

GOVERNMENT OF JAMMU AND KASHMIR
FOREST, ECOLOGY & ENVIRONMENT DEPARTMENT
Civil Secretariat, J&K , Jammu /Srinagar

Record Note of the Meeting of "Evaluation Committee" constituted vide Government Order No. 200-JK(FST) of 2024, held under the Chairmanship of Mr. Imam Din, Special Secretary to the Government (Nodal Officer), Forest, Ecology & Environment Department on 13.09.2024 at 03:00 PM::

The following Officers participated in the said meeting.

1. Mr. Dhananter Singh, JKAS, Additional Secretary to the Government
2. Mr. Naresh Kumar, JKAS, Additional Secretary to the Government.
3. Ms. Naseema Akhter, JKAS, Deputy Secretary to the Government
4. Mr. Raj Kumar, Under Secretary to the Government.

At the outset, the Chairman of the Committee welcomed all the participants in the committee and deliberated on the following issues relating to J&K Rehabilitation Assistance Scheme – 2022 read with SO-397 of 2024 dated 16-08-2024 in the said meeting:

1. Earmarking of Multitasking Staff (MTS) or equivalent vacancies @10% under the said scheme for purpose of appointment on compassionate grounds under RAS-2022.
2. Appointment of "Welfare Officers" at District/Divisional Level Officer.
3. Assessment of preliminary Merit point matrix/Table as per the scheme/guidelines.
4. Recommendations of the "Welfare Officer" and HoDs Concerned.

As per the J&K Rehabilitation Assistance Scheme-2022 amended vide SO-397 of 2024 dated, 16.08.2024, every Administrative department shall have to earmark 10% of available vacancies of Multitasking (MTS) or equivalent under direct quota during the calendar year for the purpose of appointment on compassionate grounds under RAS-2022. Out of 10% vacancies earmarked for the purpose, 50% vacancies shall be referred to the General Administration Department for the purpose of considering such compassionate appointment case(s), which shall form common pool of vacancies to be utilized in cases where vacancies are not available in respective departments.



In this regard, the chair was apprised that only following two HoDs of this department have earmarked 11 Multitasking Staff (MTS) or equivalent vacancies available as on 01.01.2023 and 01.01.2024, in their respective departments under RAS-2022:-

S. No.	Name of HoDs	Vacancies earmarked for the year, 2023	Vacancies earmarked for the year, 2024	Total vacancies available @ 10%
1	PCCF & HoFF, J&K	01	09	10
2.	Social Forestry, J&K	00	01	01
	Grand Total	01	10	11
1	50% vacancies referred to GAD for common Pool as per SO-397 of 2024	00	05	05
2	50% vacancies left at Administrative Department	01	05	06

Further, it was also discussed in the meeting that the appointment of Welfare Officer at District/Divisional Level Officer may be reviewed keeping in view the jurisdictions of Divisional Forest Officers and other regional level officers, which comprises of more than one districts in some departments and in respect of Territorial Wing of this department, one district has one or more DFOs at District Level. As such, it was decided in the meeting that the "Welfare Officer" may be appointed at Circle /Regional/Divisional Level Officer, by the respective HoDs under SO-397 of 2024, for the purpose, who shall recommends the case to Administrative Department with the prior approval of HoDs concerned.


After threadbare deliberation on the aforesaid issues, the following decisions were taken:-

1. All Heads of Departments shall nominate "Welfare Officer" at Circle/Regional/Divisional Level Officer, keeping in view the jurisdictions of their field offices, for expeditious disposal of cases under RAS-2022, and furnish the said nominations within a weeks' time to the Administrative Department so that their appointment as welfare officer is to be issued immediately,
2. Welfare Officer as well as DDO concerned shall be responsible for timely preparing of preliminary merit matrix/point table strictly as per SO-397 of 2024 and recommend the cases to the Administrative Department within prescribed time limit of 30 days

through their respective HoDs. All the HoDs thoroughly go through the S.O. 397 which is available at the GAD website i.e. jkgad.nic.in (Clause 10).

3. Welfare Officer shall also verify/authenticate all the documents uploaded on the portal by the applicant and submit to the Administrative Department for scrutiny and placing before the designated committee.
4. All Heads of Department/Welfare Officer of their respective department shall expedite the cases received during the year, 2022-2023 under RAS-2022 and furnish their recommendations on priority.
5. Administrative Department will prepare a checklist of documents required under J&K Rehabilitation Assistance Scheme-2022.
6. The Evaluation Committee has discussed the issue regarding framing of merit point matrix/making appointments under RAS- 2022 and recommended to take up the matter with the Competent Authority regarding disposal of this issue at HoDs level or at Departmental level (Administrative Department) for speedy disposal of such cases on the analogy of SRO-43 except those cases where the pool posts are required to be utilized due to non- availability of vacant posts with the HoD/Department.

Meeting ended with thanks to the Chair.



(Naseema Nazir), JKAS

Deputy Secretary to the Government



Dated :- 26-09-2024

No: PST-Adm/137/2022-02

Copy to the:-

1. Principal Chief Conservator of Forests HoFF, J&K.
2. All HoDs, Forest, Ecology & Environment Department.
3. Special Secretary to the Government, Forest, Ecology & Environment Department.
4. Additional Secretary to the Government ---(All), Forest, Ecology & Environment Department.
5. Under Secretary to the Government---(All). Forest, Ecology & Environment Department.
6. Private Secretary to the Financial Commissioner (Additional Chief Secretary), Forest, Ecology & Environment Department.
7. Office file.

"ANNEXURE-A"

Proposed Checklist for seeking compassionate appointment/monetary compensation under J&K Rehabilitation Assistance Scheme-2022 read with SO-397 of 2024 dated 16.08.2024:-

S.No.	Documents
1.	Application for compassionate appointment/Monetary compensation as per " Annexure-II " of SO-397 dated 16.08.2024.
2.	Dependent Certificate issued by the Competent Authority. Besides, the issuing authority also: (i) Certified the number of dependent minor children of the deceased. (ii) Certified, if one or more person(s) amongst the dependent family members is disable after due verification.
3.	Death Certificate. (Issued by the concerned Police Station or Registrar Births & Deaths as envisaged in Act. No. 18 of 1969).
4.	Date of birth/qualification certificate: (i) In case of private institutions should be countersigned by the concerned CEO/ZEO. (ii) In case of illiterate persons, the age certificate should be issued by medical Board as per Article 35-AA of J&K CSRs-Vol-I.
5.	Domicile Certificate
6.	Undertaking of the applicant for maintenance of the family of the deceased employee, (From Judicial Magistrate 1st Class [As per Annexure-IV of SO-397 of 2024 dated 16.08.2024])
7.	Photocopy of service book of the deceased. (duly authenticated by the concerned DDO)
8.	<i>The following certificates to be issued by concerned DDO as per proforma prescribed in Annexure-I of SO-397 of 2024 dated 16.08.2024:</i> (i) Family Pension (basic excluding DR & Allowance). (ii) Terminal benefits i.e Lump sum amount received by the family on death of Government Employee (i.e. DCR Gratuity, GPF/Lump Sum amount under NPS, CGE/GIS, Leave Encashment etc). (iii) Leftover Service of the deceased Government employee.
9.	<i>The following certificates to be issued by Tehsildar concerned, as per proforma prescribed in Annexure-I of SO-397 of 2024 dated 16.08.2024:</i> (i) Annual Income of earning members of the family and income

	from Property. (ii) Immoveable Property.
10	Certificate with respect to number of unmarried daughters of the deceased issued by Tehsildar concerned.
11	Preliminary Merit point matrix/table as per scheme guidelines prepared by the DDO concerned (<u>As per Annexure-III of SO-397 dated 16.08.2024</u>)
12.	Welfare Officer Concerned shall also be responsible for authentication/verification of the documents uploaded by the applicant through RAS Portal.
13	Recommendations of Welfare Officer concerned & Head of Departments to the Administrative Department for placing the case before the Designated Committee for the purpose.

