



**Government of Jammu and Kashmir
Industries & Commerce Department
Civil Secretariat, Jammu**

Subject:- Timelines for providing various services of the Industries & Commerce Department.

Government Order: 253-IND of 2017

Dated: 06.11.2017

Sanction is accorded to the approval of the following mentioned timelines and procedure for various services provided by the Industries & Commerce Departments as per the details given against each:

S.No.	Services	Timelines	Officer who will provide the service	Appellate Authority in case the service is not provided in time
1.	Issuance of Land Allotment Certificate in respect of Industrial Estates of SIDCO/SICOP across the State.	07 days from the date of project approval by Single Window Clearance Committee/ Submission of online application and the issuance of dated acknowledgement whichever is the later.	Managing Director, J&K SIDCO/SICOP as the case may be.	Administrative Secretary, Industries & Commerce Department.
2.	Building Plan Approval of Industrial structures in Industrial Estates of J&K SIDCO/SICOP.	15 days from the date of online application and issuance of dated acknowledgement.	General Manager concerned of SIDCO/SICOP.	Managing Director, J&K SIDCO/SICOP as the case may be.
3.	Conducting Plinth Inspection of industrial buildings/structures for issuance of Pre-Construction Certificate	07 days from the date of online application.	General Manager concerned of SIDCO/SICOP.	Managing Director, J&K SIDCO/SICOP as the case may be.
4.	Issuance of Pre-Construction Certificate	01 day from the date of Plinth Inspection.	General Manager concerned of SIDCO/SICOP.	Managing Director, J&K SIDCO/SICOP as the case may be.
5.	Conducting inspection for issuance of building permit/completion/occupancy certificate	07 days from the date of online application.	General Manager concerned of SIDCO/SICOP.	Managing Director, J&K SIDCO/SICOP as the case may be.
6.	Issuance of Building permit/competition/occupancy certificate	01 day from the date of inspection of completion.	General Manager concerned of SIDCO/SICOP.	Managing Director, J&K SIDCO/SICOP as the case may be.
7.	Registration of firms under J&K Partnership Act	30 days from the date of application and issuance of dated acknowledgement.	Director, Industries & Commerce concerned (Designated Registrar under J&K Partnership Act)	Administrative Secretary, Industries & Commerce Department.

8.	Registration of Societies under J&K Societies Act	30 days from the date of application and issuance of dated acknowledgement.	Director, Industries & Commerce concerned (Designated Registrar under J&K Societies Act)	Administrative Secretary, Industries & Commerce Department.
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It is further ordered that the redressal of grievances of the applicants with respect to the above mentioned services of the Department, if any, shall be redressed in accordance with the J&K Public Services Guarantee Act, 2011 and Rules made thereunder. Besides, penalties as provided in the J&K Public Services Guarantee Act, 2011 and Rules shall also be applicable to the defaulting officers/authorities in case of any default to provide the services as per the mentioned timelines.

By order of the Government of Jammu and Kashmir.

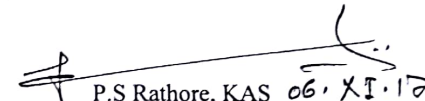
Sd/-
(Shailendra Kumar) IAS
Commissioner/Secretary to Government
Industries & Commerce Department

No: IND/DIC-102/2014-P.III

Dated: 06.11.2017

Copy to the:-

1. Director, Industries & Commerce, Kashmir/Jammu.
2. Managing Director, J&K SICOP/SIDCO.
3. OSD with the Hon'ble Minister for Industries & Commerce Department for information of the Hon'ble Minister.
4. Special Assistant to the HMOS, I&C Department for information of the HMOS.
5. Pvt. Secretary to the Commissioner/Secretary to Government, I&C Department.
6. Incharge website, I&C Department for uploading the order on website.
7. Government Order file (w.2 sp.c).


P.S Rathore, KAS 06.11.17
Additional Secretary to Government
Industries & Commerce Department
