



**Government of Jammu and Kashmir**  
**General Administration Department**  
(Public Services Management Cell)  
**Civil Secretariat, Jammu/Srinagar**  
**NOTIFICATION**

Jammu, the 6<sup>th</sup> December, 2017

SRO 493 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 additional services and the designated officers/appellate authorities for the same under the Act; namely:-

**Home Department**

S.No	Name of the Service	Designated Officer	Stipulated time frame for providing service	First Appellate Authority	Second Appellate Authority
1	Fire reports	Concerned District Officer	10 days	Joint Director	Director/Director General
2	Technical recommendations after risk hazard analysis, evaluation of provisions of fire safety measures & subsequent implementation, thereof in respect of.				
a	Kerosene Depots & Fire crackers retail units, LPG out lets.	Concerned District Officer	20 days	Joint Director	Director/Director General
b	LPG Bottling plants/Educational Institutes/Nursing Homes/Cineplex's	Joint Director	20 days	Director/Director General	Pri. Secy to Govt Home Department.
c	Hotels/Guest Houses & other Institutional Occupancies	Concerned District officer	20 days	Joint Director	Director/Director General

**Revenue Department**

S.No	Name of the Service	Designated Officer	Stipulated time frame for providing service	First Appellate Authority	Second Appellate Authority
01	Property certificate upto 20.00 lacs	Tehsildar concerned	21 days	Deputy Commissioner concerned	Divisional Commissioner concerned
2.	Property Certificate beyond	Deputy Commissioner	21 days	Deputy Commissioner	Financial Commissioner

*[Handwritten signature]*

	Rs. 20.00 lacs	concerned		concerned.	
3	Bank Loan Cases	Tehsildar concerned	21 days	Deputy Commissioner concerned	Divisional Commissioner concerned
4	Lien Mark/cancellation of lien	Tehsildar concerned	07 days	Deputy Commissioner concerned	Divisional Commissioner concerned

**Horticulture Department (Jammu/Kashmir)**

S. No	Name of the Service	Designated Officer	Stipulated time frame for providing service	First appellate authority	Second appellate authority
01	Grant of License for registration/renewal of fruit nurseries.	NRO	35 days	Dy. Director, Horticulture	Director Horticulture
2.	Advisory service on plant nutrition through leaf analysis	Soil Analyst	20 days	Dy. Director, Horticulture	Director Horticulture
03	Issuance of Horticulture passbook.	HDO	15 days	CHO	Director Horticulture
04	Soil Sample Analysis and issue of Health Card.	Soil Analyst	35 days	Dy. Director Horticulture	Director Horticulture

**Horticulture, Department (P&M)**

S. No	Name of the Service	Designated Officer	Stipulate time frame for providing service	First appellate authority	Second appellate authority
01	Grant of License to fruit growers/dealers in Fruit & Vegetable markets of the State	Secretary APMC	21 days	Chief Executive APMC	Director Horticulture (P&M)
02	Permission for construction of shop sites & issuance of the site plan	Secretary APMC	30 days	Chief Executive APMC	Director Horticulture (P&M)
03	Transfer of lease hold rights (legal heir)/Sale	Secretary APMC	45 days	Chief Executive APMC	Director Horticulture

*[Handwritten signature]*

	purchase				(P&M)
04	Issuance of lease deed/conveyance deed.	Secretary APMC	30 days	Chief Executive APMC	Director Horticulture (P&M)
05	Issuance of NOC	Secretary APMC	15 days	Chief Executive APMC	Director Horticulture (P&M)

By order of the Government of Jammu and Kashmir.

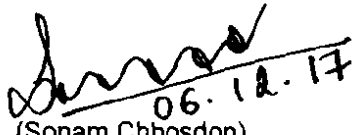
Sd/-  
(Khurshid Ahmed) IAS  
Commissioner/Secretary to Government  
General Administration Department

No: GAD (PSGA) 05/2017

Dated: 06-12-2017

Copy to the:-

1. OSD in the General Administration Department/Financial Commissioner (Coordination), Resident Commission, J&K Government, New Delhi.
2. Director General of Police, J&K.
3. Principal Resident Commissioner, J&K Government, New Delhi.
4. Financial Commissioner, Revenue.
5. Principal Secretary to the Governor.
6. All Principal Secretaries to Government.
7. Principal Secretary to Hon'ble Chief Minister.
8. All Commissioner/Secretaries to Govt.
9. Divisional Commissioner, Kashmir/ Jammu.
10. All Heads of Departments/Managing Directors.
11. Secretary, J&K Public Service Commission.
12. All Deputy Commissioners.
13. Director Estates J&K.
14. Director Information, J&K.
15. Director Archives, Archaeology and Museums.
16. Secretary, J&K State Information Commission, Srinagar
17. Secretary, J&K Legislative Assembly/Council.
18. General Manager, Government Press, Srinagar/ Jammu.
19. OSD to Hon'ble Deputy Chief Minister.
20. Private Secretaries to all Hon'ble Cabinet Ministers/ Hon'ble Ministers of State.
21. OSD to Political Advisor to Hon'ble Chief Minister.
22. Private Secretary to Chief Secretary.
23. Private Secretary to Commissioner/Secretary to Government, General Administration Department
24. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
25. Incharge website, GAD.
26. Government Order file/Stock file

  
06.12.17  
(Sonam Chhosdon)  
Under Secretary to Government  
General Administration Department