

Government of West Bengal  
Land & Land Reforms and R.R. & R Department  
Land Policy Branch  
Nabanna(6<sup>th</sup> Floor)

325, Sarat Chatterjee Road, P.O.-Shibpur, Howrah-711102

CIRCULAR

No.48-LP/5M-58/21

Date: 05.01.2022

Whereas the State Government by Circular No.4403-LR dated 28/12/2005, revised the rate of processing fees for conversion for various types of uses in rural, Municipal (excluding KMDA area) and KMDA area;

And whereas the State Government in the Department of Industry, Commerce & Industry issued the West Bengal Ethanol Production Promotion Policy, 2021 (hereinafter referred to as the said Policy) vide Notification No.140-ICE Dated 07/09/2021 with a view to making the State a preferred destination for ethanol manufacturing units;

And whereas the said Policy delineates that any entrepreneur intends to set up green-field fuel grade ethanol producing unit in the State is eligible for waiver of processing fee for conversion of land under section 4C of the West Bengal Land Reforms Act, 1955 to be used for the said purpose;

And whereas it has been considered by the State Government to extend financial incentives by way of exemption of processing fee for conversion where land is to be used for green-field fuel grade ethanol producing unit;

Now, therefore, after careful consideration of the matter, the Governor is hereby pleased to waive the processing fees for mutation and conversion where land is transferred for green-field fuel grade ethanol producing unit only with immediate effect and until further orders.

This has the concurrence of the Government and issues in partial modification of this Department's Circular No.4403-LR dated 28/12/2005.

By order of the Governor,

**Smaraki Mahapatra**


LRC & Secretary to the Govt. of West Bengal

No.48/1(2)-LP/5M-58/21

Date: 05.01.2022

Copy forwarded for information and necessary action to:

- (1) The Director of Land Records and Survey, W.B.
- ✓ (2) All ADM and DL&LROs.

  
Senior Special Secretary to the Govt. of West Bengal

Government of West Bengal  
Land & Land Reforms and R.R. & R Department  
Land Policy Branch  
Nabanna(6<sup>th</sup> Floor)

325, Sarat Chatterjee Road, P.O.-Shibpur, Howrah-711102

NOTIFICATION

No.49-LP/5M-58/21

Date: 05.01.2022

Whereas the State Government by Circular No.398-LP dated 02/02/2017, revised the rate of processing fees for mutation of land by a raiyat;

And whereas the State Government in the Department of Industry, Commerce & Industry issued the West Bengal Ethanol Production Promotion Policy, 2021 (hereinafter referred to as the said Policy) vide Notification No.140-ICE Dated 07/09/2021 with a view to making the State a preferred destination for ethanol manufacturing units;

And whereas the said Policy delineates that any entrepreneur intends to set up green-field fuel grade ethanol producing unit in the State is eligible for waiver of processing fee for mutation of land to be used for the said purpose;

And whereas it has been considered by the State Government to extend financial incentives by way of exemption of processing fee for mutation where land is to be used for green-field fuel grade ethanol producing unit;

Now, therefore, after careful consideration of the matter, the Governor is hereby pleased to waive the processing fees for mutation and conversion where land is transferred for green-field fuel grade ethanol producing unit only with immediate effect and until further orders.

This has the concurrence of the Government.

By order of the Governor,

**Smaraki Mahapatra**

LRC & Secretary to the Govt. of West Bengal


No.49/1(2)-LP/5M-58/21

Date: 05.01.2022

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Senior Special Secretary to the Govt. of West Bengal

**Government of West Bengal**  
Department of Land & Land Reforms and Refugee Relief & Rehabilitation  
Land Policy Branch  
NABANNA  
325, Sarat Chatterjee Road  
P.O. Shibpur, Howrah-711102

No. 51- LP/1A-12/13

Dated: 05.01.2022

MEMORANDUM

Sub : Time-bound disposal of mutation & conversion for industrial purpose

**1. Disposal of mutation :**

The process will remain same as mentioned in Memorandum 324-LP/1A-12/13 dated 5<sup>th</sup> February,2015.

**2. Disposal of conversion:**

- i) the process and disposal of conversion petition, if it is otherwise found in order, be done within 30(thirty) days from the date of receipt of the petition.
- ii) the documents those are required to be submitted along with conversion applications are as follows:
  - a. Copy of record-of-rights;
  - b. Self-Declaration for proposed conversion (as per sub-rule(2) of rule 5A of WBLR Rules) in specified format;
  - c. Up-to-date rent receipt.
- iii) Plot map (in A4 size generated from e-Bhuchitra application), will be used as a sketch map by the RI/*Amins* for enquiry.
- iv) User accounts of Revenue Inspectors and *Amins* and enquiry module should be developed in e-Bhuchitra application so that the investigation notice and other field enquiry documents can be directly generated and accessed by the concerned RIs and *Amins* and the principle of FIFO(first-in-first-out) should be followed.
- v) The BL&LROs will continue to receive conversion applications( up to 10 decimals) as usual through both online and offline(manual) mode, but the SDL&LROs and DL&LROs will discontinue receiving offline(manual) conversion applications and receive such applications only through online mode as per their respective jurisdiction.

This order issues in partial modification of this Departments earlier Memorandum No. 324-LP/1A-12/13 dated 5<sup>th</sup> February,2015 with immediate effect.

**Smaraki Mahapatra**  
LRC & Secretary  
to the Government of West Bengal.

No. 51/1(3)- LP/1A-12/13

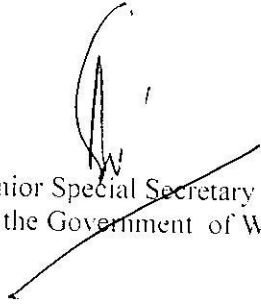
Dated: 05.01.2022.

Copy forwarded for information and necessary action to:

(1) The Director of Land Records and Survey, W.B.  
35, Gopal Nagar Road, Alipore, Kolkata- 700 027.

✓ (2) All ADM and DL&LROs.

(3) The Technical Director , NIC.

  
Senior Special Secretary  
to the Government of West Bengal

**Government of West Bengal**  
Department of Land & Land Reforms and Refugee Relief & Rehabilitation  
Land Policy Branch  
NABANNA  
325, Sarat Chatterjee Road  
P.O. Shibpur, Howrah-711102

No. 52-LP/1A-12/13

Dated. 05.01.2022

MEMORANDUM

Sub : Time-bound disposal of mutation & conversion for non-industrial purpose.

**1. Disposal of mutation :**

The process will remain same as mentioned in Memorandum 325-LP/1A-12/13 dated 5<sup>th</sup> February,2015.

**2. Disposal of conversion:**

- i) the process and disposal of conversion petition, if it is otherwise found in order, be done within 60(sixty) days from the date of receipt of the petition.
- ii) the documents those are required to be submitted along with conversion applications are as follows:
  - a. Copy of record-of-rights;
  - b. Self-Declaration for proposed conversion (as per sub-rule(2) of rule 5A of WBLR Rules) in specified format;
  - c. Up-to-date rent receipt.
- iii) Plot map (in A4 size generated from e-Bhuchitra application), will be used as a sketch map by the RI/*Amins* for enquiry.
- iv) User accounts of Revenue Inspectors and *Amins* and enquiry module should be developed in e-Bhuchitra application so that the investigation notice and other field enquiry documents can be directly generated and accessed by the concerned RIs and *Amins* and the principle of FIFO(first-in-first-out) should be followed.
- v) The BL&LROs will continue to receive conversion applications( up to 10 decimals) as usual through both online and offline(manual) mode, but the SDL&LROs and DL&LROs will discontinue receiving offline(manual) conversion applications and receive such applications only through online mode as per their respective jurisdiction.

This order issues in partial modification of this Departments earlier Memorandum No. 325-LP/1A-12/13 dated 5<sup>th</sup> February,2015 with immediate effect.

**Smaraki Mahapatra**

LRC & Secretary  
to the Government of West Bengal.

Dated: 05.01.2022.

No. 52/1(3)-LP/1A-12/13

Copy forwarded for information and necessary action to:

(1) The Director of Land Records and Survey, W.B.  
35, Gopal Nagar Road, Alipore, Kolkata- 700 027.

~~(2)~~ All ADM and DL&LROs.

(3) The Technical Director , NIC.

Senior Special Secretary  
to the Government of West Bengal.



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325, Sarat Chatterjee Road, P.O.-Shibpur, Howrah-711102

No.50-LP/5M-58/21

Date: 05.01.2022

From: The Senior Special Secretary to the Government of West Bengal

To : The Technical Director, NIC

Sub: Modification in e-bhuchitra software

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Sir,

I am directed to refer to the above subject and to say that in pursuance of the West Bengal Ethanol Production Promotion Policy, 2021, this Department has decided to waive off processing fee for mutation on land and processing fees for conversion on land to be used for the purpose of manufacturing/ production of green field fuel-grade ethanol in the State of West Bengal.

You are, therefore, requested to develop the e-bhuchitra module wherein a mandatory field should be created so that such waiver will be applicable on production of certificate of Director of Industries to that effect.

A report on compliance along with SOP may please be furnished to this end at the earliest.

Yours faithfully,

Senior Special Secretary

o/c

