



GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
(Public Services Management Cell)
Civil Secretariat, Jammu/Srinagar

NOTIFICATION

Srinagar, the 22nd October, 2012

SRO 356- 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 notify the following services and the designated officers/appellate authorities as under:-

I. Transport Department

| S No | Name of the Service | Designated Officer (the officer who will provide the service) | Stipulated time frame for providing service | First Appellate Authority | Second Appellate Authority |
|-------------|---|--|--|----------------------------------|-----------------------------------|
| 1. | Renewal of Driving Licenses issued by the State Licensing Authorities | RTO/ARTO concerned | 15 days | Deputy Commissioner concerned | Transport Commissioner |
| 2. | Issuance of Fitness Certificate of vehicles | RTO/ARTO Concerned | 30 days | Deputy Commissioner concerned | Transport Commissioner |

II. Public Works (R&B) Department

| S. No. | Name of Service | Designated Officer | Stipulated time frame for providing the service | First Appellate Authority | Second Appellate Authority |
|--------|---|-----------------------------|---|--|--|
| 1. | Issuance of Contractor Cards "B", "C" & "D" Class | Superintendent Engineer(SE) | 35 days | Chief Engineer | Joint Development Commissioner (Works) |
| 2. | Issuance of Contractor Cards "A" Class | Chief Engineer | 45 days | Joint Development Commissioner (Works) | Administrative Secretary |

By order of the Government of Jammu and Kashmir

Sd/-

(Sheikh Mushtaq Ahmad)IAS
Secretary to Government
General Administration Department

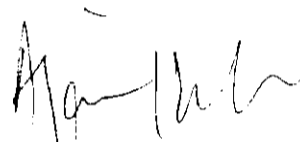
No:GAD/PSGA/01/2012

Dated: 22 -10-2012

Copy to the:-

1. All Principal Secretaries to Government
2. Director General of Police, J&K.
3. Commissioner of Vigilance, J&K.
4. Chairman, J&K Special Tribunal.
5. Director General, J&K Institute of Management, Public Administration and Rural Development.
6. Principal Resident Commissioner, J&K Government, New Delhi.
7. Financial Commissioner, Revenue.
8. Principal Secretary to Hon'ble Chief Minister.
9. Principal Secretary to H.E. the Governor.
10. All Commissioners/Secretaries to Government
11. Divisional Commissioner, Kashmir/ Jammu.
12. All Heads of Departments/Managing Directors.
13. Secretary, J&K Legislative Assembly/ Council.
14. Secretary, J&K Public Service Commission
15. All Deputy Commissioners.
16. Director Estates.

17. Concerned officers.
18. Director Information.
19. Director Archives, Archaeology and Museums.
20. Secretary, J&K State Information Commission, Srinagar
21. Secretary, J&K State Accountability Commission, Srinagar
22. Secretary, J&K Services Selection Board.
23. General Manager, Government Press, Srinagar/ Jammu.
24. Special Assistant to Hon'ble Deputy Chief Minister.
25. Private Secretaries to all Hon'ble Cabinet Ministers/ Hon'ble Ministers of State.
26. Special Assistant to Advisor to Hon'ble Chief Minister.
27. OSD to Political Advisor to Hon'ble Chief Minister.
28. Principal Private Secretary to Chief Secretary.
29. Private Secretary to Commissioner/Secretary to Government, General Administration Department.
30. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
31. Incharge website, GAD.
32. Government Order file/Stock file.



Additional Secretary to Government
Public Services Management Cell
General Administration Department