

## II. APPOINTMENT IN L & L R DEPARTMENT

**Government of West Bengal  
Department of Land and Land Revenue  
Land Revenue Branch**

**NOTIFICATION**

No.26140-L.R.

dated 14<sup>th</sup> December, 1953

In exercise of the power conferred by the proviso to Article 309 of the Constitution of India the Governor is pleased to direct that the method of recruitment in respect of the following posts and their qualifications of eligibility for direct appointment to each of the posts shall be as noted below :-

**1. Name of post :**

- (a) Special Revenue Officer (Grade-I)
- (b) Special Revenue Officer (Grade-II)

**2. Appointing Authority**

The Board of Revenue, West Bengal will be the appointing authority.

**3. Method of appointment.**

By selection from the surplus Gazetted and non-Gazetted Staff of the departments of Government.

The Selection will be made by a Selection Board to be constituted by Government for the purpose.

**4. Educational qualification.**

The candidate must possess a B.A; B.Sc. or B.Com passed certificate.

**5. Age limit and physical fitness :**

The Candidates must be below the age of 50 on the 1<sup>st</sup> day of January, 1954 and physically fit for out-door work.

**6. Training :**

The Candidate will be required, after his selection, to undergo a course of training as may be prescribed by the appointing authority. At the end of the training an examination will be held by the Officer-in-Charge of the training and the trainees who pass the examination successfully will be appointed. Those who fail to pass the examination will be discharged.

In special cases, the appointing authority may by order in the public interest exempt a candidate or a class of candidates from undergoing the training.

By order of the Governor,  
B.Sarkar  
Member, Board of Revenue and  
Secy. to the Govt. of West Bengal  
(Ex-Officio)

●  
**Govt. of West Bengal  
Department of Land & Land Revenue  
Land Revenue Branch**

**NOTIFICATION**

No. 24620-LR

dated 01.12.1953

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor is pleased to direct that the method of recruitment in respect of the following posts and their qualifications of eligibility for direct appointment to each of the posts shall be as noted below :-

**1. Name of posts :**

(a) Settlement Kanungos (b) other staff such as Clerks of Settlement offices, Amins, Mohurrirs etc.

**2. Appointing Authorities :**

(a) The Director of Land Records and Surveys, West Bengal will be appointing authority for the Staff, the initial pay scale of which is more than Rs.55/-.

(b) The Settlement Officers will be the appointing authorities for other staff for employment in their respective operations.

**3. Method of appointment :-**

By selection from

(a) Persons who are in Government Service on the recommendation of the Departments concerned and

(b) Surplus and discharged Government servants.

The Selection will be made by a Selection Board to be constituted by Government for the purpose.

**4. Educational Qualification :-**

Settlement Kanungos – The candidate must possess an I.A., I.Sc or I.Com passed certificate.

**5. Age limits and physical fitness.**

No age limits but the candidates must be fit to undergo hardship of field work.

**6. Communal representation :**

15 percent of the appointments will be made from candidates belonging to the Scheduled Castes and 5 percent from those belonging to the Scheduled Tribes, subject to availability of qualified candidates.

**7. Training :**

The candidate will be required, after their selection, to undergo a course of training as may be prescribed by the appointing authorities. At the end of the training an examination will be held by the officer-in-charge of the training and the trainees who pass the examination successfully will be appointed. In special cases the appointing authorities may by order exempt a candidate or a class of candidates from undergoing the training.

By order of the Governor  
B. Sarkar  
Member, Board of Revenue and  
Secy. to the Govt. of West Bengal  
(Ex-officio).

————— ● —————  
**Govt. of West Bengal  
Land & Land Revenue Department  
Land Revenue Branch**

**NOTIFICATION**

No.6174-L.R.,

Calcutta, the 7<sup>th</sup> May, 1960

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of all previous orders on the subject, the Governor is pleased to direct that the rules regulating the recruitment to the posts of Special Revenue Officer, Grade I and Special Revenue Officer, Grade II, shall be as follows :-

1) Appointing Authority :-

The Board of Revenue, West Bengal shall be the appointing authority for both the posts.

2) Method of appointment :-

a) For Special Revenue Officer, Grade I

The appointment shall be by selection from the surplus Gazetted and non-gazetted staff of the different Departments of Government.

b) For Special Revenue Officer, Grade II :-

the appointment shall be :-

i) by selection from the surplus Gezatted and non-Gazetted staff of the different departments of Government.

ii) by selection from the temporary Settlement Kanungos, Grade I who have put in at least five years' service as Settlement Kanungo, Grade I,

iii) by promotion from the permanent Settlement Kanungos.

The selection for 2(a), 2(b)(i) and 2(b)(ii) shall be made by the Selection Board constituted by Government for the purpose. The same Selection Board shall also recommend to the Appointing Authority the cases of promotion under clause 2(b)(iii) in accordance with a list prepared by the Selection Board the priority in which has been fixed according to merit.

3) Educational Qualifications :-

For appointment under rules 2(a) and 2(b)(i) the candidate must possess at least a B.A., B.Sc., or B.Com. Degree. In case of appointment under rules 2(b)(ii) and 2(b)(iii) no minimum educational qualification is prescribed.

4) Age limit and physical fitness :-

A candidate for appointment under 2(a) and 2(b)(i) must be below the age of fifty years and physically fit for outdoor work. For appointment under rules 2(b)(ii) and 2(b)(iii) no age limit is prescribed.

5) Training :

The candidate Selected under rules 2(a) and 2(b)(i) may be required after selection to undergo a course of training as may be prescribed by the Board of Revenue. At the end of the training an examination may be held by the Officer-in-Charge of the Training and the trainees, who can pass the examination, may be appointed to the posts. The selection of unsuccessful candidates may be cancelled. In special cases, the Board of Revenue, may, if it considers necessary and in the public interest, exempt a candidate or a class of candidates from undergoing the training.

Persons appointed under 2(b)(ii) and 2(b)(iii) shall not be required to undergo any training.

By Order of the Governor,  
B. Sarkar,  
Secy. to the Govt. of West Bengal

Registered No. C 207

No.475(1)

————— ● —————  
The Calcutta Gazette  
Extraordinary  
Published By Authority

**SRAVANA 17**

**Thursday, August 8, 1963**

**SAKA 1885**

Part I – Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

**Government of West Bengal**  
**Department of Land and Land Revenue**  
**Land Acquisition Branch**

**NOTIFICATION**

No. 13134 L.A. - 8<sup>th</sup> August 1963 - In exercise of the power conferred by the proviso to article 309 of the Constitution of India and in supersession of all previous rules on the subject, the Governor is pleased hereby to make the following rules regulating the recruitment to the posts of Land Acquisition Kanungos under the Land Revenue Department, Government of West Bengal, namely :

## RULES

The pay, method of recruitment and the qualifications required for recruitment to the posts of Land Acquisition Kanungos, shall be detailed below :

- 1) Pay : Scale of Pay Rs.175-7-245-8-325.
- 2) Appointing Authority : The Dy. Secy., Land and Land Revenue Department, Government of West Bengal.
- 3) Method of Appointment : By selection from the following personnel, namely.
  - i) Kanungo, Grade I, of Settlement Deptt. and
  - ii) District Kanungos who are continuing in the Land Acquisition Offices in the districts.

Or, By direct recruitment for which the minimum qualification shall be a pass certificate of I.A., I.Sc, or I.Com. Examination or any other examination equivalent thereto from any recognized University, or a pass certificate of First year of the three years' Degree course.

Or, By promotion from Land Acquisition Surveyors who must have the minimum qualification of pass certificate of the School Final Examination or any other examination equivalent thereto from any recognized University and have at least five years experience in survey work.

4. Selection in all cases shall be made by a selection committee to be constituted by the State Government for the purpose.

5. Preference in all cases shall be given to those who have got experience in Land Acquisition work.

6. Age for direct recruitment : Between 20 to 25 years on the 1<sup>st</sup> day of the year of recruitment. The age limit is relaxable in the case of specially qualified and experienced candidate.

By Order of the Governor,  
N. RAY CHOWDHURY,  
Secy. to the Govt. of West Bengal.

Registered No. C 207

No.652(1)

The Calcutta Gazette  
Extraordinary  
Published by Authority

**BHADRA - (20)**

**Monday, September 11, 1967**

**(SAKA 1889)**

Part I - Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

**Government of West Bengal  
Land and Land Revenue Department  
Land Reforms Branch**

**NOTIFICATION**

No.14863-L.Ref. - 8<sup>th</sup> September 1967. - The Governor is pleased hereby to constitute the West Bengal Subordinate Land Revenue Service, Grade I, and in exercise of the power conferred by the proviso to article 309 of the Constitution of India, to make the following rules regulating the recruitment and the conditions of service of persons appointed to such service, namely :-

## RULES

The pay, method of recruitment and the qualifications required for recruitment to the West Bengal Subordinate Land Revenue Service, Grade I, shall be as detailed below :

1. Pay : Scale of pay : Rs. 200-400
2. Appointing Authority : The Secretary, Board of Revenue, West Bengal.
3. Method of Recruitment :
  - (a) 66.2/3 per cent. of the vacancies shall be filled up by direct recruitment and 33.1/3 per cent. by promotion from Circle Inspectors (Land Reforms), Kanungos, Grade II, and Zilladars (Canal Revenue).

(b) 15 per cent. of the vacancies to be filled up by direct recruitment shall be reserved for candidates belonging to Scheduled Castes and 5 per cent. for candidates belonging to Scheduled Tribes, if suitable candidates are available.

4. Qualifications for direct recruitment :

(a) Women candidates shall be considered to be unsuitable.

(b) Age : Between 20 to 25 years on the first day of September of the year in which recruitment is made, the upper age - limit being relaxable for candidates already in the service of the State Government by the period of continuous service subject to a maximum of 5 years.

(c) Education : candidates must have a Degree in Arts, Science, Commerce or Agriculture.

(d) Other requirements :-

(i) Good working knowledge of the Bengali language, written and spoken. (Candidates whose mother language is Nepali shall be exempted from this requirement, but will be required to pass, within a period of two years, a departmental examination in Bengali).

(ii) Candidates must be in sound health and physically fit for continuous arduous touring in rural areas.

(iii) A good record of extra-curricular activities, e.g. games and athletics, N.C.C., Social Service, shall be considered to be desirable qualifications.

5. Procedure for direct recruitment :

Candidates fulfilling the qualifications shall be required to appear at a written examination in English, Bengali (or Nepali), Elementary Mathematics and General Knowledge. Those securing minimum qualifying marks at the written examination shall be called up for an interview before a Selection Board to be constituted for this purpose. Selection for appointment shall be made on the basis of total marks secured in the written examination and the interview.

6. Qualifications for promotion :- Circle Inspectors, Kanungos, Grade II, and Zilladars who have served for at least five years shall be eligible for promotion.

7. Training :

(a) Candidates shall not be recruited direct into the service but shall be recruited as trainees for a period of six months during which they shall receive a consolidated allowance of Rs.200 per month. Before joining the training the selected trainees shall be required to furnish a bond with one surety under-taking to prosecute the course of training diligently, to complete the training and to serve in the West Bengal Subordinate Land Revenue Service, Grade I, for at least three years from the date of appointment or in default thereof to refund to the Government of West Bengal the allowances drawn by them during the period of training. The training shall be imparted at an institution, such as, the West Bengal Survey Institute, Bandel and shall include subjects, such as, cadastral survey, preparation of record-of-rights, revenue laws, elementary instruction in other Laws relevant to their work and, if possible, Agricultural practices and problems of the State.

(b) Circle Inspectors, Zilladars and Kanungos, Grade II, selected for promotion shall also undergo similar training for a period of six months during which they shall draw their pay and allowances as in the lower grade plus training allowance of Rs.50 per month to reimburse them for the additional costs of stay at the Training Institute.

(c) The trainees (whether direct recruits or selected for promotion) shall be appointed to the service on the successful completion of training, their performance being judged on the basis of both their sessional records and on an examination to be held at the end of the period of training.

(d) Trainees who do not apply themselves to the training with due diligence or fail to pass the End of Training Examination or are guilty of a breach of the rules of residence and discipline at the Training Institution shall be liable to be discharged without notice.

By Order of the Governor,  
K. Sen  
Secy. to the Govt. of West Bengal

**Government of West Bengal  
Land and Land Revenue Department  
Land Reforms Branch.**

**ORDER**

No. 7292-L. Ref.

dated, Calcutta, the 10th June, 1968.

In notification Mo. 14863-L. Ref. dated the 8th September, 1967, a new service known as 'West Bengal Subordinate Land Revenue Service, Grade-I, has been constituted and the Rules for Recruitment to the Service have been framed. The new service has been constituted with the idea of combining the posts in cadres indicated below under the Land and Land Revenue Department and Board of Revenue, West Bengal, into one service.

- i) Settlement Kanungos, Grade-I.
- ii) Assistant Compensation Officers,
- iii) Junior Land Reforms Officers,
- iv) Revenue Officers (Loans )
- v) Land Acquisition Kanungos.
- vi) Permanent Settlement Kanungos.
- vii) Bhagchas Officers,
- viii) Enquiring Officers (Land Acquisition Department and 1st Land Acquisition Collector's Office )
- ix) Assistant Canal Revenue officers,
- x) Settlement Kanungos, Land Acquisition Kanungos and Junior Land Reforms Officers on deputation to other Departments.

2. The question of absorption of existing personnel in different cadres has been considered by Government. It has been decided that the existing incumbents in the different cadres indicated above should be absorbed in said service.

3. The Governor, is, therefore, pleased to direct that the existing incumbents of the cadres mentioned above whether permanent, temporary, quasi-permanent or with permanent status be absorbed in the said service in their same capacity with effect from the 1st April, 1968.

4. Formal orders of appointment will be issued in due course. Pending issue of formal orders, the existing incumbents are authorised to draw their present pay and allowances.

5. The cadres mentioned above should be treated as defunct as soon as the absorption of the existing incumbents in the West Bengal Sub ordinate Land Revenue Service, Grade-I is completed. Vacancies that would occur in the different cadres in the process of absorption should not be filled up.

6. The officers on their absorption in the new service will continue to draw their existing basic pay in the scale of Rs. 200-10-400/-. They will draw their next increment on the date on which such increment would have fallen due had they not been absorbed in the service now constituted. In addition they will draw D.A. and other allowances as admissible under the existing rules.

By order of the Governor  
K. Sen

Secy. to the Govt. of West Bengal.

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**Government of West Bengal  
Office of the Board of Revenue, West Bengal.  
Section 'BI', Apptt. Branch.**

**RESOLUTION**

No. 7168-Apptt.  
245/70

Dated, Calcutta, the 4<sup>th</sup> May, 1973

The question of conferring Gazetted status on the Kanungos, Grade-I, Junior Land Reforms Officers, Assistant Compensation Officers, Land Acquisition Kanungos, Revenue Officers (Loans), Kanungos (Canal Revenue), Assistant Revenue Officers (Canal Revenue), Enquiring Officers, L.U. & R.

and L & L.R. Deptt., and office of the Rent Controller, Calcutta and Officers of the West Bengal Subordinate Land Revenue Service. Grade-I under the Board of Revenue, West Bengal, has for sometime been engaging the attention of Government. The Governor is now pleased to decide after due consideration that with effect from 1<sup>st</sup> May, 1973, all the posts to which such Officers are now attached are to be regarded as Gazetted one and all such Officers are to be accorded all the privileges as are enjoyed by the Gazetted Officers.

J.N. Mookherjee  
Secretary  
Board of Revenue, West Bengal  
and  
Special Secretary to the  
Govt. of West Bengal.  
L.U. & R and L & L.R. Department

●

**Government of West Bengal**  
**Finance Department**  
**NOTIFICATION**

No.2196-F.

Dated the 11<sup>th</sup> March, 1974.

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules namely :

**Rules**

1. Short title and commencement –
  - (i) These rules may be called the West Bengal Services (Unification of State Services) Rules, 1974;
  - (ii) They shall be deemed to have come into effect on the 1<sup>st</sup> day of March 1974.
2. Notwithstanding anything contained in any rules relating to pay and recruitment to any of the services mentioned hereunder, the West Bengal Junior Civil Service (Executive), the West Bengal Junior Commercial-Tax Service, the West Bengal Junior Agricultural Income-Tax Service, the West Bengal Junior Excise Service and the West Bengal Junior Educational Service shall each form a single service with the corresponding State Service with a Senior Scale of Rs.475-30-685-35-1,000-50-1,150 and a Junior Scale of Rs.425-15-500-20-700-25-825. Similarly, the West Bengal Junior Labour Service, the West Bengal Junior Food and Supply Service and the West Bengal Junior National Employment Service shall each form a single service with the corresponding State Service with a Senior Scale of Rs.450-30-690-35-1,005-45-1050 and a Junior Scale of Rs. 400-15-490-20-750. There will not however be any Selection Grade for the Junior Scale in the Unified Services.
3. There will be an efficiency bar after the 6<sup>th</sup> stage in each of the aforesaid Junior Scales and the Junior Scale Officers will be eligible for promotion to the Senior Scale after six years of service in the Junior Scale provided their services have been fully satisfactory.
4. The initial pay of Junior Scale Officer on being promoted to the Senior Scale will be fixed therein under the provisions of rule 42(1)(i) of West Bengal Service Rules, Part-I, increased by one increment in the Senior Scale.
5. The unification of the services as mentioned in paragraph 2 above will not in any way affect the interests of the candidates who are already under recruitment through the competitive examinations already held by the Public Service Commission.

S. R. Das  
Financial Commissioner and Secretary to the  
Government of West Bengal.

**The Calcutta Gazette, January 12, 1978**  
**Land Utilisation and Reforms and**  
**Land and Land Revenue Department**  
**Land Revenue**

**NOTIFICATION**

No. 6494 LR

23<sup>rd</sup> November, 1977.

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the rules regulating the recruitment to the post of Special Revenue Officer Grade-I and Special Revenue Officer, Grade-II, published with this Department Notification No.6174LR dated the 7<sup>th</sup> May, 1960 as subsequently amended (hereinafter referred to as the said rules) :-

**AMENDMENTS**

In the said rules –

(i) in rule (2), for clause (a), Substitute the following clause :

“(a) For Special Revenue Officer, Grade-I :

The appointment shall be made by selection from the –

(i) Special Revenue Officers, Grade-II, and

(ii) Land Reforms Officer, Grade-II

who have put in at least six years of service as such, selection being made by a Committee to be constituted by Government for the purpose”;

(ii) Omit rule (4),

(iii) Omit rule (5),

By order of the Governor  
S.K. Mukherjee  
Secretary.

●  
The Calcutta Gazette  
Extra Ordinary  
Published by Authority

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**Magha 5**

**Wednesday, January 25, 1978**

**SAKA 1899**

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Part I – Order and Notifications by the Governor of West Bengal, the High Court, Government Treasury etc.

**Government of West Bengal**  
**Home Department**  
**Personnel and Administrative Reforms**

**NOTIFICATION**

No.271-P&AR (WBSC) – 13<sup>th</sup>. January 1978 – In exercise of the power conferred by the proviso to article 309 of the Constitution of India and in supersession of all previous rules on the subject, the Governor is pleased hereby to make the following rules regulating recruitment to the West Bengal Civil Service (Executive), namely;

**RULES**

1. Short title and commencement : (1) These rules may be called the West Bengal Civil Service (Executive) Recruitment Rules, 1978.  
(2) They shall be deemed to have come into force on the 1<sup>st</sup> day of March, 1974.
2. Definitions; in these rules –
  - (a) “Commission” means the Public Service Commission, West Bengal
  - (b) “Service” means the West Bengal Civil Service (Executive).
3. Constitution of the service : The Service shall consist of the following persons, namely;



- (a) Persons recruited to the Service including those recruited to the West Bengal Junior Civil Services) before the Commencement of these rules; and
  - (b) persons recruited to the Service in accordance with the provisions of these rules.
4. Method of recruitment to the Service : (1) Recruitment to the Service, after the commencement of these rules, shall be by the following methods namely.

- (a) By direct recruitment on the results of the West Bengal Civil Service (Executive) and Allied Services Examination for "Group-A" Services and posts, to be held by the Commission :
- (b) By promotion from the following feeder services/posts :
  - (i) Special Revenue Officer, Grade II
  - (ii) Land Reform Officer, Grade II,
  - (iii) Joint Block Development Officers,
  - (iv) West Bengal Junior Agricultural Service, provided that the officers of this category who opt for promotion to the WBCS (Executive) shall not be considered for promotion to the West Bengal Agricultural Service.
- (c) By selection in special cases from among persons, who are confirmed in a civil services/post under the State Government, not being a member of the service or holding any post as mentioned in items (i) and (ii) of sub-clause (b), as may be determined by the State Government in consultation with the Commission.

Provided that not more than fifty per cent. of the total number of posts borne in the cadre shall, at any time be filled up by persons recruited under sub-clauses (b) and (c) above.

(2) Subject to the provisions of these rules, the method or methods of recruitment to be adopted for the purpose of filling any particular vacancy or vacancies in the Service as may be required to be filled during any particular period of recruitment, and the number of persons to be recruited by each method shall be determined on each occasion by the State Government in consultation with the Commission.

(3) Notwithstanding anything contained in subrule (1) if in the opinion of the State Government the exigencies of the Service so require, the State Government may, after consultation with the Commission, adopt and prescribe such methods of recruitment to the Service other than those specified in the said sub-rule.

5. Qualification for direct recruitment : A candidate shall be

- (a) a citizen of India as defined in Part-II of the Constitution of India.
- (b) of good health and character and must be in all respect suitable for appointment to Government service;
- (c) a graduate of a recognized University;
- (d) of age not below 21 years but not more than 26 years on the 1<sup>st</sup> January of the year in which the examination for recruitment is held.

6. Appointment to the service : (1) The initial appointment of persons recruited to the Service under sub-rule (1) of the rule 4 shall be in the Junior scale of pay as attached to the Service.

Provided that the candidates who appeared at the competitive examination held by the Commission prior to the 1<sup>st</sup> March, 1974 and qualified for appointment to West Bengal Civil Service (Executive) shall be appointed to the Senior scale of pay as attached to the Service.

(2) A person appointed to the junior scale of pay under sub-rule (1) of this rule will be eligible for promotion to the senior scale of pay on completion of six years of service in the junior scale of pay, provided he has crossed the efficiency bar at the end of 6<sup>th</sup> year of service and his services have been fully satisfactory.

7. Recruitment by competitive examination : (1) The Competitive examination referred to in rule 4(1) above shall ordinarily be held annually by the Commission.

- (2) The Examination shall be conducted by the Commission in accordance with such procedure as may be adopted by it for holding the examination.
- (3) The syllabi of the examination shall be settled by Government in consultation with the Commission.
- (4) No candidate who does not belong to a Scheduled Caste or a Scheduled Tribe shall be permitted to compete more than two times for the examination.

Note : A candidate shall be deemed to have competed at the examination if he actually appears in any one or more subjects.

8. Conditions for promotion and selection to the service : (1) The minimum qualifying service for "promotion" and "Selection in special cases" to the service under clauses (b) and (c) of sub-rule 4 shall be six years of service in the respective feeder services/posts.

(2) The maximum age limit for "promotion" and "selection in special cases" under clauses (b) and (c) of sub-rule 4 shall be 52 years.

By order of the Governor  
N. Mukherji  
Secy. to the Govt. of West Bengal.

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**Government of West Bengal  
Land and Land Reforms Department  
Land Reforms Branch**

No. 2339-L.Ref./579/79

Dated, Calcutta, the 17<sup>th</sup> Dec. 1982

**NOTIFICATION**

In exercise of power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the rules regulating the recruitment to the West Bengal Subordinate Land Revenue Service, Grade-I published with this department notification No.14863-L Ref., dated the 8<sup>th</sup> September, 1967, as subsequently amended (hereinafter referred to as the said rule).

**AMENDMENTS**

In the said rules :

i) for rule 3, substitute the following rule.

"3. Method of recruitment.

- (a) By direct recruitment on the results of WBCS (Ex.) Examination (Group-C) held by the Public Service Commission, West Bengal, and
- (b) by promotion from Circle Inspectors, Assistant Revenue Officers and Kanungos, Grade-II having five years service in the feeder post (s) :

Provided that not more than 33<sup>1</sup>/<sub>3</sub>% of the posts in the service (Permanent and temporary taken together) shall be filled up by promotion".

ii) for rule 4, substitute the following rule.

"4. Qualification and age for direct recruitment.

- (a) As prescribed from time to time for WBCS (Ex.) (Gr. C) examination.
- (b) Women candidates shall be considered unsuitable.
- (c) Good working knowledge of the Bengali language, written and spoken. (Candidates whose mother language is Nepali shall be exempted from this requirement, but will be required to pass, within a period of two years, a departmental examination in Bengali)".

iii) omit rule 5 and 6.

iv) for rule 7, substitute the following rule.

“7. Selected candidates shall be appointed provisionally and shall undergo a period of 6 months in service training during which they shall draw the initial of the scale of pay and allowances as admissible. The training shall include subjects such as cadastral survey, preparation of record-of-rights, Revenue Laws, elementary instructions in all other laws relevant for the service.

Incumbents who do not apply themselves to the in-service training with due diligence or fail to pass the End of Training Examination shall be liable to be discharged without notice. The period of training may also be extended in special circumstances.”

By order of the Governor  
P.C. Banerjee  
Secy. to the Govt. of W.B.

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**Government of West Bengal  
Land and Land Reforms Department  
Establishment Branch.**

No. 1858-Estt./5E-2/82.

Calcutta, the 6<sup>th</sup> June, 1983.

From : Shri M.C. Dutta,  
Deputy Secretary to the Govt. of West Bengal.

To : The Pay and Accounts Officer,  
Calcutta Pay and Accounts Office, 81/2/2, Phears Lane, Cal.12.

Sir,

I am directed by order of the Governor to say that the Governor is pleased to accord sanction to the creation of the temporary posts detailed in the margin in the scale of pay noted against each post in the office of the Thika Controller, Calcutta under the Calcutta Thika Tenancy (Acqn. & Reqn.) Act, 1981 for execution of the purpose of the said Act, for the period upto the 29<sup>th</sup> February, 1984 with effect from the date of issue of this order.

Sl.No.	Name of the Post	No. of post	Scale of pay
1.	Kanungo	2 (two)	Grade pay of WBSLRS Gr.I
2.	Upper Division Clerk	1 (one)	Rs.380-910/-
3.	Surveyor	1 (one)	(i) 380-910/- (ii) 340-750/- (iii) 280-617/-
4.	Lower Division Clerk	4 (four)	Rs.300-685/-
5.	Record Supplier	1 (one)	Rs.245-544/-
6.	Amin	2 (two)	Rs.280-617/-
7.	Steno Typist	1 (one)	Rs.300-685/- Plus Rs.40/- as short hand Allowance.
8.	Peon	2 (two)	Rs.220-388/-

2. The charge involved is debitable to the appropriate detailed head subordinate to the head “229-LR-Direction and Admn.-(8)-Calcutta Thika Tenancy Establishments” of the budget for the year 1983-84.

3. This order issues with the concurrence of the Finance Deptt. vide that Department un-official No. Gr. DII/63, dated the 24<sup>th</sup> May, 1983.

Yours faithfully,  
M.C. Dutta,  
Deputy Secretary to the  
Govt. of West Bengal.

No. 1858/1(3)-Estt.

dated, Calcutta, The 6<sup>th</sup> June, 1983.

Copy forwarded to the :

1. Competent Authority, Calcutta Thika Controller, Calcutta.
2. Finance (B) Deptt. of this Govt.
3. Accountant General, West Bengal,

For information and necessary action.

The Controller is requested to take steps for filling up the posts at Sl 4 and 6 to 8 in accordance to the rules and orders of the State Govt. in force. As regard other posts separate communication will follow.

Necessary allotment of fund for meeting the expenditure will be made in due course.

Sd/- Illegible  
Assistant Secretary to  
Government of West Bengal

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**Government of West Bengal  
Land and Land Reforms Department  
Land Reforms Branch**

No.1451-L. Ref

dated, 13<sup>th</sup> Dec. 1983.

To  
The Board of Revenue,  
West Bengal.

It has been decided with the concurrence of the Finance Department that four regional offices in different parts of the city would be set up under the Thika Controller, Calcutta in connection with the administration of the Calcutta Thika Tenancy (Acquisition and Requisition) Act, 1981. A meeting was held in the Chamber of the Minister-in-Charge on 23<sup>rd</sup> November, 1983 when discussions took place about the functions of these offices.

Returns in the prescribed form have been and are being received from the Thika Tenants and ex-land owners. These returns are required to be verified in many cases by spot enquiries to be done by Enquiry Officers. It has been decided that the Kanungos I will be appointed as the Enquiry Officers.

The undersigned is directed to request him kindly to arrange to depute four Kanungos I to the office of the Thika Controller, Calcutta, 12B, Russel Street for appointment as Enquiry Officers in the four regional offices proposed to be set up for the present. Names of the officers selected with their particulars may be communicated to the undersigned as early as possible, for finalization of their place of posting.

M.C. Dutta  
Dy. Secy to the  
Govt. of West Bengal.

No. 1451/1(2)-L.Ref

dated, 13<sup>th</sup> Dec. 1983.

Copy forwarded to :-

- 1) The Thika Controller, Calcutta, for information.
- 2) The Director of Land Records & Surveys, West Bengal, Survey Buildings, Calcutta.

for information. He is requested to forward names of suitable officers of the West Bengal Subordinate Land Revenue Service, Gr.I for the purpose to the Board of Revenue with intimation to this Deptt. as early as possible.

Sd/- Illegible.  
Dy. Secy. to the  
Govt. of West Bengal.

**Government of West Bengal**  
**Land and Land Reforms Department**  
**Land Reforms Branch**

No. 1450-L. Ref

Dated 13<sup>th</sup> Dec. 1983

From : Shri M.C. Dutta, Dy. Secy.  
Govt. of West Bengal.

To  
Shri B.K. Roy,  
Spl. Deputy Commissioner,  
Corporation of Calcutta,  
13, S.N. Banerjee Road,  
Calcutta.

Sub : Setting up of Regional offices in connection with the administration of the  
Calcutta Thika Tenancy (A & R) Act, 1981.

Sir,

I am directed to invite a reference to the discussion held here on 24<sup>th</sup> November, 1983. On the above subject wherein it was agreed that the Corporation would provide accommodation of about 600 sq.ft. for each of the four Regional Offices to be set up at present. It was also decided that the Corporation would select the Officers in advance to be deputed for these regional offices and that some equipment, like furniture etc. would be made available by the Corporation on loan temporarily for a few months until the State Government procured their own equipment.

I am, therefore, directed to request you kindly to let this Department know (1) where the four regional offices may be set up and (2) the names/numbers of wards which should be placed within the jurisdiction of each of the four offices.

The staff pattern of the Regional Offices will be as under :

- |    |                       |     |
|----|-----------------------|-----|
| 1) | Asstt. Controller     | - 1 |
| 2) | S.R.O. II             | - 1 |
| 3) | Enquiry Officers      | - 2 |
| 4) | Lower Division Clerks | - 2 |
| 5) | Typist-cum-Clerk      | - 1 |
| 6) | Chainman              | - 2 |
| 7) | Peon                  | - 2 |

The following items of furniture will be necessary for each of the officers for the present :

- |    |                     |      |
|----|---------------------|------|
| 1) | Sectt. Table        | - 1  |
| 2) | Tables with drawers | - 5  |
| 3) | Table for typist    | - 1  |
| 4) | Chairs              | - 12 |
| 5) | Armless Chairs      | - 4  |
| 6) | Whatnots            | - 7  |
| 7) | Almirahs            | - 2  |

I would request you kindly to arrange the above mentioned items of furniture temporarily on loan basis so that the offices can start functioning immediately.

It may be mentioned that we are placing order for the furniture right now and expect to get the supply within three months or so.

I am also directed to request you to send to this Deptt. the names of 4 suitable Inspectors of the Corporation for appointment as Enquiry Officers on deputation. Particulars of the officers may be furnished in the enclosed proforma. I am to inform you that the pay etc. of officers on deputation will be guided by the Rules of the State Govt.

Yours faithfully  
M. C. Datta  
Deputy Secretary to the  
Govt. of West Bengal.

**Government of West Bengal  
Land and Land Reforms Department  
Establishment Branch**

No. 282-Estt.

Dated Calcutta, the 2<sup>nd</sup> February, 1984

From : Shri M.C. Dutta  
Deputy Secretary to the Government of West Bengal.

To : The Pay & Accounts Officer  
Calcutta Pay & Accounts Office, 81/2/2, Phears Lane, Calcutta-12.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to sanction creation of the marginally noted temporary posts in the scale mentioned against them in each of the four Regional (Thika Controller) Offices under the Thika Controller, Cal. for the purpose of administration of the Calcutta Thika Tenancy (Acquisition & Requisition) Act, 1981 for a period of one year with effect from the date of issue of this order.

Sl.No.	Name of the Post	Number of post	Scale
1.	Special Revenue Officer Grade-II	1 (one)	Rs.500-20-540-25-640-30-820-40-30-820-40-1260-50-1360/-
2.	Enquiring Officer	2 (two)	Rs. 425-15-470-20-670-25-820-30-910-35-1050/-.

2. The charge is debitable to the appropriate head "229-L.R.-Direction & Administration (8) - Calcutta Thika Tenancy Establishment" of the budget for the year 1983-84 & 1984-85.

3. This order issues with the concurrence of the Finance Department vide that Department un-official No.199, dated 21<sup>st</sup> November, 1983.

Yours faithfully,  
M.C. Dutta  
Deputy Secretary to the  
Govt. of West Bengal.

No. 282/1(4)-Estt.

dated, Calcutta, the 2<sup>nd</sup> February, 1984.

Copy forwarded to the :-

1. Accountant General, West Bengal.
2. Board of Revenue, West Bengal.
3. Commissioner, Persidency Division.
4. Thika Controller, Calcutta, 12/B, Russel Street, Calcutta-700071.

for information.

Sd/- Illegible  
Asstt. Secretary to the  
Govt. of West Bengal

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**Government of West Bengal  
Finance Department  
Audit Branch**

No. 529-F

Dated, Calcutta, the 19<sup>th</sup> January, 1985

Subject : Procedure regarding submission of applications by those in Govt. Service for admission to various examinations/selections conducted by the Public Service Commission, West Bengal.

Under the existing system for the purpose of appearing in different recruitment examinations conducted by the Public Service Commission, West Bengal, candidates serving under Govt., Local or Statutory bodies are required to submit their applications through their appointing authorities or to submit 'no objection certificate' from their appointing authorities.

2. It has been brought to the notice of Govt. that very often the letters of permission of the appointing authorities in such cases do not reach the Commission's Office even after the finalisation of results. The Commission is thus placed in an embarrassing position.

3. After careful consideration of the matter it has been decided, in order to remove the practical difficulties mentioned in para 2, that persons already in Government service, who wish to appear at a competitive examination conducted by the Public Service Commission, West Bengal or wish to apply for a post, recruitment to which is proposed to be made by selection through the Public Service Commission, may submit their completed applications in the prescribed form direct to the Commission. They should, however, immediately inform the Heads of their Offices/Departments giving details of the examination/post for which they have applied, requesting them to communicate their permission to the Commission directly. In case the Head of Office/Department considers it necessary to with-hold the requisite permission he should inform the Commission within 30 days of the closing date for the receipt of the application. In case no such communication is received from the Head of Office/Deptt. it shall be presumed by the Commission that there is no objection on the part of the employing Deptt. to the candidature of the Govt. employee in question to be considered by the Commission.

4. The Administrative Deptts. are requested to bring these instructions to the notice of all concerned including attached and subordinate offices as well as public sector undertakings, local/statutory bodies under their administrative control.

S. Ghosh  
Deputy Secretary to the  
Government of West Bengal

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**Government of West Bengal**  
**Office of the Board of Revenue, West Bengal**  
**Section-BII, Personnel Branch**

No.12946-PBII

Calcutta, the 27<sup>th</sup> December, 1985

**MEMORANDUM**

Prior to amendment of rules for recruitment to the WBSLRS, Grade-I in 1981, appointments to the said services were made subject to satisfactory completion of a course of pre-service training. During the period of training they were allowed to draw a fixed amount of training allowance. Such trainees on satisfactory completion of training and fulfilment of other conditions were formally appointed to service on the time scale of pay attached to the services. But the period of pre-service training was not treated as Govt. Service.

2. A good number of employees who has been serving under different departments and offices of the Govt. in permanent and temporary capacities or with permanent and quasi-permanent status, having applied through their respective appointing authorities were also selected for undergoing training on open competition with outsiders. Some of them had been drawing pay at a stage higher than the initial of the scale of pay of the W.B.S.L.R.S. Grade-I. They had also to undergo the course of training and were formally appointed to the service after satisfactory completion of the training like freshers. Since the training was 'Pre-service one' such employees had to suffer break-in-service during the period which cost them the retirement and other benefits accrued by virtue of their service under the same Govt. prior to joining the training course.

3. In consideration of the hardship of such employees both financial and otherwise and with a view to regularizing the matter the undersigned is directed by order of the Governor to say that the Governor has been pleased as a Special case to decide that :-

(i) The period of pre-service training of such Govt. employee be regularized by grant of leave. The leave salary should be restricted to half average pay in terms of rule 162 of W.B.S.R. Part(I). In addition, they would be entitled to fixed allowance as already drawn by them. In case of those who had no half pay leave or the required number of half pay leave at his credit at the time of joining the training course, the period not covered by half pay leave should be regularized by grant of extra-ordinary leave without pay which would qualify for pension etc. in terms of rule 30 of W.B.S. (D.C.R.B.) Rules, 1971 and in relaxation of rule 28 *ibid*.

(ii) Where necessary last pay drawn by such employees should be protected while fixing pay in W.B.S.L.R.S. Grade-I i.e. their pay should be fixed in terms of rule 42 of the W.B.S.R. Part-I read with rule 54 and 55 ibid and Finance Department's Memo No. 4997-F, dated 05.12.70 as the case may be.

(iii) The orders for regularization of break-in-service by grant of half pay leave or extraordinary leave without pay as the case may be as also for the protection of pay where necessary of such employees will be issued by the Board of Revenue, West Bengal. The charges on account of the leave salary for the period shall proceed as a special case against the appropriate budget head of the Board of Revenue, from which the salaries of the officers concerned are drawn.

(iv) This issues with the concurrence of the Finance Department vide their UO No. 409 Group-DII dated 19.12.85.

A.K. Biswas,  
Asstt. Secy. Board of Revenue, West Bengal  
(ex-officio) Asstt. Secy. to be Govt. of West Bengal,  
Land and Land Reforms Departments.

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**Government of West Bengal  
Office of The Board of Revenue, West Bengal  
Section-B II, Personnel Branch**

Memo No. 13489-PB II  
298/80

dated, Calcutta, the 27<sup>th</sup> August, 1987

**MEMORANDUM**

In terms of G.O. No.12946-PB II dated 17.12.85 the Governor had been pleased to regularize the period of Pre-service Training prior to joining the W.B.S.L.R.S. Gr-I in case of those Government employees who after putting in service for a considerable length of time had undergone the said pre-service training and eventually suffered breaks-in-service, by grant of half-pay leave what was due to them prior to their joining the pre-service training camp and extra-ordinary leave without pay in case of those employees who had no such leave or sufficient amount of such leave at their credit at the material time.

2. In course of processing such cases of regularization, it has come to the notice of the Board that a considerable number of Govt. employees could not join the training camps on the days following the days of their release from their previous assignments mainly due to the distance of the location of training camps from their previous place of posting. As a result they have suffered yet further breaks-in-service even if their break-in-service due to pre-service training itself is regularized under the G.O. referred to above.

3. In the above context the undersigned is directed by order of the Governor that the Governor after further consideration of the matter has been pleased, as a special case, to decide that such gaps between release from previous assignment and joining the pre-service training camp of such employees be regularized by grant of Earned leave or half-pay leave as might have been due to them at the time of their release from their previous assignment. In case of those who had no Earned Leave or half-pay leave or sufficient number of such leave at that point of time should be regularized by grant of extra-ordinary leave without pay which would however qualify for pension in terms of rule 30 of W.B.S. (D.C.R.B.) Rules, 1971 and in relaxation of rule 28 ibid.

This has the concurrence of Finance Deptt. vide their u/o No. 1540 Group J.

S.K. Mukherjee  
Assistant Secretary,  
Board of Revenue, West Bengal  
and (ex-officio) Asstt. Secretary  
to the Govt. of West Bengal,  
Land & Land Reforms Department.

Memo No. 13490-PB II

Date 27.08.87

Copy forwarded for information to the Accountant General, West Bengal in continuation of Board's Memo No.12947-PB II dated 30.12.85.

Sd/- Illegible  
Assistant Secretary  
Board of Revenue, West Bengal



Copy forwarded for information and necessary action in continuation of Board's memo no.12947/1(44)-PB II dated 30.12.85. to :-

- 1) Commissioner ..... Division.
- 2) Collector/Additional Collector (L.R.)
- 3) Director of Land Records and Surveys, West Bengal.
- 4) Settlement Officer .....

●

**Government of West Bengal  
Office of the Board of Revenue, West Bengal  
Section-CI, Branch Estt. (Comp.)**

No. 7260-Estt (Comp.)  
2/87

Dated, Calcutta, the 9<sup>th</sup> Aug. 1988

**ORDER**

In continuation of the orders contained in Government Order No.17492-Estt (Comp.) dated 20.11.87 the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the further retention of the existing 16 (sixteen) posts of District Compensation Officers in the grade pay of Rs.660-1600/- plus usual allowances as admissible under the rules from time to time for employment in different district head-quarters in connection with ad-interim and final payment of compensation to the ex-intermediaries whose estates and interests have been vested in the State under the provisions of the West Bengal Estates Acquisition Act, 1953 for the period from 01.03.88 to 28.02.89 for the present on the existing terms and conditions.

2. The distribution of the posts of the District Compensation Officers has been shown in the statement annexed herewith.
3. The charges on account of pay and allowances of the District Compensation Officers are debitable to the appropriate detailed unit heads subordinate to the Major head "2029-Land Revenue-105-Management of Ex-Zamindary Estates-1-Temporary Establishment and other charges for payment of compensation (b) Final Compensation-Salaries" in the budget provision for the year 1988-89 until further orders.
4. This issues with the concurrence of Finance Department vide their Group D.II U.O. No.270 dated 30.07.88.

S.K. Mallick  
Assistant Secretary,  
Board of Revenue, West Bengal and  
Ex-Officio Assistant Secretary to  
the Govt. of West Bengal,  
Land and Land Reforms Department.

Memo No. 7261(66)-Estt (Comp.)  
2/87

dated, Calcutta, 10 /14/18<sup>th</sup> August, 1988

Copy with a copy of the statement forwarded to the :-

- 1) The Collector
  - 2) The Additional District Magistrate (Comp.)
  - 3) The District Compensation Officer
  - 4) The Personnel Branch (BI) of this office
  - 5) The Finance Department, Govt. of West Bengal
  - 6) The Treasury Officer
  - 7) The Accountant General, West Bengal
- for information and necessary action.

**Statement showing Districtwise distribution of posts of District Compensation Officers.**

Sl.No.	District	No. of Posts.
1.	Burdwan	1 (one)
2.	Bankura	1 (one)
3.	Birbhum	1 (one)
4.	Cooch-Behar	1 (one)
5.	Hooghly	1 (one)
6.	Jalpaiguri-Darjeeling	1 (one)
7.	Howrah	1 (one)
8.	Malda	1 (one)
9.	Midnapore	2 (two)
10.	Murshidabad	1 (one)
11.	Nadia	1 (one)
12.	Purulia	1 (one)
13.	West-Dinajpur	1 (one)
14.	24-Parganas (South)	1 (one)
15.	24-Parganas (North)	1 (one)
		16 (sixteen)

Sd/- Illegible  
Assistant Secretary,  
Board of Revenue, West Bengal and  
Ex-Officio Assistant Secretary to  
the Govt. of West Bengal,  
Land and Land Reforms Department.

**Government of West Bengal  
Office of the Board of Revenue, West Bengal  
Section-CI. Branch. Estt. (Comp.)**

No. 7262-Estt (Comp)  
2/87

Dated, Calcutta, the 9<sup>th</sup> Aug. 1988.

**ORDER**

In continuation of the orders contained in Government Order No.17494-Estt (Comp) dated 20.09.87 the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the further retention of the existing 39 (thirty nine) posts of Sub-Divisional Compensation Officers in the scale of pay of Rs.500-1360/- plus usual allowances as admissible under the rules from time to time for employment in different Sub-Divisional Offices in connection with ad-interim and final payment of compensation under the West Bengal Estates Acquisition Act, 1953 for the period from 01.03.88 to 28.02.89 for the present on the existing terms and conditions.

2. The district wise distribution of the posts of the Sub-Divisional Compensation Officers has been shown in the Statement annexed herewith.

3. The charges on account of the pay and allowances of the Sub-Divisional Compensation Officers are henceforth debitible to the appropriate detailed unit heads subordinate to Major head "2029-Land Revenue-105-Management of Ex-Zamindary Estates-I-Temporary Establishment and other charges for payment of compensation (b) Final Compensation - Salaries" in the budget for the year 1988-89 until further orders.

4. This order issues with the concurrence of the Finance Department vide their Group D-II U.O. No.270 dated 30.07.88.

S. K. Mallick  
Assistant Secretary,  
Board of Revenue, West Bengal and  
Ex-Officio Assistant Secretary to the  
Government of West Bengal,  
Land and Land Reforms Department.

Copy with a copy of the statement forwarded to the :-

- 1) Additional District Magistrate (LR/Comp.)
- 2) Collector
- 3) District Compensation Officer
- 4) Personnel Branch (BI) of this office
- 5) Finance Department, Govt. of West Bengal
- 6) Treasury Officer
- 7) The Accountant General, West Bengal.

Sd/- Illegible  
Assistant Secretary,  
Board of Revenue West Bengal and  
Ex-Officio Assistant Secretary to  
the Govt. of West Bengal, Land and  
Land Reforms Department.

**Statement showing District wise distribution of posts of Sub-Divisional Compensation Officers.**

Sl.No.	District	No. of Posts.
1.	Bankura	4 (four)
2.	Birbhum	2 (two)
3.	Burdwan	4 (four)
4.	Howrah	2 (two)
5.	Hooghly	4 (four)
6.	Murshidabad	3 (three)
7.	Midnapore	5 (five)
8.	Nadia	2 (two)
9.	Darjeeling	1 (one)
10.	Jalpaiguri	1 (one)
11.	Malda	1 (one)
12.	West-Dinajpur	2 (two)
13.	Cooch-Behar	2 (two)
14.	24-Parganas (South)	3 (three)
15.	24-Parganas (North)	2 (one)
16.	Purulia	1 (one)
		39 (thirty nine)

Sd/- Illegible  
Assistant Secretary,  
Board of Revenue West Bengal and  
Ex-Officio Assistant Secretary to  
the Govt. of West Bengal, Land and  
Land Reforms Department.

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**Government of West Bengal**  
**Office of the Board of Revenue, West Bengal**  
**Section - C(I), Compensation - Branch**

No. 4886-Estt (Comp.)  
17/88

Dated, Calcutta, the 24<sup>th</sup> August, 1993.

**ORDER**

In continuation of the Govt. Order No.6300-Estt (Comp) dated 25.6.92 the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the existing temporary posts, as detailed hereunder, in the Ad-Interim Compensation set-ups of the different District Compensation Offices in connection with payment of Ad-interim Compensation under

the provisions of the W.B.E.A. Act, 1953 for the period from 1.3.93. to 31.3.93 i.e., for a period of one month, on the existing terms and conditions :

- 19 (nineteen) posts of Assistant Compensation Officer;
- 19 (nineteen) posts of Head Clerk/Accountant;
- 29 (twenty-nine) posts of U.D. Clerks/Checking Clerks;
- 3 (three) posts of L.D. Clerks;
- 192 (one hundred ninety-two) posts of Compensation Muhurrirs;
- 42 (forty two) posts of Process Servers/Peons/Orderlies/Nightguards.

2. The undersigned is also directed by order of the Governor to say that in terms of Board of Revenue Order No. 9584-Misc/Comp. dt. 19.11.92 the Ad-interim Compensation set-ups and the Final Compensation set-ups in all district offices have been amalgamated into a single establishment viz. Final Compensation Set-ups, with effect from 1.4.93. Consequent on merger of the two establishments the posts borne on the Ad-interim Set-ups of the district offices prior to 1.4.93, as indicated in para 1 above, have been transferred and included and retained in the lists of posts borne in the Final Compensation Set-ups w.e.f. 1.4.93 in terms of Board's Order No.4888-Estt (Comp) dated 24.8.93.

3. District-wise distribution of posts has been shown in the annexed Statement I.

4. All the posts, indicated in para 1 above, will carry usual scale of pay and allowances as provided in the West Bengal Services (ROPA) Rules, 1990.

5. The charges towards pay and allowances attached to the posts, as indicated in para 1 above, are debit to the appropriate detailed units subordinate to the major head of account "2029-LR-105-Management of Ex-Zamindari Estates-I-Temporary Establishment and other charges for payment of compensation - (a) Ad-interim Compensation" in the budget provision in the current financial year, 1993-94.

6. This order issues with the concurrence of Finance Department vide their Group D-II U.O. No.171 dated 23.6.93.

7. The Accountant General, West Bengal, is being informed.

K.L. Mukherjee  
Special Officer & Secretary  
Board of Revenue, West Bengal & (Ex-officio)  
Joint Secretary to the Govt. of West Bengal,  
Land and Land Reforms Department.

No.4887(75)-Estt (Comp).

dated, Calcutta the 24<sup>th</sup> August, 1993

Copy together with a copy of Statement I is forwarded for information and necessary action to :

1. The Accountant General (A & E), West Bengal, Treasury Buildings, Calcutta - 1
2. The Accountant General (Audit-I), West Bengal, 4, Brabourne Road, Calcutta - 1.
3. The Accountant General (Audit - II), West Bengal,  
18, Rabindra Sarani, Poddar Court (4<sup>th</sup> floor), Calcutta - 1.
4. The Collector
5. The District Land and Land Reforms Officer,
6. The District Compensation Officer,
7. The Treasury Officer,
8. Finance (Group D II) Department,  
Govt. of West Bengal.

K.L. Mukherjee  
Special Officer & Secretary  
Board of Revenue, West Bengal & (Ex-officio)  
Joint Secretary to the Govt. of West Bengal,  
Land and Land Reforms Department.

**STATEMENT - I**

Annexure to G.O. No.4886-Estt/Comp.

Dated, Calcutta, the 24<sup>th</sup> August, 1993**Statement of District wise distribution of posts-manned by Officers, Staff and Menials of the Ad-Interim Set-up, for the year 1993-94.**

District	Asstt. Compensation Officer	Head Clerks/ Accountant	U.D. Clerks/ Checking Clerks	L.D. Clerks	Compensation Mohurrirs	Process Servers/Peons/ Orderlies/ Nightguards
1	2	3	4	5	6	7
Bankura	-	-	-	-	-	-
Birbhum	2	-	2	-	12	2
Burdwan	1	4	3	-	14	1
Howrah	1	1	1	-	8	1
Hooghly	2	3	1	-	10	11
Murshidabad	1	1	1	-	32	2
Midnapore	2	1	3	-	26	4
Nadia	2	1	1	-	8	1
Jalpaiguri	1	1	3	-	-	1
Darjeeling	-	1	1	-	1	1
Dinajpur (Uttar & Dakshin)	1	1	2	-	17	6
Cooch Behar	2	1	3	-	20	2
Malda	1	1	-	-	4	1
Purulia	1	1	2	3	8	5
24-Parganas (S)	1	1	3	-	16	2
24-Parganas (N)	1	1	3	-	16	2
TOTAL :	19	19	29	3	192	42

K. Mukhapadhyay  
Special Officer & Secretary,  
Board of Revenue, West Bengal & (Ex-officio)  
Joint Secretary to the Govt. of West Bengal,  
Land and Land Reforms Department.

●

**Government of West Bengal**  
**Office of the Board of Revenue, West Bengal**  
**Estt/Comp. Branch**

No. 4888-Estt/Comp.  
17/88Dated, Cal, the 24<sup>th</sup> August, 1993.**ORDER**

In continuation of Board of Revenue Order No. 6298-Estt/Comp. dated 25.6.92 the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the retention of the existing temporary posts, as detailed hereunder, in the Final Compensation Set-ups of the district Compensation Offices in connection with payment of Final Compensation under the provisions of the W.B.E.A. Act., 1953 for the period from 1.3.93 to 28.2.94 for the present on the existing terms and conditions :-

- 1 (one) post of Assistant Compensation Officer;
- 4 (four) posts of Head Clerk/Accountant;
- 1 (one) post of Accountant;
- 155 (one hundred fifty-five) posts of U.D. Clerks;
- 150 (one hundred fifty) posts of L.D. Clerks;
- 196 (one hundred ninety-six) posts of Compensation Mohurrirs;
- 93 (ninety-three) posts of Peons/Orderlies/Process Servers/Night Guards.

2. The undersigned is also directed by order of the Governor to say that, in terms of Board's order No. 9584-Misc/Comp. dated 19.11.92, the Ad-interim set-ups have been merged with the Final Compensation Set-ups in all district compensation offices and the following posts borne on the Ad-interim Compensation Set-ups have been transferred to the Final Compensation Set-ups with effect from 1.4.93 :

- 19 (nineteen) posts of Assistant Compensation Officers;
- 19 (nineteen) posts of Head Clerk/Accountant;
- 29 (twenty-nine) posts of U.D. Clerks/Checking Clerks;
- 3 (three) posts of L.D. Clerks
- 192 (one hundred ninety two) posts of Compensation Mohurrirs;
- 42 (forty two) posts of Process Servers/Peons/Orderlies/Nightguards.

Prior to merger of the two set-ups these posts were retained in the Ad-interim Compensation Set-ups from 1.3.93 to 31.3.93 in terms of Board's order No. 4886-Estt (Comp.) dated 24.8.93.

After merger of the two set-ups these posts are required to be retained in the Final Compensation Set-ups w.e.f. 1.4.93. The Governor has, therefore, been pleased to accord sanction to the retention of all these temporary posts in the Final Compensation Set-ups with effect from 1.4.93 to 28.2.94 on the existing terms and conditions.

3. Vacancies, if any, occurred on account of absorption, retirement, resignation, death, reduction in establishment, amalgamation of compensation set-ups or otherwise during the period of retention of posts sanctioned in paras 1 and 2 above shall not be filled up under any circumstances, until and unless anything specifically directed by the Board to this effect. However, vacancies occurring in the promotional posts may be filled up, subject to the condition that the resultant vacancies in the lowest rung of the cadre shall remain unfilled. The provisions laid down in Finance Department Memo. No. 1130-F.B. dated 2.7.92 shall apply in all such cases.

4. District-wise distribution of posts have been shown in the annexed statement-II.

5. All the aforesaid posts will carry usual scale of pay and allowances as provided in the West Bengal (ROPA) Rules, 1990.

6. Deployment of personnel attached to the amalgamated establishment for the newly created districts of Uttar Dinajpur and Dakshin Dinajpur will be decided later. Pending decision, the staff will be borne on the said establishment where they are now posted.

7. The charges towards pay and allowances for the personnel manning the posts, as indicated in paras 1 and 2 above, are debitable to the appropriate detailed units subordinate to the major head of account "2029 - LR-105-Management of Ex-Zamindari Estates-1-Temporary Establishment and other charges for payment of Compensation-(b) Final Compensation" in the budget provision in the current financial year, 1993-94.

8. This order issues with the concurrence of Finance Deptt. vide their Group D.II U.O. No.171 dated 23.6.93.

9. The Accountant General, West Bengal is being informed.

K. L. Mukhopadhyay  
Special Officer & (Ex-Officio)  
Secretary, Board of Revenue,  
West Bengal & (Ex-Officio)  
Joint Secretary to the Govt. of West Bengal  
Land & Land Reforms Department.

Memo No.4889(75)-Estt/Comp.

dated, Calcutta, the 24<sup>th</sup> August, 1993

Copy with a copy of statement is forwarded to the :-

1. The Accountant General W.B. (A & E), Treasury Buildings, Calcutta - 1
2. The Accountant General, W.B. (Audit-I), 4, Brabourne Road, Calcutta-1
3. The Accountant General, W.B. (Audit-II), 18, Rabindra Sarani, Poddar Court (4<sup>th</sup> floor), Calcutta - 1.
4. The Collector
5. The District Land & Land Reforms Officer,
6. The District Compensation Officer
7. The Treasury Officer.

K. L. Mukhopadhyay  
Special Officer & (Ex-Officio) Secretary  
Board of Revenue, West Bengal & (Ex-Officio)  
Joint Secretary to the Govt. of West Bengal  
Land & Land Reforms Department.

**STATEMENT - II**

Annexure to Board of Revenue Order No. 4888-Estt/Comp. dated 24.8.93

**Statement of district-wise distribution of retained posts borne on the Final Compensation Set-ups in district offices for the year 1993-94**

District	Asstt. Comp. Officer	Head Clerks/ Accountant	U.D. Clerks/Checking Clerks	L.D. Clerks	Comp. Mohurrirs	Process Servers/Peons/ Orderlies/ Nightguards
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Bankura	1	4	9	8	19	5
Birbhum	2	-	10	8	24	8
Burdwan	1	4	15	13	28	5
Cooch Behar	2	1	12	9	39	8
Darjeeling	-	1	3	2	2	3
Dinajpur (Uttar, Dakshin)	1	1	12	11	32	16
Howrah	1	1	10	11	15	5
Hooghly	2	3	25	10	10	23
Murshidabad	1	1	19	19	64	21
Midnapur	2	1	17	15	51	10
Malda	1	1	3	4	8	3
Nadia	2	1	14	14	16	6
Jalpaiguri	1	1	11	8	4	4
Purulia	1	2	3	5	12	5
24-Prgs (South)	1	1	11	8	32	7
24-Prgs (North)	1	1	10	8	32	6
Total :-	20	24	184	153	388	135

K. L. Mukherjee  
Special Officer & (Ex-Officio)  
Secretary, Board of Revenue,  
West Bengal & (Ex-Officio)  
Joint Secretary to the Govt. of West Bengal  
Land & Land Reforms Deptt.

**Government of West Bengal  
Land and Land Reforms Department  
Land Reforms Branch**

**NOTIFICATION**

No. 1347-L.Ref.

Calcutta, the 29<sup>th</sup> December, 1993.

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the rules regulating the recruitment and the conditions of service of persons appointed to the West Bengal Subordinate Land Revenue Service, Grade I, published with this department Notification No. 14863-L. Ref., dated the 8<sup>th</sup> September, 1967, as subsequently amended (hereinafter referred to as the said rules) :-

**AMENDMENTS**

In the said rules, --

(1) in sub-rule (b) of rule 3, for the words and figures "Circle Inspectors, Assistant Revenue Officers and Kanugos, Grade-II", substitute the words and figures "Revenue Inspectors, Kanungos Grade II, and Circle Inspectors continuing as such for whatever reason";

(2) omit sub-rule (b) of rule 4.

By order of the Governor  
A. K. Chatterjee  
Secy. to the Govt. of West Bengal

No.1348(97)-L.Ref.

dated, Calcutta, the 29<sup>th</sup> December, 1994

Copy forwarded to :-

- 1) The Commissioner, \_\_\_\_\_ Division,
- 2) The Director of Land Records and Surveys & Joint Land Reforms Commissioner, West Bengal,  
35, Gopal Nagar Road, Alipore, Calcutta – 700027
- 3) The Collector, \_\_\_\_\_
- 4) \_\_\_\_\_  
The District Land & Land Reforms Officer,
- 6) \_\_\_\_\_  
The \_\_\_\_\_

Sd/- Illegible  
O.S.D. & Ex-Officio Dy. Secretary  
to the Govt. of West Bengal

●

**Government of West Bengal**  
**Office of The Board of Revenue, West Bengal**

No. 2735-Apptt.

Dated, Calcutta, the 18<sup>th</sup> April, 1995

From : S.O. & Secretary,  
Board of Revenue and (Ex-Officio)  
Joint Secretary to the Govt. of West Bengal

To : The Accountant General (A & E)  
West Bengal,  
Treasury Buildings, Calcutta – 700001.

Sub : Creation of 301 temporary posts of Special Revenue Officer, Grade – II

Sir,

I am directed by the Governor to say that to cope with the increasing volume of work in the integrated set-up of Land Reforms Administration and to expedite settlement and survey operations in Purulia District, Islampur Sub-Division, urban areas of the State etc. and also keeping in view the necessity of proper and quick disposal of land acquisition cases throughout the State, particularly in the Colliery belt of Asansol, Urban areas in Durgapur and South 24-Parganas District, Barasat and Barrackpore Sub-Divisions, the Governor has been pleased to accord sanction to the creation of 301 (Three hundred one) temporary posts of Special Revenue Officer, Grade – II in the scale of pay of Rs.1640-65-2095-80-3135-100-3635 plus such other allowances as are admissible under the orders of the Government in force from time to time, for the period upto 29.2.1996 for the present, in lieu of 301 (Three hundred one) existing posts borne in the cadre of West Bengal Sub-Ordinate Land Revenue Service, Grade – I in the revised scale of pay of Rs.1500-3410.

2. The Governor is further pleased to order that against the newly created 301 posts referred to above, an equal number of posts in WBSLRS Gr. I in the scale of pay of Rs.1500-3410 will be abolished. This abolition will be done in phases depending on appointment to and filling up of the 301 newly created posts in the cadre of Special Revenue Officer, Gr. II.

3. The Governor is further pleased to order that 301 (Three hundred one) temporary posts of Special Revenue Officer, Gr. II created above will be adjusted against retirement/resignation from 1998 onward.

4. Distribution of the 301 newly created posts of SRO-II among different wings of the Land Reforms Administration will be made later.

5. The charge will proceed against either the head “2506-00-101- Regulation of Land Holding and Tenancy –Seventh Plan (Committed) – Integrated Scheme on Land Reforms, Salary” or, the head “2029-LR-00-001- Direction and Administration – 1 - General Establishment a) L.A. Establishment-

- (i) excluding D.V.C.
- (ii) D.V.C”



in the Budget for the year 1995-96 as the case may be depending on the distribution of the newly created 301 posts of SRO-II between different wings of the Land Reforms Administration as stated in para 4 above.

6. This issues with the concurrence of the Finance Deptt. vide their U/o No. Group 'D' – II No.423, dated 7.11.1994.

Yours faithfully  
K.L. Mukherjee  
Special Officer and Secretary  
Board of Revenue, West Bengal &  
(Ex-Officio) Joint Secretary  
to the Govt. of West Bengal, Land and Land  
Reforms Department

No.2735/1(30)-Apptt.

Dated, Calcutta, the 18<sup>th</sup> April, 1995.

Copy forwarded for information & necessary action to the :-

1. Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, West Bengal
2. Land & Land Reforms Department
3. Finance Department
4. Pay & Accounts Officer  
Calcutta Pay & Accounts Office  
81/2/2, Phears Lane  
Calcutta – 700012.
5. Treasury Officer
6. Collector
7. District Land & Land Reforms Officer,

Sd/- Illegible  
Assistant Secretary ,  
Board of Revenue, West Bengal.

●  
**Government of West Bengal**  
**Land & Land Reforms Department**  
**Writers' Buildings**  
**Estt. Branch**

No. 1976-Estt./LL/N-5E-82/95

Dated : 18.06.96

From : Shri S.C. Pahari, Deputy Secretary to the Govt. of West Bengal

To : The Accountant General, West Bengal (A & E)  
Treasury Buildings, Calcutta – 700001.

Sir,

It has since been decided by the Govt. that in the L.A. set up of all the districts L.A. Kanungos will be replaced by officers belonging to the Special Revenue Officer, Grade – II Cadre. At present services of sufficient number of Special Revenue Officer, Gr. II are not available at the disposal of this Deptt. and as such, all the posts of L.A. Kgos can not be converted at a time. So, the decision has been taken to the effect that the posts of L.A. Kgos in different districts will be abolished in a phased manner with the induction of officers from the cadre of S.R.O.-II. Gradually at the same time services of equal number of L.A. Kgos will be replaced to the Integrated set-up.

Job specification of the officers in the cadre of S.R.O.-II who will be designated as Land Acquisition Special Revenue Officer after getting inducted in the set up and their functions will be as follows :-

Over and above what will be assigned to them by the concerned Collectors depending on the need & exigencies the Officers will be entrusted with the task of

- 1) Supervision of verification & preparation of land plan & checking of draft notices/notifications.
- 2) Preparation of report under Sec. 5A of the L.A. Act.
- 3) Checking of draft declaration.
- 4) Preparation of rate report on the basis of sale data collected by the Surveyors.
- 5) The collection of vesting reports from offices of District Land & Land Reforms Officer & Block Land & Land Reforms Officer.
- 6) Maintenance of scheme register in form 5.
- 7) Maintenance of registers of reference cases in Form No. 16, 17 & 17A.

Necessary amendments will be made in the West Bengal Land Acquisition Manual, 1991 in due course.

Yours faithfully,  
S.C. Pahari

1976/1(40)-Estt.

Dated : 18.06.96

Copy forwarded to :

- 1) The Collector,
  - 2) Director of Land Records & Surveys, West Bengal  
35, Gopal Nagar Road, Alipore,  
Calcutta - 700027
  - 3) The Treasury Officer,  
\_\_\_\_\_
  - 4) 1<sup>st</sup> Land Acquisition Collector, Calcutta  
5, Bankshall Street, Calcutta - 700001.
  - 5) Pay & Accounts Officer, Calcutta  
Calcutta Pay & Accounts Office,  
Calcutta - 700012
- for information.

S.C. Pahari  
Deputy Secretary to the  
Government of West Bengal

●  
**Government of West Bengal**  
**Land & Land Reforms Department**  
**Estt. Branch**  
**File No. LL/N-5E-82/95**

No. 4068-Estt.

Dated : 23.09.1996

From : Joint Secretary, Land and Land Reforms Department.

To : The Accountant General, West Bengal (A & E)  
Treasury Buildings, Calcutta - 700001.

Sir,

In cancellation of this Deptt's Memo No. 2122 - Estt. dt. 3.7.96, I am directed to say that keeping in view the necessity of proper and quick disposal of Land Acquisition cases throughout the State and to cope with the increased volume of work in the Integrated set up, 301 temporary posts of S.R.O. II in the scale of Rs.1640/- - 3635/- were created under order no. 2735 Apptt. dt. 18.4.95 of the erstwhile Board of Revenue in lieu of 301 existing posts borne in the cadre of West Bengal Sub-ordinate

Land Revenue Service, Grade I in the scale of pay of Rs.1500 – 3410/-. The posts of Land Acquisition Kanungo whose sanctioned strength is 158 under the L.A. set up of this Dept. also belongs to the Cadre of W.B.S.L.R.S., Grade – I.

2. In view of the above, I am directed by order of the Governor to say that the Governor has been pleased to designate the present sanctioned 158 posts of L.A. Kanungo marginally noted borne in the cadre of W.B.S.L.R.S., Grade – I in the L.A. set up of different districts under this Deptt. as Land Acquisition Special Revenue Officer, Grade – II in the Scale of pay of Rs.1640-65-2095-80-3135-100-3635/- plus such other allowances as are admissible under the orders of the Govt. inforce from time to time in accordance with the conditions land down in paragraph 1 & 4 of arstwhile Board of Revenue, West Bengal's Order No. 2735-Apptt. dt. 18.4.95.

3. The Governor is further pleased to order that this change will be effected in phases depending an appointment to and filing up of the 158 newly designated posts of Land Acquisition Special Revenue Officer, Grade – II by the officers belonging to the cadre of S.R.O.-II

4. The newly designated posts of Land Acquisition Special Revenue Officer, Grade – II will be attached to different districts as detailed in the margin.

	<u>Name of the District</u>	<u>No. of Posts</u>
1.	Cooch Behar	6
2.	Jalpaiguri	5
3.	Darjeeling	3
4.	Teesta Barrage Project at Siliguri	1
5.	Dakshin Dinajpur	6
6.	Uttar Dinajpur	9
7.	Malda	8
8.	Murshidabad	6
9.	Birbhum	5
10.	Bankura	5
11.	Purulia	12
12.	Midnapore	14
13.	Office of the Special L.A.O., Haldia	7
14.	Howrah	10
15.	Hooghly	9
16.	Nadia	8
17.	24-Parganas (South)	14
18.	24-Parganas (North)	17
19.	Office of the 1 <sup>st</sup> L.A. Collector, Calcutta	5
20.	Burdwan	7
21.	Mejia Thermal Power Project, Bankura	1
		<hr/> 158

5. The charges involved against the posts will be debitible to the head "2029-LR-00-001 Direction & Administration etc."

6. This has the concurrence of the Fin. Deptt. Vide their un-official No. Group DII No. 423 dt. 7.11.94.

Yours faithfully,  
Sd/- Illegible  
Joint Secretary to the  
Govt. of West Bengal

No.4068/1(26) Estt., Date : 23.09.96

Copy forwarded to the-

1. Collector
2. 1<sup>st</sup> Land Acquisition Collector, Calcutta
3. Additional District Magistrate
4. Special Land Acquisition Officer  
Teesta Barrage Project, Siliguri

5. Director of Land Records & Surveys, West Bengal  
35, Gopal Nagar Road, Calcutta.
6. Joint Secretary of this Department, Estt. Br./L.Ref. Branch.
7. Pay and Accounts Officer Calcutta, Calcutta Pay and Accounts Office,  
81/2/2, Phears Lane, Calcutta – 12.
8. Treasury Officers.

Sd/- Illegible  
Joint Secretary to the  
Govt. of West Bengal.

●

**Government of West Bengal  
Land & Land Reforms Department  
Writers' Buildings, Calcutta-700001  
Estt. Branch**

No. 4113-Estt./5E-55/96.

Dated : 3.10.96

From : Jt. Secy. to the Govt. of W.B.

To : The Accountant General, W.B.  
Treasury Buildings, Cal-1

Sub : Creation of 32 posts belonging to different categories for the office of the Spl.  
L.A.O., Birbhum.

Sir,

In cancellation of this Deptt. Order no.2236-Estt. dt.17.7.96 , I am directed by order of the Governor to say that the Governor has been pleased to accord sanction to the creation of the marginally noted 32 posts belonging to different categories, as a special case and in relaxation of para 2(c) of Finance Deptt's memo no.1130-FB dt. 2.7.92, for the office of the Special Land Acquisition Officer, Birbhum for completion of land acquisition work pertaining to Bakreshwar Thermal Power Project by the West Bengal Power Development Corporation Limited with effect from the date of issue of this order for a period of one year after which the posts will be abolished subject to the condition that the vacant posts in the existing land acquisition set up of the Birbhum Collectorate will not be filled up till the newly created posts are abolished.

Name of the Post	No. of Post
1) Additional Land Acquisition Officer	2 (two)
2) L.A. Kanungo	4 (four)
3) Surveyor	6 (six)
4) Amin	4 (four)
5) Lower Division Clerk	2 (two)
6) Muhurrir	4 (four)
7) Draftsman	2 (two)
8) Calculator	4 (four)
9) Group 'D'	4 (four)
Total ...	32 (Thirty-two only)

2. The charges involved are debitabale to the head "2801-Power-02-Thermal Power Generation – 800-other expenditure-State Plan (Annual Plan & 8<sup>th</sup> Plan)" in the revised budget for 1996-97.
3. The posts are to be filled up by re-employment of retired employees and the District Magistrate & Collector, Birbhum will act as the appointing authority in this case.
4. This order issues with the concurrence of the Finance Deptt. vide their u/o no, Group 'N' No. 7067 dt. 1.10.96.
5. The Collector, Birbhum & Treasury Officer, Birbhum are being informed.

Yours faithfully,  
S.C. Pahari  
Jt. Secy. to the Govt. of West Bengal.

No.4113/1(6)-Estt. dt : 3.10.96.

Copy forwarded for information and necessary action to the :-

- 1) Collector, Birbhum, P.O. – Suri, Dist. – Birbhum.
- 2) Spl. Land Acquisition Officer, Birbhum, P.O. – Suri, Dist. – Birbhum
- 3) Treasury Officer, Birbhum, P.O. Suri, Dist. – Birbhum
- 4) The Finance Deptt. of this Govt. Writers' Buildings, Calcutta-700001
- 5) Power Deptt. of this Govt. N.S. Buildings, K.S. Roy Road, Calcutta-700001
- 6) Managing Director, The West Bengal Power Development Corporation Ltd.

S.C. Pahari  
Jt. Secy. to the Govt. of West Bengal.

●

**Government of West Bengal  
Land & Land Reforms Department  
Writers' Buildings, Calcutta  
Estt. Branch**

No. 4425-Estt./LL/N-5E-63/96.

Dated : 20.11.96

From : The Asstt. Secy. to the Govt. of West Bengal

To : The Accountant General, West Bengal (A&E),  
Treasury Buildings, Calcutta-1

Sub : Creation of 23 (twenty-three) posts belonging to different categories for the office of the Special Land Acquisition Officer, South 24-Parganas.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to accord sanction to the creation of the marginally noted 23 (twenty-three) posts belonging to different categories as a special case and in relaxation of para 2 (c) of Finance Deptt's memo no. 1130-FB dated 2.7.92 for the office of the Special Land Acquisition Officer, South 24-Parganas for completion of land acquisition work pertaining to C.M.D.A. which are to be filled up by re-employment of retired employees, for a period of one year with effect from the date of issue of this order after which the posts will be abolished subject to the condition that the vacant posts in the existing set up of the office of the Special Land Acquisition Officer, South 24-Parganas will not be filled up till the newly created posts are abolished.

Name of the Post	No.
1) Additional Land Acquisition Officer	2 (two)
2) Kanungo/Special Revenue Officer, Grade-II	4 (four)
3) Surveyor	4 (six)
4) U.D. Clerk	1 (one)
5) Lower Division Clerk	2 (two)
6) Typist	2 (two)
7) Group – 'D'	4 (four)
8) Calculator	4 (four)
Total ...	23 (Twenty-three only)

2. The charges involved on this account will be borne by the CMDA.
3. The newly created posts are to be filled up by re-employment of retired employees.
4. This order issues with the concurrence of the Finance Deptt. vide their u/o. no. Gr. DII, no.256 dated 1.11.96.
5. The Collector, South 24-Parganas and the Treasury Officer, Alipore are being informed.

Yours faithfully,  
A.K. Das  
Asstt. Secy. to the Govt. of West Bengal

No.4425/1(5)-Estt. dt. 20.11.96.

Copy forwarded for information to the :-

- 1) Collector, South 24-Parganas, Alipore, Calcutta-700027
- 2) Treasury Officer-(I), Alipore, Calcutta-700027
- 3) Finance (Gr.DII) Deptt. of this Govt., Writers' Buildings, Calcutta
- 4) Chief Executive Officer, C.M.D.A., 3A, Aucland Place, Calcutta-700017
- 5) Secretary, Urban Development Deptt., Poddar Court, 18, Rabindra Sarani, Calcutta-700001.

A.K. Das  
Asstt. Secy. to the Govt. of West Bengal

●

**Government of West Bengal  
Land & Land Reforms Department  
Writers' Buildings, Calcutta  
Estt. Branch**

No. 4426-Estt./LL/N-5E-63/96.

Dated : 20.11.96

From : The Asstt. Secy. to the Govt. of West Bengal

To : The Accountant General, West Bengal (A&E),  
Treasury Buildings, Calcutta-1

Sub : Creation of 2 (two) posts of Addl. Land Acquisition Officer for the office of the Special Land Acquisition Officer, Howrah Improvement Trust.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to accord sanction to the creation of 2 (two) posts of Additional Land Acquisition Officer as a special case and in relaxation of para 2 (c) of Finance Deptt's memo no. 1130-FB dated 2.7.92 for the office of the Special Land Acquisition Officer, Howrah Improvement Trust for completion of land acquisition work pertaining to C.M.D.A. which are to be filled up by re-employment of retired employees, for a period of one year with effect from the date of issue of this order after which the posts will be abolished subject to the condition that the vacant posts of Land Acquisition Officer in the existing set up of the office of the Special Land Acquisition Officer, Howrah Improvement Trust will not be filled up till the newly created posts are abolished.

2. The charges involved on this account will be borne by the C.M.D.A.
3. The newly created posts are to be filled up by re-employment of retired employees.
4. This order issues with the concurrence of the Finance Deptt., vide their u/o No. Gr. D II, 256 dated 1.11.96.
5. The Collector, Howrah and the Treasury Officer, Howrah are being informed.

Yours faithfully,  
A.K. Das  
Asstt. Secy. to the Govt. of West Bengal

No. 4426/1(5)-Estt. dt. 20.11.96

Copy forwarded for information to the :-

- 1) Collector, Howrah, P.O. & Dist. - Howrah
- 2) Treasury Officer-I, Howrah, P.O. & Dist. - Howrah
- 3) Finance (Gr. D II) Deptt. of this Govt. Writers' Buildings, Calcutta-700001
- 4) Secretary, Urban Development Deptt., Poddar Court, 18, Rabindra Sarani, Calcutta-700001
- 5) Chief Executive Officer, C.M.D.A., 3A, Aucland Place, Calcutta-700017.

Sd/- Illegible  
Asstt. Secy. to the Govt. of West Bengal

**Government of West Bengal**  
**Land & Land Reforms Department**  
**Estt. Branch**  
**Writers' Buildings, Calcutta-700001**

No. 266-Estt./5E-82/96.

Calcutta, the 3<sup>rd</sup> February, 1997

From : The Dy. Secy. to the Govt. of West Bengal

To : The Accountant General, West Bengal (A&E),  
Treasury Buildings, Calcutta-700001

Sir,

In partial modification of this Deptt.'s letter No.1976-Estt. dated 18.6.96, I am directed by order of the Governor to say that the Governor has been pleased to redesignate the post of "Land Acquisition Special Revenue Officer, Grade - II" as "Assistant Land Acquisition Officer" and their functions will be as follows :-

- a) Preparation of P.I.R. as & when required & supervision over the same, physical verification of the Land Schedule involved in the L.A. proceedings.
- b) Verification of land plan, checking of notices, notifications & declarations under Section 4 & Section 6 of the L.A. Act I.
- c) Hearing of objection when authorized by the Collector & preparation of the report under Sec.5A of the L.A. Act.
- d) Preparation of rate report on the basis of the sale data collected by the Surveyor, sample verification of the sale data valuation reports and, as and when required, collection of vesting reports from the Office of the District Land & Land Reforms Officers.
- e) Checking of vesting reports.
- f) Checking of estimates in FORM 4A & 4B.
- g) Checking of awards & preparation of computerized awards wherever applicable.
- h) Supervision over maintenance of various registers connected with L.A. proceedings.
- i) Supervision of Law Cell & preparation of S.F/A.Os in Court cases.
- j) All post - acquisition functions.
- k) Any other works as may be assigned to them by the concerned Collectors depending on the exigancies of the situation.

Necessary amendments will be made in the West Bengal Land Acquisition Manual, 1991 in due course.

Yours faithfully,  
S. Banerjee  
Dy. Secy. to the Govt. of West Bengal

No.266/1(40)-Estt.

Cal., the 3<sup>rd</sup> Feb, '97.

Copy forwarded for information to the :-

1. Collector
2. 1<sup>st</sup> Land Acquisition Collector, Calcutta, 5, Bankshall Street, Calcutta-700001
3. Director of Land Records & Surveys, West Bengal  
35, Gopalnagar Road, Calcutta-700027
4. Treasury Officer
5. Pay & Accounts Officer, Cal., Pay & Accounts Office  
81/2/2, Phears Lane, Calcutta-700012

**Government of West Bengal  
Land & Land Reforms Department  
Section-CI, Branch-Comp**

No. 3625-Estt.(Comp.)

Dated Cal, the 30<sup>th</sup> June, 1998

**ORDER**

In continuation of this department order no.3425-Estt. (Comp) dated 16.5.97 the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the further retention of the existing 39 (thirty-nine) temporary posts of Sub-Divisional Compensation Officers, attached to the different District Compensation Offices, in the scale of pay of Rs.1640/- - 3635/- plus usual allowances as admissible under the rules from time to time for the period from 1.3.98 to 28.2.99 for the present on the existing terms and conditions.

2. District wise distribution of the posts of Sub-Divisional Compensation Officers has been shown in the statement annexed herewith.

3. The charges on account of pay and allowances of the Sub-Divisional Compensation Officers are debitable to the appropriate detailed unit heads subordinate to the major head of Account "2029 — Land Revenue – 105 — Management of Ex-Zamindari Estate-1 — Temporary Establishment and other charges for payment of compensation-(b)-final Compensation" in the budget provision in the current financial year 1998-99.

4. This order issues with the occurrence of the Finance Department vide their Group D II U.O. No. 151 dated 23.6.98.

5. The Accountant General, West Bengal is being informed.

K. Banerjee  
Deputy Secretary to the Government  
of West Bengal  
Land and Land Reforms Deptt.

No. 3625/1(77)-Estt (comp)

Dated Cal, the 30<sup>th</sup> June, 1998

Copy with a copy of the statement forwarded for information to :-

1. The Collector, \_\_\_\_\_
2. The District Land and Land Reforms Officer \_\_\_\_\_
3. The District Compensation Officer, \_\_\_\_\_
4. The Treasury Officer, \_\_\_\_\_
5. Personal Branch (BI) on this Office.
6. Finance (Group BII) Deptt. Govt. of West Bengal
7. Accountant General (A&E), West Bengal, Treasury Buildings, Cal-1
8. Accountant General (Audit-II) West Bengal, 18, Rabindra Sarani, Calcutta-1.
9. Accountant General (Audit-I) West Bengal, 4, Brabourne Road, Cal-1.
10. Commissioner \_\_\_\_\_ Division \_\_\_\_\_

K. Banerjee  
Deputy Secretary to the Government  
of West Bengal  
Land and Land Reforms Deptt.

**Statement showing District wise distribution of the posts of Sub-Divisional Compensation Officers.**

<u>Sl. No.</u>	<u>District</u>	<u>No. of Posts</u>
1.	Bankura	4 (four)
2.	Birbhum	2 (two)
3.	Burdwan	4 (four)
4.	Howrah	2 (two)
5.	Hooghly	4 (four)
6.	Murshidabad	3 (three)



7.	Midnapore	.....	5 (five)
8.	Nadia	.....	2 (two)
9.	Darjeeling	.....	1 (one)
10.	Jalpaiguri	.....	1 (one)
11.	Malda	.....	1 (one)
12.	Uttar Dinajpur & Dakshin Dinajpur	.....	2 (two)
13.	Cooch Behar	.....	2 (two)
14.	24-Parganas (South)	.....	3 (three)
15.	24-Parganas (North)	.....	2 (two)
16.	Purulia	.....	1 (one)
			Total : 39 (thirty nine)

K. Banerjee  
Deputy Secy. to the Government of W. B.  
Land and Land Reforms Deptt.

●

**Government of West Bengal**  
**Land & Land Reforms Department**  
**Branch – I.S.U.**

No. 7909-ISU

Dated, Cal, the 16<sup>th</sup> Dec., 1999

**ORDER**

The undersigned is directed to say that with a view to provide each of the 18 (eighteen) land reforms districts with two Deputy District Land and Land Reforms Officers, 13 (thirteen) posts of Dy. District Land and Land Reforms Officer were created under Govt. Order No. 6807-ISU dt. 8.10.99 with the stipulation that these newly created posts to be manned by the eligible officers belonging to the rank of SRO-I as per rules.

After careful consideration of the matter, the undersigned is directed by order of the Governor to say that the Governor has been pleased to decide that thirteen posts of Deputy District Land and Land Reforms Officer so created, interalia, under G.O. No. 6807-ISU dt. 8.10.99 are to be manned by such eligible and senior officers belonging to the rank of Special Revenue Officer Gr.I who have rendered not less than 5 years' continuous, satisfactory and qualifying services in the rank of Special Revenue Officer Gr. I under this Deptt. prior to appointment to the post of Dy. District Land & Land Reforms Officer.

P. Bandyopadhyay  
Joint Secretary  
to the Govt. of West Bengal  
Land and Land Reforms Deptt.

No. 7909/1 (70) - ISU

Dated, the 16<sup>th</sup> Dec., 1999

Copy forwarded for information and necessary action to the :-

1. The Accountant General, West Bengal
2. The Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal.
3. Finance Department.
4. Home (PAR) Department
5. The Collector, \_\_\_\_\_
6. The District Land and Land Reforms Officer.
7. The Treasury Officer,
8. The L.A. (Estt) Branch of this Deptt.
9. B-I Section (Apptt. Branch) of this Deptt.

Sd/-Illegible  
Assistant Secretary  
Land & Land Reforms Deptt.

**Government of West Bengal**  
**Land & Land Reforms Department**  
**Section – CII : Branch – JUR**

Order No. 7190 - JUR

Dated, the 21<sup>st</sup> December, 2000

**ORDER**

In pursuance of memo no. 6059-F dated 25.06.1979 of the Finance (Audit) Department, the posts created on a temporary basis and continuing for more than three (3) years in the Directorate of Land Records & Surveys, Indo-Bangladesh Boundary Demarcation, West Bengal are hereby converted into permanent posts with immediate effect. Annexure 'A' to this order shows the temporary posts since converted into permanent posts.

2. Expenditure in connection with payment of Pay & Allowance to the Officers and Staff occupying the posts shall be debited against the Head of Account "2029 – LR-102-Survey & Settlement Operation 007-Demarcation of Boundary between West Bengal and Bangladesh" for the respective financial year.
3. Offices of the Accountant General are being informed accordingly.

P. Bandyppadhaya  
Joint Secretary to the Govt. of W.B.

Memo No. 7190 – 1 (7)-JUR

Dated, the 21<sup>st</sup> December, 2000

Copy with a copy of Annexure 'A' forwarded for information and necessary action to the :-

1. Principal Accountant General (A & E), West Bengal, Treasury Buildings, Calcutta – 1
2. Finance Deptt., Govt. of West Bengal
3. Accountant General (Audit-I), West Bengal, Calcutta-1.
4. Accountant General (Audit-II), 18, Rabindra Sarani, Calcutta – 1
5. Pay & Accounts Officer, 81/2/2, Phears Lane, Calcutta – 12
6. Director of Land Records & Surveys (Ex-officio), West Bengal, New Secretariat Buildings, First Floor, Room No.16  
1, K.S. Roy Roy, Calcutta – 1. This has a reference to his memo no.  
Bdy/1345-368/99 dt. 11.12.2000.
7. Guard File of Section C-II.

**ANNEXURE - A**

Name of the Post	No. of sanctioned Post	Basic Grade
1. Deputy Director of Surveys	1	Grade Pay of W.B.C.S.
2. Assistant Director of Surveys	1	-do-
3. Special Revenue officer, Gr.-II	2	Rs.5500 – 11325/-
4. Kanungo	2	Rs.4800 – 10925/-
5. Assistant Survey officer	1	Rs.4800 – 10925/-
6. Head Assistant	1	Rs.4500 – 9700/-
7. Draftsman	2	Rs.4000 – 5850/-
8. Surveyor	2	Rs.4000 – 5850/-
9. Upper Division Assistant	2	Rs.4000 – 5550/-
10. Record Keeper	1	Rs.4000 – 5850/-
11. Stenographer	1	Rs.4000 – 5850/-
12. Lower Division Assistant	2	Rs.3350 – 6325/-
13. Typist	1	Rs.3350 – 6325/-
14. Store Keeper	1	Rs.3350 – 6325/-
15.. Computer	4	Rs.3350 – 6325/-
16. Zinc Corrector	3	Rs.3150 – 5600/-

17.	Driver	3	Rs.3350 – 6325/-
18.	Amin	6	Rs.3350 – 6325/-
19.	Printer	1	Rs.3150 – 5600/-
20.	Cash Sarkar	1	Rs.2050 – 4680/-
21.	Daftury	1	Rs.2700 – 4400/-
22.	Frame Carrier	1	Rs.2700 – 4400/-
23.	Chain Peon	8	Rs.2700 – 4400/-
24.	Peon/Orderly Peon/Camp Peon/Cleaner	14	Rs.2600 – 4175/-

Sd/-Illegible  
Officer on Special Duty  
& Deputy Secy. to the Govt. of West Bengal

●

**Government of West Bengal  
Land & Land Reforms Department  
Writers' Buildings, Kolkata.  
L.A. (III) Branch**

No.4153-LA(III)/LL/N-1E-5/99.

Kolkata, October 16, 2001.

From : The Dy. Secy. to the Govt. of West Bengal.

To : The Accountant General, West Bengal (A&E)  
Treasury Buildings, Kolkata-700001.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to enhance the sanctioned strength of Assistant Land Acquisition Officers in the district of Jalpaiguri from five to ten by way of transfer of five posts of Assistant Land Acquisition Officer – two each from Purulia & Malda and one from Dakshin Dinajpur w.e.f. the date of issue of this order in consideration of the load of land acquisition work in the districts involved.

The sanctioned strength of Assistant Land Acquisition Officer in the district of Purulia & Malda will stand reduced by two & that of Dakshin Dinajpur district will be reduced by one.

The charges involved are debitable to the head “2029-LR-Direction Administration etc.”

Yours faithfully,  
A.K. Das  
Deputy Secretary to the  
Government of West Bengal.

No.4153/1/(15)\_LA(III)

October 16, 201.

Copy forwarded for information to :-

1. Collector, Jalpaiguri/Purulia/Malda/Dakshin Dinajpur,
2. Treasury Officer (I), Jalpaiguri/Purulia/Malda/Balurghat
3. Commissioner, Presidency Division, 11, N.S. Road, Kolkata-1/Burdwan Division, P.O. Chisurah, Dist. Hooghly/Jalpaiguri Division, P.O. & Dist. Jalpaiguri.
4. Director of Land Records & Surveys, West Bengal, 35, Gopal Nagar Road, Alipore, Kolkata-700027.
5. Finance (Budget) Deptt., Writers' Buildings.
6. Finance (Audit) Deptt., Writers' Buildings.
7. Sri S, Kar, S.O. Budget Branch of this Deptt.

A.K. Das  
Deputy Secretary to the  
Government of West Bengal.

**Government of West Bengal**  
**Land & Land Reforms Deptt.**  
**L.A.III Br.**

No.4154-L.A.(III)1E-5/99.

Dated, the 16<sup>th</sup> Oct., 2001.

From : Shri A.K. Das,  
Dy. Secy. to the Govt. of West Bengal.

To : The Accountant General, West Bengal (A&E),  
Treasury Buildings, Kolkata-1.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to enhance the sanctioned strength of Asstt. Land Acquisition Officer in the District of South 24-Parganas from fourteen to fifteen by way of transfer of one post of Asstt. Land Acquisition Officer from Purulia with effect from the date of issue of this order in consideration of the load of Land acqn. work in the districts involved.

The sanctioned strength of Asstt. Land Acquisition Officer in the District of Purulia will stand reduced by another one in continuation of this Deptt.'s order No.4153-L.A.III, dt.16.10.2001.

The charges involved are debitable to the head "2029-LR-Direction & Administration etc."

Yours faithfully,  
A.K. Das  
Deputy Secretary

No.4154/1(10)-L.A.III.

dt.16.10.01.

Copy forwarded for information to the :-

1. Collector, South 24-Parganas,  
P.O. Alipore, Kolkata-27.
2. Collector, Purulia, P.O. & Dist. Purulia.
3. Treasury Officer-I, Purulia, P.O. & Dist. Purulia,
4. Treasury Officer (I), South 24-Parganas,  
P.O. Alipore, Kolkata-27
5. Commissioner, Presidency Division,  
11, N.S. Road, Kolkata-1.
6. Commissioner, Burdwan Division,  
P.O.Chinsurah, Dist. Hooghly.
7. Finance (Budget) Deptt. Writers' Buildings, Kolkata.
8. Finance (Audit) Deptt, Writers' Buildings, Kolkata
9. Sri S. Kar, S.O., Budget Branch of this Deptt.
10. Director of Land Records & Surveys, W. Bengal,  
35, Gopal Nagar Road, Kolkata-27.

A.K. Das  
Deputy Secretary

————— ● —————  
**Government of West Bengal**  
**Land And Land Reforms Department**  
**L.A.-III Branch**  
**Writers' Buildings, Kolkata-1.**

No.854-L.A-III/LL/N-LAIII-1E-5/99.

Dated : 20.03.2002

From : The Dy. Secy. to the Govt. of West Bengal.

To : The Accountant General, West Bengal (A.&E.),  
Treasury Buildings,  
Kolkata -700001.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to withdraw five posts of Assistant Land Acquisition Officer from the district of Jalpaiguri which were allotted to the

district vide this Deptt.'s Memo. No.4153-L.A.-III, dated 16.10.01 and to redistribute them among the offices in the manner shown in the margin with effect from the date of issue of this order in consideration of the load of land acquisition work in the districts involved.

1) Office of the Teesta Barrage Project at Siliguri	- 1 (One)
2) Office of the Commissioner, Jalpaiguri Division	- 2 (Two)
3) Office of the Special Land Acquisition Officer, South 24-Parganas	- 2 (Two)

The sanctioned strength of Assistant Land Acquisition Officer in the L.A. Wing of district of Jalpaiguri will stand reduced by five and that of

- (1) the office of the Special Land Acquisition Officer, Teesta Barrage Project at Siliguri,
  - (2) the office of the Commissioner, Jalpaiguri Division,
  - (3) the office of the Special Land Acquisition Officer, South 24-Parganas
- will be enhanced by one, two & two respectively.

The charges involved are debitible to the head "2029-LR-Direction & Administration etc.".

Yours faithfully,

A.K. Das

Deputy Secretary to the  
Government of West Bengal.

No.854/1(16)-L.A.-III.

Dated : 20.03.2002

Copy forwarded for information and necessary action to:-

- 1) The Collector, Jalpaiguri,  
P.O.& Dist.- Jalpaiguri.
- 2) The Collector, South 24-Parganas,  
P.O. – Alipore, Kolkata-700027.
- 3) The Collector, Darjeeling,  
P.O. & Dist. – Darjeeling.
- 4) The Commissioner, Jalpaiguri Division,  
P.O. & Dist. - Jalpaiguri.
- 5) The Commissioner, Presidency Division,  
11, N.S. Road, Kolkata-700001.
- 6) The Director of Land Records & Surveys, West Bengal,  
35, Gopal Nagar Road, Alipore, Kolkata-700027.  
He is requested to place the services of S.R.O.-IIs for posting in the places.
- 7) The Treasury Officer, Jalpaiguri, P.O. & Dist. – Jalpaiguri.
- 8) The Treasury Officer, Alipore, P.O. – Alipore, Kolkata-70027.
- 9) The Treasury Officer, Siliguri, P.O. – Siliguri, Dist. – Darjeeling.
- 10) The Special Land Acquisition Officer, Teesta Barage Project, Siliguri,  
Dist. – Drjeeling.
- 11) The Special Land Acquisition Officer, South 24-Parganas,  
P.O. – Alipore, Kolkata-70027.
- 12) The Special Land Acquisition Officer, Jalpaiguri,  
P.O. & Dist. – Jalpaiguri.
- 13) The Finance (Budget) Department of this Government.
- 14) The Finance (Audit) Department of this Government.
- 15) Sri S. Kar, S.O., Budget Branch of this Department.
- 16) Sri Sanjay Mukherjee, Deputy Secretary, Apptt. Br., Land & Land Reforms Deptt.,  
Writers' Buildings, Kolkata -700001.

A.K. Das

Deputy Secretary to the  
Government of West Bengal.

**Table**

**[ See Separate File ]**

<http://wblroa.in>

**Government of West Bengal  
Land and Land Reforms Department  
Writers' Buildings, Kolkata-700001.**

**NOTIFICATION**

No.3689-L.A. III/LL/N-LA III-IE-35/99

Kolkata, the 10<sup>th</sup> December, 2002.

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules regulating the recruitment to the post of Law Superintendent in the office of the First Land Acquisition Collector, Kolkata, under the Land and Land Reforms Department, Government of West Bengal:-

**RULES**

The method of recruitment to the post of Law Superintendent in the office of the First Land Acquisition Collector, Kolkata, under the Land and Land Reforms Department, Government of West Bengal, shall be as detailed below:-

1. Name of the post : Law Superintendent
2. Method of recruitment : By selection from amongst the officers in the cadre of Special Revenue Officer, Grade-I (S.R.O-I) under the Land and Land Reforms Department having five years experience in dealing with court cases involving land laws; Provided that if at any point of time no officer in the cadre of Special Revenue Officer, Grade-I is found suitable, the above post may be filled up by deputation from amongst the Junior Law Officers of the Law Department, Government of West Bengal, having five years regular service in the said post.

*Note:-* These rules regulating the recruitment to the post of Law Superintendent shall not apply to the person who is already holding the post of Law Superintendent and his appointment to such post shall be deemed to have been made on regular basis and considered that he has fulfilled the requisites for recruitment to such post.

By order of the Governor  
Amal Kumar Das  
Dy. Secy. to the Govt. of West Bengal.

●  
**Government of West Bengal  
Land and Land Reforms Department  
L.A.III Branch**

Memo. No.1762-L.A.III/1M-49/99

Dated : 3.7.03

From : The Deputy Secretary to the Govt. of West Bengal.

To : The Principal Accountant General (A&E) , West Bengal,  
Treasury Buildings, Kolkata-700001.

Sub : Upgradation of the status of the post of Rent Controller, Kolkata and creation of Addl. post for the organization of the Rent Controller, Kolkata.

Sir,

I am directed by order of the Governor to say that the Governor is pleased to accord sanction to the upgradation of the status of the existing post of Rent Controller, Kolkata to that of Joint Secretary to be manned by an officer of the cadre of the W.B.C.S. (Exe) holding the same status.

The Governor is also pleased to accord sanction to the creation of the following additional posts for the organization of the Rent Controller, Kolkata.

- i) two posts of Additional Rent Controller to be manned by the officers of the W.B.C.S.(Exe) cadre in the rank of O.S.D. & Ex-officio Dy. Secy.

- ii) three posts of Stenographer to be filled up by fresh hands as per recruitment rules of Stenographer in the Fin. Deptt.
- iii) two posts of Inspector to be filled up by the existing members of R.O./S.R.O.II cadre.
2. This order issues taking into consideration the necessity to strengthen the existing organization of the Rent Controller, Kolkata to enable it to cope with the increasing workload following the promulgation of the West Bengal Premises Tenancy Act, 1997 and the decision for that purpose, to set up new offices of Addl. Rent Controller; one each at Sealdah & Alipur area.
3. This order issues with the concurrence of the Fin. Deptt. Vide their U.O. No.Gr.G 68 dated 16.12.02.
4. The charge will be met from the grant under the head "2060-00-OAS-Rent Control etc. Non-Plan-Head Quarter and Distt. Estate." in the current year's on account budget.
5. The Rent Controller Kolkata and the Pay & Accounts Officer, Kolkata are being informed.

Yours faithfully,  
Sd/-Illegible  
Deputy Secretary.

No.1762/1(7)-L.A.III

Dated : 3.7.03

Copy forwarded for information and necessary action to :

- 1) The Rent Controller, Kolkata,  
2 & 3, K.S. Roy Road, Kolkata - 700001.
- 2) The Pay & Accounts Officer, Kolkata,  
Pay & Accounts Office-II,  
P-1, Hyde Lane,  
Kolkata-73.
- 3) The D.L.R. & S., West Bengal,  
Survey Buildings, Alipore, Kolkata-27.
- 4) The Finance (Gr.G) Deptt.,  
Writers' Buildings, Kolkata-1,
- 5) The P & A.R. Deptt.,  
Writers' Buildings, Kolkata-1
- 6) The Apptt. Br. of this Deptt.,
- 7) The Budget Br. of this Deptt.

Sd/-Illegible  
Deputy Secretary to the  
Govt. of West Bengal.

●

**Government of West Bengal  
Land And Land Reforms Department  
Section - B I : BR - Apptt.**

No. 674-Apptt.  
LL/O/N/1E-25/03

Dated, the 4<sup>th</sup> February, 2003.

To  
The Director of Land Records & Surveys  
& Jt. Land Reforms Commissioner, West Bengal.

**ORDER**

For Smooth running of the work relating to Survey matters, court cases and maintenance of Records etc. at the headquarter of the Director of Land Records & Surveys, West Bengal at Alipore permanent posting of some posts of Special Revenue Officer, Grade-II and Revenue Officer are urgently required at the head Office of the Director of Land Records & Surveys, West Bengal.



The Land and Land Reforms Department was thinking over the matter for some time past.

After careful consideration of the matter, the undersigned is directed to convey the administrative approval for posting of 19 nos. of Special Revenue Officer Gr.II and 12 nos. of Revenue Officer at the headquarter of the Director of Land Records and Surveys, West Bengal at Alipore by arrangement of withdrawing the equal number of posts from the different districts with stipulation that the pay and allowances of such Officers would be drawn from the Establishment of the Directorate of Land Records & Surveys, West Bengal at the headquarter subject to the condition that the total number of sanctioned post of each category of SRO-II and R.O. would remain unchanged.

S. Mukherjee.  
Deputy Secretary  
to the Govt. of West Bengal  
Land and Land Reforms Deptt.

No.674/1(4)- Apptt.

Dated , the 4<sup>th</sup> February, 2003.

Copy forwarded for information and necessary action to the :

- 1) Principal Accountant General (A&E), West Bengal  
Treasury Buildings, Kol - 1.
- 2) Treasury Officer, Alipore- 1 & II  
South 24-Parganas.
- 3) Guard File Sec - BI, Apptt. Branch.

S. Mukherjee  
Deputy Secretary  
Land & Land Reforms Deptt..W.B.

●

**Government of West Bengal  
Land and Land Reforms Department  
L.A.-III Branch**

No.622-LA-III/LL/N/1E-6/02

Dated 4.3.04.

From : The Dy. Secy. to the Govt. of W.B.

To  
The Accountant General, West Bengal (A&E),  
Treasury Buildings,  
Kolkata-1.

Sir,

I am directed by order of the Governor to say that the Governor has been pleased to order that the sanctioned strength of Additional Land Acquisition Officer and Assistant Land Acquisition Officer in the District of Hooghly will be enhanced from 5 (five) to 6 (six) & from 9(nine) to 10 (ten) by way of transfer of one post of Additional Land Acquisition Officer from Bankura Collectorate & one post of Assistant Land Acquisition Officer from the Land Acquisition set up of Haldia until further orders w.e.f. the date of issue of this order for completion of land acquisition work pertaining to Tarakeswar-Bishnupur Railway Project.

The sanctioned strength of Additional Land Acquisition Officer in the Collectorate of Bankura & that of the Asstt. Land Acquisition Officer in the Haldia land Acquisition Office will stand reduced by one each.

The charges involved are debitable to the head "2029-LR-Direction & Administration etc.".

Fin. (Budget) Deptt. & Budget Branch of this Deptt. are being infomced accordingly.

Yours faithfully,  
A.K. Das  
Dy. Secy. to the Govt. of W. Bengal

Copy forwarded for information & necessary action to :-

- 1) Collector, Hooghly, P.O. Chinsurah, Dist. Hooghly.
- 2) Collector, Bankura, P.O. Bankura, Dist. Bankura.
- 3) Collector, Purba Medinipur, P.O. Tamluk, Dist. Purba Medinipur.
- 4) A.D.M. (LA), Haldia, P.O. Basudebpur, Dist. Purba Medinipur.
- 5) Treasury Officer(1), Chinsurah, Dist. Hooghly.
- 6) Finance (Audit) Deptt., Writers' Buildings., Kolkata-700001.
- 7) Finance (Budget) Deptt., Writers' Buildings, Kolkata-700001.
- 8) P.A.R. Deptt., WBCS (Ex) Cell, Writers' Buildings, Kolkata-700001.
- 9) Aptt. Branch of this Deptt.
- 10) Budget Branch of this Deptt.
- 11) Commissioner, Burdwan Divn., P.O. Chinsurah, Dist. Hooghly.

A. K. Das  
Dy. Secy. to the Govt. of West Bengal.

●

**Government of West Bengal**  
**Land & Land Reforms Deptt.**  
**L.A.-III, Br.**

No.2793-L.A.III/LL/N/1E-6/02

dated 17.09.04

From : The Asstt. Secy. to the Govt. of West Bengal.

To : The Accountant General (A&E), West Bengal,  
Treasury Buildings, Kolkata-1.

Sub : Transfer of some posts from Paschim Midnapore to Purba Midnapore.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to transfer one post of Asstt. L.A.O. & two posts of Surveyor of L.A. Deptt., Paschim Midnapore to L.A. Deptt., Purba Midnapore in the interest of public service.

Consequent upon such transfer of posts, transfer of posts at the time of bifurcation of the district of Midnapore and subsequent transfer of posts, the present sanctioned strength of the L.A. Deptts. of Paschim Medinipur, Purba Medinipur and L.A. set-up at Haldia, stand as follows :

A) Paschim Medinipur :

<u>Sl. No.</u>	<u>Name of the post</u>	<u>Sanctioned Strength.</u>
1.	Spl. L.A.O.	1
2.	Addl. L.A.O.	4
3.	Asstt. L.A.O.	10
4.	Surveyor	21
5.	Amin	1

B) Purba Medinipur :

<u>Sl. No.</u>	<u>Name of the post</u>	<u>Nos. of post.</u>
1.	Spl. L.A.O.	1
2.	Addl. L.A.O.	1
3.	Asstt. L.A.O.	4
4.	Surveyor	9
5.	Amin (transferred at the time of bifurcation of the district).	1

C) L.A. Set up, Haldia :

<u>Sl. No.</u>	<u>Name of the post</u>	<u>Nos. of post.</u>
1.	Spl. L.A.O.	1
2.	Addl. L.A.O.	3
3.	Asstt. L.A.O.	6
4.	Surveyor	12
5.	Amin	-

Sd/- Illegible  
Assistant Secretary

No.2793/1(9)-L.A. III.

dated : 17.09.04

Copy forwarded for information & necessary action to the :

1. The Collector, Paschim Medinipur, P.O. & Dist. Paschim Medinipur.
2. The Collector, Purba Medinipur, P.O. Tamluk, Dist. – Purba Medinipur
3. The Director of Land Records & Surveys, West Bengal  
35, Gopal Nagar Road, Kolkata-700027.
4. Addl. Dist. Magistrate (L.A.), Haldia, Khanjanchak,  
P.O. Basudevpur, Dist. Purba Medinipur.
5. P. & A.R. Deptt., W.B.C.S. (Exe) Cell,  
Writers' Buildings, Kolkata-700001.
6. Commissioner, Burdwan Division, P.O. Chinsurah, Dist. Hooghly.
7. Finance (B) Deptt., Writers' Bldgs., Kolkata-700001.
8. Budget Branch of this Deptt.
9. Finance (Audit) Deptt., Writers' Bldgs., Kolkata-700001.

Sd/- Illegible  
Assistant Secretary

●

**Government of West Bengal**  
**Personnel and Administrative Reforms Department**  
**WBCS Cell**

No.4020-PAR (WBCS)

Dated : 07.10.2004

**NOTIFICATION**

Finance Department has sanctioned 3 (three) additional posts of Special Secretary in the Pay Scale No.21 and 32 (thirty two) additional posts of Joint Secretary in the Pay Scale No.19 in favour of WBCS (Executive) Cadre vide their u/o No.3482, Gr.P. (Service), dated 05.10.2004.

2. The distribution of posts in WBCS (Exe) Cadre in different scales was as follows in terms of P & AR Department's Memo. No.1198-P & AR (WBCS), dated 26.03.2001

Scale No.21	10
Scale No.19	105
Scale No.18	167
Scale No.17	550
<u>Scale No.16</u>	<u>935</u>
Total	1767

3. The cadre posts of WBCS (Exe) stand redistributed as follows w.e.f. 01.10.2004 due to sanctioning of 3(three) additional posts of Special Secretary in the Pay Scale No.21 and 32 (thirty two) additional posts of the Joint Secretary in the Pay Scale No.19. Accordingly the present position of the sanctioned posts in the said pay scales will be as follow:

Scale No.21	13
Scale No.19	137
Scale No.18	167
Scale No.17	550
<u>Scale No.16</u>	<u>900</u>
Total	1767

Consequent upon creation of the aforesaid additional posts in the Pay Scale No.21 & 19, the equivalent number of posts in the basic grade will stand reduced.

4. Government has decided that the procedure already followed in the matter of selection of the members of the WBCS (Exe) for appointment to the above-mentioned scales of pay will remain unaltered as contained in this Department's Notification No.265-PAR(WBCS), dated 29.01.1991.

5. The eligibility conditions for awarding higher Pay Scale No.17, 18, 19 and 21 to WBCS (Exe) Officers will be same as stated in Finance Department's Memo No.6075-F dated 21.06.1990 and No.3015-F dated 13.03.2001.

6. Other provisions of the existing Career Advancement Scheme as laid down in the then Home (P & Ar) Department's (now P & AR Department) Memo. No.265-PAR (WBCS) dated 29.01.1991 shall continue to remain in force.

7. This order issues with the concurrence of the Finance Department vide their u/o No.3482, Gr. P Service, dated 05.10.2004.

By order of the Governor  
D.K. Chakraborty

Principal Secretary to the Government of West Bengal

●

**Government of West Bengal**  
**Land and Land Reforms Department**  
**Branch – Apptt.**

No.837-Apptt./2P-129/05

Dated : 09.02.07

From : The Asstt. Secy. to the Govt. of W.B.

To : The D.L.R.S. and Jt. L.R.C., West Bengal,  
35, Gopal Nagar Road, Alipore,  
Survey Buildings, Kolkata-700027.

Sub: Issue of No objection Certificate to appear at the W.B.C.S.(Exe) etc. Exam.,  
2007 conduct by P.S.C., West Bengal.

The W.B.C.S.(Exe) Exam being conducted by Public Service Commission, West Bengal, no permission is required for it, in terms of erstwhile Board of Revenue's Order No.6469-Apptt., dt. 03.07.92 read with No.2332-Apptt., dt.30.03/05.04.95.

Only, in the event of final selection for any Service/Post, their release from present assignment will be governed by existing rules.

All concerned may be informed accordingly.

Sd/- Illegible.  
Assistant Secretary to the  
Government of West Bengal.

Memo. No.14/1238-46/B-II/07

Dated : 14.3.07

Copy forwarded for information to :

- i) The D.L.& L.R.O. ....
- ii) The S.D.L.& L.R.O. ....
- iii-ix) The D.D.L.R./D.D.C./D.D.A./D.D.S/A.D.L.R./A.D.C./A.D.S/O.S.D.-I.
- x) Deputy Director (Training) ARTI, Salboni.
- xi) Guard File. B-I.

S.K. Dutta  
For Director of Land Records and Surveys  
and Jt. Land Reforms Commissioner, West Bengal.

**Government of West Bengal**  
**Personnel & Administrative Reforms Department**  
**W.B.C.S. Cell**

**NOTIFICATION**

No.91-P&AR(WBCS)/1D-146/99Pt dated 10.01.2012 – In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the West Bengal Civil Service (Executive) Recruitment Rules, 1978, issued with this Department notification No.271-P&AR (WBCS), dated the 13<sup>th</sup> January, 1978 and published in the Calcutta Gazette, Extraordinary, Part 1, dated the 25<sup>th</sup> January, 1978, as subsequently amended (hereinafter referred to as the said rules)-

**AMENDMENTS**

In the said rules –

- (1) in clause (b) of sub-rule(1) of rule 4,-
  - (a) for sub-clause (i), substitute the following sub-clause-  
“(i) Combined panel of the West Bengal Sub-ordinate Land Revenue Service, Grade-1 and Special Revenue Officer, Grade-II, prepared by the Department of Land and Land Reforms (Land Reforms Branch)”.
  - (b) omit sub-clause (ii),
  - (c) omit sub-clause (iv)
- (2) to sub-rule(1), after the first proviso, add the following proviso –  
“Provided further that the number of posts that can be separately filled up from the feeder services/posts mentioned in sub-clauses (i), (iii) and (v) shall be fifty three percent, forty five percent and two percent respectively of the total number of posts filled up from all these feeder services/posts taken together.”
- (3) to sub-clause (1) of rule 8, add the following proviso:-  
“Provided that a person holding the post of Special Revenue Officer, Grade-II, shall be eligible for promotion to the service subject to completion of minimum of six years of combined service in the West Bengal Sub-ordinate Land Revenue Service, Grade-I and Special Revenue Officer, Grade-II, which includes a minimum of one year of service in the post of Special Revenue Officer, Grade-II”.
- (4) add sub-rule (3) to Rule 8,  
“(3) The State Government shall report the number of vacancies against promotion quota in every calendar year to the Commission.

By order of the Governor.  
Indevar Pandey.  
Secy. to the Govt. of West Bengal.

●  
**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and Joint**  
**Land Reforms Commissioner, West Bengal, Survey Building**  
**35, Gopalnagar Road, Alipore, Kolkata-700027**

Memo No.325/419/BII/11

Dated, Alipore, the 28<sup>th</sup> February, 2012

From: Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, W.B.

To

1. The District Magistrate (All)
2. The ADM & DL&LRO (All)
3. The Kolkata Thika Controller
4. The Rent Controller, Kolkata
5. The ULCO, Kolkata, Salt Lake.
6. Addl. LAO (All)

Sub : Declaration of Willingness /Non-willingness towards promotion to WBCS (Exe.) from feeder services.

Sir,

Promotion to the rank of WBCS (Exe.) from the feeder service is under consideration of the Personnel & Administrative Reforms Department, West Bengal, who has made it mandatory to provide a written declaration of Willingness/Non-willingness of all officers in the gradation list who are in the zone of consideration for promotion to WBCS \*Exe.). This is to pre-empt any court case.

You are requested to make necessary arrangement to collect declaration of Willingness/Non-willingness towards promotion (in format attached) taken from all Special Revenue Officer-IIs, who are in the zone of consideration for promotion to WBCS (Exe.) and to forward the same to this office for onward transmission to the Personnel & Administrative Reforms Department, latest by the 5<sup>th</sup> of March, 2012. This is urgent.

Enclosure- 1) Declaration format  
2) P&AR Department's letter

Yours faithfully,  
T. K. Shome

Director of Land Records & Surveys and  
Joint Land Reforms Commissioner & Ex-Officio  
Special Secretary, L & LR Department, West Bengal.

Memo. No.325/419/1(2)/BII/11

Dated, Alipore, the 28<sup>th</sup> February, 2012

Copy forwarded for information to –

- 1) The Land Reforms Commissioner and Principal Secretary, Land & Land Reforms Dept. WB.
- 2) The Secretary, Personnel & Administrative Reforms Department, Govt. of West Bengal.

T. K. Shome

Director of Land Records & Surveys and  
Joint Land Reforms Commissioner & Ex-Officio  
Special Secretary, L & LR Department, West Bengal.

**Government of West Bengal**  
**Personnel & Administrative Reforms Department**

No.53/SPAR/ID—20/12

Dated: February 27, 2012

From : Secretary to the Govt. of West Bengal  
Personnel & Administrative Reforms Department

- To:
1. Land Reforms Commissioner and Principal Secretary  
to the Government of West Bengal  
Land & Land Reforms Department
  2. Principal Secretary  
Panchayat & Rural Development Department  
Government of West Bengal.
  3. Secretary  
Irrigation & Water ways Department

Sub : Promotion to WBCS(Exe.) from Feeder Services and non-receipt of willingness/non-willingness of the officers concerned.

Sir,

Land and Land Reforms Department; Panchayat & Rural Development Department and Irrigation & Waterways Department have submitted the list of officers from feeder services who are to be considered for promotion to WBCS(Exe.) It is mandatory to provide a written willingness or unwillingness of all the officers in the gradation list, who are in the zone of consideration for promotion to WBCS(Exe.). It is essential to have this document to avoid future Court cases on this issue.

It is therefore requested that a written willingness or unwillingness of each and every officer in the zone of consideration be sent to the P&AR Department at the earliest in the format enclosed with this letter.

This may be treated as most urgent.

Yours faithfully,  
Indevar Panday  
Secretary to the Govt. of West Bengal  
Personnel & Administrative Reforms Department

Encl : As stated

**DECLARATION**

I do hereby declare that I have only one living spouse. I do hereby declare my unconditional willingness for appointment to WBCS (Exe.)

\*Or

I do hereby declare that I have only one living spouse. I do hereby declare my unconditional unwillingness for appointment to WBCS (Exe.)

(\*strike out which is not applicable)

\_\_\_\_\_  
Signature with Date

Name (in block letters)	Address(in block letters)		Contact No
	Office	Residence	

●  
**Government of West Bengal**  
**Land & Land Reforms Department**  
**Kolkata - 700001**

No. 33-LA III/LL-N-1E-2/98

dated : 3<sup>rd</sup> January, 2002

**NOTIFICATION**

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules regulating the recruitment to the post of Surveyor in the Land and Land Reforms Department and in the Land Acquisition Offices in the different Districts and in certain other offices under the Land and Land Reforms Department, Government of West Bengal :-

**RULES**

The method of, and the qualification required for, recruitment to the post of Surveyor in the Land and Land Reforms Department and in the Land Acquisition Offices in the different Districts and in certain other officers under the Land and Land Reforms Department, Government of West Bengal, shall be as detailed below :-

1. Name of Post : Surveyor.
2. Appointing Authority : The Deputy Secretary to the Government of West Bengal, Land and Land Reforms Department.
3. Method of recruitment : By direct recruitment (selection) Departmental Candidates being eligible to apply.
4. Essential qualifications : (i) General : Passed Madhyamik Examination under the West Bengal

Board of Secondary Education or equivalent.

(ii) Technical : Senior Surveyor certificate from the West Bengal Survey Institute, Bandel, or a Trade Certificate in the trade of Surveyor from any Industrial Training Institute, or an equivalent certificate in the trade of Surveyor from any other technical Institute recognized by the West Bengal Council of Technical Education or recognized by the All India Council of Technical Education.

5. Age : General Candidates : 18-30 years : provided that the provisions of West Bengal Services (Raising of Age Limit) Rules, 1981, as amended, shall be applicable here so long as the same will remain in force. The upper age limit shall be relaxable upto 45 years for departmental candidates.

Provided further that the age limit shall be relaxable for the candidates belonging to Schedule Castes, Schedule Tribes and other Backward Classes as per rules for the time being in force.

By order of the Governor,  
S.N. Ghosh  
Principal Secretary to the  
Government of West Bengal

No.33/1(50)-LA III/LL-N-1E-2/98

dated, 3<sup>rd</sup> January, 2002

Copy forwarded for information and necessary action to :-

- 1) The District Magistrate, .....
- 2) The 1<sup>st</sup> Land Acquisition Collector, Kolkata  
5, Bankshall Street, Kolkata- 700001.
- 3) The Spl. Land Acquisition Collector, .....
- L.A. Office of the Districts.
- 4) The Deputy Secretary, Establishment Branch of this Deptt.
- 5) Thika Controller, Kolkata, 12B, Russel Street, Kolkata-700071.
- 6) The Collector, Kolkata,  
1, N.S. Road, Kolkata- 700001.

A. K. Das  
Deputy Secretary  
to the Government of West Bengal

Government of West Bengal  
Land and Land Reforms Department  
Establishment Branch

No. 2202(43)-Estt.

Dated: Calcutta , the 14<sup>th</sup> Aug, 1985

To  
The Director of Land Records and Surveys and  
Joint Land Reforms Commissioner, West Bengal  
35, Gopalnagar Road, Alipur, Calcutta - 27.

Sub : Recruitment Rules for the posts of Revenue Inspectors under the Integrated Set-up of Land Reforms Administration.

The undersigned is directed to send herewith a set of Recruitment Rules for the post of Revenue Inspectors under the Integrated Set-up of Land Reforms Administration for information and taking necessary action.

The Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal is requested to take necessary steps for appointment of Revenue Inspectors at an early date.

Sd/- Illegible  
Deputy Secretary  
to the Government of West Bengal



## **NOTIFICATION**

In exercise of the Power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules regulating the recruitment to the posts of Revenue Inspector under the Land and Land Reforms Department, Government of West Bengal :-

### **RULES**

- (1) Appointing Authority – Director of Land Records and Surveys, West Bengal and Joint Land Reforms Commissioner, West Bengal.
- (2) Scale of Pay. – Rs.300-10-400-15-565-20-685/-Plus Special Pay of Rs.30/- per month.
- (3) Method of Recruitment – (i) By absorption of –
  - (a) Circle Inspectors and Assistant Revenue Officers employed under the Collectors on the date of coming into force of these rules; and
  - (b) Settlement- Kanungos, Grade-II, employed under the Director of Land Records and Surveys, West Bengal, on the date of coming into force of these rules;
- (ii) By selection from amongst the following categories of employees :-
  - (a) Lower Division Clerks and other categories of employees in the Lower Division Scale employed under the Collectors; and
  - (b) Peshkars, Lower Division Clerks and other categories of employees in the Lower Division Scale under the Director of Land Records and Surveys, West Bengal. :

Provided that the employees who have passed the School Final Examination or its equivalent from any recognized Board of Secondary Education or University and have served for not less than 3 years in any post in the Lower Division scale or in the scale of Peshkar or in more than one of these posts taken together, shall only be eligible for selection :

Provided further that the ratio of vacancies to be filled up from the categories (a) and (b) shall be 1:3;

Provided also that Muharrirs, Janch Muharrirs and Amins employed under the Collectors or under the Director of Land Records and Surveys, West Bengal, having the requisite qualifications as prescribed in these rules shall be considered for selection if sufficient number of suitable candidates are not available against the quotas fixed for selection from (a) or (b) above, as the case may be:

Provided also that the total number of posts to be filled up under this clause shall not exceed 75 per cent of the residuary posts after filling up of the posts under clause (i);

- (iii) by direct recruitment :-

Provided that the total number of posts to be filled up under this clause shall not exceed 25 per cent of the residuary posts after filling up of the posts under clause (i).

- (4) Qualification for (a) selection and (b) direct recruitment. – Must have passed the School Final Examination of any recognized Board of Secondary Education or its equivalent.
- (5) Age. – (a) for direct recruitment, not more than 30 years of age on the 1<sup>st</sup> January of the year of recruitment;
- (b) for recruitment by selection, not more than 54 years on the 1<sup>st</sup> day of July of the year of selection.
- (6) Training. – (a) for direct recruitment, the candidates shall be recruited provisionally, subject to successful completion of a course of training. During the period of training they will be paid an allowance equal to the initial of the scale of pay of the post plus dearness allowance as admissible. The training shall be of a duration of six weeks and the trainee shall have to pass an examination on completion of the training. The period of training may be extended in exceptional circumstances. If a candidate does not apply himself to the training with due diligence or fails to pass the end-of-training examination even in two chances, he shall be liable to be discharged without notice.
- (b) for these recruitment by selection, the candidates shall be appointed provisionally and shall undergo six weeks' in-service training. They will have to pass a departmental examination at the end of training. The period of training may be extended in special circumstances. If any candidate fails to pass

the departmental examination even in two chances, he will be liable to be reverted to his former post from which he was promoted.

(7) Saving. – These rules shall cease to have effect on the completion of the constitution of the cadre of Revenue Inspectors.

By order of the Governor,  
Sd/- Illegible  
Secretary to the  
Government of West Bengal

●

**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo No. 14/6109-6120/BI/94

Dated: Alipore, the 7<sup>th</sup> December, 1994

To  
The District Land & Land Reforms Officer, .....

Sub : Appointment to the post of Revenue Inspector in the Integrated set up.

His attention is invited to this Directorate Order No.14/5635/B-1/94 dated 10.11.94 under which the trainee Revenue Inspectors on successful completion of In-service training including split camp training have been formally posted as Revenue Inspector in the Offices of Revenue Inspector in the district.

2) A question has arisen as what would be the effective date of posting of the trainees as regular Revenue Inspector in the offices of Revenue Inspector in terms of this Directorate order referred to above. It is clarified for his information and guidance that the trainees should be treated to have assumed the charge of Revenue Inspector in the district w.e.f. the 10<sup>th</sup> November, '94 i.e. the date of issue of the Directorate orders referred to above and that the intervening period between the 29<sup>th</sup> September, '94 (the date of expiry of the split camp training as per this Directorate orders dated 8.9.94) and the 10<sup>th</sup> November '94 (the effective date of regular posting) shall be treated as the extended period of split camp training. It is further clarified in this connection that the incumbents are entitled to initial pay in the scale of pay of Rs.1040-1920/- plus Dearness Allowance for the period upto 9<sup>th</sup> November 1994 and that they are entitled to initial pay in the said scale of pay plus special pay @Rs.60.00 plus allowances as admissible w.e.f. 10.11.94.

3) He is, therefore, requested to please strictly follow the above 'Clarification' in the matter.

S. Khaddar  
For Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

●

**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

Memo No. 7741-F.

Calcutta, the 6<sup>th</sup> July, 1989

**MEMORANDUM**

Sub : Recruitment of Lower Division Clerks of different regional offices through Public Service Commission, West Bengal.

The Rule for the Regulation of Recruitment to the Clerical Services of the Secretariat and certain other offices of the Government of West Bengal, promulgated with Finance Department notification No. 2083-F, dated 21.06.1954, as subsequently amended have been further amended by Finance Department Notification No.7740-F, dated 06.07.1989 providing inter-alia that all the posts of Lower Division Clerks/ Assistants and certain other clerical posts similar to that of Lower Division Clerks/ Assistants in all State Govt. Offices, direct recruitment to which are hitherto made otherwise than through the Public Service Commission, West Bengal are to be henceforth filled up on the results of the

combined competitive examination to be conducted annually by the Public Service Commission, West Bengal.

2. In the above context, the undersigned is directed by order of the Governor to state that the Governor has been pleased to direct that filling up of vacancies in the post of Lower Division Clerks or any other similar posts covered by the aforesaid Amendment vide Notification No.7740-F, dated 06.07.89 (which are borne in the identical scale of pay, belong to the cadre of Lower Division Clerks/ Assistants and are considered to be the feeder posts for promotion to the post of UDC/UDA), by direct recruitment otherwise than through the Public Service Commission, West Bengal should be stopped immediately.

3. All the Heads of Departments/ Offices are requested to issue necessary instructions to the above effect to all the appointing authorities in respect of the posts mentioned hereinabove in the offices under them.

Samar Ghosh  
Joint Secretary to the  
Government of West Bengal  
Finance Department

Memo No. 11089(90)-DE

Dated, Calcutta, the 3<sup>rd</sup> August, 1989

Copy with a copy of F.D. Notification No.7740-F dated 06.07.89 forwarded to :-

- 1) The Commissioner, \_\_\_\_\_ Division.
- 2) The District Magistrate, \_\_\_\_\_.
- 3) The Director of Land Records & Surveys, West Bengal
- 4) The District Land & Land Reforms Offices, .....
- 5) The Sub-Divisional Officer, \_\_\_\_\_.

For information and compliance.

Sd/-Illegible  
Assistant Secretary,  
Board of Revenue, West Bengal

**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

No. 7740-F.

Calcutta, the 6<sup>th</sup> July, 1989

#### **NOTIFICATION**

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the rules for the regulation of recruitment to the clerical services of the Secretariat and certain other offices of the Government of West Bengal, published with this department notification no.2083-F. dated the 21<sup>st</sup> July, 1954, as subsequently amended (hereinafter referred to as the said rules) :-

#### **AMENDMENTS**

In the said rules, -

- (1) in the heading of the rules above rule 1, omit the word "CERTAIN".
- (2) for rule 1 substitute the following rule :-  
"1. These rules shall apply to all the clerical establishments under the rule making power of the Government of West Bengal.";
- (3) for rule 7, substitute the following rule :-  
"7. Method of recruitment -

Notwithstanding anything contained in any rules or orders regulating recruitment to the posts of Lower Division Assistant or Lower Division Clerk and posts similar to that of Lower Division Assistant or Lower Division Clerk in different offices under the Government of West Bengal, direct recruitment to all such posts shall be made on the results of combined competitive examination to be held by the Public Service Commission, West Bengal.

NOTE : For the purpose of this rule, -

(1) posts similar to that of Lower Division Assistant or Lower Division Clerk shall mean such posts as may be specified by Government from time to time by notification from amongst the posts which are clerical in nature, are borne in the same scale of pay as the post of Lower Division Assistant or Lower Division Clerk, belong to the cadres of Lower Division Assistant or Lower Division Clerk and are considered to be feeder posts for promotion to the post of Upper Division Assistant, or Upper Division Clerk, and

(2) posts of Accounts Clerk, Store Assistant, 4<sup>th</sup> Grade Clerk and sub-divisional clerk in different Engineering Department shall be posts similar to that of Lower Division Assistant or Lower Division Clerk”;

(4) for rule 13, substitute the following rule :-

“13(1). The combined competitive examination referred to in rule 7 will be held annually by the Public Service Commission, West Bengal, simultaneously in all the districts of West Bengal including Calcutta.

(2) Candidates applying for the examination shall be allowed to indicate their for (i) the vacancies in the Secretariat Departments or Directorates and also for the vacancies in one district only to be named by them stating the order of preference between the two, or (ii) the vacancies in the Secretariat Departments or Directorates only, or (iii) the vacancies for one particular district only to be named by them”;

(5) for rule 15, substitute the following rule :-

“15.(1) By the 1<sup>st</sup> April of each year or soon thereafter the appointing authority, or such other authorities as may be empowered by Government, shall report to the Public Service Commission, West Bengal, the number of vacancies available for being filled on the results of the competitive examination mentioned in rule 7.

(2) (a) Vacancies in the posts of Lower Division Assistant or Lower Division Clerk and posts similar to that of Lower Division Assistant or Lower Division Clerk in the Secretariat Departments or Directorates, as the case may be, shall be filled up from the list prepared for the Secretariat Departments or Directorates, as the case may be, according to the merit position, option of the candidates for such vacancies in the Secretariat Departments or Directorates and the vacancies available for being filled up for the Secretariat Departments or Directorates.

(b) Vacancies, other than those in the Secretariat Departments or Directorates, occurring in the office in a particular district including Calcutta shall likewise be filled up from the list prepared for that district according to the merit position of the candidates, choice of the district named by them and the vacancies available for being filled up for that particular district”.

By order of the Governor,  
S.N. Roy,  
Secretary to the  
Government of West Bengal

————— ● —————  
**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

No. 11441-F.

Calcutta, the 17<sup>th</sup> October, 1989

**MEMORANDUM**

Sub : Recruitment to the posts of Lower Division Clerks/ Assistants and equivalent posts in all State Govt. offices.

The rules for regulation of recruitment to the Clerical Services of the Secretariat and certain offices of the Government of West Bengal were amended by Finance Department Notification No.7740-F, dated 6/7/89. According to that amendment the recruitment to the posts of Lower Division Clerks/ Assistants and equivalent posts in all State Government Offices were to be made on the recommendation of Public Service Commission, West Bengal.

It has since been decided that the operation of the notification no. 7740-F, dated 6/7/89 will be kept in the abeyance until further orders.

S. Ghosh  
Joint Secretary to the  
Government of West Bengal

Memo No. 13163(39)-D.E.

Dated the 20<sup>th</sup> October, 1989

Copy forwarded for information and necessary action to :-

- 1) The Divisional Commissioner, .....
- 2) The District Magistrate, .....
- 3) The Director of Land Records & Surveys, West Bengal.
- 4) The District Land and Land Reforms Officers, .....
- 5) Section B(I), Board of Revenue, West Bengal.
- 6) Section B(II), Board of Revenue, West Bengal.
- 7) Establishment Section, Board of Revenue, West Bengal.

with reference Board's Memo No.12032(90)-D.E. dated 1/9/89.

Sd/-Illegible  
Assistant Secretary,  
Board of Revenue, West Bengal  
Section : E(I) Branch : D.E.

●

**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memorandum No. 146/79-95/B.I/89

Dated: Alipore, the 3<sup>rd</sup> January, 1990

To  
The District Land & Land Reforms Officer, .....

Subject : Appointment to the post of L.D. Clerk

In continuation of this Directorate Memo No.146/8544-60/B-1/89 dated 21.12.89, he is requested to kindly incorporate another condition in the appointment letter to the effect that "he/she will have to work as Typist or L.D. Clerk or Typist-cum-L.D. Clerk as will be allotted by the undersigned". Similar condition may also kindly be incorporated in the appointment letter to be issued to the candidates of the exempted categories, for the purpose of appointment to the posts of L.D. Clerk.

S. Bandyopadhyay  
for Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

●

**Government of West Bengal**  
**Land and Land Reforms Department**  
**Establishment Branch**

**NOTIFICATION**

No. 935-Estt.

Dated: Calcutta , the 24<sup>th</sup> April, 1990

In exercise of power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules regulating the recruitment to the posts of Amins in the Integrated Set-up of Land Reforms Administration:

## RULES

### 1. **Appointing Authority**

The District Land and Land Reforms Officer shall be the appointing authority in respect of Amins for offices under his jurisdiction.

### 2. **Method of Recruitment**

(1) 75% of the posts shall be filled up by direct recruitment from candidates sponsored by Employment Exchange or in accordance with the policy laid down by the State Government in this regard from time to time.

Provided that departmental candidates possessing the essential qualifications for direct recruitment shall be eligible to apply.

(2) 25% of the posts shall be filled up by promotion of eligible Group "C" and Group "D" employees.

Note : Eligible Group 'C' or Group 'D' employee shall mean Group 'C' or Group 'D' employee who possesses the essential qualifications for direct recruitment, has completed five years of service, is on a scale of pay lower than that prescribed for the post of Amin and is not more than 54 years of age on the 1<sup>st</sup> January of the year in which promotion is considered.

### 3. **Qualifications for direct recruitment**

Essential : (i) A pass certificate in School Final/ Madhyamik Examination of the West Bengal Board of Secondary Education or equivalent.

(ii) Good working knowledge of written and spoken Bengali.

Desirable : Knowledge of survey work and/or diploma or certificate in survey from a recognized institution.

### 4. **Age for direct recruitment**

The candidates shall not be less than 18 years of age and more than 35 years of age on the 1<sup>st</sup> January of the year in which the selection is made :

Provided that the upper age limit shall be relaxable up to 40 years for departmental candidates for direct recruitment.

### 5. **Induction Training**

The selected candidates will be required to undergo in service training for a period not exceeding six months. Those of the candidates who fail to qualify in the examination to be conducted at the conclusion of the training shall be forthwith discharged from service or reverted to the feeder posts, as the case may be.

By order of the Governor,  
J.K. Kohli

Secretary to the Government of West Bengal

————— ● —————  
**Government of West Bengal**  
**Land and Land Reforms Department**  
**Establishment Branch**

No. 1000-Estt.

Dated: Calcutta , the 30<sup>th</sup> April, 1990

## NOTIFICATION

In exercise of power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make, with immediate effect, the following rules regulating the recruitment to the posts of Bhumi Sahayaks in the office of the Revenue Inspectors under the Integrated Set-up of Land Reforms Administration:-

## RULES

1. **Short title :** These rules may be called the West Bengal Services (Recruitment of Bhumi Sahayaks) Rules, 1990.

2. **Application :** These rules shall apply to recruitment to the posts of Bhumi Sahayaks in the offices of Revenue Inspectors under the Integrated Set-up of Land Reforms Administration.

3. **Appointing Authority :** The District Land & Land Reforms Officer shall be the appointing authority in respect of Bhumi Sahayaks for offices under his jurisdiction.

4. **Method of Recruitment :**

(1) 75% of the posts shall be filled up by direct recruitment from candidates sponsored by Employment Exchange or in accordance with the policy laid down by the State Government in this regard from time to time.

Provided that department candidates possessing the essential qualifications for direct recruitment shall be eligible to apply.

(2) 25% of the posts shall be filled up by promotion of eligible Group 'C' or Group 'D' employees.

Note : Eligible Group 'C' or Group 'D' employee shall mean Group 'C' or Group 'D' employee who possesses the essential qualifications for direct recruitment, has completed five years of service, is on a scale of pay lower than that prescribed for the post of Bhumi Sahayaks and is not more than 54 years of age on the 1<sup>st</sup> January of the year in which promotion is considered.

5. **Qualification for direct recruitment**

(i) A pass certificate in School Final/ Madhyamik Examination of the West Bengal Board of Secondary Education or equivalent.

(ii) Good working knowledge of written and spoken Bengali.

6. **Age :** The candidates shall not be less than 18 years of age and more than 35 years of age on the 1<sup>st</sup> January of the year in which the selection is made:

Provided that the upper age limit shall be relaxable up to 40 years for departmental candidates for direct recruitment.

7. **Induction Training :**

The selected candidates will be required to undergo in service training for a period not exceeding three months. Those of the candidates who fail to qualify in the examination to be conducted at the conclusion of the training shall be forthwith discharged from service or reverted to the feeder posts, as the case may be.

By order of the Governor,  
J.K. Kohli

Secretary to the Government of West Bengal

————— ● —————  
**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-27**

Memorandum No. 33/5238-49/B.I/90

Dated: Alipore, the 19<sup>th</sup> June, 1990

To

The District Land & Land Reforms Officer, .....

Subject : Recruitment to the post of Amin and Bhumi Sahayak in the Integrated set up.

A meeting is scheduled to be held on 03.07.90 at 11.00 A.M. in the chamber of the Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal at Survey Building in connection with the finalization of the methodology of selection of candidates to be sponsored by the

Employment Exchanges for appointment to the posts of Amin and Bhumi Sahayak in the Integrated set up. He is requested to kindly make it convenient to attend the same on the scheduled date positively.

2. He is requested to kindly get in touch with the respective Employment Exchanges so that the names of the eligible candidates are obtained by him in to time.

S. Banerjee  
for Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

————— ● —————  
**Government of West Bengal**  
**Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

No. 320/6016/BI/91

Dated: Calcutta, the 2<sup>nd</sup> December, 1994

To : The District Land & Land Reforms Officer, Howrah.

Subject : Recruitment to the post of L.D. Clerk.

Ref. : His Memo No. IV/3628/L.R. dt. 23.11.94

In terms of Labour Department's No. 800-Emp., dated 24.4.80 (copy enclosed) Shri Dhruva Gopal Chatterjee, a qualified "D" Group employee of the district is entitled to be considered for appointment to the higher post of L.D.Clerk along with the candidates sponsored by the Employment Exchanges provided he fulfils the conditions of eligibility as laid down in the relevant recruitment rules for the post of L.D. Clerk.

S. C. Bera  
For Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

————— ● —————  
**Government of West Bengal**  
**Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

No. 129/1548/B-I/93

Dated: Calcutta, the 5<sup>th</sup> April, 1995

To  
The District Land and Land Reforms Officer, Howrah.

Subject : Appointment to the posts of L.D.Clerk against "Exempted Category" Quota.

Ref : His office Memo No. 476 dt. 9.3.95

With reference to above, this is to inform him that the earlier condition that the persons appointed as L.D. Clerk against "Exempted Category" quota have to acquire speed of typing @ 30 words per minute within 6(six) months from the date of their joining has since been modified according to certain circumstances. So the condition laid down in the proforma enclosed with this Date Memo No.129/361-378/B-I/93 dated 03.02.95 shall stand modified and may be followed now.

S. C. Bera  
for Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal



**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memorandum No. 605/2243/BII/97

Dated: Alipore, the 10<sup>th</sup> May, 2000

To

The District Land & Land Reforms Officer, Cooch Behar

Subject : Appointment of the qualified "D" Group employees to the posts of Amin/L.D. Clerk/Bhumi Sahayak etc. in the Integrated set up.

Ref : His memo. No. 1526/Estt./II-47/2000 dated 5.4.2000.

In terms of the Board of Revenue's No. 3226-GBIII/19/90 dated 17/23.4.90 the qualified "D" Group employees of the Integrated set up can be allowed to appear at the competitive Examination for recruitment to the posts of L.D. Clerk/Amin/Bhumi Sahayak etc. along with the candidates sponsored by Employment Exchanges on application and on fulfilment of the usual conditions as laid down in the relevant recruitment rules.

A copy of the Board of Revenue's no.3226-GBIII dated 17/23.4.90 is enclosed for this information.

Encl : as stated

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioners  
West Bengal

Memorandum No.605/2244-2324-/BIII/97,

dated Alipore, the 10. 05.2000

Copy along with a copy of Board of Revenue's no. 3226-GBIII dated 17/23.4.90 forwarded to :-

- i) The District Land and Land Reforms Officer, .....  
for information and guidance.
- ii) The Sub-Divisional Land and Land Reforms Officer,  
..... for information and guidance
- iii) O.S.D. II, for information and guidance
- iv) H.A. BI, for information and guidance

S. Khaddar  
for Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

————— ● —————  
**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo. No. 319/6834-51/BI/2000

Dated: Alipore, the 11<sup>th</sup> December, 2000.

From :

S. Suresh Kumar, IAS  
Director of Land Records & Surveys &  
Jt. Land Reforms Commission, W.B.

To

The District Land & Land Reforms Officer,  
Bardhaman/ Bankura/Birbhum/Darjeeling/  
Haora/Hugli/Jalpaiguri/Kochbehar/Malda/  
Medinipur/Tamluk/Murshidabad/Nadia/Purulia/  
North 24-Pgs./South 24-Pgs./D. Dhinajpur/U.Dinajpur.

Subject : Recruitment of LDC, Amin and Bhumi Sahayaks.

1.0. The recruitment of LDC, Amin and Bhumi Sahayaks was long overdue. The L&LR Department after it had received clearance from the Finance Department by its G.O. No.6807-ISU, dated 8<sup>th</sup> October, '99 had intimated the creation of additional posts. However, the further follow-up action could not initiated due to various reasons. Presently there is no further obstacle to the process and it should be carried out expeditiously.

2.0 Please find enclosed a statement regarding the available vacancies in the ISU for the cadres of LDC/Amin/Bhumi Sahayaks. Of the total vacancies available 30% is set aside for the exempted category. The rest has been decided strictly as per the guidelines of the Labour Department in G.O. No.500/100-EMP/1M-43/94, dated 7<sup>th</sup> October, 1997.

3.0 The total vacancies to be filled up on requisition through an Employment Exchange and the individual break up of categories viz. General, OBC, SC & ST have been given. It has been found that there are cases where recruitment to the SC/ST/EC/Promotion have been in shortfall to the prescribed requirement. This is proposed to be made up during this recruitment by adding/ deducting the requirement as is required respectively. No recruitment for the E.C. Category directly is proposed through this circular and the E.C. category shall be filled up as per the 100 point roster described in the Labour Department G.O. No. mentioned in Para 2.0. The promotion quota as prescribed in the recruitment rules is 10% of cadre strength for LDC and 25% in the case of Amins and Bhumi Sahayaks respectively.

4.0 Requisition in the prescribed form shall be placed with for the three cadres of LDC/Amin/Bhumi Sahayaks with the Dy. Director of Employment if available or the District Employment Exchange Officer at the District Headquarter level in the **ratio of 25 names for every vacancy** with request to circulate the vacancies to all other Employment Exchanges **within the district** without fail. Names should be sent **within 30 days** positively. A copy of the Recruitment Rules should be also sent for better understanding. Under no circumstances should any Employment Exchange be left out of the process.

5.0 The requisition should clearly state a further stipulation of providing the names of physically handicapped candidates of any caste category @ 3% and ex-servicemen @ 5% of any caste category invariably as per Labour Department Circular no.500(100)-EMP/IM-43/94, dated 7.10.97. In case of failure to send the names of these category or shortage, the Employment Exchange should without further delay intimate to you the paucity of candidates. You should keep in touch with the Employment Exchanges constantly.

6.0 The recruitment process would involved considerable manpower and energy as the last recruitment took place after the creation of the ISU in 1989. I would however expect that the process should be completed by 15.02.2001 positively for all the three cadres of LDC, Amin and Bhumi Sahayak. A guideline for the recruitment procedure to be followed henceforth is also being sent shortly.

Encl : Statement of vacancies.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

Memo No. 319/6852-55/BI/2000

Dated : Alipore, the 10<sup>th</sup> December, 2000.

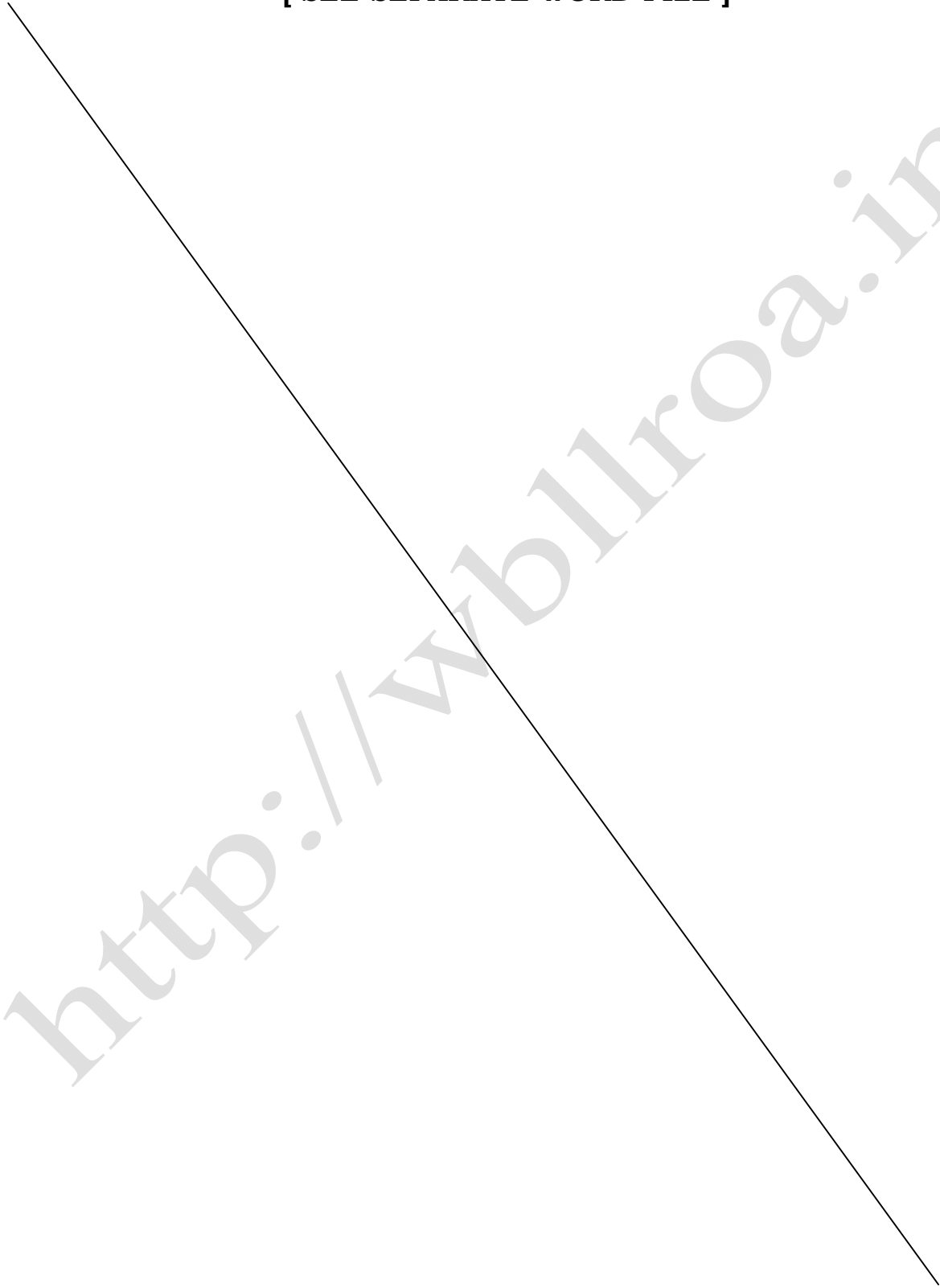
Copy forwarded for information and necessary action to :-

- (1) The Principal Secretary, L&LR and Land Reforms Commissioner, WB.
- (2) The Joint Secretary, L&LR Department, WB.
- (3) The Director of Employment, 67, Bentinck Street, Calcutta-700001. He is requested to ask his subordinate offices to expedite the matter.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

**TABLE**

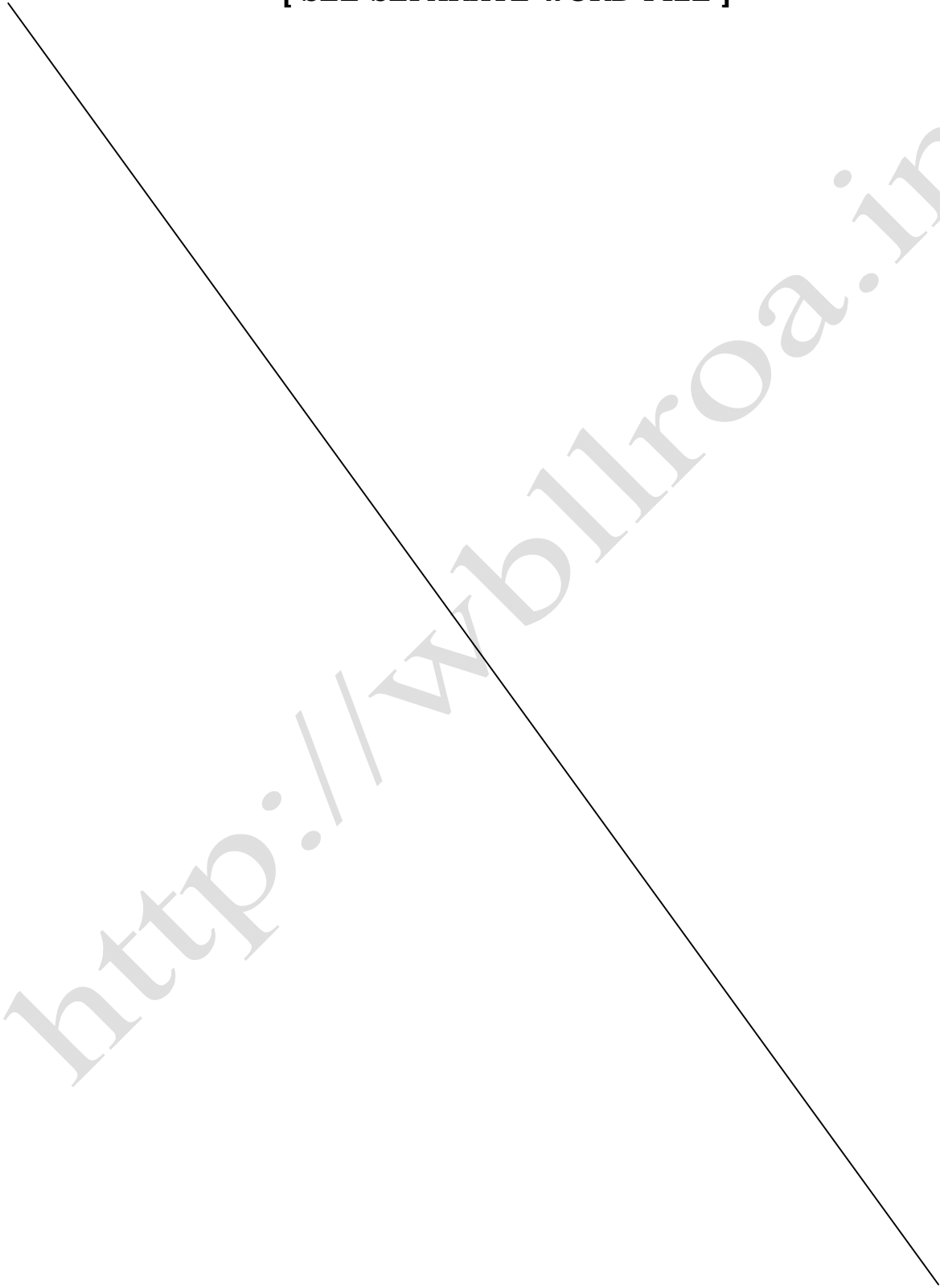
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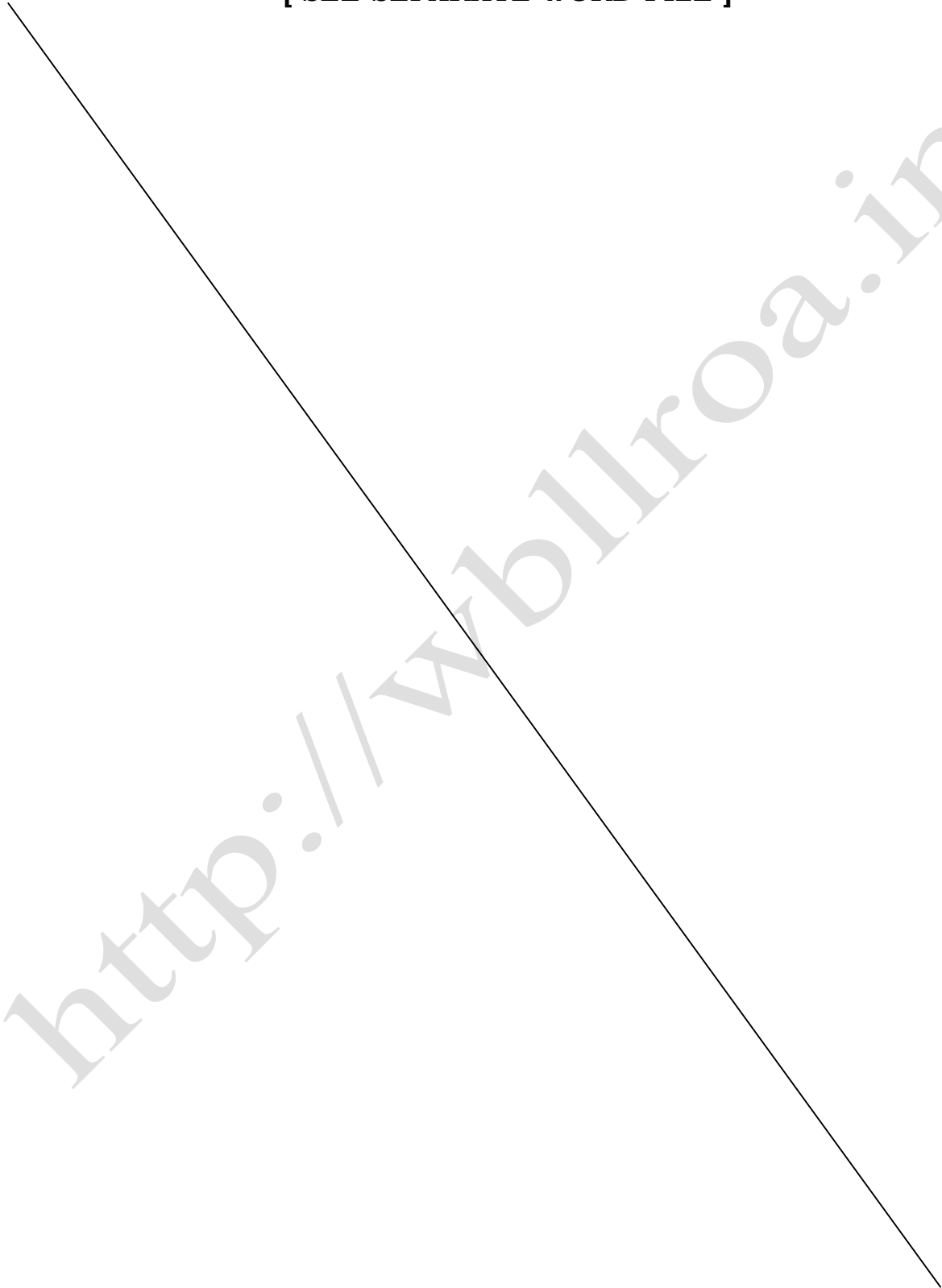
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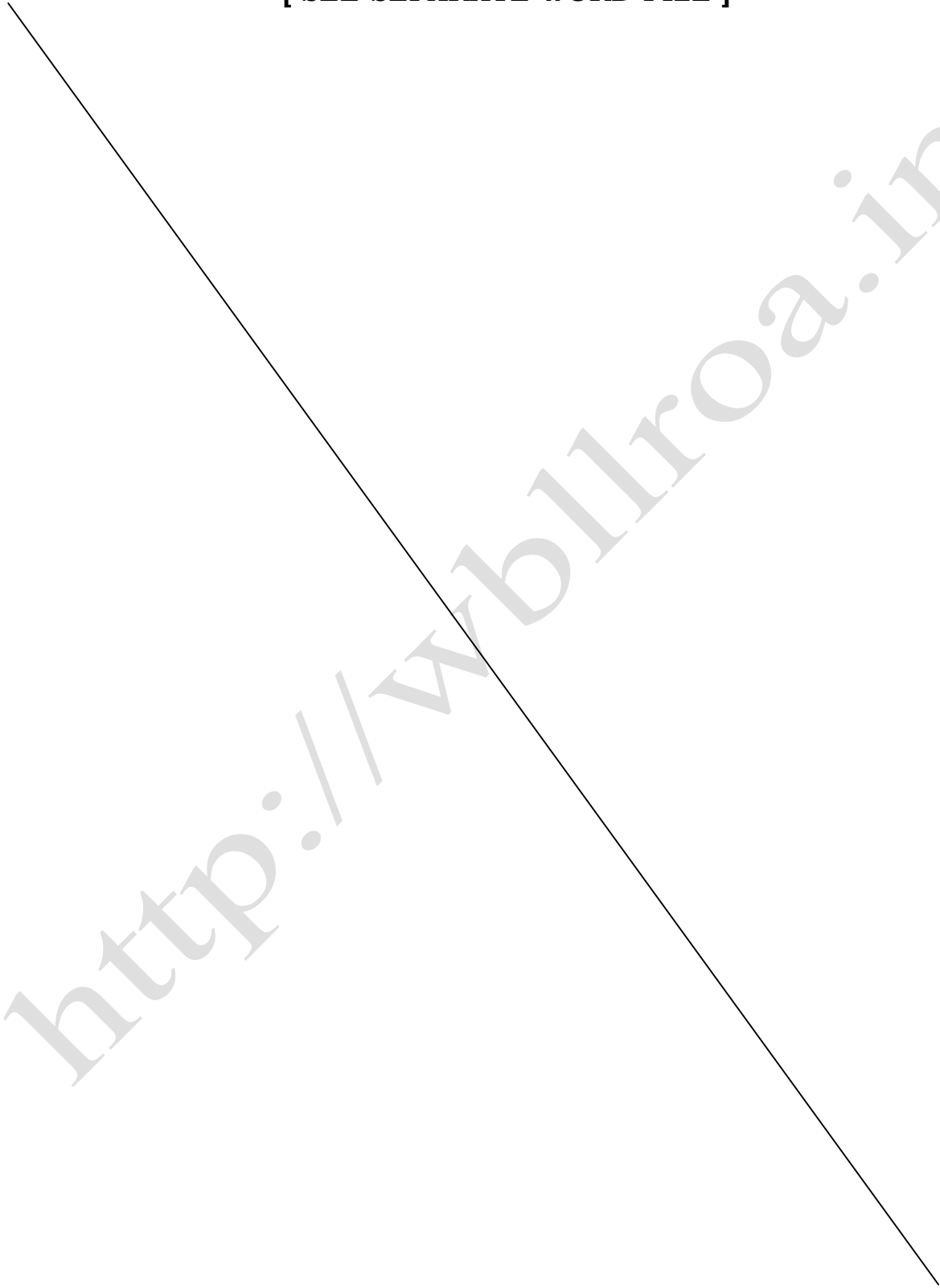
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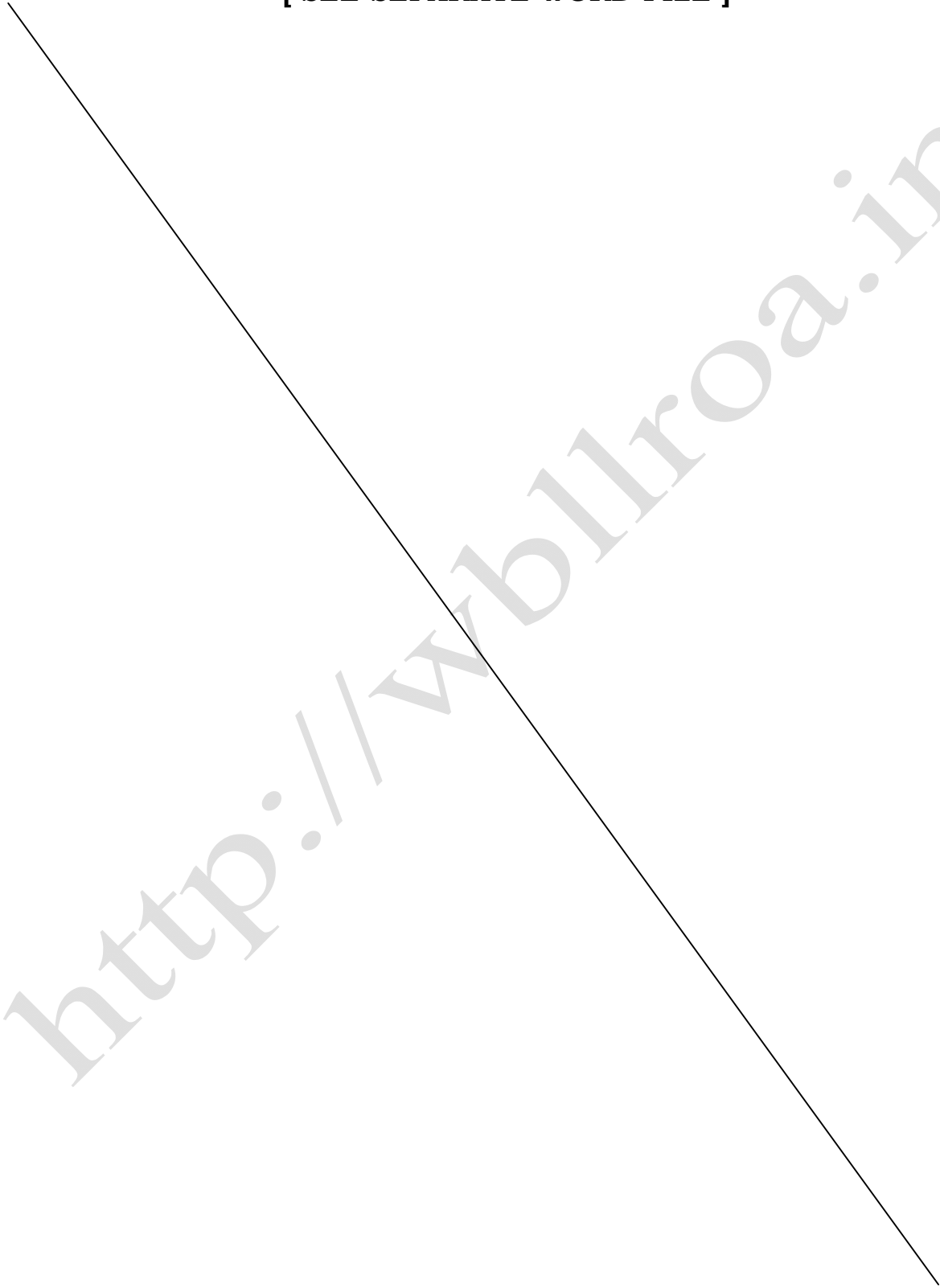
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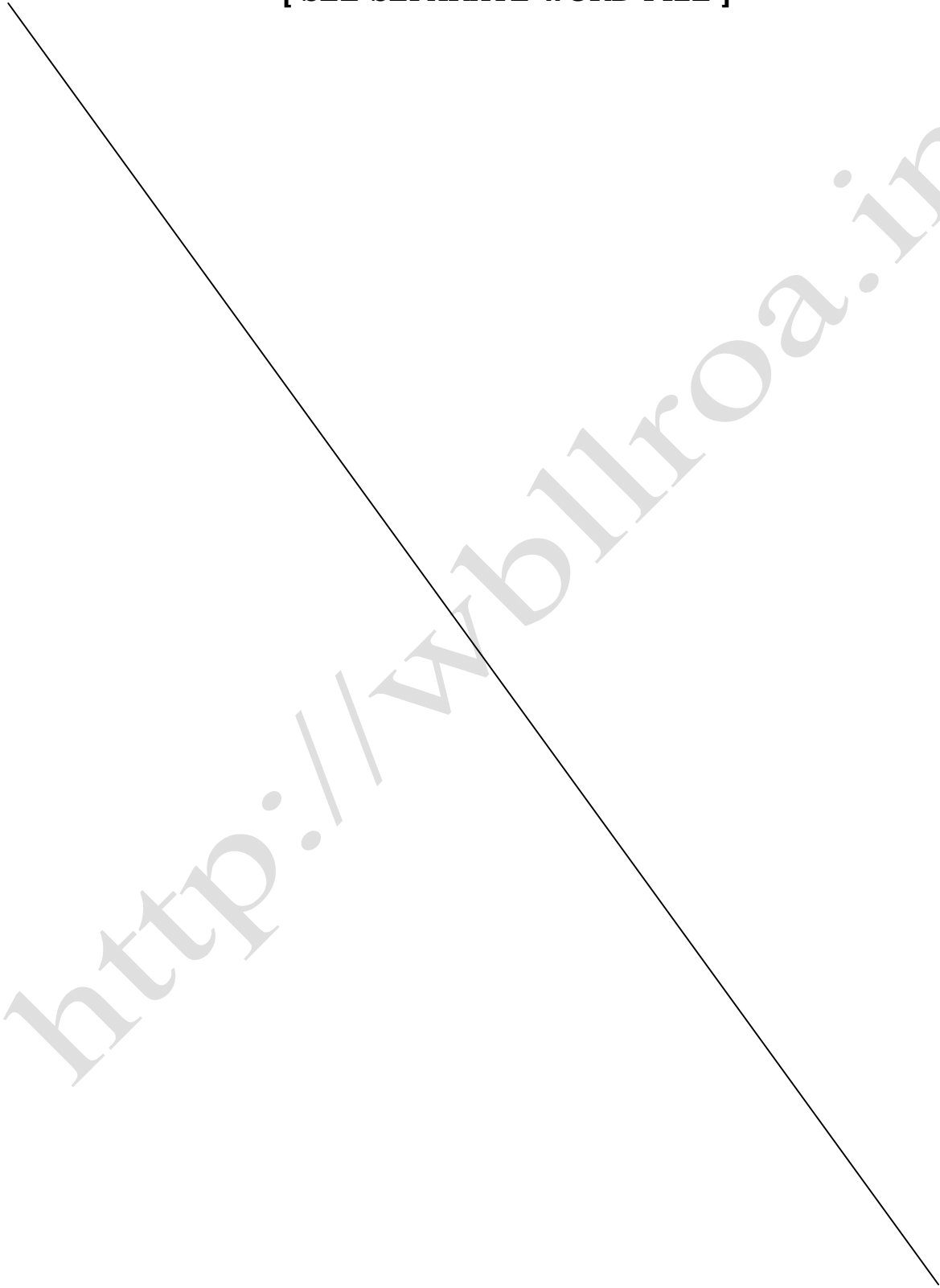
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**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo. No. 319/6856-73/BI/2000

Dated: Alipore, the 11<sup>th</sup> December, 2000.

From : S. Suresh Kumar, IAS  
Director of Land Records & Surveys &  
Jt. Land Reforms Commission, W.B.

To : The District Land & Land Reforms Officer,  
(All)

Please find enclosed the procedure for recruitment of LDC, Amin and Bhumi Sahayaks for guidance and necessary action.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

Memo. No. 319/BI/2000

Dated: Alipore, the 11<sup>th</sup> December, 2000

Copy to

The Joint Secretary, Land & Land Reforms Department, W.B.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

**RECRUITMENT PROCEDURE FOR LDC/AMIN/BHUMI SAHAYAK**

After the approval of the Re-organization of the Integrated Set Up which was communicated by the Land & Land Reforms Department G.O. No.6807-ISU, dated 08.10.1999, it is now incumbent that the recruitment process should start immediately to ensure that the work is completed expeditiously before the onset of Elections. Hence, it is best that a clear cut recruitment procedure should be put in place well ahead to ensure that there are no untoward lapses on our part and which can vitiate the whole process altogether.

The **recruitment procedure** ordinarily consists of the following steps/stages :

1. Clearance of vacancies by the Directorate.
2. Notification of vacancies to all the Employment Exchanges within your district.
3. Sponsoring of candidates from the Employment Exchange.
4. Intimation to the Directorate regarding the number of candidates, availability of names category-wise, selection of venue and the prospective dates for the conduct of the written examination for sending of a Supervising Officer from the Directorate along with question cum answer scripts.
5. Checking of names and documents before issue of Admit Card under supervision of Deputy District Land & Land Reforms Officer. Issue of Admit Cards to the Candidates and General Notification regarding the Venue, Syllabus and Production of Testimonials and Photographs.
6. Intimation to the O.C. of the Police Station for security arrangement and order to the Invigilating Officers and staff for checking documents.
7. a) Preparatory work at the venue; b) Selection of Invigilators from SRO-IIs and ROs and c) Holding of Examinations.
8. Coding of Roll Nos., evaluation of Answer Sheets, Tallying of marks, Tabulation of marks and decoding of Roll Nos., publication of results.
9. Return of used and unused question papers, furnishing of proceedings regarding the examination.

10. Type Test for the candidates of L.D.C. post and publication of final merit list.
11. Issue of PVR and Medical Examination Forms to the successful candidates.
12. Issue of Appointment Letters and updation of registers of reservation.

### **1.0 Clearance of vacancies**

The final vacancy position regarding recruitment will be intimated shortly to all the DL & LROs as Appointing Authorities. DL&LROs should then immediately take up with the Dy. Director, Employment or the Officer-in-Charge of the Employment Exchange at the District Head Quarters for sponsoring of candidates from all the Employment Exchange Offices under the District Employment Officer.

### **2.0 Notification of vacancies to the Employment Exchanges**

As per the West Bengal Regulation of Recruitment in State Government Establishment of Public undertaking, Statutory Bodies, Government Companies and Local Authorities Act, 1999 all recruitment shall be made through the Employment Exchange without fail. Hence the prescribed requisition form giving (See **Annexure -A**) the detailed information should be filled up and sent to all the Employment Exchanges in your district for wide circulation. A copy of the recruitment rules should also be sent to clear any doubts.

### **3.0 Sponsoring of candidates**

It should be ensured through constant contact that the Employment Exchange Officers respond satisfactorily. No region in a district should be left out because it would lead to under representation of an area/ region, later on. It has been decided that sponsoring of candidates shall be made @ 25 candidates for every vacancy. For Amins and B.S. 30 days should be sufficient for sponsoring of candidates but in case of LDCs they may take up to 45 days.

### **4.0 Intimation to the Directorate**

Presently only the setting of question papers shall be done from the Directorate level and the remaining issues are decentralized to the districts. However, the DL&LRO should ascertain the possibility of obtaining sufficient venues well in advance and after receipt of the names of the sponsored candidates, he should intimate the date to the Directorate at least three weeks ahead. Directorate shall also depute a supervisory officer to act as an observer.

### **5.0 Checking of names and documents and issue of Admit Cards etc.**

There shall be a proper checking of all names and all supporting documents received from Employment Exchanges by a checking team headed by Deputy DL & LRO. For every candidate a letter shall be sent enclosing a blank Admit Card with some instructions. Two copies of photographs should be sought for and they should always be attested. One copy should be pasted on the Admit Card and another copy should be preserved in the office file. A sample is given as **Annexure "B"** Roll No. should be given based on the category to which the candidate belongs such as Ex: Gen-55, SC-71, ST-25, X-Serviceman-42, P.H.-22, Department-44, OBC-21 etc.

### **6.0 Intimation to the O/C, Police Station**

For proper security arrangement and to face any untoward incidents during conduct of the Examination, the Officer-in-Charge of the local Police Station should be informed well ahead to arrange for deployment of Police personnel on the Examination Day. (A sample is given at **Annexure-C**).

### **7.0 Preparatory Steps for the conduct of Examination**

It should be ensured that all the venues and the rooms are thoroughly checked as to their suitability in advance. The rooms should have adequate furniture and should have sufficient daylight. As only two candidates can be located at either end of a table/high bench. The actual seating capacity should be properly estimated. All venues should be located at the District Headquarter itself and should not be shifted to the mufassil. Usually educational institutions are selected due to their better suitability. Prior to the date of the examination, proper arrangement for the pasting of Roll Nos. on the tables, directions to the rooms as per roll nos., seating arrangement for staff to check the testimonials, etc. at each venue should be made. Arrangements for drinking water are to be made at each venue. It should also be ensured that there are privy and sanitary arrangements at the venue. A general

notification regarding the conduct of the examination should be issued also (A sample is given at **Annexure D**).

An order shall be issued appointing invigilators (A sample is given at **Annexure E**). Officers in the rank of Revenue Officers and SRO-IIs shall be appointed. No officer shall be appointed as Invigilators whose son/daughter or relatives are sitting for Exams. Each venue shall have a senior officer like Dy. DL LRO, SDL&LRO as Officer-in-Charge to ensure that the conduct of the examination takes place smoothly and that on untoward incident takes place and to prevent any form of copying or unfair practices. They shall also brief all invigilators regarding the conduct of the examination and prevention of unfair practices compulsorily. There shall be one invigilator per 30 candidates. All used and unused question papers shall be collected and sealed. The invigilators should ensure that the candidates sign the attendance sheet, and they should ensure that the candidate's image tallies with that of the admit card and also initial every question cum answer script. After the completion of the examination, a brief proceeding be prepared and sent by the DL&LRO to the DLR&S, WB, (A sample is given at **Annexure F**).

The duration of the Examination is 1 and ½ hours. Question-cum-answer scripts should be distributed to the candidates 5 minutes ahead of the scheduled time of starting. No candidates shall be allowed to enter into the Exam. Hall after 15 minutes of the commencement of Exam. No candidate shall be allowed to go out of Exam. Hall during 1 and ½ hours of duration of the Exam. Similarly, no candidate shall be allowed to leave the hall before the end of the Exam. No candidate shall be allowed to leave the hall without handing over the question-cum-answer script to the invigilator.

### **8.0 Evaluation of Question-cum-Answer scripts**

After the checking and verification of all question-cum-answer scripts in comparison with the attendance sheets at each venue, they shall be brought to a central location for an on-the-spot evaluation. It should be ensured that the candidate writes his name and roll no. on the space provided in the first page of the question cum answer script only and nowhere else and the back side of the first page shall be left blank.

Coding of question cum answer scripts shall be done centrally and by one officer under the supervision of the observer from the Directorate. The portion of the 1<sup>st</sup> page having the name and roll no. shall be removed and a code no. shall be given on the question cum answer script. To ensure that no mistake is made the code no. will be also written on the top position of the question cum answer script and all these papers shall be preserved.

Evaluation shall be done by a group of selected officers continuously until the process is completed. A key answer script shall be provided to facilitate the process.

After evaluation the totalling of all marks received and tabulation as per the marks received for each candidate identified by the code no. shall be made. The mark-sheet tabulation sheet be sent to the Directorate through the observer under sealed cover for approval before publication. Depending on the number of vacancies the number of qualified candidates would be selected in order of merit starting from the highest marks received on a 1:1 ratio for each category. There is separate minimum qualifying mark for each category. In the case of LDCs they shall have to be asked to appear for a type test. Before the publication and display of the marks on the Notice Board the decoding of only those candidates selected shall be made.

### **9.0 Despatch of unused / used questions papers and other items**

It is the responsibility of the DL & LRO to ensure that each question cum answer script received and issued to candidates is collected and accounted for. The used/unused question papers should be separately bundled and sent to the Dte. along with the proceedings of the examination, through the observer of the Directorate.

### **10.0 Type Test for LDCs**

A type test on a passage having 300 words shall be selected for a type test to be completed in 10 minutes. Candidates will be given a grace of 5% of the words total typed to be set off against the number of mistakes made. As per Recruitment Rules, the minimum qualifying speed would be 30 correct words per minute. A candidate found qualified in written test but disqualified in Type test will not be treated as "successful" in the final merit list to be published.

**11.0 Issue of PVR and Medical Exam.**

On receipt of the merit list duly approved by the Dte., DL&LRO will issue PVR and Medical Exam. Forms to the finally selected candidates by observing existing formalities.

**12.0 Issue of Appointment Letters**

On receipt of the PVR from the authority and Medical reports from the Competent Authority appointment letters shall be issued by the DL & LRO. The Register of Reservation should be updated and the candidates should be asked to join within 30 days. After they join, their Employment Exchange Cards should be seized and sent back to the Employment Exchange for record. The Directorate, should also be intimated the names of the candidates appointed finally and the category to which they belong.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

**Annexure - A  
Government of West Bengal  
Office of the District Land & Land Reforms Officer  
Midnapur.**

Memo No.

date : \_\_\_\_\_

To  
The Employment Officer-in-Charge  
District Employment Exchange, Midnapur.

Sub : Recruitment to the post of Lower Division Clerk in the Integrated Set up.

Enclosed please find our Notification of vacancies to the post of Lower Division Clerks. You are requested to sponsor the name of suitable candidates for selection by ..... 2001..

These vacancies correspond to Midnapore Sadar, Kharagpur and Jhargram Sub-Divisions only as the undersigned has jurisdiction over these sub-divisions.

Encl: One Only.

District Land & Land Reforms Officer,  
Midnapur.

Memo No.

Date : \_\_\_\_\_

Copy forward for information to the Dy. Director, Employment, 5/2, Keranitola, Midnapur.

District Land & Land Reforms Officer,  
Midnapur.

**A-I**

Form for notification of vacancies to the Employment Exchange by both Act and Non Act. Establishments.

1. Name and address of the employer	District Land & Land Reforms Officer, Midnapore
2. Telephone No.	62265
3. Name of vacancy a) Type of workers required b) Description of duties c) Qualification required <b>Essential</b> d) Age limits, if any  e) Whether women are eligible.	a) Lower Division Clerk b) Clerical c) School Final or its equivalent. Must have knowledge in writing English & Bengali with a Typing speed of 30 words per minute in English d) Above 18 years and below 35 years as on 1.1.2000. Relaxable for SC/ST candidate by five years, by three years for OBC candidates, by three years for Ex-servicemen and ten years for Physically Handicapped. e) Yes



4. <u>Number of Vacancies</u> a) Regular / Temporary b) Reserved for S.C. c) Reserved for S.T. d) Reserved for OBC e) Reserved for Ex-Servicemen f) Reserved for handicapped person g) Unreserved	a) Temporary b) c) d) e) & f) as per norms of Labour Deptt. no.500(100)-Emp/IM-43/94, dated 7/10/97 as amended from time to time. g)
5. Pay and allowances	Rs.3350-90-3800-100-4700-125-6325 plus usual allowances.
6. Place of work	Anywhere in West Bengal.
7. Probable date by which the vacancy	As soon as the formalities are observed
8. Particulars regarding interview/ Test of application a) Date of written examination b) Place of written examination/Type Test	To be decided later on and to be intimated to sponsored candidates.
9. Designation and address of the person to whom applicants should report	Same as Col. (1) above.
10. Whether there is any obligation or arrangement for giving preference to any category of persons in filling up the vacancies e.g., SC/ST priority applicants etc. (Also please indicate the no. of vacancies reserved for SC/ST.)	It shall be as per Labour Deptt. no.500 (100)-Emp/IM-43/94, dated 7.10.1997.
11. Any other relevant information	

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.

Memo No.

Dated, Midnapur, the \_\_\_\_\_

Copy forwarded to the Employment Officer-in-Charge, District Employment Exchange for information and necessary action.

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.

#### A-II

Form for notification of vacancies to the Employment Exchange by both Act and Non Act. Establishments.

1. Name and address of the employer	District Land & Land Reforms Officer, Midnapore
2. Telephone No.	62265
3. Name of vacancy a) Type of workers required b) Description of duties c) Qualification required <b>Essential</b> d) Age limits, if any e) Whether women are eligible.	a) Bhumi Sahayak b) Clerical c) School Final/Madhyamik or its equivalent. Must have knowledge in writing and Spoken Bengali. d) Above 18 years and below 35 years as on 1.1.2000. Relaxable for SC/ST candidate by five years, by three years for OBC candidates, by three years for Ex-servicemen and ten years for Physically Handicapped. e) Yes

4. <u>Number of Vacancies</u> a) Regular / Temporary b) Reserved for S.C. c) Reserved for S.T. d) Reserved for OBC e) Reserved for Ex-Servicemen f) Reserved for handicapped person g) Unreserved	a) Temporary b) c) d) e) } as per norms of Labour Deptt. no.500(100)- f) } Emp/IM-43/94, dated 7/10/97 as amended from time to time. g)
5. Pay and allowances	Rs.3350-90-3800-100-4700-125-6325 plus usual allowances.
6. Place of work	Anywhere in West Bengal.
7. Probable date by which the vacancy	As soon as the formalities are observed
8. Particulars regarding interview/ Test of application a) Date of written examination b) Place of written examination/Type Test	To be decided later on and to be intimated to sponsored candidates.
9. Designation and address of the person to whom applicants should report	Same as Col. (1) above.
10. Whether there is any obligation or arrangement for giving preference to any category of persons in filling up the vacancies e.g., SC/ST priority applicants etc. (Also please indicate the no. of vacancies reserved for SC/ST.)	It shall be as per Labour Deptt. no.500 (100)-Emp/IM-43/94, dated 7.10.1997.
11. Any other relevant information	

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.  
Dated, Midnapur, the \_\_\_\_\_

Memo No.

Copy forwarded to the Employment Officer-in-Charge, District Employment Exchange for information and necessary action.

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.

### A-III

Form for notification of vacancies to the Employment Exchange by both Act and Non Act. Establishments.

1. Name and address of the employer	District Land & Land Reforms Officer, Midnapore
2. Telephone No.	62265
3. Name of vacancy a) Type of workers required b) Description of duties c) Qualification required	a) Amin b) Surveying, reading of maps and records etc. c) School Final/Madhyamik or its equivalent. Must have knowledge in writing and Spoken Bengali.

<p><b>Essential</b></p> <p>d) Age limits, if any</p> <p>e) Whether women are eligible.</p>	<p>d) Above 18 years and below 35 years as on 1.1.2000. Relaxable for SC/ST candidate by five years, by three years for OBC candidates, by three years for Ex-servicemen and ten years for Physically Handicapped.</p> <p>e) Yes</p>
<p>4. <u>Number of Vacancies</u></p> <p>a) Regular / Temporary</p> <p>b) Reserved for S.C.</p> <p>c) Reserved for S.T.</p> <p>d) Reserved for OBC</p> <p>e) Reserved for Ex-Servicemen</p> <p>f) Reserved for handicapped person</p> <p>g) Unreserved</p>	<p>a) Temporary</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e) } as per norms of Labour Deptt. no.500(100)-</p> <p>f) } Emp/IM-43/94, dated 7/10/97 as amended from time to time.</p> <p>g)</p>
<p>5. Pay and allowances</p>	<p>Rs.3350-90-3800-100-4700-125-6325 plus usual allowances.</p>
<p>6. Place of work</p>	<p>Anywhere in West Bengal.</p>
<p>7. Probable date by which the vacancy</p>	<p>As soon as the formalities are observed</p>
<p>8. Particulars regarding interview/ Test of application</p> <p>a) Date of written examination</p> <p>b) Place of written examination/Type Test</p>	<p>To be decided later on and to be intimated to sponsored candidates.</p>
<p>9. Designation and address of the person to whom applicants should report</p>	<p>Same as Col. (1) above.</p>
<p>10. Whether there is any obligation or arrangement for giving preference to any category of persons in filling up the vacancies e.g., SC/ST priority applicants etc. (Also please indicate the no. of vacancies reserved for SC/ST.)</p>	<p>It shall be as per Labour Deptt. no.500 (100)-Emp/IM-43/94, dated 7.10.1997.</p>
<p>11. Any other relevant information</p>	

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.

Memo No.

Dated, Midnapur, the \_\_\_\_\_

Copy forwarded to the Employment Officer-in-Charge, District Employment Exchange for information and necessary action.

(Signature of Employer)  
District Land & Land Reforms Officer,  
Midnapur.

**Annexure – B**  
**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer**  
**Midnapur**

Memo No.

date : \_\_\_\_\_

To

Sri/Smt.

Sub : Examination for recruitment to the post of Lower Division Clerk.

This is to inform you that as your name has been sponsored by the Employment Exchange in connection with the recruitment to the post of Lower Division Clerks in different offices under the District Land and Land Reforms Officer, Midnapur, you are requested to appear at a written examination on the date, time and venue as shown in the admit card enclosed.

You are requested to go through the instructions on the reverse of the Admit Card.

No Travelling allowance will be admissible.

District Land & Land Reforms Officer,  
Midnapur.

Memo No.

Date : \_\_\_\_\_

Copy forward for information to the Dy. Director, Employment, 5/2, Keranitola, Midnapur.

District Land & Land Reforms Officer,  
Midnapur.

**ADMIT CARD**

Date of Examination : 7/12./1997  
Venue of Examination : Nirmal Hriday Asram, Midnapur  
Time for commencement of Examination : 12 noon  
1. Roll No. :  
2. Name of the Candidate :  
3. S/D/W of :  
4. Employment Exchange Card No. :

Photograph  
of  
Candidate

N.B .

1. No candidate will be allowed to enter the examination hall without this Admit Card.
2. Candidates should meticulously go through the instruction noted below.
3. One recent passport size photograph duly signed by the candidate and also attested should be pasted in the admit card well before entering the Examination Centre. Another attested copy should be handed over to the Officer-in-Charge at the time of checking before entering into Examination Hall.

District Land & Land Reforms Officer,  
Midnapur.

**I N S T R U C T I O N S**

1. The examination will be held on the date and at the place mentioned in the Admit Card. The total duration of examination will be for one and half hours.
2. A chart showing the Roll number and respective sitting accommodation of the candidates in the examination hall will be displayed within the Campus of the examination hall.
3. The candidate shall show his/her Admit Card along with related original document at the time of entering the examination hall at the verification counter at 11 a.m. on the day of examination.

4. The candidate should locate his/her seat in the Hall and occupy the same at least fifteen minutes before commencement of the examination invariably. No candidate shall be allowed to enter in the Hall after 12.15 p.m. It is advised that the candidates should report to the counter at least an hour before commencement of examination. In respect of any problem please consult the official present in the Enquiry Counter located within the Campus at the Entrance.
5. The candidate shall affix his/her two recent pass-port size photographs in the following manner.
  - i) One copy duly attested shall be affixed on the admit card at the place earmarked for it.
  - ii) The other copy duly attested shall be affixed on the separate sheet sent herewith.The separate sheet with attested photographs pasted thereon shall be handed over to the Hall-in-Charge at the time of signing the attendance sheet.
6. The candidate shall sign his name on the attendance sheet as and when directed by the Hall-in-Charge.
7. The written examination will be of 100 marks :  
25 marks in Bengali  
25 marks in English  
25 marks in Arithmetic  
25 marks in General Knowledge & Current affairs.  
The question will be of partly objective type and partly descriptive type.
8. The candidate shall carefully follow the instructions given in the Question-cum-answer script before answering the questions.
9. The candidate shall bring a pen or dot-pen for answering the questions.
10. The candidate shall not be allowed to enter the hall with book/blank sheet/ any written materials/ calculator.
11. The candidate shall not leave the hall before handing over the question-cum-answer script to the Hall-in-Charge and not before the end of the examination.
12. Any kind of misconduct/ adoption of unfair means/ violation of any of the above instructions within the examination hall and outside the examination centre will render the candidate disqualified for the examination.
13. Only the successful candidates on the result of the written examination will be called for type test in order of merit.

**(TO BE FILLED BY THE CANDIDATE IN HIS/HER OWN HAND)**

To be examined by an authorized officer in the Examination Hall.

- 1) Name of the Candidate :  
(In Block Letters) \_\_\_\_\_
- 2) Name of Father/Husband :  
\_\_\_\_\_
- 4) Permanent Address :  
\_\_\_\_\_
- 4) Educational qualification : \_\_\_\_\_
- 5) Employment Exchange Card No. : \_\_\_\_\_
- 6) Mark of Identity : \_\_\_\_\_
- 7) Date of Birth : \_\_\_\_\_
- 8) Whether belong to SC/ST/OBC : if so,

Paste current Passport  
Size photograph  
duly attested.

give both Caste or Sub-Caste : \_\_\_\_\_

9) Roll No. : \_\_\_\_\_

(please see the Admit Card)

(Passport size photograph with candidate signature should be affixed aside on the place earmarked. The photograph should be attested by the Headmaster/ Principal of an educational Institution/Gazetted Officer/ MLA or MP).

I do hereby declare that the information as furnished are true to be best of my knowledge and belief.

Date :

Place :

(Signature of the Candidate)

**Annexure - C**  
**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer**  
**Midnapur**

Memo No.

date : \_\_\_\_\_

To

The Inspector-in-Charge  
Office-in-Charge

\_\_\_\_\_ Police Station,  
Midnapur.

Sub : Deployment of Police Personnel on 7.12.97 at Keranitola Shree Shree Mohananda Vidyamandir, Midnapur.

This is to inform you that a written test will be held on 7.12.1997 at 11 a.m. at Keranitola Shree Shree Mohananda Vidyamandir of recruitment to the post of Lower Division Clerk. It is expected that 112 candidates will appear at the written test.

You are requested to deploy some police Personnel for smooth conduct of the examination on the date mentioned above.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

Memo No.

Date : \_\_\_\_\_

Copy forward for information to the Superintendent of Police, Midnapur and for taking necessary action.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

**Annexure - D**  
**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer,**  
**Midnapur.**

Memo No.

date : \_\_\_\_\_

Sub : Written test for recruitment to the post of Lower Division Clerk in the Offices under District Land & Land Reforms Officer, Midnapur.

It is notified for information of all the candidates concerned that the above written test will be held on 7.12.1997 at 12 noon at Keranitola Shree Shree Mohananda Vidyamandir, Midnapur. The examination will be held for 90 minutes only on English, Bengali, Arithmetic and General Knowledge & Current Affairs.

Admit Cards with instructions to all the candidates whose names were sponsored by the Employment Officers of Midnapur Town, Jhargram, Kharagpur and Belda Employment Exchanges have been despatched by this office under Certificate of Posting.

The candidates are required to bring original testimonials along with two passport size photographs duly affixed on the prescribed forms signed by him/ her and duly attested by the Competent Authority.

Prescribed proforma and instructions in this respect have also been sent to the candidates along with the Admit Card.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

Memo No.

Date : \_\_\_\_\_

Copy forward for information to the

1. Director of Land Records & Surveys and Jt. Land Reforms Commissioner, W.B. with reference to his memo no. 320/3948-64/BI/96, dated 8.7.97.
2. District Magistrate, Midnapur
3. Superintendent of Police, Midnapur
4. Sub-Divisional Officer, Midnapur Sadar / Kharagpur / Jhargram
5. Employment Officer, Midnapur (Town) / Kharagpur / Jhargram/Belda.
6. All Sub-divisional Land & Land Reforms Officer in this District.
7. Notice Board of H.Qrs.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer**  
**Midnapur**

**GENERAL NOTIFICATION**

Written test for the post of LDC in the Establishment of the DL & LRO, Midnapur.

Date of Examination	7.12.1997
Time of reporting	11.00 a.m.
Venue	Keranitola Shree Shree Mohananda Vidyamandir, Midnapur
Total No. of candidate	113
Duration of Examination	90 minutes.
Full marks	100
Subject	English : 25 Marks Bengali : 25 Marks Arithmetics : 25 Marks General Knowledge & Current affairs : 25 Marks
Venue of Examination : 2 <sup>nd</sup> floor Room No.1 Room No.2 1 <sup>st</sup> floor Room No.3 Room No.4 Room No.5	MID/G-1 to MID/G-24 MID/G-25 to MID/G-48  MID/G-49 to MID/G-72 MID/SC-1 to MID/SC-21 MID/ST-1 to MID/ST-17 & G-73 TO 75

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

**Annexure - E**  
**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer**  
**Midnapur**

Order No.

Date : \_\_\_\_\_

The following officers and staff are hereby engaged to act as invigilators and assistants respectively in connection with recruitment examination to the post of Lower Division Clerk under the Integrated Set-Up which is scheduled to be held on 7.12.97 at Keranitola Shree Shree Mohananda Vidyamandir, Midnapur.

The Officers and staff are directed to report to the undersigned at the office of the DL & LRO, Midnapur on 7.12.97 by 10.30 a.m. for getting instructions regarding conduct of the examination. The officers also submit a declaration to the effect that they have no relation with any examinee in what so manner in connection with this examination.

<u>Name of the Officers with designation</u>	<u>Present place of posting</u>
1-7. .... SRO-II	.....
8-10. .... R.O. & T.A.	.....
11. .... R.O.	.....
12. .... SRO-II	.....
5. Sri Asim Bikash Goswami, SRO-II	SDL & LRO, Sadar
6. Sri Bidhyak Bhattachartya, SRO-II	SDL & LRO, Sadar
7. Sri Lakshmi Kanta Bera, SRO-II	SDL & LRO, Kharagpur
8. Sri Narayan Ch. Roy, R.O. & T.A.	H. Qrs.
9. Sri Kumar Sarkar Roy, R.O. & T.A.	SDL & LRO, Kharagpur
10. Sri Harendra Nath Mahato, R.O. & T.A.	SDL & LRO, Kharagpur
11. Sri Tapan Kr. Manna, R.O.	SDL & LRO, Kharagpur
12. Sri Sunil Baran Paul, SRO-II	BL & L.R.O. Sadar

<u>Name of the Assistants :</u>	<u>Present place of posting</u>
1. Sri Gangadhar Barman, UDC	H.Qrs.
2. Sri Biswajit Bera, LDC	H.Qrs.
3. Sri Santosh Das, LDC	H.Qrs.
4. Sri Ceil D. Francis, LDC	H.Qrs.
5. Smt. Mita Sinha, LDC	H.Qrs.
6. Sri Madhusudan Maity, LDC	H.Qrs.
7. Sri Sudarshan Ghosh, LDC	H.Qrs.
8. Sri Saugata Roy, LDC	H.Qrs.
9. Sri Swarup Dutta, LDC	H.Qrs.
10. Sri Aloke Hui, LDC	H.Qrs.
11. Sri Narayan Ch. Roy	H.Qrs.
12. Sri Mansur Ali Shah, LDC	H.Qrs.



<http://wbllroa.in>

<u>Name of the Group 'D' Staff :</u>	<u>Place of posting</u>
1. Sri Tapas Chakraborty	H.Qrs.
2. Sri Dipak Dutta	H.Qrs.
3. Sri Pranati Dutta	H.Qrs.
4. Sri Batul Ch. Dey	H.Qrs.
5. Sri Nityananda Banik	H.Qrs.
6. Sri Abdullah	H.Qrs.
7. Sri Abdul Halim	H.Qrs.
8. Sri Ganesh Das	H.Qrs.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

Memo No. \_\_\_\_\_

Date : \_\_\_\_\_

Copy forward for information and necessary action to :

1. Sri Gopinath Bose, WBCS (Executive), Dy, DL&LRO, Midnapur/Sri Sukhomoy Mondal, WBCS(Executive), Dy, DL&LRO, Midnapur. They will function as Co-Ordinator for the entire examination.
2. O.C. , Nazarat Section
3. Nazir. He is requested to arrange sitting accommodation, tea, tiffin etc. for the officers and staff on duty.
4. Sri \_\_\_\_\_ for compliance.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

**Annexure - F**  
**Government of West Bengal**  
**Office of the District Land & Land Reforms Officer**  
**Midnapur**

Sub : Brief Proceeding on the recruitment examination to the post of LDCs held on 7.12.97

Brief proceeding in respect of conduction to the recruitment examination of LDCs held on 7.12.97 are furnished.

The examination was held in Keranitola Shree Shree Mohananda Vidyamandir, Midnapur and 5 rooms of the school buildings were used. One SRO-II & One RO were engaged in each room to act as invigilators, two Dy. DL & LROs, two SRO-II of H.Qrs. office were also engaged as supervising officer. Examination started at 12 noon and the formalities before starting of the examination were duly observed. Out of the total candidates 113 so sponsored by Employment Exchanges, 103 appeared in the examination. The examination ended at 1.40 P.M. Adequate police and security arrangement was made. The examination ended peacefully and no untoward incidence took place.

I also owe my thanks to Shri Mukul Sarkar, Dy, Director who was always present during the examination hours.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

Memo No. \_\_\_\_\_

Date : \_\_\_\_\_

Copy forward to the Director of Land Records & Surveys and Jt. Land Reforms Commissioner, West Bengal for favour of information and necessary action.

Additional District Magistrate &  
District Land & Land Reforms Officer, Midnapur

**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo. No. 319/6987-7004/BI/2000

Dated: Alipore, the 22<sup>nd</sup> December, 2000.

From : Director of Land Records & Surveys &  
Jt. Land Reforms Commission, West Bengal  
To : The District Land & Land Reforms Officer,

Kindly refer this Directorate Memo No. 319/6856-73/BI/2000 dated 11.12.2000 "Recruitment Procedure" under which age limit has been mentioned as "above 18 years and below 35 years" in place of "above 18 years and below 37 years". He is requested to kindly follow Directorate's Circular No.25/2220-38/BI/98 dated 12.05.1999 read with F.D. Memo No. 5536-F dated 30.07.1998 regarding age limit of all categories of staff.

S. Suresh Kumar  
Director of Land Records & Surveys &  
Joint Land Reforms Commissioner  
West Bengal

●

**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo. No. 452/1784/B-I/97

Dated: Alipore, the 8<sup>th</sup> February, 2001.

To  
The Joint Secretary  
Land & Land Reforms Department ,  
Government of West Bengal,  
Writers' Buildings,  
Calcutta- 700001.

Subject : Confirmation of the genuinity of the candidature of Shri Nikhil Chakraborty, Khalasi, for the Secondary School Examination, 1999 and Marks Sheets obtained from Bihar School Examination Board, Patna-17, Bihar.

Sir,

This is to bring to your kind notice that Shri Nikhil Chakraborty, Khalasi, working in the West Bengal Traverse party under the Directorate produced a Mark Sheet of Secondary School Examination, 1999 issued by Bihar School Examination Board, Patna for incorporating this acquired qualification in his Service Book.

A copy of the said mark sheet was consequently sent to Secretary, Bihar School Examination with the request to confirm the genuinity of the candidature of Shri Nikhil Chakraborty and the marks sheet obtained by him.

In response to our query Bihar School Examination Board informed us in its first report that the Marks Sheet in question was a false one but its second report declared it all true asking us to treat the first report as cancelled. Two different reports of the Board for the same incumbent appear to be surprising.

We have similar such cases from DLLROs also. Most of the DLLROs raised the vital issue in the Conference held at Survey Building.

He is therefore requested to kindly draw attention of the Secretary, Education Department, Government of Bihar for their opinion.

Yours faithfully,  
C.R. Das  
for Director of Land Records and Surveys  
West Bengal.

Memo No.452/1785-1802/B-I/97

dated, Alipore the 8<sup>th</sup> February, 2001.

Copy to the District Land & Land Reforms Officer,.....

He is requested to kindly examine all such cases and forward to this Directorate.

C.R. Das  
for Director of Land Records and Surveys  
West Bengal.

**Copy of memo No. 3195-GB-III dated, Cal, the 17<sup>th</sup> / 19<sup>th</sup> May, 1995 From the Office of the Board of Revenue, West Bengal, Section GBIII to the Director of Land Records and Surveys, West Bengal**

Subject : Proposal for providing employment assistance on compassionate ground to the dependants of Tahasildars/ Tahasil Peons Tahasil Mohurrirs died in harness.

In view of the Board's Memo No. 2275-GB-III dated 28.03.95, the undersigned is directed to state that the Board's Memo No.1992(15)TDR dated 8.3.90 regarding the benefit of employment assistance to the near relations of Tahasildars/ Tahasil Peons/ dying in harness, may be deemed to have been withdrawn.

Sd/- Illegible  
Deputy Secretary,  
Board of Revenue, West Bengal

Memo No.115/2775-82/BI/90

Dated, Alipore, the 8<sup>th</sup> June, 1995.

Copy with a copy of Board of Revenue's No. 1992(15)-TDR dated 8.3.90 forwarded to the District Land & Land Reforms Officer, South 24-Parganas for information and necessary action. He is requested not to send any such case to this Directorate henceforth. In this connection his attention is invited to this Directorate Memo No. 115/2799-2816/B-1/90 dated 26.5.95.

2. Copy forwarded to C/S Cell.

S. Khaddar  
for Director of Land Records and Surveys &  
Jt. Land Reforms Commissioner, West Bengal.

**Government of West Bengal  
Office of The Board of Revenue, West Bengal  
Section - AV, Branch - TDR.**

No. 7086(17)-Tdr.  
64/81

Calcutta, the 19<sup>th</sup> June, 1981.

To  
The Addl. District Magistrate (LR)/  
The Addl. Deputy Commissioner (LR)

Subject : Proposal for employment assistance to near relation of a Tahsiladar appointee on Allowance-cum-Commission basis under the Land Reforms Department dying in harness.

In the context of the Labour Department Circular No.5120(60)-DW dated 17.10.77, the question of providing employment assistance to a near relation of a Tahsildar (employed on allowance-cum-

Commission basis) dying in harness had been under consideration of Government. Since fresh recruitment in the post of Tahsildar has been banned because of the re-structuring of land revenue and contemplated re-organization of the Land Management Set-up, it was proposed that in case of a deceased Tahsildar such compassionate appointment may be made in the available post in district offices having regard to the qualification and suitability of the dependent member and in accordance with the provisions of the recruitment rule.

On a further consideration of the matter it has been decided by Government that each individual case shall be considered on its merit. Accordingly, he is requested to send up report on each individual case of Tahsildar dying in harness leaving his family in immediate need of assistance in the following proforma :

- (a) Name of the Tahsildar dying in harness;
- (b) Date of death;
- (c) Name and address of the applicant seeking employment;
- (d) Relationship of the applicant with the Tahsildar;
- (e) Educational qualification of the applicant;
- (f) Whether there is any vacancy in the district for providing the applicant with employment assistance according to his qualification in terms of para 3 of the Labour Deptt. Circular – 130 (60) DW dt. 25.1.78 and the name of such post.

The proposal should cover those cases only where the Tahsildar died in harness on or after 17.10.75.

No appointment in such cases should be given without the prior approval of the Board.

Sd/-Illegible  
Deputy Secretary,  
Board of Revenue, West Bengal

●

**Government of West Bengal  
Office of the Board of Revenue, West Bengal**

No. 1992(15)-Tdr.  
3/85

Dated, Calcutta, the 8<sup>th</sup> March, 1990.

To  
The District Land and Land Reforms Officer,

Subject : Extension of the benefit of employment assistance to the near relations of Tahsildars/Tahsil Peons dying in harness.

In regard to extending the benefit of employment assistance to the son/daughter/near relation of Tahsildars/Tahsil Peons, who died in harness on or after 17.10.75, it has now been decided by Government that employment may not be given in all cases like regular Government employees. Only a few exceptionally deserving cases may be considered by the Government on selective basis.

It is, therefore, requested that cases in respect of Tahsildars/Tahsil Peons still pending in the district (including those already referred to the Board of Revenue and awaiting Government decision) may be reviewed and only few exceptionally deserving case/ cases may be referred on selective basis to the Board of Revenue for consideration along with the particulars specified in Board's memo. No.7086(18) TDR dt. 19.06.81, 8628(17)TDR dt.18.08.82 and 2370(18)TDR, dtd.17/16.09.86 (copies enclosed for ready reference.) Each such case should be recommended by the District Land and Land Reforms Officer of the district with proper justification for consideration as a special case on ground of hardship.

District wise lists of cases pending in the Board of Revenue are being returned separately.

Sd/- Illegible  
Deputy Secretary,  
Board of Revenue, West Bengal

Memo No.1992/1(17)-Tdr.

Dated, Cal, the 18<sup>th</sup> March/20<sup>th</sup> March,'90

Copy forwarded to :-

The Director of Land Records and Surveys & Jt. Land Reforms Commissioner, for information and necessary action.

Sd/- Illegible  
Deputy Secretary,  
Board of Revenue, West Bengal

————— ● —————  
**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

Memo No. 1809-F

Calcutta, the 20<sup>th</sup> February, 1989

**NOTIFICATION**

In exercise of the power conferred by the proviso to Clause (3) of article 320 of the Constitution of India, the Governor is pleased hereby to make the following regulations, namely :-

**REGULATION**

It shall be deemed not to have been necessary, notwithstanding anything contained in the West Bengal Public Service Commission (Exemption from Consultation) Regulations, 1955 (hereinafter referred to as the said regulations), to consult the Public Service Commission West Bengal, with respect to matters specified in sub-clause (a) and (b) of clause (3) of article 320 of the Constitution in relation to any appointment made during the period from the 2<sup>nd</sup> July, 1968 to the 17<sup>th</sup> July, 1973 to the posts of Stenographers, Personal Assistants, mentioned in item 2 of the Schedule to the said regulations, otherwise than in accordance with the rules for recruitment to these posts.

By order of the Governor  
J.C. Ghosh  
Deputy Secretary,  
to the Govt. West Bengal

No.1809/1(2801)-F

Calcutta the 20<sup>th</sup> February, 1989

Copy forwarded for information to :-

- 1) The Dte. of Land Records and Surveys, W.B., 35, Gopalnagar Road, Calcutta-27.  
2-8) \*\*\* \*\* \*\*

Sd/- Illegible  
Deputy Secretary,  
to the Govt. West Bengal,  
Finance Department

Memo No.25/4086-4103/BI/89.

Dated, Alipore the 17<sup>th</sup> April, 1989.

Copy forwarded to the :-

1. D.L. & L.R.O., (All)
2. Guard File B-I Group.

M.K. Sarkar  
For Director of Land Records and Surveys  
& Jt. Land Reforms Commissioner, West Bengal.

**Government of West Bengal  
Finance Department  
Audit Branch**

No. 2266-F.

Kolkata, the 23<sup>rd</sup> February, 2001

**NOTIFICATION**

In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make, with immediate effect, the following amendment in the rules regulating the recruitment to the posts of Bengali Stenographer (Basic Grade) in the Secretariat Departments, Directorates and other Sub-Ordinate Offices under the Government of West Bengal, 1994, published under Finance Department Notification No. 10802-F, dated the 15<sup>th</sup> November, 1994 as subsequently amended (hereinafter referred to as the said rules )

**AMENDMENT**

In the said rules, for sub-rule(5) of rule 7, substitute the following sub-rule:-

“(5) The third paper shall consist of a dictation at a uniform speed of 60 words per minute for 6 minutes, followed by transcription of shorthand notes on typewriters within a hour.”

By order of the Governor  
S.Mitra  
Joint Secretary,  
to the Government of West Bengal

No.2266/1(500)-F.

Kolkata, the 23<sup>rd</sup> February, 2001

Copy forwarded for information to :-

10. The Director of land Records and Surveys, West Bengal,  
35, Gopalnagar Road, Alipore, Kolkata - 700027.

Sd/- Illegible  
O.S.D. & E.O. Dy. Secretary,  
to the Govt. of West Bengal,  
Finance Department

Memo No.25/3508-37/B-I/2000.

Dated, Alipore the 12<sup>th</sup> April, 2001.

Copy along with Bengali Version of the same forwarded for information and necessary action to:-

- 1-18) The District Land & Land Reforms Officer,.....  
19) The Assistant Director, Training, A.R.T.I., Shalbani.  
20-30) \_\_\_\_\_

S.Biswas  
For Director of Land Records and Surveys  
& Jt. Land Reforms Commissioner, West Bengal.

**SETOUT BENGALI PAGE**

[ SEE SEPARATE PAGEMAKER FILE ]

<http://wblroa.in>



**Government of West Bengal  
Finance Department  
Audit Branch**

No. 8135-F.

Kolkata, the 3<sup>rd</sup> November, 2008

**NOTIFICATION**

In exercise of the power conferred by the proviso to article 309 of the Constitution of India and in supersession of the rules published with this Department's Notification No.645-Misc., dated the 21<sup>st</sup> May, 1941, as subsequently amended the Governor is pleased hereby to make the following rules regulating the recruitment to the posts of English Typist (Basic Grade) in the Secretariat and certain other office namely :-

**RULES**

01. Short title and commencement :-

- (i) These rules shall be called the West Bengal Services [Recruitment of English Typists (Basic Grade) ] Rules, 2008.
- (ii) They shall come into force on the date of issue of this Notification.

02. Application :-

These rules shall apply to the Secretariat, Directorates and other offices and establishments under the rule making power of the Government of West Bengal.

03. Method of recruitment :-

The method of recruitment shall be by direct recruitment on the basis of the results of the English Typists' Recruitment Examination to be conducted by the Public Service Commission, West Bengal.

04. Qualifications for direct recruitment :-

The required qualifications of candidates applying for recruitment to the post of English Typist (Basic Grade) shall be as follows :-

- a) Must be a Citizen of India or such other nationalities as are declared eligible by Government of India;
- b) Must have passed the Madhyamik Examination of West Bengal Board of Secondary Education or its equivalent;
- c) Must have basic knowledge of computer operation to be supported by a Certificate from any recognized Institute/ Institute of repute;
- d) Must have ability to transcribe at the rate of 30 words per minute to be tested by the Commission under Rule 6 of this rules.
- e) Must have ability to read, write and speak in Bengali (Not required for recruitment in the case of Nepali speaking candidates from hill areas of the District of Darjeeling);

05. Age :-

Not less than 18 years and not more than 30 years on the 1<sup>st</sup> day of January of the year of the advertisement subject to the condition that the provisions of the West Bengal Services (Raising of Age limit) Rules 1981, as amended from time to time, shall apply so long as the said rules shall remain in force. The age limit shall be relaxable only in the case of Scheduled Castes/ Scheduled Tribes/ Backward Classes/ Physically Handicapped/ Ex-Servicemen as per rules / order of the Government .

06. Scheme an Syllabus of Examination :-

The scheme and syllabus of the examination shall be as detailed in the Schedule below :-

**SCHEDULE**

The English Typists' Recruitment Examination shall be held in two successive stages, viz.

- (I) Preliminary Examination (Objective Type); and

(II) Main Examination (Type Test)

I. Preliminary Examination (Objective Type)

- (1) The Preliminary Examination is meant to serve as a screening test only for the purpose of selection of candidates for the Main Examination.
- (2) The marks obtained in this examination by the candidates shall not be considered for final selection. Only those candidates who will be declared qualified at the Preliminary Examination will be eligible for admission to the Main Examination.
- (3) The Preliminary Examination will consist of one paper having objective type multiple choice questions as per following Schemes :-

	Subject	Mark	Time
(a)	General English	30 Marks	One Hour
(b)	Current Affairs	20 Marks	

II. Main Examination (Type Test)

- (1) Every candidate shall be required to type 450 words in 15 minutes from a manuscript of English passage to be supplied by the Commission.
- (2) The maximum percentage of error admissible shall not be more than 5(five) percentum.

Note : The Public Service Commission, West Bengal, shall have the discretion to fix qualifying marks for both Preliminary and Main Examination.

By order of the Governor  
D. Mukhopadhyay  
Principal Secretary,  
to the Government of West Bengal

No.8135/1(500)-F.

Kolkata, the 3<sup>rd</sup> November, 2008

Copy forwarded for information & necessary action to :-

01. The Pr. Accountant General (A&E), West Bengal  
Treasury Buildings, Kolkata-1.
02. The ..... Deptt./Dte.  
.....
03. The Pay & Accountant Officer, Kolkata Pay & Accounts Office-I
04. The Pay & Accountant Officer, Kolkata Pay & Accounts Office-II  
P-I, Hyde Lane, Kolkata- 73.
05. The Director of Treasuries & Accounts, West Bengal  
Stephen House, 4, B.B.D. Bag (East), Kolkata-1.
06. The Accounts Officer, West Bengal Secretariat, Writers' Buildings, Kolkata-1.
07. The Accounts Officer, West Bengal Secretariat, Bikash Bhawan, Salt Lake, Kolkata-91.
08. The Secretary, Public Service Commissioner, West Bengal, 161-A, S.P. Mukherjee Road,  
Kolkata-26.
09. The District Magistrate, .....  
.....
10. The District Judge, .....  
.....
11. The Sub-Divisional Officer, .....  
.....

12. The Treasury Officer, .....
- .....
13. The Commissioner, .....
- .....
14. The Superintendent of Police , .....
- .....

Sd/-  
Deputy Secretary,  
to the Government of West Bengal  
Finance Department

————— ● —————  
**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

Memo. No. 461/1105-22/B-I/89

Dated, Alipore, the 16<sup>th</sup> March, 1993.

To  
The District Land & Land Reforms Officer, .....

Subject : Absorption of Water Carriers, Sweepers etc.

This is to inform him that the Water Carriers, Sweepers engaged on contingent basis at R.I./B.L. & L.R.O./S.D. L.&L.R.O. Offices in his direct and whose remuneration is paid against vouchers as per amount prescribed from this Directorate will not come under the category of causal workers and therefore, there is no scope for their absorption against regular 'D' Group posts.

He is, therefore, requested kindly not to send such cases to this Directorate for absorption.

S. Khaddar  
For Director of Land Records & Surveys and  
Jt. Land Reforms Commissioner, West Bengal

————— ● —————  
**Government of West Bengal**  
**Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal, Department**  
**35, Gopalnagar Road, Alipore, Calcutta-27**

No. 348/1762/B-I/89

Dated : Alipore, the 31<sup>st</sup> May, 1996

To : The District Land & Land Reforms Officer, Howrah

Subject : Recruitment to the "D" Group post in the Integrated Set up.

Reference : His D.O. No. 688-L.R. Dated 27.02.96

With reference to above, he is requested kindly to fit the 80 vacancies for recruitment to the "D" Group Post in his district in the 50 point roster in which (for 80 vacancies) the 1<sup>st</sup>, the 7<sup>th</sup>, the 11<sup>th</sup>, the 15<sup>th</sup>, the 18<sup>th</sup>, the 21<sup>st</sup>, the 28<sup>th</sup>, the 32<sup>nd</sup>, the 36<sup>th</sup>, the 40<sup>th</sup>, the 47<sup>th</sup>, the 51<sup>st</sup>, the 57<sup>th</sup>, the 61<sup>th</sup>, the 65<sup>th</sup>, the 68<sup>th</sup>, 71<sup>st</sup>, 78<sup>th</sup> vacancies shall be reserved for the Schedule Caste candidates and the 4<sup>th</sup>, 24<sup>th</sup>, 43<sup>rd</sup>, 54<sup>th</sup>, 74<sup>th</sup> vacancies shall be reserved for Scheduled Tribes candidates. Reservation for Ex-Servicemen and Physically handicapped candidates maybe fitted in the panel according to their merit. The reservation of S.C. & S.T. candidates in respect of absorption of causal workers has been adjusted centrally at this Directorate .

P. Bandyopadhyay  
Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, West Bengal

**Government of West Bengal**  
**Land and Land Reforms Department**  
**ISU Branch**

No. 5670-GBIII

Dated : Cal, the 15.10.1998.

To  
The Director of Land Records & Surveys  
and Joint Land Reforms Commissioner,  
West Bengal.

**MEMORANDUM**

A scheme for absorption of the Tahasil Mohurriors in regular establishment against available vacancies in Group D posts in phases has been under active consideration of the Government. After careful consideration it has been decided that all cases of absorption of the eligible Tahasil Mohurriors may be considered in the same manner as has been done in the identical cases of absorption of the Tahasil Mohurriors in compliance of the various orders of the Hon'ble High Court, subject to the terms and conditions detailed below.

2. (i) A very careful scrutiny ought to be made with reference to available papers i.e. acquittance rolls etc. and other corroborative records before entertaining the claim of the incumbents serving as Tahasil Mohurriors for the purpose of absorption.

(ii) After ascertaining the genuineness of the claim of the incumbents for absorption, a list of eligible candidates should be prepared with particular reference to their date of appointment, length of service, continuity in service etc. i.e. length of service should be the basic criterion and the names of candidates to be arranged in accordance with the date of engagement read with order dated 29.9.93 of His Lordship Mr. Justice Gitesh Ranjan Bhattacharyya in Civil Rule No.7592(W) of 1991.

(iii) Provisions laid down in Labour Department's Circular No.1700-EMP dated 3.8.79, which were operative at the material time, shall also be taken into account.

(iv) A reasoned order should be passed in all individual cases where the District Land and Land Reforms Officer concerned, decides against absorption of incumbents on account of their ineligibility to avert unnecessary litigation.

(v) No "Group-D" post shall be filled up from outside, except in "(die-in-harness" or similar nature) "Exempted Category" cases, till all eligible Tahasil Mohurriors are absorbed, subject to availability of vacancies in Group "D" posts.

(vi) While implementing the decision of absorption of Tahasil Mohurriors excess age of the incumbents, if any, may be condoned by the concerned authority under the relevant rules of the Government and/or as directed by the Hon'ble High Court.

(vii) Seniority of the incumbents shall be determined in accordance with the determination of Seniority Rule, 1981. Past services rendered by them elsewhere in any capacity prior to absorption shall not be taken into account under any circumstances.

(viii) Government decision in respect of any matters, retiring benefits and any other benefits shall be binding upon the concerned personnel after their absorption under this Government.

(ix) An undertaking has to be obtained from each individual in respect of the conditions laid down in items (vii) and (viii) prepage before his absorption in Government service in order to avert any possible litigation in future.

(x) An undertaking has also to be obtained from each individual Tahasil Mohurriors, if absorbed, to the effect that they may be posted anywhere in the State in the interest of public service.

(xi) The absorption of the eligible Tahasil Mohurriors shall be subject to due observance of all formalities i.e. Medical fitness, Police verification etc. as are normally observed in case of appointment of personnel in Government service.

3. The list of eligible Tahasil Mohurriors already prepared in respect of each district in the office of the DLRS including those who are petitioners in various court cases (in accordance with the Courts order) should reach the respective District Land and Land Reforms Officer within 15.11.98 positively.

The said list should be exhibited in the Notices Board of the office of the District Land and Land Reforms Officer concerned for a period of 30 (thirty) days with effect from 1.12.98. The D.L.&L.R.O. should also publish a notice in the leading newspapers of the district. The notice should contain the stipulation that a person claiming himself to be an ex- Tahasil Mohurrior and his name not finding place in the list, may file a petition duly supported by documents to the concerned authority within 30 (thirty) days i.e, within 31.12.98. No petition after 31.12.98 in support of the claim of absorption as Tahasil Mohurrior will be accepted by the authority under any circumstances.

This is issued in modification of circular number 1672-CD III dt. 17.3.97 issued earlier.

P. Bandyopadhyay  
Joint Secretary to the  
Government of West Bengal  
Land and Land Reforms Department

————— ● —————  
**Government of West Bengal**  
**Land and Land Reforms Department**  
**ISU Branch**

No. 7517-ISU

Dated : Cal, 30<sup>th</sup> November, 1999.

**MEMORANDUM**

To  
The Director of Land Records & Surveys, West Bengal,  
Alipore, Calcutta-27.

Sub : Absorption of Tahasil Mohurriors against Group-D post.

A Scheme for absorption of the eligible Tahasil Mohurriors in the regular establishment of this Department against available vacancies in the Group "D" post in phases was taken up for implementation, subject to certain terms and conditions stipulated in Land and Land Reforms Department Memo. No. 5670-GBIII dt. 15.10.98.

While ascertaining the eligibility of the Tahasil Mohurriors for absorption in the Group "D" post under the regular establishment, it has come to the notice of this Department, that a number of Tahasil Mohurriors were engaged below the minimum prescribed age of 18 years contrary to the provisions laid down in Finance Department Notification Nos. 8321-F dated 06.11.81 and 8322-F dated 06.11.81 for recruitment to the Group "D" Post of Peon/Night Guards etc.

A question has now arisen as to whether the Tahasil Mohurriors who were engaged below the prescribed minimum age of 18 years will be eligible for recruitment/ absorption in the said posts under the regular establishment of this Department.

After careful consideration, it has been decided that for the purpose of absorption of the Tahasil Mohurriors to the Group 'D' posts under the regular establishment of this Department, the provision laid down in Finance Department Notification Nos. 8321-F dated 06.11.81 and 8322-F dated 06.11.81 and also the provisions laid down in para 5 in Labour Department Memo No.1700-EMP dt. 3.8.79 shall apply mutatis mutandis in these cases. The incumbent who were engaged as Tahasil Mohurriors on commission basis below the minimum age of 18 years and has not worked for five consecutive years after attaining the age of 18 years shall be debarred from consideration for absorption in group "D" posts under the regular establishment of this Department even if they are otherwise found eligible.

It must be ensured that the above guideline and circular are strictly followed for absorption of Tahasil Mohurriors.

P. Bandyopadhyay  
Joint Secretary  
Land and Land Reforms Department,  
West Bengal.

**Government of West Bengal**  
**Land and Land Reforms Department**  
**Section-BIII, Branch-ISU**

No. 7836-ISU

Dated, Kol, the 19<sup>th</sup> November, 2001.

**MEMORANDUM**

To  
The Director of Land Records & Surveys  
& Jt. Land Reforms Commissioner,  
West Bengal.

Sub : Absorption of selected Tahasil Mohurrior.

The undersigned is directed by order of the Governor to say that the Governor has been pleased in relaxa of Finance Department, memo No.4100-FB dt. 13.12.2000 to accord post facto approval of appointment of 98 (ninety eight) eligible Tahasil Mohurriors who have been employed on or after 13.12.2000 as Group "D" employee under different offices under the Director of Land Records & Surveys & Jt. Land Reforms Commissioner, West Bengal.

The undersigned is further directed by order of the Governor to say that the Governor has been pleased, in relaxation of Finance Deptt's memo No.4100-FB dt. 13.12.2000 to convey approval for appointment of such 167 (one hundred sixty seven) selected Tahasil Mohurriors who have been found eligible for employment after required police verification and medical examination in different offices under the Director of Land Records & Surveys & Jt. Land Reforms Commissioner, West Bengal, communicate by the Director of Land Records & Surveys vide his No. 2380/137/CS/2000 dt. Alipore the 1<sup>st</sup> Feb. 2001.

2. This issues with the approval of cabinet.

Sd/-Illegible  
Deputy Secretary to the  
Govt. of West Bengal  
Land and Land Reforms Department,

————— ● —————  
**Government of West Bengal**  
**Office of the Director of Land Records & Surveys and**  
**Joint Land Reforms Commissioner, West Bengal**  
**35, Gopalnagar Road, Alipore, Calcutta-700027**

**ORDER**

No. 184/576/CS/99

Dated, Alipore, the 20<sup>th</sup> March, 2002.

In pursuance of the notification No.7836-ISU dt. 22.11.01 of L&LR Department read with Finance Department memo No.4100-FD dt.13.12.00 approval is hereby accorded for appointment of 165 eligible Tahasil Mohurriors in the districts noted below who have been found eligible for employment after required Police verification and medical examination in different offices under the Integrated set-up The list of names is enclosed. The concerned DL&LROs are requested to take appropriate action accordingly.

<b>Name of the District</b>	<b>Total Number</b>
Tamluk	56
North 24-Pgs.	4
South 24-Pgs.	1
Birbhum	7
Murshidabad	44
Howrah	7
Bankura	4
Malda	1
Bardahaman	37
Hugli	4
	165

D.K. Chaudhuri  
Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, West Bengal

No.184/577-87/CS/99.

Dated, Alipore the 20<sup>th</sup> March, 2002

Copy forwarded for information & necessary action to :-

1. DL&LRO ..... A list of ..... eligible TMs for his district is enclosed. This has reference to his memo no. .... dt. ....
2. Dy. Secretary, L&LR Deptt. Govt., of West Bengal.

D.K. Chaudhuri  
Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, West Bengal

●

**Government of West Bengal**  
**Land And Land Reforms Department**  
**Section-EI, Branch-DE**

Memo No. 657-DE/LL/O/IM-241/2001

Dated, Kolkata the 3<sup>rd</sup> February, 2003

To  
The Collector,  
Nadia.

Sub : Guidelines for recruitment of Gr. 'D' (Clerical) employees on contract basis.

In inviting reference to the correspondence resting with his memo No.1183/Estt. dt. 04/06/2002 on the above subject, the undersigned is directed to convey hereby the following guidelines for recruitment of Gr. "D" (Clerical) employees on contract basis :-

- i) The appointment on contract basis should be made in strict adherence to the principle of 100 point Roster.
- ii) Only candidates sponsored by the Employment Exchanges should be considered for appointment.
- iii) No candidate should be selected on the basis of open market advertisement in addition to candidates sponsored by Employment Exchanges.
- iv) The appointments should be made on contract basis for a period of one year only with scope for renewal .
- v) The candidates thus selected for appointment would be entitled to the minimum of the pay scale of post without any allowances. Their leave will be guided by rule 213 of WBSR Pt. I.

This issues in consultation with the Finance Deptt.

Sd/- Illegible  
Dy. Secy. to the Govt. of West Bengal  
Land & Land Reforms Deptt.,

No.657/1(27)-DE.

Dated, Kolkata the 3<sup>rd</sup>/11<sup>th</sup> February, 2003

Copy forwarded for information and guidance to the :-

The Director of Land Records & Surveys, WB, 35, Gopalnagar Road, Alipur, Kol-27.

Sd/- Illegible  
Dy. Secy. to the Govt. of West Bengal  
Land & Land Reforms Deptt.,

Memo. No.25/1001-1025/BI-03.

Dated, Alipore the 6<sup>th</sup> March, 2003

Copy forwarded for information and guidance to:-

- 1-18) DL&LRO, .....
- 19) Asstt. Director (Training), A.R.T.I. Shalboni, Paschim Medinipur.
- 20-25) D.D.A., D.D.S., P.A. to DLR&S, OSD.I, OSD.II

D.K. Chaudhuri  
For Director of Land Records & Surveys and  
Joint Land Reforms Commissioner, West Bengal