

1.3.4 Time duration in the disposal of applications (year 2025-2026)

S. No.	Nature of Application	No of Days
1.	Grant of Advance / Withdrawal from GPF	07
2.	Computer Advance	15
3.	Grant of L.T.C Advance	10
4.	Grant of TA Advance	07
5.	Settlement of Adjustment bill of LTC/TA	10
6.	Grant of Pay Certificate / TD Certificate/Certificate of accrual if interest on HBA	03
7.	Forwarding Applications to outside posts	07
8.	Issue of No Objection Certificate for obtaining passport	07
9.	Sanction of Medical Reimbursement claim under the delegated powers	20
10.	Sanction of Medical Advance	07
11.	Grant of Permission under conduct rules	07
12.	Change of Home Town in service book	10
13.	Grant of HBA (depend of fund)	30
14.	Grant of Honorarium	07
15.	Pay Fixation	10
16.	DPC cases	21
17.	Transfer of RTI Application	05
18.	Disposal of RTI Application	30
19.	Disposal of RTI Appeal	30