



**Government of Jammu & Kashmir
Civil Secretariat, Finance Department.**

TIME BOUND

OM No. A/106(94)-I-78


Dated: 5.09.2016.

Subject:-Aadhar based biometric and skill profiling of Casual, Seasonal and other workers (CSLWs).

The Committee constituted vide Government Order No. 126-F of 2016 dated 28.04.2016, under the chairmanship of Chief Secretary has approved the format for seeking information for carrying out, Aadhar based identification and skill profiling of following categories of workers:-

DAILY RATED WORKERS/WORK CHARGED EMPLOYEES, CASUAL LABOURERS, SEASONAL LABOURERS, PART-TIME WORKERS, CIC OPERATORS OF RURAL DEVELOPMENT DEPARTMENT, PRISM-MEN/SETTLEMENT ASSISTANTS OF REVENUE DEPARTMENT, NYCs' HAMALS/DRIVERS OF CA&PD DEPARTMENT, PERSONS ENGAGED ON HOSPITAL DEVELOPMENT FUND, PART TIME SWEEPERS IN DIFFERENT DEPARTMENTS PARTICULARLY IN HEALTH & MEDICAL EDUCATION DEPARTMENT AND SCHOOL EDUCATION DEPARTMENT.

Accordingly, the undersigned is directed to request the Administrative Secretaries of all departments to furnish the relevant information as per enclosed format in the shape of hard as well as soft copy, invariably within a period of 30 days, beyond which no information whatsoever, shall be acknowledged/entertained. The concerned DDOs shall also upload the required data on an application hosted by NIC on URL-<http://10.148.2.27/abbisp>. The user IDs & passwords can be obtained by the DDOs from the NIC District Units (located at DC offices) and data can be uploaded from the nearest NIC, District offices/Treasury offices. Appropriate instructions may, as such, be kindly issued to all the DDOs of the department, in this regard.


Director (Codes)
Finance Department.

Financial Commissioner/
Principal Secretary/Commissioner Secretary/
Secretary to Government,

9/c

FORMAT FOR AADHAR BASED BIOMETRIC IDENTIFICATION AND SKILL PROFILES OF CSLWs

*(DAILY RATED WORKERS, WORK CHARGED EMPLOYEES, CASUAL LABOURERS, SEASONAL LABOURERS, PART TIME WORKERS, CIC OPERATORS OF RURAL DEVELOPMENT DEPARTMENT, PRISM-MEN/SETTLEMENT ASSISTANTS OF REVENUE DEPARTMENT, NYCs' HAMALS/DRIVERS OF CA&PD DEPARTMENT, PERSONS ENGAGED ON HOSPITAL DEVELOPMENT FUND, PART TIME SWEEPERS IN DIFFERENT DEPARTMENTS PARTICULARLY IN HEALTH & MEDICAL EDUCATION DEPARTMENT AND SCHOOL EDUCATION DEPARTMENT).

Space for
Photograph

1	Full Name:	
2	Father's / Spouse Name:	
3	Date of Birth (DD/MM/YYYY):	
4	Gender (Male / Female):	
5	Present Address: District /City: Tehsil: Village / Mohalla: Pin Code :	
6	Permanent Address: District /City: Tehsil: Village / Mohalla: Pin Code :	
7	Aadhar Number:	
8	*Category (Casual / Seasonal / Others to be specified):	
9	Name of Department:	
10	Name of DDO:	
11	Date of Engagement:	
12	Proof of engagement, if any:	
13	Name & Designation of the Engaging authority:	
14	Order No & date:	
15	Date of Joining (DD/MM/YYYY):	
16	Place of posting/Work:	
17	Worker Type (Skilled /Semi-Skilled/ Un-Skilled):	

18	Skill type: I. Computer trained. II. Gardener. III. ITI trained in trade (viz. Plumber, Electrician etc to be specified). IV. Driver. v. If Any other, please specify.	
19	Monthly/ Daily Remuneration :	
20	Period for which wages paid (From _____ to _____ indicating breaks, if any.	
21	Account Head to which Remuneration/Wages Debited:	
22	Bank Account Number of the Worker:	
23	Account Type:	
24	Bank Name:	
25	Contact No. (Landline/Mobile) :	

It is certified that the information provided above has been verified from available records and found correct.

DDO Name / Designation