

From
Deputy Commissioner

The Board of Revenue, Punjab.

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- 1. All the Commissioners in the Punjab.
- 2. All the Deputy Commissioners in the Punjab.
- 3. Managing Director, Cholistan Development Authority, Bahawalpur.

Subject: CHECKING OF GIRDAWARI AND SUBMISSION OF JINEWAR.
MR. TARIQ SAIED HAROON, MEMBER (REVENUE), BOARD OF REVENUE, PUNJAB.

MEMORANDUM

It has been observed with great concern that inspite of issuance of circular No.60 dated 25.10.1985 by the Director Land Records, Punjab and Board of Revenue circular memorandum No. 810-86/1043-LR.II, dated 17.4.1986 read with circular No.3047-94/1700-LR.II, dated 27.10.1994 on the above subject, the maintenance of correct Girdawari record and its spot verifications, which is vital for protecting the rights of ownerships, possessions, cultivations, rents, changes in the fields etc. and also of providing reliable/up to date data to the Government for future planning, is not carried out which results in long drawn litigation by the public and provides occasions of corruption by the lower field staff.

It has further been observed that the supervisory staff and the senior field officers are also not giving due attention to this important function of the Revenue Agency with the result that the field Patwaris have a long hand to manoeuvre and exploit the position at the cost of the framing community.

It is, therefore, necessary that the Revenue Field Staff and officers from Naip Tehsildars to Commissioners should vigilently perform their duties of crop inspections as required under chapter IX of the Punjab Land Record Manual and the instructions issued by the Board of Revenue from time to time, according to the following

standards:-

19/1/NT
2-10-96

تقریر سے متعلقہ نوٹس اور ہدایات کے مطابق
مقررہ اصولوں اور ضوابط کے مطابق
عملدرآمد کروانے کے لئے

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	NAME OF OFFICER DESCRIBED	STANDARD	DURATION
i)	Attestation of changes in cultivation, possession and etc. after spot inspection.	100%	Within one month after completion of Girdawari. ✓
ii)	Checking of Girdawari for verification of crop numbers.	At least 10% of the total field numbers in each village of his circle.	Within 15 days after completion of the Girdawari
iii)	Checking of page wise totals of Register Girdawari & its comparison with the Jirwa statements.	100%	-do-

REVENUE OFFICERS/TAHSILDARS, TEHSILDARS & CONSOLIDATION OFFICERS

IV)	Attestation of changes in cultivation, possession and etc. in the presence of right-holders.	100%	Within two months after completion of the Girdawari.
v)	Checking of Girdawari for verification of crop numbers etc.	At least one village of each patwar circle under the charge (Not less than 5% of the total khasra numbers of the village).	Within 15 days after completion of the Girdawari.

ASSISTANT COMMISSIONERS/POLITICAL ASSISTANTS/COLONY ASSISTANTS (EASO)

vi)	Checking of Girdawari.	At least 3 villages in each revenue circle under his charge.	Within one month after completion of the Girdawari.
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DEPUTY COMMISSIONER, ADDL. DEPUTY COMMISSIONERS (GENERAL), (CONSOLIDATION) (REVENUE)/SETTLEMENT OFFICER.

vii)	Sample checking of Girdawari.	At least one village of each tehsil in the District.	Within one month after completion of the Girdawari.
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COMMISSIONERS/ADDITIONAL COMMISSIONERS (REVENUE/CONSOLIDATION)

viii)	Sample checking of Girdawari.	At least one village of each district in the Division.	-do-
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4. In addition to the Officers mentioned above, the Director Land Records and his Assistant Directors will also undertake inspection of Girdawari as a part of their general inspection and will ensure that it is carried out by them in at least 4

villages of different divisions during each harvest.

5. Extra Assistant Commissioner (Revenue) and Naib Tehsildar Office should be directed by the Deputy Commissioners to remain on village touring for checking of Girdawari for 15 days and full month respectively. Deputy Commissioners should also go for checking of Girdawari at least at one place in every tehsil.

6. The policy regarding inspection of Kharaba, survey and boundary marks and joint inspections of crops with the Irrigation Department will continue to be followed in accordance with the prevalent rules and instructions on the subject.

7. (i) Jinswar of a village must be completed before starting Girdawari of the next village. Field Kanungo will check the Jinswar and sign it on which it should be immediately sent to the office Kanungo/Tehsildar.

(ii) Office Kanungos should carefully receive Jinswars and these should be despatched to the Director Land Records by the date i.e. 15th November, 1936

(iii) Despatch of Jinswars should be regular item in the meetings of Deputy Commissioners and Commissioners.

8. The above instructions should be implemented in letter & spirit and any laxity, lapse or mis-statement in this regard will entail and strict action against the officials/officers concerned.

(BASHIR AHMED KHAN) 1936
DEPUTY SECRETARY (ASSESSMENT)
BOARD OF REVENUE, PUNJAB.

No. 757-96/35 -LR.II.

A copy for information and necessary action is forwarded

1. All Additional Commissioners (Revenue) & Additional Commissioners (Consolidation) in the Punjab.
2. All Additional Deputy Commissioners (Consolidation) in the Punjab.
3. All Assistant Commissioners in the Punjab.
4. Assistant Director, Revenue Academy, Lahore.

(BASHIR AHMED KHAN) 1936
DEPUTY SECRETARY (ASSESSMENT),
BOARD OF REVENUE, PUNJAB.

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