



**GOVERNMENT OF JAMMU AND KASHMIR  
GENERAL ADMINISTRATION DEPARTMENT**

(Administration Section)  
Civil Secretariat, Srinagar

**Subject:** Empowerment of the Panchayati Raj Institutions (PRIs) in the State.

**Reference:** i) Cabinet Decision No.40/3/2011 dated: 09-02-2011.  
ii) Cabinet Decision No. 170/21/2011 dated: 21.09.2011.

**Government Order No: 1126-GAD of 2011  
D a t e d: 22-09-2011**

Consequent upon the decision of the Government to establish Panchayati Raj Institutions (PRIs) in the State at all three tiers, it is hereby ordered that the devolution of functions and activities to these Institutions shall be as specified in Annexures-I to XIV in the following order:-

S.No.	Devolution of Functions Pertaining to	Annexure
1	Agriculture Production Department.	I
2	Animal & Sheep Husbandry Department.	II
3	Consumer Affair & Public Distribution Department.	III
4	Education (School) Department.	IV
5	Fisheries Department.	V
6	Forest Department.	VI
7	Health & Family Welfare Department.	VII
8	Horticulture Department.	VIII
9	Industries & Commerce Department.	IX
10	Public Health Engineering and I&FC Department	X
11	Public Works (R&B) Department.	XI
12	Revenue Department.	XII
13	Rural Development Department.	XIII
14	Social Welfare Department.	XIV

By Order of the Government of Jammu and Kashmir.

**Sd/-**

**(Mohammad Sayeed Khan)IAS**  
Commissioner/Secretary to Government  
General Administration Department

No: GAD(Adm)98/2011-V

Dated: 22 .09.2011

Copy to the:-

1. All Principal Secretaries to Government.
2. Director General of Police, J&K, Srinagar.

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3. Chairman, J&K Special Tribunal.
4. Director General, J&K Institute of Management, Public Administration and Rural Development.
5. Chief Electoral Officer, J&K Srinagar.
6. Commissioner of Vigilance, J&K, Srinagar.
7. Principal Resident Commissioner, J&K Government, 5-Prithvi Raj Road, New Delhi.
8. Financial Commissioner, Revenue
9. Principal Secretary to Hon'ble Chief Minister / H.E the Governor.
10. All Commissioner/Secretaries to Government.
11. Divisional Commissioner, Kashmir/Jammu.
12. All Heads of Departments/Managing Directors.
13. Registrar General, J&K High Court, Srinagar.
14. Secretary, J&K Public Service Commission
15. Secretary, J&K Legislative Assembly/Council.
16. All Deputy Commissioners.
17. Director, Estates.
18. Director Information, J&K. **He is requested to ensure publication of the Government Order in electronic media and all local dailies.**
19. Director Archives, Archaeology and Museums.
20. Secretary, J&K State Information Commission, Srinagar.
21. Secretary, J&K State Accountability Commission, Srinagar.
22. Secretary, J&K Backward Classes Commission, J&K, Srinagar.
23. Secretary, J&K Services Selection Board.
24. General Manager, Government Press, Srinagar/Jammu.
25. Principal Private Secretary to Chief Secretary.
26. Private Secretary to Hon'ble Chief Minister.
27. Special Assistants/ Private Secretaries to Hon'ble Cabinet Ministers/ Hon'ble Ministers of State.
28. Special Assistant to Advisor to Hon'ble Chief Minister.
29. OSD to Political Advisor to Hon'ble Chief Minister.
30. Private Secretary to Advocate General, J&K.
31. Private Secretary to Commissioner/Secretary to Government, GAD
32. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
33. Government Order File/Stock file/GAD Website.



**(Rajesh Sharma)**

Deputy Secretary to Government,  
General Administration Department

**ANNEXURE – I TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**

**AGRICULTURE PRODUCTION DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<b>A. Formulation of Agriculture Plan.</b> A-1. Firm up and approve the agriculture plan for the Blocks and consolidate the same as aggregate of block plan in consultation with the Chief Agriculture Officer.	A-1. Prepare agriculture plan in consultation with the field functionaries of the Agriculture Production Department, at Block level for submission to the 'DP & DB' for approval.	A-1. To prepare agriculture plan for the Panchayat in consultation with the extension staff of Agriculture Department and its submission to the 'BDC' for approval
<b>B. Agriculture Inputs.</b> B-1. Assess and consolidate demand for agriculture inputs, wherever made available by the department and ensure timely arrangements through the Chief Agriculture Officer for its supply to the blocks/Panchayats.	B-1. Consolidate demand received from HPs and submit to the DP&DB	B-1. Assess demand for inputs for timely submission to the BDC for arrangements.

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Deputy Secretary to Government  
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**AGRICULTURE PRODUCTION DEPARTMENT**

<b>C. Extension and Training.</b> C-1. Supervision and Monitoring of agriculture extension activities.	C-1. Supervision and Monitoring of agriculture extension activities.	C-1. To facilitate the conduct of demonstrations on improved technology and training of farmers through the extension staff of the department.
<b>D. Soil and Water Conservation.</b> D-1. Allocation of resources to BDC for execution of approved schemes by the functionaries of the department. Monitoring of performance and utilization of resources allocated.	D-1. Approval of schemes received from HPs within resources allocated by the DP&DB. Monitoring of execution of approved schemes by the functionaries of the Agriculture Department.	D-1. Identification of schemes in consultation with the concerned local staff of the department for approval by BDC. The Halqa Panchayat shall monitor and supervise the actual execution of the schemes by the functionaries of the department. Preparation of cropping plans in command areas of irrigation schemes in consultation with the staff of the department for execution.
<b>E. Biogas Development.</b> E-1. Allocation of resources and monitoring of performance.	E-1. Supervision and monitoring of approved cases	E-1. Identification of beneficiaries, as per norms of eligibility under various

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**AGRICULTURE PRODUCTION DEPARTMENT**

	under technical guidance of Departmental staff.	schemes and programmes, and submission of proposals to the BDC for approval.
<b>F. Crop Protection.</b> F-1. Preparation of information based on the reports from BDC and furnish to the Headquarters.	F-1. To ensure close surveillance of spread of diseases and timely ties with the DP&DB/State Headquarter for control measures.	F-1. To organize crop protection and pest management campaigns under technical guidance of the extension staff of the department and to ensure closer surveillance of diseases/epidemics and report to the BDC/ DP&DB/ State headquarters for immediate control measures.

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
Chief Agriculture Officer	Sub-Divisional Agriculture Officer	Jr. Agriculture Extension Officer Rehbar-e-Zirat

  
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**General Administration Department.**

**ANNEXURE – II TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**ANIMAL/SHEEP HUSBANDRY DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"><li>1. Preparation of animal/sheep husbandry plans in respect of the district.</li><li>2. Implementation and monitoring of feed and fodder development schemes at district level.</li><li>3. Supervision of functioning, construction and maintenance of veterinary dispensary building falling in the jurisdiction of BDCs.</li><li>4. Constant monitoring of contagious diseases and popularisation of preventive measures.</li></ol>	<ol style="list-style-type: none"><li>1. Co-ordination in respect of policy planning of animal/sheep husbandry programme at block level.</li><li>2. To recommend holding of animal sterility/ health camps.</li><li>3. To conduct exhibitions, livestock shows, animal fairs, milk yield competitions and calf rallies.</li><li>4. Construction and maintenance of veterinary dispensary buildings in rural areas in the block.</li></ol>	<ol style="list-style-type: none"><li>1. Promote the formation of milk/wool/ poultry co-operative societies for the benefit of village community.</li><li>2. Monitoring and supervision of milk collection centres/ societies.</li><li>3. To report outbreak of epidemic diseases amongst livestock/poultry to the nearest veterinary institution and Block level functionary of the department for taking immediate control measures.</li><li>4. To identify and recommend beneficiaries under various schemes/ programmes of animal/sheep husbandry.</li><li>5. Periodical supervision and inspection of veterinary dispensaries, artificial insemination centres in the village and recommend the remedial measures.</li></ol>

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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**ANIMAL/SHEEP HUSBANDRY DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"><li>1. Chief Animal Husbandry officer.</li><li>2. Superintendent Distt. Veterinary Hospital.</li><li>3. Officer Incharge Artificial Breeding Station.</li><li>4. Disease Investigation Officer.</li><li>5. Poultry Development Officer/</li><li>6. District Sheep Husbandry Officer.</li></ol>	<ol style="list-style-type: none"><li>1. Live Stock Development Officer.</li><li>2. Lock Veterinary Officer.</li><li>3. Sheep development Officer.</li><li>4. Block Veterinary Officer.</li></ol>	<ol style="list-style-type: none"><li>1. Veterinary Asstt. Surgeon.</li><li>2. Asstt. Veterinary Officer/Extension Asstt.</li><li>3. Veterinary Pharmacist/Stock Assistant.</li><li>4. Flock Supervisor.</li><li>5. Stock Assistant.</li></ol>

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**ANNEXURE – III TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**CONSUMER AFFAIRS & PUBLIC DISTRIBUTION DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"><li>1. To periodically review the availability of essential commodities in its jurisdiction and suggest/take remedial measures in the event of their shortage.</li><li>2. Assess the requirement of additional storage godowns and recommend to the Government their location and construction.</li></ol>	<ol style="list-style-type: none"><li>1. Supervision and monitoring of the public distribution system including movement and availability of essential commodities in the BDC area.</li><li>2. Assess the coverage of consumers by Fair Price Shops/State Centres especially of weaker sections in consultation with the HP.</li><li>3. To take steps for identification and elimination of bogus ration cards.</li><li>4. To co-ordinate in the establishment of linkage of Public Distribution System schemes with other welfare schemes.</li><li>5. To send periodical reports and returns about Public Distribution System to the DP&amp;DB.</li><li>6. Disseminate information about Consumers Protection Welfare.</li></ol>	<ol style="list-style-type: none"><li>1. To act as grievances redressal agency and issue directives to Fair Price Shops/Govt Sale Centres as and when required.</li><li>2. To identify and recommend elimination of bogus ration cards and issuance of new ration cards to the competent authorities.</li><li>3. Supervise functioning of the Fair Price Shops/Govt Sale Centres under the jurisdiction of the HPs.</li><li>4. To assist BDC in preparing plan of action to link Public Distribution System with ICDS Mid Day Meals scheme etc.</li><li>5. To recommend internal adjustment wherever required.</li></ol>

  
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**ANNEXURE – III TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**CONSUMER AFFAIRS & PUBLIC DISTRIBUTION DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1.Dy. Director CAPD of the concerned District. 2. Assistant Director CAPD of the concerned District.	1. Tehsil Supply Officer of the concerned Block. 2. T.S.O./Inspector of Legal Metrology Department of the concerned Block.	1.Govt. Salemen/Ration Dealer of F.P.S

  
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**ANNEXURE – IV TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
EDUCATION DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"> <li>1. Regularly assess the requirement of teachers and infrastructure in High School in the district and plan accordingly.</li> <li>2. To launch campaigns for full enrolment and reduction of dropouts.</li> <li>3. Supervision and monitoring of the quality of education services in the district.</li> <li>4. To have vigil on regular attendance of 10+2 teachers, non-teaching staff and students and reporting to the concerned authorities.</li> <li>5. To supervise distribution of uniforms, books etc. for target group students in High Schools.</li> <li>6. Assess of requirement of hostels for target group students and plan for them.</li> </ol>	<ol style="list-style-type: none"> <li>1. To assess the drop-out position and initiate appropriate action to reduce it.</li> <li>2. Oversee the utilization of School Maintenance Grants (SMG), Teaching Learning Material (TLM) and Teaching Learning Equipments (TLE) as per norms in Middle Schools.</li> <li>3. Assist in identification of students for coverage under various scholarship schemes in Middle Schools.</li> <li>4. Oversee distribution of study material, uniforms and scholarship to the target group students.</li> <li>5. Monitor and supervision of Mid Day Meal Scheme in Middle Schools.</li> <li>6. Oversee and report on the functioning of Village Education Committees (VECs)/School Management Committees(SMCs).</li> </ol>	<ol style="list-style-type: none"> <li>1. Ensure full enrolment of school age children in PS and transition of students from one class to other in PS to reduce drop outs</li> <li>2. To oversee the utilization of School Maintenance Grants (SMG), Teaching Learning Material (TLM) and Teaching Learning Equipments (TLE) as per norms.</li> <li>3. Vigilance on regular attendance of primary school teachers, non-teaching staff and students and reporting to the concerned authorities.</li> <li>4. Assist in identification of students for coverage under various scholarship schemes in Primary Schools.</li> <li>5. Oversee distribution of study material, uniforms and scholarship to the target group students.</li> <li>6. Monitoring and supervision of Mid Day Meal scheme in Primary schools.</li> </ol>

  
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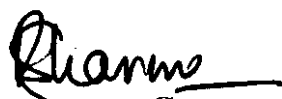
**ANNEXURE – IV TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**EDUCATION DEPARTMENT**

	7. Assess and Plan requirement of drinking water and Lavatory facilities in Middle Schools.	7. Oversee and report on the functioning of Village Education Committees (VECs)/School Management Committees (SMCs). 8. Assess and Plan requirement of drinking water and Lavatory facilities in PS.
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

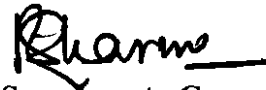
<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. Chief Education Officer. 2. Deputy Chief Education Officer.	1. Zonal Education Officer 2. Zonal Education Planning Officer. 3. Principal, Hr.Sec.School. 4. Head Master, Govt.High School.	1. Teachers 2. Rehber-e-Talims.

  
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**ANNEXURE – V TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO FISHERIES DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p>1. Sanction of subsidy as per approved government norms for repair and construction of ponds under FFDA schemes for a maximum of 5 hectares of water-body subject to completion of all codal formalities and physical verification by the officials of FFDA.</p> <p>2. Monitoring and implementation of Fisheries Act.</p> <p>3. Protection, Conservation and development of other protected waters duly notified under the Fisheries Act. Assistance and other valuable information regarding development of fisheries in particular district to enable the department to take detailed survey in close coordination with the district level body and formulate an appropriate developmental programme. Promotion and development of fish culture programme.</p>	<p>1. Sanction of subsidy as per approved government norms for repair and construction of ponds under FFDA schemes, for a maximum of 3 hectares of water body subject to completion of all codal formalities and physical verification by the officials of FFDA.</p> <p>2. Identification of fish farmers for training in fish culture and arranging their training with the assistance of Department of Fisheries.</p> <p>3. Collection of demand and distribution of seedlings to the fish farmers with technical support from fisheries department.</p>	<p>1. Identification of community ponds for stocking of fish.</p> <p>2. Right to lease community ponds to the beneficiaries and realization of lease money.</p> <p>3. Maintenance and control of community ponds.</p>



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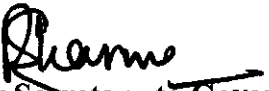
**ANNEXURE – V TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**FISHERIES DEPARTMENT**

4. Procurement and supply of fish seed / FRY through functionaries of the department.	4. To formulate cooperative societies with a view to assist in the marketing of fish produce within the BDC areas .	4. Conservation of Aquatic fauna of rivers and streams within the jurisdiction of halqa panchayat. 5. Renovation of existing community ponds and construction of new community ponds. 6. Identification of beneficiaries under Govt. Schemes as per norms.
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
Asstt. Director.	Field Supervisor.	Extension Workers.

  
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**ANNEXURE – VI TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
FOREST DEPARTMENT**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p><b>A. Other Afforestation Scheme</b></p> <p>1. Plantation and finalization of micro plans proposed by BDCs in consultation with D.F.O concerned and approval of Afforestation Scheme.</p> <p>2. Submission of annual action plan to Forest Department for allotment of funds from Forest Department to DP&amp;DB and for further allocation to BDC/HPs as per approved plans.</p> <p>3. Fixation of targets as per approved micro plans.</p> <p>4. Dispute resolution regarding benefit sharing in respect of Afforestation Scheme, if any.</p> <p>5. Monitoring of the execution and implementation of action plans.</p>	<p>1. Preparation of action plans in respect of lands identified by the HPs in consultation with concerned Range Officers. This will also include nursery raising.</p> <p>2. Monitor and execution of micro plans through HP as per approved physical and financial targets.</p> <p>3. Submission of periodical consolidated accounts and reports to DP&amp;DB.</p> <p>4. To facilitate and ensure benefit sharing.</p> <p>5. To recommend action against major and habitual defaulters/offenders to report concerned authorities of the Department.</p>	<p>1. Identify village common lands, other community and non forest lands for development of village wood lots in consultation with the local forest guards/block officers.</p> <p>2. Implementation and monitoring of micro plans by HPs.</p> <p>3. Periodical submission of physical and financial reports including monthly accounts to BDC.</p> <p>4. Benefit sharing out of the assets so created as per the policy of the Government.</p> <p>5. Constitution of Fire Protection Committees to assist Forest Department in extinguishing Forest Fires in co-ordination with the local people.</p>

  
 Deputy Secretary to Government  
 General Administration Department.

**ANNEXURE – VI TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
FOREST DEPARTMENT**

<p><b><u>B. Forest Fires:</u></b></p> <p>6. Supervision, monitoring and coordination in case of forest fires.</p> <p>7. Monitor the forest fire cases and recommend awards for the Panchayats and individuals doing exemplary work.</p> <p><b><u>C. Minor Forest Produce:</u></b></p> <p>8. Propagate MFP plantations.</p> <p><b><u>D. Illicit Felling/Poaching:</u></b></p> <p>9. To create awareness among the people against illicit felling and poaching. Monitoring of offences of illicit felling/poaching.</p> <p><b><u>E. Encroachment cases:</u></b></p> <p>10. To co-ordinate with the Forest Department for ejection of encroachers from the forest area.</p>	<p>6. Monitor the cases of over exploitation and submit recommendations to Forest Department for its regulation.</p> <p>7. To send the consolidated monthly report to Range Officer for action.</p> <p>8. Supervision of Soil Conservation work of Forest Deptt.</p> <p>9. Supervise afforestation, plantation and nursery works within their area.</p> <p>10. Supervise the protection of wildlife.</p>	<p>6. Assess availability of minor forest produce and report any incidence of its misuse.</p> <p>7. Report the encroachment cases to DFO concerned.</p> <p>8. Report cases of illicit felling/poaching to the DFO concerned and keep vigil over patrolling of Forest Guards in their jurisdiction.</p> <p>9. Supervise afforestation, plantation and nursery works within their area and report to the concerned Forest officer.</p> <p>10. Supervise the protection of wildlife.</p>
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Deputy Secretary to Government  
General Administration Department.

**ANNEXURE – VI TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**FOREST DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. Divisional Forest Officer. 2. Deputy Director Forest Protection Force. 3. District Soil Conservation Officer 4. DFO Social Forestry.	1. Range Officer.	1. Forest Guard and Watchers/Helpers.

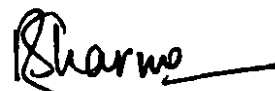
  
Deputy Secretary to Government  
General Administration Department.



**ANNEXURE – VII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HEALTH & FAMILY WELFARE DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p><b><u>A. Health &amp; Family Welfare :</u></b></p> <p>1. Formation of Health &amp; Family Welfare Advisory Committee to oversee the functioning of C.H.Cs and Rural Hospitals, improvement thereof and ensure that all the functionaries of these institutions are residing at the places of posting. However, the functioning of District Hospitals and referral Hospitals are excluded from the purview of the Committee. The chairman of the DP&amp;DB and its members, Superintendents of these hospitals, B.M.Os shall be the members of the Committee. The Committee shall be Chaired by the Chairman of DP&amp;DB.</p> <p>2. Organising of Family Welfare, immunization and health education camps for the community.</p>	<p>1. Constitution of Health &amp; Family Welfare Advisory Committees for all health institutions upto the level of C.D. &amp; P.H.C. comprising of B.M.O., Samiti members, N.G.O. representatives, Male/ Female supervisors etc. to oversee the functioning of the Health institutions, improvement thereof and ensure that all the functionaries of C.D. and P.H.C are residing at the place of posting. The Committee shall be chaired by Chairman of the BDC.</p> <p>2. To create awareness among the masses about the National Health programmes by way of organising health and family camps and exhibitions in Melas.</p>	<p>1. Constitution of Health &amp; Family Welfare Advisory Committee for sub-centres consisting of Panchayat members, opinion leaders, trained birth attendant Male/Female Health Workers, NGO representatives etc. to oversee the functioning of each health institutions improvement thereof and ensure that the functionaries of the sub-centers are residing at the place of posting. The Committee shall be chaired by the Sarpanch of the Halqa Panchayat in whose area institution falls.</p> <p>2. Facilitate organising School health check up programmes.</p>




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General Administration Department.

**ANNEXURE – VII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HEALTH & FAMILY WELFARE DEPARTMENT**


	<p>3. Construction and maintenance of Community latrines in the BDC areas with the help of local Panchayat.</p> <p>4. Construction and maintenance of Health Sub-Centers and staff quarter.</p> <p>5. To take all effective measures with the assistance of health functionaries to control epidemics in the BDC areas.</p>	<p>3. Chlorination of wells/bowlies, clearing of roads, drains, sanitation and destruction of stray dogs.</p> <p>4. Sanitation, clearing of roads, drains, chlorination of wells/bowlies and destruction of stray dogs and their disposal.</p> <p>5. Reporting the outbreak of Gastroenteritis and any other epidemic and starting measures for containment with the assistance of Health Committees.</p> <p>6. Educating the community for adopting family planning methods/ immunization etc. and organising the camps.</p> <p>7. Registration of births and deaths.</p>
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**ANNEXURE – VII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HEALTH & FAMILY WELFARE DEPARTMENT**

<b><u>B. Ayurveda &amp; Unani</u></b>		
<p>1. Supervision and monitoring of the functioning, construction and maintenance of the hospitals of Indian System of Medicine.</p> <p>2. To ensure that Ayurvedic &amp; Unani doctors and staff reside at the places of postings.</p>	<p>1. Construction and maintenance of buildings of ISM dispensaries.</p> <p>2. To organising free medical camps.</p> <p>3. To keep vigil that the Ayurvedic staff reside at the places of postings at I.S.M dispensaries.</p>	<p>1. Constitution of Dispensaries Welfare Advisory Committees with representatives of Panchayats, Pharmacist and A.N.M/F.H.W of Ayurveda Department, Panchayat, Members, N.G.O.s etc. to oversee and monitor the services provided by each dispensary, improvement thereof and ensure that the Ayurvedic staff reside at the places of postings. The Committee shall be chaired by the Sarpanch of Halqa Panchayat.</p> <p>2. To co-ordinate in organising school health check-up programmes and family welfare camps.</p> <p>3. Maintenance and up-keep and of I.S.M dispensaries and quarters.</p>

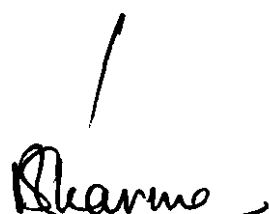
  
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**ANNEXURE – VII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HEALTH & FAMILY WELFARE DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. Medical Superintendent in Sub-District Hospital	1. Block Medical Officer in PHC	1. Pharmacist in Health Sub-Centres
2. Doctors in Sub-District Hospital	2. Doctors/ Assistant Surgeon/ Lady Assistant Surgeon in PHC	2. Doctor/ Medical Officer in Dispensaries (Allopathic & Ayurvedic)
3. Pharmacist in Sub-District Hospital	3. ANM in PHC	3. Pharmacist in Dispensaries (Allopathic & Ayurvedic)
4. ANM in Sub-District Hospital	4. Pharmacist in PHC	
5. FMW in Sub-District Hospital	5. Medical Superintendent in CHC	
6. MMW in Sub-District Hospital	6. Doctors (Specialists) in CHC	
7. Medical Superintendent in District Hospital	7. Pharmacist in CHC	
8. Doctors in District Hospital	8. Female Multipurpose Worker in CHC	
9. Pharmacist in District Hospital	9. Male Multipurpose Worker in CHC	
10. ANM in District Hospital		
11. FMW in District Hospital		
12. MMW in District Hospital		

  
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**ANNEXURE – VIII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HORTICULTURE DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. To liaise and co-ordinate with the Horticulture Deptt in respect of all the Horticulture Development Programmes.	1. Monitoring and reviewing of all functions and activities entrusted to HPs in respect of horticulture.	1. Identification and selection of beneficiaries under different schemes of the department as per prescribed norms of eligibility.
2. Monitoring and reviewing of all the functions and activities entrusted to BDCs in respect of Horticulture.	2. Coordinating with the Horticulture Department in assessing the demand in organizing horticultural inputs distribution system, wherever made available by the department.	2. Promotion of horticulture producers/ cooperative societies.
3. Coordination and monitoring of procurement and distribution of packing material for horticulture produce, wherever facilitated by the department.	4. Coordinating with the Horticulture Department in Organizing farmers training camps, study tours, seminars etc.	
4. To coordinate with the Horticulture Department in organizing campaigns, exhibitions, seminars, etc.	4. Organizing of demonstrations on improved varieties/ technology/ package through the Horticulture Department.	
	5. Conducting Village-wise horticultural census through the Horticulture Department.	
	6. Preparation of action plan for each water-shed through the Horticulture Department.	

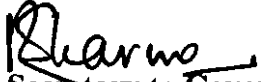
  
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**ANNEXURE – VIII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**HORTICULTURE DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

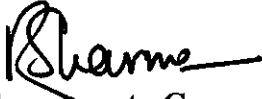
<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
Chief Horticulture Officer concerned	Horticulture Development Officer concerned	Horticulture Technician concerned

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
INDUSTRIES & COMMERCE DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p><b><u>A. Planning:</u></b></p> <p>1. The District Action Plan of the Department as per the discussion with Block Development Council (BDC) will be presented to DP&amp;DB by the General Manager, District Industries Centres (DICs), Assistant Director Handicrafts, Assistant Director Handlooms for approval before he/she submits to Director of Industries, Director, Handicrafts and Director, Handloom respectively.</p> <p>2. Supervision and monitoring the overall progress in this sector</p>	<p>1. The draft District Action Plan of the Department as prepared by the General Manager, DIC, Assistant Director, Handicrafts and Assistant Director Handlooms will be discussed with the BDCs.</p>	
<p><b><u>B. Credit and Financial Assistance from various Government Departments/ Agencies for Small Scale Industries Handicrafts/Handlooms</u></b></p> <p>1. The General Manager, District Industries Centres/ Assistant Director, Handicrafts/ Assistant Director, Handlooms/ District Officer, KVIB, will send detail of cases which have been recommended to various banks</p>	<p>1. Assistance in the recovery of loans</p>	<p>1. The General Manager DIC / Assistant Director, Handicrafts/ Assistant Director, Handlooms/ District Officer, KVIB will endorse a copy of letter to the concerned Halqa Panchayat vide</p>

  
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**INDUSTRIES & COMMERCE DEPARTMENT**

<p>every month. The information in regard to the status for past cases which had already been recommended will also be furnished. The respective Banks will send a list of defaulters to DP&amp;DB every month for monitoring. The General Manager, DIC/ Assistant Director, Handicrafts/ Assistant Director, Handloom/ District Officer, KVIB will provide similar information with regard to departmental loans.</p>		<p>which a recommendation is made to any Bank for grant of industrial units/ Weavers/ Artisans/ Societies etc.</p>
<p>2. Coordinating credit support activities of various financial institutions</p>	<p>2. The General Manager, District Industries Centre/ Assistant Director, Handicrafts/ Assistant Director, Handlooms/ District Officer, KVIB will endorse a copy of the letter to the concerned BDC vide which a recommendation is made to any Bank for grant of loan to the industrial units/ Weavers/ Artisans/ Societies etc.</p>	<p>2. The HPs will facilitate the implementation of the Handicrafts/ Handlooms Micro Credit Scheme for artisans/ weavers.</p> <p>3. Assistance in the recovery of loans</p>

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
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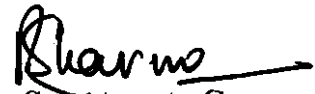
<p><b><u>C. Skill Development:</u></b></p> <p>1. The District Planning and Development Board (DP&amp;DB) will collect the information in regard to skills available, the list of interested persons who are interested to acquire the skills as per the requirements of the industrial units, prioritize the same and send to the Department of Industries and Commerce for organizing the skill development training programmes.</p>	<p>1. The Department of Industries and Commerce will bring to the notice of the concerned BDC the manpower skill requirements of the proposed industry to be set up in the area. The BDC will provide information with regard to availability of skill in the area. In case the particular type of skill is not available the BDC will bring to the notice of the DP&amp;DB the list of the persons interested to acquire the required skills.</p>	
<p><b><u>D. Entrepreneur Development:</u></b></p> <p>1. The DP&amp;DB will collect the information in regard to the conducting of Industrial Awareness/ Entrepreneurship Development program/ Programmes conducted by Handicrafts &amp; Handloom department and target group viz SC/ST, women, Ex-Servicemen, general categories etc. for which the programmes are proposed. The DP&amp;DB will then prioritize and send the same to the Department of Industries &amp; Commerce for conducting the programmes.</p>	<p>1. The BDC shall identify the locations in their respective area of operation where there is a potential of conducting Industrial Awareness programmes/Entrepreneurship Development programmes/ awareness camps for artisans, weavers, crafts persons etc. The target groups for which these programmes are proposed will be furnished to the DP&amp;DB.</p>	

  
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<p><b><u>E. Prime Ministers Employment Guarantee Program (PMEGP):</u></b></p> <p>1. Under Prime Ministers Employment Guarantee Program (PMEGP) training for the beneficiaries in whose favour loan is sanctioned for setting up of self employment ventures under Industry, Service &amp; Trade sectors is arranged by the General Manager DIC at the District and Block level as per guidelines/instructions of Development Commissioner, Micro, Small and Medium Enterprises (MSME), New Delhi. Member(s) nominated by Chairman, DP&amp;DB/ BDC can be included in the District Task Force Committee.</p>	<p>1. BDC can assist in the identification of beneficiaries under PMEGP.</p>	<p>1. The HPs can assist in the identification of beneficiaries under PMEGP.</p>
<p><b><u>F. Development of Infrastructure for Small Scale Industries</u></b></p> <p>1. The DP&amp;DB will consider the proposals forwarded by BDC and take a decision as it may deem fit.</p> <p>2. The DP&amp;DB can also on its own identify land for such purposes after taking views, if it considers necessary, of the respective BDCs/ Panchayats.</p>	<p>1. The BDC will examine the proposals submitted by the HPs of their areas and take appropriate action before forwarding the recommendation to the DP&amp;DB.</p> <p>2. The BDC concerned may also, of its own, identify land for establishing Industrial Areas/ Estates within their jurisdiction and submit the proposal to DP&amp;DB for consideration.</p>	<p>1. The HPs can forward proposal for setting up industrial Areas/ Estates in case sufficient chunk of land is available in the Panchayat.</p>

  
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**INDUSTRIES & COMMERCE DEPARTMENT**

<p>3. After the DP&amp; DB has considered the identified land and approved the proposal, the same will be forwarded with its recommendations through the General Manager, DIC to the Director of Industries and Commerce for further action.</p>		
<p><b><u>G. Handicrafts and Handloom</u></b></p> <p>1. The DP&amp;DB will consider the proposals forwarded by BDC and take appropriate decision.</p> <p>2. The DP&amp;DB can also on its own identify locations for such purposes after taking views, if it considers necessary, of the respective Panchayats /BDCs.</p> <p>3. After the DP&amp; DB has considered the identified locations and approved the proposal, the same will be submitted with its recommendations through the Assistant Director Handicrafts/Assistant Director Handlooms for approval to the Director, Handicrafts and Director, Handlooms respectively.</p>	<p>1. To consider the recommendations in respect of Handicrafts/ Handloom centres of the Gram Halqa and take appropriate action before forwarding the recommendation to the DP&amp;DB.</p> <p>2. The BDC concerned may also, of its own, identify locations for establishing Handicrafts, Handloom, Knitting, Readymade Garments etc. training centres and submit the proposal to DP&amp;DB for decision.</p>	<p>1. The HPs will assist in identifying locations for establishing Handicrafts, Handloom, Knitting, Readymade Garments etc. training centres and recommend to the BDC for taking appropriate decision.</p> <p>2. The HPs will assist in the identification of artisans and weavers for social security schemes of the Handloom and Handicrafts Department such as Janshree Bima Yojana, Bunkar Bima Yojana , Education loan etc.</p> <p>3. The HPs will assist in identifying beneficiaries for distribution of sewing machines for needy persons and loom for weavers in their jurisdiction</p> <p>4. Monitor the working of the Handicraft &amp; Handloom Training Centres.</p>

  
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**INDUSTRIES & COMMERCE DEPARTMENT**

**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"><li>1. General Manager,</li><li>2. Functional Manager.</li><li>3. Project Manager.</li><li>4. Industrial Promotion Officer.</li><li>5. Asstt. Director, Handlooms.</li><li>6. Cooperative Supervisor (Handlooms).</li><li>7. Asstt. Director, Handicrafts.</li><li>8. Handicrafts Training Officer concerned.</li><li>9. Asstt. Training Officer (Handicrafts)</li></ol>	<ol style="list-style-type: none"><li>1. Block Investigator.</li><li>2. Industrial Promotion Officer.</li><li>3. Asstt. Extension Officer.</li><li>4. Asstt. Handicrafts Training Officer.</li><li>5. Instructors.</li></ol>	--


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**ANNEXURE – X TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
PUBLIC HEALTH ENGINEERING AND I&FC DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"> <li>1. To keep vigil and bring to the notice of appropriate authority of the PHE/I&amp;FC Departments the cases of gross mis-utilization of funds, corrupt practices etc. by the staff of the Departments, contractors and Sub-Contractors while executing various schemes.</li> <li>2. Identification of potential schemes including water harvesting covering more than one blocks.</li> </ol>	<ol style="list-style-type: none"> <li>1. Identification of potential schemes including water harvesting covering more than one HP within the jurisdiction of BDC.</li> <li>2. To take measures for prevention and control of water pollution.</li> <li>3. To keep vigil and bring to the notice of appropriate authority of the PHE/I&amp;FC Departments the cases of gross mis-utilization of funds, corrupt practices etc. by the staff of the Departments, contractors and Sub-Contractors while executing various schemes.</li> </ol>	<ol style="list-style-type: none"> <li>1. Maintenance of hand pumps by the staff to be provided by the Department.</li> <li>2. Maintenance of drinking water, and irrigation schemes which have been executed at a cost of one lakh and below, including Zamindari Khuls.</li> <li>3. To take measures for prevention and control of water pollution.</li> <li>4. Identification of potential schemes within HP jurisdiction.</li> </ol>

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
PUBLIC HEALTH ENGINEERING AND I&FC DEPARTMENT**

		<p>5. Sharing information regarding status of water supply schemes with the BDCs.</p> <p>6. To keep vigil and bring to the notice of appropriate authority of the PHE/I&amp;FC Departments the cases of gross mis-utilization of funds, corrupt practices etc. by the staff of the Departments, contractors and Sub-Contractors while executing various schemes.</p> <p><i>Functional minor irrigation and water supply scheme in phases and in a manner as may be determined by the PWD in consultation with the RDD.</i></p>
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p>1. Superintending Engineer(Hydraulic). 2. Executive Engineer (Hydraulic) 3. Executive Engineer (Mechanical)</p>	<p>1. Asstt. Executive Engineer. 2. Asstt. Engineer.</p>	<p>1. Junior Engineer. 2. Supervisor.</p>

  
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**ANNEXURE – XI TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**PUBLIC WORKS DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<ol style="list-style-type: none"><li>1. Monitoring and supervision of execution of works by BDCs like construction of mule roads, culverts and foot bridges upto 10 mtrs. span on these paths and roads.</li><li>2. Construction/ maintenance of buildings belonging to DP &amp; DB within the budgetary allocation.</li><li>3. Identification of village link roads, mule roads, tractor roads, village paths, culverts and foot bridges upto 10 mtrs. span on these roads and paths.</li><li>4. Maintenance and running of boats and ferries under the provisions of J&amp;K Ferries Act.</li><li>5. To keep vigil and bring to the notice of appropriate authority of the Pubic Works Department the cases of gross misutilization of funds, corrupt practices etc., by the staff of the Department contractors and sub-contractors while executing various schemes.</li></ol>	<ol style="list-style-type: none"><li>1. Monitoring and supervision of construction of buildings by HPs.</li><li>2. Construction and maintenance of Jhullas across rivers/streams on village path/mule paths within its area.</li><li>3. Construction/maintenance of buildings belonging to BDCs.</li><li>4. Identification, construction and maintenance of mule roads, tractor roads and village link roads.</li><li>5. Maintenance of such of the rural roads which may be transferred by P.W.D. to PRIs.</li></ol>	<ol style="list-style-type: none"><li>1. Identification, construction and maintenance of village paths, culverts, lanes and drains.</li><li>2. Identification of village link roads.</li><li>3. Construction and maintenance of buildings belonging to the HPs.</li><li>4. Construction and maintenance of small foot bridges upto 10 metres span on Nallahs/streams falling on village paths.</li><li>5. To keep vigil and bring to the notice of appropriate authority of the Public Works Department, the cases of gross misutilization of funds, corrupt practices etc. by the staff of Department contractors and sub-contractors while executing various schemes</li></ol>

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
PUBLIC WORKS DEPARTMENT**

<p>6. Monitoring and supervision of construction of buildings belonging to BDCs and HPs. Constructions/ maintenance of Jhullas across rivers and streams on village paths mule paths covering more than two blocks.</p>	<p>6. To keep vigil and bring to the notice of appropriate authority of the Public Works Department the cases of gross, misutilization of funds, corrupt practices etc., by the staff of department contractors and sub-contractors while executing various schemes.</p> <p>7. Monitoring and supervision of construction of village paths, culverts and village lanes and drains.</p> <p>8. Supervision of construction of small foot bridges upto 10 mtrs. span falling on village paths/mule paths and tractor roads over nallahs, khads and streams.</p>	
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<p align="center"><b>District Planning &amp; Development Board (DP &amp; DB)</b></p>	<p align="center"><b>Block Development Council (BDC)</b></p>	<p align="center"><b>Halqa Panchayat (HP)</b></p>
<p>1. Superintending Engineer. 2. Executive Engineer.</p>	<p>1. Asstt. Executive Engineer. 2. Asstt. Engineer.</p>	<p>Junior Engineer.</p>




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**ANNEXURE – XII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO  
REVENUE DEPARTMENT**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p><b><u>A. Supervision, Monitoring, Assistance and removal of encroachments from common/ State land</u></b></p> <p>1. Assist the revenue officials in identification of landless/houseless persons and formulation of policies for utilization of Waste/vacant State land not required for any other public purpose at District level.</p> <p>2. Supervise the duties and functions of block level functionaries regarding revenue matters.</p>	<p>1. To help the revenue officials in identification of landless/houseless families/ persons for formulation of a policy regarding utilization of Waste/vacant State land, identification thereof, which is however not required for any other public purpose at block level.</p> <p>2. Supervise the work entrusted in revenue matters to Panchayats and formulation of policy at the block level for removal of encroachments on State/Kahchrai.</p>	<p>1. To prevent encroachments on village common land the management of which is entrusted to the PHs.</p> <p>2. The Patwari will paste his monthly working chart on the notice board of Patwar khana indicating the working days he will visit the PH areas. Any departure from and to the PH will be reported to the Gram Panchayat concerned.</p> <p>3. The concerned HPs will ensure that all eligible kisans are issued Kisan Pass Books as required under the J&amp;K Land Revenue Act and that the same are updated regularly by the concerned revenue field functionaries.</p>

  
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
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		<p>4. In case of any difficulty being faced by a land owner in getting the extracts of revenue records after following due course of law he can approach the concerned HP which may refer the matter to the concerned Tehsildar for directing the concerned Patwari to issue the requisite revenue extracts through Panchayat, as early as practicable. In case no response is received from the Tehsildar concerned, the HPs may refer the matter to the District Panchayat through Block Council, which may take up the matter with the District Collector for appropriate action against the delinquent officers/ officials under law.</p> <p>5. Providing necessary assistance to the Tehsil and District administration in providing relief to the affected families/persons in case of natural calamities.</p> <p>6. Assisting the administrative machinery in removing encroachments from un-authorized occupants of common land reserved for grazing purposes under law.</p>
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**ANNEXURE – XII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

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REVENUE DEPARTMENT**

<p><b><u>B. Coordination.</u></b></p> <p>1. The DP&amp;DB will co-ordinate with the legally constituted machinery in all stages of its work and render necessary assistance to it either directly or through the BDC and/or through HPs, as the case may be.</p>	<p>1. Assistance to the legal machinery in conduct of legal proceedings (e.g publication of notices in the entire area, identification of vacant State land in different Halqa Panchayats areas etc).</p> <p>2. To report to the regarding wrong change in revenue entries, malpractices, tampering of records and issue of wrong certificate and not issuing certificate in genuine case to reported to Tehsildar concerned and in case of any delinquency on part of Tehsildar reporting the matter to the District Collector or higher authorizes as the case may be.</p> <p>3. Co-ordination of the work between the HPs.</p>	<p>1. To co-ordinate within HP and revenue filed functionaries in all matters relating to formulation of policies, identification of beneficiaries under various schemes of the Government,</p>
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**REVENUE DEPARTMENT**


<p><b><u>C. Implementation of land Ceiling Measures and assistance in conduct of legal proceedings by the officers in quajudicial capacity.</u></b></p> <p>1. To creation of public awareness for facilitating the work of land ceiling as well as other elements of land reforms.</p>		<p>1. Providing assistance in identification of potential surplus land owner/their total land in the HP area.</p> <p>2. Assistance to the legal machinery in conduct of legal proceedings.</p> <p>3. Assistance in identification of families/ individuals needing allotment of surplus land as required under various laws on the subject matter.</p>
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**REVENUE DEPARTMENT**

<p><b><u>D. Participation in updating &amp; Maintenance of land Records.</u></b></p> <p>1. Periodic monitoring regarding the updating and maintenance of the work of land records in the entire District and issuing necessary instructions to BDCs and HPs, not inconsistent with the law governing the subject matter and issues relating thereof.</p>	<p>1. Assisting the local administration in periodic updating of land records relating to the actual status of village commons lands viz wasteland, Kahchrai land waterways, roads, embankments etc at the Block level.</p> <p>2. To adhere to the instructions issued by the DP &amp; DB in this regard and report progress on this account to the DP &amp; DB.</p>	<p>1. Assisting in continuous updating of data relating to the conduct of harvest inspections (Girdawari) as provided under law and reporting to the higher authorities with regard to the violations in utilisation of agricultural land or providing assistance in doing so to the designated machinery where it has been separately constituted.</p> <p>2. Assistance to the legal machinery in the updating of land records and attestation of mutation proceedings.</p>
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**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**


<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
		1. Patwaries.

  
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**ANNEXURE – XIII TO GOVERNMENT ORDER NO: 1126-GAD OF 2011 DATED 22.09.2011**

**DEVOLUTION OF FUNCTIONS TO PRIs PERTAINING TO**  
**RURAL DEVELOPMENT DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. To develop marketing infrastructure/ marketing network/ tie up arrangements for the marketing of products in Rural Areas.	1. To organize training and awareness camps for SGSY/NRLM beneficiaries.	1. Ownership and maintenance of the community assets viz. Panchayat Ghars/BNRGSKs, Common Facility Centres, community latrines and Rural Haats. etc
2. Monitoring and evaluation of all poverty alleviation programmes and the coverage of women, SC, ST & other BPL beneficiaries in these programmes.	2. To ensure that the funds provided by the DRDA to the HPs are utilized as per the scheme guide-lines within its jurisdiction.	2. Identification and selection of beneficiaries for SGSY/NRLM.
3. To monitor loan and subsidy disbursement in co-ordination with Banks and other Financial Institutions in Rural Development Programmes.	3. To monitor the distribution of Vikas Patrikas and Kissan Credit Cards to the beneficiaries.	3. Supervise the implementation of SGSY, NRLM, MGNREGA and other CD Plan schemes

  
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4. Evaluation of all poverty alleviation programmes and the coverage of women, SC, ST & other BPL beneficiaries in these programmes.	4. coordinate with Banks and other Financial Institutions for release of subsidy and loans.	4. Helping SGSY/NRLM beneficiaries to procure raw material and marketing of products.
5. Prevention of misuse of community assets of the BDC.	5. To assist banks and other Financial Institutions in recovery of loans.	5. To assist Banks and other financial Institutions in the recovery of loans.
6. Arrange wide publicity of watershed guidelines amongst people of the concerned areas.	6. To monitor the use of community assets created under various RD schemes.	6. Obtaining technical personnel of the concerned department.
	7. To supervise and monitor the implementation of IAY through an implementation Committee under the Chairmanship of Chairman BDC with AEE, BDO concerned and some BDC members as members of this Committee. The Committee will also look into the complaints regarding wrong selection of beneficiaries under these schemes.	7. Preparing village plan for works under CD Plan and their implementation.




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	<p>8. To oversee the implementation of various insurance schemes for rural poor.</p> <p>9. To organize auction of produce form community assets of BDC.</p> <p>10. Prevention of misuse of community assets of the HPs.</p> <p>11. Development and maintenance of places for Fairs/Mandis/Weekly markets at BDC level.</p> <p>12. Supervision and monitoring of Rural Sanitation Programme (Central/State) executed by the HPs.</p>	<p>8. Implementation of Rural Sanitation Programme (State/Central).</p> <p>9. Identification and selection of beneficiaries under IAY.</p> <p>10. Maintenance of community assets created under TSC/MGNREGA and other RD schemes.</p> <p>11. Assist the PIAs and other agencies in the implementation of the Watershed Development programme.</p> <p>12. Motivation and formation of village level user groups for the watershed programmes.</p> <p>13. Reporting against misuse of assets/subsidy and loans to the concerned department.</p> <p>14. Maintenance of cremation Grounds and grave Yards.</p> <p>15. Development and maintenance of places for village fairs/markets.</p>
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		<p>16. Organize a auction of produce from community assets of HP.</p> <p>17. Other assets if any of the Rural Development Department at Halqa Panchayat level.</p> <p>18. Village panchayat road.</p>
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**Indicative list of functionaries of the Deptt. to assist the PRI in the delegated functions.**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<p>1. Project Director DRDA (Additional DDC)</p> <p>2. Project Officer (Wage Employment (ACD))</p> <p>3. Project Officer (Self Employment)</p> <p>4. Project Officer (Watershed)</p> <p>5. Exen REW</p> <p>6. AEE</p>	<p>1. Block Development Officer</p> <p>2. Inspector Panchayat/Panchayat Supervisor/ Mukhya Savikas/AEs</p>	<p>1. VLW/MPW/Gram Savika</p>


  
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**SOCIAL WELFARE DEPARTMENT**

<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
<b>A. Integrated Child Development Services.</b>		
1. Monitor the implementation of the scheme in the district.  2. Monitor the attendance of District level staff in the office of Programme Officer (ICDS)	1. Guide and assist the staff at the Project level in implementing the scheme in the BDC area as per the guidelines of the scheme.  2. Assist in providing logistic support to facilitate smooth implementation of the programme.	1. Help in identification of beneficiaries under Supplementary Nutrition Programme.  2. Assist in identification of sites for construction of Anganwadi centers.  3. Supervision of Anganwadi Centres.  4. Monitor the construction/ repair/ renovation of buildings for AWCs.  5. To coordinate with the Mahila Mandals in smooth functioning of the Programme.

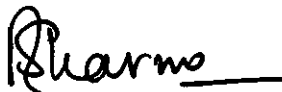
  
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<b>B. Welfare of Disabled/Old Aged/ Destitute/Widows/Children</b>		
<p>1. Monitoring the implementation of Pension/Scholarship Schemes for Disabled/Old Aged Persons/ Destitute/ Widows.</p> <p>2. Monitor the attendance of District level staff in District Social Welfare Offices.</p> <p>3. Oversee the functioning of Old aged Homes/ Bal Ashrams/Nari Niketans etc.</p> <p>4. Carry out inspections of Old aged Homes/ Bal ashrams/Nari Niketans etc. to check the quality of diet and other facilities to improve the quality of service.</p> <p>5. Oversee the functioning of various Non-governmental Organisations receiving grant-in-aid from the Central/State Govt.</p>	<p>1. Guide and assist the staff in implementing the scheme in the BDC area as per the guidelines of the concerned scheme guidelines.</p> <p>2. Assist in providing logistic support to facilitate smooth implementation of the schemes.</p> <p>3. Coordinate with DP&amp;DB in execution of schemes for the welfare of Disabled/Old Aged/ Destitute/Widows/ Children.</p>	<p>1. Assist in identification of deserving persons under National Social Assistance Programme (NSAP) and Integrated Social Security Scheme (ISSS) and re-verify the existing pensioners.</p> <p>2. To assist in identification of beneficiaries for Bal Ashrams/ Nari Niketans etc.</p> <p>3. To coordinate with the BDC.</p>

  
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6. Inspect the Justice Juvenile Homes and suggest steps to prevent exploitation of children.		
<b>C. Welfare of SCs/STs/OBCs</b>		
<ol style="list-style-type: none"> <li>1. Coordinate in implementation of schemes for the welfare of SCs/STs/OBCs.</li> <li>2. Suggest measures to prevent atrocities against Harijans/SCs/STs.</li> <li>3. Suggest schemes for Libration and Rehabilitation of manual scavengers, if any.</li> <li>4. Monitor the functioning /carry out inspections of Hostels for Gujjar &amp; Bakerwals and Pahari Speaking students.</li> </ol>	<ol style="list-style-type: none"> <li>1. Coordinate with DP&amp;DB in execution of schemes for the welfare of SCs/STs/OBCs.</li> </ol>	<ol style="list-style-type: none"> <li>1. Co-ordinate with BDC in execution of schemes for the welfare of SCs/STs/OBCs.</li> <li>2. Identify discriminatory practices against SCs/STs and report to BDC/ DP&amp;DB/concerned authorities for action.</li> <li>3. Identify Harijan basties and suggest measures for their socio-economic upliftment.</li> </ol>

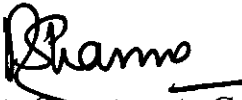
  
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<b>D. Prevention of Drug abuse</b>		
1. Create awareness and educate people about the ill-effects of drug abuse.  2. Guide and assist the NGOs in eradicating drug addiction.	1. Coordinate with DP&DB in creating awareness among the people about the ill effects of drug abuse.	1. Coordinate with BDC in creating awareness among the people about the ill effects of drug abuse.
<b>E. Domestic Violence against Women</b>		
1. Educate women about their rights.  2. Suggest measures to prevent domestic violence against women and report incidents of violence to the concerned.	1. Organize camps for creating awareness among the women about the laws enacted to prevent domestic violence against women.	1. Coordinate with BDC and DP &DB in creating awareness among the people about the ill effects of drug abuse.

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<b>District Planning &amp; Development Board (DP &amp; DB)</b>	<b>Block Development Council (BDC)</b>	<b>Halqa Panchayat (HP)</b>
1. District Programme Officer and his staff. 2. District Social Welfare Officer and his staff. 3. Warden, Gujjar & Bakerwal and Pahari Hostels alongwith staff.	1. Child Development Project Officer and his staff. 2. Assistant CDPO. 3. Supervisor, ICDS. 4. Tehsil Social Welfare Officer and his staff.	Anganwadi Worker/ Anganwadi Helper

  
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