Government of Odisha
General Administration & Public Grievance Department
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NOTIFICATION

No.**GAD-CA4-MISC-0007-2019**-30232/Gen, Bhubaneswar dtd 13.10.2023

Sub: Principles for conversion of lease hold land to freehold status by the GA and PG Deptt. with BDA/OSHB..

Government after careful consideration have been pleased to formulate the Principles for conversion of lease hold land to freehold status by the GA and PG Deptt. with BDA/OSHB in respect of land leased out by the GA & PG Deptt. in favour of Bhubaneswar Development Authority and Odisha State Housing Board in different points of time for residential purpose in exercise of the power contained in clause-10 of the Odisha Government Land Settlement(Second Amendment) Rules, 2020.

A. Filing of application:

BDA/Housing Board is required to apply in the prescribed **Form No. A** before the GA & PG Department indicating the detail particulars of the housing project for conversion of the leasehold plots to freehold status.

B. Documents to be enclosed in the application form:

The following documents shall be submitted along with the Application Form.

i) Allotment Order

ii)Lease Deed

(iii) Document in support of payment of Premium

iv) Detail Hal land schedule duly certified by the Tahasildar.

v)Copy of the hal map indicating the gross area and buildable area.

vi) Copy of Rent Receipts indicating upto date payment of ground rent, if any.

vii) Receipt in support of payment of application fee and measurement fee.

viii) Under taking regarding use of the land for housing purpose as per lease condition.

ix. Certificate indicating that the land is free from all encumbrances including free from mortgage by BDA/OSHB.

C. Fees payable:

The fees payable at the time of application made for conversion of leasehold land to freehold status shall be as follows:

i. Application fee :- Rs. 5,000/-
ii. Measurement fee :- Rs. 1,000/-

The amount shall be deposited online through treasury deposit in the proper head of account i.e. **0070-Other Administrative Services-60-Others Services-800-Other Receipts-0232-Fees, Fines and Sale Proceeds of Forms for Sale/use of Govt. land at State Capital-02226-Payment of Consent Fee-02228-Fees for Temporary use of Govt. land at State Capital-02229-Fines for delay in deposit of premium on Lease Land/Registration of Lease Deed-02230-Sales Proceeds of Application Forms, etc."**

D. Conversion fee :

Conversion fees to be paid by BDA and OSHB has been calculated @10% of BMV. The amount has been waived out by the Cabinet. The amount shall be indicated in the conveyance deed for the purpose of calculation of registration fee and stamp duty.

BDA & OSHB shall however, realise conversion fee from the allottees @10% of the BMV in respect of the allotted land as approved by the Cabinet. The amount to be realised by BDA shall be kept in the CIDF constituted under the provisions of "CDP Land & Implementation Policy, 2015". Funds to be realised by OSHB shall be kept in a dedicated ring-fenced account to be created by OSHB for the purpose and H &UD Department will decide the modalities for utilisation of the fund.

E. Execution of conveyance deed:

On receipt of the application from OSHB/BDA, the matter is to be processed in the relevant lease file. After detail verification and field enquiry, the file shall be processed for approval of the Addl. Chief Secretary/Principal Secretary, GA and PG Department.

F. Registration of conveyance deed:

After approval, OSHB/BDA shall have to submit draft conveyance deed in **Form No.B** for vetting. After vetting, the document shall be transmitted to OSHB/BDA for submission of the final document for execution of the conveyance deed indicating the detail hal land particulars and enclosing a copy of the hal map. After execution of the document by the Director of Estates, the document shall be transmitted to OSHB/BDA for registration before the concerned Registering Authority under provisions of the Registration Act, 1908.

G. Payment of Registration fee and Stamp duty:

Registration fee and Stamp duty shall be deposited by OSHB/BDA as may be decided by the Revenue & Disaster Management Deptt. from time to time.

H. Freehold order:

After registration of the conveyance deed, BDA/OSHB shall have to deposit the duplicate copy of the conveyance deed to the GA and PG Deptt. On receipt of the registered duplicate conveyance deed, a free hold order shall be issued by the Director of Estates.

Order: Ordered that the resolution be published in the extraordinary issue of the Odisha Gazette, ordered also that copies of the resolution be forwarded to all Departments of Government /all Heads of Department/ Vice Chairman, BDA/Secretary, OSHB/ A.G.(A&E), Odisha, Bhubaneswar.

By Order of the Governor

13/10/23

(Surendra Kumar)
Additional Chief Secretary

Memo No. 30233 Dt. 13.10.2023

Copy forwarded to Director, Printing, Stationary & Publication, Odisha, Cuttack with a request to publish the Resolution in an extraordinary issue of the Odisha Gazette and send 200 copies of the same to G.A.and PG Department.

13/10/2023.

Director of Estates & Ex-Officio
Addl. Secretary to Government