

Government of Jammu & Kashmir
Directorate of Rural Development Kashmir

rddkashmir@gmail.com website drdk.nic.in

The Project Officer Wage Employment
(ACD), _____ (all)

No:-DRDK/Estt/5766-77

Dated: - 7 -02-2020

Subject:- Training programme for newly appointed VLWs under Prime Minister's Special Package for Kashmir Migrants.

Sir,

Regarding the subject, this office has received a grievance from Governors Grievance Cell, filed by recently appointed VLW under Prime Minister's Special Package, where under it has been suggested to impart training to newly appointed VLWs with regard to basic functioning of the Department. In this context, I am directed to request you to depute newly appointed VLW's of your district to RETC Budgam, so as to attend the said training programme w.e.f 10-02-2020, as per enclosed training schedule.

Matter be treated as most urgent.

Yours faithfully

BDO (Hqr)

Rural Development Department
Kashmir

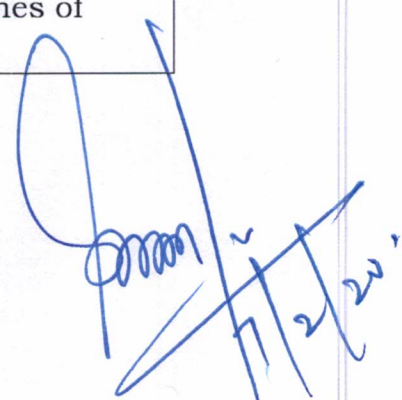
Copy to the:-

1. Secretary to Government, Department of Rural Development & Panchayati Raj J&K Jammu for information.
2. Principle RETC Budgam for information and with the request to impart training about basic functioning of Rural Development Department and PR to newly appointed VLW's for above mentioned period.
3. P.A to DRDK for information of Director.

Training Schedule

Day 1		
S.No	Session	Topic
1	10 A.M to 11 A.M	Basic role and responsibility of Secretary Panchayat in Panchayat Halqa
2	11 A.M to 12 Noon	Panchayati Raj Act 1989
3	12Noon to 1 P.M	Conduct of Gram Sabh, Powers and Functions of PRI's
4	1P.M to 2 P.M	Break
5	3 P.M to 4 P.M	Basic Knowledge about Awasoft, Plan Plus, Priasoft, MIS (MGNREGA, SBM), Office Management at Panchayat level
6	4 P.M to 5 P.M	Role and Responsibility of Panches, Sarpanches and BDC Chairpersons.

Day 2		
S.No	Session	Topic
1	10 A.M to 11 A.M	MGNREGA
2	11 A.M to 12 Noon	PMAY
3	12Noon to 1 P.M	SBM
4	1P.M to 2 P.M	BREAK
5	3 P.M to 4 P.M	CD&PYT
6	4 P.M to 5 P.M	14 th FCA and Guidelines of CDF/MPLADS

A handwritten signature in blue ink is written over the date 7/2/2019. The signature is stylized and appears to be 'P. Manoj'.