

S3/C

Manual 13-Particulars of Recipients of Concessions, permits or authorization granted by it.

14.1 Please provide the information as per the following format:


- Name of Programme
- Type (Concession / Permits / Authorization)
- Objective
- Targets set (For the last year).
- Eligibility
- Criteria for the eligibility
- Pre-requisites
- Procedure to avail the benefits
- Time limit for the concession / Permits / Authorizations
- Application Fee (where applicable)
- Application format (where applicable)
- List of attachments (certificates / documents)
- Format of Attachments
- List of beneficiaries in the format given below

Sl. No. / Code	Beneficiary Name	Validity period	Parent Guardians	Address			
				District	City	Town / Village	House No.

Also provide the following information for Concession

- Detail of the benefit given**
- Distribution of benefits.**

Chapter 14 (Manual – 13) is not applicable for this department.


 ADC
 S. Sundararajagam