

GOVERNMENT OF ASSAM
REVENUE & DISASTER MANAGEMENT DEPARTMENT
ASSAM SECRETARIAT: DISPUR
GUWAHATI-6.

No : RSS.594/2015/

12th August
Dated : Dispur, 6th August, 2015

From : Sri Subhash Ch. Das, IAS,
Additional Chief Secretary to the Govt. of Assam,
Revenue & Disaster Management Department.

To : (i) All the Deputy Commissioner (Except in Hill and BTAD
District)
(ii) All S.D.O. (Civil)

Sub : Special Drive to update the Land Records from 1st
September, 2015 to 15th October, 2015

Sir/Madam,

As you are aware we are moving towards making the Land Records Management System online through web-based Dharitree, integration of Land Records and digitized maps with the help of Bhunaksha and putting in place inter-connectivity between Revenue Circles and Sub-Registrar Offices. Objective is to ensure optimum efficiency, transparency and accountability in the delivery of services to the citizens and effective management of the land resources.

It is imperative, therefore, that land records are kept up-to-date by effecting mutation, conversion, reclassification etc. in a proactive manner. Encouraged by the impact of Mukhya Mantri Bhumi Nathi Unnitkaran Abhijan undertaken from 1st June to 15th June, 2015, it has been decided to launch a Special Drive for the Updation of Land Records on the same lines from 1st September to 15th October, 2015.

Steps to be taken for the successful implementation of the special Drive are mentioned below:

1. 1st September to 15th September being the period of Autumn Tour for L.M.s and S.K.s, it shall be ensured that they are in the field during this period as per the advance field tour programme approved by the Circle Officer, a copy of which must be available with D.C/S.D.O.(Civil).
2. Date of the L.M.'s visit to a village shall be communicated in advance to the villagers through Gaon Buras or other means with an appeal to the villagers to submit applications or share information regarding partition, mutation, conversion or reclassification.

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3. L.Ms shall be instructed to hold a meeting in the village on the pre- announced date and read out Jamabandi, so that people can be aware of the status of records in respect of their land.
4. This shall be followed by collection of applications and information in the meeting itself.
5. Maximum effort shall be made to collect all the applications/information during this period only, but it is possible that some people get left out for unavoidable reasons. The L.M. shall fix and announce another date for visit to the village after the Autumn Tour period to complete the process. This schedule should be shared with the circle Officers.
6. Circle Officers shall submit a Progress Report to D.C./S.D.O. (Civil) latest by 18th September,2015 and on weekly basis subsequently.
7. Circle Officers shall chalk out a day- wise plan of action for the examination of records and reports and hearing in a meticulous manner, so that the cases are disposed of in single hearing, as far as possible.
8. It should be ensured while collecting applications for updation of records that full postal address and contact details (Telephone No and E-mail ID) are also obtained, so that the petitioner can be informed of the date of hearing or decision on their applications through SMS or E-mail.
9. Given the shortage of U.D.As/ L.D.As in Circle Officers, D.Cs should provide some extra need-based manpower support to the Circle Officers.
10. Advertisement in regard to the special Drive will be issued from the state level, but D.Cs will have to take intensive publicity measures to get the messages across to the people.

You are requested, therefore, to take necessary steps to make the Special Drive a success and usher in the era of transparency, accountability and citizen-centricity in revenue administration.

Yours Faithfully



Addl. Chief Secretary to the Govt. of Assam,
Revenue & D. M. Department.

Memo No. RSS.594/2015/ -A,

Dated Dispur, the 12th August, 2015

Copy to :

1. The Chief Secretary, Assam, Dispur, Guwahati-6.
2. The Additional Chief Secretary to Chief Minister, Assam, Dispur, Guwahati-6.
3. The Divisional Commissioner, UAD / NAD / LAD / Hills & Barak Valley, Guwahati-6.
4. PS to Minister, Revenue & DM, Dispur, Guwahati-6.



12/8/15
Addl. Chief Secretary to the Govt. of Assam
Revenue & DM Department