



Government of Jammu and Kashmir
General Administration Department
Civil Secretariat, J&K

Notification

Srinagar, the 11th of July, 2025

S.O.-189 In exercise of the powers conferred by section 4 read with section 8 of the Jammu and Kashmir Public Services Guarantee Act, 2011 (Act No. IX of 2011), the Government hereby notifies the following timelines and Designated Officers/Appellate Authorities for the departments mentioned below:

S. No	Name of the service	Stipulated Time Frame For providing service	Designated Officer	First Appellate Authority	Second Appellate Authority
Department of Disaster Management Relief, Rehabilitation & Reconstruction					
1	Economic Weaker Section (EWS) Certificate	30 days	Assistant Commissioner Relief (ACR)	Deputy Commissioner Relief (DCR)	Relief & Rehabilitation Commissioner (RRCM)
2	RBA Certificate	30 days	Assistant Commissioner Relief (ACR)	Deputy Commissioner Relief (DCR)	Relief & Rehabilitation Commissioner (RRCM)
3	Registration Certificate for Domicile Purpose	10 days	Deputy Commissioner Relief (DCR)	Relief & Rehabilitation Commissioner (RRCM)	Administrative Secretary DMRRR
Housing and Urban Development Department					
4	NOC for tree felling within the limits of JMC/SMC as the case may be.	30 days	Tree Authority	Joint Commissioner (Adm) Municipal Corporation Jammu/Srinagar	Commissioner, Municipal Corporation Jammu/Srinagar
5	NOC for tree felling within the limits of Municipal Councils	30 days	CEO, Municipal Council	Additional Deputy Commissioner of the district	Deputy Commissioner of the district

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6	NOC for tree felling within the limits of Municipal Committees	30 days	CEO, Municipal Council	Additional Deputy Commissioner of the district	Deputy Commissioner of the district
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By order of the Government of Jammu and Kashmir.

Sd/-

(M. Raju) IAS,

Commissioner/Secretary to the Government

Dated: 11.07.2025

GAD-PSGA/2/2023-03-(7131911)

Copy to:

1. All Financial Commissioners (Additional Chief Secretaries).
2. Additional Chief Secretary to Hon'ble Chief Minister, J&K
3. Director General of Police, J&K.
4. All Principal Secretaries to the Government
5. Principal Secretary to Hon'ble Lieutenant Governor, J&K.
6. Joint Secretary (Jammu Kashmir & Ladakh), Ministry of Home Affairs, Government of India.
7. Chief Electoral Officer, J&K.
8. All Commissioner/Secretaries to the Government
9. Divisional Commissioner, Kashmir/Jammu.
10. Chairperson, J&K Special Tribunal.
11. Director, J&K Institute of Management, Public Administration and Rural Development.
12. Principal Resident Commissioner, J&K Government, New Delhi.
13. All Heads of the Departments/Managing Directors/Deputy Commissioners.
14. Secretary, J&K Public Service Commission.
15. All Heads of the Department/Managing Directors.
16. Director Estates, Kashmir/Jammu.
17. Director, Archives, Archaeology and Museums, J&K
18. Director Information, J&K.
19. Secretary, J&K Public Service Commissioner/BoPEE/SSB.
20. Relief and Rehabilitation Commissioner, Migrants J&K.
21. Secretary, J&K Legislative Assembly.
22. OSD/Private Secretary to Hon'ble Chief Minister.
23. General Manager, Government Press, Jammu/Srinagar.
24. Private Secretaries to Hon'ble Ministers, J&K.
25. Private Secretary to Chief Secretary, J&K.
26. Private Secretary to Advisor to Hon'ble Chief Minister, J&K.
27. Private Secretary to Commissioner/Secretary to the Government, GAD.
28. Government Order/Stock file/Website, GAD. "Hindi and Urdu versions shall follow".


(Jaffar Hussain)

Deputy Secretary to the Government