

FORM-1

(Sec rule 6)

FORM OF NOTICE BOARD

Name, Designation and Office of the Designated Officer: - ~~Shri Ram Asare M. Gupta, Hydrographic Surveyor, Captain of Ports Department, Panaji-Goa.~~

Sr. No.	Notified public service	Documents to be annexed along with the application	Specified time limit	Designation and address of the Appellate Authority	Stipulated time limit for disposal of appeal
1	Extension of Survey Certificates	1. Original Survey Certificates in triplicate. 2. Copy of certificate of Inland Master and Engine Driver. 3. Copy of valid insurance policy of the vessel. 4. Necessary fees paid challan.	Eight days	Secretary (Ports)	Within a period of forty-five days from the date of presentation of appeal.
2	Erection of new fishing stakes	1. Formal application forwarded by Fisheries Department. 2. Site/location plan. 3. Cadastral Survey Plan of the adjacent land. 4. Form I & XIV of the adjacent land. 5. Inspection Report of the fisheries Department.	Ten days	Captain of Ports	-do-
3	Supply of Hydrographic Charts as per the requirement of the public	Nil	Seven days	Captain of Ports	-do-
4	Extension of certificate of Competency of certificate of Master, Engine Drivers after 60 yrs. Of age until the age of 70 yrs.	Original licence/Certificate of Competency of applicant.	Two days after medical fitness report	Captain of Ports	-do-
5	Annual renewals of Jetties/Workshops/Dry-Docks/Shipyards	1. Application should be one month in advance for renewal of NOC. 2. Annual payment in advance.	Fifteen days	Secretary (Ports)	-do-
Details					
1.	Name of the person authorized to receive Application in the office of Designated Officer	Shri M. D. A. Shetye, Upper Division Officer			
2.	Time limit for filing appeal	Within thirty days from the date of order passed by the Designated Officer			