

GOVERNMENT OF ASSAM
URBAN DEVELOPMENT(T)DEPARTMENT
DISPUR GUWAHATI-6
email id: uddepartmentma@gmail.com

RECEIVED
No.

No. UDD(T)78/2016/209

Dated, Dispur the 18th November, 2020

CIRCULAR

- Sub : District Business Reform Action Plan-Issue of Trade License and Auto-Renewal thereafter online.
- Ref : District Business Reform Action Plan 2020 proposed by Govt. of India.

All the ULBs of Assam are informed that the Ministry of Finance, Govt. of India has proposed certain reforms as per the District Business Action Plan (D-BRAP) and proposed that Urban Development Department carryout certain reform interventions in the service "Issue of Trade License and its renewal".

Also, in Business Reform Action Plan (BRAP), the following reforms are prescribed for Renewal of Trade License:

- No physical/ manual applications are to be required
- No physical copies of document 78/2016/204 to be requested and document uploaded with online application should sufficient.
- Should accept downloading certificates as valid and should not require physically signed/ stamped certificate.
- The application should not be required to get in touch physically except in cases where inspection/ site visit is mandated by law.
- No document other than ID proof and Lease Deed/ Legal.

Keeping in view from Government of India, a window is made available in eodb.assam.gov.in for applying Trade License and its auto-renewal. A screen for online submission of application by the applicant and issue of authorization has been made available in the said window. Separate provisions for generation of Application Letter, Payment of Fee, Download the Authorization, Track my Applications are being activated.

All the ULBs of Assam are therefore requested to henceforth ensure proper utilization of the online services made available in the eodb Assam portal. There should be no manual issuance of authorizations to any applicant in future.

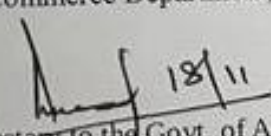
These instructions should be followed scrupulously.

Sd/- (Monalisa Goswami, IAS)
Commissioner & Secretary to the Govt. of Assam,
Urban Development Department

Memo No. UDD(T)78/2016/209-A
Copy for information and necessary to:

Dated, Dispur the 18th November, 2020

- The Director, Municipal Administration, Assam, Dispur, Guwahati-6.
- The Deputy Commissioners, all District.
- Executive Officers, all ULBs.
- P.S to Commissioner & Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6 for kind appraisal of the Commissioner & Secretary.
- P.A to the Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6 for kind appraisal of the Secretary.
- P.A to the Secretary to the Govt. of Assam, Industries and Commerce Department, Dispur, Guwahati-6 for kind appraisal of the Secretary.


Joint Secretary to the Govt. of Assam,
Urban Development Department

18/11/20