

## **Laws, Regulations and Rules passed thereunder.**

### **JAMMU AND KASHMIR STATE WATER RESOURCES REGULATORY AUTHORITY**

#### **NOTIFICATION**

**NO: 01/JKSWRRA/2013, JAMMU**

**Dated: 22<sup>nd</sup> April 2013**

In exercise of the powers conferred by sub-section (1) of section 198 of the J &K Water Resources (Regulation & Management) Act, 2010 (Act No. XXI of 2010), the J& K State Water Resources Regulatory Authority, hereby makes the following Regulations, namely:-

#### **CHAPTER I**

#### **GENERAL**

**1. Short title and commencement. –**

(1) These Regulations may be called the J &K State Water Resources Regulatory Authority (Conduct of Business of the Authority) Regulations, 2013.

(2) They shall come into force on the date of their publication in the Government Gazette.

(3) These regulations are applicable to the state of J & K and to all matters within the jurisdiction of the Authority.

**2. Definitions. –**

(1) In these Regulations, unless the context otherwise requires,

- a) 'Act' means the J & K Water Resources (Regulation and Management) Act, 2010 (Act No. XXI of 2010).
- b) 'Agenda' means the gist of business proposed to be transacted at a meeting;
- c) 'Authority' means the J &K State Water Resources Regulatory Authority, constituted under the Act;
- d) 'Chairperson' means the Chairperson of the J &K State Water Resources Regulatory Authority;
- e) 'Government' means the Government of J & K;
- f) 'Licensee' means a person, group of persons, firm, corporation, company, society, board, local body, Government Department or any other authority under section 97 of the Act to avail the facility of usage of water from any source, or extraction of bed material with location thereof, within the State;

- g) 'Member' means a member of the J &K State Water Resources Regulatory Authority;
- h) 'Officer' means an officer of the Authority;
- i) 'Petition' shall mean and include all petitions, applications, complaints, appeals, replies, rejoinders, supplemental pleadings, other papers and documents filed before the Authority;
- j) 'Proceedings' shall mean and include proceedings of all nature that the Authority may hold in discharge of its functions under the Act;
- k) 'Receiving Officer' means an officer designated by the Authority to receive petitions;
- l) 'Regulations' mean the J &K State Water Resources Regulatory Authority (Conduct of Business) Regulations, 201...
- m) 'Secretary' means the Secretary of the Authority;
- n) 'user' means any person, group of persons, local body, Government Department, board, company, corporation, society etc, using water for drinking purposes, commercial, industrial or institutional, irrigation, power generation, running of water mills, agriculture, or any other purpose from any source of water;
- o) Utility means a licensee providing services to the public .

(2) Words or expressions occurring in these Regulations and not defined herein but defined in the Act shall bear the same meaning as in the Act.

3. ***Authority's office(s), office hours and sittings-***

(1) The place(s) of the office of the Authority may, from time to time be specified by the Authority by an order made in that behalf.

(2) Unless otherwise directed, the head office and other offices of the Authority shall be open daily except on Saturdays, Sundays and gazetted holidays notified by the Government of J& K. The head office and other offices of the Authority shall be open at such times as the Authority may direct. The working hours of the Authority shall be from 1000 hours to 1700 hours with a lunch break from 1330 hours to 1400 hours.

(3) Where the last day for doing any act falls on a day on which the office of the Authority is closed and by reason thereof the act cannot be done on that day, it may be done on the next working day.

(4) The Authority may hold its sittings for hearing matters at the head office or any other place on days and time to be specified by it.

4. ***Language of the Authority.-***

(1) Unless otherwise permitted by an order of the Authority, its proceedings shall be conducted in English. All petitions shall be submitted in English.

(2) Any petition, document or other material in any language other than English may be accepted by the Authority, only if the same is accompanied by a translation thereof in English.

(3) Any translation which is agreed to by the parties to the proceedings, or which any of the parties may furnish with an authenticity certificate of the person, who had translated the same in English, may be accepted by the Authority as a true translation.

(4) The Authority may in appropriate cases direct translation of the petitions, pleadings, documents and other material to English by an officer or a person designated by it for the purpose.

5. ***Seal of the Authority.*** –

(1) There shall be a separate seal indicating that it is the official seal of the Authority.

(2) The design of the seal shall be as given below:



(3) Every order or communication made, notice issued or certified copy granted by the Authority shall be stamped with the seal of the Authority and shall be authenticated by the secretary or an officer designated for the purpose.

6. ***Officers of the Authority.*** –

(1) The Authority shall have the Secretary, officers and other employees for discharging various duties.

(2) The Secretary shall be the principal officer of the Authority and shall assist the Authority in the discharge of its functions under the Act. The Secretary shall exercise his/her powers and perform his/her duties under the control of the Chairperson.

(3) In particular and without prejudice to the generality of the above provisions, the Secretary shall have the following powers and perform the following duties, namely:-

- (a) to have custody of the records and seal of the Authority;
- (b) to receive or cause to receive all petitions, applications or references pertaining to the Authority;
- (c) to prepare or cause to be prepared briefs and summaries of all pleadings presented by various parties in each case before the Authority in the discharge of its functions in this regard;

- (d) to assist the Authority in the proceedings relating to the powers exercisable by the Authority;
- (e) to authenticate the orders passed by the Authority;
- (f) to ensure execution of the orders passed by the Authority; and
- (g) to collect from the Government Departments or other offices, companies and firms or any other party as may be directed by the Authority, such information as may be considered useful for the purpose of efficient discharge of the functions of the Authority under the Act and place the information before the Authority.

7. **Delegation of powers. –**

(1) In conformity with section 149 of the Act, the Authority may delegate to its officers such functions including functions that may be required by these Regulations to be exercised by the secretary on the terms and conditions the Authority may specify for the purpose.

(2) In the absence of the Secretary such other officer of the Authority as may be designated by the Chairperson may exercise all the powers and functions of the Secretary.

(3) The Authority shall at all times have the authority either on an application made by any interested affected party or suo motu to review, revoke, revise, modify, amend, alter or otherwise change any order made or action taken by the Secretary or other officers of the Authority.

8. **Conduct of Business. –**

In the conduct of its business and in the discharge of its functions under the Act, the Authority may adopt one or more of the following methods:-

- (a) by circulation amongst the Chairperson and members or such other officers or persons to whom the powers and function may be delegated as per procedure which shall be laid down for the purpose.
- (b) by discussion in the internal meetings of the Authority under Chapter II.
- (c) by holding proceedings.

## **CHAPTER II**

### **MEETINGS OF THE AUTHORITY**

9. **Meetings of the Authority. –** The Authority shall meet ordinarily once in a month and in any case shall hold a minimum of one meeting in a quarter for transaction of its business. The gap between the two meetings shall not exceed ninety days.

10. **Decisions by Circulation: –** The Chairperson may if he/she considers expedient, obtain the views of the Members on any matter by circulation thereof among the Members for an appropriate decision.

11. ***Special Meetings.*** – The Chairperson at his/her discretion, may call for special meetings either on his/her own or on receipt of a requisition in writing from any Member specifying the subject for consideration at the meeting.
12. ***Venue of Meeting.*** – Meetings of the Authority shall ordinarily be held in the head office of the Authority or any of the offices as the Chairperson may direct.
13. ***Notice of Meetings.*** –
  - (1) For every meeting of the Authority, a notice in writing, of three clear days shall be sent by the Secretary with approval of the Chairperson to all the Members.
  - (2) A special meeting can be called by the Chairperson, in which case the notice for this meeting may be of less than three days.
  - (3) Non-receipt of a notice of a meeting by any Member shall not invalidate the proceedings or any resolution passed or decision taken at such a meeting.
14. ***Agenda for Meetings.*** – The Secretary shall normally send the agenda for the meeting together with notes, statements and reports, if any, along with the notice of the meetings.
15. ***Presiding Officer:-***
  - (1) The Chairperson shall preside over the meetings and conduct the business. If the Chairperson is unable to attend a meeting of the Authority, any other Member nominated by the Chairperson, in this behalf, shall preside over the meeting.
  - (2) The rulings given by the Chairperson or the member presiding over the meeting on any point of procedure shall be final and binding.
16. ***Quorum for meetings.*** – The quorum for a meeting shall be two-third of the total membership of the Authority with the Chairperson present in person or a Member duly nominated by him/her to chair the meeting. The meeting shall stand adjourned if there is no quorum.
17. ***Matters which may be discussed.*** – In addition to matters included in the agenda, any other matter may be discussed with the permission of the Chairperson or the presiding Member.
18. ***Decisions at meetings.*** – The decision of the Authority shall be taken on the basis of a majority of Members present including the Chairperson. In case the votes in favour of or against any proposal are equal, the Chairperson, or the member presiding over the meeting shall have a casting vote.
19. ***Participation at meetings.*** – (1) The Secretary and such persons as have been invited by the Chairperson to attend any meeting may participate in the discussions with the approval of the Chairperson or the presiding Member, but will not be eligible to vote.
20. ***Minutes of the meetings.*** – (1) The Secretary or in his/her absence, an officer of the Authority designated by the Chairperson shall record the minutes of the meetings and maintain a book

which amongst other things, shall contain the names and designations of members and invitees present in the meeting, proceedings and notes of dissent, if any.

(2)The decisions taken in a meeting of the Authority shall be recorded in the minutes in a clear and concise manner with a view to facilitating smooth implementation thereof.

(3) The Draft minutes shall be submitted to the Chairperson and the attending Members within a period of three days from the date of holding the meeting. The attending Members shall furnish their comments so as to reach the Secretary within a period of three days from the date of issue of the draft minutes. The comments so received shall be submitted to the Chairperson for consideration. If no comments are received within three days, it shall be presumed that the Members have no comments to offer, and the draft minutes be submitted to the Chairperson for approval.

(4)After the draft minutes are approved, the Chairperson may initiate action on any decision pending confirmation of the minutes.

(5)The minutes of the previous meeting shall be confirmed in the next meeting of the Authority.

### CHAPTER III

#### PROCEEDINGS BEFORE THE AUTHORITY

21. ***Holding of proceedings.*** – The Authority may, from time to time, hold such proceedings as it considers appropriate, for the discharge of its functions under the Act provided that all matters, which the Authority is required, to undertake and discharge under the Act through hearing of the affected parties shall be done only through proceedings.
22. ***Initiation of proceedings.*** – Proceedings may be initiated under these regulations in one of the following manners: -
  - (a) Suo motu by the Authority.
  - (b) Upon a petition filed by a utility or a licensee.
  - (c) Upon a petition filed by the Government.
  - (d) Upon a petition or appeal filed by an affected party.

Provided that the Authority shall have the right to decide or order that any party is not an affected party for the purpose of these regulations. Provided further that the proceedings under (a), (b), (c) and (d) above shall pertain to matters relating to the powers and functions of the Authority as assigned to it under various sections of the Act.

23. ***Suo motu proceedings.*** – (1) When the Authority initiates the proceedings suo motu, it shall be by a notice of inquiry (herein-after referred to as the “Notice of Inquiry”) issued by the office of the Authority.

(2) While issuing the Notice of Inquiry, the Authority may pass such orders and directions as may be deemed necessary for service of notices to the affected or interested parties and for the filing of replies and rejoinders in support or in opposition of the case in such a form as the Authority may direct.

(3) The Authority may, if it considers appropriate, issue orders for publication of the Notice of Inquiry inviting comments from the public or any class of persons on the issues involved in the proceedings in such a form as the Authority may direct in such orders.

(4) While issuing the Notice of Inquiry the Authority may, in suo motu proceedings and other appropriate cases, designate an officer of the Authority or any other person whom the Authority considers appropriate to present the matter in the capacity of a petitioner in the case.

24. ***Proceedings through filing of petitions.*** – (1) All petitions shall be filed in 6(six) copies together with a sufficient number of copies for service on the respondents, if any, and all such copies shall be complete in all respects. Such fees as may be prescribed by the Authority shall also be payable along with the petition.

(2) All petitions to be filed before the Authority shall be type written, photocopied or printed neatly and legibly on one side of an A-4 size white paper and every page shall be consecutively numbered. The contents of the petition shall be divided appropriately into separate paragraphs, which shall be numbered serially. Notwithstanding the aforesaid, the Authority may, at its discretion allow a petition to be presented in an electronic form such as in a floppy, a compact disc or through e-mail, subject to such conditions, as the Authority may prescribe by way of directions to the petitioner.

(3) The general heading in all petitions before the Authority and in all notices issued or published in that connection shall be as in Form 1 attached hereto.

(4) The petition shall be accompanied by all the documents that are relied upon by the petitioner. If presented through an agent, the document authorizing the said agent to represent the petitioner, including the vakalatnama in the case of an Advocate shall be filed along with the petition.

(5) Every petition filed shall be verified by an affidavit and every such affidavit shall be as in Form 2 attached hereto. Every affidavit shall be signed and notarized. Where any statement in the affidavit is stated to be true to the information received by the deponent, the affidavit shall also disclose the source of the information to be true.

25. ***Presentation of petition.*** – (1) Petitions may either be presented by the petitioner in person or through an authorized representative or sent by registered post to the head office of the Authority or such other filing centre as may be designated and notified by the Authority from time to time.

(2)The Receiving Officer shall affix the receipt stamp with seal of the Authority on the front page of all the copies of the petition and put his/her initials on the stamp. The Receiving Officer shall also enter the date of receipt of the petition and also such other details as required in the Register prescribed as per Annex-I to these regulations. The Receiving Officer shall also issue an acknowledgement with stamp and send it to the person filing the petition. In case the petition is received by registered post, the date on which the petition is actually received at the office of the Authority shall be taken as the date of presentation of the petition. The Receiving Officer may decline to accept any petition which is not in conformity with the provisions of the Act or which is presented otherwise than in accordance with the Regulations and directions of the Authority:

Provided that no petition shall be refused for any defect in their presentation, without giving an opportunity to the person filing the petition to rectify it within such time as may be granted by the Receiving Officer for this purpose. The Receiving Officer shall advise in writing the person filing the petition of the defects in the petition filed. A standard letter for notifying the defects shall be as in Form 3 attached hereto.

(3) A party aggrieved by any order of the Receiving Officer in regard to the presentation of petition may request the matter to be placed before the Authority for appropriate orders.

26. ***Admission of petitions.*** – (1) The petition after receipt will be placed before the Authority. If the Authority finds the petition in order, it may straightaway admit the petition. If the petition is found to be defective in pleading, the Authority may issue such directions as are necessary for removing the defects in the petition. Once the petition is set right to the satisfaction of the Authority, the Authority may admit the petition without requiring the attendance of the party filing the petition. The Authority shall not pass an order refusing admission without giving the opportunity to the party concerned of being heard. The Authority may, if it considers appropriate, issue notice, to such person or persons as may be considered necessary, to hear the petition for admission. If the defects are not removed after notice, the Authority may reject the petition without any further proceedings.

(2)If the Authority admits the petition, it may give such orders and directions as may be deemed necessary for service of notices to the respondent(s) and other affected or interested parties in the petition for filing of replies and rejoinders in support or in opposition of the petition, in such form and manner as the Authority may prescribe.

27. ***Service of notice and process issued by the Authority.*** – (1) Any notice or process issued by the Authority may be in any one or more of the following modes as may be directed by the Authority:

- (a) by hand delivery or courier;
- (b) under certificate of posting;
- (c) by registered post, with acknowledgement due;



- (d) by facsimile transmission or electronic mail (e-mail);
- (e) by publication in newspapers in cases where the Authority is satisfied that it is not reasonably practicable to serve the notices, processes etc: on any person in the manner mentioned above;
- (f) in any other manner as may be considered appropriate by the Authority;

(2) The Authority shall be entitled to decide in each case the person or persons who shall bear the cost of such service and publications.

(3) Every notice or process required to be served on or delivered to any person may be sent to that person or his agent empowered to accept service at the address furnished by him for service or at the place where the person or agent ordinarily resides or carries on business or personally works for gain.

(4) In the event that any matter is pending before the Authority and the person to be served has authorized an agent or representative to appear for and represent him or her in the matter, such an agent or representative shall be deemed to be duly empowered to take service of the notices and processes on behalf of the party concerned in all matters and the service on such an agent or representative shall be taken as due service on the person to be served.

(5) Where a notice is served by a party to the proceedings on any other party either in person or through registered post, an affidavit of service shall be filed by the party with the Authority giving details of the date and manner of service of notices and processes.

(6) Where any petition is required to be published, it shall be published within such time as the Authority may direct and, unless otherwise directed by the Authority in one issue of four daily newspapers (two in Urdu and two in English Language) of wide circulation in the State.

(7) In default of compliance with requirements of the regulations or directions of the Authority as regards the service of notices, summons or processes or publication thereof, the Authority may either dismiss the petition or give such order or further direction, as the Authority considers appropriate.

(8) No service or publication required to be done shall be deemed invalid by reason of any defect in the name or description of a person provided that the Authority is satisfied that such a service is sufficient in other respects and no proceeding shall be invalidated by reason of a defect or irregularity in the service or publication unless the Authority, on an objection taken, is of the opinion that substantial injustice has been caused by such a defect or irregularity or there are otherwise sufficient reasons for doing so.

28. ***Filing of reply and other documents by the respondent(s):*** – (1) Each respondent intending to contest the Notice of Inquiry or the petition filed against him/her shall file his/her reply to the Notice of Inquiry or the petition in 6(six) sets along with the document relied upon by him/her,

within such period, not exceeding 21 (twenty one) days from the date of service of petition upon the respondent or as may be fixed by the Authority.

(2)The Authority may, if so satisfied, allow filing of the reply after the expiry of the prescribed period.

(3)In the reply filed under Sub-Regulation (1) above, the respondent shall specifically admit, deny or explain the facts stated in the Notice of Inquiry or the petition and also state any such additional facts as he/she considers necessary for a just decision of the case. The reply shall be verified, signed and supported by an affidavit in the same manner as in the case of a petition. The respondent shall also indicate in the reply whether he/she wishes to participate in the proceedings and be orally heard.

(4)The respondent shall serve a copy of the reply along with the documents referred to in Sub-Regulation (1) above, duly attested to be true copies on the petitioner or his/her authorised representative and file proof of such service with the office of the Authority at the time of filing the reply.

(5)Where the petitioner wishes to state additional facts as may be necessary for a just decision of the case, the Authority may allow the petitioner to file a rejoinder to the reply filed by the respondent(s). The procedure mentioned above for filing of the reply shall apply mutatis mutandis to the filing of the rejoinder.

29. ***Filing of the objections etc by the public.*** – (1) Every person who intends to file objections or comments in regard to a matter pending before the Authority, pursuant to the publication issued for the purpose (other than the persons to whom notices, processes etc. have been issued calling for reply) shall deliver to the Receiving Officer, the Statement of objections or comments in triplicate along with evidence in support thereof within the time fixed for the purpose.

(2)The Authority may permit such person or as it may consider appropriate to participate in the proceedings before the Authority, if on the report received from the Receiving Officer, the Authority considers that the participation of such a person or persons will facilitate the proceedings and the decision, in the matter.

(3)Unless permitted by the Authority, the person filing objections or comments shall not be entitled to participate in the proceedings. However, the Authority shall be at liberty to take into account the objections and comments filed after giving such opportunity to the parties in the proceeding as the Authority considers appropriate to deal with the objections and comments.

30. **Representation at proceedings:** – (1) A party to any proceeding under this Chapter may be represented before the Authority in one of the following manners, namely:-

(a) in person;

(b) through an authorized employee ; or

- (c) through an authorized professional who may be an Advocate or a Chartered Accountant or a Cost and Works Accountant or a Company Secretary or a Graduate/Chartered Engineer, holding a certificate of practice.

Provided that an Advocate (legal practitioner) appearing and acting in proceedings before the Authority shall file a vakalatnama duly executed by the person for whom he/she appears if not already filed on the record of the case. A person other than a legal practitioner representing a party shall file a Memorandum of Appearance in the Form 4 attached hereto, duly signed by him/her.

(2)The representation of a party at the proceeding shall include the right to act and plead on his/her behalf subject to such terms and conditions as the Authority may specify from time to time.

31. **User interests.** – (1) The Authority may permit any association/forum or other body corporate or any group of users of water resources to participate in any proceedings before the Authority.

(2)The Authority may for the sake of timely completion of proceedings, direct grouping of users of water resources who have a common interest so that they can make collective pleadings.

(3)The Authority may appoint any officer or any other person to represent the interest of the users of water resources in general or any class or classes of users, as the Authority may consider appropriate. If any person not being an officer is appointed as above, the Authority may direct payment to such person of such fee, cost and expenses by such of the parties to the proceedings, as the Authority may consider appropriate.

(4)The Authority may, in appropriate cases, permit any individual with a specialized knowledge of the issues concerned to participate in any proceedings before the Authority.

32. **Hearing of the matter.** – (1) The Authority may determine the manner, the place, the date and the time of the hearing of the matter.

(2)The Authority may decide the matter on the pleadings of the parties or may at its sole discretion call for the parties to produce evidence by way of affidavits or lead oral evidence.

(3)If the Authority directs evidence of a party to be led by way of an affidavit, the Authority may as and when considers it to be necessary grant opportunity to the other party to cross-examine the deponent of the affidavit.

(4)The Authority may, if considered necessary or expedient, direct that the evidence of any of the parties be recorded by an officer or person designated for the purpose by the Authority.

(5)The Authority may direct the parties to file written notes of arguments or submission in the matter.

33. ***Power of the Authority to call for further information evidence etc.*** – (1) The Authority, may at any time before passing order on the matter require the parties or any one or more of them or any other person whom the Authority considers appropriate to produce such documentary or other evidence as the Authority may consider necessary for the purpose of enabling it to pass orders, within such time as may be prescribed by the Authority.
- (2)The Authority may direct the summoning of witnesses, discovery and production of any document or other material objects in evidence, requisition of any public record from an office, examination by an officer or a nominee of the Authority of the books, accounts or other documents or information in the custody or control of any person, which the Authority considers relevant to the matter.
- (3) The Authority may, if it considers appropriate, allow any of the parties or others specified in sub-regulations (1) or (2) above, to produce such further documentary or other evidence in regard to evidence made available by any of the parties or other persons under the said sub-regulations.
- (4) The Authority may, at any time, summon and enforce the attendance of any person and examine such a person on oath.
34. ***Reference of issues to others.*** – (1) At any stage of the proceedings, the Authority shall be entitled to refer such issue or issues in the matter, as it considers appropriate to persons, including but not limited, to the officers and consultants of the Authority whom the Authority considers as qualified to give expert or specialized advice or opinion on such an issue or issues.
- (2)The Authority may nominate from time to time any person, including but not limited to the officers and consultants to visit a place or places for inspection and report on the existence or status of the place or any facilities therein.
- (3)The Authority, if it deems fit, may direct the parties to appear before the persons designated in sub-Regulation (1) or (2) above to present their respective views on the issues in the matter referred to.
- (4)The report or the opinion received from such a person shall form a part of the record of the case and parties shall be given copies of the report or opinion given by the person designated by the Authority. The parties shall be entitled to file their version either in support or in opposition to the report or the opinion.
- (5)The Authority shall duly take into account the report or the opinion given by the person and the reply filed by the parties while deciding the matter and if considers necessary examine the person giving the report or the opinion:  
Provided that the Authority shall not be bound by the report or the opinion and shall be entitled to take such decision as it may consider to be appropriate.

35. ***Procedure to be followed where any party doesn't appear.*** –

- (1) When on the date fixed for hearing of a petition, any party or his authorized representative does not appear when the matter is called for hearing, the Authority in its discretion, may either adjourn the hearing to a later date, or dismiss the petition in default or proceed to hear and decide the petition ex-parte.
- (2) Where a petition is dismissed in default or decided ex parte, the person aggrieved may file an application within 30 (thirty) days from the date of receipt of the order of such a dismissal or of holding proceedings ex parte, as the case may be, for recall of the order passed, the Authority may do so on such terms as it deems fit, if it is satisfied that there was a sufficient cause for non-appearance when the petition was called for hearing.

36. ***Order of the Authority.*** – (1) No member shall exercise his/her vote on any decision of the Authority unless he/she was present during all substantial hearings of the Authority on the matter.

(2)The Authority shall pass orders on the petition in writing and the Chairperson and such Members of the Authority as had heard the matter and voted on the decisions will sign the orders.

(3)The reasons given by the Authority in support of the orders, including those by a dissenting Member, if any, shall form part of the order and shall be available for inspection and supply of copies in accordance with these Regulations.

(4)All orders and decisions issued or communicated by the Authority shall be authenticated by the signature of the Secretary or an officer empowered in this behalf by the Chairperson and shall bear the seal of the Authority.

(5)Copy of every interim order granting or refusing or modifying interim relief and every final order passed on any petition or enquiry shall be communicated to the petitioner or the applicant and to the respondents and other parties concerned in the petition under the signature of the Secretary or an officer empowered in this behalf by the Chairperson.

37. ***Inspection of records and supply of authenticated copies.*** – (1) The records of every proceeding, except those parts, which for reasons specified by the Authority to be confidential or privileged, shall be open to inspection by any person other than the parties to the application/ appeal either during the proceeding or after the orders have been passed, subject to such a person complying with such terms as the Authority may direct from time to time including in regard to time, place and manner of inspection and payment of fees.

(2) The Authority shall, provide for supply of certified copies of documents and papers available with the authority to any person subject to the payment of prescribed fee and complying with such other terms and conditions as the Authority may direct.

(3) The Authority shall designate an officer for ensuring timely response to requests received for supply of certified copies of documents. Such an officer shall maintain a register of such requests made in Form 5 herein and endeavour to dispatch the certified copies of documents requested for within a period of 14 (fourteen) working days from the date of receipt of request.

38. ***Continuance of proceedings after death etc.*** – (1) Where, in any proceeding, any of the parties to the proceedings dies or is adjudicated as an insolvent or in the case of a Company if it is under liquidation/winding up, the proceedings shall continue with the successors-in-interest, the executor, administrator, receiver, liquidator or other legal representative of the party concerned.

(2)The Authority may, for reasons to be recorded, treat the proceedings as abated and dispense with the need to bring the successors-in-interest to come on record.

(3)In case any person wishes to bring on record the successors-in-interest etc. the application for the purpose shall be filed within 90 (ninety) days from the event requiring the successors-in-interest to come on record.

39. ***Proceedings to be open to public.*** – The proceeding before the Authority shall ordinarily be open to the public. However, admission to the hearing room during proceedings shall be subject to the availability of sitting accommodation, provided that the Authority may, if it deems fit, and for reasons to be recorded in writing, order at any stage of the proceeding of any particular case that the public generally or any particular person or group of persons shall not have access to or remain in the room or building used by the Authority.

40. ***Publication of petition.*** –

(1) Where any application, petition or other matter is required to be published under the Act or these regulations or as per the directions of the Authority, it shall unless the Authority orders otherwise be published not less than 15(fifteen) days before the date fixed for hearing.

(2)Except as otherwise provided, such a publication shall give a heading describing the subject matter in brief.

(3)Such publications shall be approved by an officer of the Authority designated for the purpose.

41. ***Costs.*** –

(1) Subject to such conditions and limitations as may be directed by the Authority, the cost of all proceedings shall be awarded at the discretion of the Authority and it shall have full powers to determine by whom or out of what funds and to what extent such costs are to be paid and shall give all necessary directions for the aforesaid purpose.

(2)The costs shall be paid within 30 (thirty) days from the date of the order or within such time as the Authority may by order, direct. The order of the Authority awarding costs shall be executed in the same manner as the decree/order of a civil court.

## CHAPTER-IV

### INVESTIGATION INQUIRY, COLLECTION OF INFORMATION ETC.

42. ***Collection of information.*** –

(1) The Authority may make such an order or orders as it may consider appropriate in terms of Section 146 & 148 of the Act for collection of information, inquiry and investigation, entry, search and seizure, without prejudice to the generality of its power in regard to the following -

- (a) The Authority may at any time direct the Secretary or any one or more of its officers or consultants or any other person, as the Authority considers appropriate to study, investigate or furnish information with respect to any matter within the purview of the Authority under the Act.
- (b) The Authority may for the above purpose give such other direction as it may deem fit and specify the time within which the report is to be submitted or information furnished.
- (c) The Authority may issue or authorize the Secretary or an officer to issue directions to any person to produce before it and allow to be examined and kept by an officer of the Authority specified in this behalf the books, accounts etc. or to furnish information to the specified officer.
- (d) The Authority may for the purpose of collecting any information particulars or documents which the Authority considers necessary in connection with the discharge of its functions under the Act, issue such directions as deemed necessary.
- (e) If any such report or information obtained appears to the Authority to be insufficient or inadequate, the Authority or the Secretary or an officer authorized for the purpose may give directions for further inquiry, report and furnishing of information.
- (f) The Authority may direct that all such incidental, consequential and supplemental matters which may be considered relevant in connection with the above be attended to.

2. In connection with the discharge of its functions under section 145 of the Act and the regulations the Authority may, if it deems fit, direct that a Notice of Inquiry be issued in the matter as provided under chapter III of these Regulations.

43. ***Assistance of experts.*** – (1) The Authority may at any time take the assistance of any institution, consultant, expert, engineer, chartered accountant, advocate, surveyor and such other technical and professional persons, as it may consider necessary and ask him/her to study, investigate, inquire into any matter or issue and submit report or reports or furnish any information. The Authority may determine the terms and conditions for engagement of such professionals.

(2) If the report or information obtained in terms of the above or any part thereof is proposed to be relied upon by the Authority in forming its opinion or view in any matter, the parties concerned with the matter shall be given a reasonable opportunity for filing objections and making submissions on such a report or information.

## CHAPTER – V

### REGULATIONS FOR WATER USAGE CHARGES AND APPROVAL OF THE SCHEMES

44. **Fixing of water usage charges.** – (1) Licensee/user in the state shall be charged for water usage as fixed by the authority on account of:
- I. drinking purposes( domestic, commercial and industrial);
  - II. irrigation of land;
  - III. exploitation and use of ground water; and
  - IV. generation of electricity;

Provided that the existing water usage charges being collected by the department from the licensees/ users shall continue to be in vogue after the date of effect of these Regulations for such a period as may be specified by a notification without prejudice to the power of the Authority to take up any matter relating to it falling within the scope of Sections 145 (d) of the Act.

45. **Factors for determining water usage charges:** – Without prejudice to the generality of the power of the Authority for fixing the water usage charges provided under section 145(d) of the Act, the Authority may keep in view-

(a) that the water usage charge at least recovers the cost of the project and expenditure incurred on its operation, maintenance and management.

(b) incentives, if any, provided by the Government in consultation with the Authority to the users/ licensees augmenting its activities in the delivery of essential services to the general public by way of exempting or subsidizing the water usage charges.

46. **Filing by users and licensees.** – (1) The Authority shall specify the terms and conditions for filing petitions by the users and licensees for determining the tariff in accordance with the applicable provisions of law.

(2)The methodologies and procedures for fixing the water usage charges may be provided by the Authority from time to time. The Authority may from time to time add, amend, alter, revise, substitute or change the methodologies and procedures as it considers appropriate.

47. **Publications of tariff petitions and hearing on objections:-** (1)The Authority shall specify the procedure for publication in this regard.

48. **Authority's power for verification.** – The Authority may gets the books and records of the Department or licensee concerned examined by its officers and/or by consultant and/or any authorized person at any point of time during the pendency of the petition or otherwise. The report of the officer/consultant or another used person shall be made available to the parties concerned and they shall be given an opportunity to react to the reports. The Authority shall duly take into account the report or the opinion given by the interested parties while deciding



the matter and if considered necessary, after examination before the Authority of the person giving the report or the opinion.

49. **Order of the Authority.** – (1) Subsequent to the licensee or the Department furnishing complete information as required by the Authority, and upon hearing the applicant and other interested parties and making such further inquiry as it may consider to be appropriate, the Authority shall make an order and notify the applicant of its decision on the revenue calculations and tariff petition.

(2) While making an order under Sub-Regulation (1) above or at anytime thereafter the Authority may notify the tariff which the licensee/ Department shall charge.

(3) The Authority shall within seven days of the order forward a copy of the order to the Government, the concerned licensee/Department and the person concerned.

50. **Publication of tariff.** – The licensee/utility shall publish the tariff or tariffs approved by the Authority in newspapers having a wide circulation in the State and if necessary the Authority may also publicize the same for information of all the stakeholders. The publication shall, besides other things as the Authority may require, include a general description of the tariff amendment and its effects.

51. **Approval of schemes for usage of water by the user.**

(1) Any user intending to install a unit requiring usage of water for the purpose of

(a) generation of electricity;

(b) irrigation of land;

(c) drinking purposes (domestic, commercial, industrial or institutional);

(d) running of water mills; and

(e) exploration and exploitation of ground water,

shall prepare a scheme and submit to the authority accompanied by such fee and service charges as may be fixed by the authority for approval.

The said scheme shall specifically indicate the following;

a) location of the unit;

b) source of water to be used;

c) purpose for which this unit is to be installed;

d) type of the unit whether domestic, commercial, industrial or for trading purposes;

e) quantity of water required for such unit, and

f) period for which the water is required.

- (2) After receipt of a scheme from a user, the Authority shall consider the viability of the scheme by taking into the account the following factors, namely:
- a) whether the purpose of the proposed scheme is consistent with the State Water Policy,
  - b) whether the works required to be executed for the proposed scheme are detrimental to any existing, ongoing or proposed water supply, irrigation, flood control or any other scheme in the area;
  - c) whether the proposed scheme is consistent with the requirements of drinking water, irrigation, navigation, flood control or any other public purpose;
  - d) whether the proposed scheme is in conformity with the economic, hydrologic and environmental viability,

and make such inquiries and undertake such other studies, as it may deem necessary.

- (3) The Authority may either approve the scheme as submitted by the user or with such modifications as it may deem fit or reject it.
- (4) In case of the schemes relating to use of water for generation of electricity, the authority shall submit its recommendations to the Government for approval of the scheme which shall vest with the Government.
- (5) If the user is aggrieved by an order passed by the Authority modifying or rejecting his scheme, he may prefer an appeal to the Government within a period of thirty days from the date of such an order and the decision of the Government thereon shall be final.
- (6) In case of a scheme relating to use of water for generation of electricity, the Government may, on receipt of the recommendations from the Authority, take a decision either approving the scheme with or without modifications or rejecting the same:  
Provided that no order shall be passed under this sub-section without the agreement of the Power Development Department and in case there is no such agreement, the scheme shall be submitted for orders of the Cabinet whose decision shall be final and binding.
- (7) The procedure for seeking approval:  
Any person intending to install a unit requiring usage of water for the purpose of generation of electricity, supply of drinking water or water for irrigation, running of a water mill or exploitation of ground water shall, after preparation of a scheme, submit the same to the Authority for approval. Every scheme shall be accompanied by-
- (a) six copies of the Detailed Project Report (DPR) with the name and address of the applicant or his agent;
  - (b) three copies, each signed by the applicant, of the maps of proposed area of service (habitations) in which the supply of water for irrigating or drinking water is to be made available and the type of scheme whether domestic, commercial, industrial or trading purposes, in case of drinking water supply or irrigation unit;

- (c) three copies, each signed by the applicant, of the maps of the proposed project site and the dam site, the dimensions of the dam, the capacity of the dam, the magnitude of water required for the project and the capacity of the project, in case of a hydro-electric unit;
- (d) the source and quantity of water to be used for the proposed scheme;
- (e) the mode of execution of the scheme;
- (f) the expected life of the scheme and the modalities for its return to the state, if any
- (g) copy of the agreement or memorandum of understanding executed with the Government;
- (h) proof of ownership/ possession of land or lease deed executed with the Government;
- (i) approximate cost of the scheme;
- (j) if the applicant is a registered company, copies of certificate of registration and the Memorandum and Articles of Association;
- (k) a treasury receipt of fee as fixed by the Authority;
- (l) copy of the no-objection certificate from the concerned Ministry of the Central Government, in case the area proposed to be covered under the scheme includes the whole or any part of a cantonment area, aerodrome, fortress, arsenal, dockyard or camp or of any building or place in the occupation of the Central Government for defence purposes; and
- (m) such other information as may be required by the Authority.

(8) The Detailed Project Report (DPR) shall contain the following particulars:-

- (a) name, address and description of the applicant, or in case of a firm or company, the names of all the directors or partners of such a firm or company;
- (b) the proof of capital adequacy and credit worthiness of the applicant,
- (c) all technical details of the project;
- (d) a statement of the boundaries of the proposed areas in which the supply of water, in case of an drinking water supply or irrigation unit or the supply of energy, in case of a power generation station, is to be made available;
- (e) if the service reservoir, canal head work or power generating station is situated or is to be situated outside the area of service of water supply or supply of energy and if any intervening area not included in such areas of service is to be crossed, a list of such areas (habitations, mohallas, streets);
- (f) the proposed limits within which and the conditions under which the supply of water or supply of energy is to made available or permitted including the nature and amount of such supply;
- (g) other information about the unit including its estimated cost, date of execution, period of completion, the price of water/ energy proposed to be charged from the consumers and the estimated life of the project; and
- (h) such other details which the Authority may from time to time require to be provided.

## CHAPTER VI

### MISCELLANEOUS

52. ***Fees on applications or petitions: -***

(1) Every petition, application, appeal or complaint made to the Authority shall be accompanied by payment of appropriate fees prescribed in the regulations separately notified for the purpose.

(2) the fees received shall be entered in a register prescribed for the purpose as per Annex II to these Regulations.

53. ***Confidentiality and inspection of Authority's records.-*** (1) The Authority may, by order, direct that any information, document and other papers and materials produced before the Authority on any of its offices, consultants, representatives or otherwise which may be in or come into their possession or custody shall be confidential or privileged and shall not be available for inspection or supply of copies and the Authority may also direct that such documents, papers or materials shall not be used in any manner except as specifically authorized by the Authority.

(2) Records of the Authority except those parts which for reasons specified by the Authority are confidential or privileged shall be open to inspection by all, subject to the payment of prescribed fees and complying with the terms and conditions as the Authority may direct.

(3) The application for inspection of documents shall be in Form-5 attached hereto and shall be accompanied by a fee of Rupees. 100/- for each inspection for one day or a part thereof in the form of a Demand Draft/Pay Order in favour of the Secretary, J&K State Water Resources Regulatory Authority, payable at Jammu/Srinagar.

(4) The inspection of records shall be allowed on all working days during working hours in the presence of an officer authorized for that purpose, ordinarily between 1430 hrs & 1630 hrs on any working day of the Authority.

(5) The person inspecting the records shall not in any manner cause dislocation, mutilation, tampering or damage to the records in the course of inspection.

(6) The officer supervising the inspection may at any time prohibit further inspection, if in his opinion, any of the records are likely to be damaged in the process of inspection and shall immediately, make a report about the matter to the Secretary and seek further orders on the matter.

(7) A register for inspection of records in the format as per Annex-III to these Regulations shall be maintained by the Authority.

54. ***Supply of authenticated copies.-***(1) The Authority may, on such terms and conditions as it considers appropriate, provide for the supply of authenticated copies of the documents and papers available with it to any person.

(2) Any person desirous of obtaining an authenticated copy of any order of the Authority or any document forming part of the records of proceedings before the Authority shall submit an application as per Form 6 attached hereto, accompanied by a fee of Rupees 50/- in the form of a Demand Draft/Pay Order in favour of the Secretary, J&K State Water Resources Regulatory Authority, payable at Jammu/ Srinagar.

(3) A Register of Applications for authenticated copies shall be maintained by the Authority in the format as per Annex-IV to the Regulations.

(4) As far as practicable, the authenticated copies shall be prepared in the order in which the applications are entered in the Register of Applications.

(5) The copies shall be prepared by photocopying process and shall be authenticated by an officer designated for the purpose, by the Authority.

(6) The fee payable for obtaining an authenticated copy shall be Rupees.3/- per page of A-4 size paper (black & white), irrespective of the number of words/lines in each page. The fee payable for obtaining coloured/ large-size authenticated copies shall be market-cost plus 30% overheads.

55. ***Powers of Review, Revision etc.***-(1) The Authority may either on its own motion or on an application made by any interested or affected party within 90 (ninety) days of the making or issuing of any decision, direction, order, notice or other document or the taking of any action in pursuance of these Regulations, review, revoke, revise, modify, amend or alter such a decision, direction, order, notice, or other document issued or action taken by the Authority or any of its officers.

(2) An application under Sub-Regulation (1) shall be filed in the same manner as a petition under Chapter III of these Regulations.

56. ***Issue of orders and directions.***-Subject to the provisions of the Act and these Regulations, the Authority may from time to time issue orders /directions in regard to the implementation of the Regulations and procedure to be followed on various matters which the Authority has been empowered by these Regulations to specify or direct.

57. ***Extension or abridgement of time prescribed:*** - Subject to the provisions of the Act, the time prescribed by these Regulations or by the order of the Authority for doing any Act, may either be extended (whether it has already expired or not) or abridged for sufficient reasons, by order of the Authority, if it is of the view that there are sufficient reasons for doing so.

58. ***Effect of non-compliance:-*** Failure to comply with any requirement of these Regulations shall not invalidate any proceeding or order passed by the Authority merely by reason of such a failure unless the Authority is of the view that such a failure has resulted in miscarriage of justice..

59. ***Enforcement of orders passed by the Authority.***- The Secretary shall ensure execution of the orders passed by the Authority by the persons concerned in accordance with the provisions of the Act and Regulations and if necessary may seek the orders of the Authority for directions.
60. ***Power to remove difficulties.***- If any difficulty arises in giving effect to any of the provisions of these Regulations, the Authority may by a general or special order, do anything not being inconsistent with the provisions of the Act which appears to it to be necessary or expedient for the purpose of removing the difficulties.
61. ***Power to dispense with the requirement of the Regulations.***- The Authority shall have the power for reasons to be recorded in writing and with notice to the affected parties to dispense with the requirements of any of the Regulations in specific cases subject to such terms and conditions as may be specified.
62. ***General power to amend.***- The Authority shall be entitled from time to time to add, amend, alter or vary these Regulations and the amount of fees prescribed, by a notification to be made by it.
63. ***Saving of inherent powers of the Authority.***- (1) Nothing in these Regulations shall be deemed to limit or otherwise affect the inherent powers of the Authority to make such orders as may be necessary for meeting the ends of justice or to prevent the abuse of the process of the Authority.
- (2) Nothing in these Regulations shall bar the Authority from adopting a procedure which is at variance with any of the provisions of these Regulations, if the Authority in view of the special circumstances of a matter or class of matters and for reasons to be recorded in writing deems it necessary or expedient for dealing with such a matter or class of matters.
- (3) Nothing in these Regulations shall, expressly or otherwise bar the Authority from dealing with any matter or exercising any power under the Act for which no Regulations have been framed and the Authority may deal with such matters, powers and functions in a manner it deems appropriate.
- (4) In exercise of its powers under the Act and in the discharge of its functions, the Authority shall be guided by the principles of natural justice.

**By order of the Authority**

**Sd/-  
Secretary**

**FORM-1**  
**[(See Regulation 24 (3))]**  
**General heading for petitions**  
**BEFORE THE J&K STATE WATER RESOURCES REGULATORY AUTHORITY,**

Petition No. \_\_\_\_\_ (to be filled by office)

Petition under Section \_\_\_\_\_ of the J&K Water Resources (Regulation & Management) Act, 2010/ J&K Water Resources (Regulation & Management) Rules, 2011

In the matter of  
(Gist of the purpose of the petition or application) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Responded (s)

Applicant (s)

Name (s).....

Name(s).....

Address(es) .....

Address(es).....

.....

.....

.....

.....

**FORM-2**  
[(See Regulation 24 (5)]

**BEFORE THE J&K STATE WATER RESOURCES REGULATORY AUTHORITY**

Petition No.

(To be filled by the office, if a number has not been assigned earlier)

In the matter of  
(Gist of the purpose of the petition or application)

Name(s) and full address (es)  
Petitioner(s) Name(s) and  
full address(es) of respondent(s)

Nature of petition  
(specific nature of Petition)

I,.....son/daughter/  
wife of.....aged.....

residing at.....

.....do

solemnly affirm and state as follows:

1. I am a Director/Secretary /partner/ Authorised representative of.....,the petitioner/applicant/respondent in the above matter and am duly authorized by the said petitioner/applicant/respondent to make this affidavit on his/her behalf.
2. The statements made in paragraphs.....of the application/reply are true to my knowledge and belief and statements made in paragraphs.....to .....are based on information received and words and believed by me to be true.
3. Solemnly affirmed that there are no Proceedings pending in any court of law/ tribunal or arbitrator or any other authority, wherein the applicants are a party and where issues arising and / or reliefs sought are identical or similar to the issues arising in the matter pending before the Authority.

(Deponent)

Verification:

Verified at..... on this ....day of .... that the contents of the above affidavit are true to my knowledge and no part of it is false and nothing material has been concealed there from.

(Deponent)

Identified before me

**Srinagar/ Jammu**

**Dated**

**Secretary**



**FORM - 3**

**[(See Regulation 25 (2)]**

**J&K STATE WATER RESOURCES REGULATORY AUTHORITY, SRINAGAR/ JAMMU**

No..... Dated.....

Subject:-Petition under Chapter III of the J&K State Water Resources Authority  
(Conduct of Business) Regulations 2013.

In the matter of.....

Dear Sir/Madam

I am directed to refer to your petition/application dated.....filed on.....the above subject and to inform you that on scrutiny, the following have been found:

1. The petition is not in the Form prescribed in Chapter III of the Regulations of the J&K State Water Resources Authority Regulations 2013.
2. The name, description and address of the parties have not been furnished in the case title
3. The application does not mention:
  - (a) the provisions in the Regulations under which the application is being filed before the Authority;
  - (b) reasons why the Authority has jurisdiction to try, entertain and dispose of the application;
  - (c) ..... (any other reasons).
4. The following necessary parties have not been impleaded:
  - (i)
  - (ii)
5. The petition has not been duly signed.
6. The petition has not been verified through an affidavit.
7. The affidavit is not in the prescribed Form 2 attached to the J&K State Water Resources Authority Regulations, 2013.
8. The affidavit has not been signed and sworn before the competent authority.
9. Six identical copies of the petition have not been filed.
10. The copies of the documents are not legible and duly attested.
11. The copies of the petition are not complete in all respects.
12. English translation of the documents and other material presented in a language other than English has not been filed.
13. Authenticity of English translation of the documents has not been furnished.
14. The Vakalatnama/letter of authorization has not been filed/ not properly executed.

15. The prescribed fee for the petition application has not been paid.
16. The petition has not been page numbered in a proper manner.
17. ....
18. ....

You are requested to rectify the defects / objection within 10 days of issue of this letter, failing which the application shall be deemed to have been rejected.

Yours faithfully,

---

**FORM-4**  
**[(See Regulation 30 (1))]**

**BEFORE THE J&K STATE WATER RESOURCES REGULATORY AUTHORITY**

Case No. /

In the matter of

..... Applicants (s) Appellants (s)

V/s

..... Respondent (s)

Memo of Authorisation

I/We, ..... the applicant/ appellant/respondent above named do hereby, nominate, appoint and constitute ....., to act, plead and appear on my/ our behalf in the aforesaid matter.

IN WITNESS WHEREOF I/We have set and subscribed my /our hands to this writing on this.....  
..... day of .....

Place: \_\_\_\_\_

Signature

(Applicant/ Appellant/ Respondent)

Date: \_\_\_\_\_

Address for Correspondence

I/We accept

.....

**FORM-5**  
[(See Regulation 53 (3))]

**Application for Inspection of Documents/Records**

Petition No

.....Petitioner(s)

.....Respondent(s)

I hereby apply for grant of permission to inspect the documents/ records in the above case. The details are as follows:

1. Name and address of the person seeking permission:
2. Whether party to the case or an authorized representative of any party (Necessary particulars to be furnished):
3. Details of papers/documents sought to be inspected:
4. Purpose of seeking inspection:
5. Date and duration of inspection sought:
6. Details of payment of fee (Amount Number and date of DD/ Pay Order Name of Bank):

Place:

Date: \_\_\_\_\_ Signature

**For Office Use**

Granted inspection on.....rejected.

Date: \_\_\_\_\_ Secretary

\_\_\_\_\_

**FORM-6**  
[(See Regulation 54 (2))]

**J & K STATE WATER RESOURCES REGULATORY AUTHORITY**

**Application for grant of Authenticated copies of documents**

Petition No.

.....Petitioner(s)

.....Respondent(s)

1. Name and address of Applicant:
2. Whether the applicant is party to the case or an authorized representative of any party (necessary particulars to be furnished):
3. Whether the case is pending or disposed of:
4. Description with date of the document of which copy is applied for:
5. No of copies required.
6. Details of payment of fee (Amount Number and date of DD/  
Pay Order, Name of Bank):

Place:

Date: \_\_\_\_\_ Signature

For Office Use

Granted/Rejected

Additional copying fee

Payable/paid and details thereof

**Date:**

**Secretary**

**ANNEXURE-I**  
**[(See Regulation 25 (2))]**

**STATE WATER RESOURCES REGULATORY AUTHORITY J & K**  
**Register of Petitions/Applications**

S.No.	Petition/Application No.	Date of receipt of Petition/Application	Name and address of the Petitioner/Applicant	Name and address of the Respondent(s)	Subject matter of Petition/Application	Date of Admission	Particulars and date of Interim Order passed, if any	Particulars and date of Final Order	Details of Appeals filed, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

**ANNEXURE-II**  
**(See Regulation 52 (2))**

**J & K STATE WATER RESOURCES REGULATORY AUTHORITY**  
**Fee Register**

S. No.	Petition/Application No.	Name of the Party remitting DD/Pay Order	Purpose of remittance of Pay/Order/DD	No. & date of DD/Pay Order	Amount (In Rs)	Name and initials of the Officer receiving the DD/Pay Order	Name and initials of the Officer to whom the DD/Pay Order has been passed on	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**ANNEXURE--III**  
**[See Regulation 53 (7)]**

**J & K STATE WATER RESOURCES REGULATORY AUTHORITY**  
**Register of Inspection of Records**

S. No.	Name of Applicant	Date of Application	Petition No.	Details of Records to be inspected	Purpose of Inspection	Details of fees paid/ Amount, No. of DD/Pay Order and name of	Date on which inspected	Official in whose presence the Records inspected	Signature of a person(s) inspecting the record
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)



**ANNEXURE-IV**  
**[See Regulation 54 (3)]**

**J & K STATE WATER RESOURCES REGULATORY AUTHORITY**  
**Register of Application for Authenticated Copy**

S.No.	Name of Applicant	Date of Application	Petition No.	Particulars of Documents of which Copy is required	Details of fees paid (Amount, No. & date of DD/Pay order and name	Additional fee paid (Amount, No &date of DD/ Pay order, Name of Bank)	Date of preparation of Copy	Date of delivery	Signature of a person (s) inspecting the record	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)