

LIST OF SERVICES NOTIFIED VIDE AR.123/2017/5 DATED DISPUR THE 30th OCTOBER 2017

ANNEXURE -I

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
1	Pollution Control Board of Assam/ Environment and Forest Department	Consent to Establish under the Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days
2		Consent to Establish (under the Water Act, 1974 and Air Act, 1981) for Expansion Unit	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days
3		Renewal of Consent to Establish (under the Water Act, 1974 and Air Act, 1981)	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
4	Pollution Control Board of Assam/ Environment and Forest Department	Consent to Operate under the Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days
5		Consent to Operate (under the Water Act, 1974 and Air Act, 1981) for Expansion Unit	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days
6		Consent to Operate (under the Water Act, 1974 and Air Act, 1981) for Combined Existing and Expansion Units	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days

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7	Pollution Control Board of Assam/ Environment and Forest Department	Renewal of Consent to Operate (under the Water Act, 1974 and Air Act, 1981)	Green Category Industries	30 Days
			Orange Category Industries	40 Days
			Red Category Industries (Non-EIA Projects with TAC)	70 Days
			Red Category Industries (EIA Projects with TAC)	100 Days
			Red Category Industries (Projects covered under EIA Notification 2006)	120 Days
8		Registration of Unit for Manufacture of Plastic Carry Bags & Containers, Multi layered Plastics Pouch or Sachet under the Plastic Waste Management Rules, 2016		90 Days
9		Registration of Producers or Brand Owners under the Plastic Waste Management Rules, 2016		90 Days
10		Registration of Units engaged in Processing or Recycling of Plastic Waste under the Plastic Waste Management Rules, 2016		90 Days
11		Registration for Manufacturers of Plastic Raw Material under the Plastic and Waste Management Rules, 2016		90 Days
12		Renewal of Registration of Producers or Brand Owners under the Plastic Waste Management Rules, 2016		90 Days
13		Renewal of Registration of Units engaged in Processing or Recycling of Plastic Waste under the Plastic Waste Management Rules, 2016		90 Days
14		Renewal of Registration for Manufacturers of Plastic Raw Material under the Plastic and Waste Management Rules, 2016		90 Days
15		Authorization for Processing/ Recycling/ Treatment and Disposal of Solid Waste under the Solid Waste Management Rules, 2016		45 Days
16		Accident Reporting under the Solid Waste Management Rules, 2016		45 Days
17		Renewal of Authorization for Processing/ Recycling/ Treatment and Disposal of Solid Waste under the Solid Waste Management Rules, 2016		45 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
18	Pollution Control Board of Assam/ Environment and Forest Department	Authorization for Occupier of Health Care Facility (HCF) or Common Bio-Medical Waste Treatment Facility (CBWTF) under the Bio-Medical Waste Management Rules, 2016		90 Days
19		Renewal of Authorization for Occupier of Health Care Facility (HCF) or Common Bio-Medical Waste Treatment Facility (CBWTF) under the Bio-Medical Waste Management Rules, 2016		90 Days
20		Appeal against the order passed by the prescribed authority under the Bio-Medical Waste Management Rules, 2016		90 Days
21		Authorization for Generation or Collection or Storage or Transport or Reception or Recycling or Reuse or Recovery or Pre-Processing or Co-Processing or Utilization or Treatment or Disposal of Hazardous and other waste under the Hazardous and Other Waste (Management and Trans-boundary Movement) Rules, 2016		120 Days
22		Renewal of Authorization for Generation or Collection or Storage or Transport or Reception or Recycling or Reuse or Recovery or Pre-Processing or Co-Processing or Utilization or Treatment or Disposal of Hazardous and other waste under the Hazardous and Other Waste (Management and Trans-boundary Movement) Rules, 2016		120 Days
23		Format for maintaining records of hazardous and other waste under The Hazardous and Other Waste (Management and Trans-Boundary Movement) Rules, 2016		120 Days
24		Authorization for Import or Export of Hazardous and Other Waste for Re-Use or Recycling or Recovery or Co-processing or Utilization under the Hazardous and Other Waste (Management and Trans-boundary Movement) Rules, 2016		120 Days
25		One Time Authorization of Traders for Part- D of Schedule III Waste under the Hazardous and Other Waste (Management and Trans-boundary Movement) Rules, 2016		120 Days
26		Appeal against the order passed by the State Pollution Control Board under The Hazardous and Other Waste (Management and Trans-boundary Movement) Rules, 2016		120 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
27	Pollution Control Board of Assam/ Environment and Forest Department	Extended Producer Responsibility - Authorization (For Producers of E-Waste)		90 Days
28		Renewal of Extended Producer Responsibility - Authorization (For Producers of E-Waste)		90 Days
29		Obtaining Authorization for Generation or Storage or Treatment or Disposal of E-Waste by Manufacturer or Refurbisher under the E-Waste Management Rules, 2016		90 Days
30		Renewal of Authorization for Generation or Storage or Treatment or Disposal of E-Waste by Manufacturer or Refurbisher under the E-Waste Management Rules, 2016		90 Days
31		Authorization to Facilities possessing environmentally sound management practice for dismantling or recycling of E-Waste under the E-Waste Management Rules, 2016		90 Days
32		Renewal of Authorization to Facilities possessing environmentally sound management practice for dismantling or recycling of E-Waste under the E-Waste Management Rules, 2016		90 Days
33		Authorization for Construction and Demolition Waste Processing Facility under Construction and Demolition Waste Management Rules, 2016		90 Days
34		Renewal of Authorization for Construction and Demolition Waste Processing Facility under Construction and Demolition Waste Management Rules, 2016		90 Days
35		Registration of Importer of New Lead acid Batteries/ Primary lead under the Batteries (Management and Handling) Rules, 2001		30 Days
36		Registration of Facilities possessing environmentally sound management practice for recycling and used Lead Acid Batteries under the Batteries (Management and Handling) Rules, 2001		30 Days

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37	Pollution Control Board of Assam/ Environment and Forest Department	Renewal of Registration of Facilities possessing environmentally sound management practice for recycling and used Lead Acid Batteries under the Batteries (Management and Handling) Rules, 2001		30 Days
38	Directorate of Fire and Emergency Services/ Home Department	Fire NOC for Storage and handling of LPG/ CNG/ Oxygen/ Hydrogen/ Methane/ Propane/ Butane/ Chlorine/ Ammonia/ etc. under the Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of Compliance Report)	14 Days
39		Fire NOC in respect of fire safety measures in Cinema Theatres/ Multiplex etc. under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
40		Fire NOC in respect of fire safety measures in Function Halls/ Vivah Bhawan/ Building below 15 mtrs under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
41		Fire NOC in respect of fire safety measures in erecting temporary structures/ Circus/ movable theatre/ exhibitions under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
42		Fire NOC in respect of fire safety measures in transport godowns and other godowns under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
43		Fire NOC for one storied/ multi storied/ high rise building under Assam Fire Service Rule 1993	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
44	Directorate of Fire and Emergency Services/ Home Department	Fire NOC in respect of fire safety measures in storage and handling of petroleum products/ Industry (Class A, B & C) under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
45		Fire NOC in respect of fire safety measures in the storage and handling of chemicals under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
46		Fire NOC in respect of fire safety measures in the storage and handling of explosives under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
47		Fire NOC in respect of fire safety measures in the storage and handling of pharmaceutical products, chemical industries/ storage of solvents etc. under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
48		Fire attendance/ special service attendance certificate under Assam Fire Service Rule 1989	Issue of Fire Prevention and Fire Safety Recommendations	7 Days
			Issue of Final NOC (after receipt of compliance Report)	14 Days
49		Renewal of Fire NOC in respect of fire safety measures in the storage and handling of explosives under Assam Fire Service Rule 1989		14 Days
50		Renewal of Fire NOC under Assam Fire Service Rule 1989		14 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
51	Inspectorate of Factories/ Labour Welfare Department	Permission to Construct, Extend or take into use any Building as a Factory	i) Factories as defined under section 2(m)(ii) and not involving hazardous process as defined under section 2(cb)	10 Days
			ii) factories other than hazardous and MAH units	30 Days
			iii) Hazardous Factories (as defined in section 2(cb) of the Factories Act, 1948	90 Days (60 days for site appraisal by the committee and approval by Government, 30 days for registration and Licensing)
52		Application to the Site Appraisal Committee (in case of Hazardous Processes/ Materials)		30 Days
53		Registration and Grant of Factory License		30 Days
54		Fitness Certificate of a Worker		7 Days
55		Testing and Examination of Machineries and Equipments		7 Days
56		Renewal of Factory License		60 Days
57		Change in Name and/ or Style of a Factory (Amendment in Factory License)		7 Days
58		Registration and Certification of Package Boiler/ Economizer under the Boilers Act, 1923 and IBR, 1950	Issuance of Erection Permission	7 Days
			Allotment of Registration Number (after submission of Erection Completion Certificate)	38 Days
			Final Certificate of Registration of Boiler (after submission of application for Steam Test)	11 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
59	Inspectorate of Factories/ Labour Welfare Department	Registration and Certification of Assemble Boiler/ Economizer under the Boilers Act, 1923 and IBR, 1950	Issuance of Erection Permission	7 Days
			Stage Inspection during Erection (from date of receipt of request)	15 Days
			Preliminary Hydraulic Test (after submission of Application for Preliminary Hydraulic Test with all documents)	10 Days
			Issue of Steaming Certificate (after submission of Completion Report and Certificate of Boiler Attendant/ Operator)	2 Days
			Allotment of Registration Number (after issue of Steaming Certificate)	16 Days
			Final Certificate of Registration of Boiler (after submission of application for Steam Test)	11 Days
60		Registration of Steam/ Feed/ Blow Down Line under IBR, 1950	Approval of Drawings by Chief Inspector (after submission of application)	15 Days
			Approval of proposed contractor (after submission of application for approval of contractor)	9 Days
			Material Inspection and Simulation Test (after submission of documents regarding materials)	7 Days
			Final Inspection of Pipeline Network (after submission of erection completion report)	7 Days
			Grant of Final Registration of Steam Pipeline (after submission of application for hydraulic test)	7 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
61	Inspectorate of Factories/ Labour Welfare Department	Renewal of Certificate of Boiler/ Economizer under the Boilers Act, 1923 and IBR, 1950	Fixing date of Inspection (after submission of complete application)	15 Days
			Issue of Renewal Certificate / Fitness Certificate (after completion of inspection and in case there are no repairs required)	2 Days
			Issue of Renewal Certificate / Fitness Certificate (in case there are repairs required, after completion of proposed repair)	2 Days
62		Recognition as Manufacturer of Boiler and Boiler Components under IBR, 1950		30 Days
63		Approval as Boiler Erector/ Repairer and Steam/ Feed Water Pipe Line Fabricator/ Erector under IBR, 1950		30 Days
64		Renewal of Recognition as Manufacturer of Boiler and Boiler Components under IBR, 1950		30 Days
65		Renewal of Approval as Boiler Erector/ Repairer and Steam/ Feed Water Pipe Line Fabricator/ Erector under IBR, 1950		30 Days
66	Commissionerate of Industries and Commerce/ Industries and Commerce Department	Land Allotment in various Industrial Estates		30 Days
67		Shed Allotment in various Industrial Estates		30 Days
68		Entrepreneurs Memorandum (Part I)		Instant
69		Pre Registration under NEIIPP 2007 for New Units		7 Days
70		Pre Registration under NEIIPP 2007 for Existing Units		7 Days
71		Eligibility Certificate under Assam Industrial Policy, 2014 for New Units	Micro Enterprises	30 Days
			Small and Medium Enterprises	75 Days
			Large Enterprises	75 Days

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72	Commissionerate of Industries and Commerce/ Industries and Commerce Department	Eligibility Certificate under Assam Industrial Policy, 2014 for Existing Units	Micro Enterprises	30 Days
			Small and Medium Enterprises	75 Days
			Large Enterprises	75 Days
73		Submission of claim for Central Comprehensive Insurance Subsidy scheme under NEIIPP 2007		180 Days
74		Submission of claim for Central Interest Subsidy scheme on working Capital under NEIIPP 2007		180 Days
75		Submission of claim for Power Subsidy under Assam Industrial Policy, 2014		180 Days
76		Claim of Central Capital Investment subsidy under NEIIPP, 2007		180 Days
77		Entrepreneurs Memorandum (Part II)		30 Days
78		Claim of all Incentives under Assam Industrial Policy 2014		30 Days
79	State Drugs Control Administration / Health and Family Welfare Department	Grant of a licence to manufacture cosmetics for sale or for distribution- Form 31		45 Days
80		Grant of a licence to manufacture for sale or for distribution of Large Volume Parenteral/ Sera and Vaccines excluding those specified in Schedule X - Form 27 D		120 Days
81		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X - Form 27		60 Days
82		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedule X and not specified in Schedule C and C(1) - Form 24 F		60 Days
83		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedules C, C (1) and X - Form 27 B		60 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
84	State Drugs Control Administration / Health and Family Welfare Department	Grant of a licence to repack for sale or distribution of drugs, being drugs other than those specified in Schedule C and C(1) excluding those specified in Schedule X - Form 24- B		45 Days
85		Grant of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs specified in Schedule X (Retail) - Form 19 C and additional information		45 Days
86		Grant of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs other than those specified in Schedule X (Retail) - Form 19 and additional information		45 Days
87		Grant of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs other than those specified in Schedule X (Wholesale) - Form 19 and additional information		45 Days
88		Grant of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs specified in Schedule X (Wholesale) - Form 19 C and additional information		45 Days
89		Grant of a loan licence to manufacture cosmetics for sale or for distribution - Form 31 A		45 Days
90		Grant of a loan licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X - Form 24A		60 Days
91		Grant of a loan licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X - Form 27 A		60 Days
92		Grant of a restricted licence to sell, stock or exhibit or offer for sale, or distribute drugs by Wholesaler dealers who do not engage the services of a qualified person (Restricted General Store) - Form 19 A and additional information		45 Days
93		Grant of approval for carrying out tests drugs/ cosmetics or raw materials used in the manufacture of drugs specified in Schedule C and C(1) thereof on behalf of licensees for manufacture for sale of drugs/ cosmetics - Form 36		45 Days
94		Grant of licence for the operation of a Blood Bank for processing of whole blood and/ or preparation of blood components - Form 27 C		120 Days
95		Grant of licence to manufacture blood products for sale or distribution = Form 27E		120 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
96	State Drugs Control Administration / Health and Family Welfare Department	Licence to manufacture drugs for purpose of examination, test or analysis - Form 30		30 Days
97		Licence to sell, stock or exhibit or offer for sale, or distribute Homeopathic Medicines (Retail) - Form 19 B and additional information		45 Days
98		Licence to sell, stock or exhibit or offer for sale, or distribute Homeopathic Medicines (Wholesale) - Form 19 B and additional information		45 Days
99		Grant of a licence to manufacture for sale or for distribution of Homeopathic Medicines or a licence to manufacture potentised preparations from back potencies by licensees holding licence Form 20C - Form 24C		45 Days
100		Grant of a licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X - Form 24		60 Days
101		Grant of a licence to sell, stock, or exhibit or offer for sale by wholesaler or distribute drugs from a motor vehicle - Form 19AA and additional information		45 Days
102		Grant of a licence to sell, stock, or exhibit or offer for sale by retailer or distribute drugs from a motor vehicle - Form 19AA and additional information		45 Days
103		Renewal of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs specified in Schedule X (Wholesale) - Form 19 C and additional information		30 Days
104		Renewal of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs specified in Schedule X (Retail) - Form 19 C and additional information		30 Days
105		Renewal of a licence to manufacture cosmetics for sale or for distribution- Form 31		30 Days
106		Renewal of a licence to manufacture for sale or for distribution of Large Volume Parenteral/ Sera and Vaccines excluding those specified in Schedule X - Form 27 D		90 Days
107		Renewal of a licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X - Form 24 and additional information		30 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
108	State Drugs Control Administration / Health and Family Welfare Department	Renewal of a licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X - Form 27		30 Days
109		Renewal of a licence to manufacture for sale or for distribution of drugs specified in Schedule X and not specified in Schedule C and C(1) - Form 24F		30 Days
110		Renewal of a licence to manufacture cosmetics for sale or for distribution of drugs specified in Schedules C, C (1) and X - Form 27 B		30 Days
111		Renewal of a licence to repack for sale or distribution of drugs, being drugs other than those specified in Schedule C and C(1) excluding those specified in Schedule X - Form 24- B		30 Days
112		Renewal of a licence to sell, stock, or exhibit or offer for sale by retailer or distribute drugs from a motor vehicle - Form 19AA and additional information		30 Days
113		Renewal of a licence to sell, stock, or exhibit or offer for sale by wholesaler or distribute drugs from a motor vehicle - Form 19AA and additional information		30 Days
114		Renewal of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs other than those specified in Schedule X (Wholesale) - Form 19 and additional information		30 Days
115		Renewal of a loan licence to manufacture cosmetics for sale or for distribution - Form 31 A		30 Days
116		Renewal of a loan licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X - Form 24A		30 Days
117		Renewal of a licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X - Form 27A		30 Days
118		Renewal of a restricted licence to sell, stock or exhibit or offer for sale, or distribute drugs by Wholesaler dealers who do not engage the services of a qualified person (Restricted General Store) - Form 19 A and additional information		30 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
119	State Drugs Control Administration / Health and Family Welfare Department	Renewal of a restricted licence to sell, stock or exhibit or offer for sale, or distribute drugs by Retailer dealers who do not engage the services of a qualified person (Restricted General Store) - Form 19 A and additional information		30 Days
120		Renewal of approval for carrying out tests drugs/ cosmetics or raw materials used in the manufacture of drugs specified in Schedule C and C(1) thereof on behalf of licensees for manufacture for sale of drugs/ cosmetics - Form 36		30 Days
121		Renewal of licence for the operation of a Blood Bank for processing of whole blood and/ or preparation of blood components - Form 27 C		30 Days
122		Renewal of licence to manufacture blood products for sale or distribution = Form 27E		90 Days
123		Renewal of Licence to manufacture drugs for purpose of examination, test or analysis - Form 30		30 Days
124		Renewal of Licence to sell, stock or exhibit or offer for sale, or distribute Homeopathic Medicines (Retail) - Form 19 B		30 Days
125		Renewal of a licence to manufacture for sale or for distribution of Homeopathic Medicines or a licence to manufacture potentised preparations from back potencies by licensees holding licence Form 20C - Form 24C		30 Days
126		Renewal of a licence to sell, stock, exhibit, or offer for sale, or distribute drugs other than those specified in Schedule X (Retail) - Form 19 and additional information		30 Days
127		Renewal of Licence to sell, stock or exhibit or offer for sale, or distribute Homeopathic Medicines (Wholesale) - Form 19 B		30 Days
128		Grant of a licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X (Additional Items) - Form 24		20 Days

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129	State Drugs Control Administration / Health and Family Welfare Department	Grant of a loan licence to manufacture for sale or for distribution of drugs other than those specified in Schedule C, C(1) and X (Additional Items)- Form 24A		20 Days
130		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedule X and not specified in Schedule C and C(1) (Additional Items)- Form 24 F		20 Days
131		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X (Additional Items) - Form 27		20 Days
132		Grant of a loan licence to manufacture for sale or for distribution of drugs specified in Schedule C and C(1) excluding those specified in part XB and Schedule X (Additional Items) - Form 27A		20 Days
133		Grant of a licence to manufacture for sale or for distribution of drugs specified in Schedules C, C (1) and X (Additional Items) - Form 27 B		20 Days
134		Grant of a licence to manufacture for sale or for distribution of Large Volume Parenteral/ Sera and Vaccines excluding those specified in Schedule X (Additional Items) - Form 27 D		20 Days
135		Grant of a licence to manufacture cosmetics for sale or for distribution (Additional Items)- Form 31		20 Days
136		Grant of a loan licence to manufacture cosmetics for sale or for distribution (Additional Items)- Form 31A		20 Days

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137	Assam Power Distribution Company Limited/ Power, Mines and Minerals Department	Temporary Service Connection (Both LT & HT)		15 Days
138		New High Tension (HT) Connection	In Industrial Estates, where no Right of Way is required	7 Days
			Other Cases	15 Days
139		New Low Tension (LT) Connection	In Industrial Estates, where no Right of Way is required	7 Days
			Other Cases	15 Days
140	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Non Domestic Water Connection (Both Temporary and Permanent)		7 Days
141		Grant of Brewery License		90 Days
142		Grant of Distillery License		90 Days
143		Grant of Heritage Alcoholic Beverages Manufactory License		90 Days
144		Grant of Bonded Warehouse License		45 Days
145		Grant of License for Compounding and Blending of IMFL		60 Days
146		Grant of License for Bottling of IMFL		60 Days
147		Grant of Heritage Alcoholic Beverages Micro-Brewery License		90 Days
148		Grant of License to a Private Bonded Warehouse for Deposit and Storage of ENA		45 Days
149		Grant of License for Reduction of ENA for manufacture of Country Spirit and Deposit and Storage of manufactured Country Spirit		60 Days
150		Grant of License for Bottling of Country Spirit		60 Days
151		Grant of License for Wholesale Vend of IMFL		45 Days
152		Grant of License for Wholesale Vend of Denatured Spirit		45 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
153	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Grant of License for Wholesale Vend of Country Spirit		45 Days
154		Grant of License for Wholesale Vend of Heritage Alcoholic Beverages		45 Days
155		Grant of License for Wholesale Vend of IMFL by Co-Operative Societies/ Associations		45 Days
156		Grant of License for Wholesale Vend of IMFL by Canteen Stores Department (Wholesale Warehouse)		45 Days
157		Grant of License for Retail Vend of IMFL for Consumption OFF the premises		45 Days
158		Grant of License for Retail Vend of IMFL in a Hotel for Consumption ON the premises		45 Days
159		Grant of License for Retail Vend of IMFL in a Restaurant for Consumption ON the premises		45 Days
160		Grant of License for Retail Vend of IMFL for Consumption ON the premises (except Hotel, Restaurant and Bar etc.)		45 Days
161		Grant of License for Retail Vend of Rectified Spirit (including absolute alcohol)		45 Days
162		Grant of License for Retail Vend of IMFL at Military Canteen Establishments under the Canteen Tenant System		45 Days
163		Grant of License for Retail Vend of IMFL for Parliamentary Force		45 Days
164		Grant of License for Retail Vend of IMFL in Non-Proprietary Club		45 Days
165		Grant of License for Retail Vend of IMFL in Proprietary Club		45 Days
166		Grant of License for Retail Vend of IMFL in Railway Refreshment Room for Consumption ON the premises		45 Days
167		Grant of License for Retail Vend of IMFL in Steamer, Dining Car or Kitchen Car for consumption ON the premises		45 Days
168		Grant of License for Retail Vend of IMFL in Dak Bungalow/ Guest House for consumption ON the premises		45 Days
169		Grant of License for Retail Vend of IMFL by Co-Operative Societies/ Associations		45 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
170	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Late Closing License		45 Days
171		Bar License		45 Days
172		Grant of License for Retail Vend of Denatured Spirit		45 Days
173		Grant of License for Retail Vend of Country Spirit		45 Days
174		Grant of License for Retail Vend of Heritage Alcoholic Beverages		45 Days
175		Import or Transport of IMFL - (Tenable by holder of Bonded Warehouse License and License for Wholesale Vend of IMFL)		2 Days
176		Transport of IMFL - (Tenable by holder of License for Retail Vend of IMFL either OFF or ON the premises)		2 Days
177		Grant of Temporary Bar License		45 Days
178		Import or Transport of Rectified Spirit, Denatured Spirit and Absolute Alcohol		2 Days
179		Export of IMFL. Rectified Spirit, Denatured Spirit and Spirituous Preparations manufactured in Assam		2 Days
180		Grant of Permission for Sub-Lease of Distillery, Brewery, Compounding and Blending Unit and Bottling Unit		60 Days
181		Import and Transport of Country Spirit		2 Days
182		Export and Transport of Country Spirit		2 Days
183		Renewal of Brewery License		15 Days
184		Renewal of Distillery License		15 Days
185		Renewal of Heritage Alcoholic Beverages Manufactory License		15 Days
186		Renewal of Bonded Warehouse License		15 Days
187		Renewal of License for Manufacture of Perfumes and Toiler Preparations consisting or containing Alcohol		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
188	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Renewal of License for possession of Rectified Spirit, Denatured Spirit and Absolute Alcohol for domestic or business purpose in excess of the quantity fixed as the limit of private possession		15 Days
189		Renewal of License for Compounding and Blending of IMFL		15 Days
190		Renewal of License for Bottling of IMFL		15 Days
191		Renewal of Heritage Alcoholic Beverages Micro-Brewery License		15 Days
192		Renewal of License for Manufactory of Country Spirit		15 Days
193		Renewal of License to a Private Bonded Warehouse for Deposit and Storage of ENA		15 Days
194		Renewal of License for Reduction of ENA for manufacture of Country Spirit and Deposit and Storage of manufactured Country Spirit		15 Days
195		Renewal of License for Bottling of Country Spirit		15 Days
196		Renewal of License for the use of Rectified Spirit in the manufacture of Drugs, Medicines and Chemicals		15 Days
197		Renewal of License for Wholesale Vend of IMFL		15 Days
198		Renewal of License for Wholesale Vend of Denatured Spirit		15 Days
199		Renewal of License for Wholesale Vend of Country Spirit		15 Days
200		Renewal of License for Wholesale Vend of Heritage Alcoholic Beverages		15 Days
201		Renewal of License for Wholesale Vend of IMFL by Co-Operative Societies/ Associations		15 Days
202		Renewal of License for Wholesale Vend of IMFL by Canteen Stores Department (Wholesale Warehouse)		15 Days
203		Renewal of License for Retail Vend of IMFL for Consumption OFF the premises		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
204	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Renewal of License for Retail Vend of IMFL in a Hotel for Consumption ON the premises		15 Days
205		Renewal of License for Retail Vend of IMFL in a Restaurant for Consumption ON the premises		15 Days
206		Renewal of License for Retail Vend of IMFL for Consumption ON the premises (except Hotel, Restaurant and Bar etc.)		15 Days
207		Renewal of License for Retail Vend of Rectified Spirit (including absolute alcohol)		15 Days
208		Renewal of License for Retail Vend of IMFL at Military Canteen Establishments under the Canteen Tenant System		15 Days
209		Renewal of License for Retail Vend of IMFL for Parliamentary Force		15 Days
210		Renewal of License for Retail Vend of IMFL in Non-Proprietary Club		15 Days
211		Renewal of License for Retail Vend of IMFL in Proprietary Club		15 Days
212		Renewal of License for Retail Vend of IMFL in Railway Refreshment Room for Consumption ON the premises		15 Days
213		Renewal of License for Retail Vend of IMFL in Steamer, Dining Car or Kitchen Car for consumption ON the premises		15 Days
214		Renewal of License for Retail Vend of IMFL in Dak Bungalow/ Guest House for consumption ON the premises		15 Days
215		Renewal of License for Retail Vend of IMFL by Co-Operative Societies/ Associations		15 Days
216		Renewal of Late Closing License		15 Days
217		Renewal of Bar License		15 Days
218		Renewal of License for sale of Medicated Wines by Licensed Dealers		15 Days
219		Renewal of License for sale of Medicated Wines by Chemists, Druggist and Pharmacist		15 Days
220		Renewal of License for Retail Vend of Denatured Spirit		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
221	Assam Urban Water Supply & Sewerage Board/ Urban Development Department	Renewal of License for Retail Vend of Country Spirit		15 Days
222		Renewal of License for Retail Vend of Heritage Alcoholic Beverages		15 Days
223		Renewal of License for the possession and use of medicated wines for Educational, Medical & Scientific purposes in Educational Institutions, Hospitals and Diagnostic Laboratories		15 Days
224		Renewal of registration of Mono Cartons of IMFL		15 Days
225	Commissionerate of Food Safety/ Health & FW Department	Grant of License except importing under Food Safety and Standards Act, 2006		15 Days
226		Grant of Registration under Food Safety and Standards Act, 2006		60 Days
227		Renewal of License except importing under Food Safety and Standards Act, 2006		30 Days
228		Renewal of Registration under Food Safety and Standards Act, 2006		30 Days
229	Commissionerate of Labour/ Labour Welfare Department	License of a Contractor(s) for Employment of migrant workmen in Form V under section 8(1)(b) of the Interstate Migrant Workmen (R.E & C.S) Act, 1979 and Rule 7(2) of the Assam Rules		15 Days
230		License of a Contractor(s) for Employment of migrant workmen in Form IV under section 8(1)(a) of the Interstate Migrant Workmen (R.E & C.S) Act, 1979 and Rule 7(1) of the Assam Rules		15 Days
231		License of a Contractor(s) in Form IV under section 12 of the Contract Labour (R & A) Act, 1970 and Rule 21(1) of the Assam Rules		15 Days
232		Registration of Establishment as the Principal Employer in Form I under Contract Labour (Regulation and Abolition) Act 1970 and Rule 17(1) of the Assam Rules, 1971		15 Days
233		Registration of Establishment as the Principal Employer in Form I under Section 4 of the Interstate Migrant Workmen (R.E&C.S) Act 1979 and Rule 3(1) of the Assam Rules, 1981		15 Days
234		Registration of Establishment in Form I under Section 7 of the Building and Other Construction Workers (R.E & C.S) Act 1996 and Rule 23(1) of the Assam Rules, 2007		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
235	Commissionerate of Labour/ Labour Welfare Department	Registration of Plantations in Form 13 under Section 2-A of the Plantations Labour Rules 1956		15 Days
236		Registration of Establishments under the Assam Shops & Establishment Act, 1971 in FORM O Under Section 36 and Rule 45 of the Assam Rules		15 Days
237		Registration in (Form I) under Rule 4 of the Assam Motor Transport Worker Rules, 1961		15 Days
238		Registration under Self-Certification Scheme		15 Days
239		Enrolling for Third Party Audit Scheme		15 Days
240		Renewal of License for Recruitment & Employment in Form IX under Rule 14(2) of the Interstate Migrant Workmen (R.E & C.S) Assam Rules, 1981		15 Days
241		Renewal of License in Form VII under Rule 29(2) of the Contract Labour (R & E) Rules 1971		15 Days
242		Renewal of Certificate of Registration of Establishment in Form O under Section 26 of the Assam Shops & Establishment Act, 1971 and Rule 49 of the Assam Rules		15 Days
243		Renewal of Certificate of Registration in (Form I) under Rule 8 of the Assam Motor Transport Worker Rules, 1962		15 Days
244	Commissionerate of Taxes/ Finance Department	Certificate of Registration / Amendment of Certificate of Registration under the Assam Professions, Trades, Callings and Employments Taxation Act, 1947		1 Day
245		Certificate of Enrollment / Amendment of Certificate of Enrollment under the Assam Professions, Trades, Callings and Employments Taxation Act, 1947		1 Day
246	Controller of Legal Metrology/ Food & Civil Supplies Department	Nomination of the Director by the Company under Sub-Section (2) of the Legal Metrology Act, 2009		15 Days
247		Registration as Manufacturer/ Packer of Pre-Packed commodities		15 Days
248		License as Dealer of Weights & Measures		15 Days
249		License as Manufacturer of Weights & Measures		15 Days
250		License as Repairer of Weights & Measures		15 Days
251		Registration as Importer of Pre-Packed commodities		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
252	Controller of Legal Metrology/ Food & Civil Supplies Department	Re-verification and Stamping of Weighbridge		7 Days
253		Re-verification and Stamping of Dispensing Pumps of Petrol/ Diesel		15 Days
254		Verification and Stamping of New Weighbridge		7 Days
255		Verification and Stamping of New Dispensing Pumps of Petrol/ Diesel		7 Days
256		Renewal of License as Dealer of Weights & Measures		15 Days
257		Renewal of License as Manufacturer of Weights & Measures		15 Days
258		Renewal of License as Repairer of Weights & Measures		15 Days
259		Appeal against an order of a Legal Metrology Officer/ Controller of Legal Metrology		15 Days
260	Directorate of Agriculture/ Agriculture Department	Grant of Fresh Whole Sale License of Seeds		30 Days
261		Renewal of Whole Sale License of Seeds		30 Days
262		Change in Address of Office/ Godown of the Firm		30 Days
263		Manufacturing License for Fertilizers		30 Days
264		Whole Sale License for Fertilizers		30 Days
265		Retail Fertilizer Sale Point		30 Days
266		Renewal of Manufacturing License for Fertilizers		30 Days
267		Renewal of Whole Sale License for Fertilizers		30 Days
268		Renewal of Retail Fertilizer License		30 Days
269		No Objection Certificate for Manufacturing of Plant Protection Chemicals		30 Days
270		Manufacturing License for Plant Protection Chemicals		30 Days
271		Renewal of Manufacturing License for Plant Protection Chemicals		30 Days
272		Whole Sale License for Plant Protection Chemicals		30 Days
273		Renewal of Whole Sale License for Plant Protection Chemicals		30 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
274	Directorate of Agriculture/ Agriculture Department	Retail Sale License for Plant Protection Chemicals		30 Days
275		Renewal of Retail Sale License for Plant Protection Chemicals		30 Days
276		Applying Pest-Control Operation (Anti-Termites) License		30 Days
277		Renewal of Pest-Control Operation (Restricted)		30 Days
278	Directorate of Ayush/ Health & FW Department	Grant of No Objection Certificate (NOC) to manufacture for sale of Ayurveda/ Siddha/ Unani Drugs		30 Days
279		Grant of License to manufacture for sale, Ayurvedic (Including Siddha or Unani) Drugs		60 Days
280		Renewal of License to manufacture for sale, Ayurvedic (Including Siddha or Unani) Drugs		61 Days
281		Grant of Certificate of Good Manufacturing Practices (GMP) to manufacture Ayurveda/ Siddha/ Unani Drugs		62 Days
282		Renewal of Certificate of Good Manufacturing Practices (GMP) to manufacture Ayurveda/ Siddha/ Unani Drugs		63 Days
283	Directorate of Geology & Mining/ Geology & Mining Department	Mining Lease of Minor Minerals		120 Days
284		Mining Contract of Minor Minerals		120 Days
285		Execution of Mining Permit granted for area less than 5 (five) hectares		90 days
286		Mining permit of ordinary earth/ clay		60 Days
287		Mining permit of Brick earth		60 Days
288		Mining permit of Saltpeter		90 days
289		Renewal of Mining Lease of Minor Minerals		120 Days
290		Renewal of Mining Contract of Minor Minerals		120 Days
291		Renewal of Mining permit of ordinary earth/ clay		60 Days
292		Renewal of Mining permit of Brick earth		60 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
293	Directorate of Geology & Mining/ Geology & Mining Department	Reconnaissance Permit		180 Days
294		Mining Lease (Major Minerals)		365 Days
295		Prospecting License		270 Days
296		Renewal of Prospecting License		90 days
297		Petroleum Mining Lease		90 days
298		Petroleum Exploration License		90 days
299		Re-grant of Petroleum Mining Lease		90 days
300		Re-grant of Petroleum Exploration License		90 days
301	Directorate of Health Services/ Health & FW Department	Provisional Registration of Clinical Establishment		10 Days
302		Permanent Registration of Clinical Establishment		10 Days
303	Directorate of Medical Education/ Health & FW Department	Essentiality Certificate to be issued by the Govt. of Assam as per Form-4 of the Dental Council of India Guidelines (Dental College)		30 Days
304		Essentiality Certificate to be issued by the Govt. of Assam as per the Nursing Council of India Guidelines (Nursing College)		30 Days
305		Essentiality Certificate to be issued by the Govt. of Assam as per Form-2 of the Medical Council of India Guidelines (Medical College)		30 Days
306	Directorate of Municipal Administration	Building Assessment for RCC/ Semi-RCC and Assam Type House with details of the Building and Business for determining Annual Value of Building to assess Property Tax		7 Days
307		Trade License		7 Days
308		Permission to erect Hoardings/ Advertisement Boards for Public Viewing		7 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
309	Directorate of Pre- Conception and Pre-Natal Diagnostic Techniques	Registration of Genetic Counselling Center/ Genetic Laboratory/ Genetic Clinic/ Ultrasound Clinic/ Imaging Center		90 days
310		Renewal of Registration of Genetic Counselling Center/ Genetic Laboratory/ Genetic Clinic/ Ultrasound Clinic/ Imaging Center		90 days
311	Directorate of Town & Country Planning/ Urban Development Department	Re-erection of Building under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		15 Days
312		Erection of New Building under the Assam notified Urban areas (other than Guwahati) Building Rules 2015		15 Days
313		Progress Certificate for Plinth Stage/ in case of Basement casting of basement slab under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		7 Days
314		Progress Certificate for First Storey under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		7 Days
315		Progress Certificate for Middle Storey in case of high rise building under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		7 Days
316		Progress Certificate for Last Storey under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		7 Days
317		Completion Report cum Building Occupancy Certificate under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		8 Days
318		Enrolment as competent personal under the Assam notified Urban areas (other than Guwahati) Building Rules 2014 (For Individual)		30 Days
319		Enrolment as competent personal under the Assam notified Urban areas (other than Guwahati) Building Rules 2014 (For Group or Agency)		30 Days
320		Self-certification Form for Compliance for mobile tower under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		30 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
321	Directorate of Town & Country Planning/ Urban Development Department	Obtaining permission to undertake material allocation in existing Building under the Assam notified Urban areas (other than Guwahati) Building Rules 2014		15 Days
322		Permission for Construction of Bridge		To be confirmed from the Department
323	Environment & Forest Department	Obtaining NOC for Tree Felling on acquired Government/ Private Patta Land/ Non-Forest Land	Felling of trees for self-consumption	3 Days
324			Felling of trees with Transit Passes	15 Days
325			Felling of trees in registered Plantations	15 Days
326		Tree Transit Permit/ Pass		Instant (1 Day)
327		License for Wood based Industry		60 Days
328		Registration for Tree Plantation under the Assam (Control of Felling and Removal of Trees from Non-Forest Land) Rules, 2002		60 Days
329	Guwahati Jal Board/ Guwahati Development Department	Non-Domestic Water Connection (Both Temporary and Permanent)		7 Days
330	Guwahati Metropolitan Development Authority/ Guwahati Development Department	Obtaining No Objection Certificate for Transfer/ Sale of Land		45 Days
331	Guwahati Municipal Corporation/ Guwahati Development Department	Erection of New Building under the Guwahati Building Construction (Regulation) Bye laws, 2015 (Construction Permit)		15 Days
332		Re-erection of Building under the Guwahati Building Construction (Regulation) Bye laws, 2015		15 Days
333		Material Alteration in existing Building under the Guwahati Building Construction (Regulation) Bye laws, 2015		15 Days
334		Progress Report for Plinth Stage (in case of Basement casting of basement slab) under the Guwahati Building Construction (Regulation) Bye laws, 2015		7 Days
335		Grant of NOC for Specified Trades		21 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
336	Guwahati Municipal Corporation/ Guwahati Development Department	Issue of Trade License (Veterinary Trades)		21 Days
337		Issue of Trade License (Industrial)		21 Days
338		Issue of Trade License (General)		7 Days
339		Issue of Trade License (Health related Trades)		21 Days
340		License to establish places of recreation, entertainment, consumption of food or drink from Guwahati Municipal Corporation		21 Days
341		Progress Report for First Storey under the Guwahati Building Construction (Regulation) Bye laws, 2015		7 Days
342		Progress Report for Middle Storey in case of high rise building under the Guwahati Building Construction (Regulation) Bye laws, 2015		7 Days
343		Progress Report for Last Storey under the Guwahati Building Construction (Regulation) Bye laws, 2015		7 Days
344		Completion Report cum Building Occupancy Certificate under the Guwahati Building Construction (Regulation) Bye laws, 2015		8 Days
345		Erection of Mobile Towers on top of existing buildings		21 Days
346	Inspectorate of Electricity/ Power Department	Authorization for Maintenance of Lifts or Escalators		15 Days
347		License for operating a Lift installed before the commencement of the Act		15 Days
348		License for operating an Escalator installed before the commencement of the Act		15 Days
349		License for operating a Lift		15 Days
350		License for operating an Escalator		15 Days
351		Approval for commencement of power supply in the Electrical Installations of Multi-storied Building as required under regulation 36 of the Central Electricity Authority (Measures relating to Safety & Electric Supply) Regulations, 2010		15 Days
352		Cinema Operator License		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
353	Inspectorate of Electricity/ Power Department	Approval for Commissioning of Electrical Generating Units		15 Days
354		Electrical Contractor License		15 Days
355		Authorization for erection of Lifts or Escalators		15 Days
356		Authorization for periodical inspection and testing of Lifts or Escalators		15 Days
357		Permission for installation of Escalators		15 Days
358		Permission for installation of Lift		15 Days
359		Approval to commence power supply in overhead line exceeding 650 volts required for the purpose of according approval under regulation 43 pf the Central Electricity Authority (Measures relating to Safety & Electric Supply) Regulations, 2010		15 Days
360		Approval to commence power supply in substation exceeding 650 volts required for the purpose of according approval under regulation 43 pf the Central Electricity Authority (Measures relating to Safety & Electric Supply) Regulations, 2010		15 Days
361		Permission to make additions or alterations to the installed Escalators		15 Days
362		Permission to make additions or alterations to the installed Lift		15 Days
363		Details of Escalator under maintenance		15 Days
364		Details of Lift under maintenance		15 Days
365		Renewal of Electrical Contractor License		15 Days
366		Renewal of License of Escalators		15 Days
367		Renewal of License of Lift		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
368	Public Works Department	Grant of Right of Way permission (RoW)		30 Days
369		Registration of Contractor (Class I - A/ B/ C)		15 Days
370		Registration of Contractor (Class II)		15 Days
371		Registration of Contractor (Class III)		15 Days
372	Registrar of Co-operative Societies/ Corporation Department	Registration of Co-operative Society with Limited Liability under the Assam Cooperative Societies Act 2007		60 Days
373		Registration of Partnership Firms under Section 58 & Rules 4(2) of Indian Partnership Act, 1932		10 Days
374		Renewal of Registration of Society		15 Days
375		Obtaining Certified copy of the Society registered under Section 19 of the S. R. Act XXI of 1860		15 Days
376		Filing changes in the Name of the Society (u/s 12(A) read with Section 12(B) and 12(C) of the Assam State Amendment etc.) (vide Assam Act, 14 of 1943 Section 2)		15 Days
377		Filing changes in the Managing Body, Constitution, Submission of Balance Sheet and Auditors Report of the Society under section 4, 4(A), & 4(B) of the S. R. Act XXI of 1860		15 Days
378		Changes in the Rules and Regulations of the Society under section 12 of the S.R. Act, XXI of 1860		15 Days
379		Notice of alteration in the name of the Firm or in the location of the principal place of business thereof under section 60 and rules 4(3) of the I. P. Act, 1932		15 Days
380		Withdrawal from or remaining in a partnership to be given under section 63(2) and rules 4(7) of the Act by a minor on attaining majority		15 Days
381		Closing and opening place of business other than the principal place of business under section 61 and rules 4(4) of I. P. Act, 1932		15 Days
382		Filing change in the Name and Address of the partner of the Firm under section 62 and rules 4(5) of I. P. Act, 1932		15 Days

SL. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories/ Stages	Stipulated time limit for providing the Service (Days)
383	Registrar of Co-operative Societies/ Corporation Department	Recording of changes in the constitution of a Firm registered under section 63(1) and rule 4(6) of I. P. Act, 1932		15 Days
384		Recording dissolution of a Firm registered under section 63(1) and rule 4(6) of I. P. Act, 1932		15 Days
385		Amendment of details of Registered Society		15 Days
386		Change in the Address of the Society		15 Days
387	General Administration Department	Issuance of Senior Citizen Certificate		20 Days (subject to receiving of duly filled up Application form as prescribed vide Notification No. GAG(A)117/2012/158 dated 25.04.2014

LIST OF SERVICES NOTIFIED VIDE LETTER NO. AR.123/2017/6 DATED 30.10.2017

Annexure-I

Sl. No.	Regulatory Authority/ Administrative Department	Notified Public Service	Categories / Stages	Stipulated time limit for providing the Service (Days)
1	Director of Fire & Emergency Services, Home Department	Issuance of Fire Attendance Certificate by the Director of Fire & Emergency Services, Assam or an officer authorised by him.		Issuance of Fire Attendance Certificate: Fire attendance Certificate (FAC) issued within 21(twenty one) working days , under Rule 19, Form-H of Assam Fire Service Rules subject to (i) Receiving of duly filled up Application in standard Formate-XIII submitted by the Applicant through local Fire & Emergency Services Station (ii) Receiving of Fire Report from the concerned Officer-in-Charge of Fire & Emergency Station (iii) Receiving of copy of Fire Report forwarded by concern District Superintendent of Police and Sub-Divisional Police Officer.

2		Issue of No Objection Certificate (N.O.C.) in respect of Fire Prevention & Fire Safety Measures by the Director of Fire & Emergency Services, Assam or an officer authorised by him.		<p><u>Step 1: Issuance of Fire Prevention & Fire Safety Measures:</u></p> <p>On receipt of application form I to X, Inspection of Premises and Issuance of Recommendations of Fire Prevention and Fire Safety Measures by Nominated Authority/Designated Public Servant or by Director or by any Officer authorized by him as per Rules laid down in The Assam Fire Service Rule-1989 within 21(twenty one) working days from the date of receipt of the application.</p> <p><u>Step 2: Issuance of NOC after submission of Compliance Report:</u></p> <p>On receipt of Compliance Report after implementation as per Standard Form – XI from the Applicant, Inspection of the premises & Issuance of NOC within 21(twenty one) working days from the date of receipt of Inspection Report from the Nominated Authority subject to fulfilment of satisfactory fire safety measures.</p>
3		Issuance of Renewal NOC for fire safety of building by the Director of Fire & Emergency Services, Assam or an officer authorised by him.		<p><u>Issuance of Renewal NOC for fire safety of building:</u></p> <p>On receipt of application form of Renewal NOC, as per Standard Form – XII from the Applicant and on Satisfactory Inspection of Fire Prevention & Fire safety Measures by the nominated authority or as directed by the Director or an Officer authorized & Issuance of Renewal NOC within 21(twenty one) working days from the date of receipt of application form.</p>
4	Deputy Commissioner's Office Revenue & DM Department	Issue of No Objection Certificate for transfer of Immovable property.		Total 30 days if no objection is filed. (10 days for Circle Officer, 10 days for LM & and 10 days for DC Office)
5		Issue of No Objection Certificate for re-classification and reclassification cum transfer.		Total 75 days if no objection is filed. (15 days for Circle Officer, 30 days for DC office, 30 days for payment of premium, 30 days for extension on genuine ground for payment of premium)