



# सरकारी गजट, उत्तर प्रदेश

उत्तर प्रदेशीय सरकार द्वारा प्रकाशित

## असाधारण

विधायी परिशिष्ट

भाग-2, खण्ड (क)

(उत्तर प्रदेश अध्यादेश)

लखनऊ, बृहस्पतिवार, 13 जनवरी, 2011

पौष 23, 1932 शक सम्बत्

उत्तर प्रदेश सरकार

विधायी अनुभाग-1

सख्या 19/79-वि-1-11-2(क)-1-2011

लखनऊ, 13 जनवरी, 2011

### अधिसूचना

#### विविध

संविधान के अनुच्छेद 213 के खण्ड (1) द्वारा प्रदत्त शक्तियों का प्रयोग करके राज्यपाल महोदय ने निम्नलिखित उत्तर प्रदेश जनहित गारन्टी अध्यादेश, 2011 (उत्तर प्रदेश अध्यादेश संख्या 1 सन् 2011) प्रख्यापित किया है जो इस अधिसूचना द्वारा सर्वसाधारण की सूचनार्थ प्रकाशित किया जाता है।

उत्तर प्रदेश जनहित गारन्टी अध्यादेश, 2011

(उत्तर प्रदेश अध्यादेश संख्या 1 सन् 2011)

[भारत गणराज्य के इकसठवें वर्ष में राज्यपाल द्वारा प्रख्यापित अध्यादेश]

राज्य की जनता को निश्चित समय सीमा के भीतर सेवाएं प्रदान करने तथा उससे संबंधित और आनुवंशिक विषयों का व्यवस्था करने के लिए

#### अध्यादेश

चूंकि राज्य विधान मण्डल सत्र में नहीं है और राज्यपाल का यह समाधान हो गया है कि ऐसी परिस्थितियों विद्यमान हैं जिनके कारण उन्हें तुरन्त कार्यवाही करना आवश्यक हो गया है;

अतएव, अब, संविधान के अनुच्छेद 213 के खण्ड (1) द्वारा प्रदत्त शक्ति का प्रयोग करके राज्यपाल निम्नलिखित अध्यादेश प्रख्यापित करते हैं :-

1-(1) यह अध्यादेश उत्तर प्रदेश जनहित गारन्टी अध्यादेश, 2011 कहा जायेगा।

संक्षिप्त नाम,  
विस्तार और प्रारम्भ

(2) इसका विस्तार सम्पूर्ण उत्तर प्रदेश में होगा।

(3) यह ऐसे दिनांक से प्रवृत्त होगा, जैसा राज्य सरकार, गजट में अधिसूचना द्वारा नियत करे।

परिभाषा

2-जब तक कि संदर्भ से अन्यथा अपेक्षित न हो इस अध्यादेश में :-

(क) "पदाभिहित अधिकारी" का तात्पर्य धारा 3 के अधीन सेवा प्रदान करने के लिए इस रूप में अधिसूचित किसी अधिकारी से है;

(ख) "पात्र व्यक्ति" का तात्पर्य अधिसूचित सेवा के लिए पात्र किसी व्यक्ति से है;

(ग) "प्रथम अपील अधिकारी" का तात्पर्य धारा 3 के अधीन इस रूप में अधिसूचित किसी अधिकारी से है;

(घ) "सेवा की अधिकार" का तात्पर्य नियत समय सीमा के भीतर धारा 4 के अधीन सेवा प्राप्त करने के अधिकार से है;

(ङ) "सेवा" का तात्पर्य धारा 3 के अधीन अधिसूचित किसी सेवा से है;

(च) "द्वितीय अपीलीय प्राधिकारी" का तात्पर्य धारा 3 के अधीन इस रूप में अधिसूचित किसी अधिकारी से है;

(छ) "नियत समय सीमा" का तात्पर्य धारा 3 के अधीन अधिसूचित पदाभिहित अधिकारी द्वारा सेवा प्रदान करने अथवा प्रथम अपील अधिकारी द्वारा अपील का विनिश्चय करने का अधिकतम समय से है;

3-राज्य सरकार, समय-सीमा पर सेवाओं, पदाभिहित अधिकारियों, प्रथम अपील अधिकारियों, द्वितीय अपीलीय प्राधिकारी तथा नियत समय सीमा को अधिसूचित कर सकेगी।

सेवाओं, पदाभिहित अधिकारियों, प्रथम अपील अधिकारियों, द्वितीय अपीलीय प्राधिकारी तथा, नियत समय सीमाओं की अधिसूचना

नियत समय सीमा के भीतर सेवा प्राप्त करने का अधिकार

नियत समय सीमा में सेवा उपलब्ध कराना

4-पदाभिहित अधिकारी धारा 3 के अधीन अधिसूचित सेवा पात्र व्यक्ति को उपलब्ध करायेगा।

5-(1) नियत समय सीमा, अधिसूचित सेवा के लिए अपेक्षित आवेदन, पदाभिहित अधिकारी या उसके अधीनस्थ आवेदन प्राप्त करने के लिए प्राधिकृत किसी व्यक्ति को, प्रस्तुत करने के दिनांक से प्रारम्भ होगी। ऐसे आवेदन की सम्यक् रूप से अभिस्वीकृति दी जायेगी।

(2) पदाभिहित अधिकारी, उपधारा (1) के अधीन आवेदन प्राप्त होने पर समय सीमा के भीतर या तो सेवा उपलब्ध करायेगा या आवेदन अस्वीकृत करेगा और आवेदन अस्वीकृत करने के मामले में वह कारणों को लिखित में अभिलिखित करेगा और आवेदक को सूचित करेगा।

अपील

6-(1) कोई व्यक्ति, जिसका आवेदन धारा 5 की उपधारा (2) के अधीन अस्वीकृत कर दिया जाता है, अथवा उसे नियत समय सीमा के भीतर सेवा उपलब्ध नहीं करायी जाती है, आवेदन अस्वीकृत होने के दिनांक से अथवा नियत समय सीमा के अन्तः के तीस दिन के भीतर प्रथम अपील अधिकारी को अपील कर सकेगा:

परन्तु प्रथम अपील अधिकारी तीस दिनों की अवधि के अन्तः के पश्चात् भी अपील ग्रहण कर सकेगा, यदि उसका यह समाधान हो जाता है कि अपीलार्थी समय के भीतर अपील प्रस्तुत करने में पर्याप्त कारणों से प्रविरत किया गया था।

(2) प्रथम अपील अधिकारी पदाभिहित अधिकारी को आदेश में विनिर्दिष्ट अवधि के भीतर सेवा उपलब्ध कराने का आदेश दे सकेगा या अपील को अस्वीकार कर सकेगा।

(3) प्रथम अपील अधिकारी के विनिश्चय के विरुद्ध द्वितीय अपील, द्वितीय अपीलीय प्राधिकारी को ऐसे विनिश्चय के दिनांक से 60 दिनों के भीतर की जा सकेगी;

परन्तु द्वितीय अपीलीय प्राधिकारी, 60 दिनों की अवधि के अवसान के पश्चात भी अपील ग्रहण कर सकेगा यदि उसका यह समाधान हो जाता है कि अपीलार्थी समय के भीतर अपील प्रस्तुत करने में पर्याप्त कारणों से प्रविरत किया गया था।

4-(क) द्वितीय अपीलीय प्राधिकारी पदाभिहित अधिकारी को ऐसी अवधि के भीतर सेवा प्रदान करने का आदेश दे सकेगा, जैसा कि वह विनिर्दिष्ट करे या अपील को अस्वीकार कर सकेगा।

(ख) द्वितीय अपीलीय प्राधिकारी सेवा उपलब्ध कराने के आदेश के साथ धारा 7 के उपबंधों के अनुसार शास्ति अधिरोपित कर सकेगा।

5-(क) यथास्थिति यदि पदाभिहित अधिकारी अथवा प्राधिकृत अधिकारी धारा 5 की उपधारा (1) के अधीन आवेदन की अभिस्वीकृति नहीं देता है, तो आवेदक प्रथम अपील अधिकारी को सीधे आवेदन प्रस्तुत कर सकेगा। इस आवेदन का विनिश्चय प्रथम अपील की रीति से किया जायेगा।

(ख) यदि पदाभिहित अधिकारी उपधारा (2) के अधीन सेवा प्रदान करने के आदेश का अनुपालन नहीं करता है, तो आवेदक द्वितीय अपीलीय प्राधिकारी को सीधे आवेदन प्रस्तुत कर सकेगा। इस आवेदन का विनिश्चय प्रथम अपील की रीति से किया जायेगा।

6-प्रथम अपील अधिकारी तथा द्वितीय अपीलीय प्राधिकारी को, इस धारा के अधीन अपील का विनिश्चय करते समय निम्नलिखित मामलों के सम्बन्ध में वही शक्तियां होंगी, जो कि किसी वाद का विचारण करते समय सिविल प्रक्रिया संहिता, 1908 (अधिनियम संख्या 5 सन् 1908) के अधीन सिविल न्यायालय में निहित होती हैं, अर्थात् :-

(क) दस्तावेजों का प्रकटीकरण तथा निरीक्षण किए जाने की अपेक्षा करना;

(ख) पदाभिहित अधिकारी तथा अपीलार्थी को सुनवाई के लिए समन जारी करना; और

(ग) कोई अन्य मामला जो विहित किया जाय।

7-(1) (क) जहां द्वितीय अपीलीय प्राधिकारी की यह राय है कि पदाभिहित अधिकारी बिना पर्याप्त तथा युक्तियुक्त कारण से सेवा प्रदान करने में विफल रहा हो, तो वह एकमुश्त शास्ति अधिरोपित कर सकता है, जो अन्यून 500 रुपये तथा 5000 रुपये से अनधिक होगी।

(ख) जहां द्वितीय अपीलीय प्राधिकारी की यह राय है कि पदाभिहित अधिकारी ने सेवा प्रदान करने में विलम्ब किया है तो वह पदाभिहित अधिकारी पर ऐसे विलम्ब के लिए 250 रुपये प्रतिदिन की दर से शास्ति अधिरोपित कर सकेगा, जो 5000 रुपये से अनधिक होगी:

परन्तु पदाभिहित अधिकारी को, उस पर शास्ति अधिरोपित किये जाने के पूर्व सुनवाई का युक्तियुक्त अवसर प्रदान किया जायेगा।

(2) जहां द्वितीय अपीलीय प्राधिकारी की यह राय है कि प्रथम अपील अधिकारी बिना किसी पर्याप्त तथा युक्तियुक्त कारण से नियत समय के भीतर अपील का विनिश्चय करने में विफल रहा है तो वह प्रथम अपील अधिकारी पर ऐसी शास्ति अधिरोपित कर सकता है, जो 500 रुपये से अन्यून तथा 5000 रुपये से अनधिक होगी:

परन्तु प्रथम अपील अधिकारी को उस पर शास्ति अधिरोपित किये जाने के पूर्व सुनवाई का युक्तियुक्त अवसर दिया जायेगा।

(3) द्वितीय अपीलीय प्राधिकारी यथास्थिति उपधारा (1) या (2) या दोनों के अधीन अधिरोपित शास्ति में से प्रतिकर के रूप में ऐसी धनराशि जो अधिरोपित शास्ति से अधिक नहीं होगी, अपीलार्थी को प्रदान करने का आदेश दे सकता है।

(4) द्वितीय अपीलीय प्राधिकारी का यदि समाधान हो जाता है कि पदाभिहित अधिकारी या प्रथम अपील अधिकारी बिना पर्याप्त तथा युक्तियुक्त कारण से इस अध्यादेश के अधीन सौंपे गये कर्तव्यों का पालन करने में विफल रहा है तो वह उस पर लागू सेवा नियमों के अधीन अनुशासनात्मक कार्रवाई की संस्तुति कर सकता है।

पुनरीक्षण

8-इस अध्यादेश के अधीन शास्ति अधिरोपित किये जाने के सम्बन्ध में द्वितीय अपीलीय प्राधिकारी के किसी आदेश से व्यथित पदाभिहित अधिकारी अथवा प्रथम अपील अधिकारी उस आदेश के दिनांक से 60 दिन की अवधि के भीतर पुनरीक्षण करने के लिए राज्य सरकार द्वारा अधिसूचना द्वारा नाम निर्दिष्ट ऐसे अधिकारी को आवेदन कर सकेगा, जो यथाविहित रीति के अनुसार उस आवेदन पत्र का निस्तारण करेगा।

परन्तु राज्य सरकार द्वारा नाम निर्दिष्ट अधिकारी का यह समाधान हो जाने पर कि उक्त आवेदन पर्याप्त कारण से समय पर प्रस्तुत नहीं किया जा सका था, तो वह ऐसे आवेदन को 60 दिन की उक्त अवधि की समाप्ति के पश्चात् भी ग्रहण कर सकेगा।

सदभावपूर्वक की गयी कार्रवाई का संरक्षण

9-इस अध्यादेश या उसके अधीन बनाये गये किसी नियम के अधीन सदभावपूर्वक की गयी या किये जाने के लिए आशयित किसी बात के लिए किसी व्यक्ति के विरुद्ध कोई वाद, अभियोजन या अन्य विधिक कार्यवाही नहीं होगी।

नियम बनाने की शक्ति

10-राज्य सरकार गजट में अधिसूचना द्वारा इस अध्यादेश के उपबन्धों को कार्यान्वित करने हेतु नियम बना सकेगी।

कठिनाइयाँ दूर करने की शक्ति

11-(1) यदि इस अध्यादेश के उपबन्धों को प्रभावी करने में कोई कठिनाई उत्पन्न होती है, तो राज्य सरकार गजट में प्रकाशित आदेश जो इस अध्यादेश के उपबन्धों से असंगत न हो, द्वारा ऐसे उपबन्ध कर सकती है जो कठिनाई दूर करने के लिए उसे आवश्यक या समीचीन प्रतीत हो।

परन्तु ऐसा कोई आदेश इस अध्यादेश के प्रारम्भ होने से दो वर्ष की समाप्ति के पश्चात् नहीं किया जायेगा।

(2) उपधारा (1) के अधीन किसी आदेश द्वारा किये गये उपबन्ध उसी रूप में प्रभावी होंगे मानो इस अध्यादेश में अधिनियमित किये गये हो और ऐसा कोई आदेश किया जा सकता है, जो इस अध्यादेश के प्रारम्भ होने के दिनांक से पूर्ववर्ती किसी दिनांक से भूतलक्षी न हो।

(3) उपधारा (1) के अधीन किये गये प्रत्येक आदेश को उसके किये जाने के यथाशक्य शीघ्र पश्चात् राज्य विधान मण्डल के दोनों सदनों के समक्ष रखा जायेगा और उत्तर प्रदेश साधारण खण्ड अधिनियम, 1904 की धारा 23-क की उपधारा (1) के उपबन्ध उसी रूप में लागू होंगे जैसा कि वे किसी उत्तर प्रदेश अधिनियम के अधीन राज्य सरकार द्वारा बनाये गये नियमों के सम्बन्ध में लागू होते हैं।

बी० एल० जोशी,  
राज्यपाल,  
उत्तर प्रदेश।

आजा से,  
के० के० शर्मा,  
प्रमुख सचिव।

No. 19(2)/LXXIX-V-1-11-2(ka)1-2011

Dated Lucknow, January 13, 2011

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of the Uttar Pradesh Janhit Guarantee Adhyadesh, 2011 (Uttar Pradesh Adhyadesh Sankhya 1 of 2011) promulgated by the Governor.

**THE UTTAR PRADESH JANHIT GUARANTEE ADHYADESH, 2011**

(U.P. ORDINANCE NO. 1 OF 2011)

*[Promulgated by the Governor in the Sixty-First Year of the republic of India]*

AN

**ORDINANCE**

to provide for the delivery of services to the people of the State within stipulated time limit and for matters connected therewith and incidental thereto.

Whereas, the State Legislature is not in session and the Governor is satisfied that circumstances exist which render it necessary for him to take immediate action;

Now, therefore, in exercise of the powers conferred by clause (1) of Article 213 of the Constitution of India, the Governor is pleased to promulgate the following Ordinance:—

1. (1) This Ordinance may be called the Uttar Pradesh Janhit Guarantee Adhyadesh, 2011.

Short title,  
extent and  
commencement

(2) It shall extend to the whole of Uttar Pradesh.

(3) It shall come into force on such date as the State Government may by notification in the *Gazette*, appoint.

2. In this Ordinance, unless the context otherwise requires—

Definitions

(a) "designated officer" means an officer notified as such for providing the service under section 3;

(b) "eligible person" means a person who is eligible for notified services;

(c) "first appeal officer" means an officer who is notified as such under section 3;

(d) "right to service" means right to obtain the service within the stipulated time limit under section 4;

(e) "service" means any service notified under section 3;

(f) "second appellate authority" means an officer who is notified as such under section 3;

(g) "stipulated time limit" means maximum time to provide the service by the designated officer or to decide the appeal by the first appeal officer as notified under section 3.

3. The State Government may, from time to time, notify the services, designated officers, first appeal officers, second appellate authority and stipulated time limits therefor.

Notification of  
services,  
designated,  
officers first  
appeal officers,  
second appellate  
authority and  
stipulated time

Right to obtain service within stipulated time limit.

Providing services in stipulated time limit.

Appeal

4. The designated officer shall provide the service notified under section 3 to the eligible person.

5. (1) Stipulated time limit shall start from the date when required application for notified service is submitted to the designated officer or to a person subordinate to him authorized to receive the application, Such application shall be duly acknowledged.

(2) The designated officer on receipt of an application under sub-section (1) shall within the stipulated time limit either provide service or reject the application and in case of rejection of application, he shall record the reasons in writing and intimate the applicant.

6. (1) Any person, whose application is rejected under sub-section (2) of section 5 or who is not provided with the service within the stipulated time limit, may file an appeal to the first appeal officer within thirty days from the date of rejection of application or the expiry of the stipulated time limit :

Provided that the first appeal officer may admit the appeal after the expiry of the period of thirty days if he is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

(2) The first appeal officer may order to the designated officer to provide the service within the period specified in the order or may reject the appeal.

(3) A second appeal against the decision of the first appeal officer shall lie to the second appellate authority within 60 days from the date on which the decision was made:

Provided that the second appellate authority may admit the appeal after the expiry of the period of 60 days if he is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

4. (a) The second appellate authority may order to the designated officer to provide the service within such period as he may specify or may reject the appeal.

(b) The second appellate authority, may along with the order to provide services impose penalty according to the provisions of section 7.

5. (a) If the designated officer or the authorized officer as the case may be does not acknowledge the application under sub-section (1) of section 5, then the applicant may submit an application directly to the first appeal officer. this application shall be disposed of in the manner of first appeal.

(b) If the designated officer does not comply with the order of providing the service under sub-section (2), then the applicant may submit an application directly to the second appellate authority. This application shall be disposed of in the manner of first appeal.

6. The first appeal officer and second appellate authority shall while deciding an appeal under this section, have the same powers as are vested in civil court while trying a suit under the Code of Civil Procedure, 1908 (Act no. 5 of 1908) in respect of the following matters namely—

7. (1) (a) Where the second appellate authority is of the opinion that the designated officer has failed to provide service without sufficient and reasonable cause, then he may impose lump sum penalty which shall not be less than 500 rupees and not more than 5000 rupees.

Penalty

(b) Where the second appellate authority is of the opinion that the designated officer has caused delay in providing the service, then he may impose a penalty at the rate of 250 rupees per day for such delay on the designated officer, which shall not be more than 5000 rupees:

Providing that the designated officer shall be given a reasonable opportunity of being heard before any penalty is imposed on him.

(2) Where the second appellate authority is of the opinion that the first appeal officer has failed to decide the appeal within the stipulated time limit without any sufficient and reasonable cause, then he may impose a penalty on first appeal officer which shall not be less than 500 rupees and more than 5000 rupees:

Provided that the first appeal officer shall be given a reasonable opportunity of being heard before any penalty is imposed on him.

(3) The second appellate authority may order to give such amount as compensation to the appellant from the penalty imposed under sub-section (1) or (2) or both, as the case may be, which shall not exceed to the imposed penalty.

(4) The second appellate authority, if it is satisfied that the designated officer or the first appeal officer has failed to discharge the duties assigned to him under this Ordinance. Without sufficient and reasonable cause, may recommend disciplinary action against him under the service rules applicable to him.

8. The designated officer or first appeal officer aggrieved by any order of second appellate authority in respect of imposing penalty under this Ordinance, may make an application for revision to the officer nominated by notification by the State Government within the period of 60 days from the date of that order, who shall dispose of the application in such manner as may be prescribed:

Revision.

Provided that the officer nominated by the State Government may entertain the application after the expiry of the said period of 60 days if he is satisfied that the application could not be submitted in time for the sufficient cause.

9. No suit, prosecution or other legal proceedings shall lie against any person for anything which is in good faith done or intended to be done under this Ordinance or any rule made thereunder.

Protection of action taken in good faith

10. The State Government may, by notification in the *Gazette*, make rules for carrying out the provisions of this Ordinance.

Powers to make rules

11. (1) If any difficulty arises in giving effect to the provisions of this Ordinance, the State Government may by order published in the *Gazette*, make such provisions not inconsistent with the provisions of this Ordinance, as appear to it to be necessary or expedient for removing the difficulty :

Powers of remove difficulties

Provided that no such order shall be made after the expiry of a period of two days from the commencement of this Ordinance.

(2) The provisions made by any order under sub-section (1) shall have effect as if enacted in this Ordinance and any such order may be made so as to be retrospective to any date not earlier than the date of commencement of this Ordinance.

(3) Every order made under sub-section (1) shall as soon as may be after it is made, be laid before both houses of the State Legislature and the provisions of sub-section (1) of section 23-A of the Uttar Pradesh General Clauses Act, 1904 shall apply as they apply in respect of rules made by the State Government under any Uttar Pradesh Act.

B.L. JOSHI,  
*Governor,*  
*Uttar Pradesh*

By order,  
K. K. SHARMA,  
*Pramukh Sachiv.*

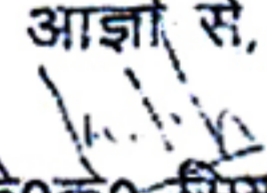


उत्तर प्रदेश सरकार,  
राजस्व अनुभाग-14

संख्या:-2156/एक-14-2010-33(100)/2010टी0सी0 II  
लखनऊ दिनांक 14 जनवरी, 2011

अधिसूचना

उत्तर प्रदेश जनहित गारण्टी अध्यादेश, 2011 (उत्तर प्रदेश अध्यादेश संख्या- 1, सन् 2011) की धारा 1 की उपधारा (3) के अधीन शक्ति का प्रयोग करके राज्यपाल दिनांक 14 जनवरी, 2011 को वह दिनांक नियत करते हैं, जब से उक्त अध्यादेश प्रवृत्त होगा।

आज्ञा से,  
  
(के०के० सिन्हा)  
प्रमुख सचिव।

Uttar Pradesh Shasan  
Rajswa Anubhag-14

In pursuance of the provisions of the clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification no-2156/I-14-2010-33(100)/2010 T.C.II dated 14 January, 2011

**NOTIFICATION**

No- 2156 /I-14-2010-33(100)/2010 T.C.II  
Lucknow: Dated 14 January 2011

In exercise of the powers under sub-section (3) of section 1 of the Uttar Pradesh Janhit Guarantee Adhyadesh, 2011 (U.P. Ordinance, no. 1 of 2011), the Governor is pleased to appoint January 14, 2011 as the date on which the said Ordinance shall come into force.

By Order;

  
( K.K. Sinha )

Pramukh Sachiv

# UTTAR PRADESH SHASAN

## LOK SEWA PRABHANDHAN ANUBHAG

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification no. 375/91-2013. dated 27/11/2013.

### NOTIFICATION

No. 375 /91-2013

Lucknow: Dated, November 27/11/2013

In exercise of the powers under section-3 of the Uttar Pradesh Janhit Guarantee Adhiniyam, 2011 (U.P.Act, no. 3 of 2011) read with section 21 of the Uttar Pradesh General Clauses Act, 1904 (U.P.Act. no. 1 of 1904) the Governor is pleased to make the following amendment in Government notification no. 2198/1-14-2010-33-(100)-2010 T.C.II, dated January 15, 2011 as amended by notification no. 1884/I-14-2011-33 (100) – 2010 – T.C.-I, dated September 19,2011 :-

### Amendment

In the aforesaid notification in the Schedule after entries at serial no. 5 the following entries shall with effect from the date of issuance of this notification, be inserted, namely:-

### Schedule

Sl. No	Name of Departments	Service No.	Subject	Time limits for disposed		
				From the date of Application	First Appeal	Second Appeal
1	2	3	4	5	6	7
6	For all Department	10	(i) Decision on the sanction of pension	60 days	30days	30 days
			(ii) Decision on the sanction of G.P.F.	30 days	15days	15 days
			(iii) Decision on the sanction Medical Leave	15 days	15days	15 days
			(iv) Decision on the medical reimbursement (after technical and inevitability scrutiny)	60 days	30days	30 days

			(v) Decision on the sanction of Provisional Pension	30 days	30days	30 days
			(vi) Decision on the sanction of earned leave	15 days	7 days	7 days
			(vii) Decision on the payment of salary	15 days	7 days	7 days
			(viii) Decision on the confidential entry	30 days	30days	30 days
			(ix) Decision on the Assured Career Promotion	90 days	30days	30 days
			(x) Decision (in general matters) on the appointment of dependants of the deceased	90 days	30days	30 days
7.	Power Department	4	(i) Decision on the new power connections:-			
			1- Decision on the new residential power connection	30 days	15days	15 days
			2- Decision on the new commercial power connections	30 days	30days	30 days
			(ii) Decision on the replacement of defunct metre	30 days	15days	15 days
			(iii) Decision on the payment of compensation for electrical accidents	30 days	15days	15 days
			(iv) Decision on the replacement of burnt defunct transformers Urbans	7 days	7 days	7 days
			Rural-	7 days	7 days	7 days
8.	Small Industries	1	(i) Decision on the inclusion of registration service	3 days	7 days	7 days
9.	Labour Department	2	(i) Decision on the registration of labourers	30 days	15days	15 days
			(ii) Decision on the registration of establishment	60 days by Act	15days	15 days
10.	Excise Department	4	(i) Decision on the supply of rectified spirit to school/ college	7 days	30days	15 days
			(ii) Decision on the export of narcotic medicine (for disease)	7 days	30days	15 days
			(iii) Decision on the issuance of occasional Bar Licence	7 days	30days	15 days
			(iv) Decision on the issuance of sacramental wine	7 days	30days	15 days
11.	Education	9	(i) Decision on the issuance of	15 days	15days	15 days

	Department (Secondary Education) (Board of High School and Intermediate Education)		Original certificates			
			(ii) Decision on the issuance of duplicate certificate	30 days	15days	15 days
			(iii) Decision on the issuance of original Mark Sheet	15 days	15days	15 days
			(iv) Decision on the issuance of duplicate Marks Sheet	15 days	15days	15 days
			(v) Decision on the issuance of corrected Certificate	30 days	15days	15 days
			(vi) Decision on the issuance of corrected Marks Sheet	30 days	15days	15 days
			(vii) Decision on the disposal of cancelled examination result	45 days	30days	15 days
			(viii) Decision on the Withheld results	45 days	30days	15 days
			(ix) Decision on the rectification of incomplete/ wrong results	45 days	30days	15 days
12.	Medical and Health	8	(i) Decision on the Medico-Legal Certificate (Injury)	03 days	07days	07 days
			(ii) Decision on Death Certificate for people dying in the hospital	01 day	07days	07 days
			(iii) Decision on Age Certificate	30 days	30days	15 days
			(iv) Decision on illness and fitness certificate	30 days	30days	30 days
			(v) Decision on the registration of Nursing Home	90 days	30days	30 days
			(vi) Decision on the Immunization certificate	30 days	30days	30 days
			(vii) Decision on the payment for unsuccessful Family Planning	45 days	30days	30 days
			(viii) Decision on the technical scrutiny and inevitability certificate for medical reimbursement	45 days	30days	30 days
13.	Women Welfare Department	4.	(i) Decision on widow's pension	30 days	30days	30 days
			(ii) Decision on legal assistance financial relief to women harassed for dowery	30 days	30days	30 days
			(iii) Marital Prize:- (1) Decision on aid for marriage of widowed/ helpless daughters, on marriage with a widow.	30 days	30days	30 days
			(iv) Decision on providing	30 days	30days	30 days

			nutritions to teenage girls			
14.	Registration Department	1	(i) Decision on the return of registration papers	01 day	03days	03 days
15.	Publics Works Department	3	(i) Decision on sending report under road side control	30 days	30days	15 days
			(ii) Registration of contractors:- 1- Decision on sending records for verification after having been provided by contractors	15 days	15days	15 days
			2- Decision on registration/ renewal (According to the Registration Rules 1982) on receipt of all records after verification	15 days	15days	15 days
16.	Weight and Measurement Department	6	(i) Decision on issuance of Manufacturer Permit for manufacturing instruments of weights and measurement for weighing and measuring	45 days	30days	30 days
			(ii) Decision on issuance of traders's permit for sales of instruments of weights and measurement for weighing and measuring	30 days	30days	30 days
			(iii) Decision on issuance of Repairer Permit for repair of instruments of instruments of weight and measurement for weighing and measuring	30 days	30days	30 days
			(iv) Decision on renewal of Manufacturer Permit for instrument of weight and measurement for weighing and measuring	30 days	15days	15 days
			(v) Decision on renewal of trader's Permit for instruments of weight and measurement for weighing and measuring	15 days	15days	15 days
			(vi) Decision on renewal of Repairer permit for instruments of weight and measurement for weighing and measuring	15 days	15days	15 days
17.	Social Welfare	5	(i) Decision on Old Age Pension	30 days	30 days	30 days

	Department		(ii) Decision on family Benifit Scheme	30 days	30days	30 days
			(iii)Decision on information of molestation of scheduled caste/Scheduled Tribe	30 days	15days	15 days
			(iv)Decision on complaint of scholarship for scheduled caste/ Scheduled Tribe	30 days	30days	30 days
			(v) Decision on Rani Laxmi Bai Pension Scheme	30 days	30days	30 days
18.	Animal Husbandry Department	1	(i) Decision on registration of cow sheds run by voluntary institutions (Non governmental Organizations)	7 days	30days	15 days
19.	Housing and Urban Planning Department	8	(i) Decision on approval of Map for Residential Building			
			1- Group Housing	90 days	30days	15 days
			2- Single Housing	30 days	30days	30 days
			(ii) Decision on approval of Map for non Residential Building.	90 days	30days	15 days
			(iii)Decision on Mutation of Properties	60 days	30days	15 days
			(iv)Decision on registration of properties	15 days	30days	15 days
			(v) Decision on the refund of deposit of allottee	10 days	15days	15 days
			(vi)Decision on the composition of houses	60 days	30days	15 days
			(vii) Decision on rendering Plots/Houses (Except Nazul Land) into free hold	15 days	15days	15 days
			(viii) Decision on getting duplicate copy of Orders	07 days	07days	07 days
20	Agriculture Department	4	(i) Decision on issuance of Authority letter for sale of fertilizer.	30 days	30days	15 days
			(ii) Decision on issuance of Authority letter for sale of seeds	30 days	30days	15 days
			(iii)Decision on issuance of Licence letter for Agriculture protection chemicals	30 days	30days	15 days
			(iv)Decision on providing result of soil testing	45 days	30days	15 days
21.	Technical	5	(i) Decision on the payment of	60 days	30days	30 days

	Education		pension/ gratuity and other dues payable to teachers and non – teaching employees working in government aided polytechnic institutions			
			(ii) Decision on final payment of General Provident Fund due to teachers and non teaching employess working in government aided polytechnic institutions	30 days	30days	15 days
			(iii) Decision on providing Diploma certificates to students who studied in Polytechnic institutions and passed in the final year	90 days	30days	15 days
			(iv) Decision on the refund of caution money/ security money of the students	30 days	30days	15 days
			(v) Decision on the declaration of results of Back Papers and scrutiny	60 days	30days	15 days
22.	Rural Development Department	1	(i) Decision on providing employment to unskilled labourers under Mahatma Gandhi National Rural Employment programme	15 days	07days	07 days
23.	Dairy Development Department	1	Decision on registration of Dairy committees	90 days	30days	15 days
24.	Horticulture Department	5	(i) Decision on registration of fruit Nurseries established in private sectors under the Uttar Pradesh fruit Nurseries (Regulation) Act. 1976	45 days	15days	15 days
			(ii) Decision on renewal of registered of nurseries	25 days	25days	15 days



			(iii) Decision on issuance of permit for construction of cold storages under the Uttar Pradesh Regulation of Cold storages Act, 1976	25 days	25days	15 days
			(iv) Decision on issuance of licence for cold storages	25 days	25days	15 days
			(v) Decision on Renewal of licence for cold storage	12days	25days	15days
25.	Medical Education Department	4	(i) Decision on issuance of Medical Certificate (Allopathic system)	7 days	15days	15 days
			(ii) Decision on issuance of Medical Certificate (Ayurvedic System)	7 days	15days	15 days
			(iii) Decision on issuance of medical certificate (Homeopathic System)	7 days	15days	15 days
			(iv) Decision on registration of Doctors	15 days	15days	15 days
26.	Forest Department	2	(i) Decision on issuance of permission for felling trees on individual land of formers	15 days	15days	15 days
			(ii) Decision on issuance of pass regarding carriage of forest produce	15 days	15days	15 days
27.	Handloom and Village industries Department	2	(i) Decision on sending applications for financial aid from Banks (Chief Minister's village industries Employment scheme)	15 days	07days	07 days
			(ii) Decision on benefits of interest on gratuity (Grant) (Chief Minister's Village Industries Employment Scheme)	15 days	07days	07 days
28.	Education Department (Higher Education)	4	(i) Decision on the verification of certificates and degrees of educational institutions of the state	02 days	02days	02 days
			(ii) Decision on providing Marks sheet after declaration of examination result in the Universities	45 days	30days	15 days
			(iii) Decision on sending report of District Administration	30 days	30days	15 days

			before issuance of No Objection Certificate regarding the opening of new Degree Colleges			
			(iv) Decision on distribution of certificates of National service scheme to the students	30 days	15days	15 days
29.	Commercial Tax Department	7	(i) Decision on issuance of duplicate copy of Registration Certificate	15 days	15days	15 days
			(ii) Decision on the correction Registration Certificate	30 days	15days	15 days
			(iii) Decision on issuance of forms prescribed in VAT Rules/Entry Tax Rules/Central Tax Rules	07 days	07days	7 days
			(iv) Decision on issuance of No dues certificates	07 days	07days	7 days
			(v) Decision on disposal of applications for registration	30 days	30days	30 days
			(vi) Decision on the application of provisional Refund of Exporters	30 days	30days	15 days
			(vii) Decision on the clearance Refund created by Tax Assessment order/ Appellate order	30 days	30days	15 days
30.	Entertainment Tax Department	7	(i) Decision on the permission for approval of Cinema site/ construction of cinema hall proposed under rule 3 of the Uttar Pradesh cinematograph Rules 1951	90 days	30days	30 days
			(ii) Decision on issuance of licence and its renewal under rule 9 of the Uttar Pradesh Cinematograph Rules 1951	45 days	30days	30 days
			(iii) Decision on grant of temporary cinema licence under Rules (1)/27(2) of the Uttar Pradesh cinemetograph Rules 1951	15 days	30days	30 days
			(iv) Decision on grant of licence to Permanent Video cinema and its renewal under rule 12	30 days	30days	30 days

			of the Uttar Pradesh cinematograph (by Video Display) Rules 1988.			
			(v) Decision on grant of licence to temporary video cinema and its renewal under rule 15 of the Uttar Pradesh cinematograph (by Video Display) Rules 1988	15 days	30days	30 days
			(vi) Decision on the refund of adjustment of additional deposits under rule 28,29,30 and 31 of the Uttar Pradesh Entertainments and Betting Tax Rules 1981	15 days	30days	30 days
			(vii) Decision on the refund of the security deposited under rule 34 of the Uttar Pradesh Entertainments and Betting Tax Rules 1981	30 days	30days	30 days
31	Home Department (Police)	15	(i) Decision on verification of forms/Application received from passport office	15 days	05days	05 days
			(ii) Decision on character Verification (Police Verification Report, Military Verification Report, Private Verification Report)	15 days	05days	05 days
			(iii) Decision on character verification (for contractors).	15 days	05days	05 days
			(iv) Decision on cruitiny/sanction of Applications for renewal of Arms licence	15 days	05days	05 days
			(v) Decision on providing certified copy of postmortem report and other relevant records	05 days	05days	05 days
			(vi) Decision on compounding on challan under 34 Police Act, Motor Vehicle Act.	02 days	02days	02 days
			(vii) Decision on recommendation/ permission for organising peaceful public function meeting and holding march/ procession	01 day	01 day	01 day
			(viii) Decision on no objection/			

		recommendation for licence for firecrackers:-			
		1- For manufacturing	15 days	05days	05 days
		2- For storage	15 days	05days	05 days
		3- For sale	15 days	05days	05 days
		4- For temporary sale	07 days	03days	03 days
		(ix) Decision on receipt and disposal of applications received at the Police Station	07 days	05days	05 days
		(x) Decision on disposal of complaint letters regarding medical check-up/ treatment and economic and physical exploitation in jails	01 day	01 day	01 day
		(xi) Decision on providing certificate for the period of detention in jails and the work leant therein.	07 days	05days	05 days
		(xii) Decision on providing no-objection certificate by fire services			
		1- For organising public functions	02 days	02days	02 days
		2- For other purposes	15 days	05days	05 days
		(xiii) Decision on assessment of damages due to fire	07 days	03days	03 days
		(xiv) Decision on recommendation/ permission for film shooting	10 days	05days	03 days
		(xv) Decision by the state Railway Police on compounding challan of vehicles parked in No parking zone within its jurisdiction	02days	02days	02days

3- For the disposal of above mentioned services under the Uttar Pradesh Janhit Guarantee Adhinyam, 2011, the respective Administrative Departments shall nominate first Appellate officers/Second appellate officers/Revising officers or appellate officers at their own level and communicate it to the Public Services Management Department, Uttar Pradesh.

By order

(Prabhat Kumar Sarangi)

Principal Secretary