



List of Services

SN	Category of the services	Services	Agency
1	Business Services	Application For Issuance Of License/Certificates	MoICE
2		Application For Renewal Of License	
3		Application For Change Of License	
4		Application For Cancellation Of License	
5		Application For Cottage Scale Industries Registration Certificate	
6		Issuance Of New Application For Environment Clearance	
7		Application For Wholesale License Integration	
8		Approval Of Domestic Industries Project Approval	
9		Application For Opening Branch/Business Extension	
10		Cancel Import House Registration	
11		Resubmit Your Application	
12		Application For Issuance Of In-Principal Approval/License(Bicma)	
13		Application For Renewal Of License(Bicma)	
14		Application For Change Of License(Bicma)	
15		Application For Cancellation Of License(Bicma)	
16		Application For Extension(Bicma)	
17		Resubmit Your Application(Bicma)	
18		Issuance Of Fdi Registration Certificate	
19		Fdi Project Approval	
20	Judiciary Services	Marriage Certificate(Judiciary)	Judiciary
21		Authentication Of Personal Details / Name Change (Judiciary)	
22		Translation Of Mc(Judiciary)	
23		Lost Documents(Judiciary)	



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24		Single Status/Marriage Status(Judiciary)	
25		Attestation Of Documents(Judiciary)	
26		Child Adoption(Judiciary)	
27		Organ Transplant(Judiciary)	
28		Closing Of Accounts & Transfer Of Shares(Judiciary)	
29		Attest Agreement, Wills, Contracts And Testaments(Judiciary)	
30		Child Travel Documents(Judiciary)	
31	Census Services	First Time Cid/Srp Card Issuance	MoHA
32		Census Transfer	
33		Name Change/ Correction	
34		Citizen Individual Information	
35		Birth Registration	
36		Death Registration	
37		Household Information	
38		Naturalization	
39		Updation Of Census Status	
40		Replacement Of Cid/Srp Card	
41		Update Of Cid/Srp Individual Information	
42		Issuance Of Nationality Document For Minors	
43		Change Of Spouse Information	
44		Change Of Hoh	
45		Relationship Certificate	
46		Move In-Move Out	
47		Regularization	
48		Adoption	
49		Updation Of Personal/Individual Information	
50		Appointment System(Dcrc)	



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51	Passport Services	Issuance Of Passport Service	MoFAET
52		Renewal Of Passport Service	
53		Lost/Damage Of Passport	
54	Education Services	English Proficiency Language Certificate	MoESD
55		Equivalency Certificate	
56		Student Information Service	
57	Thromde Services	Building Construction	Thromde
58		Issuance Of Building Occupancy Certificate	
59		New Water Line Connection	
60		Water Pipeline Shifting	
61		Water Pipeline Main Shifting	
62		Disconnection And Reconnection Of Water	
63		Replacement Of Water Meter	
64		Upgradation/ Downsizing Of Water Connection Capacity	
65		Sewer Connection To Main Sewer Line	
66		Vacuum Tanker Services	
67		Building Rental Application And Approval	
68		Land Lease Application And Approval	
69		House Application And Allocation	
70		Stall Application And Allocation	
71		Complaint Management	
72		Soil Dumping Permit	
73		Online Space Booking	
74		Bulk Waste Disposal From Events And Rituals	
75		Road Services (Road Formation Cutting, Blacktop Road Cutting For Services Utilities, Potholes Repairing, Road Marking And Signage)	
76		Electrical Services(Street Light Poles Maintenance For The Accident Case And Night Security)	



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77		Clearance For Installing And Realignment Of Utility Lines (Sewer, Drainage And Footpath)	
78	Health Services	Medical Certificate (Employment)	MoH
79		Medical Certificate (Driving License)	
80	Labour & Employment Related Services	Labour Agent Registration	MoICE
81		Yelp Vacancy Announcement And Recruitment	
82		Self Vacancy Announcement And Recruitment	
83		Overseas Agent Registration	
84		Overseas Recruitment	
85		Job Seekers Registration(Employment)	
86	Law & Order Services	Security Clearance	RBP & MoHA
87	RCSC Services	Translation Of Appointment Letter	RCSC
88		Updation Of Civil Servants Claimant Scheme	
89		Ex-Country Referral Services	
90	Online Payment Services	Online Payment Service	RMA
91	Grievances Redressal	Citizen Engagement And Feedback System	PSD, PMO



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