



WEST BENGAL UNIVERSITY OF TECHNOLOGY

Office of the Inspector of Colleges

BF-142, Salt Lake City, Kolkata – 700 064

Tel No. (033)2321-7588, (033) 2334-1014/1021/1025/1028/1031, Fax (033) 2321-8776

No. **885**/IC-132/2014

Date : 22.01.2014

To
The Principal/Director
All affiliated Colleges under WBUT.



Dear Sir/Madam,

You are aware that uploading of the data in respect of Faculty Information System (FIS) and Infrastructure Information System (IIS) of the Computerised Web based Management System (CWMS) has been completed from your end. As an integral part of the Infrastructure Information System (IIS), 2nd Module of CWMS the following documents in scanned copy format (either PDF/JPEG) in respect of your college (Land & Building) are urgently required to be digitalized.

- i. Trust Deed/Society Registration related documents including MOA as per Act 1860/Company established under Section 25 of Companies Act 1956.
- ii. Land Deed.
- iii. Land use certificate from the competent authority as designated by the West Bengal Government.
- iv. Land conversion certificate from the competent authority as designated by the West Bengal Government.
- v. Mutation Certificate.
- vi. Government Pleader Certificate on marketable title of land and building.
- vii. Receipt of tax Clearance from competent L & LR Department.
- viii. Building plan of the institute approved by competent authority.
- ix. Order of Panchayat/Zilla Parishad/Municipality/ Municipal Corporation/Development Authority/ Notified Area Authority for starting construction/building to erect a building.
- x. Panchayat/Municipality/ Municipal Corporation upto date tax clearance of your proposed college.
- xi. NOC for safety issued by the competent authority.
- xii. The test report of water supply in the proposed college campus & the source of water supply.
- xiii. Land Continuity Certificate.

So, you are requested to kindly send the abovementioned documents in Scanned copy format (either PDF/JPEG) in CD/DVD within 17th February, 2014 to the undersigned.

Your kind cooperation is requested.

This has got reference to the approval dated 21.01.2014 of the competent Authority in File No. IC-132/2013.

Thanking you,

Yours faithfully,


(S. K. Maity)
Inspector of Colleges

Copy forwarded for information and necessary action to :

- 1) The P.A to the Vice Chancellor – Please bring it into the kind notice of the Hon'ble Vice Chancellor.
- 2) The Information Scientist, WBUT – with a request to upload this in the website of the University.

(S. K. Maity)
Inspector of Colleges