



DIVISIONAL COMMISSIONER, KASHMIR

Phone/Fax: (0194)- 2487777, 2477775, 2452558, 2455357

Website: www.kashmirdivision.nic.in

Email address: divcomk@gmail.com

C I R C U L A R

It is enjoined upon all the subordinate revenue Officers of Kashmir Division that their first and foremost duty is the preparation, preservation and maintenance of Land records of their respective Jurisdiction and conduct of Girdawari strictly as per the guidelines and detailed procedure contained in the standing order No:- 22 and the circular instruction of worthy Financial Commissioner Revenue circulated vide his No:- FC/ LS/ Misc/ Cir-2011 Dated:- 25- 03- 2011. Since the Girdawari Khariet 2016 is due to be conducted from 1st of September, 2016 but the fared Raftar is still awaited from all Deputy Commissioners which was scheduled to be submitted before commencement of the Girdawari. It is impressed upon all concerned revenue Officers that Khasra Girdawari be prepared with utmost care and with great sense of responsibility and the provisions of standing order No:-22 may be observed and circular instructions of Financial Commissioner may be followed in letter and spirit. The Girdawari be conducted by the concerned patwaries on spot in most accurate and transparent manner in association with concerned lumbaradar/ Village guard strictly as per the fared Raftar by visiting each field personally. All entries shall be verified 100% by respective GQ, 50 % by respective Naib Tehsildar and 25 % by Tehsildar and 10% by the Assistant Commissioner/ Sub Divisional Magistrate and 5% by the respective Deputy Commissioner. A weekly progress report in this behalf be furnished to this office without fail.

Sd/-

**Divisional Commissioner
Kashmir**

Dated: 06-09-2016

No.DivCom/LRS- 34/439-53/2016

Copy to the:-

1. Financial Commissioner, Revenue, J&K Govt. Srinagar.
2. Commissioner/Secretary to Govt. Revenue Department, J&K Srinagar.
3. Deputy Commissioner, Srinagar/Anantnag/Bandipora/Budgam/Baramulla/ Ganderbal/ Kulgam/Kupwara/Pulwama/Shopian/Leh/Kargil. He is requested to circulate the instructions among all subordinate revenue officers.
4. Private Secretary to Hon'ble Revenue Minister for kind information of the Hon'ble Minister.

Assistant Commissioner (C),
With Divisional Commissioner
Kashmir