VOLUME 4

Land Records, Registration & Tahasil Administration

Mutation · RoR · survey, settlement & demarcation · stamps & registration · Tahasil administration

04

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REVENUE & DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

The 3rd November, 2012

No.48254/R&DM.— In exercise of the powers conferred by Section 27 of the Odisha Special Survey and Settlement Act, 2012 (Odisha Act 5 of 2012) the State Government do hereby make the following rules, namely:—

CHAPTER-I

PRELIMINARY

1. Short title and commencement:— *(1)* These rules may be called the Odisha Special Survey and Settlement Rules, 2012.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. Definitions:— *(1)* In these rules unless the context otherwise requires, –

(a) "Act" means the Odisha Special Survey and Settlement Act, 2012;

(b) "Form" means a form appended to these rules;

(c) "Section" means a section of the Act; and

(d) "Tahasildar" means the Chief Officer-*in*-charge of revenue administration of a Tahasil and includes an Additional Tahasildar and any other Officer whom the Board of Revenue may appoint to discharge any of the functions of Tahasildar under these rules in any area specified in that behalf.

(2) Words and expressions used in these rules but not defined therein shall have the same meaning as are respectively assigned to them in the Act.

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3. Notice and mode of their service:— *(1)* All notices required under the Act or these rules shall be in writing.

(2) Where no other specific mode of service of notice is provided in the Act or by these rules, service shall be effected in the manner prescribed for the service of summons on a defendant under the Code of Civil Procedure, 1908, if the notice is addressed to only one person. If it is addressed to a number of persons or to persons in general, it shall be served in the manner prescribed for the service of summons on a defendant under the Code of Civil Procedure, 1908 or by proclamation and beat of drum or by posting it, in the presence of not less than two persons in some conspicuous place in the village.

(3) In the case of an uninhabited village, the service of any general notice shall be by proclamation and beat of drum and by posting it, in the presence of not less than two persons in some conspicuous place in the nearest inhabited village.

CHAPTER-II

NOTIFICATION AND PROCLAMATION

4. Notification:—*(1)* The Government shall by notification published in the Gazette express its intention to conduct special survey and settlement in any part or the whole of the State.

(2) The copies of the notification under sub-rule (1) shall be forwarded to different offices of the Central and State Governments to enable them to put their claims and objections, if any, with respect to the entries during the special survey and settlement operation so that record of rights of lands held or owned by them, are correctly prepared.

5. Proclamation:— *(1)* Immediately after the publication of intention under sub-rule (1) of Rule 4, the Tahasildar concerned shall publish a proclamation in Form 1 addressed to the land owners and persons having any interest in lands of the area under special survey and settlement directing them to demarcate their lands for the purpose of pointing out boundary marks of the parcels of land.

(2) After the publication of proclamation under sub-rule (1), the Tahasildar or any other officer or employee, acting under his authority shall have power to enter upon the lands under special survey and settlement, to examine and measure such lands as he deems fit and may clear the lands by cutting down or removing any trees, fences, standing crops or other obstructions, as may be necessary, for the purpose of survey and no claim or compensation as to cost can be claimed for such action.

1943 Ex.G.I(A)

CHAPTER III

SELF DECLARATION

6. Self declaration by the land owner and its verification:— *(1)* After the publication of notification under sub-rule (1) of Rule 4, the land owners may submit, in duplicate, a self declaration of lands owned or held by them in Form 2 and one copy of the self declaration shall be handed over to the person concerned after initialing and putting date and serial number by the receiving officer/employee in token of acknowledgment of the same.

(2) The self declaration shall be submitted within thirty working days from the date of publication of the notification under sub-rule (1) of Rule 4 and in special circumstance the period may be extended by fifteen additional working days.

(3) The self declaration may be submitted before the Tahasildar of the concerned Tahasil office.

(4) The Tahasildar shall verify the details of self declaration on the basis of revenue records such as the last record of rights (continuous khatian), tenants' ledger (Register II) or any such records maintained and available at his level.

(5) The maximum period for verification of self declaration shall be fifteen working days from the date of the receipt of the self declaration.

(6) After the verification of the self declaration, the Tahasildar shall prepare the verification certificate in Form 3.

(7) Any self declaration which could not be verified by the Tahasildar due to non availability of the relevant records or due to dispute, shall be kept and maintained in a separate register giving reasons in brief for non-verification in Form 4.

CHAPTER IV

SURVEY

7. Survey by modern technology:— *(1)* The plot wise survey of a revenue village shall be carried out by preparation of map through modern technology inclusive of base mapping, demarcation of plots and ground-truthing.

(2) The revenue map shall be prepared on different scales, keeping in view the density of plots, incorporating the technical details, headings and any other relevant details pertaining to the map so that any land or parcel of land and its boundary may be clearly shown and measured.

(3) The map, so prepared, shall be made available to the Tahasildar for its verification. The Amin shall verify cent percent of the plots of the map and the Revenue Inspector, Revenue Supervisor, Tahasildar and Sub-Collector shall randomly check 25%, 10%, 2% and 1% of the plots respectively.

(4) The verification of the map shall be carried out by comparing it with the map of the last survey as well as by spot verification of the areas and boundaries of the existing plots.

(5) The verification of the map of a revenue village shall be completed within a period not exceeding thirty working days from the date of the receipt of the map.

(6) The map, so prepared, after necessary correction shall remain displayed on the notice boards of the office of the Gram Panchayat of the concerned revenue village as well as in the Tahasil office for the general public.

CHAPTER V

PREPARATION OF PRELIMINARY RECORD OF RIGHTS

8. Constitution of team of persons:— *(1)* In every revenue village concerned a team of persons shall be constituted by the Sub-Collector of the area comprising the following,—

(i) an officer or employee of the Tahasil office concerned; and

(ii) any other designated officer or employee as the Sub-Collector may appoint.

(2) The constitution of the team of persons shall be displayed in the Tahasil office and the revenue village concerned.

(3) The team of persons shall be headed by an officer of the rank of Revenue Supervisor or equivalent grade.

(4) The team of persons constituted in the aforesaid manner shall work under the supervision and control of the Tahasildar of the concerned area.

9. Preparation of preliminary record of rights:— *(1)* Before the initiation of preparation of preliminary record of rights of a revenue village, an abstract of last record of rights and a plot register shall be prepared village wise in triplicate in Forms 5 and 6 respectively.

(2) The verification certificate in respect of the self declaration of land owners, shall be re-verified with reference to abstract of last record of rights and the plot register prepared under sub-rule (1).

(3) The self declaration which could not be verified by the Tahasildar due to non-availability of the relevant revenue records or due to a dispute shall be verified by the team of persons on the basis of the records available under sub-rule (1).

(4) The team of persons shall physically verify each plot of the concerned revenue village with the map made available after survey and shall make a note of all the changes in the configuration of plot and also other changes, if any. If any plot differs from the area and boundaries shown in the map, the team of persons shall ink it up in red in the map. If any plot is found sub-divided into two or more parts then a separate 'Bata Number (Division Number)' for each such part shall be given, and in such cases sub-division of plots shall be shown in broken lines. Accordingly, the map of the concerned revenue village shall be altered or corrected. The Amin shall verify cent percent plots of the revenue village and the Revenue Inspector, Revenue Supervisor, Tahasildar and Sub-Collector shall randomly verify 25%, 10%, 2% and 1% of the plots respectively.

(5) During field verification, the team of persons shall identify and demarcate lands, Government lands, lands treated as common property resources and the like and record the same in the preliminary record of rights.

(6) After the verification, the team of persons shall prepare land owner wise preliminary record of rights in Form 7 in the light of available revenue records, verification certificates of self declaration as well as actual field verification.

(7) The preliminary record of rights prepared in Form 7 shall be served on the land owners including officers concerned for the Government lands and lands treated as community property resources and simultaneously the copies of such preliminary record of rights shall be displayed at such convenient place as the Tahasildar may determine for public inspection free of charge for a period of fifteen days.

(8) Claims and objections against the entries of the preliminary record of rights may be filed in Form 8 by the land owners including the representatives of the concerned office of the Government, the Central Government and other public body within a period of fifteen days from the date of receipt of the preliminary record of rights and in case of claims and objections filed by any person, other than the landowner, after expiry of

fifteen days opened for public inspection as referred in sub-rule (7) and a receipt in token of acknowledgment for the same shall be issued to the person concerned in Form 9.

(9) Claims and objections against the entries of the preliminary record of rights received in the Tahasil office shall be maintained in a separate register in Form 10.

(10) The Director may engage private agencies in preparation of preliminary record of rights and services of the same to the land owners. The Director may also fix remuneration for the private agencies to carry out such works from time to time.

10. Disposal of claims and objections during preparation of preliminary record of rights:— *(1)* The Tahasildar shall issue separate notices to the parties concerned for the disposal of claims and objections in Form 11 clearly mentioning therein the place, date and time of hearing besides a brief account of the claim and objection.

(2) The parties concerned shall be provided an opportunity of being heard and adduce evidence, if any.

(3) Claims and objections shall be disposed of in a summary manner by the Tahasildar by passing a reasoned order, within a maximum period of thirty working days of filing of such claims and objections.

(4) If any of the parties does not appear even after proper service of the notice, claims and objections may be disposed of *ex parte* on the basis of available revenue records and field verification.

CHAPTER VI

PUBLICATION OF DRAFT RECORD OF RIGHTS

11. Preparation of draft record of rights:— *(1)* The draft record of rights shall be prepared in Form 12 stating the orders passed with respect to the claims and objections received during the preparation of preliminary record of rights against the entries of preliminary record of rights as well as the map.

(2) The draft record of rights including the map shall be attested by the Tahasildar.

12. Publication of draft record of rights:— *(1)* The draft record of rights including map prepared and attested respectively under sub-rules (1) and (2) of Rule 11 shall be published for a period of thirty days in the following manner :—

(i) by displaying it on the notice board of the Tahasil office concerned;

(ii) by displaying it at a conspicuous public place in the revenue village concerned; and

(iii) by displaying it on the notice board of the Gram Panchayat of the revenue village concerned.

(2) The draft record of rights including the map published under sub-rule (1) of Rule 13 shall remain available in the Tahasil office for perusal of the public free of cost.

(3) The not final copy of the map shall be made available to the desirous land owners and persons having interest in the land on payment of such fee as may be fixed by the Director.

13. Filing of claims and objections against the entries in the draft record of rights:— *(1)* After the publication of draft record of rights under sub-rule (1) of Rule 12 the Tahasildar shall issue a public notice in Form 13 inviting claims and objections, if any, with respect to the entries of draft record of rights including the configuration of plots shown in the concerned map.

(2) The public notice shall be displayed at a conspicuous public place of the revenue village concerned, on the notice board of the Gram Panchayat Office concerned and the notice board of the Tahasil office concerned.

(3) The public notice shall clearly mention that claims and objections, if any, against the entries of draft record of rights including the map may be filed within thirty days, from the date of publication of draft record of rights, free of cost.

(4) Claims and objections against the entries in draft Record of rights, including the map, may be filed in the Tahasil office concerned by the land owner or any person having interest in the land including representatives of the concerned office of the Government, the Central Government and public body in Form 14.

(5) Claims and objections of the land owners or any other person having interest in the land received at the Tahasil office shall be maintained in a separate register in Form 15 and a receipt in token of acknowledgement for the same shall be issued to the person concerned in Form 16.

(6) A separate case record for each such claim and objection shall be opened in order of the receipt of the claims and objections.

(7) The Tahasildar shall issue separate notices to the parties concerned in Form 17 along with a brief account of claim and objection mentioning therein the place, date and time of hearing.

(8) On the date fixed, the claims and objections shall be heard and evidences, if any, shall be recorded. If necessary, the Tahasildar by informing the parties concerned may fix a date for inspection of the plot or plots either by himself or by any other officer or employee authorized by him in this behalf, to ascertain the physical possession over the plot or plots as well as the veracity of the evidences adduced during hearing. A spot memorandum may be prepared and annexed with the case record.

(9) In case any party does not appear even after giving an opportunity for appearance, of being heard and adduce evidence, if any, claims and objections may be disposed of *ex parte* on the basis of available records, documentary evidence and spot verification, if necessary.

(10) Claims and objections shall be disposed of in a summary manner by an officer not below the rank of an Additional Sub-Collector within a maximum period of sixty days from the date of filing of the claims and objections.

(11) The private agency may be engaged for preparation of draft record of rights and service of notices to the claimants and objectors and persons having interest in the land, on remuneration or rates fixed by the Director from time to time.

CHAPATER VII

RECESS

14. Recess:— *(1)* Orders passed with respect to claims and objections against the draft publication of record of rights shall be complied by making necessary additions or alterations from the draft record of rights including the map.

(2) The detailed comparison of village boundaries with the boundaries as shown in the last revenue village map and orders passed at different earlier stages shall be made and care shall be taken that area of plots shown in the draft record of rights matches with the area shown in the map concerned.

(3) The area of each plot and the total area of revenue village including boundaries of the revenue village in the last survey map and area of plots and the total area of revenue village and boundaries as prepared after draft publication of record of rights shall be thoroughly compared, checked and verified and on being satisfied, the Tahasildar shall pass the new area as prepared after draft publication.

(4) After passing of the area by the Tahasildar an abstract of new record of rights in Form 18 and new plot register in Form 19 shall be prepared by the Amins or licensed surveyors.

(5) The record of rights before its final publication shall be arranged according to the names of land owners alphabetically in 'Odiya'.

(6) On the basis of the abstract of new record of rights and plot register, copies of the record of rights shall be prepared in Form 20 for its final publication in quadruplicate after proper checking and comparison. A copy of such record of rights shall be made available to the concerned land owner. The second copy shall be sent to the Tahasildar for the preparation of tenants' ledger. The third copy shall be made available to the Collector. The fourth copy shall remain in the custody of the Director for preservation and future reference.

CHAPTER VIII

FINAL PUBLICATION OF RECORD OF RIGHTS

15. Final publication of record of rights:— *(1)* The copies of the record of rights and map finally prepared in Form 20, shall be finally published under the hand and seal of the Collector and the same shall be placed for public inspection from the date of final publication for a continuous period of thirty days in the following manner,—

(a) by displaying it on the notice board of the Tahasil Office concerned;

(b) by displaying it at a conspicuous public place of the village concerned; and

(c) by displaying it on the notice board of Gram Panchayat of the revenue village concerned.

(2) Any land owner or any person who has an interest in land may file claims and objections against the entries of finally published record of rights including the map within three months from the date of final publication under sub-section (2) of Section 11 of the Act before the Additional District Magistrate in Form 21.

(3) The Additional District Magistrate shall issue notices in Form 22 containing therein a brief account of claims and objections to the parties concerned for the disposal of claims and objections.

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(4) The place, date and time of the hearing shall be clearly mentioned in the aforesaid notice. The parties concerned shall be provided an opportunity for appearance, hearing and adducing evidence, if any.

(5) In case any of the parties does not appear even after giving an opportunity for appearance, hearing and adducing evidence, if any, claims and objections may be disposed of *ex parte* on the basis of available records and documentary evidence and spot enquiry, if required.

(6) Claims and objections shall be disposed of in a summary manner by the Additional District Magistrate within a maximum period of three months from the receipt of the same.

16. Presumption as to the final publication and correctness of record of rights:— *(1)* The Government may, by notification, declare with regard to any specified area or village that record of rights has been finally published and such notification shall be conclusive evidence of such publication.

(2) Any record of rights prepared and finally published under this chapter or a certified copy thereof or extract therefrom shall be conclusive evidence of such publication.

(3) Every entry in a record of rights so published, shall be evidence of the matter referred to in such entry and shall be presumed to be correct until it is proved by evidence to be incorrect:

Provided that, if any entry in a record of rights is altered in a subsequent record of rights, the later entry shall be presumed to be correct until it is proved by evidence to be incorrect, but the previous entry shall be admissible as evidence of the facts existing at the time when such entry was made.

17. Maintenance of final record of rights:— Hard and soft copies of the final record of rights including the map shall be duly maintained and its copies shall be made available to desirous applicants on payment of fees, as fixed from time to time, by the Director.

CHAPTER IX

LICENSED SURVEYOR

18. Grant of license to the surveyor:— *(1)* With a view to obtaining applications from persons desirous of getting a license, the Director shall prepare an advertisement and cause it to be published through the website of the Department of Information and

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Public Relations and the Department of Revenue & Disaster Management. Besides other facts, age limit, educational, technical qualifications, experience, the licensed surveyors' functions and duties, fees and remuneration and other conditions shall be incorporated in the aforesaid advertisement.

(2) The Director after due scrutiny and appraisal shall grant license to eligible persons and shall send the list to Collectors, as and when required, for use as per the guidelines to be issued in this regard by the Government.

19. Work and remuneration of licensed surveyors:— *(1)* In order to obtain the services of the licensed surveyors, private individuals may deposit fees, as fixed from time to time, by the Director along with an application in the Tahasil office concerned. The Director will determine the amount to be deducted out of the aforesaid fees as incidental expenses incurred in the Tahasil office concerned.

(2) The licensed surveyors shall be paid remuneration as fixed from time to time by the Director for carrying out work assigned to them by any Government Department, requisitioning body relating to land acquisition or any public body.

(3) In case the licensed surveyors are assigned work pertaining to the preparation of maps and record of rights during survey and settlement operations or updating of the record of rights and the like, they shall be paid remuneration as fixed by the Director from time to time.

20. Cancellation of licence of a licensed surveyor:— The Director may cancel the license of a licensed surveyor either *suo motu* or on the recommendation of the Collector on any of the following reasons,—

(a) if he is not committed to his work;

(b) if he is found using intoxicating drugs or in an inebriated condition at work place;

(c) if he is attached to a political party or takes part in political activities;

(d) if he is found guilty of immoral conduct or financial irregularity;

(e) any such conduct, which is contrary to the code of conduct applicable to a public servant; and

(f) if he is found technically unfit:

Provided that no order of cancellation shall be made unless the licensed surveyor has been given an opportunity of being heard.

CHAPTER X

TECHNICAL GUIDELINES

21. Preparation of technical guidelines:— *(1)* The Director may, with the approval of the Board of Revenue issue, technical guidelines to carry out the purposes of the Act not inconsistent with the provisions of the Act.

(2) The said technical guidelines may include, besides other things, prevalent method of survey by modern technology, works to be done during different stages of survey and settlement operations, the manner of maintenance and making available the record of rights and map of a revenue village in digital form to interested persons under section 14 and the technical aspects of the work of the licensed surveyors under section 16 of the Act.

By Order of the Governor

Dr. TARADATT
Principal Secretary to Government

FORM 1

[See Rule 5 (1)]

FORM OF PROCLAMATION

All the Land owners / persons having interest in the land including the custodian of Government land of Revenue Village:-.....Thana No.:-.....Tahasil:-..... District:-..... are hereby informed that the undersigned or any person authorized or deputed by the undersigned may enter upon your land to identify and demarcate the village boundary as well as its parcels of land. You are directed to co-operate with them in examining/measuring the land as well as cutting down or removing trees, fences, standing crops or other such obstructions, as may be necessary for the purpose of survey and not to put any hurdle/hindrance in discharge of their duties.

You are further directed to demarcate the boundaries of your land/parcels of land by erecting pillars/ mounds of earth at all bends and corners of their boundary.

Date.....

Tahasildar.....

FORM 2

[See Rule 6(1)]

FORM FOR SELF DECLARATION OF LANDS OWNED/HELD BY LAND OWNERS

Revenue Village:-.....Thana No.:-..... .....Tahasil:-..... Police Station:-.....District:-.....

Name of the land owner (including name of co- sharers according to share, if any) & Father's name	Permanent address	Details of lands owned/held						Jamabandi No.	Basis of claim over the land such as succession/ gift purchase/ settlement/ others	Remarks, if any.
		Khata No.	Plot No.	Area A. D.	Boundary	Classification of Land	Rent/ Cess.			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

I/We declare that the entries made in self-declaration are true to my/our knowledge. In case of any wrong entry in self-declaration, I/We shall be held liable for the same.

Note: **This form shall be submitted in duplicate. One copy shall be made over to the petitioner in token of receipt after initialling and putting date and serial no. of the petition by the receiving officer/employee.**

Place:-..... **Date:-.....** **Signature/Thumb impression of the land owner.**

FORM 3

(*See* Rule 6(6)]

FORM FOR VERIFICATION CERTIFICATE ISSUED AGAINST SELF-DECLARATION.

(For Official use only)

Revenue Village:-.....Thana No.:-..... .....Tahasil:-..... District:- .....

Name of the land owner	Serial No. of self-declaration submitted by the land owner	Details of land				Classification of Land	Jamabandi No.	Rent / Cess.	Entries of land found correct			Remarks, if any.
		Khata No.	Plot No.	Area A. D.	Boundary				Khata No.	Plot No.	Area A. D.	
(1)	(2)	(3)				(4)	(5)	(6)	(7)			(8)

Signature of Record Keeper

Signature of Revenue Inspector

Signature of Tahasildar.

FORM 4

[*See* Sub-Rule 6(7)]

FORM FOR REGISTER OF UN-VERIFIED/DISPUTED LANDS.

(For Official use only)

Revenue Village:-.....Thana No.:-..... .....Tahasil:-.....District:- .....

Name of the land owner	Serial No. of self-declaration submitted by the land owner	Details of land				Classification of Land	Jamabandi No. (if any)	Brief reasons for non verification	Remarks
		Khata No.	Plot No.	Area A. D.	Boundary				
(1)	(2)	(3)				(4)	(5)	(6)	(7)

Signature of Record Keeper

Signature of Revenue Inspector

Signature of Tahasildar

FORM 5

[*See* Rule 9(1)]

ABSTRACT OF RECORD OF RIGHTS

Revenue village:-.....Thana No.:-..... Tahasil:-.....District:-.....

Sl. No.	Name of the land owner father's/ husband's name & address	Serial No. of record of rights	Plot No.	Area				Rent / Cess	Remarks
				Cultivated	Uncultivated	Others	Total		
(1)	(2)	(3)	(4)	(5)				(6)	(7)

Signature of Amin

Signature of Revenue Supervisor

Signature of Tahasildar.

FORM 6

[See Rule 9(1)]

FORM OF PLOT REGISTER

Village:-.....Thana No.:-..... Tahasil:-.....District:-.....

Plot No. (1)	Name of the land owner, father's/ husband's name, caste, address (2)	Khata No. (3)	Area A. D. (4)	Boundary (5)	Classification of Land (6)	Area Under Crop (7)					Rent / Cess (8)	Remarks (9)
						Kharif	Rabbi	Other crop	Cultivable	Uncultivable		

Signature of Amin/ Licensed Surveyor

Signature of Revenue Inspector

Signature of Tahasildar.

FORM 7

[*See* Rule 9(6)]

FORM OF PRELIMINARY RECORD OF RIGHTS

Revenue Village:-.....Thana No.:-.....Tahasil:-.....District:-.....

Name of the land owner/ Land lord, father's/husband's name, caste & address(In case more than one land owner their names & share)	Khata No.		Plot No.		Area		Boundary	Classification of Lands	Rent / Cess	Basis for entry in the revenue records like succession/gift/purchase/ exchange/ others	Remarks
	Old	New	Old	New	A.	D.					
(1)	(2)		(3)		(4)		(5)	(6)	(7)	(8)	(9)

Seal and Signature of Tahasildar.

FORM 8

[See Rule9(8)]

FORM OF CLAIMS/OBJECTIONS AND FORM OF ACKNOWLEDGEMENT OF CLAIMS/OBJECTIONS.

1. Name, Father's/Husband's name and full address of the claimant/objector:-
2. Name, Father's/Husband's name and full address of the opposite party:-
3. Details of disputed lands:-
   Revenue Village:-.....Thana No.:-.....Khata:-.....Plot:-.....Area:-.....
4. Gist of claim/objection:-
5. Relief sought:-

Signature/Thumb impression of the claimant/objector.....

FORM 9

[See Rule9(8)]

Sl. No..... Date..... Name of the claimant/objector.....

Signature of the Receiving Officer / Employee.

***Note:*-Portion below the line shall be torn and made over to the claimant/objector as token of receipt of the claim/objection petition.**

FORM 10

[*See* Rule 9 (9)]

FORM OF REGISTER OF CLAIMS/OBJECTIONS.

Revenue Village:-.....Thana No.:-.....Tahasil:-.....District:-.....

Sl. No.	Date of filing of the petition	Name of the claimant/ objector with full address	Name of the opposite party with full address	Disputed land			Date of disposal	Substance of orders with date	Date of correction according to orders
				khata No.	Plot No.	Area A. D.			
(1)	(2)	(3)	(4)	(5)			(6)	(7)	(8)

FORM 11

[*See* Rule10 (1)]

FORM OF NOTICE

Shri/Smt. .....Son/ Daughter/ Wife of Shri.....resident of village.....

Post Office.....Thana.....Tahasil.....District.....is hereby informed that hearing with respect to claims / objections filed on.....(date), the details of which are given below, has been fixed on date.....A.M./P.M. at.....(Place).

Details of claim/objection

Case No. and date of filing	Name of the claimant/ objector along with, father's/ husband's name & address	Details of land						Gist of claims/ objections
		Name of revenue village	Thana No.	Khata No.	Plot No..	Area A. D.	Boundaries	
(1)	(2)	(3)						(4)

You are directed to appear personally or through your authorized agent on the date, time and place fixed with evidence, if any, in support of your claim/objection.

If you do not appear of the date, time and place fixed for hearing, the case may be disposed off *ex parte* on the basis of available records.

Seal and Signature of Tahasildar.

FORM 12

[See Rule11 (1)]

FORM OF DRAFT RECORD OF RIGHTS

Revenue Village:-.....Thana No.:-..... P.S. .....Tahasil:-..... District.....

All land owners/ persons having interest in any land of revenue village..... Thana No.....,the details of which are given below, are informed that the draft record of rights with respect to land of Revenue Village..... Thana No. .....is hereby published:.—

Sl. No. of the khatian	Khata No.	Name of the land owner (in case of share held by more than one land owner share wise name of land owner), father's/ husband's name, caste and residence	Plot No.	Area A. D.	Boundary	Classification of Lands	Cultivable area under crop			Uncultivable	Rent / Cess	Remarks
							Kharif	Rabbi	others			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)			(9)	(10)	(11)

The draft record of rights shall remain published till.....(date),You are requested to peruse the draft record of rights with regard to your land or in land on which you have any subsisting interest.

Seal and Signature of Tahasildar

FORM 13

[*See* Rule13 (1)]

FORM OF NOTICE INVITING CLAIMS/OBJECTIONS DURING PUBLICATION OF THE DRAFT RECORD OF RIGHTS.

Notice to:- All concerned persons of Revenue Village:-.....Thana No.:-.....Tahasil:-.....
District:-.....

It is hereby informed that the draft record of rights including map of Revenue Village.....Thana No.....Tahasil.....District.....has been prepared and is being published from..... to..... During this period, it shall remain available to all land owners and concerned persons for inspection, free of cost. During the aforesaid period, claim/objection petition with respect to entry in and omission from the draft record of rights may be filed and the same shall be received in the Tahasil Office.

Place:-

Date:-

Seal and Signature of
Tahasildar.

FORM 14

[*See* Rule13 (4)]

FORM OF FILING CLAIMS/OBJECTION

6. Name, father's/husband's name and full address of the claimant/objector:-

7. Name, father's/husband's name and full address of the opposite party:-

8. Details of disputed lands:-
Revenue Village:-.....Thana No.:-.....Khata:-.....Plot :-.....Area:-.....

9. Gist of claim/objection:-

10. Relief sought:-

Signature/Thumb impression of the claimant/objector.....

FORM 16

[*See* Rule13 (5)]

FORM OF ACKNOWLEDGEMENT OF CLAIMS/OBJECTIONS.

Sl.No. .....Date.....Name of the claimant/objector.....

Signature of the Receiving Officer/Employee.

Note: -Portion below the line shall be torn and made over to the claimant/objector as token of receipt of the Claim/objection petition.

FORM 15

[See Rule 13 (5)]

FORM OF REGISTER OF CLAIMS/OBJECTIONS FILED DURING DRAFT PUBLICATION OF RECORD OF RIGHTS.

Sl. No.	Case No. and date of filing	Name of the claimant/objector, father's/husband's name and full address	Name of respondent father's/ husband's name and full address	Details of disputed land						Date of hearing	Gist of the order	Date of correction according to order, if required	Initial of the officer
				Tahasil	Revenue village	Thana No.	Khata No.	Plot No.	Area				
(1)	(2)	(3)	(4)	(5)						(6)	(7)	(8)	(9)

FORM 17

[*See* Rule13(7)]

FORM OF NOTICE TO PARTIES FOR HEARING OF CLAIMS/OBJECTIONS FILED DURING DRAFT PUBLICATION OF RECORD OF RIGHTS.

Shri/Smt.....Son/Daughter/Wife of Shri.....Resident of Village.....Post Office.....Thana.....Tahasil.....District.....is hereby informed that hearing with regard to claims/objection filed on .....(date),the details of which are given below, has been fixed on .....A.M./P.M.....at.....(place).

Case No.	Date of filing	Parties involved	Details of land						Gist of claims/ objection
			Revenue Village	Thana No.	Khata No.	Plot No.	Area A. D.	Boundaries	
(1)	(2)	(3)	(4)						(5)

You are directed to appear personally or through your authorized agent on the date, time and place fixed for hearing along with evidences in support of your claim/objection, failing which, the case may be disposed of *ex parte* on the basis of the available records.

Seal and Signature of Tahasildar

FORM 18

[*See* Rule14 (4)]

FORM OF ABSTRACT OF NEW RECORD OF RIGHTS

Revenue Village:-.....Thana No.- .....Tahasil:-.....District:-.....

Sl. No.	Old Khata No.	New Khata No.	Name of old land owner	Name of new land owner	New Plot No.	Area				Rent / Cess	Remarks
						Cultivatable	Uncultivatable	Others	Total		
(1)	(2)	(3)	(4)	(5)	(6)	(7)				(8)	(9)

Seal and Signature of Tahasildar.

FORM. 19

[*See* Rule 14 (4)]

FORM OF NEW PLOT REGISTER

Revenue Village:-..... .....Thana No.:- .....Tahasil:-.....District:-.....

Sl. No.	Old Plot No.	New Plot No.	Old Khata No.	New Khata No.	Old Area A. D.	New Area A. D.	Old boundary	New boundary	Name of old land owner	Name of new land owner	Area under Crop					Rent / Cess	Remarks
											Kharif	Rabbi	Other crops	Cultivable	Uncultivable		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)					(13)	(14)

Signature of Amin/ Licensed Surveyor

Signature of Revenue Inspector

Signature of Tahasildar

FORM 20

[See Rule14 (6)]

FORM FOR FINAL PUBLICATION OF RECORD OF RIGHTS

All the land owners /persons having interest in any land of revenue village.....Thana No.....are hereby informed that final record of rights in respect of the land of the Revenue Village.....Thana No. ..... the description of which are given below, is being published.

Revenue Village:-.....Thana No.:-..... ....P.S..... .....Tahasil:-.....District.....

Sl. No. of the record of rights	Khata No.	Name of the land owners (in case of share held by more than one land owner share wise name of land owner), father's name, caste and residence	Plot No.	Area B. D.	Boundary	Classification of Land	Cultivable area under crop			Uncultivable	Rent / Cess	Remarks
							Kharif	Rabbi	others			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)			(9)	(10)	(11)

The final record of rights shall remain published till..... (date). You are requested to peruse the final record of rights during this period.

Date:

Seal and Signature of the Collector of the District

FORM 21

[See Rule15 (2)]

FORM FOR FILING CLAIMS/ OBJECTIONS AFTER THE FINAL PUBLICATION OF RECORD OF RIGHTS.

1. Name, father's/husband's name and full address of the claimant/objector:-
2. Name, father's/husband's name and full address of the opposite party:-
3. Details of disputed lands:-

   Revenue Village:-.....Thana No.:-.....Khata:-.....Plot:-.....Area:-.....
4. Gist of claim/objection:-
5. Relief sought:-

Date:-.....

Signature/Thumb impression of the claimant/objector

FORM 22

[See Rule15 (3)]

FORM OF NOTICE TO PARTIES FOR HEARING OF CLAIMS/OBJECTIONS FILED AFTER FINAL PUBLICATION OF RECORD OF RIGHTS

Sri/Smt.....Son/ Daughter/ Wife of Sri.....Resident of Village.....Post Office.....Thana.....Tahasil.....District..... is hereby informed that hearing with regard to claim/objection filed on .....(date),the details of which are given below, has been fixed on .....at.....A.M./P.M.....(place).

Case No.	Date of filing	Parties involved	Details of Land						Gist of claim/ objection
			Revenue village	Thana No.	Khata No.	Plot No.	Area A.	D.	Boundaries	
(1)	(2)	(3)	(4)							(5)

You are directed to appear personally or through your authorized agent on the date, time and place fixed for hearing along with evidence in support of your claim/objection, failing which the case may be disposed of *ex parte* on the basis of available records.

Seal and Signature of the
Additional District Magistrate

Printed and published by the Director, Printing, Stationery and Publication, Odisha, Cuttack-10
Ex. Gaz. 1543-193+400

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

No. DILRMP-1 of 2017- 17941 **/R&DM dated** 1.6.2017 .

In exercise of the powers conferred by section 27 of the Odisha Special Survey & Settlement Act, 2012 (Odisha Act 5 of 2012), the State Government do hereby make the following rules, namely:—

1. Short title and commencement: — (1) these rules may be called the Odisha Special Survey & Settlement (Amendment) Rule, 2017.

(2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Special Survey & Settlement Rules, 2012 (hereinafter referred to as the said rules), in rule 6:—

(i) in sub-rule (1), for the words, figures and bracket " After the publication of notification under sub-rule (1) of Rule 4" , the words, figures and bracket " After the publication of proclamation under sub-rule (1) of Rule 5" shall be substituted;

(ii) in sub-rule (2), for the words, figures and bracket " the date of publication of the notification under sub-rule (1) of Rule 4", the words, figures and bracket " the date of proclamation under sub-rule (1) of Rule 5" shall be substituted.

3. In the said rules, in rule 7:—

(i) for sub-rule (3), the following sub-rule shall be substituted, namely:—

"(3) The map so prepared shall be made available to the Tahasildar who shall get the same verified cent percent of the plots in the field by the Revenue Inspector or Assistant Revenue Inspector or Amin, as the case may be and thereafter, the Revenue Supervisor, Tahasildar and Sub-Collector shall randomly check 25%, 10%, and 5% of the plots in the map in the field respectively." and

(ii) for sub-rule (6), the following sub-rule shall be substituted, namely:—

"(6) the map prepared, after verification under sub-rule (3) with correction, if any, shall remain displayed on the notice boards of the office of the Gram Panchayat of the concerned Revenue village as well as in the Tahasil office for the general public."

4. In the said rules, in rule 9, for sub-rule (4), the following sub-rule shall be substituted, namely:-

"(4) The verification of plots shall be made in the following manner, namely:—

(a) The team of persons shall physically verify each plot of the concerned revenue village with the map made available after survey and shall make a note of all the changes in the configuration of plots and also other changes, if any.

(b) If any plot differs from the area and boundaries shown in the map, the team of persons shall ink it up in red in the map.

(c) If any plot is found sub-divided into two or more parts then a separate 'Bata Number (Division Number)' for each such part shall be given, and in such cases, sub-division of plots shall be shown in broken lines and accordingly, the map of the concerned revenue village shall be altered or corrected.

(d) The Revenue Inspector or Assistant Revenue Inspector or Amin, as the case may be, shall verify cent percent plots of the revenue village and the Revenue Supervisor, Tahasildar and the Sub-collector shall randomly verify 25%, 10% and 5% of the plots, respectively."

5. In the said rules, for form 7, the following form shall be substituted, namely:—

FORM 7

[See rule 9 (6)]

FORM OF PRELIMINARY RECORD OF RIGHTS

Revenue Village.....Thana No.....Tahasil.....District.....

Name of the land owner/ Land lord, father's/ husband's name, caste & address (in case of more than one land owner, their names & share)	Swatwa (Status of land)	Khata No.		Plot No.		Area	Boundary	Classification of Lands	Rent/ Cess	Basis for entry in the revenue records like succession/ gift/ purchase/ exchange/ others	Remarks
		Old	New	Old	New	A. D.					
(1)	(2)	(3)		(4)		(5)	(6)	(7)	(8)	(9)	(10)

Seal and Signature of Tahasildar

6. In the said rules, for form 12, the following form shall be substituted, namely:—

"FORM 12

[See Rule 11(1)]

FORM OF DRAFT RECORD OF RIGHTS

Revenue Village.....Thana No.....PS.....Tahasil.....District.....

All land owners/persons having interest in any land of revenue village.....Thana No....., the details of which are given below , are informed that the draft record of rights with respect to land of Revenue Village.....Thana No.....is hereby published:—

Sl. No. of the Khatian	Khata No.	Name of the land owner (In case of share held by more than one land owner, share wise name of land owner), father's/ husband's name, caste & residence	Swatwa (Status of land)	Plot No.	Area A. D.	Boundary	Classification of Lands	Cultivable area under crop			Uncultivable	Rent/ Cess	Remarks
								Kharif	Rabbi	Others			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)			(10)	(11)	(12)

The draft record of rights shall remain published till.....(date). You are requested to peruse the draft record of rights with regard to your land or in land on which you have any subsisting interest.

Seal and Signature of Tahasildar

7. In the said rules, for form 20, the following form shall be substituted, namely:—

"FORM 20

[See Rule 14(6)]

FORM FOR PUBLICATION RECORD OF RIGHTS

All the land owners/persons having interest in any land of revenue village.....Thana No..... are hereby informed that final record of rights in respect of the land of Revenue Village.....Thana No....., the description of which are given below, is being published.

Revenue Village.....Thana No.....PS.....Tahasil.....District.....

Sl. No. of the record of right	Khata No.	Name of the land owners (In case of share held by more than one land owner, share wise name of land owner), father's name, caste & residence	Swatwa (Status of land)	Plot No.	Area A. D.	Boundary	Classification of Lands	Cultivable area under crop			Uncultivable	Rent/ Cess	Remarks
								Kharif	Rabbi	Others			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)			(10)	(11)	(12)

The final record of rights shall remain published till ..... (date). You are requested to peruse the final record of rights during this period.

Date:

Seal and Signature of the
Collector of the District

By order of the Governor

Principal Secretary to Government

5

Government of Odisha
Revenue and Disaster Management Department

NOTIFICATION

Bhubaneswar, Dated the 17-07-, 2018

RDM-DILRMP-0001-2017- 26201 /R&DM

In exercise of the powers conferred by section 27 of the Odisha Special Survey and Settlement Act, 2012 (Odisha Act 5 of 2012), the State Government do hereby make the following rules, further to amend the Odisha Special Survey and Settlement Rules, 2012 namely :-

1. Short title and commencement: (1) These rules may be called the Odisha Special Survey and Settlement (Amendment) Rules, 2018.

   (2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Special Survey and Settlement Rules, 2012 (hereinafter referred to as the said rules), in rule 7 for sub-rule (3), the following sub-rule shall be substituted, namely: -

   "(3) (a) The map so prepared shall be made available to the Tahsildar for verification of the map and preparation of preliminary Record of Right (RoR).

   (b) The Amin or Assistant Revenue Inspector or Revenue Inspector, as the case may be, shall verify cent percent of the plots in the field and thereafter, the Revenue Supervisor and Tahsildar or Additional Tahsildar shall randomly check 10% and 5% of the plots in the map in the field respectively.

   (c) The cross verification of 5% of the plots by Tahsildar or Additional Tahsildar shall include 2.5% of the Government land and 2.5% of the private land.

   (d) During verification of the map, the team of persons may go for simultaneous preparation of the Preliminary Record of Right under sub rule (4) of rule 9."

3. (i) In the said rules, in rule 9, for sub-rule (4), the following sub-rule shall be substituted, namely : -

   "(4) (a) the team of persons shall physically verify each plot of the concerned revenue village with the map made available after survey and shall make a note of all the changes in the configuration of plots and also other changes, if any;

   (b) if the area of any plot differs from the area and boundaries shown in the map, the team of persons shall ink it up in red in the map;

(c) if any plot is found sub-divided into two or more parts then a separate 'Bata Number (divisional number)' for each such part shall be given and in such cases, sub-division of plots shall be shown in broken lines and accordingly, the map of the concerned revenue village shall be altered or corrected;

(d) the Revenue Inspector or Assistant Revenue Inspector or Amin, as the case may be, shall verify cent percent plots of the revenue village and Revenue Supervisor and Tahsildar or Additional Tahsildar shall randomly check 10% and 5% of the plots in the map in the field respectively;

(e) the cross verification of 5% of the plots by Tahsildar or Additional Tahsildar will include 2.5% of the Government land and 2.5% of the private land; and

(ii) after sub-rule(5) following sub-rule shall be inserted, namely :-

"(5-a) the team of person shall settle fair and equitable rent in respect of every land, if they are not entitled to hold such interest without payment of rent as per the procedure laid down in the Odisha Survey and Settlement Rules, 1962:

Provided that where in any area, settlement of rent has been made under any law for the time being force, in course of general settlement of rent, the rent so settled shall be deemed to be the rent settled under this rule and shall be subject to modification, if any, by the order of the Government made in accordance with the existing rule or guideline, if any."

By order of the Governor

16.7.98.

Principal Secretary to Government

GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT
******

NOTIFICATION

No. RDM-CHS-POLICY-0001-2025 - 42648 /R&DM, Dated 12 NOV 2025

Whereas the draft of certain rules further to amend the Odisha Survey and Settlement Rules,1962 were published as required under sub-section (2) of section 43 of Odisha Survey and Settlement Act, 1958 (Odisha Act 3 of 1959) in the Extra ordinary issue of the Odisha Gazette No. 1608, dated the 10th June, 2025 under the notification of the Government of Odisha in the Revenue & Disaster Management Department No. 20922, dated 10th June 2025 inviting objections and suggestions from all persons likely to be affected thereby before expiry of a period of thirty days from the date of such publication.

And, whereas, the suggestions received from the public on the said draft rules have been considered by the Government;

Now therefore in exercise of the powers conferred under sub-section (2) of Section 43 of Odisha Survey and Settlement Act,1958 (Odisha Act 3 of 1959) the State Government do hereby make the following rules further to amend the Odisha Survey and Settlement Rules, 1962 namely:-

1. Short title and Commencement .— (1) These rules may be called the Odisha Survey and Settlement (Amendment) Rules, 2025.

(2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Survey and Settlement Rules, 1962, in rule 34, after clause (f), the following clause shall be inserted, namely:-

"(g) That, any person interested for an entry in the Record-of -Rights arising out of any valid registered transfer deed executed prior to publication of Final ROR establishing proper flow of title:

Provided that nothing contained in clause(g) shall be applicable to any land classified as Government, Leasehold land or land vested in, owned, possessed or administered by any Government Department, statutory authority or Government Corporation and the land belonging to any religious institution or Deity:

Provided further that mutation of any ROR shall not affect any order if passed by the Board of Revenue under clause (b) of section 15 of the Act or under section 37 of Odisha Consolidation of Holding and Prevention of Fragmentation of Land Act, 1972 (Odisha Act 21 of 1972)."

By order of the Governor

12/11/2025

Additional Chief Secretary to Government

Memo No. 42649 / Dt. 12 NOV 2025

Copy along with soft copy (CD enclosed) forwarded to the Deputy Director, Odisha Secretariat Branch Press, At-Kharavela Nagar, Bhubaneswar for information and necessary action.

He is requested to publish the Notification in an extra-ordinary issue of Odisha Gazette and supply 10(Ten) copies to this Deptt. for reference.

SRO Number may be allotted to this Notification.

Additional Secretary to Government

Memo No. 42650 / Dt. 12 NOV 2025

Copy forwarded to all Departments of Government/ Secretary, Board of Revenue, Odisha, Cuttack/ Director, Land Records Surveys & Consolidation, Odisha, Cuttack/ All RDCs/All Collectors/Joint Director, Survey and Map Publication, Odisha, Zobra, Cuttack/Commissioner, Land Records and Settlement, Odisha, Cuttack/Inspector General of Registration, Odisha, Cuttack for information and necessary action.

Additional Secretary to Government

Memo No. 42651 / Dt. 12 NOV 2025

Copy forwarded to Addl. Secretary to Chief Minister, Odisha/P.S. to Minister, R&DM Odisha for kind information of Hon'ble Chief Minister and Hon'ble Minister R&DM respectively.

Additional Secretary to Government

Memo No. 42652 / Dt. 12 NOV 2025

Copy forwarded to P.S. to Chief Secretary, Odisha/P.S. to Addl. Chief Secretary, R&DM Department for kind information of Chief Secretary and Addl. Chief Secretary.

Additional Secretary to Government

Memo No. 42653 / Dt. 12 NOV 2025

Copy forwarded to e-governance Cell (R&DM Deptt.) for information and necessary action/ copy to CH&S Branch for Guard File (5 copies)

Additional Secretary to Government

GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT
***

NOTIFICATION

RDM-CHS-POLICY-0042-2019 No. 9467 / R & DM 26 FEB 2020

Bhubaneswar dated, the

The following draft of certain rules to amend the Odisha Survey and Settlement Rules, 1962, which the State Government propose to make in exercise of the powers conferred by sub-section (2) of section 43 of the Odisha Survey and Settlement Act, 1958 (Odisha Act 3 of 1959) is hereby published as required under sub-section (1) of the said section for the information of all persons likely to be affected thereby and notice is hereby given that the said draft will be taken into consideration on or after the expiry of thirty days from the date of publication of this notification in the Odisha Gazette;

Any objection or suggestion which may be received from any person with respect to the said draft before expiry of the period so specified will be considered by the State Government.

Draft

1. (1) These rules may be called the Odisha Survey and Settlement (Amendment) Rules, 2020

   (2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Survey and Settlement Rules, 1962 (hereinafter referred to as the said rules), in rule 40, the following provisio shall be inserted, namely : -

"Provided that when all co-sharers or recorded tenants sell the plot part or in full, such notice shall not be required to be issued."

3. In the said rules, in rule 41, the following provisio shall be inserted, namely: -

"Provided that when all co-sharers or; recorded tenant(s) sell the plot part or in full, the mutation application shall be disposed of without hearing of the parties and [further] without holding the field enquiry, so that disposal of such mutation case is ensured within a week."

4. In the said rules, in rule 42, for sub-rule(2), the following sub-rule shall be substituted, namely: -

(2) *"Every such appeal shall be presented within 180 (one hundred eighty) days from the date of order appealed against :*

Provided that the appeal period shall not be a bar for correction of records in respect of mutation case, where all co-sharers or recorded tenants sell the plot part or in full.

By order of Governor

25/02/2020

Additional Chief Secretary to Govt.

Memo No. 9468 / Dt 26 FEB 2020

Copy forwarded to the Gazette Cell, Odisha Govt. Press, Commerce & Transport (Commerce) Deptt., Odisha, Secretariat, Bhubaneswar for information and necessary action.

They are requested to publish the Notification in an extra-ordinary issue of Odisha Gazette and supply 100 copies of the printed Notification to the Secretary, Board of Revenue, Odisha, Cuttack and 50 copies to this Deptt. for reference.

SRO Number may be allotted to this Notification.

Addl. Secretary to Govt. 25.2.2020

Memo No. 9469 / Dt 26 FEB 2020

Copy forwarded to all Departments of Government/ Secretary, Board of Revenue, Odisha, Cuttack/ Director, Land Records Surveys & Consolidation, Odisha, Cuttack/ All RDCs/Joint Director, Survey and Map Publication, Odisha, Zobra, Cuttack/Commissioner, Land Records and Settlement, Odisha, Cuttack/Inspector General of Registration, Odisha, Cuttack for information and necessary action.

Any objection/recommendations/suggestion etc. in respect of the draft rules may be sent to this Department on or before the time specified therein.

Addl. Secretary to Govt 25.2.2020

Memo No. 9470 / Dt 26 FEB 2020

Copy forwarded to all Collectors for information and necessary action.

Any objection/recommendations/suggestion etc. in respect of the draft rules may be sent to this Department on or before the time specified therein.

Addl. Secretary to Govt 25.2.2020

Memo No. 9471 / Dt 26 FEB 2020

Copy forwarded to Addl. Secretary to Chief Minister, Odisha/P.S. to Minister, R&DM Odisha for kind information of Hon'ble Chief Minister and Hon'ble Minister R&DM respectively.

Addl. Secretary to Govt 25.2.2020

Memo No. 9472 / Dt 26 FEB 2020

Copy forwarded to P.S. to Chief Secretary, Odisha/P.S. to Addl. Chief Secretary, R&DM Department for kind information of Chief Secretary and Addl. Chief Secretary .

Addl. Secretary to Govt 25.2.2020

Memo No. 9473 / Dt 26 FEB 2020

Copy forwarded to e-governance Cell (R&DM Deptt.) for information and necessary action/ copy to CH&S Branch for Guard File (5 copies.)

Addl. Secretary to Govt 25.2.2020

By e-Mail / FAX

GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT
******

SM-117/2016 No. 38869 /R&DM dated 13.12.16

From

Shri Sashadhar Nayak
Joint Secretary to Government.

To

The Director, Land Records Survey & Consolidation, Odisha, Cuttack,
All Collectors.

Sub: Guidelines for Demarcation

Madam / Sir,

With reference to above subject, I am directed to say that numerous grievance petitions are often received in the Department regarding demarcation proceedings. Disputes over boundaries among the tenure-holders, creation of new plots due to partition, subdivision of holdings, and alienation of land after the closure of proceedings under settlement / consolidation operation, force the tenants to approach the tehsils for demarcation of their holdings. The Tahsildars often receive instructions from competent courts / request from other Departments / requisition from the police etc. for demarcation of specific plots or land holdings. There are innumerable cases where either or both the parties do not agree with demarcation done and repeated request are made for re-measurement of land.

Under Rule-32 of Orissa Survey and Settlement Rules, 1962, the finally published RORs and copy of the map which is supplied to the Tahsildar shall be maintained and kept up-to date in accordance with the Rule made there under. Rule-34 of the above Rules, enumerates grounds on which correction of the record-of-rights and map is to be made. Rule 38 prescribes the fees for measurement of plot.

No comprehensive administrative procedure/guideline or executive instruction has been issued for measurement / demarcation of land of tenants after closure of settlement or consolidation proceedings. For convenience of the Revenue field staff, a set of instructions on administrative procedure for demarcation proceeding is enclosed to this letter at **Annexure** which may kindly be brought to the notice of all concerned. It is clarified that, by this act of demarcation, no right, title and interest of the applicant over suit land is sought to be conveyed. Further, possession in favour of any party over the suit land is not intended to be confirmed by this proceeding. These instructions are executive in nature and do not override the deeming provisions of OS&S Act, 1958 and OS&S Rules, 1962.

Yours faithfully,

13/12/2016

Joint Secretary to Government

Annexure

GUIDELINES FOR DEMARCATION

1. **The Tahsildar can initiate a proceeding for Demarcation;**
   a) On application for the same filed by the recorded tenant(s) or his / her legal heir(s);
   b) On instruction / directions from any competent Court;
   c) On receipt of written requisition from police;
   d) On receipt of written requisition from other Department / Government offices;
   e) On any other ground as he deems expedient;
2. **The application in prescribed format shall be submitted before the Tahasildar of the concerned area for demarcation. The following documents shall be filed with the original application:**
   a) A copy of the latest ROR;
   b) A copy of the trace map of the plot(s) attached to the registered document (in case of a part plot);
   c) Written declaration by the applicant that there is no prohibitory order of any competent Court over the plot(s) and there is no civil dispute over the plot(s);
   d) Name and detail postal address of the boundary tenant(s);
   e) Process fee / user charges as prescribed under the rule;
3. **Procedure to be followed:**
   a) A register shall be maintained for demarcation applications in the prescribed proforma as given in **Appendix-1**, containing name and address of the applicant, details of Land schedule containing Mouza / Khata / Plot / Area / Kisam etc.;
   b) Each voluntary application for demarcation filed by a party shall bear the prescribed process fee. Upon receipt of the application, the Tahsildar shall open a demarcation case record, enter the details in the register and verify the records and documents. Then he shall issue individual notice to boundary tenants inviting objection and fixing a date and place for hearing. The notice can be issued in a similar format as has been prescribed for mutation proceedings under **Appendix-11** of the Odisha Mutation Manual, 1962. After hearing such objections, he shall pass order, as he deems fit for demarcation of the plot(s) as prayed for, directing the R.I / A.R.I / Amin to demarcate the

land in the presence of all boundary tenants / adjacent land owners on the date and time as decided by him;

c) All boundary tenants shall be intimated the date and the time of demarcation;

d) In case of order by competent Courts / Magistrates, requisition by the police etc. the date and time of demarcation shall be intimated to all boundary tenant(s) and notice inviting objections need not be issued;

4. Demarcation shall not be conducted in following cases:

a) If prohibitory / injunction orders passed by the competent Court of law is in force over the suit land;

b) If apprehension of breach of peace over the suit land in process of demarcation is anticipated, provided that apprehension of breach of peace shall not constitute a bar for demarcation on receipt of intimation from the Executive Magistrate competent to adjudicate cases under the preventive sections of CrPC ;

c) At the time of objection hearing, if the boundary tenant(s) objects to demarcation, the Tahsildar shall consider the objections and shall pass order as he deems fit. In case of rejection of the request for demarcation, the detail reason of rejection shall be recorded by the Tahsildar;

5. <u>Steps for demarcation:</u>

a) In pursuance to the order of demarcation passed by the Tahsildar, the R.I / A.R.I / Amin, as the case may be, shall proceed to the spot on the scheduled date and time to demarcate the land in presence of the boundary tenant(s);

b) He shall demarcate the boundary with accuracy;

c) In case of requisition by the police, the presence of the police is necessary;

d) After demarcation is over, the Revenue field staff shall prepare a trace map, prepare a memorandum of demarcation made by him in Odia and obtain the signatures of parties and witnesses, if any, present during demarcation both on trace map and demarcation;

e) If any party refuses to sign the memorandum, the fact may be recorded in the memorandum;

f) In case of demarcation of boundaries between Govt. land and private land, the presence of the Revenue Supervisor or any other supervisor officer is mandatory;

g) Then he will submit the report to the concerned Tahsildar. This report will form a part of the case record.

Appendix-1

Register for Demarcation

1. Serial number with DD / MM / YY :-
2. Name, address and contact No. of the petitioner :-
3. Name of the Mouza (village) and R.I. circle :-
4. Khata No. :-
5. Plot No. :-
6. Area :-
7. Kisam :-
8. Date of application :-
9. Date of order by Tahsildar :-
10. Date of demarcation :-
11. Remarks :-

REMINDER

Dr. Chandra Shekhar Kumar, IAS
Principal Secretary to Government
Revenue & Disaster Management Department

Tel. (Off.) : + 91-674- 2539023
2322658
Fax : + 91-674- 2393832
E-mail : revsec.or@nic.in
revsec.od@nic.in

No. 18326 / R&DM
RDM-INLU-EGOV-0001-2017
Date 03.06.2017

To

All Collectors

Sub: Classification of villages and khatiyans in a village under a Tahasil.

Ref: This Department Letter No. 6786/R&DM dated 28.02.2017 & Letter No. 16289/R&DM dated 19.05.2017

Madam/Sir,

In inviting a reference to this Department letter under reference on the subject cited above, I am to say that instructions were issued for classification of villages as urban or rural as well as classification of khatas in a village according to various government khata types in the bhulekh by the Tahasildars on war-footing basis for formulation of government land bank and government land GIS for facilitating planning activities. The original deadline for completion of the task was 31st March, 2017 which was subsequently extended to 31st May, 2017 taking into assessment the percentage of completion from the bhulekh database as on 18.05.2017. However, it is revealed from the report generated from bhulekh database as on 02.06.2017 (copy enclosed) that except the district of Jharsuguda, the remaining districts have failed to complete the task by the deadline. It is a matter of concern that the percentage of completion of the task in the districts of Sonepur, Jajpur, Kendrapara, Kalahandi and Rayagada is below 50%.

It is further impressed upon all Collectors in default to ensure that the task of classification of villages and khatiyans in a village are completed by 15th June, 2017 positively.

Yours faithfully,

Principal Secretary to Government

By Fax / e-Mail

Memo No. 18327 /R&DM dtd. 03-06-2017

Copy forwarded to Director, Land Records and Survey, Odisha, Cuttack for information and necessary action.

3/06/2017

Deputy Secretary to Government

Memo No. 18328 /R&DM dtd. 03-06-2017

Copy forwarded to all Sub-Collectors for information and necessary action.

3/06/2017

Deputy Secretary to Government

Memo No. 18329 /R&DM dtd. 03-06-2017

Copy forwarded to SIO, NIC, Bhubaneswar for information and necessary action.

3/06/2017

Deputy Secretary to Government

Districts wise Village Khata Classification Status as on 02/06/2017

Sl No	District	Total Vills in Bhulekh	Villages Classified	%age Completed
1	ଝାରସୁଗୁଡ଼ା	358	358	100
2	ଦେବଗଡ	773	771	99.74
3	କେନ୍ଦୁଝର	2132	2126	99.72
4	କଟକ	2064	2048	99.22
5	ଢେଙ୍କାନାଳ	1239	1218	98.31
6	ଗଂଜାମ	3254	3189	98
7	ସମ୍ବଲପୁର	1350	1315	97.41
8	ବାଲେଶ୍ୱର	2967	2852	96.12
9	ଅନୁଗୋଳ.	1930	1838	95.23
10	ବରଗଡ଼	1195	1106	92.55
11	ଜୟାଗଡ	1702	1553	91.25
12	ଖୋର୍ଦ୍ଧା	1669	1446	86.64
13	ଭଦ୍ରକ	1370	1179	86.06
14	ସୁନ୍ଦରଗଡ଼	1792	1494	83.37
15	ଜଗତସିଂହପୁର	1321	1069	80.92
16	ପୁରୀ	1772	1349	76.13
17	କନ୍ଧମାଳ	2504	1853	74
18	ବଲାଙ୍ଗିର	1798	1330	73.97
19	ନୂଆପଡ଼ା	666	490	73.57
20	ନବରଂଗପୁର	887	617	69.56
21	ଗଜପତି	1534	1040	67.8
22	କୋରାପୁଟ	1964	1331	67.77
23	ବୌଦ୍ଧ	1182	784	66.33
24	ମୟୂରଭଞ୍ଜ	3982	2206	55.4
25	ମାଲକାନଗିରି	933	497	53.27
26	କେନ୍ଦ୍ରାପଡ଼ା	1590	656	41.26
27	ସୋନପୁର	988	332	33.6
28	ଯାଜପୁର	1858	543	29.22
29	କଳାହାଣ୍ଡି	2250	523	23.24
30	ରାୟଗଡା	2657	284	10.69
	Total	**51681**	**37397**	**72.36**

GUIDELINES FOR BOUNDARY CHANGE PROCEEDINGS

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Government of Orissa
Revenue and Excise Department

No.S-III-118/92 62501 R.,

Dated, Bhubaneswar, the 28th Dec'92.

From:

Shri N.K.Baliarsingh, I.A.S.
Addl. Secretary to Government

To

The Secretary,
Board of Revenue, Orissa, Cuttack

Sub: Identification of important hamlets to be declared as Revenue village.

Sir,

I am directed to say that there are large number of hamlets in the main revenue villages having no separate identity of their own. In a number of cases hamlets are bigger than the main revenue villages both in area and population. Having no identity of their own, many hamlets though have a large segment of population are lost sight of while locating development centres in terms of revenue villages. Therefore, the question of declaring important hamlets as revenue villages has engaged the attention of Government. Some of the criteria which should weigh in favour of declaring the hamlets as revenue villages are as follows:-

(i) The hamlet located at more than ½ K.M. away from the main revenue village with a population of 250 or more.

(ii) The hamlet lying within ½ K.M. from the main revenue village but having population of more than 300.

(iii) Hamlets separated from the main revenue villages by natural barrier even if these have a population of less than 250.

2. In order to have a complete picture of the hamlets, it is requested that suitable instructions may be issued to the Field Level Revenue Officers to identify such hamlets which should be declared as Revenue villages on basis of the above mentioned criteria. Any problem

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associated with such declaration should also be studied and reported. This exercise should be completed within a period of 2 months. As Government are attaching much importance to this issue, the time limit for completion of the exercise should be strictly adhered to.

Yours faithfully,

23/12/92
Addl. Secretary to Government.

Memo No. 62502 /R., dt. 23/12/92.

Copy to all Revenue Divisional Commissioners for information and necessary action.

23/12/92
Addl. Secretary to Government.

Memo No. 62503 /R., dt. 23/12/92

Copy to all Collectors/all S.D.Os./all Tahasildars for information and necessary action.

23/12/92
Addl. Secretary to Government.

Memo No. 62504 /R., dt. 23/12/92

Copy to the Director, Land Records and Surveys, Orissa, Cuttack/Director, Consolidation for information and necessary action.

23/12/92
Addl. Secretary to Government.

Gn.211292/

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Board of Revenue, Orissa, Cuttack.

No. VI-28/94 - 15706 /LRS. Dated, 16-12-1994

From:

Shri Arvind Pandit, I.A.S.,
Commissioner, Land Records & Settlement.

To

All Collectors.
All Settlement Officers.

Sub:- Procedure for disposal of Boundary Change proceedings.

Sir,

I am directed to say that while scrutinising case records of boundary change proceedings received from different quarters, it is seen that procedural defects are very often repeated as a result there is un-necessary delay in finalising such proceedings. Although in the past, several instructions have been issued in this regard, these are not followed scrupulously leaving scope for frequent references and cross references. In order to obviate such difficulties and to ensure expeditious finalisation of such cases, the following guide lines are issued which should be followed meticulously by all concerned.

1. Boundary change proceedings are initiated under the provisions of section 37 of the O.S & S.Act, 1958 read with Rule 61 of the Orissa Survey & Settlement Rules, 1962. According to Rule 61(1) of the said Rules, where proceeding in pursuance of an order made under section 11, 18 or 36 is in progress, the settlement officer can initiate proceeding effecting changes in the boundaries of the existing village or constitution of a new village. When there is no proceeding under the aforesaid section, the powers of the settlement officer shall be exercised by the Collector under Rule 61(7) of the O.S & S.Rules, 1962.

2. A separate case record for each case involving boundary change should be opened and detailed facts necessitating change should be recorded in the order sheet. As per provision of law mentioned above, the Settlement Officer or Collector may take up the proceeding himself or authorise any other officer in this behalf. Since the Settlement Officers/Collectors

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...rally remain occupied in multifarious activities, they may not get adequate time to handle the B.C.P. cases themselves. It will, therefore, be advisable if such enquiries relating to change of boundary are entrusted to some other officer like A.S.O./Tahasildar or Additional Tahasildar, as the case may be. In such cases, the settlement officer/Collector may authorise an officer sub-ordinate to him and an order to that effect shall be recorded in the order sheet. The case record will thereafter be transferred to the concerned officer to take up the proceeding as per Rule 61 of the O.S & S.Rules, 1962.

3. On receipt of the case record, the officer authorised for the purpose of the enquiry shall issue a general notice in form No.11 of O.S & S.Rules, 1962 inviting objection to the proposed change of boundary or to the constitution of the new village, as the case may be. Such notice shall be published in the concerned village and in the adjoining village as per the procedure laid down in rule 6 of the OSS Rules, 1962. A copy of the notice shall also be transmitted to the Collector, Tahasildar and to the D.F.O. (where forest boundary is involved). When the B.C.P. proposal is initiated by the Collector, service of the notice on the Collector is however not necessary. After service of the notice, the process server in his affirmation should clearly mention that the notice has been published by beat of drum and by pasting a copy of the notice in some conspicuous place in the villages concerned. In case of uninhabited village or when the tract under survey is not included in any village, publication of notice shall be made in the nearest neighbouring inhabited village.

Service of notice.

4. The name of the concerned village and the proposed change in the boundary or constitution of new village should be clearly indicated in the schedule below the form No.11 so as to be intelligible to all concerned. A trace map of the village showing the proposed change of boundary in 4" = 1 mile scale should be prepared and published alongwith the notice in form No.11 for the information of public.

5. The served copy of such notice to be attached to the case record should bear the signature of the villagers (not less than two persons) in token of service and the name of the village to which the signatories belong should be indicated

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against their names. Acknowledgment of the Collector, Tahasildar and D.F.O. or their representatives should also be obtained with dated signature and seal.

6. Clear 30 days period from the date of service of the aforesaid notice should be allowed for filing objection as per sub-rule 4 of Rule 61 of the O.S & S.Rules, 1962. Objections received within the statutory period of notice shall be considered by the Authorised Officer. In all cases, a field enquiry shall be conducted and the report of enquiry should form part of the case record.

7. Even if no objection is received against the proposed change of boundary from any quarters a field enquiry should be conducted to ascertain thefact of possession of land, existence of communal rights, if any, and other facts relevant to the proceeding. For this purpose, the Enquiring Officer will issue prior intimation fixing the date, place and time of such enquiry to all concerned to enable them to remain present during field enquiry.

8. Statements of the parties present at the time of enquiry should be recorded in the memorandum of field enquiry and the signatures of such persons whose statements are recorded should be obtained in the said memorandum.

9. In case of forest blocks involved in the change of boundary, joint verification with the forest authority should be made. The Revenue and forest officers conducting the enquiry should sign the joint enquiry report. Government Notification declaring forest block as Reserved forests, forest cairons and the forest plan, map etc. should always be verified during the joint enquiry for fixing the village boundary adjoining the reserved forests.

10. The officer authorised by the Collector/settlement Officer shall conduct the enquiry himself and he should not entrust the enquiry to any of his sub-ordinates.

11. Trade map in the scale 4" = 1 mile showing the boundary of the village involved in B.C.P. should be prepared in tracing cloth and submitted in duplicate for approval of the Board of Revenue. The trade map should be

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authenticated by the concerned Enquiring Officer/Settlement Officer/Collector as the case may be. In the trace map the Abik boundary line should be shown in red ink and hal boundary in black ink.

Trace map

12. Area Slip showing area of the existing village and proposed village should be prepared correctly and attached to the B.C.P. case record (sample copy enclosed). It should be signed by the Authorised Officer and the Settlement Officer/Collector, as the case may be.

13. In case the village adjoins the inter-district/inter-state boundary, copy of the notice in form No.11 along with the trace map may also be served on the concerned Collector of the adjoining district.

14. On completion of enquiry in the manner indicated in Rule 61(4), the Authorised Officer shall submit the case record to the concerned Settlement Officer/Collector, as the case may be, for his recommendation.

15. On receipt of the case records from the authorised officer, the Settlement Officer/Collector shall consider the boundary change proposal from all aspects and, if he is satisfied, shall recommend the case to the Board of Revenue giving adequate justification for approval.

16. The case record should be maintained properly showing the details of the proceedings taken up at all stages. The order of the Collector/Settlement Officer regarding institution of proceeding the appointment of authorised officer, all orders of the authorised officer including issue of statutory and executive notices the manner of disposal of objections received, the findings of the authorised officer and recommendations of the Settlement Officer/Collector to Board of Revenue should clearly find mention in the order sheet of the case record chronologically.

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It is therefore requested that the aforesaid guide-lines may please be followed scrupulously while conducting enquiry and submission of case records to Board of Revenue for approval.

Yours faithfully,

C.L.R & S., Orissa, Cuttack.

Memo No. 15707 /IRS., dt. 16-12-1994

Copy forwarded to the Secretaryto Government of Orissa, Revenue Department, Bhubaneswar/Secretary, Board of Revenue, Orissa Cuttack for information.

C.L.R & S., Orissa, Cuttack.

Memo No. 15708 /LRS., dt. 16-12-1994

Copy forwarded to all Wing Charge Officers for information and necessary action.

Addl. D.L.R & S. Orissa Cuttack.

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AREA SLIP

of the age	Name of the P.S. & P.S.No	Area					Remarks
		Sabik area of the village	Area excluded	Area included	Total Sabik area after exclusion & inclusion.	Hal pata area	
1	3	4	5	6	7	8	9

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CHECK LIST FOR SCRUTINY OF B.C.P. CASE NO.....

As per provision u/s 37 of the O.S.& S. Act, 1958 read with Rule-61 of the O.S. & S Rules, 1962 and G.O. No. 39114/R., dated 01.09.1994, Board of Revenue, Circular No. 15706/LR&S., dated 16.12.1994 and No. 2353/LR&S., dated 04.05.2011.

Village ..... P.S. ..... Tahasil .....

District. .....

Hamlet .....

Sl. No.	Requisites	Reference Page of B.C.P. Case record.	Remarks
1	2	3	4
1.	Authorization by S.O. u/R 61(3) or Collector, u/R-61(7) of the O.S. & S. Rules, 1962.		
2.	Preliminary enquiry and its Memorandum done after due notice. (Board of Revenue Circular No. 15706/R., dated 16.12.1992, Para-8)		
3.	Population of the Hamlet visa-Vis mother village (last census report/ any basis to be specified).		
4.	Distance of Hamlet from mother village (Exact nearby hamlet)		
5.	Natural barrier (Specified in detail)		
6.	Village Survey Khaka and trace map along with Tracing cloth map (T.C.M.) in duplicate, 4"= 1 mile scale annexed as per Technical Rules, indicating in red ink the habitation of hamlet and mother village/ nearest hamlet thereof.		
7.	Service of statutory notices as per Rule-6 and prevailing guidelines of Board of Revenue. (No.15706/LR&S., dt.16.12.1994, Para- 4,5 & 6)		
8.	Service of notice in Form No. 11 to Collector in case of I.D.B./ I.S.B. (As above circular, Para-13)		
9.	Filing of objection within statutory period as per Rule-61(4) of the O.S. & S. Rules.		
10.	Disposal of objection with proper notice for conducting field enquiry by the A.O. (As above circular, Para-6)		

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11.	Joint verification of E.O. and Forest Authority where Forest Boundary involved (Board Circular No. 15706/R., dt.16.12.1994, Para-9).		
12.	Drawal of Reservation proceeding (R.P.) in both villages as per R.P. Principles. (Sarakari Jami Record Kariba Pranali- Para-(46 to 50)		
13.	Detail land schedule of Government khatas (As per R.O.R.)		
14.	Preparation of Area Slip as per Board's prescribed form (As per circular, Supra at Sl.-11-Page-5)		
15.	Detail Land Schedule enclosed in case of B.C.P. to be approved. (As per R.O.R.)		
16.	A.O. submitted B.C.P. case records to S.O./JD. or DD.CH./ Collector after completion of all stages of work. (O.S. & S. Rule-61(4)		
17.	Forwarding of proposal by S.O./ JD. or DD.CH. / Collector with opinion and suggestion to Board in the order sheet. (As above Rule)		
18.	Specimen signatures of statutory empowered officials enclosed (Prescribed Form No. 262, Sch.-I)		
19.	Arrangement of B.C.P. Nathi as per rules along with combined title page & Fly leaf (L-III, Form No. 319)		
20.	Compliance report in detail annexed properly, with due regards to objection.		

Signature of A.S.O., B.C.P. Cell

District .....

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ଘରୋଇମାନଙ୍କୁ ଆଇନ ଖାମାରକୁ ଆଣିବା ପାଇଁ ଉଦ୍ଦେଶ୍ୟରେ ଏହି ଆଇନ ପ୍ରଣୟନ କରାଯାଇଛି ।

Board of Revenue, Odisha, Cuttack
(LR&S Branch)

File No. VI-24/2014- 3272 /LR&S dated 28/10/14

From,

Sri Gobinda Chandra Sethy, IAS
Director, Land Records & Surveys,
Board of Revenue, Odisha, Cuttack.

To,

The All Collectors.

Sub : Declaration of Hamlets / Newly created villages as Revenue village through Boundary Change Proceeding.

Madam/Sir,

It is being observed that the BCP proposals are submitted to the undersigned without observing proper formalities, as such, the proposals are being returned with objection for compliance. This causes unnecessary delay. While sending the BCP proposal the following guidelines are to be followed.

1 (a) The hamlet located at more than ½ K.M. away from the main Revenue village with a population of 250 or more.

(b) The Hamlet lying within ½ KMs from the main revenue village but having population of more than 300.

(c) Hamlets separated from the main revenue village by natural barrier even if those have population of less than 250.

(d) Apart from this, availability of Gochara land, Burial grounds, Govt. land for communal purpose, land for development purpose etc. will be taken into consideration.

2. Boundary change proceedings are also to be initiated for the accreted land due to recession of sea.

3. For the villages coming under Consolidation operation, the Deputy Director, Consolidation initiates the Boundary Change Proceedings under sub Section 4 of Section 7 of OCH&PFL Act, 1972 and under Rule 16 of the OCH&PFL Rules, 1973.

4. For the villages coming under Settlement Operation, the Settlement Officer initiates the Boundary Change Proceeding u/s 37(3) of the OSS Act, 1958 & under Rule 61 of the OS&S Rules, 1962.

5. In respect of villages, neither coming under Settlement nor Consolidation Operation, the Boundary Change Proceedings are to be initiated by the Collectors as required under Rules 61(7) of the OS&S Rules, 1962.

P.T.O.

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An illustrated procedure and check list for BCP proposal is enclosed herewith for your kind reference.

You are requested to submit BCP proposals to the undersigned after observing all due procedure to avoid delay on approval of BCP.

Yours faithfully,

Director
Land Records, Surveys & Consolidation

Memo No. 3273 /LR&S dated 28/6/11

Copy forwarded to the Additional Secretary to Govt., Revenue & DM Department, Odisha, Bhubaneswar for information and necessary action.

Director
Land Records, Surveys & Consolidation

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Procedure for declaration of hamlets as revenue villages.

1. Separate case records are to be opened in respect of hamlets which conform to the criteria prescribed, for consideration for declaration of new revenue village. The case record need be initiated by the Collector himself and the 1st order need be made by him under his signature and seal. Collector may authorize an officer to take up detailed enquiry and follow up. It would be prudent to authorize the Tahasildar/ Addl. Tahasildar (by Designation and not by Name) and the same should find place in the order sheet. The case record is then transmitted to the Authorized Officer.

2. On receipt of the case record, the Authorized Officer makes an entry and issues a general notice in Form No. 11 of the Orissa Survey and Settlement Rules, 1962 (O.S.S. Rules) inviting objections, if any. This should be published in the concerned village and hamlet by beat of drum and by pasting a copy of the notice in a conspicuous place in the village and the hamlet in presence of not less than two witnesses. Prescription of modalities of proclamation is available at Rule 6 of the O.S.S. Rules.

3. From No. 11 should clearly indicate the name of the hamlet to be constituted as a new revenue village. A trace map of the village in 4" to a mile scale showing the boundary of the hamlet to be constituted into new revenue village should also be published along with the notice.

4. The served copy should be kept in the case record. The name of the signatories and the village to which they belong should be clearly mentioned in the served copy.

5. Clear 30 days should be allowed for filing of objection, if any, to the proceeding. Objections received within the statutory period shall be considered by the Authorized Officer. He should pass appropriate orders on each objection.

6. The Authorized Officer should make field visit to ascertain the position of the land, existence of communal right etc. If the proposal for declaration of the hamlet into a new revenue village is recommended by the Authorized Officer, he should affix boundary stone on the proposed boundary of the main village and the proposed village. Technicalities relating to fixing stones shall be resorted to duly checked by the authorized officer.

7. A memorandum of field enquiry along with signature of the villagers attending such enquiry should be kept in the case record.

Dhiren Jena, 28th April, 2011

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8. The reservation proceedings may be drawn up to conform the minimum requirement of gochar etc are met in respect of the main village and the proposed new village.

9. A trace map of the village showing the proposed boundary should be prepared by the Authorized Officer through his technical staff. But a trace map in A to one mile scale prepared in tracing cloth should be submitted in duplicate alongwith the case record.

10. The Authorized Officer shall draw an area slip showing the area of the existing village and the proposed new village. This area slip shall be signed by the Authorized Officer.

11. On completion of the procedure, the Authorized Officer shall submit the case record to the Collector recommending the declaration of the hamlet as a new revenue village. Where the hamlet is not recommended for consideration of a new revenue village, the Authorized Officer may recommend dropping the proceedings.

12. Collector shall recommend to the Board of Revenue suggesting approval of the declaration of new revenue village. In that case he shall sign on the trace map, area slip and such other papers as are relevant. He shall transmit the case record to the Board of Revenue, addressed to Director, Land Records, Survey and Consolidation.

After the proposal is approved, Collector shall order for follow up action at the appropriate level.

13. Incase the proceeding need be dropped Collector may pass appropriate orders and retain the case record at his end. He shall send an intimation to this effect to the Board of Revenue.

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Top Priority

By Fax / e-Mail

Government of Odisha

Revenue & Disaster Management Department

******

RDM-CHS-CLRFIC-0003-2018L. No. 31912 R & DM dated, 28 JUL 2021

From

Shri Bishnupada Sethi, IAS

Principal Secretary to Government

To

All Collectors

Sub: **Declaration of hamlets as Revenue villages**

Madam/ Sir,

It has been brought to the notice of Government that more than 3,500 proposals have been pending at district level since years for creation of new revenue villages. It is also ascertained that misinterpretation of the existing instructions at district level pertaining to reservation limit for Gochar and communal land has resulted in non-disposal of cases. Therefore, to streamline the matter, following instructions are issued:

a. *The hamlet is to be located at more than* ***half k.m.*** *from the mother revenue village with a population of* ***250 or more.***
b. *The hamlet lying* ***within half k.m.*** *from the mother village should be having a population more than* ***300.***
c. *Hamlet separated from mother village by a* ***natural barrier*** *even if the population of the hamlet is less than* ***250*** *can be constituted to a separate village.*
d. *Reservation limit for Gochar and Communal land for creation of new revenue village out of existing mother village shall not be insisted upon. However, residents of the newly carved out village shall still have access to the existing gochar and communal land situated in mother village. In*

RDM-CHS-CLRFIC-0003-2018/2/2021

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other words, all communal as well as Gochar lands etc. shall be Common Property Resources (CPR) for both the villages.

These instructions supersede all previous instructions of the Government in the matter.

Yours faithfully,

Principal Secretary to Government

Memo No. 21913 / Dt 28 JUL 2021

Copy forwarded to the Secretary, Board of Revenue, Odisha Cuttack for information and necessary action.

Addl.Secretary to Govt.

Memo No. 21914 / Dt 28 JUL 2021

Copy forwarded to the DLRS&C, Odisha Cuttack for information and necessary action. He may furnish draft amendment of relevant Act and Rules.

Addl. Secretary to Govt.

Memo No. 21915 / Dt 28 JUL 2021

Copy forwarded to All RDCs for information and necessary action.

Addl.Secretary to Govt.

Memo No. 21916 / Dt 28 JUL 2021

Copy forwarded to All ADMs/Settlement Officers/All JDCHs/DDCHs/Sub-Collectors/Addl. Sub-Collectors/ Tahasildars for information and necessary action.

Addl.Secretary to Govt.

RDM-CHS-CLRFIC-0003-2018/2/2021

 ed with CamScanner

GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT
***

NOTIFICATION

Bhubaneswar, Dated 30 JAN 2024

No.PT1-RDM-census-CENSUS-0001-2019-2784/R&DM, In exercise of the powers conferred under clause (iv) of rule 8 of the Census Rules, 1990, and in partial modification of this Department Notification No.25187/R&DM dated 21.08.2020, No.5513/R&DM dated 17.02.2021, No.14039/R&DM dated 28.04.2021, No.21657/R&DM dated 27.07.2021, No.734/R&DM dated 07.01.2022, No.24156/R&DM dated 20.07.2022, No.3319/R&DM dated 27.01.2023 and No.32143/R&DM dated 07.09.2023 the State Government do hereby allow changes of administrative boundaries of the Districts, Sub-Divisions, Tahasils, Revenue Villages and also Urban Local Bodies so fixed including boundaries fixed under any law for the time being in force, before 30th June, 2024 The boundaries of administrative units for ensuing Census will be frozen on 1st July, 2024.

By Order of the Governor,

30/1/24

[Satyabrata Sahu]

Additional Chief Secretary to Government

Memo No. 2785 / R&DM, Dated 30 JAN 2024

Copy forwarded to All Departments of Government/ All Heads of Department/ All R.D.Cs/ All District Magistrates/ All Additional District Magistrates/ All Deputy Directors, Planning and Statistics / All Sub-Collectors/ All Tahasildars / All Block Development Officers for information and necessary action.

30/1/2024

Additional Secretary to Government

Memo No. 2786 / R&DM, Dated 30 JAN 2024

Copy forwarded to the Registrar General and Census Commissioner, India Government of India, Ministry of Home Affairs, NDCC Building-II, Jai Singh Road, New Delhi-110001 for kind information with reference to their letter No.F.No.9/33/2019-CD(Cen) dated 29.12.2023.

30/1/2024

Additional Secretary to Government

Memo No. 2787 / R&DM, Dated 30 JAN 2024

Copy forwarded to the Private Secretary to Hon'ble Chief Minister/ Private Secretary to Hon'ble Minister, Revenue & DM / Private Secretary to the Chief Secretary/ Private Secretary to the Additional Chief Secretary, R&DM Department for kind information of Chief Minister, Chief Secretary and Additional Chief Secretary respectively.

30/1/2024

Additional Secretary to Government

Memo No. 2788 / R&DM, Dated 30 JAN 2024

Copy forwarded to the Gazette Cell of Commerce & Transport (Commerce) Department with a request to publish the notification in the next extraordinary issue of The Odisha Gazette and supply 50 copies thereof to this Department and 20 copies to Director, Census Operations, Odisha, Bhubaneswar.

30/1/2024

Additional Secretary to Government

Memo No. 2789 / R&DM, Dated 30 JAN 2024

Copy forwarded to the Additional Secretary to Government, in charge of e-Governance Cell, Revenue & D.M. Department for information and necessary action. He is requested to take steps for uploading the Notification in the Department website.

30/1/2024

Additional Secretary to Government

Memo No. 2790 / R&DM, Dated 30 JAN 2024

Copy forwarded to the Office of the Director of Census Operations, Odisha, Janpath, Unit-IX, Bhubaneswar-751022 for information and necessary action with reference to the letter No. F.No.9/33/2019-CD(Cen) dated 29.12.2023 of Additional Registrar General, Office of Registrar General, India. He is requested to widely circulate the above Notification on extension of the date of freezing of boundaries of administrative units for ensuing Census.

30/1/2024

Additional Secretary to Government

Top Priority
By Fax / e-Mail

Government of Odisha
Revenue & Disaster Management Department

******

No. RDM-CHS-POLICY-0013-2021L. No. 9220 / R & DM dated, 18 MAR 2021

From

Shri Bishnupada Sethi, IAS

Principal Secretary to Government

To

All Collectors

Sub: Guidelines for demarcation

Ref: This Department letter No.38869 dt.13.12.2016

Madam/Sir,

I am to say that a lot of grievance petitions are being received in the Department everyday in connection with demarcation. In fact, issue on demarcation constitutes about 15% of all grievances received in the Department. In the letter under reference, it was made clear that disputes over boundaries among the tenure holders, creation of new plot(s) due to partition and alienation of land after closure of the proceedings under settlement/ consolidation operation lead tenants to approach Tahasildars for demarcation. In addition, Tahasildars sometimes receive orders from competent courts, requests from other Departments and requisition from the police etc. for demarcation of specific plots or land holdings.

Recently, Government have provided online facility for demarcation in respect of industries/ corporate houses in sync with

Ease of Doing Business (EoDB). However, demarcation in respect of all other applications is handled off line. The Government understand that thousands of demarcation cases are pending at tahasil level for years together, thereby affecting delivery of public services. The Amins are inadequate in field. When the Government is taking steps to fill up the vacancies, the problem of demarcation has been partly addressed by the deployment of Licensed Surveyors. It may be noted that R&DM Department have notified the fee structure and job description of Licensed Surveyors vide Gazette Notification No.396 dt.27.02.2020 which has been communicated to you earlier (copy enclosed). The DLRS vide his letter No.2446 dt.07.9.2020 has specified the duties to be performed by the Licensed Surveyors u/s 16 and 17 of OSS&S Act, 2012 read with Rule 18, 19 and 20 of OSS&S Rules of 2012. The Department has clearly advised Collectors vide letter No.31302 dt.28.10.2020 to instruct Tahasildars for deployment of Licensed Surveyors as per guidelines communicated. But it appears the situation has not improved in the field.

Therefore, the following instructions are issued :

1. Tahasildar can initiate proceeding for the demarcation:
   a. On receipt of application from the recorded tenant/ his/her legal heirs.
   b. On instructions from the competent court
   c. On receipt of written requisition from other Departments
   d. On receipt of written requisition from Police
   e. On any other ground as deemed expedient
2. Tahasildar shall ensure that alongwith application for demarcation, copy of the latest RoR, trace map of the plot (in

case of part plot) are attached. Tahasildar shall also ensure that detailed postal address of the boundary tenants are provided and the applicant has deposited necessary processing fee/ user charges as prescribed from time to time.

3. A register shall be maintained for demarcation applications containing Sl. No. of application with date, name, address and contact number of applicant, land particulars, date(s) of order by Tahasildar, date of demarcation and disposal particulars.

4. If Tahasildar finds that the application for demarcation is in order, then he shall issue individual notice to boundary tenants immediately inviting objections, if any, and fix a date for hearing. Notice can be issued in similar form as has been prescribed for mutation proceedings under Appendix-II of Odisha Mutation Manual, 1962. The notice period, however, will be maximum 05 days. Applicant will also be required to furnish an undertaking to Tahasildar that there is no prohibitory order on the plot (s) applied for demarcation.

5. After hearing of objection, if any, the Tahasildar shall pass necessary order directing RI/ ARI/ Amin/ Licensed Surveyor to demarcate the land in presence of all boundary tenants on the date and time as decided by him. At the time of hearing, the boundary tenants shall

be intimated the date and time of demarcation. No separate notice needs to be issued for the purpose. This procedure can be suitably varied in case of order received from competent court and requisition received from Police.

6. Tahasildar shall see to it that demarcation proceeding is a summary proceeding and unnecessary adjournments are not allowed either to the applicant or boundary tenants unless there are pressing reasons as the demarcation proceeding will be disposed of within a fortnight. At the time of objection hearing, Tahasildar shall consider the objection carefully and pass appropriate orders. In case of rejection of demarcation application, a reasoned order is to be recorded.

7. Deployment of RI/ ARI/ Amin/ Licensed Surveyor for the demarcation will be as per convenience of the Tahasildar. However, in case Licensed Surveyor is deployed, necessary fees as stipulated will be deposited by the applicant.

8. Demarcation schedule shall be strictly adhered to unless there are emergent grounds to postpone the demarcation. In that case, all concerned shall be intimated by the Tahasildar.

9. In case of requisition filed by the police, the presence of police is absolutely necessary.

10. After demarcation is over, a trace map and memorandum of demarcation will be prepared in Odia and signature of applicant, boundary tenants, police officials and any other person(s) present, if any, will be taken both on trace map and memorandum.

11. If any party refuses to sign the memorandum, the fact shall be recorded in the memorandum.

12. In case of demarcation of boundaries between Government and private land, the same may be carried out in presence of Revenue Supervisor and if possible Addl. Tahasildar may be informed to remain present.

13. On completion of demarcation, the report by the RI/ ARI/ Amin/ Licensed Surveyor will be submitted to Tahasildar. This shall be ensured within **24 hours** of the demarcation and the said report shall always form a part of the case record.

14. In case there is law and order situation in presence or absence of police on the spot, demarcation may be postponed and the details thereof will be reported to Tahasildar who will be competent to decide further course of action, either by postponement of the demarcation or cancellation of the same, citing cogent grounds.

15. In case it turns out during the demarcation that there was some prohibitory order of any competent court in connection with plot/ plots applied for demarcation and the matter was concealed by the applicant, then Tahasildar in his discretion may reject the application on merits.

16. ***Under no circumstances, a demarcation proceeding will be kept pending beyond 15 days from the date of filing of application***. Pending availability of online facility for demarcation, the Tahasildar, in addition to manual register, shall also maintain a digital register on demarcation in his office. He shall submit quarterly returns to concerned Sub-Collector regarding disposal of demarcation cases. All senior officers during their visit will record their remarks in the Demarcation Register.

This supersedes all previous instructions in the matter. The field officers may be instructed accordingly.

Yours faithfully,

Principal Secretary to Government

Memo No. 9224 / Dt. 18 MAR 2021 18/3/2021

Copy forwarded to the Secretary, BoR, Odisha, Cuttack for information and necessary action.

Additional Secretary to Govt 18/3/2021

Memo No. 9222 / Dt 18 MAR 2021

Copy forwarded to DLRS, Odisha, Cuttack for information and necessary action..

Additional Secretary to Govt.

Memo No. 9223 / Dt 18 MAR 2021

Copy forwarded to all Revenue Divisional Commissioners, for information and necessary action.

Additional Secretary to Govt.

Memo No. 9224 / Dt 18 MAR 2021

Copy forwarded to all Sub Collectors /all Tahasildars for information and necessary action..

Additional Secretary to Govt.

Memo No. 9225 / Dt 18 MAR 2021

Copy forwarded to the Joint Secretary, e-Governance for information and necessary action. She is requested to upload this letter in R & DM website.

Additional Secretary to Govt.

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, KALAHANDI

Memo No. 1139 dt. 26/03/2021

Copy forwarded to all Tahasildars of Kalahandi district / Sub-Collector, Dharamgarh & Bhawanipatna for information and necessary action.

Asst. Collector 26.3.21
Revenue Section
Collectorate, Kalahandi

(7)

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANGEMENT DEPARTMENT

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No. RDM-CHS-PLAN-0001-2025 38529 **/RDM, dated** 15 OCT 2025

From

Shri Deoranjan Kumar Singh, I.A.S.

Additional Chief Secretary to Government

To

The Secretary , Board of Revenue, Odisha,

Director of Land Records & Survey,Odisha,

All RDCs,

All Collectors

Sub: SOP for demarcation of boundary of plot applied by the recorded tenant(s).

Ref; Letter No. 38869/R&DM dated 13.12.2016

Madam/Sir,

In inviting a reference to the above cited subject, I am to say that land demarcation, most often, is quite useful to address the disputes, boundary conflicts and prevention of encroachments. Moreover, demarcation of revenue plot(s) ensures adherence to proper land use promoting orderly development and zoning regulations. This process also streamlines sale-purchase transactions and facilitates the execution of development projects by providing clarity and certainty regarding land boundaries and ownership rights.

Under Rule 32 of the Odisha Survey and Settlement Rules, 1962 Tahasildar, as the Chief Officer-in-charge of revenue administration of a Tahasil, is responsible for maintaining the finally published map and RoR, ensuring they are kept up-to- date. The statute specifically empowers the Tahasildar under Rule 38 to perform various functions, including ordering and conducting measurements, as well as determining and recording boundaries upon realization of the prescribed fees.

Currently, the demarcation application process remains manual and offline, resulting lack of transparency and accountability in scheduling measurement dates and ensuring efficient service by the Amin. But the disputes remain unresolved even after demarcation and even after completion of the demarcation, possession to the recorded owner is not duly ensured. Thus, demarcation-related issues constitute majority of public grievance petitions in all forums.

In order to streamline the demarcation process in a fair and transparent manner a detailed SOP for online procedure of demarcation is enclosed at **Annexure-A** which may kindly be brought to the notice of all concerned. Furthermore, please ensure the public is widely informed about the new online application and slot-booking facility available on the Revenue and Disaster Management Department's services portal, so they can take full advantage of this service.

This SOP supersedes the earlier instruction issued in this regard in the letter under reference and must be strictly adhered to .

Yours faithfully,

15/10/2025

Additional Chief Secretary to Government

Memo. No 38530 **/RDM, dated** 15 OCT 2025

Copy forwarded to PS to Hon'ble Minister, Revenue & DM for kind information of Hon'ble Minister, Revenue & DM.

15/10/25

Additional Secretary to Government

Memo. No 38531 **/RDM, dated** 15 OCT 2025

Copy forwarded to All Tahasildars / All Sub-Collectors for information and necessary action.

15/10/25

Additional Secretary to Government

Memo. No 38532 **/RDM, dated** 15 OCT 2025

Copy forwarded to SIO, NIC, Bhubaneswar for information and necessary action.

15/10/25

Additional Secretary to Government

Memo. No 38533 **/RDM, dated** 15 OCT 2025

Copy forwarded to P.S to ACS, Revenue & DM Department for kind information of ACS, Revenue & DM Department.

15/10/25

Additional Secretary to Government

SOP for demarcation of boundary of revenue plot(s)

Background and Purpose:

The cadastral map of a revenue village depicts the ground reality of every land parcel, including its boundaries, extent, and ownership etc. whereas the RORs provides a descriptive account of these aspects. Thus, the map is regarded as the primary record, while the ROR serves as the interpretative document to read or understand the same. The demarcation of boundaries and the accurate survey of land parcels reflect the broader ecosystem of land record management where prevention of disputes and the security of property rights are well addressed. Disputes relating to field boundaries among recorded tenants are resolved through accurate ground measurement, guided by the cadastral map, for proper delineation and determination of possession over the entitled area.

It is observed that applications for demarcation of private plots are being preferred before the Tahasil Office in such large numbers that the same has become a considerable administrative challenge. Currently, the demarcation application process remains manual and offline, resulting in each of transparency and accountability in scheduling measurement dates and ensuring efficient service by the Amin. In several cases, disputes remain unresolved even after demarcation, necessitating repeated proceedings. In certain other cases, though demarcation is successfully completed, possession to the recorded owner is not duly ensured. Thus, demarcation-related issues constitute majority of public grievance petitions in all forums.

With a view to streamlining the demarcation process in a fair and transparent manner, adhering to the First-In-First-Out (FIFO) principle, providing a facility to access slot availability for bookings, and ensuring uniformity and accuracy in measurements, the following Standard Operating Procedure (SOP) is hereby issued.

Legal Framework:

The village map, along with the Record of Rights (RoR) prepared under the OS&S Act, 1958, or the OCH&PFL Act, 1972, carries presumptive correctness and is deemed conclusive until proven otherwise.

Furthermore, the Tahasildar, as the Chief Officer-in-charge of revenue administration of a Tahasil, is responsible for maintaining the finally published map and RoR, ensuring they are kept up-to-date in accordance with Rule 32 of the Odisha Survey and Settlement Rules, 1962. The statute specifically empowers the Tahasildar under Rule 38 to perform various functions, including

ordering and conducting measurements, as well as determining and recording boundaries upon realization of the prescribed fees

Therefore, the demarcation of revenue plots carried out by the Tahasildar or any authorized field staff based on the aforementioned map constitutes a quasi-statutory function. Such proceedings cannot be invalidated except when modifications are ordered by the appellate authority under the said Act.

1. **Grounds for Holding Demarcation:**

The Tahsildars can initiate a proceeding for Demarcation.

a. On application for the same filed by the recorded tenant(s) or his/her legal heir(s) on the web portal.

b. On instruction/ directions from any competent Court.

c. On receipt of written requisition from police.

d. On receipt of written requisition form other Departments/ Government offices.

e. On any other ground as he deems expedient.

2. **Online Application with Documents and slot booking:**

i. The online eKYC-verified application, in the prescribed format, shall be submitted to the Tahasildar through the online services portal of the Revenue & Disaster Management Department. The application must relate to a specific plot and any plot(s) contiguous to it under a single holding, and shall include the detailed land schedule along with payment of the requisite measurement fees. The following documents must be uploaded along with the application:

a. A copy of the latest RoR

b. A copy of the previous settlement map *or* trace map of the plot(s) as attached to the registered document

c. A copy of the layout plan showing the sub-plot(s), if any, in case the area falls under the jurisdiction of a Development Authority;

d. A self-declaration by the applicant stating that there is no prohibitory order from any competent court over the plot(s), and that no civil dispute exists regarding the plot(s)

e. Name, Mobile number, email Id, contact details, and postal address of the

boundary tenant(s)/legal successors of the deceased boundary tenant(s)

f. The prescribed process fee under the relevant rules, along with user charges of ₹800/- per plot. For each additional contiguous plot, applicable user charges shall be levied.

(ii) In cases where demarcation is necessitated out of any of the conditions mentioned under clauses 1(b) to 1(e), the Tahasildar may suo-motu initiate proceedings by entering the land particulars and relevant orders or requisitions received. The requisite fee and user charges shall be realized accordingly, except in cases involving Government Departments or Government Offices.

(iii) At the time of submitting the duly filled-in application, applicants may book an available slot for the date and time of measurement on payment of necessary fees and user charges. Once booked, the payment made shall not be adjusted or carried forward for any future booking. The slot so booked shall be confirmed by Tahasildar where no objection to the proposed demarcation is received and no hearing is required thereof.

3. **Procedure of Demarcation:**

a. Upon receipt of an application through online mode, a system generated auto-number shall be assigned to it after which the Tahasildar shall initiate a demarcation proceeding on verifying the records and documents attached with the said application.

b. An Online register shall be maintained for demarcation applications in the prescribed proforma as given in **Annexure-1**, containing name and address of the applicant details of land schedule containing Mouza/Khata/Plot/Area/Kisam etc.;

c. Tahasildar shall issue individual notice to boundary tenants inviting objection for a period of seven days and fixing a date and place for hearing. The notice can be issued in the format as has been prescribed for mutation proceedings under Appendix-11 of the Odisha Mutation Manual, 1962.

d. The applicant and the boundary tenants will be intimated either in person or through SMS/e-mail/whatsapp about the date and place of hearing. After hearing objections, Tahasildar shall pass order, as he deems fit for demarcation of the plot(s) as prayed for and forward the online case record directing the R.I/A.R.I/Amin/Licensed Surveyor to demarcate the land in the presence of all boundary tenants/ adjacent land owners on the date and time as decided by him.

e. The scheduled date,time and place of demarcation so fixed shall follow

first-come, first-served basis strictly. The said programme will be intimated to the local police to ensure peaceful conduct of measurement.

f. In case of order by competent courts/ magistrates, requisition from the police or any Government Department, Tahasildar shall fix a suitable date as he deems fit within least possible time by intimating to all boundary tenant(s) subject to realisation of necessary demarcation fees from the parties concerned.

4. **Grounds where Demarcation shall not be conducted:**

a. If prohibitory / injunction orders passed by the competent court of law is in force over the suit land;

b. If any report on apprehension of breach of peace is received from the local police in respect to the suit land for demarcation.

5. **Methodology of demarcation for Maps prepared through conventional method:**

a. In pursuance to the order passed by the Tahasildar, the assigned field official shall proceed to the spot on the scheduled date and time with the Hal village-map & sabik map,if any, and mobile having connectivity to conduct measurement the plot in presence of the applicant and boundary tenant(s).

b. The field officials will use the **Mobile Responsive App developed by NIC** with the credential of LRMS. He will record the coordinates of those points and length of each sides of the plot so demarcated and capture the geo-tag photographs showing the presence of all concerned at the time of such survey.

c. Survey of any government land or common boundaries involving government land and private lands shall be undertaken in presence Additional Tahasildar /Revenue Supervisor and the requisitioning authority or any authorised officer on behalf of the department concerned.

d. In case of requisition by the police, the presence of the police is necessary.

e. At first, he should find three fixed recognisable points (Bi-junction/Tri-junction/ Mustakil Chanda) where survey marks are erected upon, on different directions of the disputed plot or area to be demarcated as near to it as he can, which are shown in the map. These cardinal points should remain undisturbed since last settlement and the Amin should relay it from the Village-map on the ground. The point so located should be recorded of its coordinates of the longitude and latitude for future reference.

f. Taking these points as reference /base point, a starting point of demarcation may be decided, which agrees with the distances of nearby points and accordingly the measurements of boundaries of the polygon /plots as applied for shall be conducted as per the map or authenticated trace map .

g. If these fixed junction points are missing in ground, then the same may be found out with great care and accuracy by the help of other known points. The reliability of such points can be tested by measuring the sides of fields adjoining or surrounding the point. If the measurements of such fields tally with the map then the accuracy of such a point itself gets established.

h. In the report to be prepared/submitted by the Revenue field officials, it must be explained in detail how the measurement was conducted. He should upload the relevant portion of the last settlement map showing plots with their dimensions.

i. The areas of plots abutting on the boundary in dispute as recorded at the time of last settlement and those arrived at as a result of the measurement on the spot should be mentioned in the Amin's report with an explanation of the cause of increase or decrease if any discovered.

j. When taking his measurement the Amin should explain to the parties how he arrived at such conclusion. At the end he should record the statements of all the parties to the effect that they have seen and understood the measurements, they have no objection to make to this (or if they have any objection, he should record it together with his own opinion)

6. Methodology of demarcation for Maps prepared through Hi-tech Survey:

(i) Using DGPS (Differential Global Positioning System)

The demarcation in the villages where Hal map is prepared through Hi-tech Survey will be conducted by using either DGPS or ETS with the finally published geo-referenced map.

a. The field official who is well conversant with Hi-tech Survey shall collect the official coordinates of the selected GCP from the competent authority and locate the nearest Ground Control Points (GCPs) Primary, Secondary, Tertiary points. In place of GCPs,CORS can also be used as reference point.

b. He will set up mounting of GNSS receiver on the identified GCP using a tripod and tribrach with precise levelling and centring and then he will feed the coordinate values of the GCPs.

c. A second GNSS receiver with antenna mounted on a rover pole is to be deployed and the vertex coordinates of the plot so taken will be uploaded into the controller to carry out stakeout process.

d. The GNSS receiver guides the surveyor to the exact ground location of each vertex by showing directional offsets until the true position is reached and marked the Plot Boundaries. Before fixing the boundaries, the surveyor has to re-check all vertices to ensure accuracy within permissible error limits.

(ii). Using ETS (Electronic Total Station):

a. The field official should start with Station Setup by locating the GCPs for ETS setup near the plot ensuring good visibility of most number of vertices The instrument should be fixed firmly on a tripod ensuring precise levelling and centring.

b. Orientation of the instrument should be done by using the known control points/GCPs and feeding the coordinates of the reference points into ETS. Then, coordinates of the plot vertices should be fed into the instrument.

c. For demarcation of the plot, stakeout function shall be used which provides horizontal angle, vertical angle, and distance guidance to reach each vertex of the plot.

d. The assistant surveyor carrying a prism mounted on a pole shall move as per the direction of the ETS operator who will guide the movement (left/right/forward/backward) until the prism stands exactly at the required point.

e. For marking of plot boundaries, each vertex point should be physically marked on the ground. Lines between the vertices can be marked using tapes or ranging rods for clear visibility. All staked-out points shall be cross verified to ensure higher precision.

7. **Preparation of Report after demarcation:**

a. After demarcation is over, the Revenue field staff shall prepare a trace map, prepare a memorandum **(Annexure-2)** of demarcation made by him in Odia and obtain the signatures of parties and witness, if any, present during demarcation both on trace map and the memorandum of demarcation duly countersigned by Revenue Supervisor. In case of demarcation of Govt. estate, the report will be countersigned by the Tahasildar / Addl Tahasildar.

b. If any party refuses to sign the memorandum, the fact may be recorded in the memorandum and in the case record;

c. The field report so prepared shall be uploaded in the App which will be perused by the concerned Tahasildar and pass a final order giving his

remarks thereof intimating the applicant concerned with a copy of report and field map.

d. After finalisation of the boundary of any revenue plots in any demarcation proceedings, these plots in Bhunaksha and Bhulekh will be earmarked with layer of demarcation report associated with it.

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Annexure-1

Online Register for Demarcation

1. **Serial number with DD/MM/YY:-**
2. **Name, address and contact No. of the petitioner :-**
3. **Name of the Mouza (village) and R.I. circle :-**
4. **Khata No. :-**
5. **Plot No. :-**
6. **Area :-**
7. **Kisam :-**
8. **Date of application :-**
9. **Date of order by Tahsildar :-**
10. **Date of demarcation :-**
11. **Remarks :-**

ସୀମାନିର୍ଦ୍ଧାରଣ ତଦନ୍ତ ବିବରଣୀ

୧। ମୋକଦମା ନଂ: .....

୨। ଆବେଦନକାରୀ ଙ୍କ ନାମ, ପିତା/ସ୍ୱାମୀ ଙ୍କ ନାମ, ଜାତି ଓ ଠିକଣା :-

୩। ବିଷୟ / ସୂଚନା (ଯଦି ଥାଏ)

୪। ଉପସ୍ଥିତ ଚଉହଦି ପ୍ରଜା ଙ୍କ ନାମ ଓ ସ୍ୱାକ୍ଷର

ପୂର୍ବ : ..... ପଶ୍ଚିମ : .....

ଉତ୍ତର : ..... ଦକ୍ଷିଣ : .....

୫। ଭୂମି ଅନୁସୂଚି :-

ମୌଜା ର ନାମ	ପ୍ରଜାଙ୍କ ନାମ	ଖାତା ନଂ	ପ୍ଲଟ ନଂ	ରକବା	କିସମ	ମନ୍ତବ୍ୟ

୬। ତଦନ୍ତ କରିବା ତାରିଖ :- .....

୭। ସୀମା ନିର୍ଦ୍ଧାରଣ ର ସମ୍ପୂର୍ଣ ତଦନ୍ତ ବିବରଣୀ :-

ଘୋଷଣନାମା

ମୁଁ/ଆମ୍ଭେ ଏତଦ୍ଦ୍ୱାରା ସ୍ୱୀକାର କରୁଅନ୍ତୁ କି ଯେ ଉପୋରକ୍ତ ପ୍ଲଟର ଚୌହଦି କୁ ସରଜମିନ ରେ ମ୍ୟାପ ଅନୁଯାୟୀ ସଠିକ୍ ଭାବେ ମାପ କରାଯାଇଛି।ମାପ ସମୟରେ ବ୍ୟବହୃତ ସର୍ତ୍ତେ ଯନ୍ତ୍ରପାତିର ସଠିକତା, ନକ୍ସା ଓ ପଦ୍ଧତି ଉପରେ ପୂର୍ଣ୍ଣ ସହମତି ପ୍ରକାଶ କରୁଅଛି/କରୁଅନ୍ତୁ।

ଆବେଦନକାରୀ , ଚୌହଦୀ ପ୍ରଜା ଓ ଉପସ୍ଥିତ ସାକ୍ଷୀ ମାନଙ୍କର ସ୍ୱାକ୍ଷର :-

୧.

୨.

୮। ମାନଚିତ୍ର ସଲଗ୍ନ :-

୧ .....

ତଦନ୍ତକାରୀଙ୍କ ନାମ ଓ ପଦବୀ
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ବିଭାଗୀୟ ଅଫିସର୍ /ପୋଲିସ ଅଧିକାରୀ ତହସିଲଦାର/ଅତିରିକ୍ତ ତହସିଲଦାର

ORISSA ACT 6 OF 1986

THE INDIAN STAMP (ORISSA AMENDMENT) ACT, 1986

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ORISSA ACT 6 OF 1986

THE INDIAN STAMP (ORISSA AMENDMENT) ACT, 1986

[Received the assent of the Governor on the 13th March 1986, first published in an extraordinary issue of the Orisse Gazette, *dated the 13th March 1986]*

An act to Amend The Indian Stamp Act, 1899 in its Application to the State of Orissa

Be it enacted by the Legislature of the State of Orissa in the Thirty-seventh Year of the Republic of India, as follows :—

Short title and commencement.

1. (1) This Act may be called the Indian Stamp (Orissa Amendment) Act, 1986,

(2) It shall be deemed to have come into force with effect from the 7th day of November, 1985.

Substitution of Schedule 1-A.

2. For Schedule 1-A of the Indian Stamp Act, 1899 (hereinafter referred to as the principal Act), the following Schedule shall be substituted, namely :— 2 of 1899

"SCHEDULE 1-A

STAMP DUTY ON CERTAIN INSTRUMENTS UNDER THE INDIAN STAMP (ORISSA AMENDMENT) ACT, 1986.

(*See* Section 3)

Note—The articles in Schedule 1-A are numbered so as to correspond with similar articles in Schedule 1.

Description of Instrument	Proper Stamp-duty
(1)	(2)
2. ADMINISTRATION BOND, including a bond given under sections 291, 375, and 376 of the Indian Succession Act, 1925 or section 6 of the Government Savings Banks Act, 1873.	The same duty as a BOND (No. 15) for the same amount. 39 of 1925 5 of 1873
3. ADOPTION DEED, that is to say, any Instrument (Other than a will) recording an adoption or conferring or purporting to confer an authority to adopt.	Two hundred rupees
4. AFFIDAVIT, including an affirmation or declaration in the case of persons by law allowed to affirm or declare instead of swearing.	Ten rupees
Exemptions	
Affidavit or declaration in writing when made—	46 of 1950
(*a*) as a condition of enrolment under the Army Act, 1950 or the Air Force Act, 1950;	45 of 1950

Description of instrument	Proper Stamp-duty
(1)	(2)
(*b*) for the immediate purpose of being filed or used in any Court or before the Officer of any Court;	
(*c*) for the sole purpose of enabling any person to receive any pension or charitable allowance.	
5. AGREEMENT OR MEMORANDUM OF AN AGREEMENT.	
(*a*) if relating to the sale of a Bill of Exchange;	One rupee
(*b*) if relating to the sale of a Government security or share in an incorporated Company or other body corporate;	Subject to maximum of forty-two rupees fifty paise for every ten thousand or part thereof of the value of the security or share.
(*c*) If not otherwise provided for	Three rupees
Exemptions	
Agreement or memorandum of agreement—	
(*a*) for or relating to the sale of goods or merchandise exclusively, not being a Note or Memorandum chargeable under No. 43.	
(*b*) made in the form of tenders to the Central Government for, or relating to any loan.	
AGREEMENT TO LEASE—See LEASE (No.35)	
6. AGREEMENT RELATING TO DEPOSIT OF TITLE-DEEDS, PAWN OR PLEDGE, that is to say, any instrument evidencing an agreement relating to—	
(1) The deposit of title deeds or instruments constituting or being evidence of the title to any property whatever (Other than a marketable security), or	
(2) The pawn or pledge of movable property, where such deposit, pawn or pledge has been made by way of security for the repayment of money advanced or to be advanced by way of loan or an existing or future debt—	
(*a*) if such loan or debt is repayable on demand or more than three months from the date of the instrument evidencing the agreement.	

Description of Instrument	Proper Stamp-duty		
	If drawn singly	If drawn in set of two for each part of the set	If drawn in set of three for each part of the set
(1)	(2)	(3)	(4)
	Rs. P.	Rs. P.	Rs. P.
When the amount of the loan or debt does not exceed Rs. 100 ..	0·40	0·25	0·25
When the amount of the loan or debt exceeds Rs. 100 but does not exceed Rs. 200.	0·70	0·40	0·25
When it exceeds Rs. 200 but does not exceed Rs. 400 ..	1·25	0·70	0·45
When it exceeds Rs. 400 but does not exceed Rs. 600 ..	1·75	0·90	0·70
When it exceeds Rs. 600 but does not exceed Rs. 800 ..	2·25	1·25	0·80
When it exceeds Rs. 800 but does not exceed Rs. 1,000 ..	4·15	2·25	1·40
When it exceeds Rs. 1,000 but does not exceed Rs. 1,200 ..	4·55	2·45	1·80
When it exceeds Rs. 1,200 but does not exceed Rs. 1,600 ..	5·90	3·15	2·10
When it exceeds Rs. 1,600 but does not exceed Rs. 2,500 ..	9·00	4·55	3·15
When it exceeds Rs. 2,500 but does not exceed Rs. 5,000 ..	17·90	9·00	6·25
When it exceeds Rs. 5,000 but does not exceed Rs. 7,500 ..	27,50	13·75	9·65
When it exceeds Rs. 7,500 but does not exceed Rs. 10,000 ..	41·25	20·65	13·75
When it exceeds Rs. 10,000 but does not exceed Rs. 15,000 ..	55·00	27·50	19·25
When it exceeds Rs. 15,000 but does not exceed Rs. 20,000 ..	75·65	41·25	26·15
When it exceeds Rs. 20,000 but does not exceed Rs. 25,000 ..	89·40	48·15	30·00
When it exceeds Rs. 25,000 but does not exceed Rs. 30,000 ..	110·00	55·00	41·25
and for every additional Rs. 10,000 or part thereof in excess of Rs. 30,000.	41·25	20·65	13·75

(*b*) if such loan or debt is repayable not more than half the duty payable on a oan or debt under three months from the date of such instrument. Clause (*a*) for the amount secured.

Exemption

Instrument of pawn or pledge of goods, if unattested :—

7. APPOINTMENT IN EXECUTION OF A POWER, whether of trustees or of property, movable or immovable, where made by any writing not being a Will. — One hundred rupees.

8. APPRAISEMENT OR VALUATION, made otherwise than under an order of the Court in the course of a suit—

(*a*) where the amount does not exceed Rs. 1,000. — The same duty as a BOTTOMRY BOND (No. 16) for such amount.

(*b*) in any other case	Twenty-one rupees
Exemptions	
(*a*) Appraisement or valuation made for the information of one party only, and not being in any manner obligatory between parties either by agreement or operation of law.	
(*b*) Appraisement of crops for the purpose of ascertaining the amount to be given to a landlords as rent.	
9. APPRENTICESHIP-DEED including every writing relating to the service or tuition of any apprentice, clerk or servant placed with any master to learn any profession, trade or employment, not being ARTICLES OF CLERKSHIP.	Fifty rupees
Exemption	
Instruments of apprenticeship executed by a Magistrate under the Apprentices Act, 1850 or by which a person is apprenticed by or at the charge of any pubilc charity.	19 of 1850
10. ARTICLES OF ASSOCIATION OF A COMPANY.	Two hundred rupees
Exemption	
Articles of any Association not formed for profit and registered under section 25 of the Companies Act, 1956.	1 of 1956
See also Memorandum of Association of a Company (No. 39).	
* * * *	
ASSIGNMENT—*See* CONVEYANCE (No. 23.), TRANSFER (No. 62) and TRANSFER of LEASE (No. 63), as the case may be.	
ATTORNEY—*See* POWER-OF-ATTORNEY (No. 48).	
AUTHORITY TO ADOPT—*See* ADOPTION-DEED (No. 3).	
12. AWARD, that is to say any decision in writing by an arbitrator or umpire not being an award directing a partition, on a reference made otherwise than by an order of the Court in the course of a suit—	
(*a*) where the amount or value of the property to which the award relates as set forth in such award does not exceed Rs. 1,000.	The same duty as a BOTTOMRY BOND (No. 16) or such amount.

Description of Instruments	Proper Stamp-duty
(1)	(2)
(*b*) if it exceeds Rs. 1,000 but does not exceed Rs. 5,000.	Twenty-seven rupees.
and for every additional Rs. 1,000 or part thereof in excess of Rs. 5,000.	One rupee and fifty paise subject to a maximum of one hundred and thirty-eight rupees.
15. BOND, as defined by section 2 (5) not being a DEBENTURE and not being otherwise provided for by this Act, or by the Court Fees Act, 1870—	7 of 1876
Where the amount or value secured does not exceed Rs. 10;	Thirty-five paise
Where it exceeds Rs. 10 and does not exceed Rs. 50;	Forty-five paise
Where it exceeds Rs. 50 and does not exceed Rs. 100;	One rupee
Where it exceeds Rs. 100 and does not exceed Rs. 200;	Two rupees and fifty paise
Where it exceeds Rs. 200 and does not exceed Rs. 300;	Three rupees and seventy-five paise
Where it exceeds Rs. 300 and does not exceed Rs. 400;	Four rupees and seventy-five paise
Where it exceeds Rs. 400 and does not exceed Rs. 500;	Six rupees
Where it exceeds Rs. 500 and does not exceed Rs. 600;	Eight rupees and fifty paise
Where it exceeds Rs. 600 and does not exceed Rs. 700;	Ten rupees
Where it exceeds Rs. 700 and does not exceed Rs. 800;	Twelve rupees
Where it exceeds Rs. 800 and does not exceed Rs. 900;	Eighteen rupees
Where it exceeds Rs. 900 and does not exceed Rs. 1,000;	Twenty-one rupees
and for every Rs. 500 or part thereof in excess of Rs. 1,000;	Eleven rupees

See (No. 2) ADMINISTRATION BOND
(No. 16) BOTTOMRY BOND
(No. 26) CUSTOMS BOND
(No. 34) INDEMNITY BOND
(No. 56) RESPONDENTIA BOND
(No. 57) SECURITY BOND

Description of Instrument	Proper Stamp-duty
(1)	(2)
Exemptions	
Bond, when executed by—	
(*a*) headmen nominated under rules framed in accordance with the Bengal Irrigation Act, 1876, section 99, for the due performance of their duties under that Act;	Bengal Act 3 of 1876
(*b*) any person for the purpose of guaranteeing that the local income derived from private subscription to a charitable dispensary or hospital or any other object of public utility shall not be less than a specified sum per mensem.	
16. BOTTOMRY BOND, that is to say, any instrument whereby the master of a sea-going ship borrows money on the security of the ship to enable him to preserve the ship or prosecute her voyage—	
Where the amount or value secured does not exceed Rs. 10;	Forty paise
Where it exceeds Rs. 10 and does not exceed Rs. 50;	Eighty paise
Where it exceeds Rs. 50 and does not exceed Rs. 100;	One rupee and fifty paise
Where it exceeds Rs. 100 and does not exceed Rs. 200;	Three rupees
Where it exceeds Rs. 200 and does not exceed Rs. 300;	Four rupees and twenty-five paise
Where it exceeds Rs. 300 and does not exceed Rs. 400;	Six rupees
Where it exceeds Rs. 400 and does not Rs. 500;	Seven Rupees and fifty paise
Where it exceeds Rs. 500 and does not exceed Rs. 600;	Eight rupees and fifty paise
Where it exceeds Rs. 600 and does not exceed Rs. 700.	Ten Rupees
Where it exceeds Rs. 700 and does not exceed Rs. 800;	Twelve rupees
Where it exceeds Rs. 800 and does not exceed Rs. 900;	Eighteen rupees
Where it exceeds Rs. 900 and does not exceed of Rs. 1,000:	Twenty-one rupees
and for every Rs. 500 or part thereof in excess of Rs. 1,000.	Eleven rupees

Description of Instruments	Proper Stamp-duty
(1)	(2)
17. CANCELLATION—Instrument of (Including any instrument by which any instrument previously executed is cancelled), if attested and not otherwise provided for,	One hundred rupees
See also RELEASE (No. 55), REVOCATION OF SETTLEMENT (No. 58-B), SURRENDER OF LEASE (No. 61), REVOCATION OF TRUST (No. 64-B).	
18. CERTIFICATE OF SALE (In respect of each property put up as a separate lot and sold), granted to the purchaser of any property sold by public auction by a Civil or Revenue Court or Collector or the Revenue Officer—	
(a) Where the purchase money does not exceed Rs. 10;	Forty paise
(b) Where the purchase money exceeds Rs. 10·00 but does not exceed Rs. 25.	Eighty paise
(c) In any other case ..	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount of the purchase money only.
. . .	. . .
20. CHARTER PARTY—that is to say, any instrument (Except an agreement for the hire of a tug-steamer), whereby a vesel or some specified principal part thereof is let for the specified purposes of the charterer whether it includes a penalty clause or not.	Fifty rupees
. . .	. . .
22. COMPOSITION DEED—that is to say, any instrument executed by a debtor, whereby he conveys his property for the benefit of his creditors, or whereby payment of a composition or dividend or their debts is secured to the creditors, or when by provision is made for the continuance of the debtors business under the supervision of inspectors or under letters of licence, for the benefit of his crediters.	Fifty rupees
23. CONVEYANCE—As defined by section 2 (10) not being a transfer charged or exempted under No. 62—	
Where the amount or value of the consideration for such conveyance as set forth therein does not exceed Rs. 50;	One rupee and fifty paise

Description of Instrument	Proper Stamp-duty
(1)	(2)
Where it exceeds Rs. 50 but does not exceed Rs. 100;	Three rupees
Where it exceeds Rs. 100 but does not exceed Rs. 200;	Six rupees
Where it exceeds Rs. 200 but does not exceed Rs. 300;	Eight rupees and fifty paise
Where it exceeds Rs. 300 but does not exceed Rs. 400;	Twelve rupees
Where it exceeds Rs. 400 but does not exceed Rs. 500.	Fifteen rupees
Where it exceeds Rs. 500 but does not exceed Rs. 600;	Seventeen rupees
Where it exceeds Rs. 600 but does not exceed Rs. 700;	Twenty rupees
Where it exceeds Rs. 700 but does not exceed Rs. 800;	Twenty-three rupees
Where it exceeds Rs. 800 but does not exceed Rs. 1,000;	Forty-two rupees
And for every Rs. 500 or part thereof in excess of Rs. 1,000.	Twenty-one rupees
Exemptions	
Assignment of copyright under the Copyright Act, 1957, section 18.	14 of 1957

CO-PARTNERSHIP DEED (*See* Partnership No. 46).

24. COPY OR EXTRACT—Certified to be a true copy or extract by or by order of any public officer and not chargeable under the law for the time being in force relating to court fees—

(i) if the original was not chargeable with duty, or if the duty, with which it was chargeable does not exceed one rupees.	Two rupees and fifty paise
(ii) In any other case ..	Five rupees
Exemptions	
(a) Copy of any paper which a public officer is expressly required by law to make or furnish for record in any public office or for any public purpose,	
(b) Copy of, or extract from any register relating to births, baptisms, namings, dedications, marriages, divorces, deaths or burials.	

Description of Instrument	Proper Stamp-duty
(1)	(2)
25. COUNTERPART OR DUPLICATE—of any instrument, chargeable with duty and in respect of which the proper duty has been paid—	
(a) If the duty with which the original instrument is chargeable does not *exceed one rupee and fifty paise,*	The same duty as is payable on the original.
(b) In any other case ..	Five rupees
Exemption	
Counterpart of any lease granted to a cultivator, when such lease is exempted from duty.	
26. CUSTOMS BOND—	
(a) Where the amount does not exceed Rs. 1,000.	The same duty as a BOTTOMRY BOND (No. 16) for such amount.
(b) In any other case ..	Fifty rupees
* * *	* *
DECLARATION OF ANY TRUST—*See* TRUST (No. 64).	
* * *	* *
DEPOSIT OF TITLE-DEEDS—*See* AGREEMENT relating to DEPOSIT OF TITLE-DEEDS, PAWN OR PLEDGE (No. 6).	
DISSOLUTION OF PARTNERSHIP—*See* PARTNERSHIP (No. 46).	
29. DIVORCE—Instrument of, that is to say, instrument by which any person effects the dissolution of his marriage.	One hundred rupees
DOWER—Instrument of—*See* SETTLEMENT (No. 58).	
DUPLICATE—*See* COUNTERPART (No. 25).	
31. EXCHANGE OF PROPERTY—Instrument of—	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the value of the property of greatest value as set forth in such instrument.
EXTRACT—*See* Copy (No. 24)	
32. FURTHER CHARGE—Instrument of that is to say, any instrument imposing a further charge on mortgaged property—	
(*a*) When the original mortgage is one of the description referred to in clause (*a*) Article No. 40 (That is, with possession);	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount of the further charge secured by such instrument.

Description of Instrument	Proper Stamp-duty
(1)	(2)
(*b*) When such mortage is one of the descriptions referred to in clause(*b*) of Article No. 40 (That is, without possession)—	
(*i*) If at the time of execution of the instrument of further charge possession of the property is given or agreed to be given under such instrument;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the total amount of the charge (Including the original mortgage and any further charge already made) less the duty already paid on such original mortgage and further charge.
(*ii*) If the possesson is not so given.	The same duty as a BOTTOMRY BOND (No. 16) for the amount of the further charge secured by such instrument;
33. GIFT—Instrument of, not being a SETTLEMENT (No. 58) or WILL or TRANSFER (No. 62).	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the value of the property as set forth in such instrument.
HIRING AGREEMENT or agreement for service—*See* AGREEMENT (No. 5).	
34. INDEMNITY BOND	The same duty as a SECURITY BOND (No. 57) for the same amount.
INSPECTORSHIP DEED—*See* COMPOSITION DEED (No. 22),	
35. LEASE, including an under-lease or sub-lease and any agreement to let or sub-let—	
(a) Where by such lease the rent is fixed and no premium is paid or delivered—	
(*i*) Where the lease purports to be for a term of less than one year;	The same duty as a BOTTOMRY BOND (No. 16) for the whole amount payable or deliverable under such lease.
(*ii*) Where the lease purports to be for term of not less than one year, but not more than five years;	The same duty as a BOTTOMRY BOND (No. 16) for the amount or value of the average annual rent reserved.
(*iii*) Where the lease purports to be for a term exceeding five years, but not exceeding ten years;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount or value of the average annual rent reserved.
(*iv*) Where the lease purports to be for a term exceeding ten years, but not exceeding twenty years;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to twice the amount or value of the average annual rent reserved.
(*v*) Where the lease purports to be for a term exceeding twenty years, but not exceeding thirty years;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to three times the amount or value of the average annual rent reserved.

Description of Instrument	Proper Stamp-duty
(1)	(2)
(*vi*) Where the lease purports to be for a term exceeding thirty years, but not exceeding one hundred years;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to four times the amount or value of the average annual rent reserved.
(*vii*) Where the lease purports to be for a term exceeding one hundred years, or in perpetuity;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to one-sixth of the whole amount of rent which would be paid or delivered in respect of first fifty years of the lease.
(*viii*) Where the lease does not purport to be for any definite term;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to three times the amount or value of the average annual rent which would be paid or delivered for the first ten years if the lease continued so long.
(*b*) Where the lease is granted for a fine or premium, or for money advanced and where no rent is reserved;	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount or value of such fine or premium, or advance as set forth in the lease.
(*c*) Where the lease is granted for a fine or premium, or for money advanced in addition to rent reserved.	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount or value of such fine or premium, or advances as set forth in the lease, in addition to the duty which would have been payable on such lease, if no fine or premium or advance had been paid or delivered : Provided that, in any case when an agreement to lease is stamped with the *ad valorem* stamp required for a lease, and a lease in pursuance of such agreement is subsequently executed, the duty on such lease shall not exceed two rupees and fifty paise.

Exemption

Lease, executed in the case of a cultivator and for the purpose of cultivation (Including a lease of trees for the production of food or drink) without the payment or delivery of any fine or Premium, when a definite term is expressed and such term does not exceed one year or when the average annual rent reserved does not exceed one hundred rupees.

Explanation—When a lessee undertakes to pay any recurring charge, such as Government revenue, the landlord's share of cesses or the owner's share of municipal rates or taxes

Description of Instrument	Proper Stamp-duty
(1)	(2)
which is by law recoverable from the lessor, the amount so agreed to be paid by the lessee, shall be deemed to be part of the rent.	
* * * * *	
LETTER OF GUARANTEE—*See* AGREEMENT (No. 5).	
38. LETTER OF LICENCE that is to say, any agreement between a debtor and his creditors that the latter shall, for a specified time, suspend their claims and allow the debtor to carry on business at his own discretion.	Fifty rupees
39. MEMORANDUM OF ASSOCIATION OF A COMPANY—	
(*a*) if accompanied by articles of association under section 26 of the Companies Act, 1956.	Two hundred rupees 1 of 1956
(*b*) if not so accompanied ...	Five hundred rupees
Exemption Memorandum of any association not formed for profit and registered under section 25 of the Companies Act, 1956.	1 of 1956
40. MORTGAGE-DEED, NOT BEING AN AGREEMENT RELATING TO DEPOSIT OF TITLE DEEDS, PAWN OR PLEDGE (No. 6) BOND (No. 15), MORTGAGE OF A CROP (No. 41), RESPONDENTIA BOND (No. 56.), OR SECURITY BOND (No. 57)—	
(*a*) when possession of the property or any part of the property comprised in such deed is given by the mortgagor or agreed to be given.	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount secured by such deed.
(*b*) when possession is not given or agreed to be given as aforesaid.	The same duty as a BOTTOMRY BOND (No. 16) for the amount secured by such deed.
Explanation—A mortgagor who gives to the mortgagee a power-of-attorney to collect rents or a lease of the property mortgaged or part thereof, is deemed to give possession within the meaning of this article.	
(*c*) When a collateral or auxiliary or additional or substituted security, or by way of further assurance for the	

Description of Instrument	Proper Stamp-duty
(1)	(2)
above-mentioned purpose where the principal or primary security is duly stamped—	
for every sum secured not exceeding Rs. 1,000; and for every Rs. 1,000 or part thereof secured in excess Rs. 1,000.	Three rupees Three rupees
Exemptions	
(1) Instruments exesuted by persons taking advances under the Land Improvement Loans Act, 1883 or the Agriculturists Loans Act, 1884, or by their sureties as security for the repayment of such advances;	12 of 1883 19 of 1884
(2) Letter of hypothecation accompanying a bill of exchange.	
41. MORTGAGE OF A CROP including any instrument evidencing an agreement to secure the repayment of a loan made upon any mortgage of a crop, whether the crop is or is not in existence at the time of the mortage—	
(*a*) when the loan is repayable not more than three months from the date of the instrument—	
for every sum secured not exdeeding Rs. 200;	Thirty paise
and for every Rs. 200 or part thereof secured in excess of Rs. 200;	Thirty paise
(*b*) when the loan is rebayable more than three months but not more than eighteen months, from the date of the instrument—	
For every sum secured not exceeding Rs. 100;	Forty paise
and for every Rs. 100 or part thereof secured in excess of Rs. 100.	Fifty paise
42. NOTARIAL ACT that is to say, any instrument, endorsement, note, attestation, certificate, or entry not being a PROTEST (No. 50) made or signed by a Notary Public in the execution of the duties of his office, or by any other person lawfully acting as a Notary Public.	Twenty rupees
See also PROTEST OF BILL OR NOTE (No. 50).	

Description of Instrument	Proper Stamp-duty
(1)	(2)
43. NOTE OR MEMORANDUM sent by a Broker or Agent to his principal intimating the purchase or sale on account of such principal—	
(*a*) of any goods, exceeding in value twenty rupes;	Seventy-five paise
(*b*) of any stock or marketable security exceeding in value twenty rupees;	Subject to a maximum of forty-two rupees and fifty paise, for every ten thousand *rupees or part thereof* of the value of the stock or security.
44. NOTE OF PROTEST BY THE MASTER OF A SHIP—*See* also PROTEST BY THE MASTER OF A SHIP (NO. 51).	Ten rupees
45. PARTITION—Instrument of as defined by section 2 (15).	The same duty as a BOTTOMRY BOND (No. 16) for the amount of the value of the separated share or shares of the property. *N.B.*—The largest share remaining after the property is partioned (or if there are two or more shares of equal value and not smaller than any of the other shares, then one of such equal shares) shall be deemed to be that from which the other shares are separated; Provided always that— (*a*) When an instrument of partition containing an agreement to divide property in severality is executed and a partition is effected in pursuance of such agreement the duty chargeable upon the instrument effecting such a partition shall be reduced by the amount of duty paid in respect of the first instrument but shall not be less than three rupees. (*b*) Where land is held on Revenue Settlement for a period not exceeding thirty years and paying the full assessment, the value for the purpose of duty shall be calculated at not more than five times the annual revenue. (*c*) Where a final order for effecting a partition passed by any Revenue authority or any Civil Court, or an award by an arbitrator directing a partition, is stamped with the stamp required for an instrument of partition and an instrument of patrition in pursuance of such order or award is susbequently executed, the duty on such instrument shall not exceed three rupees.

Description of Instrument	Proper Stamp-duty
(1)	(2)
46. PARTNERSHIP—	
A—Instrument of—	
(*a*) where the capital of the partnership does not exceed Rs. 500;	Twenty rupees
(*b*) in any other case ..	One hundred rupees
B—Dissolution of—	
PAWN OR PLEDGE—*See* AGREEMENT RELATING TO DEPOSIT OF TITLE-DEEDS, PAWN OR PLEDGE (No. 6).	Fifty rupees
48. POWER-OF-ATTORNEY as defined by section 2 (21) not being a proxy—	
(*a*) when executed for the sole purpose of procuring the registration of one or more documents in relation to a single transaction or for admitting execution of one or mor such documents;	Fifty rupees
(*b*) When required in suits or proceedings under the Presidency Small Cause Courts Act, 1872;	Five rupees
(*c*) When authorising one person or more to act in a single transaction other than the case mentioned in clause (a);	Ten rupees
(*d*) When authorising not more than five persons to act jointly and severally in more than one transaction or generally;	Fifty rupees
(*e*) When authorising more than five but not more than ten persons to act jointly and severally in more than one transaction or generally;	One hundred rupees
(*f*) when given for consideration and authorising the attorney to sell any immovable property;	The same duty as a CONVEYANCE (No. 23) for the amount of consideration.
(*g*) In any other case ..	Ten rupees for each person authorised *N. B.*—The term "Registration" includes every operation incidental to registration under the Indian Registration Act, 1908. 16 of 1908.
Explanation—For the purposes of this article more persons than one when belonging to the same firm shall be deemed to be one persons.	
* *	* *
50. PROTEST OF BILL OR NOTE that is to say any declaration in writing made by a Notary Public, or other person lawfully acting as such, attesting the dishonour of a Bill of Exchange or Promissory Note.	Ten rupees

Description of Instrument	Proper Stamp-duty
(1)	(2)
51. PROTEST BY THE MASTER OF A SHIP that is to say, any declaration of the particulars of the voyage drawn up by him with a view to the adjustment of losses or the calculation of averages, and every declaration in writing made by him against the charterers or the consignees for not loading or unloading the ship when such declaration is attested or certified by a Notary Public or other person lawfully acting as such. *See* also NOTE OF PROTEST BY THE MASTER OF A SHIP (No. 44).	Ten rupees
* *	* *
54. RECONVEYANCE OF MORTGAGED PROPERTY—	
(*a*) if the consideration for which the property was mortgaged does not exceed Rs. 1,000;	The same duty as a CONVEYANCE (No. 23) for the amount of such consideration as set forth in the reconveyance.
(*b*) in any other case ..	Forty-two rupees
55. RELEASE that is to say, instrument not being such a release as is provided for by section (23-A.), whereby a person renounces a claim upon another person or against any specified property—	
(*a*) If the amount or value of the claim does not exceed Rs. 1,000;	The same duty as a BOTTOMRY BOND (No. 16) for such amount or value as set forth in the release.
(*b*) in any other case ..	Twenty-one rupees
56. RESPONDENTIA BOND that is to say, any instrument securing a loan on the cargo laden or up to be laden on board a ship and making repayment contingent on the arrival of the cargo at the port of destination.	The same duty as a BOTTOMRY BOND (No. 16) for the amount of the loan secured.
REVOCATION OF ANY TRUST OR SETTLEMENT—*See* SETTLEMENT (No. 58)—TRUST (No. 64)	
57. SECURITY BOND OR MORTGAGE DEED executed by way of security for the due execution of an office, or to account for money or other property received by virtue thereof, or executed by a surety to secure the due performance of a contract—	
(a) When the amount secured does not exceed Rs. 1,000.	The same duty as a BOTTOMRY BOND (No. 16) for the amount secured.
(b) In any other case ..	Twenty-one rupees

Description of Instrument (1)	Proper Stamp-duty (2)	
Exemptions		
Bond or other instrument, when executed—		
(a) By headmen nominated under rules framed in accordance with the Bengal Irrigation Act, 1876, section 99 for the due performance of their duties under that Act.		3 of 1876.
(b) By any person for the purpose of guaranteeing that the local income derived from private subscriptions to a charitable dispensary or hospital or any other subject or public utility shall not be less than a specified sum per mensem;		
(c) By persons taking advances under the Land Improvement Loans Act, 1883, or the Agriculturists Loans Act, 1884, or by their sureties, as security for the repayment of such advances;		19 of 1883. 12 of 1884
(d) By officers of the Government or their sureties to secure the due execution of an office, or the due accounting for money or other property received by virtue thereof.		
58. SETTLEMENT—(A) INSTRUMENT OF (including a deed of dower).	The same duty as a BOTTOMRY BOND (No. 16) for a sum equal to the amount or value of the propety settled as set forth in such settlement: Provided that, where an agreement to settle is stamped with the stamp required for an instrument of settlement and an instrument of settlement in pursuance of such agreement is subsequently executed, the duty on such instrument shall not exceed three rupees.	
Exemption Deed of dower executed on the occasion of a marriage between Mohammadans.		
(B) REVOCATION OF	The same duty as a BOTTOMRY BOND (No. 16) for a sum equal to the amount or value of the property concerned, as set forth in the instrument of Revocation, but not exceeding forty-two rupees.	
See ALSO TRUST (No. 64)		
59. SHARE WARRANTS to bearer issued under the Companies Act, 1956.	One and a half times the duty payable on a CONVEYANCE (No. 23) for a consideration equal to the nominal amount of the shares specified in the warrant.	1 of 1956.

Description of Instrument	Proper Stamp-duty
(1)	(2)
Exemptions	
Share warrant when issued by a company in pursuance of the Companies Act, 1956, section 114, to have effect only upon payment, as composition for that duty, to the Collector of stamp-revenue, of—	1 of 1956
(*a*) one and a half percentum of the whole subscribed capital of the company; or	
(*b*) if any company which has paid the said duty or composition in full, subsequently issues an addition to its subscribed capital, one and a half percentum of the additional capital so issued.	
61. SURRENDER OF LEASE	
(*a*) when the duty with which the lease is chargeable does not exceed seven rupees and fifty paise;	The duty with which such lease is chargeable.
(*b*) in any other case	Twenty-one rupees
Exemptions	
Surrender of lease, when such lease is exempted from duty.	
62. TRANSFER (Whether with or without consideration)—	
* * *	* *
(*c*) of any interest secured by a bond of mortgage deed—	
(*i*) if the duty on such bond or mortgage deed does not exceed seven rupees and fifty paise;	The duty with which such bond or mortgage deed is chargeable.
(*ii*) in any other case	Twenty-one rupees
(d) of any property under the Administrator-General's Act, 1913, section 25;	Forty-two rupees
(e) of any trust-property without consideration from one trustee to another trustee or from a trustee to a beneficiary.	Eighteen rupees and seventy-five paise or such smaller amount as may be chargeable under clause (c) of the article.
Exemptions	
Transfer by endorsement—	
* * *	* *
(*b*) of a delivery order, warrant for goods or other merchantile document of title to goods;	
* * *	* *

Description of Instrument (1)	Proper Stamp-duty (2)
(d) of securities of the Central Government.	
See also section 8—	
63. TRANSFER OR LEASE by way of assignment and not by way of under lease.	The same duty as a CONVEYANCE (No. 23) for a consideration equal to the amount of the consideration for the transfer.
Exemptions	
Transfer of any lease exempt from duty—	
64. TRUST—A—DECLARATION OF—of concerning any property when made by any writing not being a Will.	The same duty as BOTTOMRY BOND (No. 16) for a sum equal to the amount or value of the property concerned, as set forth in the instrument, but not exceeding sixty-two rupees.
B—REVOCATION OF—of or concerning any property when made by an instrument other than a Will.	The same duty as a BOTTOMRY BOND (No. 16) for a sum equal to the amount or value of the property concerned, as set forth in the instrument, but not exceeding forty-two rupees.
See also SETTLEMENT (No. 58)—Variation.	
See APPRAISEMENT (No. 8)	
65. WARRANT FOR GOODS that is to say, any instrument evidencing the title of any person therein named or his assigns, of the holder thereof, to the property in any goods lying in or upon any signed dock, warehouse or wharf, such instrument being or certified by or on behalf of the person in whose custody such goods may be."	Five Rupees

Repeal and savings.

3. (1) *The Indian Stamp (Orissa Amendment) Ordinance, 1985 is hereby* repealed. Orissa Ordinance No. 10 of 1985.

(2) Notwithstanding such repeal anything done or any action taken under the principal Act as amended by the said Ordinance shall be deemed to have been done or taken under the principal Act as amended by this Act.

THE INDIAN STAMP (ODISHA AMENDMENT) ACT, 2021

PREAMBLE:

SECTIONS:

1. Short title.
2. Amendment of Schedule 1- A.

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No.1626, CUTTACK, TUESDAY, OCTOBER 5, 2021 / ASWINA 13, 1943

LAW DEPARTMENT

NOTIFICATION

The 5th October, 2021

No.10287-I-Legis-17/2021/L.— The following Act of the Odisha Legislative Assembly having been assented to by the Governor on the 4th October, 2021 is hereby published for general information.

ODISHA ACT 18 OF 2021

THE INDIAN STAMP (ODISHA AMENDMENT) ACT, 2021

AN

ACT

Further to amend the Indian Stamp Act, 1899 in its application to the State of Odisha.

Be it enacted by the Legislature of the State of Odisha in the Seventy-second Year of the Republic of India as follows: ─

Short title.

1. This Act may be called the Indian Stamp (Odisha Amendment) Bill, 2021.

Amendment of Schedule 1-A.

2. In the Schedule 1-A of the Indian Stamp Act,1899 ─ 2 of 1899.

(a) In article 5, after clause (b), the following clause shall be inserted, namely: ─

"(bb) if relating to an agreement for sale of Immovable property involving delivery of	Two per centum of the amount of consideration of the property as set forth in the agreement or

	possession of such property or Development agreement in respect of any immovable property.	market value of such property whichever is higher, subject to the adjustment of duty chargeable at the time of execution of deed of conveyance made in pursuance of such agreement between the same parties.

Explanation. ─ The expression "Development agreement" means agreement executed by any person giving authority or power to a promoter or developer, by whatever name called, for construction or development in any manner of any immovable property".

(b) in article 23, the Explanation including the proviso thereto appearing in column (1), shall be omitted;

(c) in article 24, after clause (i), the following clause shall be inserted, namely: ─

(ia) certified copy of the Document registered under the Indian Registration Act, 1908 (16 of 1908).		One hundred rupees"

(d) in article 48, for clauses (f), (g) and (h) the following clauses shall be substituted, namely:

"(f) when given for consideration and authorizing the person		Two percentum of the amount of consideration or market value of such

other than the family members as Attorney to sell any immovable property situated in the State of Odisha.	property whichever is higher.
(g) when given to a promoter or developer by whatever name called, for construction or development of any immovable property situated in the State of Odisha.	Two percentum of amount value of consideration or market value of such property which is higher: Provided that if proper stamp duty is paid on development agreement under clause (bb) of article-5 executed between the same parties and in respect of same property then the proper stamp duty under this clause shall be one thousand rupees.
(h) when given to family member of the executant related as father, mother, wife, husband, son, daughter, brother, sister,	One thousand rupees.

daughters-in-law,grandson, grand-daughter, grand-father, grand-mother, authorizing such member to sell any immovable property situated in the State of Odisha.	
(i) in any other case.	Twenty rupees for each person so authorized".

By Order of the Governor
RADHA KRISHNA PATTANAIK
Principal Secretary to Government

Printed and Published by the Director, Printing, Stationery and Publication, Odisha, Cuttack-10
OGP/SBP Ex.Gaz.1079-173+380

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 1995, CUTTACK, TUESDAY, OCTOBER 30, 2018/KARTIKA 8, 1940

REVENUE & DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

The 27th October, 2018

S.R.O. No. 433/2018— In exercise of the powers conferred by Section 75 read with Section 47-A of the Indian Stamp Act, 1899, (No.2 of 1899), the State Government do hereby make the following rules further to amend the Odisha Stamp Rules,1952, namely:—

1. Short title and Commencement.— (1) These rules may be called the Odisha Stamp (Amendment) Rules, 2018.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. In the Odisha Stamp Rules, 1952 (hereinafter referred to as the said rules), in rule 2,–

(a) after clause (h), the following clause shall be inserted, namely:—

"(h-1)"Engineering Department'' means the office of the Executive Engineer (Rural Development), Executive Engineer (Roads and Building), Assistant Executive Engineer (Roads and Building), Assistant Executive Engineer (Rural Development), Assistant Executive Engineer (Panchayat Samiti) and any other such offices as notified by the Government, from time to time";

(b) for clause (j), the following clause shall be substituted, namely:—

"(j) "Set of Market value'' means the set of values of immovable properties in different villages, Notified Area Council, Municipalities, Municipal Corporation and other local areas in the State prepared under rule 41''; and

(c) after clause (j), the following clauses shall be inserted, namely:—

"(k) "rural area" means the area which is not urban; "

"(l) "urban area" means the area covered under Notified Area Council, Municipalities or Municipal Corporation as notified by the Government, from time to time;".

3. In the said rules, in rule 4, for the heading appearing in CHAPTER VI, the following heading shall be substituted, namely:—

"MANNER OF DETERMINATION OF MARKET VALUE"

4. In the said rules, in rule 37,–

(i) for clause (a), the following clauses shall be substituted, namely:—

"(a) The District Valuation Committee shall consist of —

(i)	The Collector;	-	Chairman
(ii)	Additional District Magistrate (District Registrar);	-	Member-Convener
(iii)	All Sub-Collectors of the District;	-	Member
(iv)	All Sub-Registrars of the District;	-	Member
(v)	All Tahasildars of the District;	-	Member
(vi)	Executive Engineer, (Rural Development);	-	Member
(vii)	Executive Engineer, (Roads and Building);	-	Member
(viii)	Representative of Municipality or Corporation;	-	Member
(ix)	Representative of Development Authority or Town Planning;	-	Member
(x)	Two public persons to be nominated by the Chairman;	-	Member

(a-i) One of the nominees of the Chairman shall be preferably an expert valuer or an expert familiar with principles and practices of valuation of land, buildings and other immovable properties and the tenure of such nominated members shall be two years";

(ii) in clause (b),–

(a) for item (iv), following item shall be substituted namely:—

"(iv) "Assistant Executive Engineer" (Roads and Building) Member"; and

(b) after item (vi) the following items shall be inserted namely:—

"(vii) Assistant Executive Engineer (Rural Development); Member

(viii) Assistant Executive Engineer (Panchayat Samiti); Member.".

5. In the said rules, for rule 38, the following rule shall be substituted, namely:—

"38. Function to be performed by the District Valuation Committee.— The District Level Valuation Committee shall,—

(a) analyze the proposed values in Form Nos. 5, 6 and 7 along with other information received from the Sub-District Valuation Committee under rule 39 and information collected from appropriate authorities;

(b) compile and analyze the data from statistics in the respective Forms and determine the market value of the property; and

(c) after determination of the market value, send the same to the Government for approval and after approval by the Government, the Committee shall publish the market values of the property for different areas of its own District without prejudice to the powers conferred on Collector under section 47 of the Act.

6. In the said rules, for rule 39, the following rule shall be substituted, namely:—

"39. Function of the Sub-District Valuation Committee.— The Sub-District Valuation Committee shall perform the following functions, namely:—

(a) it shall compile the data pertaining to the property values received from concerned Sub-Registrar and for this purpose, at least the data of average value shall be calculated taking into account fifty per centum of documents having highest sale instances registered in the Sub-Registrar office during the last two years;

(b) in case of single sale instance during the last two years, the extent of land involved in the transaction shall be taken into account for determining the market value of the property;

(c) in case of urban area, the extent of land involved in transaction shall be not less than one twenty-fifth of an acre when it is homestead land and not less than one-tenth of an acre when it is agricultural land;

(d) in case of rural area, the extent of land involved in transaction shall be not less than one fifth of an acre when it is homestead land and not less than one-half of an acre when it is agricultural land;

(e) if no sale instance of last two years is available, the average value of the property shall be arrived at making ten per centum increase of the existing valuation;

(f) the valuation of buildings and structures Reinforced Cement Concrete (RCC) per square feet shall be calculated as per the rate provided by the Chief Engineer (Buildings), from time to time, as approved by the Government;

(g) in case of other buildings, like Autoclaved Cellular Concrete (ACC) roof etc, the Committee shall obtain report from the Assistant Executive Engineer (Roads and Building), Assistant Executive Engineer (Rural Development) or Assistant Executive Engineer of Panchayat Samiti, as the case may be, on square feet construction cost and submit the report in Form No. 7;

(h) in case of purchase of lands or plots or houses from Development Authorities or Housing Board Societies etc., the average value of the property shall be calculated on the basis of the purchase price of such plots or land, as the case may be;

(i) it shall analyze the data collected and shall propose value in the prescribed form and forward the same to the respective District Valuation Committee along with the data and information collected.".

7. In the said rules, for rule 41, following rule shall be substituted, namely:—

"41. Procedure for preparation of set of market value.— While working out the values of immovable properties, the respective Committee shall take into account the principle of valuation mentioned in clause (a) of rule 39 and Appendix II and such other instructions issued by the Government and Inspector General of Registration, from time to time.".

8. In the said rules, for rule 42, the following rule shall be substituted, namely:—

"42. Forms.— (1) The sale statistics of the property for urban area and rural area shall be prepared in Form Nos. 5 and 6 respectively and shall be submitted by the Registering Officer to the Sub-District Valuation Committee.

(2) The Engineering Department shall prepare the sale statistics of the property in Form No.7 and submit the same to the District Committee as well as Sub-District Committee.".

9. In the said rules, for rule 43, following rule shall be substituted, namely:—

"43. Supply of set of market value.— Set of market value of the property shall be made available to each Registering Officer by the convener of the District Valuation Committee.".

10. In the said rules, in rule 44, for the expression "market value guidelines", the expression "Set of market value of the properties", shall be substituted.

11. In the said rules, in rule 46, for the expression "market value guidelines", the expression "set of market value of the properties", shall be substituted.

12. In the said rules, rule 48 shall be omitted.

13. In the said rules, for Form Nos. 5, 6, 7 and 8 following Forms shall, respectively, be substituted, namely:—

Form No.5

(*See* rule 42)

Sale statistics of the property for urban area

Name of Tahasil:

Name of Registration office:

Name of the City/Town	Ward No.	Name of Locality/Street	Value per Sqr. Feet and Per Dec.		
			Residential	Commercial	All other projects
(1)	(2)	(3)	(4)	(5)	(6)

Signature of Competent Authority

Form No.6

(*See* rule 42)

Sale statistics of the property for rural area

Name of Tahasil:

Name of Registration office:

Name of the Village:

Irrigated				Non-irrigated
Class- I Land	Value per acre	Class-II land	Value per acre	Class II (all other agricultural land)
(1)	(2)	(3)	(4)	(5)

Non-irrigated						
Value per acre	All other land	Value per acre	Ghar Bari	Value per acre	Bari	Value per acre
(6)	(7)	(8)	(9)	(10)	(11)	(12)

Signature of Competent Authority

Form No.7

(*See* rule 39 and 42(2))

Sale statistics of the property by the Engineering Departments

Name of Tahasil:

Name of Registration office:

Name of the City/Town	Value per Sqr. feet			
	R.C.C.	Asbestos	Tin Sheets	Other Types
(1)	(2)	(3)	(4)	(5)

Signature of Competent Authority”

14. In the said rules, for Appendix II, following Appendix shall be substituted, namely:–

"APPENDIX II

(*See* rule 41)

PRINCIPLES FOR DETERMINATION OF MARKET VALUE

For the purpose of providing some principles for the valuation of property, some characteristics are listed below for consideration. Once a particular property is classified, set of market value can be assigned with relatively greater assurance. While the characterization preferred below cannot be called exhaustive of the various facts of a property, it must be noted that it is necessary to be selective in choosing a few characteristics out of many for the system to be practicable.

(a) In the case of land, the following may be considered namely:—

(i) Classification (Kisam) in the settlement register;

(ii) value of adjacent land or lands in the vicinity;

(iii) the number of crops, the nature of crops raised in a year on the land, average yield from the land;

(iv) proximity to road, railway station, village and market;

(v) creation of any new irrigation project, providing the patch assured irrigation;

(vi) proximity to newly notified National High Way or State High Way or roads made under Pradhan Mantri Grama Sadak Yojana, Growth centers, sub-urban centers etc;

(vii) if any plot / plots are converted to house sites or otherwise, its market value will be at par the category after conversion';

(viii) facilities available for irrigation such as tank, wells and pump sets and;

(ix) the level of land;

(b) In the case of house sites, the following may be considered, namely:—

(i) the general value of house sites in the locality;

(ii) proximity to roads, railway station and bus routes;

(iii) proximity to market, shops and commercial centers;

(iv) amenities available in the areas like water-supply, electricity, sewerage, hospitals and educational institutions,

(v) developmental activities and industrial scenario in the vicinity, and

(c) In case of properties other than lands, house sites and buildings, the following may be considered, namely:—

(i) the nature, age and condition of the property;

(ii) propose for which the property is being put to use; and

(iii) market price of comparable property if similar goods are regularly bought and sold in the market.

(d) In all the cases, special features relevant for valuation shall have to be considered, either reported by the concerned parties or learnt otherwise.".

[No.40066–RDM-Reg-STAMP-0009/2018/R&DM.]

By Orders of the Governor

Dr. C. S. KUMAR

Principal Secretary to Government

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Government of Odisha

Board of Revenue, Odisha, Cuttack

(Rajaswa Bhawan, Chandini Chowk, Cuttack-2 : email:igr@odisha.gov.in)

(Registration Wing)

No. IGR-PLCY-POLICY-0007-2025 6452 /Regn. Date 19/12/2025

From

Ms. P. Anvesha Reddy, IAS
Inspector General of Registration,
Odisha, Cuttack

To

All the Deputy IGRs
All the ADM-cum-DRs
All the District Sub-Registrars
All the Sub-Registrars

Sub: Regarding Odisha Stamp (Amendment) Rules 2025.

Sir,

In inviting reference to the subject cited above, I am to enclose herewith a copy of Govt. in R &D.M. Department Resolution No. 46801/R &D.M. dated 12.12.2025 regarding Odisha Stamp (Amendment) Rules 2025 for your kind information and necessary action. You are hereby impressed upon to adhere strictly to the provisions of the said Notification.

Yours faithfully,

Inspector General of Registration,
Odisha, Cuttack

Memo No. 6453 **/Regn., dated** 19/12/2025

Copy forwarded to the Addl. Secretary to Govt, Revenue and Disaster Management Deptt., Odisha, Bhubaneswar for information.

Inspector General of Registration,
Odisha, Cuttack

IGR-PLCY-POLICY-0007-2025/1/2025

Memo No. 6454 **/Regn., dated** 19/12/2025

Copy forwarded to CEO, Terracis Tech. Ltd for information and necessary action.You are requested to upload the above notification in the IGR Portal.

Inspector General of Registration,
Odisha, Cuttack

IGR-PLCY-POLICY-0007-2025/1/2025

GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

Bhubaneswar, dated the 12 DEC 2025

No. RDM-Reg-STAMP-0006-2024 46801 /R&DM, In exercise of the powers conferred by section 75 of the Indian Stamp Act, 1899 (No. 02 of 1899), the State Government do hereby make the following rules further to amend the Odisha Stamp Rules, 1952, namely :–

1. (1) These rules may be called the Odisha Stamp (Amendment) Rules, 2025.
(2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Stamp Rules, 1952 (hereinafter referred to as the said rules), in rule 39,–
(i) in opening portion, after the words "Sub-District Valuation Committee" the words and commas ", after receipt of the information as to the plot wise fair market value based on actual sale transactions from the Tahasildar," shall be inserted.

(ii) for clause (e), the following clause shall be substituted, namely :-
"(e) in case of urban area, the average auction value for the same type of land in the same village or ward shall be taken into account instead of the highest auction value;".

3. In the said rules, for rule 40, the following rule shall be substituted, namely :-
"40. Periodicity of revision – (1) The Set of Market value guidelines prepared under the Chapter shall be issued as soon as they are prepared and thereafter be revised biennially from the 1st of April :

Provided that a five percent enhancement shall be made to the set of values of immovable properties only in the urban area after the 1st year of revision :

Provided further that the enhanced set of values shall take effect from the 1st of April, upon its approval by the District Valuation Committee.

(2) In case the Committee fails to revise the valuation biennially, the Collector as Chairman would enhance the value by ten percent of the value so fixed for the last biennial year.

Provided that such escalation shall not be applicable for the rural villages in which there have been no sale of property for the last biennial period.".

4. In the said rules, in rule 42, in sub-rule (2), after the words and figure "in Form No. 7", the words "with the market value of the buildings and structures to be assessed on the basis of the materials used as well as the stage or level to which the construction has been reached or completed" shall be inserted.

5. In the said rules, for Form Nos. 5, 6 and 7 the following Forms shall respectively be substituted, namely :–

"Form No. 5
(See rule 42)
Sale statistics of the land property for urban area

Name of Tahasil :
Name of Registration office :

Name of the City/Town	Ward No.	Name of Locality/Street	Value per Sq. Feet and per Dec.					
			Roadside plot	Residential	Commercial	Institutional	Industrial	Others
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Signature of Competent Authority

Form No. 6
(See rule 42)
Sale statistics of the land property for rural area

Name of Tahasil :
Name of Registration office :
Name of the Village :

Type of Land	Location	Zone		Plot Nos	Value per acre	Remarks
1	2	3	4	5	6	7
Agricultural Land	Roadside Plot	National Highway	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
		State Highway and Expressway	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
		Other Major Roads	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
	Interior Plot (Beyond 200 meters form the road)	Irrigated Land	Double Crops			
			Single Crop			
		Non-Irrigated Land	Cropped Area			
			Fallow Land			
	Project Area (Social, Economic or Other Development Project but not converted to Non-Agriculture Purpose)	Social				
		Economic				
		Others				
Non-Agricultural Land	Residential					
	Commercial					
	Institutional					
	Industrial					
Miscellaneous Land (Plots not defined hitherto)						
Remark :- Plots to be clubbed in to appropriate zone on the basis of the factors as indicated in Appendix II.						

Signature of Competent Authority

Form No. 7

(See rule 39 and 42(2))

Sale statistics of Buildings and Structures by the Engineering Departments

Name of Tahasil :

Name of Registration office :

Name of the City/Town/Village	Value per Sq. Feet					
	R.C.C.	Asbestos	Tin Sheets	Acrylic/Polycarbonate Sheets	Other Types	Apartment Units
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Signature of Competent Authority".

By order of the Governor

12/12/2025

Deoranjan Kumar Singh, IAS

Additional Chief Secretary to Government

Memo No 46802 /R&DM, Dated : 12 DEC 2025

Copy along with soft copy forwarded to the Gazette Cell, Loka Seva Bhawan, C/o- Commerce Department Bhubaneswar with a request to publish the Notification in an extra ordinary issue of the Gazette. This will bear Statutory Regulatory Order (SRO) number.

They are requested to supply ten printed copies to this Department/ ten copies to the Inspector General of Registration Odisha, Cuttack/ five copies to the Hon'ble Member Board of Revenue, Odisha Cuttack.

12/12/25

Additional Secretary to Government

Memo No 46803 /R&DM, Dated: 12 DEC 2025

Copy forwarded to the Principal Secretary to the Hon'ble Governor of Odisha, Lok Bhavan, Bhubaneswar / Private Secretary to Hon'ble Chief Minister, Odisha/ Private Secretary to all Hon'ble Ministers / OSD to Chief Secretary, Odisha / P.S to Development Commissioner-cum-Additional Chief Secretary, Odisha/ P.S. to A.P.C./ Principal A.G., Odisha, Bhubaneswar for information and necessary action.

Additional Secretary to Government
12/12/25

Memo No 46804 /R&DM, Dated 12 DEC 2025

Copy forwarded to the Inspector General of Registration, Odisha, Cuttack/ Secretary Board of Revenue, Odisha, Cuttack/ All Departments / All Heads of Department/ All RDCs/ All Collectors/ All ADM-cum-District Registrars/ All Dy. IGRs/ All District Sub-Registrars/ All Sub-Registrars for information and necessary action.

Additional Secretary to Government
12/12/25

Memo No 46805 /R&DM, Dated 12 DEC 2025

Copy forwarded to all Branches of Revenue & Disaster Management Department for information and necessary action.

Additional Secretary to Government
12/12/25

Memo No 46806 /R&DM, Dated 12 DEC 2025

Copy forwarded to the Additional Secretary to Government, e-Governance Branch with a request to upload the Notification in Department website.

Additional Secretary to Government
12/12/25

Memo No 46807 /R&DM, Dated 12 DEC 2025

Five copies forwarded to Registration Branch for guard file.

Additional Secretary to Government
12/12/25

Government of Odisha

Board of Revenue, Odisha, Cuttack

(Rajaswa Bhawan, Chandini Chowk, Cuttack-2 : email:igr@odisha.gov.in)

(Registration Wing)

No: IGR-PLCY-POLICY-0022-2025 49 /Regn. Date 05/01/2026

From

Ms. P. Anvesha Reddy, IAS
Inspector General of Registration,
Odisha, Cuttack

To

All the Deputy IGRs
All the ADM-cum-DRs
All the District Sub-Registrars
All the Sub-Registrars

Sub: Amendment regarding Table of Fees.

Madam/Sir,

In inviting reference to the subject cited above, I am to enclose herewith a copy of Govt. in R &D.M. Department Notification No. 47476/R &D.M. dated 17.12.2025 regarding amendment to Table of Fees for your kind information and necessary action. You are hereby impressed upon to adhere strictly to the provisions of the said Notification.

Yours faithfully,

Inspector General of Registration,
Odisha, Cuttack

Memo No. 50 **/Regn., dated** 05/01/2026

Copy forwarded to the Addl. Secretary to Govt, Revenue and Disaster Management Deptt., Odisha, Bhubaneswar for information w.r.t. Govt. in R &D.M. Department Memo No.47479 dated 17.12.2025.

Inspector General of Registration,
Odisha, Cuttack

GR-PLCY-POLICY-0022-2025/1/2026

Memo No. 51 **/Regn., dated** 05/01/2026

Copy forwarded to CEO, Terracis Tech. Ltd for information and necessary action.

You are requested to upload the above notification in the IGR Portal.

Inspector General of Registration,
Odisha, Cuttack

GR-PLCY-POLICY-0022-2025/1/2026

9869
23/12/25

OFFICE OF THE I.G.R. CUTTACK
18 DEC 2025

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

****

NOTIFICATION

Bhubaneswar, dated the 17 DEC 2025

No. RDM-Reg-POLICY-0001-2025- 47476 /R&D.M., In exercise of the powers conferred by section 78 read with section 79 of the Registration Act, 1908 (Act 16 of 1908), the State Government do hereby make the following amendment to the existing table of fees payable for the purpose of section 78 of the said Act within the State of Odisha, namely: --

Amendment

In Article-A, in Part-I, in clause-1, after sub-clause 1-C of the Table of Fees, the following sub-clause shall be inserted, namely: --

"1-D. Fees for registration of the deed of conveyance executed by the Promoter involving transfer of common areas and facilities in favour of the association of allottees to which the Odisha Apartment (Ownership and Management) Act, 2023 apply, shall be a fixed fee of Rs. 20,000/-.".

By order of the Governor

17/12/2025

Deoranjan Kumar Singh, IAS
Additional Chief Secretary to Government

Memo No 47477 /R&DM, Dated: 17 DEC 2025

Copy along with soft copy forwarded to the Gazette Cell, Loka Seva Bhawan, C/o- Commerce Department Bhubaneswar with a request to publish the Notification in an extra ordinary issue of the Gazette. This will bear Statutory Regulatory Order (SRO) number.

They are requested to supply ten printed copies to this Department/ ten copies to the Inspector General of Registration Odisha, Cuttack/ five copies to the Hon'ble Member Board of Revenue, Odisha Cuttack.

Additional Secretary to Government
17/12/25

Memo No 47478 /R&DM, Dated: 17 DEC 2025

Copy forwarded to the Principal Secretary to the Hon'ble Governor of Odisha, Lok Bhavan, Bhubaneswar / Private Secretary to Hon'ble Chief Minister, Odisha/ Private Secretaries to all Hon'ble Ministers / OSD to Chief Secretary, Odisha / P.S to Development Commissioner-cum-Addl. Chief Secretary, Odisha/ P.S. to A.P.C./ Principal A.G., Odisha, Bhubaneswar for information and necessary action.

Additional Secretary to Government
17/12/25

Memo No 47479 /R&DM, Dated 17 DEC 2025

Copy forwarded to the Inspector General of Registration, Odisha, Cuttack/ Secretary Board of Revenue, Odisha, Cuttack/ All Departments / All Heads of Department/ All RDCs/ All Collectors/ All ADM-cum-District Registrars/ All Deputy IGRs/ All District Sub-Registrars/ All Sub-Registrars for information and necessary action.

Additional Secretary to Government
17/12/25

Memo No 47480 /R&DM, Dated 17 DEC 2025

Copy forwarded all Branches of Revenue & DM Department for information and necessary action.

Additional Secretary to Government
17/12/25

Memo No 47481 /R&DM, Dated 17 DEC 2025

Copy forwarded to the Additional Secretary to Government, e-Governance Branch with a request to upload the Notification in Department website.

Additional Secretary to Government
17/12/25

Memo No 47482 /R&DM, Dated 17 DEC 2025

Five copies forwarded to Registration Branch for guard file.

Additional Secretary to Government
17/12/25

By e-mail

Government of Odisha
Board of Revenue, Odisha, Cuttack
(Rajaswa Bhawan, Chandini Chowk, Cuttack-2, Email Id- igr@odisha.gov.in)
(Registration Wing)

No. IX - 70/2022 2051 / Regn. Date 31.05.2022

From,

Dr. Smita Mohanty, OAS (1)
Under Secretary (Regn.)

To,

The Tahasildar, Agalpur

Sub- Clarification for payment of stamp duty during the agreement for lease of sand quarry

Ref- Your Letter No. 1003 , dated 27.05.2022.

Sir,

In inviting reference on the subject cited above, I am directed to clarify that the Document is classified as Lease/ Agreement to Lease under the Article -35 of Indian Stamp Act. Since this is a lease with Advance and Rent component the Stamp Duty is chargeable as per article 35 (c) which the aggregate of Stamp Duty Payable under the article 35 (a) & 35 (b)

1. Stamp Duty Payable under the Article – 35 (b) the Advance Component @ 5% of the amount -

   In this case the party had either deposited/ is due to deposit the amount before the execution of the lease deed.

   In this case as stated in the letter the party had already deposited ₹ 14,800 + ₹ 7,35,400/- = ₹7,50,200/- before the execution of the lease deed.

   So Stamp Duty payable under 35 (b) = 5% of ₹7,50,200/- = **₹37,510/-**

2. Stamp Duty Payable under the article – 35 (a) The Rent Component @ 2% of the Annual Average Rent as per 35 (a) (ii)

   The Average Annual Rent in this case is the amount that lessee needs to pay annually regardless of any amount paid in advance. These are as follows in this case –

i. Royalty for one year - ₹ 2,73,000/- (total amount/5)

ii. Additional Charge - ₹ 23,86,800/-

iii. Surface Rent - ₹ 1,800/-

iv. EMF for one year - ₹ 1,32,990/-

v. DMF for one year - ₹ 2,65,980/-

vi. TDS for one year - ₹ 53,196/-

Total Amount

(to be paid annually) AAR - **₹31,13,766/-** (total of above)

Stamp Duty Payable on AAR

For a Lease of 05 years : 2% of ₹ 31,13,766/- = **₹62,276**

3. Total Stamp Duty to be paid = **₹37,510/- + ₹62,276**

= **₹ 99,786/-**

4. Registration Fees to be paid @ 2% (₹7,50,200/- + ₹31,13,766)

= **₹ 77,280/-** (rounded to next rupee)

This is for your kind information and necessary action.

Yours faithfully,

Under Secretary (Regn.)
31.5.2022

Memo No. 2052 /Regn., Date 31.05.2022

Copy forwarded to the Addl. District Magistrate, Balangir / Sub-Collector, Balangir for information and necessary action.

Under Secretary (Regn.)
31.5.2022

Memo No. 2053 /Regn., Date 31.05.2022

Copy forwarded to Sub-Registrar, Loisinga for information and necessary action.

Under Secretary (Regn.)
31.5.2022



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ORISSA ACT 34 OF 1992

THE COURT FEES (ORISSA AMENDMENT) ACT, 1992

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PREAMBLE

SECTIONS

1. Short title and Commencement
2. Amendment of Schedule I
3. Amendment of Schedule II
4. Repeal and savings.

ORISSA ACT 34 OF 1992

*THE COURT FEES (ORISSA AMENDMENT) ACT, 1992

[*Received the assent of the Governor on the 5th December 1992, first published in an extraordinary issue of the* Orissa Gazette, *dated the 7th December 1992*].

AN ACT TO AMEND THE COURT FEES ACT, 1870 IN ITS APPLICATION TO THE STATE OF ORISSA.

BE it enacted by the Legislature of the State of Orissa in the Forty-third Year of the Republic of India as follows :—

Short title and commencement.

1. (*1*) This Act may be called the Court Fees (Orissa Amendment) Act, 1992.

(*2*) It shall be deemed to have come into force on the 14th day of August, 1992.

Amendment of Schedule I.

2. In Schedule I to the Court Fees Act, 1870 as amended in its application to the State of Orissa (hereinafter referred to as the principal Act), — 7 of 1870.

(*a*) in article I, for the words 'Thirty-seven rupees fifty naye paise" occurring as the last entry under the heading "proper fee" the words "One hundred rupees" shall be substituted ;

(*b*) in the foot note to the Table of rates of advalorem fees appearing under heading "(a) Table of rates of advalorem fees leviable on plaints, etc., mentioned in Article I of Schedule I", for the words "thirty-seven rupees fifty naye paise", the words "one hundred rupees" shall be substituted.

Amendment of Schedule II.

3. In Schedule II to the principal Act, under the heading "proper fee" for the entries as mentioned in column (2) of the following Table against the corresponding articles in column (1) thereof, the entries as mentioned against them in column (3) of the said Table shall respectively be substituted :—

*For the Bill, see *Orissa Gazette*, Extraordinary, dated the 28th October 1992 (No. 1463)

TABLE

Corresponding Article (1)	Entries Occurring under the heading "proper fee" (2)	Entries to be substituted (3)
1. (*a*)	Forty-five paise	One rupee
(*b*)	In case of criminal complaint and appeal, two rupees and twenty-five paise and in other cases one rupee and twenty-paise.	In case of criminal complaint and appeal, four rupees and in other cases two rupees.
(*c*)	Two rupees and fifty paise	Five rupees
(*d*) (*i*) (*a*)	Five rupees and fifty paise	Eleven rupees
(*b*)	Eleven rupees	Twenty rupees
(*ii*)	Two rupees and twenty paise	Four rupees
1-A	One rupee and sixty-five paise in addition to any fee levied on the application under clause (a), clause (b) or clause (d) of article-1 of this Schedule.	Three rupees in addition to any fee levied on the application under clause (a), clause (b) or clause (d) of article-1 of this Schedule.
2.	Fifty-five paise	One rupee
3. (*a*)	One rupee and ten paise	Two rupees
(*b*)	Two rupees and twenty paise	Four rupees
4.	Fifty naye paise	One rupee
5.	Fifty naye paise	One rupee
6.	Fifty naye paise	One rupee
7.	Fifty naye paise	One rupee
10. (*a*)	Two rupees and twenty-five paise	Four rupees
(*b*)	Three rupees and seventy-five paise	Seven rupees
(*c*)	Four rupees	Eight rupees
11. (*a*)	One rupee	Two rupees
(*b*)	Four rupees	Eight rupees
12.	Ten rupees	Twenty rupees
13.	Five rupees and fifty paise	Ten rupees
14.	Eleven rupees	Twenty-one rupees
17.	Fifteen rupees	Thirty rupees
17. A (*a*)	Ten rupees	Twenty rupees
(*b*)	Fifteen rupees if the value for purposes of jurisdiction does not exceed four thousand rupees. One hundred rupees if such value exceeds four thousand rupees.	Thirty rupees if the value for purposes of jurisdiction does not exceed four thousand rupees. Two hundred rupees if such value exceeds four thousand rupees.
18.	Sixteen rupees and fifty paise	Thirty-two rupees
19.	Fifteen rupees	Thirty rupees
20.	Thirty-three rupees	Sixty-two rupees
21.	Thirty rupees	Sixty rupees

Repeal and savings.

4. (*1*) The Court Fees (Orissa Amendment) Ordinance, 1992 is hereby repealed. Orissa Ordinance No. 9 of 1992.

(*2*) Notwithstanding such repeal, anything done or any action taken under the principal Act as amended by the said Ordinance shall be deemed to have been done or taken under the principal Act as amended by this Act.

ORISSA ACT 9 OF 1993

* THE COURT FEES (ORISSA AMENDMENT) ACT, 1993

[Received the assent of the Governor on the 4th May 1993, first published in an extraordinary issue of the *Orissa Gazette* dated the 10th May 1993]

AN ACT FURTHER TO AMEND THE COURT FEES ACT, 1870 IN ITS APPLICATION TO THE STATE OF ORISSA.

BE it enacted by the Legislature of the State of Orissa in the Forty-fourth Year of the Republic of India as follows :—

Short title. 1. This Act may be called the Court Fees (Orissa Amendment) Act, 1993.

Amendment of Schedule II. 2. In Schedule II to the Court Fees Act, 1870 as amended in its application to the State of Orissa, in article 1, for clause (d) including the entries under the second and third columns thereof, the followings shall be substituted, namely:— 7 of 1870

"(*d*) (*i*) When presented to the High Court under Section 115 of the Code of Civil Procedure, 1908.	Thirty rupees	V of 1908
(*ii*) When presented to a District Court under Section 115 of the Code of Civil Procedure, 1908 for revision of an order;		V of 1908
(*a*) When the value of the suit or proceedings to which the order relates does not exceed one thousand rupees.	Eleven rupees	
(*b*) When the value of the suit or proceedings exceeds one thousand rupees.	Twenty rupes	
(*iii*) When presented to a Court otherwise than under that Section.	Four rupees.".	

*For the Bill See *Orissa Gazette* Extraordinary, dated the 15th March 1993 (No. 413).

ORISSA ACT 13 OF 1997

THE COURT FEES (ORISSA AMENDMENT) ACT, 1997

[*Received the assent of the Governor on the 5th November 1997, first published in an extraordinary issue of the* Orissa Gazette, *dated the 19th November 1997*]

AN ACT FURTHER TO AMEND THE COURT FEES ACT, 1870 IN ITS APPLICATION TO THE STATE OF ORISSA.

BE it enacted by the Legislature of the State of Orissa in the Forty-eighth year of the Republic of India as follows:—

Short title and commencement.

1. (*1*) This Act may be called the Court Fees (Orissa Amendment) Act, 1997.

(*2*) It shall come into force on such date as the State Government may, by notification, appoint in this behalf.

Amendment of Schedule-I.

2. In Schedule-I to the Court Fees Act, 1870 as amended in its application to the State of Orissa,— 7 of 1870.

(*a*) for article 3, the following article shall be substituted, namely:—

Number		Proper fee
"3. Plaint or written statement pleading a set-off or counter-claim in any suit of the nature cognizable by a Court of Small Causes when the amount or value of the subject matter does not exceed two thousand and five hundred rupees.	When the amount or value of the subject matter in dispute does not exceed five rupees.	Thirty-five paise
	When such amount or value exceeds five rupees, for every five rupees, or part thereof, in excess of five rupees, up to one hundred rupees.	Thirty-five paise
	When such amount or value exceeds one hundred rupees, for every ten rupees, or part thereof, in excess of one hundred rupees up to five hundred rupees.	Seventy-five paise
	When such amount of value, exceeds five hundred rupees, for every ten rupees, or part thereof, in excess of five hundred rupees up to one thousand rupees.	One rupee
	When such amount or value exceeds one thousand rupees, for every one hundred rupees, or part thereof, in excess of one thousand rupees, up to two thousand and five hundred rupees.	Seven rupees and fifty paise"; and

[For the Bill see *Orissa Gazette*, Extraordinary, dated the 24 September, 1997 (No. 1198)]

(*b*) In the Table of rates of advalorem fees payable on plaints, etc., mentioned in article 3, the following entries shall be added at the end under appropriate columns, namely:—

When the amount or value of the subject matter exceeds	But does not exceed	Proper fee
(1)	(2)	(3)
"Rs.	Rs.	Rs.
500·00	510·00	38·00
510·00	520·00	39·00
520·00	530·00	40·00
530·00	540·00	41·00
540·00	550·00	42·00
550·00	560·00	43·00
560·00	570·00	44·00
570·00	580·00	45·00
580·00	590·00	46·00
590·00	600·00	47·00
600·00	610·00	48·00
610·00	620·00	49·00
620·00	630·00	50·00
630·00	640·00	51·00
640·00	650·00	52·00
650·00	660·00	53·00
660·00	670·00	54·00
670·00	680·00	55·00
680·00	690·00	56·00
690·00	700·00	57·00
700·00	710·00	58·00
710·00	720·00	59·00
720·00	730·00	60·00
730·00	740·00	61·00
740·00	750·00	62·00
750·00	760·00	63·00
760·00	770·00	64·00
770·00	780·00	65·00
780·00	790·00	66·00

(1)	(2)	(3)
Rs.	Rs.	Rs.
790·00	800·00	67·00
800·00	810·00	68·00
810·00	820·00	69·00
820·00	830·00	70·00
830·00	840·00	71·00
840·00	850·00	72·00
850·00	860·00	73·00
860·00	870·00	74·00
870·00	880·00	75·00
880·00	890·00	76·00
890·00	900·00	77·00
900·00	910·00	78·00
910·00	920·00	79·00
920·00	930·00	80·00
930·00	940·00	81·00
940·00	950·00	82·00
950·00	960·00	83·00
960·00	970·00	84·00
970·00	980·00	85·00
980·00	990·00	86·00
990·00	1,000·00	87·00
1,000·00	1,100·00	94·50
1,100·00	1,200·00	102·00
1,200·00	1,300·00	109·50
1,300·00	1,400·00	117·00
1,400·00	1,500·00	124·50
1,500·00	1,600·00	132·00
1,600·00	1,700·00	139·50
1,700·00	1,800·00	147·00
1,800·00	1,900·00	154·50
1,900.00	2,000·00	162·00
2,000·00	2,100·00	169·50
2,100·00	2,200·00	177·00
2,200·00	2,300·00	184·50
2,300·00	2,400·00	192·00
2,400·00	2,500·00	199·50.".

ORISSA ACT 7 OF 2002

*THE COURT-FEES (ORISSA AMENDMENT) ACT, 2002

[*Received the assent of the Governor on the 16th May 2002, first published in an extraordinary issue of the Orissa Gazette, dated the 21st May, 2002 (No. 679)*]

AN ACT FURTHER TO AMEND the COURT-FEES ACT, 1870 IN ITS APPLICATION TO THE STATE OF ORISSA.

Be it enacted by the Legislature of the State of Orissa in the Fifty-third Year of the Republic of India as follows:—

Short title.

1. This Act may be called the Court-fees (Orissa Amendment) Act, 2002.

Amendment of section 13.

2. In the Court-fees Act, 1870,— 7 of 1870.

(*a*) for the marginal heading to section 13, the following marginal heading shall be substituted, namely :—

"Refund of fee paid on memorandum of appeal and in cases where compromise or settlement has been arrived at by a Lok Adalat.";

(*b*) section 13 shall be renumbered as sub-section (1) thereof and—

(*i*) in sub-section (1) as so renumbered, for the words and figures "the Code of Civil Procedure" and "section 351 of the same Code", the words and figures "the Code of Civil Procedure, 1908" and "rule 23 of Order XLI of the First Schedule to the said Code" shall respectively be substituted ; and

(*ii*) after sub-section (1) as so renumbered, the following new sub-section shall be inserted, namely:—

"(2) Where a compromise or settlement has been arrived at, by a Lok Adalat in a case referred to it under sub-section (1) of section 20 of the Legal Services Authorities Act, 1987, the Court by which the case was so referred to the Lok Adalat shall grant a certificate to the party or every party to the case who paid any court-fee in that case, authorising him to receive back from the Collector the full amount of the fee so paid.". 39 of 1987

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* For the Bill, See *Orissa Gazette*, Extraordinary, dated the 6th April, 2002 (No. 500)

BY FAX
URGENT

GOVERNMENT OF ORISSA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT
*****

47506
No.Stamp-18/10- **/R & DM ., Dt.** 22-11-10

From

R.K. Sharma, IAS
Commissioner-cum-Secretary to Government.

To

All Collectors-cum-Chairman,
District Level Valuation Committee.

Sub: **Submission of proposal for revision of market value of immovable properties under market value guidelines, 2001.**

Sir/Madam,

With reference to the subject cited above, I am directed to bring your attention that, it has been come to notice of the Government most of the districts are implemented the biennial revision of the market value under rule-40(2) of the Orissa Stamp (Amendment) Rules, 2001 in stead of rule 40(1) of the said Rules. It is categorically mentioned under rule-40(2) of the said Rules that, " in case the Committee fails to revise the valuation, the Collector as Chairman would enhance the value by ten percent of the value so fixed."

Such revision under rule-40(2) are being implemented, can not be taken up as proper valuation of the land and it is only meant for the revision for the time being. Such ad-hoc action leads to loss of revenue.

Regd. letter

In order to enable Government to examine the recommendation of the District Valuation Committee, it may also be noted that the DVC is required to send the guideline values to Government for approval in terms of rule 38(e) and to notify the same after approval of Government. This should be followed scrupulously.

You are requested to submit details of highest transaction values of last two years for each village also alongwith the Bench Mark value revision proposal in future. The prescribed proforma (copy enclosed) should accompany the proposal.

Yours faithfully,

Commissioner-cum-Secretary to Government

Memo No. 47507 /R& D.M. Dated 22.11.10

Copy forwarded to the IGR, Orissa, Cuttack/ All ADM's-cum-District Registrar for information and necessary action.

Commissioner-cum-Secretary to Government

Regd. letter

BENCH MARK VALUATION
COMPARATIVE STATEMENT

Name of the Tahasil _____

(Rs. in lakh/ Acre)

Sl. No	Name of the Village	Category of land	Pre-revision BMV	Highest transaction values of last two years	Value proposed by DVC for the revision	Percentage proposed for enhancement for next revision.	Remarks if increase is less than 10% or less than Col.5
1	2	3	4	5	6	7	8

District Sub-Registrar

A.D.M.-CUM-D.R.

Regd. letter

GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT

****

No. RDM-Reg-BMV-0006-2024- 47634 /R&DM, dated : 19 DEC 2025

RESOLUTION

Sub : Standard Operating Procedure (SOP) for Fixation of Market Value of Immovable Properties (BMV).

1. Background and Objective:

The Odisha Stamp Rules, 1952 mandate biennial revision of Market Value of immovable properties for implementation with effect from 1st April of the biennial year. To ensure timely initiation, completion and implementation of the process of biennial revision of the Market Value of immovable properties across the State, this Standard Operating Procedure (SOP) is hereby being issued to provide a comprehensive guideline to one and all involved in the process of revision of the Market Value.

2. Relevant Statutory Provisions:

Provisions of Sec.47-A of the Indian Stamp Act, 1899 & that of Rules 37, 37-A, 38, 39, 40, 41, 42, 43, 44 & 45 of the Odisha Stamp Rules, 1952 shall be adhered to during the process of biennial revision of the Market Value of immovable properties across the State.

3. Constitution of Valuation Committees:

The District Collector as Chairman and the ADM-cum-DR as Member-Convenor of the District Valuation Committee (DVC) and the Sub-Collector as Chairman and the Sub-Registrar of the SRO of the Sub-Division Hqrs. as Member-Convenor of the Sub-District Valuation Committee (SDVC) shall notify the constitution of the respective District and Sub-District Valuation Committees within the prescribed time schedule in accordance with Rule37 (a) and 37(b) respectively.

As the tenure of the nominated members in the DVC is two years, the Chairman shall nominate two members to the Committee afresh before each biennial revision ensuring that one of the nominees is an Expert Valuer or an expert familiar with the principle and practices of valuation of land, buildings and other immovable properties. The DVC, if it feels necessary, may utilize the services of professionals like Chartered Valuers to assist the committee in the process.

4. Collection, compilation and analysis of Data at SDVC Level:

The Registering Officers and Tahsildars shall furnish the requisite sale statistics and data to the SDVC in the prescribed Form-5 (for urban areas) & Form-6 (for rural areas) and the Engineering Department shall furnish the data in the Form-7.

Tahsildars shall guide the field staff (R.I.s) to ensure that accurate field data is collected by them as prescribed in Forms - 5 & 6, taking into account distance of the plots/groups of plots categorized into different zones. Utmost care should be taken to ensure that all the revenue plots of each village are included in the data and no plot is left out. Care should be taken to ensure that there are no duplicate plot nos. in the data furnished.

4.1 Urban Areas: Form 5

"Form No. 5
(See rule 42)
Sale statistics of the land property for urban area

Name of Tahasil :
Name of Registration office :

Name of the City/Town	Ward No.	Name of Locality/Street	Value per Sq. Feet and per Dec.					
			Roadside plot	Residential	Commercial	Institutional	Industrial	Others
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Form-5 shall be used for collection and compilation of requisite data for Urban Areas. The plots in each revenue village shall be categorized into six categories - Road side plots, Residential plots, Commercial Plots, Institutional plots, Industrial plots and Others.

4.2 Rural Areas: Form 6

In Form-6 which is meant for Rural Areas, the plots in a revenue village shall be categorized into three broad categories – Agricultural plots and Non-agricultural plots and miscellaneous plots.

Form No. 6
(See rule 42)
Sale statistics of the land property for rural area

Name of Tahasil :
Name of Registration office :
Name of the Village :

Type of Land	Location	Zone		Plot Nos	Value per acre	Remarks
1	2	3	4	5	6	7
Agricultural Land	Roadside Plot	National Highway	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
		State Highway and Expressway	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
		Other Major Roads	Zone I : Upto 50 meters from the road			
			Zone II : 50 to 200 meters from the road			
	Interior Plot (Beyond 200 meters form the road)	Irrigated Land	Double Crops			
			Single Crop			
		Non-Irrigated Land	Cropped Area			
			Fallow Land			
	Project Area (Social, Economic or Other Development Project but not converted to Non-Agriculture Purpose)	Social				
		Economic				
		Others				
Non-Agricultural Land	Residential					
	Commercial					
	Institutional					
	Industrial					
Miscellaneous Land (Plots not defined hitherto)						
Remark:- Plots to be clubbed in to appropriate zone on the basis of the factors as indicated in Appendix II.						

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4.2.1 Agriculture Land: Plots under agriculture land are categorised further into road side plots, interior plots and project area plots as below

1. **Roadside Plots**: Agricultural plots in the rural areas which are located adjacent to different existing roads shall come under this sub-category. All the roadside plots in rural areas shall again be divided into three groups depending upon the type of roads adjacent to which they are located –
    a. **National Highway Side Plots**: Plots located adjacent to roads that are notified as NH shall come under this group. Plots located adjacent to NH, shall be further divided into 2 zones depending upon their distance from the NH –
        i. Zone I - Those located within a distance of 50 mtrs. from the NH.
        ii. Zone II -Those located within a distance of 50 to 200 mtrs. from the NH.
    b. **State Highway & Expressway Side Plots**: Plots located adjacent to roads that are notified as SH and Expressways, shall come under this group. Plots under this group, shall be further divided into 2 Zones depending upon their distance from the SH or Expressway roads –
        i. Zone I - Those located within a distance of 50 mtrs. from the NH.
        ii. Zone II -Those located within a distance of 50 to 200 mtrs. from the NH.
    c. **Other Major Roadside Plots**: Plots located adjacent to other major R&B or RD roads, shall come under this group. Plots under this group, shall be further divided into 2 Zones depending upon their distance from the R&B or RD roads –
        i. Zone I - Those located within a distance of 50 mtrs. from the NH.
        ii. Zone II -Those located within a distance of 50 to 200 mtrs. from the NH.

2. **Interior Plots**: Agricultural Plots in rural areas located at a distance beyond 200 mtrs from any type road shall come under this category. Interior Plots shall be further classified into 2 sub-categories – Irrigated and Non-irrigated Land
    a. **Irrigated Land**: Interior plots (located beyond 200 mtrs from road) with irrigation facility shall come under this category. Plots under this sub-category shall be further divided into 2 groups – Double Crop & Single Crop land.
        i. **Double Crop Land** - Irrigated plots where two crops are grown in a year.
        ii. **Single Crop Land** - Irrigated plots where only one crop is grown in a year.
    b. **Non-irrigated Land**: Interior plots (located beyond 200 mtrs from road) with no irrigation facility shall come under this category. Plots under this sub-category shall be further divided into 2 groups – Cropped Area & Fallow land
        i. Cropped Area – Non-irrigated land where some crops are grown.
        ii. Fallow Land – Non-irrigated land without any vegetation.

3. **Project Area Plots**: Agricultural plots which have not been converted into non-agricultural land but have the potential of being used for non-agricultural purpose and/or those agricultural plots whose value increased owing to presence of social/economic/other projects in surrounding area. Plots under this category shall be further classified into 3 sub-categories – Social, Economic and Others
   a. **Project Area (Social):** Agricultural land which have not been converted into non-agricultural land and are situated in the area surrounding social infrastructure like Universities, Colleges, Schools, Health Infra. etc.
   b. **Project Area (Economic):** Agricultural land which have not been converted into non-agricultural land and are situated in the area where economic activities like SEZs, MSME units, any other industrial or manufacturing activities are being carried out.
   c. **Project Area (Others):** Agricultural plots which have not been converted into non-agricultural land but different prospective future projects (Highway/Railway/Economic corridors etc.) are being declared to be undertaken in the coming days.

4.2.2 **Non-agricultural Land:** Plots which are under non-agricultural category in the revenue records shall be further classified into four sub-categories- Residential, Commercial, Institutional and Industrial.

   a. **Residential plots**: Plots that are being used for residential purpose.
   b. **Commercial plots**: Plots over which commercial activities like shopping complexes, recreational hubs, event places are being carried out.
   c. **Institutional Plots:** Plots over which institutions like schools, colleges, health infra etc. are existing.
   d. **Industrial Plots:** Plots over which industrial activities are being undertaken.

4.2.3 **Miscellaneous Plots:** Plots which does not fall under any of the above-mentioned categories are categorised under miscellaneous plots.

4.3 Structure Valuation: Form 7

Concerned engineering offices shall furnish the data to the SDVC as well as to the DVC regarding different types of buildings and civil structures.

   a. **For Reinforced Cement Concrete (RCC) buildings**, the per sqft. rate furnished by the Chief Engineer (Buildings) shall be taken into account.
   b. **For other buildings** like Autoclaved Cellular Concrete (ACC) etc., report of the Asst. Executive Engineer (R&B), Asst. Executive Engineer (RD) or Asst. Executive Engineer (Panchayat Samiti) in Form-7 shall be taken into account.

Form No. 7
(See rule 39 and 42(2))
Sale statistics of Buildings and Structures by the Engineering Departments

Name of Tahasil :
Name of Registration office :

Name of the City/Town/Village	Value per Sq. Feet					
	R.C.C.	Asbestos	Tin Sheets	Acrylic/Polycarbonate Sheets	Other Types	Apartment Units
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Signature of Competent Authority".

5. Determination of Market Value by SDVC:

As soon as the data in the prescribed formats are received from the Registering Officers & Tahasildars, the Sub-Collector as chairman of the SDVC shall convene a meeting of the committee and propose the Market Value Guidelines for the plots as decided by the committee.

The SDVC shall arrive at the Market value of different categories/groups of plots of land taking into account different categories of data/sale statistics

5.1. Where more than one sale transactions are available for any category, the market value shall be calculated by taking into account **the average of 50% of the documents having highest sale instances registered in the SRO during the last 2 years.**

5.2. Where only one sale transaction is available for category of plots during the last two years, the extent of land involved in the transaction shall be taken into consideration to arrive at the market value of that category of plots

5.2.1. In case of **urban area**, the extent/area of land in the sale transaction to be considered should not be less than 1/25th of an acre for **homestead land and** not be less than 1/10th of an acre for **agricultural land.**

5.2.2. In case of **rural area**, the extent/area of land in the sale transaction to be considered should not be less than 1/5th of an acre for **homestead land and** not be less than ½ of an acre for **agricultural land.**

5.3. In case of auction values in urban areas, the **average auction value** of same type of land in the same village or ward shall be taken into account instead of the highest auction value.

5.4. In case of sale instances involving purchase of land/plots/buildings from Development Authorities and Housing Board Societies, the average purchase value of the land/plots shall be taken into account.

The Market Value Guidelines as proposed by the committee, together with data collected in Forms 5, 6 & 7 and proceeding of the committee meeting shall thereafter be transmitted to the DVC within the prescribed timeline. While arriving at the market value of the properties, justification for the same should be reflected in the proceedings of the meeting.

6. Determination of Market Value at DVC level:

The DVC, after receiving market value determination proposal from the SDVC, shall analyse the same along with the data collected from different sources & determine market value of the plots. After determination of the Market Value, the DVC shall transmit the same to the IGR, Odisha for final approval by the Member, Board of Revenue, Odisha.

7. Publication of the Market Value Guidelines:

After approval of the Market Value Guidelines of the properties by the Member, Board of Revenue, Odisha, the DVC shall publish the same for its implementation in the district w.e.f. 1st April.

8. Periodicity of revision:

a. The Set of Market value guidelines shall be revised biennially from the 1st of April.

b. A **5 %** enhancement shall be made to the set of values of immovable properties **only in the urban area** after the 1st year of revision, provided that the enhanced set of values shall take effect from the 1st of April, upon its approval by the District Valuation Committee.

c. In case the Committee fails to revise the valuation biennially, the Collector as Chairman would enhance the value by ten percent of the value so fixed for the last biennial year. Provided that such escalation shall not be applicable for the **rural villages** in which there have been no sale of property for the last biennial period.

9. Conclusion:

This SOP shall come into force with immediate effect. All the Collectors and Sub-Collectors shall scrupulously adhere to the guidelines to ensure timely completion and implementation of the Market Value Guidelines across the State as mandated in the statute.

By order of the Governor

19/12/2025

Additional Chief Secretary to Government

Memo No 47635 /R&DM, Dated: 19 DEC 2025

Copy forwarded to the IGR, Odisha, Cuttack/ all RDCs/ all Collectors/ all ADM-cum-District Registrars/ all Deputy IGRs/ all District Sub-Registrars/all Sub-Registrars for information and necessary action.

Additional Secretary to Government
19.12.25

Memo No 47636 /R&DM, Dated: 19 DEC 2025

Copy forwarded to all Departments of Government/ all Heads of Department/ all Branches of Revenue & Disaster Management Department for information and necessary action.

Additional Secretary to Government
19.12.25

Memo No 47637 /R&DM, Dated: 19 DEC 2025

Copy forwarded to the Additional Secretary to Government, e-Governance Branch of Revenue & DM Department for information with a request to upload the notification in the Department website.

Additional Secretary to Government
19.12.25

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Calendar for Biennial Revision of Market Value Guidelines to be effective from 01.04.2026

1.	Constitution of District Valuation Committees & Sub-District Valuation Committees u/r 37	- by 20.12.2025
2.	Collection, compilation & analysis of the data by the Sub-District Valuation Committees u/r 39(a)	- 21.12.2025 to 21.01.2026
3.	Objection Invitation/Resolution, if necessary and submission of proposed Guideline Values along with the data collected to the respective District Valuation Committees u/r 39(b)	- 22.01.2026 to 31.01.2026
4.	Compilation, analysis of the data and fixation of Guideline Values by the District Valuation Committee u/r 38(d)	- 01.02.2026 to 15.02.2026
5.	Objection Invitation/Resolution, if necessary and submission of the Guideline Values so fixed to the IGR, Odisha	16.02.2026 to 28.02.2026
6.	Approval of the Guide Values fixed by the District Valuation Committees by the Member, BoR	- 20.03.2026
7.	Notification by the Chairman, District Valuation Committee for implementation of the approved Guideline Values in their respective Districts wef 01.04.2026	- 25.03.2026
8.	Implementation of approved/revised Market Value Guidelines across the State	- wef 01.04.2026