

Directorate of Youth Services & Sports, J&K
Srinagar/ Jammu
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Minutes of the Meeting

A review meeting of the Department was chaired by the worthy Director General Youth Services & Sports J&K in his office chamber today on 22.8.2024 at 12.30 P.M. The meeting was attended by the following officers/officials.

1. Joint Director, YS&S Jammu (Through Virtual mode)
2. Joint Director, YS&S Kashmir
3. Deputy Director, Central (Through Virtual mode)
4. Deputy Director, Planning (Through Virtual mode)
5. Accounts Officer, YS & S (Through Virtual mode)
6. DYSSOs All (Jammu Division, Through Virtual mode)
7. DYSSOs All (Kashmir Division)
8. Section Heads of the Directorate.

The meeting commenced with the Director General's introductory remarks, followed by a review of staff strength and developmental works from each DYSSO. The meeting aimed to assess the existing resources, identify gaps and explore the ways to enhance the department's effectiveness in delivering services to the youth.

The details of the discussions and decisions are recorded below.

S.No.	Agenda Points / Issues raised	Directions	Action by
1.	Administrative section: i) Tour Diaries and work done report of Joint Director/DYSSOs. ii) Prior Permission for leaving the station by DYSSOs. iii) Service particulars of ZPEOs/PELs/PEMs/PETs and Ministerial staff along with their last 03 places of postings and contact Numbers. iv) Sanctioned staff along with vacancy position (sanctioned/filled/unfilled).	i) Director General vehemently stressed for the maintenance of the tour diaries. Tour Diaries and work done report are to be maintained on daily basis by the field staff/ZPEOs and submitted to the concerned DYSSOs who will route them to the Joint Directors with their recommendations and both the JDs will submit the same with comments to DG YS&S, if required. DYSSOs will submit tour diaries to the Joint Directors who will submit them to DG Youth Services & Sports with their recommendations, if required. Tour diaries of the Joint Directors will directly be submitted to the DG YS&S. Timeline for the submission of tour dairies will be 25 th of every month. DD Central will be the Nodal officer for the same. ii) The field staff and ZPEOs shall seek prior station leaving permission from their concerned DYSSOs and the DYSSOs from	Joint Directors/ DYSSOs All

		<p>Joint Directors concerned before leaving the station.</p> <p>iii) Desired information to be submitted expeditiously.</p> <p>iv) Status of the staff strength in a devised format to be submitted to the Establishment section.</p>	
2.	<p>Planning Section:</p> <p>i) Physical and Financial Status of UT Capex Budget 2024-25 and JKIDFC</p> <p>ii) Tendering Status of New works, pending DPRS of New works.</p>	<p>i) District officers shall ensure timely and quality project completion.</p> <p>ii) Officers were urged to clear pending works and regularly inspect the works in their respective jurisdictions. They were urged to maintain close liaison with executive agencies and get the works speeded up. They will ensure that all the remaining works are tendered and allotted at the earliest. All the DYSSOs were advised to get the YSS works reviewed periodically by the concerned District Development Commissioners. DPRs of works pending, if any, should be got submitted at the earliest.</p>	Joint Directors/ DYSSOs All
3.	<p>Accounts Section:</p> <p>i) Audit Paras.</p> <p>ii) OB items and AIRs.</p> <p>iii) Review of expenditure of Plan and Non-Plan.</p>	<p>I. Officers were directed to address any outstanding audit para (s) /observations without any delay.</p> <p>II. To maintain importance of financial and administrative accountability, officers to resolve outstanding Audit Paras, OB items, and Audit Inspection Reports (AIRs) promptly.</p> <p>III. Officers will monitor both Plan and Non-Plan expenditures carefully and ensure speedy and timely utilization of funds following the prescribed norms.</p> <p>Accounts officer of the Directorate also raised the issues regarding the expenditure not done under different heads viz;</p> <p>Travel expenses, Honorarium, Trainings, electricity, CS&S, Stipend and Scholarship and other purchases like computers and Band equipment.</p>	Joint Directors/ DYSSOs All

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		The chair directed all the DYSSOs to expedite the process and the submit expenditure details within weeks' time.	
4.	Legal Section: i) Position of Court Cases.	<p>I. The status of ongoing court cases was reviewed. Officer (s) was/ were directed to ensure timely responses and maintain coordination with legal advisors to safeguard departmental interests and to avoid any adverse judicial orders.</p> <p>Legal advice to be sought from the legal section of the Directorate in the cases pertaining to the Districts for quick disposal. The chair was apprised about the cases in different courts of law which are as under:</p> <p>Total No. of contempt cases of Jammu Division=09(compliance report filed).</p> <p>Total No of Contempt cases pending before the Hon'ble court at Srinagar=14(compliance report filed).</p> <p>Total No. of cases in Jammu Division=215 out of which 120 disposed and 95 are pending.</p> <p>Total No. of cases in Kashmir Division=261 out of which 127 disposed and 134 are pending.</p> <p>Total No. of active cases in CAT Jammu=63 out of which objection filed in =53 and not filed in 10 which are under process.</p> <p>Total No. of active cases in CAT Srinagar=102 out of which objection filed in =91 and not filed in 11 which are under process.</p> <p>Total No. of active cases in Hon'ble High Court Jammu wing=32, out of which objection filed in=25 and not filed in 07 which are under process.</p> <p>Total No. of active cases in Hon'ble High Court Srinagar wing=41, out of which objection filed in=32 and not filed in 09 which are under process.</p> <p>Pending cases in subordinate courts of Kashmir=03 and Pending cases in subordinate courts of Jammu=03 which are under process.</p>	Joint Directors/ law officer/ DYSSOs All

5.	<p>Activity Section:</p> <p>i) Arrangement of upcoming National School Games.</p> <p>ii) Status of Inter District UT Level Competitions. Status of Inter Divisional Competitions, Status of School Level Competitions.</p> <p>iii) Focus on Popular Games.</p> <p>iv) To discuss the steps taken for Youth Festival</p> <p>v) To discuss the Marathon (Half & Full) participation.</p>	<p>I) The chair directed that arrangements for the upcoming National School Games shall be finalized well in time and the feedback obtained from various committees connected with organization of the national games, so as to make improvements wherever required.</p> <p>II) DYSSOs to ensure timely execution of all sports competitions at district, Provincial and UT level</p> <p>III) It was impressed upon DYSSOs to ensure 100% participation in all the popular games.</p> <p>IV) Issue of coming Youth Festival was discussed and the chair directed the Activity section of the Directorate to devise a plan which shall be circulated among all the DYSSOs on priority basis for its timely implementation. All the DYSSOs to ensure timely completion of all prescribed activities so as to ensure quality participation in youth festival.</p> <p>V) DYSSOs to register at least 30 participants each for both the Marathon & Half Marathon. Media and Publicity wing of the Directorate to give wide coverage to it with attractions (prize money 25.00 Lac, 20.00 Lac, 18.00 Lac, 15.00 Lac, 12.00 Lac for Marathon and 15.00 lac, 12.00 lac, 9.00 lac, 6.00 lac, 3.00 lac for half Marathon) through Print, electronic and other media outlets. DYSSOs to submit the status of registration on daily basis to activity section of the Directorate. Separate District-wise entries be submitted through DYSSOs and lists prepared by the nodal officer.</p> <p>Mr. Mushtaq Ahmad Baba I/c Activity Section of the Directorate will be the Nodal officer for it and will coordinate with the District Youth Services and Sports Officers of the UT.</p>	Joint Directors/DYSSOs All / Activity Section
6.	<p>Grievances / Vigilance</p> <p>i) Status of complaints</p> <p>ii) Registered on Samadhan Portal</p>	<p>I) The status of complaints registered on the Samadhan Portal, RTI queries, and vigilance cases to be resolved promptly and there will not be any room for laxity. Nodal officer (Mr. Altaf</p>	Joint Directors/DVO/ DYSSOs All

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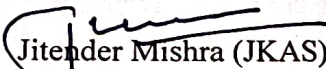
	<p>iii) Status of RTI</p> <p>iv) Status of Vigilance cases.</p>	<p>Hussain) to constantly review the grievances with JDs/DYSSOs.</p> <p>II) To ensure transparency, DVO to respond to RTI requests in a time bound manner.</p> <p>III) Response to ACB / Vigilance cases, if any, to be submitted in a timely manner.</p> <p>Present Status:</p> <p>JK LG's Grievances=397</p> <p>Solved=396</p> <p>Grievances on JK Samadhan=33</p> <p>20 forwarded to the concerned and 13 resolved.</p> <p>Status of RTI:</p> <p>RTI received= 51 (Jammu Division=30, Kashmir Division= (21)</p> <p>RTI resolved=50</p> <p>Pending=0</p> <p>Appeals=03</p> <p>02 resolved by 1st appellant and 01 solved at CIC. (Central Information Commission).</p> <p>Vigilance cases:</p> <p>All 26 cases under process.</p> <p>01 resolved and 25 cases are under process.</p>	
7.	<p>Press & Publicity:</p> <p>i) Proper coordination of District Publicity Coordinators (DPCs) with Media & Publicity Wing on dally basis and high quality Photos/Videos of sports events to Media & Publicity Wing along with a basic draft on daily basis.</p> <p>ii) Maximum circulation of social media posts available on the official Social Media Handles of YSS by the employees of both the Divisions.</p> <p>iii) Basic training of DPCs about Press Note drafting, photography skills.</p>	<p>I) In charge Press & Publicity to work closely with District Publicity Coordinators to ensure high-quality coverage of sports events, including daily updates with photos and videos for local dailies and other media outlets.</p> <p>II) Joint Directors/DYSSOs to direct all the employees to follow the Twitter handle/ Facebook page of the department and regularly upload the events.</p> <p>III) For capacity building of the DPCs, in charge press and Publicity of the Directorate to hold interactive sessions with them, separately for Jammu and Kashmir Divisions. Director General also interacted with DPC's of the Kashmir Division in his office Chamber and directed them to work in close coordination with I/C Press and publicity.</p>	<p>Joint Directors/ DYSSOs All/ In charge Media & Publicity In charge</p>

8.	<p>Online Registration of Student Players on Departmental Website:</p> <p>i) The Registration data for the year 2022-23.</p> <p>ii) Online date for the year 2024-25 not in parity with the offline data and its rectification viz. rectification, removal of duplicity and uploading of necessary entries etc.</p>	<p>I/C website raised the issue that there are some discrepancies in registration and sought the rectification of data entries on the registration portal for the current year and previous data as well.</p> <p>I. The chair directed that all the DYSSOs that registration data for the year 2022-23 be rectified on priority.</p> <p>II. Joint Directors/ DYSSOs shall rectify the disparities in the registration process. Monthly work done (Participation reports) submitted should be in parity with registration done on the departmental website and duplicities, if any, to be removed.</p> <p>III. In charge website of the Directorate to hold interactive sessions with District website In charge(s) for enhancing their efficiency so as to work as a cohesive unit.</p>	Joint Directors/ DYSSOs All/ In-charge Website
9.	<p>Other issues</p> <p>i) Bio-metric attendance.</p> <p>ii) Account regarding LG's Rolling Trophy.</p> <p>iii) Review meetings on Developmental works.</p> <p>iv) Submission of the information.</p> <p>v) National Youth Day related with SVEEP.</p> <p>vi) Videography for selection process</p> <p>vii) Maintenance of the discipline in the offices.</p> <p>viii) Following of EPM Portal.</p> <p>ix) Departmental website update.</p> <p>x) Organizing of Capacity building programmes.</p> <p>xi) Monitoring of the field staff.</p>	<p>I. The chair viewed the bio-metric attendance seriously and reiterated that all the subordinate offices will link bio-metric attendance with salaries of the officials.</p> <p>II. It was pointed out by Accounts Section that accounts regarding LG's Rolling Trophy were not submitted due to which audit queries could not be redressed. The DYSSOs were directed to submit the required information on priority basis.</p> <p>III. Both the JD's to hold review meetings with DYSSOs on Developmental works after every 15 days along with spot inspections wherever required.</p> <p>IV. All the information/data will be submitted through JDs and not directly. JDs will send the consolidated information after due examination in a time bound manner.</p> <p>V. All DYSSOs were impressed upon to strictly implement the action plan regarding celebration of National Sports Day. They were further advised to integrate the activities with SVEEP activities wherever convenient. All the DYSSOs were directed to strictly follow the</p>	Joint Directors/ DYSSOs All/ Establishment / Accounts Section Dte. YS & Sports



	<p>xii) Permission for visiting the higher offices.</p>	<p>week-long action plan already circulated in letter and spirit.</p> <p>VI. To maintain the sanctity and transparency in the system, DYSSOs were directed to ensure videography of selection process in all the competitions.</p> <p>VII. The DYSSOs were directed to maintain utmost discipline and punctuality in offices.</p> <p>VIII. The Chair directed that EPM portal shall be regularly followed.</p> <p>IX. I/c website was directed to update the departmental website regularly and all the necessary information should be regularly uploaded.</p> <p>X. Administrative section of the Directorate was directed to make arrangements for capacity building programmes for staff.</p> <p>XI. DYSSOs were instructed to regularly monitor the activities of the field staff.</p> <p>XII. It has been observed that field is frequently visiting higher offices without obtaining necessary permission. To streamline this process, the chair directed Joint Director Jammu/Kashmir to issue circulars/orders governing such visits, ensuring that they are only undertaken with prior approval.</p>	
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The worthy Director General expressed confidence in the ability of the officers to meet the challenges ahead and reiterated the department's commitment to promoting youth development and sports in Jammu & Kashmir. The meeting ended with a vote of thanks to the chair.


 Jitender Mishra (JKAS)
 Deputy Director Central
 Dated:- 28.08.2024

No: DGYSS/Acty/ 105/ 4791-4815

Copy to:-

1. Joint Director Youth Services & Sports, Jammu / Kashmir for information and necessary action.
2. Private Secretary to Secretary to Government Youth Services & Sports Department for information of the Secretary.
3. Accounts Officer of the Directorate for information and necessary action.
4. District Youth services & Sports Officer Srinagar/Jammu for information and necessary action.
5. I/C Section Heads of Dte. YS & Sports for information and necessary action.
6. I/C Website.
7. Office copy.