



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

**Notification**  
**Jammu, the 31<sup>st</sup> of October, 2022**

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 Service   | Designated Officer   | Timeline | Ist Appellate Authority                                     | Second Appellate Authority                            |
|-------|---|--|----------|---|---|
| 1     | Transport Permit cum Pass for Packaged Liquor[Whole saler to Trade]           | Excise Officer   | 4 Days   | Excise & Taxation Officer                                   | Deputy Excise Commissioner, Executive, Jammu /Kashmir |
| 2     | Transport Permit cum Pass for Packaged Liquor[Manuf acture to Trade]          | Excise & Taxation Officer, Distilleries, Jammu                           | 4 Days   | Deputy Excise Commissioner, Distilleries, Jammu.            | Excise Commissioner, J&K                              |
| 3     | Transport Permit cum Pass for Packaged Liquor[Trade to Retailer]              | Excise & Taxation Officer, Trade/ Range                                  | 4 Days   | Deputy Excise Commissioner, Executive.                      | Excise Commissioner, J&K                              |
| 4     | Transport Permit cum Pass for Packaged Liquor[Manuf acture to Retailer(Bar)]  | Excise & Taxation Officer, Distilleries, Jammu                           | 4 Days   | Deputy Excise Commissioner, Distilleries, Jammu.            | Excise Commissioner, J&K                              |
| 5     | Transport Permit cum Pass for Packaged Liquor[Manuf acture to CSD/PMF- JKEL5] | Excise & Taxation Officer, Range/ Deputy Excise Commissioner, Executive. | 4 Days   | Deputy Excise Commissioner, Executive/ Distilleries, Jammu. | Excise Commissioner, J&K                              |
| 6     | Grant of New License [JKEL-1]   | Deputy Excise Commissioner, Executive.                                   | 90 Days  | Deputy Excise Commissioner, Distilleries, Jammu.            | Excise Commissioner, J&K                              |
| 7     | Grant of New License [JKEL-1A]  | Deputy Excise Commissioner, Executive.                                   | 90 Days  | Deputy Excise Commissioner, Distilleries, Jammu.            | Excise Commissioner, J&K                              |


Note: These services are subject to completion of all formalities (available on website : [www.jkexcise.nic.in](http://www.jkexcise.nic.in))

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|----|---|---|---------|---|---|
| 8  | <b>Grant of New License [JKEL-1B]</b>                 | Deputy Excise Commissioner, Executive.                      | 90 Days | Deputy Excise Commissioner, Distilleries, Jammu.      | Excise Commissioner, J&K                              |
| 9  | <b>Permission for IP Based Bulk Spirit</b>            | Deputy Excise Commissioner, Distilleries, Jammu.            | 10 Days | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 10 | <b>Import Permit Based Bulk Spirit</b>                | Deputy Excise Commissioner, Distilleries, Jammu.            | 4 Days  | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 11 | <b>Import Permit for Packaged Liquor</b>              | Deputy Excise Commissioner, Executive.                      | 4 Days  | Deputy Excise Commissioner, Distilleries, Jammu.      | Excise Commissioner, J&K                              |
| 12 | <b>Brand Registration</b>                             | Deputy Excise Commissioner, Distilleries, Jammu.            | 15 Days | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 13 | <b>Brand Registration Supplier Mode – (CSD/PMF)</b>   | Deputy Excise Commissioner, Executive.                      | 15 Days | Deputy Excise Commissioner, Distilleries, Jammu.      | Excise Commissioner, J&K                              |
| 14 | <b>Label Registration</b>                             | Deputy Excise Commissioner, Distilleries/ Executive, Jammu. | 15 Days | Deputy Excise Commissioner, Executive / Distilleries. | Excise Commissioner, J&K                              |
| 15 | <b>Label Registration Supplier Mode – (CSD/PMF)</b>   | Deputy Excise Commissioner, Executive, Jammu.               | 15 Days | Deputy Excise Commissioner, Distilleries.             | Excise Commissioner, J&K                              |
| 16 | <b>Revalidation of IP based permits-IPBS</b>          | Deputy Excise Commissioner, Distilleries.                   | 10 Days | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 17 | <b>Cancellation of IP based permits-IPBS</b>          | Deputy Excise Commissioner, Distilleries.                   | 10 Days | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 18 | <b>Excise Verification Certificate (EVC) for IPBS</b> | Deputy Excise Commissioner, Distilleries.                   | 15 Days | Deputy Excise Commissioner, Executive.                | Excise Commissioner, J&K                              |
| 19 | <b>Excise Verification Certificate (EVC) for IPFL</b> | Deputy Excise Commissioner, Executive.                      | 15 Days | Deputy Excise Commissioner, Distilleries.             | Excise Commissioner, J&K                              |
| 20 | <b>Preventive Raid Control System</b>                 | Excise Officer  | 7 Days  | Excise & Taxation Officer concerned                   | Deputy Excise Commissioner, Executive / Distilleries. |



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|    |  |   |         |   |   |
|----|--|---|---------|---|---|
| 21 | <b>Export Permit based export of packaged liquor</b>                           | Deputy Excise Commissioner, Distilleries.             | 4 Days  | Deputy Excise Commissioner, Executive.              | Excise Commissioner, J&K                            |
| 22 | <b>Import Permit based import of packaged liquor (CSD)</b>                     | ETO/ Deputy Excise Commissioner, Executive.           | 4 Days  | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 23 | <b>Import Permit based import of packaged liquor (Paramilitary Forces-PMF)</b> | Deputy Excise Commissioner, Executive.                | 4 Days  | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 24 | <b>Renewal of Various types of Excise Licenses (except JKEL-2)</b>             | Deputy Excise Commissioner, Executive/ Distilleries.  | 25 Days | Deputy Excise Commissioner, Accounts.               | Excise Commissioner, J&K                            |
| 25 | <b>IP based Import of Molasses</b>   | Deputy Excise Commissioner, Executive.                | 7 Days  | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 26 | <b>IP based Import of Denatured Spirit</b>                                     | Deputy Excise Commissioner, Executive.                | 7 Days  | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 27 | <b>e-Grievance Mobile App (G2C)</b>  | ETO concerned   | 10 Days | Deputy Excise Commissioner, Distilleries/ Executive | Excise Commissioner, J&K                            |
| 28 | <b>GPS Mapping of State Excise Establishment s/locations</b>                   | Excise Officer  | 4 Days  | ETO concerned                                       | Deputy Excise Commissioner, Distilleries/ Executive |
| 29 | <b>Supplier Registration (G2C)</b>   | Deputy Excise Commissioner, Executive, Jammu          | 5 Days  | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 30 | <b>CCIS (Criminal Case Information System (G2G)</b>                            | Deputy Excise Commissioner, Executive, Jammu/ Kashmir | 10 Days | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |
| 31 | <b>Grant of New License [JKEL-1W]</b>  | Deputy Excise Commissioner, Executive.                | 90 Days | Deputy Excise Commissioner, Distilleries, Jammu     | Excise Commissioner, J&K                            |



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