

## Procedure & Checklist for submission of e-intimation of commencement of construction to WBIDC

### 1. Procedure

Login to the online system: <https://edistrict.wb.gov.in/PACE/login.do>

After login the following page appears where applicant is required to click on 'e-commencement':

The screenshot shows the West Bengal e-District Services portal. The 'e-Commencement' menu item is highlighted with a red box. The portal displays various service categories and counts:

- District (26 Services)**
  - Licenses: 14
  - Certificates: 7
  - Grievance Redressal / RTI: 2
  - Others: 3
- Development Authority (22 Services)**
  - NKDA: 17
  - KMDA: 3
  - ADDA: 1
  - SJDA: 1
- Development Corporation (14 Services)**
  - WBEIDC: 3
  - WBSIDC: 5
  - WBIDC: 3
  - WBIIDC: 3
- Department (93 Services)**
  - Registration of Societies: 5
  - Co Operation: 24
  - Land & Land Reforms: 2
  - Registration & Stamp Revenue: 1
  - Labour: 8
  - UD & MA: 13
  - Power & NES: 28
  - Tourism: 2
  - HOUSING: 2
  - Fire & Emergency Services: 8

The right sidebar shows a search bar and a list of services under 'WBIDC':

- Issuance of Certificate for Completion up to Plinth Level for Building by WBIDC
- Issuance of Occupancy Certificate of Industrial Building by WBIDC
- Sanction of Industrial Building Plan by WBIDC

On clicking on 'e-commencement' the following page appears where one is required to enter details to search application and then proceed further to submit e-intimation of commencement of construction to WBIDC, online:

The screenshot shows the 'e-Intimation for Commencement of Building Construction to WBIDC' page. The page features a navigation menu with options like Home, Site Map, View Status, Downloads, About Services, User Profile, and Pending Inbo. Below the navigation menu, there is a search form with the following fields:

- Application Identification Number:
- Registration Number/Sanction Number/Assesment Number:

A blue 'Search Application' button is located at the bottom right of the form.

### 2. Checklist:

Note- No document is required to be submitted for e-intimation of commencement of construction to WBIDC.