

MeeSeva Citizen Charter							
Total Count	Sl.No	Department	Service name	Service Level & Category	Service Charge	Statutory Charge	Total(Rs)
1	1	UIDAI	Know Your AADHAAR	15 Minutes, Cat A	25/-	Nil	25/-
2	2		Seed Your AADHAAR	15 Minutes, Cat A	25/-	Nil	25/-
3	3		Aadhar Daily Enrolment Data	15 Minutes, Cat A	25/-	Nil	25/-
4	1	REVENUE	Adangal /Pahani Corrections	15 Days	35/-	Nil	35/-
5	2		Agricultural Income Certificate	7 Days, Cat B	35/-	Nil	35/-
6	3		Apathbandhu Application	1 year, Cat B	35/-	Nil	35/-
7	4		Appeals On Demarcation (HYD)	45 days , Cat B	35/-	1300/-	1335/-
8	5		Certified Copies of Records of Measurement (HYD)	15 days , Cat B	35/-	1300/-	1335/-
9	6		Certified Copies Of Protected Tenant	15 Days, Cat B	35/-	Nil	35/-
10	7		Certified copies of TSLR	7 Days, Cat B	35/+ postal charges	As Stipulated	35/+ postal charges
11	8		Certified copies of certificates issued by RDO	15 Days, Cat B	35/-	Nil	35/-
12	9		Certified copies of Panchanama	15 Days, Cat B	35/+Postal Charges	Nil	35/+ Postal Charges
13	10		Certified copies of Chesala Pahani	15 Days, Cat B	35/+ postal charges	As Stipulated	35/+ postal charges
14	11		Copy of village Map	15 Days, Cat B	35/+ postal charges	200/- Per sheet	35/+ + 200/- Per Sheet
15	12		Copy of FMB	15 Minutes, Cat A	25/-	50/- Sheet	25/- + 50/- Per Sheet
16	13		Demarcation(HYD)	30 days , Cat B	35/-	1250/-	1285/-
17	14		Duplicate Copy of Certificate-Income	15 Minutes, Cat A	25/-	Nil	25/-
18	15		Duplicate Copy of Certificate-Integrated	15 Minutes, Cat A	25/-	Nil	25/-
19	16		Duplicate Copy of Certificate-Residence	15 Minutes, Cat A	25/-	Nil	25/-
20	17		Duplicate Pattadar Pass Book Service (Tahsildar)	60 days , Cat B	35/+100 for printing	100/-	235/-
21	18		EBC certificate	Cat B, 7 Days	35/-	Nil	35/-
22	19		Extract of Adangal / Pahani	15 Minutes, Cat A	25/-	Nil	25/-
23	20		Extract of D-Form Patta Application	7 Days, Cat B	35/+ postal charges	Nil	35/+ postal charges
24	21		Extract Of House Site patta	7 Days, Cat B	35/+ postal charges	Nil	35/+ postal charges
25	22		Extract of ROR 1B	15 Minutes, Cat A	25/-	Nil	25/-
26	23		Certified Copies of Faisal Patti	15 Days, Cat B	35/+ postal charges	Nil	35/+ postal charges
27	24		Family Member Certificate (Social security schemes &	Cat B, 30 Days	35/+Postal Charges*	Nil	35/-
28	25		F-Line Petitions	30 Days, Cat B	35/+Postal Charges*	As Stipulated	35/- + 250/- challan amount
29	26		Income Certificate	7 Days, Cat B	35/+Postal Charges*	Nil	35/-
30	27		Certified Copies of Khasra Pahani	15 Days, Cat B	35/+ postal charges	Nil	35/+ postal charges
31	28		Application for LAND CONVERSION	60 days, Cat B	35/-	5% of basic value of land for GHMC, GVMC and VMC limits; for other areas, 9%;	35/- + 5% of basic value of land for GHMC, GVMC and VMC limits; for other areas, 9%;
32	29		LATE REGISTRATION OF BIRTH	60 Days	35/-	Rs.5/- for every addl year of late Registration	35/- + Rs.5/- for every addl year of late Registration
33	30		LATE REGISTRATION OF DEATH	60Days	35/-	Rs.5/- for every addl year of late Registration	35/- + Rs.5/- for every addl year of late Registration
34	31		Loan Eligibility Card	15Days, Cat B	35/+Postal Charges*	Nil	35/- + Postal Charges
35	32		Localization of Properties(HYD)	30 days , Cat B	35/+Postal Charges*	1250/-	1285/- + Postal Charges
36	33		Money Lending License	Fresh - 45 Days, Renewal - 60 Days	35/-	Fresh - 1000/- , Renewal - 750/-	Fresh - 1035/- , Renewal - 785/-
37	34		Mutation of revenue Records + Pattadhar Passbook	60 days , Cat B	35/-	100/-	135/-
38	35		National Family Benefit Scheme Application	1 year	35/-	Nil	35/-
39	36		No Earning Member Certificate	7 Days, Cat B	35/+Postal Charges*	Nil	35/-
40	37		NOC for Construction of New/Existing House in a villa	30 Days, Cat B	35/-	2000/-	2035/-
41	38		OBC Certificate	30 Days, Cat B	35/-	Nil	35/-
42	39	Old Adangal/Pahani details	Cat B, 30 Days	35/+Postal Charges	Nil	35/-	
43	40	Pattadar Pass Book Replacement Service (EPASSBOO	60 days , Cat B	35/+100 for printing	Nil	135/-	

44	41	Pawn Broker License	Fresh - 45 Days, Renewal - 30 Days	35/-	Fresh - 1000/- , Renewal - 750/-	Fresh - 1035/- , Renewal - 785/-
45	42	Possession Certificate (for House Site Purpose)	7 days, Cat B	35/-+Postal Charges	Nil	35/-
46	43	Prajavani	Cat B, 15 Days	35/-	Nil	35/-
47	44	Residence Certificate-Passport	7 Days, Cat B	35/-	Nil	35/-
48	45	Residence Certificate -GENERAL	7 Days, Cat B	35/-+Postal Charges*	Nil	35/- + Postal Charges.
49	46	Certified Copies of Sethwar / Supplementary Sethwar/F	15 Days, Cat B	35/-+ postal charges	Nil	35/-+ postal charges
50	47	Sub-divisions of lands	30 Days, Cat B	35/-+Postal Charges*	Nil	35/- + Statutory Charges
51	48	New Pattadar Passbook(EPASSBOOK-New)	60 days , Cat B	35/-	100/- for printing	135/-
52	49	Certified Copies of Wasool Baqi	15 Days, Cat B	35/-+ postal charges	Nil	35/-+ postal charges
53	50	Change of Name Certificate	15 days, Cat B	35/- + Postal Charges.	Nil	35/- + Postal Charges.
54	51	No Property Certificate	60 days, Cat B	35/- + Postal Charges.	Nil	35/- + Postal Charges.
55	52	Agricultural Land Value Certificate	30 days, Cat B	35/- + Postal Charges.	Nil	35/- + Postal Charges.
56	53	Small/Marginal farmer Certificate	7 Days, Cat B	35/- + Postal Charges.	Nil	35/- + Postal Charges.
57	54	Permission for Digging a Agricultural well/Drinking water	15 Days, Cat B	35/- + Postal Charges.	1100/- for Big Farmers, 600/- for small/Marginal Farmers	1135/- for Big Farmers, 635/- for small/Marginal Farmers
58	55	Extract of ORC (Occupancy Rights Certificate)	15 Days, Cat B	45/- +Postal Charges	Nil	45/-+Postal Charges
59	56	Renewal of Cinema Licence	15 Days, Cat B	35/-+Postal Charges	for 1 year - 1000/- for 2years-2000/-	1035/- for 1 year , 2035 for 2 years
60	57	Certified copies of NOC under explosive Act	15 Days, Cat B	45/- + Postal Charges	Nil	45/- + Postal Charges
61	58	Certified copies of NOC under Petroleum Act	15 Days, Cat B	45/- + Postal Charges	Nil	45/- + Postal Charges
62	59	Cracker License For Diwali (After Collector delegates)	30 days,Cat B	35/-	300/-	335/-
63	60	Issue of TONCH Map	7 days, Cat B	35/-	50/-	85/-
64	61	Issue of NOC for Construction of Cinema Hall	45 days , Cat B	35/-	Nil	35/-
65	62	ISSUE OF ARM LICENCE(Fresh)	45 days , Cat B	35/-	750/-	785/-
66	63	ISSUE OF ARM LICENCE(Renewal)	45 days , Cat B	35/-	375/-	410/-
67	64	ISSUE OF OCCUPANCY RIGHTS CERTIFICATES FOR IN	90 days, Cat B	35/-	NILL	35/-
68	65	Refund of Trade deposits to dealers in case of resigna	30 days , Cat B	35/-	NILL	35/-
69	66	NOC for Construction of Cinema Halls	45 days , Cat B	35/-	NILL	35/-
70	67	Storage of Explosive Material License	30 Days, Cat B	35/-	1000/-	1035/-
71	68	Issue of NOC for storing of Petroleum Products	45 days , Cat B	35/-	NILL	35/-
72	69	Grant of License for Storage of Explosive Material	30 days , Cat B	35/-	1000/-	35/-
73	70	Permission to run the benefit show	Cat B, 30 Days	35/- + Postal Charges.	Nil	35/- + Postal Charges.
74	71	COMMUNITY AND DATE OF BIRTH-ST	Cat B, 30 Days	35/-	Nil	35/-
75	72	COMMUNITY AND DATE OF BIRTH-SC	Cat B, 30 Days	35/-	Nil	35/-
76	73	COMMUNITY AND DATE OF BIRTH-BC	Cat B, 30 Days	35/-	Nil	35/-
77	74	COMMUNITY AND DATE OF BIRTH CERTIFICATE(MANUAL APPLICATION)	Cat B, 30 Days	35/-	Nil	35/-
78	75	NATIVITY CERTIFICATE (MANUAL APPLICATION)	Cat B, 30 Days	35/-	Nil	35/-
79	76	NATIVITY CERTIFICATE-ST	Cat B, 30 Days	35/-	Nil	35/-
80	77	NATIVITY CERTIFICATE-SC	Cat B, 30 Days	35/-	Nil	35/-
81	78	NATIVITY CERTIFICATE-BC	Cat B, 30 Days	35/-	Nil	35/-
82	1	Encumbrance Certificate	Same Day If Submitted before 2 PM, Cat B	25/-	200/- for Below 30 Years and 500/- for above 30 years	225/- for below 30 years and 525/- for above 30 years
83	2	Certified Copy of Registration Document	15 Min, Cat A	25/-	200/-	225/-
84	3	Certified Copy of Bye-laws	15 Min, Cat A	25/-	100/-	125/-
85	4	Certified copy of Certificate of Registration Firms	15 Min, Cat A	25/-	100/-	125/-

86	5	REGISTRATION & STAMPS	Certified copy of Certificate of Registration Societies	15 Min, Cat A	25/-	300/-	325/-
87	6		Pre-Registration /Slot Booking	15Min, Cat A	35/-	300/-	335/-
88	7		Registration of Society	Cat B, 3 days	35/-	500/-	535/-
89	8		Registration of Firm	Cat B, 3 Days	35/-	100/-	135/-
90	9		Firm name Change	Cat B, 3 Days	35/-	100/-	135/-
91	10		Dissolution of firm	Cat B, 3 Days	35/-	100/-	135/-
92	11		Amendments of society	Cat B, 3 Days	35/-	300/-	335/-
93	12		Submission of Appeal	Cat B, 3 Days	35/-	300/-	335/-
94	13		Pre-Registration - Data Entry and Slot Booking(Agricu	Cat A, 15 Minutes	25/-	Nil	25/-
95	14		Pre-Registration - Data Entry and Slot Booking(Flat)	Cat A, 15 Minutes	25/-	Nil	25/-
96	15		Pre-Registration - Data Entry and Slot Booking(House	Cat A, 15 Minutes	25/-	Nil	25/-
97	16		Pre-Registration - Data Entry and Slot Booking(Plot)	15 Minutes,Cat A	25/-	Nil	25/-
98	1		MUNICIPAL ADMINISTRATIO N	Birth Certificate – GHMC	15 Minutes,Cat A	25/- per transaction + 5/- per additional copy	20/- per copy of certificate
99	2	Death Certificate – GHMC		15 Minutes,Cat A	25/- per transaction + 5/- per additional copy+ Postal Charges*	20/- per copy of certificate	45/- + 25/- per additional copy
100	3	Birth Certificate Corrections - GHMC		6days, Cat B	35/- per transaction + 5/- per additional copy+Postal Charges*	60 + 20/- per copy of certificate	95/- + 25/- per additional copy
101	4	Death Certificate Corrections – GHMC		6days, Cat B	35/- per transaction + 5/- per additional copy	60 + 20/- per copy of certificate	95/- + 25/- per additional copy
102	5	Child Name inclusion – GHMC		6days, Cat B	35/- per transaction + 5/- per additional copy+Postal Charges*	20/- per copy of certificate	55/- + 25/- per additional copy
103	6	Non Availability Certificate – Birth - GHMC		3days,Cat B	35/- per transaction + 5/- per additional copy+Postal Charges*	20/- per copy of certificate	55/- + 25/- per additional copy
104	7	Non Availability Certificate - Death – GHMC		3days,Cat B	35/- per transaction + 5/- per additional copy	20/- per copy of certificate	55/- + 25/- per additional copy
105	8	Birth Certificate – C&DMA		First time 5 days second and subsequent times - 15 min, Cat-B	35/-+Postal Charges*,25/- for Cat A	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
106	9	Death Certificate – C&DMA		First time 5 days second and subsequent times - 15 min	35/-+Postal Charges*	Each copy 50/- (Up to 4 copies) From 5th onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
107	10	Corrections in Birth Certificate - CDMA		5 days, Cat B	35/-+Postal Charges*	50/- (Up to 4 copies) From 5 <sup>th</sup> onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
108	11	Corrections in Death Certificate - CDMA		5 days,Cat B	35/-+Postal Charges*	50/- (Up to 4 copies) From 5 <sup>th</sup> onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-

109	12		Child Name inclusion – C&DMA	First time 5 days , 2nd time onwards 15 min	35/+Postal Charges*	50/- (Up to 4 copies) From 5th onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
110	13		Permission for Water Connections – C&DMA	15 Days, Cat B	35/-	Nil	35/-
111	14		Transfer Of Title Deeds – C&DMA	15 Days, Cat B	35/-	0.1% on Value of Property	35/-+ Statutory Charges
112	15		Applying for Trade license – C&DMA	15 Days, Cat B	35 /-	As stipulated	35/- + As stipulated
113	16		Applying for Building permission – C&DMA	15 Days, Cat B	35/-	Nil	35/-
114	17		New Assessment request – C&DMA	15 Days,Cat B	35/-	Nil	35/-
115	18		Sub-Division request – C&DMA	15 Days, Cat B	35/-	Nil	35/-
116	19		Exemption request – C&DMA	15 Days,Cat B	35/-	Nil	35/-
117	20		Vacation remission – C&DMA	15 Days, Cat B	35/-	Nil	35/-
118	21		Non Availability Certificate – Birth – CDMA	First time 5 days , 2nd time onwards 15 min	35/+Postal Charges*	50/- (Up to 4 copies) From 5th onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
119	22		Non Availability Certificate - Death – CDMA	First time 5 days , 2nd time onwards 15 min	35/+Postal Charges*	50/- (Up to 4 copies) From 5th onwards 100/-	35/- + Panchayat level+10/- per copy, Municipality-35/- + 50/- up to 4 copies beyond 4 copies 100/-
120	1	POLICE	Permission of Bandhobust	7 Days,Cat B	35/-	As Stipulated	35/- + Statutory Charges
121	2		Issuance of Certificates for (Character, Antecedents, N	7 days, Cat B	35/-	As Stipulated	35/- + Statutory Charges
122	3		Missing lost Documents	21 Days,Cat B	35/-	As Stipulated	35/- + Statutory Charges
123	4		License for Hostels, Lodges, Theme, Entertainment, R	7 Days, Cat B	35/-	As Stipulated	35/- + Statutory Charges
124	1	CIVIL SUPPLIES	Ration Card Mutations	7 days, Cat B	35/-	Nil	35/-
125	2		Print ration card	15 Minutes, Cat A	15/-	Nil	15/-
126	3		FP Shop Renewal	15days, Cat B	35/-	500/- for 2 years	535/-
127	4		Conversion of White Card to Pink Card	30 Days, Cat B	35/-	Nil	35/-
128	5		Deletion of Member in Ration Card	30 Days, Cat B	35/-	Nil	35/-
129	6		Household Head Modifications	30 Days, Cat B	35/-	Nil	35/-
130	7		New Gas Connection Application	30 Days, Cat B	35/-	Nil	35/-
131	8		Ration Card Modifications With in the Office	30 Days, Cat B	35/-	Nil	35/-
132	9		Ration Card Transfer	30 Days, Cat B	35/-	Nil	35/-
133	10		Surrender of Ration Card	30 Days, Cat B	35/-(including courier charges)	Nil	35/-
134	11		Ration Card Member Addition	30 Days, Cat B	35/-	Nil	35/-
135	12		Ration Card Member Migration	30 Days, Cat B	35/-	Nil	35/-
136	13		Ration Card Missing Details in Databases	30 Days, Cat B	35/-	Nil	35/-
137	14		Issue of New Ration Card (Pink)	30 Days, Cat B	35/-	Nil	35/-
138	1		LL Slot Booking with Fee Payment	15 Min, Cat A	25/	Application fees is Rs. 30 (for each class of vehicle), Service charge is Rs.	85/-

139	2	RTA	DL Slot Booking with Fee Payment	15 Min, Cat A	25/-	Application Fee - Rs. 40/- , Test Fee - Rs. 100/-, Smart Card Fee- Rs. 200/-, Service Charge - Rs. 150, Postal Charge - Rs. 35	550/-
140	3		RC Abstract	15 Min, Cat A	25/-	65/-	90/-
141	4		DL Abstract	15 Min, Cat A	25/-	65/-	90/-
142	1	EDUCATION	Application for issue of Age Certificate	7 days, Cat B	35/-	80/-	115/-
143	2		Application for duplicate Memo of Marks	7 days, Cat B	35/-	80/-	115/-
144	3		Application for Re-Counting of Marks	30 days, Cat B	35/-	500/- per subject	35/- + 500/- per Subject
145	4		Application for Migration Certificate	7 days, Cat B	35/-	80/-	115/-
146	1	NPDC	NAME CHANGE - NPDC	7 days, Cat B	35/-	Nil	35/-
147	2		NEW CONNECTION - 6A – STREET LIGHTS - NPDC	30 Days, Cat B	35/-	Nil	35/-
148	3		NEW CONNECTION - 6B – PUBLIC WATER WORKS - NPDC	30 Days, Cat B	35/-	Nil	35/-
149	4		NEW CONNECTION - GENERAL PURPOSE - NPDC	30 Days, Cat B	35/-	Nil	35/-
150	5		NEW CONNECTION - RELIGIOUS PLACES (Temples, Churches)	30 Days, Cat B	35/-	Nil	35/-
151	6		NEW CONNECTION COMMERCIAL - NPDC	30 Days, Cat B	35/-	Nil	35/-
152	7		NEW CONNECTION COMMERCIAL-HOARDINGS-NPDC	30 Days, Cat B	35/-	Nil	35/-
153	8		NEW CONNECTION DOMESTIC - NPDC	30 Days, Cat B	35/-	Nil	35/-
154	9		Load Change - NPDC	30 Days, Cat B	35/-	Nil	35/-
155	10		CATEGORY LOAD CHANGE- NPDC	7 days, Cat B	35/-	Nil	35/-
156	11		CATEGORY CHANGE- NPDC	7 days, Cat B	35/-	Nil	35/-
157	12		New Connection for Industries-NPDC	37 Days, Cat B	35/-	As Stipulated	35/-
158	13	New Connection for Cottage Industries-NPDC	37 Days, Cat B	35/-	As Stipulated	35/-	
159	1	Industries and Commerce	Pavala Vaddi	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
160	2		Cleaner Production Measures	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
161	3		Skills Up gradation	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
162	4		ISO/BIS Certification	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
163	5		Power Cost Reimbursement	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
164	6		Sales Tax Reimbursement	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
165	7		Stamp Duty/Land Cost/Land Conversion Charges/Mortgage	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
166	8		Investment Subsidy	GM/DIC (Micro/ Medium/ Large/ Mega-30 Days & Commissionerate/SLC- 60 Days - Cat B	35/- + 150/- (courier Charges)	Nil	185/-
167	1		25% Power Subsidy	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
168	2		Conversion to Industrial Power Tariff	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
169	3		100%/50% Stamp duty Refund	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-

170	4	ITC	Recruitment Assistance	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
171	5		50% Exhibition Rental Refund	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
172	6		Tier II/III Location Anchor Company Incentive	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
173	7		Reimbursement of Patent filing cost	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
174	8		Declaration of IT Park Status	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
175	9		Reimbursement of Quality Certification expenditure	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
176	10		Specific Incentives for SC/ST/ Women Entrepreneurs	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
177	11		Allotment of land	90 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
178	1		Labour	Registration of Establishment / Shop (Form - I)	7 days, Cat B	35/-	As Stipulated
179	2	Renewal of Establishment / Shop (Form - III)		7 days, Cat B	35/-	As Stipulated	35/-+statutory charges
180	3	Issuance of duplicate certificate for Registered Establishment / Shop		7 days, Cat B	35/-	As Stipulated	35/-+statutory charges
181	4	Notice of Change		7 days, Cat B	35/-	As Stipulated	35/-+statutory charges
182	5	AMENDMENT OF CONTRACTOR LICENSE		Cat B, 15 Days	35/-	2000/-	2035/-
183	6	AMENDMENT REGISTRATION OF ESTABLISHMENT		Cat B, 30 Days	35/-	2000/-	2035/-
184	7	LICENSE OF CONTRACTOR		Cat B, 30 Days	35/-	2000/-	2035/-
185	8	NOTICE OF COMMENCEMENT OR COMPLETION OF WORK		Cat B, 30 Days	35/-	2000/-	2035/-
186	9	REGISTRATION OF ESTABLISHMENT EMPLOYING CONTRACT LABOUR		Cat B, 30 Days	35/-	2000/-	2035/-
187	10	REGISTRATION OF MOTOR TRANSPORT		Cat B, 30 Days	35/-	6000/-	6035/-
188	11	RENEWAL OF CONTRACT LICENSE	Cat B, 30 Days	35/-		35/-	
189	1	Mining and Geology	Reconnaissance permit	180 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
190	2		Prospecting License	270 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
191	3		Mining Lease	1 year, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
192	4		Granite Quarry Lease	180 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
193	5		Marble Quarry Lease	180 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
194	6		Other Quarry Lease	120 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
195	7		Mineral Dealer License	30 days, Cat B	35/- + 150/- (courier Charges)	Nil	185/-
196	8		Annual Fee Payment for Lease	15 Minutes,Cat A	35/-	As Stipulated	35/- + Statutory Charges
197	9		Generate Transit Forms	15 Minutes,Cat A	Nil	Nil	Nil
198	10		Request for Mineral Permit	10 Days,Cat B	Nil	As Stipulated	Statutory Charges
199	11		Update Dispatch Details	15 Minutes,Cat A	Nil	Nil	Nil
200	12		Update Production Dispatch	15 Minutes,Cat A	Nil	Nil	Nil
201	1		Crop Insurance	2 working days, Cat-B	20/-	Nil	20/-
202	2		Subsidized Seed Distribution	2 Working Days, Cat B	10/-	Depends Seed type and Quantity	10/-+statutory Charges
203	3		Farm mechanization	10days,Cat B	20/-	As Stipulated	20/- + Statutory Charges
204	4		Application Resubmission	3days,Cat B	35/-	depends on number of documents uploaded	35+statutory Charges

205	5	Agriculture	Manufacturing New	Cat B, 45 days	35/-	1000/- +document charges	35+statutory Charges
206	6		Manufacturing Addition of Fertilizers	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
207	7		Manufacturing Address Details Change	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
208	8		Manufacturing Chemist Details Change	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
209	9		Manufacturing name change	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
210	10		Manufacturing Duplicate	Cat B, 30 days	35/-	100/- +document charges	35+statutory Charges
211	11		Manufacturing Godown Deletion	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
212	12		Manufacturing Godown Inclusion	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
213	13		Manufacturing Renewal	Cat B, 30 days	35/-	1000/- +document charges	35+statutory Charges
214	14		Manufacturing Responsible Person Details Change	Cat B, 30 days	35/-	200/- +document charges	35+statutory Charges
215	15		Retail Dealer Change of Firm Name	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
216	16		Retail Dealer Form O inclusion	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
217	17		Retail Dealer Godown Deletion	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
218	18		Retail Dealer Godown Inclusion	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
219	19		Retail Dealer Inclusion of Imported Products	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
220	20		Retail Dealer Responsible Person Details Change	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
221	21		Retail Dealer Sale Point Address Change	Cat B, 30 days	35/-	30/- +document charges	35+statutory Charges
222	22		Retail Dealer Duplicate	Cat B, 30 days	35/-	25/- +document charges	35+statutory Charges
223	23		Retail Dealer new	Cat B, 30 days	35/-	1250/- +document charges	35+statutory Charges
224	24		Retail Dealer Renewal	Cat B, 30 days	35/-	1250/- +document charges	35+statutory Charges
225	25		Wholesale Dealer Change of Firm Name	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
226	26		Wholesale Dealer Duplicate	Cat B, 30 days	35/-	75/- +document charges	35+statutory Charges
227	27		Wholesale Dealer Form O inclusion	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
228	28		Wholesale Dealer Godown Deletion	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
229	29		Wholesale Dealer Godown Inclusion	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
230	30		Wholesale Dealer Inclusion of Imported Products	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
231	31		Wholesale Dealer New	Cat B, 30 days	35/-	2250/- +document charges	35+statutory Charges
232	32		Wholesale Dealer renewal	Cat B, 30 days	35/-	2250/- +document charges	35+statutory Charges

233	33		Wholesale Dealer Responsible Person Details Change	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
234	34		Wholesale Dealer Sale Point Address Change	Cat B, 30 days	35/-	150/- +document charges	35+statutory Charges
235	1	Election	Application of transposition	Cat B, 30 Days	25/-	Nil	25/-
236	2		Application for inclusion of Name in the Electoral Roll	Cat B, 30 Days	25/-	Nil	25/-
237	3		Application of change of details	Cat B, 30 Days	25/-	Nil	25/-
238	4		Issuance of PVC Cards	Cat A, 15 Minutes	25/-	Nil	25/-
239	5		Issue of Voter Certificate/I-Card	15 Minutes,cat A	10/-	Nil	10/-
240	6		Application for Objection/Deletion of Name in Elector	Cat B, 30 Days	25/-	Nil	25/-
241	1	Social Welfare Department	Application for Scholarship(Renewal)	Cat A, 15 Minutes	25/-	Nil	25/-
242	2		Premetriculation Scholarship Services	Cat A, 15 Minutes	25/-	Nil	25/-
243	3		Application for Scholarship(Fresh)	Cat A, 15 Minutes	25/-+Postal Charges*	Nil	25/-
244	1	Health Care Department	Allopathic Medical care Hospital registration	90 Days, Cat B	35/-	As Stipulated	35/- + Statutory Charges
245	2		Registration or Renewal of Scanning Center Permissio	30 days, Cat B	35/-	25,000/- for single center & 35,000 for multiple centers	35/- + Statutory Charges
246	1	School Education Department	School Registration	7 Days, Cat B	35/-	As Stipulated	35/- + Statutory Charges
247	2		CORRECTION OF SSC CERTIFICATE	30 Days, Cat B	35/-	Nil	35/-
248	1	CPDCL	New Connection Domestic -CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
249	2		New Connection General Purpose-CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
250	3		Name Change- CPDCL	Cat B, 7 Days	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
251	4		Load Change-CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
252	5		Category Change-CPDCL	Cat B, 7 Days	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
253	6		New Connection-6A Street Lights - CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
254	7		New Connection-6B-Public Water Works - CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
255	8		New Connection Commercial - CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
256	9		New Connection Commercial Hoardings - CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
257	10		New Connection Agriculture Services - CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges



258	11		New Connection Religious Places CPDCL	Cat B, (With Estimate LT Urban-2Days, Rural- 7 days/ Without Estimate LT-30Days, 11Kv-60 Days, 33KV- 90 Days, EHT 180 Days)	35/-+ 25/- Postal Charges	As Stipulated	60/- + Statutory Charges
259	1	Rural	Request for AIDS & Appliances	Cat A, 15 Minutes	25/-	Nil	25/-
260	2	Development	Request for SADAREM Certificate	Cat A, 15 Minutes	25/-	Nil	25/-
261	1	Co-operative Societies	Amendment of Bye laws	Cat B, 30 days	35/-	1% of Registration Fee Subject to Minimum Rs. 500/-	35/- + Statutory Charges
262	2		Co Operative Society Registration	Cat B, 30 days - APCS 60 days - MACS	35/-	Weaker Section - Rs. 500/- Urban banks - Rs. 25,000/- Housing - Rs. 20,000/- Credit Societies - Rs. 5,000/- Other Societies - Rs. 100/- Dist. Level Societies - Rs.10,000/- State Level Federation - Rs. 100/-	35/- + Statutory Charges
263	3		Conversion of Registered Cooperative Society to 1995	Cat B, 45 days	35/-	Weaker Section - Rs. 500/- Urban banks - Rs. 25,000/- Housing - Rs. 20,000/- Credit Societies - Rs. 5,000/- Other Societies - Rs. 500/- Dist. Level Societies - Rs.10,000/- State Level Federation - Rs. 100/-	35/- + Statutory Charges
264	4		Issuance of Registration Certificate	Cat A, 15 Minutes	25/-	Weaker Section - Rs. 100/- Urban banks - Rs. 1,000/- Housing - Rs. 2,000/- Credit Societies - Rs. 1,000/- Other Societies - Rs. 100/- Dist. Level Societies - Rs.1,000/- State Level Federation - Rs. 100/-	25/- + Statutory Charges

265	5		Issue of Certified Copy of Bye Law	Cat A, 15Min	25/-	Weaker Section - Rs. 100/- Urban banks - Rs. 1,000/- Housing - Rs. 2,000/- Credit Societies - Rs. 1,000/- Other Societies - Rs. 100/- Dist. Level Societies - Rs.1,000/- State Level Federation -	25/- + Statutory Charges
266	1	Employment	Registration with Employment Exchange	Cat B, 5 Days	35/-	NIL	35/-
267	1	Technical Education	Application for Migration Certificate	Cat B, 3 Days(After 1984), 6Days (Before 1984)	35/-	600/-	635/-
268	2		Duplicate Marks Memo	Cat B, 3 Days	35/-	600/-	635/-
269	3		Genuineness of Certificate	Cat B, 7 Days	35/-	500/-	535/-
270	4		Interim Certificate	Cat B, 3 Days	35/-	600/-	635/-
271	1	Warangal Municipal Corporation	Application for New Tap Connection	Cat B, 15 Days	35/-	Demand + Surcharge	35/- + Statutory Charges
272	2		Application for New Trade License	Cat B, 15 Days	35/-	Demand + Surcharge	35/- + Statutory Charges
273	3		Application for Tax Billing of Property and Water Tax	Cat B, 15 Days	35/-	Demand + Surcharge	35/- + Statutory Charges
274	4		Application for Trade License Billing	Cat B, 15 Days	35/-	Demand + Surcharge	35/- + Statutory Charges
275	5		Final Payment for WMC Services	Cat B, 15 Days	35/-	Demand + Surcharge	35/- + Statutory Charges
276	1	Minority Welfare	Certified copy of Service Rendering Certificates for Ca	Cat A, 15 Minutes	25/-	25/-	50/-
277	2		Certified copy of Proceedings regarding appointment	Cat A, 15 Minutes	25/-	25/-	50/-
278	3		Certified Copy of Muntakhabs, Registered u/s.36 of W	Cat A, 15 Minutes	25/-	25/-	50/-
279	4		Certified copy of Proceedings regarding Appointment of Muthawallies	Cat A, 15 Minutes	25/-	25/-	50/-
280	5		ISSUE OF MARRIAGE LICENSE TO PASTORS	Cat B, 30 Days	35/-	Nil	35/-
281	6		MINORITY STATUS CERTIFICATE	Cat B, 30 Days	35/-	School - 500/-, Colleges - 1000/-	Schools - 535/-, Colleges - 1035/-
282	1	Intermediate Education	Duplicate Marks Memo	Cat B, 3 Days	35/-	50/-	85/-
283	2		Migration Certificate	Cat B, 3 Days	35/-	150/-	185/-
284	3		Recounting/Re-Verification of Marks	Cat B, 15 Days	35/-	Recounting - 600/-, Re-Verification - 100/-	Recounting - 635/-, Re-Verification - 135/-

285	1	Aarogyasri	Aarogyasri employee health card	Cat B, 3 Days	35/-	Nil	35/-
286	1	Collegiate Education	Application for Admission into colleges	15 Min, Cat A	25/-	Nil	25/-
287	2		Transfer Certificate	5 days, Cat B	35/-	6/-	41/-
288	3		Conduct Certificate	3 Days, Cat B	35/-	1/-	36/-
289	4		Bonafied Certificate	4 Days, Cat B	35/-	1/-	36/-
290	1	HYDERABAD METROPOLITAN WATER SUPPLY&SEWER AGE BOARD	Application for enhancements of existing water conn	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
291	2		Application For New Water Connection	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
292	3		Disconnection Request	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
293	4		Name Change Request	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
294	1	Legal Metrology	ALTERATION IN REGISTRATION OF MANUFACTURER	Cat B, 15 Days	35/-	100/-	135/-
295	2		APPEAL AGAINST THE ORDER OF INSPECTOR/ASST C	Cat B, 30 Days	35/-	200/-	235/-
296	3		APPEAL TO GOVT AGAINST ORDER OF CONTROLLER	Cat B, 30 Days	35/-	500/-	535/-
297	4		CONDUCT TEST OF FRESH SAMPLES	Cat B, 30 Days	35/-	2,500/-	2,535/-
298	5		GRANT OF DEALING LICENSE	Cat B, 30 Days	35/-	2,000/-	2,035/-
299	6		GRANT OF MANUFACTURING LICENSE	Cat B, 30 Days	35/-	10,000/-	10,035/-
300	7		GRANT OF REPAIRING LICENSE	Cat B, 30 Days	35/-	5,000/-	5,035/-
301	8		REGISTRATION AS MANUFACTURER/PACKER/IMPOR	Cat B, 30 Days	35/-	500/-	535/-
302	9		Issue of Duplicate License	Cat B,30 Days	35/-	10,000/-	10,035/-
303	10		Duplicate Verification of License	Cat B,30 Days	35/-	10,000/-	10,035/-
304	11		Alteration of License	Cat B, 30 Days	35/-	10,000/-	10,035/-
305	1	Endowment Department	SRI LaXMI NARASIMHA SEVA ROOM BOOKING	Cat A, 15 Minutes	Rs. 5/-(Below 100), Rs. 25/-(Above 100)	As Stipulated	Rs. 5/-(Below 100), Rs. 25/-(Above 100)+ Statutory Charges
306	2		SRI LAXMI NARASIMHA SEVA TICKET BOOKING	Cat A, 15 Minutes	Rs. 5/-(Below 100), Rs. 25/-(Above 100)	As Stipulated	Rs. 5/-(Below 100), Rs. 25/-(Above 100)+ Statutory Charges
307	3		SREE SITA RAMACHANDRA SWAMY VARI DEVASTHANAM,BHADRACHALAM,KHAMMAM DIST	Cat A, 15 Minutes	Rs. 5/-(Below 100), Rs. 25/-(Above 100)	As Stipulated	Rs. 5/-(Below 100), Rs. 25/-(Above 100)+ Statutory Charges
308	1	Factories	Amendments in Horse Power/Man Power	Cat B, 7 Days	35/-	50/- + (33/- for local post, 46/- for non local post)	85/- + (33/- for local post, 46/- for non local post)
309	2		Annual Fee Payment	Cat A, 15 Minutes	25/-	Based on Annual Fee Amount	25/- + Statutory Charges
310	3		Annual Returns	Cat A, 15 Minutes	25/-	Nil	25/-
311	4		Change of Manager/ Occupier	Cat B, 7 Days	35/-	50/-, (33/- for local post, 46/- for non local post)	85/-, (33/- for local post, 46/- for non local post)
312	5		Plan Amendments Application	Cat B, 30 Days	35/-	100/-, (33/- for local post, 46/- for non local post)	135/-, (33/- for local post, 46/- for non local post)
313	1	Directorate of Medical Education	ISSUE OF DIPLOMA CERTIFICATE	Cat A, 15 Minutes	25/-	5000/-	5025/-
314	2		ISSUE OF DUPLICATE MARKS MEMO	Cat B, 15 Days	35/-	1000/-	1035/-
315	3		ISSUE OF MARKS MEMO(I/II/III YR)	Cat A, 15 Minutes	25/-	Nil	25/-
316	4		MARKS MEMO FOR INTERNSHIP	Cat A, 15 Minutes	25/-	500/-	525/-
317	5		RECOUNTING /RE-VERIFICATION OF MARKS	Cat B, 30 Days	35/-	100/- per subject	35/- + Statutory Charges
318	1	Drug Control	GRANT OF LICENSE FOR RETAIL & WHOLESALE MEDICAL SHOPS	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
319	2		PROCESSING OF APPLICATIONS FOR CHANGES IN EXISTING LICENSES	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges
320	3		RENEWAL OF LICENSES FOR RETAIL & WHOLESALE MEDICAL SHOPS	Cat B, 30 Days	35/-	As Stipulated	35/- + Statutory Charges