

ANNEXURE-4

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(iv) OF THE RIGHT TO INFORMATION ACT, 2005

(The norms set for the discharge of its functions)

Name of the Department/Board/Corporation/Institution/Board: **SUB DIVISIONAL
MAGISTRATE (CENTRAL), UT, CHANDIGARH.**

| Sr. No. | Item of work | Norms set by the department (number of days taken for decision making) |
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| 1. | <p><u>SUB-DIVISIONAL(CENTRAL) OFFICE</u> <u>Area: Sectors 1, 2, 3 ,4 ,5 ,6 ,8 ,9 , 10,11,12,14,15,16,17,22,23,24 & 25 and Villages Kaimbwala, Lahora, Khuda Jassu, Sarangpur, Dhanas, Khuda Alisher respectively;</u></p> <p>i) Holding of Court i.e. Criminal Cases under Section 106 to 124, 133,145 & 173 of Cr.P.C, Eviction cases, and Revenue cases.</p> <p>ii) Issuance of SC/OBC Certificates on bonafide basis.</p> <p>iii) Issuance of SC/OBC Certificates on Migration basis.</p> <p>iv) Issuance of Income Certificates.</p> <p>v) Residence Certificate</p> <p>vi) Nationality Certificate</p> <p>vii) Issuance of Legal heirs.</p> <p>viii) Dependent certificates.</p> <p>ix) Order on late report of birth/death registration.</p> <p>x) Event permissions</p> | <p>No fixed norms as the court cases are depend on evidence and arguments.</p> <p>9 working days as per e.Sampark.</p> <p>30 working days as per e.Sampark.</p> <p>12 working days as per e.Sampark.</p> <p>9 working days as per e.Sampark.</p> <p>30 days subject to verification from Health Department and SSP.</p> <p>10 working days.</p> <p>20 working days as per e.Sampark.</p> <p>23 working days as per e.Sampark.</p> <p>10 working days subject to NOC from SSP/SSP(Security & Traffic)/CFO/MC or any other required department.</p> |

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| | <p>xi) Sound permissions</p> <p>xii) Allocation of titles for newspapers/magazine and authentication of declaration.</p> <p>xiii) Allocation of titles for printing press and authentication of its declaration.</p> <p>xiv) Registration of marriage under Special Marriage Act, 1954.</p> <p>xv) Solemnization of marriage under Special Marriage Act, 1954</p> | <p>5 working days subject to NOC from SHO concerned.</p> <p>Within one month subject to approval of title from RNI New Delhi and report from SSP.</p> <p>Within one month subject to approval of title from HS, Chd. Admn. and report from SSP and NOC from Estate Office.</p> <p>After the completion of 30 days notice, the same day.</p> <p>After the completion of 30 days notice, the same day Subject to reports/verifications from the different authorities.</p> |
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