



OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION
PANBAZAR: GUWAHATI – 781 001

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No. GMS/2019-20/02/74

Dated: 25/11/2020

To

Additional Chief Secretary to the Govt. Of Assam
Guwahati Development Department, Janata Bhawan
Dispur, Assam

Sub: Action taken report on the meeting held on 3/11/2020 on notification of services under ARTPS Act.

Ref: Letter No. GDD.266/2017/Pt./175 Dated 11th Nov 2020
Letter No. GER/Div-II/19/19/81 Dated 2nd Nov 2020
Letter No. GDD/2017/Pt./169 Dated 15th October 2020
Letter No. AR. 107/2015/Pt-I/77 Dated 1st October 2020

Sir,

With reference to the subject cited above, the officials mentioned in **Annexure-A** are notified as Designated Public Servant (DPS) and Appellate Authority (AA) against the mentioned services notified under ARTPS Act. Annexure-A will also be published in GMC website.

Yours faithfully

Commissioner,
Guwahati Municipal Corporation,
Panbazar, Guwahati – 01.

Memo No. GMS/2019-20/02/74

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Dated: 25/11/2020

Copy forwarded to:

1. The State Project Director, ARIAS Society, Agriculture Campus, Six-Mile, GS Rd, Khanapara, Guwahati, for kind information
2. Concerned Officials, GMC, for information
3. Software developer, to upload the DPS/AA list at GMC website
4. Office Copy

Commissioner,
Guwahati Municipal Corporation,
Panbazar, Guwahati – 01



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Annexure-A: Notified Designated public servant (DPS) and Appellate Authority (AA) against services notified under ARTPS Act

Sl. No.	Name of Service	Designated public servant	Appellate Authority	Stipulated Time
1	Erection of New Building under the Guwahati Building Construction (Regulation) Bye laws, 2015 (Construction Permit)	Associate Planner, GMC	Joint Commissioner, GMC	15 Days
2	Re-erection of Building under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	15 Days
3	Material Alteration in existing Building under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	15 Days
4	Progress Report for Plinth Stage (in case of Basement casting of basement slab) under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	7 Days
5	Grant of NOC for Specified Trades	Deputy Commissioner of Zones, GMC	Additional Commissioner, GMC	21 Days
6	Issue of trade license (Veterinary Trades)	Veterinary Officer, GMC	Additional Commissioner, GMC	21 Days
7	Issue of trade license (Industrial)	Deputy Commissioner of Zones, GMC	Additional Commissioner, GMC	21 Days
8	Issue of trade license (General)	Deputy Commissioner of Zones, GMC	Additional Commissioner, GMC	7 Days
9	Issue of trade license (Health Related Trades)	Medical Officer, GMC	Additional Commissioner, GMC	21 Days
10	License to establish places of recreation, entertainment, consumption of food and drink from Guwahati Municipal Corporation	Deputy Commissioner of Zones, GMC	Additional Commissioner, GMC	21 Days
11	Progress report for First Storey under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	7 Days
12	Progress report for Middle Storey in case of high-rise building under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	7 Days
13	Progress report for Last Storey under the Guwahati Building Construction (Regulation) Bye laws, 2015	Associate Planner, GMC	Joint Commissioner, GMC	7 Days
14	Completion Report cum Building Occupancy Certificate under the Guwahati Building Construction (Regulation) Bye laws 2015	Associate Planner, GMC	Joint Commissioner, GMC	8 Days
15	Erection of Mobile Towers on top of existing buildings	Collector, GMC	Joint Commissioner, GMC	21 Days


Commissioner,
Guwahati Municipal Corporation,
Panbazar, Guwahati – 01