



GOVERNMENT OF JAMMU & KASHMIR
OFFICE OF THE DEPUTY COMMISSIONER RAJOURI
Tel:01962-262244 Fax:01962-262481

No. PGSA/R/ 2017-18/35

Dated 6 -02.2017

✓ The Divisional Commissioner
Jammu


**Sub:- Monthly Statement under J&K Public Service Guarantee Act 2011 for
the Month of February, 2018 in respect of Rajouri District.**

Sir,

Kindly find enclosed herewith the consolidated statement under J&K Public Service Guarantee Act 2011 for the month of February, 2018 in respect of Rajouri District for favour of kind perusal and further necessary action at your end please.

Yours faithfully

Encls:-03 leaf


(Abdul Qayoom Mir) KAS
Addl. Deputy Commissioner,
(Nodal Officer PSGA)
Rajouri

Copy to the:-

1. Additional Secretary to Govt. (Nodal Officer PSGA) General Administration Deptt. J&K Civil Sectt. Jammu along with copy of statement for kind perusal.


DAILY STATEMENT UNDER J&K PUBLIC SERVICE GUARANTEE ACT, 2011 (RAJOURI DISTRICT) FOR THE MONTH OF February, 2018

S.No	Name of the Department/Service	Designated officer	Stipulated time frame for providing service	No. of applications/cases		No. of pending			
				Received during the Month	Disposed off during the Month	Rejected	Within time frame	Beyond time frame	
1	Revenue								
1	State Subject (PRC)	Addl. DC, AC (Rev), SDM	30 days	654	632	Nil	22	Nil	
2	Reserved Category Certificate	Tehsildar concerned	15 days	489	489	Nil	Nil	Nil	
3	Dependant Certificates	AC (Revenue) SDM	30 days	57	57	Nil	Nil	Nil	
4	Extract of Fard Intikhab	NT concerned	10 days	14	14	Nil	Nil	Nil	
5	Extract of Girdawari	NT concerned	10 days	478	478	Nil	Nil	Nil	
6	Extract of Aks Masawi/ Latha	NT concerned	10 days	3	3	Nil	Nil	Nil	
7	Extract of Jamabandi	NT concerned	10 days	311	311	Nil	Nil	Nil	
8	Attestation of mutation	Tehsildar concerned	30 days	187	187	Nil	Nil	Nil	
9	Inheritance mutation	NT/Tehsildar concerned	30 days	145	145	Nil	Nil	Nil	
10	Copy of mutation	Tehsildar concerned	10 days from	168	168	Nil	Nil	Nil	
11	Demarcation of land	NT concerned	30 days	25	25	Nil	Nil	Nil	
12	Extract of Tatima Shajra	NT concerned	10 days	0	0	Nil	Nil	Nil	
13	Extract of Chulla/Chowkidara	NT concerned	10 days	53	53	Nil	Nil	Nil	
14	Income certificate	Tehsildar concerned	30 days	112	112	Nil	Nil	Nil	
15	NOC for construction of house on nazool land	Tehsildar Nazool concerned	30 days	8	8	Nil	Nil	Nil	
16	Copy of Voter List	Tehsildar (AERO) concerned/Election Nb Tehsildar of the Distt	05 days	226	226	Nil	Nil	Nil	
17	Marriage Certificate under Hindu Marriage Act	Tehsildar (Registrar) concerned	05 days	31	31	Nil	Nil	Nil	
II	CA & PD								
1	Issuance of Ration Card	TSO, CA&PD in rural areas and AD, CA&PD in urban areas	30 days	0	0	Nil	Nil	Nil	
2	Issue of surrender certificate/duplicate Ration Card	TSO, CA&PD in rural areas and AD, CA&PD in urban areas	07 days	2	2	Nil	Nil	Nil	
3	Inclusion of a new born child in the Ration Card	TSO, CA&PD in rural areas and AD, CA&PD in urban areas	07 days	0	0	Nil	Nil	Nil	
4	Transfer/shifting from one FP Shop to another	TSO, CA&PD in rural areas and AD, CA&PD in urban areas	07 days	101	101	Nil	Nil	Nil	

III Power Development		AEE (Electrical) concerned		30 days	297	297	Nil	Nil	Nil	Nil
1	Electricity Connection (domestic with load 10 KW)	Executive Engineer (Electrical)	35 days	12	12	Nil	Nil	Nil	Nil	Nil
2	Electricity connection (domestic with load 20 KW)	Superintending Engineer (Electrical)	40 days	---	---	Nil	Nil	Nil	Nil	Nil
3	Electricity connection (domestic with load 30 KW)	concerned	30 days	---	---	Nil	Nil	Nil	Nil	Nil
4	Electricity connection (commercial with load 05 KW)	AEE concerned	35 days	---	---	Nil	Nil	Nil	Nil	Nil
5	Electricity connection (commercial with load 20 KW)	Executive Engineer (Electrical)	40 days	---	---	Nil	Nil	Nil	Nil	Nil
6	Electricity connection (commercial with load 30 KW)	concerned	30 days	---	---	Nil	Nil	Nil	Nil	Nil
7	Electricity connection (Industrial with load 10 KV)	Superintending Engineer (Electrical)	35 days	---	---	Nil	Nil	Nil	Nil	Nil
8	Electricity connection (Industrial with load 30 KV/A/H/B)	AE (Electrical) concerned	40 days	---	---	Nil	Nil	Nil	Nil	Nil
9	Electricity connection (Industrial with load 100 KV)	Superintending Eng. (Electrical) concerned	30 days	18	18	Nil	Nil	Nil	Nil	Nil
10	NOC for construction of house from Power Dev.	Executive Engineer concerned	15 days	0	0	Nil	Nil	Nil	Nil	Nil
IV PHE, Irrigation & FC		Executive Engineer, PHE concerned	30 days	0	0	Nil	Nil	Nil	Nil	Nil
1	Sanction for domestic water connection	Executive Engineer, PHE concerned	30 days	13	13	Nil	Nil	Nil	Nil	Nil
2	Actual domestic water connection supply	Executive Engineer concerned	30 days	689	689	Nil	Nil	Nil	Nil	Nil
3	NOC for construction of house from PHE	Executive Engineer concerned	15 days	400	400	Nil	Nil	Nil	Nil	Nil
V Transport		RTO/ARTO concerned	30 days	289	289	Nil	Nil	Nil	Nil	Nil
1	Learners Driving License	RTO/ARTO concerned	30 days	176	176	Nil	Nil	Nil	Nil	Nil
2	Driving License	RTO/ARTO concerned	30 days.	275	275	Nil	Nil	Nil	Nil	Nil
3	Registration of Vehicles	RTO/ARTO concerned	30 days	72	72	Nil	Nil	Nil	Nil	Nil
4	Renewal of Driving Licenses issued by the State	Registrar/Health officer concerned	30 days	39	39	Nil	Nil	Nil	Nil	Nil
5	Licensing Authorities	Executive Officer concerned	1 day for complainant & 3 days for SHO concerned	135	135	Nil	Nil	Nil	Nil	Nil
6	Issuance of Fitness Certificate of vehicles	SHO concerned	07 days	0	0	Nil	Nil	Nil	Nil	Nil
VI Housing & Urban Dev.		SHO concerned				Nil	Nil	Nil	Nil	Nil
1	Birth/Death Certificate	Registrar/Health officer concerned				Nil	Nil	Nil	Nil	Nil
2	Building permission for construction of house from Municipal Council/ Committee	Executive Officer concerned				Nil	Nil	Nil	Nil	Nil
VII Police/CID		SHO concerned				Nil	Nil	Nil	Nil	Nil
1	Copy of FIR	SHO concerned				Nil	Nil	Nil	Nil	Nil
2	Verification by Police Station concerned for certification of Identity	SHO concerned				Nil	Nil	Nil	Nil	Nil

3	Verification by Police for issuance of Character certificate	SP concerned	15 days	543	543	Nil	Nil	Nil
4	Copy of untraced report in accident/drowning cases	SHO concerned	15 days	0	0	Nil	Nil	Nil
5	Copies of untraced reports in cases of stolen vehicles	SHO concerned	15 days	0	0	Nil	Nil	Nil
6	Copy of untraced report in theft cases	SHO concerned	15 days	0	0	Nil	Nil	Nil
VIII	Health & Medical Edu.							
1	Disability Certificate	Chief Medical Officer	30 days	156	156	Nil	Nil	Nil
2	Medical Illness Certificate	Chief Medical Officer/ Medical Supdt./Block Medical Officer	07 days	139	139	Nil	Nil	Nil
3	Medical Fitness Certificate	Chief Medical Officer/ Medical Supdt./Block Medical Officer	One day after examination	17	17	Nil	Nil	Nil
4	Post Mortem Report	Chief Medical Officer/ Medical Supdt./Block Medical Officer/ Doctor/ Board conducting Post Mortem	a).Preliminary report within one week of Post Mortem (b).Final report within one	180	180	Nil	Nil	Nil
				13	13	Nil	Nil	Nil
5	License to sell, stock or exhibit (or offer) for sale, or distribute drugs by retails (Allopathic/Homeopathic drugs) on various forms viz Form-20, Form-21 and Form-20F (Rule 64), Form-20A and Form-21A (Rule 62B), Form-20C (Rule 67F)	Assistant Controller Drugs of the concerned District	30 days	10	10	2	10	Nil
6	License to manufacture for sale or for distribution of drugs/cosmetics/ Ayurvedic (including Siddha or Unani drugs) on various forms viz Form-25 and Form-25F (Rule 71), Form-25A (Rule 71B), Form-25B (Rule 71A), Form-25C (Rule 85E), Form 25D (Rule 157), Form-25E (Rule 154A), Form-28 (Rule 78), Form-28A (Rule 76A), Form-28B (Rule 76), Form-29 (Rule.89), Form-32 (Rule.139) Form-32A	Controller Drugs and Food Control Organization, J&K, Jammu/Srinagar.	30 days	Nil	Nil	Nil	Nil	Nil
IX	Finance							
1	Issuance of VAT-65 Form	Concerned Jurisdictional Assessing Authority/CTO	02 days			Nil		Nil
2	Issuance of Statutory Forms i.e. C/H/F Forms etc	-do-	02 days			Nil	Nil	Nil

3	Tax Clearance Certificate for supply contracts in form VAT-46	-do-	10 days	--	---	Nil	Nil	Nil
4	Tax Clearance Certificate for works contract in Form ST-64	-do-	15 days	---	---	Nil	Nil	Nil
X	Funds Organization							
1	Settlement of Final Refund cases of GPF at the time of retirement/death of the employee	Concerned Chief Accounts Officer of the District Fund Office.	30 days	Nil	Nil	Nil	Nil	Nil
2	Issuance of Transfer Entry (TE) Advice	Concerned Chief Accounts Officer of the District Fund Office	30 days	Nil	Nil	Nil	Nil	Nil
XI	Industries & Commerce							
1	NDC from DIC (Employment purpose)	General Manager of the concerned	05 days	109	109	Nil	Nil	Nil
2	Registration of New Industrial Units (Provisional/EM {art-I})	General Manager of the concerned DIC	05 days	4	4	Nil	Nil	Nil
3	Registration of New Industrial Units (Formal/EM Part-II)	General Manager of the concerned DIC	15 days	2	2	Nil	Nil	Nil
XII	Labour & Employment							
1	No Objection Certificate (NOC) for employment	Deputy Director/ Assistant Director concerned DE&CC	05 days	2	2	Nil	Nil	Nil
2	Registration of unemployed youth	Deputy Director/ Assistant Director concerned DE&CC	02 days	0	0	Nil	Nil	Nil
XIII	PWD (R&B)							
1	Issuance of Contractor Card (B, C & D Classes)	Superintending Engineer PWD (R&B) concerned	35 days	0	0	Nil	Nil	Nil


 Abdul Qayoom Mir (KAS)
 Addl. Deputy Commissioner
 (Nodal Officer, PSGA)


 Rajouri

24