VOLUME 17

Revenue Circulars & Rules: Supplement

Mutation · RoR · OGLS · OLR · land acquisition · minor minerals · stamps & registration · certificates, 2010–2026

17

COMPILED BY

Upendra Luha, OAS

odisharevenuelaws.com

Edition · November 2026

About this volume

This volume brings together the Acts and the Government of Odisha orders, circulars, notifications and resolutions on mutation, Record of Rights, Government land, the OLR Act, land acquisition, minor minerals, stamps and registration, and certificates, issued between 2010 and 2026 that are published on odisharevenuelaws.com. Each document is reproduced as issued, in its original form. Use the Contents page or the PDF bookmarks to jump to any document. Page numbers at the foot of each page run continuously through the volume. This is a compilation for ready reference only; for official purposes, please rely on the notified text and the latest orders of the Government.

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Government of Odisha

Revenue & Disaster Management Department

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RDM-CHS-POLICY-0042-2019L. No. 19507 / R & DM dated, 11 JUN 2020

From

Shri Bishnupada Sethi, IAS

Principal Secretary to Government

To

All Collectors

Sub: **Regarding disposal of mutation cases.**

Madam/ Sir,

You are aware that uncontested mutation cases across the state constitute 70% of the total number of revenue cases and therefore, this is an important public service delivered by the Department. Several instructions have been issued from time to time for expeditious disposal of mutation cases in accordance with ORTPSA norms adopted by the Department. An uncontested mutation case is disposed of within 90 days and the Tahasildars also dispatch RoRs to the citizens through Speed Post within the same timeline. However, Government had received grievances alleging undue delay in disposal of mutation cases and therefore, it was decided that both Odisha Survey and Settlement Rules, 1962 as well as Mutation Manual needed to be amended.

Now, the Odisha Survey and Settlement (Amendment) Rules, 2020 have been notified in the extraordinary issue of Odisha Gazette bearing SRO No.124/2020 dt.27.5.2020 (copy enclosed) and Board of Revenue have also amended Odisha Mutation Manual vide their letter No.51 dt.04.6.2020 (copy enclosed). Both the amendments have been communicated earlier and it is now clarified that since no notice is required to be issued when all co-sharers sell the plot (*part or in full*), the mutation application can be disposed without hearing the parties and conduct of field enquiry. Hence,

uncontested mutation cases can now be disposed of within a week. The amended Rules further provide that an appeal can be presented within 180 days from the date of order appealed against, which was previously 30 days. This has also been provided that appeal period will not be a bar for correction of records. Revised mutation manual provides for correction of RoR and maps immediately after final orders are passed and in an uncontested mutation case, correction of records can be taken up pending appeal order revision, as the case may be.

This may please be appreciated that the Government have ushered in a new phase of dynamism in delivery of public services with the launching of 5T and Mo Sarkar programmes and disposal of uncontested mutation cases within a week will add to those initiatives, thereby ensuring optimum delivery of public services.

You are, therefore, requested to instruct your field officers accordingly so as to ensure that all uncontested mutation cases are disposed of within a week and RoRs are dispatched through Speed Post within the same time.

Yours faithfully,

Principal Secretary to Govt.

Memo No. 19508 / Dt 11 JUN 2020

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

Addl. Secretary to Govt.

Memo No. 19509 / Dt 11 JUN 2020

Copy alongwith enclosures forwarded to the Secretary, Board of Revenue / Director, Land Records and Survey for information and necessary action.

Addl. Secretary to Govt.

Memo No. 1950 / Dt. 11 JUN 2020

Copy alongwith enclosures forwarded to Joint Secretary, e-Governance for information and necessary action with a request to pursue in GA&PG Department for amendment of timeline for disposal of uncontested mutation case from 90 days to 07 days.

Addl. Secretary to Govt. 11/6/2020

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 689, CUTTACK, WEDNESDAY, MAY 27, 2020/ JAISTHA 06, 1942

REVENUE & DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

The 26th May, 2020

S.R.O.No. 124/2020—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. 423 dated the 3rd March,2020 under the notification of the Government of Odisha in the Revenue & Disaster Management Department No. 9467 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, no objection or suggestion has been received in respect of the said draft Rules during the stipulated time period;

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. (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 proviso shall be inserted namely:-

   "Provided that when all co-shares 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 proviso shall be inserted, namely:-

"Provided that when all co-shares or; recorded tenant (s) sell the plot part or in full, the mutation application shall be disposed of without hearing 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-shares or recorded tenants sell the plot part or in full."

[No.17235-RDM-CHS-POLICY-0042-2019/R&DM]

By Order of the Governor

BISHNUPADA SETHI

Principal Secretary to Government

Printed and Published by the Director, Printing, Stationery and Publication, Odisha, Cuttack-10
OGP/SBP Ex.Gaz.95-173+150

Government of Odisha

BOARD OF REVENUE, ODISHA, CUTTACK

NoI-10/20- 51 / M.R, dated 04-06-2020

From:

Sri Subrat Satpathy,
Secretary,

To

All Revenue Divisional Commissioner,
All Collectors,
All Sub-Collectors
All Tahasildars.

Sub: **Regarding Amendment of Mutation Manual.- Corrigendum.**

Ref: Board's letter No. 46 / MR, dt. 02.06.2020

Sir,

In continuation to the Board's letter cited above the "Odisha Mutation Manual" is amended as follows:

Paragraph – 75:

"Correction of record -of –rights(including the map) according to orders passed in a mutation case shall be made after expiry of thirty* days from the date of final orders and after the mutation fee whenever payable to Government has been paid. Changes in the entries in the record-of-rights shall be carried out under due attestation of the Tahasildar. Reference to the number of mutation case must be given in all changes. All changes must be recorded in red ink."

*Amended as per Government. in Revenue & Disaster Management Department Notification No.26280/ R & DM dated 09.08.2017.

**Provided that correction of record-rights (including the map) according to orders passed in a mutation case shall be made immediately after final orders are passed.

**As per Government. in Revenue & Disaster Management Department Letter No.RDM-CHS-POLICY-0042-2019/ R&DM – 17234, dated 26th May, 2020

Paragraph – 76:

"Changes in the record- of-rights shall not be effected in cases in which appeals or revisions have been preferred. The record-of-fights can be corrected only after appeals or revisions as the case may be are finalized."

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***Provided that RoR can be corrected in an uncontested mutation case pending appeal or revision as the case may be."

***As per Government. in Revenue & Disaster Management Department Letter No.RDM-CHS-POLICY-0042-2019/ R&DM – 17234, dated 26th May, 2020

Accordingly, action is being taken for printing and issue of necessary correction slip for the amendment of paragraph 75 and 76 of Odisha Mutation Manual.

Yours faithfully,

Secretary, 4/6/2020
Board of Revenue, Odisha, Cuttack

Memo No. 52 /MR, Dated 04-06-2020
Copy forwarded to the Principal Secretary to Govt., Revenue & D.M. Department, Odisha, Bhubaneswar for information with reference to Letter No.17234/R & DM, dated. 26th May, 2020.

Secretary, 4/6/2020
Board of Revenue, Odisha, Cuttack

Memo No. 53 /MR, Dated 04-06-2020
Copy forwarded to the Joint Director, Survey & Map Publication, Odisha, Cuttack for information and necessary action with request to print 1000 copies of correction slip as corrected above.

Secretary, 4/6/2020
Board of Revenue, Odisha, Cuttack

Memo No. 54 /MR, Dated 04-06-2020
Copy forwarded to the Director, Land Records & Surveys and Consolidation, Odisha, Cuttack for information and necessary action.

Secretary, 4/6/2020
Board of Revenue, Odisha, Cuttack

Memo No. 55 /MR, Dated 04-06-2020
Copy to Principal System, Analyst, NIC for information and necessary action with a request to up-load the amendment in the website of Board of Revenue, Odisha, Cuttack..

Secretary,

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Top Priority

By Fax / e-Mail

Government of Odisha

Revenue & Disaster Management Department

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RDM-CHS-POLICY-0042-2019 10186 / R & DM dated, 24 MAR 2021

From

Shri Bishnupada Sethi, IAS

Principal Secretary to Government

To

All Collectors

Sub: Regarding disposal of mutation cases

Ref: This Department letter No.19507 dt.11.6.2020

Madam/Sir,

I am to say that detailed instructions for disposal of uncontested mutation cases were issued vide the afore-mentioned letter. It was made abundantly clear that uncontested mutation cases across the state constitute about 70% of the total number of revenue cases and therefore need due attention for public service delivery by the Department. Though further instructions had been communicated for expeditious disposal vide this Department letter no. 31757 dated 4th of November, 2020, it appears, the field officers need further sensitisation.

Recently, Odisha Survey and Settlement Rules,1962 have been amended along with Mutation Manual. As per amendments, no notice is required to be issued when all co-sharers sell the plot (part or in full) and mutation application therefore can be disposed of without hearing the parties and resorting to any field enquiry which were taking long time earlier. It has now been provided that period of appeal which

was previously 30 days is extended to 180 days and more so, appeal period will not be a bar for correction of records and maps once final order is passed in a mutation case.

You are aware that when pursuant to registration, Form No.3 is forwarded to concerned tahasil for auto-registration of mutation case, land particulars etc. are properly checked at the level of Registering Officer with reference to Bhulekh and other connected records/ documents, so that a transaction is prima-facie flawless. *Therefore, this leaves little scope for the Tahasildar to treat a mutation case as 'contested' unless there are compelling reasons.* However, several complaints are being received at this end that uncomplicated transactions are being treated as contested cases, citing flimsy grounds. This is not expected from the Revenue Officers when this Department has been covered under Mo Sarkar programme and acknowledged as a forerunner of 5T Initiatives in the state. Postponement of disposal citing unjustifiable/ pretty ground is an *alibi* which defeats the cardinal principle of public service.

Therefore, after careful consideration, the Government have now been pleased to instruct as follows:

a. Mutation cases under normal circumstances shall be disposed of within a week.

b. NIC has been instructed to make necessary changes in e-Mutation application software to incorporate new provisions including hierarchical matrix in which information on mutation cases pending beyond fixed timeline will be escalated to senior officers.

c. A red flag will be generated for those cases pending with Tahasildar/ Addl. Tahasildar beyond 04 working days.

d. If mutation is delayed beyond 07 working days, an intimation will be sent to concerned Sub-Collector.

e. If the delay is beyond 15 days, Collector will be notified in the system and those mutation cases pending beyond one month with Tahasildar will be escalated to R & DM Department senior officers.

f. In case, it turns out that a mutation case is contested, the same shall be disposed of maximum within a period of **30** working days.

g. RoRs as advised earlier, shall remain to be dispatched through Speed Post.

It is also decided that to dispose with personal appearance of the applicant in a contested mutation case, the Tahasildar shall resort to video calling/ conference through whatsapp or any other digital mode as convenient to the applicant. At the same time, Tahasildar shall ensure that the person presenting himself/ herself through video call is genuine and as per requirement, he may insist on production of any recognized document in support of identity.

The Government is also keen to appreciate the good performance of Tahasildars, specifically on disposal of mutation cases. Detailed guidelines will be communicated later on, which may be used by Revenue Officers in their PAR by attaching the Rank/ Performance document as will be communicated by this Department.

Keeping in view the importance of disposal of mutation cases, you are advised to ensure that these instructions are meticulously followed by the field officers and senior Revenue Officers are entrusted with monitoring of case disposal during their visit to tahasils.

This supersedes all previous instructions in the matter.

Yours faithfully,

Principal Secretary to Govt.

Memo No. 10187 / Dt 24 MAR 2021

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

Addl. Secretary to Govt.

Memo No. 10188 / Dt 24 MAR 2021

Copy forwarded to the Secretary, Board of Revenue / Director, Land Records and Survey for information and necessary action.

Addl. Secretary to Govt.

Memo No. 10189 / Dt 24 MAR 2021

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

Addl. Secretary to Govt.

Memo No. 10190 / Dt 24 MAR 2021

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

Addl. Secretary to Govt.

Memo No. 10191 / Dt 24 MAR 2021

Copy forwarded to Joint Secretary, e-Governance for information and necessary action with a request to publish the letter in the website of R & DM Department.

Addl. Secretary to Govt.

By e-Mail/FAX

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

No. RDM-CHS-CLRFIC-0004-2018 16449 /R&DM dated 7/5/2018

From

Dr. Chandra Shekhar Kumar, IAS.
Principal Secretary to Government .

To

The Secretary, Board of Revenue
All Collectors

Sub- Rejection of Mutation cases on various grounds: clarifications thereof

Sir,

Maintenance of Record of Rights and keeping it up-to-date is the primary responsibility of Tahasildars. Records are updated through mutation proceedings. For timely delivery of Public Services, timeline for uncontested mutation cases is ninety days. It has been brought to notice of this Department that Tahasildars are rejecting mutation cases on various flimsy grounds which is detrimental to the updation of land records. The following instructions are issued for the guidance of Tahasildars.

1. In some instances, Tahasildars are rejecting mutation cases presuming that the sale deed relating to a particular transaction is fraudulently made and void thereby. In this connection, it is reiterated that once a sale deed is registered under the provisions of the Registration Act, 1908, the sale deed remains valid in the eye of law, unless such instrument of sale is declared void or cancelled by the competent Civil Court under section 31 of the Specific Relief Act, 1963. Consequently, the allegation of fraud does not render the transaction or the deed void ***ab initio*** before the Revenue Officer who is considering mutation. A person who is aggrieved by the sale deed can only approach the competent Civil Court for relief and unless the sale deed is declared void by the Civil Court, mutation cannot be rejected.

2. Rejection of mutation case instituted on the basis of Form-3 in e-Mutation process, due to absence of the vendee / purchaser on the date for hearing of the case or non-production of registered sale deed by the purchaser is strictly prohibited. Since e-Mutation has been rolled out in all Tahasils, the registered sale deeds can be viewed on-line in LRMS software. Hence, the necessity of the presence of vendee / purchaser or production of documents shall be dispensed with at the time of disposal. Only in case of any mutation, where the interim sale deeds are required to assess the flow of title in favour of the purchaser, the production of document shall be insisted upon. The reasonable opportunity of being heard is to be provided to the applicant / purchaser.

3. After passing of the Registration (Odisha Amendment) Act, 2013, the Registering Officer has been mandated U/s-22-A(1) of the Act to refuse to register-

(a) any instrument relating to the transfer of immovable properties by way of sale, gift, mortgage, exchange or lease-

(i) *belonging to the State Government, or the Local Authority;*

(ii) belonging to any religious institution to which the Odisha Hindu Religious Endowment Act, 1951 is applicable;

(iii) belonging to or recorded in the name of Lord Jagannath, Puri;

(iv) donated for Bhoodan Yagna and vested in the Odisha Bhoodan Yagna Samiti established under section 3 of the Odisha Bhoodan and Gramdan act, 1970;

(v) belonging to Wakfs which are under the supervision of the Odisha Wakf Board established under the Wakf Act, 1995;

unless a sanction in this regard is issued by the competent authority as provided under the relevant Act or in absence of any such authority, an authority so authorized by the State Government for this purpose, is produced before the registering officer.

4. Besides, the Registering Officer shall refuse to register any instrument relating to transfer of immovable property, the alienation or transfer of which is prohibited under any State or the Central Act.

5. In view of the above, while adjudicating mutation case, Tahasildar shall not reject the mutation case unless the Registering Officer has allowed registration in violation of the provisions of the Registration Act as mentioned in paragraph-4 & 5.

6. In case of a Will which is not probated, the mutation shall be rejected. Even in case of a Will which is probated, mutation shall not be allowed in Scheduled Area, if the immovable property contained in the Will belongs to person belonging to Scheduled Tribe.

7. The mutation for flats under Real Estate may be rejected in absence of definite policy on the matter.

8. Any application received through SWO for mutation of land where cause of action relates to pre-final publication, the case shall be dropped and applicant may be advised to file revision cases under section15(b) of OS&S Act, 1958 before the Board of Revenue.

9. In case, where application for mutation is filed on the basis of Court Order directing mutation of Government land in the name of private person, the concerned Tahasildar shall file appeal in consultation with Government Pleader.

10. Mutation cases may be dropped where the stay has been obtained from higher courts.

Above instructions may please be brought to the notice of all Tahasildars. Any deviation from the instruction shall be viewed seriously.

Yours faithfully

Principal Secretary to Government

Memo No. 16450 /R&DM dated. 7/5/2018

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

7.5.2018

Additional Secretary to Government

Memo No. 16451 /R&DM dated. 7/5/2018

Copy IMU Cell for information and necessary action.

7.5.2018

Additional Secretary to Government

Fax/e-Mail

GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT
RDM-LRGEC Misc-0006/2017-20771 /R&DM. Dated 28.6.17

From

Dr. Chandra Shekhar Kumar, IAS
Principal Secretary to Government

To

Secretary, Board of Revenue
All RDCs
All Collectors

Sub: Standard Operating Procedure for disposal of Mutation cases and delivery of other services.

Sir,

In inviting a reference to the subject cited above, I am to say that up-to-date maintenance of Record of Rights and Maps, finally published under the Survey and Settlement Act, 1958 is one of the important functions of the Tahasildars including Additional Tahasildars. The changes in the field position are reflected in the RoRs and maps through mutation proceedings. Hence, mutation cases and subsequent correction of RoRs, & maps and demarcation of land are very important services to be rendered to the general public in a time bound manner.

2. From the grievance petitions received at Government level and feedback taken from the Senior Officers of this Department after conducting field visits to different tahasils and R.I. Offices through out the State during 5th to 11th June, 2017, it is learnt that delivery of revenue services including mutation cases, correction of RoRs and maps, distribution of pattas and demarcation of land is not up to the expected standards. Although these services have been notified under the ORTPS Act, 2012 with strict timelines for disposal, yet there are remarkable gaps in implementation within the timeline. Many instances have come to the notice of the undersigned that mutation cases are pending for years and correction of RoR, even distribution of corrected pattas are pending for months. Maps are not being corrected at all in many tahasils and R.I. Offices.

3. In order to overcome the inertia at field levels, a Standard Operating Procedure (SOP) for disposal of mutation cases has been prepared keeping in view

the provisions of the ORTPS Act and Mutation Manual. In the said SOP, emphasis has been given to strict adherence to the timeline at all levels and technological intervention for tracking and monitoring to expedite the delivery of services to general public. Proper supervision and monitoring shall also be done by Sub-collector, ADM and Collector of the District.

4. In enclosing herewith a copy of the SOP, you are requested to circulate the same to all field level officers and to ensure adherence to the timeline as per the SOP at Tahasil and R.I. levels for timely disposal of all pending and current mutation cases, thereby ensuring better service to the general public.

Yours faithfully,

28.6.2017

Principal Secretary to Government

Memo No. 20772 **/ R&DM** **Date** 28.6.17

Copy along with the enclosures forwarded to all Sub-Collectors/ all Tahsildars/ all Sub-Registrars/ all DSRs for information and necessary action. Tahasildars are requested to furnish a copy of this letter to all R.I.s under their respective administrative control for information and necessary action.

28/6/17

Joint Secretary to Government

Memo No. 20773 **/ R&DM** **Date** 28.6.17

Copy forwarded to all Branch Officers of R&DM Department for information and necessary action. Dy Secretaruy, IMU Cell is requested to upload the letter in the Department website.

28/6/17

Joint Secretary to Government

Standard Operating Procedure on Disposal of Mutation Cases

1. Tahasildar can initiate mutation proceeding:

   I. On receipt of Form- 3 from the Registrar or Sub-Registrar appointed under the Indian Registration Act,1908; or

   II. On application for mutation from any person interested; or

   III. On receipt of an order of any Court; or

   IV. On receipt of the abatement order on land acquisition under the LA Act or RFCTLAR&R Act.

   V. On receipt of order of the Revenue Officer, for partition of holdings on mutual agreement under section 19(1)(c) of the OLR Act, 1960

2. **Registration of sale deeds:**

- Before registration the sub-Registrar shall ensure that the mobile contact number of the petitioner/ purchaser, concerned Tahasildar and R.I is given with the documents for registration.
- Sub Registrar, after registration of the deed shall instruct the petitioner to deposit the required amount with concerned Tahasildar towards court fees, demarcation fee, user fees for mutation of the land.
- Sub-Registrar shall fix a date exactly **one month** after the date of registration for hearing of the mutation case and the petitioner shall appear before the concerned R.I with original documents for verification along with receipt showing deposit of the fees.
- After registration of sale deed, a machine generated **text message** shall go to the petitioner as well to the R.I. concerned with following words.
  "Your document submitted on dated _____ has been registered and your date of hearing for mutation is on _____(after one month). You are to deposit the required fees with Tahasildar/ R.I towards court fees, demarcation fee, user fees etc. for mutation of the land.

Appear with all original documents and receipt before concerned R.I on the next date of hearing."

- Sub-Registrar shall forward Form-3 online **within 24 hours** and hard copy **within 3 days** to the concerned Tahasildar.

3. Institution of Mutation case

- On receipt of the intimation slip from Sub Registrar or on application of the parties, Tahasildar (mutation Clerk) shall enter the same in the Mutation Register village-wise and the serial number of the form 3 in the register shall be the number of the mutation case and the Mutation Case Record shall be opened. In case of on-line mutation cases, the LRMS software shall generate Mutation case number automatically.
- The Mutation Clerk shall send the Case Record to the Record Room for verification of records and the Record Keeper shall verify with the existing Khatians of the Tahasil, the land schedule, the recorded tenants and the flow of the title, if flows any to the transferee and record his remarks in the case record/ LRMS.
- The record Keeper with his remarks shall return the case record to the Mutation Clerk. The Mutation Clerk shall attach the General Notice and individual notices to the case record and with approval of Tahasildar shall transmit the same to the concerned R.I for hearing.
- It should be taken care that the case record after completion of all the above processes should reach the concerned R.I. **within 10 days** from the date of Registration.
- If the transaction involves part plots, then Tahsildar shall direct one Amin to cause field verification and prepare trace map, in duplicate with actual measurements and submit the report along with the trace maps to the Tahsildar/ R.I Concerned. The report and trace map should reach the R.I. before the next date of hearing.

4. **Disposal of Pending mutation cases:**

- Tahasildar shall cause-list of all the pending cases and arrange the same as per seniority.
- A tentative date of hearing in case of all such pending cases shall be indicated. While indicating date of hearing it should be borne in mind that all pending cases must be heard and disposed of within **next 3 months.**
- The Cause list shall be published in the notice board and put in the District website.
- A copy of the cause list shall also be sent to the concerned R.I. for disposal on the stipulated date.

5. **Hearing of the case:**

- The concerned R.I, immediately after receipt of the case record shall issue the General proclamation in the village inviting objections, if any to be filed **within 15 days** and issue notices to the individual parties to appear before him on the date fixed for hearing.
- In case of online mutation, the Amin report shall be uploaded in the LRMS by the Tahasildar. R.I. shall attach the report of Amin, if any to the hard copy case record or if required, may cause the field enquiry. But this should be completed before the due date of hearing.
- On the date of hearing, the concerned R.I shall verify the original registered documents, hear the necessary parties, examine the objections if any and pass necessary orders in the case.
- If it is found that the case is contested, he shall return the case record **within 7 days** with his remarks to the Tahasildar for hearing.
- If the case is simple and uncontested, he shall allow mutation and pass order for necessary correction of records and send back the case record to Tahasildar **within 7 days** for confirmation.

6. **Confirmation of the order and correction of RoR and Map**

- On receipt of the case record from R.I., Tahasildar shall confirm the order of R.I. in respect of uncontested cases and remand the case record to Record Room for correction of RoR and map after completion of the appeal period of 30 days.
- The contested cases shall be heard afresh by the Tahasildar.
- On receipt of the case records, the Record Keeper shall correct the RoR and Map as per the order immediately.
- After correction of the RoR, the Record Keeper shall send the following text message to the petitioner.

  "***Your record has been corrected; please collect the RoR copy from this office on next Monday or within 7 days.***"
- The Tahasildar shall review his own office work on **every Saturday** and distribute the corrected RoRs in **every Monday**. Thus, Monday shall be the patta distribution day. In the event, one petitioner fails to get the patta on any Monday, he can file a grievance petition to the Tahasildar on the same day as Monday is also the Grievance day.
- Correction of maps should be done simultaneously without waiting for all other pending corrections are updated.

7. **Intimation slip to R.I and correction of records**

- After correction of documents (RoR & map) at tahasil level, the Record Keeper shall send the intimation slip in duplicate along with the trace map, if any to the R.I. Concerned **within 7 days**.
- On the basis of the intimation slip, The R.I shall correct his RoR and map and return a copy of the intimation slip to the Tahasildar as token of proof of correction incorporated in the documents at his level.
- This process should be completed **within 3 days**.
- ***As per the ORTPS Act, the whole process of mutation shall be completed within 90 days from the date of institution.***

8. Checklist of cases requiring mutation

Sl	Cause of Action	relevant Act & Rules/ Checklist	Standard Order
1	Mutation on Sale/ purchase of land through RSD/ Decree of Court	Section 34 of the Odisha Survey & Settlement Act,1958 and OS&S Rules,1962/ Mutation Manual Checklist: 1. Check if recorded tenant has sold or 2. all legal heirs of the RT have sold 3. Whether land is Chak in kisam, if so, whether full chak has been sold, 4. If ST& SC land, whether permission has been obtained, 5. ST land cannot be transferred to non-ST persons in scheduled area	1. Delete the land from the present holding 2. Add to the holding of the purchaser or 3. If no land of the purchaser in the village, create a new holding. 4. Change the demand in the old and new holding 5. Correct maps
2	Mutation on Partition of holdings	Under section 19(1) of the OLR Act Correction of RoR & maps on Partition of holdings may be allowed on; 1. By Registered Deed 2. By decree of a court or 3. By order of Revenue Officer through mutual consent of all TRs or their legal heirs Checklist on mutual agreement cases: 1. All RTs must give their consent	1. Create separate khata in favour of each RT as per their consent and possession. 2. Calculate rent and cess and incorporate in each separate khata as per their possession. 3. Create Joint khata in respect of properties jointly held by the RTs. 4. Calculate rent and cess for the properties in the Joint Khata and incorporate in the Joint Khata itself.

		2. There must be separate and independent possession of all RTs agreeing for partition 3. Obtain mutual agreement through an affidavit sworn in by all RTs. 4. Check that all RTs or their legal heirs have received notice 5. Be double sure that no other RT or legal heir has been left out. 6. Check the identity and signature of RTs, before passing order 7. If any RT remains absent during hearing, double check that the notice has been duly served on him and after passing of order, intimate him the decision of partition through RP or by hand service again. 8. Check that the property is not under dispute in Ceiling cases.	
3	Mutation after acquisition of land	The Land Acquisition Act, 1894 and the RFCTLAR&R Act, 2013 • All updation of RoRs must be completed within 60 days of the preliminary Notification for acquisition of land under the RFCTLAR&R Act.	Land acquisition is done by Government on behalf of different agencies and the same land is transferred to the concerned agency for use of the same for the purpose for which it was acquired. 1. On receipt of the abatement proposal, delete the acquired

		• Mutation of land should not be allowed after the above period. • Mutation proceeding shall be initiated on receipt of the abatement proposal from Land Acquisition Officer after acquisition of land.	lands from the khatas of the Recorded Tenants. 2. Correct the rent and cess in the respective khatas. 3. If the acquired land has been transferred to the concerned agency, record, it in their name like that of NHAI, Railways, IDCO or concerned Industries, etc 4. Incorporate rent and cess as per the order in favour of the industries. 5. If acquired for any Department of Government and duly trabsferred, record it in the name of that Department. 6. If not transferred to any Agency after acquisition, record it in the Rakshita Khata of Govt and mention in the remarks column that "the land has been acquired for _____ purpose."
4	Mutation of leasehold land	The OGLS Act,1962 and OGLS Rules 1983 **Relinquished land:**	If the land of any Department has been relinquished to R&DM Department, record the land in 'Anabadi' khata in Urban area or in AJA khata in rural area, with remarks that " this land was originally recorded in the name of ___ Department and has been relinquished to Revenue Department."
		Leasehold land	Record the name in favour of the lessee on 'Pattadar status' with rent and cess as admissible as per order.
		Reserved Land:	Record the land in Rakshita

		If the land has been reserved for any purpose through a Notification u/s 3(a) of the OGLS Act,	Khata, with remarks that the land is reserved for _____ purposes
5	Mutation of acquired land through direct purchase on bilateral negotiations by any Department or Govt Agency	RFCTLAR&R Act Circular No. 10241 dated 31.03.2014/ No. 2846 dated 27.01.2016 & No.10811 dated 5.04.2016	Record the land in the khata of the concerned Department with remarks that "this land was raiyati land earlier and this Department has purchased the land vide RSD No.____, dated ___.

9. Housekeeping and monitoring:

(a) Tahasil level:

i. All Tahsildars and R.I.s should conduct a review of pendency in their respective offices on weekly basis, preferably on **every Saturday.** If proceeding on tour or busy in other activit, then the review may be conducted in the afternoon. Next week's activity to reduce the pendency should be planned in accordance with the review.

ii. The Tahasildar shall ensure that cause list of all pending mutation cases is published and disposed of on a mission mode within next 3 months.

iii. All the pending correction of RoR and maps are also to be completed within 3 months' time.

iv. Supply of electricity and connectivity to R.I Offices and availability of hardware and computer consumables be reviewed in weekly meetings.

v. Updation requirements may be brought to the notice of Collector and steps be taken to ensure connectivity and consumables by utilizing the user fee funds.

vi. Tahasildar and Addl Tahsildar, each shall inspect at least 4 R.I offices in a month and review the process of mutation and correction of RoRs and maps.

(b) Sub-Collector:

i. Every Sub-Collector shall inspect at least 4 tahasils in a month and review the progress of delivery of revenue services including mutation in the tahasil.

ii. Sub-Collector shall also visit at least 4 R.I offices in a month and review the progress.

iii. Availability of infrastructure and other facilities in the R.I offices may also be reviewed by the Sub-Collector.

iv. Operationalisation of Sairat sources, collection of land revenue, pendency of public grievances and promptness in delivery of services are to be supervised by the Sub-collector.

v. At the end of every month, Sub-collector shall prepare the visit note with his findings and suggestions for improvement of service and submit the same to the Collector and concerned Tahsildars for follow up action.

(c) Addl District Magistrate.

i. Every ADM shall inspect at least 2-3 tahasils and R.I offices in a month and review the progress of delivery of revenue services including mutation in the tahasil.

ii. He shall review the visit note of Sub-Collectors and suggest appropriate action on the matter to the Collector.

iii. Care should be taken to choose the tehsil with heavy pendency of public grievances and cases for inspection.

iv. Tahasils already inspected by Sub-collector during the month should be avoided.

v. ADM, on the basis of his inspection and visit note of Sub-collector shall prepare a resume on important issues and bottlenecks with suggestions and submit to Collector.

(d) Collector:

i. **Collector is advised to review the diligent adherence of above matters in the monthly review meeting of ADM, Sub collectors, Tahasildars, DSR and Sub-Registrars.**

ii. Collector may inspect one or two Tahasils to check the standard and promptness of service delivery system there.

iii. Care should be taken to choose the tehsil with heavy pendency of public grievances and cases for inspection.

iv. **Collector is advised to apprise this Department about any shortcomings and suggestions for better functioning of Tahasil, Sub-registrar and R.I Offices.**

28.12.17

Principal Secretary to Government
Revenue &DM Department

Government of Odisha

Board of Revenue, Odisha, Cuttack

(Rajaswa Bhawan, Chandini Chowk, Cuttack-2 : email: igrodisha2012@yahoo.com / for OeSL: IGR PMO)

ରାଜସ୍ୱ ବୋର୍ଡ, ଓଡ଼ିଶା, କଟକ

(Registration Wing)

No. 3789 Date. 03-08-2018
IX-124/18

From

Shri G. G. Debata, IAS
Inspector General of Registration, Odisha
Cuttack

To

All Registering Officers

Subject : General Guidelines regarding Collection of User Fees for postal delivery of ROR through Speed Post after order in Mutation Case.

Reference : Government of Odisha, Revenue and D.M. Department, Resolution No. 26916 Dated. 21st July 2018

Madam/Sir,

With reference to the above resolution of the Revenue & D.M. Department the following guidelines are issued for uniformity in implementation of the instructions contained therein.

1. The Registering Officer shall open a savings bank account in the nearby branch of any Nationalized Bank to be operated jointly by the Registering Officer and Head Clerk. In the absence of Head Clerk the account shall be jointly operated by the Registering Officer and the senior most ministerial staff of the registration office.
2. The claimant of the document shall be asked to furnish the correct address to which the ROR shall be delivered in the Form at **Annexure-A**
3. The Registering Officer shall issue a system generated money receipt along with complete address in which ROR is to be delivered.
4. The Registering Officer shall maintain a separate Cash Book in the format at **Annexure-B** for collection and deposit of User Fees. The daily cashbook report shall be generated from MIS Report of E-Registration process which shall be kept for record in a bound Register month wise.
5. The Collection of User Fees for postal delivery of ROR shall be intimated at column No.13 of the Checklist Part-I at **Annexure-C** used for presentation of documents.
6. The concerned Thasildar relating to the jurisdiction of the respective registration offices shall be intimated regarding the date from which the user fees for postal delivery of ROR is collected under intimation to this Directorate as well as to ADM cum DR, & DLRS&C.

All other instructions contained in the said resolution shall be followed scrupulously and meticulously.

Yours faithfully

01/8/18

Inspector General of Registration
Odisha

Memo No. 3790 Date. 03-08-2018

Copy forwarded to the Additional Secretary to Government, Revenue & D.M. Department, Government of Odisha, Bhubaneswar for favour of information.

IGR, Odisha

Memo No. 3791 Date. 03-08-2018

Copy forwarded to the DLRS&C, Board of Revenue Odisha, Cuttack for favour of information.

IGR, Odisha

Memo No. 3792 Date. 03-08-2018

Copy forwarded to all ADM cum DR for information and necessary action.

IGR, Odisha

Memo No. 3793 Date. 03-08-2018

Copy forwarded to Project Manager, IL&FS Technologies Private Limited, Bhubaneswar for information and for immediate necessary configuration in the E-Registration Process as directed.

IGR, Odisha

ANNEXURE-A

DETAILS OF COLLECTION OF USER FEES FOR POSTAL DELIVERY

[No. 26916-RDM-Reg-EXINST-0001/2018/R&DM]

1. Name of the Registration Office:
2. Name of the Tahasil :
3. Date of Execution :
4. Date of Admission :
5. Document Application ID :
6. Document Registration No :
7. Nature of Document :SALE/ GIFT/ EXCHANGE/SETTLEMENT
   : PARTITION
8. User Fee Paid for Postal Delivery: Rs. 40/- MR No .....
   Date.
9. Complete address for transmission of ROR by post:
   (IN CAPTIAL LETTER'S) only

   .....

   .....

   .....

   .....

   ..... PIN CODE :
10. Mobile No :
11. E-mail ID :

Signature of the Claimant.

NAME OF THE OFFICE :

FORMAT OF CASH BOOK TO BE MAINTAINED FOR COLLECTION OF USER FEES OF Rs 40/- FOR TRANSMISSION OF DOCUMENT

Sl. No.	DOCUMENT ID NO.	DOCUMENT NO.	DATE OF REGISTRATION	TYPE OF DEED Name of Tahasil	Name & Full Address of the Claimant to which ROR shall be sent (use CAPITAL LETTERS)	Amount of user fees Collected	Amount Deposited in DLRS&C account

R.O

ANNEXURE-C

CHECK LIST OF DOCUMENTS
PART – I

1. Name of the Office :

2. Date of Execution :

3. Date on which 04 Months Expire :

4. Date of Presentation :

5. Date of Admission :

6. Document Application Id No. :

7. Classification of Document :

   a. According to the Checking Clerk :

   b. According to the Registering Officer :

8. Consideration Money/
   Valuation set Forth :

9. Stamp Duty Payable :

10. Stamp Duty Paid :

11. Fees Payable :

12. Fees Paid :

13. User Fees Paid for postal delivery of ROR : Rs 40/- M. R. No. :

14. Name & Dated Signature of
    the Checking Clerk :

15. Name & Signature of the Registering Officer

    a. Who admitted the Document :

    b. Who registered the Document :

Date ……..

Registering Officer

PART –II
(For SALE/ GIFT/ PARTITION/ EXCHANGE/ SETTLEMENT DEEDS)

Document Id No. ……..…… / 2018 Total Value. ……..……

1. Description of Property

Village/ Thana No.	Plot No.	Area	Value Stated	Categeory/ Kissam

2. BENCHMARK GUIDELINE VALUATION FOR THE CATEGORY OF THE PLOT

Category of the Plot	Plot No.	Value/ Acre

2.A. Volume No. & Page No. of Bench Mark Valuation Register :

3. Market Value of Land: Category Area X Value Per Acre = Bench Mark Value Value as stated

Market value of the land (Higher of the two)

4. Market value of the Structure (if any) :
5. Market Value of the Land & Structure :

Total Value of the Property :

6. Whether the document is suspected to be undervalued. :

Date on which referred to Stamp Collector :

7. Name & Signature of the Clerk who worked out the Market Value. :
8. Name & Signature of the Head Clerk supervising the referability. :

Date……..

Name & Signature of the Registering Officer

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

******

No. RDM-CHS-POLICY-0042-2019- 5269 /R&DM dated 26 FEB 2024

From

Sri Satyabrata Sahu, IAS

Additional Chief Secretary to Government

To

All Revenue Divisional Commissioners

Director, Land Records & Survey,Odisha,Cuttack

All Collectors

Sub: Updation of RoR as a Special Drive.

Madam/Sir,

I am to say that updation of map and record-of-rights is the primary responsibility of Tahasildar. Tahasildar is mandated under section 16 of O.S.&S. Act,1958 to keep the record-of-rights up-to-date. Para 17(1)(b) of the Odisha Mutation Manual mandates Tahasildar to institute a mutation proceeding and update the record-of-rights on a report furnished to him by any of his subordinates. Para 19 of the Manual provides that at the time of collection and other miscellaneous revenue works, Revenue Inspectors shall make all endeavour to ascertain the changes that entail correction of the map and record of rights for updation. Tahasildar is to take cognizance of all prima facie mutation cases which come to his notice while engaged in other duty.

In Odisha, record-of-rights were prepared and finally published between 1960 and 2013.In many cases, there has been no further revision settlement. In between, more than two generations have passed; so in many cases, these record-of-rights may not reflect the field reality. They may contain the names of the predecessors of the present tenants in Column 2 of the record-of-rights. There may be joint holdings in record-of-rights in the name of the tenants who are dead long ago. In some old cases, the tenants have not approached Tahasil for mutation after purchase of land and thus, land records may have not been updated. In such cases where land records are not updated, the actual tenants are facing problems in availing formal credit from Banks, housing loan, benefits from many Government welfare schemes due to requirement of elaborate documentation for not having their names in record-of-rights. They also face difficulties in obtaining various miscellaneous and Caste certificates.

After death of the recorded tenants, the names of their legal heirs/ successor-in-interest can be substituted in column-2 of the record-of-rights on the grounds of inheritance and thus record-of-rights can be updated by concerned Tahasildar . The provision U/S 19(1)(C) of Odisha Land Reforms

Act 1960 read with Rule 19 of Odisha Land Reforms(General) Rules, 1965, land can be partitioned among all co-sharers on the basis of mutual consent. In this process, the record-of-rights can be also updated by separately recording in the name of present tenants.

The letter No. 31999 dated 21.09.2022 and letter No. 34126, dated 07.10.2022 of this Department elaborately dealt with the procedure to update the record-of-rights. **Tahasildar /Additional Tahasildar were asked to dispose of at least 100 partition cases under section 19(1)(C) of Odisha Land Reforms Act 1960 and 100suomoto mutation cases per month for updation of RoR so as to reflect the ground reality on land records. In letter No 35874, dated 20.10.2022, instructions were also issued for holding virtual hearing through video conferencing to make the disposal under 19(1)(c) to overcome the difficulties of obtaining consent from recorded tenants who are staying outside**. Funds were also placed with you to purchase computers for functioning of Revenue courts on this score. Despite issue of such instructions, the matter has not been given due attention by Tahsildars. The matter is being viewed seriously by Govt. as absence of up to date land records create problem for the common people.

In view of the above, following instructions are issued for updating the record-of-rights:

1. There are 51727 revenue villages in the State and 2718 number of RI circles. One RI circle, on average, comprises of 20-25 villages within its jurisdiction. Hence, it is directed that RI is to collect forms/ applications for updation of record of rights by way of partition Under 19(1)(c) of OLR Act, 1960 or by way for correction of column 2 of record-of-rights for recording the name of present tenants in camp mode . For this purpose, he shall make a program for each village in such a way that he can hold camp in the concerned villages for at least 3 consecutive days for collecting applications. It is desirable that all RIs give proper prior notice to each village regarding the dates to hold camps . RI shall take sufficient number of application forms for OLR 19(1)(C) and mutation/column 2 correction with them to the camp .RI shall also take the hard copy of Jamabandi Register (register of RoR) to the village for convenience of the people.
2. On the first day of this camp, the RI will hold a meeting and make the people aware regarding the updation of RoR and inform and facilitate them to submit applications / forms. RI/ARI shall receive the applications/forms from the people. He will also make enquiry into details as per application in the presence of witnesses, prepare an elaborate enquiry report for each application received in the camp. His report is to contain the details of geneaology or successor-in-interest of recorded tenants who are dead. Since legal heir certificates are issued on the basis of field enquiry report of RI, further insistence on production of legal heir certificate by RI for determining genealogy shall be obviated.

3. The RI shall submit the application forms along with enquiry report to the Tahasildars at the end of each day for institution of cases. On receipt of application and enquiry report form the RI, the Tahsildar shall institute mutation/ partition cases. In the above process the RI shall saturate all villages within his jurisdiction within three months.

4. In case of mutation on basis of old sale deeds, the Tahsildar can decide whether cases are contested or uncontested. In uncontested cases, the Tahasildars can dispose the case without forwarding to RI as the enquiry report is already furnished by RI. In contested cases and in respect of all mutation cases pertaining to correction of column-2 of ROR, general and individual notice shall be served and hearing can be done using both physical and virtual mode, maintaining due procedure.

5. Incase of disposal of partition cases under section 19(1) C , notices to all co-sharers/ legal heirs and General Notice be served in the village. In case legal heirs are residing in far off places, hearing may be done in hybrid mode, i.e. physical and virtual. In case of virtual mode, the production of Aadhar card by party for identification is necessary. If required, Tahsildar may hold camp court in the village, posting all cases of the village to that date.

6. Updation of RoR shall be reviewed in District Revenue Review meeting regularly and this would also form as a Key Performance Indicator in Annual Performance Appraisal. Hence, you are requested to make this program as a Success through special drive. The Revenue ADMs and Sub-Collectors shall review the matter on weekly basis. Tahasildars shall take stock of the matter on daily basis. Besides Tahasildars may be oriented on the above mater and may be instructed to take IEC activities among the people through revenue field functionaries. RDCs and DLR&S shall review the matter fortnightly. The District shall submit the consolidated monthly report to Govt. in the proforma enclosed to this letter. The monthly information on the matter in proforma shall be updated in the Google spreadsheet .This may be brought to notice of all concerned.

This may be treated as "**Most Urgent**".

Yours faithfully,

26/2/24

Additional Chief Secretary to Government

Memo No. 5270 /RDM dated 26 FEB 2024

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

26/2/2024

Additional Secretary to Government

Memo No. 5271 /RDM dated 26 FEB 2024

Copy forwarded to the e-Governance Branch, Revenue & DM Department for information and necessary action.

28/2/2024

Additional Secretary to Government

PROFORMA

Institution and Disposal Status of Mutation/OLR 19 (1) (C) Cases

Sl. No.	District	No. of Coloumn 2 correction cases Instituted	No. of Coloumn 2 correction cases Disposed	No. of OLR 19 (1) (C) cases Instituted	No. of OLR 19 (1) (C) cases Disposed	Total No. of Cases Instituted	Total No. of Cases Disposed	No. of Villages Covered
1	2	3	4	5	6	7	8	9

Satyabrata Sahu, IAS
Additional Chief Secretary

Revenue & Disaster Managment Department
Government of Odisha
Lokseva Bhawan, Bhubaneswar-751001

Telephone : + 91 674 - 253 90 23
Fax : + 91 674 - 239 38 32
E_mail : revsec.od@nic.in I revsec.or@nic.in

No. 21643 / ACSR&DM, Date 16 JUN 2023
No. RDM-LRGEA-CLRFIC-0001-2023

To

All Collectors.

Sub: Clarification regarding change of classification of land in the Record of Rights.

Ref: - Letter No. 4822/CS dated 12.02.2015 issued under the signature of Chief Secretary, Odisha

Madam/ Sir,

I am directed to say that clarification regarding how to ascertain the status of the land as forest or non- forest where the Hal RoR has been published after 25.10.1980 i.e. the date of coming into force of the Forest (Conservation) Act, 1980, has been issued vide the letter under reference.

2. In the said G.O. it is clarified that "*where the present RoR has been published after 25.10.1980, the old RoR may have to be referred to find out the forest land required to be diverted for non-forest purpose and Forest Diversion Proposal (FDP) is required to be processed accordingly. If old RoR is not available in cases where RoR is published after 25.10.1980, the status of land classified as 'forest' as on 25.10.1980 needs to be ascertained as per the current RoR and other records available with Tahasildar while preparing FDP.*"

3. Further, the Secretary, Board of Revenue, Odisha, Cuttack vide letter No. 1486/Rev. dated 10.08.2022 has given instruction to verify forest kisam status of suit land as on 25.10.1980 before processing lease/ alienation case records.

4. However, reports are being received at Government level from different districts that in some cases where current RoR (i.e. Hal RoR) has been published after

12/6/23

25.10.1980, the corresponding Sabik records are not available. So, the district revenue authorities are unable to ascertain the status of the land as on 25.10.1980.

5. The G.O No. 4822/CS dated 12.02.2015 clarifies that if old RoR is not available in cases where RoR is published after 25.10.1980, the status of land classified as 'forest' as on 25.10.1980 needs to be ascertained as per the current RoR and other records available with Tahasildar while preparing FDP. Doubts have been raised in different quarters as to which other records are to be verified in those cases.

6. In this context, the Government, after careful consideration, have been pleased to clarify that in the case where the Hal RoR of a government land has been published after 25.10.1980, the Tahasildar shall verify the following conditions and if all the three conditions are satisfied, then Forest Diversion Proposal shall not be required for lease/ alienation proposal in respect of the said land,-

(a) the Hal RoR is non-forest in kisam,

(b) the corresponding Sabik records are not available,

(c) the land does not find place in the District Level Committee Report which formed the basis for the affidavit filed by the State Government before the Hon'ble Supreme Court of India in WP (C) No. 202 of 1995 (T.N. Godavarman Thirumulkpad Vs Union of India and others).

7. Where the Sabik record is not available and the above three conditions are satisfied, the Tahasildar shall certify in the Case Record that the Sabik record is not available and he shall process for lease/ alienation of the land on the basis of Hal records.

You are, therefore, requested to take appropriate action in the matter accordingly.

Yours faithfully,

16/6/23

Additional Chief Secretary to Government

Memo No. 21644 /R&DM Dated 16 JUN 2023

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

16/6/23

Special Secretary to Government

Memo No. 21645 /R&DM Dated 16 JUN 2023

Copy forwarded to Forest, Environment and Climate Change Department/ Principal Chief Conservator of Forests (Nodal) for information and necessary action.

16/6/23

Special Secretary to Government

Memo No. 21646 /R&DM Dated 16 JUN 2023

Copy forwarded to e- Governance Branch/ LR&GE (A)/ (B)/ (C) Branch of Revenue & DM Department for information and necessary action.

16/6/23

Special Secretary to Government

Through e-mail

Government of Odisha

Board of Revenue, Odisha, Cuttack

(Rajaswa Bhawan, 1st Floor, Chandini Chowk, Cuttack-2)

Letter No. BOR-MR-MR-0002-2025- 28 /MR., Date 16-03-26

From

Smt. Atasi Das, O.A.S. (SAG),
Additional Secretary, Board of Revenue, Odisha, Cuttack

To

All Collectors

Sub: Suggestions for the mapping of the existing Kisams of the concerned districts to the 22 Kisams as per the Govt. in R & DM Deptt. Resolution No.22530/R&DM dated 21.06.2025.

Sir,

In inviting a reference to the subject cited above, I am directed to enclose herewith the list of Kisams which were not yet mapped to the rationalized 22 Kisams as per the Govt. in R & DM Deptt. Resolution No.22530/ R&DM dated 21.06.2025 and request you to please submit your suggestions to this Office for the mapping of the enclosed kisams to the rationalized 22 Kisams within 02 days .

This may be treated as Most urgent.

Yours faithfully,

Additional Secretary

BOR-MR-MR-0002-2025/11/2026

Sl. No.	Kisam of Kandhamal District
1	2
1	ଭାଳ
2	ଖେଳ ପଡ଼ିଆ (ସ୍କୁଲ ସଂପ୍ରସାରଣ)
3	ଖେଳ ପଡ଼ିଆ ନିମନ୍ତେ ଉଦ୍ଦିଷ୍ଟ
4	ଗୋଚର

OFFICE OF THE COLLECTOR, KANDHAMAL, PHULBANI

*****

Memo No. 1584 /Rev. Date- 17.03.26

Copy of L. No. 28 dtd.- 16.03.2026 of Addl. Secretary, Board of Revenue, Odisha, Cuttack forwarded to All Tahasildars for information and necessary action. They are requested to go through the aforementioned letter scrupulously and submit your suggestions for mapping of the enclosed Kisams to the rationalized 22 Kisams **Today** unfailingly.

Jamuda 17/09/26

Deputy Collector, Revenue
Collectorate, Kandhamal

Memo No. 1585 /Rev. Date- 17.03.26

Copy along with copy of enclosures submitted to Sub-Collector, Balliguda/Kandhamal, Phulbani for favour of kind information and necessary action. They are requested to pursue the matter accordingly at their level.

Jamuda 17/03/26

Deputy Collector, Revenue
Collectorate, Kandhamal

By e-Mail/FAX

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

RDM-IMU-EGOV-0001-2017- 6786 /R&DM dated 28-02-2017

From

Shri Sangram Keshari Mohapatra
Joint Secretary to Government

To

All Collectors

Sub: Guidelines for classification of villages and khatiyans in a village under a Tahasil.

Madam/Sir,

In inviting a reference to the above cited subject, I am directed to say that NIC, Odisha State Unit have developed a web based application module under Bhulekh for classification of villages and khatiyans in a village under a Tahasil. All Tahasildars have been provided with the user ID and Password by DLR&S. The same can be used by the Tahasildars to log in into the present application. This application can be accessed in the URL **http://164.100.140.80** and the SOP for classification of villages and khatas is enclosed at Annexure-I for guidance.

You are, therefore, requested to instruct all Tahasildars of your district to classify both villages and khatas by using the web based application under bhulekh. In case of any difficulty, the District Informatics Officer, NIC may be consulted.

Yours faithfully
Sangram 28.2.17.
Joint Secretary to Government

Memo No. 6787 /R&DM dated 28-02-2017

Copy forwarded to DLR&S, Odisha, Cuttack for information and necessary action.

Sangram 28.2.17.
Joint Secretary to Government

Memo No. 6788 /R&DM dated 28-02-2017

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

Sangram 28.2.17.
Joint Secretary to Government

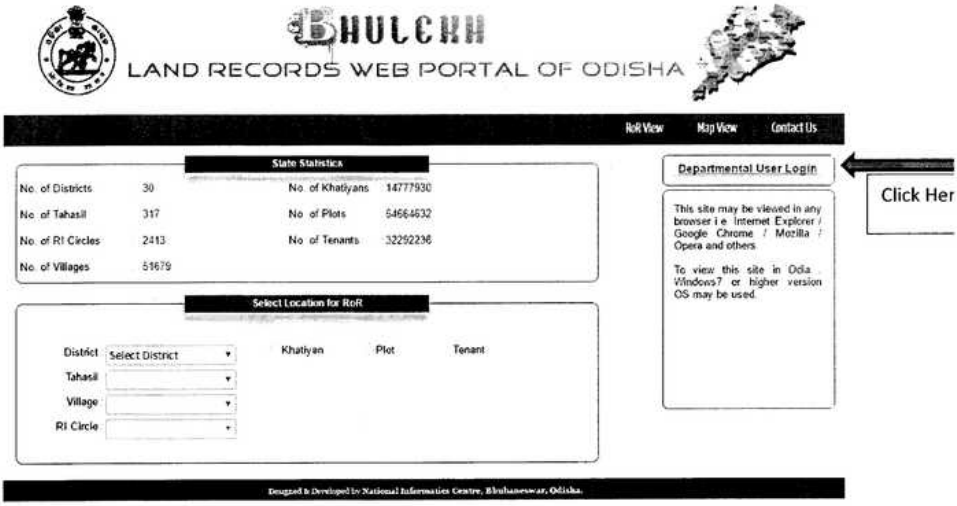
Memo No. 6789 /R&DM dated 28-02-2017

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

Sangram 28.2.17.
Joint Secretary to Government

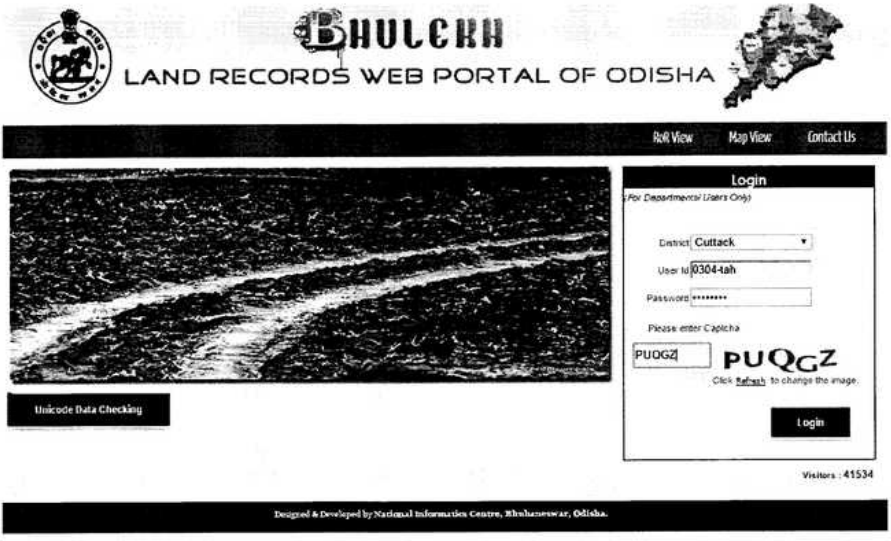
SOP for classification of villages and khatiyans in a village

This application can be accessed using the URL http://bhulekh.ori.nic.in.



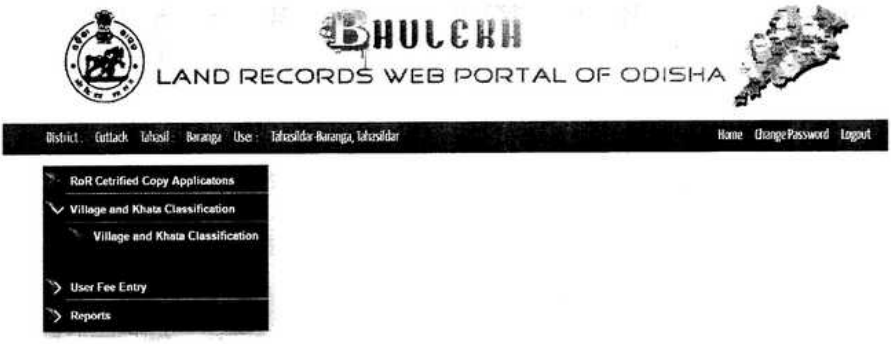
Click Her

In the home page of the Bhulekh website, Click on the "Departmental User Login" On Clicking the following page will appear.

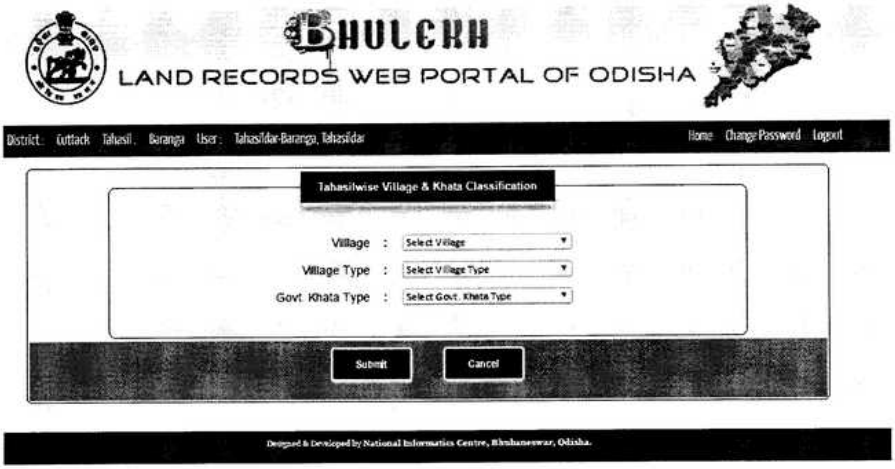


On selecting the district and providing the user Id, Password and Captcha, Click on Login button.

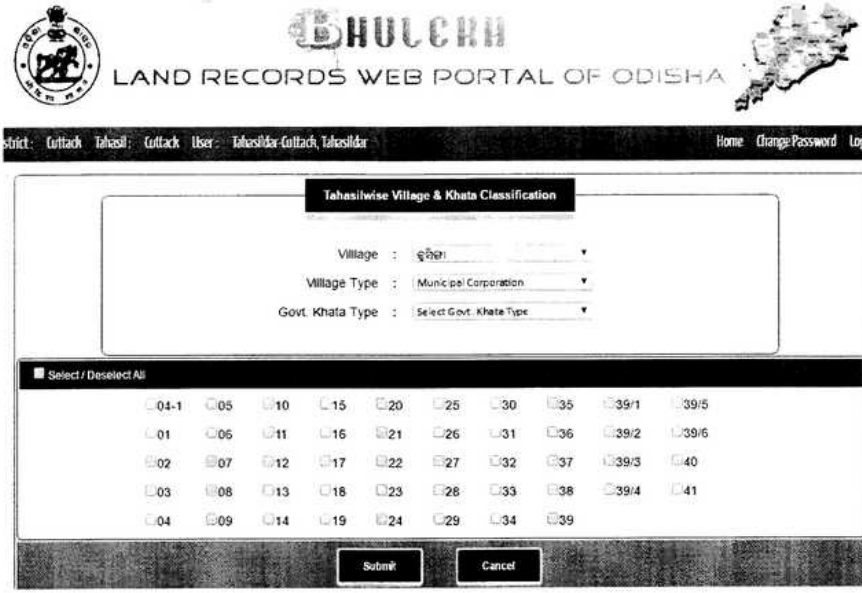
After successful login, the following page will appear.



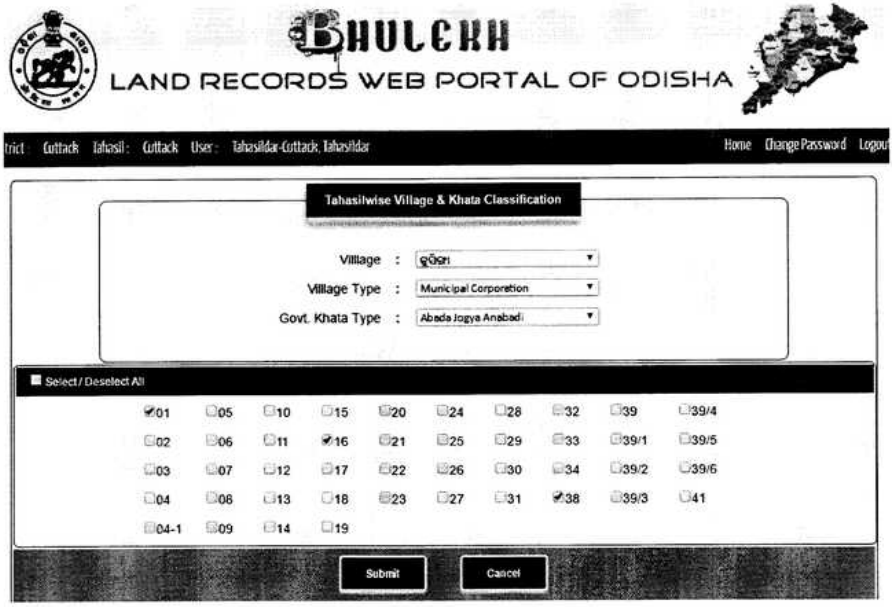
Click on the Village Khata Classification and the following page will appear.



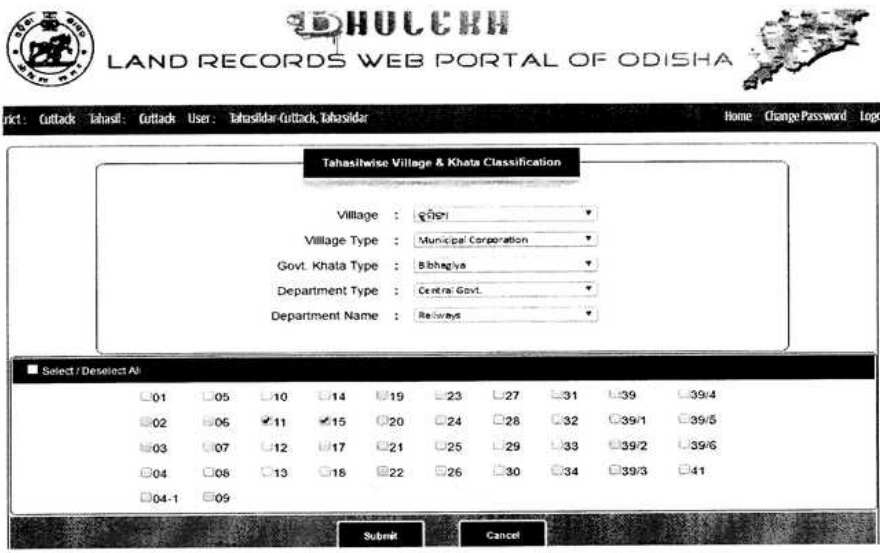
In the above page, select village name, all the khatas available in that village will appear.



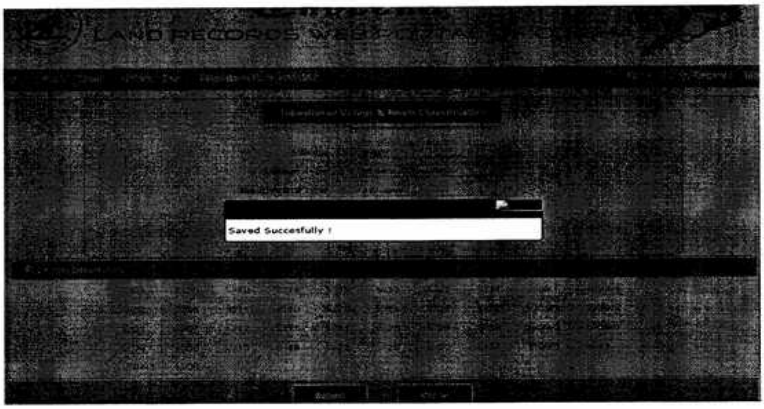
Now select the Village Type, Govt Khata Type and click the khata numbers relevant to the selected khata Type. Click on Submit button.



When Govt Khata Type "Bibhagiya" is selected, then another two dropdown boxes will appear Department Type (i.e Central Govt or State Govt) and Department Name. Then select the Department Type and Department Name and click on the Submit Button.



After Submit, a pop up "Saved Successfully" will appear. Click on the cross sign on the pop up window to go back to the previous screen.



If wrongly any khata is tagged, then selecting the particular khata type for which wrong entry has been made, one can deselect the existing khata and then can select the correct khata and click on Submit button.

Satyabrata Sahu, IAS
Additional Chief Secretary

Revenue & Disaster Managment Department
Government of Odisha
Lokseva Bhawan, Bhubaneswar-751001

Telephone : + 91 674 - 253 90 23
Fax : + 91 674 - 239 38 32
E_mail : revsec.od@nic.in I revsec.or@nic.in

No. 12575 / ACSR&DM, Date 21 APR 2022

No. RDM-CHS-POLICY-0001-2022

To

Secretary Board of Revenue, Odisha ,Cuttack
Director of Land Records and Survey, Odisha Cuttack
All Collectors

Sub: Clarification on change of status from "Chandna/ Darchandana/ Dardarchandana" to Stitiban and fixation of Rent thereon- Regarding

Sir,

With reference to above subject, I am directed to say that the Collector, Cuttack has sought clarification pertaining to change of status of land recorded as "Chandana/Darchandana/Dardarchandana" in RoR to Stitiban status. In this context, he has reported that some RoRs of Cuttack District are recorded in the status of Chandana /Darchandana /Dardarchandana having rent and cess in appropriate column in some cases and having no rent in some other Darchandana Khata. A number of applications are being filed by recorded tenants for change of Status from Chandandar or Darchandandar or Dardarchandanadar to Stitiban status.

2. In this context, it is reiterated that Para 21 in **"Rayati Jami Record Kariba Pranali", interalia, has provided that the land recorded in Chandana Sattva shall be recorded in stitiban status. After transfer of such land, at the time of mutation, such land shall be recorded as stitiban/ rayati land**.

3. "***Chandnadar***" finds mention in the Para 327 of Maddox's Settlement Report and Para 62-63 of Dalziel's Report. Maddox reported that the non-agriculturists (Having no agricultural land in the village except homestead land) such as shopkeepers, labourers, artisans, etc., had to pay for rent for their homestead land and were called as "***Chandnadars***". In some cases, the ***"Pahi Raiyats"*** (whose homestead land was in the village and agriculture land was situated in other villages)

were also called " ***Chandnadar*** " in the homestead village. They were recoznised **as Tenants** as per section 3(3), 4(4) and 236(2) of Orissa Tenancy Act, 1913.

4. In the sabik settlements, the homestead land of non-farmers were settled in "Chandana" *sattva* for Temporarily Settled Estates and "Gharabari" *sattva* for Permanently Settled Estates. In some places such as Phulbani, the " ***Chandnadars*** " were considered as ***"Sukhadasi"*** class. They enjoyed the right of inheritance, transfer and partitioning of sattva without any hindrance from generation to generation like *Thani* and *PahiRayats*.

5. In Para 21(5) of "Rayati Jami Record Kariba Pranali ", it has been clearly **instructed that in Hal Settlement, *Chandnadar* is to be recorded in *"Stitiban" Sattva*. If no rent has been fixed, then fair and equitable rent would have to be fixed on such land. Similarly, *Cess* and *Nistar cess*, as applicable shall be fixed at scheduled rate. If there has been transfer of *Chadana* land, then these are to be recorded as like as transfer of *Rayati* land .**

6. In view of above facts, recording of a khata in DaraChandana / DardarChandana sattva is against the spirit of executive instructions issued by Government from time to time. However, the status of land either as Chandna or DarChandana or DardarChandana in some RoRs which were published before 1990 under the OS&S Act, 1958 and OCH&PFL Act, 1972 prior to this policy decision of Government is still continuing.

7. In view of above, after careful consideration of the matter by Government, it is ordered as follows:

i. Where a RoR is recorded in Chandana Sattva and the tenant applies for change of Sattva, the Tahasildar can open a Misc Case record and by referring to this instruction, he can change the Chandana sattva to Stitiban Sattva. No notice is required to be issued inviting public objections; change of sattva is to be allowed in respect of Chandana sattva to Stitiban by opening a misc. case record.

ii. If rent and cess is mentioned in RoR, no further rent or cess is required to be calculated. If no rent /cess is mentioned in the appropriate column, the Tahasildar shall fix the fair and equitable rent /cess as imposed in similar kisam of land in same village /vicinity.

iii. In case of the sale or transfer of land under transfer of property Act from Chandana khata, mutation shall be allowed as per procedure and the mutated khata shall be prepared in Stitiban status.

iv. It must be remembered that Chandana khata/ plot is not to be treated at par with Sikkim khata / Plot. In the latter case, they are sub tenants under a raiyat who is a raiyat under the State. While the main khata is recorded in the name of the original raiyat, a supplementary Sikkim khata against the corresponding main khata is created in RoR which is indicative of possession of the sub tenant or Sikkim raiyat over the case land.

v. But in case of the Darchandana khata, the case is not so like Sikkim khata. The land contained in the Darchandana khata can be deleted from the main Chandana khata in the process of mutation and Darchandana khata can be recorded as Stitiban khata, if the land has been transferred by way of transfer in pursuance to TP Act, 1882. But due application must be filed by Darchandanadar with relevant documents.

vi. Since there is no rent or cess in Darchandana khata, the fair rent may be fixed in respect of Darchandana khata and the exact amount may be deduced from the rent and cess column of corresponding Chandana khata.

vii. In case where sale deed / gift deed executed as per Transfer of Property Act, but the name of the vendee is entered wrongfully either in the RT column of Chandna or Dar Chandana or Dardar-Chandana khata or in the remark column of that khata, in those cases, the Tahasildar shall allow mutation and the RoR shall be prepared in stitiban status by opening a mutation case on application.

viii. In case of legacy cases, the Tahasildar, as custodian of RoRs and whose primary duty is to update the RoR, can open separate khata on basis of sale deeds, when there are applications to this effect.

You are, therefore advised to issue suitable instruction to your field offices for recording of such types of land to Stitiban status and fixation of rent/cess in the light of instructions.

Yours faithfully,

21/4/2022

Additional Chief Secretary to Government

Memo No 12576 /RDM.dt 21 APR 2022

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

21/4/2022

Additional Secretary to Government

Memo No 12577 /RDM.dt 21 APR 2022

Copy forwarded to e-Governance Branch for uploading the same in Department Website.

21/4/2022

Additional Secretary to Government

REVENUE DEPARTMENT
No. 674
Date 19/3/25
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GOVERNMENT OF ORISSA

THE ORISSA
LAND RECORDS MANUAL, 1965

PUBLISHED UNDER THE AUTHORITY OF BOARD OF REVENUE



REVENUE DEPARTMENT
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Date 19.3.75
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GOVERNMENT OF ORISSA

THE ORISSA
LAND RECORDS MANUAL, 1965

PUBLISHED UNDER THE AUTHORITY OF BOARD OF REVENUE

PREFACE

India being primarily an agricultural country, land plays an important part in the nation's life. Record of the rights of the owners and occupants of land and up-to-date maintenance thereof are, therefore, the primary work of administration. This is the basic record on which depend all other aspects of revenue administration. The system of land records mainly warrants two types of work—(*i*) preparation, and (*ii*) maintenance and superintendence. Preparation of Land records is a statutory duty, the procedure for which is prescribed in the Orissa Survey and Settlement Act, 1958 and rules. Under section 16 of the Orissa Survey and Settlement Act, 1958 (Act III of 1959), maintenance of land records is the responsibility of Government. The technical instructions relating to maintenance of records have been issued in the Orissa Mutation Manual, 1962. The administrative aspect of the problem has been dealt with in this manual. This manual is mainly meant for the Tahsildar, the Superintendent of Land Records, the Subdivisional Officer and the Collector of the district.

2. This manual amplifies some of the provisions of the Orissa Survey and Settlement Act and prescribes detailed instructions relating to superintendence of land records and administrative work connected therewith.

3. This manual is to be briefly cited, as " The Orissa Land Records Manual, 1965." Errors and omissions in this manual should be brought to the notice of the Director of Land Records and Surveys.

B. DAS

BOARD OF REVENUE

Director of Land Records and Surveys, Orissa

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CHAPTER I

General

Scope of the manual.

1. This manual amplifies the statutory and other duties to be performed by the Collector and other officers at different levels relating to land records.

Repeal

2. The instructions contained in this manual supersede all previous instructions on the subject.

D. L. R. & S. to be moved for amendment.

3. If any deviations from these instructions are considered necessary in the interest of work, the Director of Land Records & Surveys shall be moved for issue of formal amendment to the relevant paragraph or paragraphs of the manual.

The Act and the rules.

4. Unless it appears otherwise from the context, "the Act" means the Orissa Survey and Settlement Act, 1958 (Act 3 of 1959) and "the rules" mean the rules made thereunder.*

Revenue Inspector

5. In these instructions "Revenue Inspector" means a Revenue Inspector, and any other whole-time salaried employee in charge of revenue collection and other miscellaneous revenue work at the village level and includes a part-time collection agent by whatever designation he is called, namely, Gountia, Sarbarakar, Pradhan, village Officer, etc.

Record-of-rights.

6. Record-of-rights means the record-of-rights finally published under sub-section (1) of section 12-B, or finally re-published under sub-section (1) of section 23 or deemed to have been finally published or maintained under the provisions of any law for the time being in force or any custom having the force of law or under orders of Government as contemplated under section 38 of the Act.

Map

7. Map means a map prepared under sub-section (6) of section 11 and/or as corrected under sub-section (1) of section 23 of the Act.

Definitions

8. Unless there is anything repugnant in the subject of context words and expressions used in this manual but not defined shall have the same meaning as assigned to them in the Act and the rules.

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* The rules were issued in notification No. 46572—S-6/60-R., dated the 29th October 1960 of Government in Revenue Department and first published in the *Orissa Gazette* Extraordinary No. 679, dated the 29th October 1960. These have been superseded by another set of rules issued in notification No. 28842—S-167/62-R., dated the 21st June 1962 and first published in the *Orissa Gazette* Extraordinary No. 327, dated the 22nd June 1962.

CHAPTER II

Utility of land records

Maintenace of records is the responsibility of the Tahsildar.

9. Smooth and efficient running of revenue administration mainly depends on the up-to-date maintenance of record-of-rights of each village. Under the provisions of sub-rule (4) of rule 29 and sub-rule (4) of rule 55 of the Orissa Survey and Settlement Rules, 1962, the finally published and the finally republished map and the record-of-rights shall remain in the custody of the Tahsildar. The preservation and maintenance of the said records are the statutory responsibility of the Tahsildar.

Settlement records contain valuable informations of the area.

10. The record-of-rights is the basic revenue record which is necessary in all matters directly or indirectly connected with the normal revenue as well as criminal administration. This record as well as the settlement report contains valuable information. The general nature of information which is contained in the settlement record will appear from an examination of the settlement report itself. The information is given in abstracts compiled for the area under report.

Record-of-rights consists of khewat, khatian and irrigation khatian.

11. The record-of-rights consists of the khewat or record of the rights of the proprietors and tenure-holders, the khatian or record of the rights of tenants and occupants and the irrigation khatian showing the names of different sources of irrigation and the lands to which they supply water. These documents are bound up together and made over to the Tahsildar and copies thereof are furnished to the Collector, the Revenue Inspector and the tenants or occupants. It is to the entries in these documents that the presumptive value of the record-of-rights applies as provided in section 13 of the Orissa Survey and Settlement Act, 1958.

Other documents prepared during the survey and settlement operations.

12. In addition to these documents a map, a Khasra, a Terij (abstract of the Khatian), and various statistical statements are prepared in course of the preparation of record-of rights. The entries in these documents have also evidentiary value under the Indian Evidence Act as having been made by public servants in the course of proceedings carried out under the statutory provisions of the Orissa Survey and Settlement Act, 1958.

Progressive importance of different stages of survey and settlement operations.

13. During settlement operations the preparation of record-of-rights passes through five different stages, namly:—

(*i*) Survey,

(*ii*) record-writing or khanapuri,

(*iii*) attestation of the record,

(*iv*) incorporation of rent and objection hearing, and

(*v*) final publication of the record.

The above stages are of progressive importance so far as the decisions relating to disputed matters are concerned. During khanapuri all disputes are summarily decided by the Assistant Settlement Officer in the field. During attestation of the record fresh disputes can be instituted and those which were decided during khanapuri can be reopened on the application from the parties. Any entry made during khanapuri or attestation is liable to be altered at the third stage, viz., disposal of objection after draft publication. All those enquires and decisions are, however, subordinate to the finally published record itself, and the entries contained in the said record only carry the presumption of correctness, which can be rebutted by adducing trust-worthy evidence to the contrary. Mere agreements on compromise are not sufficient evidence to rebut the presumption without further enquiry. Cases during settlement proceedings are tried as far as practicable with the formalities of civil suits and the decisions arrived at have the force of an order of a Revenue Court.

Utility of different records prepared before final publication of the record in survey and settlement operations.

14. (1) At the earliest stage of the proceedings, i.e., during the preparation of the draft record-of-rights, all owners of lands receive copies of the entries made in the draft record-of-rights relating to their lands which are known as parchas. These parchas are of some value to the holders up to the time of final publication. Once a record-of-rights has been finally published, all officers dealing with land matters must look to the entries made in that record, which supersede all entries in the parchas.

(2) The same remarks equally apply to copies of draft khatians prepared and decisions recorded at the time of khanapuri and attestation, and to the decisions given at the time of disposal of objections to the draft record and in appeal therefrom, in fact, to all copies issued before the stage of final publication. These, like the parchas, are of value only before the final publication of record-of-rights. After the record-of-rights has been finally published, copies of the entries in it relating to the lands held by each landlord and each tenant are distributed to the landlords and tenants, stamped with certificates that they are true copies of records finally published. These are the documents which should be invariably called for from disputants who claim possession of lands, and in all cases in which the rights of parties to landed property are relevant. Their contents should be presumed to be correct unless it can be shown that they have been modified subsequently in due process of law.

15. Though settlement operation is practically over after final publication of the records, the entries in the records can also be modified by the Board of Revenue in exercise of its revisional powers. The Board can exercise this power *suo motu* at any time after final publication. The affected parties are also permitted by law to file application for revision within two years from the date of final publication. Any entry in the record can also be challanged in a Civil Court by the aggrieved party within three years from the date of final publication. Hence, although the settlement operation is taken to be completed after final publication of the record, still the entries can be altered by revision proceedings of Board of Revenue and by order of the Civil Court as aforesaid and legally speaking these are but a part of the settlement operation.

Statistical abstracts of the area prepared during settlement operations.

16. During settlement operations the record and statistical abstracts are prepared village by village and are bound up in separate volumes for each village. It is easy to compile any information relating to land from these volumes. The information directly obtainable from the settlement record is of much value for economic enquiries. The number of estates, the number of proprietors, the number of tenants, the extent of their holdings and their rents, the crops grown in the year of the settlement and the extent of cultivation of each crop in that year, the area waste or occupied, and so forth can be well ascertained from these records.

Informations contained in settlement records are useful for sound legislation.

17. Such information may have great value for the purpose of enquiries in connection with famine or scarcity or for the purpose of ascertaining and nothing in selected areas the changes which have taken place since the time of the settlement. By such enquiries made from time to time accurate facts may be secured upon which it may be possible to base sound conclusions and useful legislation.

Utility of thana maps and thana lists.

18. (1) For each thana, a thana map and a thana or jurisdiction list containing the names and thana numbers of villages arranged both in the order of thana number and in alphabetical order are prepared during settlement operation.

(2) The thana map and the list are of immense value to officers of every department. The villages are precisely defined areas ; their boundaries are well known in the locality : every man who has land has a khatian which mentions the village name of his land. With the help of the thana map, the District Officer can make convenient blocks of the area to be dealt with whether in terms of separate villages or group of villages. The thana map enables him to do this with precision and exactness.

Settlement records useful for miscellaneous enquiries.

19. There are many departments of Collectorate in which the settlement maps and records give valuable help. Local enquiries are generally required in cases of land acquisition, embankment cases, irrigation and drainage work, establishment of factories, etc. It is necessray to refer to the land records for cess revaluation, boundary relaying, commutation cases, etc. The maps and land records have also their utility in conducting census and elections.

Useful in disputes as to possession and in crime detection.

20. On the magiste ial side of work the thana maps and settlement records as maintained under rules are useful for reference in disputes as to possession and in crime detection. In cases of disputes as to possession the settlement records are of special value. Not only do they show who is in possession, but also the precise area to be dealt with.

Thana maps as crime maps.

21. In matters relating to crime, copies of the thana maps are utilised for crime maps in all police-stations, other than town police-stations for which town or municipal maps are used. Secondly, applications for additional police to be quartered in disturbed areas at the cost of inhabitants are required to be accompanied by lists of the names and numbers of the villages concerned. These information together with such additional information as the names of the proprietors, the tenants, and the rents paid by the tenants can easily be obtained from the settlement records.

Records and maps helpful in land disputes in criminal cases.

22. The record-of-rights and the map are very helpful fo identification of the lands under dispute in criminal case. When any complaint is made relating to land for which a record-of rights has been prepared, the plot numbers and village name are usually mentioned. This oviates any uncertainty about the identity of the subject matter in dispute.

In riot cases

23. Another benefit derived from using the records is that the parties are at once bound down to one or more particular plots of land. In riot cases, which so frequenly arise out of disputes regarding land, the usual defence is that the accused were in possession and acted in self-defence. A reference to the settlement records, and if necessary, a local inspection with the aid of the records, might at least be of great help before the court regarding question of actual possession.

Necessity of maintaining the records up-to-date.

24 In view of what have been stated above it is necessary that the record-of-rights and maps should always be kept up-to-date in order to confirm to the actual position in the field so that it will be possible to run the administration smoothly. The person primarily responsible for this work s the Tahsildar. The duties of the Tahsildar in this respect have been fully dealt with in the Orissa Mutation Manual, 1962. The duties and responsibilities of other officers at various levels are detailed in the subsequent chapters of this manual.

CHAPTER III

Superintendent of Land Records

Appointment of Supe intendent of Land Records.

25. In every district there shall be one Deputy Collector or a Sub-deputy Collector designated as Superintendent of Land Records. * The Director of Land Records and Surveys is requi.ed to give a panel of names of officers suitable for the post of Superintendent of Land Records to the Government in Revenue and Excise Departments evry year so that Government may, as far as possible, appoint officers from the panel. The officer to be selected for the post should have sufficient knowledge in survey and settlement and must have worked as a Tahs ldar for at least one year. An officer who does not satisfy any of these two conditions shall not be considered for the post. The Director of Land Records and Surveys while submitting his recommendation, shall specifically mention that the officers recommended are acquainted with the laws and rules relating to land records.

Superintendent of Land Records is a member of the Collectorate establishment.

26. The Superintendent of Land Records is a member of the Collector's establishment and is responsible to the Collector for effective control of all the land records work of the district. Besides he shall function as technical adviser to the Collector in all matters relating to survey, land records and settlement. He is in charge of the work relating to record room, copying section and land records and shall not ordinarily be entrusted with any other work excepting what has been mentioned in paragraph 27. All papers in connection with the Superintendent of land records should, however, be addressed to the Collector.

Superintendent of Land Records as Forest Settlement Officer.

27. For forest settlement work in a district a whole-time Forest Settlement Officer may be appointed if there are atleast ten forest blocks notified for reservation. Where the number of blocks notified for reservation is less than ten, the Superintendent of Land Records will also function as Forest Settlement Officer for such blocks and has to be so empowered under the relevant Act.

28. The Superintendent of Land Records shall study and compile the returns that are received from the Tahsildars as required under the Orissa Mutation Manual, 1962 and will prepare the returns to be submitted by the Collector to the Director of Land Records and Surveys.

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* Resolution No. 29459—III-ER-75/64-R., dated the 8th May 1964 of Revenue and Excise Departments.

Superintendent of Land Records may be assigned work by the Collector.

29. The Superintendent of Land Records may be called upon to enquire into all complicated survey matters. He may be required to formulate and suggest proposals for carrying out all practical improvements in the existing land records and in the arrangement for maintenance. He may also be called upon to investigate into disputes necessitating the rectification of boundaries or involving questions of the correctness of the village survey records. He may be assigned any other work relating to land records by the Collector.

Superintendent of Land Records's duty in case of survey and settlement operations initiated by private parties.

30. The Act prescribes that Government can order a survey, preparation of record-of-rights and direct a settlement of rent or simultaneous proceedings thereof on the request of any local authority or other person who agree to pay such amount as may be directed by Government towards the cost of the operation or operations. Government can also direct for conducting such proceedings if in any local area not less than one-half of the total number of raiyats apply for survey, preparation of record-of-rights or settlement of rent, depositing or giving security for such amount towards the payment or expenses as the Government may direct. According to the statutory rules the application for taking up the operation or operations shall have to be made to the Collector of the district. This application, when received in the office of the Collector should be promptly dealt with by the Superintendent of Land Records. The main work to be done initially at the district level is to report about the advisability of the operation and to prepare a rough estimate of expenditure that would be involved in the operation. This estimate is essential because proposals to Government for taking up the operation shall be accompanied by detailed but tentative estimate of expenditure to facilitate the decision about the approximate amount of money that would be required to be collected from the tenants. The best course of action is to make the tenants agreeable for giving a security bond for the purpose.

Superintendent of Land Records's duty at the time of survey and settlement operations

31 (1) The Superintendent of Land Records is responsible for speedy disposal of all references made to the Collector in survey and settlement matters. At the time of settlement the Superintendent of Land Records is to keep close liaison between the Settlement Office and the Collector. He will be held responsible if references regarding survey and settlement work are delayed in the Collector's Office.

(2) In the exigencies of administration it may be necessary to effect changes in the boundaries of the existing villages or to constitute new villages. During survey and settlement operations, the Settlement Officer is competent to initiate proposals in this regard. In other cases, the Collector has to

do it. If the Collector initiates the proposal, the Superintendent of Land Records will act as the enquiring officer if so authorised for that purpose. Generally he and no other officer will be so authorised. In such a case he will discharge all the duties that an Assistant Settlement Officer would be required to discharge if the Settlement Officer initiated the proposal for constitution of villages. The procedure in this regard is laid down in the Orissa Survey and Settlement Rules, 1962.

32. Fixation of a term for settlement is not a statutory requirement under the Orissa Survey and Settlement Act. It is, however, generally inexpedient to conduct settlement operations in any local area at short intervals. On the other hand, a fresh settlement operation may some times become a necessity both in order to bring the record-of-rights up to date and to remove any anomaly in the rent structure. The latter may, itself, in some cases, necessitate a reappraisement of the rent structure for a judicious fixation of rent. Changes in the existing record-of-rights may also be necessitated by a specific Act of the legislature or by an amendment of any existing enactment, affecting tenancy rights or other rights in land, which cannot be given effect to except through settlement proceedings. In all such cases, the Collector is required either to initiate proposals for taking up proceedings in conformity with the statutory rules or act upon such orders as may be issued by the Board of Revenue in its supervisory or revisional jurisdiction. It will be the duty of the Superintendent of Land Records to process the proposals or comply with the orders of the Board, as the case may be, in all such cases.

Change of jurisdiction of Police-station, Sub-division, Tahsil, and district to be done in Superintendent of Land Records's branch in the Collectorate.

33. Proposal for change of jurisdiction of Police-station, Tahsil, Subdivision or District have to be examined and processed in the land records section of the Collectorate.

Survey instruments to be supplied to officers in the district.

34. The Superintendent of land Records will regulate the purchase and supply of survey and mathematical instruments to all officers in the district. Generally the following instruments are required .—

(*i*) Chain and arrows

(*ii*) Optical square

(*iii*) Off-set rod or pole
(*iv*) Flags
(*v*) Diagonal scale
(*vi*) Off-set scale (Gunia)
(*vii*) Sight vane
(*viii*) Plane table
Plane table cover
(*ix*) Acre comb
(*x*) Divider
(*xi*) Patri
(*xii*) Field Book forms
(*xiii*) Tracing Paper
(*xiv*) Tracing Cloth
(*xv*) Eraser

The powers for purchase of survey instruments of different authorities are given in Appendix 1.

Storing and maintenance of survey instruments in the Collectorate.

35. The Superintendent of Land Records should ensure that the survey instruments are properly stored and maintained and timely action is taken for repair and replacement of broken and missing instruments so that the work is not hampered for want of instruments.

Main functions of the Superintendent of Land Records in a nutshell.

36. To sum up, the main functions of the Superintendent of Land Records are :—

(*i*) charge of all matters relating to land records in the Collectorate,

(*ii*) charge of Record Room and Copying Section,

(*iii*) enquiry into complicated survey disputes,

(*iv*) processing of proposals for taking up survey and settlement operation in the district,

(*v*) processing of proposals for constitution of villages and change of jurisdiction,

(*vi*) ensuring supply of survey instruments to the Tahsils and their proper maintenance,

(*vii*) acting as liaison officer of the Collector with the Settlement Officer,

(*viii*) acting as Forest Settlement Officer when the number of forest blocks notified for reservation in the district is less than ten, and

(*ix*) any other special work relating to survey and records that may be entrusted to him by the Collector.

CHAPTER IV

Other superintending authorities

Other Superintending authorities.

37. Besides the Superintendent of Land Records, the other superintending authorities are :—

(*i*) the Subdivisional Officer,

(*ii*) the Collector,

(*iii*) the Revenue Divisional Commissioner, and

(*iv*) the Director of Land Records and Surveys. The duties of each of the Superintending authorities are described in the following paragraphs.

Subdivisional Officer.

38. (1) The Land records work and the miscellaneous duties connected with it are intimately bound up with the important details of general and revenue administration for which the Subdivisional Officer is responsible. He is also responsible for the control and discipline of the Tahsildars under his jurisdiction. He is required, therefore, to exercise general supervision over the land records work of his subdivision and see that it is carried out both punctually and accurately. In order that he may keep as far as possible in touch with the land records work, he is required to check it whenever possible in the field, scrutinise periodical reports and returns that come from the Tahsils, keep a careful record of work observed by him in the field, enforce discipline and ensure that all directions given regarding improvement of land records work are carried on.

(2) Whenever the Subdivisional Officer goes to a Tahsil headquarters, he should make it a point to inspect certain number of mutation case records and their connected papers. The examination of records should be thorough, minute and meticulous to see, if the instructions contain in the Orissa Mutation Manual, 1962, are being followed faithfully.

39. The statutory rules lay down that an appeal from any final order passed in a mutation case shall lie to the Subdivisional Officer, if such orders have been passed by the Tahsildar. Similarly, if the final orders have been passed by the Subdivisional Officer, the appeal shall lie to the Collector. The appellate powers vested in the Collector or the Subdivisional Officer do not, however, preclude the exercise of supervisory jurisdiction by these officers over the disposal of mutation work within their jurisdiction. It will be their duty to ensure that the statutory rules and the instructions contained in the Orissa Mutation Manual are rigidly followed by all officers entrusted with the maintenance of record-of-rights.

40. At the time of inspection, care should be taken to see that the orders in mutation cases are being carried out by the Revenue Inspectors correctly and quickly. Paragraph 91 of the Orissa Mutation Manual, 1962, prescribes that the inspecting officers shall ensure that the Revenue Inspector's copies of record-of-rights and map are maintained up-to-date. He shall check all the intimation slips received after the last inspection with the corresponding entries in the Register of Changes. He shall also check some percentage of changes in the record-of-rights against the entries made in the intimation slips. He shall give a certificate to that effect on the inspection book and record this fact in the inspection note.

41. At the time of inspection, the Subdivisional Officer shall inspect at least three mutation case records and fill up the questionnaire given in Appendix 17 which shall be appended to the inspection note. Another set of questionnaire has also been given in Appendix 18 for inspection of Revenue Circles.

42. The Subdivisional Officer shall inspect each Tahsil at least once a year and as many Revenue Circles as possible.

43. At the time of inspection, generally the inspecting authorities do not check up some items of work considering them to be too small or unimportant to be bothered about. This is a dangerous tendency. It might look queer and strange to check up if the court fees on petitions have been properly initialled or not. But small and innocent-looking details of this nature, though annoying at the time of inspection are capable of creating confusion and embarassment in the long run. For example, it is required to check up an application for initiating a mutation proceedings within three working days from the date of receipt of the application. If a departure is made in this rule, the cumulative effect of this type of irregularity in one hundred such cases may, in some future date, lead to the demand for extra staff for clearing the pendency. Similarly, if the copies of the judgments or other papers are not given to the parties in time, it may hold up disposal of appeals which would result in delaying the work of effecting corrections in the record-of-rights, the very purpose of mutation being defeated. Therefore, the inspection should be as detailed as possible.

Collector

44. The land records work in each Tahsil should be inspected at least once in a year by either the Collector or the Additional District Magistrate. He should, during his inspection, particularly see that the Subdivisional Officer has given special attention to the maintenance of land records by the Tahsildars.

Revenue Divisionaal Commissioner.

45. The Revenue Divisional Commissioner during his inspection of Collectorate, Subdivision and Tahsil Offices, should particularly mention in his inspection note how far the instructions contained in this manual are being followed by the Collector, the Subdivisional Officer and the Tahsildar. He may carry on a test check to satisfy himself that the records have been properly maintained.

Director of Land Records and Surveys.

46. The Director of Land Records and Surveys who has technical control over the officers and offices dealing with land records may be approached for any advice on the subject. Any difficulty on a point of law requiring the order and advice of superior authorities must be referred to him by the Collector. The Director of Land Records and Surveys can inspect the land records section of the Collectorate and other subordinate offices and make proposals to the Collector and the Revenue Divisional Commissioner for improvement of maintenance work within his district.

CHAPTER V

Maintenance of survey marks

Duties of Collector relating to maintenance of survey marks.

47. The duties of the Collector relating to maintenance, repair and renewal of survey marks are laid down in the Orissa Survey and Settlement Act, 1958, and in the statutory rules made thereunder. Relevant sections of the Act and the rules are reproduced as Appendix 2.

Description of survey marks.

48. (*1*) Survey marks are generally of the following descriptions, namely:—

(*a*) Stones or masonry pillars two feet long, cut for a length of six inches at the top into a prism of triangular cross-section, each side of the triangle being five inches in length at each tri-junction point, that is to say at each point where boundaries of three or more villages or other unites of survey meet, and

(*b*) Stones or masonry pillars two feet long, cut for a length of six inches at the top into a prism of square cross-section, each side of the square being six inches in length, at the selected points.

(*2*) These are the two types of survey marks which are generally used in the survey and settlement operations. But survey marks of other descriptions may have also been prescribed by the Board of Revenue.

Preliminary work in the Collectorate after the survey and settlement operations.

49. (1) After a survey or settlement operation, the Settlement Officer hands over the following documents to the Collector, namely:—

(*a*) three copies of the register prepared villagewise for tri-junction and special marks (reproduced as Appendix 3) and

(*b*) three copies of the special mujumili maps drawn in the scale 1" to 2 miles for each of the villages in the district.

The special mujumili map shows the position of the tri-junction stones of the entire village. Each permanent mark is assigned a number on the map and the same number is repeated in the registered mentioned above. Thus each stone mentioned can be located on the map. These three sets of map and register are meant for the Collector, Tahsildar and the Officer-in-charge of police-station. The set meant for the Collector should be kept in the Record Room of the Collectorate. The other two sets will be handed over to

the officer for whom it is meant. Extra copies of the map can be obtained from the map printing office on indent in the usual manner. As soon as these records are received from the Settlement Officer, the Collector will prepare a register of tri-junction and special marks Revenue circlewise basing on the contents of the register received from Settlement Officer. The *pro forma* of this register is given in Appendix 4. All the marks which appear in the Settlement Officer's register against the village in a particular Revenue Circle, should be allotted to that circle in this new register. This register will be prepared in triplicate of which one is to be kept in the Record Room and the rest to be sent to the concerned Tahsildar. The Tahsildar will keep a copy with him and distribute the leaves of the other copy among the Revenue Inspectors concerned. Similarly traces of the mujumili map will also be prepared in the Collector's Office Revenue circlewise in triplicate and two copies of the trace will be given to the Tahsildar for similar action as in the case of the register mentioned above.

(2) When the jurisdictions of Revenue Circles are altered, these registers and mujumili maps are also to be changed Where such a case arises, the register and map are to be prepared accordingly in the manner prescribed above and action taken in the manner indicated in the forgoing paragraph.

Tahsildar to check all survey marks after the survey and settlement operation.

50. After all these things are done, the Tahsildar will visit each Revenue Circle with the Revenue Inspector and will check up if the stones are existing in the field. At that time he will take the signature in column 5 of the register from the persons mentioned in column 3 in token of their receipt of the marks in the copy kept in his custody.

Villagewar stone register to be maintained by the Revenue Inspector.

51. The Revenue Inspector will be required to maintain a stone register village war for his circle for conducting check and inspection and reporting results thereof. The *pro forma* of the register is given in Appendix 5. One or more pages will be allotted for each village in this register of the Revenue Inspector according to number of stones in each village. There should be sufficient space between one serial number and another in the register to accommodate entries at the time of each inspection.

Tenants are responsible for maintenance of survey marks.

52. Section 8 of the Act provides that the Collector will see that the survey marks are maintained, renewed or repaired by the interested persons in the land. If this is not done by the tenants concerned, the Collector can take steps for its maintenance, repair or renewal and will determine and apportion the cost of such work and realise the cost from the

interested persons as an arrears of land revenue. According to rule 15 of the Orissa Survey and Settlement Rules, 1962, a survey mark needs repairs, if it is out of its correct position or is entirely covered with earth or overgrown with vegetation so as to be inaccessible for purposes of measurements. It needs renewal when it is missing or damaged.

Enquiry into the conditions of survey marks to be done by Revenue Inspectors.

53. Such enquiry into the condition of survey marks can best be done by the field staff, namely, the Revenue Inspectors. If they meet with such cases, they will atonce bring this to the notice of the Tahsildar who will intimate this fact to the Collector. The Superintendent of Land Records shall take immediate steps for necessary action in this regard.

Inspection by Revenue Inspectors.

54. Ordinarily the Revenue Inspector should inspect the stones once a year. He should not do the entire inspection at a stretch in any particular month. He should do it systematically month after month preferably in the slacker months of the year. If he finds a stone in its proper position and otherwise in good condition he should merely enter the date of inspection in the register. He may add the word " missing ", out of ground or " buried " or " over grown ". If it is entirely buried or over-grown by vegetation, so as to be invisible or inaccessible for purposes of measurement.

Check by Tahsildar.

55. The Tahsildar should check at least ten per cent o the total number of stones checked by the Revenue Inspector. If he differs from the Revenue Inspector's remarks he will score out the entry of the Revenue Inspector and write his own.

Fact of missing or damaged stones to be reported to Collector.

56. (1) If at the time of check or inspection it is found that the marks are missing or damaged or removed from their actual position, the fact must immediately be reported in writing to the Collector as well as to the officer-in-charge of the Police-station concerned. The report should explain the circumstances fully giving the serial number of the mark in question, and should mention whether there are reasons for thinking that the damage has been wilful.

(2) A register entitled " Miscellaneous cases " in Form No. 8 of the Bihar and Orissa Register and Return Manual (Appendix 6) will be maintained in the Land Records Section of the Collectorate to accommodate complaints of this nature. As soon as a report comes regarding the disappearance, or damage or removal of a survey mark, this register will be filled up. In column 3 the name of the thana, the serial number of the mark and a brief abstract of the

report should be entered. In columns 5 and 6 the order of the Collector, e.g., an order regarding the repair of the mark or its renewal as the case may be should be entered. In the remarks column of the register of tri-junction and special marks which is kept in the custody of the Superintendent of Land Records, there should be a cross-reference to each case in Register of Miscellaneous cases concerning this mark. The order in the miscellaneous case mentioned above must be given by the Collector after local enquiry, if necessary regarding the accuracy of the report in question. The Collector may cause the enquiry to be conducted by the Superintendent of Land Records or the Subdivisional Officer or the Tahsildar.

(3) If the field enquiry reveals that any permanent mark erected in course of a survey or settlement operation has been wilfully erased, removed or damaged, the Collector will take action under section 343 of the Indian Penal Code.

Collector to take prompt action.

57. The Collector should take prompt action in restoring the original condition of the survey mark, whenever a report regarding damage, etc., is received. According to law it is the duty of the tenants to maintain, renew or repair the stones. Hence, the Revenue Inspector and the Tahsildar when they go to a village in connection with revenue work, should always impress upon the people about its importance, and induce them to carry out all the repairs, etc.

Superintendent of Land Records to issue notice on the tenants for carrying out the repair work.

58. If the tenants or occupants fail to comply, the responsibility shifts to the Collector. After receipt of the information from the Tahsildar about the non-attendance of the concerned tenants to the work, the Superintendent of Land Records will issue, under the authority of the Collector, a notice on the concerned tenants fixing a date for carrying out the repair or other work as may be necessary. The notice is reproduced as Appendix 7. This notice should be served through the Tahsildar.

Service of notice.

59. A register, the *pro forma* of which is given in Appendix 8, shall be maintained in the Land Records section of the Collectorate to show the date of handing over the notice to the Tahsildar, the date of return after service, etc., so that the case can be pursued without delay.

Revenue Inspector to take up the repair work.

60. When the Revenue Inspector next goes to the village (for this matter there should be a gap of at least 15 days between the service of notice and his visit) he will try to

assemble the concerned tenants for the renewal or repair work. If the persons fail to attend, he will carry on this work without their presence.

A sketch map to be prepared along with the report.

61. While doing that work, he shall prepare a sketch map on a tracing paper to the depth of three plots in all directions showing the survey marks attended. This will be attached to his report which he will finally submit to the Tahsildar after completion of the work. The Tahsildar will finally report compliance to the Collector.

Cost of labour can be added to the total cost of the work.

62. Hired labourers may be engaged by the Revenue Inspector, if the persons concerned do not supply free labour. The cost of such labour shall be added to the total cost of the work which will later be realised from the tenants concerned according to rule.

Stones for survey marks to be approved by the Tahsildar.

63. The stones required for the purpose of preparing survey marks are to be collected carefully. If the tenants replace the stones, they must be approved first by the Tahsildar before being converted to survey marks.

Selling price of the stone to be notified in the Board.

64. Each Tahsildar should provide in the budget, some funds for purchase and storage of stones, etc., to be kept for maintenance work. The storage can be done at the Revenue Inspector's office. The selling price of a Survey mark should be fixed and notified in the notice board of the Tahsildar. This price should be fixed at uniform rate for villages similarly circumstanced.

65. The usual rules of calling for tenders for supply of stones are to be followed for procuring stones.

Cost of survey marks to be notified in the Gazette.

66. Before action is actually taken to notify the selling price of survey mark in the notice board the Collector shall see that the cost of survey marks are properly notified by Government in the Gazette as required under the rules. The cost should be reviewed annually by the Superintendent of Land Records and if it needs revision fresh calculation should be made and the result would be submitted to the Director of Land Records and Surveys for onward transmission to Government in the Revenue and Excise Departments for publication in the Gazette.

Repair work not to be taken up during rains.

67. Generally the repair or renewal work of the survey marks should be taken up during the winter season or at the close of the winter season when there is no crop in the field. No such work shall be taken up during the rains.

Cost of the repair work to be realised from tenants concerned.

68. The total amount spent on such work should be realised from the tenant or tenants concerned. This should be realised from the tenants whose plots have been affected, that is to say, whose plots touch the stones attended to. The Superintendent of Land Records will serve a notice under the authority of the Collector through the Tahsildar on the tenant or tenants concerned stating the work done and the cost each is liable to deposit into the treasury within fifteen days of the receipt of the notice. The notice is reproduced as Appendix 9. If the tenants fail to comply with the notice within the stipulated time action should be taken to realise the said amount as arrears of land revenue. While issuing the notice, the tenants would be intimated to credit the amount into the treasury under the head " IX—L. R.—*d*—Recoveries on account of survey and settlement charges". A register called "Register for realisation of cost " is to be maintained in the *pro forma* given in Appendix 10.

Constitution of villages.

69. Where alteration in the existing village boundaries is found necessary because of any palpable error in survey or any other compelling reason that may necessitate such alteration, the procedure laid down in the Orissa Survey and Settlement Rules should be followed for effecting any such alteration. In cases where alteration in the existing village boundaries is also found to affect the boundary or boundaries of other administrative units such as, Police-station, Tahsil, Subdivision or District, or in cases where alteration in village boundaries appears to affect the boundary of any reserve forest, no such alteration should be affected unless the Administrative Department concerned has been given an opportunity to offer its views in respect of the proposed alteration of boundaries.

Annual report to be sent to the Director of Land Records and Surveys by the Collector.

70. (1) The Collector will send to the Director of Land Records and Surveys annually, not later than 1st November, a report describing fully and methodically the action taken during each year to carry out the above rules. It should deal with the year ending on the 30th September and should be supplemented by a statement in the form at Appendix 13. The report and statement should deal only with permanent boundary marks of stone or masonry pillars, and should not include temporary marks. In dealing with the results of the inspection of boundary marks, the report should state how much of the inspection was done by inspecting authorities consisting of Revenue Inspectors, Tahsildars, Superintendent of Land Records, Subdivisional Officer and the Collector and if separate notes of inspection by each class of agency have been kept.

(2) A full account should be given of the action taken to restore damaged or missing stones, and if in any year any balance remains over to be restored, the account of the action taken to complete the work should be given in the following year's report.

(3) It will be the duty of the Director of Land Records and Surveys to summarise the information received from the District Officers in accordance with the preceding rules in his annual report on settlement and land records.

CHAPTER VI

Inter-State Boundary

Creation of Orissa.

71. The Government of India (Constitution of Orissa) Order, 1936, dated the 3rd March 1936, defined the areas for constitution of Orissa. The Orissa Division of the Province of Bihar and Orissa comprising the districts of Cuttack, Puri, Balasore, Sambalpur and Angul, certain portions of the Presidency of Madras, namely, the present districts of Ganjam, and Koraput and the Balliguda subdivision of Boudh district and certain portions of the Central Provinces, namely, the Khariar ex-Zamindary and the Mahadevpalli police-station were amalgamated and the province of Orissa was created on the 1st April 1936. In the years 1948 and 1949, the following 24 Princely States merged in Orissa giving the State its present and final shape. The States Merger (Governor's Provinces) Order, 1949 of Government of India in the Ministry of Law (Vide Appendix II), provide the statutory backing for this merger.

1. Mayurbhanj
2. Bamra
3. Dhenkanal
4. Kalahandi
5. Nayagarh
6. Patna
7. Bonai
8. Gangpur
9. Keonjhar
10. Nilgiri
11. Athgarh
12. Baramba
13. Daspalla
14. Hindol
15. Khandpara
16. Narsingpur
17. Ranpur
18. Tigiria
19. Pal-lahara

20. Talcher

21. Athmallik

22. Boudh

23. Rairakhol

24. Sonepur

The Government of India (Constitution of Orissa) Order is reproduced as Appendix 12.

External Land Boundary.

72. Orissa is bounded in the North by Bihar, in the West by Madhya Pradesh, in the South by Andhra Pradesh and in the North-East by West Bengal. The Inter-State boundary has been demarcated on the spot and the boundary pillars have been erected on the boundary line. Owing to the merger of the ex-States, no alteration has been made in the boundary line with Andhra Pradesh as no ex-State existed on the Andhra Pradesh-Orissa border. Portions of the following police-stations in the districts of Mayurbhanj, Keonjhar, Sundargarh and Kalahandi now touch the boundaries of the States of West Bengal, Bihar and Madhya Pradesh due to the merger of Mayurbhanj, Keonjhar, Bonai and Gangpur ex-States.

District	Subdivision	Police-station	Name of the ex-State	Name of the State or States touching the boundary	Remarks
1	2	3	4	5	6
Mayurbhanj	Mayurbhanj	Muruda ..	Mayurbhanj ..	West Bengal	
		Suliapada ..	Do. .	Ditto ..	
		Kuliana ..	Do. ..	Ditto ..	
		Bangriposi ..	Do. ..	West Bengal and Bihar.	
	Rairangpur..	Gorumahisani..	Do. .	Bihar	
		Tiring ..	Do. ..	Do. ..	
		Rairangpur ..	Do. ..	Do. .	
		Bahalda ..	Do. ..	Do. ..	
		Badampahar ..	Do. ..	Do. ..	

District	Subdivision	Police-station	Name of the ex-State	Name of the State or States touching the boundary	Remarks
1	2	3	4	5	6
Keonjhar ..	Champua ..	Champua ..	Keonjhar ..	Bihar ..	
		Chamakpur ..	Do. ..	Do.	
		Barbil ..	Do. ..	Do. ..	
Sundargarh	Bonai ..	Koira ..	Bonai ..	Do. ..	
		Kamarposh Balang.	Do. .	Do. ..	
		Banki	Do. ..	Do. ..	
	Panposh ..	Panposh ..	Gangpur ..	Do. ..	
		Bisra ..	Do. ..	Do. ..	
		Biramitrapur ..	Do. ..	Do. ..	
		Raiboga ..	Do. ..	Do. ..	
	Sundargarh	Bargaon ..	Do. ..	Do. ..	
Kalahandi..	Dharamgarh	Dharamgarh ..	Kalahandi .	Do. ..	
		Koksara ..	Do. ..	Bihar and Madhya Pradesh.	
		Lephripara ..	Do. ..	Madhya Pradesh	
		Hemgiri ..	Do. ..	Ditto ..	

Tahsildar to inspect the Inter-State Boundary.

73. Instances of boundary pillars being damaged or removed may come to notice from several areas of the State. Therefore the Tahsildars should inspect the Inter-State boundary pillars under their jurisdiction at least once a year, and submit a report to the Collector. It is desirable to inspect such marks more than once a year. In case removal or damage is detected, the Tahsildar should at once intimate to the Subdivisional Officer and the Collector without waiting for a detailed enquiry. After sending the information or preliminary report, he will proceed to make a detailed enquiry on the following points without waiting for instructions from the

Collector. He should visit the spot and verify the documents for the purpose. Reference to map is very much necessary in such cases. It may be necessary to refer to the Government of India (Constitution of Orissa) Order, 1936 if the boundary of the State is within a regular district of Orissa. But in cases of disputes where the ex-States mentioned above are involved, the documents regarding delineation of boundary of the ex-States with the other State may be referred to. The documents will be available in the Collectorate. He may also consult any other document if he thinks necessary. After spot inspection and detailed enquiry, he will submit his detailed report to the Subdivisional Officer who after making further enquiries if any forward the report of the Tahsildar to the Collector with his comments. The report of the Tahsildar concerning any matter relating to the demarcation of inter-State boundary should always be accompanied by a map. After receiving the report from the Subdivisional Officer, the Collector shall take steps for conducting such enquiry on the spot, as may be found necessary, and furnish a detailed report to the Director of Land Records and Surveys within a fortnight at the latest. The following particulars should in all cases be furnished in matters relating to discrepancies or disputes on the inter-State boundary—

(*i*) The Statute, agreement, corenant, decree or custom in accordance with which the inter-State boundary was originally delimited.

(*ii*) The facts of actual survey for the delimitation of the boundary.

(*iii*) The facts of possession

(*iv*) Details of past litigation, if any

(*v*) Title of the disputed lands as per record-of-rights.

(*vi*) The manner in which effective administrative jurisdiction has been exercised over the area ;

(*vii*) Geographical and technical factors involved in the boundary dispute.

On receipt of the report from the Collector, the Director of Land Records and Surveys will take steps for further enquiry into the matter, if necessary, and furnish his views to Government in the Home Department together with the copies of all documents and maps relevant to the subject. He will send copies of his report and documents to the Revenue and Excise Departments/Revenue Divisional Commissioner for information also.

74. The Survey of India, who under the Government of India is responsible for preparing the topographical maps on various scales for the whole of India, surveys the administrative and inter-State boundaries as demarcated on the ground. Where such boundaries are not properly demarcated by pillars or stone cairns, the alignment of the boundaries are surveyed as shown to the Surveyors of Survey of India by the local officials on the ground. For inter-State boundaries, the local officials of both the States are consulted. After the conclusion of the topographical survey and before the publication of the maps, the Survey of India usually forwards a trace or map showing the alignments of the administrative and inter-State boundaries, with details of sufficient area on both sides of the boundary inked up in colours, to the local officials, usually the Collector of the district, for verification. If an officer other than the Collector receives it from the Survey of India, he shall forward it to the Collector under intimation to the officer from whom he received it. The Collector should carefully verify the correctness of the boundary alignment by comparing such traces or maps against the local records and maps and ensure that the detailed shape of the boundary agrees piece by piece, both in position and direction. He may take the help of the concerned Settlement Officer in cases of doubt. On completion of the verification, the boundary traces and maps should be submitted by the Collector along with a detailed report regarding accuracies or discrepancies in the alignment of the boundary shown by the Survey of India to the Deputy Director of Surveys and Map Publication who will after conducting such verifications with his records and on the spot as he considers necessary forward all the papers received from the Collector along with his report containing specific recommendations on the subject to the Director of Land Records and Surveys, Orissa. The Director will consider all the reports and then formulate his recommendations to the Board of Revenue. The Board of Revenue shall be the final authority to take a decision on the recommendations so received. This decision along with the traces or maps should be forwarded to the Survey of India. If the Board considers that before communicating its decision to the Survey of India orders of Government are necessary on any specific question it will obtain such orders. All cases where any dispute over the boundary is likely to arise as a result of the decision of the Board should be reported for information of Government in the Home Department and in the Revenue Department.

CHAPTER VII

Great Trigonometrical Survey Stations*

G. T. S. Stations.

75. The G. T. Stations or Geodetic Triangulation Stations (also known as " Great Trigonometrical Survey Stations ") are fixed by the Survey of India by means of precise triangulation throughout India and some neighbouring countries, to determine the shape and figure of earth and to conduct geodetic investigations. It constitutes the basic framework for subsidiary triangulation, theodolite traverse and topographical survey and mapping. The Geodetic Triangulation Stations are considered errorless excepting those relating to intersected points. Most of the G. T. Stations are protected and the local authorities are required to submit an annual report on them The stations of susidiary (also called as tertiary or topographical) triangulation are not of the same standard of accuracy as the G. T. Stations, but are sufficiently accurate for carrying out theodolite traverse survey. They are accurate within certain limited areas for carrying out large scale surveys.

Description of G. T. Stations.

76. The Great Trigonometrical Survey Stations are generally of two types, namely, (*i*) Towers, and (*ii*) Pillars. Tower Stations are generally of hollow, brick towers, sometimes 50 feet or more in height. They are used for crossing the plains of India. The tower encloses a separate central pillar containing mark-stones. The Pillars are generally of one of the following types :

Type A—A circle and a dot are engraved on the upper surface of a stone embedded in the centre and flush with the top of a solid circular masonry pillar 40 inches in diameter. One or more additional mark-stones are embedded in the pillar vertically below the upper mark-stone, the lowest mark being, if possible, cut on rock *in situ*. In some cases tubular cavities 6 inches in diameter are left between the several mark-stones, so that if an upper one is displaced a lower one becomes accessible without demolition of the pillar. A masonry ring 18 inches thick surrounds the pillar but is separated from it by an annular space of 3 inches. Around the ring is a platform of earth and stones, about 10 feet square. The platform, the ring, and the pillar are built to the same height, which differs from one station to another.

Type B—A circle and dot are engraved on the upper surface of a stone embedded in the centre and flush with the top of a solid masonry pillar 3 feet square. Vertically below

* The instructions in this Chapter supersede the instructions contained in Revenue and Excise Departments letter No. 3178-II-S/15/62-R., dated the 15th January 1963.

the mark on the upper surface another mark-stone is embedded, or if possible, a mark is cut on rock *in situ*. In some cases tubular cavities 6 inches in diameter are left between the several mark-stones, so that if an upper one is displaced a lower one becomes accessible without demolition of the pillar. A square platform of earth and stones is made round the pillar and flush with the top of it.

Type C—Similar to type A, but without the masonry ring, that is, the platform is not separated from the pillar. This type has been discontinued for stations fixed since 1916.

The towers are generally erected in the plains and the pillars on hills or mounds. A list of such stations in each district is given in Appendix 14. This does not include the stations of subsidiary tringulation.

Responsibility of its preservation is of the Collector.

77. These G. T. Stations are required to be preserved permanently and the responsibility for their preservation is on the Collector of the district. The conditions of these G. T. Stations will have to be reported annually to the Deputy Director, Geodetic and Research Branch, Survey of India, Dehra Dun. It is, therefore, necessary that each such station is inspected every year. The Superintendent of Land Records will personally inspect these stations by April every year. The Tahsildar and the Revenue Inspector will also make occasional inspections of these stations. It may not be necessary to check the stations on the top of the hills frequently as chances of their destruction are rare. But the tower stations erected in the plains must be checked from time to time and protective measures should be taken up atonce.

Protective measures.

78. The protective measures for preservation of these stations are generally the following :—

(*a*) Remove all vegetation from towers, pillars and platforms and clear the space round them.

(*b*) Hollow towers of "pucca" masonry :—Stop all cracks, close the trap-door, block up the windows and the doors in the basement, and should the roof have fallen in, shape the debris in the form of a cone on the basement floor.

(*c*) Solid towers of "pucca" masonry with central "pucca" solid pillar :—Cover over summit of structure with a large pile of mud sloped away to carry off the rainfall.

(*d*) Solid towers of "Kachha" masonry with central "pucca" perforated pillar :—Protect summit of structure as in (C), and close the passages to the basement floor with earth and stones.

(*e*) Low platform of "kachha" materials with "pucca" solid cylindrical pillars about 40 inches in diameter :—Repair platform if necessary, and pile up a pyramid of earth and stones over pillar and platform.

(*f*) "Pucca" perforated pillars without platform:—Close the passages to the basement floor ; and prevent water lodging round about the pillar.

(*g*) "Pucca" Pyramidal pillars :—Cover over with earth and stones as in (*e*).

It is more important to protect the mark-stone, than to rebuild the tower or pillar ; repairs liable to disturb the position of the mark-stone should not be undertaken. If the mark-stone be found missing or disturbed it must not be relaid but earth and stones should be piled up in the shape of a pyramid over the pillar to preserve the site of the station and the facts immediately reported to the Deputy Director, Geodetic and Research Branch.

Report on damaged stations to be sent to the police.

79. If it is found that any of such stations has been damaged, a report should at once be sent to the Collector and the local police should be informed to take step under section 434 of the Indian Penal Code against the vandals. In the plains area, where it is situated on the plot of a private individual, the persons owing the plot is responsible for its safe preservation. The rules relating to preservation of survey marks will apply in this case.

If owing to alteration in boundaries, a station now falls in the jurisdiction of another village, this fact should be noted in the annual return.

Condition of each station to be kept on records.

80. A register as in Appendix 15 will be maintained in the Land Records section of the Collectorate for recording the condition of each station after inspection.

Annual report to be sent by Collector to the D. D. S. and M. P.

81. The District Officers will send their annual return on the condition of these stations in the *pro forma* prescribed in Appendix 16 to the Deputy Director of Surveys and Map Publication, Orissa by 15th May. The Deputy Director of Surveys & Map Publication will consolidate the returns and

send them to survey of India with copies to Government in Revenue & Excise Departments and Director of Land Records & Surveys, Orissa.

Superintendent of Land Records responsible for timely submission of annual return

82. For timely inspection and submission of annual return the Superintendent of Land Records will be held personally responsible.

Subsidiary stations.

83. The G. T. Stations are fixed at about 10 to 25 miles apart. The subsidiary (tertiary or topographical) triangulation stations, though not included in Appendix 14, are based on G. T. Stations and are of a lower standard of accuracy. They are fixed at about 5 to 10 miles apart and form the basis for the control of 1 inch topographical surveys, theodolite traverse for cadastral surveys and large scale development project surveys.

Description of subsidiary stations.

84. The subsidiary triangulation stations are located, at the highest point in a locality, on tops of hills and mounds, and in plains where no hills exist. The station consists of a circle and dot engraved on rock *in situ*, wherever rock is available, or on a large stone embedded about 3 feet underground. A second mark stone, similarly treated, and having its dot vertically above the dot of the lower mark, is placed flush with the top surface of a platform, built of earth and stone at least one foot high and from 8 to 10 feet square or circle, round the station mark. In some cases, where the G. T. stations are too far apart, a solid masonry piller is built over the lower mark of the subsidiary triangulation station and the upper mark is placed flush with the top surface of the pillar. The positions of these (as well as G. T. Stations) are shown by the symbol Δ on 1 inch topographical maps.

Preservation and report on subsidiary stations.

85. Although no annual return is required to be submitted on these Subsidiary Triangulation Stations, owing to their importance for topographical, cadastral and project surveys, it is necessary that the District Officers should warn all the local authorities not to disturb or damage these stations and carefully preserve them for future use. Whenever such station is noticed by the local authorities to have been destroyed or damaged, a heap of earth and stones should be piled up over the station to preserve its original site and the fact reported to the Deputy Director of Surveys and Map Publication, who, in turn will report to the Survey of India in due course.

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APPENDIX 1

Powers of different authorities to sanction and purchase survey instruments

Authority to sanction	Extent of expenditure
1	2
Collectors and Settlement Officers in-charge of Major Settlement Operations.	Up to Rs. 1,500 for each item of instrument for each office per annum.
Commissioners and Director of Land Records and Surveys.	Up to Rs. 10,000 for each item of instrument for each office per annum.
Board of Revenue ..	Exceeding the above limit

All the purchases should be made subject to existence of budget provision, vide letter No. 225/61-13144-R., dated the 12th March 1960 of the Under-Secretary, Revenue Department to Director of Land Records and Surveys.

APPENDIX 2

Extracts from the Orissa Survey and Settlement Act, 1958 and from the Orissa Survey and Settlement Rules 1962

Section 8. .....

8. (1) Subject to such conditions as may be prescribed in this behalf, every person interested in the land shall be bound to maintain, renew and repair the survey marks on or within the boundaries of his holding and in default of his doing so, the Collector may at the cost of the Government maintain, renew and repair such survey marks, determine and apportion the cost of so doing and recover such costs as a public demand or arrear of land revenue as the case may be.

Persons responsible for the maintenance of survey marks.

(2) Before the Collector renews or repairs any survey marks he shall serve a notice in writing on the cultivator or other person interested in the prescribed manner intimating him the action proposed to be taken by him specifying the time fixed for such action.

Rules 15 to 18.....

15. Repairs to and renewal of survey marks—

(1) A survey mark shall be deemed to require repair when it is—

(*i*) out of its correct position or

(*ii*) entirely covered with earth or overgrown with vegetation so as to be invisible or inaccessible for purposes of measurement.

(2) A survey mark shall be deemed to require renewal when it is missing or damaged :

Provided that where survey marks have been set up at corners and bends of fields in any previous survey the repair to and renewal of such survey marks shall not be made.

16. Liability for renewal or repair shall be joint and several—Every person interested in the land shall take all reasonable care and exercise due diligence in maintaining, renewing and repairing the survey marks on or within the boundaries of his holding and this liability shall be joint and several.

17. Cost of repair or renewal of survey marks—The extent of the aforesaid liability shall be limited to such cost of repairing or renewing, missing or damaged survey marks as may be fixed by Government for each district or part thereof by notification from time to time. The costs to be recovered by the Collector in accordance with rule 16 shall not exceed the said limit.

18. Manner of service of notice for repair or renewal of survey marks—The notice under sub-section (2) of section 8 shall be issued by such officer as the Collector may by general or special order made in this behalf direct and such notice shall be served in the manner provided in rule 4.

Schedule I—Form No. 230

APPENDIX 3

ପଥର ରେଜିଷ୍ଟର

ମୌଜାର ନାମ ଥାନାର ନାମ

ଥାନା ନମ୍ବର ଦହସିଲ

୧ । ପଥରର ତରତିବ ନମ୍ବର

୨ । ପଥରର ବିବରଣ (ତ୍ରୀକୁଟୀ ବା ଅନ୍ୟ ପ୍ରକାର)

୩ । ଯେଉଁଠାରେ ପଥର ଦୁଇ ବା ତତୋଧିକ ଗ୍ରାମର ମଧ୍ୟବର୍ତ୍ତୀ ସୀମାରେ ଅଛି, ସେଠାରେ ଉକ୍ତ ଗ୍ରାମମାନଙ୍କର ନାମ ।

୪ । ପଥର ଯେଉଁ କର୍ମଚାରୀଙ୍କ ମାଉଜତରେ ଉଆଗଲା ତାଙ୍କର ନାମ ଓ ପଦବୀ

୫ । ଉକ୍ତ କର୍ମଚାରୀଙ୍କ ଦସ୍ତଖତ

୬ । ମନ୍ତବ୍ୟ

APPENDIX 4

Revenue Inspector's register of Tri-junction and special marks

Tahsil Thana R. I. Circle

Tahsil No. Thana No. District

1. Name of the village and Thana number
2. Serial number of the mark
   (*a*) Triangular
   (*b*) Square
   (*c*) Other marks
3. Name of the person or persons responsible for maintenance with addresses thereof.
4. Plot or plot numbers touching the mark,
5. Signatures of the persons mentioned in column 3
6. Remarks

APPENDIX 5

Villagewar Stone Register

Thana number

Mauja District

Thana

1. Serial number of the stone
2. Category of the Stone, i.e., whether traingular, square or other mark
3. Date of inspection
4. Result of inspection
5. Date of report to the Tahsildar
6. Order of Tahsildar
7. Date of repair or renewal by the tenants or by the Tahsildar
8. Date of report to the Tahsildar after repair or renewal
9. Remarks

APPENDIX 6

Register of Miscellaneous cases

1. Serial number
2. Name and address of the petitioner or nature of document occasioning the case
3. Name (s) and address (es) of the opposite party (ies)
4. Abstract of the case
5. Date of institution
6. Date of order
7. Abstract of order
8. Number and year of appeal
9. Abstract of order or appeal with the date and name of Appellate Court
10. Remarks

APPENDIX 7

Notice fixing a date for carrying out the repair work

(*See* Section 8 of the O. S. S. Act, 1958)

Mauja Thana number

Thana Tahsil number

Tahsil District

Take notice that the survey mark/s (described in the schedule below) for the maintenance/renewal/repair of which you are jointly/severally responsible is/are missing/out of repair and that, in default of your executing the necessary renewal/repair within fifteen days from the date of receipt of this notice, necessary action will be taken by Government and the charges incurred therefore will be recovered/apportioned and recovered as arrears of land revenue.

Collector

SCHEDULE

APPENDIX 8

Register of notices sent for service

1. Serial number
2. Name of the village
3. Thana and thana number
4. Serial number of the stone to be attended to
   (*a*) Triangular
   (*b*) Square
   (*c*) Other marks
5. Plots which are involved in the work
6. Names of the tenants concerned with full address.
7. Date of despatch to Tahsildar for service
8. Date of return of notice after service
9. Remarks

APPENDIX 9

Notice for realisation of cost

Mouja Thana No.

Thana Tahsil No.

Tahsil District

Take notice that Rs. P. (Rupees... .. .. and P... ....) only has been incurred on the expenditure in connection with the repair/renewal of the Survey marks for which you were asked to do it yourself in this office notice No. .....dated ....You are hereby asked to deposit the said amount of Rs. .....into the treasury situated at..... under head of account .... and to submit one copy of the Treasury chalan within fifteen days of the receipt of the notice in default of which the said amount will be recovered from you as arrears of land revenue.

Collector

APPENDIX 10

Register for realisation of cost

1. Serial number
2. Name of the village
3. Thana and thana number
4. Plot numbers involved
5. Names of the tenants concerned

6. Amount to be recovered
   (a) Cost of the Survey mark
   (b) Cost of carriage of S. M. from the storing place to the place of embedment.
   (c) Cost of labourers engaged in the work
   (d) Any other cost if made
   (e) Total
7. Amount against each
8. No. and date of notice served for calling the parties for repair work
9. Date of service of notice for realisation of cost
10. Date of actual return of notice after service
11. Date of deposit in treasury
12. Chalan number and date
13. Brief note on action taken against defaulters
14. Remarks

APPENDIX 11

The States Merger (Governor's Provinces) Order, 1949

Whereas full and exclusive authority, jurisdiction and powers for and in relation to the Governance of the Indian States specified in the schedules annexed hereto are exercisable by the Dominion Government;

And whereas it is expedient to provide by order made under section 290-A of the Government of India Act, 1935, for the administration of the said States together with the adjoining Governor's Provinces;

And whereas the views of the Government of the said Province have been ascertained both with respect to the proposal to make such an order and with respect to the provisions to be inserted therein;

Now, therefore, in exercise of the powers conferred by the said section 290-A, the Governor-General is pleased to make the following Order:—

1. (1) This Order may be cited as the States Merger (Governor's Provinces) Order, 1949.

(2) It shall come into force on the first day of August 1949.

2. In this Order, unless there is anything repugnant in the subject or context—

(a) "Absorbing Province" in relation to a merged State meant the Province specified in the heading of the Schedule in which that State is specified.

(b) "appointed day" means the date of the commencement of this Order.

(c) "Central Purposes" means the purposes of Government relatable to any of the matters mentioned in the Federal Legislative List.

(d) "Law" includes any ordinance, order, bye-law, rule or regulation having the force of law.

(e) "Merged State" means any of the States specified in the Schedules and in the case of Baroda, includes also the area known as Kutchigarh situated in Okhmandal.

(*f*) "Schedule" means a Schedule to this Order.

3. As from the appointed day, the States specified in each of the schedules shall be administered in all respects as if they formed part of the Province specified in the heading of that schedule and accordingly any reference to an acceding State in the Government of India Act, 1935, or in any Act or Ordinance made on or after the appointed day shall be construed as not including a reference to any of the Province specified in schedule to this Order shall be construed as including the territories of all the States specified in that schedule.

THE SCHEDULES

[*See* Articles 2 (*e*) and 11 (3)]

SCHEDULE VI

States merged in the Province of Orissa

Name of States	Number of seats in the Legislative Assembly
(1)	(2)
Mayurbhanj ..	6
Bamra ..	1
Dhenkanal ..	2
Kalahandi ..	4
Nayagarh ..	1
Patna ..	4
Bonai, Gangpur ..	3
Keonjhar, Nilgiri ..	4
Athgarh, Baramba, Daspalla, Hindol, Khandpara, Narsingpur, Ranpur, Tigiria, Pal-Lahara, Talcher ..	3
Athmallik, Baudh, Rairakhol, Sonepur ..	3

APPENDIX 12

The Government of India (Constitution of Orissa) Order, 1936

At the Court at Buckingham Palace, the 3rd day of March 1936

PRESENT

The King's most Excellent Majesty in Council

WHEREAS it is provided by sub-section (1) of section two hundred and eighty-nine of the Government of India Act, 1935 (hereinafter in this Order referred to as "the Act"), that, as from such date as His Majesty may by Order in Council appoint, certain parts of the Province of Bihar and Orissa, the Presidency of Madras and the Central Provinces shall be separated from that Presidency and those Provinces and shall form a Governor's Province to be known as the Province of Orissa, and that thereafter the Province of Bihar and Orissa shall be known as the Province of Bihar;

AND WHEREAS by sub-section (2) of the said section His Majesty is empowered by Order in Council to make other provision in connection with the establishment of the Province of Orissa;

AND WHEREAS a draft of this Order has been laid before Parliament in accordance with the provisions of sub-section (1) of section three hundred and nine of the Act and an Address has been presented to His Majesty by both Houses of Parliament praying that an Order may be made in the terms of this Order:

NOW, THEREFORE, His Majesty, in the exercise of the said powers and of all other powers enabling him in that behalf, is pleased by and with the advice of His Privy Council to order, and it is hereby ordered, as follows :—

PART I

Introductory

1. This Order may be cited as the Government of India (Constitution of Orissa) Order, 1936.

2. The Interpretation Act, 1889, applies for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

PART II

Definition of Orissa and Date of Separation

3. (1) The Province of Orissa (hereafter in this Order referred to as "Orissa") shall consist of the areas specified in Part I of the First Schedule to this Order, and accordingly, as from the date of the coming into operation of the provisions of sub-section (1) of section two hundred and eighty-nine of the Act relating to the formation of the Province of Orissa and the re-naming of the Province of Bihar and Orissa, those areas shall cease to form part of the Province of Bihar and Orissa, the Presidency of Madras and the Central Provinces respectively.

(2) The external land boundaries of Orissa shall be as described in Part II of the said Schedule.

(3) If any question arises with respect to the boundaries, as existing at the date of this Order, of any district, agency, taluk, village, estate, forest or other area referred to in the said Schedule or otherwise with respect to the delimitation of the boundary of Orissa, that question shall be referred to the Governor-General, whose decision thereon shall be final.

4. (1) The date on which the said provisions are to come into operation shall be the first day of April, nineteen hundred and thirty-six.

(2) The said date is hereafter in this Order referred to as "the appointed day," and the period beginning on the appointed day and ending immediately before the commencement of Part III of the Act is hereafter in this Order referred to as "the transitional period".

* * *

FIRST SCHEDULE

PART I

Areas comprised in the Province of Orissa

1. That portion of the Province of Bihar and Orissa which is at the date of this Order known as the Orissa Division thereof.

2. Areas transferred from the Presidency of Madras:—

(*i*) The Ganjam Agency Tracts ;

(*ii*) The following areas in the non-Agency portion of the Ganjam district, viz., the taluks of Ghumsur, Aska, Surada, Kodala and Chatrapur, and so much of the taluks of Ichapur and Berhampur as lies to the north and west of the line described in Part II of this schedule ;

(*iii*) So much of the Parlakimedi Estate as lies to the north and east of the said line ; and

(*iv*) The following areas in the Vizagapatam district, that is to say, the Jeypore (Impartible) Estate and so much of the Pottangi taluk as is not included in that estate.

3. Areas transferred from the Central Provinces:—

(*i*) The Khariar Zamindari in the Raipur district ; and

(*ii*) The Padampur Tract in the Bilaspur district, that is to say, the detached portion of that district consisting of 54 villages of the Chandrapur-Padampur estate and also of the following 7 villages, namely, Kuhakunda, Badimal, Panchpudgia (Soda), Barhampura (Malguzari), Panchpuragia (Palsada), Jogni, and Thakurpali (Jogni).

PART II

The Land Boundary of Orissa

A. The main portion of Orissa

The boundary follows a line which starts in latitude 19°.5′ (approximate, at the point on the coast of the Bay of Bengal where the boundary of Patisonnapuram village, after following the coast from north to south, turns inland. From that point it runs along the existing village boundary (so as to include the village in Orissa) until it meets the boundary of the Berhampur taluk at a sharp re-entrant angle in that boundary ; thence along the northern arm of that taluk boundary until it meets the south-eastern boundary of Chikati estate: thence along that estate boundary westwards and southwards until it again meets the boundary of the Berhampur taluk ; thence along that

taluk boundary south-westwards until it meets the boundary of Jalantra estate; thence along that estate boundary westwards until it meets the boundary of the Ganjam Agency; thence south-westwards along the boundary of that Agency until it meets the boundary of the Parlakimedi Estate, thence eastwards and southwards along that boundary to the point where the southern boundary of Peddahamsa village leaves the estate boundary; thence through the estate to the south-west corner of the village of Pedda Murangi along existing village boundaries so as to include in Orissa the villages of Peddahamsa, Labonyogodo, Baduobada, Mamidipalle and Pedda Murangi (including Lavanya Kotta Reserved Forest); from the south-west corner of Pedda Murangi along the west boundary of the village of Mara, the north-western forest boundary of Banapuram Reserved Forest, the northern boundary of the village of Bagadalla and the northern boundary of village of Surjam to the most northerly point (approximately) of the last-mentioned boundary; thence in a northerly direction for a distance of about half a mile across the saddle in the hills to the south-eastern corner of the village of Kosali; thence to the point where the south-west corner of the village of Omora meets the Mahendratanaya river along existing village boundaries so as to include in Orissa the villages of Kosali, Jangalapadu, Saradopuram, Agarakhandi, Bhinnola, Dhamidigam and Omora; from the last-mentioned point in a westerly direction along the middle line of that river to the south-west corner of the village of Kaviti Khaspa; thence to the point where the western boundary of the village of Singupuram, Agraharam meets the southern forest boundary of the Kurlanda Reserved Forest along existing village boundaries so as to include in Orissa the villages of Kaviti Khaspa, Cheruvudiguva, Vankatapuram, Peddakhinga (I), Mukkidipadu (I), Ranipeta, Siddamanugu (I) and Singupuram Agraharam; thence along the southern forest boundary of Kurlanda Reserved Forest until it meets the boundary of the village of Minigam; thence to the point where the eastern boundary of the village of Kinigam meets the Vamsadhara river along existing village boundaries so as to include in Orissa Kurlanda Reserved Forest, the villages of Minigam, Sitapuram, Khardada, Vistala, Hadobhangi, Jayapuram, Nilapuram and Kinigam; thence in a north-westerly direction along the middle line of the river until it meets the boundary of the Ganjam district; thence along that district boundary, which is there the boundary also of the Jeypore (Impartible) Estate, westwards and southwards until that estate boundary diverges from the district boundary; thence along that estate boundary (so as to include the estate in Orissa) until it meets the eastern boundary of the Pottangi taluk; thence along that taluk boundary (so as to include the taluk in Orissa) until it again meets the boundary of the Jeypore (Impartible) Estate; thence along that estate boundary until it meets the boundary of the Madras Presidency; thence northwards, south-eastwards and again northwards along the Presidency boundary until it meets the boundary of the south-western portion of the Angul district; thence along the west, north and east boundaries of that portion of that district until it again meets the Presidency boundary at a point where that boundary is also the boundary of the Eastern States Agency, thence along the boundary of that Agency until it meets the boundary of the Bengal Presidency; and thence in a south-easterly direction along the Presidency boundary to the sea.

B. The detached portion of the Province formed by the part of the existing Angul district of the province of Bihar and Orissa which is wholly surrounded by Indian States.

The boundary follows the existing boundary.

C. The detached portion of the Province formed by the Sambalpur district of the Province of Bihar and Orissa and the two areas transferred from the Central Provinces.

The boundary follows the existing boundaries

APPENDIX 13

Collector's annual return of inspection of survey marks

District.....

Return for the year ending 30-9-19.....

1. Name of the subdivision and thana which were under the Survey or Settlement Operation.
2. Total number of marks erected during the period.
3. Number of marks inspected in the year under report.
4. Result of inspection of the marks shown in column 3.
5. (*a*) Number in fair-order
   (*b*) Number damaged
   (*c*) Number missing
6. Number pending for restoration from previous year.
7. Total No. of (*b*) (*c*) 5.
8. Number of damaged or missing marks restored.
9. Cost of restoration and whether collected.
10. Amount collected.
11. Remarks.

APPENDIX 14

List of Great Trigonometical Survey Stations

Name of the district	Name of the tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Balasore..	Balasore Sadar.	Balasore..	Balaramgiri	Balaramgiri tide point S.	730	285	
	Ditto ..	Basta ..	Sahara ..	Sahara T. S.	730	292	
	Bhadrak.	Basudev-pur.	Churaman..	Kondarapara S.	73K	289	
	Do. ..	Do. ..	Antira ..	Untira S. ..	73K	293	
	Do. ..	Do. ..	Arua ..	Urua S. ..	73K	294	

APPENDIX 14—*contd.*

Name of the district	Name of the tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Balasore—*contd.*	Jalleswar	Baliapal..	Harukuli ..	Harukuli T. S.	730	4320	
	Do. ..	..	Patna ..	Patna T. S.	730	291	
	Nilgiri ..	Nilgiri ..	Garsahi ..	Bolpal H. S.	73K	2558	
	Do. ..	Do. ..	Nilgiri ..	Nilgiri H. S.	73K	2559	
	Soro. ..	Soro ..	Alda ..	Alda S. ..	73K	284	
	Do. ..	Do. ..	Lachampur	Dhobimu S.	73K	286	
	Do. ..	Do. ..	Lachmi-Narayan-pur.	Patna S. ..	73K	290	
			Kulikhati ..	Kulikhati No. 2-S.	73K	288	
Bolangir..	Birmaha-rajpur.	Birmaha-rajpur.	Chandli ..	Chandli H.S.	640	3058	
	Sonepur..	Binaka ..	Singhijula..	Singhijula H. S.	640	3870	
	Do. ..	Sonepur.	Sonepur ..	Sonepur S.	64P	3933	
Cuttack ..	Banki ..	Baideswar	Kantlai ..	Dudua H.S.	73H	895	
	Cuttck Sadar.	Cuttack..	Cuttack Town.	Cuttack H.S.	73H	891	
	Kanika ..	Rajnagar	Barmunda..	Burkolikoti S.	73L	889	
	Do. ..	Do. ..	Chinchiri ..	Chinchiri S.	73L	890	
	Do. ..	Rajnagar out-post.	Kathrak-handi.	Dalkhai S.	73L	892	
	Do. ..	Rajnagar	Marichapoli	Gargan S...	73L	896	

APPENDIX 14—*contd.*

Name of the district	Name of the Tahsil	Name of the Police-station	Name of the village in which situated and thana No.	Name of the S. T. S. Station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Cuttack—*contd.*	Kanika ..	Rajnagar out-post	Mohanpur ..	Kapar Mura S.	73L	900	
	Do. ..	Ditto ..	Nalai jungle	Khasmunda S.	73L	901	
	Do. ..	Kanika ..	Satbhaia ..	Satbhaia S	73L	908	
	Do. ..	Do. ..	Satiaban ..	Satiaban ..	73L	909	
	Kujang ..	Ersama ..	Ambiki ..	Ambiki S ..	73L	883	
	Do. ..	Ersama out-post	Bisenpur ..	Dasomat S	73L	893	
	Do. ..	Ditto ..	Kankadia ..	Konkordia S	73L	902	
	Do. ..	Tirtol ..	Chikti ..	Loin's Rump S.	73L	903	
	Do. ..	Ersama out-post	Madhuban	Madhuban S	73L	904	
	Do. ..	Tirtol ..	Paradip .	Paradip S ..	73L	907	
	Marsaghai	Mahakal-para	Barpal ..	Barpal S ..	73L	887	
	Do. ..	Do. ..	Jamboo ..	Jamboo S ..	73L	898	
	Do. ..	Do. ..	Bakud ..	Jungle S ..	73L	899	
	Sukinda	Sukinda	Sukinda ..	Budasil H. S.	73L	888	
			Chanchunia	Chanchunia H. S.	73H	347	
Dhenkanal	Dhenkanal	Dhenkanal Sadar P. S	Raidihi ..	Gumania H. S.	73H	988	
	Do. ..	Gondia ..	Deogan ..	Kaplas H. S.	73H	989	
	Do. ..	Motonga	Nimdha ..	Nimida H.S.	73H	990	

APPENDIX 14 – *contd.*

Name of the district	Name of the Tahsil	Name of the Police-station	Name of the village in which situated and thana No.	Name of the S. T. S. Station	Tope sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Dhenkanal —*contd.*	Kamakhya-nagar.	Kamakhya-nagar	Udaigiri ..	Udaigiri H. S.	73H	991	
	Do. ..	Do. ..	Anantapur Reserve Forest Block.	Banipjhul-jhari	73G	4252	
	Talcher..	Kaniha ..	Binodpur ..	Machhakhani H.S.	73G	4215	
Ganjam ..	Chatrapur	Chatrapur	Londa Bans	Londa Bans H. S.	74A	1091	
	Do. ..	Purusottampur	Rayapur ..	Taratarini H. S.	74A	1111	
	Digpahandi	Nuagaon	Thurbudhi..	Raigarh H. S.	74A	1105	
	Do. ..	Pattapur	Gizzabadi..	Girdabadl H. S.	74A	1081	
Ganjam..	Parla-khemdi.	Ramgiri	Tana ..	Mahendra-giri H. S.	74B	1092	
	Parla-khemdi.	Serango	Ajaigarh ..	Deodongar H. S.	74B	1079	
	R. Udai-giri.	Mahana	Dhoba-Dhobani.	Dhoba Dhobani H. S.	74A	1080	
	R. Udai-giri.	Mahana	Ontraba ..	Dhondamara Parbat H. S.	74A	3923	
			Borangi-Chikati.	Bodagiri H. S.	74A	1075	
			No. 131, Korchhiki	Khundabolo H. S.	74A	1086	
			No. 471, Malti	Malti H. S.	74A	1094	
			Khonda Galleri	Pathar Khumuda H. S.	74B	1092	
			Relava ..	Relava H. S.	74A	1109	

APPENDIX 14—*contd*

Name of the district	Name of the tahsil	Name of the Police-station	Name of the village in which situated and thana No.	Name of the S. T. S. station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Kalahandi	Lanjigarh	Madanpur-Rampur.	Mendes ..	Sindur H. S.	64-P	3930	
Keonjhar	Anandapur.	Anandapur.	Baniajodi ..	Baniajori H. S.	73-K/3	1872	
	Anandapur.	Anandapur.	Kathkata ..	Bula H. S.	73-K/7	1873	
	Keonjhar Sadar.	Harichandrapur.	Similia ..	Daiteri H. S.	73-G/16	1874	
	Karanjipani.	Tolkoi ..	Dalmunda-Swamp.	Dalmunda H. S.	73-G/11	4313	
	Keonjhar Sadar.	Pandapara.	Gayalmunda Juang near, Asam Bahali.	Kohlihuri H. S.	73-G/15	4369	
Koraput	Malkangiri.	Madilipoda.	Gokarapam	Bali H. S.. .	65-J	3442	
	Malkangiri.	Malkangiri.	Chanchiguda	Munas H. S.	65-F	3470	
	Motu ..	..	Udaigiri. ..	Singnama H. S.	65-F	3487	
	Omorkot	Jharigan	Chocha ..	Deopahar H. S.	65-J	3448	
	Omorkot	Omorkot	Hirapur ..	Hirapur H. S.	65-J	3456	
				Bardwar H. S.	65-J	3443	
				Bordongri H. S.	65-J	3446	
				Hathbena H. S.	65-J	3454	

APPENDIX 14--*contd.*

Name of the district	Name of the tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	5	6	7
Koraput—*contd.*	Omorkot	Omorkot	Hirapur ..	Kaural Binding H. S.	65-J	3461	
				Kirimbathali H. S.	65-M	3934	
				Kodigunda Korda H.S.	65-M	3935	
				Motigan H.S.	65-I	3469	
				Parcha H. S.	65-F	3474	
				Sirei H. S...	65-I	3488	
				Thaladi H. S.	65-M	3936	
Mayurbhanj.	Baripada	Barasahi..	Joginuagaon	Joginalagan T. S.	73-K	2339	
	Betanati..	Baisingha	Kanttei ..	Kati T. S. ..	73-K	2340	
	Do. ..	Do. ..	Ketakisal .	Kitkisal T. S.	73-K	2342	
	Karanjia..	Jashipur	Ambjori ..	Amjhori H. S.	73-K	2337	
	Do. ..	Do. ..	Kusumbandh	Kusumbar i H. S.	73-K	2343	
	Rairangpur.	Tiring ..	Buapalsa ..	Bagh Muri..	73-J	3032	
	Udla ..	Khunta..	Balijoda ..	Kimhira H. S.	73-K	2341	
	Do. ..	Udla ..	Megasani ..	Mega sini H. S.	73-K	2344	
	Do. ..	Khunta..	Murari ..	Murari H. S.	73-K	2345	
				Badam Pahad H. S.	73-J	2338	

APPENDIX 14— *contd.*

Name of the district	Name of the Tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. Station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Puri ..	Banpur..	Banpur ..	Nimaimal..	Chandikh o H. S.	74-E	2771	
	Kh a n d-para.	..	Budhijhani..	Chiklikh a t H. S.	73-H	1905	
	Khurda..	Khurda..	Mukun d a-prasad.	Barnai H. S.	73-H	2769	
	Nimapara	Gop ..	Gar-Bangori	Balasore S.	74-E	2766	
	Do. ..	Kakatpur	Marichipur	Balijori S. ..	73-L	2768	
	Do. ..	Do. ..	Jharling ..	Jharling S...	74-I	2776	
	Do. ..	Gop ..	Ramchandi	Ramchand i S.	74-I	2781	
	Do. ..	Kakatpur	Sangpatna	Sangpatna S.	74-I	2784	
	Do. ..	Gop ..	Sutar .	Sutana S...	74-I	2786	
	Do. ..	Kakatpur	Telikud ..	Telikud S...	74-I	2787	
	Do. ..	Gop ..	Terkena ..	Tirkona S...	74-I	2788	
	Puri Sadar	Puri ..	Bandalo ..	Bandalo S...	74-E	2770	
	Ditto .	Do. ..	Chaitana ..	Chatiana S.	74-E	2772	
	Ditto ..	Do. ..	Damodarpur	Damodarpur S.	74-E	2775	
	Ditto ..	Brahm a-giri.	Patrapur ..	Padmapur S.	74-E	2778	
				Dhanai H. S.	74-E/5	2867	
Phulbani.	Baliguda	Kotgarh..	Tupunga ..	Chompa Ghorono H. S.	65 M	3922	
	Do.	Belgarh ..	Lankagarh..	Dimoli H. S.	64 P	3924	

APPENDIX 14—*contd.*

Nome of the district	Name of the Tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. Station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Phulbani—*contd.*	Baliguda .	Daring-badi.	Tigorguda ..	Katangisoru H. S.	65M	3925	
	Do.	Do.	Boida	Mukkisoru	74A	3926	
	Do.	Baliguda	Tamange ..	Mundisoru..	64P	3927	
	Do.	Do.	Mundungia	Muralisoru H. S.	73D	3928	
	Boudh ..	Baghva-pada out-post.	Udamunda..	Gedibandha H. S.	73D	3920	
	Do.	Ghanta-pada.	Pindapodar	Lakhparbat H. S.	64P	3921	
	G. Udai-giri.	G. Udai-giri.	Lambar Khol	Pisijirisoru..	73D	3929	
Sambalpur	Bargarh..	Ambavona	In the boun-dary rise of village Lahara and Bahara.	Kalapahar H. S.	64O	3743	
	Do.	Attabira..	Katapali ..	Lohar H. S.	64O	2918	
	Deogarh..	Reamal ..	Tarang ..	Pania H. S.	73C	299	
	Jhar-suguda.	Laikara ..	Denkabahal	Andhani H. S.	73C	3740	
	Do.	Jharsu-guda.	Jharsuguda	Jharsuguda	73C	3932	
	Kuchinda	Jamirikora	Adapahar .	Adapal H. S.	73C	298	
	Rairkhol	Charmal..	Kahrar ..	Chirguni H. S.	73C	3869	
	Do.	Rairkhol	Rahani ..	Raun H. S.	73D	2878	
	Do.	Naktideul	Navapal ..	Seojharn H. S.	73C	2879	

APPENDIX 14—*contd.*

Name of the district	Name of the tahsil	Name of the police-station	Name of the village in which situated and thana No.	Name of the S. T. S. Station	Topo sheets No.	Survey of India Ledger No.	Remarks
1	2	3	4	5	6	7	8
Sambalpur —*contd.*	Sambalpur Sadar.	Bhama ..	Bhanjapali..	Asurgarh H. S.	64O	3931	
	Do.	Katarbaga	Jharanpali..	Ganpati H. S.	73C	3742	
	Do.		Garpati ..	Murosil H.S.	73C	2929	
	Do.		Do. ..	Janjharn H. S.	73C	2921	
			Do. ..	Kampali H. S.	73C	2877	
			Garpati ..	Jharghati H. S.	73C	2917	
				Mundher (Hill Mark)	73C	2919	

APPENDIX 15

Register of G. T. Stations

District

1. Ledger No.
2. Survey name of station
3. Sheet No.
4. Local name of station
5. Village or circle in which the station lies
6. Tehsil
7. Date of inspection
8. Condition of the station
9. Remarks

APPENDIX 16

Survey of India

Annual Return showing the condition of the Trigonometrical Station, Pillars and Towers of the Geodetic and Research Branch : Survey of India, situated in.

District / State — in — State / Union

to reach the Deputy Director, Geodetic and Research Branch, Survey of India, Dhera Dun (U. P.) by 1st January.

To be submitted by

Descriptions of stations	Protective Measures
(1)	(2)
1. Towers, generally hollow, enclosing a separate central pillar containing mark-stones.	(*a*) Remove vegetation form Towers and Pillars and from their immediate neighbourhood.
2. Pillars, (containing mark-stones), generally circular, with a kacha or pakka Platform flush with the top of the pillar.	(*b*) Stop all cracks in masonry block, all passages, window, etc., which might admit rain or animals.
3. Pillars (containing mark-stones). either circular or pyramidal, without a surrounding platform.	(*c*) If the masonry has broken, heap it up into a pile to protect the pillar or mark-stone.
	(*d*) Drain away any water collected near the base and file in the hollow ground; the fact that water had been found at the base should be mentioned in the body of the return.

NOTE—(i) It is more important to protect the marke-stone than to rebuild the tower or pillar : repairs liable to disturb the position of the mark-stone should not be undertaken. If the mark-stone be found tilted or otherwise obviously disturbed it must not be relaid without a note to the effect in red ink in the body of the return. It is essential that the actual site of the station be preserved : this can be done at a small cost by raising a pile of earth and stones over the original site.

(ii) Funds do not permit of any elaborate rebuilding.

INSTRUCTIONS

1. If owing to alteration in boundaries, a station now falls into another's jurisdiction, this fact should be noted on this return.

2. Any expenditure to be incurred under Article 573 of Central Treasury Rules the Vol. I should be reported as early as possible in the year, to the Deputy Director, Geodetic and Research Branch, Survey of India, Dehra Dun (U.P.) for approval.

DISTRICT/STATE

edger No.	Survey name of station	Sheet No.	Local name of station	Village or circle in which the station lies	Tahsil, pargana, Taluka, Thana	Name of nearest village
1	2	3	4	5	6	7

DISTRICT/STATE

Condition of station	Name and Rank of Inspecting Officer and date of inspection	Estimated cost of repair	
1	2	3	
		Rs.	P.

Dated on which this return is submitted.	Name of the nearest Treasury from which cost of repairs is desired to be drawn
4	5

APPENDIX 17

Questionnaire on inspection of mutation proceedings

Name of the Tahsildar.....

Name of the Tahsil.....

Name of the village and Thana number .....

Mutation case No.....

1. Whether the proceeding was initiated *suo motu* or on the application of any party or on information from any other source ?

2. If it was on voluntary application—

   (*a*) Whether court-fee stamps on the application was of correct value;

   (*b*) whether the lebels were punched correctly or not; and

   (*c*) Whether the court-fee was initialled in red ink or not ?

3. If it was a *suo motu* proceeding—

   (*a*) Whether court-fee of correct value has been realised before announcement of final orders;

   (*b*) Whether lebels were punched correctly or not; and

   (*c*) Whether they were initialled in red ink or not ?

4. Has the register of court-fees been maintained properly ?

5. Whether the application was checked by the Record Keeper within three days of the receipt of the application ? If not, how many days were actually taken for this item of work ?

6. Has any amendment petition received ?

7. Has any order passed in the order-sheet for realisation of process fee ?

8. If process fee was not paid by the party in time, was any time given for the same ?

9. Were the general notice and individual notice served simultaneously ?

10. What was the manner of service ?

11. Has the procedure for service correctly followed ?

12. Has the certificate of the process-server been taken on the back of the notice in token of service ?

13. Was issue of individual notice necessary at all ?

14. Was there any delay in obtaining any additional information required for disposing of the case ?

15. Has the register of processes made over to the Nazir for service been filled up ?

16. Was the objection-petition received within thirty days from the date of issue of notices ?

17. How many objections received ?

18. Do the objection-petitions bear court-fee stamps as required under rules ?

19. Has the Mutation Case Objection-Petition Register been filled up correctly ?

20. How many days were taken to record the evidence of both the sides ?

21. How many witnesses were examined in all ?

22. Has the Register for attendance of witnesses in revenue courts been filled up ?

23. Has there been any measurement for subdivision or amalgamation of holdings ?

24. Has the register of measurement and mutation fees been filled up ?

25. Has the party deposited the required measurement fee ?

26. If not, has the fee been collected before the announcement of final orders ?

27. Has the subsidiary register of miscellaneous receipts been filled up as required ?

28. Is the court diary being maintained correctly ?

29. Have the orders been carried out in the record-of-rights ? If so, after how many days of the pronouncement of order ?

30. Have the corrections in the record-of-rights been attested by the Tahsildar ?

31. Has any appeal or revision been preferred against the order ?

32. Is any application for copy of judgement of this record pending in Tahsildar's office ?

33. How much time has been taken to grant the copy ?

34. If any new holding is created, has it been numbered according to rule ?

35. Have the record-room staff incorporated the corrections in the record-of-rights within reasonable time ?

36. When was the intimation slip forwarded to the Revenue Inspector ?

37. When was it received back ?
38. Has it been attached with the case record ?
39. When was the copy of the order in appeal received in this office?
40. Has it been incorporated in the case-record ?
41. Has the measurement fee been correctly calculated ?
42. How much time was taken from the beginning to the time of pronouncement of judgement ?
43. Whether it was reasonable or not ?
44. How many adjournments were there during the proceedings?
45. What was the maximum duration of adjournment ?
46. Was it reasonable ?
47. When was the last chalan issued for depositing the measurement and mutation fees into the treasury ?
48. Are the chalans kept chronologically in a guard file ?
49. Is the monthly return of mutation cases being forwarded to the Collector in time ?
50. Any other comment ?

APPENDIX 18

Questionnaire on inspection of a Revenue Inspector's work

Name of the Revenue Inspector.....

No. of the R. I. Circle.....

Name of the Tehsil.....

Date of last inspection.....

1. Has the Revenue Inspector serially arranged the intimation slips and the sketch maps in a guard file ?
2. Has the register of changes been filled up according to facts presented in the intimation slips ?
3. Has he corrected his copy of record-of-rights and maps accordingly and attested to that effect ?
4. Has the Tahsildar countersigned the attested portions when he last visited the circle ?
5. Have the corrections been made in red ink ?
6. Has any inspecting officer checked all the intimation slips with corresponding entries in the register of changes recorded after his last inspection ?
7. Does the Revenue Inspector maintatin the Stone register ?
8. How many stones has he checked sinces the last inspection ?
9. Has he reported to the Tahsildar about any stone ?
10. Has he repaired any stone during the period from last inspection ?
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12. Any other comment ?

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OGP-MP—III—(B. of R.) 7—5,000—23-6-1966

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GOVT. OF ODISHA

TECHNICAL MANUAL
FOR
CADASTRAL SURVEY
USING
MODERN TECHNOLOGY

Director
Land Records & Surveys,
Board of Revenue, Odisha, Cuttack



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First Edition :
December 2012

Published by :
Director,
Land Records & Surveys
Board of Revenue, Odisha
Cuttack

Printed at :
Survey & Map Publication, Odisha
Bada Jobra, Cuttack

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Land Records & Surveys
Board of Revenue, Odisha
Cuttack

PREFACE

This Technical Manual for Cadastral Survey in the state using Modern Technology is an outcome of Odisha Special Survey and Settlement Act and Rules-2012 which is designed to emphasize upon all the stages of Cadastral Survey and Settlement Operations in the State using Hybrid Modern Methodology. With the advancement of Science & Technology, the Survey and Settlement operation in the State will enable Survey beyond 30^0 slope with the adoption of Hi-Tech Methodology and with the help of Total Ground Method using **Electronic Total Station (ETS), Differential Global Positioning System (DGPS) or Hybrid Method using Aerial Photography and High Resolution Satellite Imaging (HRSI) as well as Ground Truthing with ETS and DGPS.** The Traditional Method of Survey using Plain Table or Theodolite was not capable of surveying the area having slopes beyond 10^0 and 30^0 respectively. But using Hi-Tech Methodology, it is possible to survey and area having slopes up to any degree and having tree cover and high-rise building etc with accuracy.

National Land Records Modernization Programme (NLRMP) envisages deployment of such modern *equipment and methodology to bring efficacy in survey and creation and updation of Land Records with shorter time span with perfection and accuracy compared to old method of survey and record preparation. The Odisha Special Survey and Settlement Act – 2012 has been enacted by Govt. for such Hi-Tech Survey to minimize the time span without compromising quality, transparency and grievance redressal with involvement of lesser manpower.*

*The Odisha Special Survey and Settlement Act, 1958 recommended for Survey and Settlement Operation in the State through **4 methods** of survey namely, (a) Theodolite Traverse (b) Prismatic Compass Traverse (c) Plane Table Traverse (d) Chain Triangulation Method. These processes are Resource hungry **(Time, Cost and Manpower)** commensurate with NLRMP Guidelines. The Odisha Special Survey and Settlement Act-2012 has envisaged the following **3 Hi-Tech Survey***

Methods *for Cadastral Map preparation and consequential generation of RoR.*

Method I : *Pure Ground Method using ETS and DGPS.*

Method II : *Hybrid Method using Aerial Photographs supported by Ground Truthing using Differential Global Positioning System (DGPS) and / or Total Station.*

Method III : *Method using High Resolution satellite Imagery supported by Ground Truthing using Ground Truthing using Differential GPS and I or Total Station.*

Using of Hi-Tech Survey Methodology shall be with reference to Global position of the villages of the State, i.e. by way of geo-referencing and is always flawless. The records and the maps prepared through Hi-Tech Survey Methodology is permanent and can be stored in soft and hard copies with backup in central server.

Hi-Tech Methodology of Survey is most transparent and accessible to public once it is web-hosted in public domain. The land Owners have the opportunity to voluntarily declare his possessed Land parcels during preparation of map and records under the Odisha Survey and Settlement Act, 2012.

This Technical manual have been prepared providing in greater detail the process and steps to be followed for guidance of Revenue Officials and vendors associated in Cadastral Survey using Hi-Tech Methodology for preparation of map and records.

The technical Manual contains 6 Chapters in toto commencing from Introduction to Preparation and Publication of Records and Map. Different stages of Survey and Settlement Operations in the Manual beginning from Primary Stage of establishment of Ground control Points (GCPs) to the web-hosting of Record of Rights are elaborated in a very systematic and orderly manner.

In order to facilitate fundamental knowledge on modern techniques of Survey and Settlement Operations, different technical specifications and

details alongwith use of Survey Equipments are elaborated separately through **Annexure-1** to **Annexure-3**.

Besides, different **Technical Forms** from **No. 01 (T)** to **08(T)** have been prescribed and incorporated in the Manual for maintaining records and registers in the Revenue Office with the help of vendors associating land owners, local bodies in a systematic and flawless manner.

The manual has been prepared by the Directorate of Land Records & Surveys under the supervision and guidance of Sri Raj Kishor Choudhury, IAS , Director of Land Records & Surveys and Director, Consolidation, Odisha with tangible contributions from Sri Amiya Kumar Mohapatra, IFS, Chief Executive, ORSAC and Sri Subhadarshi Mishra, Managing Director, SPARC. The thorough review of the draft with the valuable guidance and approval of Member, Board of Revenue, Odisha, Sri Aurobinda Behera, IAS has made this Technical Manual Finally possible.

The forms cited in each volume of these rules have been collected in an appendix to the volume and numbered in a single serial with the word "technical" before the number to distinguish them from the forms cited in the Survey and Settlement Manual. Many of the forms are peculiar to particular Settlements and may require slight modification to suit other settlements.

The Manual may be cited as Technical Manual for Cadastral Survey using Modern Technology for preparation of Map and Land Record. It is issued under the authority of Director, Land Records and Surveys to whose notice errors and omissions should be brought.

R.K. Choudhury, IAS,
Director of Land Records & Surveys
And Consolidation, Odisha, Cuttack

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CHAPTER-1

Introduction

1.1 Government of Odisha have taken a policy decision to adopt Modern Technology[1] for cadastral survey and map preparation and to phase out the traditional methods.

1.2 Government of Odisha has also enacted legislations titled "**The Odisha Special Survey and Settlement Act and Rules**" thereunder to facilitate adoption of Modern Technology in survey methods for cadastral mapping.

1.3 In this context, it is felt necessary to prescribe a Technical Manual for guidance of Revenue Officials involved in Survey, Settlement and Land Administration to carryout cadastral survey using Modern Technology

1. Modern Technology means Differential GPS, Electronic Total Station, Aerial Photography, High Resolution Satellite Imagery, etc.

CHAPTER-2

Establishment of State Network of GCPs

2.1 Before commencement of survey using Modern Technology, Ground Control Points (GCP) are to be established for geo-referencing of the Spatial Datasets. 4 (four) types of GCPs are envisaged in Survey using Modern Technology:

i. Primary Control Points
ii. Secondary Control Points
iii. Tertiary Control Points
iv. Auxiliary Control Points

2.2 Horizontal Datum will be WGS-84 (i.e., the Latest Version of the World Geodetic System Standard for use in Cartography) and Vertical Datum will be MSL, i.e., the Mean Sea Level.

2.3 Primary and Secondary Control Points shall be established in the state linking to the International Geodetic Stations (IGS) established by Survey of India.

2.4 Location of Ground Control Points :

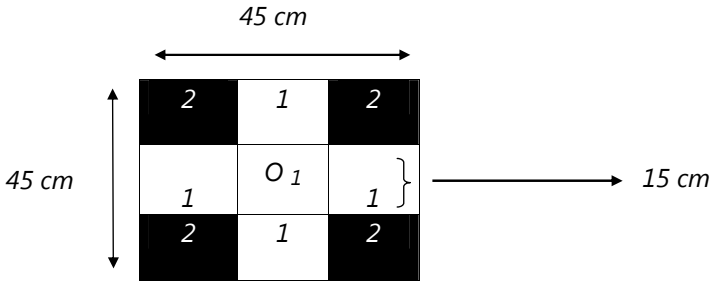
The GCPs are to be located in premises of Government offices such as Revenue offices, Block offices, Forest offices, GP offices, Schools and similar protected premises.

The selected site should be open and clear to sky with a cut off angle of 15^0. High-tension power lines, transformers, electric sub-stations, microwave towers, high-frequency dish antennas, radars, jammers, etc., which interfere with GPS signals, should be strictly avoided.

2.5 Monumentation of Ground Control Points:

Pre-cast RCC pillars (15 cm x 15 cm x 75cm) engraved with pillar codes shall be fixed at every GCP with 60 cm in ground and 15 cm above ground. Each GCP shall be supported with a brick mortar of 45 cm x 45 cm dimension platform of 30 cm depth, with 15 cm in the ground and 15 cm above ground. The quality of construction shall not be compromised. The pre-cast RCC pillar shall be fixed exactly in the centre

of the platform. The platform shall be cement plastered. The middle portion of the platform, both horizontal and across, shall be painted with white colour in 15 cm strip and remaining portion of the platform shall be black painted as shown in the picture next page. Both(black and white) paint shall be selected in such a way that the mark of the paint should sustain for a period of six months to have an impact on the aerial photograph while conducting aerial survey.



Quadrants marked as '1' are to be white painted while quadrants marked as '2' to be black painted.

Each quadrant is of dimension 15cmx I5cm.

Construction of RCC pillars : RCC pillars of size 75 cm x 15 cm X 15 cm shall be constructed using 4 pieces of 8 mm steel rod with 6 mm stirrup at 15 cm c/c engraved with an alphabet on the top and a unique code. Top of the pillar will be painted in white colour and engraved alphabet and digits in black colour. The RCC pillars shall be sufficiently cured before use.

Fixation of RCC pillars : After the GCP location is finalized, a pit of dimension of 45 cm x 45 cm x 75cm shall be dug. 10 cm thick cement concrete base will be laid at the bottom of the pit. The pre-cast pillar will be set up in the pit in vertical position. Thereafter the base of the pillar will be strengthened with cement concrete up to 15 cm thickness. The rest of the pit will be filled up with dug out soil. The perpendicular positioning of the pillar will be verified with the help of spirit level placed on the top of the pillar.

2.6 Schedule of Observations :

Observations should be scheduled with proper Mission Planning, considering the optimum availability and Geometric Dilution of Precision (GDOP) of Satellites (i.e., Geometric Strength of Satellite Configuration on GPS Accuracy).

2.7 Primary Control Points :

The I.G.S. co-ordinate of the Survey of India (Sol) should be/ has been used to establish state wide network of Primary Control Points (PCP) in a 16km grid. DGPS observation, occupying 2 IGS or independently observed 72 hour points or 2 known PCPs should be made to establish new PCPs through triangulation method by 8 hour simultaneous uninterrupted observation.

2.8 Secondary Control Points :

The Secondary Control Points should be / has been established in a 4km grid, extending the PCP network through triangulation method, occupying 2 PCPs and the new SCP simultaneously for 1 hour in static mode of observation.

2.9 Tertiary Control Points :

Tertiary Control Points are to be established by occupying nearby PCP or SCP in RTK or Static mode of observation (continuous and uninterrupted observation of minimum 30 minutes in Static mode). Densification of TCPs shall be 1km with at least 3 TCPs in a village. The TCPs are to be located at Tri-junction points/ protected premises close to the settlement. TCPs may be established using single/ dual frequency DGPS or ETS.

Note :

i. The co-ordinate list and description of the location of all the control points shall be maintained by State Land Records and Survey authorities. The locations and IDs of all the control points should be maintained in GIS form.

ii. The co-ordinate list should be supplied both for geodetic system (Lat/Long) and Projected System - Universal Traverse Mercator, i.e., the UTM projection of the respective zone.

iii. In case a village tri-junction has not been marked and monumented by a primary, secondary or tertiary control point, the same should be monumented as per prescribed specification.

2.10 **General Requirements :**

a) The (X, Y) co-ordinates shall be recorded both in Lat-Long and UTM with reference to WGS 84 datum.

b) Specifications of the instruments used for GCP surveys shall be recorded.

c) DGPS/ ETS equipment shall be calibrated prior to survey with respect to established base lines.

d) A sketch for each category of the Control Points shall be prepared, showing the location of the Control Points along with their description for easy identification.

e) A District Map showing all the Primary, Secondary and Tertiary Control Points along with their Co-ordinates shall be maintained by State Land Records and Survey authorities.

CHAPTER-3

Survey Methods

3.1 **Survey Methods :**

The following are recognized as Modern Technology Methods :

a) Pure Ground Survey Method using ETS and DGPS

b) Survey Method using Aerial Photographs supplemented with Differential GPS and/or ETS survey.

c) Survey Method using High Resolution Satellite Imagery supplemented with Differential GPS and/or ETS survey.

The method or methods to be adopted for survey of any unit area will be decided after evaluation of the terrain condition, extent of area proposed for survey/ re-survey and status of built-up space.

CHAPTER-4

Work Process

4.1 PURE GROUND SURVEY METHOD USING ETS AND DGPS

This model is suitable for survey/ re-survey of areas with undulated topography having moderate to dense vegetation. The technical details are also applicable to ground truthing in the Hybrid Methodology involving Aerial Photography or HRSI. The major steps involved are as follows :

4.1.1 Awareness and Publicity :

a) Publication of Notifications under Section 04 of O.S.S & S Rules, 2012.

b) Opening of a Publicity Cell at the District Level. The establishment of the Publicity Cell shall be the responsibility of the Collector of the District.

c) The Publicity Cell shall sensitize the functionaries concerned at District/ Tahasil levels and generate awareness among the Owner(s) / Enjoyer(s) in the area notified for survey by conducting village level meetings, emphasizing the need for them to be present at the time of visit of the Survey Team, participate in the Survey and Settlement process and to show the boundaries of their Land-Parcels.

d) The Survey Team shall prepare detailed Tahasil wise Survey Schedule in **Form No. 01(T)** with approval of the Collector for publication at the District, Tahasil and Village levels. The Programme shall be given wide publicity.

e) Village wise Survey Plans shall be notified, showing day wise detail programme in **Form No. 02 (T)** in the concerned Tahasil / Village at least 10 days before commencement of Field Survey. Village shall be taken as the unit for Survey.

4.1.2 Survey Plan :

(a) Survey Team shall submit detailed Programme for survey including number of Survey Team to be engaged after being supplied with existing Cadastral Maps from the Director, Land Records and Surveys.

(b) Each Survey Team may comprise at least one Operator and one Assistant Operator.

(c) Survey Team shall be assisted by one Amin / Asst. Revenue Inspector (ARI) of local tahasil. The assistance of land owners of the programmed village will be sought for easy identification of each land parcel.

(d) A meeting at the level of Village (Palli Sabha)/ cluster of villages shall be arranged by the local Tahasildar. Local officers of the land owning departments such as Forest, Water Resources, etc. and the Panchayat level representatives shall be invited to the meeting.

(e) The details of the schedule of the visits of the Survey Team shall be circulated among the local officials of the land owning departments, so that the officials from those Departments help the survey agency in the identification of the boundaries of the land-parcels owned by those Departments.

(f) Tahasildar shall maintain record of meetings held in different villages/ cluster of villages.

4.1.3 Self-Declaration of Land owners in respect of their ownership :

Land Owners are required to submit their land-particulars in shape of self-declaration in **Form No. 02** as per Rules 6 of O.S.S & S Rules, 2012 to the Tahasildar within thirty working days from the date of Survey Notification. In special cases, 15 additional working days may be allowed. The Camp Officer shall maintain a Register of self-declaration land holding-wise in **Form No.03 (T).**

A Register is to be maintained by the Camp Officer/ Tahasildar for unverified/ disputed lands in **Form No. 04** prescribed under Rules-6(7) of O.S.S & S Rules, 2012.

4.1.4 Identification of Parcels at Village Boundary :

The Revenue Field Officer(s) concerned shall identify the plots occurring at the village boundary. In case of ambiguity, boundary confirmation shall be made by Revenue Field Officer(s) with the help of village elders and concerned land owners.

4.1.5 Preparations for the survey work in pure Ground Method using TS and DGPS :

(a) A well-equipped Survey Centre shall be established for a cluster of villages. The Survey Centre must have electricity, water and sanitation facility.

(b) Each survey team shall be provided with all necessary Equipment and Supplies. These shall be stored in an organized and easily accessible manner. The minimum equipment inventory required is enumerated at **Annexure-1**.

4.1.6 Participatory Field Survey :

a) The Surveyor with Total Station shall start the work from a Tertiary Control Point, using the Auxiliary Control Point for back-sighting. The vertices/ bends of the land parcel shall be surveyed as offsets from various traverse stations. The traverse shall finally be closed on the Second Tertiary Point for checking the accuracy of the traverse. (General steps adopted for setting up of Total Station is enumerated at **Annexure-2**. The specifications may however vary from equipment to equipment).

DGPS can also be used for surveying land parcels by occupying any available GCP in the nearby area.

The survey work shall be carried out as per existing demarcations on the ground. The observed points are to be joined in the field itself to avoid any ambiguity later.

b) The Revenue Officials/ RIs/ ARIs/ Amins have to identify and show the Vertices/ Plot corners of which DGPS/ETS observations are to be taken.

c) Wherever there is Reserved Forest/ Land transferred to government departments or community, the concerned officials / local people should be involved in identifying the relevant parcel boundaries.

d) In cases where boundaries are not demarcated, the parcel boundaries should be surveyed only after their demarcation on the ground has been carried out by concerned RI/ ARI/ Amin, in the presence of the concerned Owner(s)/ Enjoyer(s).

e) All land parcels surveyed should be given a unique ID which shall be used for linking the attribute data collected in respect of the land-parcel.

f) The current land use, irrigation status and other land attribute data shall be collected by the Khanapuri Party and supplied to the survey team for integration.

4.1.7 Back-up :

Daily back-up from Instruments are to be taken at the end of the Survey. New files are to be created, after surveying 500 to 600 nodes by ETS/ DGPS.

4.1.8 Integration of Sabik RoR, Mutation Data, etc. with Parcel ID :

a) Tahasildar shall provide the R.O.R. data to the survey team for linking with the surveyed map (HAL).

b) Parcel numbers from SABIK map shall be transferred to the HAL map adopting GIS process. When more than one parcel is found in the HAL map with the same Sabik plot number, these shall be assigned bata number consistent with the mutation record.

c) The village boundary generated from the HAL map after dissolving all individual parcels in the GIS shall be treated as the Village boundary.

d) The newly created village boundary and area should be authenticated by competent authority.

e) Decision on inclusion / exclusion of disputed plots on the village boundary shall be based on the Sabik map/ record.

f) GIS data layers are to be provided as per Technical Specifications enumerated at **Annexure-3.**

4.1.9 Generation of Land Parcel Map (LPM) :

LPM of HAL plots shall be generated and supplied to the land owner in **Form 4(T)** with proper receipt in **Form No. 7** as per Rules 9(6) of O.S.S & S Rules, 2012 inviting objections, if any, from the land owner.

4.1.10 Filing of Objections by the Land Owners :

Any objection on Survey Records shall be filed by the Land Owner/ any Person/ Government Officials having interest in the same Land to Camp Officer/ Tahasildar within fifteen days from the date of receipt of the LPM in **Form No. 8** in duplicate as per Rules 9(8) of O.S.S & S Rules, 2012.

4.1.11 Dispute Settlement by Tahasildar :

On receipt of objection from the Land Owner/ any other person having interest, the Adjudicator/ Tahasildar shall give an acknowledgement with dated signature to the objector in **Form No. 9** as per Rules 9(8) of O.S.S & S Rules, 2012 and maintain a Register in **Form No. 05 (T)** for the purpose.

The Tahasildar concerned shall be assisted by an Amin, one Surveyor with ETS / DGPS and support staff for disposal of objection cases.

The Tahasildar shall maintain the Objection Case Records and Register with Dispute Case Number and conduct field inquiry referring to self-declaration as submitted by the Land Owner, and with reference to records available in his office with the assistance of the Amin and Surveyor and dispose of the Objection Case within 30 (thirty) days from the receipt of objection, which shall be entered in the Register in **Form No. 05 (T).**

4.1.12 Incorporation of Dispute Settlement Order in the Land Record and Map :

After disposal of Objection case, the map and record of the concerned plot shall be corrected as per the orders of the Camp Officer/ Tahasildar.

After the HAL map and record are finally approved, the parcels will be assigned fresh unique numbers in a sequential manner beginning from the north-west corner of the village.

4.1.13 Generation of Draft Village Map and RoR :

After compliance of the orders of the Camp Officer/ Tahasildar relating to one Village, the survey team shall furnish Village Map complete with integration of Textual Data, Plot Schedule with area and corresponding Sabik reference in **Form No. 06 (T)** to the Tahasildar.

4.2 SURVEY METHOD USING AERIAL PHOTOGRAPHY SUPPLEMENTED WITH DGPS and/or ETS.

4.2.1 Awareness and Publicity (District, Tahasil, PRIs and Village level) :

a) Publication of Notifications under Section 04 of O.S.S & S Rules, 2012.
b) Opening of a Publicity Cell at the District Level, which will generate awareness among the Land Owner(s) / Enjoyer(s) in the area notified for Survey, emphasizing the need for land parcel demarcation prior to Aerial Photography and to remain present at the time of visit of the Survey Team for ground truthing, and to show the boundaries of obscure areas not interpretable from the image. The establishment of the Publicity Cell shall be the responsibility of the Collector of the District.

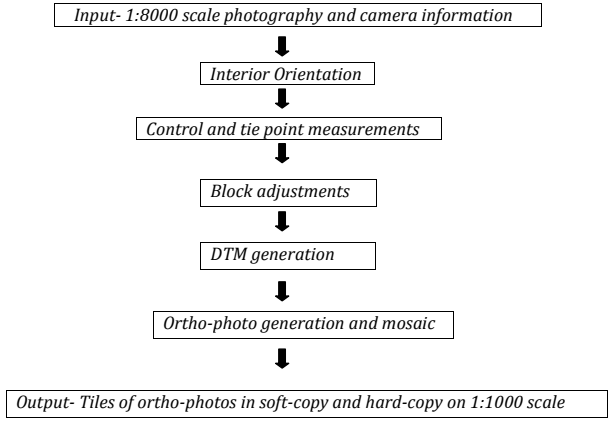
4.2.2 Aerial Photography :

Pre-pointing of Ground Control Points is to be made prior to Aerial Photography.

Aerial photographs with Ground Sampling Distance (GSD) 8cm or better are to be procured for the purpose.

4.2.3 Ortho-photo Generation :

Ortho-photos (terrain-corrected, digitally-rectified aerial photographs in softcopy by digital photogrammetric techniques) are to be generated by the technical agency/ vendor engaged for the purpose by DLR&S. The following flow chart indicates the technical process involved in generating ortho-photos:



Minimum 5 tie-lines are to be identified on the ortho-image (2 long distance diagonals, 1 long distance horizontal, 1 long distance vertical and 1 short distance tieline), and compared with their respective field measured lengths to check and validate the dimensional correctness of the ortho-image. For this purpose, the expertise available with ORSAC shall be utilized by DLR&S.

4.2.4 Geo-referencing of Sabik Digital Cadastral Map and delineation of Village boundary on the ortho-image :

a) Cadastral vector files in **.dwg** format and corresponding image files in **.cal** format for the villages are to be made available by Deputy Director, Survey and Map Publication.

b) The vector cadastral maps of a village shall be mosaiced and geo-referenced with the ortho-image by matching features such as Roads, Drainage, Water-bodies, etc.

c) After geo-referencing of vector village map (Sabik), the survey team will merge all the land parcels to generate boundary polygon of the Village and compute the Village area.

d) Delineation of HAL Village Boundary on Ortho-Image :
After completion of Geo-referencing, the Survey Team will delineate the Village Boundary on the ortho-image; adjust, if required, the boundary vector at, Edge Plots to ensure that it runs on the physical demarcation features and finalize the Village Boundary on the image. The area computed from the newly generated Village Boundary should be confirmed by the competent authority.

e) Digitization of land parcels & map features should be carried out from the ortho-image on 'Mirror Principle'.

f) A comparative statement of Image-derived Parcel area with RoR area, Parcelwise, will be made in **Form No. 6(T).**

g) Validation of image derived Parcel Vector :
5% plots shall be randomly selected. Their dimensions shall be field measured and compared with corresponding image derived dimensions. In case of measurement variation beyond 20cm, fresh look at the digitization of all the parcel is to be made, after which fresh 5 % plot will be taken for validation in the above manner. The process is to be repeated till desired level of accuracy is achieved.

4.2.5 Preparatory work for Ground truthing and Obscure Area Survey :

a) The Survey Team shall prepare detailed Tahasil wise ground truthing/ obscure area survey and habitation area survey schedule in **Form No. 01(T)** with approval of the Collector for publication at the District, Tahasil and Village levels. The Programme, shall be given wide publicity.

b) Village wise ground truthing/ obscure area/ habitation area survey schedule shall be notified, showing day wise detail programme in **Form No. 02(T)** in the concerned Tahasil / Village at least 10 days

before commencement of Field Survey. Village shall be taken as the unit for Survey.

4.2.6 Survey Plan :

a) Survey Team shall submit detailed Programme for survey including number of Survey Team to be engaged after being supplied with existing Cadastral Maps from the Director, Land Records and Surveys.

b) Each Survey Team may comprise at least one surveyor and one assistant surveyor.

c) Survey Team is to be assisted by one Amin / Asst. Revenue Inspector (ARI) of Local Tahasil and land owners of the programmed Village during survey.

d) A meeting at the level of Village (Palli Sabha)/ cluster of villages shall be arranged by the local Tahasildar. Local officers of the land owning Departments such as Forest, Water Resources, etc. and the Panchayat level representatives shall be invited to the meeting.

e) The details of the schedule of the visits of the Survey Team shall be circulated among the Local officials of the Land-owning Departments, so that the Officials from those Departments help the survey agency in the identification of the boundaries of the Land-parcels owned by those Departments.

f) Tahasildar shall maintain record of meetings held in different villages/ cluster of villages.

4.2.7 Survey of Gharabari Plots :

Obscured areas and Gharabari Plots are to be surveyed on Ground using ETS/ DGPS based on locally available GCPs after demarcation by concerned RI/ Amin in presence of land owners/ enjoyers.

Vectors generated from Ortho-Image & DGPS/ETS survey are to be integrated to prepare draft Village Map.

4.2.8 Integration of Sabik RoR, Mutation Data, etc. wit Parcel ID :

a) Tahasildar shall provide the RoR data to the survey team for linking with the surveyed map (HAL).

b) Parcel numbers from Sabik map shall be transferred to the HAL map adopting GIS process. When more than one parcel is found in the HAL map with the same Sabik plot number, these shall be assigned **bata** number consistent with the mutation record.

c) The HAL plot area is to be computed in GIS for each land parcel and statement shall be prepared in **Form No. 4(T).**

d) The village boundary generated from the HAL map after dissolving all individual parcels in the GIS shall be treated as the Village boundary.

e) The newly created village boundary and area should be authenticated by competent authority.

f) Decision on inclusion / exclusion of disputed plots on the village boundary shall be based on the Sabik map/ record.

g) GIS data layers are to be provided as per Technical Specifications enumerated at **Annexure-3**.

4.2.9 Generation of Land Parcel Map (LPM) :

LPM of HAL plots shall be generated and supplied to the land owner in **Form No. 4(T)** with proper receipt in **Form No.7** as per Rules 9(6) of O.S.S & S Rules, 2012 inviting Objections, if any, from the land owner.

4.2.10 Filing of Objections by the Land Owners :

Any dispute on Survey Records shall be filed by the Land Owner/ any Person/ Government Officials having interest in the same Land to Camp Officer/ Tahasildar within fifteen days from the date of receipt of the LPM in **Form No. 8** as per Rules 9(8) of O.S.S & S Rules, 2012 in duplicate.

4.2.11 Dispute Settlement by Tahasildar :

On receipt of objection from the Land Owner/ any other person having interest, the Adjudicator/ Tahasildar shall give an acknowledgement with dated signature to the objector in **Form No. 9** as per Rules 9(8) of

O.S.S & S Rules, 2012 and maintain a Register in **Form No. 05 (T)** for the purpose.

The Tahasildar concerned shall be assisted by an Amin, one Surveyor with ETS / DGPS and support staff for disposal of objection cases.

The Tahasildar shall maintain the Objection Case Records and Register with Dispute Case Number and conduct Field inquiry referring to self declaration as submitted by the Land Owner, and with reference to Records available in his Office with the assistance of the Amin and Surveyor and dispose of the Objection Case within 30 (thirty) days from the receipt of objection, which shall be entered in the Register in **Form No. 05 (T).**

4.2.12 Incorporation of Dispute Settlement Order in the Land Record and Map :

After disposal of objection case, the map and record of the concerned plot shall be corrected as per the orders of the Camp Officer/ Tahasildar.

After the HAL map and record are finally approved, the parcels will be assigned fresh unique numbers in a sequential manner beginning from the north-west corner of the village.

4.2.13 Generation of Draft Village Map and RoR :

4.2.14 After compliance of the orders of the Camp Officer/ Tahasildar relating to one Village, the survey team shall furnish Village Map complete with integration of textual data, Plot Schedule with area and corresponding Sabik reference in **Form No. 06(T)** to the Tahasildar.

4.3 METHOD USING HIGH RESOLUTION SATELLITE IMAGERY SUPPORTED BY GROUND TRUTHING USING DGPS and/or TOTAL STATION.

4.3.1 Pre-pointing of Ground Control Points is to be made prior to obtaining High Resolution Satellite Image.

4.3.2 Satellite images with ground resolution of 0.5m or better are to be procured for the entire area of interest.

4.3.3 The images can be adjusted for parallax based on the Ground Control Points through Digital photogrammetric bundle block adjustment.

4.3.4 The final adjusted block is seamless. The photogrammetric processing will ensure perfect one-to-one correspondence between different data sets facilitating optimum utilization of Satellite Data set.

4.3.5 Tie-line measures are to be made using DGPS/ETS for checking ortho-image accuracy (minimum 5 cross tie-line measures to be made) : 2 long distance diagonals, 1 long distance horizontal, 1 long distance vertical and 1 short distance tie-line are to be measured using DGPS/ETS in the area of interest.

4.3.6 Geo-referencing of Sabik Digital Cadastral Map and delineation of Village boundary on the ortho-image :

a) Cadastral vector files in **.dwg** format and corresponding image files in **.cal** format for the villages are to be made available by Deputy Director, Survey and Map Publication.

b) The vector cadastral maps of a village shall be mosaiced and geo-referenced with the ortho-image by matching features such as Roads, Drainage, Water-bodies, etc.

c) After Geo-referencing of vector village map (Sabik), the survey team will merge all the land parcels to generate boundary polygon of the Village and compute the Village area.

d) Delineation of HAL Village Boundary on Ortho-Image :

After completion of Geo-referencing, the Survey Team will delineate the Village Boundary on the ortho-image; adjust, if required, the boundary vector at Edge Plots to ensure that it runs on the physical demarcation features and finalize the Village Boundary on the image. The area computed from the newly generated Village Boundary should be confirmed by the

competent authority.

e) Digitization of land parcels & map features should be carried out from the ortho-image on 'Mirror Principle'.

f) A comparative statement of Image-derived Parcel area with RoR area, Parcel-wise, will be made in **Form No. 6(T).**

g) **Validation of image derived Parcel Vector :**

5% plots shall be randomly selected. Their dimensions shall be field measured and compared with corresponding image derived dimensions. In case of measurement variation beyond 20cm, fresh look at the digitization of all the parcel is to be made, after which fresh 5 % plot will be taken for validation in the above manner. The process is to be repeated till desired level of accuracy is achieved.

4.3.7 Preparatory work for Ground truthing and Obscure Area Survey :

a) The Survey Team shall prepare detailed Tahasil wise ground truthing/ obscure area survey and habitation area survey schedule in **Form No. 01(T)** with approval of the Collector for publication at the District, Tahasil and Village levels. The Programme shall be given wide publicity.

b) Village wise ground truthing/ obscure area/ habitation area survey schedule shall be notified, showing day wise detail programme in **Form No. 02(T)** in the concerned Tahasil / Village at least 10 days before commencement of Field Survey. Village shall be taken as the unit for Survey.

4.3.8 Survey Plan :

a) Survey Team shall submit detailed Programme for survey including number of Survey Team to be engaged after being supplied with existing Cadastral Maps from the Director, Land Record and Surveys.

b) Each Survey Team may comprise at least one surveyor and one assistant surveyor.

c) Survey Team is to be assisted by one Amin / Asst. Revenue

Inspector (ARI) of Local Tahasil and land owners of the programmed Village during survey.

d) A meeting at the level of Village (Palli Sabha) / cluster of villages shall be arranged by the local Tahasildar. Local officers of the land owning departments such as Forest, Water Resources, etc. and the Panchayat level representatives shall be invited to the meeting.

e) The details of the schedule of the visits of the Survey Team shall be circulated among the Local officials of the Land-owning Departments, so that the Officials from those Departments help the survey agency in the identification of the boundaries of the Land-parcels owned by those Departments.

f) Tahasildar shall maintain record of meetings held in different villages/ cluster of villages.

4.3.9 Survey of Gharabari Plots :

Obscured areas and Gharabari Plots are to be surveyed on Ground using ETS/ DGPS based on locally available GCPs after demarcation by concerned RI/ Amin in presence of land owners/ enjoyers.

Vectors generated from Ortho-Image & DGPS/ETS survey are to be integrated to prepare draft Village Map.

4.3.10 Integration of Sabik RoR, Mutation Data, etc. with Parcel ID :

a) Tahasildar shall provide the R.O.R data to the survey team for linking with the surveyed map (HAL).

b) Parcel numbers from Sabik map shall be transferred to the HAL map adopting GIS process. When more than one parcel is found in the HAL map with the same Sabik plot number, these shall be assigned bata number consistent with the mutation record.

c) The HAL plot area is to be computed in GIS for each land parcel and statement shall be prepared in **Form No. 4(T).**

d) The village boundary generated from the HAL map after dissolving all individual parcels in the GIS shall be treated as the Village boundary

e) The newly created village boundary and area should be authenticated by competent authority.

f) Decision on inclusion / exclusion of disputed plots on the village boundary shall be based on the Sabik map/ record.

g) GIS data layers are to be provided as per Technical Specifications enumerated at **Annexure-3**.

4.3.11 Generation of Land Parcel Map (LPM) :

LPM of HAL plots shall be generated and supplied to the land owner in **Form No. 4(T)** with proper receipt in **Form No. 7** as per Rules 9(6) of O.S.S & S Rules, 2012 inviting Objections, if any, from the land owner.

4.3.12 Filing of Objections by the Land Owners :

Any dispute on Survey Records shall be filed by the Land Owner/ any Person/ Government Officials having interest in the same Land to Camp Officer/ Tahasildar within fifteen days from the date of receipt of the LPM in **Form No. 8** as per Rules 9(8) of O.S.S & S Rules, 2012 in duplicate.

4.3.13 Dispute Settlement by Tahasildar :

On receipt of objection from the Land Owner/ any other person having interest, the Adjudicator/ Tahasildar shall give an acknowledgement with dated signature to the objector in **Form No. 9** as per Rules 9(8) of O.S.S & S Rules, 2012 and maintain a Register in **Form No. 05 (T)** for the purpose.

The Tahasildar concerned shall be assisted by an Amin, one Surveyor with ETS / DGPS and support staff for disposal of objection cases.

The Tahasildar shall maintain the Objection Case Records and Register with Dispute Case Number and conduct field inquiry referring to self declaration as submitted by the Land Owner, and with reference to Records available in his Office with the assistance of the Amin and Surveyor and dispose of the Objection Case within 30 (thirty) days from the receipt of objection, which shall be entered in the Register in **Form**

No. 05 (T).

4.3.14 Incorporation of Dispute Settlement Order in the Land Record and Map :

After disposal of objection case, the map and record of the concerned plot shall be corrected as per the orders of the Camp Officer/ Tahasildar.

After the HAL map and record are finally approved, the parcels will be assigned fresh unique numbers in a sequential manner beginning from the north-west corner of the village.

4.3.15 Generation of Draft Village Map and RoR :

4.3.16 After compliance of the orders of the Camp Officer/ Tahasildar relating to one Village, the survey team shall furnish Village Map complete with integration of textual data, plot schedule with area and corresponding Sabik reference in **Form No.06 (T)** to the Tahasildar.

4.4 QUALITY CHECKING :

The QC checks will be done by ORSAC QC team in following stages or as when required:

- After generation of ortho-image.
- After geo-referencing of 'Sabik' cadastral maps with the image: Geo-referencing of individual parcels and the village as a whole for delineation/demarcation of village boundary.
- After plot vector generation and prior to ground truthing/verification: The geometry of parcels, the village boundary, matched and mismatched plots as seen on the image.
- Before submission of Draft Map to Tahasil for verification: The village in completeness, correctness of matched and mismatched parcels as identified by the vendor.
- Before final submission: Village map as a whole and the statistics after RoR linkage and 'Khanapuri Operation'.
- Some of the bund dimensions will be verified by ORSAC for ensuring correctness and quality of survey by the vendor.

CHAPTER-5

Assessment and Incorporation of Rate of Rent

The assessment and incorporation of rate of rent shall be governed under the provisions of Chapter-IV of Odisha Survey and Settlement Act, 1958 read with Rule-21 of Odisha Survey and Settlement Rules, 1962.

CHAPTER-6

Preparation and Publication of Records and Map

The procedures for preparation of preliminary Record of Rights, publication of Draft Record of Rights, the Recess work and the Final Publication of Record of Rights shall be followed as provided in Chapter V, Chapter VI, Chapter VII and Chapter VIII respectively of the O.S.S & S Rules, 2012.

In addition, following provisions shall also be followed :

a. A minimum of 25 claims/objection cases shall be disposed of daily by the Additional Sub-Collector.

b. All the clerical and arithmetical mistakes noticed shall be corrected by the Additional Sub-Collector during the period of Final Publication.

c. **Disposal of Appeal Cases** : The Appeal Cases filed after final publication of RoR & Maps and *suo-motu* Appeal Cases filed by the Notified Officer are to be disposed of in a summary manner with the help of the Field Staff and Survey Team within a maximum period of 90 days from the date of filing of such Appeals. Case Records shall have to be maintained for Appeal and suo-motu Appeals separately. For cross reference between existing and Current Records at a glance, a Register shall be maintained in **Form No. 7(T).** Orders of the Appellate authority shall be communicated to the concerned Appellant/Tahasildar. Tahasildar shall effect necessary changes in the RoR both in hardcopy and softcopy and communicate the same to the concerned RI, Collector and DD, S&MP in **Form No. 8 (T)** for effecting necessary changes in the RoR at their level. The RI shall receive **Form No 8(T)** in duplicate and effect necessary changes in the Hardcopy of the RoR available with him within 7 days of the receipt of the same and the second copy of the **Form No 8(T)** shall be returned to the concerned Tahasildar so as to reach him within 10th day of the receipt of the same in token of the changes effected at his level.

d. **Final Record of Rights :** After final publication of RoR and map, the soft copy and hard copy of RoR (Form 20, of O.S.S & S. Rules, 2012) shall be prepared by the Survey Team and handed over to the Tahasildar for distribution as mentioned below :

   i. Hard copy of RoR for Individual Land Owners.

   ii. Softcopy and hardcopy of RoR and hardcopy of map to concerned RI.

   iii. Softcopy and hardcopy of both RoR and map to concerned Tahsildar.

   iv. Softcopy and hardcopy of both RoR and map to concerned Collector.

   v. Softcopy and hardcopy of both RoR and map in duplicate to DD, S&MP, Odisha.

e. Deputy Director, Survey and Map Publication, Odisha shall facilitate Web-hosting with the help of NIC.

f. Deputy Director, Survey and Map Publication, Odisha shall also preserve the hard copy and softcopy of the Final RoR and Map in safe custody for future reference and -utilization.

ANNEXURE-1

MINIMUM EQUIPMENT REQUIREMENT FOR PURE GROUND SURVEY USING ETS/ DGPS

1. **Total Station Set:**
   a. Total Station instrument in a hard case
   b. Battery charger
   c. Memory module/ card, serial cable
   d. Rain cover
   e. User manuals
   f. Tripod
   g. Tape Measure
2. **Prism Set:**
   a. Prism
   b. Prism holder
   c. Centering rod
3. **Back sight set:**
   a. Prism
   b. Prism holder
   c. Prism carrier (to be fixed on tribrach, with optical/ laser plummet)
   d. Tribrach(to exchange prism carrier and total station)
4. **DGPS Set (pair of devices):**
   a. Antenna with receiver
   b. Tripod with tribrach for base station
   c. Bi-pod for rover
   d. Battery with charger
   e. External battery for base station
   f. Extension rod
   g. Data cable
5. **Data Processing**
   a. Laptop computer with serial port or USB port
   b. Printer
   c. ETS/DGPS survey data management software
   d. Digital camera

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ANNEXURE-2

Setting up of ETS

1. Setting up of Total Station :

(i) Following steps are adopted to set up a total station :

a. While choosing an instrument station, make sure that an observer can safely operate the instrument without knocking it over. It is necessary to have the center of the instrument which is the point of intersection of the transverse axis (axis of the telescope) and the vertical axis of the total station directly over a given point on the ground (the instrument station).

b. Open the legs of the tripod to set the tripod head at the level of the operator's upper chest. When the total station is set up on the head, the operator's eye should be slightly above the eyepiece. The instrument height is important for an effective and comfortable survey. One should not touch to the tripod during the survey.

c. To fix the total station above a reference point (tertiary point or back site), first roughly level up the tripod head right above the point. To find out the center position of the tripod, see through the clamp screw/use a plumb bob or drop a stone through the hole in the tripod head.

d. Once roughly leveled and centered, push each tip of the tripod leg firmly into the ground applying full weight of the observer on the step above the tip. Apply the weight along the tripod leg without bending it.

e. Fix the tribrach on the tripod.

f. Check the spirit level and center it again, by adjusting the length of the telescopic leg. Increase the length of the leg of the opposite direction in which direction the bubble is down.

g. Once the bubble is inside the inner ring, adjust the three screws of the tribrach to center the bubble of the spirit level. Put the total station on the tribrach and tighten with the tribrach.

h. Properly level the total station by following.

i. Power on the total station.

j. The electronic level window will appear.

k. Rotate the electronic level panel parallel to BC at the 1st position.

l. Turn the foot screws B and C in the opposite direction the same amount to move the bubble into the centre of the electronic level

m. Rotate the alidade approximately 90^0.

n. Using leveling screw A move the bubble into the centre of the electronic level.

o. Repeat step C to E to centre the bubble in both position.

(ii) Look at the laser point of the laser plummet of total station. Lossen the total station from tribrach and slide on the tribrach to focus the laser point on the station point if it is centered within 1 cm from the station point and repeat step C to G . If not, estimate the amount of offset and carefully move the entire tripod as much as the offset. Return to step 3 and try to level and center again. The total station on the tribrach head can be moved 1 cm from the center, therefore, rough centering within 1 cm is necessary. Be careful to see that the center of the laser point is on an axis perpendicular to the horizontal circle of the total station. If the total station is not level, the plummet line does not coincide with the plumb line.

(iii) Rotate the total station by 180^0. If the laser point goes away from the station point, slightly loosen the fixing screw and slide the total station halfway to the center.

(iv) Tighten the fixing screw firmly without applying too much pressure. Never loosen the screw until all the measurements are finished.

(v) Measure the instrument height. The centre of the total station is marked on the side of the alidade. The vertical distance between the mark and the ground is the instrument height.

(vi) Check the plate level from time to time during measurement before the total station tilts beyond the automatic correction.

2. Setting up a Back Sight :

a) **Using Tripod:**

A back sight is a reference point for the horizontal angle. At the beginning of a new survey, a back sight can be set at a point an arbitrary point and marked. The best way to set up a back sight is to use a prism carrier and a tribrach on a tripod. The procedure for leveling up the prism is the same as that for the tribrach of total station. Centering of the prism is also same as total station but there is not any laser point on the tribrach of the prism so we have to use the optical plummet of the tribrach. A prism should be put right on the reference point when sighting is possible from the total station.

b) Using Bi-pod :

While taking the reading of back site never hold the prism in hand. We can use a bi-pod which gives stability to the prism pole. Keep the prism pole on the target and fix it to the bipod and tightened the screw. Press the leg release button using thumbs of both hands to release the legs to touch the ground. Push each tip of the bipod leg firmly into the ground applying full weight. Adjust the spirit level by pressing and holding the leg release buttons. Once the spirit level is centered relapse the buttons.

3. Measurement with Total Station :

When both the total station and back sight are finally leveled and centered, the hardware setup is over and the software setup is to be started. The software setup of a total station differs from one make to another. One has to follow the user's manual of each instrument. The list below gives common important settings for most instruments. Most total station memorizes these settings, but it is better to check through the setup menu in order to avoid a false setting.

1 . System : Choose appropriate existing interface for data output

2. Angle Measurements : Tilt correction/ Tilt compensator (2 axis)

3. Horizontal angle increments : At right angles (clockwise)

4. Unit setting : Angle in degree/min/sec, distance in meters,

temperature in centigrade and pressure in hPa.

5. EDM Settings : Select DR/ IR laser, fine measuring mode, use RL with caution. Set appropriate value for the prism constant (from the user's manual of the equipment)
6. Atmospheric Parameters : Get ppm for the diagram from the manual of the equipment or let the total station calculate from hPa and degree centigrade.
7. Communications: Set all parameters the same for a total station and data logger/ PC. They are baud rate, data bits, parity, end mark and stop bits. Refer the manual for each device.

4. Field Book Maintenance :

The Survey officer can record all numerical data and a little text data in the total station, but descriptive information and graphic information should be recorded in the field book.

The following is a suggested list for the survey records.

1. Place, data and time
2. Surveyor's name
3. Temperature, atmospheric pressure
4. Station coordinate (E0, N0, H0), as per co-ordinate of the survey station (TCP) and height of the instrument
5. Back sight coordination (slope distance, vertical and horizontal angels), (E, N, H), as per GPS co-ordinate TCP and height of the reflector.
6. Azimuth mark HZ, sketch of the telescope view.
7. Sketch map of the sight and measured objects.
8. Description of measurement. Point ID number (from-to), object, height of the reflector. Repeat this for each discrete object, or group of points measured with different prism height. This must be the input to the total station each time it changes.
9. Back sight coordinates measured again at the end.

5. Radial Shooting :

From a station, we measure as many objects as possible within the sight. This method is called radial shooting. The objects are classified as points. Each point is recorded as coordinates with a point ID number. A group of points on a discrete line should be measured consecutively for the sake of plotting. The pair of the first and the last point ID numbers is necessary to separate from the other ones. Smaller intervals of points result in more accurate records of the shapes. The balance between the scale of the map, importance of the objects, and time and purpose of the measurement determines the interval needed.

6. Plotting of Parcels :

Plotting of parcels can be done onsite by key-in line during survey. This methods may differ from instruments to instruments based on their manufacture.

For plotting the parcels can be done also in the lab by manually or automatically. Proper coding is required for plotting the parcels/ creating lines by joining the points. For automatically joins the field shots proper coding is required depending upon the software.

7. Survey Station Description (Codes) :

a. Each survey station or shot location (point), must be described with respect to surveying activity station identification and other attribute data.

b. Wherever there is reserved forest or land transferred to the Forest Department or Government/community land is involved, the concerned officials should be involved in identifying the relevant parcel boundaries.

c. The survey team should take care that the ridges which are not actually boundaries of the parcels are not taken into account for delineation of the parcel boundaries.

d. In cases where collective cultivation is done or where boundaries are not demarcated the parcel boundaries should be recorded only after their demarcation on the ground has been carried out

with reference to the existing land records and as per the procedure laid down in the relevant revenue laws in the presence of the concerned owner(s)/enjoyer(s).

e. Each land parcel should be identified by its owner(s)/enjoyer(s) and should be given a unique ID which shall be used for linking the attributes data collected in respect of the land parcel.

f. The land owner(s)/enjoyer(s) who intend to affix stones at their field junctions may be shown the points where stones can be affixed.

g. The current land use, irrigation status and other land attributes data shall also be collected by the survey team..

ANNEXURE-3

TECHNICAL SPECIFICATION FOR ORTHO-IMAGE AND GIS LAYERS

a) *Creation of some additional layer files described in the table below in the form of point/line/polygon other than Parcel Boundary required under this Project.*

b) *Creation of an arc GIS Symbology File for the Cadastral Symbols available in the Cadastral Map. Survey Team shall create an integer Field named as 'Sym-code" with field width depending upon the number of symbology to be created, if some Symbols will not be available in the Symbol Library of ARC GIS, then Symbols are to be created by scanning the Picture and that are to be added to the Library. Survey Team has to finalize the Symbols by consulting ORSAC/LRD QC Team.*

Attribute of the Plot Vector (.shp/arc coverage)

- *lmg_Plot 66 i*
- *Map_Plot 50 50 c*
- *RoR_Plot 50 50 c*
- *Map_ Area 10 10 f with three digit for decimal part.*
- *RoR_Area 10 10 f with three digit for decimal part.*
- *lmg_Area 10 10 f with three digit for decimal part.*
- *lmg_RoR_Df 10 10 f with three digit for decimal part.*

c) Deliverables :

The Survey Team has to submit the following deliverables :

- *Resurvey/ Updated Cadastral Village (Final Draft) Map in .shp File format in CD/DVD*
- *Updated and corrected RoR Data in excel/dbase format in CD/DVD*
- *Geo-referenced Cadastral files in .shp format*
- *Mosaic Re-Surveyed Villages file Thana /Tahasil-wise in .shp/dwg format*
- *Final Re-Surveyed updated Cadastral Map in .jpg or tiff and arc gismxd file*
- *Final RoR in excel format*

d) Standards :

Mapping Standards	***1 : 1980***
Spatial Framework	*NSF*
Ortho rectification accuracy (RMS)	*0.1 m*
Projection	*UTM*
Datum	*WGS 84*
Map Frame Size	*One village*
Map (Planimetric) accuracy *Minimum Mappable Unit(MMU)* *Accuracy of Mapping*	*0.1* *10X10 cm* *100/99*
Map Format	*Digital GIS compliance*
GIS Database Standards	***1:1980***
Spatial Framework	*Mouza*
Tie point intervals for Spatial Framework	*Meter grid*
Projection	*UTM*
Datum	*WGS 84*
Minimum Frame Size	*One village*
Tie Registration Accuracy in Meters	*0.001*
Planimetric Accuracy (1 mm of scale) in m	*0.01*
Coordinate Movement Tolerance (CMT)	*0.00001*
Weed Tolerance (WT)	*0.001*
Silver Polygon Tolerance (SPT)	*<0.001 sq. m*
Grid Size (for image/ Raster Layers)	*100X100m*
Output Standards	***1: 1980/ 1:3960***
Output Formats Digital	*GIS Compliance*
Output Framework	*Admin Unit - Village*
	User defined Region AOI
	Spatial Framework Grids
Output Media	*CD-ROM/DVD/EHD*
Output Projection	*UTM/User Defined*
Output Datum	*WGS 84*
Output Format	*Geo-Tiff, shape File, dbase/excel*
Output Symbology	*As per Layer Legend/ DoLR Standards*

e) Scale & Accuracy :

Following scale for accuracy are to be maintained

Area	*Scale*	*Accuracy*
Urban Area	*1:500*	*±5cm*
Village Area	*1:1000*	*±10cm*
Agriculture Area	*1:4000*	*±20cm*

f) Quality Assurance :

Since these Survey Records will form the basis of the Conclusive Titling system, they must be prepared with utmost care and accuracy. Hence, the Survey Team shall put in place a strict & rigid internal system of quality check to ensure that Vector Data are accurate as per the standards mentioned above.

g) Quality Checking :

A comprehensive quality control program for ensuring the quality of Data has to be followed based on the criteria provided and permissible accuracy. The measure of accuracy derived based on the allowable limits would fall under one of the following heads, viz., physical accuracy and logical accuracy.

Physical Accuracy:

- ***Point features:*** *Location of a Feature with reference to a standard layer would be the same or within the area of the Plot.*
- ***Line features:*** *Variation in length of a line segment should be within the prescribed limit.*
- ***Polygon features:*** *Variation in the Area & Perimeter of any Polygon Feature should be within the prescribed limit (0.025%).*

Logical accuracy :

- *This accuracy corresponds to completeness and correctness of Data when a Data set is analyzed. Following tests would be performed to ensure the logical accuracy of the Data-sets :*
- *An attribute query run on the Datasets should give a consistent result in terms of*
    - ❖ *Number of Features selected;*
    - ❖ *The content of the Features selected.*

- *Any Data-set resulting out of analysis of two or more Data-sets should be logical.*
- *Any Spatial query run on the Data-sets should give the same result in terms of*
    - ❖ *Number of Features selected;*
    - ❖ *The content of the Features selected*

h) Quality Checks on Digital Terrain Database:

The elements of the Database are to be created as per the standards herein and the Bidder has to take care that Digitization is as per the Standards. The inputs are subject to validation at each stage and will include qualitative as well as quantitative checks for input and output accuracy. The creation of a clean Digital Database (Topologically-corrected and Geo-coded) is the most important and complex task upon which the usefulness of the Database lies. Two aspects need to be considered here.

- *One is the Geographic Data necessary to define where the Parcel of Land or, for that matter, any other feature is located,*
- *Second is its unique identification for associating attributes that link to the Records.*

At every stage, there should be necessary and proper Data verification to ensure that the resultant Database is as free as possible from error. Bidder will provide the code and description information in a separate file. The QC checks will be done by ORSAC QC Team in following stages or as when required:

- *After Geo-referencing of Cadastral Maps with the image :*
  Geo-referencing of individual Parcels and the Village as a whole.
- *After Plot Vector generation and prior to Ground Truthing verification :*
  The geometry of Parcels, the Village Boundary, matched and mismatched Plots as seen on the image.
- *Before submission to Tahasil for verification :*
  The Village in completeness, correctness of matched and mismatched Parcels as identified by the Survey Team.
- *Before Final Submission :*
  Village Map as a whole and the statistics after RoR linkage.

Table: Additional Layers

Layer Code	Layer Name	Sl	Feature Type	Geometry
1	Cadastral Details	1	North arrow	Point
		2	Spot height	Point
		3	Primary control point	Point
		4	Secondary control point	Point
		5	Tertiary control point	Point
		6	Auxiliary control point	Point
		7	Village tri-junction point	Point
		8	Village bi-junction point	Point
		9	Field survey stone	Point
		10	Bench mark (if available)	Point
		11	Village boundary (extracted from parcels)	Polygon
		12	Hill/Hillock	Polygon
		13	Limit of Rocky Area	Polygon
		14	Electrical Substation	Polygon
		15	Electrical Transformer	Point
		16	High Tension Line	Line
		17	HT Electrical Towers	Point
		18	Electric Power House	Point
Layer Code	**Layer Name**	**Sl**	**Feature Type**	**Geometry**
2	Water Bodies	19	River	Polygon
		20	Streams	
		21	Main Canal	Polygon
		22	Distributory Canal	Polygon
		23	Lake	Polygon
		24	Water Tank/Pond	Polygon
		25	Reservoir	Polygon
		26	Bore well/ Tube Well	Point
		27	Lift Irrigation Point	
		28	Well	Point
3	Roads	29	National Highway	Line
		30	State Highway	Line
		31	District Road	Line
		32	Other Road	Line

	Railways	*33*	*Railway Line*	*Line*
4	*Cultural & Public Utilities*	*34*	*Stadium*	*Polygon*
		35	*Park*	*Polygon*
		36	*Play Ground*	*Polygon*
		37	*Quarry*	*Point*
		38	*Police Station*	*Point*
		39	*Temple*	*Point*

FORM NO - 01(T)

See Para 4.1.1(d) of Technical Manual

SCHEDULE FOR SURVEY

Name of the District: ***Name of the Tehsil:***

Name of the village	*Date & time for starting survey*	*No. of map sheets of the village*	*No. of Holdings*	*No. of Plots*	*Area of Village*	*No. of Preliminary/ Secondary/ Tertiary control points with installation place*	*No. of survey Teams engage*	*Period of Survey*	*Remarks*
1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*10*

FORM NO-02(T)

See Para 4.1.1(e) of Technical Manual

DAILY SCHEDULE

Name of the Village: ***Name of the Tehsil:***

Date of survey	*Sabik Plot No.*	*Area*	*Hal Plot No.*	*Area*	*Remarks*
1	*2*	*3*	*4*	*5*	*6*

FORM NO-03(T)

See Para 4.1.3 of Technical Manual

SELF DECLARATION REGISTER

Name of the Village: ***Name of the Tehsil:***

Sl. No./ Date	*Name of the Land Owner*	*Khata No./ Plot No.*	*Area*	*Classification*	*Documents Submitted in support of Declaration*	*Date of dispatch to Tehsil for verification*	*Date of receipt of verification Report*	*Remarks*
1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*

FORM NO-04(T)

See Para 4.1.9 of Technical Manual

LAND PARCEL SURVEY REPORT

Name of the Village:

Name of the Land Owner:

Original Plot No	*Area*	*Provisional Plot No. after survey*	*Area*	*Land Parcel Map*
1	*2*	*3*	*4*	*5*

FORM NO-05(T)

See Para 4.1.11 of Technical Manual

SURVEY DISPUT REGISTER

Name of the Village: ***Name of the Tehsil:***

Dispute No	*Date of filling*	*Name of the Land owner*	*Nature of dispute*	*Self-declaration register No.*	*Date of disposal with order of the TDR*	*Date of record correction*	*Signature of Amins*	*Signature of Tahasildar*
1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*

FORM NO-06(T)

See Para 4.1.13 of Technical Manual

OLD-NEW LAND PARCEL COMPARISON

Sl. No. of old plot	*Total area*	*Corresponding new plots*	*Area*	*Total area of the corresponding new plot*	*Old khata No.*	*Remarks*
1	*2*	*3*	*4*	*5*	*6*	*7*

FORM NO-07(T)

See Para - C of Chapter-6 of Technical Manual

DAILY SCHEDULE

Name of the Village: ***Tehsil:*** ***Dist:***

Time	*Holding No.*	*Plot No.*	*Total Extent*	*Nature*	*Div. No*	*Extent*	*Total Extent*	*Status*	*Classification*	*Caste*	*Sub-Caste*	*Owner ship*	*Rent*	*Owner's Name*	*Father's Name*	*Village*	*Dist*	*Basis*
1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*10*	*11*	*12*	*13*	*14*	*15*	*16*	*17*	*18*	*19*
Existing (Sabik)																		
Changing (Hal)																		

FORM NO-8(T)

INTIMATION SLIP

CHANGES IN RoR AS PER MUTATION

Office of the Tahasildar .....

District .....

Case No. .....

The following changes in the Record of Rights have been ordered.

Name of Village .....

Name of Thana .....

Thana No .....

**Details of change .....*

Tahasildar

** In case the change involves subdivision of plots, a sketch map indicating the subdivision shall be enclosed in the slip which is meant for the Addl.Tahasildar.*

Certified that, the changes, mentioned in the slip have been incorporated in all the relevant Registers on.....

Addl. Tahasildar

All other formalities and maintenance of Registers for the purpose shall be made in accordance with the prescribed Forms/Appendix provided in ***The Odisha Mutation Manual, 1962.***

GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT

RDM-CHS-PLAN-0010-2019 Notification
No. 12830 Dt. 17 MAR 2020

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 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, 2020.

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

2. In the said rules, in rule 11, for sub-rule(1), the following sub-rule, shall be substituted, namely:---

"(1) The draft record of rights shall be prepared in Form 12 for revenue village not covered under consolidation and in Form 12 A for revenue village covered under consolidation stating the orders passed with respect to 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."

3. In the said rules, in rule 15, for sub-rule(1), the following sub-rule shall be substituted, namely:---

"(1) The copies of the record of rights and map finally prepared in Form 20 for revenue village not covered under consolidation and in Form 20 A for revenue village covered under consolidation shall be published under the hand and seal of the Collector."

4. In the said rules, for Form 1, the following Form shall be substituted, namely:—

"FORM 1

[See rule 5(1)]

PROCLAMATION

All the land owner(raiyats or tenants or land holders)/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.....".**

5. In the said rules, for Form 2, the following Form shall be substituted, namely:—

"FORM 2

[*See* Rule 6(1)]

SELF DECLARATION OF LANDS OWNER (RAIYATS/TENANTS/LAND HOLDER)

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

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

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 initialing and putting date and serial no. of the petition by the receiving officer/employee.*

Place..... **Date.....** **Signature/Thumb impression of the land owner(raiyats or tenants or landholder)".**

6. In the said rules, for Form 3, the following Form shall be substituted, namely:---

"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 (raiyats or tenants or land holder) (1)	Serial No. of self-declaration submitted by Land owner (raiyats or tenants or land holder) (2)	Details of land (3)				Classification of Land (4)	Jamanbandi No. (5)	Rent/ Cess (6)	Entries of land found correct (7)			Remark if any (8)
		Khata No.	Plot No.	Area A. D.	Boundary				Khata No.	Plot No.	Area A. D.	

Signature ofRecord Keeper **Signature ofRevenue Inspector** **Signature of Tahasildar".**

7. In the said rules, for Form 4, the following Form shall be substituted, namely:—

"FORM 4
[See rule 6(7)]

FORM FOR REGISTER OF UN-VERIFIED/DISPUTED LANDS

(For Official use only)

Revenue Village.....ThanaNo.....Tahasil.....District.....

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

Signature of Record Keeper **Signature of Revenue Inspector** **Signature of Tahasildar".**

8.In the said rules, for Form 5, the following Form shall be substituted, namely:—

"FORM 5
[See rule 9(1)]

ABSTRACT OF RECORD OF RIGHTS

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

Sl No. (1)	Name of Land owner (Raiyats or Tenants or land holder) Father's/husband's name and address (2)	Serial No. of record of rights (3)	Plot No. (4)	Area (5)				Rent/Cess (6)	Remarks (7)
				Cultivated	Uncultivated	Others	Total		

Signature of Amin **Signature of Revenue Supervisor** **Signature of Tahasildar".**

9. In the said rules, for Form 6, the following Form shall be substituted, namely:—

"FORM 6
[See rule 9(1)]

PLOT REGISTER

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

Plot No. (1)	Name of the of Land owner(Raiyats or Tenants or land holder) 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	Cultivated	Uncultivated		

Signature of Licensed Surveyor **Signature of Revenue Inspector** **Signature of Tahasildar" .**

10. 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:-.....P.S.....Tahasil .....District:-.....

Name of the Land Lord and Khewat No:-..... Sattwa (Status of Land).....

Name of the of Land owner(Raiyats or Tenants or land holder)father's Name,Caste and Residence (1)	Khata No (2)		Plot No. (3)		Area (4)		Boundary Plot No. (5)		Classification of Lands (6)	Rent/Cess /Nistar Cess/Total (7)	Basis for entry in the Revenue Records like succession / gift/purchase/ exchange/others (8)	Remarks (9)
	Old	New	Old	New	Ac	Dec	N	S				

Seal and Signature of Tahasildar".

11. 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 (FOR NON-CONSOLIDATION VILLAGE)

All of Land owner(Raiyats or Tenants or land holders)/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.

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

Name of the Land Lord and Khewat No:-.....Khata No..... Sattwa (Status of Land):-.....

Name of the of Land owner(Raiyats or Tenants or land holders)father's Name, Caste and Residence (1)	Plot No. (2)	Area (3)		Boundary Plot No. (4)		Classification of Lands (5)	Rent/Cess/Nistar Cess/Total (6)	Remarks (7)
		Ac	Dec.	N	S			

The draft record of rights shall remain published till.....date. You are requested to pursue the Draft Record of Rights with regard to your land on which you have any subsisting interest.

Seal and Signature of the Tahasildar".

12. In the said rules, after Form 12 the following Form shall be inserted, namely:—

"FORM 12 A

[See rule 11(1)]

DRAFT RECORD OF RIGHTS (FOR CONSOLIDATION VILLAGE)

All Land owner(Raiyats or Tenants or land holders)/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.

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

Name of the Land Lord and Khewat No:-.....Khata No..... Sattwa (Status of Land):-.....

Name of the Land owner(Raiyats or Tenants or land holders),father's Name, Caste and Residence (1)	Chaka No (2)	Plot No with Chaka (3)	Plot No. without Chaka (4)	Area (5)		Boundary Plot No. (6)		Classification of Lands (7)	Rent/Cess/Nistar Cess/Total (8)	Remarks (9)
				Ac	Dec.	N	S			

The draft record of rights shall remain published till.....date. You are requested to pursue the Draft Record of Rights with regard to your land on which you have any subsisting interest.

Seal and Signature of the Tahasildar".

13. In the said rules, for Form 13, the following Form shall be substituted, namely:—

"FORM 13

[See rule 13 (1)]

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 owner(Raiyats or Tenants or land holders)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 **Seal and Signature of Tahasildar" .**

Date:

14. In the said rules, for Form 18 the following Form shall be substituted, namely:—

"FORM 18
[See Rule 149 (4)]

ABSTRACT OF NEW RECORD OF RIGHTS

Revenue Village.....ThanaNo.....Tahasil..... District.....

Sl. No. (1)	Old Khata No. (2)	New Khata No. (3)	Name of old Land owner(Raiyats or Tenants or land holders) (4)	Name of new Land owner(Raiyats or Tenants or land holders) (5)	New Plot No. (6)	Area (7)				Rent/ Cess (8)	Remarks (9)
						Cultivated	Uncultivated	Others	Total		

Seal and Signature of Tahasildar".

15. In the said rules, for Form 19, the following Form shall be substituted, namely:—

"FORM 19

[See rule 14 (4)]

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 the land owners(Raiyats or tenants or land holders)	Name of new land owners(Raiyats or tenants or land holders)	Area Under Crop (12)					Rent/ Cess	Remarks
											Kharif	Rabbi	Other crops	Cultivated	Uncultivated		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)						(13)	(14)

Signature of Amin/ Licensed Surveyor

Signature of Revenue Inspector

Signature of Tahasildar" .

16. In the said rules, for Form 20, the following Form shall be substituted, namely:—

"FORM 20

[See rule 14(b)]

PUBLICATION OF RECORD OF RIGHTS (FOR NON-CONSOLIDATION VILLAGE)

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

Name of the Land Lord and Khewat No:-.....Khata No..... Sattwa (Status of Land):-.....

Name of the land owner(Raiyats or tenants or land holders),father's Name,Caste and Residence (1)	Plot No. (2)	Area (3)		Boundary Plot No. (4)		Classification of Lands (5)	Rent/Cess/Nistar Cess/Total (6)	Remarks (7)
		Ac	Dec.	N	S			

Certified that the ROR has been published on dated:-.....under sub-section (1) of section 11 of the Odisha Special Survey and Settlement Act, 2012 read with rules 14 and 15 of the Odisha Special Survey and Settlement Rule , 2012.

Seal and Signature of the Tahasildar

Seal and Signature of Collector of the District".

17.In the said rules, after Form 20, the following Form shall be inserted, namely:—

"FORM 20A

[See rule 15(1)]

PUBLICATION OF RECORD OF RIGHTS (FOR CONSOLIDATION VILLAGE)

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

Name of the Land Lord and Khewat No -.....Khata No..... ..... Sattwa(Status of Land):-.....

Name of the land owner(Raiyats or tenants or land holders), father's Name, Caste and Residence	Chaka No.	Plot No. With Chaka	Plot No. without Chaka	Area		Boundary Plot No.		Classification of Lands	Rent/Cess/ Nistar Cess/Total	Remarks
(1)	(2)	(3)	(4)	(5)		(6)		(7)	(8)	(9)
				Ac	Dec.	N	S			

Certified that the ROR has been published on dated:.....under sub-section(1) of section 11 of the Odisha Special Survey and Settlement Act,2012 read with rules 14 and 15 of the Odisha Special Survey and Settlement Rule , 2012.

Seal and Signature of the Tahasildar

Seal and Signature of Collector of the District".

By order of the Governor

17/03/2020

Addl. Chief Secretary to Government

Memo No. 12831 / Dt 17 MAR 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. 17/3/2020

Memo No. 12832 / Dt 17 MAR 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.

Addl. Secretary to Govt 17/3/2020

Memo No. 12833 / Dt 17 MAR 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 17/3/20

Memo No. 12834 / Dt 17 MAR 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 17/3/2020

Memo No. 12835 / Dt 17 MAR 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 17/3/2020

By e-Mail/FAX

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

RDM-CHS-POLICY-0002-2023

NOTIFICATION

No. 38875 / R & DM

Bhubaneswar dated, the 03 NOV 2023

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, 2023.

   (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 after settlement of land and certificate of land right to a slum dweller in accordance with the provisions of the Odisha Land Rights to Slum Dwellers Act, 2017 (Odisha Act 10 of 2017) and the Odisha Municipal Corporation (Amendment) Act, 2022(Odisha Act 4 of 2022) :

Provided that —

(i) the land so recorded/ mutated shall not be deducted from the Government Khata and the new Khata so prepared shall not be assessed to rent and cess;

(ii) a new Bata Khata /plot shall be created under the nomenclature of "Certificate of Land Rights (CLR)" Khata and recorded without changing the kisam of the land ;

(iii) sattwa of the new Bata Khata shall be recorded as Certificate of Land Right issued in accordance with the provisions of the Odisha Land Rights to Slum Dwellers Act, 2017 and the Odisha Municipal Corporation (Amendment) Act, 2022 and this land shall be heritable but not transferable by sublease, sale, gift or any other manner whatsoever except by way of mortgage for the purpose of raising finance in the form of housing loan from any financial institution ;

(iv) the Government may issue appropriate executive instruction from time to time for correction of record of right on the basis of Certificate of Land Rights Certificate .".

By order of Governor

Additional Chief Secretary to Government

Memo No. 38876 / Dt 03 NOV 2023

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.

Additional Secretary to Govt.

Memo No. 38877 / Dt 03 NOV 2023

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

2/11/2023

Additional Secretary to Govt.

Memo No. 38878 / Dt 03 NOV 2023

Copy forwarded to all Collectors for information and necessary action.

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

2/11/2023

Additional Secretary to Govt.

Memo No. 38879 / Dt 03 NOV 2023

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.

2/11/2023

Additional Secretary to Govt.

Memo No. 38880 / Dt 03 NOV 2023

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 .

2/11/2023

Additional Secretary to Govt.

Memo No. 38881 / Dt 03 NOV 2023

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

2/11/2023

Additional Secretary to Govt.

GOVERNMENT OF ORISSA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT

*****

NOTIFICATION

No. GE (GL) S-5/2009/ 5374 / R&DM dated 11th February, 2010

Whereas the draft of certain rules further to amend the Orissa Government Land Settlement Rules, 1983 were published as required by sub-section (1) of section 8–A of the Orissa Government Land Settlement Act, 1962 (Orissa Act 33 of 1962), in an extraordinary issue of the Orissa Gazette No. 1739 dated the 2nd December,2009 under the notification of the Government of Orissa in the Revenue & Disaster Management Department No. 46165–GE(GL)S-5/2009 dated the 1st December,2009 inviting objections and suggestions from all persons likely to be affected thereby till the expiry of a period of thirty days from the date of publication of the same in Orissa Gazette;

Whereas objections and suggestions received on the said draft have duly been considered by the Government;

Now, therefore, in exercise of the powers conferred by section 8-A of the Orissa Government Land Settlement Act, 1962 (Orissa Act 33 of 1962), the State Government do hereby make the following rules further to amend Orissa Government Land Settlement Rules, 1983, namely:-

1. (1) These rules may be called the Orissa Government Land Settlement (Amendment) Rules, 2010.

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

2. In the Orissa Government Land Settlement Rules, 1983, (hereinafter referred to as the said rules), for rule 5-B, the following rule shall be substituted, namely :-

"5-B- Settlement of Khasmahal, Nazul, Gramakantha Paramboke and Abadi lands :- Notwithstanding anything contained in rules 3,5,5-A, 8,11,12,13, settlement of Khasmahal and Nazul land leased out, and Gramakantha Paramboke and Abadi land occupied, prior to 26th day of February, 2006 and used for homestead purpose shall be made in the manner prescribed in Schedule V".

3. In the said rules, in schedule III, after the words and figures "covering 500 acres and above" occurring in the para appearing at the end of serial no. 3 shall be deleted and the said para shall be numbered as serial no.4.

4. In the said rules for Schedule-V including the forms appended thereto shall be substituted by the following Schedule namely:-

"Schedule- V
(See rule 5-B)

Rules for Settlement of Gramakantha Paramboke, Abadi, Khasmahal and Nazul Lands for homestead purpose

1. **Persons eligible for settlement**:- (a) A person who is in possession of Gramakantha Paramboke or Abadi (Basti) land in exercise of customary right or usage or has acquired possession of such land by

way of transfer, through a registered deed of conveyance, from a person who was in lawful possession of such land in exercise of customary right or usage; and

(b) A person who is in possession of Khasmahal or Nazul land on the basis of lease granted by the government, whether renewed or expired, or a registered sub-lease including subsequent sub-lease granted by the lessee or the sub-lessee, as the case may be, or by way of transfer of such land, through a registered deed of conveyance, from a lessee, sub-lessee or subsequent sub-lessee shall be eligible for settlement of land in his favour for homestead purpose;

Provided -

(i) the person, including his lawful predecessor(s) in-interest, was in possession of such land for a period of at least three years prior to the appointed date, i.e., 26th February, 2009; and has submitted or submits a valid application for such settlement within a period of six months from the date of publication of Orissa Government Land Settlement (Amendment) Rules, 2010 or within such further period as may be appointed by a notification published in the official gazette from time to time; and

(ii) the land has been used for homestead purpose.

2. **Submission of Application** :- The eligible persons shall submit application, in writing, in Form 1 along with attested true copies of all documents if any, in support of their claim to the Tahasildar concerned in whose area of jurisdiction the land is situated.

3. **Procedure on receipt of application**:- (a) The Tahasildar shall initiate a case record on an application made in Form 1 by the occupant of such land and make a detailed enquiry as regards possession of such land, eligibility of the applicant, purpose for which land is being used, actual extent of land under possession of the applicant and such other aspects as may be necessary for considering the claim for settlement of such land;

(b) On the basis of such enquiry the Tahasildar shall prepare necessary map with plotting of land under possession and shall publish proclamation inviting objection for settlement of the land with the applicant(s) in the manner provided in sub-rule (5) of rule 5 of these rules giving 30 days time to file objections.

(c) Where objection have been received within the period in sub-clause (b), the Tahasildar shall dispose of the same after notice to the concerned parties giving an opportunity of being heard to all such

parties. The onus of adducing evidence in support of the claim shall lie with the applicant. In all the cases, including the cases where the name of the applicant has already been recorded in the present settlement record in "Gharabari" or "Pattadar" status, it shall be ascertained by verification that the land was recorded in the Sabik record as Gramkantha Paramboke or Abadi or Nazul or Khasmahal land, as the case may be, before the settlement is made. In cases, where sabik records are not available, the Tahasildar shall certify that the Sabik records are not available and shall proceed with settlement, if otherwise found eligible.

(d) The Tahasildar, after conducting field verification and verification of records, shall settle the land with the applicant(s) found to be in actual possession of the land if he/she is otherwise eligible, for homestead purpose.

(e) The Tahasildar shall, as per delegation of powers, either approve the settlement, or, submit the case record to the Sub-Collector for confirmation of such settlement. While submitting the case record, all proposals of that particular village shall have to be processed together, as far as possible, taking the village as one unit. While sending proposals to the Sub-Collector, the Tahasildar shall also

append a certificate in the case record to the effect that he has verified both Sabik and Hal Record of Rights and found that the subject land qualifies for action under the Act and these rules. In cases where Sabik records are not available, the Tahasildar shall certify that Sabik records are not available and shall conduct the verification on the basis of Hal records.

(f) The Sub-Collector shall either dispose the case or submit the case records to the Collector for settlement as the case may be.

4. **Purpose for which land may be settled** : (a) Land shall be settled only for homestead purpose under this Schedule.

(b) Land used or essentially required for community purpose such as, but not limited to, roads, playground, public places of worship, government institutional buildings shall not be settled under this Schedule and shall be recorded in 'rakhit' khata as such.

5. **Powers to settle land** : (a) The settlement of land under these rules shall be made by the Tahasildar where the land is used for homestead purpose and the total extent of land with the applicant does not exceed 4 decimals (one-twenty fifth of an acre) and is situated in rural area.

(b) Cases involving area of land used for homestead purposes will be approved by the Sub-Collector if the extent of land is upto four decimals

(one-twenty fifth of an acre) in urban area or exceeds four decimals but does not exceed ten decimals (one-tenth of an acre) in rural area.

(c) Prior approval of Collector shall be obtained, through Sub-Collector, for the settlement of land under this Schedule if the extent of land exceeds the area mentioned in sub-clause (b).

(d) The settlement of land under this Schedule shall be made on raiyati basis on payment of salami and rent.

(e) The Sub-Collectors will verify at least ten percent of the cases sanctioned by the Tahasildars and Collectors shall verify at least 5% of the cases sanctioned by the Sub-Collectors, to be selected on a random basis.

6. **Payment of amount and arrear ground rent and cess** : (a) Amount at the following rates shall be payable as Salami for settlement of Gramakantha Paramboke, Abadi (basti), Khasmahal and Nazul land under these rules :

Extent	Amount Payable for settlement
(i) Urban - upto 4 decimal	3 times the normal annual rent
(ii) Rural – upto 10 decimal	- do –
(iii) Extent above 4 decimals but not exceeding 10 decimals in urban areas.	10 times the normal annual rent

(iv) Extent above 10 decimals in rural as well as urban areas.	15 times the normal annual rent

(b) The unpaid arrear rent for last ten years will also be recovered in case of Khasmahal and Nazul land before settlement of such land to an applicant.

(c) The applicants will be liable to pay land revenue as per relevant laws from the date of settlement of land on raiyati basis.

(d) The 'normal rent' for the purpose of this Schedule means the rent applicable for similar category of lands in the adjoining area in the village.

(e) For the purpose of determining the amount payable under sub-item (a), the purpose of land shall be deemed to be homestead if not more than 30% of the constructed area on land applied for or 250 square feet of constructed area, whichever is less, is being used for non-residential purpose, provided that the entire remaining portion is being used for homestead purpose by the applicant. Homestead purpose will mean residential dwelling unit used for own residence by the applicant and his family members or rented out on monthly rental basis to a tenant for residential use but shall exclude renting out of residential building as a hotel, guest house. In case of any doubt whether the particular building is used for homestead purpose or not, the Tahasildar shall prepare a report

on the factual aspects of the use in the case record and the matter will be referred to the Collector for final decision.

(f) For the purpose of this Schedule, one decimal area is area equal to one-hundredth of an acre.

7. Miscellaneous provisions :

(a) Applications, if any, received before the coming into force of the Orissa Government Land Settlement (Amendment) Rules, 2010 for settlement of Gramakantha Paramboke, Abadi (Basti), Khasmahal or Nazul lands shall be deemed to be applications received under this Schedule and shall be disposed of in accordance with this Schedule notwithstanding that the applications have not been made in Form -I.

(b) Persons who have been granted lease of Gramakantha Paramboke, Abadi (Basti), Khasmahal and Nazul land prior to commencement of the Orissa Government Land Settlement (Amendment) Act, 2009 shall be eligible for settlement of land in accordance with the provisions of this schedule.

(c) Government shall have powers to issue executive instructions not inconsistent with the provisions of these rules to the authorities entrusted with the responsibility for settlement of land under these rules".

FORM-I

(see clause 2)

Application for Settlement of Gramakantha Paramboke, Abadi (basti), Nazul and Khasmahal land

(see Schedule V)

To

The Tahasildar

- - - - - - - - - - - -

1. Name of applicant :
2. Age :
3. Father's Name :
4. Present residential Address :
5. Permanent Home Address :
6. Caste (ST/SC/OBC/Others :
7. Particulars of land applied for:
   (i) Village/Urban Area :
   (ii) Mouza :
   (iii)Khatian No. :
   (iv)Plot No. :
   (v) Boundary : (East/West/North/South)
8. Extent of land in possession of the applicant : Acre____decimal
9. Purpose for which land is utilized :
10. Type of land :
    Gramakantha Paramboke/Abadi (basti)/Khasmahal/Nazul
11. Year from which the applicant is in possession of land :
12. Whether inherited/obtained on lease or sub-lease/purchased
13. List of documents in support of possession, if any :
    (Lease/sub-lease/sale deed/copy of RoR/Any other. Please specify)

Signature of the Applicant"

By Order of the Governor

Commissioner-cum-Secretary to Government

Memo No. 5375 / R&DM dated 11th February, 2010

Copy forwarded to the Director, Printing, Stationary and Publication, Orissa, Cuttack with a request to publish the notification in the next extraordinary issue of Orissa Gazette and supply 1000 copies to this Department.

Commissioner-cum-Secretary to Government

Memo No. 5376 / R&DM dated 11th February, 2010

Copy forwarded to all Departments of Government/ Secretary, Board of Revenue, Orissa, Cuttack/ Secretary to all Revenue Divisional Commissioners/ Land Reforms Commissioner, Orissa, Cuttack/ Commissioner, Land Records and Settlement, Orissa, Cuttack / Director of Land Records and Surveys, Orissa, Cuttack/ Director of Consolidation of Holdings, Orissa, Cuttack / All Collectors for information and necessary action.

Commissioner-cum-Secretary to Government

Memo No. 5377 / R&DM dated 11th February, 2010

Copy forwarded to Principal Secretary to Chief Minister, Orissa / P.S. to Minister, Revenue & Disaster Management, Orissa for kind information.

Commissioner-cum-Secretary to Government

Memo No. 5378 / R&DM dated 11th February, 2010

Copy forwarded to Chief Secretary, Orissa / Development Commissioner, Orissa for kind information.

Commissioner-cum-Secretary to Government

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

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NOTIFICATION

No. RDM-LRGEA-STATUT-0001-2019- 562 /R&DM Dated 02.01.2020

The following draft of certain rules further to amend the Odisha Government Land Settlement Rules, 1983 which the State Government propose to make in exercise of the powers conferred by section 8 A of the Odisha Government Land Settlement Act, 1962 (Odisha Act 33 of 1962), is hereby published as required by 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 expiry of a period 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 specified above will be considered by the State Government.

DRAFT

1. Short title and Commencement. (1) These rules may be called the Odisha Government Land Settlement (Amendment) Rules, 2020.

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

2. In the Odisha Government Land Settlement Rules, 1983 (hereinafter referred to as the said rules), in Schedule IV, —

(a) in clause 1,—

(i) in sub- clause (g), after the word "annum" occurring at the end, the words "or any such higher amount as may be notified by the

Government, from time to time" shall be added;

(ii) in sub- clause (h), after the word "annum" occurring at the, the words "or any such higher amount as may be notified by the Government, from time to time" shall be added;

(iii) after sub- clause (l), the following sub- clause shall be inserted, namely :—

"(l-1) "Vice- Chairman, Rourkela Development Authority" means the officer appointed as such under the Odisha Development Authorities Act, 1982 " ,

(b) in clause (2), in the opening portion, for the words "Regional Improvement Trust, Rourkela", the words "Rourkela Development Authority" shall be substituted;

(c) in clause 3,—

(i) for sub- clause (b), the following sub- clause shall be substituted, namely : —

"(b) The Committee shall have five members, namely :

(i) Collector, Sundargarh;

(ii)Director, Town Planning, Odisha or his authorized representative;

(iii) Director of Industries, Odisha or his authorized representative;

(iv) Vice- Chairman, Rourkela Development Authority; and

(v) Additional District Magistrate, Rourkela" ;

(ii) for sub- clause (c), the following sub- clause shall be substituted, namely : —

" Collector, Sundargarh shall act as the Chairperson and the Additional District Magistrate shall act as the Secretary and Convener of the Committee. " .,

(d) in clause 4, for sub- clause (2), the following sub- clause shall be substituted, namely :—

"(2) Applications shall be made in the form obtainable from the Rourkela Development Authority or the Additional District Magistrate on payment of a sum of rupees five hundred or any other such sum as may be notified by the Government, from time to time." ;

(e) in clause 7, for the words and comma "Tahasildar, Panposh", the words "the office of the Tahasildar under whose jurisdiction the plot is situated" shall be substituted;

(f) in clause 9, in sub- clause (2), for the words "rupees two and paise sixty only", the words "three hundred rupees" shall be substituted;

(g) in clause 14, after sub- clause (3), the following sub- clause shall be inserted, namely:—

"(4) The notice shall also specify the upset price fixed by the Collector with the approval of the Commissioner for the plot, below which no bid shall be entertained." ;

(h) in clause 15, for sub- clause (2), the following sub- clause shall be substituted, namely:—

"(2) Every eligible person intending to participate in the auction sale shall require to deposit five percent of the upset price as earnest money before the time fixed for commencement of auction." ;

(i) in clause 20, in sub- clause (2), for the words "rupees two and paise sixty only", the words "three hundred rupees" shall be substituted;

(j) in clause 25, for the words "Regional Improvement Trust, Rourkela", the words "Rourkela Development Authority" shall be substituted.

3. In the said rules, in Schedule VI,

(a) in clause 1, in sub- clause (h), for the words "a sum of Rs. 10", the words "a sum of five hundred rupees" shall be substituted;

(b) in clause 2, for sub- clause (b), the following sub- clause shall be substituted, namely:—

"(b) The Collector of the concerned district shall be the appropriate authority for to allow conversion." ,

(c) for clause 3, the following clause shall be substituted, namely:—

" 3. The fees payable in course of proceedings for conversion of leasehold to freehold shall be as follows:

(i) Application fee . . Rs.500.00

(ii) Publication fee . . Rs.100.00

(iii) Measurement fee . . Rs.100.00

Provided that the Government may by notification in the Odisha Gazette specify any other amount, from time to time, in respect of any of the items above." ;

(d) in clause 5, in sub- clause (b), for the proviso, the following proviso shall be substituted, namely:—

" Provided that the rate of conversion fee shall be twenty five per cent of the prevailing market rate or price of the land

approved by the competent authority, whichever is higher, of the area in respect of the leasehold plots lying vacant." ;

(e) in clause 8, in sub- clause (b), for the words, figures and bracket "Rs.2.60 (Rupees two and paise sixty)", the words "Rupees three hundred" shall be substituted; and

(f) in clause 10, the words "in case of matters relating to conversions in urban areas other than Rourkela and Collector, Sundargarh in case of matter of conversion in Rourkela" shall be omitted.

By order of the Governor

21/1/2020

Principal Secretary to Government

Memo No. 563 / R&DM Dated 02.01.2020

Copy forwarded to Odisha Secretariat Gazette Cell, C/o Commerce & Transport (Commerce) Department with a request to publish the Notification in the next extraordinary issue of The Odisha Gazette and supply 10 (ten) copies of the same to this Department for reference.

2/01/2020

Additional Secretary to Government

Memo No. 564 / R&DM Dated 02.01.2020

Copy forwarded to Secretary, Board of Revenue, Odisha, Cuttack/All RDCs/Land Reforms Commissioner, Odisha, Cuttack/ Commissioner, Land Records and Settlement, Odisha, Cuttack/ Director, Land Record, Survey and Consolidation, Odisha, Cuttack/ All Collectors for information and necessary action.

02/01/2020

Additional Secretary to Government

Memo No. 565 / R&DM Dated 02.01.2020

Copy forwarded to P.S. to Chief Minister, Odisha/ P.S. to Minister, Revenue & D.M, Odisha for kind information of Hon'ble Chief Minister and Hon'ble Minister, Revenue & D.M respectively.

02/01/2020

Additional Secretary to Government

Memo No. 566 / R&DM Dated 02.01.2020

Copy forwarded to O.S.D to Chief Secretary, Odisha/ P.S to Principal Secretary to Government, Revenue & D.M. Department for kind information of Chief Secretary, Odisha and Principal Secretary to Government, Revenue & D.M. Department respectively.

02/01/2020

Additional Secretary to Government

Memo No. 567 / R&DM Dated 02.01.2020

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

02/01/2020

Additional Secretary to Government

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

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NOTIFICATION

No. RDM-LRGEA- STATUT-0001-2024- 8040 /R&DM Dated 15 MAR 2024

Whereas, the draft of certain rules further to amend the Odisha Government Land Settlement Rules, 1983 were published as required by sub-section (1) of section 8- A of the Odisha Government Land Settlement Act, 1962 (Odisha Act 33 of 1962) in the Extra-ordinary issue of the *Odisha Gazette* No. 258, dated the 6th February, 2024 under the notification of the Government of Odisha in the Revenue and Disaster Management Department No.3492-RDM-LRGEA-STATUT-0001-2024/R&DM., dated the 5th February, 2024 inviting objections and suggestions from all persons likely to be affected thereby till the expiry of a period of thirty days from the date of publication of the said notification in the *Odisha Gazette*;

And, whereas, no objection or suggestion on the said draft has been received by the State Government during the period specified in the said notification;

Now, therefore, in exercise of the powers conferred by section 8-A of the said Act, the State Government do hereby make the following rules further to amend the Odisha Government Land Settlement Rules, 1983, namely:—

1. Short title and commencement.— (1) These rules may be called the Odisha Government Land Settlement (Amendment) Rules, 2024.

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

2. In the Odisha Government Land Settlement Rules, 1983, in the Schedule VII, –

(i) in clause 2, in sub-clause (8), for the word "though", the word "through" shall be substituted.

(ii) in clause 5, for the words "at the rate of ten per centum of the prevailing market value of the land", the words and numerals "at the rate of three per centum of the valuation of land as per the guidelines prescribed under the Odisha Stamp Rules, 1952 for a Gharabari kisam of land adjacent to or in the vicinity" shall be substituted.

(iii) in Form 3, the word "purchaser" wherever it occurs, the words "land holder" shall be substituted.

By order of the Governor

15/3/24

Additional Chief Secretary to Government

Memo. No. 8041 /R&DM, Dated 15 MAR 2024

Copy along with soft copy (CD enclosed) forwarded to 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 the Odisha Gazette and supply 10 (Ten) copies to this Department for reference.

This notification shall bear S.R.O number as it is a statutory one.

15/03/2024

Joint Secretary to Government

Memo. No. 8042 /R&DM, Dated 15 MAR 2024

Copy forwarded to all Departments of Government (except Housing and Urban Development Deptt.) / Secretary, Board of Revenue, Odisha, Cuttack / all RDCs / Land Reforms Commissioner, Odisha, Cuttack / Director, Land Records, Surveys and Consolidation, Odisha, Cuttack / Commissioner, Land Records and Settlement, Odisha, Cuttack / Inspector General of Registration, Odisha, Cuttack / all Collectors for information and necessary action.

15/03/2024

Joint Secretary to Government

Memo. No. 8043 /R&DM, Dated 15 MAR 2024

Copy forwarded to Housing and Urban Development Deptt. for information and necessary action.

15/03/2024

Joint Secretary to Government

Memo. No. 8044 /R&DM, Dated 15 MAR 2024

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

15/03/2024

Joint Secretary to Government

Memo. No. 8045 /R&DM, Dated 15 MAR 2024

Copy forwarded to O.S.D to Chief Secretary, Odisha / P.S to Development Commissioner-cum-Addl. Chief Secretary to Government for kind information of Chief Secretary and Development Commissioner respectively.

15/03/2024

Joint Secretary to Government

Memo. No. 8046 /R&DM, Dated 15 MAR 2024

Copy forwarded to CH & S Branch / LR (A) and (B) Branch / Registration Branch / e-Governance Branch and all seats of LR & GE (A) / (B) / (C) Branch of Revenue & DM Department for information and necessary action.

15/03/2024

Joint Secretary to Government