

Section 4(1) (b) of J&K Right to Information Act, 2009 pertaining to IWDP-Hills, J&K

i. *The particulars of its organization, functions and duties.*

Functions and Duties of IWDP.

Objective/purpose of the public authority.

Project Objectives

- The development objectives of the IWDP-Hills II were to restore the productive potential of the J&K region by using cost effective treatment technologies and community participatory approaches.
- The project specific objectives of IWDP-Hills II include increased production of fodder, fuel wood, grasses, livestock and milk, increase in irrigated area with an opportunity to diversify farming practices towards production of marketable surpluses of high value agriculture crops, horticulture crops,
- increased potable water supply for human and cattle use,
- improvement in moisture infiltration, ground water recharge, reduction in soil loss,
- Reduction in cost of transportation and improved access to the market and social amenities and increase in employment opportunities in rural sector.

The Proposed objectives of PWMP for third Phase are:-

- To reverse the process of degradation of natural resources.
- To improve the productivity of natural resources.
- To increase the incomes of rural households.

Brief history of IWDP and context of its formation.

A brief overview on Integrated Watershed Development Project Hills-I (Year 1991-99), IWDP Hills-II (Year 1999- 2006) and the present progress in Participatory Watershed Management Project (PWMP) are as under:-

The IWDP Phase-I was actually conceived in 1990 for a period of 7 years, because of environmental degradation Integrated Watershed Development Programme was launched in three sub-watersheds, Devak and Ramkote Shivalik region of Jammu and Dudhganga in Karewas region of Kashmir province.

On the successful completion of IWDP Phase-I, the IWDP Phase-II was sanctioned by the World Bank. It was primarily different from Phase-I, in terms of having large geographical coverage a more participatory and integrated approach to improve production potential for sustainability of assets and having some new components such as rural roads, minor irrigation and potable water facilities in Kandi belt.

The IWDP Hills-II was covered under the Social Sector funding of the World Bank. This was directly linked with the poverty alleviation core theme which was developed into a multi sectoral programming resulting into empowerment of people through Participatory mechanism. The Project is carried out as per the Agreement between the World Bank Govt. of India and the J&K Govt. Here World bank is the funding Agency and Government of India is Borrower on behalf of the J&K Govt. and IWDP Hills-II. The J&K Project has done well during the World Bank Supervision Missions. The Supervision Mission has appreciated the difficulties faced by the PIA

in extreme conditions. The World Bank recognized that the benefits have reached to the people for whom the Project has been created.

The PWMP represents an important way to improve the productive potential of the degraded land and increase agricultural output in the proposed areas of the project. Institutional strengthening of the Village Development Committees and Panchayats supports the effective implementation of the project in areas affected by conflict at the community level. Coordination with various line departments for improving livelihood opportunities leads to improved economic opportunities of the rural poor. It is envisaged that the watershed development project through a participatory approach help in improving the socio-economic situation in proposed areas of the once vibrant valley of Kashmir and of the state as a whole.

ii. *The powers and duties of its officers and employees.*

In the proposed project the Powers and duties of officers and employees are as under:-

Chief Project

The office of the Project Chief is stationed at Jammu during winter (Nov. to April) and during summer (May to Oct.) at Srinagar as per the routine of Darbar Moves prevalent in the state. The Project Chief is responsible for the overall implementation of the project in all three regions i.e. Jammu & Kashmir region. The Project Chief has the rank of CCF/Pr.CCF. Project Chief is responsible for all administrative, financial and technical matters of the project at state level. PC maintains liaison with the World Bank, State Govt. and the line departments.

The **Project Chief** is assisted by two Joint Directors.

- Joint Director (Technical)
- Joint Director (Administration)

The **JD (Technical)** is assisted by following cells:

- i. Watershed Management, Social and Environment Cell.
- ii. Institutional Development Cell
- i. Livelihood, Marketing/Agri. Business Cell

The **JD (Administration)** is assisted by following cells:

- i. Planning and Procurement Cell
- ii. Finance and Accounts Cell
- iii. Establishment/Administration Cell.
- ii. M&E Cell

Sub-Watershed Office

Chief Executive Officer (CEO)

The Chief Executive Officer is holding the charge of each sub-watershed. CEO is the Drawing and Disbursing Officer for the Sub-watershed, and shall be of the rank of SWS level officer. CEO is in charge of the overall implementation of the project in the sub-watershed. CEO is responsible for the financial and technical matters in the SWS. CEO is responsible for community mobilization, capacity building and finalization of annual development plans. The CEO coordinates with different line departments at the level. The CEO is assisted by a team of multi-sectoral officers from different line departments viz,

Forest, Agriculture, Horticulture, Animal/Sheep husbandry and Engineering. Coordinators/facilitators/ motivators/ SHGs for institutional strengthening and social mobilization are working under the coordination of the CEO.

- iii. *The procedure followed in the decision making process, including channels of supervision and accountability.*

The procedure followed to take a decision for various matters.

In the project the decision making process involves as per the rules and regulations in vogue and the govt. orders issued from time to time. The decision making also involves references to various States/Central Acts and business rules. The decisions are taken on files after their initiation from the concerned authorities and the views/observations/rules are recorded on the files. Accordingly the decision arrived/vetted at the appropriate level.

- iv. *The norms set by it for the discharge of its function.*

Norms set by it for the discharge of its functions

The norms for formulation of policies planning and implementation of the IWDP project have been given in the byelaws of J&K IWDP Society, project implementation Manual, Community Operation Manual available with Planning & Accounts Section in office.

- v. *The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions*

Rules, Regulations, Instructions, Manual and Records, for discharging Functions

The IWDP-Hills-II is not having any rules, regulations, institutions, manual and records of its own. However the rules applicable to Government employees in J&K State are also applicable to employees working in the project.

- vi. *A statement of the categories of documents that are held by it or under its control.*

Document of World Bank guided Project Appraisal Document (PAD), Community Operation Manual (COM), Environment and Social Management Frame Work (ESMF), Project Implementation Manual (PIM) Procurement Plan (PP) that existed in Phase II is available in Accounts and Planning section of the office.

- vii. *The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof.*

A key feature of the project is the proactive involvement of village level institutions as the main planning and executing entity, ensuring local self Govt. and providing his foundation for a decentralized institutional setup.

The steering committee and the governing body of the proposed J&K PWMP Society will have representations from NGOs, universities and eminent person in the concerned fields.

- 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;*

No committees and bodies exist presently. It will be proposed for constitution on as and when the project Phase III is sanctioned.

- ix. *A directory of its officers and employees:-*

S.No.	Name of the officers	Designation	Contact number
01.	Sh. Suresh Kr. Gupta, IFS	Project Chief	9419100879
02.	Sh. N.P.Singh, IFS	I/C Chief Executive Officer	09412263475
03.	Sh. Showkat Ali Chowdhary, IFS	Jt. Director	9469441111
04.	Smt. Priti Agarwal	I/c Dy. Director	9419225938
05.	Sh. Jagdish Singh	Accounts Officer	9419245776
06	Sh. Lalit Kumar	Chief Executive Officer	9469210306
		I/C Chief Executive Officer	
07.	Sh. Muneer Ahmad Bhat	I/C Project Officer	9419073822
08.	Sh. Abdul Dayim	I/C Administrative Officer (head office)	9419075215

- x. *The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.*

Salary of Employees

S.No.	Name	Designation	Gross Salary
1	Sh. Suresh K. Gupta, IFS	Addl.PCCF/Project Chief	249143
2	Sh. Showkat Chowdhary, IFS	Joint Director	113564
3	Lalit Kumar Sharma	Chief Executive Officer	84060
4	Smt. Priti Aggarwal	I/c Dy. Director (Plg)	74207
5	Sh. Jagdish Singh	I/c Accounts Officer	84560
6	Sh. Ab. Dayim	Cartographer	99344
7	Sh. Muneer Ahmad	Cartographer	88488
8	Sh. Deep Singh	Tracer	84675
9	Sh. Dinesh Joshi	Tracer	84675
10	Sh. Gh. Mohd Ganai	Training Officer	79295
11	Sh. Shakeel Ahmad	Sts. Officer	67635
12	Sh. Mohammad Ayoub Dar	Chauffer	86675
13	Sh. Ab. Majid Dar	Driver	68348
14	S. Jaspal Singh	Driver	68348
15	Magher Singh	Driver	66293
16	Mohd. Amin Malik	Driver	66348

17	Sh. Naresh Kumar	Stenographer	60968
18	Sh. Ashok Singh	Computer Analyst	55064
19	Sh. Imtiyaz Ahmed Kabiri	Head Asstt.	66348
20	Smt. Kiran Raina	Sr. Assistant	54663
21	Sunil Kumar	I/c Sr. Asstt.	48581
22	Qounser Jabeen	I/c Senior Assistant	53064
23	Sh. Zahoor Ahmad	Computer Opt.	39880
24	Sh. Qaiser Ahmad Shah	Field Asstt.	53064
25	Mansoor Ali Shah	Field Assistant	53064
26	Sh. Bilal Ahmad Bhat	Junior Assistant	45347
27	Muzaffar Rasool	Junior Assistant	35267
28	Sh. Moti Lal	I/C Jr. Asstt	30437
29	Sh. Rajinder Kumar	I/C Jr. Asstt	35174
30	Sh. Ajaz Ahmad Khan	I/C Jr. Asstt	35174
31	Smt Mohinder Kour	I/C Jr. Asstt	34775
32	Sh. Nazir Ahmad Dar	Store Keeper	37267
33	Sh. Nazir Ahmad Bhat	Stock Asstt.	37267
34	Sh. Bharat Bushan	Surveyor Gr.II	43048
35	Sh. Deepak Kumar	I/C Surveyor Gr.II	32190
36	Imtiyaz Ahmad Shah	Patwari (Adhoc)	LPC Awaited
37	Sh. Virender Singh	Tele. Opt.	36374
38	Sh. Imtiyaz Ahmad Dar	Tele. Opt.	35267
39	Manzoor Ah Kangan	I/c Forester	57984
40	Ali Mohammad Malla	Deputy Forester	51015
41	Sh. Raj Singh	I/C Dy. Forester	47720
42	Sh. Abdul Baseer Khan	I/C Dy. Forester	57984
43	Sh. Ghulam Nabi Hajam	I/C Dy. Forester	49656
44	Sh. Ab. Aziz Mir	Forest guard	41818
45	Nissar Ahmad Sheikh	Forest Guard	43508
46	Sh. Fayaz Ahmad Mir	I/C F. Guard	39695
47	Sh. Prehlad Singh	I/C F. Guard	41695
48	S. Surjeet Singh	I/C F. Guard	33881
49	Sh. Mohd Rafiq	I/C S.C Guard	37165
50	Darshan Kumar	I/C F. Guard	32190
51	Sat Pal	I/C F. Guard	32674
52	Sh. Mohd. Ramzan Bhat	Fieldman	38364
53	Jang Bhadur	Field Man	21727
54	Upinder Bhushan	Field Man(Adhoc)	LPC Awaited
55	Sh. Prithpal Singh	Khalasi	33781
56	Sh. Joginder Singh	Khalasi	31813
57	Sh. Faiz Ahmed	Khalasi	31690
58	Sh. Ab. Hamid Mir	Khalasi	31813
59	Gurvinder Singh	Khalasi	32674

60	Tariq Ahmad Draboo	Watcher	32797
61	Mushtaq Ahmad Deedar	Watcher	32797
62	Sh. Imtiyaz Ahmad Khan	Vetty. Attendent	32797
63	Sh. Ab. Rashid Shah	Chowkidar	32797
64	Bashir Ahmad Bhat	Chowkidar	32797
65	Sh. Tariq Ahmed Ganai	Jamadar Gr. I	33234
66	Sh. Altaf Ahmad Dar	Mali	19636
67	Sh. Rehman Chichi	Cleaner (Adhoc)	18529
68	Sh. Abdul Hamid Malik	Gardner	19636
69	Sh. Javid Ahmed Beigh	Gardner	19636
70	Sh. Manzoor Ahmed Wani	Orderly	19636
71	Sh. Abdul Hamid Fafoo	Orderly	19636
72	Smt. Rubeena Akhtar	Orderly	19636
73	Sh. Suhail Ahmed Bala	Orderly	19636
74	Smt. Shaheena Bashir	Orderly	19636
75	Smt. Satinderjeet Kour	Orderly	19636
76	Smt. Shameema	Orderly	19636
77	Sh. Jangi Ram	Orderly	19636
78	S. Paramjeet Singh	Orderly	19636
79	Sh. Sansar Singh	Orderly	19636
80	Harjeet Singh	Orderly	19636
81	Mehraj ud din Bhat	Orderly	19636
82	Sh. Bilal Ahmed Sheikh	Sweeper	19636
83	Sh. Mehraj-Ud-Din Sheikh	Sweeper	19636
84	Sh. Nazir Ahmad Najar	Helper	37749
85	Sh. Gh. Nabi Dar	Helper	34765
86	Sh. Ab. Hamid Palloo	Helper	34765
87	S. Gurpreet Singh	Helper	35781
88	Sh. Dhyan Singh	Helper	33781
89	Sh. Mohinder Kumar	Helper	34765
90	Sh. Ajit Kumar	Helper	34765
91	Sh. Parshotam Lal	Helper	34765
92	Sh. Girdhari Lal	Helper	34765
93	Sh. Kewal Singh	Helper	34765
94	Dhani Ram	Helper	34765
95	Brahm Dutt	Helper	34765
96	Babu Singh	Helper	34765
97	Kewal Kishore Verma	Helper	34765
98	Karamjeet Singh	Helper	31580
99	Krishan Chand	Helper	31580
100	Farooq Ahmad Khan	Helper	35759
101	Manzoor Ahmad Malla	Helper	34775
102	Shabir Ahmad Dar	Helper	33791

- xi. *The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made:*

Position of funds allotted in favour of DDOs of IWDP during the year 2017-18 (Ending 03/2018).

(Amount in Lacs.)

S.No.	Detail Head of Account	Unit of Approp.	Budget released by the Adm. Deptt.	Allotment in favour of DDO's					
				A.O. Central Office	CEO Rambiarra	PO Rajwar	CEO Akhnoor	CEO Ramnagar	CED WUCMA
1	001	Salary	650.000	495.440	36.040	31.170	47.500	14.500	25.350
2	002	T.E	11.000	10.650	0.050	0.200	0.000	0.100	0.000
3	006	Telephone	1.500	1.450	0.000	0.000	0.000	0.050	0.000
4	007	Office Expenses	7.500	6.440	0.130	0.350	0.480	0.100	0.000
5	008	Electricity	7.000	7.000	0.000	0.000	0.000	0.000	0.000
6	009	Rent Rate & Taxes	1.500	1.370	0.000	0.000	0.130	0.000	0.000
7	010	Material & Supplies	2.625	2.345	0.000	0.000	0.220	0.060	0.000
8	014	POL	6.500	5.970	0.000	0.000	0.530	0.000	0.000
9	023	Maintt. and Repair	3.000	2.000	0.000	0.000	1.000	0.000	0.000
10	025	Wages	15.000	6.310	3.170	0.000	5.170	0.350	0.000
11	029	Hospitality/ Sumptuary Allowance	0.360	0.360	0.000	0.000	0.000	0.000	0.000
12	037	Prof.& special service charges	1.250	1.250	0.000	0.000	0.000	0.000	0.000
13	043	Uniforms	0.400	0.400	0.000	0.000	0.000	0.000	0.000
14	071	Medical reimbursement	4.000	2.088	1.440	0.250	0.145	0.000	0.077
15	103	Office Equipment and Appliance	1.500	1.500	0.000	0.000	0.000	0.000	0.000
Total:			713.135	544.573	40.830	31.970	55.175	15.160	25.427
16	M.H.2071 Pension & Other Retirement Benefits								
a	641	Non-Pensionary Charges (NPS)	2.700	2.385	0.150	0.000	0.000	0.165	0.000
b	670	Leave Encashment	5.410	3.540	0.000	0.000	1.870	0.000	0.000

The PWMP which is the successor of IWDP-II has not yet been sanctioned so far as such no allocation has been made in favour of IWDP under Plan schemes.

- xii. *The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.*

At present no subsidy programmes are under execution.

xiii. *Particulars of recipients of concessions, permits or authorizations granted by it.*

Not applicable to IWDP-Hills, J&K.

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

The information is available on www.jkiwdphills.nic.in

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:-*

Not available in library or reading room for public use.

xvi. *The names, designations and other particulars of the Public Information Officer.*

Public Information Officers (PIOs) of IWDP-Hills, J&K:

S.No.	Name of officer	Designation	Place of postings	Contact number
01.	Sh. N.P. Singh, IFS	I/C Chief Executive Officer	IWDP-Hills, Rambiarra SWS, Jammu	09412263475
01.	Sh. Lalit Kumar	I/C Chief Executive Officer	IWDP-Hills, Ramnagar SWS, Jammu	9469210306
02	Sh. Lalit Kumar	Chief Executive Officer	IWDP-Hills, Akhnoor SWS, Jammu	9469210306
03	Sh. Abdul Dayim	I/C Administrative Officer	IWDP-Hills, J&K, Srinagar	9419075215
04.	Sh. Muneer Ahmad Bhat	I/C Project Officer	IWDP-Hills, Rajwar SWS, Srinagar	9419073822

1st Appellate Authority (1st AA) of IWDP-Hills, J&K

S.No.	Name of officer	Designation	Place of posting	Contact number
01.	Sh. Showkat Chowdhary, IFS	Joint Director	IWDP-Hills, J&K	9469441111

xvii. *Such other information may be prescribed and thereafter updated these publication every year.*

Not Applicable

(c) *Publish all relevant facts while formulating important policies or announcing the decisions which affect public.*

Not Applicable

(d) *Provide reason for its administrative or quasi-judicial decisions to affected persons.*

Not Applicable