

अडंमान तथा निकोबार प्रशासन  
ANDAMAN AND NICOBAR ADMINISTRATION  
मत्स्य निदेशालय  
Directorate of Fisheries  
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**CITIZEN CHARTER**

Sl. No.	Services / works being provided.	Documents required.	Officer(s) responsible for disposal of the services.	Timeframe for disposal.	Appellate Officer
1)	Registration of Fishing Boats.	<ul style="list-style-type: none"> <li>• Ownership details of boat.</li> <li>• Filled in MFR-1 or 2 as the case may be.</li> <li>• Seaworthiness Certificate issued by Marine Engineer (where applicable).</li> <li>• Police verification of crew members</li> </ul>	Authorised Officer / Asst. Director of Fisheries of respective District.	21 days	Director of Fisheries.
2)	Issuance of fresh fishing licence.	<ul style="list-style-type: none"> <li>• 02 Nos. photograph of boat owner and each crew member.</li> <li>• Filled in MFR-8.</li> </ul>		07 days after registration of the boat.	
3)	Supply of Essential Fishery Requisites (EFR) on subsidy.	<ul style="list-style-type: none"> <li>• Fishing licence for two consecutive years including the current year.</li> </ul>	Chief Executive Officer, Zilla Parishad for Rural Areas/ Asst. Director of Fisheries (SA) for Municipal Areas / Fisheries in-charges in Tribal Areas.	30 days	Director of Fisheries
4)	Subsidy for construction / purchase of motorized / mechanized boats.	<ul style="list-style-type: none"> <li>• Evidence of residing in these islands continuously for a period of 10 years.</li> <li>• In case of society, Registration Certificate issued by RCS, three years prior to the date of application &amp; audited statement of account for the last two years alongwith bye-laws</li> <li>• In case of un-employed youth entrepreneurs, detailed project report.</li> </ul>	Chief Executive Officer, Zilla Parishad for Rural Areas/ Asst. Director of Fisheries (HQ-II) for Municipal & Tribal Areas.	45 days from the date of receipt of subsidy claim in complete shape.	

5)	Subsidy for procurement of Fish Transport Vehicle / Tricycle.	<ul style="list-style-type: none"> <li>Fishing and dinghy licence for two consecutive years including current financial year and for tribes during current financial year.</li> <li>In case of society, Registration Certificate issued by RCS &amp; audited statement of account for the last three years alongwith bye-laws.</li> <li>Proforma invoice from the supplier of the fish transport vehicle/ tricycle.</li> </ul>	Chief Executive Officer, Zilla Parishad for Rural Areas/ Asst. Director of Fisheries (HQ-II) for Municipal & Tribal Areas.	45 days from the date of receipt of claim in complete shape.	Director of Fisheries.
6)	Financial assistance for renovation of fisher houses or replacement of roof or thatching of roof.	<ul style="list-style-type: none"> <li>Fishing licence continuously for a period of 10 years.</li> <li>Land record and certificate issued by concerned Tehsildar.</li> </ul>	Chief Executive Officer, Zilla Parishad for Rural Areas/ Asst. Director of Fisheries (HQ-II) for Municipal & Tribal Areas.		
7)	Subsidy for introduction of intermediary Mechanised Fishing Craft.	Evidence of staying in the Islands for atleast 05 years.			
8)	Subsidy for Purchase of <ul style="list-style-type: none"> <li>fresh water fish harvesting net</li> <li>Construction of Nursery Ponds and Purchase of Breeding Materials</li> <li>Pellet feed for freshwater fish seed production.</li> </ul>	<ul style="list-style-type: none"> <li>Copy of land record alongwith a certificate of ownership issued by Revenue Department.</li> <li>Copy of Lease Deed in case of leased land.</li> </ul>	Asst. Director of Fisheries (HQ-I).		

9)	Subsidy for Purchase of i) Deep freezers, ii) Insulated Ice boxes, iii) Moped, iv) Refrigerated van for storage of fish and Transportation.	<ul style="list-style-type: none"> <li>Fishing and dinghy license for two consecutive years including current financial year and for tribes during current financial year.</li> <li>For Moped, the applicant should be a licensed fisher holding the license for 5 years/ fish vending license.</li> </ul>	Asst. Director of Fisheries (HQ-I).	45 days from the date of receipt of claim in complete shape.	Director of Fisheries
10)	Subsidy for setting up of i) Ice Plant and Cold Storage ii) Open sea Cage culture Unit. iii) Purchase of Deep sea Fishing vessels.	<ul style="list-style-type: none"> <li>Any individual/ self help group/ cooperative societies/ Joint liability group.</li> </ul>			
11)	Group Accident Insurance Scheme	<ul style="list-style-type: none"> <li>All Fishers possessing fishermen ID Cards and engaged in fishing.</li> </ul>	Asst. Director of Fisheries (HQ-II).	45 days from the date of receipt of claim in complete shape.	
12)	Blue Revolution Scheme: Motorization of Traditional craft, Procurement of FRP boats upto 10m OAL as a replacement of traditional /wooden boats including nets and Insulated fish & ice holding boxes.	<ul style="list-style-type: none"> <li>Fishing and dinghy licence for two consecutive years including current financial year and for tribes during current financial year</li> </ul>			
13)	Safety of Fishermen at Sea	Fishing vessels registered with department of Fisheries under the ReAL Craft registration system	Executive officer, Panchayat Samiti/ Chairman, A&N Coop. Federation	30 days	