



WEST BENGAL VALUATION BOARD

(A Statutory Body of the Govt. of West Bengal)

"MAYUKH" (Ground Floor), Bidhannagar, Kolkata - 700 091

Phone No. : 2337 - 4762, 2337 - 5998, 2358 - 5164, Fax No. : 2358 - 5720 & 2321 - 0924

Memo No. 565(124) /WBVB/ 2C-1/2000

Dated:29/01/2016

From : Member Secretary,
West Bengal Valuation Board.

To : The Mayor/Chairman/Chairperson,
.....Municipal Corporation/Municipality,
P.O.....
Dist.

Sub:- Procedure of Interim Valuation as determined by West Bengal
Valuation Board (W.B.V.B.).

Sir/Madam,

You may be aware of the particular provisions of Section 9(3) of the West Bengal Valuation Board Act, 1978 (West Bengal Act LVII of 1978) (as amended) wherein it has been mentioned that during currency of the valuation determined by W.B.V.B. under Sec. 9(2) of the Act *ibid*, if any new building is erected or any existing building is reconstructed or substantially altered or improved, in any area, within the jurisdiction of the Municipal Corporation/Municipality, the determination of valuation of such premises shall be made subject to the same criteria as has been fixed by the W.B.V.B. for such premises. It is also provided in the said sub-section of the Act that the procedure of such intermediate valuation of land and buildings will be determined by the W.B.V.B. It is further stipulated that filing of statement of particulars of such land and buildings shall have to be made immediately by the concerned owner or occupier in the form as per Schedule-III of the West Bengal Valuation Board (Valuation of Land and Buildings) Rules, 1984.

Now W.B.V.B.in its 181st Board meeting held on 15.12.2015 finalized the procedure for interim valuation of land and buildings within the area of any Municipal Corporation/ Municipality which is enumerated below:-

- (1) The concerned U.L.B. shall prepare a list of all new buildings erected and all existing buildings have reconstructed or substantially altered or improved, that occurred during currency of the valuation determined by W.B.V.B. and send the same to W.B.V.B. on a yearly basis.

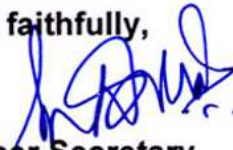
- (2) The concerned U.L.B. will forward such list along with resolution copy of the General Body/ B.O.C regarding date of effect of the interim valuation.
- (3) The concerned U.L.B. will also collect Schedule-III forms duly filled in and signed, from the owners or occupiers of concerned holdings and will forward these forms to W.B.V.B. along with the list mentioned at (1) above.
- (4) After receiving the said list along with Schedule-III forms and the copy of resolution as mentioned at (2) above, the W.B.V.B. will draw up a work plan in consultation with the Municipality/Municipal Corporation regarding surveying work etc.
- (5) W.B.V.B. will then take up the valuation work by detailed survey of concerned holdings through Field Assistants.
- (6) Field Assistants are to be engaged by the concerned U.L.B. in consultation with W.B.V.B., W.B.V.B. will also arrange for necessary training of Field Assistants before carrying out field survey work.
- (7) On the basis of the collected data and following the same methodology and the multiplicative factor adopted for the last General Valuation work of that particular U.L.B., the Board will prepare the Draft Valuation List (D.V.L.) of the intermediate valuation through its own machinery.
- (8) The D.V.L. of interim valuation will be forwarded then to the concerned U.L.B. for publication in the notice Board of the concerned U.L.B. It will also be published in the Notice Board of the W.B.V.B.
- (9) W.B.V.B. shall also issue public notices to the rate-payers concerned through the U.L.B. inviting objection petition, if any, for such valuation and property tax.
- (10) After receipt of the objection in the same manner as per General Valuation work, W.B.V.B. shall arrange for hearing of such objection by the Objection Hearing Officers (O.H.Os).
- (11) The concerned U.L.B. will return the Objection Register (Schedule-I) and order sheets of the O.H.Os. within 2(two) months from the date of notice of D.V.L. publication.

(12) After disposal of the objection petitions, W.B.V.B. shall then prepare the Final Valuation List (F.V.L.) for such interim valuation of the U.L.B. and shall handover the copy to the concerned U.L.B. for publication and further action. The Board shall also issue the public notice about such F.V.L. for the interim valuation and shall cause the said notice to be published in the notice Board of the W.B.V.B. and as well as in the notice Board of the concerned U.L.B..

(13) Interim valuation so prepared by the Board shall remain in force from the quarter intimated by the Municipality/Municipal Corporation for the un-expired portion of the period of the existing valuation in force of that U.L.B. determined by W.B.V.B. u/s.. 9(2) of the Act *ibid*.

This arrangement will be effective from 01.01.2016 and will remain in force until further order.

Yours faithfully,



**Member Secretary,
West Bengal Valuation Board.**

Memo. No. 565/1(2) /WBVB/ 2C-1/2000

Dated:29/01/2016

Copy forwarded for information and necessary action to :-

- 1) Valuation Officer, W.B.V.B.
- 2) Surveying Valuer, W.B.V.B.



**Member Secretary,
West Bengal Valuation Board.**