



Government of Jammu & Kashmir
Divisional Commissioner Kashmir

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Subject: Revenue Officers Meeting.

The Divisional Commissioner, Kashmir, Shri Pandurang K. Pole, IAS, chaired a maiden meeting of Revenue Officers of Kashmir Division on 29.07.2020. At the outset of the very exhaustive and comprehensive review, the chair informed the participants that as Deputy Commissioners, remains involved with the works of other departments thereby the revenue related works get neglected and impressed upon that revenue related works shall be accorded 1st priority in all circumstances. He further, informed that regional (South/Central/North) monthly revenue meetings shall be taken by him for which a fixed date shall be communicated. Besides, he impressed upon the Deputy Commissioners to spare the Assistant Commissioner, Revenue of their respective districts only for the revenue related works.

After threadbare discussion and deliberations following decisions were taken:

S.No	Issue	Decision	Action by
1.	Filling up of the vacancies falling under the purview of Divisional Commissioner.	Seniority list of Section Officers, Head Assistants, Sr. Assistant, Girdwar Saddar Mohasibs, Mohisibs and WBNS have been framed at Divisional Level. However, the seniority list supposed to be framed at the District Level is yet to be framed. The chair impressed upon all the Deputy Commissioners to frame the requisite seniority lists and ensure conduct of DPCs and fill up vacant posts immediately. Besides, ensure submission of Final Seniority list of Patwaris by or before 15.08.2020. In addition to above all the Deputy Commissioner shall ensure referring of direct recruit quota posts to competent authority for its referral to recruiting agency. Further, status of the posts already referred to Financial Commissioner Revenue/Administrative Department shall be confirmed from the respective quarters.	All DCs
2.	Pending Enquiries/RDAs	While discussing the issue regarding the pending enquiries with the Deputy Commissioner, the chair directed all the Deputy Commissioners to ensure completion and submission of pending enquiry reports within one month positively. Besides, the Deputy Commissioner Kulgarm was also directed to ensure the	All DCs

		submission of enquiry report regarding Gudder Kulgam within 07 days positively. The report shall be specific to the faults and responsibilities so that 4 th enquiry need to be conducted.	
3.	Administrative Inspection and Physical Verification of Stocks/Stores.	Deputy Commissioners informed that Administrative Inspections could not be conducted due to the Covid-19 Pandemic. The chair directed all the Deputy Commissioners to chalk out schedule for conduct of Administrative Inspection positively w.e.f 16.08.2020 and ensure completion of inspection of all Sub-ordinate office within one month. Besides, all DDOs shall conducted physical verification of stocks/stores of their offices within one month and action taken shall be shared with this office as well.	All DCs
4.	Implementation of Transfer Policy	The chair impressed upon all Deputy Commissioners to ensure transfer of all over stayed employees in phased manner within two months. While affecting these transfers it shall be ensured that Headquarters/office of the transferees is changed.	All DCs
5.	Immoveable Property Returns of Non Gazetted Employees	The chair directed all the Deputy Commissioners to ensure submission of immoveable property returns of all the Non-gazetted officials falling within administrative control of this office by or before 20.08.2020. In case any of the officials failed to submit his /her immoveable property returns within the stipulated period action as warranted under law /rules governing the subject shall be initiated against him/her.	All DCs
6.	APRs of Employees	While discussing the matter the chair impressed upon all the Deputy Commissioner to ensure the submission of APR of all employees by 15.08.2020 positively for Review/Acceptance.	All DCs
7.	Office Accommodation/ Transfer of State Land to Municipal Committees/ Councils.	<p>It was informed that most of the SDM/Tehsil/NT offices are housed in rented buildings which are lacking required facilities. DPRs regarding the construction of office buildings at various places was submitted to Government but so far requisite funds for the purpose have not been released by the Government with the result causing the cost escalation. Besides, revised DPR shall also be submitted within one month in this regard.</p> <p>The chair directed all the Deputy Commissioner to ensure transfer of State Land to Municipal Committees/ULB after obtaining proper indent from Director ULB, while doing so land patches shall be identified for construction of SDM/Tehsil/Naibat Offices.</p> <p>The District Development Commissioner Srinagar suggested the incorporation of Revenue Department in District Plan in order to carry out the required infrastructure related works for which chair assured that matter shall be taken up with the concerned authorities.</p>	All DCs ACC

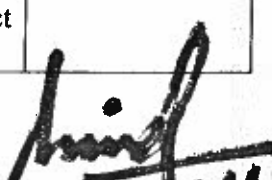
8.	Semi Ring Road Project	All the Deputy Commissioners were directed that the process of handing over of land for the project shall be enhanced from 77% to 90 %, so that construction agency can start the work. Besides, the Deputy Commissioners shall disburse the balance amount available with them. He further, informed that within 2-3 weeks the indenting department will provide the funds for the purpose.	Concerned DCs	06
9.	Implementation of New Act, 2013.	The chair informed that the Govt. has recently provided directions of the notification under Sec.4(I) of J&K Land Acquisition Act, Smvt 1990 stands issued before 30.10.2019, the whole acquisition process shall be initiated under the said Act./rules. Moreover, the Govt. is on the job in framing the rules and regulations for the new Act RFCTLARRA (Right to Fair Compensation and Transparency in land Acquisition Rehabilitation & Resettlement Act. 2013) in order to make its hasslefree implementation possible in the J&K.	All DCs	
10.	Transfer/Allotment Land for setting up of Industrial Estates	The chair impressed upon the Deputy Commissioners that Govt. has already transferred about 9264 Kanals , the attestation of mutations after demarcation of the said land shall be completed by or before 20.08.2020.	All DCs	
11.	Transfer of Land for construction of two tenements for Kashmir Migrant Employees	Deputy Commissioner , Srinagar was directed to furnish feasibility certificate of designated committee with regard to land identified for the purpose at Zewan within weeks time, besides, the encroachment if any shall be removed forthwith. The format of the feasibility certificate shall be shared with Deputy Commissioner Offices very shortly. Deputy Commissioner, Budgam was directed to identify about 30-50 k of suitable state land for the construction of the said purpose.	DC Srinagar/ Budgam	
12.	Construction of NH-444., Shopian-Qazigund Road.	1. Deputy Commissioner, Shopian while apprising the chair that joint survey has been conducted with the intending Department. However, the concerned Executive Engineer was hesitant with regard to release/providing of funds. The chair directed him that a detailed communication shall be forwarded to office in this regard. 2. Deputy Commissioner, Kulgam informed that about 33 kms are coming under the alignment in Distt. Kulgam which involves 13 villages and 18 residential houses are coming under the alignment in village Chawalgam and the owners are demanding rehabilitation package. Further, about 20 kms has already macadamized in District Kulgam.	DC Shopian/Kulgam	
13.	Transfer of land to Higher Education Deptt.	Anantnag: Deputy Commissioner, informed that the revenue papers of these colleges stands already submitted to Higher Education Deptt for authentication.	All DCs	

	<p>for construction of New Degree Colleges.</p>	<p>He was directed to submit the same to this office at an earliest.</p> <p>Bandipora: Deputy Commissioner, Bandipora was directed to submit the case with regard to Degree College Tulail within 03 days for the land measuring 50-60 k only. He was further, directed to submit the case of Degree College Hajain after completion of all codal formalities within one week.</p> <p>Baramulla: Deputy Commissioner, Baramulla was directed to submit the revenue papers clearly indicating that 60 k for GDC Bonyar and 40 k for Stadium have been identified separately & complete in all respects. Further, he was directed to furnish the revenue papers of land measuring 48k & 19M (recorded as Kacharia) identified for GDC Thindem along with the certificate /clarification that no compensation has been paid as the same was earlier part of the acquisition also. Moreover, the land in question is required to be de-notified out of acquired land measuring 123k and 15 marlas by the Govt.</p> <p>Ganderbal: Deputy Commissioner, Ganderbal was asked that the clarification report with regard to GDC Gund is yet to be received which shall be submitted within one week. Moreover, proprietary land measuring 2k & 4 m coming under the alignment shall be either separated if falling on aside or to be exchanged if coming within the alignment.</p> <p>Kulgam: The chair was apprised that village Frisal falls in the close vicinity of village Yaripora and it was decided in the Hon'ble Lieutenant Governor visit that the Degree College shall be constructed in Yaripora and a Professional College to be constructed at Frisal. Deputy Commissioner, was directed to take up the matter with Technical Education Department before proceeding ahead in the matter.</p> <p>Kupwara: Deputy Commissioner, was directed to submit the cases of GDC Kralpora and Langate to this office duly completed in all respect within one week's time.</p> <p>Pulwama: Deputy Commissioner, was directed to submit the case with regard to GDC Rajpora complete in all respect within week's time.</p> <p>Shopian: The Deputy Commissioner informed that case with regard to sanction of college at Zainapora & Wachi was pending disposal before the Hon'ble High</p>	
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14	Kendra Vidalya	Shopian: Deputy Commissioner, apprised that the paper was received back from Divisional Commissioner Office and it was ascertained that the Kandra Vidilay Zawoor has not been yet sanctioned by Kendra Vidalya Sangathan. The chair directed him to take up the matter with them for clarification.	DC Shopian
15	Status of Roshni Cases.	Chair impressed upon all the Deputy Commissioners to submit the requisite information on the devised formats already circulated by this office by or before 20.08.2020.	All DCs
16	IIM Campus Srinagar	Deputy Commissioner shall identify suitable land at village Nowgam and furnish the case within one week's time.	DC Srinagar
17	Preparation of Girdwari and Jamabandi.	All the Deputy Commissioners were directed to complete the process of Jamabandi and Girdwari pending if any within one month.	All Dcs
18	Recovery of Revenue viz,	All the Deputy Commissioner were directed to gear up the field functionaries and achieve the target in full	All DCs

	extract /mutation/demarcation and misc./arrears. etc	during the current financial year.																															
19	Migrant complaints and disposal/ Alienation thereof.	<p>The chair impressed upon all the Deputy Commissioners that they shall submit affidavit at their own level in the Hon'ble High Court in connection with migrant complaint cases as they are the custodian of the migrant property in their respective districts.</p> <p>Besides, the general power of attorney given by the Mahants with respect to Dharmat and Mandir lands shall be scrutinized and examined properly before proceeding ahead for alienation of the land.</p> <p>Moreover, all the ACRs in the districts shall ensure diarization with regard to the migrant alienation cases at their personal level.</p>	All DCs/ACRs																														
20	Migrant property inventory	Chair asked all the Deputy Commissioners to complete the already forwarded formats in order to update the migrant inventory in all respects and share with this office on monthly basis.	All DCs																														
21	Disaster Management	The chair while informing that timely payment is not being done and first priority shall be accorded to the relief after following all the codal formalities. Besides, possibility shall be explored to clear the pendency if any.	All DCs																														
22	Digitization of Records	<p>All the Deputy Commissioner were directed to depute the additional staff along with computer systems to Regional Director of Land Records Srinagar as shown against each by tomorrow:</p> <table border="1"> <thead> <tr> <th>District</th><th>Girdwar</th><th>Patwari</th></tr> </thead> <tbody> <tr> <td>Kupwara</td><td>03</td><td>01</td></tr> <tr> <td>Baramulla</td><td>01</td><td>01</td></tr> <tr> <td>Bandipora</td><td>02</td><td>02</td></tr> <tr> <td>Budgam</td><td>01</td><td>01</td></tr> <tr> <td>Shopian</td><td>02</td><td>02</td></tr> <tr> <td>Kulgam</td><td>03</td><td>01</td></tr> <tr> <td>Anantnag</td><td>02</td><td>01</td></tr> <tr> <td>Pulwama</td><td>01</td><td>01</td></tr> <tr> <td>Ganderabal</td><td>02</td><td>01</td></tr> </tbody> </table>	District	Girdwar	Patwari	Kupwara	03	01	Baramulla	01	01	Bandipora	02	02	Budgam	01	01	Shopian	02	02	Kulgam	03	01	Anantnag	02	01	Pulwama	01	01	Ganderabal	02	01	
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23	Construction of Pathwar Khanas	The chair directed that possibility shall be explored for construction of Pathwar Khanas to far flung areas which remains cut off due to snow fall. Besides, the big size rooms shall be constructed in the Tehsil Office for the convenience of Pathwaris.	All DCs																														
24	Maintenance of Lal Kitab/Fard Partal/	It was informed that Fard Partal and Roznamcha Waqati are being maintained regularly. However, Lal Kitab is not available with the Patwaris. The chair directed that	Director Land Records Central ex-officio Land																														

	Roznamcha Waqati	Regional Director Land Records shall ensure the printing and availability of the Lal Kitab to the concerned for its maintenance.	Records
25	Holding of camps for registration of inheritance property	The chair directed that special camps shall be organized for the Warasiti Intikal and a scheduled shall be framed and publicized at the NT level.	All DCs
26	Appointment of Lambardars	The chair directed that it shall be strictly ensured that the appointment of Lambardars is made after following all the rules/process.	All DCs
27	Appointment of Chokidars	It was directed that chokidars vacancies shall be filled by Tehsildars after due process. Besides, it shall be ensured that they submit the monthly report on the given format before receiving their honorarium.	All DCs
28	Rationalization of Jurisdiction of Lambardar/Chokidars.	The chair directed that the rationalization of the jurisdiction of lambardars/chokidars shall be framed by the Deputy Commissioner so that these gross root level institutions in close coordination with the Pathwar thrive further to reach out to the general public.	
29	Rectification of Illegal entries in Revenue Records	All the Deputy Commissioner shall ensure the rectification of illegal entries in revenue records and the progress shall be shared with this office on monthly basis.	All DCs
30	Creation of Land Bank at District Level	All Deputy Commissioners shall create land banks and details of same shall be uploaded on the official website within two months.	All DCs
31	Fard Raftar Girdwari	All the Deputy Commissioner shall frame a schedule for conducting of Fard Raftar Girdawari and submit the same to this office so that Assistant Commissioner, Central with Divisional Commissioner shall conduct surprise visit of the sites.	All DCs


Aziz Ahmad Rather KAS
 Assistant Commissioner (Central)
 With Divisional Commissioner,
 Kashmir

No: DivCom/Dev/2020

Dated: 31/07/2020

Copy to the:-

1. All concerned for information and immediate necessary action.
- ✓ 2. District Informatics Officer, NIC C/o DC Office, Srinagar with the request to upload the minutes on the official website of this office.
3. Private Secretary to Chief Secretary, J&K for information of the Worthy Chief Secretary.