

RTGS CHARTER

Report As on Date : 20-07-2016 11:24:32 AM

SL.No.	Service Name	Sub Service Name	Designated Officer	Designated Officer1	Time Limit	First Appeal	Second Appeal
1	Agriculture, Animal Husbandry & Co-operative Department Related	Amendment in license under Contract Labour (Regulation and Abolition) Act	Labour superintendent		30 Days	Labour Commissioner	Deputy Labour Commissioner
2	Agriculture, Animal Husbandry & Co-operative Department Related	Manufacturing of Fertilizer	Director of Agriculture , Jharkhand , Ranchi		30 Days	Special Secretary - cum - Director Administration, Agriculture , Animal Husbandry and Co-operative Department	Secretary of Agriculture , Animal Husbandry and Co-operative Department
3	Agriculture, Animal Husbandry & Co-operative Department Related	Manufacturing of Insecticides	Director of Agriculture , Jharkhand , Ranchi		30 Days	Special Secretary - cum - Director Administration, Agriculture , Animal Husbandry and Co-operative Department	Secretary of Agriculture , Animal Husbandry and Co-operative Department
4	Agriculture, Animal Husbandry & Co-operative Department Related	Renewal of License Under Contract Labour (Regulation and Abolition) Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
5	Agriculture, Animal Husbandry & Co-operative Department	Retail fertilizer shop	District Agriculture Officer	Competent Officer	30 days	Joint Director Agriculture	Commissioner
6	Agriculture, Animal Husbandry & Co-operative Department	Retail pesticide shop	District Agriculture Officer	Competent Officer	30 days	Joint Director Agriculture	Commissioner
7	Agriculture, Animal Husbandry & Co-operative Department	Retail seed shop	Sub Divisional Agriculture Officer/ Competent Authority	Concerned Authority	30 days	District Agriculture Officer	Joint Director Agriculture
8	Agriculture, Animal Husbandry & Co-operative Department Related	Verification and Stamping of Measurement Equipments	Inspector , Legal Metrology		30 Days	Assistant Controller / Deputy Controller / Joint Controller , Legal Metrology	Controller , Legal Metrology , Jharkhand , Ranchi
9	Agriculture, Animal Husbandry & Co-operative Department Related	Wholesale of Fertiliser	Director of Agriculture , Jharkhand , Ranchi		30 Days	Special Secretary - cum - Director Administration, Agriculture , Animal Husbandry and Co-operative Department	Secretary of Agriculture , Animal Husbandry and Co-operative Department
10	Agriculture, Animal Husbandry & Co-operative Department Related	Wholesale of Insecticide	Director of Agriculture , Jharkhand , Ranchi		30 Days	Special Secretary - cum - Director Administration, Agriculture , Animal Husbandry and Co-operative Department	Secretary of Agriculture , Animal Husbandry and Co-operative Department
11	Agriculture, Animal Husbandry & Co-operative Department Related	Wholesale of Seeds	Director of Agriculture , Jharkhand , Ranchi		30 Days	Special Secretary - cum - Director Administration, Agriculture , Animal Husbandry and Co-operative Department	Secretary of Agriculture , Animal Husbandry and Co-operative Department
12	Applications for scholarships for schools / college / university / technical institution	Forwarding of scholarship application by school / college / university / technical institution with recommendation to appropriate authority	Headmaster / Principal / Head of institution		Within 30 days of admission or sanction of funds	a. Block Education officer for primary and middle schools b. SDO for high school and above	Deputy Commissioner

13	Applications for various kinds of Social security Pension	For various kinds of Social security Pension Verification of recommended application and decision	Sub Divisional Officer		21 days	District Officer	Divisional Commissioner
14	Applications for various kinds of Social security Pension	Submission of application for various kinds of Social security Pension.	Block Development Officer / Circle Officer		21 days	Sub Divisional Officer	Deputy Commissioner
15	Commercial Tax Related	Advertisement Tax	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
16	Commercial Tax Related	Central Sales Tax	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
17	Commercial Tax Related	Electricity Duty	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
18	Commercial Tax Related	Entertainment Tax	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
19	Commercial Tax Related	Hotel Luxury Tax	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
20	Commercial Tax Related	Professional Tax	Deputy Commissioner of Commercial tax- cum - Circle		1 Day	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
21	Commercial Tax Related	VAT Refund	Deputy Commissioner of Commercial tax- cum - Circle		60 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
22	Commercial Tax Related	VAT Registration Non-Sensitive Goods	Deputy Commissioner of Commercial tax- cum - Circle		1 Day	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
23	Commercial Tax Related	VAT Registration Sensitive Goods	Deputy Commissioner of Commercial tax- cum - Circle		5 Days	Joint Commissioner of Commercial Tax (Secretary - cum - Commissioner
24	Crusher license	License for stone chips	District Mining Officer	Assitant Mining	30 days	Deputy Director, Mines	Director, Mines
25	Decision on application for new ration card	Decision on application for new ration card	Sub Divisional Officer	Concerned Authority	60 days	Deputy Commissioner	Commissioner
26	Energy Related	Application for new LT connection	Executive Engineer, Electrical		30 days (where electricity infrastructure	Superintendent Engineer	General Manager
27	Energy Related	Correction of Incorrect electric bill -if any new information is not required	Assistant Engineer (Revenue / Supply)		1 Days	Executive Engineer	Superintendent Engineer
28	Energy Related	Correction of Incorrect electric bill, improve-if any new information or meter testing is not required	Assistant Engineer (Revenue / Supply)		7 Days	Executive Engineer	Superintendent Engineer
29	Energy Related	Distribution line for LT Service single phase/Service Line/Meter/Other materials for installation inspection	Junior Engineer Electrical		5 Days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
30	Energy Related	EHT Service distribution line/Service Line/Meter/Other materials for installation inspection	General Manager- Cum- Chief Engineer		15 Days	C.E (S. D.)	Engineer -in-Chief
31	Energy Related	Final approval of Electrical Installation	Electrical Inspector		14 Days	Senior Electrical Inspector	Chief Electrical Engineer - cum - Chief Electrical Inspector

32	Energy Related	HT Service distribution line/Service Line/Meter/Other materials for installation inspection	Executive Superintendent Engineer		10 Days	General Manager- cum- Chief Engineer	C.E (S. D.)
33	Energy Related	Issuance of the notice for the inspection on receipt of the application for LT Service Single Phase 4 KW Power connecter	Junior Engineer Electrical		2 Days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
34	Energy Related	Line/Cable Break Down in Rural Areas	Assistant Engineer (Revenue / Supply)		36 Hrs	Executive Engineer	Superintendent Engineer
35	Energy Related	Line/Cable Break Down in Urban Areas	Assistant Engineer (Revenue / Supply)		6 Hrs	Executive Engineer	Superintendent Engineer
36	Energy Related	LT Service 3 phase 30 kilowatt distribution line/Service Line/Meter/Other materials for installation inspection	Assistant Engineer (Electrical)		5 Days	Executive Engineer, Electrical	Executive Superintendent Engineer
37	Energy Related	LT Service 3 phase above 30 kilowatt distribution line/Service Line/Meter/Other materials for installation inspection	Executive Engineer, Electrical		5 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
38	Energy Related	LT Service(Extension & Installation of DSS /Upgradation)The combination of electric charges of single-phase /Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Junior Engineer Electrical		10 Days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
39	Energy Related	LT Service(Extension & Installation of DSS /Upgradation)The combination of electric charges of Three phase & above 30 kilowatt /Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Executive Engineer, Electrical		10 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
40	Energy Related	LT Service(Extension & Installation of DSS /Upgradation)The combination of electric charges of Three phase, 30 kilowatt /Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Assistant Engineer (Electrical)		10 Days	Executive Engineer, Electrical	Executive Superintendent Engineer

41	Energy Related	LT Service(With Extension & Installation of DSS/with upgradation) Power combination of above 3phase 30 Kilowatt	Assistant Engineer (Electrical)		20 Days	Executive Engineer, Electrical	Executive Superintendent Engineer
42	Energy Related	LT Service(Without Extension & Installation of DSS/with upgradation) Power combination of above 3phase 30 Kilowatt	Executive Engineer, Electrical		20 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
43	Energy Related	LT Service(Without Extension & Installation of DSS/with upgradation) Power combination of single phase	Junior Engineer Electrical		20 Days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
44	Energy Related	LT Service(Without Extension & Upgradation) 3 phase 30kw The combination of single-phase electric charge/Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Assistant Engineer (Electrical)		3 Days	Executive Engineer, Electrical	Executive Superintendent Engineer
45	Energy Related	LT Service(Without Extension & Upgradation) 3phase & above 30 kw The combination of single-phase electric charge/Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Executive Engineer, Electrical		3 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
46	Energy Related	LT Service(Without Extension & Upgradation) Power combination of above Three Phase 30 Kilowatt	Executive Engineer, Electrical		7 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
47	Energy Related	LT Service(Without Extension & Upgradation) Power combination of single phase	Junior Engineer Electrical		5 Days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
48	Energy Related	LT Service(Without Extension & Upgradation) Power combination of Three Phase 30 Kilowatt	Assistant Engineer (Electrical)		5 Days	Executive Engineer, Electrical	Executive Engineer, Electrical
49	Energy Related	LT Service(Without Extension & Upgradation) The combination of single-phase electric charge/Safe deposit /Application fee/Issuance of notice of 15 working days for execution of self deed	Junior Engineer Electrical		3 days	Assistant Engineer (Electrical)	Executive Engineer, Electrical
50	Energy Related	Normal fuse Repair-Rural Area	Assistant Engineer (Revenue /		1 Days	Executive Engineer	Superintendent Engineer
51	Energy Related	Normal fuse Repair-Urban Area	Assistant Engineer (Revenue /		4 Hes	Executive Engineer	Superintendent Engineer

52	Energy Related	Power combination fee for EHT Service/safe deposit/application fee/Issuance of notice of 15 working days for execution of self deed	General Manager- Cum- Chief Engineer		20 Days	C.E.(S. D.)	Engineer -in-Chief
53	Energy Related	Power combination fee for HT Service/safe deposit/application fee/Issuance of notice of 15 working days for execution of self deed	Executive Superintendent Engineer		15 Days	General Manager- cum- Chief Engineer	C.E.(S. D.)
54	Energy Related	Power combination of EHT service	General Manager- Cum- Chief Engineer		90 Days	C.E.(S. and D.)	Engineer -in-Chief
55	Energy Related	Power Combination of H.T. service (with extension), If the distribution is to be served by the rules	Executive Superintendent Engineer		30 Days	General Manager- cum- Chief Engineer	C.E.(S. and D.)
56	Energy Related	Power combination of HT Service with Installation certificate (Without extension)	Executive Superintendent Engineer		15 Days	General Manager- cum- Chief Engineer	C.E.(S. and D.)
57	Energy Related	Power connector inspection on receipt of the application, issuance of notices for EHT Service	General Manager- Cum- Chief Engineer		5 Days	C.E. (S. and D.)	Engineer -in-Chief
58	Energy Related	Power connector inspection on receipt of the application, issuance of notices for HT Service	Executive Superintendent Engineer		5 Days	General Manager- cum- Chief Engineer	C.E (S. and D.)
59	Energy Related	Power connector inspection on receipt of the application, issuance of notices for LT Service 3 phase 30 kilowatt	Assistant Engineer (Electrical)		2 Days	Executive Engineer, Electrical	Executive Superintendent Engineer
60	Energy Related	Power connector inspection on receipt of the application, issuance of notices for LT Service 3 phase above 30 kilowatt	Executive Engineer, Electrical		2 Days	Executive Superintendent Engineer	General Manager- cum- Chief Engineer
61	Excise and Liquor Prohibition Related	License for setting up a Compounding, Blending & Bottling of liquor & Beer	Deputy Commissioner of concerned District		21 Days	Commissioner , Excise	Secretary , Excise and Alcohol Prohibition
62	Excise and Liquor Prohibition Related	License for setting up a distillery & brewery	Deputy Commissioner of concerned District		21 Days	Commissioner , Excise	Secretary , Excise and Alcohol Prohibition
63	Excise and Liquor Prohibition Related	License for setting up a Hotel, Bar, Restaurant & Club	Deputy Commissioner of concerned District		21 Days	Commissioner , Excise	Secretary , Excise and Alcohol Prohibition
64	Excise and Liquor Prohibition Related	License for setting up a shop for retail sale & wholesale of denatured spirit.	Deputy Commissioner of concerned District		21 Days	Commissioner , Excise	Secretary , Excise and Alcohol Prohibition

65	Excise and Liquor Prohibition Related	License for setting up a wholesale/distributorship of IMFL	Deputy Commissioner of concerned District		21 Days	Commissioner , Excise	Secretary , Excise and Alcohol Prohibition
66	For holding fixation in urban areas	For holding fixation in urban areas	Executive officer of the urban body		45 days	a. City commissioner of the municipal body b. DDC for Urban council / nagar panchayat	a. Commissioner b. District Officer
67	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-II- From 40-100 hac	Divisional Forest officer		45 Days	Conservator of Forest	Regional Chief Conservator of Forests
68	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-II- From 5-40 hac	Divisional Forest officer		30 Days	Conservator of Forest	Regional Chief Conservator of Forests
69	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-II- More than 100 hac	Divisional Forest officer		60 Days	Conservator of Forest	Regional Chief Conservator of Forests
70	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-II- Up to 5 hac	Designated Officer of Districts		30 Days	Conservator of Forest	Regional Chief Conservator of Forests
71	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-III- From 40-100 hac	Conservator of Forests		30 Days	Regional Chief Conservator of Forests	Nodal Officer / Principal Chief Conservator of Forests
72	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-III- From 5-40 hac	Conservator of Forests		10 Days	Regional Chief Conservator of Forests	Nodal Officer / Principal Chief Conservator of Forests
73	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-III- More than 100 hac	Conservator of Forests		30 Days	Regional Chief Conservator of Forests	Nodal Officer / Principal Chief Conservator of Forests
74	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-III- Up to 5 hac	Conservator of Forests		10 Days	Regional Chief Conservator of Forests	Nodal Officer / Principal Chief Conservator of Forests
75	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-IV- From 40-100 hac	Nodal Officer / Principal Chief Conservator of Forests		25 Days	Principal Chief Conservator of Forests (HoFF)	Additional Chief Secretary / Principal Secretary / Secretary
76	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-IV- From 5-40 hac	Nodal Officer / Principal Chief Conservator of Forests		20 Days	Principal Chief Conservator of Forests (HoFF)	Additional Chief Secretary / Principal Secretary / Secretary
77	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-IV- More than 100 hac	Nodal Officer / Principal Chief Conservator of Forests		30 Days	Nodal Officer / Principal Chief Conservator of Forests	Principal Chief Conservator of Forests (HoFF)
78	Forest, Environment & Climate Change Related	Land diversion proposal under FC Act, 1980-Form Part-IV- Up to 5 hac	Nodal Officer / Principal Chief Conservator of Forests		10 Days	Principal Chief Conservator of Forests (HoFF)	Additional Chief Secretary / Principal Secretary / Secretary
79	Forest, Environment & Climate Change Related	Permission for trees felling and transit permit (For Forest Land)	Nodal Officer / Principal Chief Conservator of Forests	Divisional Forest officer	41 Days	Conservator of Forest	Regional Chief Conservator of Forests / Chief Conservator / director , Palamau Tiger Project
80	Forest, Environment & Climate Change Related	Permission for trees felling and transit permit (For Non- Forest Land)	Divisional Forest officer		41 Days	Conservator of Forest	Regional Chief Conservator of Forests / Chief Conservator / director , Palamau Tiger Project

81	Health, Medical Education & Family Welfare related	Birth Certificate	Medical Officer on Duty		48	Civil Surgeon/ Superintendent Medical College	Regional Deputy Director
82	Health, Medical Education & Family Welfare related	Death Certificate	Medical Officer on Duty		48	Civil Surgeon/ Superintendent Medical College	Regional Deputy Director
83	Health, Medical Education & Family Welfare related	Food Business License (If annual turnover more than Rs. 12 lacs)	Designated Officer of Districts		60 Days	Joint Food Safety Commissioner	State Food Safety Commissioner
84	Health, Medical Education & Family Welfare related	Injury Report	Medical Officer on Duty		72 Hrs	Civil Surgeon/ Superintendent Medical College	Regional Deputy Director
85	Health, Medical Education & Family Welfare related	License for manufacture of Allopathic Drugs (Form-25, 25A, 25B, 25F)	State Licencing Authority (Director, Drugs)		90 Days	Dy. Secretary, Deptt. Of Health, Med. Edu. & Family Welfare	Joint Secretary, Deptt. Of Health, Med. Edu. & Family Welfare
86	Health, Medical Education & Family Welfare related	License for manufacture of Ayurvedic/Siddha/Unani Drugs (Form-25D, 25E)	State Licencing Authority (Director, Drugs)		90 Days	Dy. Secretary, Deptt. Of Health, Med. Edu. & Family Welfare	Joint Secretary, Deptt. Of Health, Med. Edu. & Family Welfare
87	Health, Medical Education & Family Welfare related	License for manufacture of Cosmetics (Form-32, 32A)	State Licencing Authority (Director, Drugs)		90 Days	Dy. Secretary, Deptt. Of Health, Med. Edu. & Family Welfare	Joint Secretary, Deptt. Of Health, Med. Edu. & Family Welfare
88	Health, Medical Education & Family Welfare related	License for manufacture of Homoeopathic Drugs (Form-25C)	State Licencing Authority (Director, Drugs)		90 Days	Dy. Secretary, Deptt. Of Health, Med. Edu. & Family Welfare	Joint Secretary, Deptt. Of Health, Med. Edu. & Family Welfare
89	Health, Medical Education & Family Welfare related	License for Sale of Drugs & Cosmetics (In case of manufacturing Ayurvedic/Homeo/Unani/Siddha / Bulk drugs formulation/Cosmetics)	Licensing Authority as Notify under the Act		30 Days	Joint Director, Drugs	Director, Drugs
90	Health, Medical Education & Family Welfare related	License for testing laboratory in Form-48 (Ayurvedic/Siddha/Unani)	State Licencing Authority (Director, Drugs)		90 Days	Dy. Secretary, Deptt. Of Health, Med. Edu. & Family Welfare	Joint Secretary, Deptt. Of Health, Med. Edu. & Family Welfare
91	Issue of Caste certificate	Issue of Caste certificate	Circle Officer	Block development	Within 30 days of direct	SDO	Deputy Commissioner
92	Issue of Caste certificate	Issuing Caste certificate (Upon receipt of the application with the regional staff recommendation)	Block Development Officer / Circle Officer		15 Days	Sub-Divisional Officer	Deputy Commissioner
93	Issue of license for drug (medicine) shop	Issue of license for drug (medicine) shop	Licensing authority	Drug Controller	30 days	Civil Surgeon	Drug Controller
94	Issue of postmortem report	Issue of postmortem report at hospitals other than Medical colleges	Doctor In-charge	Civil Surgeon	3 days	Depty Superintendent	Civil surgeon
95	Issue of postmortem report	Issue of Postmortem report at Medical college	Doctor In-charge	Superintendent, Medical	3 days	HOD - Anatomy	Superintendent of Medical College
96	Issue of Residence certificate	Issue of Residence certificate	Circle Officer	Block development	Within 30 days of direct	SDO	Deputy Commissioner
97	Issue of Residence certificate	Residential certificate-Issuance of letter (On receipt of the application with the recommendation of the regional staff)	Block Development Officer / Circle Officer		15 Days	Sub-Divisional Officer	Deputy Commissioner

98	Labour,Employment Training & Skill Development Department Related	Amendment in License Under Beedi & Cigar Workmen (Employment & Service Conditions) Regulation Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
99	Labour,Employment Training & Skill Development Department Related	Amendment in Registration Certificate of Shops and Establishments	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
100	Labour,Employment Training & Skill Development Department Related	Amendment in Registration of Principal Employer under Contract Labour (Regulation and Abolition) Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
101	Labour,Employment Training & Skill Development Department Related	Amendment in Registration under Motor Transport Workers Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
102	Labour,Employment Training & Skill Development Department Related	Amendment of License Under the Factories Act	Factory Inspector		30 Days	Deputy Chief Factory Inspector	Chief Factory Inspector
103	Labour,Employment Training & Skill Development Department Related	Approval of Map of Factory Building under Factories Act 1948	Factory Inspector		90 Days	Deputy Chief Factory Inspector	Chief Factory Inspector, Jharkhand, Ranchi
104	Labour,Employment Training & Skill Development Department Related	Building and other construction workers (Regulation of Employment and Conditions of Service) Act	Labour superintendent		30 days	Assistant Labour Commissioner	Deputy Labour Commissioner
105	Labour,Employment Training & Skill Development Department Related	By factory management dedicated sustainability certificate (Certificate of Stability) acceptance by the Chief Inspector of Factories / execution	Chief factory inspector		30 Days	Labour Commissioner	Departmental Secretary
106	Labour,Employment Training & Skill Development Department Related	Contractors License-Under Interstate Migrant Workmen (Employment) Act	Panchayat Secretary		30 Days	Block Development Officer	Circle Officer
107	Labour,Employment Training & Skill Development Department Related	Correction of License-Under Interstate Migrant Workmen (Employment) Act	Panchayat Secretary		30 Days	Block Development Officer	Circle Officer
108	Labour,Employment Training & Skill Development Department Related	Disposal of Complaint Letters Received under Factories Act, 1948	Factory Inspector		90 Days	Deputy chief factory inspector	Chief Factory Inspector, Jharkhand, Ranchi
109	Labour,Employment Training & Skill Development Department Related	Disposal of the Application Received for Registration of Unorganized Workers	Block Development Officer/ Circle Officer/ Labour Superintendent		15 Days	Circle Officer/Assistant Labour Commissioner	Deputy Commissioner / Deputy Labour Commissioner
110	Labour,Employment Training & Skill Development Department Related	Inspection for Registration of Boilers under The Boiler Act 1923	Bioler Inspector		30 Days	Chief Boiler inspector	Labour Commissioner
111	Labour,Employment Training & Skill Development Department Related	Inter-state migrant labour Act	Deputy Commissioner		30 days	Commissioner	Pr Secretary , Dept of Labour Employment and Training

112	Labour,Employment Training & Skill Development Department Related	Inter-State Migrant Workmen (Employment) Act	Deputy Commissioner		30 Days	Divisional Commissioner	Principal Secretary , Labour , Employment and Training Department
113	Labour,Employment Training & Skill Development Department Related	Issue of License Under Beedi & Cigar Workmen (Employment & Service Conditions) Regulation Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
114	Labour,Employment Training & Skill Development Department Related	License of Industrial Establishment of Pulse/Flour Mill etc under Factories Act 1948	Factory Inspector		30 days	Deputy Chief Factories Inspector	Chief Factories Inspector
115	Labour,Employment Training & Skill Development Department Related	License to Contractor under Contract Labour (Regulation and Abolition) Act	Labour superintendent		30 days	Assistant Labour Commissioner	Deputy Labour Commissioner
116	Labour,Employment Training & Skill Development Department Related	Map Approval under Factories Act	Chief Factories Inspector		90 Days	Labour Commissioner	Principal Secretary / Secretary
117	Labour,Employment Training & Skill Development Department Related	Registration & Issuing of Red/Green Identity Card to Workmen Under scheme constituted for Welfare of Inter State Migrant Workmen	Panchayat Secretary		15 Days	Block Development Officer	Circle Officer
118	Labour,Employment Training & Skill Development Department Related	Registration Certificate of Shops/Establishments	Labour superintendent		30 days	Assistant Labour Commissioner	Deputy Labour Commissioner
119	Labour,Employment Training & Skill Development Department Related	Registration of beneficiaries under Building and other construction workers' (Regulation of Employment and Conditions of Service) Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
120	Labour,Employment Training & Skill Development Department Related	Registration of establishment- Under Interstate Migrant Workmen (Employment) Act	Block development Officer		30 Days	Circle Officer	Deputy Commissioner
121	Labour,Employment Training & Skill Development Department Related	Registration of Principal Employer under Contract Labour (Regulation and Abolition) Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
122	Labour,Employment Training & Skill Development Department Related	Registration under Motor Transport Workers Act	Labour superintendent		30 days	Assistant Labour Commissioner	Deputy Labour Commissioner
123	Labour,Employment Training & Skill Development Department Related	Regulation of Beedi and Cigar workers Act	Labour superintendent		30 days	Assistant Labour Commissioner	Deputy Labour Commissioner
124	Labour,Employment Training & Skill Development Department Related	Renewal of License Under Beedi & Cigar Workmen (Employment & Service Conditions) Regulation Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
125	Labour,Employment Training & Skill Development Department Related	Renewal of License Under Factories Act	Factory Inspector		30 Days	Deputy Chief Factory Inspector	Chief Factory Inspector

126	Labour,Employment Training & Skill Development Department Related	Renewal of License-Under Interstate Migrant Workers(Employment) Act	Panchayat Secretary		30 Days	Block Development Officer	Circle Officer
127	Labour,Employment Training & Skill Development Department Related	Renewal of Registration under Building and other construction workers (Regulation of Employment and Conditions of Service) Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
128	Labour,Employment Training & Skill Development Department Related	Renewal of Registration under Motor Transport Workers Act	Labour superintendent		30 Days	Assistant Labour Commissioner	Deputy Labour Commissioner
129	Labour,Employment Training & Skill Development Department Related	Writing and maintaining of Registration Number of Boiler and Memorandum of Inspection Book/RG Book under the Boiler Act 1923	Bioler Inspector		7 Days	Chief Boiler inspector	Labour Commissioner
130	License for brick kiln	Issue of License for brick kiln	District Mining Officer	Assittant Mining	30 days	Deputy Director, Mines	Director, Mines
131	License for brick kiln	Revocation of cancellation of brick kiln license	District Mining Officer	Assittant Mining Officer	30 days	Deputy Director, Mines	Director, Mines
132	License for saw mill	License for saw mill	Divisional Forest officer		60 days	Conservator of Forests	Chief Conservator of Forest
133	Planning Cum Finance related	In Normal Conditions-Transfers, Annual Salary Increase, Leave approval, To provide Salary Slip After Error-Free Online application	Under Secretary , Finance (individual claims to determine Cell) department		7 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
134	Planning Cum Finance related	Issuance of first Salary Slip-After promotion from Non Class 2 to Class 2	Under Secretary , Finance (individual claims to determine Cell) department		30 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
135	Planning Cum Finance related	Issuance of Salary Slip -In order to MACP/ACP Notification of Promotion after receiving error free ONLINE application	Under Secretary , Finance (individual claims to determine Cell) department		10 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
136	Planning Cum Finance related	Issuance of Salary Slip-In order to New Appointment after receive of PRAN NO & other processes & error free online application	Under Secretary , Finance (individual claims to determine Cell) department		30 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
137	Planning Cum Finance related	Leave encashment after receiving of error-free online application	Under Secretary , Finance (individual claims to determine Cell) department		7 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
138	Planning Cum Finance related	Leave encashment certificate- after receiving of error-free online application	Under Secretary , Finance (individual claims to determine Cell) department		7 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
139	Planning Cum Finance related	Service Record after receiving of error-free ONLINE Application	Under Secretary , Finance (individual claims to determine Cell) department		15 Days	Deputy Secretary, Finance Department	Additional Secretary, Finance Department
140	Pubic Distribution Service	Issue of license for Ration Shop	Sub Divisional Officer	Concerned	30 days	Deputy Commissioner	Commissioner

141	Pubic Distribution Service	On the Suspension of Shop license under PDS Decision on cancellation /suspension discharge	Sub Divisional Officer	Concerned Authority	90 days	Deputy Commissioner	Divisional Commissioner
142	Registration of Contractor Related	Amendment in Contractor Registration	Executive Engineer / Assistant Engineer Planning / Section		10 Days	Secretary of Chief Engineer	Chief Engineer
143	Registration of Contractor Related	Registration of Contractor	Executive Engineer / Assistant Engineer Planning / Section		10 Days	Secretary of Chief Engineer	Chief Engineer
144	Registration of Contractor Related	Renewal of Contractor Registration	Executive Engineer / Assistant Engineer Planning / Section		10 Days	Secretary of Chief Engineer	Chief Engineer
145	Revenue, Registration & Land Reforms Related	Approval of R&R scheme for land acquisition (In case of Project involving Land Acquisition under Right to Fair Compensation and Transparency in Land Acquisition Rehabilitation and Resettlement Act, 2013) - Publication of approved RR Scheme by Commissioner U/R	Divisional Commissioner		15 Days	ACS/Pr. Secretary/ Secretary	Development Commissioner
146	Revenue, Registration & Land Reforms Related	Approval of R&R scheme for land acquisition (In case of Project involving Land Acquisition under Right to Fair Compensation and Transparency in Land Acquisition Rehabilitation and Resettlement Act, 2013) - Report by Administrator	Additional Collector		60 Days	Deputy Commissioner	Divisional Commissioner
147	Revenue, Registration & Land Reforms Related	Approval of R&R scheme for land acquisition (In case of Project involving Land Acquisition under Right to Fair Compensation and Transparency in Land Acquisition Rehabilitation and Resettlement Act, 2013) - Review by Collector	Deputy Commissioner		15 Days	Divisional Commissioner	ACS/Pr. Secretary/ Secretary
148	Revenue, Registration & Land Reforms Related	Execution of mutation promises-Objection without debate	Circle Officer		30 Days	Deputy collector land reforms	Controller / Additional Controller
149	Revenue, Registration & Land Reforms Related	Execution of mutation promises- amendment with effect from the date of the final order	Circle Officer		3 Days	Deputy collector land reforms	Controller/ Additional Controller
150	Revenue, Registration & Land Reforms Related	Execution of mutation promises where objection has been filed	Circle Officer		90 Days	Deputy collector land reforms	Controller / Additional Controller
151	Revenue, Registration & Land Reforms Related	Income Certificate-Issuing Letter	Block Development Officer / Circle Officer		15 Days	Sub-Divisional Officer	Deputy Commissioner
152	Revenue, Registration & Land Reforms Related	Income Certificate-Issuing Letter (Direct)	Block Development Officer / Circle Officer		30 Days	Sub-Divisional Officer	Deputy Commissioner

153	Revenue, Registration & Land Reforms Related	Land Acquisition through compulsory land acquisition (In case of Project involves Land Acquisition under Right to Fair Compensation and Transparency in Land Acquisition Rehabilitation and Resettlement Act, 2013)	Deputy Commissioner		30 Days	Divisional Commissioner	ACS/Pr. Secretary/ Secretary
154	Revenue, Registration & Land Reforms Related	Land Holding (Possession) Certificate-Issue of Certificate, Land Possession	Circle Officer		10 Days	Deputy collector land reforms	Controller/ Additional Controller
155	Revenue, Registration & Land Reforms Related	Tribal Development Plan approval/Clearance (Land Acquisition involving displacement of Scheduled Tribes under Right to Fair Compensation and Transparency in Land Acquisition Rehabilitation and Re-settlement Act, 2013)	Deputy Commissioner		30 Days	Divisional Commissioner	ACS/Pr. Secretary/ Secretary
156	Services related to Police verification	Police verification report For any type of character certificate	Police Station Incharge		7 days	Sub-Divisional Police Officer	Superintendent of Police
157	Services related to Police verification	Police verification report for the Arms License	Police Station Incharge		7 days	Sub-Divisional Police Officer	Superintendent of Police
158	Services related to Police verification	Police verification report for the passport issuance	Police Station Incharge		7 days	Sub-Divisional Police Officer	Superintendent of Police
159	Services related to Police verification	Police verification report for appointment in the service	Police Station Incharge		7 days	Sub-Divisional Police Officer	Superintendent of Police
160	Transport department related	Approval of license issue for Motor Training School - To decide after proposal Checking / permit issuance	Deputy Commissioner		15 Days	State Transport Commissioner	Secretary , Department of Transportation
161	Transport department related	Cancellation of vehicle registration	District Transport Officer	Commissioner, Transport	1 month	Secretary, Regional Transport Authority	Commissioner
162	Transport department related	Change of license into Smart Card License	District Transport Officer	Commissioner, Transport	10 days	Secretary, Regional Transport Authority	Commissioner
163	Transport department related	Extension of application for tax waiver / refund	District Transport Officer		1 month	Secretary, Regional Transport Authority	Commissioner
164	Transport department related	For approval of Vehicle Fitness Test Centre & license issuance / Renewal:- Applications received by the District Transport Officer / Motor Vehicles to obtain a license issued by the investigation report	Joint Transport Commissioner		45 Days	State Transport Commissioner	Secretary , Department of Transportation

165	Transport department related	Issuance and renewal of License for Private pollution testing center -application received by District Transport Officer / Inspector of Motor Vehicles to obtain a license issued by the investigation report	Joint Transport Commissioner		45 Days	State Transport Commissioner	Secretary , Department of Transportation
166	Transport department related	Issue / renewal of Petrol pump license	District Transport Officer	Commissioner, Transport	1 month	Secretary, Regional Transport Authority	Commissioner
167	Transport department related	Issue and renewal of various kinds driving license	District Transport Officer		45 days	Secretary, Regional Transport Authority	Commissioner
168	Transport department related	Issue of duplicate copy of fitness certificate	Motor Vehicles Inspector		10 days	Secretary, Regional Transport Authority	Commissioner
169	Transport department related	Issue of duplicate copy of license	District Transport Officer		45 days	Secretary, Regional Transport Authority	Commissioner
170	Transport department related	Issue of duplicate registration document	District Transport Officer		10 days	Secretary, Regional Transport Authority	Commissioner
171	Transport department related	Issue of International Driving license	District Transport Officer		10 days	Secretary, Regional Transport Authority	Commissioner
172	Transport department related	Issue of motor fitness certificate	Motor Vehicles Inspector		10 days	Secretary, Regional Transport Authority	Commissioner
173	Transport department related	Issue of No Objection Certificate	District Transport Officer		10 days	Secretary, Regional Transport Authority	Commissioner
174	Transport department related	Issue of tax token	District Transport Officer		3 days	Secretary, Regional Transport Authority	Commissioner
175	Transport department related	Issues related to change of type of vehicle	District Transport Officer		10 days	Secretary, Regional Transport Authority	Commissioner
176	Transport department related	Issuing license for motor training school-concern to checking with the competent authorities contributed to the presentation	District Transport Officer		15 Days	Deputy Commissioner	State Transport Commissioner
177	Transport department related	Renewal of registration	District Transport Officer		1 week	Secretary, Regional Transport Authority	Commissioner
178	Transport department related	Temporary Registration of vehicles	District Transport Officer		1 week	Secretary, Regional Transport Authority	Commissioner
179	Transport department related	Vehicles Extradition	District Transport Officer		7 Days	Secretary, Regional Transport Authority	Divisional Commissioner
180	Transport department related	Verification report of migrated / accidental vehicle	Motor Vehicles Inspector		15 days	Secretary, Regional Transport Authority	Commissioner
181	Urban Development & Housing Related	Birth Certificate(Urban Area)	Authorized executive officer of Municipal Corporation/Bodies		7 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
182	Urban Development & Housing Related	Catch stray animals/Dogs Vaccination & Sterilization	Authorized executive officer of Municipal Corporation/Bodies		1 Days	(A) Municipal Commissioner Municipal Corporation area (CEO) (B) Town Council / Town Panchayat Sub-Divisional Officer	(A) Divisional Commissioner (B) Deputy Commissioner

183	Urban Development & Housing Related	Cleaning of general nature	Authorized executive officer of Municipal Corporation/Bodies		3 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
184	Urban Development & Housing Related	Commercial Building/Apartment in Urban Area	(A) Municipal authorized executive officer (B) Authorized municipal officials		60 Days	Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
185	Urban Development & Housing Related	Decision on Application for billboards determination	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
186	Urban Development & Housing Related	Dirty gutter, street and road cleaning complaint rescue	Authorized executive officer of Municipal Corporation/Bodies		3 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
187	Urban Development & Housing Related	Issuance of license to Hotel/Restaurant	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner Municipal Corporation area (CEO) (B) Town Council / Sub-Divisional Officer of Town	(A) Divisional Commissioner (B) Deputy Commissioner
188	Urban Development & Housing Related	Map of residential House in Urban Area	(A) Municipal authorized executive officer (B) Authorized municipal officials		60 Days	(A) Municipal Commissioner Municipal Corporation area (CEO) (B) Town Council / Town Panchayat area Sub-Divisional	(A) Divisional Commissioner (B) Deputy Commissioner
189	Urban Development & Housing Related	NOC for installation of mobile towers in urban areas	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
190	Urban Development & Housing Related	Occupancy Certificate	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
191	Urban Development & Housing Related	Permanent license of Multiplexes / Cinema Houses	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
192	Urban Development & Housing Related	Project site license for development	Authorized executive officer of Municipal Corporation/Bodies		15 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
193	Urban Development & Housing Related	Registration and Issuance of Death Certificate	Authorized executive officer of Municipal Corporation/Bodies		7 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
194	Urban Development & Housing Related	Renewal of license to Hotel/Restaurant	Authorized executive officer of Municipal Corporation/Bodies		10 Days	(A) Municipal Commissioner Municipal Corporation area (CEO) (B) Town Council / Sub-Divisional Officer of Town	(A) Divisional Commissioner (B) Deputy Commissioner
195	Urban Development & Housing Related	Repairing Handpumps	Authorized executive officer of Municipal Corporation/Bodies		7 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
196	Urban Development & Housing Related	Temporary license of Multiplexes / cinema houses	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
197	Urban Development & Housing Related	To fix the street lights	(A) Authorized Executive Officer of Municipal Corp. (B) Authorized Executive Officer of		7 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner

198	Urban Development & Housing Related	Upon receipt of notices of dead animals release	Authorized executive officer of Municipal Corporation/Bodies		1 Days	(A) Municipal Commissioner Municipal Corporation area (CEO) (B) Town Council / Sub-Divisional Officer of Town	(A) Divisional Commissioner (B) Deputy Commissioner
199	Urban Development & Housing Related	Water Connection	Authorized executive officer of Municipal Corporation/Bodies		30 Days	(A) Municipal Commissioner (B) Town Council / Sub-Divisional Officer of Town Panchayat	(A) Divisional Commissioner (B) Deputy Commissioner
200	Water and Sanitation Related	Water Connection in Rural Area	Assistant Engineer		7 Days	Executive Engineer	Superintendent Engineer

