

1262187/2020/SECTION(TM)

**Government of West Bengal**  
**Tourism Department General**  
**Establishment Cell**  
**N. S. Buildings, 1, K.S. Roy Road, Kolkata-700001**

No.347E-TM-12/17/2019

Date: 12-10-20

**Notification**

Whereas the Department of Tourism notified the following Services in exercise of the power conferred by section 3 of the West Bengal Right to Public Services Act, 2013, along with their stipulated timelines for rendering the services, the designated officers responsible for providing the services the Appellate Officers and the Reviewing Officers vide Notification no. 1533-TW/IT-58/2016 dated 29.08.2016 as detailed below:-

Sl No	Service	Designated Officer	Stipulated time limit	Appellate Officer	Reviewing Officer
1	Issuance of Eligibility Certificate under the West Bengal Incentive Scheme 2015	Managing Director	60 days from the date of submission of complete application for Eligibility Certificate along with required documents as prescribed in the online procedure of West Bengal Incentive Scheme 2015	Jt. Secretary, Department of Tourism	Principal Secretary, Dept. of Tourism
2	Granting of Sanction for a particular incentive	Deputy Secretary, Department of Tourism	30 days from the date of getting the Financial approval	Jt. Secretary, Department of Tourism	Principal Secretary, Dept. of Tourism
3	Disbursal of the said incentive	Managing Director	30 days from the date of getting the Financial approval	Jt. Secretary, Department of Tourism	Principal Secretary, Dept. of Tourism

And whereas the Department of Tourism has decided to include the Services regarding Issuance of Registration and Issuance of Date of Commencement Certificate both related to the West Bengal Incentive Scheme, 2015 under West Bengal Right to Public Services Act, 2013 as both are mandatory for availing the services notified earlier.

Hence, in exercise of the power conferred by section 3 of the West Bengal Right to Public Services Act, 2013, the Governor is pleased to notify the services along with the stipulated timeline for rendering the services, the Designated Officers responsible for providing the services, the Appellate Officers and the reviewing Officers as follows:

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Sl No	Service	Designated Officer	Stipulated time limit	Appellate Officer	Reviewing Officer
1	Issuance of Registration under the West Bengal Incentive Scheme 2015	Director	40 days from the date of submission of complete application for Registration along with required documents as prescribed in the online procedure of West Bengal Incentive Scheme 2015	Jt. Secretary, Department of Tourism	Principal Secretary Dept. of Tourism
2	Issuance of Date of Commencement Certificate	Director	15 days from the report receiving the ascertain actual date of commencement by local administration.	Jt. Secretary, Department of Tourism	Principal Secretary, Dept. of Tourism

This will take immediate effect.

By order of the Governor,



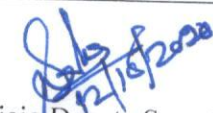
Principal Secretary  
to the Govt. of West Bengal

No. 347E/1(8)TM-12/17/2019

Date: 12-10-20

Copy forwarded for information and necessary action to:-

1. \_\_\_\_\_ Department
2. District Magistrate, \_\_\_\_\_ District
3. The Private Secretary to the Hon'ble Minister-in-Charge, Tourism Department, Govt. of West Bengal.
4. The Private Secretary to the Hon'ble Minister-of-State, Tourism Department, Govt. of West Bengal.
5. \_\_\_\_\_, Tourism Department
6. \_\_\_\_\_, Tourism Directorate
7. Managing Director, WBTDCL
8. \_\_\_\_\_

  
OSD & Ex-Officio Deputy Secretary to the  
Government of West Bengal

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