



GOVERNMENT OF KHYBER PAKHTUNKHWA
 RIGHT TO PUBLIC SERVICES COMMISSION
 2nd Floor, Tasneem Plaza, 6th Saddar Road Peshawar
 (Near Benevolent Fund Building)
 Office No. 9210320

No: RTS-2188-89

Date: 31-01-2018

Peshawar High Court Peshawar			
Receipt No: <u>1732</u>		Date: <u>1/02/18</u>	
1- MIT	<input type="checkbox"/>	6- PSO	<input type="checkbox"/>
2- Dir (HRC)	<input type="checkbox"/>	7- DBA	<input type="checkbox"/>
3- Dir (HRC)	<input type="checkbox"/>	8- DIT	<input type="checkbox"/>
4- Dir (HR.W)	<input type="checkbox"/>	9- AR(U)	<input type="checkbox"/>
5- Dir (HR)	<input type="checkbox"/>	10- AR(G)	<input type="checkbox"/>

Pl. Speak
D
2/2
AR/Adm

To
 Registrar Peshawar High Court,
 Government of Khyber Pakhtunkhwa,
 Peshawar.

Subject: MEETING WITH REGISTRAR PESHAWAR HIGH COURT

Dear Sir,

Enclosed please find record note of your meeting with Chief Commissioner KP RTS Commission dated 23-01-2018 for your information and necessary action, please.

[Signature]
 Secretary

Copy forwarded for information to Chief Commissioner KP RTS Commission, Peshawar.

Pl. Send to all the honorable district & Sessions Judges to display them on their notice Boards

[Signature]
 Secretary

Kindly discuss
L
2/2

Pl. also send copies to PHC Bar Association

DIT

AR/Adm

D
1/3

Record Note

Meeting with Registrar Peshawar High Court

Venue: Registrar Office
Date: January 23, 2018
Time: 1300hrs

Chief Commissioner explained the background of RTS Act, 2014, communication strategy, and roadmap for 2018. As per section 2 of the RTS Act government authorities include the courts and Tribunals. The meeting was further informed that RTS intend to propose notification of new services to be declared as public service which include Land Demarcation, Registration of all kind of Documents i.e. Sale Deed, Lease Deed etc, Certified copies of all kind of previously registered documents, Copy of FIR, Police Verification and / or Character Certificate, and Disability Certificate. Registrar High Court proposed the RTS may consider services such as agriculture and forest department.

Decisions

1. RTS will consult agriculture & forest departments regarding inclusion of new public services. RTS will propose designated officer and time line for the services like copies of registration of documents such as well, succession certificate, deed etc.
2. Registrar office will issue instructions to all the courts regarding publicity of RTS and display of notified services on Notice Board. Registrar PHC further agreed to include the RTS on the website of Peshawar High Court.
3. Once the instructions are issued, concerned District Monitoring Officers of RTS shall handover promotional material to the District and Session judges and Presiding Officers of Special courts.


SECRETARY

Copy to:

1. PS to Registrar PHC for information and necessary action please.
2. PS to Chief Commissioner Khyber Pakhtunkhwa Right to Public Services Commission.
3. PS to Commissioner-I Khyber Pakhtunkhwa Right to Public Services Commission.
4. PS to Commissioner-II Khyber Pakhtunkhwa Right to Public Services Commission.

Notified Public Services under the KPK Right to Public Services Act 2014

S. No	NAME OF SERVICE	GIVEN TIME LIMIT	DESIGNATED OFFICER	APPELLATE AUTHORITY
1	Registration of FIR/ Daily Diary	Instantly	S.H.O	District Police Officer
2	Issuance of Domicile Certificate	10 Days	Additional Deputy Commission/ AC (HQ)	Deputy Commissioner
3	Issuance of Fard (Land documents)	7 Days	Patwari	Deputy Commissioner
4	Death/ Birth Certificate	2 Days	Secretary Union Council	AD Local Govt
5	Approval of Building Plan (Residential)	30 Days	Assistant Municipal Officer	Chief Municipal Officer
6	OPD (Medical Services)	2 Hours	Medical Officer	MS/ DHO
	Emergency (Medical)	30 Minutes	Casualty Medical Officer	MS/ DHO
7	Issuance of Drug License	10 Days	Drug Inspector	DHO
8	a) Issuance of Driving License (Learner)	On the same Day	Director Transport in Peshawar & ADC/AC in other Districts	Secretary Transport
	b) Issuance of fresh Driving License	On the same Day	Director Transport in Peshawar & ADC/AC in other Districts	Secretary Transport
	c) Renewal of Driving License	On the same Day	Director Transport in Peshawar & ADC in other districts	Secretary Transport & Mass Transit
9	a) Processing of Arms license till sending for verification to police	07 Days	Deputy Commissioner	Concerned Commissioner
	b) Verification of the Applicant	15 Days	District Police Officer	Regional Police Officer
	c) Issuance Arms License	15 Days after verification	Deputy Commissioner	Concerned Commissioner
	d) All Pakistan & Cartridge	10 Days	Deputy Secretary Admin Home Department	Secretary Home Department
10	Release of Funds from Provincial Zakat Administration to District Zakat Committees	within 20 Days after approval of Provincial zakat council	Section Officer (ZBU)	Chairman Provincial Zakat Council KPK

	Release of Funds from Provincial Zakat Committees to local Zakat Committees	within 20 Days after receipt of funds from District Zakat Office	Chairman Local Zakat Committee	Chairman District Zakat Committee
	a) Grant of Jahez fund	within 20 Days after approval of Distt zakat Committee	Distt Zakat Officer	Chairman Distt Zakat Committee
	b) Educational Scholarships (Mora, Technical & Deeni Madaris)	within 20 Days after approval of Distt zakat Committee	Distt Zakat Officer	Chairman Distt Zakat Committee
	c) Issuance of Istehqaq Certificate (All the Musahiqeen-e-Zakat)	Within 10 Days of the receipt of application	Chairman Local Zakat Committee	Chairman District Zakat Committee
	d) Disbursement of Zakat fund to the Mustahiqeen (Deserving)	Within 20 Days of the receipt of fund from District Zakat Committee	Chairman Local Zakat Committee	Chairman District Zakat Committee
11	Grant of Water connection	2 Weeks	(i) Zonal Manager WSSP for Peshawar (ii) Municipal officers in urban Ares of other Districts (iii) SDO, PHED in Rural Areas of other Districts	(i) GM Operation, WSSP Peshawar. (ii) Chief Municipal Officer (iii) XEN, PHED
12	Approval of Building plans (Commercial) Outside walled city of Peshawar	2 Months	Tehsil Municipal Administration (TMA)	Tehsil Municipal Officer (TMO)
13	Approval of Building plans (Commercial) inside walled city of Peshawar	1 Month	-do -	-do -
14	Supply of clean drinking water	As per Govt policy/priority (Phase Wise)	(i) Zonal Manager, WSSP for Peshawar. (ii) SDO, PHED in other Districts.	(i) GM Operations WSSP Peshawar. (ii) SE, PHED

15	Disposal of Garbage/Solid waste	Within 36 hours	<p>(i) Zonal Manager WSSP for Peshawar.</p> <p>(ii) Municipal officers in urban area of other Districts.</p>	<p>(i) GM Operations WSSP Peshawar.</p> <p>(ii) TMO</p>
16	a) Issuance of Wood Permit to entitled citizens for construction of house	60 Days	Divisional Forest officer Concerned	Conservator of Forest Concerned
	b) Grant of trees for domestic use to resident right holders of Guzara Forest	60 Days	Divisional Forest officer Concerned	Conservator of Forest Concerned