

**GOVERNMENT OF ASSAM
ADMINISTRATIVE REFORMS AND TRAINING DEPARTMENT**

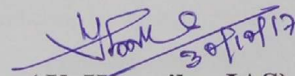
ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

Dated Dispur the 30th October 2017

AR123/2017/6 In exercise of power conferred by Section 4 of the Assam Right to Public Services Act 2012, the Governor of Assam is hereby pleased to notify the services along with the stipulated time limits for rendering services as per Annexure -I enclosed herewith. The concerned Departments whose services are hereby notified shall notify within 30 (thirty) days from this notification, the designated public Servants, Appellate Authority, Reviewing Authority, user charges corresponding to each services along with the citizen charter as required under Section-4 of the ARTPS Act 2012

BY ORDER AND ON BEHALF OF THE GOVERNOR OF ASSAM,


(U. Hazarika IAS)

**Secretary to the Government of Assam
Administrative Reforms & Training Department**

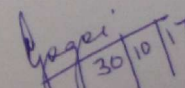
Memo No AR 123/2017/6-A

Dated Dispur the 30th October 2017

Copy to:

1. All Additional Chief Secretaries/ Principal Secretaries/Commissioner & Secretaries /Secretaries to the Govt. of Assam.....
2. The Resident Commissioner, Govt. of Assam, Assam Bhawan, New Delhi.
3. The Secretary to the Governor of Assam, Guwahati.
4. The Principal Secretary, Assam Legislative Assembly, Dispur.
5. The P.P.S. to Chief Minister, Assam.
6. All Principal Secretaries of the Autonomous Councils, Assam.
7. Staff Officer to the Chief Secretary, Assam.
8. All Deputy Commissioners/Sub-Divisional Officers, Assam.
9. The Director, Assam Government Press, Bamunimaidam, Guwahati-21 for publication of the Notification in the next issue of the Assam Gazette. He is requested to supply 1000 printed copies to this Department early.
10. The P.S. to Chief Secretary, Assam.
11. The P.S. to Ministers/Ministers of State, Assam.....
12. The P.S. to Adviser to Chief Minister (I&PR) to the, Assam, Dispur.
13. All Heads of Departments/All Departments of Assam Secretariat.
14. MD AMTRON for uploading the notification in the Website.

By Order etc,


(Riju Gogoi ACS)

Joint Secretary to the Government of Assam
Department of Personnel:: Personnel B

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.		<p><u>Issuance of Fire Attendance Certificate:</u> 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.</p>
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> 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> 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> 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)
