

GOVERNMENT OF ASSAM  
TRANSPORT DEPARTMENT:::DISPUR

OFFICE MEMORANDUM

No.TMV.54/2012/Pt/Vol-II/848

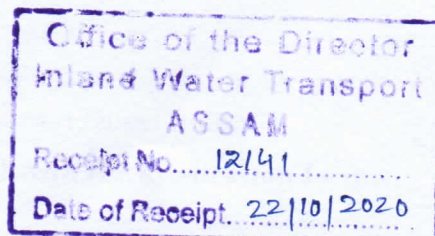
Dated Dispur the 15<sup>th</sup> October, 2020.



**Sub: Assam Right to Public Service Act,2012 for Issuance of Registration Certificate along with Certificate of Survey.**

In pursuance of the Government's decision for formulation as well framing of the **Assam Right to Public Service Act,2012**, the following order comes into the force with immediate effect in exercise of power conferred under section 4 of the **Assam Right to Public Service Act,2012(Assam Act No IX of 2012)** and shall remain in force until further order. This order shall valid for **Issuance of Registration Certificate along with the Certificate of Survey.**

- a. This order shall guide the citizen's charter to know their rights about the procedural system for obtaining permission for **Issuance of Registration Certificate along with the Certificate of Survey.**
- b. This order shall apply for knowing details procedure /information regarding the **Issuance of Registration Certificate along with the Certificate of Survey** for those who become eligible to obtain the above certificate.
- c. In this order the following term is used in the sense explained herein below:-  
"Notified Public Service":- The term notified public service means the prescribed services to be provided by the department concerned such as (1) **Issuance of Registration Certificate along with the Certificate of Survey**
  - (1) **About Service in brief:-** Issuance of Registration Certificate along with the Certificate of Survey to any eligible applicant owner whose inland mechanically propelled vessel has to proceed on any voyage or be used for any service as per the Inland Vessel Act, 1917 from Inland Water Transport Directorate.
  - (2) **Eligibility criteria to obtain the service for citizens:-** Any applicant who is the owner or master of any inland mechanically propelled vessel which has to proceed on any voyage or be used for any service as per the Inland Vessel Act, 1917.



(3) Procedure to obtain service -step by step procedure:

Step	Work	Estimated Timeline
1	The applicant has to apply to the O/o Director IWT for Registration of Vessels & Boats service in the prescribed application Form No I along with the other required supporting documents.	<b>30 days (Without any Objection)</b>
2	Applicant has to submit the application addressed to The Director, IWT in standard format to the Superintendent along with the all supporting document and Treasury Challan of Rs. 100/-	
3	Work Verification of documents to be carried out by the Dealing Asstt, reviewed by River Surveyor and approved/signed by Director in the office of IWT Directorate if pleased.  On specified date by office of IWT, Directorate, the applicant can collect <b>Registration Certificate</b> along with <b>Certificate of Survey</b> from office of the Directorate, IWT, Assam, Ulubari, Guwahati-7.	

(4) **Prescribed application forms:** Annexure - A (Form I as per the Inland Vessel Act, 1917 from Inland Water Transport Directorate.)

(5) **List of documents to be enclosed with the application forms:-**

- Duly filled up application Form No. I [**Mandatory**]



- Original copy of the Treasury Challan of Rs. 100/- [**Mandatory**]
- Address Proof of applicant – Passport, Bank Passbook, Voter ID, Electricity Bill, Aadhaar, Driving License etc. [**Mandatory**]
- ID Proof of applicant – Passport, PAN Card, Voter ID, Bank Passbook, Driving License, etc. [**Mandatory**]
- Affidavit by the applicant on the specification of the vessel/ boat [**Mandatory**]
- Hull and Passenger Insurance Copy [**Mandatory**]
- Certificate of Competency (for Crews) [**Mandatory**]

(6) **Name of Service& Issuing authority:**

**Registration of Vessels & Boats.**

- **Registration Certificate** signed by the Director, IWT.
- **Certificate of Survey** signed by Ship Surveyor and countersigned by the Director, IWT

(7) **Designated Public Servant:** River Surveyor, IWT, Directorate

(8) **Appellate Authority :** Director, IWT, Assam

**Stipulated time limit for disposal by Appellate authority:**30 days

This supersedes earlier O.M No. TMV.54/2012/Pt/Vol-II /835 dated 13-08-2020.

Sd/- Shri P.R. Khaund, ACS  
Secretary to the Govt. of Assam  
Transport Department

Memo No.TMV.54/2012/Pt/Vol-II/848-A

Dated Dispur the 15<sup>th</sup> October, 2020.

Copy Forwarded to:-

1. The Director, Inland Water Transport, Ulubari, Guwahati-7 for information
2. The Director, Directorate of information Technology, Electronics and Communication, Assam Secretariate Complex, Dispur , Guwahati-6 for information.
3. The Additional Secretary to the Govt. of Assam,Administrative Reforms & Training Department, Dispur Guwahati-6 for information.
4. The State Project Director, ARIAS Society, G.S. Road, Khanapara, Guwahati-22, Assam for information.
5. The Deputy Commissioner Kamrup(M)/Kamrup/Dibrugarh /Jorhat/Majuli/Cachar/ Goalpara/Bongaigaon for information.
- ✓ 6. The Executive Engineer, Inland Water Transport , Guwahati Division for information.
7. The Executive Engineer, Inland Water Transport , Dibrugarh Division for information.
8. The Executive Engineer, Inland Water Transport , Silchar Division for information.

By Order etc.



Joint Secretary to the Govt. of Assam  
Transport Department