

**Government of Jammu & Kashmir**  
**Revenue Department**  
**Civil Secretariat, Jammu/Kashmir**

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**URGENT**

Tehsildar,

Srinagar North (Srinagar), Eidgah (Srinagar),  
Srinagar South (Srinagar), Central Shalteng (Srinagar),  
Chanapora Natipora (Srinagar),

Jammu North (Jammu), Bishnah (Jammu), Marh (Jammu),  
RS Pura (Jammu), Jammu Khas (Jammu), Bhalwal (Jammu),

Pulwama (Pulwama), Awantipora (Pulwama), Pampore (Pulwama),

B K Pora (Budgam), Chadoora (Budgam),

Anantnag (Anantnag), Dooru (Anantnag),

Kathua (Kathua), Baramulla (Baramulla), Udhampur (Udhampur)

No: Rev/SECY/Misc/2024/05

Dated: 12.07.2024

**Subject: Explanation regarding mischievous manipulation of PSGA  
timelines**

**WHEREAS**, perusal of applications received for issuance of Fard in various Tehsil offices of the Union Territory has revealed that about 48,000 applications have been reverted to the user of which the majority have been returned after 9 or more days of receipt.

**WHEREAS**, issuance of fard is a guaranteed service under the Jammu and Kashmir Public Service Guarantee Act, 2011 with a timeline of 10 days for issuance.

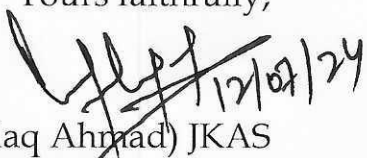
**WHEREAS**, perusal of tehsil level data (enclosed) reveals that most of the applications for issuance of fard in your tehsil have been reverted to the user / applicant after 9 or more days of receipt.

**WHEREAS**, prima facie it seems this is a blatant and intentional attempt to reduce application count of fards being issued beyond PSGA timelines and causing inconvenience to the public.

**WHEREAS**, you are bound to ensure service delivery within the stipulated timeline, and in case of failure to do so, the matter is dealt under the provisions of JKPSGA, 2011. However, intentional reverting of applications in order to subvert the institutional regulations amounts to malafide intentions, dereliction of duties and insubordination.

Accordingly, I am directed to request you to explain your position in the matter within a period of 3 days of the receipt of this explanation, with substantial reasons as to why disciplinary action, as provided under Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956 as well as penalty as provided under JKPSGA, 2011 shall not be imposed.

Yours faithfully,

  
(Aflaq Ahmad) JKAS

Under Secretary to the Government

Copy to the:

1. Chief Secretary, J&K
2. Financial Commissioner (Revenue), J&K
3. Divisional Commissioner, Kashmir / Jammu
4. Deputy Commissioner \_\_\_\_\_ All: with the request to review the matter in their districts and ensure compliance of the above directions
5. Concerned officers

## Fard Reverted Applications Count (1-Jan-2024 To 12-Jul-2024)

S. No	District	User Name	Reverted Count	0-2 Days	3-5 Days	6-8 Days	9 or More Days	%age (9 or More Days)
1	Srinagar	Tehsildar Srinagar North	4895	52	5	77	4761	97
2	Srinagar	Tehsildar Eidgah	2799	6	9	21	2763	98
3	Pulwama	Tehsildar Pulwama	1994	13	9	44	1928	96
4	Srinagar	Tehsildar Srinagar South	1991	67	64	25	1835	92
5	Srinagar	Tehsildar Central Shalteng	2184	199	44	132	1809	82
6	Srinagar	Tehsildar Chanapora Natipora	1618	42	68	47	1461	90
7	Jammu	Tehsildar Jammu North	1989	233	65	125	1566	78
8	Jammu	Tehsildar Bishnah	1387	32	41	65	1249	90
9	Budgam	Tehsildar B K Pora	1131	18	25	26	1062	93
10	Jammu	Tehsildar RS Pura	1366	64	58	94	1150	84
11	Kathua	Tehsildar Kathua	1022	17	12	16	977	95
12	Jammu	Tehsildar Jammu Khas	1509	204	95	44	1166	77
13	Budgam	Tehsildar Chadoora	1097	9	25	88	975	88
14	Jammu	Tehsildar Bhalwal	1804	391	79	98	1236	68
15	Anantnag	Tehsildar Anantnag	1282	56	22	220	984	76
16	Anantnag	Tehsildar Dooru	745	2	9	15	719	96
17	Jammu	Tehsildar Marh	1694	452	90	90	1062	62
18	Pulwama	Tehsildar Awantipora	844	20	25	55	744	88
19	Baramulla	Tehsildar Baramulla	846	98	15	38	695	82
20	Pulwama	Tehsildar Pampore	683	29	12	62	580	84
21	Udhampur	Tehsildar Udhampur	915	113	57	82	663	72