



**Government of West Bengal  
Department of Fire and Emergency Services  
New Town Fire Station Building (2<sup>nd</sup> and 3<sup>rd</sup> Floor)  
Action Area 1C, Block CF 7, Street No. 175  
New Town, Kolkata 700 156**

**No. 1285/FES-99/118/2025**

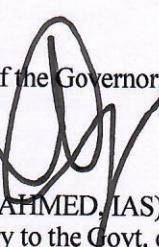
**Notification**

**Date: 30.10.2025**

In exercise of power conferred by sub-section (2) of section 3 of the West Bengal Right to Public Services Act, 2013, and in supersession of earlier notifications in this regard, the Governor is hereby pleased to notify the services along with the stipulated time- limit for rendering services as per provisions of The West Bengal Fire Services Act, 1950 and the rules framed thereunder, the Designated Officers, the Appellate Officers and the Reviewing Officers who will be responsible for rendering services as follows: -

<b>Sl. No.</b>	<b>Name of the services</b>	<b>Designated Officers</b>	<b>Stipulated time-limit for rendering services</b>	<b>Appellate Officers</b>	<b>Stipulated time-limit for rendering services</b>	<b>Reviewing Officers</b>	<b>Stipulated time-limit for rendering services</b>
1.	Application for Fire Safety Recommendation	Director, WBF&ES / Divisional Fire Officer, WBF&ES / Member Convenor of Technical Expert Committee	15 days for KMC areas and 30 days for the rest of the West Bengal	Additional Director General, WBF&ES	30 days	Director General, WBF&ES	30 Days
2.	Application for Revised Fire Safety Recommendation	Director, WBF&ES / Divisional Fire Officer, WBF&ES / Member Convenor of Technical Expert Committee	15 days for KMC areas and 30 days for the rest of the West Bengal	Additional Director General, WBF&ES	30 days	Director General, WBF&ES	30 days
3.	Application for Fire Safety Certificate	Director General, WBF&ES /Superior Nominated Authority	15 days for KMC areas and 30 days for the rest of the West Bengal	Senior Special Secretary of the Department of Fire and Emergency Services	30 days	Additional Chief Secretary, Department of Fire and Emergency Services	30 days

Sl. No.	Name of the services	Designated Officers	Stipulated time-limit for rendering services	Appellate Officers	Stipulated time-limit for rendering services	Reviewing Officers	Stipulated time-limit for rendering services
4.	Application for Renewal of Fire Safety Certificate	Director General, WBF&ES / Superior Nominated Authority	15 days for KMC areas and 30 days for the rest of the West Bengal	Senior Special Secretary, Department of Fire and Emergency Services	30 days	Additional Chief Secretary, Department of Fire and Emergency Services	30 days
5.	Application for Fire License	Collector under the West Bengal Fire Services Act, 1950	60 days	Additional Chief Secretary, Department of Fire and Emergency Services	30 days	-	-
6.	Application for Renewal of Fire License	Collector under the West Bengal Fire Services Act, 1950	60 days	Additional Chief Secretary, Department of Fire and Emergency Services	30 days	-	-
7.	Application for permission to erect Temporary Structures and Pandals	Director, WBF&ES / Superior Nominated Authority	15 days	Additional Director General, WBF&ES	15 days	Director General, WBF&ES	15 days
8.	Application for obtaining fire occurrence report by the assurance company or interested person	Director General, WBF&ES	15 days	Additional Chief Secretary, Department of Fire and Emergency Services	15 days	-	-

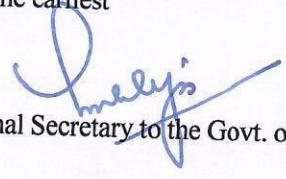
By order of the Governor,  
  
 (KHALIL AHMED, IAS)  
 Additional Chief Secretary to the Govt. of West Bengal

No. 1285/1(1)/FES-99/118/2025

Date: 30.10.2025

Copy forwarded for information and necessary action to:

1. The MD, Saraswati Press Ltd. – He is requested kindly to arrange to publish the aforesaid notification in Kolkata Gazette Extraordinary at the earliest

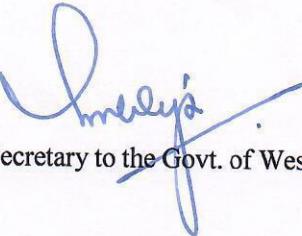
  
Additional Secretary to the Govt. of West Bengal

No. 1285/2(16)/FES-99/118/2025

Date: 30.10.2025

Copy forwarded for information and necessary action to:

1. The Additional Chief Secretary / Principal Secretary / Secretary, ..... Department (all)
2. The Director General, West Bengal Fire & Emergency Services
3. Sr. Special Secretary, Department of Fire & Emergency Services, Govt. of WB
4. Commissioner, Kolkata Municipal Corporation
5. Chief Executive Officer, WTL – He is requested kindly to arrange to upload the Notification in the Departmental website
6. Joint Secretary, Consumer Affairs Department, Govt. of West Bengal
7. Additional Director General, West Bengal Fire & Emergency Services
8. P.S. to the Hon'ble MoS(IC), Department of Fire & Emergency Services, Govt. of WB
9. Collector, License Section, Department of Fire & Emergency Services, Govt. of WB
10. Spl. Law Officer & EO Dy. Secretary, Deptt. of Fire & Emergency Services, Govt. of WB
11. Assessing & Legal Officer & EO Addl. Director, WBF&ES
12. Deputy Director, WBF&ES (all)
13. Member-Convenor, Technical Expert Committee, Siliguri/ Kolkata/ Durgapur/ Malda/ Kharagpur
14. Divisional Fire Officer, WBF&ES (all)
15. Station Officer, WBF&ES (all)
16. Guard File

  
Additional Secretary to the Govt. of West Bengal