

RIGHT TO INFORMATION ACT, 2009
OFFICE OF THE DEPUTY COMMISSIONER RAMBAN

Section 4(1)(b)

Section 4(1)(b)(i)

Introduction:

Revenue Department is the multifaceted Organization in the administrative set up of the District. It is headed by Deputy Commissioner. The Department is responsible for preparation of revenue records, viz, jamabandies, Girdawari etc, land acquisition, relief & rehabilitation, Conduct of Elections, Maintenance of law & order, issuance of PRC/ Domicile/ Category Certificates, providing assistance to militancy related victims under SRO-43, etc.

Organization, Function and objectives for Revenue Administration:

District Ramban has 03 Sub Division, 08 Tehsils, 19 Nayabats, 13 GQ circles & 49 Patwar Halqas. The details of these units are given as under.

S.No.	Sub Division	Tehsil	Niabats	GQ Circles	Patwari Halqa
1	Banihal		Banihal		
			Tethar		
			Chamalwas		
		Banihal	Neel		
2	Ramsoo	Khari	Mahu Mangit		
2	Ramsoo	Ramsoo	Ramsoo		
		Pogal-Paristan (Ukhral)	Senabati		
3	Gool	Gool	Gool		
			Gundi-Dharm		
			Sangaldan		
			Ind		
		Ramban	Ramban	13	49
			Chanderkote		
			Dandrath		
			Balihote		
			Gandhari		
		Batote	Batote		
			Sanasar		
Rajgarh	Rajgarh				

The Department at the District Level is headed by Deputy Commissioner. He is assisted by the Addl. Deputy Commissioner and Assistant Commissioner Revenue at District Headquarter and SDM Ramsoo, SDM Banihal and SDM Gool at Sub Divisional Level. The officers in the field are as under:

- i) Sub Divisional Magistrate Banihal:
 - a. Tehsildar Banihal
 - b. Tehsildar Khari
- ii) Sub Divisional Magistrate Ramsoo:
 - a. Tehsildar Ramsoo
 - b. Tehsildar Pogal-Paristan (Ukhral)
- iii) Sub Divisional Magistrate Gool:
 - a. Tehsildar Gool
- iv) Tehsildar Ramban
- v) Tehsildar Batote
- vi) Tehsildar Rajgarh

The functions and objective of Department are as under:

- A) Revenue Administration which includes preparation, updating & maintenance Of land records, conduct of Girdawari etc.
- B) Acquisition of land for Public Purposes.
- C) Relief and Rehabilitation under natural calamities.
- D) Ex-gratia & compassionate appointment in militancy related incidents.
- E) Conduct of Election.
- F) Maintainence of Law & Order.
- G) Issuance of Permanent Resident Certificates, Category Certificates, Income Certificates.
- H) Miscellaneous.

Section 4 (1)(b) (ii)

The Powers of Officers:

- 1. Deputy Commissioner is Collector under J&K Land Revenue Act**
 - i) Supervise Land Administration & also function as Appellate Authority under J&K Land Revenue Act.
 - ii) Under J&K Land Acquisition Act, oversees acquisition of land for public purposes in the District
 - iii) As District Magistrate, take steps for maintainence of law and order.
 - iv) As District Election Officer, responsible for conduct of free & fair elections
- 2. Additional Deputy Commissioner**
 - i) Oversees revenue matter like preparation of Revenue Record, etc.
 - ii) Appellate Authority under J&K Land Revenue Act & J&K Agrarian Reforms Act.
 - iii) Acquisition of Land under J&K Land Acquisition Act.
 - iv) Addl. District Magistrate for law & order.
 - v) 1st Appellant Authority under Right To Information Act 2009.
 - vi) Issuance of Permanent Resident Certificate etc.
 - vii) Any other work assigned by Deputy Commissioner.
- 3. Assistant Commissioner (Rev)**
 - i) To monitor settlement operations as Assistant Settlement officer.

- ii) Collector under J&K Land Acquisition Act.
- iii) Collector under J&K Agrarian Reforms Act.
- iv) To monitor writing up of Jamabandies, Girdawari and updating of Records as Assistant Collector 1st Class under Land Revenue Act.
- v) Issue income certificate / Dependant Certificates / property certificates/ PRC.
- vi) Monitor and implementation of Public Service Guarantee Act.
- vii) Addl. District Magistrate for law & order matter's.
- viii) Providing Information under RTI Act 2009 as Public Information Officer.
- ix) Any other work assigned by Deputy Commissioner.

4. Sub Divisional Magistrate.

- i) Oversees revenue matter like preparation of Revenue Record, etc at Sub Division Level.
Has Power of Collection under J&K Land Revenue Act
- ii) Look after law & order in the Sub Division.
- iii) Issuance of Permanent Resident Certificate etc.
- iv) Any other work assigned by Deputy Commissioner.

5. Tehsildars:

- i) Oversees revenue matter like preparation of Revenue Record, attestation of mutations, etc at Tehsil Level.
- ii) Assistant Collector 1st Class under J&K Land Revenue Act.
- iii) Issuance of Income certificate/ RBA Certificate etc.
- iv) Executive Magistrate 1st Class for Law & Order.
- v) Providing Information under RTI Act 2009 as Public Information Officer at Tehsil Level.
- vi) Any other work assigned by Deputy Commissioner.

6. Naib Tehsildars:

- i) Assist the Tehsildar in Oversees revenue matter like preparation of Revenue Record, attestation of mutation etc at Niabat Level.
- ii) Assistant Collector 2nd Class under J&K Land Revenue Act.
- iii) Executive Magistrate 1st Class for Law & Order.
- iv) Providing Information under RTI Act 2009 as Assistant Public Information Officer at Tehsil Level.
- v) Any other work assigned by Deputy Commissioner.

Duties of Officers

Name of Officer	Designation	Duties of Officer	Contact No
Shri Tariq Hussain Ganai (KAS)	Deputy Commissioner, Ramban	Gen Administration, Law & order, Court cases, Development work, Election work, District Collector, NHRC/SGRC cases, Vigilance cases, Public Grievances, Sakshar Bharat Mission Swach Bharat Abhiyan & 1 st applicant authority under RTI Act. 2009 etc.	9469562000

Dr. Gurvinder Jeet Singh (KAS)	ADC Ramban	Gen Administration, Law & order works as assigned by Deputy Commissioner, Court cases, District Vigilance Officer, Collectorate of Railway/NH-4A, Relief SRO cases, Nodal Officer Disaster Management, Amarnath Yatra work, Renewal of Gun licence, and PIO RTI Act. 2009	9419170742
Shri Vevaik Puri (KAS)	AC(Rev) Ramban	Gen Administration, Law & order works as assigned by Deputy Commissioner, Court cases, Collectorate of PWD, Beacon, PMGSY Relief/SRO cases, Dependent certificate, Disaster Management, work PRC files of Tehsil Ramban/ Batote/ Rajgarh	9419150193

Work Distribution

Name of Official	Designation	Work allotted
Shri Majid Choudhary	HQA to DC (Tehsildar)	Supervision of Court Cases
Shri Khushi Mohd Wani	ARA (L/A NT)	Attached with HQA
Shri Sajad Ahmed	Jr. Assistant	-do-
Shri Nazar Mohd Wani	PA to DC (L/A N.T)	Personal Section of DC & Court Cases of ADC
Shri Shakeel Ahmed Computer	Computer operator	Personal Section of DC
Shri Subesh Chalotra	Sr. Stenographer	-do-
Shri Krishan Lal	SQ (Girdawar)	SQ Section
Shri Nisar Ahmed khan	NSQ (GQ)	-do-
Shri Bahar Ahmed Runyal	Office Patwari	Attached with Tehsildar Ramban
Shri Lal Chand	Head Assistant	PRC Section
Shri Romesh Chander	I/C (N.T)	Land Acq. Railway/NH-4A
Shri Des Raj	Reader GQ (Girdawar)	Land Acq. Railway
Shri Khalid Hamid Sohil	Jr. Assistant	-do-

Shri Arshid Hussain Naik	I/C Sr. Asstt	Land Acq Beacon, PWD ect
Shri Utam Singh	Patwari	-do-
Shri Naresh Kumar	Jr. Stenographer	-do-
Shri Ab. Rashid Khan	I/C Head Assistant	Attached with SDM Banihal
Shri Samer Singh	I/C Head Assistant	Land Acq PMGSY/ PSA
Shri Gh. Mohi-Ud-Din Sohil	Sr. Assistant	Accounts Section
Shri Murtaza Iqbal	Jr. Assistant	-do-
Shri Abdul Wahid	Orderly	-do-
Shri Puran Chand	Sr. Assistant	Receipt & Dispatch Section
Shri Jatinder Dhar	Shop Boy	-do-
Mst Yasmeen Begum	Orderly	-do-
Shri Khurshid Ahmed	Sr. Assistant	Relief Section
Shri Fayaz Ahmed	Orderly	-do-
Shri Surjeet Singh	Election Assistant	I/C Judicial Section
Shri Hardave Singh	Jr. Assistant	-do-
Shri Iftikhar Ahmed Wani	Driver	With ACR
Shri Asif Iqbal	Driver	With DC
Shri Baldeep Kumar	Driver	-do-
Shri Mohd Isrial Khan	Jamadar	With ADC
Shri Arjan Singh	Orderly	With DC
Shri Baij Nath	Orderly	With ADC
Shri Mohd Irshad	Orderly	With ADDC
Shri Neelam Singh	Orderly	With ACR
Shri Bushan Lal	Orderly	With DIO (NIC) Ramban
Shri Pardeep Singh	Orderly	With ACR

Section 4(1)(B)(iii)

The Procedures followed in the decision making process including channels of supervision and accountability:

The procedure of decision making is provided in the statutes for disposal of different works like J&K Land Revenue Act starts it with a matter being put up by the assistants of the Branch to the final authority/next higher authority. Procedurally the process of decision starts with the perusal of dak by the branch and putting it up hierarchically to the higher authority for final orders.

Revenue Matters:

- 1 Land Acquisition Proceedings
- 2 To follow up the instructions contained in the question Act (J&K Land Acquisition Act).

- 3 To implementation and enforcement of the guidelines of the Revenue manual (issuance of PRCs & category certificates).
- 4 If there is any dissatisfaction on the part of the concerned parties the matter will be dealt as a reference case.

Public Grievances

On receipt of a representation through post/person/E-mail, a report is sought from the concerned State Government Department or appropriate advice is communicated to the concerned Department, for consideration of the petitioner's request.

Section 4(1)(B)(iv)

The norms set by District Administration for the discharge of its functions:

The functioning of the department is governed by different acts/ rules as provided by the legislature (See section **4(1)(B)(v)**)

Section 4(1)(B)(v)

The Rules, Regulation, Instruction, Manual and Records, held by it or under its control or used by its employees for discharging Functions;

- 1 J&K Land Revenue Act.
- 2 J&K Land Acquisition Act.
- 3 J&K Stamp Act.
- 4 J&K Common Land Act.
- 5 J&K Lumberdar Rules.
- 6 J&K Chowkidari Rules.
- 7 Standing rules No.22, 23 & 23-A
- 8 J&K Evidence Act.
- 9 J&K Migrant Immovable property, preservation, protection and restraint on distress seals Act1997.
- 10 Common Procedure Code.
- 11 Criminal Procedure Code.
- 12 J&K State Land (vesting of ownership) Act.
13. J&K Big Landed Estates Abolition Act, 1950

Section 4(1)(B)(vi)

A statement of the categories of documents that are held by District Administration or under its control:

- I Record of Rights, Jamabandies, Girdawari Register, Mutation Registers, Chola Register etc.
- II Permanent Residents Certificate (PRCs). III Category Certificate files.
- IV Files pertaining to ex-gratia relief & SRO 43 cases.
- V Files pertaining to relief under SDRF.
- VI Case files pertaining to court cases.
- VII Election records including electoral rolls.

Section 4(1)(B)(vii)

The particulars of any arrangements that exist for consultation with, or representation by, the members of the Public in relation to the formulation of its policy or implementation thereof:

There is a set of procedure for the formulation of policies and acts as laid down by the constitution and this office follows the same, however if any public representation received is duly considered and disposed off as per law.

- 1 J&K Land Revenue Act.
- 2 J&K Land Acquisition Act.
- 3 J&K Stamp Act.
- 4 J&K Common Land Act.
- 5 J&K Lumberdar Rules.
- 6 J&K Chowkidari Rules.
- 7 Standing rules No.22, 23 & 23-A
- 8 J&K Evidence Act.
- 9 J&K Migrant Immovable property, preservation, protection and restraint on distress seals Act1997.
- 10 Common Procedure Code.
- 11 Criminal Procedure Code.
- 12 J&K State Land (vesting of ownership) Act.
- 13 J&K Big Landed Estates Abolition Act, 1950

Section 4(1)(B)(viii)

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;

Information will be available soon

Section 4(1)(B)(ix)

The Directory of its officers & Employees;

Telephone Directory (District Officers Ramban)

S. No.	Designation	Name of Officer	Office	Mobile
1	Deputy Commissioner Ramban	Tariq Hussain Ganai	266789	9469562000
2	Addl. Distt. Dev. Commisisoner Ramban	Ravinder Nath Sadhu	266914	9419121574,
3	ADC Ramban	Gurvinder Jeet Singh	266630	9419170742
4	ACR Ramban	Vivek Puri	266903	9419150193
5	Assistant Commissioner (Dev), Ramban	Gul Hassan Kraipak	266800	9419166389
6	Assistant Director, CA&PD, Ramban	Ghulam Rasool	266497	9858080007
7	Assistant Director, Employment Ramban	Chander Shekhar Sharma	266746	
8	Assistant Director, Handicrafts Ramban			
9	Assistant Director, Handloom Ramban	Ram Paul		9622237592/ 9419167466
10	Assistant Floriculture Officer/ Ramban/Doda	Arjun Singh Parihar		9419901280
11	Assistant Controller Legal Matrology (Weights & Measures)	Jaideep Singh Sambyal		
12	Assistant Labour Commissioner, Ramban	Rakesh Kumar Arora	266709	94191-59310
13	Asstt. Director Fisheries Ramban	Fayaz Ahmad Fayaz		9419167645
14	Asstt. Director Tourism Ramban	Shazia Rehman	244243	9419176563
15	Asstt. Regional Transport Officer, Ramban	Saleem Manhas		9419161281
16	Chief Agriculture Officer Ramban	K.K.Gupta	266059	9419185708
17	Chief Animal Husbandry Officer, Ramban	Dr. Tariq Parvez	266797	9469741267
18	Chief Education Officer, Ramban	Ab. Hamid Fani	266915	9622449876
19	Chief Executive Officer PDA	Rajinder Singh	01992- 288146/ 288129	9419000322
20	Chief Horticulture Officer, Ramban	Mukesh Sharma		9419185791
21	Chief Medical Officer, Ramban	Dr. Saif-Ud-Din Khan	266796	9419167643

22	Chief Planning Officer, Ramban	Uttam Singh	266078/ 266900	9419164335
23	Deputy Director, Fire & Emergency Services, Ramban	Girdhari Lal Pandith	266365	9419216075
24	Deputy Director, Forest Protection Force, Batote	Vivek Modi	244493	88031-92050
25	District Sericulture Officer	Mushtaq Ahmed Reshi		9906320429
26	Designated Officer, Food Safety Rbn	Khaminder Choudhary		94191-31703
27	DFO Social Forestry Ramban	Ravinder Singh		9419236810
28	DFO, Batote	Amrik Singh	244224	9419236135
29	DFO Dharmari	M.S Jamwal		9419155156
30	DFO, Ramban	Zuhaib Choudhary	266623	9419783428
31	DIO (NIC) Ramban	Parminder Kumar		9797662720
32	District Fund Officer/Chief Accounts Officer (CAO) Ramban	Deepak Gupta	266905	9419210230
33	District Information Officer, Ramban	Rajinder Singh		9419166630/ 9697557499
34	District Officer Geology & Mining, Batote (I/C)	J.S Kapoor		9419221027
35	Nodal Officer, ISM (Unani System) Ramban			9419796800
36	District Officer KVIB, Ramban	Tilk Raj	266799	9419671964
37	District Nodal Officer, JKEDI, Ramban	Mohsin Abrar		8713805008
38	District Panchayat Officer, Ramban	T.S Suharwardy		9419168070
39	District Sheep Husbandry Officer Ramban	Dr. Vikas Gupta		9419160346
40	District Social Welfare Officer, Ramban	Wahid-ur-Rehman	266907	9018330900
41	District Statics & Evaluation Officer, Ramban	Subash Chander		9796894742/ 9419115316
42	District Treasury Officer, Ramban	Romesh Kumar	266689	9419318477
43	Divisional Officer, Pollution Control Board, Ramban	Sanjay Rathore		94191-06663
44	Divisional Manager, SFC, Extraction Ramban (DFO)	Syed Shoket Hussain		9419184064
45	Dy. Registrar Cooperative Ramban	Ashok Singh Katoch	266912	9596950297
46	DYSSO Ramban	Sukhdev Raj		9469687983
47	General Manager DIC Ramban			9419225539
48	Medical Superintendent Ramban	Dr. Dharamvir Singh		9419134439
49	OC 52 RCC Batote	S.K Patra	244802	9419246813
50	P.O ICDS Ramban			
51	P.O IWMP, Water Shed	Romin Sheikh		9419939319
52	Principal DIET Banihal			9419756471/ 9018251656
53	Principal GDC Banihal			9419993725
54	Principal GDC Gool			9419993941

55	Principal GDC Ramban	Ravinder Kumar Tikoo		9419167464
56	Principal Polytechnic College Rbn	Vivek Mahajan		9419194417
57	Project Officer, DRDA, Ramban.		266911	
58	XEN. PMGSY Banihal	Gyan Singh		9797369274
59	XEN. PMGSY Ramban	Ajay Kr. Raju	244935	9419161196
60	XEN. REW Ramban	Daleep Tikloo		94192-80493
61	XEN. EM&RE, Batote	Hassan Mohammad	244231	9622050313
62	XEN. Hydraulic Division Ramban	Bashir Mohammad Choudhary	266287	9419122672
63	XEN. PWD (R&B) Ramban	S.S Andhi	266649	8492018866

Telephone Directory (Revenue Officers Ramban)

S. No.	Designation	Name of Officer	Mobile	Office
1	SDM Banihal	Zaheer Abbas Bhat	9596996193	255077
2	SDM Gool	Pankaj Bagotra	9419323738	
3	SDM Ramsoo	Viqar Ahmed Giri	9469659991	
4	Tehsildar Banihal	Shafiq Ahmed Wani	9906759155	255037
5	Tehsildar Batote	Srinath Suman	94191-62982	8493822777
6	Tehsildar Gool	Ashraf Pervez	9797602806	
7	Tehsildar Khari	Tabish Saleem	9622222666	9419043333
8	Tehsildar Rajgarh	Pankaj Sharma	9797319072	
9	Tehsildar Ramban	Parmod Kumar	9419118120/ 9596917533	
10	Tehsildar Ramsoo	Mohammad Imran Khan	9797340313	
11	Tehsildar Ukhral	Niyaz Ahmed Wani	9419167206	
12	Headquarter Asstt. to DC	Majid Choudhary	9797311729	
13	NT Balihote	Ab. Salam	9419167576	
14	NT Banihal	Zakir Hussain	9419257174/ 9596834490	
15	NT Batote	Saifullah Shah	9419166482/ 9622332003	
16	NT Chamalwass	Sansar Singh	9419270585	
17	NT Chanderkote	Gh Hassan Sehmat	9596681558	
18	NT Dhandrath	Snok Chand	9419947071	
19	NT Gandhari	Ab. Majid	9419166395	
20	NT Gool	Nazir Ahmed Mughal	9469739605	
21	NT Gundi Dharam	Mohd. Iqbal Wani	8803761256	
22	NT Ind	Gh Nabi Mughal	9622193503	
23	NT Mahu Mangith	Mohd. Jawad Shan		
24	NT Neel	Ghulam Jeelani	9906591139	
25	NT Rajgarh	Jagdish Kumar	9596926089	
26	NT Ramban	Abdul jabbar	9419257160	
27	NT Ramsoo	Ravi Kumar	7298250056	

28	NT Sanasar	Shanker Dass	7298056487	
29	NT Sangaldan	Gulzar Ahmed	9419809499	9596818381
30	NT Senabhati-Paristan	Bharat Singh	9858230894	
31	NT Tethar	Ghulam Jeelani	9906591139	
32	NT (ARA)	Khushi Mohammad	9419906916	
33	Election NT	Hasham Din	9419159014	

Section 4(1)(B)(x)

The monthly remuneration received by each of its officers & employees, including the system of compensation as provided in its regulations;

Name of Official	Designation	Pay Scale	Total Salary
Shri Tariq Hussain Ganai (KAS)	Deputy Commissioner	78800-209200	-
Dr GJ Singh	ADC Ramban	67700-208700	-
Shri Vevaik Puri	ACR Ramban	67700-208700	-
Shri Majid Choudhary	HQA to DC (Tehsildar)	35900-113500	Rs. 60,790/-
Shri Khushi Mohd Wani	ARA (L/A NT)	35900-113500	-
Shri Sajad Ahmed	Jr. Assistant	19900-63200	Rs. 19,900/-
Shri Nazar Mohd Wani	PA to DC (L/A N.T)	35400-112400	Rs. 51,935/-
Shri Shakeel Ahmed Computer	Computer operator	Consolidated	Rs.10,000/-
Shri Subesh Chalotra	Sr. Stenographer	44900-142400	Rs. 76,350/-
Shri Krishan Lal	SQ (Girdawar)	35400-112400	Rs.51,935/-
Shri Nisar Ahmed khan	NSQ (GQ)	35400-112400	Rs.63780/-
Shri Bahar Ahmed Runyal	Office Patwari	25500-81100	Rs.37,445/-
Shri Lal Chand	Head Assistant	35400-112400	Rs. 60,100/-
Shri Romesh Chander	I/C (N.T)	35400-112400	Rs. 68,390/-
Shri Des Raj	Reader GQ (Girdawar)	35400-112400	Rs.50,440/-
Shri Khalid Hamid Sohil	Jr. Assistant	19900-63200	Rs. 32,040/-
Shri Arshid Hussain Naik	I/C Sr. Assistant	19900-63200	Posted in Tehsil office Banihal attached in DC office, Ramban
Shri Utam Singh	Patwari	25500-81100	Attached from Settlement office
Shri Naresh Kumar	Jr. Stenographer	35400-112400	Rs.35,400/-

Shri Ab. Rashid Khan	I/C Head Asst	29200-92300	Rs. 53910/-
Shri Samer Singh	I/C Head Asst	29200-92300	Rs. 46,490/-
Shri Gh. Mohi-Ud-Din Sohil	Sr. Assistant	25500-81100	Rs. 38,595/-
Shri Murtaza Iqbal	Jr. Assistant	19900-63200	Rs. 19,900/-
Shri Abdul Wahid	Orderly	18000-56900	Rs. 34,455/-
Shri Puran Chand	Sr. Assistant	5200-20200	Rs. 40,546/-
Shri Jatinder Dhar	Shop Boy	4440- 7440+2400	Rs. 28,382/-
Mst Yasmeen Begum	Orderly	14800-47100	Rs. 20,080/-
Shri Khurshid Ahmed	Sr. Assistant	9300-34800	Rs. 47,411/-
Shri Fayaz Ahmed	Orderly	14800-47100	Rs. 19,505/-
Shri Surjeet Singh	Election Asstt.	On deputation from Election Department	
Shri Hardave Singh	Jr. Assistant	19900-63200	Rs. 19,900/-
Shri Iftikhar Ahmed Wani	Driver	29200-92300	Rs. 40,435/-
Shri Asif Iqbal	Driver	19900-63200	Rs. 19,900/-
Shri Baldeep Kumar	Driver	19900-63200	Rs. 19,900/-
Shri Mohd Isrial Khan	Jamadar	19900-63200	Rs. 38,250/-
Shri Arjan Singh	Orderly	19900-63200	Rs. 37,100/-
Shri Baij Nath	Orderly	18000-56900	Rs. 35,490/-
Shri Mohd Irshad	Orderly	18000-56900	Rs. 24,220/-
Shri Neelam Singh	Orderly	18000-56900	Rs. 24,220/-
Shri Bushan Lal	Orderly	4440- 7440+2400	Rs. 36,259/-
Shri Pardeep Singh	Orderly	14800-47100	Rs. 19,505/-

Section 4(1)(B)(xi)

The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Information will be available soon

Section 4(1)(B)(xii)

The manners of execution of subsidy programmes, including the amount allocated & the details of beneficiaries of such programmes

Information will be available soon

Section 4(1)(B)(xiii)

Particulars of recipients of concessions, Permits or authorizations granted by it

Information will be available soon

Section 4(1)(B)(xiv)

Details in respect of the information, available to or held by it, reduced in an electronic form.

Website of District Administration is live and has been hosted. the website <http://ramban.gov.in> on the internet and Public Grievances are also received on its Email-id dcramban-jk@nic.in

Section 4(1)(B)(xv)

The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

For obtaining information relating to the Department's, public can refer Department's website or can contact Information and Facilitation Centres of each Department.

Public also get information through the notice boards, relevant brochures, Banners, Sign Boards and various other rules which are available in printed form.

The public also make complaints through post, E-mail, representations or meetings (with prior appointment) regarding their grievances, which are generally referred to the Concerned Department for, report/appropriate action.

Section 4(1)(B)(xvi)

The names, designation & other particulars of the Public Information Officers;

S.No.	Name of Officer	Contact No	Designation/ Place of Posting	Designated As	Remarks
1.	Gurvinder Jeet Singh	9419170742	ADC	PIO	
2.	Vevaik Puri	9419150193	ACR	APIO	

Section 4(1)(B)(xvii)

Such other information as may be prescribed; and thereafter update these publications every year;

1. Stamp duty rates(available on our official website <http://ramban.gov.in>)

Sd/-
Addl. Deputy Commissioner,
Ramban