

CALENDER FOR DISPOSAL OF NOC / CONSENT CASES

Regional Office

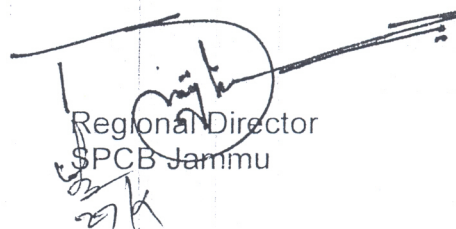
1. Receipt in Regional Office	(1) One day
2. Dispatch to District Office	(1) One day
3. Processing and compilation of case in Regional Office after receipt from District Office	(11) Elevens days
4. Dispatch to Central Office	(2) Two days
Total	15 days

District Office

1. Receipt in District Office	(1) One day
2. Processing in District Office including Inspection	(12) Twelve days
3. Dispatch to Regional Office	(2) Two days
Total	15 days

Note:

- (i) Cases which are complicated and require some more time for comprehensive study and which cannot be disposed off in the above stipulated time frame shall be dealt with the approval of authorities and reasons for delay or time taken to dispose such cases may be indicated in the letter seeking more time from authorities.
- (ii) No incomplete cases shall be received by the district offices thereby causing inordinate delay in disposal of cases by spending time in communication with the unit holders. The unit holders shall be advised in writing for shortcomings if any in the case at the time of receipt of cases itself.
- (iii) All the consent cases shall be received in the district offices only. In case any case is received in the Regional Office that shall be scrutinised by the technical staff available at that time before receipt and process in the Documentation Centre.


Regional Director
SPCB Jammu