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| **Kamu Hizmetlerinin Sunumunda Uyulacak Usul ve Esaslara İlişkin Yönetmelik****DENİZLİ VALİLİĞİ****Özel Kalem Müdürlüğü****HİZMET STANDARTLARI TABLOSU**

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| **SIRA NO** | **VATANDAŞA SUNULAN HİZMETİN ADI** | **BAŞVURUDA İSTENİLEN BELGELER** | **HİZMETİN TAMAMLANMA SÜRESİ****(EN GEÇ SÜRE)** |
| 1 | 4982 Sayılı Bilgi Edinme Hakkı Kanunu kapsamında yapılan müracaatlar- CİMER |  Dilekçe ve elektronik  Başvuru formu |  15-30 işgünü |
| 2 | 3071 sayılı Dilekçe Hakkının Kullanılmasına Dair Kanun kapsamında yapılan müracaatlar |  Dilekçe  |  30 gün |
| 3 | 4982 Bilgi Edinme Hakkı Kanunu |  Dilekçe  |  15-30 gün |

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| **Başvuru esnasında yukarıda belirtilen belgelerin dışında belge istenilmesi veya başvuru eksiksiz belge ile yapıldığı halde, hizmetin belirtilen sürede tamamlanmaması durumunda ilk müracaat yerine ya da ikinci müracaat yerine başvurunuz.** |
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| **İlk Müracaat Yeri: Denizli Valiliği Özel Kalem Müdürlüğü**İsim : Girne ŞAMLIOĞLUUnvan : Özel Kalem Müdür VekiliAdres : T.C.Denizli Valiliği Özel Kalem Müdürlüğü 15 Mayıs Mahallesi Gazi Mustafa Kemal Bulvarı No:81/A Pamukkale / DENİZLİTel : 0 258 265 18 82Faks : 0 258 265 61 84E-Posta : ozelkalem@denizli.gov.tr |  |

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 **İkinci Müracaat Yeri :Denizli Valiliği Özel Kalem Müdürlüğü**

 İsim : Turan ATLAMAZ
 Unvan : Vali Yardımcısı
 Adres : T.C.Denizli Valiliği Özel Kalem Müdürlüğü 15 Mayıs Mahallesi

 Gazi Mustafa Kemal Bulvarı No:81/A Pamukkale /DENİZLİ Tel : 0 258 265 18 82
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