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**DEPARTMENT OF INFORMATION TECHNOLOGY AND ELECTRONICS**  
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**West Bengal Telecom Infrastructure Guidelines, 2023**

**For Single Window Clearance and Permission to set up Telecom Infrastructure in West Bengal**

No. 522-ITE-20012/2/2020

Date: 20.04.2023

In supersession of the earlier Order vide no. 585-Estt/ITE-20012/2/2020 dated 28.12.2020 issued in this regard by the State Government laying down guidelines for extending permission for clearance and permission to set up or renewal of Telecom infrastructure deployment viz. set-up Mobile Communication Tower, laying Optical Fibre Cable, Cell on Wheels and In Building Solution etc.; this current set of guidelines is notified for smooth implementation of the West Bengal State Broadband Policy, 2020.

**1. Short title, extent and commencement**

- a) These guidelines may be called the “**West Bengal Telecom Infrastructure Guidelines 2023 For Single Window Clearance and Permission to set up Telecom Infrastructure in West Bengal**”.
- b) It shall extend to the whole of the State of West Bengal.  
It shall come into force with effect from the date of notification.

**2. Definitions**

(1) In the foregoing provisions, unless the context otherwise requires-

- a) “Act” means the Indian Telegraph Act, 1885 (13 of 1885) as amended from time to time.
- b) “applicant” means any person, or body or group of persons, or any member of the body or group of persons who submits application under these guidelines.
- c) “appropriate authority” means the Central Government, the State Governments, Local authority or such authority, body, company or institution incorporated or established by the Central Government and/ or State Government, in respect of property, under, over, along, across, in or upon which underground or over-ground telegraph infrastructure, is to be established or maintained, vested in, or under, the control or management of such appropriate authority.
- d) “Cell on Wheels (CoW)” means a portable mobile cellular site that provides temporary network and wireless coverage to locations where cellular coverage is minimal or compromised. COWs provide fully functional service, via vehicles such as trailers, vans and trucks, to areas affected by natural disaster or areas with large user volume, such as major events.
- e) “clause” means the clause of the **West Bengal Telecom Infrastructure Guidelines 2023 For Single Window Clearance and Permission to set up Telecom Infrastructure in West Bengal**.
- f) “Digital Telecom Infrastructure” means and includes the following.
  - (I) Within “Overground Telecom Infrastructure”, it means:
    - i. Telegraph/Telephone pole, Telecommunication or Telecom infrastructure Tower, Telecommunication Cell Site or Base Tower Station (TCS/BTS), Ground Base Tower (GBT), Ground Based Mast/Monopole (GBM), Roof Top towers (RTT), Roof top poles (RTP), or Tower/post/pole or Telecom Tower or Mobile Tower, a place for tower, antenna, telecom transceiver machinery, related civil works, requisite wire and cable, power supply equipment, Diesel Generator set, cabin or cupboard for housing and the like, by whatever name may it be called.
    - ii. Cell Phone Tower (CPT), Micro/Small Cell Tower (MCT), Ground/Roof top Single/Mono pole, antenna fixtures, fabricated antenna, tower to install telephone lines and Wi-Fi antenna, Pre-fabricated or masonry structure, shelters or installation of Base Transceiver Station (BTS) and other related equipment or accessories.
    - iii. Moveable Communication Towers/ Cell on Wheels (CoWs) / Public Facility Temporary Tower (MCT/CoW/PFT) and any other temporary infrastructure for managing events/festivals/fairs or to give coverage to blank areas and to restore the connectivity in the event of Disaster. In such case of disaster, the local administration shall provide all required support to restore the mobile connectivity being the essential service within the shortest possible time. CoW provides fully functional service, via vehicles such as trailers, vans and trucks, to areas affected by natural disaster or areas with large user volume, such as major events

- iv. A Junction Box (a.k.a. "jbox") is an enclosure housing electrical connection, Junction Box attached on side wall, over any pole or any legal protrusion.
  - v. A telephone exchange, telephone switch, or central office is a telecommunications system used in the public switched telephone network (PSTN) or in large enterprises.
  - vi. "Road/Street furniture" that includes Electric Poles, streetlight, Side walls, Hoardings, Bus stop/shelters, tram stop/shelters, taxi stand, public lavatory, Traffic signals / lights, Traffic control room's, Flyover's belly, Street Road gantry, Street road signage, Government building's, Metro Rail structures, Poles, Roadside / campus infrastructure, Public utility pole or any other structure or contrivance of such nature established over the property of an appropriate authority, etc. However, "Road/Street furniture shall not include memorial, public sculpture, Heritage sites.
  - vii. Overground Telegraph/Telephone line, Overground cable (Aerial OFC) on the EB/DISCOM Poles or any other public structure. However, "Overground Telegraph/Telephone line" shall not include Television Antenna and/or Dish Antennas installed for domestic purpose.
- (II) "Underground Telecom Infrastructure" which means and includes  
Telegraph line or Optical Fibre Cable (OFC) laid under the ground and includes manholes, marker stones, appliances and apparatus, for the purpose of establishment or maintenance of the telegraph or OFC line or any other items as decided by the appropriate authority.
- (III) Underground Ducts that refers to the protective pipework through which essential utility pipes and cables are run underground to provide communication.
- g) "DISCOM" means Power Distribution Company of the state, responsible for distribution of Electrical power in the region and associated activities.
  - h) "DoT" means Department of Telecommunications, Government of India.
  - i) "In Building Solution (IBS)" means a type of telecommunication solution which is used to extend and distribute the cellular signal of mobile operators within a building with high quality mobile communication for the indoor environments such as offices, shopping malls, hospitals, airports etc.
  - j) "land" shall have the same meaning as defined under section 2(7) of the West Bengal Land Reforms Act, 1955 and includes building upon it.
  - k) "licensee" means any legal person holding a license issued under sub-section (1) of section 4 of the Act and includes the Infrastructure Provider (IP), Telecom Service Provider (TSP) and Internet Service Provider (ISP).
  - l) "local authority" means any Local Self Government (LSG) including municipality, municipal corporation, development authority, district board, various Panchayati Raj Institution (PRIs) and/or other authority legally entitled to, or entrusted by the Central or any State Government with, the control, management of any municipal or local fund shall have the same meaning as defined under the section 3(7) of the Indian Telegraph Act, 1885.
  - m) "NOC awarding authority" means the administrative authority lying in the Urban Local Bodies i.e., Municipalities, Municipal Corporations and Development Authorities for urban regions while that in the (Community Development) Blocks for the rural regions.
  - n) "person" means individual or any organisation, either applicant or licensee, who can sue or be sued.
  - o) "portal" means the website which will be developed for issuance of telecom infrastructure clearance and permission for setting up telecom infrastructure in the State and hosted on the West Bengal State Data Centre under aegis of the Dept. of IT&E.
  - p) "Road/Street/state highways" means the definition define in The West Bengal Highways Act, 1964, Clause 1 and 2(bb).
  - q) "rule" means the Indian Telegraph Right of Way Rules, 2016 as amended in 2017, 2021 and 2022.
  - r) "SACFA" means Standing Advisory Committee on Frequency Allocation (SACFA) of the DoT, Government of India.
  - s) "State government" means the Government of West Bengal having jurisdiction over the State of West Bengal.
  - t) "TERM Cell" means Telecom Enforcement, Resource and Monitoring Cell (WB LSA and/or Kolkata LSA) of the Department of Telecommunication (DoT), Government of India which is competent agency to tender advice on Electro Magnetic Field (EMF) Radiation related matters of Mobile Towers.
  - u) "WPC" means the Wireless Planning & Coordination Wing of the DoT, Government of India.
  - v) "working day" means official working day as per State Government of West Bengal official calendar.
- (2) Words and expressions used and not defined herein shall have the same meaning as defined under the Indian Telegraph Act, 1885 and the Indian Telegraph Right of Way Rules, 2016 as amended in 2017, 2021 and 2022.

## Applicability and Prior permission

The appropriate authority shall exercise the powers under the West Bengal Telecom Infrastructure Guidelines 2023 on an application for establishment and maintenance of underground or over-ground telegraph infrastructure etc. by any licensee/ applicant within the state of West Bengal.

### 4. Appropriate Authority

- a) On behalf of Government of West Bengal, the Department of Information Technology & Electronics (DoIT&E) shall be designated as the **Nodal Department** and **Appropriate Authority for the State of West Bengal**. A designated officer nominated by the Department of Information Technology and Electronics, Government of West Bengal (DoIT&E) shall act as the designated **Nodal Officer (NO)** for entire gamut of activities involving Telecom infrastructure clearance, setting up, deployment, appropriate restoration w.r.t public inconvenience and maintenance of telecom infrastructure, including resolution of any dispute arising thereof, at State level for Telecom infrastructure deployment in public interest.
- b) In pursuance with this Department's order vide no.246(19)-JS(IT)/IT/0/10/2014 dated 21 July-2016, the District Magistrate (DM) of the concerned district shall be the responsible authority for scrutinising application submitted by any applicant for establishment of telecommunication infrastructure within the respective district. The DM shall also head the **District Level Committee (DLC)** which shall comprise representatives from local bodies and other related departments viz. PWD, UD&MA, P&RD, Forest of State Government and TERM cell of DoT, GoI among others. The **DLC** shall also meet at least once in a month, if required more than once a month, to dispose of applications seeking clearance for laying underground optical-fibre cable and/ or permission to set-up Mobile Tower or BTS in the district.
  - a. **In case of PWD:** The Superintending Engineer of the district or his nominee not below the rank of Executive Engineer, will be the representative-member for PW Department in a district.
  - b. **In case of UD&MA:** The Deputy Magistrate & Deputy Collector, posted at the District Collectorate and looking after UD&MA affairs in the Collectorate will be nominated as the representative-member for UD&MA Department.
  - c. **In case of P&RD:** District Panchayat & Rural Development Officer (DPRDO) of the district being the ex-officio Member-Convenor of the District Level Committee will be nominated as the representative-member of P&RD.

Provided that the **District Level Committee (DLC)** will facilitate and supervise permission to grant/ allow or reject application seeking permission subject to certain conditions, to set up telecom infrastructure in the district. The DLC will be solely responsible for granting NOC and shall keep the **State Level Clearance Committee (SLCC)** and **State Level Appellate Authority (SLAA)** abreast of regular developments.

- c) For grievance redressal arising out of decision taken by the **DLC**, a **State Level Clearance Committee (SLCC)** shall be constituted on behalf of the State Government, with designated officers (nodal officers from the State) from various stakeholders viz. PWD, UD&MA, P&RD along with the nodal officer from DoIT&E. **The SLCC shall take up grievance application and clear it within fifteen (15) official working days from its receipt by DLCC.** The SLCC shall also meet at least once in a month, if required more than once a month, to dispose of applications seeking clearance for laying underground optical-fibre cable and/ or permission to set-up Mobile Tower or BTS in the State.
- d) In case of any grievance/ complaint remaining unresolved at SLCC or in case of any dispute, the said issue will be heard by the **State Level Appellate Authority (SLAA)**. The **SLAA** shall be headed by the Additional Chief Secretary/ Principal Secretary/ Secretary of the DoIT&E<sup>1</sup> and shall be responsible for closure of application within stipulated time of fifteen (15) official working days from the date of receipt of the issue from the SLCC. **SLAA** shall also have the power to amend, cancel or endorse the decisions of SLCC. The **SLAA** shall revisit the Telecom Infrastructure Guidelines at regular intervals for proposing amendment, if any.
- e) Amendment to the guidelines will be undertaken from time to time based upon inputs received from various stakeholders by way of issuance of amendment Notification and with concurrence from the Finance Department as and when the same relates to fees, charges and other receipts etc.

<sup>1</sup> In consonance with the power delegated by the Chief Secretary of West Bengal vide notification no. 546-IT/P/50/2010 dated 6th January 2017, the ACS/ Principal Secretary/ Secretary of the Department of Information Technology and Electronics is the Nodal Officer resolving Right of Way (RoW) issues in the State.

f) The State Level Appellate Authority (SLAA) shall have the following composition:

ACS/ Principal Secretary/ Secretary	Department of Information Technology & Electronics	Chairman (convenor)
ACS/ Principal Secretary/ Secretary	Department of Environment	Member
ACS/ Principal Secretary/ Secretary	Department of Forest	Member
ACS/ Principal Secretary/ Secretary	Department of Panchayat & Rural Development	Member
ACS/ Principal Secretary/ Secretary	Department of Urban Development & Municipal Affairs	Member
ACS/ Principal Secretary/ Secretary	Department of Public Works Department	Member
Representative	TERM Cell in Kolkata Telecom District	Member
Representative	TERM Cell in West Bengal circle (excluding Kolkata)	Member

- g) The SLAA shall also replace the existing State Level Committee on issue of clearances for Mobile Towers, notified vide no. 267/1(31)-SIT/IT/P/22/2009 (Vol.-III) dated 30<sup>th</sup> May 2013.
- h) The delegation of the powers, duties and the responsibilities of the Appropriate Authority (*excepting anything related to fees, charges and rates*) lying with the IT&E Department as enumerated hereinbefore, may be delegated to any/few of the administrative units in the State by the IT&E Department, by way of notification from time to time as may be deemed necessary.

## 5. Prior permission for establishment of telegraph infrastructure

No person shall erect, install or establish telegraph infrastructure without obtaining prior permission from the appropriate authorities by applying through online-portal comprising Single Window Clearance System (SWCS) i.e., ANUMATI portal (<https://anumati.itewb.gov.in>) to be developed for this purpose and hosted on the State Data Centre or any other approved internet cloud storage as may be deemed fit in public interest.

## 6. Application seeking permission/ clearance (NOC)

- a) **One application for all Telecom infrastructure deployments-** If an applicant/ licensee intends to seek NOC or clearance or permission to install Mobile Tower or Base Tower Station (BTS) or seek permission for laying Optical Fibre Cable (OFC); then applicant/ licensee is required to fill **Common Application Form (CAF) - FORM 1** along with the pre-requisite documents to be uploaded and make an online payment based on the proposed work / Telecom infrastructure deployment by referring section: 8 (Fees and Charges) through a unique portal made for this purpose namely - Single Window Clearance System (SWCS), hosted in the State Data Centre (SDC) or any other approved internet cloud storage as may be deemed fit in public interest. The stipulated time to clear any application seeking permission to set up BTS or laying of OFC is 30 (thirty) official working days by the concerned appropriate authority i.e., DLC. The submitted Common Application Form (CAF) shall route to the appropriate Nodal Officer of the concerned department for verification, inspection and issuance of necessary clearance or NOC via "Online Single Window Clearance System".
- i. **In case of installation on Private Property (building/land) the applicant shall upload the following documents –**
1. The applicant/ licensee is required to seek approval from the owner of the property in form of written consent, over, along, across, in or upon which telegraph infrastructure is to be established or pass through. The consent letter shall be uploaded along with the Common Application Form (CAF) submission.
  2. Self-attested copy of ownership document of the building/land, jointly signed by the applicant and the owner.
  3. Self-attested copy of Lease Agreement Deed/Consent Agreement Deed, jointly signed by the applicant and the owner.
  4. Self-attested copy of the structural strength certificate of the concerned building/ land for setting up proposed telegraph infrastructure (mast/post/column/pole etc.)
  5. A self-attested copy of the audit certificate uploaded on TERM Cell Portal (<https://tarangsanchar.gov.in/emfportal>) along with a screen-shot containing successful submission of the same, needs to be uploaded in the Single Window Clearance System by the Licensee (to be actually submitted within 90 days after installation of the tower and it commences radiating) - **A time counter will be in place for push communication in the Single Window System.**
- ii. **In case of Public and/ or Government site (building), the applicant shall upload the following documents –**
1. The written consent or copy of agreement from the concerned authority having legitimate rights over the respective government land / building / premises.

2. Self-attested copy of the structural strength certificate of the concerned building/ land for setting up proposed telegraph infrastructure (mast/post/column/pole etc.), to be obtained from a certified / registered structural engineer and jointly signed by the applicant and the authorised representative having legitimate rights over the respective government land / building / premises.

iii. **Additional documents to be uploaded in the portal –**

- 1) Location map from any publicly available sources (scale 1:1000) showing the site with its latitude - longitude.
- 2) Certification of the technical design by a structural engineer attesting to the structural safety, of the overground telegraph infrastructure besides the one already mentioned above, if available.
- 3) Height of the proposed Mobile Tower or BTS along with its elevation and capacity of tower or antenna prescribed by the DoT, Govt of India or any other agency as may be notified by the Govt of India, from time to time.
- 4) No Objection Certificate (NOC) or Consent to establish and consent to operate, issued by West Bengal Pollution Control Board (WBPCB), conforming to the standards laid down under notification vide G.S.R. 371(E) dated 17-05-2002 issued by the Ministry of Environment & Forests, GoI. The extension for uploading the document/s should be in .PDF/.JPEG format
- 5) No Objection Certificate (NOC) issued by the Fire Safety Department of the State Government in case of high-rise buildings, where fire clearance is mandatory.
- 6) Scanned copy of the self-declaration for Undertaking any loss or injury due to accident caused by the tower to the effect that the applicant shall take special precaution for fire and lighting as well as bearing the sole responsibility for any civil or criminal case arising there from.
- 7) For Forest / Protected Areas, a copy of the clearance from Environment and Forest Department of the State Government respectively, as and when applicable.

(b) **Laying Optical Fibre cable infrastructure-**

- 1) The applicant/ licensee shall have prior permission from any or all of the concerned government authorities viz. Forest Department, Water Resource Department, Electricity Distribution Companies, NHAI, Archaeological Survey of India, Local Bodies, any other and/or all such authorities under the Central & State Government as well as from the private owners, as the case maybe, through whose jurisdiction the underground cable would pass.
- 2) The applicant/ licensee is required to seek clearance from the Nodal person of the respective departments viz. PWD, P&RD, UD&MA and/or others, as the case may be, by applying through Single Window Clearance Portal developed for the purpose. The competent authority (DLC) shall examine and dispose the application within 30 (Thirty) official working days.
- 3) Few important points regarding clearance are:
  - i. The applicant is required to upload the district wise area details for laying the optical fibre cable.
  - ii. The applicant shall have no right on the property which has been approved to be used for the establishment of telecom infrastructure applied for.
  - iii. The applicant shall be liable to pay for the repair and/or restoration charges pertaining to the damages caused to the public / private property during the setting up of the telecom infrastructure applied for.
  - iv. Unless prescribed by the appropriate authority by dint of notification, the applicant will self-assess the restoration work required to be undertaken at the site to bring back the worksite to its erstwhile state and pay the said self-assessed restoration charges to the concerned NOC awarding authority through ANUMATI OSWiCS portal.
  - v. Wherever in existence, the applicant will put in requisite details on the ANUMATI OSWiCS portal and the system-assessed restoration cost will be calculated automatically. The applicant will pay the said system-assessed restoration charges to the concerned NOC awarding authority through ANUMATI OSWiCS portal.
  - vi. The payment of such restoration charges will be a mandatory pre-requisite for the application submission.
  - vii. The NOC awarding authority is authorised to raise a one-time query seeking all types of clarification pertaining to the entire application including the cost for restoration work submitted by the applicant wherever applicable.
  - viii. Indemnity bond addressed to the Government Organisation and/or Local Self Government including Corporation/Body/Board/Commission/Institution et al and/or any individual and/or institution/organisation for private property in a prescribed format indemnifying (i) any liability for the damage caused by the Mobile Tower/ infrastructure installed by the ISP/ TSP (ii) claims against any losses, death, disability or injuries that may be inflicted upon third party as a result of the actions of the TSP/ ISP (iii) claim against any accidents on account of the Mobile tower/ infrastructure installed or against any claim thereafter during the period of operation & Maintenance of such mobile tower at all times.

- ix. The TSP/ ISP shall ensure security and safety of all mobile tower installations and shall be solely responsible for compensation for any damage/ claims or replacements sought for at the cost and risk of TSP/ ISP to the concerned authority.
  - x. No additional timeline will be provided for seeking any form of clarification or submission of the clarification requested. All the applications need to be cleared and NOC shall be released on the thirty (30) official working days from the receipt of the application *excluding the maximum time period of 15 (fifteen) official working days to be provided to the applicant to comply with the query, if raised by the competent authority at any of the three levels i.e. DLC, SLCC and SLAA.*
  - xi. In case of non-compliances noticed, the State level clearance committee (SLCC) may direct the designated Nodal Department/s under whose jurisdiction the road /land falls, to raise demand for compensation for the damage to be collected from the applicant/licensee and/or may initiate process for cancellation of the NOC granted. The said activity will now be conducted offline / physically but effort shall be taken to include it as an online activity too.
- 4) The pre-requisite documents required to be uploaded are listed below:
- i. Copy of the license granted by the Central Government organisation(s) (as applicable) for laying OFC;
  - ii. Authorization letter from various State Govt. Agencies / PSU / Local Self Government (LSG) entity and/or private individual/entity et al for use of their land for OFC laying (as applicable);
  - iii. Certification of clearances from the local bodies or local administration to undertake the work (if applicable);
  - iv. Details of underground telegraph infrastructure (OFC) proposed to be laid;
  - v. Laying plan (for OFC) in the form of strip plan, showing distance of work from C/L of the road, width of their laying activities and proposed cable/ PITs/ instruments etc., laying specification, elevation (level) of laying w.r.t road surface, details of crossing the water bodies aside the bridge/ culvert on the road (if any) etc.
  - vi. Details of the route planned for proposed underground excavation for laying telecom accessibility infrastructure. The route map should also clearly indicate the possible interference, either in establishment or maintenance of such telecom accessibility clearance infrastructure with existing infrastructure that have been laid previously along the proposed route;
  - vii. Details of mode and the time duration for execution of the work;
  - viii. List of measures proposed to ensure public safety during the execution of the work and probable mitigation steps to address inconvenience to public.

## 7. Disposal of application/ Grant of permission by appropriate authority

- (a) The appropriate authority will examine, enquire, validate both new application and/or request for renewal and dispose of on the basis of following salient features:
- i. **Single window clearance** of the application made by the applicant/ licensee
  - ii. **One-time administrative and clearance/ permission Fee - Refer Para 8 (Section: Fee and Charges)**
  - iii. **One-time clarification query-** The District Level Committee (DLC) may seek any form of clarification, missing documents, inappropriate bank guarantee, Self-declarations, Financial break down structure and other requisite parameters in a one-time request. This will facilitate to speed up the approval process and meet the prescribed timelines. Similarly, the SLCC and SLAA will also raise a one-time query, if necessary. *The maximum time period of 15 (fifteen) official working days shall be provided to the applicant to comply with the query, if raised by the competent authority at any of the three levels i.e. DLC, SLCC and SLAA.* During the time-period of compliance by the applicant, the diminishing day count for disposal at each of DLC, SLCC and SLAA levels *shall be kept on hold until compliance is made by the applicant.* Post completion, the diminishing day-count shall commence.  
**Note:** *All applicants shall validate all the details and enclosed documents before making the final CAF submission.*
  - iv. **Deemed to have been approved:** If the application (CAF) lies pending with the DLC; at the end of the stipulated time of thirty (30) official working days from its receipt *excluding the maximum time period of 15 (fifteen) official working days to be provided to the applicant to comply with the query, if raised by the DLC at any of the three levels i.e. DLC, SLCC and SLAA.,* the application will automatically move to the State Level Clearance Committee (SLCC) for review and disposal within fifteen (15) official working days. In case SLCC, fail to dispose the application within fifteen (15) official working days *excluding the maximum time period of 15 (fifteen) official working days to be provided to the applicant to comply with the query, if raised by the SLCC,* the application will move to **State Level Appellate Authority (SLAA)** for disposal within fifteen (15) official working days from the receipt, *excluding the maximum time period of 15 (fifteen) official working days to be provided to the applicant to comply with the query, if raised by the SLAA and fail to dispose of decisively i.e. either by accepting and directing*

the DLC to issue NOC or by rejecting the application by issuing a reasoned order, will result in deemed to have been approved. The status of the application will be considered as approved and be communicated back to DLC via system generated process for final communication to the applicant/ licensee enclosing the requisite NOC.

- v. **Ease of Business Policy:** The awarding authority shall either issue approval or raise query pertaining to insufficiency while processing application within seven (7) official working days from the receipt. The nodal officer/ competent authority can raise a one-time query after thorough screening and the applicant is bound to revert within fifteen (15) official working days from the date of receipt. In case, the applicant fails to comply within the stipulated period of fifteen (15) official working days, the application will be considered as "void" (*owing to non-compliance on the part of the applicant*) and the refund process will be initiated via system generated process and that shall be completed in maximum of next one hundred and twenty (120) official working days from the date of such rejection, by the State Nodal Department i.e. Department of Information Technology & Electronics, Government of West Bengal.
- vi. **For setting up Telecom Infrastructure in Hilly Region, Teagardens and Forest Area:**
  - a. The applicant shall submit permission received from the user of the property falling in the hilly regions, be it the Government (Public) or Individual (Private) and upload the same in ANUMATI portal along with requisite fees as may be applicable. The permission for Government property, unless otherwise be expressly notified or restricted in public interest, shall be extended by the District Magistrate of the concerned administrative district. The District Magistrate shall include the Additional District Magistrates, as may be delegated from time to time.
  - b. The applicant shall submit permission received from the manager of the property falling in the teagardens and upload the same in ANUMATI portal along with requisite fees as may be applicable. The permission for teagarden property, unless otherwise be expressly notified or restricted in public interest, shall be extended by the Manager or any authorised representative of the concerned teagarden.
  - c. The applicant shall submit online application seeking permission from the Forest Authority via their portal <https://parivesh.nic.in/>
- vii. **For setting up Telecom Infrastructure by laying overhead Optical Fibre Cable:**
  - a. The application for laying overhead OFC shall only be considered for such Blocks, Municipalities, Municipal Corporations, Development authorities where laying of overhead OFC is expressly allowed by statute.
  - b. The applicant shall submit online application in the ANUMATI portal, identifying and enlisting specific poles/towers/masts/overhead protrusions existed on the roads for the DISCOMs i.e., power, and other utilities that they would be used for laying overhead OFC by joining disconnected places.
  - c. The poles/towers/masts/overhead protrusions existed on the roads and being used by the DISCOMs shall be Geo-tagged i.e., mapped with GIS with GPS location earmarked for each of them.
  - d. No separate permission shall be necessary from the DISCOMs for using them to lay overhead OFC.
  - e. Once the applicant identifies, earmarks, and selects some poles/towers/masts/overhead protrusions existed on the roads of any DISCOM, the same shall be identified in ANUMATI and applicant shall pay fees online to complete submission of their application. No separate permission shall be necessary from the DISCOMs during the disposal of the application as the DISCOM's permission is expressed when such data is available on the ANUMATI portal.
- viii. **For setting up Telecom Infrastructure to augment future generation of telecom facilities:**
  - a. The applicant shall submit online application in the ANUMATI portal, identifying and enlisting specific poles/towers/masts/overhead protrusions existed on the roads for the DISCOMs i.e., power and other utilities, public or private installations that include buildings, structures, mobile carriages et al, that they would use for fixing small cells to connect disconnected places.
  - b. For public property, the applicant shall seek permission from the respective owner of the property, i.e., the concerned public authority, submit the same over ANUMATI portal, deposit requisite fees but shall not be required to pay rental charges for such installation to the concerned public authority.
  - c. For private property, the applicant shall seek permission from the owner of the property, the concerned private organisation or individual, submit the same over ANUMATI portal along with the current rental agreement and deposit requisite fees for such installation.
  - d. Neither the DISCOMs including the Power Utility Service Providers including WBSEDCL, DVC, CESC, TATA Power, PCBL, Haldia Energy, WBSETCL among others; the government infrastructure utility providers including PWD Dept., PHE Dept., I&W Dept. and other Departments, whose furniture will be used for expanding mobile connectivity nor the State Government, shall not be held liable and responsible for any loss

to the cable or the commercial operation loss to the Applicant due to theft or for any other reason whatsoever. The safety of the cable shall be entirely with the Applicant.

- e. For such poles/towers/masts/overhead protrusions existed on the roads or any other street furniture used for telecom connectivity not belonging to the DISCOMs; approval shall be extended following usual process i.e., via respective local authority.
  - f. **For In Building Solution (IBS)**, the applicant shall apply on the ANUMATI portal by seeking permission from the respective owner of the building including such infrastructure which are part of any building, thereafter upload the same in the portal alongside depositing requisite fees. For a public property, besides the one-time fee which shall be renewed every year, no rental charges are admissible while for a private property, along with the one-time fee, to be renewed every year, the rental agreement with the owner has to be uploaded in the portal.
  - ix. **For the Cell on Wheels (CoW) deployment**, the applicant shall seek NOC from the respective NOC providing authority. The applicant is required to seek permission/ NOC by applying via ANUMATI portal and the application shall be disposed of within seven (7) working days from the date of receipt lest the application shall be deemed to be approved.
- (b) All applications received through the Single Window system will be notified via Form-2 and put-on display for fourteen (14) official working days from the date of receipt. **Public Grievance Process and Grievance ID:** A specific mail ID to report any form of objection shall be created and notified which will receive any objection raised in connection with either setting up Mobile Tower or Laying OFC anywhere in the State. The said objection sent to the prescribed MAIL ID shall bear the respective application form number (CAF) against which the object is raised. Any form of objection shall be sent by the person/organisation raising the said objection to the prescribe e-mail ID tagged with the CAF number within a stipulated timeframe of fourteen (14) official working days from the date of publication of the said application in Form-2. The CAF verification and validation by the competent authorities (DLC) shall have to be undertaken parallelly alongside disposal of the public notification. The competent authority will peruse and dispose of the said objection following due diligence within seven (7) official working days from the date of receipt of the objection. After Day 21, the DLC shall issue NOC to the applicant up till Day 30 as prescribed, *excluding the maximum time period of 15 (fifteen) official working days that shall be provided to the applicant to comply with the query, if raised by the DLCC.*
- (c) **Example of an Application Process Disposal:** *If an Applicant submits an application seeking NOC for setting up Mobile Tower or Laying of OFC by submitting all pre-requisite documents including self-assessed Bank Guarantee; the DLC shall have first 7 (seven) days to scrutinise and raise 'One-time Query' seeking clarification regarding technical or fulfilling additional financial pre-requisites, the Applicant shall have a maximum of 15 (fifteen) days to comply. During the period of such compliance, the count-down for approval days for the DLC shall be kept on hold. Once compliance is made by the Applicant, the DLC shall dispose of the petition either accepting the submission of the Applicant or raising Escalation to the SLCC citing reason for rejection. At the same time, by Day 14 (within first 14 days) if any Public Grievance is raised and sent to the prescribed MAIL ID tagged with the CAF number, the same shall come into the notice of the DLC. If received, the DLC shall commence disposal of the same for which DLC shall have a maximum time of seven (7) days. Thereafter, between 21<sup>st</sup> Day and 30<sup>th</sup> Day, the DLC shall issue NOC to the Applicant provided there is no escalation to the SLCC. In case of inability of DLC to dispose of the application within the stipulated period of 30 (thirty) days excluding the period of compliance by the applicant against query raised, if any, the said application will be escalated to the next level i.e. SLCC. Therein, it shall have to be disposed of within next 15 (fifteen) days excluding the period of compliance by the applicant against query raised, if any, the said application will be escalated to the next level i.e. SLAA. Therein, it shall have to be disposed of within next 15 (fifteen) days excluding the period of compliance by the applicant against query raised, if any. Whenever, the said application is approved by any of the escalated authorities, the said application will be sent back to the DLC for issuance of the NOC. While in the event of non-disposal of the application by the SLCC within stipulated time-period, the application shall be considered to have been deemed-approved and the same will be sent back to the DLC for issuance of the NOC.*
- (d) The appropriate authority shall monitor the restoration process and on successful completion of the restoration process within stipulated time prescribe above vide Para 6.b.3.iv, the competent authority may facilitate the releasing of the Bank guarantee certificate vide Para 6.b.3.v respectively.
- (e) The competent authority i.e., DLC shall dispose the application within a period not exceeding thirty (30) official working days from the date of submission of the application *excluding the maximum time period of 15 (fifteen) official working days that shall be provided to the applicant to comply with the query, if raised by the DLC.* Both SLCC and SLAA shall dispose of escalation raised to their level either optionally or automatically via system-generated process,

a similar *maximum time period of 15 (fifteen) official working days shall be provided to the applicant to comply with the query, if raised by any of them.*

- (f) Successful applicant will be issued an online license through the Single Window Platform; Telecom clearance certificate attached in Form-3.
- (g) Maximum validity for telecom accessibility clearance and permission to set up telecom infrastructure in form of any above ground infrastructure installation or underground- laying of the optical fibre cable is for 15 (fifteen) years.
- (h) From the date of notification of these guidelines, all such already permitted installations beyond their respective validity, as has been given until the date of this notification, shall also seek renewal through this portal following same process.
- (i) During the renewal process, submission of documents as pre-requisite shall be exempted and only be required to be submitted if raised by any of the competent authority i.e. DLC, SLCC and SLAA. The time-period of disposal shall remain same for giving opportunity for Public Grievance to be redressed following due diligence.
- (j) Renewal application shall also be published in Form-2 and public objection raised thereof shall be redressed accordingly.

**7A. Power to the Appropriate Authority to issue direction to review procedure for implementation of these guidelines:** The IT&E Department being the State Appropriate Authority & State Nodal Department shall have the power to issue direction by way of notification after reviewing and effecting modification of the existing procedure for implementation of these guidelines as may be deemed necessary from time to time.

## 8. Fee and charges

<u>Digital Infrastructure</u>	<u>Rate (in INR)</u>
Towers (BTS)	30,000/- one time (for each TSP in a tower)
Row (Fibre)	5,000/- per KM one time (cost for restoration charges will be directly passed unto the concerned authority)
Micro / Small Cell Tower	5,000/- one time for rural areas and 10,000/- one time for urban areas
Usage of street furniture	5,000/- one time
COW	30,000/- for one event running maximum 3 months
IBS	5,000/- one time
Installation of overhead fibre on Electricity / Telecom etc. DISCOM poles	5,000/- per pole one time for hilly areas and tea gardens. 20,000/- per pole one time for other areas

- All fees are one-time charges and shall be collected upfront along with the application made by the TSP/TISP.
- There will be no renewal of NOC required for any telecom infrastructure unless notified otherwise.
- Land usage for Tower on State Govt land will be calculated @ 10% of prevailing IGR rate therein as yearly lease rental fees to be payable yearly, in advance.
- The NOC awarding authority shall not charge any fee other than those prescribed above for both overground and underground telecom infrastructure.
- All fees shall be paid online into the State Government exchequer via GRIPS portal or any other approved payment gateway as may be mandated from time to time into the notified Receipt Head of Account.
- The revenue so generated out of collection of abovementioned fees may be shared with the different administrative units as may be determined by the Appropriate Authority in consultation with the Finance Department.

The above fees and charges may be revised by the State Nodal Department i.e., the Dept. of IT&E from time to time, as and when deemed fit and with prior approval of the Finance Department.

## **9. Obligations of applicant/licensee in undertaking work**

The applicant/ licensee shall ensure that-

- a) Prior to commencement of establishment and maintenance of telegraph infrastructure and at all times, the measure to mitigate public inconvenience and ensure public safety, including structural safety of such telegraph infrastructure are taken adequately and implemented.
- b) The work of establishment and maintenance of telegraph infrastructure is carried out in accordance with the conditions specified in the grant of permission by the Appropriate Authority.
- c) The Ground Base Tower (GBT) or Roof Top Tower (RTT) or Roof Top Pole (RTP) shall be installed and commissioned at substantial distance as mandated or stipulated by TERM or Department of Telecommunications or any other authority as may be notified from time to time.
- d) If any damage is caused to any person or property because of the tower, machine room, battery equipment etc., erected by the applicant/ licensee, the applicant/ licensee shall be solely responsible for paying all kinds of compensations and damages to the concerned and will be liable to face any civil or criminal proceedings as per extant provisions of law.
- e) A completion report shall be submitted by the applicant/ licensee to the appropriate authority within 30 (Thirty) official working days of completion of works with final specifications of the installations of the telegraph infrastructure and a scanned copy of the self-declaration for submission/ uploading of the Acknowledgment receipt issued by TERM Cell of the self-certificate submitted by Licensee (to be actually submitted within 90 days after installation of the tower and it commences radiating) needs to be uploaded in the Single Window Clearance System (even after the NOC has actually been issued) - *A time counter will be in place for push communication in the Single Window System.*
- f) In case of violation of any statutory requirement, a show cause notice of thirty (30) official working days will be issued to the licensee of which licensee has to revert with the clarification within a further of thirty (30) official working days thereof. In case the clarification is not satisfactory, due process may be initiated for withdrawal of the NOC accorded for the installation of the telegraph infrastructure. Subsequently, the said telegraph infrastructure shall be removed /sealed forthwith besides initiation of due process following extant provisions of law. As and when such order of withdrawal is issued, the requisite cost of such removal shall be borne by the licensee and in absence of such, the same may be considered as default and further process of law shall be initiated to reimburse cost required for such removal.

## **10. Powers of appropriate authority to supervise the work**

- a) The Appropriate Authority that lies with the Department of IT&E under Government of West Bengal may supervise the establishment and maintenance of telegraph infrastructure to ascertain if the conditions imposed for grant of NOC / permission, are observed by the Licensee.
- b) The Appropriate Authority may, on the basis of such supervision, impose such other reasonable conditions as it may think fit following due diligence.
- c) If the Appropriate Authority comes to the conclusion that the Licensee has wilfully violated any of the conditions of grant of permission, it may withdraw, for reasons to be recorded in writing, the permission granted to the Licensee, provided that no action shall be taken unless the Licensee has been given an opportunity of being heard.
- d) District Administration /Officials of the State Government as may be prescribed by the Appropriate and Competent Authorities, shall have the right to inspect the site at all times without any prior notice.

## **11. Regularization or compounding of existing telegraph infrastructure**

- a) Wherever permissions have already been granted under erstwhile policy/orders, the same shall hold good and no fresh permission will be required under these guidelines unless falls void for want of renewal.
- b) For all the existing telegraph infrastructure wherein, permission has not been obtained by the concerned licensee the necessary application for obtaining clearance for all those telegraph infrastructures shall be submitted within six months of issue of these guidelines, after which the said telegraph infrastructure (BTS) shall be deemed as unauthorized. Requisite fees shall have to be paid with the application afresh.

## **12. Seizure and removal of unauthorized telegraph infrastructure**

If any person/applicant/licensee establishes any telegraph infrastructure without obtaining due and proper prior permission from the prescribed authority, or violates the terms and conditions of the permissions or fails to pay the requisite amount of fee and charges within stipulated time as prescribed under these guidelines, the prescribed authority may seize and removal the same and the expenses incurred for such seizure and removal shall be borne by the person/applicant/licensee vide Para 9.f.

#### **13. Removal/ Change in Location**

The competent authority in consultation with the DLC and with approval from the SLCC may only remove or alter location of the Mobile tower or OFC or other related telecom infrastructure, if required in public interest.

#### **14. Dispute resolution**

Any dispute arising between the applicant / licensee and the permission awarding authority, out of disposal regarding an application seeking to establish telecom infrastructure clearance i.e. setting up Mobile Tower or BTS and/or Laying of OFC, either permission for new or for renewal, shall be redressed by the SLCC within the prescribed timeframe. In case, if any dispute remains unresolved by the State Level Clearance Committee (SLCC) then the issue will be heard by the State Level Appellate Authority (SLAA) to be headed by the Additional Chief Secretary/Principal Secretary/Secretary of the Department of Information Technology and Electronics, Government of West Bengal; which shall have the power to amend, cancel or endorse the decisions of SLCC within the established time frame. This SLCC shall revisit the West Bengal Telecom Infrastructure guidelines at regular interval for proposing amendment, if any and propose for amendment which may be notified following due process.

#### **15. Miscellaneous**

The State Government in the Department of Information Technology and Electronics shall undertake regular interaction with the stakeholders for improving the quality and extent of coverage of the telecommunication network in the State.

These guidelines are issued in supersession of all earlier orders, notifications, guidelines, advisories, memoranda on the telecom infrastructure setting up in the State and this notification also issues with the concurrence of the Finance Department vide their U.O. No. Group S/2023-2023/0002 dated 14.04.2023 and with approval of the State Cabinet accorded on 17.04.2023 vide their U/O No. CAB (D) – 620 dated 19.04.2023.

By order of the Governor,



Principal Secretary to the  
Government of West Bengal.

20/4

# FORM 1

## West Bengal Telecom Infrastructure Guidelines 2023

[See Clause 6(a)]

Application for permission for establishment of telecom infrastructure / Base Tower Station/ Telecom Tower etc.

(Separate applications to be submitted for each site, for each installation)

To

The Appropriate Authority

A	Details of the Applicant	
	Name of Applicant	
	Name of Company	
	Complete Registered Postal Address	
	Applicants Mobile No	
	Applicants Email	
B	Details of the Tower	
	Application Type	GBT RTT/RFT Small Cell Single cell
	Site Id as per NEP	
	Site Address	
	Latitude Longitude	As per SACFA
	Building Height (m) In case of RTT/RFT	
	Area of land / Roof Tower (sq m)	
	Tower Height (m)	
	Is DG set used	Yes/No If DG set used (capacity in KVA)
C	Details of the Property	
	Property Type:	Private (Urban/Rural) Public (Urban/Rural /PWD/Hill/Other)
	District:	
	Block/Municipality/Borough:	
	Police Station	
	Name of the Owner of the Land or Building.	
	Address of the Owner of the Land or Building.	
	Land / Building Owner Contact No.	
D	Other Information:	
	Entire time Duration for execution of the work	
	Entire restoration work to be completed within	
	Specific measures taken to mitigate Public Inconvenience	
	Any other relevant matter (in the opinion of the Licensee)	
	Application Fee- Rs. 1000 per application Fee for administrative expense / Restoration charge / compensation charge (Separate sheet may be attached showing details of deposits with copy of receipts) Special Fee (on a case basis)	Rs. .... Deposited on ..... Deposited in the account of .....
E	Documents	
	NOC given by Land / Building Owner	

	Signed Deed with Land / Building Owner	
	The detailed technical design and drawing of tower / post or other above ground infrastructure including the specification of foundation	
	Underwriting to take care of any loss or injury due to accident caused by the tower (including a declaration to the effect that the applicant shall take special precaution for fire safety)	
	Structural Stability Certificate / Soil test report	
	SACFA Clearance Certificate / SACFA application for the said location submitted to WPC wing of DoT with Registration Number as WPC acknowledgement	
	No Objection Certificate (NOC) issued by the Fire Safety Department of the state government in case of high-rise buildings	
	No Objection Certificate (NOC) or Consent to establish and consent to operate, issued by West Bengal Pollution Control Board (WBPCB), conforming to the standards laid down under notification vide G.S.R. 371(E) dated 17-05-2002 issued by the Ministry of Environment & Forests, GoI.	For Tower having DG set(more than 1000 KVA)
	Any Other Document	

**Declaration**

*"I certify that the information I am about to provide is true and complete to the best of my knowledge. I am aware that this self declaration statement is subject to review and verification and if such information is found to be false, adequate legal proceedings may be initiated against me and/or the company I am representing which may lead to termination of telecom license issued by competent authority along with cancellation of my application ab-initio . I furthermore declare that onus of responsibility to prove the veracity of information provided hereinbefore lies on me and the company that I represent."*

\* This is system generated Document and does not require signature.

Application for permission for establishment of Optical Fibre Cable (OFC) – Underground / Overground etc.  
(Separate applications to be submitted for each site, for each installation)

To  
The Appropriate Authority

<b>A</b>	<b>Details of the Applicant</b>	
	Name of Applicant	
	Name of Company	
	Complete Registered Postal Address	
	Applicants Mobile No	
	Applicants Email	
<b>B</b>	<b>Details of propose work</b>	
	Duct Type	Own Duct Common Duct
	Specific name of the work	
	Starting Point (Latitude) Starting Point (Longitude)	
	Ending Point (Latitude) Ending Point (Longitude)	
	Number of pits	
	Length of laying OFC (Km)	

	Route Plan	
	Type of digging for Underground	HDD Open Trench
	Total number of Poles	
	Total no of DISCOM Poles	
<b>C</b>	Details of jurisdiction	
	Property Type:	Private (Urban/Rural) Public (Urban/Rural /PWD/Hill/Other)
	District:	
	Block/Municipality/Borough:	
	Police Station	
<b>D</b>	<b>Other Information:</b>	
	Entire time Duration for execution of the work	
	Entire restoration work to be completed within	
	Estimated Restoration Cost	
	Specific measures taken to mitigate Public Inconvenience	
	Any other relevant matter (in the opinion of the Licensee)	
	Application Fee- Rs. 1000 per application Fee for administrative expense / Restoration charge / compensation charge (Separate sheet may be attached showing details of deposits with copy of receipts) Special Fee (on a case basis)	Rs. .... Deposited on ..... Deposited in the account of .....
	Documents	
	laying Plan with drawing	
	Cost Estimate Report with Restoration Charges Paid Receipt	
	Starting Point Clearance certificate	
	Ending Point Clearance certificate	
	CBuD Document	
	Any other document	

**Declaration**

*"I certify that the information I am about to provide is true and complete to the best of my knowledge. I am aware that this self declaration statement is subject to review and verification and if such information is found to be false, adequate legal proceedings may be initiated against me and/or the company I am representing which may lead to termination of telecom license issued by competent authority along with cancellation of my application ab-initio. I furthermore declare that onus of responsibility to prove the veracity of information provided hereinbefore lies on me and the company that I represent."*

\* This is system generated Document and does not require signature.

## FORM- 2

West Bengal Telecom Infrastructure Guidelines 2023

[See clause 7(b)]

OFFICE OF THE APPROPRIATE AUTHORITY

No.

Date:

### PUBLIC NOTICE

The applicant ..... (particular of applicant) has submitted application dated..... in this office for granting permission for erection, installation or establishment of telegraph infrastructure under the West Bengal Telecom Infrastructure Guidelines 2023 on the land or building mentioned below: -

Name	
Email	
Contact No	
Detail of location (Name of village, city, ward No., street name with PIN etc.)	
Name/ Nature of Work	
Whether underground telegraph infrastructure or over-ground infrastructure	
Area/ length, route (with starting point & End point)	
Grievance Message	

Therefore, it is hereby informed to all concerned that if, anybody has any objection on granting permission for installation or establishment or telecommunication infrastructure on the land or building above, he may submit objection along-with supporting documents to the office of the undersigned during office hours on any working day within 14 (Fourteen) official working days from the date of the issue of this notice.

In absence of any objection within above stipulated time it may be presumed that nobody has objection in this matter will be disposed off accordingly.

\* This is system generated Document and does not require signature.

## FORM- 3

### West Bengal Telecom Infrastructure Guidelines 2023

[See clause 7(d)]

OFFICE OF THE APPROPRIATE AUTHORITY

Permission No.

Date:

To,

----- (Applicant)

Sub: Grant of permission for erection, installation or establishment of MOBILE TOWER/BASE TOWER STATION/LAYING OPTICAL FIBRE CABLE telegraph infrastructure under The West Bengal Telecom Infrastructure Guidelines-2023

1. The above applicant/licensee has applied to accord permission for erection, installation or establishment of mobile tower/base tower station/laying optical fibre cable telegraph infrastructure under The West Bengal Telecom Infrastructure Guidelines-2023 read with Para 5 of these guidelines issued by Government of West Bengal.

2. The permission has been applied on the land or building / Road / mentioned below.

Application No.(CAF)	
Details of the Applicant	Name, Company Name, Contact No., Email, Address eytc
Land/Property owner Details	Name, Address, Contact No., Area, etc.

3. The documents/statements submitted by the applicant/licensee are according to the policy. Applicant has deposited the necessary fee and charges.

4. Therefore, the permission for erection, installation or establishment of following telegraph infrastructure on the land or building herein above mentioned is granted.

Details of the Tower/OFC	Tower Type, Route, Location, Address, etc.
NOC Issued Date	
Validity	
NOC Issuing Authority	
Entire time Duration for execution of the work	
Entire restoration work to be completed within	
Fees Paid Status	

5. The permission is granted on following terms and conditions: -

a. The Radiation norms fixed by DoT have to be strictly followed by the licensee. Any citizen can approach the TERM Cell with regard to grievance on any issue relating to radiation.

b. Sign boards and Warning Signs ("Danger", "Warning", "Caution", etc.) as per guidelines of DoT shall be provided at the working sites which are clearly visible and identifiable.

c. The licensee shall be permitted to establish mobile tower/base tower station/laying optical fibre cable telegraph infrastructure on open land including private/Govt lands, lands and buildings of Government or Government owned/controlled Statutory or Non Statutory institutions/bodies or at other public/private locations including roads, parks, playgrounds, schools, colleges, land earmarked for public utilities.

d. In the walled city area or in the area of Heritage importance the Pole/Mast shall be designed keeping in view the Heritage character of the area.

e. The licensee shall fix the equipment's which cause minimum noise and environmental pollution for power back-up in the earmarked boundary adjacent to mobile tower/post.

f. The structural stability of the towers/posts and building in which it is erected, shall be ensured by the licensee and the towers/posts and their foundations shall be designed accordingly. He shall be solely responsible for any mishap, if it takes during or after erection of towers.

Note:

\* Provided that the documents submitted along with the application for this tower Id are in accordance with the prescribed terms & conditions of the Policy

\*It may be noted that this permission may be withdrawn for violation for any terms and conditions, provisions of the Act, the rules and orders from the state Government or Central Government in this regard.

\* Tampering with this permission will attract penal actions.

\* This is system generated Document and does not require signature.