

**PROCEEDING OF THE DISTRICT REVENUE OFFICERS MEETING HELD ON  
10.11.2010 AT COLLECTORS CONFERENCE HALL, CHATRAPUR**

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The meeting was presided over by the A.D.M. (Revenue), Ganjam and attended by A.D.M. (Gen), all Sub-Collectors, and Tahasildars, all Revenue Officers, representative of Mining Officer Berhampur and District Sub-Registrar Chatrapur. At the beginning of the meeting A.D.M. welcomed all the participants to the meeting and the following discussion were made in the meeting as per the agenda.

**1. VERIFICATION OF TAHASIL ACCOUNT**

A.D.M has asked all the Tahasildars to submit the revised D.C.B by the end of this month and requested all the Sub Collectors to complete the verification work at their level as early as possible.

The Tahasildars must ensure 100 % check at Supervisor level and verified D.C.B of all villages at the time of verification of annual account at their level.

**2. SUBMISSION OF M.P.R**

A.D.M has told in the meeting that, the Govt. in Rev & D.M. Deptt has instructed to submit the MPRs on line since last month. A.D.M asked all Sub Collectors and Tahasildars to submit the MPRs by online by 7<sup>th</sup> of each month and the hard copy of the M.P.Rs by 5<sup>th</sup> of each month to Dist. Office unflinching.

**3. VERIFICATION OF R.O.R**

A.D.M has reviewed the progress of verification of ROR on detection of transfer of ST and SC land to non-SC and ST persons Tahasilwise in the meeting. ADM has expressed his satisfaction that the verification of ROR has been completed in Chatrapur K.S.Nagar, Patrapur, Chikiti, Sanakhemundi, Hinjili, Sorada and Seragada. He has also expressed his displeasure on the performance of Tahasildar Ganjam, Polasara, Buguda, Bellaguntha, Dharakote and Jaganathprasad. The Tahasildar J.N.Prasad, Ganjam and Bellaguntha have not verified a single ROR as yet. ADM has instructed the Tahasildars to chalk out an Action Plan at their level and complete the verification work as early as possible.

A.D.M asked all the Sub Collectors to start cases on the report of S.R/Tahasildars u/s 23 of OLR and Regulation 2/56 immediately, as it is badly delayed at their level. He has instructed the Addl. Sub Collector, Berhampur to start his own court immediately and take steps to initiate cases on the report of Tahasildars immediately. ADM has instructed to all Tahasildars to ensure to filling cases as detected by them in the proper form before the Sub Collectors with in 7 days and compliance reported.

**4. DETECTION OF CASES UNDER 2/56 IN SCHEDULE AREA**

A.D.M has reviewed the progress of detection of illegal transfer of land in schedule area of the district in the meeting .He has pointed out that not a single case of illegal transfer of land has been detected by the Tahasildar though the Sub Registrar Sorada has detected 349 cases of illegal transfer of ST land in schedule area of the district also no case has been instituted so far by the Sub Collector Bhanjanagar on these report as yet. He has instructed Sub Collector, Bhanjanagar to take immediate steps for initiation of cases on the report of Sub Registrar, Sorada under Regulation 2/56. He has also instructed the Dist. Sub Registrar to instruct the Sub Registrar, Sorada to submit his report on these cases in proper form to Sub Collector Bhanjanagar so as to enable Sub Collector Bhanjanagar to initiate the cases as an early date.

**5. DISPOSAL OF CASES UNDER REGULATION 2/56**

It is noticed that 36 cases under this act are pending with Sub Collector, Bhanjanagar for disposal. But not a single case has been disposed off by the Sub Collector during the month under review. A.D.M has expressed his displeasure on the poor performance of Sub Collector and instructed him to take immediate steps for its disposal during the coming month. Similarly extents of Ac. 14.788 of land in 27 cases are pending for restoration. A.D.M has also instructed the Sub Collector to verify this and impress the Tahasildars with whom the restoration is pending to take steps for its early restoration as it is badly delayed.

**6. DETECTION OF CASES U/S 23 & 23 A OF O.L.R ACT**

A.D.M has reviewed the institution and disposal of cases of Tahasildar u/s 23 and 23 A of OLR Act. The Sub Collector, Berhampur has disposed of 3 cases, but Sub Collector, Chatrapur and Bhanjanagar have not disposed of a single case during this period, though 4 & 28 cases are pending with them respectively for disposal. Similarly 117 cases are pending with Sub Collector, Berhampur for disposal. ADM has pointed out that the Sub Collector Bhanjanagar and Chatrapur have not initiated a single case on the verification report submitted by the Tahasildars and Sub Registrar of their sub division. He has expressed his displeasure on this and instructed the entire sub Collectors to take immediate steps for initiation of case on these reports immediately.

## **7. ALLOTMENT OF LAND TO HOMESTEAD LESS PERSONS**

A.D.M has reviewed the progress of allotment of Govt. waste land to homestead persons under project Vasundhara Tahasilwise in the meeting. It is noticed that no Tahasildars have distributed any Govt. waste land to homestead less persons under vasundhara during this year. ADM has stated that RDI has been entrusted to make a survey of homestead less persons of Khallikote, Digapahandi and Seragada Tahasil. The Tahasildars of these Tahasils have stated that survey is in progress. ADM has instructed these Tahasildars to complete the survey in co-ordination with RDI as early as possible, so that action plan will be made to accommodate the homestead less persons under project Vasundhara by end of March 2011. He has also asked the Tahasildars of Bhanjanagar Sub Division expect Aska &Tahasildar, Patrapur, Chikiti, Sanakhemundi, Khallikote, Kodala and Digapahandi that good number of homestead less persons are residing in these Tahasils and suitable Govt. waste lands are also available in these Tahasils for allotment of house site to them. Therefore he has fixed a target of 100 to these Tahasil and instructed the Tahasildars to take effective steps to achieve the target by the end of March 2011 positively.

The Lease MPR have not been received from Chatrapur, Ganjam, Kodala, Chikiti, Patrapur Bellaguntha and J.N.Prasad tahasil ADM has instructed all the Tahasildars to be punctual on submission of the MPR by 3<sup>rd</sup>. of each succeeding month hence forth.

## **8. R.D.I**

The Director, of RDI has stated that they have completed survey of houseless persons in 12 village in Khallikote Tahasil with the help of Revenue filed staff and identified 324 House less persons .Out of these 324 Houseless families, 136 families have resides on private land, 12 on forest land, 23 on their ancestral land, 70 Govt. waste land, 30 on Gochara land and 70 % on Govt. waste land. ADM has instructed to Tahasildar, Khallikote to chalk out an action plan and take effective steps to settle house site with these 324 houseless families by end of March 2011. A.D.M. expressed his displeasure on result other two Tahasils i.e Digapahandi and Seragada where RDI is giving logistic support since last six months .He has instructed both the Tahasildars to complete the survey of homesteadless persons by taking help of RDI immediately and submit an action plan on this aspect to district office .to provide House site to the homesteadless persons by end of March 2011.

## 9. SCHOOL CERTIFICATE

A.D.M has reviewed the progress of distribution of School certificate by the Tahasildars in the meeting, but the performance of Tahasildar, Purusotampur, Digapahandi Sanakhemundi ,Bellaguntha and Sheragada have not been reviewed as they have not submitted their MPR to district office for October 2010. ADM has expressed his displeasure on the performance of Tahasildar Ganjam, Polasara,KS Nagar,Berhampur,Kanishi,Patrapur & sorada as they have not covered half of the total students as yet. ADM instructed all the Sub Collectors to review the progress at their level in the sub division revenue meeting and submit the progress in respect of their sub division in the district revenue meeting henceforth.

## 10. ENFORCEMENT OF MINOR MINERALS

The Tahasil wise enforcement on minor minerals from 5.4.10 to 6.11.2010 is given below.

Name of the Tahasil	COLLECTION FROM 30.08.2010 to 06.11.2010					PROGRESSIVE COLLECTION UPTO 11.06.2010		
	Type of vehicle seized		Fine Collected ( In Rs.)	Royalty Collected ( In Rs.)	Total	Fine Collected ( In Rs.)	Royalty Collected ( In Rs.)	Total
	Truck	Tractor						
CHATRAPUR	0	6	25000	453410	478416	83900	455454	539354
KODALA	1	3	7500	1040	8544	59107	2525	61632
KHALLIKOTE	0	5	16640	360	17005	87129	1714	88843
PURUSOTAMPUR	9	40	91380	9136	100565	167380	15164	182544
HINJILICUT	0	9	15400	810	16219	45408	2576	47984
BERHAMPUR	2	12	72881	2902	75797	154881	4102	158983
DIGAPAHANDI	0	14	60610	2344	62968	166510	6098	172608
KONISI	2	19	82994	5537	88552	278266	9950	288216
CHIKITI	0	7	15000	180	15187	35900	322	36222
PATRAPUR	0	2	7000	160	7162	83772	904	84676
BHANJANGAR	0	8	13000	728	13736	27108	1622	28730
ASKA	0	6	10840	716	11562	22420	1404	23824
SURUDA	0	4	6000	442	6446	21000	990	21990
BUGUDA	0	13	36000	952	36965	68000	2454	70454
SERAGARH	0	5	7000	368	7373	15000	578	15578
SANAKHEMUNDI	0	18	27600	1524	29142	59450	3483	62933
K.S.NAGAR	1	9	49648	1065	50723	68464	1733	70197
J.N. PRASAD	0	3	8000	150	8153	14000	418	14418
GANJAM	0	9	17000	1110	18119	40900	1878	42778
DHARAKOTE	0	3	4724	456	5183	11571	951	12522
POLASARA	0	4	13400	0	13404	28840	0	28840
BELAGUNTHA	0	4	4000	264	4268	6000	348	6348
<b>TOTAL</b>	<b>15</b>	<b>203</b>	<b>591617</b>	<b>483654</b>	<b>1075489</b>	<b>1545006</b>	<b>514668</b>	<b>2059674</b>

A.D.M (Rev) has reviewed the enforcement activities of the Tahasildars on Minor Minerals during the above period in the meeting. He has expressed his satisfaction on the performance of the Tahasildar, Chatrapur Purusottampur Berhampur, Digapahandi, and Kanisi during the above period. He instructed all the Tahasildars to take effective steps for illegal lifting of minor minerals and to maintain same tempt and continue same activities on priority basis during the coming months.

**10. REGULARISATION OF ADVANCE POSSESSION**

The details of Govt. land given advance possession to different organisation are as follow.

Name of the Tahasil	Area given in Advance possession	Department to whom advance possession given	Remarks
Berhampur	Ac. 1536.310	ADGM, School, Golabandha	Pending with Tahasildar
Konisi	Ac. 320.590	ADGM, School, Golabandha	Pending with Tahasildar
Digapahandi	Ac. 6.155	Co-operative Deptt.	Pending with Tahasildar
Chatrapur	Ac. 120.116	Gopalapur port	Pending with dist.office
Aska	Ac. 6.000	Spinning Mill Aska	Pending with Tahasildar

It is submitted by the Tahasildar, Konisi & Berhampur that the A.D.G.M. school authorities have not filed requisition for the land which has been given advance possession to them earlier. A.D.M. has asked both the Tahasildars to give a report on this immediately to Dist. Office.

**11. FIXATION OF GROUND RENT**

A.D.M has emphasized in the meeting about fixation of ground rent @ 01 % market value of the land leased out to industries concessional rates as per IPR-2007.

**12. CAMP COURT**

ADM has reviewed the camp courts conducted by the Tahasildars during October 2010 except Tahasildar Berhampur, Chikiti, Sanakhemundi, Purosotampur, Sheragada and Dharakote as they have not submitted return .The Tahasildar Kanishi has conducted highest no. of 16 camp courts during this month followed by 15 by Tahasildar, Khallikote and 14 each by Tahasildar,Kodala and K.S.Nagar.ADM has instructed all the Tahasildars to conduct good number of camp courts during the coming months and confirm the mutation cases at camp court only. He has also instructed Tahasildars to verify mutation cases pending with the R.Is at the time of holding camp courts at circle headquarters.

**13. COLLECTION OF LAND REVENUE**

The Unit wise Collection of this District against the Target is as follows.

<b>UNIT</b>	<b>TARGET</b>	<b>COLLECTION</b>	<b>%AGE</b>
RENT	4899547.53	1812254.70	36.99
CESS	13930606.19	2095677.02	15.04
N.CESS	925.25	2540.00	273.34
<b>PART-I (TOTAL)</b>	<b>18831078.97</b>	<b>3910471.72</b>	<b>20.77</b>
SAIRAT	20727154.25	3210960.00	15.49
MISC. REVENUE	223070762.78	76526086.05	34.31
<b>PART-II (TOTAL)</b>	<b>243797917.030</b>	<b>79737046.05</b>	<b>32.71</b>
CBWR	98405179.58	5108223.35	5.19
FWR	1558820.42	41193.00	2.64
<b>PART-III (TOTAL)</b>	<b>99964000.000</b>	<b>5149416.35</b>	<b>5.15</b>

A.D.M. has reviewed the revenue collection position of each Tahasil unit wise and expressed his displeasure on poor collection under Part- I & Part-III account. He has also pointed out that the collection season is just approaching .He has instructed all the Tahasildars to gear up field machineries and impress R.Is to take sincere efforts for 100 % collection of arrear dues under part I and Part III accounts during this year. He has also instructed the Tahasildars to distribute the target given to them for the year 2010-11 among the R.Is forthwith and performance of the R.Is on collection of land revenue be reviewed in the field staff meeting twice in a month. ADM also requested Sub Collectors to review the collection performance of each R.I of their sub division in the sub divisional revenue meeting and disciplinary action be suggested against the R.Is who have failed to improve their collection performance

**SAIRAT**

ADM has reviewed the settlement of sairat sources during the 2010-11. He has pointed out that 302 sairat sources are still pending in this district for auction. The highest pending is Berhampur, Bhanjanagar, Kanishi, Bellaguntha, J.N.Prasad, Sanakhemundi, Buguda and K.S.Nagar Tahasil. ADM has advised the Tahasildars to make a field inspection on the pending sources and take all possible measures to auction the pending sources on negotiation basis to avoid loss of revenue. He has instructed Tahasildar, Aska to take steps to vacate the stay orders of Hon. High Court in case of Charamaria Sand bad in consultation with the Advocate General, Cuttack. He has also requested sub collectors to review the sairat cases of their sub division Tahasilwise and take steps to cancel the long term lease case where it is given by the Tahasildars.

ADM has also asked all the Tahasildars to exercise the upset price of the sairat sources for the year 2011-12 immediately and submit up to date data to the NIC website by end of the month.

#### **DISPOSAL OF REVENUE CASES**

A.D.M. Revenue reviewed the institution and disposal of various type of Revenue cases by the Tahasildars during the month of Oct.2010 in the Meeting.

#### **MUTATION CASE**

A.D.M has reviewed the disposal of Mutation cases by the Tahasildar by the Tahasildars and Addl.Tahasildars in the meeting during October 2010. He has expressed his displeasure in the performance of the R.I on disposal of Mutation case in Berhamapur Tahasil. He has pointed out 41029 Mutation cases are still pending in this district for disposal. The highest pending is 20533 in Berhampur Tahasil and 5013 in Chatrapur Tahasil. He has instructed the Tahasildars to see that number of disposed cases must be one and half of the institution per month. He has instructed Tahasildars to take almost care to increase the number of allowed cases during the coming months.

#### **ENCROACHMENT CASES**

ADM has reviewed the institution and disposal of cases Tahasilwise in the meeting. He has pointed out that the institution of encroachment cases during this year is not up to the mark due to negligence on part of R.Is. on booking of encroachment cases existing on the Govt. land .He has stated that it is the proper time for identification of encroachment on the Govt. land as the standing crop is now on the field . He has instructed all the Tahasildars to impress the R.Is to be vigilant on booking of encroachment cases and see that all the Govt. land covered under encroachment be booked forthwith to avoid loss of revenue.

#### **CERTIFICATE CASES**

ADM has reviewed the disposal of certificate cases by the Tahasildars in the meeting and has asked to all the Tahasildar to review the pending cases at their level and take all possible efforts for disposal of litigation free cases so as to achieve the target given to them for this year. He has also instructed Tahasildars to impress the R.Is to file certificate requisition on the arrear amount outstanding for more than 3 years in part I and Part III accounts and the amount outstanding more than one year.

**GRAMAKANTHA**

A.D.M has reviewed the disposal of Gramakantha land settlement case during Sept and Oct 2010 Tahasilwise in the meeting. He has instructed all the Tahasildars to take sincere efforts for speedy disposal of gramakantha lease cases during the coming month and has fixed the target for November 2010 as follows:

Name of the Tahasil	No. of target.
Berhampur	1200
Konisi	1000
Patrapur	1000
Chikiti	600
Digapahandi	1500
Sanakhemundi	2700
Chatrapur	1000
Khallikote	1500
Kodala	500
Purushottampur	1000

Hinjili	To be complet
Ganjam	600
K.S.Nagar	500
Polasara	1000
Bhanjanagar	500
Buguda	1000
Aska	800
Surada	1000
Seragarh	500
Dharakote	500
Belaguntha	500
J.N.Prasad	500

A.D.M has also asked to Tahasildars to take steps for settlement of Gramakantha land in Urban Areas.

**MINING**

ADM has instructed the representative of the Mining Officer, Berhampur to conduct joint verification with forest and revenue authorities on 38 granite sources available in this district and completed verification work within two months and submit a detailed report to district office for perusal of Collector, Ganjam.

ADM has also instructed to Tahasildars to visit the granite crusher units and report whether the units have raised green plantation or not during their filed tour and submit their report to district Office.

**ALIENATION CASE**

ADM has reviewed the Tahasilwise pending of alienation/leases cases in the district. He has instructed the Tahasildar, Berhampur and Chatrapur to submit all proposals pending with them relating to TATA SEZ and Gopalapur Port as early as possible.

### **JOINT VERIFICATION OF AYACUT**

ADM has pointed out that the area newly certified by the Irrigation Department are pending for assessment of water tax invariably in Kodala, Sorada and Buguda Tahasil. He has instructed all the Tahasildars to verify the joint verification report relating to the ayacuts at their level and take possible measures to assess the left out area before January 2011 to avoid loss of revenue.

### **RELIGIOUS STRUCTURE AND PROTECTION OF GOVT. LAND**

ADM has asked all the Tahasildars to submit proposal for approval and to regularise the land dispute of religious structures standing on Govt. land by the Dist. Committee as early as possible. He has also pointed out that Govt. has realised fund of Rs. 50,000/- to each Tahasil for protection of Govt. land. He has asked the Tahasildars to identify the Govt. land in their Tahasil and submit the same to District Office for approval by 20.11.2010.

### **PENSION CASES**

A.D.M (Gen) has reviewed the pending pension cases Tahasil wise in the meeting. 28 pension cases are pending for submission with Sub-Collector Bhanjanagar, Berhampur, Chatrapur and Tahasildar Buguda, Bhanjanagar, Aska, Hinjili Digapahandi, Ganjam, Purusottampur, Khallikote, Berhampur, Chatrapur, Kodala, K.S.Nagar, Sanakhemundi, Polasara & Konisi. The highest pendency in Buguda Tahasil followed by Chatrapur Berhampur and Aska. A.D.M(Gen) has instructed all of them to take immediate action to submit the final pension papers on the pending cases to District Office immediately.

### **DISPOSAL OF REHABILITATION ASSISTANCE CASES**

A.D.M reviewed the Rehabilitation application pending with the Tahasildars by end of October 2010 in the meeting. 188 Rehabilitation applications are pending with the Tahasildars for submission of enquiry report. The highest pending is 60 in Berhampur Tahasil followed by 18 in Aska and 16 in Bhanjanagar Tahasil. He has instructed all the Tahasildar to expedite the enquiry reports pending with them as early as possible as these applications are pending with them since long. He has also instructed the Tahasildars to submit detailed report on the landed property owned by the deceased in the inquiry report as in most of the inquiry report, detailed information on this aspect has not been given by the Tahasildars.

**DEPARTMENTAL PROCEEDINGS**

A.D.M reviewed the of D.P cases pending with the Officers for submission of enquiry report in this District. The highest pending is with the Revenue Officer Sub-collector Officer Berhampur followed by Sub-Collector Chatrapur He has instructed all the Enquiry Officers to complete the enquiry on the cases pending with them immediately and submit their enquire report to the District Office as early as possible.

**OTHER MATTERS**

1. ADM asked all the Tahasildars to take immediate enquire and report about damage of houses in the last heavy rain immediately to District Office.

*The meeting ended with vote of thanks to the Chair.*

**SD/-**

**Addl. District Magistrate,  
Ganjam, Chatrapur**

**Memo No (Rev.XVI-2/10) \_2636**

**Date\_04/12/2010**

Copy submitted to Secretary to Revenue Divisional Commissioner (SD), Berhampur for kind perusal of Commissioner.

Copy submitted to the P.A.to Collector, Ganjam, Chatrapur for kind perusal of Collector, Ganjam.

**SD/-**

**Addl. District Magistrate,  
Ganjam, Chatrapur**

**Memo No (Rev.XVI-2/10) \_2637**

**Date\_04/12/2010**

Copy forwarded to all Sub-Collectors / Tahasildars of this District for information and necessary action. They are requested to furnish the compliance on the items point wise by 10.12.2010

Copy to Deputy Collector, Touzi, Establishment, Supdt of Land Records, for information and necessary action.

**SD/-**

**Addl. District Magistrate,  
Ganjam, Chatrapur**

**Memo No (Rev.XVI-2/10) \_2638**

**Date\_04/12/2010**

Copy to Steno to Collector, Ganjam for kind perusal of Collector, Ganjam.

**SD/-**

**Addl. District Magistrate,  
Ganjam, Chatrapur**