

Meeseva Citizen Charter

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
1	AGRICULTURE	FARM MECHANIZATION (FY 2016-2017)	B	10 days	20/-	As Stipulated
2	ANIMAL HUSBANDRY	EDIT FARMER REGISTRATION DETAILS	A	15 Min	35/-	Nil
3		FARMER REGISTRATION	A	15 Min	35/-	Nil
4		SCHEME APPLICATION	B	30	45/-	Nil
5		UPLOAD BILL	A	15 Min	35/-	As stipulated
6		APPLICATION FOR NEW FOOD SECURITY	B	30	45/-	Nil
7		CONVERSION OF WHITE CARD TO PINK CARD	B	30	45/-	Nil
8		CORRECTIONS IN FOOD SECURITY CARD	B	30	45/-	Nil
9		DELETION OF MEMBER IN RATION CARD	B	30	45/-	Nil
10		FAIR PRICE SHOP RENEWAL	B	15 Days	45/-	500/- for 2 years
11		FP SHOP DEALER PAYMENTS	A	15 Min	35/-	As Stipulated
12		GRANT OF LICENSING AND REGULATION OF SUPPLIES	B	30	45/-	500/-
13		GRANT OF LICENSING AND REGULATION OF SUPPLIES	B	30	45/-	500/-
14		GRANT OF LICENSING AND REGULATION OF SUPPLIES	B	30	45/-	1000/-
15		HOUSEHOLD HEAD MODIFICATIONS	B	30	45/-	Nil
16		ISSUE OF AUTHORIZATION OF FP SHOPS	B	30	45/-	Nil
17		ISSUE OF NEW RATION CARD (PINK)	B	30	45/-	Nil
18		PRINT RATION CARD	A	15 Min	35/-	Nil
19		RATION CARD DATA CORRECTIONS	B	7 Days	45/-	Nil
20		RATION CARD MEMBER ADDITION(BIRTH)	B	30	45/-	Nil
21		RATION CARD MEMBER MIGRATION	B	30	45/-	Nil
22	RATION CARD MISSING DETAILS IN	B	30	45/-	Nil	

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23	CIVIL SUPPLIES	RATION CARD MODIFICATIONS (EPDS	B	30	45/-	Nil
24		RATION CARD TRANSFER	B	30	45/-	Nil
25		REGISTRATION CERTIFICATE FOR	B	30	45/-	150
26		RENEWAL OF LICENSING AND REGULATION OF SUPPLIES OF KEROSENE PRODUCTS	B	15 Days	45/-	INR 200/- per year (Rs 600/- for 3 yrs. Renewal May Be 1 year or 3 year's)
27		RENEWAL OF LICENSING AND REGULATION OF SUPPLIES OF LPG GAS PRODUCTS	B	15 Days	45/-	INR 200/- per year (Rs 600/- for 3 yrs. Renewal May Be 1 year or 3 year's)
28		RENEWAL OF LICENSING AND REGULATION OF SUPPLIES OF PETROLEUM PRODUCTS	B	15 Days	45/-	INR 500/- per year (Rs 1500/- for 3 yrs. Renewal May Be 1 year or 3 year's)
29		RENEWAL OF REGISTRATION CERTIFICATE	B	30	45/-	50/-
30		REPLACEMENT OF ALL EXISTING LICENSES	B	7 Days	45/-	Nil
31		REPLACEMENT OF EXISTING FP SHOP	B	30	45/-	Nil
32		SURRENDER OF RATION CARD	B	30	45/-	Nil
33	AGE CERTIFICATE (FOR PASSED CANDIDATES	B	7 days	45/-	80/-	
34	APPLICATION FOR MEMO OF MARKS	B	7 days	45/-	80/-	

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35	EDUCATION	APPLICATION FOR RE-COUNTING OF MARKS	B	30 days	45/-	500/- per subject
36		MIGRATION CERTIFICATE (FOR PASSED	B	7 days	45/-	80/-
37	ELECTION	APPLICATION FOR CORRECTION OF DETAILS (B	30	35/-	Nil
38		APPLICATION FOR TRANSPOSITION (FORM-	B	30	35/-	Nil
39		EPIC AADHAAR SEEDING APPLICATION	A	15 Min	35/-	Nil
40		INCLUSION OF NAME IN THE ELECTORAL	B	30	35/-	Nil
41		ISSUANCE OF VOTER ID EPIC CARD	A	15 Min	10/-	Nil
42		NEW EPIC CARD (PVC)ISSUANCE OF VOTER	A	15 Min	35/-	Nil
43	ENDOWMENT	SREE SITA RAMACHANDRA SWAMY VARI DEVASTHANAM SEVA BOOKING, BHADRACHALAM	A	15 Min	Rs. 5/- (Below 100), Rs. 35/- (Above 100)	As Stipulated
44		SRI LAKSHMI NARASIMHA SEVA TICKET BOOKING	A	15 Min	Rs. 5/- (Below 100), Rs. 35/- (Above 100)	As Stipulated
45		SRI LAKSHMI NARASIMHA SWAMI ROOM BOOKING	A	15 Min	Rs. 5/- (Below 100), Rs. 35/- (Above 100)	Room Charges: Depends on the Type of Room.
46		SRI RAJA RAJESHWARA TEMPLE ROOM BOOKING	A	15 Min	Rs. 5/- (Below 100), Rs. 35/- (Above 100)	Room Charges: Depends on the Type of Room.
47		SRI RAJA RAJESWARA S.D., VEMULAWADA, KARIMNAGAR DT	A	15 Min	Rs. 5/- (Below 100), Rs. 35/- (Above 100)	As Stipulated

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48	GHMC	BIRTH CERTIFICATE CORRECTIONS	A	15 Min	30/- + 5/- Per each copy	80/- per each copy
49		BIRTH CERTIFICATE	A	15 Min	30/-	20/- per each copy
50		CHILD NAME INCLUSION	A	15 Min	30/- + 5/- Per each copy	20/- per each copy
51		DEATH CERTIFICATE CORRECTIONS	A	15 Min	30/- + 5/- Per each copy	80/- per each copy
52		DEATH CERTIFICATE	A	15 Min	30/-	20/- per each copy
53		NON AVAILABILITY BIRTH	A	15 Min	30/- + 5/- Per each copy	80/- per each copy
54		NON AVAILABILITY DEATH	A	15 Min	30/- + 5/- Per each copy	80/- per each copy
55		BIRTH CERTIFICATE CORRECTIONS	B	6 Days	30/- + 5/- Per each copy	80/- per each copy
56		BIRTH CERTIFICATE	B	3 Days	30/-	20/- per each copy
57		CHILD NAME INCLUSION	B	6 Days	30/- + 5/- Per each copy	20/- per each copy
58	DEATH CERTIFICATE CORRECTIONS	B	6 Days	30/- + 5/- Per each copy	80/- per each copy	

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59		DEATH CERTIFICATE	B	3 Days	30/-	20/- per each copy
60		NON AVAILABILITY BIRTH	B	3 Days	30/- + 5/- Per each copy	80/- per each copy
61		NON AVAILABILITY DEATH	B	3 Days	30/- + 5/- Per each copy	80/- per each copy
62	HEALTH CARE	ALLOPATHIC PRIVATE MEDICAL CARE REGISTRATION	B	90 Days	45/-	As Stipulated
63	HOUSING	APPLICATION FOR GRANT OF DOUBLE BED ROOM HOUSE	B	365 Days	45/-	Nil
64	HYDERABAD METROPOLITAN WATER SUPPLY&SEWER AGE BOARD	APPLICATION FOR ENHANCEMENTS OF EXISTING WATER CONNECTION	B	30 Days	45/-	As Stipulated
65		APPLICATION FOR NEW WATER CONNECTION	B	30 Days	45/-	As Stipulated
66		DISCONNECTION REQUEST	B	30 Days	45/-	As Stipulated
67		NAME CHANGE REQUEST	B	30 Days	45/-	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
68	INDUSTRIES &	CLEANER PRODUCTION MEASURES	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil
69		INVESTMENT SUBSIDY	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60	45/- + 150/- (towards Courier Charges)	Nil
70		ISO/BIS CERTIFICATION	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60	45/- + 150/- (towards Courier Charges)	Nil
71		PAVALA VADDI	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
72	COMMERCE	POWER COST REIMBURSEMENT	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil
73		SALES TAX REIMBURSEMENT	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil
74		SKILLS UPGRADATION	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil
75		STAMP DUTY/LAND COST/LAND CONVERSION CHARGES/MORTGAGE DUTY	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Courier Charges)	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
76	ITC	100%/50% STAMP DUTY REFUND	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
77		25% POWER SUBSIDY	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
78		50% EXHIBITION RENTAL REFUND	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
79		ALLOTMENT OF LAND	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
80		CONVERSION TO INDUSTRIAL POWER TARIFF	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
81		DECLARATION OF IT PARK STATUS	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
82		RECRUITMENT ASSISTANCE	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
83		REIMBURSEMENT OF PATENT FILING COST	B	90 days	45/- + 150/- (towards Courier Charges)	Nil

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84		REIMBURSEMENT OF QUALITY CERTIFICATION EXPENDITURE	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
85		SPECIFIC INCENTIVES FOR SC/ST/WOMEN ENTREPRENEURS	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
86		TIER II/III LOCATION ANCHOR COMPANY INCENTIVE	B	90 days	45/- + 150/- (towards Courier Charges)	Nil
87	LABOUR	AMMENDMENT (NOTICE OF CHANGE)	B	7 days	45/-	As Stipulated
88		REGISTRATION OF NEW SHOP/ESTABLISHMENT	B	7 days	45/-	As Stipulated
89		RENEWAL OF EXISTING SHOP/ESTABLISHMENT	B	7 days	45/-	As Stipulated
90	LEGAL METROLOGY	APPLICATION FOR REGISTRATION AS MANUFACTURE/PACKER/IMPORTER	B	30 Days	45/-	500/-
91		APPLICATION FOR SKILLED WORKER CERTIFICATE	B	30 Days	45/-	Nil
92		APPLICATION FOR GRANT/RENEWAL OF DEALER LICENSE	B	30 Days	45/-	2,000/-
93		APPLICATION FOR GRANT/RENEWAL OF MANUFACTURING LICENSE	B	30 Days	45/-	10,000/-
94		APPLICATION FOR GRANT/RENEWAL OF REPAIRING LICENSE	B	30 Days	45/-	5,000/-
95		GRANITE QUARRY LEASE	B	180 days	45/- + 150/- (towards Courier Charges)	Nil

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96	MINES AND GEOLOGY	MARBLE QUARRY LEASE	B	180 days	45/- + 150/- (towards Courier Charges)	Nil
97		MINERAL DEALER LICENSE	B	30 days	45/- + 150/- (towards Courier Charges)	Nil
98		MINING LEASE	B	1 year	45/- + 150/- (towards Courier Charges)	Nil
99		OTHER QUARRY LEASE	B	120 days	45/- + 150/- (towards Courier Charges)	Nil
100		PROSPECTING LICENSE	B	270 days	45/- + 150/- (towards Courier Charges)	Nil
101		RECONNAISSANCE PERMIT	B	180 days	45/- + 150/- (towards Courier Charges)	Nil
102	MUNICIPAL ADMINISTRATION	APPLICATION FOR BUILDING PERMISSION	B	15 Days	45/-	Nil
103		APPLICATION FOR FEE PAYMENT	A	15 Min	35/-	Nil

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104	MUNICIPAL ADMINISTRATIO N	BIRTH CERTIFICATE - CDMA	A	15 Min	35/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
105		BUILDING PERMISSIONS RETURN SUBMISSIONS	A	15 Min	35/-	Nil
106		CHILD NAME INCLUSION - CDMA	B	15 Days	45/-	Nil
107		CORRECTIONS IN BIRTH CERTIFICATE - CDMA	B	5 days	45/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
108		CORRECTIONS IN DEATH CERTIFICATE - CDMA	B	5 days	45/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
109		DEATH CERTIFICATE - CDMA	A	15 min	35/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
110		EXEMPTION REQUEST	B	15 Days	45/-	Nil
111	NEW ASSESSMENT REQUEST	B	15 Days	45/-	Nil	

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112		NON AVAILABILITY BIRTH APPLICATION - CDMA	B	First time 5 days , 2nd time onwards 15 min	45/-+Postal Charges*	50/- (Up to 4 copies) From 5th onwards 100/-
113		NON AVAILABILITY DEATH APPLICATION - CDMA	B	First time 5 days , 2nd time onwards 15 min	45/-+Postal Charges*	50/- (Up to 4 copies) From 5th onwards 100/-
114		PERMISSION FOR WATER CONNECTIONS	B	15 Days	45/-	Nil
115		SUB-DIVISION REQUEST	B	15 Days	45/-	Nil
116		TRANSFER OF TITLE DEEDS	B	15 Days	45/-	0.1% on Value of Property
117		BIRTH CERTIFICATE - CDMA	B	5 days	45/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
118		DEATH CERTIFICATE - CDMA	B	5 days	45/-	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-
119		VACANCY REMISSION REQUEST	B	15 Days	45/-	Nil
120		CATEGORY CHANGE - NPDCL	B	7 days	45/-	Nil
121		CATEGORY LOAD CHANGE- NPDCL	B	7 days	45/-	Nil

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122	NPDCL	LOAD CHANGE- NPDCL	B	30 Days	45/-	Nil
123		NAME CHANGE - NPDCL	B	7 days	45/-	Nil
124		NEW CONNECTION - 6A – STREET LIGHTS - NPDCL	B	30 Days	45/-	Nil
125		NEW CONNECTION - 6B – PUBLIC WATER WORKS - NPDCL	B	30 Days	45/-	Nil
126		NEW CONNECTION - GENERAL PURPOSE - NPDCL	B	30 Days	45/-	Nil
127		NEW CONNECTION - RELIGIOUS PLACES (TEMPLES, CHURCH, MOSQUE, GOVT.SCHOOLS ETC.) - NPDCL	B	30 Days	45/-	Nil
128		NEW CONNECTION COMMERCIAL -NPDCL	B	30 Days	45/-	Nil
129		NEW CONNECTION COMMERCIAL- HOARDINGS-NPDCL	B	30 Days	45/-	Nil
130		NEW CONNECTION DOMESTIC -NPDCL	B	30 Days	45/-	Nil
131		NEW CONNECTION FOR COTTAGE INDUSTRIES	B	37 Days	45/-	As Stipulated
132		NEW CONNECTION FOR INDUSTRIES	B	37 Days	45/-	As Stipulated
133		PoliceDepartment	ARMS DEALER	B	45 Days	45/-
134	FRESH LICENSES / RENEWAL		B	45 Days	45/-	750/-
135	ISSUANCE OF CERTIFICATES		B	7 days	45/-	As Stipulated
136	ISSUE OF FRESH/RENEWAL OF ARM LICENCE		B	45 Days	45/-	750/-
137	ISSUE OF TEMPORARY BLASTING PERMISSION		B	30Days	45/-	1000/-

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138		MISSING / LOST DOCUMENTS / ARTICLES	B	21 Days	45/-	As Stipulated
139		N.O.C LETTER FOR INSTALLATION OF PETROL BUNKS/LPG GAS	B	15 Days	45/-	Nil
140		PERMISSION FOR EVENT BANDHOBUS	B	7 Days	45/-	As Stipulated
141	REGISTRATION and STAMPS	AMENDMENT OF SOCIETY (UNDER SECTIONS: 8, 9, 10, 21, 24, 26)	B	3 Days	45/-	300/-
142	REGISTRATION and STAMPS	CERTIFIED COPY OF BYE LAW	A	3 Days	35/-	300/-
143		CERTIFIED COPY OF FIRM REGISTRATION	A	15 Min	35/-	100/-
144		CERTIFIED COPY OF REGISTRATION DOCUMENT	A	15 Min	35/-	100/-
145		CERTIFIED COPY OF REGISTRATION DOCUMENT	B	3 Days	35/-	100/-
146		CERTIFIED COPY OF SOCIETY REGISTRATION	A	15 Min	35/-	220/- + Rs. 2/- for each Paper
147		CHANGE IN CONSTITUTION OF FIRM (UNDER SECTION: 63)	B	30 days	45/-	100/-
148		CHANGES / ALTERATIONS IN FIRM (UNDER SECTIONS: 60,61,62)	B	3 Days	45/-	100/-
149	ENCUMBRANCE CERTIFICATE	A	15 Min	35/-	200/- for Below 30 Years and 500/- for above 30 years	

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150		ENCUMBRANCE CERTIFICATE	B	3 Days	45/-	200/- for Below 30 Years and 500/- for above 30 years
151		PRE-REGISTRATION SLOT BOOKING	B	3 Days	45/-	300/-
152		REGISTRATION OF FIRMS (UNDER SECTION: 58)	B	3 Days	45/-	100/-
153		REGISTRATION OF SOCIETY (UNDER SECTION: 3)	B	3 days	45/-	500/-
154		SUBMISSION OF APPEAL OF SOCIETY (UNDER SECTION: 6)	B	3 Days	45/-	300/-
155		AGRICULTURAL LAND VALUE APPLICATION	B	30 days	45/- + postal charges*.	Nil
156		AGRICULTURE INCOME CERTIFICATE	A	15 Min	45/-	Nil
157		AGRICULTURE INCOME CERTIFICATE	B	7 Days	45/-	Nil
158		APATHBANDHU SCHEME	B	1 year	45/-	Nil
159		APPEALS ON DEMARCATION	B	45 days	45/-	1300/-
160		APPLICATION FOR REGULARISATION OF SURPLUS LANDS UNDER UL (C&R) ACT, 1976	B	30 days	45/-	2000/-
161		APPLICATION FOR REGULARIZATION OF SADABAINAMAS	B	30 days	45/-	Nil
162		CC OF ROM	B	15 Days	45/-	1300/-
163		CERTIFIED COPIES ISSUED BY AD	B	15 Days	45/-	500/- per certificate
164		CERTIFIED COPIES ISSUED BY RDO	B	15 Days	45/-	Nil
165		CERTIFIED COPIES OF TSLR	B	7 Days	45/-+ postal charges*	As Stipulated
166		CERTIFIED COPIES OF PANCHANAMA	B	15 Days	45/-+Postal Charges	Nil
167		CERTIFIED COPIES OF PT	B	15 Days	45/-	Nil

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168		CHANGE OF NAME APPLICATION	B	15 Days	45/- + postal charges*.	Nil
169		CHESALA PAHANI	B	15 Days	45/-	500/- per certificate
170		COMMUNITY AND DATE OF BIRTH-BC	B	30 days	45/-+Postal Charges*	Nil
171		COMMUNITY AND DATE OF BIRTH-SC	B	30 days	45/-+Postal Charges*	Nil
172		COMMUNITY AND DATE OF BIRTH-ST	B	30 days	45/-+Postal Charges*	Nil
173		CRACKERS LICENSE FOR DIWALI	B	30 days	45/-	300/-
174		CURRENT ADANGAL / PAHANI	A	15 Min	35/-	Nil
175		CURRENT ADANGAL / PAHANI	B	3 Days	35/-	Nil
176		DEMARCATION	B	30 days	45/-	1250/-
177		EBC CERTIFICATE	B	7 Days	45/-	Nil
178		EXTRACT OF D FORM PATTA	B	7 Days	45/-+ postal charges*	Nil
179		EXTRACT OF HOUSE SITE PATTA	B	7 Days	45/-+ postal charges*	Nil
180		EXTRACT OF NOC UNDER EXPLOSIVE ACT	B	15 Days	45/-	Nil
181		EXTRACT OF NOC UNDER PETROLEUM ACT	B	15 Days	45/-	Nil
182		EXTRACT OF ORC	B	15 Days	45/- +Postal Charges	Nil
183		FAISAL PATTI	B	15 Days	45/-	500/- per certificate
184		FAMILY MEMBER CERTIFICATE	A	15 Min	45/-+Postal Charges*	Nil
185		INCOME CERTIFICATE	B	7 Days	45/-+ postal charges*	Nil
186	FAMILY MEMBER CERTIFICATE	A	15 Min	45/-+Postal Charges*	Nil	

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187	REVENUE	INCOME CERTIFICATE	B	7 Days	45/-+ postal charges*	Nil
188		INTEGRATED CERTIFICATE	B	30 Days	45/-	Nil
189		ISSUE OF ARM LICENCE(FRESH)	B	45 days	45/-	750/-
190		ISSUE OF ARM LICENCE(RENEWAL)	B	45 days	45/-	375/-
191		ISSUE OF NOC FOR STORING OF PETROLEUM PRODUCTS	A	15 Min	45/-	NILL
192		ISSUE OF OCCUPANCY RIGHTS CERT FOR INAM LANDS	A	15 Min	45/-	NILL
193		ISSUE OF NOC FOR STORING OF PETROLEUM PRODUCTS	B	45 days	45/-	NILL
194		ISSUE OF OCCUPANCY RIGHTS CERT FOR INAM LANDS	B	90 days	45/-	NILL
195		ISSUE OF SMALL AND MARGINAL FARMER CERTIFICATE	B	7 Days	45/-	Nil
196		ISSUE OF TONCH MAP	B	7 days	45/-	50/-
197		KHASRA PAHANI	B	15 Days	45/-	500/- per certificate
198		LAND CONVERSION	B	15 Days	45/-	Nil
199		LATE REGISTRATION OF BIRTH	B	60 Days	45/-	Rs.5/- for every addl year of late Registration
200		LATE REGISTRATION OF DEATH	B	60 Days	45/-	Rs.5/- for every addl year of late Registration
201	LOAN ELIGIBILITY CARD	B	15 Days	45/-+Postal Charges*	Nil	
202	LOCALIZATION OF PROPERTIES(HYD)	B	30 days	45/-+Postal Charges*	1250/-	

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203		MONEY LENDING	B	Fresh - 45 Days, Renewal - 60 Days	45/-	Fresh - 1000/- , Renewal - 750/-
204		MUTATION	B	60 Days	45/-	100/-
205		MUTATION + E PATTADAR PASSBOOK	B	60 Days	45/-	100/-
206		NATIVITY CERTIFICATE-BC	B	30 days	45/-	Nil
207		NATIVITY CERTIFICATE-SC	B	30 days	45/-	Nil
208		NATIVITY CERTIFICATE-ST	B	30 days	45/-	Nil
209		NFBS APPLICATION	B	1 year	45/-	Nil
210		NO EARNING CERTIFICATE	B	7 days	45/-	Nil
211		NO OBJECTION CERTIFICATE	B	7 days	45/-+Postal Charges*	Nil
212		NO PROPERTY APPLICATION SERVICE	B	60 days	45/- + postal charges*.	Nil
213		NOC FOR CONSTRUCTION OF CINEMA HALL	B	45 days	45/-	NILL
214		OBC CERTIFICATE	B	30 Days	45/-	Nil
215		OLD ADANGAL/PAHANI DETAILS	B	30 Days	45/-+Postal Charges	Nil
216		ORPHANAGE INTEGRATED CERTIFICATE APPLICATION	B	30 Days	45/-	Nil
217		PAWN BROKER	B	Fresh - 45 Days, Renewal - 30 Days	45/-	Fresh - 1000/- , Renewal - 750/-
218		PERMISSION FOR DIGGING AGRI/DRINKING WELL	B	15 Days	45/- + postal charges*	1100/- for Big Farmers, 600/- for small/Marginal Farmers
219	PERMISSION TO RUN THE BENEFIT SHOW	B	30 Days	45/- + postal charges*	Nil	

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220		POSSESSION CERTIFICATE	B	7 days	45/-+Postal Charges	Nil
221		REFUND OF TRADE DEPOSIT	B	30 days	45/-	NILL
222		RENEWAL OF CINEMA LICENCE	B	15 Days	45/- +Postal Charges	for 1 year - 1000/- for 2years-2000/-
223		RESIDENCE CERTIFICATE - GENERAL	A	15 Min	45/-+Postal Charges	Nil
224		RESIDENCE CERTIFICATE - PASSPORT	A	15 Min	45/-+Postal Charges	Nil
225		ROR - 1B	A	15 Min	35/-	Nil
226		RESIDENCE CERTIFICATE - GENERAL	B	7 days	45/-+Postal Charges	Nil
227		RESIDENCE CERTIFICATE - PASSPORT	B	7 days	45/-+Postal Charges	Nil
228		ROR - 1B	B	3 Days	35/-	Nil
229		SETHWAR / SUPPLEMENTARY SETHWAR/RESETTLEMENT REGISTER/FLR	B	15 Days	45/-	500/- per certificate
230		STORAGE OF EXPLOSIVE MATERIAL LICENSE	B	30 Days	45/-	1000/-
231		WASOOL BAQI	B	15 Days	45/-	500/- per certificate
232		DL ABSTRACT WITH FEE PAYMENT	A	15 Min	35/-	65/-

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
233	RTA	DL SLOT BOOKING WITH FEE PAYMENT	A	15 Min	35/-	Application Fee - Rs. 40/- , Test Fee - Rs. 100/-, Smart Card Fee- Rs. 200/-, Service Charge - Rs. 150, Postal Charge - Rs. 35
234		LL SLOT BOOKING WITH FEE PAYMENT	A	15 Min	35/-	Application fees is Rs. 30 (for each class of vehicle), Service charge is Rs. 30
235		RC ABSTRACT WITH FEE PAYMENT	A	15 Min	35/-	65/-
236	RURAL DEVELOPMENT	AASARA-FINANCIAL ASSISTANCE TO SINGLE WOMEN	A	15 Min	0	Nil
237		BIOMETRIC AUTHENTICATION OF AASARA BENEFICIARIES	A	15 Min	20/-	Nil
238		SAND ORDER PLACEMENT	A	15 Min	35/-	As stipulated
239	SCHOOL EDUCATION	CORRECTION OF SSC CERTIFICATE	B	30 Days	45/-	Nil
240		REGISTRATION/RENEWAL OF TUTORIAL OR COACHING INSTITUTIONS	B	30 Days	45/-	1000/-
241		SCHOOL REGISTRATION	B	7 Days	45/-	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
242	SOCIAL WELFARE DEPARTMENT	APPLICATION FOR STUDENT SCHOLARSHIP (RENEWAL)	A	15 Min	35/-	Nil
243		APPLICATION FOR STUDENT SCHOLARSHIP(FRESH)	A	15 Min	35/-	Nil
244		EPASS BIOMETRIC AUTHENTICATION SERVICE	A	15 Min	20/-	Nil
245		PREMATRICULATION SCHOLARSHIP SERVICE	A	15 Min	45/-	300/-
246	SSLR	F-LINE PETITIONS	B	30 Days	45/-+Postal Charges*	As Stipulated
247		F-LINE PETITIONS REPAYMENT	A	15 Min	35/-	Nil
248		F.M.B COPY	A	15 Min	35/-	50/- Sheet
249		F.M.B COPY	B	6 Days	35/-	50/- Sheet
250		SUB DIVISION PATTA	B	30 Days	45/-+Postal Charges*	Nil
251		VILLAGE MAP COPY	B	15 Days	45/-+ postal charges*	200/- Per sheet
252	T-Wallet	TOP UP/LOAD MONEY	A	15 Min	0	Nil
253		NEW REGISTRATION	A	15 Min	0	Nil
254		TOP UP/LOAD MONEY	A	15 Min	0	Nil
255		MERCHANT REGISTRATION	A	15 Min	0	Nil
256	TSCHE	DOST AADHAAR AUTHENTICATION SERVICE	A	15 Min	20/-	Nil
257	TSMIP	MIP FARMER REGISTRATION	A	15 Min	35/- + Postal Charges*	10/-
258		NAME CHANGE - TSSPDCL	B	7 Days	45/-+ 35/- (towards Postal Charges)	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
259		NEW CONNECTION - 6A-STREET LIGHTS – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated
260		NEW CONNECTION - 6B- PUBLIC WATER WORKS – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
261	TSSPDCL	NEW CONNECTION - AGRICULTURAL SERVICES – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated
262		NEW CONNECTION - COMMERCIAL – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
263		NEW CONNECTION - COMMERCIAL HOARDINGS – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated
264		NEW CONNECTION - GENERAL PURPOSE – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
265		NEW CONNECTION – DOMESTIC - TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated
266		NEW CONNECTION – RELIGIOUS PLACES – TSSPDCL	B	(With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv- 60 Days, 33KV- 90 Days, EHT 180 Days)	45/-+ 25/- (towards Postal Charges)	As Stipulated
267	UIDAI	AADHAAR DAILY ENROLLMENT DATA	A	15 Min	35/-	Nil
268		AADHAAR MOBILE NUMBER UPDATE APPLICATION	A	15 Min	35/-	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
269	WARANGAL MUNICIPAL CORPORATION	APPLICATION FOR NEW TAP CONNECTION	B	15 Days	45/-	Demand + Surcharge
270		APPLICATION FOR NEW TRADE LICENSE	B	15 Days	45/-	Demand + Surcharge
271		APPLICATION FOR TAX BILLING OF PROPERTY AND WATER TAX	B	15 Days	45/-	Demand + Surcharge
272		APPLICATION FOR TRADE LICENSE BILLING	B	15 Days	45/-	Demand + Surcharge
273		FINAL PAYMENTS FOR WMC SERVICES	A	15 Days	35/-	Demand + Surcharge

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
1	CIVIL SUPPLIES	APPLICATION FOR NEW FOOD SECURITY CARD	B	30 Days	45/-	Nil
2		CONVERSION OF WHITE CARD TO PINK CARD	B	30 Days	45/-	Nil
3		CORRECTIONS IN FOOD SECURITY CARD	B	30 Days	45/-	Nil
4		DELETION OF MEMBER IN RATION CARD	B	30 Days	45/-	Nil
5		FP SHOP DEALER PAYMENTS	A	15 Min	35/-	As Stipulated
6		HOUSEHOLD HEAD MODIFICATIONS	B	30 Days	45/-	Nil
7		ISSUE OF AUTHORIZATION OF FP SHOPS	B	30 Days	45/-	Nil
8		ISSUE OF NEW RATION CARD (PINK)	B	30 Days	45/-	Nil
9		PRINT RATION CARD	A	15 Min	35/-	Nil
10		RATION CARD DATA CORRECTIONS	B	7 Days	45/-	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
11		RATION CARD MEMBER ADDITION(BIRTH)	B	30 Days	45/-	Nil
12		RATION CARD MEMBER MIGRATION	B	30 Days	45/-	Nil
13		RATION CARD MISSING DETAILS IN DATABASE	B	30 Days	45/-	Nil
14		RATION CARD MODIFICATIONS (EPDS INTEGRATION)	B	30 Days	45/-	Nil
15		RATION CARD TRANSFER	B	30 Days	45/-	Nil
16		REPLACEMENT OF ALL EXISTING LICENSES FOR PETROLEUM,LPG AND KEROSENE PRODUCTS	B	7Days	45/-	Nil
17		REPLACEMENT OF EXISTING FP SHOP AUTHORIZATION	B	30 Days	45/-	Nil
18		SURRENDER OF RATION CARD	B	30 Days	45/-	Nil
19	Election	EPIC AADHAAR SEEDING APPLICATION	A	15 Min	35/-	Nil
20		CLEANER PRODUCTION MEASURES	B	GM/DIC (Micro/ Medium/ Large/ Mega- 30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
21	INDUSTRIES &	INVESTMENT SUBSIDY	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil
22		ISO/BIS CERTIFICATION	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil
23		PAVALA VADDI	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
24	COMMERCE	POWER COST REIMBURSEMENT	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil
25		SALES TAX REIMBURSEMENT	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil
26		SKILLS UPGRADATION	B	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil

S.NO	DEPARTMENT NAME	SERVICE NAME	CATEGORY	SLA TIME	SERVICE CHARGES(RS.)	STATUTORY CHARGES
27		STAMP DUTY/LAND COST/LAND CONVERSION CHARGES/MORTGAGE DUTY	B	GM/DIC (Micro/ Medium/ Large/ Mega- 30 Days & Commission rate/S LC- 60 Days,	45/- + 150/- (towards Postal Charges)	Nil
28	Municipal Administration	CHILD NAME INCLUSION - CDMA	B	15 Days	45/-	Nil
29	Revenue	APPLICATION FOR REGULARISATION OF SURPLUS LANDS UNDER UL (C&R) ACT, 1976	B	30 Days	45/-	2000/-
30		APPLICATION FOR REGULARIZATION OF SADABAINAMAS	B	30 Days	45/-	Nil
31		INTEGRATED CERTIFICATE	B	30 Days	45/-	Nil
32	RURAL DEVELOPMENT	AASARA-FINANCIAL ASSISTANCE TO SINGLE WOMEN	A	15 Min	0	Nil
33		BIOMETRIC AUTHENTICATION OF AASARA BENEFICIARIES	A	15 Min	20/-	Nil
34	SCHOOL EDUCATION	CORRECTION OF SSC CERTIFICATE	B	30 Days	45/-	Nil
35		PREMATRICULATION SCHOLARSHIP SERVICE	A	15 Min	45/-	300/-
36	UIDAI	AADHAAR MOBILE NUMBER UPDATE APPLICATION	A	15 Min	35/-	Nil