shall review the filled in application form and proceed for final submission of application. Once reviewed, the applicant shall also be required to click on the Declaration checkbox on the bottom left of the application page before proceeding to 'Submit' button, as illustrated in the screenshots below.

Application Form

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The screenshot shows the 'Common Application Form Preview - CAF2022000515' page. A green notification box at the top states 'Documents upload successful.' Below it, a red-bordered box highlights a green checkmark and the text 'Documents successfully uploaded.' A progress bar indicates the form is 'Almost Completed' at 67%. The form data is as follows:

PARAMETERS	INPUTS
Applied On	22-09-2022
Organization Details	
GST No	19AKUPC2694J1Z5
Organisation Type	Private Limited Company
Organisation Name	Test Today22 Pvt. Ltd.
Organisation Pan No	AKUPC2694J

The screenshot shows the 'Organization Contact Details' and 'Registered Office Address' sections of the application form. The data is as follows:

Organisation Pan No	AKUPC2694J
Trade License Number	56123
GST No	19AKUPC2694J1Z5
SAC (Service)	14562
Organization Contact Details	
Telephone Number	9830000000
FAX	
E-Mail	abctestpvtltd@test.com
Website	
Registered Office Address	
Is Registered office address outside West Bengal ?	No
Building No	52
Building Name	Test Building
Street 1	Test Street 1
Street 2	Test Street 2
City / Town / Village	Test City
District	Kolkata

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Post Office	Park Street
Pincode	700040
Do you have group of companies in West Bengal?	Yes
Group of Companies in West Bengal Details	
Name of Group Company	Test Group of Companies
Activity	Manufacturing
Do you have group of companies elsewhere in India/Abroad?	No
Particulars Of The Management Of The Firm	
Designation	3
Name of Applicant	Test Partner
Street 01	Test Street 01
Street 02	Test Street 02
Country	India
State	West Bengal
District	Kolkata
City Town Village	Kolkata
Pincode	700040
Aadhaar No	397788000234

Mobile Number	9830000005
Office Contact Number	9830000007
Email	Testpartner@test.com
Personal Net Worth Of the Promoters (₹ In Lakhs)	1500000
Nature of Project / Industry	
Brief Description of project	Test Project
Industrial Park Name	Vidyasagar Industrial Park
District	Paschim Medinipur (West Medinipur)
Sub Division	Kharagpur
Requirement	
Area Type [In Acres/Sqm./No. of Units of SDF/Shed]	Developed Land
Requirement of Land (sq mtr)	150
Preferable location of land (Decided by WBIIDC on basis of availability)	120
Total area covered by building	100
Any area necessary for open storage (to be shown in plant layoutdrawing)	no
Proposed Products Of Manufacturing Including Annual Capacity	
Product Details	Test Product
By Products (If Any)	Test By Product

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Type	1
Nature and Quality of effluent (cubic meter/day))	Day
Capital Outlay (₹)	
Land & Site Development	120000
Module Cost	150000
Building	110000
Plant and Machineries	100000
Miscellaneous Fixed Asset	80000
Furniture	95000
Contingencies	100000
Prelim & Preoperative Expense	120000
Plan Of investment (₹ In Lakh)	
FIRST YEAR (₹ IN LAKHS)	375000
SECOND YEAR (₹ IN LAKHS)	200000
THIRD YEAR (₹ IN LAKHS)	300000
TOTAL (₹ IN LAKHS)	875000
Promoters Contribution (₹ In Lakhs)	
TOTAL CONTRIBUTION (₹ IN LAKHS)	875000

OF WHICH EQUITY (₹ IN LAKHS)	500000
U/S LOAN (₹ IN LAKHS)	175000
TERM LOAN (BORROWING)(₹ IN LAKHS)	200000
Anticipated Time (To Be Reckoned From The Date Of Delivery Of Possession Of Land)	
For construction and installation of Plant and Machineries (in Months)	12
For commencing production (in Months)	12
To reach the proposed production capacity (in Months)	10
Employment Potentialities	
DIRECT	1000
OF WHICH PERMANENT	750
CONTRACTUAL	250
INDIRECT	50
Requirements Of Infrastructure Facilities Or Amenities	
POWER (in KW AT)	100
VOLTS	50
WATER (in KL/D)	25
OTHERS	1
Project Details	

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Establishment | Ease of doing bu x Common Application Form Previ x +

silpasathi.wb.gov.in/caf/application-preview/Q05zN1hIZ3dVvHhVQIR00Ed2alNIUT09

Project Details	
Does the proposed project involve pollution of wastes/air in any way?	No
Remarks	Test Remarks
Project Category	White
Is there any Foreign Investment?	no
Collaboration With Foreign And Joint Sector	
Companies Own Performance (Last 3 Years)	
Type	Term Loans
First Year (₹ In Lakhs)	50000
Second Year (₹ In Lakhs)	50000
Third Year (₹ In Lakhs)	60000
Group Concerns/Promoters And Their Financial Record Of Last 3 Years	
Name	Test Group of Companies
Status in project	Working
Activity	Test Activity
1st Year Turnover (₹ In Lakhs)	50000
2nd Year Turnover (₹ In Lakhs)	60000
3rd Year Turnover (₹ In Lakhs)	70000

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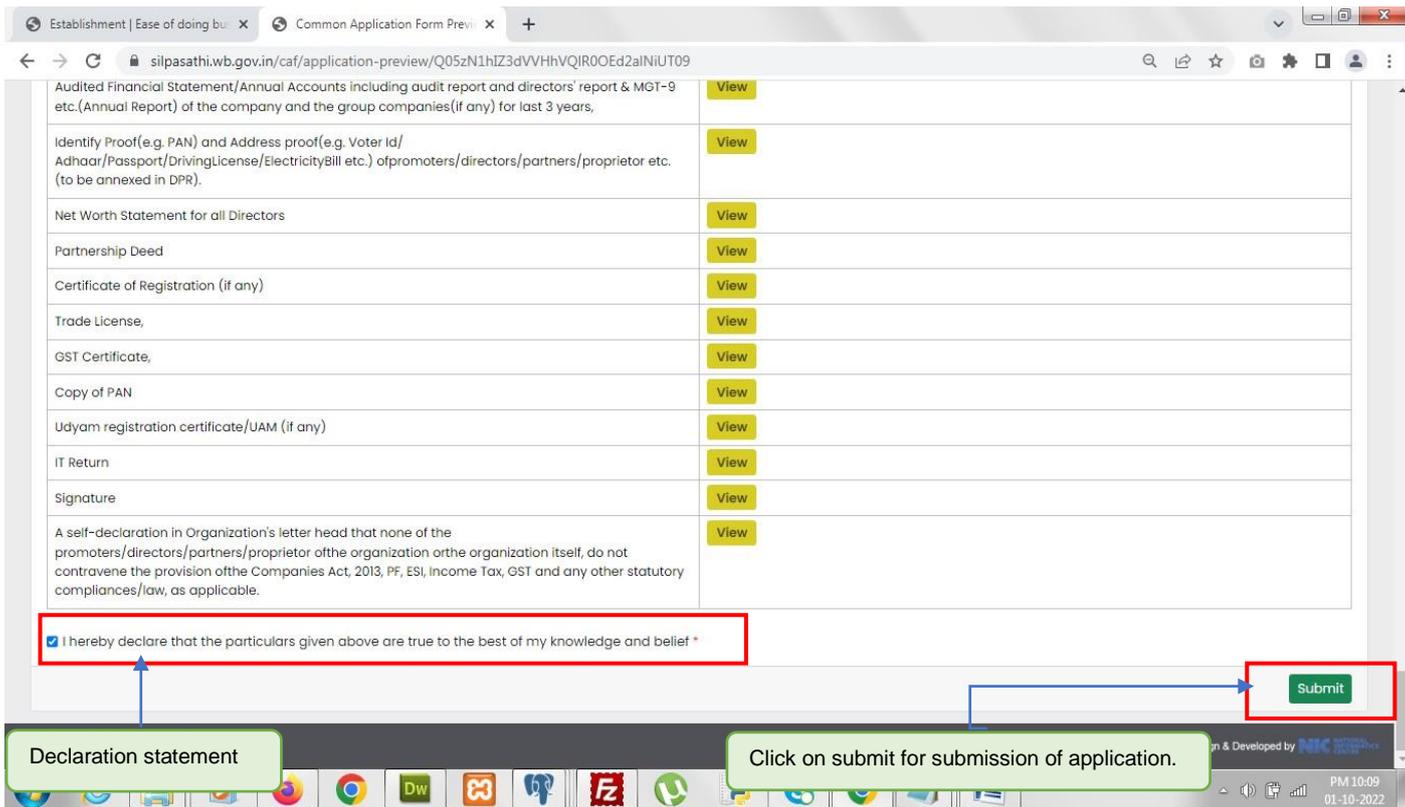
Establishment | Ease of doing bu x Common Application Form Previ x +

silpasathi.wb.gov.in/caf/application-preview/Q05zN1hIZ3dVvHhVQIR00Ed2alNIUT09

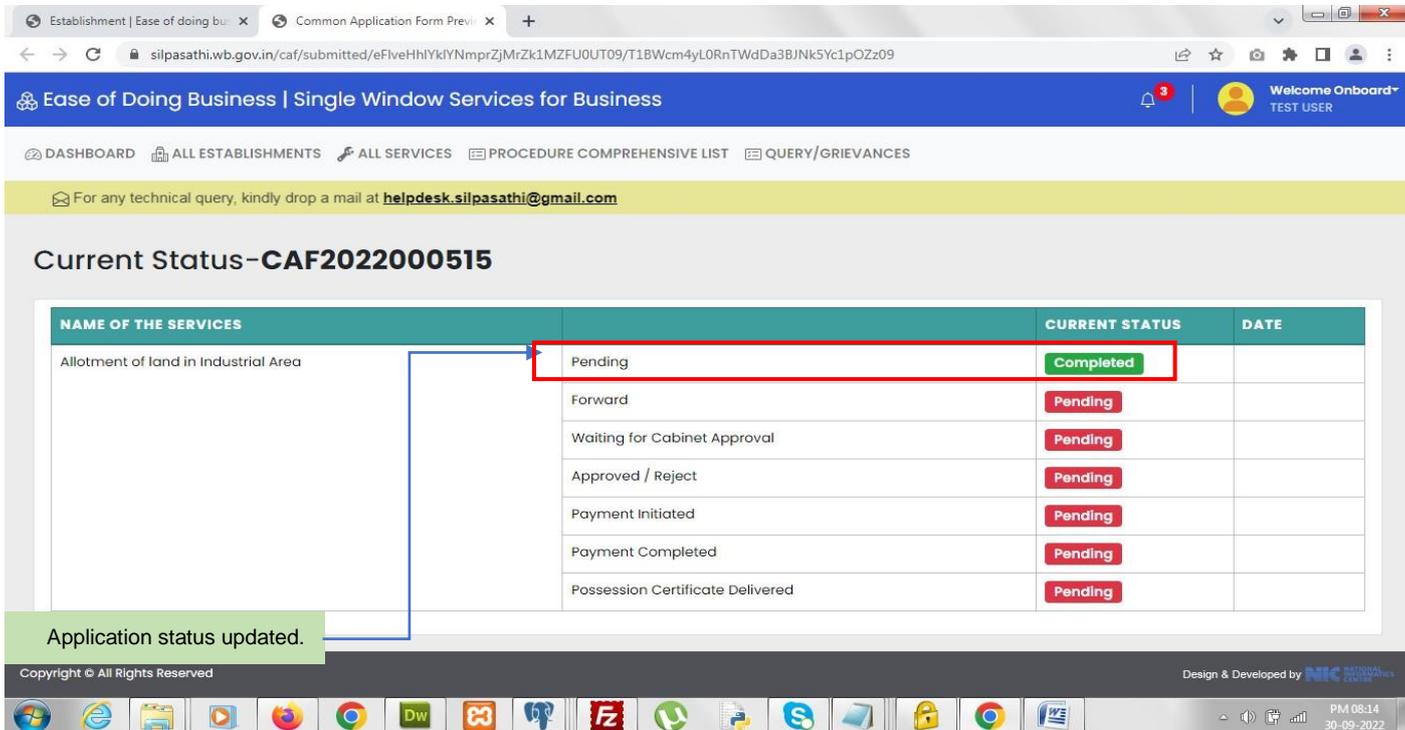
1st Year PBT (₹ In Lakhs)	100000
2nd Year PBT (₹ In Lakhs)	200000
3rd Year PBT (₹ In Lakhs)	150000
1st Year Net Worth (₹ In Lakhs)	150000
2nd Year Net Worth (₹ In Lakhs)	250000
3rd Year Net Worth (₹ In Lakhs)	250000
Status Of Existing Loans (If Any)	
Bank Name	FirstRand Bank Ltd
Loan Type	Term Loan (Short & Long-term Loan)
Amount (₹ In Lakhs)	1000000
Status	Letter of Credit
UPLOADED SUPPORTING DOCUMENTS	
Details of the proposed Project	View
Requirement and justification of land	View
Project Feasibility Report	View
Audited Financial Statement/Annual Accounts including audit report and directors' report & MGT-9 etc.(Annual Report) of the company and the group companies(if any) for last 3 years,	View
Identify Proof(e.g. PAN) and Address proof(e.g. Voter Id/ Adhaar/Passport/DrivingLicense/ElectricityBill etc.) of promoters/directors/partners/proprietor etc.	View

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Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

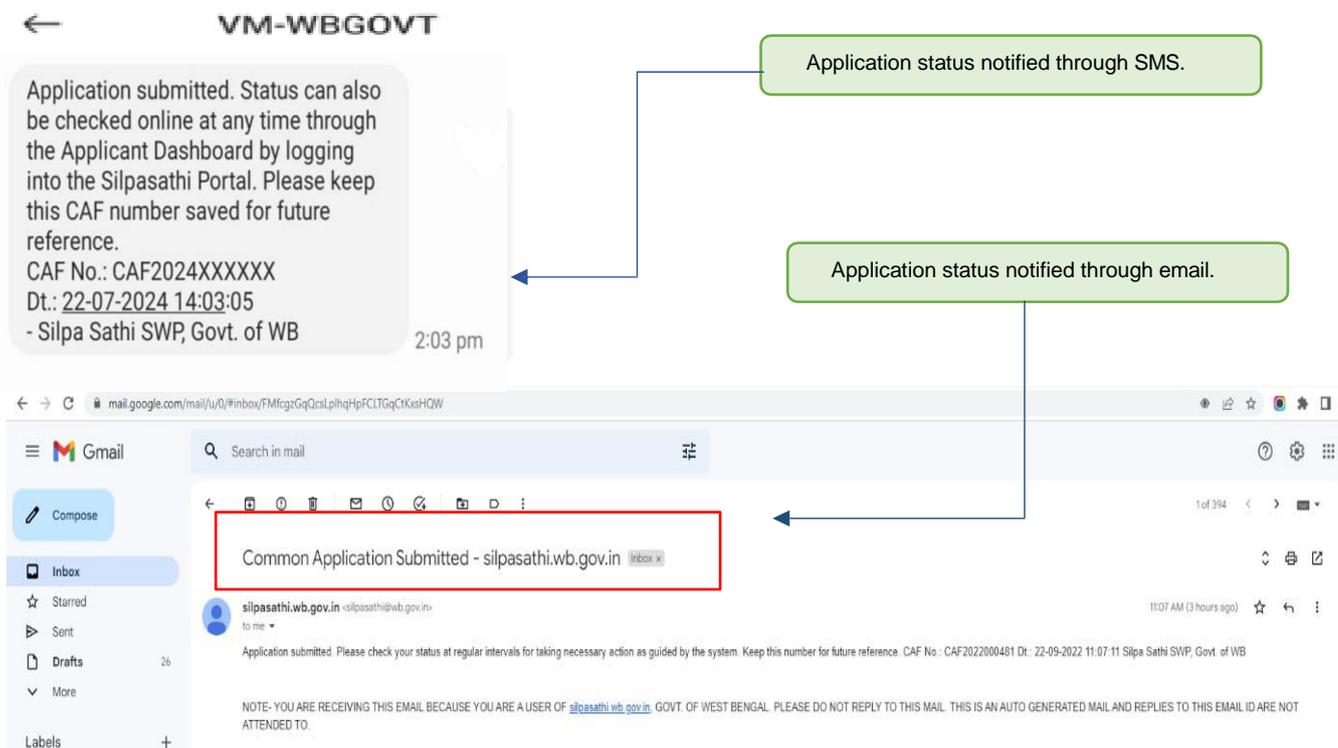


On clicking on 'Submit' link, the following webpage appears post submission of application with updated Status.



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant /user shall be notified via SMS and email on his registered phone number and email id respectively. The applicant receives notifications at different stages of the application - application submission, application approval, etc.



The applicant can now see the status of his application in the dashboard.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Click on 'check status' to view latest status of application.

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBRTPS Timeline: Evaluating land allotment application for industrial use - 10 days)	Click to Proceed

Current Status-CAF2022000515

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBIIDC)	Pending	
	Forward	
	Waiting for Cabinet Approval	
	Approved / Reject	
	Payment Initiated	
	Payment Completed	
	Possession Certificate Delivered	

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The screenshot shows a web browser window with the URL silpasathi.wb.gov.in/dashboard. The page displays a list of business reference IDs with corresponding actions:

- BUSINESS REFERENCE ID : CAF2022000571 - Check Status
- BUSINESS REFERENCE ID : CAF2022000568 - Check Status
- BUSINESS REFERENCE ID : CAF2022000565 - Check Status
- BUSINESS REFERENCE ID : CAF2022000550 - Apply Online
- BUSINESS REFERENCE ID : CAF2022000546 - Check Status
- BUSINESS REFERENCE ID : CAF2022000521 - Apply Online
- BUSINESS REFERENCE ID : CAF2022000515 - Check Status

Below the list is a progress indicator for the service 'Allotment of land in Industrial Area (WBIIDC)'. The progress bar shows the following stages:

- Pending (Completed)
- Forward (Completed)
- Waiting for Cabinet Approval (Pending)
- Approved / Reject (Pending)
- Payment Initiated (Pending)
- Payment Completed (Pending)
- Possession Certificate Delivered (Pending)

An action button 'Click to Proceed' is visible next to the progress indicator.

The screenshot shows the 'Current Status-CAF2022000515' page. It features a navigation bar with 'Ease of Doing Business | Single Window Services for Business' and a user profile 'Welcome Onboard TEST USER'. Below the navigation bar, there are links for 'DASHBOARD', 'ALL ESTABLISHMENTS', 'ALL SERVICES', 'PROCEDURE COMPREHENSIVE LIST', and 'QUERY/GRIEVANCES'. A yellow banner contains the text: 'For any technical query, kindly drop a mail at helpdesk.silpasathi@gmail.com'.

The main content area displays a table with the following data:

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBIIDC)	Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Pending
	Payment Initiated	Pending
	Payment Completed	Pending
	Possession Certificate Delivered	Pending

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The screenshot shows a dashboard with a list of business reference IDs. Each entry includes a 'Check Status' button, except for two which have an 'Apply Online' button. Below the list is a progress indicator for the service 'Allotment of land in Industrial Area (WBIIDC)'. The progress bar shows the following stages: Pending (checked), Forward (checked), Waiting for Cabinet Approval (checked), Approved / Reject (unchecked), Payment Initiated (unchecked), Payment Completed (unchecked), and Possession Certificate Delivered (unchecked). A 'Click to Proceed' button is visible next to the progress bar.

The screenshot shows the 'Current Status-CAF202200515' page. It features a table with the following data:

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBIIDC)	Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Completed
	Payment Initiated	Pending
	Payment Completed	Pending
	Possession Certificate Delivered	Pending

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The screenshot shows a web browser window with the URL silpasathi.wb.gov.in/dashboard. The page displays a list of business reference IDs (CAF2022000571 to CAF2022000515) with buttons for 'Check Status' and 'Apply Online'. Below the list is a progress bar for the service 'Allotment of land in Industrial Area (WBIIDC)'. The progress bar shows the following steps: Pending (Completed), Forward (Completed), Waiting for Cabinet Approval (Completed), Approved / Reject (Completed), Payment Initiated (Completed), Payment Completed (Pending), and Possession Certificate Delivered (Pending). A 'Click to Proceed' button is visible next to the progress bar.

The screenshot shows the 'Current Status-CAF2022000515' page. The page header includes 'Ease of Doing Business | Single Window Services for Business' and 'Welcome Onboard TEST USER'. The main content area features a table with the following data:

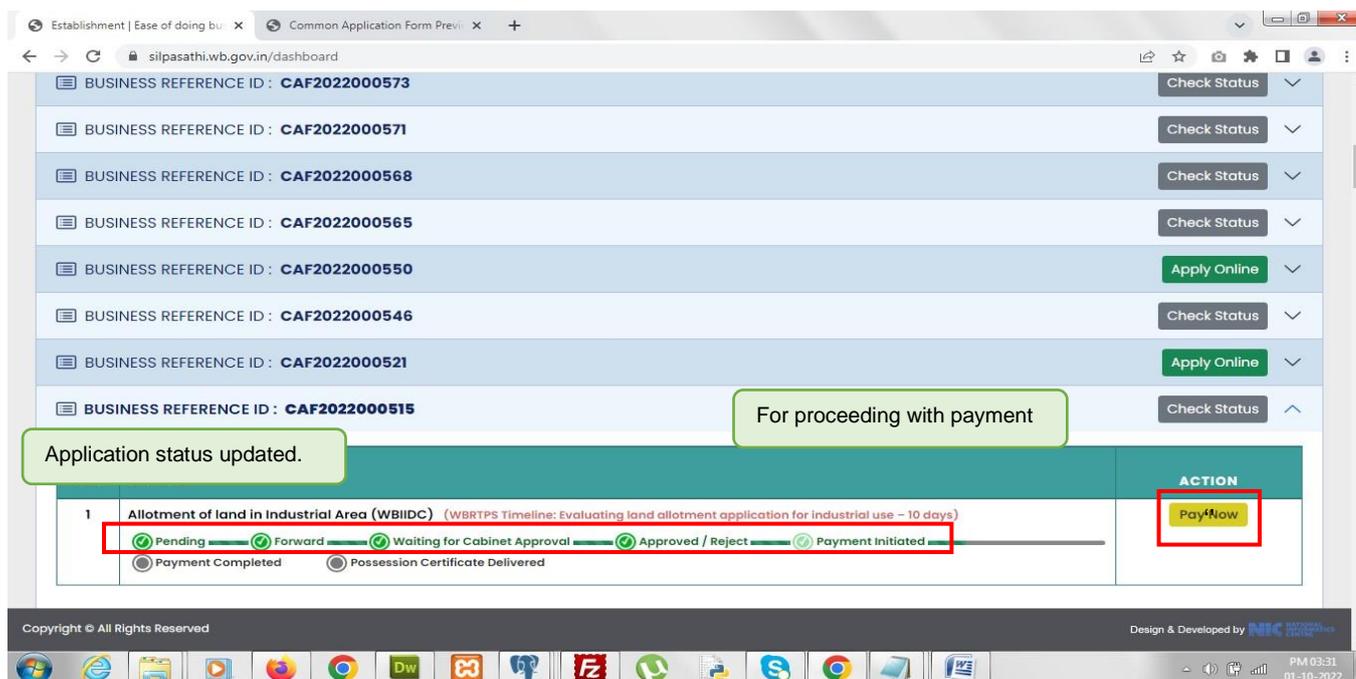
NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBIIDC)	Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Completed
	Payment Initiated	Completed
	Payment Completed	Pending
	Possession Certificate Delivered	Pending

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

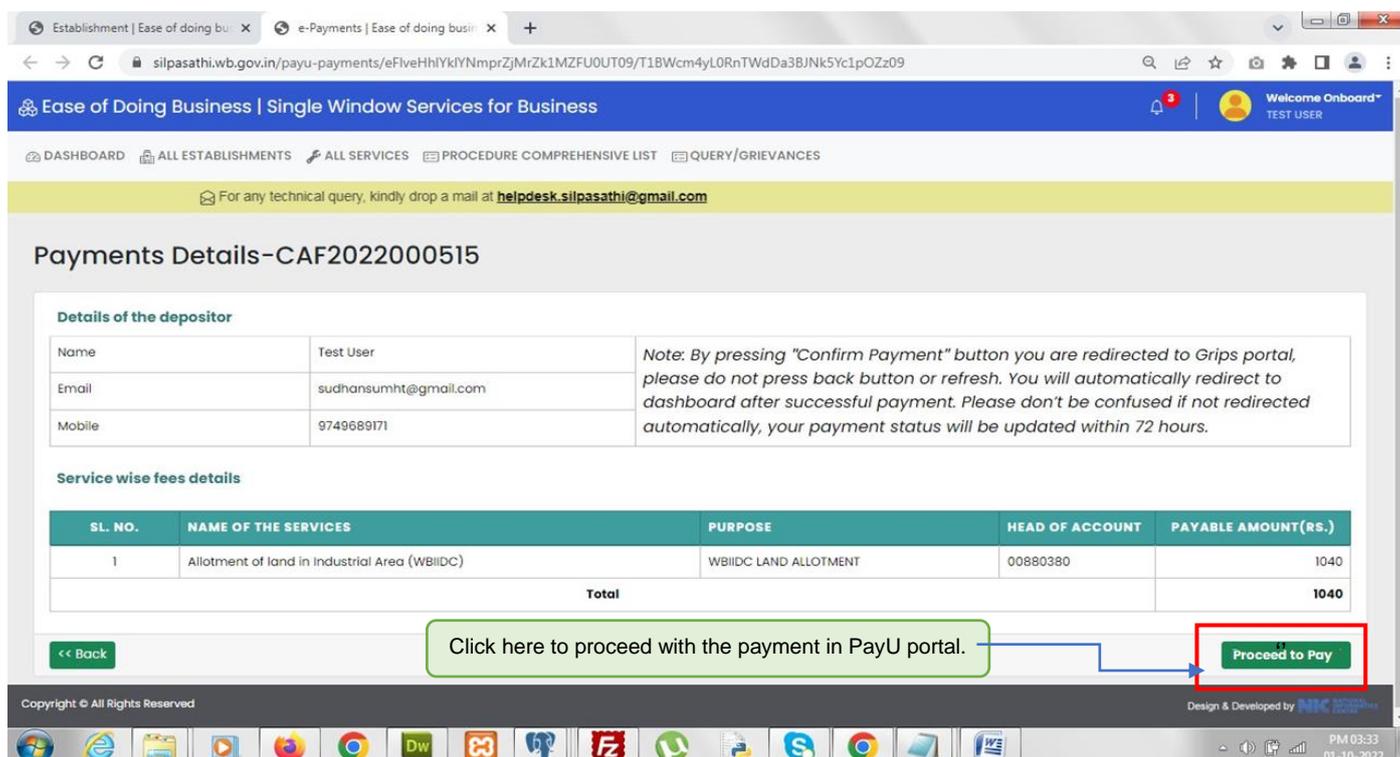
2. Online Payment of fees

The applicant is now required to pay the required fees based on the application filled by the applicant. The applicant has to click on 'Pay Now' option and proceed with the payment procedure. The screenshot below provides an illustration:

Applicant's Dashboard

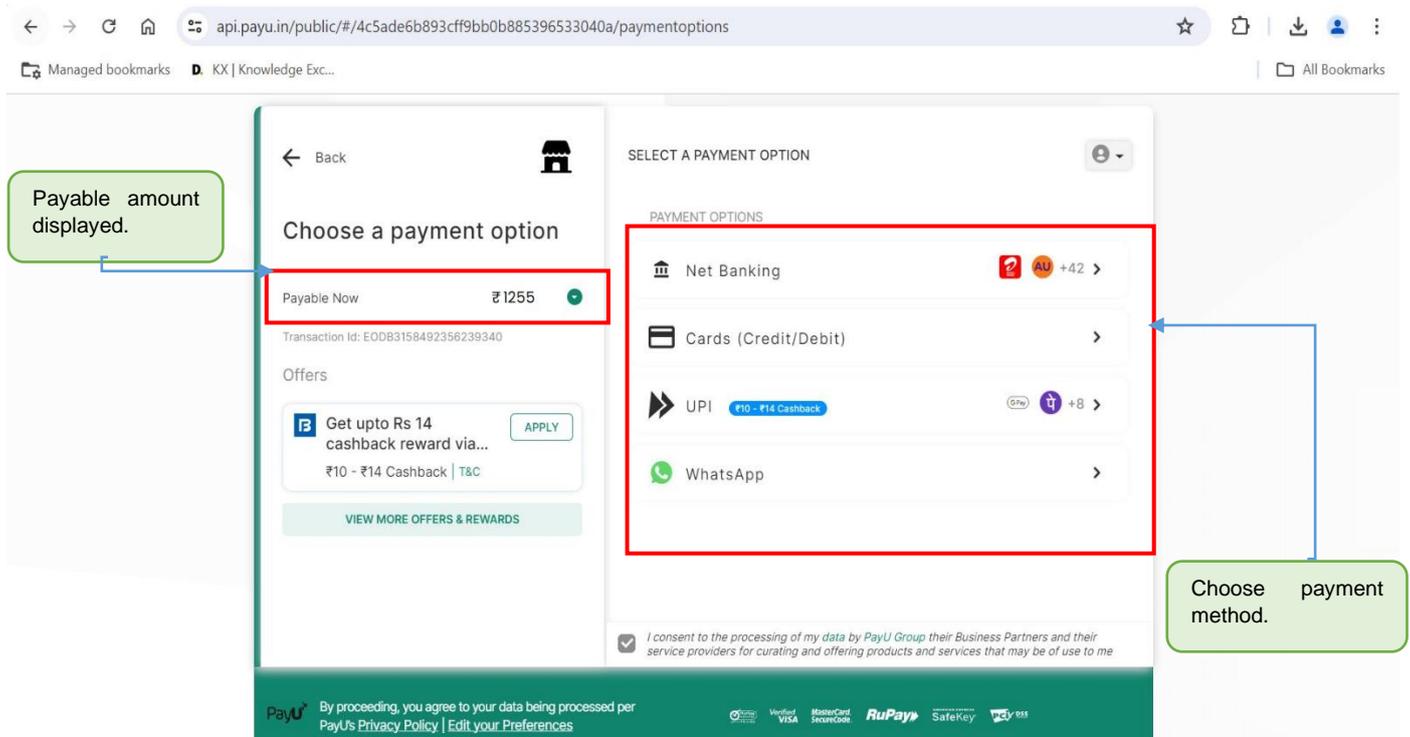


The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the 'Proceed to Pay' option.

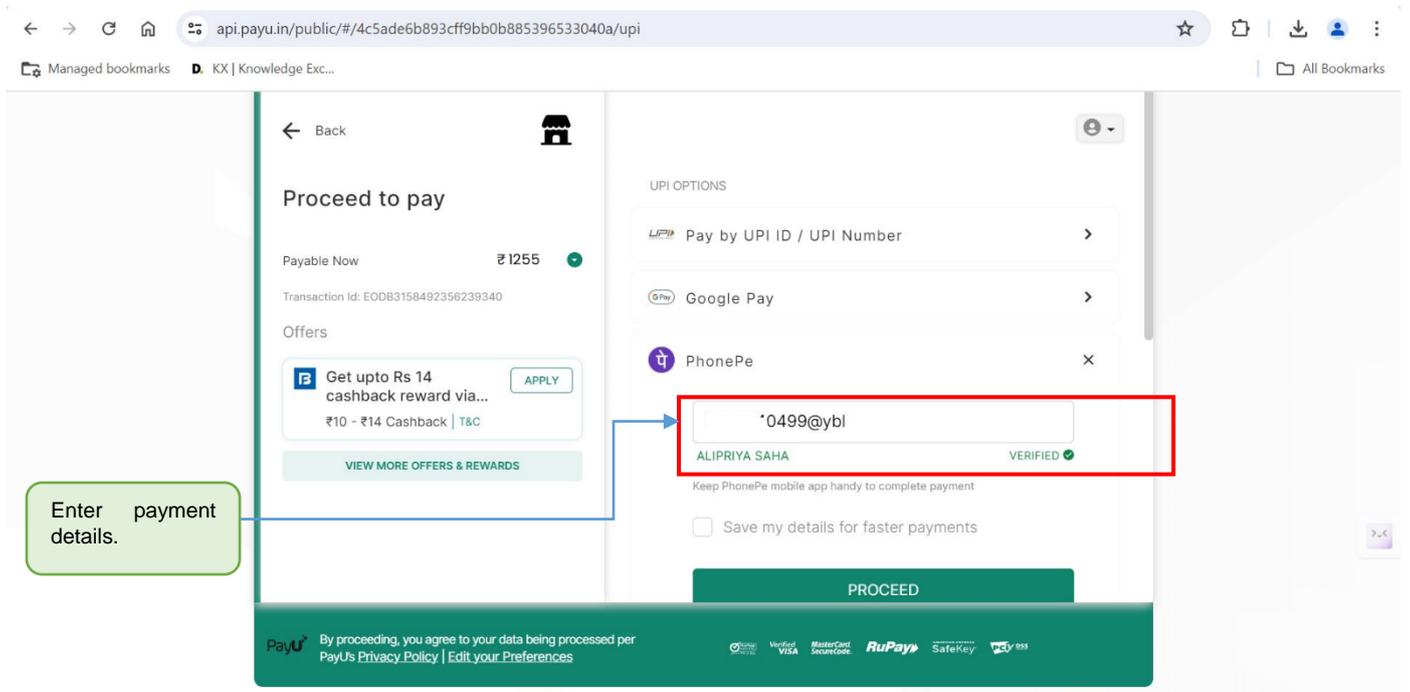


Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant is redirected to the **PayU portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.



The applicant has to enter the correct details for payment transaction and proceed with the payment process.



After successful payment of fees, the user is displayed the updated status of the application as illustrated in the screenshots below. The page is redirected to webpage showing status as completed against **“Application Payment Completed”**.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Status Dashboard

Ease of Doing Business | Single Window Services for Business

For any technical query, kindly drop a mail at helpdesk.silpasathi@gmail.com

Current Status–CAF2022000515

NAME OF THE SERVICES	CURRENT STATUS	DATE
Allotment of land in Industrial Area (WBIIDC)	Pending	Completed
	Forward	Completed
	Waiting for Cabinet Approval	Completed
	Approved / Reject	Completed
	Payment Initiated	Completed
	Payment Completed	Completed
	Possession Certificate Delivered	Pending

Applicant's Dashboard

BUSINESS REFERENCE ID : CAF2022000576 Apply Online

BUSINESS REFERENCE ID : CAF2022000575 Check Status

BUSINESS REFERENCE ID : CAF2022000573 Check Status

BUSINESS REFERENCE ID : CAF2022000571 Check Status

BUSINESS REFERENCE ID : CAF2022000568 Check Status

BUSINESS REFERENCE ID : CAF2022000565 Check Status

BUSINESS REFERENCE ID : CAF2022000550 Apply Online

BUSINESS REFERENCE ID : CAF2022000546 Check Status

BUSINESS REFERENCE ID : CAF2022000521 Apply Online

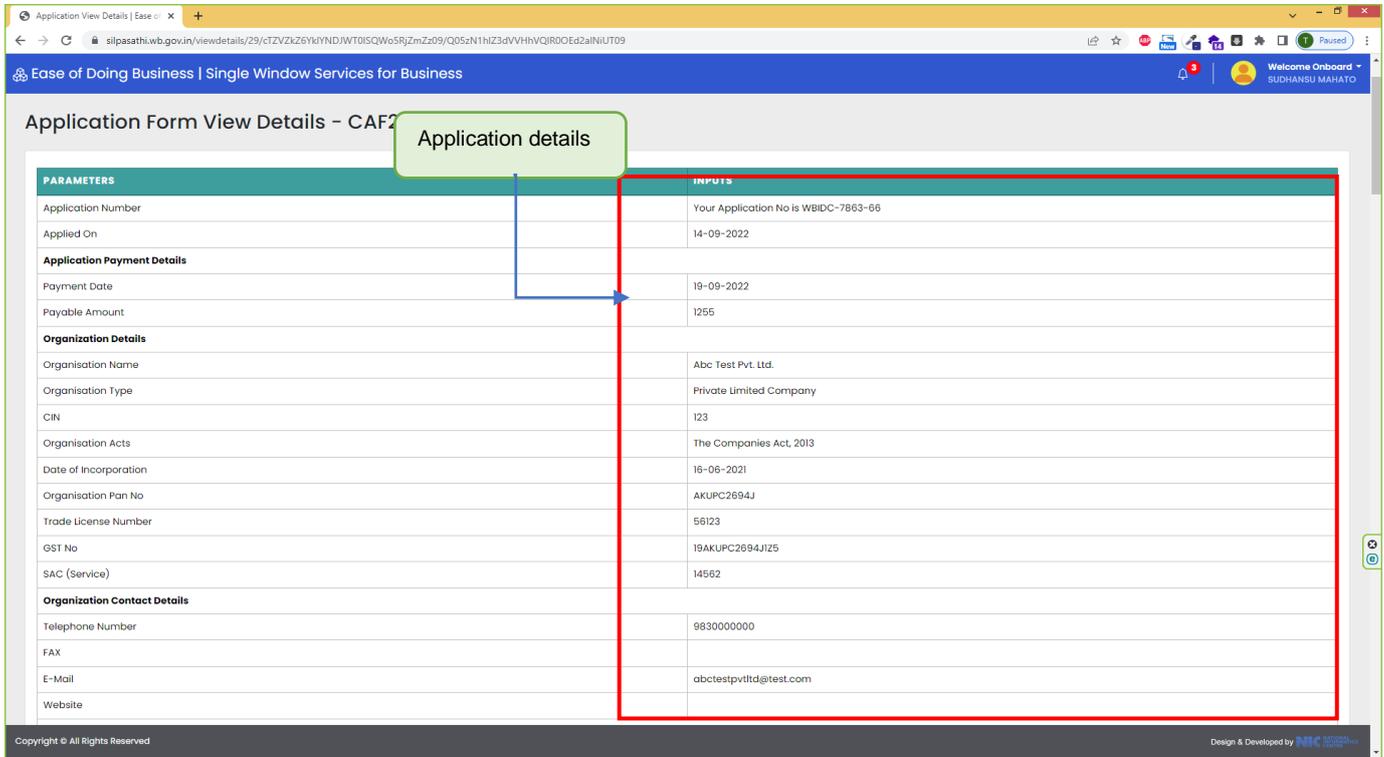
BUSINESS REFERENCE ID : CAF2022000515 Check Status

SL NO.	SERVICE	ACTION
1	Allotment of land in Industrial Area (WBIIDC) (WBRTPS Timeline: Evaluating land allotment application for industrial use – 10 days) Pending <input checked="" type="checkbox"/> Forward <input checked="" type="checkbox"/> Waiting for Cabinet Approval <input checked="" type="checkbox"/> Approved / Reject <input checked="" type="checkbox"/> Payment Initiated <input checked="" type="checkbox"/> Payment Completed <input checked="" type="checkbox"/> Possession Certificate Delivered <input type="checkbox"/>	Click to Proceed

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

The applicant can click on 'Click to Proceed' and watch the preview of the application form.

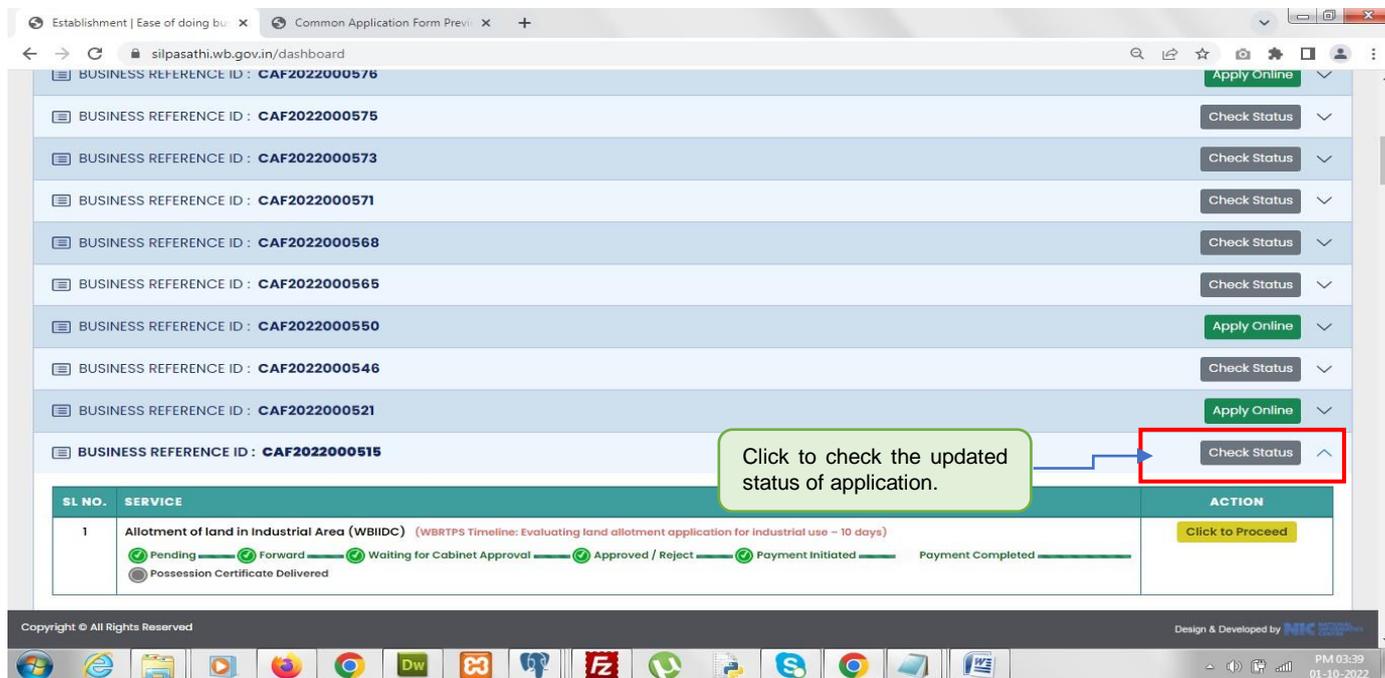
Preview of application form



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

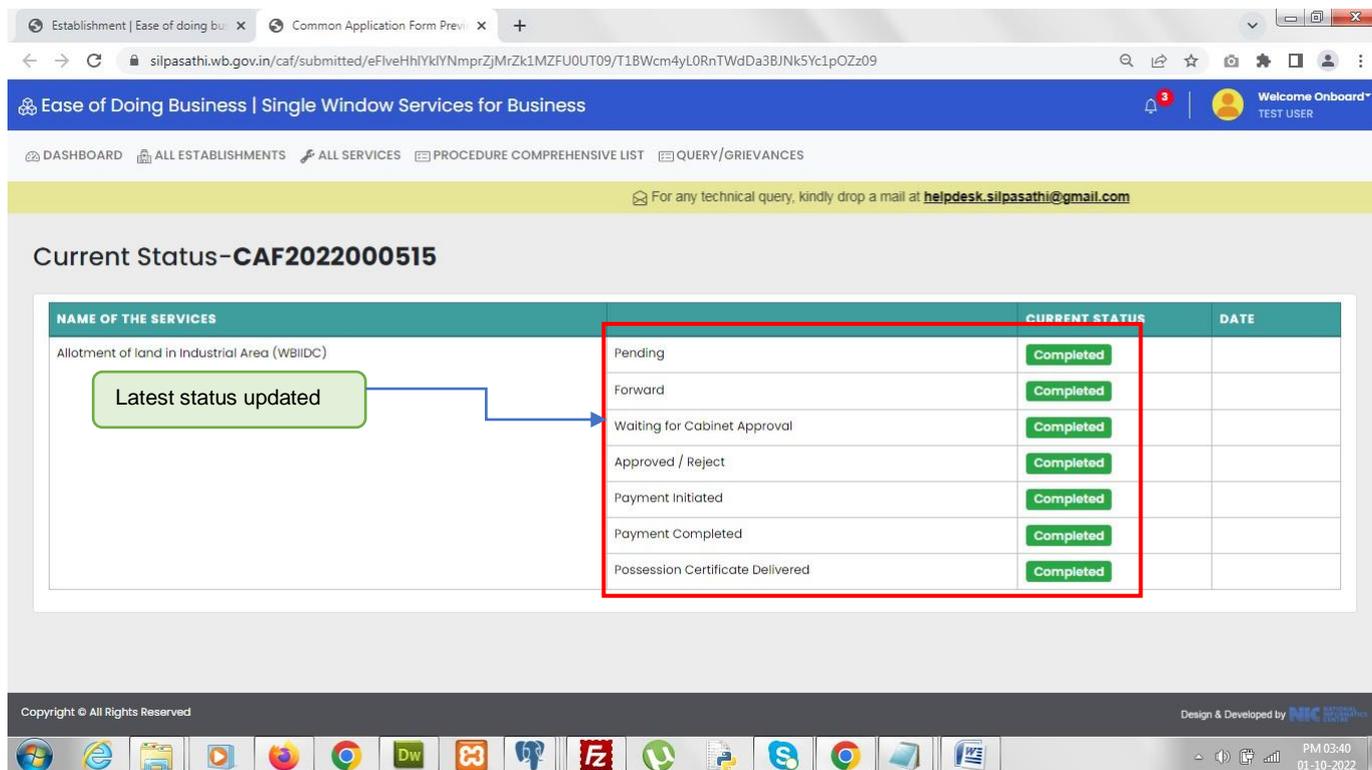
3. Track Status of Application

Applicant's Dashboard



Note: Latest status can be seen any time through Applicant's Dashboard

Status Dashboard



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

4. Online Download of final approval certificate

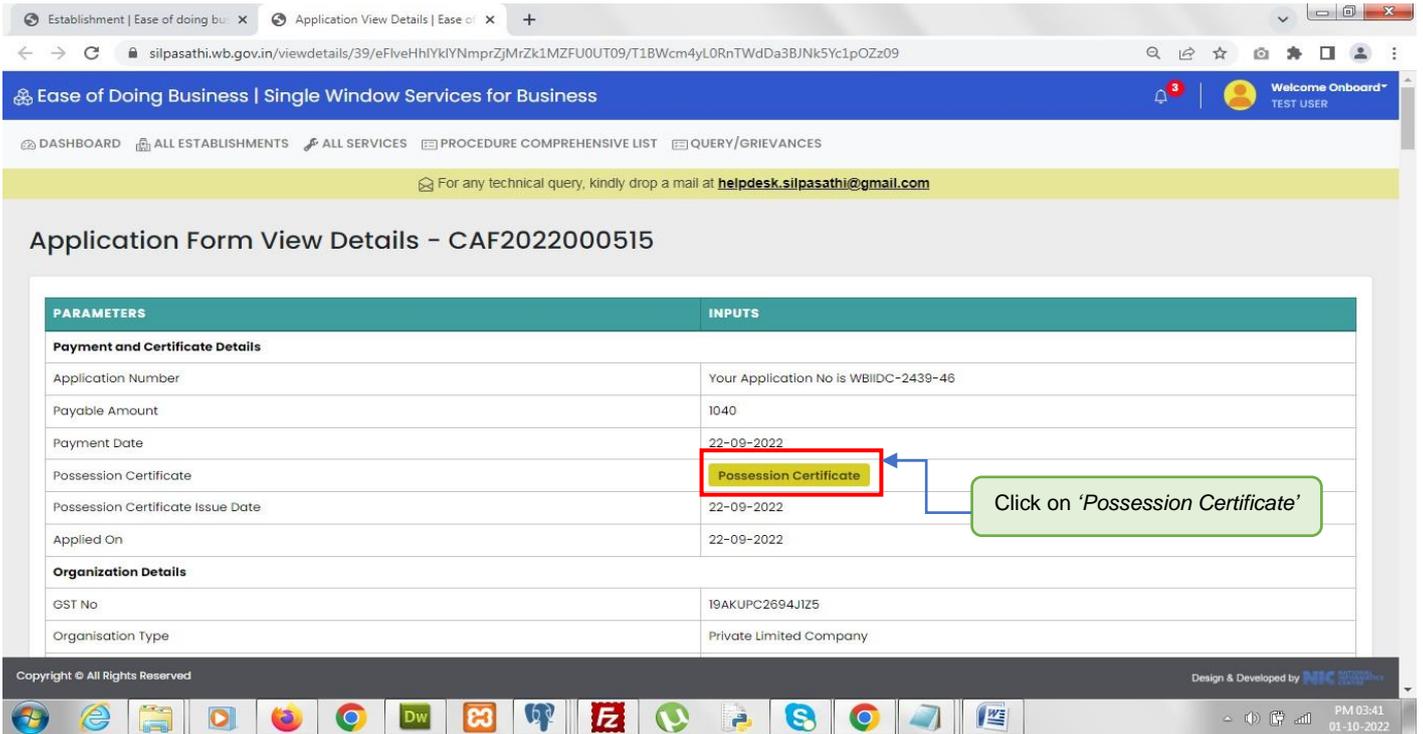
Applicant's Dashboard



Note: Latest status can be seen any time through Applicant's Dashboard

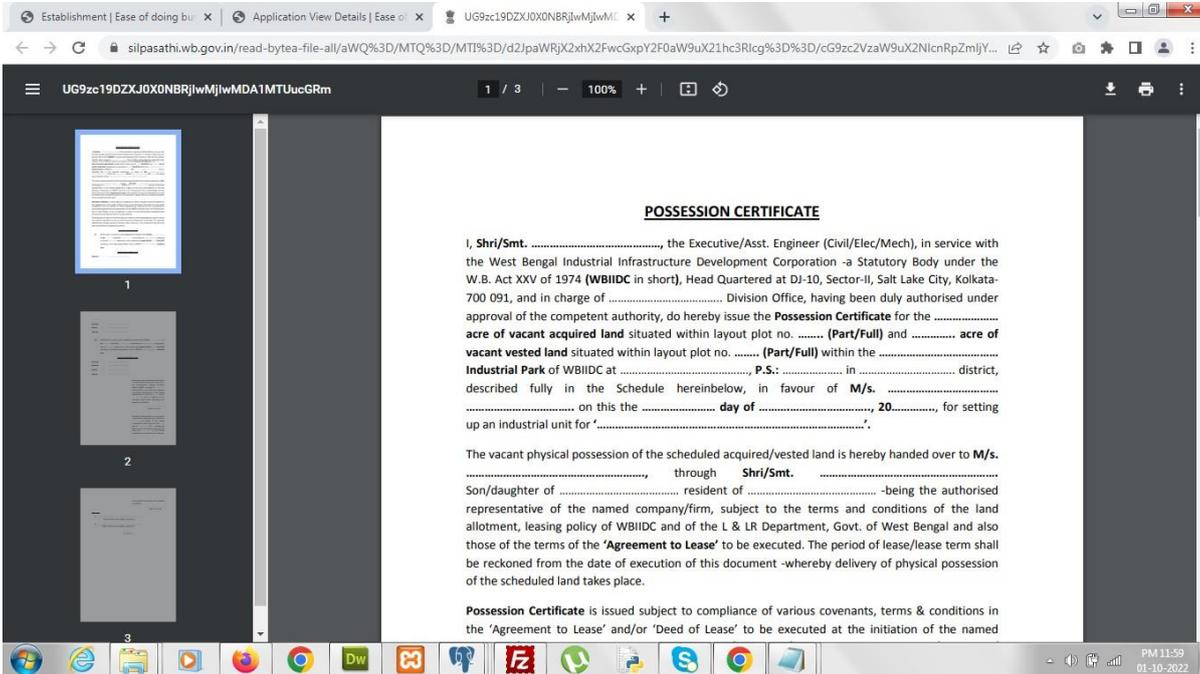
The applicant shall now be able to download the final certificate after final approval of application. The applicant has to click on '**Possession Certificate**' icon to download the Final Approval Certificate issued.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

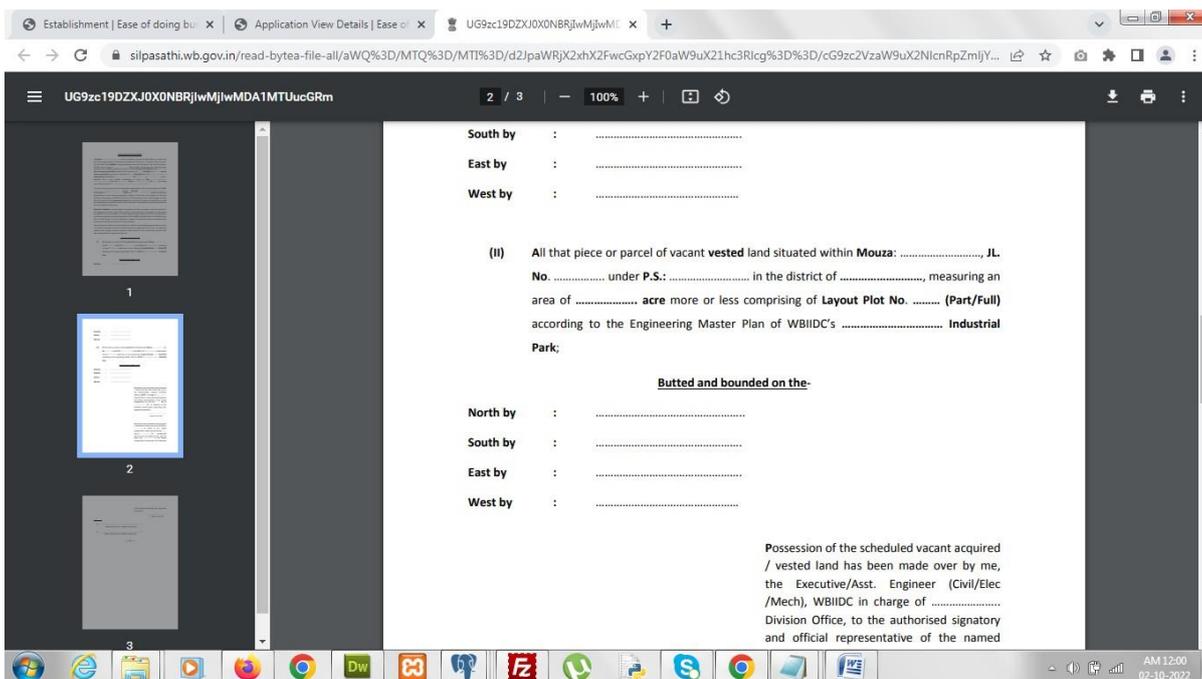
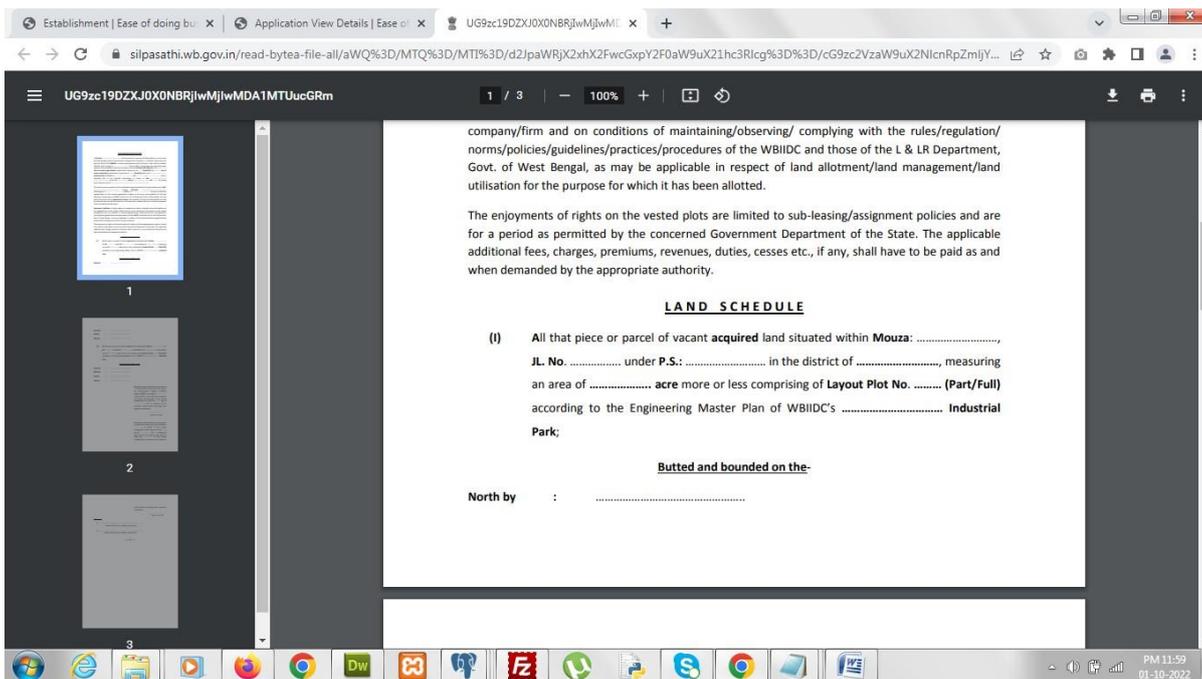


The certificate as downloaded has been illustrated in the screenshot below:

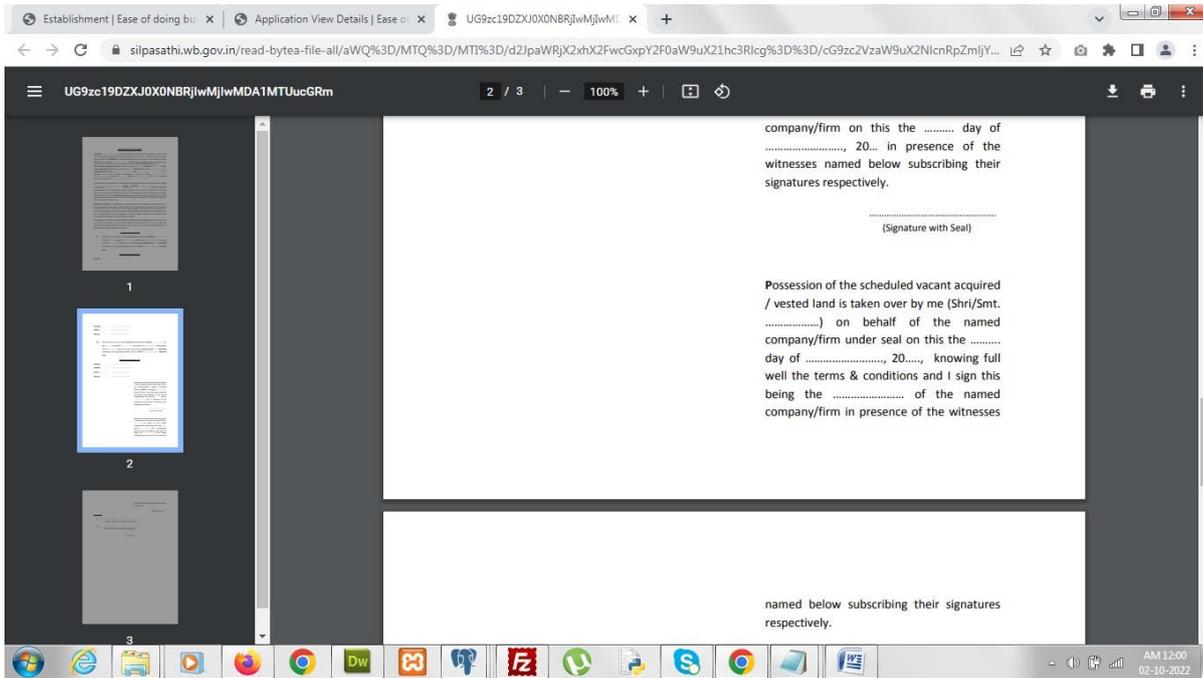
The Final Certificate gets downloaded (Screenshot)



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)



One Approval certificate document has been illustrated below:

Allotment of land in Industrial Area (WBIIDC) provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

No. WBIDC-7863-66

September 2022

POSSESSION CERTIFICATE

I, Sri P. Kamalakanth, Executive Director, West Bengal Industrial Development Corporation Limited, ‘PROTITI’ 23, Abanindranath Tagore Sarani, Kolkata – 700 017 do hereby hand over the possession of **150 acres** of land as per schedule below on this date, to **Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata - 700040** for setting up of a “Test Project”.

LOCATION

Vidyasagar Industrial Park, Sub Division : Kharagpur, District: Paschim Medinipur (West Medinipur).

Sector Map, Index Map, Mouja Map & Land Schedule attached showing the area of Plot No. A26 & A27.

SCHEDULE

Plot : “XX & XX”

Area : 150 acres

Possession of 150 acres of land as per schedule above delivered to Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata – 700040 by me today.	Possession of 150 acres of land as per schedule above received by me today.
(P. Kamalakanth) Executive Director West Bengal Industrial Development Corporation Limited. ‘PROTITI’ 23, Abanindranath Tagore Sarani, Kolkata – 700 017	Abc Test Pvt. Ltd., 52, Test Building, Test Street 1, Test Street 2, Kolkata – 700040

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

5. Third Party verification details

Third party verification is a process by which any independent user / third party verifies an individual's license and registration details online check authenticity of the Certificate, without

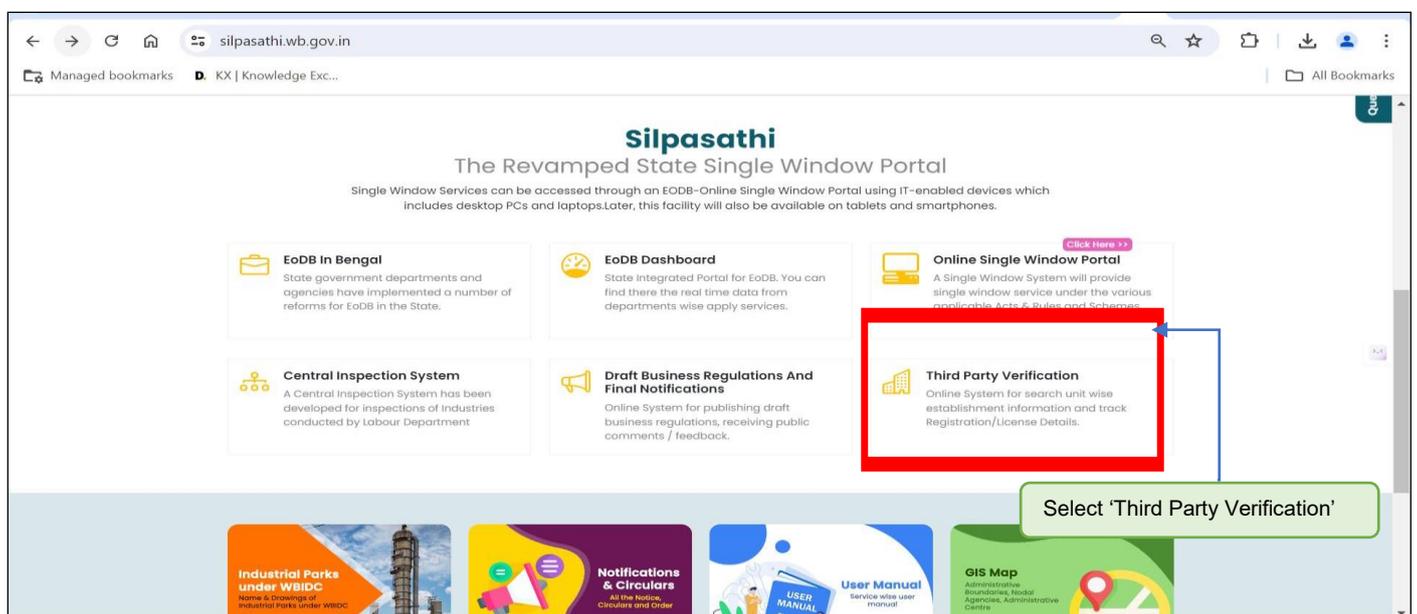
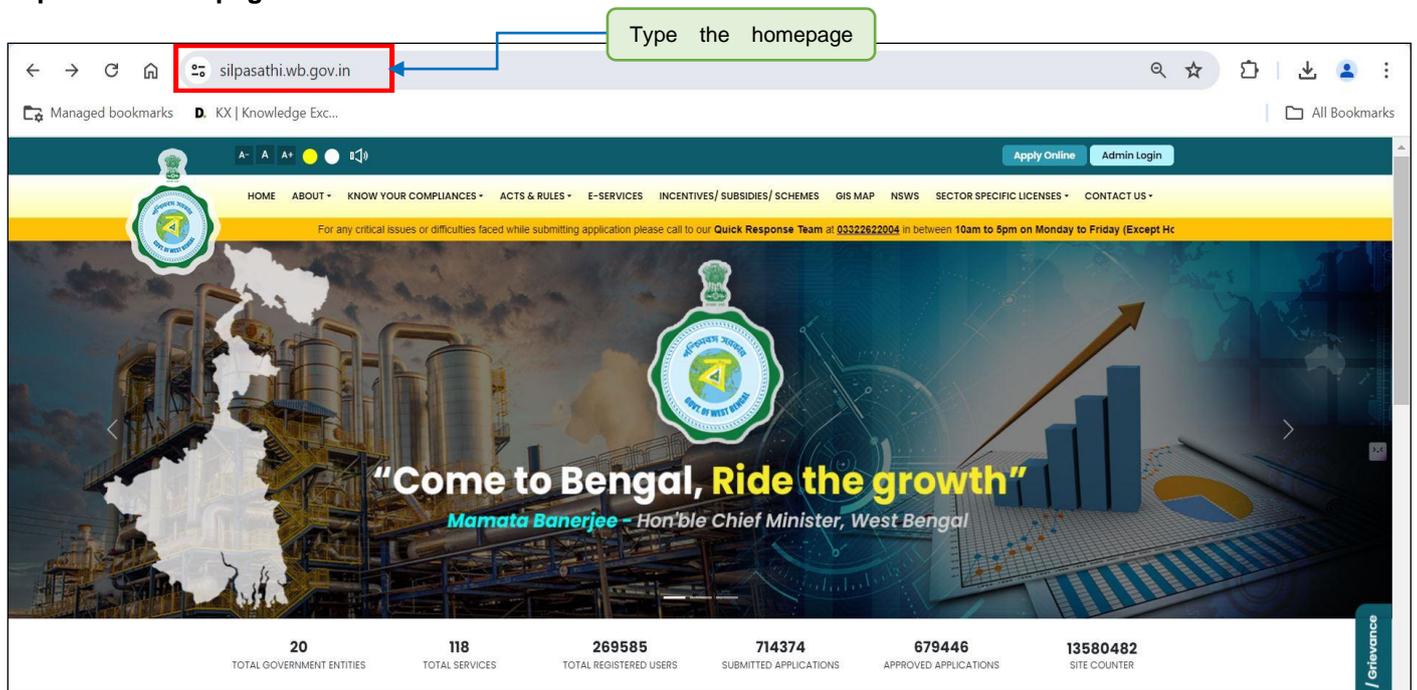
Third part verification process

The applicant or any user has to log in to www.silpasathi.wb.gov.in.

A user (any third party) needs to click on 'Third party Verification' section in the homepage and enter registration number / license number and then click on 'Search' link, for Verification of Certificate.

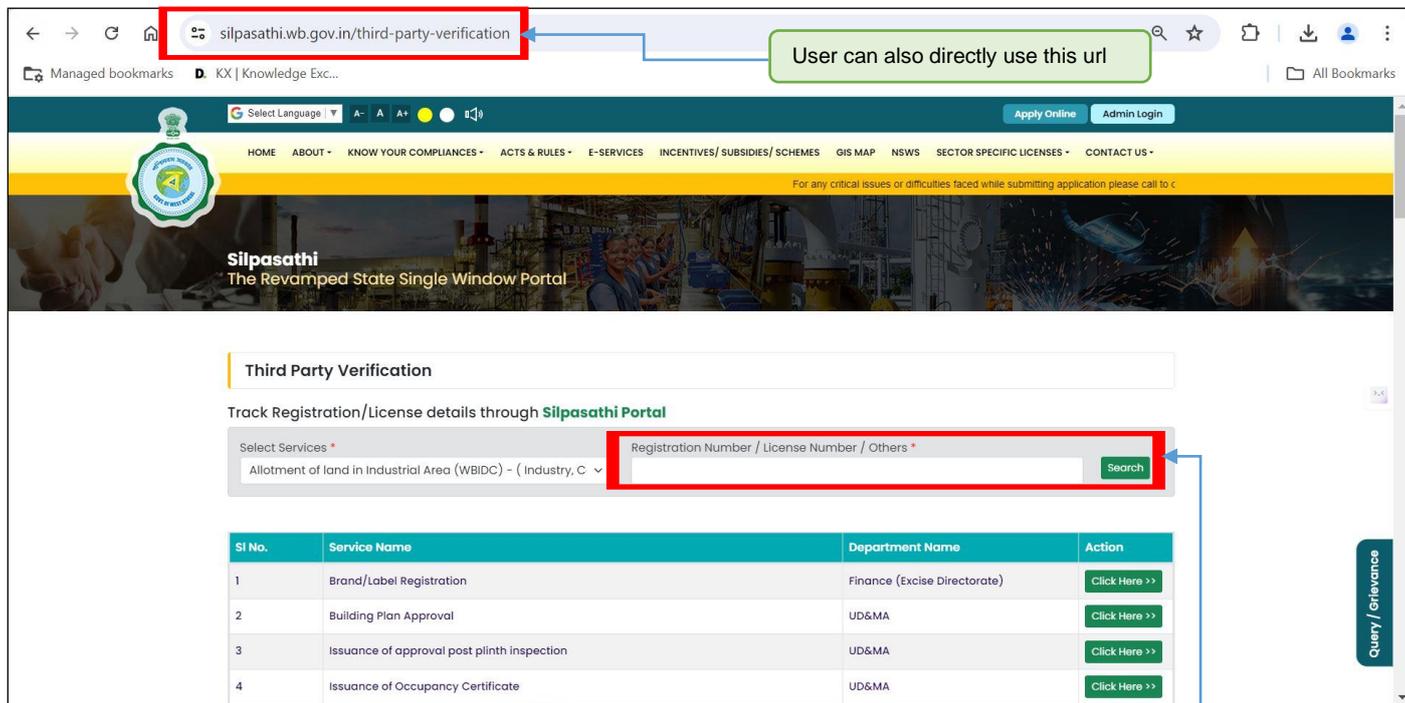
(Screenshots below):

SilpaSathi Homepage



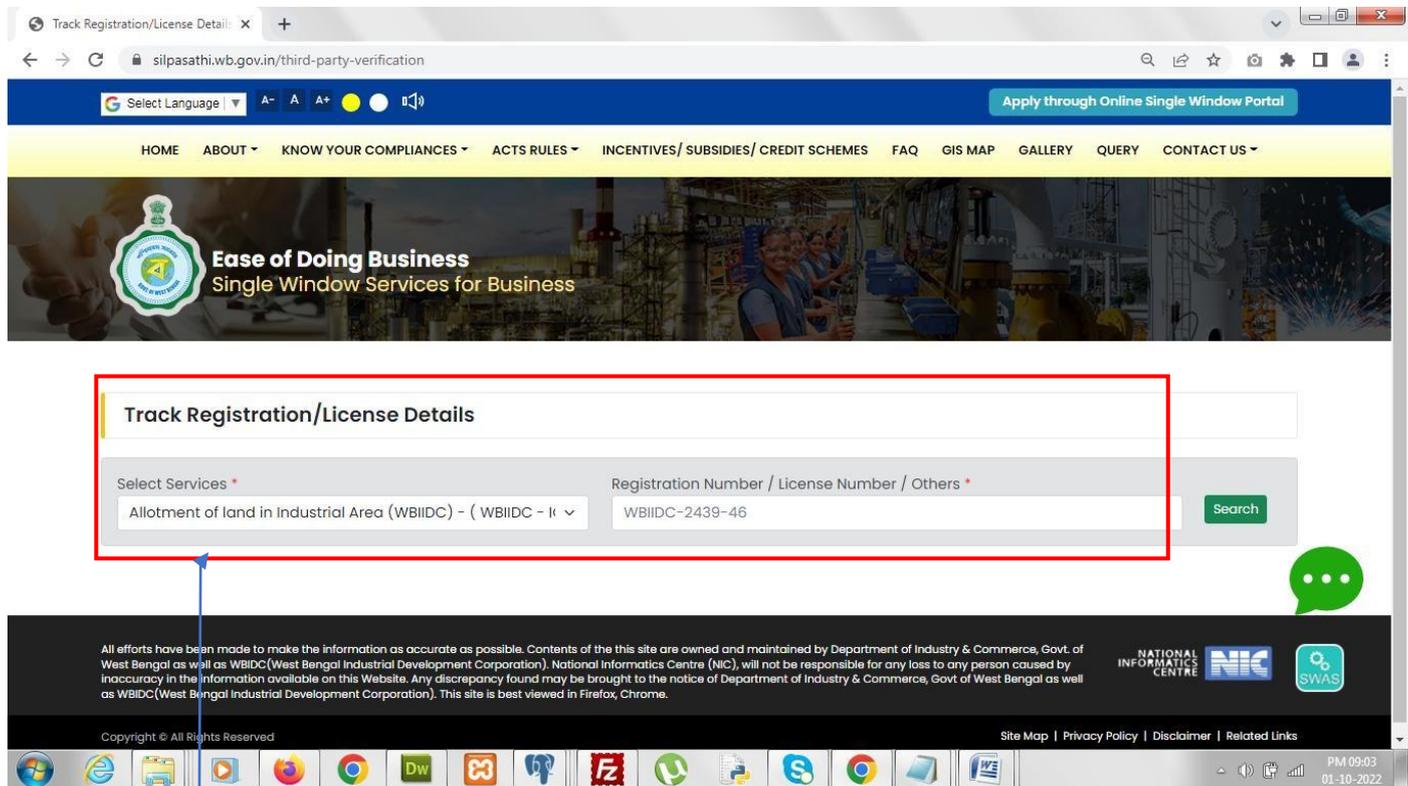
Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Applicant selects the service and then enter the Certificate/ Approval number in the text box beside it and clicks on 'Search' to view details of certificate.



Enter Registration number/ License number to view details.

The third party can view the details as illustrated below:



License details can be viewed after entering correct license number and clicking on Search.

Allotment of land in Industrial Area (WBIIDC) provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

Track Registration/License Details

Select Services * Registration Number / License Number / Others *

Allotment of land in Industrial Area (WBIIDC) - (WBIIDC - It WBIIDC-2439-46 Search

Parameter	Output
Possession Certificate Number	WBIIDC-2439-46
Approval Date	22-09-2022
Name of the Organisation	Test Today22 Pvt. Ltd.
Location of the Organisation	Plot:Block - A Building No : 47/A Road/Land mark : Test Road City / Village / Town : Test Town Local Body (Municipality/Panchayat) : Municipality Ward Number : II District : Paschim Burdwan (West Bardhaman) Police Station : Asansol North Post Office : CITY CENTRE S.O Pin Code : 713216