

**Government of Jammu and Kashmir
Revenue Department
Civil Secretariat, J&K Jammu.**

MINUTES OF MEETING

Subject: Minutes of the meeting held under the Chairmanship of Commissioner Secretary to Government, Revenue Department to review the implementation of State & District Business Reform Action Plan (BRAP) / Ease of Doing Business (EoDB) on 22 November 2021 at 4:00 PM.

The list of the Participants is attached as enclosure "A"

The meeting started with opening remarks by the chair and appraisal about the status of Reduced Compliance Burden / EoDB achieved by the department and actions to be taken.

After due deliberation and discussion on agenda points it was arrived as under:-

Agenda Points	Discussion/Decision	Action by
Property Registration – Online System	Integration with single window portal - The National Generic Document Registration System (NGDRS) is live for the UT of J&K which is developed and maintained by National Informatics Centre (NIC) The chair directed that the NGDRS portal shall be integrated with the Single Window Clearance Portal of J&K (www.investjk.in) by NIC in consultation with SICOP by or before 30.11.2021.	NIC & SICOP
	Linkage with Land Records – As the Revenue Record of only Jammu and Srinagar districts has been digitized for linking of the same with NGDRS portal. The chair directed that a Team of officers of the offices of IGR, Div Com., NIC and Administrative Department be constituted for UAT and refining the process involved.	Revenue Department
	Process of Auto-Mutation – The Team to be constituted for linkage of land records shall also work out the procedure of auto initiation of mutation proceedings in NGDRS portal in consultation with SDU NIC Pune.	Revenue Department
Incorporation of services in Public Service Guarantee Act (PSGA)	The chair was informed that the 2 services viz. Encumbrance Certificate and Demarcation/Measurement of Land has already been notified through PSGA. Further the incorporation of Property Registration in the PSGA is already under process in GAD.	Revenue Department
	The chair directed to have feedback from the Divisional Commissioners for identification of services provided by the Revenue Department which can be notified under PSGA and provided online through single portal.	Revenue Department and Divisional Commissioners



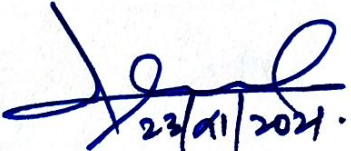
<p>Development of SOPs and single portal for providing of services</p>	<p>The representative of IT Department conveyed that the IT Department has developed an e-services platform which can be utilized by the Revenue Department for providing of services.</p> <p>The chair directed that the Team to be constituted by the Administrative Department shall liaise with IT Department for using their e-services platform for providing of services by the department which after its final roll out shall be linked with Single Window portal by the IT Department in consultation with I&C Department (SICOP). The team shall prepare and provide all the SOPs of each service provided by the department to the IT Department for its hosting.</p> <p>Revenue Court Cases Monitoring System – The IT Department stands requested for registering its URL, UAT Teams have been constituted and the presiding officers of the Revenue Courts were provided training through virtual mode by NIC on 02.11.2021 for creation of courts.</p> <p>NIC has been directed for providing all assistance to UAT Teams and to conduct security audit of the portal developed the cost of which will be borne by the department.</p> <p>The chair enjoined upon NIC to have the UAT done by 30.11.2021 and security audit completed by or before 05.12.2021 also NIC to organize one more session of virtual training to the presiding officers for creation of Revenue Courts, uploading of data and MIS.</p>	<p>Revenue Department / IT Department / SICOP</p> <p>Revenue Department / IT Department / NIC</p> <p>NIC</p> <p>Revenue Department / NIC</p>
<p>Notification</p>	<p>Under BRAP the mandate for Registration is that it has to be online only. And in order to comply with it the department has to issue a notification to the effect.</p> <p>The chair directed that a notification complying with the reform be issued accordingly.</p> <p>Publication of procedures checklist, fee on NGDRS portal – As the portal has been developed by NIC, IGR in consultation with NIC to ensure that all the items are published prominently on NGDRS portal by or before 30.11.2021.</p>	<p>Revenue Department</p> <p>NIC & IGR</p>
<p>Data of New Industrial Estates identified by Industries and Commerce</p>	<p>Initiative by the Revenue Department – I&C Department is requested to provide the detail of Industrial Estates notified by the department so that their revenue record is digitized and linked with investjk.in which will be of immense help to the investors for assessing the status of land online.</p> <p>The chair also agreed to the suggestion put forth by consultant EoDB that the districts with heavy amount of industrialization can also be piloted for linking their digitized land records with investjk.in portal. Feedback recording which is also requested from I&C Department.</p>	<p>I&C Department</p> <p>I&C Department</p>

Integrate all land/property related records of ownership and encumbrances on one single online portal	<p>Since the service pertains to multiple departments, codes for the District/Sub Division/Tehsil/Khasra No. are to be provided to the SICOP so that a common platform can be developed for viewing all kinds of records related to land.</p> <p>The chair directed that the codes be shared with SICOP</p>	Revenue Department / SICOP
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The departments were impressed to adhere to the timelines.

The meeting ended with vote of thanks to the chair.

Issued with the approval of competent authority



(K. K. Sidha) JKAS

Additional Secretary to Government
Dated 23.11.2021

No. Rev-LIT/310/2021 (78101)

Copy for information to the:

1. Financial Commissioner, Revenue J&K.
2. Principal Secretary to Government Industrial & Commerce Department.
3. Divisional Commissioner Kashmir/Jammu.
4. Administrative Secretary, IT Department.
5. Inspector General of Registration, J&K.
6. Managing Director, SICOP, J&K.
7. State Informatics Officer, NIC, J&K.
8. Additional Secretary to Chief Secretary for information of the Chief Secretary.

Annexure "A"

List of the participants

1. Mr. Rajeev Ranjan, IAS, Commissioner Survey and Land Records.
2. Mr. Rajesh Sharma, JKAS, Custodian General, J&K.
3. Mr. Rishpal Singh, JKAS, Addl. Commissioner FCR, J&K.
4. Mr. K. K. Sidha, JKAS, Addl. Secretary to Government Revenue Department.
5. Dr. Rajinder Khajuria, JKAS, Addl. Secretary IT, Department.
6. S. Shabir Shafi, Director Planning I&C Department.
7. Mr. D. D. Gupta, Scientist E, NIC.
8. Dr. Majad Jhangir, SOA
9. S. Jatinder Pal Singh, Sr. Technical Director NIC.
10. Mr. Yogesh Kumar Saini Scientist A, NIC
11. Vishal Mahajan, PM-IT SICOP.
12. Arun Pandita, Analyst IT, Department.
13. Shrawan Kumar Pathak, Consultant EoDB
14. Mr. Adnan Bhat, Consultant, EoDB.