

GOVERNMENT OF WEST BENGAL
OFFICE OF THE ESTATE MANAGER, ESTATE DIRECTORATE &
EX-OFFICIO DEPUTY SECRETARY, HOUSING DEPARTMENT
New Secretariat Buildings, 1st Floor, B-Block, Kolkata-1


No. - 1680-E.D./1M-31/2021

Dated, Kolkata, the 5th October, 2021

NOTIFICATION

The following decisions have been taken by the Estate Directorate (On concurrence and approval from Housing Department) regarding distribution of work of the Public Rental Housing Estates situated outside of Kolkata Municipal Corporation as per Gazette Notification No. 576-H6 to 585-H-6 dated 16/10/2020 as a matter of general policy.

- (1) The Sub-Divisional Officer is the Local Prescribed Authority of the Public Rental Housing Estates (PRHEs) situated in different districts of West Bengal (other than Kolkata Municipal Corporation) which were primarily under the control of Estate Manager, Estate Directorate & ex-officio Deputy Secretary, Housing Department.
- (2) The West Bengal Govt. Premises (Tenancy Regulation) Act, 1976 with Amendments, 1994 is to be followed by the Prescribed Authority regarding maintenance of the PRHEs.
- (3) Some, other works are to be performed for the PRHE flats are as follows:
 - a) Receiving and processing of applications for fresh allotment of vacant flats.
 - b) Giving possession to the allottees.
 - c) Collecting Rent (through www.wbhousing.gov.in/erent via GRIPS) and solving rent related problems like online mobile no. registration of the tenants, updating of the rent etc. under the supervision of the Estate Manager, Estate Directorate.
- (4) Audit matters and maintaining the establishment of the deployed employees are to be done by the Estate Manager, Estate Directorate & ex-officio Deputy Secretary, Housing Department.
- (5) Making new policies regarding these Housing Estates will be done by the Estate Manager, Estate Directorate following the approval of the Housing Department.


Estate Manager, Estate Directorate &
Ex-Officio Dy. Secy., Housing Deptt.
Nodal Officer, Housing Department

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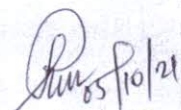
Memo No. - 1680/1(34) E.D.

Dated, Kolkata, the 5th October, 2021

Copy forwarded for information and necessary action to:-

- 1) The P.S. to Secretary, Housing Department, Govt. of W.B.
- 2) The P.A./P.S. to Addl. Secretary, Housing Department, Govt. of W.B.
- 3) The OSD to MIC, Housing Department, Govt. of W.B.
- 4) The SDO.....
- 5) The Head Assistant (Establishment Section), Estate Directorate.
- 6) Allotment Section, Estate Directorate.
- ✓ 7) Computer Cell, Estate Directorate.
- 8) All Circles of Estate Directorate.

Searched
5/10/21


Estate Manager, Estate Directorate &
Ex-Officio Dy. Secy., Housing Deptt.
Nodal Officer, Housing Department