

**GOVERNMENT OF WEST BENGAL**  
**Department of Urban Development & Municipal Affairs**  
**“Nagarayan”,**  
**DF-8, Sector-I, Salt Lake, Kolkata : 700 064**

No. 585/IT&eGov/UDMA/E933871

Dated, the Kolkata, the 26<sup>th</sup> December, 2024

From : Joint Secretary to the  
Government of West Bengal

To :

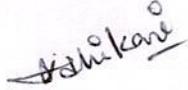
1. The Chief Executive Officer / Executive Officer of all Development Authority
2. The District Magistrate of all Planning Authority

**Sub: Standard Operating Procedure (S.O.P.) in case of issuance of faulty Online Development Permission (e-Anumati) Certificate**

Sir,

I am directed to inform you that this Department has developed “e-Anumati” portal for all Development Authority to grant Land Use Compatibility Certificate (LUCC). In this connection you are requested to follow the approved **Standard Operating Procedure (SOP)** for e-Anumati in case of issuance of faulty Online Development Permission Certificate. The SOP of “e-Anumati” has been attached herewith as **Annexure - I** for information and necessary compliance.

Yours faithfully,

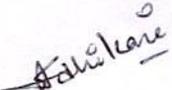
  
**Joint Secretary**

No. 585/1(4)/IT&eGov/UDMA/E933871

Dated, the Kolkata, the 26<sup>th</sup> December, 2024

Copy forwarded for information and necessary action to:

- 1) Chief Town Planner, Planning Cell, UD & MA Department;
- 2) Associate Town Planner, Planning Cell, UD & MA Department;
- 3) The PS to the Hon'ble MIC, UD & MA Department;
- 4) The Sr. PS to Principal Secretary of this Department.

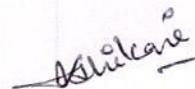
  
**Joint Secretary**

## Annexure I

### Standard Operating Procedure (S.O.P.) in case of issuance of faulty Online Development Permission (eAnumati) Certificate

All the dealing Officials in the hierarchy of **Online Development Permission (eAnumati)** shall be very carefully sincere in processing and disposal of application for Development Permissions. In case of issuance of any faulty Development Permission (eAnumati) certificate (due to wrong input or any technical error) following SOP may be followed,-

1. There is no provision and there will not be any provision for correction of development permission already issued from the online system, from the back end as that will put the sanctity of the entire system under question.
2. For the cases where wrong development permissions have been issued, those may be cancelled by the Development/Planning Authority and information of the same may be communicated to applicant for submission of fresh application.
3. **During processing of fresh application(s), if it is found that there is no change in the Development Fees / Charges which was/were already realized during processing of the previous application(s) against which the development permission(s) was/were cancelled, then no further charges are to be levied by the Development Authority; however, if there is difference in development fees / charges, the differential amount(s) will be realized.**
4. Accordingly, fresh new Development Permission (eAnumati) certificate may be issued with current date.



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Joint Secretary to the  
Government of West Bengal