

GOVERNMENT OF JAMMU AND KASHMIR
OFFICE OF THE FINANCIAL COMMISSIONER, REVENUE, J&K,
JAMMU.

Subject :- Conduct of Harvest Inspections (Girdawari).

C I R C U L A R

The first and foremost duty of every Revenue Officer/Official is the preparation, preservation and maintenance of Land Records. Conduct and writing of Girdawari is the first step in this direction. The object of harvest inspections/Girdawari is fourfold viz; to collect accurate information regarding :-

- i) Details and condition of crops.
- ii) Changes in rights, rents and possession of land.
- iii) Changes in the kind of soil due to Noutor and other cases, and
- iv) Amendments required in the Shajra Kishtwar (village map).

The detailed procedure of conducting harvest inspection is enshrined in Standing Order No. 22, published in Government Gazette on 27th Asooj, 1990 B.K. Standing Order No. 22 is of utmost significance in land management and also the core element of Revenue Administration. It was visualised that Khasra Girdawari be prepared with utmost care and with great sense of responsibility. Unfortunately, the provisions of Standing Order No. 22 are observed in breach than in compliance. Resultantly, an increasing tendency has arisen to temper with the records, which creates adverse impact on the Revenue Administration. This has also created an unwarranted litigation among the public in general and peasants in special.

The incidents of encroachments on State land backed with the illegal entries in revenue records especially in Khasra Girdawari, has resulted in seriously harmful repercussions in the society.

This Office has issued various circulars in the past showing deeper concern that the harvest inspections be conducted in most accurate and transparent manner as per the provisions of Standing Order No. 22 laying stress that unauthorized possession over the State land will not be recorded by the Patwari concerned, nor he will incorporate any change in the Girdawari. It was enjoined upon the field functionaries by circular instructions issued vide this office No. FC/LS/Misc/CIR/97 dated 9.6.1997 and FC/LS/ Misc-1648/97 dated 22.12.1997 that a Patwari will record changes noticed by him separately in the Roznamcha Waqati for verification by the Girdawar Qanoogo. Girdawar Qanoongo will report the case to Naib Tehsildar/ Tehsildar for eviction of the State lands. It was directed that a copy of Roznamcha Waqati of the cases where changes are noticed shall be deposited in Tehsil office after completion of harvest inspection with a copy to the Deputy Commissioner. A quarterly report about the cases and eviction effected would be sent by the Deputy Commissioner to Financial Commissioner, Revenue. It was also enjoined upon the Deputy Commissioners to submit the weekly returns to Financial Commissioner, Revenue showing number of cases where encroachments were removed. But no such reports have been received from any of the Deputy Commissioners regrettably.

Therefore, with a view to remove all doubts arisen due to implementation of J&K Agrarian Reforms Act, 1976 where new tenancy has been barred, it is felt expedient and appropriate to issue following circular

instructions regarding conduct of harvest inspections, preparation and maintenance of records especially the Khasra Girdawari.

1. The Patwari shall lay down a clear programme of the work i.e Fard Raftar Girdawari well before the start of harvest inspection and submit in Tehsil office through Girdawar Qanoongo with a copy to Deputy Commissioner, Divisional Commissioner and Financial Commissioner, Revenue. A copy of the programme shall also be sent to village Lambardar for information of the farmers.
2. The Patwari will visit each field personally in presence of the Village Lambardar and Chowkidar and record inspection accurately mentioning changes in rights, possession, kind of soil, if any, in the Roznamcha Waqiati . He will visit the fields daily as per the Girdawari programme already notified.
3. Changes noticed and recorded in the Roznamcha Waqiati should be endorsed by the village Lambardar for information of the concerned.
4. No entry of encroachment on State Lands should be recorded. The Patwari should make a list of the encroachers on the State Lands in the Roznamcha Waqiati and submit the same to the Tehsildar for eviction.
5. All changes noticed and recorded shall be verified 100% by GQ, 50% by the Naib Tehsildar, 25% by the Tehsildar, 10% by the Assistant Commissioner/ Sub Divisional Magistrate, and 5% by the Deputy Commissioner.
6. All the changes effected in Roznamcha Waqiati should be enquired into by the Tehsildar organizing a camp in the village and pass appropriate orders by way of attestation of mutation permissible under law within a period of three months. All the changes which are against the provisions of law will have to be dealt appropriately and effectively.
7. Tehsildar will initiate action against those who have effected such changes introducing third party on spot without following due process of law.

8. The Tehsildar will submit list of changes brought in Girdawari to the Deputy Commissioner concerned who will submit the same to Financial Commissioner, Revenue within one month after the receipt thereof.

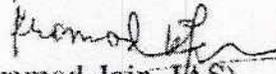
It has been noted with concern that militancy and law and order problems in parts of the State has been used as excuses by the field functionaries to either not to do the Girdawari at all or by sitting in Tehsil/Naibat headquarters, Dak Banglows and public offices. This is totally unacceptable under any circumstances. In case there is extreme emergency and circumstances beyond the control of Revenue functionaries which stop them from going to a village from field to field, exemption in such case should be sought through proper channel from Financial Commissioner, Revenue in writing. No such exemption be presumed by any officer official soumoto.

Non compliance of these instructions shall involve disciplinary action which may include reduction in rank/discharge from service for dereliction of duty, non performance and professional misconduct etc.

All the Deputy Commissioners are directed to evolve a suitable mechanism to supervise and monitor the implementation of these instructions at each level of Revenue hierarchy and ensure that these instructions are implemented on ground effectively and in letter and spirit.

Immediately upon the receipt of the circular, Deputy Commissioners will organize meeting of Revenue Officers to convey in simple, clear and unambiguous manner the directions and their implementation mechanism. Similar meeting would then be conducted

by Tehsildars with their field staff. Deputy Commissioners and Tehsildars will personally ensure the implementation of guidelines in toto. They will also ensure that due supervision and monitoring take place at all levels in their jurisdiction and that the Fard Raftar Girdawari written in advance and implemented in full.


(Pramod Jain, IAS)
Financial Commissioner, Revenue, J&K 25/3/11

No:-FC/LS/Misc/Cir-2011

Dated:-25-03--2011.

Copy to the:-

1. Chief Secretary, J&K Govt, Jammu.
2. Principal Secretary to Hon`ble Chief Minister, J&K, Jammu.
3. Divisional Commissioner, Jammu/Kashmir. They are requested to depute a flying squad for surprise inspection and take corrective measures during the course of Girdawari period.
4. Secretary to Govt. Revenue Department.
5. Deputy Commissioner, Jammu/Samba/Kathua/Udhampur/ Reasi/Ramban/Kishtwar/Doda/Poonch/Rajouri/Srinagar/ Ganderbal/Budgam/Anantnag/Puiwama/Shopian/Kulgam/ Baramulla/Kupwara/Bandipura/ Leh/ Kargil with the request to circulate instructions to Assistant Commissioner/SDM/ Tehsildars for information and necessary action.
6. Settlement Commissioner, J&K, Jammu.