

## 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	<b>Building Permission (Local Area- within the jurisdiction of SDA)</b>	<ul style="list-style-type: none"> <li>• Application</li> <li>• Architectural drawings showing Site Plan/Key Plan/ Floor plans/ Elevations/Sections and all other relevant details.</li> <li>• Authenticated 06 sets of Revenue extracts</li> <li>• 12 No. of Drawings.</li> </ul>	30 Days	Vice Chairman, SDA, Bemina Bypass near JVC Hospital, Sgr. Kashmir	45 Days
2	<b><u>For Bemina Barthana Housing Colony</u></b>	<ul style="list-style-type: none"> <li>• Application</li> <li>• Affidavit</li> <li>• Allotment Letter</li> <li>• Hand over/Take over letter</li> <li>• Lease Deed (self Attested)</li> </ul>	30 Days	Vice Chairman, SDA, Bemina Bypass near JVC Hospital, Sgr. Kashmir	45 Days

3.	<p><b><u>For N O Cs</u></b>  The requirement of documents to be enclosed with the application for getting the desired service.  <b>(within Municipal Limits)</b></p>	<ul style="list-style-type: none"> <li>• Online/Offline cases received from the concerned Department</li> </ul>	15 Days	Vice Chairman, SDA, Bemina Bypass 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"><li>1. Mr. Mohammad Jaffar Dar Junior Assistant of Town planning Wing of SDA.</li><li>2. Mr. Parvaiz Ahmad Lone, junior Assistant of Town Planning Wing</li></ol>
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.