



# e-Allotment of Rental Housing Estate

Housing Department  
Government of West Bengal

A BLOCK, 1<sup>ST</sup> FLOOR, NEW SECRETARIAT BUILDING  
1, K. S. ROY ROAD, KOLKATA – 700001

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## System basic

### 1. How to start the system

Launch the browser and type the website address and press enter.

### 2. How to create new account

After start the system click on the New Registration like **Fig. 2.1**.



**Fig. 2.1**

After clicking on New Registration a screen will appear like **Fig. 2.2**.

The screenshot shows the 'Applicant Registration' page. At the top right is a breadcrumb link 'Home / Applicant Registration'. On the left is the same 'User login' form as in Fig. 2.1. The main area contains the registration form with the following fields: 'Name of the Applicant \*' (text input), 'Date of Birth \*' (text input), 'Gender \*' (radio buttons for 'Male' and 'Female'), 'Mobile no \*' (text input), and 'Email ID \*' (text input). There is a 'Register' button at the bottom of the form.

**Fig. 2.2**

Fill all the required fields and click on the Register button. After pressing the Register button Applicant account will be created but temporarily deactivated.

Download application of registration as PDF format for future reference like **Fig. 2.3**.



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Home / Application of Registration



You have Successfully Register!!! Please download application of registration from the below link Download Application of Registration!!!

User login

Username \*

Password \*

> New Registration  
> Request New Password

Log in

## Application of Registration

Download Application of Registration

REGISTRATION ID	1648
NAME	test test
DATE OF BIRTH	01/12/1980
GENDER	Male
MOBILE NO.	7410251963
EMAIL ID	testtest@ymail.com

Fig. 2.3

### 3. How to login

When start the system, a login screen will appear like Fig. 3.1.

User login

Username \*

Password \*

> New Registration  
> Request New Password

Log in

## Welcome to e-Allotment of Rental Housing Estate



Fig. 3.1

Give user specific username and password. Now press the “**Login button**”. After pressing the login button if system finds you as a authenticate user, you will be redirected to the home page like Fig. 3.2.



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## e-Allotment of Rental Housing Estate

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HOME

Home / testtest

### Online Application

Hello test test, Welcome to e-Allotment of RHE

> Online Application

Name - test test

> Application List

Date of Birth - 02/07/1980

> Check Application Status

Mobile No. - 7410258963

> View Waiting List Status

> View Offer of Allotment Details

> VS Allotment Details

> CS Allotment Details

### User Account

> My Profile

> Change Password

> Log Out

Site Designed, hosted and maintained by National Informatics Centre.



Fig. 3.2

## 4. How to change password

If you want to change your password, click on the link “**Change Password**”. See fig. 4.1.

### User Account

> My Profile

> Change Password

> Log Out



Fig. 4.1



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When you click on this link, you will be redirected to page as shown in fig. 4.2. Description of the form fields are given below:

**Current password:** Enter your current password in this field.

**E-mail address:** If you want to change your email address, write here the new one.

**Password:** Write your new password in this field. Beside this there is a password strength checker which checks your password strength. Always try to create a strong password because strong password is more secure and difficult to break.

**Confirm password:** Write your new password here again. Be sure what you write in the “**Password**” field must be exactly matched with content of “**Confirm password**” field.

Click on **Save** button to save changes.

Home / testtest / Change Password

### Change Password

**Current password**

Enter your current password to change the E-mail address or Password. Request new password.

**E-mail address \***

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

**Password**

**Confirm password**

To change the current user password, enter the new password in both fields.

**Save**

Password strength:

Fig. 4.2

## 5. How to logout

If you want to logout from the system, click on the link “**Log out**” in the header of the page. See fig. 5.1.

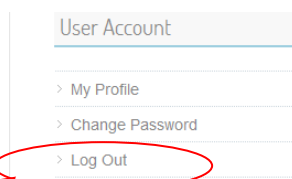


Fig. 5.1

When you click on this link, you will be redirected to the login page of the system.



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#### 6. Request for new password

If you forget the password when trying to login the system, there is a link named “**Request New Password**” above “**Log in**” button in **Fig. 3.1**. Click on this link and you will be redirected to a page like **Fig. 6.1**.

Home / User account / Request New Password

### Request New Password

E-mail Address \*

E-mail New Password

**Fig. 6.1**

Write your registered email address in the given text box and press “**E-mail new password**” button.



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### Applicant user applications

#### 1. Online Application

##### 1.1. New Allotment:

Click on the **Online Application** like Fig. 1.1.a..



Fig. 1.1.a.

To apply for new allotment first click on the **New Allotment** then click on **Go to application page** like Fig. 1.1.b..



Fig. 1.1.b.



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Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final new allotment application like **Fig. 1.1.c.**

Descriptions of the fields are given below:

**Applicant's Name**: Name of the Applicant.

**Father / Husband Name**: Father's name of the Applicant.

**Mobile no**: Mobile no. of the Applicant.

**Email ID**: Email id of the Applicant.

**Date of Birth**: Date of Birth of the Applicant.

**Gender**: Select Gender of the Applicant.

**Designation**: Designation of the Applicant.

**Pay Band**: Pay Band of the Applicant.

**Pay in the Pay Band**: Pay in the Pay Band of the Applicant.

**Grade Pay**: Grade Pay of the Applicant.

**GPF No.**: GPF No. of the Applicant.

**Place of Posting**: Place where the Applicant is posted.

**Headquarter**: Office Headquarter of the Applicant.

**Date of Joining**: Joining date of the Applicant.

**Date of Retirement**: Retirement date of the Applicant.

**Name of the Office**: Office name of the Applicant.

**Street**: Office street address of the Applicant.

**City / Town / Village**: Name of the City/Town/Village in which the Applicant's office situated.

**Post Office**: Post office of the Applicant's office.

**Pincode**: Office address pincode of the Applicant.

**DDO District**: District of the Applicant's DDO.

**DDO Designation**: Designation of the Applicant's DDO.





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**DDO Address:** Office Address of the Applicant's DDO.

**Upload Latest Payslip:** Upload Applicant's latest payslip as jpeg or jpg or pdf format.

**Checkbox:** Check the checkbox named **Whether Police Personal/Single Working Women/Physically Handicapped Or Serious Illness/Transfer**, if the Applicant wants to apply as Police Personal/Single Working Women/Physically Handicapped Or Serious Illness/Transfer and upload necessary document.

**Flat TYPE:** Applicant's Flat type respect to the applicant's pay band.

**Allotment Category:** Select Allotment Category from the list respect to the applicant's pay band.

The screenshot shows the 'Application for New Allotment' web form. On the left is a sidebar with navigation links: 'Online Application' (with sub-links: Online Application, Application List, Check Application Status, View Waiting List, View Offer of Allotment Details, VS Allotment Details, CS Allotment Details), 'User Account' (with sub-links: My Profile, Change Password, Log Out), and 'Application for New Allotment'. The main form is divided into several sections, each with a red circle and an arrow pointing to it: 1. 'Personal Information' (Applicant's Name, Father / Husband Name, Mobile no, Email ID, Date of Birth, Gender). 2. 'Applicant's Official Information' (Designation, Pay Band, Pay in the Pay Band, Grade Pay, GPF No., Place of Posting, Headquarter, Date of Joining, Date of Retirement). 3. 'Name and Address of the Office' (Name of the Office, Street, City / Town / Village, Post Office, Pincode). 4. 'DDO with full address' (DDO District, DDO Designation, DDO Address). 5. 'Upload Documents' (Upload Your Latest Payslip, Browse... button, Allowed extensions: jpg jpeg pdf, checkbox for 'Whether Police Personal/Single Working Women/Physically Handicapped Or Serious Illness/Transfer'). 6. 'Allotment Category' (Flat TYPE, Allotment Category dropdown). At the bottom are two buttons: 'Save as Draft' and 'Apply'.

Fig. 1.1.c.





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Housing Department  
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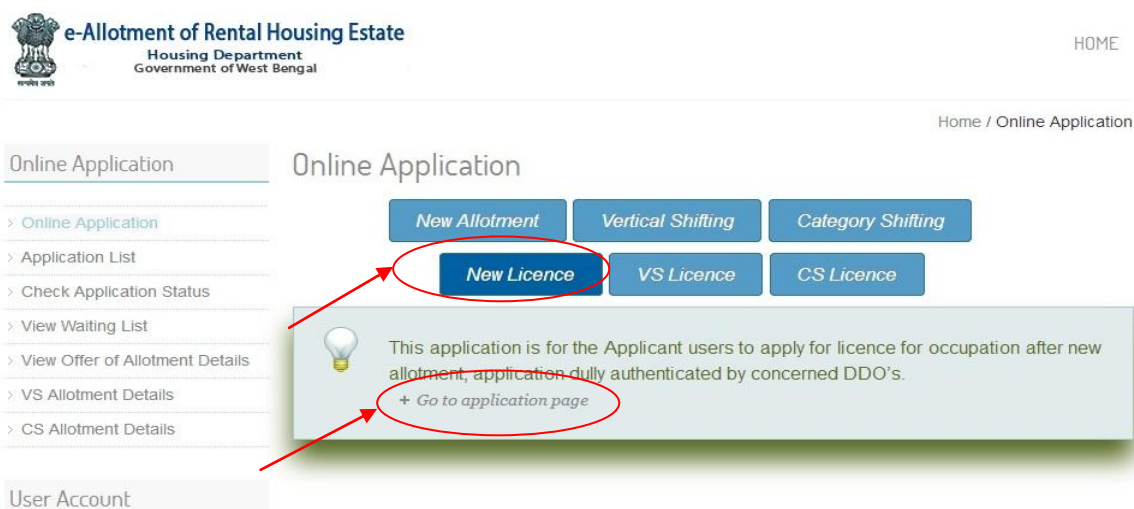
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### 1.2. New Licence:

Click on the **Online Application**, see **Fig. 1.1.a.**

To apply for new licence first click on the **New Licence** then click on **Go to application page** like **Fig. 1.2.a.**



**Fig. 1.2.a.**

Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final new licence application like **Fig. 1.2.b.**

Descriptions of the fields are given below:

**Applicant's Name**: Name of the Applicant.

**Father / Husband Name**: Father's name of the Applicant.

**Mobile no**: Mobile no. of the Applicant.

**Email ID**: Email id of the Applicant.

**Date of Birth**: Date of Birth of the Applicant.

**Gender**: Select Gender of the Applicant.

**Designation**: Designation of the Applicant.

**Pay Band**: Pay Band of the Applicant.



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**Pay in the Pay Band:** Pay in the Pay Band of the Applicant.

**Grade Pay:** Grade Pay of the Applicant.

**GPF No.:** GPF No. of the Applicant.

**Place of Posting:** Place where the Applicant is posted.

**Headquarter:** Office Headquarter of the Applicant.

**Date of Joining:** Joining date of the Applicant.

**Date of Retirement:** Retirement date of the Applicant.

**Name of the Office:** Office name of the Applicant.

**Street:** Office street address of the Applicant.

**City / Town / Village:** Name of the City/Town/Village in which the Applicant's office situated.

**Post Office:** Post office of the Applicant's office.

**Pincode:** Office address pincode of the Applicant.

**DDO District:** District of the Applicant's DDO.

**DDO Designation:** Designation of the Applicant's DDO.

**DDO Address:** Office Address of the Applicant's DDO.

**Upload Necessary Document:** Upload Applicant's latest payslip as jpeg or jpg or pdf format.

**Allotment No.:** Allotment No. which generates when Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the offer of allotment.

**Allotment Date:** Allotment Date on which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the offer of allotment.

**District:** District in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the offer of allotment.

**Housing:** Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the offer of allotment.

**Housing Address:** Address of Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the offer of allotment.



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## National Informatics Centre

Online Application

> Online Application

> Application List

> Check Application Status

> View Waiting List

> View Offer of Allotment Details

> VS Allotment Details

> CS Allotment Details

User Account

> My Profile

> Change Password

> Log Out

PRESCRIBED FORM OF APPLICATION

▼ Personal Information

Applicant's Name \*

test test

Father / Husband Name \*

Mobile no \*

7050002663

Email ID \*

test001@gmail.com

Date of Birth \*

01/03/1988

Gender \*

☒ Male ☐ Female

▼ Applicant's Official Information

Designation \*

Pay Band \*

- Select -

Pay in the Pay Band \*

Grade Pay \*

GPF No. \*

Place of Posting \*

Headquarter \*

Date of Joining \*

Date of Retirement \*

▼ Name and Address of the Office

Name of the Office \*

Street \*

City / Town / Village \*

Post Office \*

Pincode \*

▼ DDO with full address

DDO District \*

- Select -

DDO Designation \*

-- Choose DDO Designation --

DDO Address

▼ Upload Documents

Upload Necessary Document

Browse...

No file selected.

Allowed extensions: jpg jpeg pdf

▼ Allotment Information

Allotment No \*

Allotment Date \*

District \*

Housing \*

Housing Address

Save as Draft

Apply

Fig. 1.2.b.



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Housing Department  
Government of West Bengal

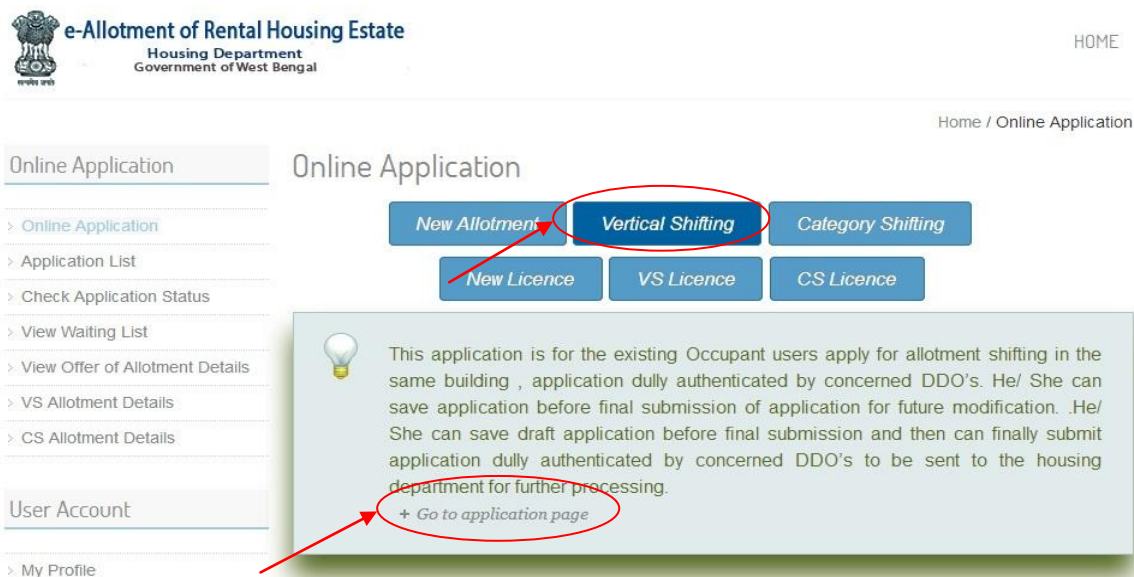
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### 1.3. Vertical Shifting:

Click on the **Online Application**, see **Fig. 1.1.a.**

To apply for Vertical shifting first click on the **Vertical Shifting** then click on **Go to application page** like **Fig. 1.3.a.**



**Fig. 1.3.a.**

Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final vertical shifting application like **Fig. 1.3.b.**

Descriptions of the fields are given below:

**Applicant's Name:** Name of the Applicant.

**Father / Husband Name:** Father's name of the Applicant.

**Mobile no:** Mobile no. of the Applicant.

**Email ID:** Email id of the Applicant.

**Date of Birth:** Date of Birth of the Applicant.



## e-Allotment of Rental Housing Estate

Housing Department  
Government of West Bengal

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### National Informatics Centre

**Gender:** Select Gender of the Applicant.

**Designation:** Designation of the Applicant.

**Pay Band:** Pay Band of the Applicant.

**Pay in the Pay Band:** Pay in the Pay Band of the Applicant.

**Grade Pay:** Grade Pay of the Applicant.

**GPF No.:** GPF No. of the Applicant.

**Place of Posting:** Place where the Applicant is posted.

**Headquarter:** Office Headquarter of the Applicant.

**Date of Joining:** Joining date of the Applicant.

**Date of Retirement:** Retirement date of the Applicant.

**Name of the Office:** Office name of the Applicant.

**Street:** Office street address of the Applicant.

**City / Town / Village:** Name of the City/Town/Village in which the Applicant's office situated.

**Post Office:** Post office of the Applicant's office.

**Pincode:** Office address pincode of the Applicant.

**DDO District:** District of the Applicant's DDO.

**DDO Designation:** Designation of the Applicant's DDO.

**DDO Address:** Office Address of the Applicant's DDO.

**Select Housing:** Select the RHE name from the RHE list where the Applicant gets allotment of Flat and taken licence and possession of the flat.

**Select Block:** Select the RHE Block name from the block name list under which Applicant gets allotment of Flat and taken licence and possession of the Flat.

**Flat No.:** Select the Flat No. from the flat no. list where the Applicant gets allotment and taken licence and possession.

**Date of Possession:** Date on which Applicant taken possession of the flat where he/she gets allotment.

**Upload Current Licence:** Upload Applicant's current licence as jpeg or jpg or pdf format.



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1, K. S. ROY ROAD, KOLKATA – 700001

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Online Application

> Online Application

> Application List

> Check Application Status

> View Waiting List

> View Offer of Allotment Details

> VS Allotment Details

> CS Allotment Details

User Account

> My Profile

> Change Password

> Log Out

Application for Vertical Shifting

Personal Information

Applicant's Name \*  
test test

Father / Husband Name \*

Mobile no \*  
7050002663

Email ID \*  
test001@gmail.com

Date of Birth \*  
01/03/1988

Gender \*  
☒ Male ☐ Female

Applicant's Official Information

Designation \*

Pay Band \*  
- Select -

Pay in the Pay Band \*

Grade Pay \*

GPF No. \*

Place of Posting \*

Headquarter \*

Date of Joining \*

Date of Retirement \*

Name and Address of the Office

Name of the Office \*

Street \*

City / Town / Village \*

Post Office \*

Pincode \*

DDO with full address

DDO District \*  
- Select -

DDO Designation \*  
-- Choose DDO Designation --

DDO Address

Current Occupation Specification

Select Housing \*  
- Select -

Select Block \*  
- Select -

Flat No \*  
- Select -

Date of Possession \*

Upload Current Licence \*  

Browse... No file selected.

Allowed extensions: jpg jpeg pdf

Save as Draft

Apply

Fig. 1.3.b.



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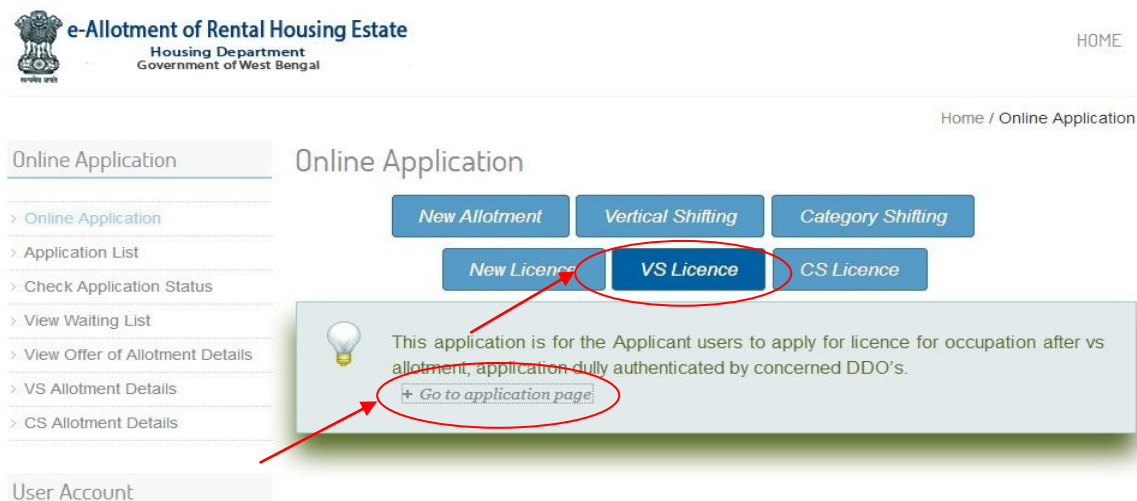
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### 1.4. VS Licence:

Click on the **Online Application**, see **Fig. 1.1.a.**

To apply for vs licence first click on the **VS Licence** then click on **Go to application page** like

**Fig. 1.4.a.**



**Fig. 1.4.a.**

Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final vs licence application like **Fig. 1.4.b.**

Descriptions of the fields are given below:

**Applicant's Name**: Name of the Applicant.

**Father / Husband Name**: Father's name of the Applicant.

**Mobile no**: Mobile no. of the Applicant.

**Email ID**: Email id of the Applicant.

**Date of Birth**: Date of Birth of the Applicant.

**Gender**: Select Gender of the Applicant.

**Designation**: Designation of the Applicant.





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A BLOCK, 1<sup>ST</sup> FLOOR, NEW SECRETARIAT BUILDING  
1, K. S. ROY ROAD, KOLKATA – 700001

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**Pay Band:** Pay Band of the Applicant.

**Pay in the Pay Band:** Pay in the Pay Band of the Applicant.

**Grade Pay:** Grade Pay of the Applicant.

**GPF No.:** GPF No. of the Applicant.

**Place of Posting:** Place where the Applicant is posted.

**Headquarter:** Office Headquarter of the Applicant.

**Date of Joining:** Joining date of the Applicant.

**Date of Retirement:** Retirement date of the Applicant.

**Name of the Office:** Office name of the Applicant.

**Street:** Office street address of the Applicant.

**City / Town / Village:** Name of the City/Town/Village in which the Applicant's office situated.

**Post Office:** Post office of the Applicant's office.

**Pincode:** Office address pincode of the Applicant.

**DDO District:** District of the Applicant's DDO.

**DDO Designation:** Designation of the Applicant's DDO.

**DDO Address:** Office Address of the Applicant's DDO.

**Upload Necessary Document:** Upload Applicant's latest payslip as jpeg or jpg or pdf format.

**Allotment No.:** Allotment No. which generates when Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the vertical shifting allotment.

**Allotment Date:** Allotment Date on which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the vertical shifting allotment.

**District:** District in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the vertical shifting allotment.

**Housing:** Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the vertical shifting allotment.

**Housing Address:** Address of Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the vertical shifting allotment.



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Online Application

> Online Application

> Application List

> Check Application Status

> View Waiting List

> View Offer of Allotment Details

> VS Allotment Details

> CS Allotment Details

User Account

> My Profile

> Change Password

> Log Out

PRESCRIBED FORM OF APPLICATION

▼ Personal Information

Applicant's Name \*

Father / Husband Name \*

test test

Mobile no \*

Email ID \*

Date of Birth \*

Gender \*

7050002663

test001@gmail.com

01/03/1988

☒ Male ☐ Female

▼ Applicant's Official Information

Designation \*

Pay Band \*

Pay in the Pay Band \*

- Select -

Grade Pay \*

GPF No. \*

Place of Posting \*

Headquarter \*

Date of Joining \*

Date of Retirement \*

▼ Name and Address of the Office

Name of the Office \*

Street \*

City / Town / Village \*

Post Office \*

Pincode \*

▼ DDO with full address

DDO District \*

DDO Designation \*

- Select -

-- Choose DDO Designation --

DDO Address

▼ Upload Documents

Upload Necessary Document

Browse...

No file selected.

Allowed extensions: jpg jpeg pdf

▼ Allotment Information

Allotment No \*

Allotment Date \*

District \*

Housing \*

Housing Address

Save as Draft

Apply

Fig. 1.4.b.



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### 1.5. Category Shifting:

Click on the **Online Application**, see **Fig. 1.1.a.**

To apply for Category shifting first click on the **Category Shifting** then click on **Go to application page** like **Fig. 1.5.a.**



**Fig. 1.5.a.**

Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final category shifting application like **Fig. 1.5.b.**

Descriptions of the fields are given below:

**Applicant's Name**: Name of the Applicant.

**Father / Husband Name**: Father's name of the Applicant.

**Mobile no**: Mobile no. of the Applicant.

**Email ID**: Email id of the Applicant.

**Date of Birth**: Date of Birth of the Applicant.



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Housing Department  
Government of West Bengal

A BLOCK, 1<sup>ST</sup> FLOOR, NEW SECRETARIAT BUILDING  
1, K. S. ROY ROAD, KOLKATA – 700001

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**Gender:** Select Gender of the Applicant.

**Designation:** Designation of the Applicant.

**Pay Band:** Pay Band of the Applicant.

**Pay in the Pay Band:** Pay in the Pay Band of the Applicant.

**Grade Pay:** Grade Pay of the Applicant.

**GPF No.:** GPF No. of the Applicant.

**Place of Posting:** Place where the Applicant is posted.

**Headquarter:** Office Headquarter of the Applicant.

**Date of Joining:** Joining date of the Applicant.

**Date of Retirement:** Retirement date of the Applicant.

**Name of the Office:** Office name of the Applicant.

**Street:** Office street address of the Applicant.

**City / Town / Village:** Name of the City/Town/Village in which the Applicant's office situated.

**Post Office:** Post office of the Applicant's office.

**Pincode:** Office address pincode of the Applicant.

**DDO District:** District of the Applicant's DDO.

**DDO Designation:** Designation of the Applicant's DDO.

**DDO Address:** Office Address of the Applicant's DDO.

**Select Housing:** Select the RHE name from the RHE list where the Applicant gets allotment of Flat and taken licence and possession of the flat.

**Select Block:** Select the RHE Block name from the block name list under which Applicant gets allotment of Flat and taken licence and possession of the Flat.

**Flat No.:** Select the Flat No. from the flat no. list where the Applicant gets allotment and taken licence and possession.

**Date of Possession:** Date on which Applicant taken possession of the flat where he/she gets allotment.

**Upload Current Licence:** Upload Applicant's current licence as jpeg or jpg or pdf format.



# e-Allotment of Rental Housing Estate

Housing Department  
Government of West Bengal

A BLOCK, 1<sup>ST</sup> FLOOR, NEW SECRETARIAT BUILDING  
1, K. S. ROY ROAD, KOLKATA – 700001

## National Informatics Centre

Online Application

> Online Application

> Application List

> Check Application Status

> View Waiting List

> View Offer of Allotment Details

> VS Allotment Details

> CS Allotment Details

User Account

> My Profile

> Change Password

> Log Out

Application for Category Shifting

Personal Information

Applicant's Name \*  
test test

Father / Husband Name \*

Mobile no \*  
7050002663

Email ID \*  
test001@gmail.com

Date of Birth \*  
01/03/1988

Gender \*  
☒ Male ☐ Female

Applicant's Official Information

Designation \*

Pay Band \*  
- Select -

Pay in the Pay Band \*

Grade Pay \*

GPF No. \*

Place of Posting \*

Headquarter \*

Date of Joining \*

Date of Retirement \*

Name and Address of the Office

Name of the Office \*

Street \*

City / Town / Village \*

Post Office \*

Pincode \*

DDO with full address

DDO District \*  
- Select -

DDO Designation \*  
-- Choose DDO Designation --

DDO Address

Current Occupation Specification

Select Housing \*  
- Select -

Select Block \*  
- Select -

Flat No \*  
- Select -

Date of Possession \*

Upload Current Licence \*  
Browse... No file selected.  
Allowed extensions: jpg jpeg pdf

Save as Draft

Apply

Fig 1.5.b.



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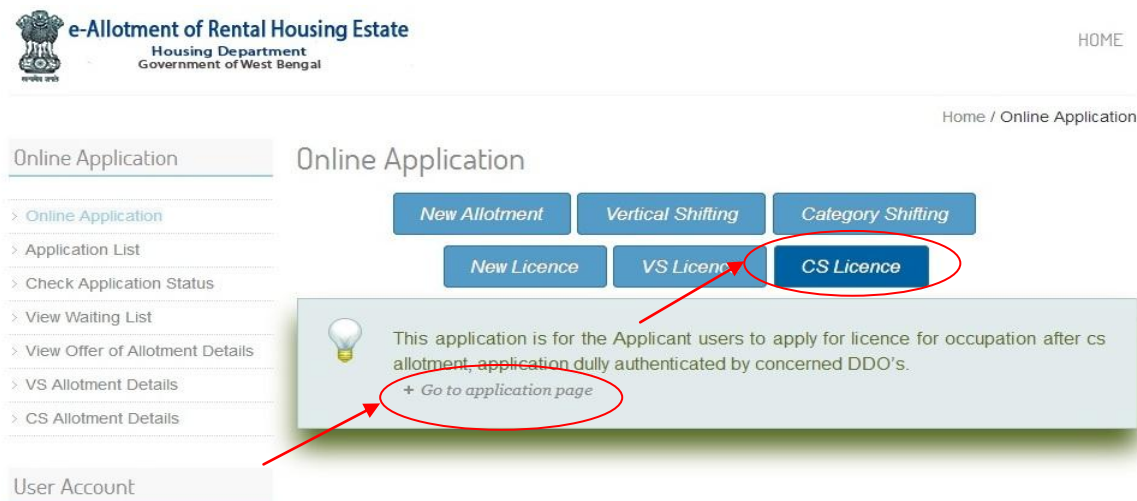
### National Informatics Centre

#### 1.6. CS Licence:

Click on the **Online Application**, see **Fig. 1.1.a.**

To apply for cs licence first click on the **CS Licence** then click on **Go to application page** like

**Fig. 1.6.a.**



**Fig. 1.6.a.**

Click on the every sections heading of the form to expand or collapse the sections. Enter all the information and click on **Save As Draft** button to save application as draft or click on **Apply** button to submit final cs licence application like **Fig. 1.6.b.**

Descriptions of the fields are given below:

**Applicant's Name**: Name of the Applicant.

**Father / Husband Name**: Father's name of the Applicant.

**Mobile no**: Mobile no. of the Applicant.

**Email ID**: Email id of the Applicant.

**Date of Birth**: Date of Birth of the Applicant.

**Gender**: Select Gender of the Applicant.

**Designation**: Designation of the Applicant.



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### National Informatics Centre

**Pay Band:** Pay Band of the Applicant.

**Pay in the Pay Band:** Pay in the Pay Band of the Applicant.

**Grade Pay:** Grade Pay of the Applicant.

**GPF No.:** GPF No. of the Applicant.

**Place of Posting:** Place where the Applicant is posted.

**Headquarter:** Office Headquarter of the Applicant.

**Date of Joining:** Joining date of the Applicant.

**Date of Retirement:** Retirement date of the Applicant.

**Name of the Office:** Office name of the Applicant.

**Street:** Office street address of the Applicant.

**City / Town / Village:** Name of the City/Town/Village in which the Applicant's office situated.

**Post Office:** Post office of the Applicant's office.

**Pincode:** Office address pincode of the Applicant.

**DDO District:** District of the Applicant's DDO.

**DDO Designation:** Designation of the Applicant's DDO.

**DDO Address:** Office Address of the Applicant's DDO.

**Upload Necessary Document:** Upload Applicant's latest payslip as jpeg or jpg or pdf format.

**Allotment No.:** Allotment No. which generates when Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the category shifting allotment.

**Allotment Date:** Allotment Date on which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the category shifting allotment.

**District:** District in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the category shifting allotment.

**Housing:** Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the category shifting allotment.

**Housing Address:** Address of Rental Housing Estate in which Applicant gets the allotment. This field is filled automatically if the Applicant gets the allotment and accepts the category shifting allotment.





# e-Allotment of Rental Housing Estate

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Government of West Bengal

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National Informatics Centre

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PRESCRIBED FORM OF APPLICATION

▼ Personal Information

Applicant's Name \*

Father / Husband Name \*

test test

Mobile no \*

Email ID \*

Date of Birth \*

Gender \*

7050002663

test001@gmail.com

01/03/1988

☒ Male ☐ Female

▼ Applicant's Official Information

Designation \*

Pay Band \*

Pay in the Pay Band \*

- Select -

Grade Pay \*

GPF No. \*

Place of Posting \*

Headquarter \*

Date of Joining \*

Date of Retirement \*

▼ Name and Address of the Office

Name of the Office \*

Street \*

City / Town / Village \*

Post Office \*

Pincode \*

▼ DDO with full address

DDO District \*

DDO Designation \*

- Select -

-- Choose DDO Designation --

DDO Address

▼ Upload Documents

Upload Necessary Document

Browse...

No file selected.

Allowed extensions: jpg jpeg pdf

▼ Allotment Information

Allotment No \*

Allotment Date \*

District \*

Housing \*

Housing Address

Save as Draft

Apply

Fig. 1.6.b.



## e-Allotment of Rental Housing Estate

Housing Department  
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### National Informatics Centre

## 2. Application List:

Click on the **Application List** to view all applications and for view application details click on respective **View Icon** like **Fig. 2.a.**

Home / Application List

**Application List**

Show 10 entries Search:

Application Type	Application No.	Date of Application	Status	Verification Date	View Details
Application for New Allotment	NA-23042015-382	23/04/2015	Allotted Offer		

Showing 1 to 1 of 1 entries

First Previous 1 Next Last

**Online Application**

- > Online Application
- > Application List
- > Check Application Status
- > View Waiting List Status
- > View Offer of Allotment Details
- > VS Allotment Details
- > CS Allotment Details

**User Account**

- > My Profile
- > Change Password
- > Log Out

Fig. 2.a.

## 3. Check Application Status:

Click on the **Check Application Status** then enter **Application No.** and click on **Search** button to view application status respect to the application no. like **Fig. 3.a.**

Home / Check Application Status

**Check Application Status**

Enter Application No. \*

NA-23042015-382 Search

Application Type	Application No.	Date of Application	Status	Verification Date	Computer Serial No
Application for New Allotment	NA-23042015-382	23/04/2015	Allotted Offer		7877

**Online Application**

- > Online Application
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- > My Profile
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Fig. 3.a.



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### National Informatics Centre

#### 4. View Waiting List:

Click on the **View Waiting List** then enter **Application No.** and click on **Search** button to view combined waiting no. respect to the application no. like **Fig. 4.a.**

Home / View Waiting List Status

**Online Application**

- > Online Application
- > Application List
- > Check Application Status
- > View Waiting List Status
- > View Offer of Allotment Details
- > VS Allotment Details
- > CS Allotment Details

**User Account**

- > My Profile
- > Change Password
- > Log Out

**View Waiting List Status**

Enter Application No. \*

NA-23042015-382

Application No.	Flat Type	Flat Type Wise Waiting No
NA-23042015-382	A	

Fig. 4.a.

#### 5. View Offer of Allotment Details:

Click on the **View Offer of Allotment Details** then click on **Accept Offer** to accept the offer of allotment or click on **Reject Offer** to reject the offer of allotment like **Fig. 5.a.**

HOME

Home / View Offer of Allotment Details

**Online Application**

- > Online Application
- > Application List
- > Check Application Status
- > View Waiting List
- > View Offer of Allotment Details
- > VS Allotment Details
- > CS Allotment Details

**View Offer of Allotment Details**

Allotment No	Allotment Date	District	Flat Type	Alloted Estate Name & Address	Status
NAL-72-09042015	03/04/2017	KOLKATA	A	Bullygunge circular Road, ghi	

Fig. 5.a.

