



**THE
JAMMU & KASHMIR GOVERNMENT GAZETTE**

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Separate paging is given to this part in order that it may be filed as a
separate compilation.

PART I-B

Jammu and Kashmir Government—Notifications.

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GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIATñGENERAL ADMINISTRATION
DEPARTMENT.

(Public Services Management Cell)

Notification

Srinagar, the 16th October, 2018.

SRO- 467.ññIn exercise of the powers conferred by section 4 read
with sections 8 of the Jammu and Kashmir Public Services Guarantee

hereby notify the following services and the Designated Officers/Appellate Authorities for the purpose as under : नॅशनल गवर्नमेंट ऑफ इंडिया (Act No. IX of 2011), an in Psrtial modification of the notifications issued on the subject, the Government

S. No.	Name of the service	Designated Officer	Stipulated time frame for providing service	First Appellate Authority	Second Appellate Authority
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- Industries and Commerce Department

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| 4. | Registration of new Industrial units | General Manager of the concerned DIC | 01 day from the online | Joint Director concerned | Director concerned. |
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(provisional/EM part-1)	application and issuance of dated acknowledgment.		
5. Registration of firms under J&K Partnership Act, 1996 Svt. (1939 A.D)	Director, Industries and Commerce concerned (Designated Registrar under the Act)	30 days from the date of online application and issuance of dated acknowledgement.	Additional Secretary to Government, I&C Department Special Secretary to Government, I&C Department
6. Registration of Societies under J&K Registration of Societies Act, 1998 Svt. (1941 A.D)	Director, Industries and Commerce concerned application and	30 days from the date of online Government, issuance of dated acknowledgement.	Additional Secretary to I&C Department I&C Department Special Secretary to Government,
7. issuance of Land Availability Certificate by SIDCO/SICOP	General Managr concerned of SIDCO/SICOP	01 days from the date of online application and issuance of dated acknowledgement.	Managing Director, SIDCO/SICOP Special Secretary to Government, I&C Department
8. Issuance of Land Allotment Order by SIDCO/SICOP	Managing Director, J&K, SIDCO/SICOP as the case may be.	07 days from the the date of project approval by the	Additional Secretary to Government, Special Secretary to Government, I&C Department

12. Conducting inspection for issuance of Building Completion/ Occupancy Certificate in Industrial Estates	General Manager concerned of SIDCO/SICOP	07 days from the date of online application for inspection of completion of structure.	Managing Director, SIDCO/SICOP	Special Secretary to Government, I&C Department
13. Issuance of Building Completion/Occupancy Certificate in Industrial Estates	General Manager concerned of SIDCO/SICOP	01 day from the date of Inspection of completion.	Managing Director, SIDCO/SICOP	Special Secretary to Government, I&C Department
Handloom Development Department				
14. Registration of Handloom Weavers/Artisans/ Units	Assistant Director, Handloom of the concerned District	15 days	Joint Director, concerned	Director, Handloom Development Department
15. Sponsoring of cases under Weaver MUDRA and Micro Credit Plan schemes of the Handloom Department	Assistant Director, Handloom of the concerned District	15 days	Joint Director, concerned	Director, Handloom Development Department

19. Registration under J&K Tourist Trade Act., 1978 : i. Registration of traders dealing with Handicrafts (wholesale/retail)	Director Handicrafts	90 days from the date of online application and issuance of dated acknowledgement	Additional Secretary to Government I&C Department	Special Secretary to Government, I&C Department
ii. Registration of Hawkers Hawkers dealing with handicrafts items in Shikaras (Dal/Nageen) (Validity 5 years)				
20. Registration under J&K Namdha Registration Act, 1960 (Validity 1 year)	Director Handicrafts	07 days from the date of online application and issuance of dated acknowledgement	Additional Secretary to Government I&C Department	Special Secretary to Government I&C Department
21. Registration of Handicrafts Industrial Cooperative Societies under J&K Self Reliant Cooperatives Act, 1999	Director, Handicrafts	30 days	Additional Secretary to Government I&C Department	Special Secretary to Government I&C Department

rejection) on the application by Single Window Clearance Committee at District Level pecuniary jurisdiction specified in Industrial Policy					
25. Decision (approval rejection) on the incentives under Single Window	General Manager, of the concerned DIC	45 days (From the date of receiving online application complete in all respects	Director, concerned	Special Secretary I&C Department	
26. For decision on registration of Societies (Accept/Reject) on the application	Director, concerned	10 days	Additional Secretary to I&C Department	Special Secretary to Government I&C Department	
27. For decision on registration of Societies (Accept/Reject) on the application	Director, concerned	10 days	Additional Secretary to I&C Department	Special Secretary to Government I&C Department	

31. For issuing Letter of Inten from State Government to preferred bidder	District Geology and Mining	30 days	Additional Secretary to Government I&C Department	Special Secretary to Government I&C Department
32. For grant of Mineral Concession submission of requisits formalities for grant of Mineral Concession after issuing Letter of Intent by successful bidder	District Geology and Mining	30 days	Additional Secretary to Government I&C Department	Special Secretary to Government I&C Department
Labour and Employment Department				
33. Registration and Renewal of Bidder under the J&K Boiler Act Svt. 1991	Inspector of Boilers	Within 45 days of completion of inspection	Chief Inspector of boilers (Chief Engineer, Mechanical Engineering Department	Special Secretary Labour & Employment
34. Issuance of Registration Certificate under the Factories Act, 1948	Chief Inspector of Factories	30 days	Special Secretary Labour & Employment	Administrative Secretary Labour & Employment Department

39. Registration Certificate for Motor transport undertaking under Jammu and Kashmir Motor Transport Workers, Rules, 1972.	Labour Officer concerned	15 days	Assistant Labour Commissioner concerned	Deputy Commissioner concerned
40. Renewal Certificate for Motor transport undertaking under Jammu and Kashmir Motor Transport Workers, Rules, 1972.	Labour Officer concerned	15 days	Assistant Labour Commissioner concerned	Deputy Commissioner concerned
41. Registration Certificate to Principal Employer under Jammu and Kashmir Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Rules, 1984.	Assistant Labour Commissioner concerned	30 days	Additional Deputy Commissioner concerned	Labour Commissioner J&K
42. License to the contractor under Jammu and Kashmir Inter-State Migrant	Assistant Labour Commissioner, concerned	30 days	Deputy Labour Commissioner, concerned	Labour Commissioner, J&K

Workmen (Regulation of Employment and Conditions of Service) Rules, 1984.				
43.	Shops/Establishment Registration Certificate under Jammu and Kashmir Shops and Establishments Rules, 1968.	Labour Inspector	15 days	Assistant Labour Commissioner, concerned Deputy Labour Commissioner, concerned
44.	Close Day Certificate under Jammu and Kashmir Shops and Establishments Rules, 1968.	Labour Inspector	15 days	Assistant Labour Commissioner, concerned Deputy Labour Commissioner, concerned
45.	Renewal of Shops/Establishment Registration Certificate under Jammu and Kashmir Shops and Establishments Rules, 1968.	Labour Inspector	15 days	Assistant Labour Commissioner, concerned Deputy Labour Commissioner, concerned

46. Certificate of Standing Orders regarding Industrial Establishment under J&K, Industrial Employment (Standing Orders) Rules, 1972.	Deputy Labour Commissioner, concerned	45 Days	Joint Labour Commissioner, J&K	Labour Commissioner, J&K
47. Registration Certificate to Trade Union under J&K Trade Union Registration 1972.	Labour Commissioner, J&K	30 days	Special Secretary, Labour and Employment Department	Administrative Secretary, Labour and Employment Department
48. Registration of BOC Workers.	Assistant Labour Commissioner, concerned	30 dyas	Deputy Labour Commissioner, concerned	CEO/Secretary, J&K, Building and Other Construction Workers Welfare Board
49. Maternity Benefit Workers.	Assistant Labour Commissioner, concerned	15 days	Deputy Labour Commissioner, concerned	CEO/Secretary, J&K, Building and Other Construction Workers Welfare Board

54. Educational Assistance (Above Rs. 20000)	CEO/Secretary, J&K, Building and Other Construction Workers Welfare	30 days	Labour Commissioner, J&K	Construction Workers Welfare Board
55. Marriage Assistance	CEO/Secretary, J&K, Building and Other Construction Workers Welfare	45 days	Labour Commissioner, J&K	Administrative Secretary, Labour and Employment Department
56. Chronic Disease	CEO/Secretary, J&K, Building and Other Construction Workers Welfare	30 days	Labour Commissioner, J&K	Administrative Secretary, Labour and Employment Department
57. Registration Certificate to Principal Employer under the J&K Building and Other Construction	Assistant Labour Commissioner, concerned	15 days	Deputy Labour Commissioner, concerned	Labour Commissioner, J&K

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Workers (Regulation of Employment and Conditions of Service) Rules, 2006.					
58. License to contractor under J&K Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2006.	Assistant Labour Commissioner, concerned	15 days	Deputy Labour Commissioner, concerned	Labour Commissioner, J&K	
Forest, Environment and Ecology Department					
59. Inspection of trees marked for felling on Private/Proprietary Land	Range Officer concerned	10 days	Divisional Forest Officer concerned	Conservator of Forests concerned	
60. Grant of Transportation Permission for forest produce extracted from the Private/Proprietary Land	Divisional Forest Officer concerned	15 days	Conservator of Forests concerned	Chief Conservator of Forests concerned	

61. (a) Issuance of Consent (CTE and CTO and Authorization for Hazardous and other Wastes, Bio-Medical Waste and e-Waste.	Orange and Red Category Member Secretary, J&K SPCB	(a) Four months as envisaged in (i) Water (Prevention and Control of Pollution) Act, 1974.	Orange and Red Category-Chairman J&K SPCB Administrative Secretary, Forest, Ecology and Environment
		(ii) Air (Prevention and Control of Pollution) Act, 1981 and relevant rules made under Environment (Protection) Act, 1986.	
(b) Registration of Producers or Brand Owners/Recyclers of Plastic Waste and Manufacturers of Plastic raw materials	Green Category Regional Director, SPCB.	(b) 90 days as per Plastic Waste Management (Amendment) Rules, 2018	Green Category Member Secretary, J&K SPCB Chairman, J&K SPCB

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62. Provisional NOC	District Officer concerned	20 days	Director/Director General, Fire and Emergency Services	Administrative Secretary, Home Department
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63. Final NOC	District Officer concerned	20 days	Joint Director concerned	Director/Director General, Fire and
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64. Right of Way/Road Cutting Permission	Executive Engineer (R&B) concerned	24 days	Superintending Engineer concerned	Chief Engineer concerned
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65.	Issuance/Renewal of Licence to Manufacturer of weights and Measures	Area Inspector concerned	30 days	Deputy Controller concerned	Joint Controller concerned
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66. Issuance/Renewal of Licence to Dealer of Weights and Measures	Area Inspector concerned	30 days	Deputy Controller concerned	Joint Controller concerned
67. Issuance/Renewal of Licence to Repair of Weights and Measures	Area Inspector concerned	30 days	Deputy Controller concerned	Joint Controller concerned
68. Registration as Manufacturer/Packer/Importers under Packers Commodity Rules.	Area Inspector concerned	30 days	Deputy Controller concerned	Joint Controller concerned
69. Permit to service of liquor on social occasion	1. Dy. Excise Commissioner, (Executive) Jammu for Jammu Division	24 hours	Dy. Excise Commissioner, (Accounts) concerned Jammu	Excise Commissioner, J&K

Finance Department

2. Dy. Excise Commissioner, (Executive) Kashmir for Kashmir Division
3. ETO. Leh for Ladakh

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		(Extension) concerned	all the formalities	concerned	Agriculture Production Department
	Retail	Chief Agriculture Officer concerned	15 days after completion of all the formalities	Director Agriculture concerned	Administrative Secretary, Agriculture Production Department
72. Certificate of Registration for manufacturing of Physical/Granulated Mixture of Macro and Micro-Nutrient Fertilizers, Organic Fertilizers and Bio- Fertilizers.	ò	Director Agriculture concerned	15 days after completion of all the formalities	Special Secretary, Agriculture Production Department	Administrative Secretary, Agriculture Production Department
73. Renewal of License to manufacture/Sell/ Storage of Pesticides/ Insecticide/Fertilizers	Manufacturing	Plant Protection Officer concerned	30 days after completion of all formalities	Director Agriculture concerned	Administrative Secretary, Agriculture Production Department

76.	Allotment of Account number to subscribers	Assistant Provident Fund Commissioner, concerned	15 days	Additional Provident Fund Commissioner, J&K	Provident Fund Commissioner, J&K
77.	Settlement of claims of Employees Provident Fund subscribers	Assistant Provident Fund Commissioner, concerned	30 days	Additional Provident Fund Commissioner, concerned	Provident Fund Commissioner, J&K
Housing and Urban Development Department					
78.	Building permission for construction of house/commercial establishment/industrial and other admissible units from Municipal Corporation Srinagar	Joint Commissioner, (Adm.)/Planning	30 days	Municipal Commissioner, Srinagar	Divisional Commissioner, Kashmir
79.	Building permission for construction of house/commercial establishment industrial and other admissible units from Corporation Jammu	Joint Commissioner, (Adm.)/Planning	30 days	Municipal Commissioner, Jammu	Divisional Commissioner, Jammu
80.	Building permission for construction of house/commercial establishment/	Executive Officer	30 days	Additional Deputy Commissioner, concerned	Deputy Commissioner, concerned

83.	Plinth Level inspection of permitted house/ industrial/other admissible Units after the date of intimation in Municipal Council/Committees	Khilafwarzi Inspector concerned	07 days	Executive Officer concerned	Additional Deputy Commissioner, concerned
84.	Final completion inspection/occupancy Certificate of permitted house/industrial/other admissible Units after the date of intimation in Municipal Council/Committees	Khilafwarzi Inspector concerned	08 days (7 days for inspection and 1 day for issuance of certificate)	Executive Officer concerned	Additional Deputy Commissioner, concerned
85.	Issuance of license/NOC for running trade within the limits of Municipal Corporation Jammu/ Srinagar as the case may be	Chief Revenue Officer/Assistant Commissioner, (Revenue) SMC/JMC	30 days (from the date of receipt of clearance from UTEIC)	Joint Commissioner, (Adm.) Planning concerned	Commissioner, JMC/SMC as the case may be
86.	Issuance of Licences for Rehri to be operated within the limits of	Chief Revenue Officer/Assistant Commissioner,	30 days	Joint Commissioner, (Adm.) Planning concerned	Commissioner, JMC/SMC as the case may be

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	JMC/SMC as the case may be	(Revenue) SMC/JMC			
87.	Issuance of license/NOC for running Trades/ Units/ within the limit of Municipal Committees/ Councils as the case may be	Executive Officer concerned	30 days (from the date of clearances/ NOCs from Department)	Additional Deputy Commissioner, concerned	Deputy Commissioner, concerned
88.	Issuance of license for Rehri to be operated within the limits of Municipal Committees/ Councils as the case may be	Executive Officer concerned	30 days	Additional Deputy Commissioner, concerned	Deputy Commissioner, concerned
By order of the Government of Jammu and Kashmir.					
				(Sd.) HILAL AHMAD IAS, Commissioner/Secretary to the Government.	