

Information under J&K Public Services Guarantee Act, 2011

S.No	Notified Service	Documents to be annexed with the Application	Stipulated Time Limit for the Services	Designation and Address of the First Appellate officer	Stipulated time limit for the disposal of First appellate
(1)	(2)	(3)	(4)	(5)	(6)
1	Building Permission (Local Area- within the jurisdiction of SDA)	<ul style="list-style-type: none"> • Application • Blue Print Copy of Site Plan, Key Plan, Floor plans, Elevations, Sections, septic and soakage details. • Revenue extracts • Affiliation letter from registered College incase permission needed for hostels. • Nocs from different Departments like Nazool, PHE, PWD, Bye Pass Divn, UEED. • 12 No. of Drawings . 	30 Days	Vice Chairman, SDA, Bemina Bypass near JVC Hospital, Sgr. Kashmir	45 Days
2	<u>For Bemina Barthana Housing Colony</u>	<ul style="list-style-type: none"> • Application • Affidavit • Allotment Letter 	30 Days	Vice Chairman, SDA, Bemina	45 Days

		NOC from Director, Land Management, Section of SDA		Byepass near JVC Hospital, Sgr. Kashmir	
3.	<p><u>For N O Cs</u> The requirement of documents to be enclosed with the application for getting the desired service. (within Municipal Limits)</p>	<ul style="list-style-type: none"> • Application • Deposition of Fees • Blue Print Copy of Site Plan, Key Plan (Ground Floor, First Floor and other Floor Plans including the attic), elevations, Sections, septic and soakage details. • Revenue extracts Affiliation letter from registered College incase permission needed for hostels. 	15 Days	Vice Chairman, SDA, Bemina Bye-pass near JVC Hospital, Sgr. Kashmir	45 Days

Name of the person authorized to receive application in the office of designated officer	<ol style="list-style-type: none">1. Mr. Farooq Hakim, Junior Assistant of Town planning Wing of SDA.2. Mr. Nisar Ahmad Mir, Senior Assistant of land Management Wing
Time limit for filling First Appeal	Within Thirty Days from the Decision of Designated Officer
Time Limit for Filling second Appeal	Within Sixty Days from the decision of the first appeal Officer.