



Services of Punjab Small Industries & Export Corporation Ltd. notified under Punjab Transparency and Accountability in Delivery of Public Services Act-2018

Sr. No	Name of the Service	Given time limit (working days)	Designated Officer	Appellate Authority
1.	Conversion from lease to Free hold	25 days	Addl Managing Director	MD, PSIEC
2.	Extension in time period for possession	15 days	Chief General Manager (Estate)	AMD, PSIEC
3.	Issuance of duplicate title documents	15 days	Estate Officer	AMD, PSIEC
4.	Issuance of No Due Certificate	15 days	Estate Officer	AMD, PSIEC
5.	Land Allotment	45 days from the date of finalization of auction	Managing Director	MD, PSIEC
6.	Mortgage 1st Charge	12 days	Chief General Manager	AMD, PSIEC
7.	NOC/ Permission to sale of industrial plot	21 days	Managing Director	MD, PSIEC
8.	Registration of Lease/Conveyance Deed	15 days	Estate Officer	AMD, PSIEC
9.	Sanction of Water Supply and Sewerage Connection	10 days	Executive Engineer	AMD, PSIEC
10.	Transfer of industrial plot through GPA	30 days.	Managing Director	MD, PSIEC
11.	Transfer of industrial plot through original allottee	30 days	Managing Director	MD, PSIEC
12.	Transfer of plot within family/blood relation	30 days	Managing Director	MD, PSIEC

- ❖ To avail these services online, allottees are requested to register on <https://psiecems.punjab.gov.in>
- ❖ For any queries, please contact helpline No. 6284999031 & 6284999032 (9AM to 5PM)

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Managing Director