



Government of Jammu and Kashmir
General Administration Department
(PSGA) Civil Secretariat, J&K.

Notification
Jammu, the 31st of October, 2022

S.O. 567.- 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 services, timelines and the Designated Officers/Appellate Authorities for the departments mentioned below:-

S.No.	Name of the Service	Timelines	Designated Officer	First Appellate Authority	Second Appellate Authority
Industries and Commerce Department					
1.	Assessment of raw material & finished goods	15 days (MSE) 30 days (L+M)	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
2.	Prior permission for additional products	15 days (MSE) 30 days (L+M)	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
3.	Prior permission for substantial expansion, additional line of activity	15 days (MSE) 30 days (L+M)	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
4.	Change in location	15 days (MSE) 30 days (L+M)	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
5.	Change in Name & Style	30 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department

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6.	Transfer of Leasehold rights	30 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
7.	Merger of Units	30 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
8.	Change in Constitution	30 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
9.	Subsidy on DG Set under Jammu and Kashmir Industrial Policy, 2021-30	45 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
10.	Reimbursement on Quality Certificate under Jammu & Kashmir Industrial Policy, 2021-30	45 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
11.	Subsidy on cost of Automation under Jammu & Kashmir Industrial Policy, 2021-30	45 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
12.	Subsidy on installation of Pollution control devices under Jammu & Kashmir Industrial Policy, 2021-30	45 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce Department
13.	Subsidy on following Green & Environment Protection	45 Days	GM, DIC	Director, Industries & Commerce	Administrative Secretary, Industries & Commerce

	Initiative under Jammu & Kashmir Industrial Policy, 2021-30				Department
14.	Turnover incentives under Jammu & Kashmir Industrial Policy, 2021-30.	45 Days	GM, DIC	Director Industries & Commerce	Administrative Secretary, Industries & Commerce Department

Food, Civil Supplies and Consumers Affairs Department

1.	Certification of Verification of Weights and Measures	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant Controller/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
2.	Certification of Re-verification of Weights and Measures.	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant Controller/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
3.	Registration of Manufacturer/ Packers/ Importers under Packaged Commodities Rules	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
4.	Issuance of License to Dealers of Weights and Measures	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
5.	Renewal of License to Dealers of Weights and Measures	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
6.	Issuance of License to	30 days	Concerned Area	Concerned Assistant/	Controller, Legal

	Manufacturer of Weights and Measures		Inspector, Legal Metrology	Deputy Controller, Legal Metrology	Metrology Department, J&K
	Renewal of License to Manufacturer of Weights and Measures	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
ii.	Issuance of License to Repairers of Weights and Measures	30 days	Concerned Area Inspector Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K
9.	Renewal of License to Repairers of Weights and Measures	30 days	Concerned Area Inspector, Legal Metrology	Concerned Assistant/ Deputy Controller, Legal Metrology	Controller, Legal Metrology Department, J&K

Revenue Department

1.	Change of Land Use	30 days	District Collector	Divisional Commissioner	Financial Commissioner Revenue
2.	Issuance of Domicile Certificate	15 days	Tehsildar	Additional Deputy Commissioner	Deputy Commissioner
3.	Issuance of Character Certificate	20 days	Tehsildar	Additional Deputy Commissioner	Deputy Commissioner
4.	Issuance of Income Certificate for Economically Weaker Section	45 days	Tehsildar	Additional Deputy Commissioner	Deputy Commissioner
5.	Issuance of Legal Heir Certificate	15 days	Tehsildar	Additional Deputy Commissioner	Deputy Commissioner
6.	Issuance of Marriage	30 days	Assistant Commissioner	Additional Deputy	Deputy Commissioner

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Certificate (The Special Marriages Act, 1954)		(General) in the office of Deputy Commissioner Jammu/ Srinagar. (Marriage Officer vide S.O. 421 dated 15.12.2021 of Department of Law, Justice & PA)	Commissioner Jammu/ Srinagar	Jammu/ Srinagar
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Forest, Ecology and Environment Department

1.	Registration for dealers under the Batteries (Management and Handling) Rules, 2001	60 days	Member Secretary, J&K Pollution Control Committee	Chairman, J&K Pollution Control Committee	Administrative Secretary, Forest, Ecology & Environment Department
2.	Authorization under Solid Waste Management (processing, recycling, treatment and disposal of solid waste) Rules, 2016	60 days	Member Secretary, J&K Pollution Control Committee	Chairman, J&K Pollution Control Committee	Administrative Secretary, Forest, Ecology & Environment Department
3.	Authorization under construction and Demolition Waste Management (Management and Handling) Rules, 2016	60 days	Member Secretary, J&K Pollution Control Committee	Chairman, J&K Pollution Control Committee	Administrative Secretary, Forest, Ecology & Environment Department
4.	Services under Wood Based Industry as per SO 321 of 2022				
4.1	Fresh License under Wood Based Industry	120 days	Conservator of Forests Concerned	Chief Conservator of Forests Concerned	Addl. Pr. Chief Conservator of Forests, Central

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4.2	Relocation of Unit under Wood Based Industry	120 days	Conservator of Forests Concerned	Chief Conservator of Forests Concerned	Addl. Pr. Chief Conservator of Forests, Central
4.3	Transfer of License to Legal Heirs issued	60 days	Conservator of Forests Concerned	Chief Conservator of Forests Concerned	Addl. Pr. Chief Conservator of Forests, Central
4.4	Renewal Application for Wood Based Industry	60 days	Conservator of Forests Concerned	Chief Conservator of Forests Concerned	Addl. Pr. Chief Conservator of Forest, Central
4.5	Registration of Furniture Units (one Time)	120 days	Conservator of Forests Concerned	Chief Conservator of Forests Concerned	Addl. Pr. Chief Conservator of Forest, Central
5.	Letter for Distance from Forest	30 days	Divisional Forest Officer Concerned	Conservator of Forests concerned	Chief Conservator of Forests Concerned
6.	Certificate of Non-Forest land	30 days	Divisional Forest Officer Concerned	Conservator of Forests concerned	Chief Conservator of Forests Concerned
7.	Registration of Timber sale Depot	45 days	Divisional Forest Officer Concerned	Conservator of Forests concerned	Chief Conservator of Forests Concerned

Jal Shakti Department

1.	Obtaining Water Connection (Domestic)	15 days	Executive Engineer, PHE (JSD) Concerned	Superintending Engineer	Chief Engineer
2.	Obtaining Water Connection (Commercial)	30 days	Chief Engineer, PHE (JSD) Jammu/ Kashmir	Divisional Commissioner, Jammu/ Kashmir	Administrative Secretary, Jal Shakti Department
3.	NOC for water Extraction from Central Ground Water Authority/ Relevant Authority	90 days	Chief Engineer, PHE (JSD) Jammu/ Kashmir	Divisional Commissioner, Jammu/ Kashmir	Administrative Secretary, Jal Shakti Department

Health & Medical Education Department

1.	Generation of Ayushman Card	14 days	Chief Medical Officer (Concerned)	Chief Executive Officer, SHA, J&K	Administrative Secretary, Health & Medical Education Department
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Information Technology Department

1.	RoW Permission (OFC & Tower)	60 days	Deputy Commissioner Concerned	Divisional Commissioner Concerned	Administrative Secretary, Information Technology Department
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Labour & Employment Department

1.	Approval of Registration of Boiler Manufacturers under the Boilers Act, 1923	30 days	Inspector of Boilers	Chief Inspector of Boilers (Chief Engineer, Mechanical Engineering Department)	Special Secretary, Labour & Employment Department
2.	Renewal of Registration of Boiler Manufacturers under the Boilers Act, 1923	30 days	Inspector of Boilers	Chief Inspector of Boilers (Chief Engineer, Mechanical Engineering Department)	Special Secretary, Labour & Employment Department

By order of the Lieutenant Governor.

Sd/-
(Dr. Piyush Singla) IAS,
Secretary to the Government.
Dated:-31.10.2022

GAD-PSGA/2/2021-09-GAD

Copy to the:

1. Learned Advocate General, J&K.
2. All Financial Commissioners (Additional Chief Secretaries).
3. Director General of Police, J&K.
4. All Principal Secretaries to the Government.
5. Director General, J&K IMPA&RD.
6. Chief Electoral Officer, J&K.

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1. All Commissioner/Secretaries to the Government.
2. Principal Resident Commissioner, J&K Government, New Delhi.
3. Joint Secretary (Jammu & Kashmir/Ladakh), Ministry of Home Affairs, GoI.
4. Chairperson, J&K Special Tribunal.
5. Divisional Commissioner, Kashmir/Jammu.
6. All Heads of Departments/Managing Directors.
7. All Deputy Commissioners.
8. Director Information, J&K.
9. Director, Archives, Archaeology and Museums.
10. Secretary, J&K Public Service Commission/BoPEE/SSB.
11. Director, Estates, Srinagar/Jammu.
12. Principal Private Secretary to the Lieutenant Governor.
13. General Manager, Government Press, Srinagar/Jammu.
14. Private Secretary to the Chief Secretary.
15. Private Secretary to Advisor (B) to the Lieutenant Governor.
16. Private Secretary to Secretary to the Government, GAD.
17. I/c Website, GAD.
18. Notification/stock file.

"Hindi & Urdu version shall follow"


(Dr. Mohammad Usman Khan)JKAS,
Deputy Secretary to the Government.