

Government of Himachal Pradesh
Department of Revenue

No. Rev-A (B)15-1/2018

Dated Shimla-2 the,

04th November, 2019

NOTIFICATION

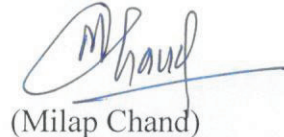
In exercise of the powers vested in him under various Acts and Rules of Revenue Department, the Governor, Himachal Pradesh is pleased to notify the Training Schedule of A & B Class Tehsildar, A, B and C Class Naib Tehsildar and Patwari Candidates as annexed at Annexure I, II, III and IV with immediate effect in supersession of previous training schedules of these categories.

By Order,

Onkar Chand Sharma
Principal Secretary-F.C.(Rev.) to the
Government of Himachal Pradesh.

Endst . No. Rev-A(B)15-1/2018 Dated Shimla-2, the 04th November, 2019
Copy forwarded for information and necessary action to:-

1. The Divisional Commissioner, Division Shimla, Kangra and Mandi, HP.
2. All the Deputy Commissioner, Kangra and Mandi, Himachal Pradesh.
3. The Director, Land Records, Himachal Pradesh, SDA Complex, Kasumpti, Shimla-9 w.r.t. his letter No. Rev(LR) B(275)2019-RTI-Refresher course-3082 dated 06-08-2019.
4. The Settlement Officer Shimla & Kangra at Dharamshala, H.P.
5. The Director, Revenue Training Institute, Jogindernagar, Distt. Mandi, H.P.
6. The Director, Himachal Pradesh Institute of Public Administration, Fairlawns, Shimla, H.P.
7. Guard file/ personal file.



(Milap Chand)

Under Secretary (Rev.) to the
Government of Himachal Pradesh.

Tel. No. 0177-2621070

Training Schedule of Patwari Candidates

Sl. No.	Training	Venue	Training schedule/ training period	Minimum work to be done during Training Period
1	Training of Revenue Act, Rules, Manuals, Computer Training (Hands on Computer) including Him Bhoomi and E-Praman etc.	Revenue Training Institute Jogindernagar	4 Months	As per Syllabus prescribed by the Government
2	Settlement Training With Patwari	To be assigned by concerned Settlement Officer	4 Months	1. Field Survey Minimum 400 No. Khasra 2. Preparation of all types of Revenue Records of one Mohal
3	Revenue Training (Practical) with Patwari	To be assigned by the concerned Deputy Commissioner	4 Months	1. To know how to fill-up Rojnamcha Waqyati and other Rojnamcha. 2. Entry of all types of mutations total 50 Nos. 3. Preparation of Shajra nasab & Jamabandi of one Mohal 4. Harvest inspection of atleast 2 Mohal 5. Preparation of Jinswar & to fill up Nakshajat of Lal Kitab 6. To acquaint the knowledge regarding role of Patwari of Partition cases. 7. Preparation of Fard bachh & Dhal bachh. 8. To prepare Relief cases- 10 cases 9. How to report in application received for issuance of various certificate. 10 How to prepare encroachment cases u/s 163 of H.P. Land Revenue Act, 1954. 11. How to prepare spot map.
Total duration of Training			1 Year	

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