

**Government of Jammu & Kashmir**  
**Directorate of Rural Development Kashmir**

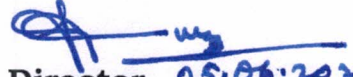
**Subject:- Maintenance of safety protocols under COVID19.**

**C I R C U L A R**

It is impressed upon all the Project Officer Wage Employment (ACDs), Project Officer Self Employment (DRDAs), District Panchayat Officers, Executive Engineers, REW and Block Development Officers of Kashmir Division to undertake immediate measures for ensuring safety of employees under their control during prevailing situation due to COVID19 pandemics. The routine visit of public and employees be regulated in such a manner that the norms of social distancing are adhered to. The routine Dak and general grievances be forwarded to the immediate higher office as well as to this Directorate through e-mail. The deployment of officers / officials to this Directorate in connection with official work be strictly minimized.

The directions already communicated by the Government with regard to execution of works under MGNREGA etc. should be strictly adhered to regarding social distancing, availability of sanitizers, usage of mask etc. which may also include screening of the job card holder at work sites through non-contact infrared thermometer.

Further, grievances of general public be addressed at local level without forcing them to visit higher officers. The utility of complaint boxes installed in each Panchayat Halqa be utilized fully and redressal of greivances be ensured through the mechanism already communicated by the Government vide circular No. 09 RDD&PR of 2020 dated 04-03-2020, so that risk of contacting the disease by general public is minimized

  
**Director** 05.06.2020

**Rural Development Department  
Kashmir**

**No:-DRDK/Estt/28522-721**

**Dated:-5 -06-2020**

Copy to the:-

1. Secretary to Government, Rural Development and Panchayati Raj Department J&K, Jammu for favour of information.
2. Project Officer Wage Employment (ACD) \_\_\_\_\_(All)
3. Project Officer Self Employment (DRDA) \_\_\_\_\_(All)
4. District Panchayat Officer \_\_\_\_\_(All)
5. Executive Engineer, REW \_\_\_\_\_(All)
6. Block Development Officer \_\_\_\_\_(All)

for information and necessary action.