

Services to be delivered through SEWA kedras						
Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Got. Fee	Facilitation Charges
1	7	REVENUE AND REHABILITATION	CERTIFIED COPIES OF ALL KINDS OF PREVIOUSLY REGISTERED DOCUMENTS	CERTIFIED COPIES OF ALL KINDS OF PREVIOUSLY REGISTERED DOCUMENTS	Rs 200 for pages less than 5.	30
2	10	REVENUE AND REHABILITATION	ISSUE OF INCOME CERTIFICATE	ISSUE OF INCOME CERTIFICATE	0	50
3	11	REVENUE AND REHABILITATION	KANDI/ SUBMOUNTAINIOUS AREA/BETARE/HINDU DOGRA COMMUNITY/NATURAL HEIR/DEPENDENT CERTIFICATE	Border AREA CERTIFICATE	10	50
4	12	REVENUE AND REHABILITATION	ISSUANCE OF NON ENCUMBRANCE CERTIFICATE	ISSUANCE OF NON ENCUMBRANCE CERTIFICATE	Rs 20 for current year and Rs. 20 + Rs. 10 for previous years	100
5	13	Health	Certified Copies of Birth / Death Certificates - Corporation Cities	BIRTH CERTIFICATE FROM CORPORATION CITIES (FIRST COPY)	0	50
				DEATH CERTIFICATE FROM CORPORATION CITIES (FIRST COPY)	0	50
				MULTIPLE COPIES OF BIRTH CERTIFICATE FROM CORPORATION CITIES AFTER 2004	10 per copy+ 5 for tracing out charges for every year	50
				MULTIPLE COPIES OF DEATH CERTIFICATE FROM CORPORATION CITIES AFTER 2004	10 per copy+ 5 for tracing out charges for every year	50
				MULTIPLE COPIES OF BIRTH CERTIFICATE FROM CORPORATION CITIES before 2004	10 per copy+ 5 for tracing out charges for every year	50

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Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
				MULTIPLE COPIES OF DEATH CERTIFICATE FROM CORPORATION CITIES before 2004	10 per copy+ 5 fr tracing out charges for every year	50
				BIRTH CERTIFICATE FROM MC TOWNS (FIRST COPY)	0	50
				DEATH CERTIFICATE FROM MC TOWNS (FIRST COPY)	0	50
				MULTIPLE COPIES OF BIRTH CERTIFICATE FROM MC Towns AFTER 2004	10 per copy+ 5 fr tracing out charges for every year	50
6	14	Health	Certified Copies of Birth / Death Certificates - MC Towns	MULTIPLE COPIES OF DEATH CERTIFICATE FROM MC TOWNS AFTER 2004	10 per copy+ 5 fr tracing out charges for every year	50
				MULTIPLE COPIES OF BIRTH CERTIFICATE FROM MC TOWNS before 2004	10 per copy+ 5 fr tracing out charges for every year	50
				MULTIPLE COPIES OF DEATH CERTIFICATE FROM MC TOWNS before 2004	10 per copy+ 5 fr tracing out charges for every year	50
				DEATH CERTIFICATE FROM RURAL AREAS (FIRST COPY)	0	50
				BIRTH CERTIFICATE FROM RURAL AREAS (FIRST COPY)	0	50
			Certified Copies of Birth / Death	MULTIPLE COPIES OF BIRTH CERTIFICATE FROM RURAL AREAS AFTER 2004	10 per copy+ 5 fr tracing out charges for every year	50

Services to be delivered through SEWA kadras						
Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Got. Fee	Facilitation Charges
7	15	Health	of Birth/ Death Certificates - Rural Areas	MULTIPLE COPIES OF DEATH CERTIFICATE FROM RURAL AREAS AFTER 2004	10 per copy+ 5 fr tracing out charges for every year	50
				MULTIPLE COPIES OF BIRTH CERTIFICATE FROM RURAL AREAS before 2004	10 per copy+ 5 fr tracing out charges for every year	50
				MULTIPLE COPIES OF DEATH CERTIFICATE FROM RURAL AREAS before 2004	10 per copy+ 5 fr tracing out charges for every year	50
8	16.a	Health	Late Registration of Birth & Death and issue of Certificate (after 30 days but within one year)(Urban/Rural)	Late Registration of Birth and issue of Certificate (after 30 days but within one year)(Urban)	20	50
				Late Registration of Birth and issue of Certificate (after 30 days but within one year)(Rural)	20	50
				Late Registration of Death and issue of Certificate (after 30 days but within one year)(Urban)	20	50
				Late Registration of Death and issue of Certificate (after 30 days but within one year)(Urban/Rural)	20	50
9	16.b	Health	Late Registration of Birth & Death and issue of Certificate (after one year) (Urban/Rural)	Late Registration of Birth and issue of Certificate (after one year) (Urban)	30	60
				Late Registration of Birth and issue of Certificate (after one year) (Rural)	30	60
				Late Registration of Death and issue of Certificate (after one year) (Urban)	30	70
				Late Registration of Death and issue of Certificate (after one year) (Rural)	30	70
10	17	Health	Birth Certificate (Name Entry &	NAME ENTRY IN BIRTH CERTIFICATE (Before 2004)	20	35



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Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
10	17	Health	New Birth Certificate)	NAME ENTRY IN BIRTH CERTIFICATE (After 2004)	20	35
11	18	Health	Correction of entry in Birth and Death Certificate	CORRECTION OF ENTRY IN BIRTH CERTIFICATE (Before 2004)	0	35
				CORRECTION OF ENTRY IN BIRTH CERTIFICATE (After 2004)	0	35
				CORRECTION OF ENTRY IN DEATH CERTIFICATE (Before 2004)	0	35
				CORRECTION OF ENTRY IN DEATH CERTIFICATE (After 2004)	0	35
12	19	Health	Copies of the post Mortem Report	COPIES OF THE POST MORTEM REPORT	50	50
13	20	Health	Copy of Interim Medico Legal Report	COPY OF INTERIM MEDICO LEGAL REPORT	10	100
14	21	Health	Copy of Complete Medico Legal Report	COPY OF COMPLETE MEDICO LEGAL REPORT	10	100
15	31	Health	Issuance of Medical Certificate	ISSUANCE OF MEDICAL CERTIFICATE	Class IV - 16/- Clinical wing - 32/- Upper Class- 64/-	50
16	32	Health	Issuance/ Permission/Rejection of Registration Certificate to Ultra Sound Centers	ISSUANCE/PERMISSION/REJECTION OF REGISTRATION CERTIFICATE TO ULTRA SOUND CENTERS	NEW ULTRASOUND 25000 ----- ULTRASOUND & GENETIC CENTRE 3500	2500
				RENEWAL OF REGISTRATION CERTIFICATE TO ULTRA SOUND CENTERS	RENEWAL ULTRASOUND 1200 ULTRASOUND & GENETIC CENTRE 1700	2500

**Services to be delivered through SEWA kadras**

Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Govt. Fee	Facilitation Charges
17	33	Health	Issuance of fresh Drug License/Renewal to Retail Chemists	ISSUANCE OF FRESH DRUG LICENSE TO RETAIL CHEMISTS	Receipt Challan of Rs. 1500/- for each Biological and Non Biological Drugs license (total 3000/-) to be deposited in Govt. Treasury. If the application of renewal of licenses is made within 6 months after expiry of drug license, the fee payable for renewal shall be rupees three thousand plus an additional fees of rupees 1000 per month.	1000
				RENEWAL OF DRUG LICENSE TO RETAIL CHEMISTS	Receipt Challan of Rs. 1500/- for each Biological and Non Biological Drugs license (total 3000/-) to be deposited in Govt. Treasury. If the application of renewal of licenses is made within 6 months after expiry of drug license, the fee payable for renewal shall be rupees three thousand plus an additional fees of rupees 1000 per month.	1000
	34	Health	Issuance of fresh Drug License/Renewal to Wholeseller Chemists	ISSUANCE OF FRESH DRUG LICENSE TO WHOLE SELLER CHEMISTS	Receipt ChallanRs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury	1000
				RENEWAL OF DRUG LICENSE TO WHOLE SELLER CHEMISTS	Receipt ChallanRs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury the application of renewal of censes is made within 6 months after exiry of drug licenses , the fees payable for renewal shall be rupees three thousand plus an additional fees of rupees 1000 per month.	1000



**Services to be delivered through SEWA kdras**

Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Govt. Fee	Facilitation Charges
18	35	Health	Issuance of fresh Drug License to Manufacturers	ISSUANCE OF FRESH DRUG LICENSE TO MANUFACTURERS	Challan Fee of Rs/- 7500 each for Biological and Non-Biological, Form 24-A or Loan License along with challan fee of Rs/- 7500 and Form 24-B for Roacking license along with challan fee of Rs/- 700	1000
19	36	Health	Issuance of fresh Drug License/Renewal to Retail Sale Homeopathic	ISSUANCE OF FRESH DRUG LINCENSE TO RETAIL SALE HOMEOPATHIC	1. Receipt challan of Rs 250 to be deosited in Govt. treasury.	1000
				RENEWAL OF DRUG LICENSE TO RETAIL SALE HOMEOPATHIC	2. Receipt challan of Rs 250 to be deosited in Govt. treasury, the aplication of renewal of licenses is mde within 6 months after expiry of drg licenses, the fees payable for reewal shall be rupees two hundred and fift plus an additional fees at a rate of Rs50 or part thereof.	1000
20	37	Health	Issuance of fresh Drug License/Renewal to Wholesale Homeopathic	ISSUANCE OF FRESH DRUG LINCENSE TO WHOLE SALE HOMEOPATHIC	1. Receipt challan of Rs 250 to be deosited in Govt. treasury.	1000
				RENEWAL OF DRUG LICENSE TO WHOLE SALE HOMEOPATHIC	2. Receipt challan of Rs 250 to be deosited in Govt. treasury, the aplication of renewal of licenses is mde within 6 months after expiry of drg licenses, the fees payable for reewal shall be rupees two hundred and fift plus an additional fees at a rate of Rs50 or part thereof.	1000
21	38	Health	Issuance of Drug License to Manufacturers of Homeopathy medicines	ISSUANCE OF DRUG LINCENSE TO MANUFACTURERS OF HOMEOPATHY MEDICINES	300	1000
		Health	Cosmetic Manufacturing License	COSMETICS MANUFACTURING LINCENSE	350	1000
22	40	Health	Issuance of Drug License to Manufacturers of Ayurvedic medicines	ISSUANCE OF DRUG LINCENSE MANUFACTURERS OF AYURVEDIC MEDICINES	Fresh license 100 per year Reewal license 120 per year	1000

Services to be delivered through SEWA kendras						
Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
23	41	Health	Issuance of Registration Certificate for Food (If turnover is less than Rs. 12 lakh)	ISSUANCE OF REGISTRATION CERTIFICATE FOR FOOD (IF TURN OVER IS LESS THAN RS. 12 LAKH)	10 per year	1000
24	42	Health	Issuance of License for Food (If turnover is more than Rs. 12 lakh)	ISSUANCE OF REGISTRATION CERTIFICATE FOR FOOD (IF TURN OVER IS MORE THAN RS.12 LAKH)	300 (per year) for manufacturer 200(per year) for other categories	1000
25	52	PERSONNEL	ISSUE OF RESIDENCE CERTIFICATE	ISSUE OF RESIDENCE CERTIFICATE	10	50
26	96.a	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Sanction of all social security benefits to old age/ handicapped / widow (Urban Areas)	SANCTION OF ALL SOCIAL SECURITY BENFITS TO OLD AGE CITIZENS (URBAN AREAS)	0	0
				SANCTION OF ALL SOCIAL SECURITY BENFITS TO HANDICAPPED CITIZENS (URBAN AREAS)	0	0
				SANCTION OF ALL SOCIAL SECURITY BENFITS TO WIDOW CITIZENS (URBAN AREAS)	0	0
27	96.b	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Sanction of all social security benefits to old age/ handicapped / widow (Rural Areas)	SANCTION OF ALL SOCIAL SECURITY BENFITS TO OLD AGE CITIZENS (RURAL AREAS)	0	0
				SANCTION OF ALL SOCIAL SECURITY BENFITS TO HANDICAPPED CITIZENS (RURAL AREAS)	0	0
				SANCTION OF ALL SOCIAL SECURITY BENFITS TO WIDOW CITIZENS (RURAL AREAS)	0	0
28	98	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Issue of Identity Cards to all categories of Handicapped persons	ISSUE OF IDENTITY CARDS TO ALL CATEGORIES OF HANDICAPPED PERSONS	0	1



Services to be delivered through SEWA kndras						
Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
29	99	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Senior Citizen's I. Cards	SENIOR CITIZENS IDENTITY CARD	0	10
31	102	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Sanction of financial assistance to Dependent Children (Urban) area	SANCTION OF FINANCIAL ASSISTANCE TO DEPENDENT CHILDREN (URBAN) AREA	0	0
32	103	SOCIAL SECURITY & DEVELOPMENT OF WOMEN & CHILD	Sanction of financial assistance to Dependent Children (Rural Areas)	SANCTION OF FINANCIAL ASSISTANCE TO DEPENDENT CHILDREN (RURAL AREAS)	0	0
33	105	WELFARE OF SCHEDULE CASTE & BACKWARD CLASSES	Issue of various Certificates like Caste, OBC etc.	ISSUANCE OF OBC CERTIFICATE	0	50
				ISSUANCE OF BC CERTIFICATE	0	50
				ISSUE OF GENERAL CASTE CERTIFICATES	0	50
				ISSUE OF SCHEDULE CASTE CERTIFICATE	0	50
34	113.a	Home	Renewal of Arms License.	RENEWAL OF ARMS LICENSE	100	370
35	113.b	Home	Renewal in case of licensee has shifted his residence from the license issuing district to another district	RENEWAL IN CASE OF LICENSEE HAS SHIFTED HIS RESIDENCE FROM THE LICENSE ISSUING DISTRICT TO ANOTHER DISTRICT	100	370
36	113.c	Home	Renewal of Arms License in the case where an adverse report is received from the Police and an opportunity of being heard has to be given to the Licensee before taking any action as provided under the Arms Act.	Renewal of arms license in the case where an adverse report is received from the Police and an opportunity being heard has to be given ti the licensee before taking any action as provided under the arms act	100	370



**Services to be delivered through SEWA kndras**

Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
37	113.d	Home	Renewal of Arms License (In the case where the applicant applies for renewal after the due date)	RENEWAL OF ARMS LICENSE IN THE CASE WHERE THE APPLICANT APPLIES FOR RENEWAL AFTER THE DUE DATE	100	370
38	114.a	Home	Addition / Deletion of weapon (if the license issuing district is the same where service has been sought)	DELETION OF WEAPON(IF THE LICENSE ISSUING DISTRICT IS THE SAME WHERE SERVICE HAS BEEN SOUGHT)	50	370
				Addition of weapon IF THE LICENSE ISSUING DISTRICT IS THE SAME WHERE SERVICE HAS BEEN SOUGHT)	50	930
39	114.b	Home	Entry of Weapon on Arms License	ENTRY OF WEAPON ON ARMS LICENSE	(a) Handguns-Revolvers/Pistols, (both restricted or permissible) Rs 1000 (b) Centre fire rifles (semi-automatic) and any other restricted firearm of category 1 (b) or 1 (c) Rs 1000 (c) Breach loading centre fire rifles (not semi-automatic) Rs 1000 (d) 22 bore rim-fire Rifles (including semi-automatic) Rs 1000 (e) Smooth bore breech loading shotguns (including semi-automatic) Rs 1000 (f) Air Weapons including air rifles and air guns having muzzle energy exceeding 20 joules or 5 ft.-lbs. or bore exceeding 0.177" or 4.5 mm Firearm replicas. Electronic disabling devices having firing range of less than 15 feet. Paint ball markers or guns. Blank firing firearms. Muzzle loading (ML) Guns. Accessories for any firearms designed or adapted to diminish the noise or flash caused by the firing thereof. Rs 100 (g) Sword, bayonet, dagger and spear lance. Rs 500 (h) Weapons of category V of Schedule I other than those mentioned in (g) Rs 500	370
40	115	HOME	Extension of purchase period of weapon, (within permissible time period and if the license issuing district is the same where service has been sought)	EXTENSION OF PURCHASE PERIOD OF WEAPON, (WITHIN PERMISSIBLE TIME PERIOD AND IF THE LICENSE ISSUING DISTRICT IS THE SAME WHERE SERVICE HAS BEEN SOUGHT)	50	1000

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Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
41	119	HOME	NOC for use of loud speakers (applicable only in case of S.D.M. obtains N.O.C. from the Concerned S.H.O before granting permission)	NOC FOR USE OF LOUD SPEAKERS (APPLICABLE ONLY IN CASE OF S.D.M. OBTAINS N.O.C. FROM THE CONCERNED S.H.O BEFORE GRANTING PERMISSION)	50	100
42	137	HOME	Issuance of Marriageability Certificate	ISSUANCE OF MARRIAGEABILITY CERTIFICATE (UNDER THE SPECIAL MARRIAGE ACT 1954)	0	830
43	138	HOME	Solemnization of Marriage under Special Marriage Act, 1954	SOLEMNIZATION OF MARRIAGE UNDER SPECIAL MARRIAGE ACT 1954	10	1160
44	139	HOME	Registration of Marriage under the Punjab Compulsory Registration of Marriage Act, 2012	REGISTRATION OF MARRIAGE UNDER THE PUNJAB COMPULSORY REGISTRATION OF MARRIAGE ACT, 2012	Registration form a) 0 to 3 Months: Rs. 1500 as Court Fee Stamps b) 0 to 6 months: Rs 2500 as Court Fee Stamps b) 3 months to 1 year: Rs 3000 as Court Fee Stamps c) 1 year and above: Rs 3500 as Court Fee Stamps	1200
45	143.a	HOME	Issuance of New Arms License	ISSUANCE OF NEW ARMS LICENSE	200	1950
46	143.b	HOME	Issuance of Duplicate Arms License	ISSUANCE OF DUPLICATE ARMS LICENSE	50	370
47	143.c	HOME	NOC for Sale of Weapon	NOC FOR SALE OF WEAPON	50	400
48	143.d	HOME	Application for Extension of Jurisdiction (Punjab)	APPLICATION FOR EXTENSION OF JURISDICTION (PUNJAB)	50	370
49	143.e	HOME	Cancellation of Arms License on the request of the licensee	CANCELLATION OF ARMS LICENSE ON THE REQUEST OF THE LICENSEE	50	400
50	143.f	HOME	Change of Address in Arms License	CHANGE OF ADDRESS IN ARMS LICENSE	50	400
51	143.h	HOME	Addition/Deletion of Retainer in Arms License	ADDITION OF RETAINER IN ARMS LICENSE	50	400
				DELETION OF RETAINER IN ARMS LICENSE	50	400
52	143.i	HOME	Change of Bore	CHANGE OF BORE	50	400



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Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
53	143.j	HOME	Permission for Deposit of weapon in death Case	PERMISSION FOR DEPOSIT OF WEAPON IN DEATH CASE	50	400
54	143.k	HOME	Permission for sale / transfer of Weapon in Death Case	PERMISSION FOR SALE OF WEAPON IN DEATH CASE	100	400
				PERMISSION FOR TRANSFER OF WEAPON IN DEATH CASE	100	400
55	143.l	HOME	Permission of addition of Cartridges	PERMISSION OF ADDITION OF CARTRIDGES	50	300
56	154	Agriculture	Issuance and renewal of license for sale of seeds/ fertilizers/ insecticides	ISSUANCE OF LICENCE FOR SALE OF FERTILIZERS	100 for Wholesale, 1000 for Retail	170
				RENEWAL OF LICENCE FOR SALE OF FERTILIZERS	100 for Wholesale, 1000 for Retail	170
				ISSUANCE OF LICENCE FOR SALE OF Seeds	100	170
				RENEWAL OF LICENCE FOR SALE OF Seeds	50	170
				ISSUANCE OF LICENCE FOR SALE OF Insecticides	30	170
				RENEWAL OF LICENCE FOR SALE OF Insecticides	30 Late fee for renewal of license for sale of Insecticide ( Rs 20 Per month)	170
57	155	Agriculture	Addition of Godown in seeds/fertilizers/ insecticides licenses	ADDITION OF GODOWN IN SEEDS LICENSES	10	170
				ADDITION OF GODOWN IN FERTILIZERS LICENSES	10 for Wholesale, 25 for Retail	170
				ADDITION OF GODOWN IN INSECTICIDES LICENSES	0	170
				ISSUANCE OF DUPLICATE AGRICULTURAL LICENSE OF SEEDS	10	170

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Sr No	RTS Code	Department Name	Service Name	Sub-Service Name	Gvt. Fee	Facilitation Charges
58	156	Agriculture	Issuance of Duplicate agricultural license of seeds/fertilizers/insecticides	ISSUANCE OF DUPLICATE AGRICULTURE LICENSE OF FERTILIZER	10 for Wholesale, 25 for Retail	170
				ISSUANCE OF DUPLICATE AGRICULTURAL LICENSE OF INSECTICIDES	10	170
59	157	Agriculture	Addition/amendment of item in license for Seeds/fertilizers/insecticides	ADDITION OF ITEM IN LICENSE FOR SEEDS	10	170
				ADDITION OF ITEM IN LICENSE FOR FERTILIZER	10 for Wholesale, 25 for Retail	170
				ADDITION OF ITEM IN LICENSE FOR INSECTISIDES	0	170
				AMENDMENT OF ITEM IN LICENSE FOR SEEDS	10	170
				AMENDMENT OF ITEM IN LICENSE FOR FERTILIZER	10 for Wholesale, 25 for Retail	170
				AMMENDMENT OF ITEM IN LICENSE FOR INSECTICIDES	0	170
60	194	Rural Development and Panchayat	Rural Area Certificate	RURAL AREA CERTIFICATE	25	50
61		Department of Governance reforms	RIGHT TO INFORMATION	RIGHT TO INFORMATION	10	200
62		REVENUE AND REHABILITATION	COUNTERSIGNING OF DOCUMENT	COUNTERSIGNING OF DOCUMENT (If verification from database)	0	200
				COUNTERSIGNING OF DOCUMENT (For manual verification)	0	200