

GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
Civil Secretariat, Jammu/Srinagar

Notification

Srinagar, the 19th of July, 2021

S.O. 247 - In exercise of the powers conferred by section 4 of the Jammu and Kashmir Public Services Guarantee Act, 2011 (Act No. IX of 2011), the Government hereby notifies the following services, timelines and the Designated Officers/ Appellate Authorities for the departments mentioned below:

S. No.	Service Name	Timelines	Designated Officer	1st Appellate Authority	2nd Appellate Authority
School Education Department					
1.	Approval for setting up and operating a Play School	45 days	Concerned Chief Education Officer	Deputy Secretary, School Education Department.	Additional Secretary, School Education Department.
2.	Registration of Schools under Right to Education	45 days	Director Concerned (upto 8 th)/ Secretary, BOSE (9 th to 12 th)	Deputy Secretary, School Education Department.	Additional Secretary, School Education Department.
3.	NOC for setting up CBSE School	30 days	Administrative Department	Deputy Secretary, School Education Department.	Additional Secretary, School Education Department.
Health and Medical Education Department					
4.	Registration for provisional/permanent certificate for clinical establishment under Clinical Establishments (Registration & Regulation) Act, 2010 & its Renewal	105 days (Permanent) 90 days (Renewal) 10 days (Provisional)	District Registering Authority headed by District Magistrate	State Council	No second Appellate Authority under the provisions of law.
5.	Registration under PC&PNDT Act, 1994 (Amended, 2003) (For 5 years) & its Renewal	90 days (Permanent) 90 days (Renewal)	Chief Medical Officer, District Level	Government	No second Appellate Authority under the provisions of law.

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Home Department					
6.	NOC required for setting up of explosives manufacturing, storage, sale, transport.	60 Days (1 Month is for the public notice)	District Magistrate	Divisional Commissioner	Administrative Secretary, Home Department
7.	NOC required for setting up of petroleum, diesel & Naphtha storage, sale, transport.	30 Days	District Magistrate	Divisional Commissioner	Administrative Secretary, Home Department
8.	License for Sale of Crackers.	30 days (for permanent) 5 days (for temporary)	District Magistrate	Divisional Commissioner	Administrative Secretary, Home Department
9.	Cinematograph License & License for Screening Films (as applicable).	20 Days (Excluding time taken by the applicant for addressing the objection)	District Magistrate	Divisional Commissioner	Administrative Secretary, Home Department
Public Works (R&B) Department					
10.	Road Cutting permission.	07 days	Superintending Engineer	Chief Engineer (R&B) of Province	Development Commissioner (Works)
11.	Registration of Contractor for works and services.	30 days	Chief Engineer (R&B) of Province	Development Commissioner (Works)	Administrative Secretary, Public Works (R&B) Department
Revenue Department					
12.	Encumbrance Certificate	45 Days	Tehsildar	Assistant Commissioner Revenue	Deputy Commissioner
13.	Measurement/ Demarcation of Land.	30 Days	Tehsildar	Assistant Commissioner Revenue	Deputy Commissioner
Co-operative Department					
14.	Registration of co-operative societies	30 Days	Registrar Co-operative	Administrative Secretary, Co-operative Department	--

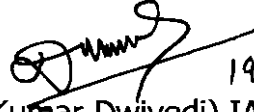
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Housing and Urban Development Department						
15	Trade License and Renewal thereof.	07 days	Joint Commissioner (Planning)	Commissioner		Divisional Commissioner Concerned
16.	Grant of Road Cut permission:					
	i.(Municipal Corporation Jammu/Srinagar)	07 days	Executive Engineer	Joint Commissioner Works		Commissioner
	ii. Urban Local Bodies (ULB)	07 days	Concerned Chief Executive Officer	Additional District Development Commissioner of the District in which ULB Falls.		Deputy Commissioner Concerned.
	iii. Lakes and Water Ways Development Authority (LAWDA)	07 days	Executive Engineer	Vice Chairman		Divisional Commissioner Kashmir
17.	Inspection carried out for (a) granting road cutting permission and (b) verification to ensure proper restoration.					
	i.(Municipal Corporation Jammu/Srinagar)	07 days	Executive Engineer	Joint Commissioner, Works		Commissioner
	ii. Urban Local Bodies (ULB)	07 days	Concerned Chief Executive Officer	Additional District Development Commissioner of the District in which ULB Falls.		Deputy Commissioner Concerned.
	iii. Lakes and Water Ways Development Authority (LAWDA)	07 days	Executive Engineer	Vice Chairman		Divisional Commissioner Kashmir
18.	Obtaining Sewer/Drainage Connection:					
	i.Jammu Municipal Corporation/ Srinagar Municipal Corporation	15 Days	Executive Engineer (Drainage)	Superintending Engineer (Drainage)		Commissioner

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	ii. Jammu Development Authority/ Srinagar Development Authority (JDA/SDA)	15 Days	Collector	Director Land Management	Vice Chairman
	iii. Urban Local Bodies (ULB)	15 Days	Concerned Chief Executive Officer/Executive Officer	Additional District Development Commissioner of the District in which the ULB Falls.	Deputy Commissioner Concerned.

By order of the Lieutenant Governor.


 19/7
 (Manoj Kumar Dwivedi) IAS,
Commissioner/Secretary to the Government.

No. GAD/PSGA/02/201-09-GAD

Dated: 19-07-2021

Copy to the:-

1. Additional Chief Secretary, Health & Medical Education Department
2. All Financial Commissioners.
3. Director General of Police, J&K.
4. All Principal Secretaries to Government.
5. Principal Secretary to the Lieutenant Governor, J&K.
6. Principal Resident Commissioner, J&K Government, New Delhi.
7. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
8. All Commissioner/ Secretaries to the Government.
9. Chief Electoral Officer, J&K.
10. Director General, J&K Institute of Management, Public Administration and Rural Development.
11. Divisional Commissioner, Kashmir/Jammu.
12. Chairman, J&K Special Tribunal.
13. Director, Information, J&K
14. All Deputy Commissioners.
15. All Heads of Departments/ Managing Directors/Secretary, Advisory Boards.
16. Secretary, J&K Public Service Commission/ Services Selection Board/BoPEE.
17. Director, Archives, Archaeology and Museums, J&K.
18. Secretary General, J&K Legislative Assembly.
19. General Manager, Government Press, Jammu/Srinagar.
20. Private Secretary to the Chief Secretary.
21. Private Secretary to Advisor (S)/(F)/ (B)&(BK) to Lieutenant Governor.
22. Private Secretary to Commissioner/ Secretary to the Government, GAD.
23. Incharge Website, GAD.
24. Notification file/ Stock file.