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Sr. Adv. ACCS Dp

BODOLAND TERRITORIAL COUNCIL SECRETARIAT :::: BODOFA NWGWR::::KOKRAJHAR  
( PERSONNEL DEPARTMENT )

No. BTC (E) 107 /2017/114

Dated Kokrajhar, the 7<sup>th</sup> June, 2019

N O T I F I C A T I O N

12 JUN 2019  
GUWAHATI  
Project Director, ARIAS Society  
Khanapara \* 112001

D. Rabha  
F. Ahmud

The Bodoland Territorial Council is pleased to notify to include the following Citizen Centric Services under Assam Right to Public Service Delivery Act,2012 within the territory of Bodoland Territorial Council as per resolution no. (4,3) of Executive Council Meeting of BTC held on 16<sup>th</sup> October,2017 for the year 2019-20.

Sl.No.	Department	Name of Service
1.	Transport	Vehicle registration for transport
2.	Transport	Vehicle registration for non-transport
3.	Transport	Duplicate Driving License
4.	Transport	Duplicate Vehicle registration for transport
5.	Transport	Duplicate Vehicle registration for non-transport

Sd/-

Principal Secretary  
Bodoland Territorial Council  
Kokrajhar

Memo No. BTC (E) 107 /2017/114-A,

Dated Kokrajhar, the 7<sup>th</sup> June, 2019

Copy to:

1. The Commissioner & Secretary to the Govt. of Assam, Administrative Reforms & Training Department for subsequent Notification under ARTPS Act.
2. S.S.O to Hon'ble Chief, BTC, Kokrajhar.
3. S.S.O to Hon'ble Deputy Chief, BTC, Kokrajhar.
4. PS to the Chief Secretary to the Govt, of Assam for his kind appraisal.
5. PS to the Addl. Chief Secretary to the Govt. of Assam and APC, ARIAS Society for his kind appraisal.
6. PS to the Addl. Chief Secretary to the Govt. of Assam WPT&BC Deptt., for his kind appraisal.
7. The State Project Director, ARIAS Society for his kind information.
8. All Deputy Commissioner of BTC( Kokrajhar/Chirang/Baksa/Udalguri)
9. All Officers of BTC, Kokrajhar.
10. PS/PA to Hon'ble E.Ms., BTC, Kokrajhar.
11. All Superintendents of BTC, Kokrajhar.

H

Principal Secretary  
Bodoland Territorial Council  
Kokrajhar

Sr. Adv. ACCSDP

BODOLAND TERRITORIAL COUNCIL SECRETARIAT:::BODOFA NWGWR:::KOKRAJHAR  
(PERSONNEL DEPARTMENT)

No. BTC (E) 107 /2017/118

Dated Kokrajhar, the 20<sup>th</sup> June, 2019

2019 22.19  
25 JUN 2019

NOTIFICATION



The Bodoland Territorial Council is pleased to notify to include the following Citizen Centric Services under Assam Right to Public Service Delivery Act, 2012 within the territory of Bodoland Territorial Council as per resolution no. (4,3) of Executive Council Meeting of BTC held on 16<sup>th</sup> October, 2017 for the year 2019-20.

Dilip  
F. Ahluwalia

Sl.No.	Department	Name of Service
1.	Land Revenue	Certified copy of jamabandi copy
2	Land Revenue	Certified copy of chitta copy
3.	Land Revenue	Land Valuation Certificate
4.	Land Revenue	Income Certificate
5.	Land Revenue	Income Tax Exemption Certificate

Sd/-

Principal Secretary  
Bodoland Territorial Council  
Kokrajhar

Memo No. BTC (E) 107 /2017/118-A,

Dated Kokrajhar, the 20<sup>th</sup> June, 2019

Copy to:

1. The Commissioner & Secretary to the Govt. of Assam, Administrative Reforms & Training Department for subsequent Notification under ARTPS Act.
2. S.S.O to Hon'ble Chief, BTC, Kokrajhar.
3. S.S.O to Hon'ble Deputy Chief, BTC, Kokrajhar.
4. PS to the Chief Secretary to the Govt. of Assam for his kind appraisal.
5. PS to the Addl. Chief Secretary to the Govt. of Assam and APC, ARIAS Society, Khanapara, Agricultural Complex, Guwahati-22 for his kind appraisal.
6. PS to the Addl. Chief Secretary to the Govt. of Assam WPT&BC Deptt., for his kind appraisal.
7. The State Project Director, ARIAS Society, Khanapara, Agricultural Complex, Guwahati-22 for his kind information.
8. All Deputy Commissioner of BTC (Kokrajhar/Chirang/Baksa/Udalguri) for information.
9. All Officers of BTC, Kokrajhar.
10. The Director, Land Records & Surveys, BTC, Kokrajhar for information & necessary action
11. All Circle Officers, Kokrajhar District/Chirang District/Baksa District/Udalguri District for information.
12. PS/PA to Hon'ble E.Ms., BTC, Kokrajhar.
13. All Superintendents of BTC, Kokrajhar.

Principal Secretary  
Bodoland Territorial Council  
Kokrajhar

**BODOLAND TERRITORIAL COUNCIL SECRETARIAT :: BODOFA NWGWR :: KOKRAJHAR**  
**PERSONNEL DEPARTMENT**

No. BTC(E)107/2017/117

Dated Kokrajhar, the 20<sup>th</sup> June, 2019

**NOTIFICATION**

In partial modification of the notification no.BTC(E)107/2017/114, dated 7<sup>th</sup> June, 2019, the Bodoland Territorial Council is pleased to notify the following Citizen Centric Services under Right to Public Service Delivery Act, 2012 within the territory of Bodoland Territorial Council as per resolution no. (4.3) of Executive Council Meeting of BTC held on 16<sup>th</sup> October, 2017 for the year 2019-20, The DPS/AA/RA are hereby notified along with time line for the delivery of the services, as follows:

Sl. No	Notified public service	Stipulated time limit for providing the service (Days)	Designation of designated Public Servant	Designation of Appellate Authority	Time limit for disposal by Appellate Authority (Days)	Designation of Reviewing Authority	Time limit for disposal by Reviewing Authority (Days)	Documents to be enclosed with the application	User charge, if any(in Rupees)	Eligibility Criteria to obtain service.
<b>A. Transport Department</b>										
1.	<b>Vehicle registration for transport</b>	30 days	District Transport Officer of the District	Joint Commissioner cum CHD of Transport Department, BTC.	30 days	Secretary of Transport Deptt.,BTC	30 days	1) Sale Certificate in Form 21 2) Road worthiness certificate in Form 22 3) Valid insurance certificate 4) Copy of PAN Card 5) Temporary Registration, if any 6) Custom Clearance certificate in case of imported vehicle. 7) Form ET-8 under Entry Tax Act from Taxation Department of Assam, if vehicle is purchased from outside Assam. 8) Chassis pencil print 9) Invoice of the vehicle from the Motor Vehicle dealer excepting 2 wheelers. 10) For Address proof, any one of the following: (a) Electoral Roll(b) Life Insurance Policy (c) Passport	1) Tax and Fee as per tax schedule.. 2) Rs. 4000/- for fancy/choice registration mark at DTO's cash counter  User charge- 1)Rs.126/- at the AMTRON cash counter for Smart Card RC 2) Rs.153/- for 3 wheeler, Rs. 318/-for 4 wheeler	

Contd.2

								(d) Pay slip issued by any office of the Central Government or a State Government or a Local body (e) School Certificate (f) Birth Certificate (g) Ration Card (h) Employment Exchange Card(i) Certificate from Gazetted Officer (j) Proof of legal presence in India in addition to proof of residence in case of Foreigners. If the applicant is unable to produce any of the above documents for sufficient reason, the licensing Authority may accept and Affidavit executed before Executive Magistrate, or a First Class Judicial Magistrate or a Notary Public as evidence of Address	(LMV), Rs. 335/- for heavy passenger and goods vehicle to HSRP Vendors.	
2.	Vehicle registration for non-transport	15 days	District Transport Officer of the District	Joint Commissioner cum CHD of Transport Department, BTC..	30 days	Secretary of Transport Deptt.,BTC	30 days	1) Sale Certificate in Form 21 2) Road worthiness certificate in Form 22 3) Valid insurance certificate 4) Copy of PAN Card 5) Temporary Registration, if any 6) Custom Clearance certificate in case of imported vehicle. 7) NOC in Form ET-8 under Entry Tax Act from Taxation Department of Assam, if vehicle is purchased from outside Assam. 8) Chassis pencil print 9) Invoice of the vehicle from the Motor Vehicle dealer excepting 2 wheelers. 10) For Address proof, any one of the following: (a) Electoral Roll(b) Life Insurance Policy (c) Passport	Tax/fees- 1) One Time tax as per tax schedule 2) Rs. 4000/- for fancy/choice registration mark at DTO's cash counter.  User charge- 1)Rs.126/- at the AMTRON cash counter for Smart Card RC 2) Rs.119/- for 2 wheeler, Rs. 153/-for 3	

								(d) Pay slip issued by any office of the Central Government or a State Government or a Local body (e) School Certificate (f) Birth Certificate (g) Ration Card (h) Employment Exchange Card(i) Certificate from Gazetted Officer (j) Proof of legal presence in India in addition to proof of residence in case of Foreigners. If the applicant is unable to produce any of the above documents for sufficient reason, the licensing Authority may accept and Affidavit executed before Executive Magistrate, or a First Class Judicial Magistrate or a Notary Public as evidence of Address	Wheeler, Rs.318/- for 4 wheeler (LMV) to HSRP Vendors.	
3.	Duplicate Driving License	15 days	District Transport Officer of the District	Joint Commissioner cum CHD of Transport Department, BTC..	30 days	Secretary of Transport Deptt.,BTC	30 days	1)The Police report as to loss of the driving license  Or  2) Original destroyed/mutilated license 3) 3 copies recent passport size photo	Fees: Rs.20/- at DTO's cash counter  User charge: Rs. 88/- in cash at the AMTRON cash counter for Driving License Smart card Printout	
4.	Duplicate Vehicle registration for transport	7 days	District Transport Officer of the District	Joint Commissioner cum CHD of Transport Department, BTC..	30 days	Secretary of Transport Deptt.,BTC	30 days	1)The Police report as to loss of the Registration Certificate Or 2) Original destroyed /mutilated registration certificate 3) Consent of the financier in case of hypothecated Vehicle 4) Up to date Tax paid Receipt.	Fees 1) Rs.150/- for Light Commercial Vehicle 2)Rs.200/- for Medium Goods/Passenger vehicle 3)Rs.300/- for	

									Heavy Goods/Passenger vehicle at DTO's cash counter. User charge-879+Rs.126/-in cash at the AMTRON cash counter..	
5.	Duplicate Vehicle registration for non-transport	7 days	District Transport Officer of the District	Joint Commissioner cum CHD of Transport Department, BTC..	30 days	Secretary of the Transport Department , BTC.	30 days	1)The Police report as to loss of the Registration Certificate Or 2) Original destroyed /mutilated registration certificate 3) Consent of the financier in case of hypothecated Vehicle 4) Up to date Tax paid Receipt.	Fees 1) Rs.30/- for 2 wheeler 2)Rs.100/- for LMV at DTO's cash counter User charge-Rs.126/- in cash at the AMTRON cash counter..	
<b><u>B Land Revenue Deptt.</u></b>										
6.	Certified copy of jamabandi copy	10 days	Circle Officer	Director, Land Records & Surveys, BTC	30 days	Secretary of the Land Revenue Deptt, BTC	30 days	1) Land clearance certificate 2) Land holding certificate 3) Income certificate		
7.	Certified copy of chitta copy	10 days	Circle Officer	Director, Land Records & Surveys, BTC	30 days	Secretary of the Land Revenue Deptt, BTC	30 days	1) Land clearance certificate 2) Land holding certificate 3) Income certificate		
8	Land valuation certificate,	10 days	Circle Officer	Director, Land Records & Surveys, BTC	30 days	Secretary of the Land Revenue Deptt, BTC	30 days	1) Land clearance certificate 2) Land holding certificate 3) Income certificate		

9	Income Certificate	10 days	Circle Officer	Director, Land Records & Surveys, BTC	30 days	Secretary of the Land Revenue Deptt, BTC	30 days	1) Land clearance certificate 2) Land holding certificate 3) Income certificate		
10	Tax Exemption Certificate.	10 days	Circle Officer	Director, Land Records & Surveys, BTC	30 days	Secretary of the Land Revenue Deptt, BTC	30 days	1) Land clearance certificate 2) Land holding certificate 3) Income certificate. 4) ST certificate		

*Sd/-*

Principal Secretary  
Bodoland Territorial Council  
Kokrajhar

Dated Kokrajhar the 20<sup>th</sup> June, 2019

Memo No. No. BTC(E)107/2017/117 -A,

Copy to:

1. The Commissioner & Secretary to the Govt. of Assam, Administrative Reforms & Training Department, Dispur, Guwahati-6.
2. S.S.O. to Hon'ble Chief, BTC, Kokrajhar.
3. PS to Hon'ble Speaker, BTCLA, Kokrajhar.
4. SSO to Hon'ble Deputy Chief, BTC, Kokrajhar.
5. PS to Hon'ble Deputy Speaker, BTCLA, Kokrajhar.
6. PS to all Hon'ble EMs, BTC, Kokrajhar.
7. PS to the Chief Secretary to the Govt. of Assam, Dispur, Guwahati-6.
8. PS to the Addl. Chief Secretary to the Govt. of Assam and APC, ARIAS Society, Dispur, Guwahati-6.
9. PS to the Addl. Chief Secretary to the Govt. of Assam, WPT&BC Deptt., Dispur, Guwahati-6
10. The State Project Director, ARIAS Society, Khanapara, Agriculture Complex, Guwahati-22 for his kind information.
11. The Addl. Principal Secretary, BTC, Kokrajhar
12. All Deputy Commissioner of Kokrajhar/Chirang/Baksa/Udalguri District.
13. All Officers of BTC Secretariat, Kokrajhar.
14. The Joint Commissioner cum CHD, Transport Department, BTC, Kokrajhar for information.
15. The Director, Land Records & Surveys, BTC, Kokrajhar for information.
16. All Circle Officers, Kokrajhar District/Chirang District/Baksa District/Udalguri District for information.
17. The District Transport Officer, Kokrajhar/Chirang/Baksa/Udalguri, BTC, Kokrajhar.
18. All Superintendents, BTC, Kokrajhar.

*N*  
Principal Secretary  
Bodoland Territorial Council  
*b* Kokrajhar