

**Chapter 4 - Section 4 (1)(b)(iv) of the Right to Information Act, 2005**

**Norms set for the discharge of functions**

**The details of the norms/standards set by the Village Panchayat for the execution of Services, Certificates or Schemes:**

<b>Sr. No.</b>	<b>Type of Service or Scheme</b>	<b>Time limit (Mention as per the Act / circular / recent instructions)</b>
<b>A. Licenses / Permissions issued by the Village Panchayat</b>		
1	Grant of License for Construction/ Reconstruction of any structure	One Month
2	Permission for Repairs of House or Structure	One Month
3	License for hotels, shops, restaurants, eating houses, coffee houses, sweet meat shops, bakeries, Boards, etc.	One Month
4	Permission for the construction of factories/ Installation of Machinery	One Month
5	License for using any place for Trade, Business or Industry	One Month
6	License for places for disposal of Dead Bodies	One Month
7	Licensing of Shops	One Month
<b>B. Certificates issued by the Village Panchayat</b>		
1	Income Certificate	One week
2	Birth / Death Certificate	One Day
3	Occupancy Certificate:	One Month
4	No Dues Certificate	One week
5	Non-availability of Birth or Death Certificate	One Day
<b>The Sarpanch to issue certificates at the request of the party</b>		
6	Residence Certificate	One week

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7	Character Certificate	One week
8	Dependency Certificate	One week
9	Poverty Certificate	One week
10	Divergence Certificate	One week
11	Bonafide Fisherman Certificate	One week
12	Occupation Certificate	One week
<b>C. No Objection Certificates (NOCs) issued by the Village Panchayat</b>		
1	NOC for Water Connection	20 days
2	NOC for Electricity Connection	20 days
3	NOC for running General Stores	20 days
4	NOC for running a Bar/ Liquor shop	20 days
5	NOC for running Establishment	20 days
<b>D. Other Services</b>		
1	Correction in Births and Deaths Records	One month
2	Issue of certified copies of Resolutions	15 days
3	Issue of Information under RTI Act, 2005	One month