

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
(DEPARTMENT OF INFORMATION TECHNOLOGY)  
9<sup>TH</sup> LEVEL, B-WING, DELHI SECRETARIT, NEW DELHI-110113

No: F.6(100)/IT/2011/ 9751- 57

Dated: the 2<sup>8</sup> day of December, 2011

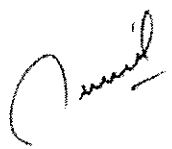
**NOTIFICATION**

No: F.6 (100)/IT/2011/ . -In exercise of the powers conferred by proviso to section 3 of the Delhi (Right of Citizen to Time Bound Delivery of Services) Act, 2011, and in supersession of this Government's Notification No:F. 6 (100)/IT/2011/8350-8359 dated 01<sup>st</sup> November 2011, the Government of National Capital Territory of Delhi hereby notifies the revised Schedule of citizen services as under, namely:-

S. NO.	NAME OF SERVICE	NO. OF DAYS FOR SERVICE DELIVERY AFTER RECEIPT OF APPLICATION	DEPARTMENT/ ORGANISATION
1.	New Electricity Connection ( Domestic)	Thirty five days	BSES Rajdhani Power Limited
2.	New Electricity Connection ( Domestic)	Thirty five days	BSES Yamuna Power Limited
3.	New Electricity Connection ( Domestic)	Thirty five days	North Delhi Power Limited (NDPL)
4.	Registration of Eating House	Fifty five days	Delhi Police
5.	Work Plan for Financial Assistance	Thirty days	Delhi Park and Garden Society, Department of Environment, GNCTD
6.	Grant of License to Chemist	Thirty five days	Drugs Control
7.	Eco-Club Grant for Schools and Colleges	Thirty days	Department of Environment, GNCTD
8.	Issuance of Ration Card ( APL)	Forty five days	Food Supplies and Consumer Affairs

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9.	Issuance of Birth Certificate	Seven days	Municipal Corporation of Delhi (MCD)
10.	Issuance of Death Certificate	Seven days	
11.	Issuance of Birth Certificate	Seven days	New Delhi Municipal Council (NDMC)
12.	Issuance of Death Certificate	Seven days	
13.	Issuance of Domicile Certificate	Twenty one days	Revenue
14.	Issuance of Income Certificate	Twenty one days	
15.	Issuance of Nationality Certificate	Twenty one days	
16.	Issuance of OBC Certificate	Sixty days	
17.	Issuance of SC/ST Certificate	Sixty days	
18.	Issuance of SC/ST Certificate (Other State)	Sixty days	
19.	Issuance of Solvency Certificate	Twenty one days	
20.	Registration under Delhi Value Added Tax (DVAT) and Central Sale Tax, Act	Fifteen days	Trade and Taxes
21.	Issuance of Learner's Driving License	One day	Transport
22.	Issuance of Permanent Driving License	One day	
23.	Renewal of Permanent Driving License	One day	
24.	Transfer of Ownership of Vehicle	Twenty one days	
25.	Issuance of Certificate of Vehicle Fitness	Fifteen days	
26.	Issuance of Registration Certificate of Vehicle	Twenty one days	
27.	Grant of Licenses as Manufacturer of Weights and Measures	Forty five days	Weights and Measures
28.	Grant of Licenses as Repairer of Weights and Measures	Forty five days	



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29.	Grant of Licenses as Dealer in Weights and Measures	Forty five days	
30.	Renewal of Licenses as Manufacturer of Weights and Measures	Forty five days	
31.	Renewal of Licenses as Repairer of Weights and Measures	Forty five days	
32.	Renewal of Licenses as Dealer in Weights and Measures	Forty five days	
33.	First (Fresh) Registration of the candidate possessing Pharmacy Qualification from Pharmacy college / Instt. in Delhi	Seven Days	Delhi Pharmacy Council
34.	Renewal of Registration certificates of already registered Pharmacist	Seven Days	
35.	Luxury Tax Registration	Twenty Five Days	Excise, Entertainment & luxury Tax
36.	Registration of Cable operator	Twenty Five Days	
37.	Grant of Performance license in a licensed premises	One Day	
38.	Title Verification & Authentication of declaration regarding newspaper / magazines / journals	Forty Five Days	Delhi Police
39.	Health Trade License	Sixty Days	
40.	Booking of Parks	Fifteen Days	
41.	Booking of Community Halls	One Day	New Delhi Municipal Council (NDMC)
42.	New Electricity Connection (Domestic)	Thirty Five Days	
43.	New Water Connection (Domestic)	Thirty Five Days	
44.	Building Plan Approval	Sixty Days	
45.	Appointment of Returning Officer except in such housing societies where allotment of flats has not taken place	Twenty Days	Registrar Cooperative Societies (RCS)

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46.	Appointment of Auditor for audit due in the current year	Fifteen Days	
47.	Park Booking	One Day	Municipal Corporation of
48.	Community Hall Booking	One Day	Delhi (MCD)
49.	Online Registration of Shops and Establishment	One Day	Labour Department
50.	Free Hold of Group Housing Flats	Forty Five Days	Delhi Development
51.	Free Hold of DDA Flats	Forty Five Days	Authority
52.	New Water Connection (Domestic)	Thirty Five Days	Delhi Jal Board
53.	Mutation of Water Connection	Fifteen Days	
54.	Disconnection of Water Connection	Fifteen Days	
55.	Registration/Recognition of Private school	One Hundred Twenty Days	Directorate of Education
56.	Grant of Permit of service in Indian liquor & foreign Liquor at a place other than the Licensed Premises in the form P-10	Four Days	Excise Department
57.	Issuance of Permit in form P-13 for services of liquor at a temporary place at hotel, restaurant & Club	Six Days	
58.	NOC for holding entertainment events under Delhi Entt. & Betting Tax Act, 1996	Fifteen Days	
59.	Grant of License in form L-30 for service of Indian & foreign liquor at home in excess of individual possession limit	Fifteen Days	
60.	Registration of vendor on e-Procurement platform	Three Days	Department of Information Technology
61.	Grant of Video Game Parlor License	Fifty Five Days	Delhi Police

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62.	Issuance of second copy of Driving License	Two Days	Transport
63.	Issuance of International Driving License for Delhi	Two Days	
64.	Issuance of International Driving License for other State	Thirty Five Days	
65.	Issuance of second copy of Registration Certificate	Twenty One Days	
66.	Issuance of Fresh Route Permit	Fifteen Days	
67.	Issuance of Fresh National Permit	Fifteen Days	
68.	Addition of Hire/Purchase	Twenty One Days	
69.	Deletion of Hire/Purchase	Twenty One Days	
70.	Temporary Registration of Vehicles	Fifteen Days	

By order and in the name of the  
Lieutenant Governor of the  
National Capital Territory of Delhi,

  
28/12/2011  
(SUSHIL SINGH)  
JOINT SECRETARY (IT)

Copy for information and necessary action to:-

1. BSES Rajdhani Power Limited
2. BSES Yamuna Power Limited
3. North Delhi Power Limited (NDPL)
4. Delhi Police
5. Delhi Park and Garden Society, Department of Environment, GNCTD