

XV. INTEGRATED SET-UP OF LAND REFORMS ADMINISTRATION

Government of West Bengal Land & Land Reforms Department Establishment Branch

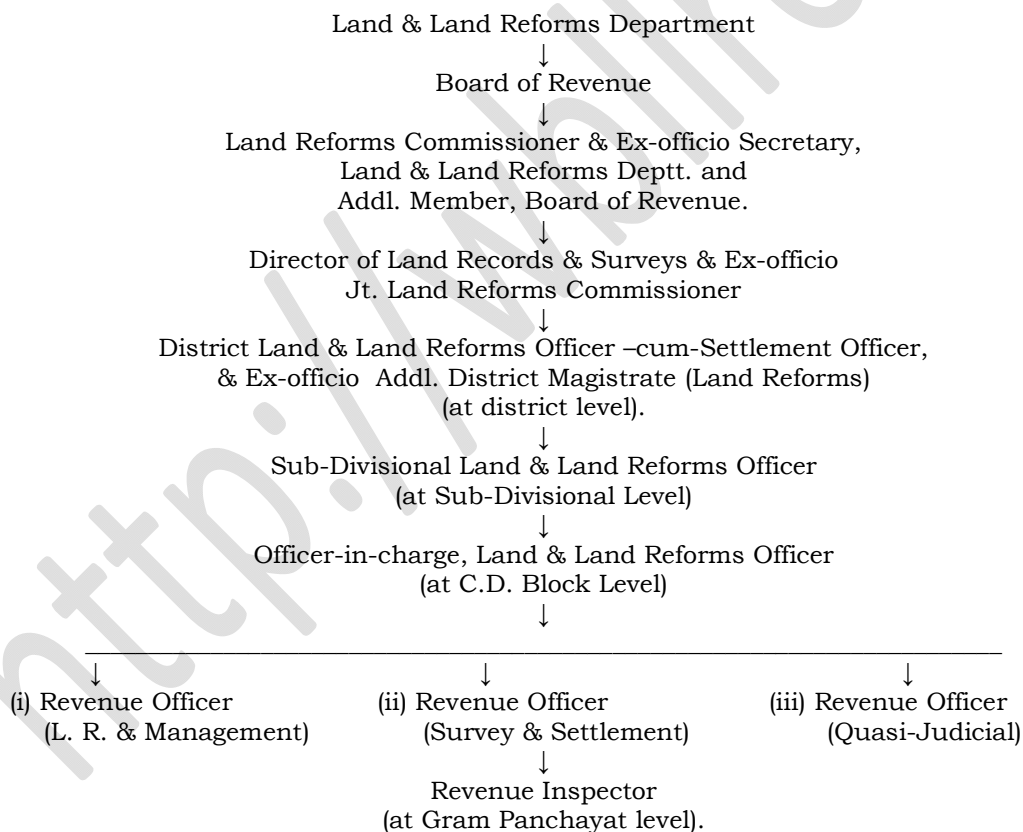
No. 4205(17)-Estt.

Dated the 28th Nov'83

To
The Secretary, Board of Revenue, West Bengal,
The Director of Land Records & Surveys, West Bengal.
The Collector _____.

Sub: Introduction of Integrated set-up of Land Reforms administration.

The undersigned is directed to state that this department had been considering for sometime the introduction of an integrated set-up of land reforms administration in which the survey & settlement wing and the management wing would be integrated under a unified command and the Land Reforms machinery would be spread out upto the Gram Panchayat level in a systematic manner for better implementation of land reforms and land management matters. It has since been decided that the integrated set-up will be introduced simultaneously in all the districts of the State. The new set-up is indicated below:-



2. Subject to the overall control and supervision of the Land Reforms Commissioner, the D.L.R.&S. will be in charge of implementation of the scheme. He will also be appointed ex-officio Joint Land Reforms Commissioner.

3. Although the new Land Reforms set-up at the district and lower levels will be separate from the Collectorate, the authority of the Collector and the S.D.O. in the matter of co-ordination at their respective levels will remain. The Collector and the S.D.O., as the case may be, will have the general power of supervision and be generally responsible for monitoring the work relating to land reforms. The

Commissioners and the Divisions will also be involved in the scheme with powers of supervision and periodic inspection. They will be in addition, exercise statutory powers as laid down in different statutes.

4. It has tentatively been decided that the integrated set-up will be introduced with effect from 1st of April, 1984. Necessary Govt. orders sanctioning additional posts and the mode of integration of management and Survey & Settlement wings etc. will be issued in due course. In the meantime, it is requested that preparatory work like arrangement for accommodation at different levels may be taken up immediately so that the change-over from the existing system to the new one may take place smoothly.

M. Dutta
Deputy Secy. to the Govt. of West Bengal

No. 4205 (17)/1(133) – Estt.

Calcutta, The 28th Nov '83.

Copy for information forwarded to the :

1. Commissioner, _____ Division.
2. Settlement Officer, _____
3. Additional Dist. Magistrate (LR) _____
4. S.D.O/ Addl S.D.O. _____
5. Director, U.L.C.
6. U.L.C. Branch of this Deptt.
7. Home (PAR) Department,
8. Finance Department.

M. Dutta
Deputy Secy. to the Govt. of West Bengal

U.O. – 66 – F dtd. 4th April, 1984

**INTEGRATED SCHEME OF LAND REFORMS IN WEST BENGAL
- REVISED INCEPTION PROPOSAL.**

1.1 Introduction

West Bengal is one of the permanently settled States in India. Consequently raiyatwari system of land revenue administration, as prevalent in most of the States in India, is conspicuous by its absence here. With the abolition of the intermediary interests and imposition of ceiling on holding of lands on Individual basis under the provisions of the W.B.E.A. Act, 1953, the permanent settlement was given a go by. A system of land management administration was evolved for the purpose of management of vested lands and interests. Such administration was spread upto C. D. Block level. The machinery, commonly known as "Management wing", is under the charge of an Additional District Magistrate (LR) at the district level. At the Sub-division level, there is the organization of Sub-divisional Land Reforms Officer under the charge of an S.L.R.O., Gr. II and at the C.D. Block level, there is the organization of J.L.R.O's offices. Below that level there is no land management organization at present.

1.2 Simultaneously with the introduction of the W.B.E.A. Act, 1953, Revisional Settlement Operation were carried out throughout the State from the mid-fifties mainly for the dual purposes of (i) ascertaining the quantum of land likely to vest under the provisions of the said Act, and (ii) amount of compensation likely to be paid by the State Government for the vested lands and interests. The Survey and Settlement is under the immediate control and supervision of the D.L.R. & S., West Bengal subject to the overall control and supervision of the Board of Revenue, West Bengal.

1.3 The record-of-rights prepared in the mid-fifties suffered infirmities due to lack of maintenance and updating the records consequently became obsolete in course of time. For the purpose of imposition of "Family Ceiling Law" and various other land reforms measures under the W.B.L.R. Act, 1955, the need for a fresh set of upto date record-of-rights was keenly felt. To attain the objective, denovo revisional settlement operation has been undertaken throughout the State under the provision of the West Bengal Land Reforms Act, 1955.

While nine districts of the State has been covered by 'PLAN SCHEME' the remaining six districts are being looked after in the non-plan sector. The work of Survey and Settlement Operations, both in the plan sector as well as in the non-plan sector, is still continuing.

2. Thus, at the present juncture, there are under the Board of Revenue, West Bengal, two districts machineries responsible for work relating to 'Land Reforms' – (1) Management Wing, and (2) Survey and Settlement wing. With the completion of survey and settlement operation it will be necessary to evolve a machinery for continuous updating and maintenance of the record-of-rights, now under preparation and involve this machinery in all matters connected with 'Land Reforms' . The work should normally have been done by the 'Management Wing' but due to inadequate infrastructure this machinery is quite incapable of taking up the work.

2.1 It needs to be recalled that in March, 1973, the 'Task Force' set up by the Planning Commission on Agrarian Relations recommended that an integrated machinery should be set up for exclusively dealing with Land Reforms matters. On the nature of administrative machinery, the observations of the Task Force are quoted below:

“An efficient machinery operating at the village, tahshil, district and state levels would be needed. A question will naturally be asked whether the present District Administration is adequately equipped for undertaking this job. A simple answer to this question might be that if we increase the man-power at the disposal of the Collector, he will do the job just as he is discharging so many other important functions. But this answer ignores a crucial point that Land Reforms cannot, in fairness, be compared with other developmental programmes..... Measures of land Reforms which effect on way or the other the entire rural population of the country and which cannot but engender formidable forces of opposition, have to be carried out with the fanatical zeal of a single tract of mind. Hence it is absolutely necessary to have an alternative administrative set up exclusively to look after land reforms

We would suggest that a land reforms organization parallel to the district administration manned by hand picked administrators may be set up”.

In keeping with the recommendation of the 'Task Force' and to assure continuous updating and maintenance of record-of-rights, as also for implementation of the various land reforms measures through an integrated land management machinery, an 'Integrated Scheme on Land Reforms' conceived and approved for implementation as a part of State's Sixth Five-Year Plan proposals. The Scheme aims at integration of the Survey and Settlement wing and the Management wing at all levels and leading up of the administrative net work upto the Gram Pranchayat level, through a separate system of Land Reforms Administration the ultimate objective being gradual switch over to raiyatwari system of Land Revenue administration.

Even though the 'Integrated Scheme' was due to be formally launched with effect from 1.4.80 for various reasons, it has not been given effect to as yet. Initially, it was thought that the Survey and Settlement operations throughout the State, which was then in full swing, should be allowed to continue uninterruptedly for some more time so that there may be cluster of mouza completed in final publication of record-of-rights being the basis for setting up of Gram Panchayat level organizations.

Subsequently, taking up of the 'Operation barga scheme for recording names of share-croppers in the record-of-rights in which the entire survey and settlement machinery was deployed, delayed the starting of the scheme.

At a later stage, it was decided that the Scheme would be implemented partially in eight districts of the State with effect from August 2, and Cabinet's approval to this proposal was also obtained. But due to some administrative problems, this programme could not be adhered to.

These administrative problems have mostly been overcome and the Integrated Scheme on Land Reforms is proposed to be implemented throughout State with effect from 1.9.84 or soon thereafter, subject to the modifications suggested hereinafter.

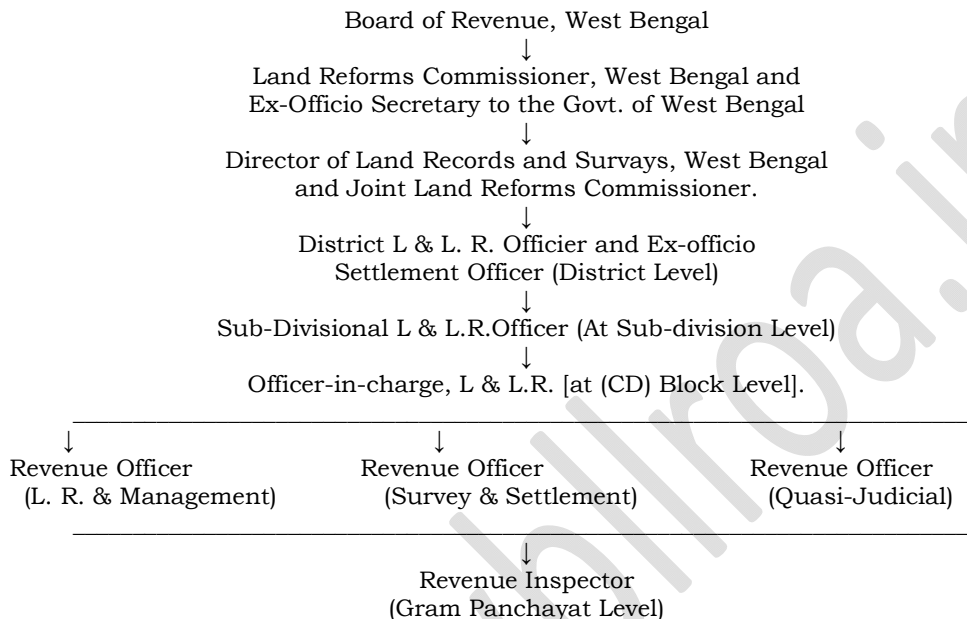
Administrative Set-up:

3.1 In the original set up it was proposed that the 'Integrated set-up' would be under the superior charge of the Collector through the Additional Collector (LR) at the District level. Below the district level there would be Sub-divisional organizations, Circle level corresponding to the C.D.Block Level organizations and Gram Panchayat level organizations. This machinery would be mainly responsible for Land Reforms work including continuous updating and maintenance of the record-of-rights.

For looking after the technical aspects it was proposed that there would be a small set-up under the Director of Land Records and Surveys, West Bengal, with offices of Settlement Officers at Division level and those of Assistant Superintendent of Surveys at the district level.

Both the wings would be under the unified control of the Board of Revenue, West Bengal.

3.2 The 'Administrative set-up' suggested earlier has been modified to ensure a single line of command under the Land Reforms Commissioner, West Bengal, through the Board of Revenue, West Bengal, for more effective implementation and better co-ordination. The proposed revised set-up is indicated below:-



3.3 **Role of different Authorities in the 'Integrated Set Up'**

Land Reforms Commissioner

The Land Reforms Commissioner will co-ordinate the functioning of the 'Integrated Set up'. He will continue to be ex-officio Secretary to the Govt. of West Bengal, L. & L.R. Department.

All important matters including policy decisions shall be routed through the member, Board of Revenue, West Bengal and approval of appropriate higher authority taken.

Commissioners of Divisions

In the revised set-up, the Commissioners of Divisions will continue to have statutory functions as have been laid down in the different statutes.

The existing channel of communication from the district to the Board of Revenue will continue through the Divisional Commissioners in certain specified management matters like settlement of land, Khasmahal etc.

Director of Land Records & Surveys & Joint Land Reforms Commissioner, West Bengal

The Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal will be in charge of the implementation of the scheme at the operation level subject to overall control and supervision of the Land Reforms Commissioner, West Bengal.

Collector of the District

At the district level, even though the District level organizations of the "Integrated Set-up" will function on a parallel line of administration, the authority of the Collector in the matter of co-ordination will remain. His relationship with the 'Land Reforms' organization will be much more important than other district level functionaries, for example, the Principal Agricultural Officer. The Collector of the district shall have the general power of supervision, and he shall be responsible for all sorts of monitoring work relating to the 'Integrated Scheme'.

District Level Officers

At the district level there shall be a separate Land Reforms organization under the charge of a District L & L. R. Officer who shall also be the ex-officio Settlement Officer. He shall be responsible to the D.L.R. & S. West Bengal and Joint Land Reforms Commissioner, West Bengal.

This post will be manned by IAS officers and/or senior WBCS Officers. In effect, the work of the Additional Collector (LR) and the Settlement Officer will be combined in this post.

Sub divisional Land Officers

At the sub-division level there shall be a Sub-divisional L & L.R. Officer who may be either an officer in the WBCS cadre or an officer in the cadre of SRO/LRO.I. He shall be responsible to the District L & L .R. Officer directly for the implementation of the Scheme.

The duties and responsibilities of the Settlement Charge Officers and the Sub-divisional Land Reforms Officers of the 'Management' set-up will be amalgamated at this level.

Sub-Divisional Officer

The authority of the Sub-divisional Officer of the mainstream of general administration will remain in the matter of co-ordination. The SDO will have the general power of supervisions and he shall be responsible for all sorts of monitoring work relating to the 'Integrated scheme'.

C.D.Block Level Officers

At the C.D.Block level there is no change with respect to the set up originally proposed. The existing JLRO's offices and the settlement camps at the C. D. Block level will be combined together under the charge of an Officer-in-charge, L & L.R. of the rank of S.R.O. II/ L.R.O. II with three distinct wings – (i) the Land Reforms & Management Wing, (ii) Survey & Settlement wing and (iii) Quasi-Judicial wing-each under the sub-charge of a Revenue officer of the rank of Kgo-I/J.L.R.O.

Gram Panchayat Level Officers

At the Gram panchayat level there will be Revenue Inspector of the rank of Kgo-II/C.I., which will function as the basic unit of the 'Integrated Set Up'.

4. Organisational Set Up

In accordance with the revised "Administrative Set Up" indicated above, the organizational set up at different levels is discussed below.

4.1 District war Set Up

There shall be 17 district level organizations one at each district headquarter plus one additional organization each at Barasat, 24 Parganas and Tamluk, Midnapore.

At this level, the set-up already agreed to by the Finance Department and the set-up now proposed is indicated below:

Set-up Already agreed to		Set-up now proposed	
Dist. Land Reforms Officer	- 1	Dy. Dist. L & L.R. Officer	- 2
S.R.O. II	- 1	S.R.O. II	- 2
Kanungo - I	- 1	Kanungo - I/JLRO	- 2
U.D. Clerk	- 2	Head Assistant	- 1
Stenographer	- 1	Stenographer	- 1
L.D. Clerk	- 6	U.D. Clerk	- 4
Typist	- 2	L.D. Clerk	- 6
Amin	- 1	Typist	- 2
Group - D	- 5	Group - D	- 6
		Technical Staff	
		Asst. Survey Officer	1
		Head Draftsman	1
		Draftsman	3
		Surveyour-cum-Computer	3
		Khalashi	10

In addition to the set-up proposed above, there will be requirement of 17 district L & L.R. Officers in the IAS/WBCS cadres. There are at present 8 posts of Additional Collectors (LR) and 3 posts of Settlement Officer borne in the IAS cadre. In addition to these 11 IAS cadre posts there are 5 posts of Settlement Officers in the WBCS scale of pay. There will, therefore, be in effect, an increase of one post which may be borne in the WBCS scale of pay.

It will be necessary to change the nomenclature of the post of Additional Collector (LR) and the Settlement Officer. The issue will be taken up with the appropriate authority/ authorities in due course.

The technical staff proposed for the District level organization has become necessary having regard to the fact that in the Revised scheme offices of the Settlement Officers at the Divisional level and those of the Asst. Supt. of Surveys at the district level will not be required. Therefore, even though apparently a bigger establishment has been suggested, in totality the District level organizations will have comparatively smaller set-up.

Since there shall be an independent Land Reforms Organisation at the district level, the necessity for the posts of Head Assistants (one each at each district) need not be discussed in detail. There should be a clerical head in an organizational set-up deploying a vast army of personnel at different levels.

4.2 Set up for the Sub Divisional Establishments

There are at present 49 sub-divisions. In addition to each of the sub-divisions, additional revenue units at this level are proposed to be established at Krishnagar, Kalyani and Raghunathpur, total number of such organizations will, therefore, be 52.

At this level, the set-up originally proposed by the Board of Revenue and agreed to by the Finance Department and that now recommended is indicated below:-

Set-up originally proposed and agreed to			Set-up now Proposed	
Sub-Divn. Land Reforms Officer (WBCS/SRO-I/LRO-I)	1		Sub-Divn. L & L.R. Officer	1
Asst. Survey Officer/ SRO-II	1		S.R.O. II	1
Kanungo-I/JLRO	1		Kanungo-I/JLRO	1
U.D. Clerk	1		U.D. Clerk	2
L.D. Clerk	4		L.D. Clerk	4
Typist	1		Typist	1
Admin/Mohurrir	2		Head Draftsman	1
Group D	5		Draftsman	2
			Amin	1
			Group D	5

The increase in the proposed set up is marginal to the extent of the U.D. Post, apart from the technical staff. The requirement of technical staff at this level is due to the fact that this will be combined wing.

At this level it will be necessary to create 52 posts of Sub-Divisional L & L.R. Officer in the WBCS cadre or in the cadre of SRO-I/LRO-I. This is obviously necessary because so long there was no officer of such rank at the Sub-Divisional level in the Management wing and only a few such officers in the Settlement wing.

4.3 Circle Level Organisations

There are at present 336 C.D. Blocks. Each such Block will have an organization for Land Reforms administration.

At the Circle level, corresponding to C.D. Block level there is no proposal for change in the set up that has already been agreed to.

The staffing pattern already agreed to by the Finance Department is indicated below:

Officer-in-charge, L & L.R. (SRO-II/LRO-II)	1
Revenue Officer (Kanungo-I/JLRO)	3
U.D. Clerk	2
Peshkar/ LD Clerk/ Typist	3
Amin/Muhurrir	4
Group D	4

4.4 Gram Panchayat Level Organisations

The original proposal was for setting up 3250 organisations at this level, subsequently, the number of Gram Panchayate has increased to 3305. The total number of organizations will be on the basis of the increased figure. At this level the set up already agreed to by the Finance Department consists of one Revenue Inspector, one Karmachari, one Amin and one Group-D employee. The nomenclature Karmachari is proposed to be changed to "Bhumi Shahayak". In addition to the staff agreed to, an increase in the number of Group D post by one is suggested. The additional post is meant for deployment as Night Guard for guarding the Govt. Records to be preserved at this level.

The State Government is committed to absorb the Tahasildars and their peons in the 'Integrated set up'. There are about 4500 Tahasildars and an equal number of Tahasil Peons. The eligible Tahsildars will be absorbed as 'Bhumi Shahayaka' while the Tahsil peons are proposed to be absorbed as 'Group D' employees for deployment as Night Guards.

5. Supervision, direction and control

Supervision, control and direction would be handed over exclusively to the new Directorate of Land Reforms and Settlement under the overall supervision of the Land Reforms Commissioner, West Bengal. Routine matters of transfers and posting and other matters not concerned with policy decision, which are now dealt with by the Board of Revenue, will be transferred to the New Directorate with the twin purpose of making the Board of Revenue more effective in the matter of Policy and in making the new set-up effective and efficient. Accordingly some officers and staff will be necessary at the headquarters of the new set-up which may be housed at the Survey Buildings, 35, Gopalnagar Road, Alipore. The Post of Special Secretary, Board of Revenue which belongs to IAS cadre may be transferred to the new set-up and a Joint Director of Land Records and Surveys and ex-officio Deputy Land Reform Commissioner may be created thereon. At present there are 3 Deputy Directors of the WBCS cadre under the Director of Land Records and Surveys, West Bengal. In addition post of Deputy Director deal exclusively with land reforms will be necessary. Consequent on doubling of the officers from 8 to 17 at the district level, the contingent of Assistant Directors at the Directorate level, will also have to be raised from the existing 3 posts of Assistant Directors and 1 post of Special Officer, 8 posts of Assistant Directors of which 5 posts may be filled up from WBCS/SRO.I/LRO.I cadre while 3 posts (which may be designed as Special Officer, Officer on Special Duty and Officer on General Duty) may be filled up by promotion from the existing ministerial-heads. In addition, 3 posts of Statistical Assistants in the scale of pay Rs. 425-1050/- will be necessary to run the Statistical Cell at the Directorate level and these posts may be filled up from the existing staff by competitive examination conducted by Public Service Commission, without creating any additional post. Since collection of revenue and accounting up to the proposed that for 17 districts 17 posts of Inspecting Auditor in the scale of pay Rs. 380-910 with a special pay of Rs. 40/- will be necessary. These posts may also not be created additional but be filled up by promotion and selection.

6. Finance Aspect

During the remaining period of the Sixth Plan the 'Integrated Set-up' will partly be looked after by the Plan provisions and partly by the Non-plan provisions available for Survey or Settlement work and management work.

A statement showing the existing staff strength in both the wings is enclosed. The statement also indicates the requirement of Officer and staff at different levels for the integrated set-up as a whole.

7. Office Accommodation and Furniture

(1) The existing Halka Offices of the Settlement Wing may be converted into the Revenue Inspector's office with the existing furniture. Where there is no Halka office now, space not exceeding 300 sq. ft. may be hired initially and the required furniture may be purchased. But the ultimate aim would be to construct a Government building at each Revenue Inspector's level which should preferably have a small residential accommodation for the Revenue Inspector as well. For this purpose, the vested land and any other land at the disposal of the State Government may be kept earmarked.

(2) Similarly the existing office of the J.L.R.O./Settlement Circle Officer/ Settlement 'C' camp or 'B' Camp Officer/Centralised Halk Camp may be converted into the office of the Officer-in-charge Land and Land Reforms at the block level along with all furniture. It is felt that at the block level, there may not be need for immediate hiring of accommodation to any large extent.

(3) At the Sub-Divisional level in the outlying sub-division the S.L.R.O.'s usually have one office of their own. Similarly Settlement Charge Officers also have their own office. It is expected that this offices can be converted into the office of the Subdivisional Officer, Land & Land Reforms and only in marginal cases, hiring of accommodation may be necessary.

(4) At the district level, the office of the Additional District Magistrate (Land Reforms), Settlement Officer may be converted into the office of the District Officer, Land & Land Reforms. In this case also, hiring of new accommodation may be needed only marginally.

Explanatory Note to the 'Annexure' showing recruitment of Officers and Staff in the 'Integrated Set-up'

District Land and Land Reforms Officer There will be additional requirement of one post which may be borne in the WBCS scale of pay

Sub-divisional L & L.R. Officer/ Deputy District L & L.R. Officer. The Additional requirement will be for 42 posts.

There will be 66 posts in excess of requirement in the cadre of SRO.II/LRO-II. Out of 42 additional posts, 21 posts may be created by conversion of equivalent no. of posts in the cadre of SRO.II/LRO-II into posts in the cadre of SRO-I/LRO-I. Such conversion will take effect from the date of appointment to the cadre of SRO-I/LRO-I from SRO-II/LRO-II.

The Remaining 21 posts may be created in the WBCS scale of pay.

Special Revenue Officer/ Land Reforms Officer-II Out of 66 posts, 21 posts have been proposed to be converted to posts of SRO-I/LRO-I. The remaining 45 posts may be allowed to be continued for the present to complete the pending work of survey and settlement operations.

Kanungo-I/J.L.R.O. There will be 540 posts in excess of requirement. These posts are proposed to be continued for the present to complete the pending work of Survey & Settlement Operation. There will be procedural delay in making appointments to the posts of Revenue Inspector. The Kanungos to be deployed for survey & settlement work will be entrusted with the work of Revenue Inspectors in their respective areas pending filling up all the vacancies in the cadre of Revenue Inspectors.

Head Assistants/ U.D.Clerks/ L.D.Clerks/ Amins/Mohurriers/ Revenue Inspectors. There will be chain promotions from the lowest rung to the highest rung. The resultant vacancies in the Group-D cadre will be kept utilized for adjustment of excess posts.

Bhumi Shahayak These posts are exclusively meant for absorption of Tahasildars of the Estate Acquisition Set-Up.

**Annexure
Requirement of Officers and Staff for the 'Integrated Set-up'**

Name of the Post	Office	Rate	Total Requirement	Existing			Addl. Requirement	Excess
				Manag-ement	Settle-ment	Total		
1. Dist. L. & L.R. Officer I.A.S. /Sr. WBCS	Dist.	1 x 17	17	8	8	16	1	-
2 Sub.Divn. L. & L.R. Officer/Dy. Dist L. & L.R. Officer.	Dist. Sub-Divn.	2 x 17 1 x 52	86	7	37	44	42	-
3 Asst. Survey Officer/ S.R.O.-II /LRO-II	Dist. Sub-Divn. Circle.	3x 17 1 x 52 1 x 336	439	60	445	505	-	66

Name of the Post	Office	Rate	Total Requirement	Existing			Addl. Requirement	Excess	
				Management	Settlement	Total			
4	Kanungo-I/JLRO	Dist. Sub-Dvn. Circle.	2 x 17 1 x 52 3 x 336	1094	369	1265	1634	-	540
5	Head Assistant	Dist.	1 x 17	17	-	-	-	17	-
6	Head Draftsman	Dist. Sub-Dvn.	1 x 17 1 x 52	69	-	5	5	64	-
7	Draftsman	Dist. Sub-Dvn.	3 x 17 2 x 52	103	-	110	110	-	7
8	Stenographer	Dist.	1 x 17	17	8	8	16	1	-
9	U.D.Clerk	Dist. Sub-Dvn. Circle.	4 x 17 2 x 52 2 x 336	844	49	94	143	701	-
10	L.D. Clerk/ Peshkar/ Typist	Dist. Sub-Dvn. Circle.	8 x 17 5 x 52 8 x 336	3084	1591	3768	5359	-	2275
11	Revenue Inspector	Gram Panchayat	1 x 3305	3305	738	158	896	2409	-
12	Surveyor-cum-Computer	Dist	3 x 17	51	-	39	39	12	-
13	Bhumi Shahayak	Gram Panchayat	1 x 3305	3305	-	-	-	3305*	-
14	Amin/Mohurrir	Dist. Sub-dvn. Circle Gram Panchyat	2 x 17 1 x 52 4x 336 1 x 3305	4735	672	5442	6114	-	1379
15	Group - D	Dist. Sub-dvn. Circle Gram Panchyat	16 x 17 5 x 52 7 x 336 2 x 3305	9494	2148	7831	9979	-	485

* To be filled up by Tahasildar of the Estates Acquisition set-up.

Statement showing the Additional requirement of Officers and Staff for Directorate proper

Sl. No.	Name of the Post	Scale of pay	Existing Strength	Addl. requirement.	Total
1.	Director of Land Records and Surveys, West Bengal	Grade of Pay of I.A.S. plus Spl. pay 150/-	1	-	1
2.	Jt. Director of Land Records & Surveys, W.B.	Grade of pay of I.A.S. plus Spl pay 100/-	-	1	1
3.	Dy. Director	Grade of W.B.C.S.	3	2	5
4.	P.A. to the D.L.R. & S.	- do -	1	-	1
5.	Asst. Director	- do -	3	1	4
6.	Special Officer	- do -	1	-	1
7.	Officer on General Duty	660 - 1600/-	-	1	1
8.	Officer in Spl. Duty	660 - 1600/-	-	1	1
9.	Office Superintendent	470 - 1230/-	1	-	1

Sl. No.	Name of the Post	Scale of pay	Existing Strength	Addl. requirement.	Total
10.	Head Assistant	425-1050 with higher initial start 490/-	5	1	6
11.	Statistical Asst.	425 – 1050	-	3	3
12.	Inspecting Auditor	330-910 plus Spl. pay 40/-	-	15	15
13.	Upper Division Asstt.	380 – 910/-	18	6	24
14.	Cashier	380 -910/- plus Spl. pay 20/-	-	1	1
15.	Stenographer	380 – 910/-	4	3	7
16.	Typist, Gr. I	380 – 910/-	3	1	4
17.	Typist	300 – 625	11	3	14
18.	L. D. Asstt.	300 – 625	45	24	69
19.	Mohurrier, Gr. I	300 – 625	-	1	1
20.	Mohurrier, Gr. II	280 – 617	1	2	3
21.	Record Supplier	245 – 455	-	5	5
22.	Cash Sarkar	260 – 537	-	2	2
23.	Duplicating Machineman	260 – 537	1	1	2
24.	Peon	220 – 388	25	10	35
25.	Farash	220 - 388	1	1	2

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

No. 1020(18)-Estt.

The 7th April, 1984

To : The Commissioner,
..... Division,
The Collector/ Deputy Commissioner,
.....

Subject : Introduction of integrated set up of Land Reforms administration in the State

A reference is invited to Government order No. 4205(17)-Estt. dated the 28th November, 1983, issued by the Land and Land Reforms Department of this Government regarding the introduction of the integrated set up of Land Reforms Administration in the State.

2. The basic structure of the Integrated Scheme has been broadly indicated in the Government order referred to above. It is, however, considered necessary to spell out the salient aspects of the scheme and the role of the different authorities in the implementation of the scheme.

3. Restructuring the levels of L.R. Administration

3.1 The scheme aims at integration of the 'Survey and Settlement machinery' under the Directorate of Land Records and Surveys, and the 'Management machinery' under the Collectors under a unified command at all levels and spreading out of the administrative machinery up to the Gram Panchayat level so as to ensure gradual switchover to raiyatwari system of Land Reforms Administration and continuous updating of record-of-rights. There will be four tiers of the integrated set-up at the levels of (i) Gram Panchayat, (ii) C.D. Bloc, (iii) Sub-division and (iv) District.

3.2 The basic administrative machinery at the Gram Panchayat level will be the office of the Revenue Inspector under the charge of a Revenue Inspector who will be equivalent in rank to Kanungo-II/Circle Inspector. The Revenue Inspector will be assisted by a Bhumi Sahayak and other staff. Separate Government orders constituting the cadres of Revenue Inspectors and Bhumi Sahayaks will follow.

3.3 At the C.D. Block level, there will be the office of the Officer-in-charge, Land and Land Reforms. The offices of the J.L.R.O. and the Centralised Halka Camps and/or B-or C Camps of the Settlement organization will be merged into this office.

3.4 This office will be under the charge of an officer of the rank of S.R.O.-II / L.R.O.-II with three wings under the subordinate charge of an officer of the rank of Kanungo-I / J.L.R.O. to be called Revenue Officer (L.R. and Management), Revenue Officer (Survey and Settlement) and Revenue Officer (Quasi – Judicial), dealing mainly with Land Reforms and Management, Survey and Settlement and Quasi judicial functions envisaged in different statutes, respectively.

3.5 At the Sub-divisional level, the offices of the Settlement Charge Officer and the S.L.R.Os will be amalgamated into the office of the Sub-divisional Land and Land Reforms Officer, under the charge of an officer of the rank of W.B.C.S. (EX) or S.R.O.-I / L.R.O.-I. The Sub-divisional Land and Land Reforms Officer will be the Drawing and Disbursing Officer for all the staff of the set-up within the Sub-division. A separate order declaring the Sub-divisional Land and Land Reforms Officer as Drawing and Disbursing Officer will follow.

3.6 Apart from exercising general power of supervision and control over the subordinate offices the sub-divisional offices will also deal with and be responsible for all matters arising out of Civil Suits and Civil Rules.

3.7 At the district level the office of the Additional Collector (L.R.) and the Settlement Officer shall be amalgamated into the office of the District Land and Land Reforms Officer-cum-Settlement Officer and ex-officio Additional District Magistrate (L.R.) who will be of the rank of I.A.S./W.B.C.S.(Ex). He will be assisted by Deputy District Land and Land Reforms Officer of the rank of W.B.C.S. (Ex).

4. Administration

The Land and Land Reforms Department will be the administrative Department relating to the scheme.

4.1 At the headquarters level the scheme will be guided and controlled by the Board of Revenue through the Land Reforms Commissioner who is also Additional Member, Board of Revenue and ex-officio Secretary, Land and Land Reforms Department. The Land Reforms Commissioner will be assisted by the Director of Land Records and Surveys who will also be appointed ex-officio Joint Land Reforms Commissioner. The office of the Land Reforms Commissioner will function more or less like a directorate with two wings viz., Land Records and Surveys and Land Reforms and Management, under the over-all control, supervision and guidance of the Land Reforms Commissioner. The Director of Land Records and Surveys and ex-officio Joint Land Reforms Commissioner will look after both the wings and shall be responsible for the implementation of the scheme.

4.2 As already outlined in the Government order earlier issued, although the establishment of the new Land Reforms set up at the district and lower levels will be separate from the Collectorate establishment, the Collector and the S.D.O. will continue to have the authority of coordinating the L.R. Administration at their respective levels and will exercise such statutory powers as are assigned to them by any statute.

4.3 At the District and Sub-divisional level the Collector and the S.D.O. shall have the general power of supervision in their respective areas and shall be generally responsible for monitoring the work relating to land reforms. They shall continue to exercise such statutory powers as have been assigned to them in various statutes.

4.4 In important matters relating to any aspect of development, law and order etc. and in matters having a bearing on interdepartmental relations the District Land and Land Reforms Officer shall seek and obtain the advice and instructions of the Collector of the district. The Sub-divisional Land and Land Reforms Officer will similarly obtain the advice and instructions of the S.D.O. in such important matters.

4.5 The Commissioners of Divisions will have the same powers of supervision and inspection as hitherto existing. They shall also continue to exercise such statutory powers as they have been exercising now. Matters relating to land management etc. including land revenue will continue to be routed through the Commissioners. The Commissioners will report, as at present, directly to the Board of Revenue, West Bengal or the Land and Land Reforms department as the case may be.

5. Compensation Officers

Assessment and payment of compensation both under the W.B.E.A. Act, 1953 and the W.B.L.R. Act, 1955 shall be the responsibility of the Board of Revenue, West Bengal through the District Compensation offices and other organizations. The District Compensation Offices shall remain outside the purview of the 'Integrated set up' and will continue to be a part of the Collectorate establishment. As Additional District Magistrate (ex-officio) the D.L.L.R.O. will however, remain in charge of the compensation wing of the Collectorate on behalf of the Collector.

6. Set Up

6.1 The question of sanctioning the 'Integrated set up' as a whole is under the active consideration of the Government and formal Government orders will be issued shortly.

6.2 In the new set-up all Kanungos Grade II and Circle Inspectors are proposed to be appointed as Revenue Inspectors to be in charge of the Gram Panchayat level offices. Rules in this regard are being framed. Rules are also being framed regulating recruitment in the cadre of Revenue Inspectors for filling up the remaining vacancies.

6.3 The existing Tahasildars employed on part time basis are proposed to be absorbed as 'Bhumi Sahayaks' in the scale of Rs. 280-617/- subject to eligibility and shall be attached to the office of the Revenue Inspectors. Necessary Government orders will be issued in this regard.

6.4 Subject to availability of vacancies and subject to fulfilling the conditions of recruitment the existing Tahasil Peons are proposed to be absorbed as Group 'D' employees in the proposed 'Integrated set up'. The position in this respect is being assessed and further order will be issued separately.

7. Finance

7.1 The expenditure on account of the 'Integrated Set up' will be met from the existing budget provisions under different non-plan heads of account like "299 L.R. etc." and plan heads of account like "305 Agri - II etc." The existing Drawing and Disursing Officers will continue to exercise their respective powers until other arrangements are made.

8. Mode of Integration of staff of Management wing & Settlement wing

8.1 It has been decided by the Government that the implementation of the integrated set up should start in right earnest from the 1st Baisakh, 1391 B.S. i.e. the 14th April, 1984. As the first step in this direction it is necessary to obtain options from employees, who are or had worked, in the L.R. & management set-up.

8.2 All members of the staff except Amins and Mohurriers, who are employed against sanctioned posts for work connected with the 'Management Wing' on the date of issue of this memo, as well as those, who had worked earlier in the Management wing of the collectorate in any capacity may opt to be absorbed in the new set-up under the administrative control of the L.R.C. subject to the condition that they must have worked in the management wing for a total period of not less than three years. The option shall be exercised within sixty days from the 1st of Baisakh, 1391 B.S. or the 14th April, 1984 provided that in the case of an employee who is on leave or on suspension on 1st of Baisakh 1391 B.S. the option shall be exercised not later than 60 days from the date of his return from such leave or withdrawal of the order of suspension.

8.2.1 If an employee who has worked in the L.R. establishment for three years or more, does not exercise any option within the stipulated date he shall be deemed to have opted for absorption in this new set-up.

8.2.2 the option exercised in terms of para 8.2. above shall be final and cannot be modified at any subsequent date.

8.3 Subject to the upper limit of the sanctioned strength of the L.R. set up in each district, the members of the staff, who opt and are found to be eligible, for absorption will be taken in. A State Gradation list of the district level staff, who have so come in the integrated set-up will be drawn up according to their date of entry in their respective grades.

8.4 So far as the Settlement Wing is concerned, there is no question of obtaining any option because the entire Settlement wing has to merge in the integrated set up. Similarly, the Amins and Mohurrier, who have been recruited exclusively for L.R. work shall automatically come over to the integrated set-up. There will be no question of obtaining any option from them.

8.5 The Government is considered a proposal that the vacancies, which may immediately be available in the grade of Revenue Inspectors in the promotion quota will be filled up by promotion of the L.D.Cs of the Management wing and the Peshkars of the Settlement Wing in the proportion of their respective total strength in the State. An illustration is given below.

8.6 Suppose there are 400 vacancies in 24-Parganas district in the post of Revenue Inspectors in the promotion quota and the proportion between the total number of L.D.Cs of the Management wing and total number of the Peshkars of the Settlement Wing in the State as a whole is 1:3. Then, out of 400 promotion posts 100 will go to the Management Wing and 300 to the Settlement wing. Selection for the promotion will be made according to the Recruitment Rules separately from the two gradation lists. After promotion, however, a combined Gradation List will be prepared for all the Revenue Inspectors without any mention of the Settlement or Management Wing.

8.7 It is clarified that all members of the Staff shall be liable to be transferred anywhere in the State of promotion to the grade of Revenue Inspector.

8.8 The Collectors are requested to prepare in the enclosed form a list of employees, who have served for not less than three years in the Management Wing of the collectorate and are eligible for absorption in the new set-up in terms of sub-paragraphs 8.1 to 8.2.2. of the memorandum and obtain the option of such employees in the enclosed form immediately. The options as may be exercised within the stipulated date should be forwarded, after verification, alongwith a copy of the above list to the Director of Land Records and Surveys within 19th June, 1984 under intimation to the Board of Revenue.

9. Separate government order will be issued regarding hiring of office accommodation, purchase of furniture etc.

Sd/- Illegible
Member,

Board of Revenue, West Bengal & (Ex-officio)
Secretary to the Government of West Bengal,
Land and Land Reforms Departments.

Encl: as above.

No. 1020(18)/1(77)-Estt.,
Copy forwarded for information and necessary action to

dated 7th April, 1984.

- 1) The Secretary, Board of Revenue, West Bengal.
- 2) The Director of Land Records and Surveys, West Bengal,
Survey Building, Alipore, Calcutta - 27.
- 3) The Additional Collector (Land Reforms).
The Additional Deputy Commissioner (Land Reforms)

- 4) The Settlement Officer _____
- 5) The Sub-divisional Officer _____

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

No. 1020(18)/2(52)-Estt.,

dated the 7th April, 1984.

Copy forwarded for information to -

1. The Home (PAR) Department of this Government.
2. The Finance Department of this Government.
3. The _____ Department of this Government.

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

**Form of Option
Part I - Option**

To
The Collector/ Deputy Commissioner

Sub: Option for absorption in the integrated set-up of land reforms administration in terms of G.O.No. 1020(18) Estt. Dated 7.4.84.

Sir,

I, _____ hereby elect to be absorbed in the Integrated set-up of Land Reforms Administration in terms of Government Order No. 1020(18) Estt. dated 7-4-84.

I have served for a total period of not less than three years in the Land Reforms Establishment of the Collector/Deputy Commissioner.

Yours faithfully,

Place _____

Signature _____

Dated _____

Name in Full _____

Designation _____

Present posting _____

**Part II – Verificaion
(To be done by the Collector/Deputy Commissioner)**

1. Name of the employee _____
2. Name of Father _____
3. Date of Birth _____
4. Date of entry into Govt. service _____
5. Date of Joining as Lower Division Clerk _____
6. Present post held _____
7. Period of service in the L.R. Setup of the Collector/ Deputy Commissioner
 - (i) From _____ to _____ Years. _____ Month
 - (ii) From _____ to _____ Years. _____ Month
 - (iii) From _____ to _____ Years. _____ Month

Total period served in the L.R. Set-up _____

Verified with reference to Service Books and office records.

Signature _____
Collector/ Deputy Commissioner.

[Setout TABLE]

[See Separate File]

<http://wblroa.in>

Government of West Bengal
Office of the Board of Revenue, West Bengal
Section A(V), Tdr. Branch

No. 2505-Tdr.
33/87

Calcutta, the 25th February, 1988.

NOTIFICATION

The remuneration Part-time Tahsilders attached to the Land Reforms Wing of the Collectorates under the Government of West Bengal have been absorbed as Bhumi Sahayaks in the salaried establishment with effect from 1.7.84 under the Scheme of Intergrated Set-up of Land Reforms. The matter of formulating a Job-Chart indicating the duties and functions of Bhumi Sahayaks has been under consideration of the Government for some time past.

2. The undersigned is directed by order of the Governor to say that the Governor has been pleased to prescribe the Job-Chart as annexed indicating the duties and functions of Bhumi-Sahayaks in the Integrated Set-up of Land Reforms now attached to the Land Reforms Wing of the Collectorates.

3. This will have immediate effect and will apply mutatis mutandis to the Tahsilders who have not yet been absorbed as Bhumi Sahayaks in view of the interim orders of the Hon'ble Court.

4. Necessary amendment to Chapter-II of the West Bengal Land Management Manual, 1977 is being made separately.

D. Goswami
Deputy Secretary,
Board of Revenue, West Bengal & (ex-officio)
Deputy Secretary to the Govt. of West Bengal
Land and Land Reforms Department.

* * * *

JOB CHART FOR THE BHUMI SAHAYAKS INDICATING THEIR DUTIES & FUNCTIONS
(VIDE NOTIFICATION NO.2505/TDR. DATED 25.02.88)

1. Collection of Land Revenue, Cesses & Loans and timely deposit of the same to appropriate Govt. /State Accounts.
2. To assist in preparation of Demand Lists in respect of Land Revenue and Cesses.
3. To help in up-dating Rent Rolls following inheritances, sales, partition of holdings etc.
4. To keep watch on the Khas lands and vested lands and to report encroachment on such lands to his higher authority.
5. To maintain appropriate Registers upto-date.
6. To submit reports and returns as required.
7. To keep proper accounts of the Rent Receipt Books and D.C.R. Books.
8. To handle all matters relating to certificate cases.
9. To assist in the matter of distribution of vested lands.
10. To assist, as may be required, in the management of Khas lands/ vested lands.
11. To render assistance in Mutation, Conversion etc.
12. To attend Settlement Camps during Settlement Operation.
13. To keep close liaison with the Settlement Camps.
14. To watch over unauthorised extraction of brick earth/sand and unauthorised cutting of trees on Khas/Vested lands and to report the same to his higher authority.
15. To submit enquiry reports in respect of ownership of land in connection with different kinds of Government Schemes as required from time to time.

16. To work at different stages of determination of Revenue under the West Bengal Land Holding Revenue Act as and when called for.
17. To render assistance in the work relating to abatement / remission of land revenue in appropriate cases.
18. To conduct enquiries as may be required in matters relating to Land Revenue/Land Management / Land disputes and harvesting disputes.
19. To conduct enumeration in connection with Agricultural Census.
20. Any other work of seasonal or permanent nature as may be assigned.

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

NOTIFICATION

No. 727 – L.Ref.

Dated. Calcutta, the 21st July, 1988.

With reference to this Department's memo. no.1020(18) – Estt., dated 7th April, 1984, and having regard to the observation made by the Hon'ble High Court at Calcutta in the order passed on 3rd June 1988 in Civil Rule No. 3744(W)/85, the Governor is hereby pleased to accord sanction to the scheme of introduction of the Integrated Set-up of Land Reforms Administration in West Bengal with set-ups at different levels of district administration as described herein below and also to the implementation of the said scheme in the entire State of West Bengal in the interest of public service.

1. In each district there shall be four tiers of the Integrated Set-up of Land Reforms Administration namely, (i) at district level, (ii) at sub-division level, (iii) at block level and (iv) at Gram Panchayet level. For the purpose of the scheme, Tamluk, Ghatal and Kanthi sub-divisions of Medinipur district shall be deemed to have constituted a separate district with head quarters at Tamluk. The new set-ups at district level, sub-division level and block level shall be constituted by level-to-level integration of the Survey and Settlement wing and the Land Management wing of the Collectorate. As no unit of either the Survey and Settlement wing or the Land Management wing at Gram Panchayet level exists at present, a new set-up shall be constituted at Gram Panchayet level.

2. At Gram Panchayet level, the set-up shall be under the overall charge of a Revenue Inspector whose rank shall not be less than of existing Circle Inspector or Settlement Kanungo Grade-II. The Revenue Inspector shall be assisted by an Amin, Bhumi Sahayak and such other staff as may be required from time to time. Collection of land revenue, cesses and other Government dues, corp-survey and agricultural census and such other works relating to survey and settlement, land reforms, land management, and land utilization as may be assigned to the Revenue Inspector from time to time by the Board of Revenue, West Bengal shall be done at this level.

3. At Block level, a Block Land and Land Reforms Office shall be set-up by integrating the Land Reforms Circle, Centralised Settlement Halka Camp, Settlement Circle Camp and Settlement B & C Camp, as it may be existing within the Block, under the overall charge of a Block Land and Land Reforms Officer who shall be equivalent in rank to existing Special Revenue Officer, Grade II and Land Reforms Officer, Grade- II. The Block Land and Land Reforms Office shall have ordinarily three branches for works mainly relating to (i) survey and settlement, (ii) land reform, land management, and land utilization, and (iii) quasi-judicial matters, subject to such modifications as may be made by the Board of Revenue, West Bengal from time to time. There shall be one or more Revenue Officers for each branch whose rank will be equivalent to that of a member of the West Bengal Subordinate Land Revenue Service, Grade I. If necessary, one Revenue Officer may look after works of more than one branch. Works of different branches shall be allotted by the Block Land and Land Reforms Officer to different Revenue Officers posted in his office. The Block Land and Land Reforms Officer shall have the power to transfer any officer or staff below the rank of Revenue Inspector within his jurisdiction in the

interest of the public service. More than one officer of the rank of Special Revenue Officer- II/ Land Reforms Officer – II may be posted in a Block Land and Land Reforms Office depending on the workload.

4. At Sub-divisional level, the offices of the Settlement Charge Officer and the Sub-divisional Land Reforms Officer shall be integrated into the Sub-divisional Land and Land Reforms Office and shall be under the charge of a Sub-divisional Land and Land Reforms Officer. The post of Sub-divisional Land and Land Reforms Officer shall be filled up by a member of the West Bengal Civil Service (Executive) or by a Special Revenue Officer, Grade-I, or by a Land Reforms Officer, Grade-I. The duties and responsibilities of the existing Settlement Charge Officer and those of the Sub-divisional Land reforms Officer shall be integrated into the duties and responsibilities of the Sub-divisional Land and Land Reforms Officer in the integrated set-up. Besides, the Sub-divisional Land and Land Reforms Officer shall perform such other duties as may be assigned to him by the Board of Revenue, West Bengal from time to time. The Sub-divisional Land and Land Reforms Officer shall have the power to transfer any officer or staff below the Rank of Revenue Officer within his jurisdiction in the interest of public service.

5. At the district level, the Office of the District Land and Land Reforms Officer shall be set-up by integrating the District Settlement Office and the Land Management wing of the Collectorate and shall be placed under the overall charge of a District Land and Land Reforms Officer. The work presently done in the District Settlement Office and in the Land Management wing of the Collectorate, as well as such other works as may be assigned to them by the Board of Revenue, West Bengal from time to time, shall be done in the Office of the District Land and Land Reforms Officer. The District Land and Land Reforms Officer shall have the power to transfer any officer or staff below the rank of Block Land and Land Reforms Officer within his jurisdiction in the interest of public service. The District Land and Land Reforms Officer shall be assisted by one or more Deputy District Land and Land Reforms Officer/s and other technical and non-technical staff. The post of Deputy district Land and Land Reforms Officer shall be filled up by a member of the W.B.C.S. (Ex).

6. The Collector of a district within that district, and Sub-divisional Officer within that sub-division, shall have the general power of supervision and co-ordination of works of the Integrated set-up of the Land Reforms Administration. They shall continue to exercise such statutory powers as are, or may be, assigned to them in various statutes and rules.

7. Payment of compensation under the West Bengal Estates Acquisition Act, 1953 and the West Bengal Land Reforms Act, 1955 shall continue to be made from the District Compensation Office, and the said office and offices subordinate to it shall continue to remain a part of the Collector's establishment. The District Land and Land Reforms Officer shall, however, remain in charge of the Compensation wing of the Collectorate on behalf of the Collector. The Land Acquisition Office shall continue to function under the Collector.

8. The Commissioner of a Division shall have the same power of supervision and inspection as hitherto existing and shall exercise such statutory power as are or may be, assigned to him. Matters relating to land management, land utilization and land revenue will continue to be routed through the Commissioner who will report, as at present, directly to the Board of Revenue.

9. The Director of Land Records and Surveys and Joint Land Reforms Commissioner shall accordingly implement the Integrated Set-up of Land Reforms Administration at different administrative levels in each district and look after the works relating to the said set-up. He shall also look after all establishment and financial matters with respect to the entire Integrated Set-up of Land Reforms Administration in the State. He shall function under the overall control, supervision and guidance of the Board of Revenue in general, and the Land Reforms Commissioner in particular.

10. The Board of Revenue, West Bengal shall supervise and guide the implementation of the Integrated Set-up of Land Reforms Administration and functions thereof, and shall issue from time to time such directions as may be necessary for smooth working of the said set-up.

11. The Revenue Inspector, Block Land and Land Reforms Officer and Sub-divisional Land and Land Reforms Officer shall function under the control and supervision of Block Land and Land Reforms Officer, Sub-divisional Land and Land Reforms Officer and the District Land and Land Reforms Officer respectively.

12. Posts at different levels of the Integrated Set-up of Land Reforms Administration shall be, as far as practicable, filled up by officers and staff at present holding equivalent posts in the Survey and Settlement wing and Land Management wing. The vacancies remaining after posting of existing officers and staff shall be filled up by selection, promotion or direct recruitment in accordance with rules.

13. Members of the staff of the Collectorate including those of the Land Management Wing whose appointing authority is the Collector and who are working in the Land Management wing or had worked in the said wing in the past, may be absorbed in the Integrated set-up of Land Reforms Administration on the basis of their options subject to availability of vacancies. Where separate gradation list is maintained for Amins appointed to posts exclusively sanctioned for the Land Management wing, the said Amins shall automatically come over to the Integrated set-up. Members of the staff of the Survey and Settlement wing shall automatically come over to the Integrated set-up.

14. Existing pay scale, status, seniority in service, promotion prospects and ranks of the Officers and other members of the staff of the existing Management wing, Survey and Settlement wing and the Collectorate shall not be adversely affected due to their new postings, with or without change of designation, at different levels of the Integrated set-up of Land Reforms Administration.

15. The expenditure on account of the Integrated set-up of Land Reforms Administration shall be met from the budget provisions under heads "2029 - Land Revenue" and "2506 - Land Reforms." The District Land and Land Reforms Officer shall exercise all the financial powers that are now being exercised by the Collector in respect of the Land Management Wing and by the Settlement Officer in the Settlement Wing. The Sub-divisional Land and Land Reforms Officer may be declared to be the Drawing and Disbursing Officer in respect of his own office and also in respect of the offices of the Block Land and Land Reforms Officer and the Revenue Inspector within his Jurisdiction. A Deputy District Land and Land Reforms Officer may be declared to be the Drawing and Disbursing Officer in respect of the District Land and Land Reforms Office. The existing Drawing and Disbursing Officers may continue to exercise their respective powers in the integrated set-up until new Drawing and Disbursing Officers take over charge.

16. Implementation of the scheme of Integrated set-up of Land Reforms Administration shall be completed by the Director of Land Records and Surveys and Joint Land Reforms Commissioner at different levels as early as possible having regard to the decision in writ petitions, if any, relating to any matters described herein above, pending in the Hon'ble High Court at Calcutta.

By order of the Governor,
J. K. Kohli
Secy. to the Govt. of West Bengal

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

NOTIFICATION

No. 729-L.Ref.

Dated, Calcutta the 21st July, 1988

A scheme of introduction of an Integrated Set-up of Land Reforms Administration in the State by way of integration of the existing Land Management Wing and the Survey and Settlement Wing at different levels of district administration with an additional unit of the said Integrated Set-up at Gram Panchayat level has been sanctioned by the Government under Notification No. 727-L.Ref dated 21st July, 1988 in the interest of public service. Having regard to the said scheme of Introduction of Integrated Set-up of Land Reforms Administration, and in exercise of the power conferred by rule 28 of the West Bengal Land Reforms Rules, 1965, the Governor is hereby pleased to direct as follows :-

1. The West Bengal Land Management Manual, 1977 shall stand amended mutatis mutandis in accordance with the Government Notification No. 727-L.Ref dated 21st July, 1988, subject to such directions, as may, by general or special order, be issued from time to time by the Board of Revenue in this behalf.

2. In the West Bengal Land Management Manual, 1977, the expressions described under column (A) herein below, wherever such expressions appear in the said Manual, shall be read as expressions described in the corresponding entry under column (B) herein below as and when the scheme of Integrated Set-up of

Land Reforms Administration described in Government Notification No. 727-L.Ref dated the 21st July, 1988 starts functioning at any level in a district.

	Column (A)		Column (B)
(i)	for the expression "Land Reforms Circle",	(i)	the expression "Block Land and Land Reforms Office" shall be read;
(ii)	for the expression "Tahasildar,	(ii)	the expression "Bhumi Sahayak" shall be read
(iii)	for the expression "Circle Inspector",	(iii)	the expression "Revenue Inspector" shall be read;
(iv)	for the expression "Junior Land Reforms Officer"	(iv)	The expression "Revenue Officer" shall be read, subject to decision in writ petitions, if any, pending in the Hon'ble High Court at Calcutta with respect to posting of existing Junior Land Reforms Officer;
(v)	for the expression "Sub-divisional Land Reforms Officer",	(v)	the expression "Sub-divisional Land and Land Reforms Officer" shall be read; and
(vi)	for the expression "District Land Reforms Officer" and "Additional District Magistrate",	(vi)	the expression "District Land and Land Reforms Officer" shall be read;

3. All reports and returns prepared, and all recommendations made, by the Revenue Officer in accordance with provisions of the West Bengal Land Management Manual, 1977 shall be sent up through the Block Land and Land Reforms Officer.

4. Revenue Inspector shall have a separate office at the Gram Panchayat level and shall perform his duties from the said Office.

5. Tahsil Blocks stand abolished. The Bhumi Sahayak shall work in the Revenue Inspector's office whose jurisdiction shall be co-terminous with the jurisdiction of the Gram Panchayat.

By Order of the Governor,
J. K. Kohli
Secretary to the Government of
West Bengal

No. 730(47)/L.Ref.

Dated, Calcutta, the 21st July, 1988

- (1) The Secretary, Board of Revenue, West Bengal.
- (2) The Director of Land Records & Surveys, West Bengal.
- (3) The Commissioner
- (4) The Collector
- (5) The Additional District Magistrate (Land Reforms)
- (6) The Settlement Officer

State Government Notification No. 729-L.Ref dated the 21st July, 1988 is forwarded for information and necessary action.

P.K. Dutta
Deputy Secretary to the
Government of West Bengal

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

No. 1770-Estt.

Dated : 17th August, 1988.

From: Dy. Secy. to the Govt. of W. Bengal

To: The Director of Land Records & Surveys
and Ex-officio Joint Land Reforms Commissioner,
West Bengal

Sir,

In inviting a reference to G.O.No. 1562-Estt, dt. 26.7.88 sanctioning retention of 3305 (three thousand three hundred five) posts of Revenue Inspectors up to 28.2.89 which were created under this Deptt.'s Memo. No.2192-(16)-Estt. Dt. 31.7.84, at Gram Panchayat level in connection with the introduction of the scheme of Integrated Set-up of Land Reforms Administration in this State in the time-scale of pay of Rs. 300-10-400-15-565-20-685/- plus Spl. Pay of Rs. 30/- p.m. and other allowances as admissible under the rules in force, I am directed by order of the Governor to say that the Governor is hereby pleased to accord sanction to the conversion of the said posts of Revenue Inspectors into permanent ones with immediate effect.

The charge is debitable to the Head "2506-Land Reforms- Sixth Plan (Committed) - 101-Regulation of Land Holding and Tenancy-1 - Integrated Scheme on Land Reforms" of the Budget.

This order issues in terms of Finance (Audit) Deptt. Memo. No. 6059-F, dt. 25.6.79 read with that Deptt. No. 1850-F, dt, 12.3.80.

The Accountant General, West Bengal is being informed.

Yours faithfully,
Sd/- Illegible.
Deputy Secretary to the
Government of West Bengal

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**Government of West Bengal
Office of the Board of Revenue, West Bengal
Appointment Branch**

No. 8822-Apptt.
156/88

Dated, Calcutta the 3rd October, 1988

MEMORANDUM

As Government have issued orders introducing the scheme of Integrated Set Up of Land Reforms Administration under Notification No. 727-L.Ref. dt. 21.7.88 some changes in the existing procedure of posting of officers in the cadres of Special Revenue Officer -II/Land Reforms Officer - II and West Bengal Subordinate Land Revenue Service Gr.-I are considered necessary.

2) The undersigned is directed by order of the Governor to say that the Governor has been pleased to authorize the Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal to post the officers in the cadres of Special Revenue Officer- II/ Land Reforms Officer - II and West Bengal Subordinate Land Revenue Service Gr. - I, whose services are placed at the disposal of the D.L.R. & S. under the Integrated Set Up of Land Reforms, in the following manner:-

<u>Name of Cadre</u>	<u>Authorised Officer</u>
1. Special Revenue Officer II/ Land Reforms Officer II (excepting those attached to Compensation, Land Acquisition or any such wing other than the Integrated Set Up) to be posted as Block Land and Land Reforms Officer.	Director of Land Records & Surveys and Jt. Land Reforms Commissioner, West Bengal

2. West Bengal Subordinate Land Revenue Service Gr. – I (excepting those attached to Compensation, Land Acquisition or any other wing other than the Integrated Set Up) to be posted as Revenue Officer at the Block Level. Director of Land Records & Surveys and Jt. Land Reforms Commissioner, West Bengal.

T. K. Ghosh
Secretary
Board of Revenue, West Bengal &
(Ex-officio) Joint Secretary to the
Govt. of West Bengal, Land & Land
Reforms Department.

Memo – 8823 (46) – Apptt.

Dated, Calcutta, The 4th October, 1988.

Copy forwarded for information and necessary action to :-

- 1) Director of Land Records & Surveys, West Bengal & Jt. Land Reforms Commissioner.
While issuing posting orders, existing injunction orders of the Hon'ble High Court my please be taken into account.
- 2) Divisional Commissioner,

- 3) Collector, _____
- 4) Addl. District Magistrate (LR).

- 5) Settlement Officer _____
- 6) Land & Land Reforms Department.

T.K. Ghosh
Secretary
Board of Revenue, West Bengal &
(Ex-officio) Joint Secretary to the
Govt. of West Bengal, Land & Land
Reforms Department.

————— ● —————
Government of West Bengal
Office of the Board of Revenue, West Bengal
M B R Branch

Memo No. 1655(24) - MBR
21/9B/88

Dated, Calcutta the 18th Feb. '89

To
The Collector
The Settlement Officer,

Sub.: Introduction of the Integrated Set-up

The Government is taking steps for implementation of Integrated Set-up of Land Reforms Administration as envisaged in G.O. No. 727-L.Ref dated 21.7.88. This order could not be given effect to in view of injunctions issued by the Hon'ble Calcutta High Court in Civil Rules filed by West Bengal Land Reforms Circle Amins Association, West Bengal Junior Land Reforms Officers Association and

Paresh Chatterjee & Others (Amin Peshkars). The said injunctions have been vacated by the Hon'ble High Court on 16.2.89 in FMAT No. 3533/88 – State of West Bengal Vs. West Bengal Land Reforms Circle Amins' Association FMAT No. 3678/88 – State of West Bengal Vs. Paresh Chatterjee and others (Amin Peshkars) and FMAT No. 3679/88 – State of West Bengal Vs. West Bengal Junior Land Reforms Officers Association. Accordingly, government proposes to implement the Integrated Set-up as envisaged in the G.O. mentioned above with immediate effect.

2. The new set-up being formed by integration of the existing management wing and settlement wing.

The personnel of both the wings will be integrated and the functions being performed by both the wings will be carried out by the Integrated Set-Up. For smooth formation of the Integrated Set-up whole hearted co-operation from all concerned is necessary. The following points are stressed in this regard.

1) Officers are being posted as D.L.L.R.Os S.D.L.L.R.Os and B.L.L.R.Os. The concerned incumbents should be released immediately so that they can join the new post within a week of their appointment.

2) In the Settlement Headquarters district, the D.L.L.R.O will function from the office of the Settlement Officers. In other districts, the Collectors should take necessary action for providing office accommodation and necessary furniture for the office of the D.L.L.R.O. The S.D.L.L.R.O will function from the office of the Settlement Charge Officer or the office of the S.L.R.O., whichever is convenient, as decided by the DLLRO in consultation with the Collector. Similarly, the B.L.L.R.O. after joining his post will function either from the Settlement Circle Officer or the office of the J.L.R.O., which ever is convenient, as decided by the D.L.L.R.O. in consultation with the Collector.

3) After merger of the Management Wing and the Settlement Wing into the Integrated Set-up, all furniture now being used in both the wings at all levels will be at the disposal of the Integrated Set-up.

4) As soon as the D.L.L.R.O in a district joins the Integrated Set-up in that district starts functioning. It will be the duty of the D.L.L.R.O. to ensure that S.D.L.L.R.Os, BLLROs, R.Os R.Is and other staff join their respective posts with the least possible delay. The D.L.L.R.O. should meet his officers every week initially to ascertain shortfalls in different levels, if any, and at the end of the first fort night of his joining, the D.L.L.R.O will allot additional charges to the existing SDLLROs, BLLROs and R.Is as may be required, pending joining of all the remaining SDLLROs, BLLROs and R.Is. If there are any vacancies in the post of R.O., the BLLRO should suitably distribute the work between the R.Os who might have joined, and inform SDLLRO of the arrangements made.

5) Under the Integrated Set-up, the DLLRO is being declared as the Drawing and Disbursing Officer for the staff in the District Headquarters and the SDLLROs are being declared as the Drawing & Disbursing Officers for the staff working under them including the staff in the office of the BLLROs and the RIs under their jurisdictions. It might take some time before all the DLLROs and the SDLLROs start functioning as Drawing and Disbursing Officers. So it has been decided that all employees coming to the Integrated Set-up from either wing will continue to draw their salaries etc. from the office of the existing Drawing & Disbursing Officer until new arrangement are completed. For this purpose, the DLLROs of the Settlement Headquarters district are being empowered to draw and disburse salaries as Settlement Officer as before. Similarly, Collectors/ SDOs will continue to draw and disburse the salaries of the employees of the management wing coming to the Integrated Set-up. Within one month of joining of the DLLRO in a particular district, switching over to the new arrangement where the DLLRO and the SDLLROs start functioning as Drawing & Disbursing Officers of the Integrated Set-up should be completed.

6) DLLROs should ensure that all arrangements in respect of the functioning of the Integrated Set-Up are completed within one month of their joining, at the latest.

J. K. Kohli
Member
Board of Revenue, West Bengal

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

ORDER

No. 49-L-Ref
File No.5E-60/83

Dated, Calcutta, the 18th Feb., 1989

Government Notification No. 727-L. Ref., dated 21st July, 1988 introducing the scheme of Integrated Set-up of Land Reforms Administration for effective Land Reform and also for reducing hardships of rural people was issued on the basis of liberty given in the order dated 3rd June, 1988 passed by the Hon'ble High Court in Civil Rule No. 3744(W)/85 obtained by a few Junior Land Reforms Officer. But, posts of Revenue Officer required for giving effect to the said notification could not be created due to an interim order of injunction staying the operation of the said notification passed by the Hon'ble High Court on 11th October, 1988 on a writ application filed by the West Bengal Junior Land Reforms Officers' Association and others challenging inter alia posting of the petitioners as Revenue Officer in the Integrated Set-up of Land Reforms Administration. The said interim order has been set aside on 16th February, 1989 by the Hon'ble Mr. Justice Manoj Kumar Mukherjee and the Hon'ble Mr. Justice Sunil Kumar Guin on an appeal being F.M.A.T. No. 3679 of 1988 filed by the State Government. As there is now no bar to the creation of posts of Revenue Officer in pursuance of the Notification No. 727-L-Ref., dated 21st July, 1988 the implementation of which brooks no delay in the interest of effective Land Reforms, the State Government considers it extremely urgent to creat, the post of Revenue Officer.

2 The Governor is, therefore, pleased hereby to accord sanction to the creation of 1093 (One thousand ninety-three) permanent posts of Revenue Officer in the scale of pay of Rs. 425-15-470-20-670-25-820—30-910-35-1050/- in Block Land & Land Reforms Office in lieu of 724 (Seven hundred twenty-four) existing posts of Kanungo, Grade-I and 369 (Three hundred sixty-nine) existing posts of Junior Land Reforms Officer.

The charge will proceed against the Head "2506-Land Reforms Sixth Plant (Committed) – 101 Regulation of Land Holding and Tenancy-1 – Integrated Scheme on Land Reforms."

3. In exercise of the power conferred by the proviso to article 309 of the Constitution of India the Governor is further pleased to order that —

- i) the posts of Revenue Officer created hereby shall be filled up by appointment of the members of the West Bengal Subordinate Land Revenue Service, Grade-I, to the said posts who are presently holding the posts of Kanungo Grade – I or posts of Junior Land Reforms Officer:
- ii) on appointment of a member of the West Bengal Subordinate Land Revenue Service, Grade-I to the post of Revenue Officer created hereby the post of Kanungo, Grade-I or the post of Junior Land Reforms Officer, as the case may be, presently held by him shall simultaneously stand abolished; and
- iii) members of the West Bengal Subordinate Land Revenue Service, Grade-I presently holding the posts of junior Land Reforms Officer, shall, on appointment to the posts of Revenue Officer created hereby, continue to enjoy the same benefits with respect to their pay, pay scale, seniority, status, rank and promotion prospects as are or as could lawfully be admissible to them as Kanungo, Grade-I or as Junior Land Reforms Officer being members of the West Bengal Subordinate Land Revenue Service, Grade-I.

4. The order issue with the concurrence of the Finance Department vide their un-official No. Group "P" No. 3664, dated 7th January, 1989.

5. This supersedes all previous orders with respect to creation of posts of Revenue Officer for the Integrated Set-up of Land Reforms Administration.

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

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

No. 51-L.Ref.

Dated, Calcutta, the 18th Feb., 1989.

Government Notification No. 727-L.Ref., dated 21st July, 1988 introducing the scheme of integrated set-up of land reforms administration for effective land reforms and also for reducing hardships of rural people was issued on the basis of liberty given in the Order dated 3rd June, 1988 passed by the Hon'ble High Court in Civil Rule No. 3744 (W)/85. But, the required number of posts in different categories to give effect to the said Notification could not be created due to subsequent interim orders of injunction staying the operation of the said Notification passed by Hon'ble High Court on writ applications filed by the (i) West Bengal Land Reforms Circle Amins Association and others and (ii) Paresh Chandra Chatterjee (Amin Peshker) & Others. The said interim orders have been set aside on 16th February, 1989 by the Hon'ble Justice Manoj Kumar Mukherjee and the Hon'ble Mr. Justice Sunil Kumar Guin on appeals being F.M.A.T. No. 3533 of 1988 and F.M.A.T. No. 3678 of 1988 filed by the State Government. As there is now no bar to the creation of posts in pursuance of the Notification No. 727-L. Ref., dated 21st July, 1988 the implementation of which brooks no delay in the interest of effective land reforms, the State Government considers it extremely urgent to create the required number of posts in different categories for the integrated set-up.

2. The Governor is, therefore, pleased to hereby accord sanction to the creation of 21,338 (Twenty-one thousand three hundred thirty-eight) permanent posts of various categories for the integrated set-up of land reforms administration as shown in column (8) of the statement enclosed in the scale of pay noted in column (3) of the said statement against respective posts. The Total number of posts created hereby in a category as shown in column (8) of the statement is in lieu of equal number of existing posts in the said category as shown in column (4), column (5) and column (6) taken together of the enclosed statement.

3. The charge will proceed against the head "2506-Land Reforms- Sixth Plant (Committed) – 101 Regulation of Land Holding and Tenancy – I – Integrated Scheme of Land Reforms."

4. The Governor is further pleased to hereby order that –

- i) the posts, out of the existing posts shown in columns (4), (5) and (6), which are lying vacant, stand abolished;
- ii) as soon as an incumbent of an existing post joins a post created hereby for the integrated set-up of land reforms administration, the existing post held by him shall stand abolished;
- iii) Irrespective of pay-scales shown in the enclosed statement incumbents of the existing posts will continue to enjoy the same benefits with respect of pay-scale, pay including special pay and other allowances when appointed to identical posts created hereby for the integrated set-up of land reforms administration as they are presently enjoying or as they could be lawfully eligible to enjoy but for their appointment to identical posts in the integrated set-up of land reforms administration;
- iv) the existing designation, status, seniority in service and promotion prospects of incumbents of existing posts shall not be adversely affected due to their appointment to identical posts created hereby for the integrated set-up of land reforms administration;
- v) the present pay-scale, pay, special pay, if any and other allowances admissible to an incumbent of an existing post shall be protected on his appointment on promotion or selection to a different post, if any, in the integrated set-up;
- vi) the district wise break up of the total number of posts created hereby in each category shall be made by the Director of Land Records & Surveys, Government of West Bengal keeping in view the total number of existing posts of each category in each district and the requirement of such posts for the integrated set-up in each district.

5. The order issues with the concurrence of the Finance Department vide their un-official No. Group "P" No. 3664, dated 7th January, 1989.

6. This supersedes all previous orders with respect to creation of posts shown in the enclosed statement for the integrated set-up of land reforms administration.

By order of the Governor,

No. 52(77)-L.Ref.

Dated, Calcutta, The 18th February, 1989

Copy forwarded for information and necessary action to :-

- 1) The Accountant General, West Bengal (A&E),
"Treasury Building", Calcutta – 700001.
- 2) The Secretary,
Board of Revenue, West Bengal,
"Writers' Building" Calcutta – 700 001.
- 3) The Director of Land Records & Surveys, West Bengal,
"Survey Building"
35, Gopalnagar Road, Alipore, Calcutta – 700027.
- 4) The Collector, _____,
_____.
- 5) The Additional District Magistrate (L.R.),

_____.
- 6) The Settlement Officer,

_____.
- 7) The District Land & Land Reforms Officer,

_____.
- 8) The Treasury Officer,

_____.

P. K. Dutta
Deputy Secretary
to the Govt. of West Bengal

[Setout TABLE]

[See Separate File]

<http://wblroa.in>

Government of West Bengal
Office of the Board of Revenue, West Bengal
Appt. Branch

Memo No. 1752 Appt.
156/88

Dated, Calcutta, the 21st Feb. 1989.

In continuation of this Office memo. no. 8822 Appt. dt. the 3rd October, 1988 the undersigned in directed by order of the Governor to say that the Governor has been pleased to place the services of all SROII's, LROII's and members of the Subordinate Land Revenue Service Grade-I, except those placed under the Compensation Wing, Land Acquisition Wing and as Enquiry Officers under the Land and Land Reforms Deptt. and on deputation to other Departments / Authorities, at the disposal of the Director of Land Records and Surveys, West Bengal and Joint Land Reforms Commissioner, West Bengal under the Integrated Set-up of Land Reforms with immediate effect.

T. K. Ghosh
Secretary
Board of Revenue, West Bengal & (ex-officio)
Jt. Secretary, Land and Land Reforms Deptt.

Memo. No. 1753 (48) Apptt.

Copy for information and necessary action to;

- 1) Director of Land Records & Surveys, West Bengal & Joint Land Reforms Commissioner.
- 2) Commissioner, _____ Division
- 3) Collector, _____
- 4) Addl. District Magistrate (LR), _____
- 5) Settlement Officer, _____
- 6) Land & Land Reforms Deptt.

For Sl. 1; [while issuing posting orders existing injunction orders issued by the Hon'ble High Court may please be taken into account]

Dated, Calcutta
The 21st February, 1989.

T.K. Ghosh
Secretary
Board of Revenue, West Bengal & (ex-officio)
Joint Secretary, Land and Land Reforms Deptt.

●
Government of West Bengal
Office of The Board of Revenue, West Bengal
Section - B(I), Branch - Apptt.

No. 3095-Apptt./ 29/89 (Pt. I)

Dated, Cal., the 29.3.1989

ORDER

Integrated Set-up of Land Reforms Administration has been introduced throughout the State. The undersigned is directed by order of the Governor to say, in continuation of para 15 of Notification No. 727-L. Ref. dated 21.7.88 and sub-para 5 of para 2 of Memo No. 1655 (24)-MBR dated 18.2.89 that the following financial arrangements of the Integrated Set-up of Land Reforms Administration are made:

Name of the Officer	Controlling Officer	Head of Office	Drawing and Disbursing Officer
1. (a) District Land and Land Reforms Officer	Collector	D.L.L.R.O.	SRO-II/LRO-II as authorized by D.L.L.R.O
(b) Officers of the offices of DLLRO, SDLLRO & BLLRO upto SRO-II/LRO-II except SDLLRO, and staff of the Office of DLLRO	D.L.L.R.O.	D.L.L.R.O.	- do -

2. (a) Sub-Divisional Land and Land D.L.L.R.O. S.D.L.L.R.O. - do -
Reforms Officers
- (b) All Officers & Staff of the Offices S.D.L.L.R.O. S.D.L.L.R.O. - do -
of Sub-Div. Land and Land
Reforms Officer and Block Land
& Land Reforms Officer and
Revenue Inspector
(Except SRO-IIs/LRO-IIs)

This has the concurrence of the Finance Deptt. Vide their U.O. No. 59 Group "T" dtd. 18.3.89.

T. K. Ghosh
Secretary
Board of Revenue, West Bengal &
(Ex-Officio, Joint Secretary, Land &
Land Reforms Department.

●

**Government of West Bengal
Land & Land Reforms Department
Estt. Branch**

No. 1022-Estt.

Dated : 17th April, 1989.

To: The Director of Land Records & Surveys and
Ex-officio Joint Land Reforms Commissioner, W. Bengal
35, Gopalnagar Road, Calcutta-700027.

Sub: Creation of posts of Block Land & Land Reforms Officer and Special Revenue Officer, Grade II/Land Reforms Officer, Grade II in the integrated set-up of Land Reforms Administration.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the creation of 5 (five) permanent posts of Block Land & Land Reforms Officer in addition to the posts created and retained under this Department's memo no. 430-Estt. Dated 18th February, 1985 and no. 1760-60/1(63)-Estt. Dated 12th August, 1988 and to the creation of 155 (one hundred fifty five) permanent posts of Speial Revenue Officer, Grade II/ Land Reforms Officer, Grade II in connection with the introduction of the scheme of Integrated set-up of Land Reforms Administration in the time scale of pay of Rs. 500-20-540-25-640-30-820-40-1260-50-1360/-. The charge will proceed against the head "2506-Land Reforms-Sixth Plant (committed) -101-Regulation and Land Holding and Tenancy-1-Integrated Scheme on Land Reforms".

2. The undersigned is further directed by order of the Governor to say that the Governor has been pleased, in exercise of the power conferred by the proviso to article 309 of the Constitution of India, to order that -

(i) all the posts created hereby shall be filled up by appointment of the incumbents of the existing posts of Special Revenue Officer, Grade-II/Land Reforms Officer, Grade II to the said posts and that on such appointment consequential vacancies in the existing posts of Special Revenue Officer, Grade II/Land Reforms Officer, Grade-II shall not be filled up;

(ii) the present pay, pay scale, seniority, status and promotion prospects of the incumbents of the existing Special Revenue Officer, Grade-II/Land Reforms Officer, Grade-II shall not be altered or adversely affected due to their appointment to the posts created hereby; and

(iii) the existing permanent Government employees shall retain their permanent status on appointment to the posts created hereby.

3. This order issues with the concurrence of the Finance Department vide said Department's U.O. No. Group-P No. 3664, dated 7.1.89.

4. This supersedes Government orders contained in this Department's memo. No. 525-Estt. Dated 25th February, 1985 and no. 1761-61/1(63)-Estt. Dated 12th August, 1988.

By order of the Governor
P.K. Dutta
Deputy Secretary to the
Government of West Bengal.

No. 1022-22/1(51)-Estt.

Dated 17.04.1989.

Copy forwarded to the

1. Accountant General, West Bengal;
2. Secretary, Board of Revenue, West Bengal;
3. Collector,
4. District Land & Land Reforms Officer,
5. Treasury Officer.

P.K. Dutta
Deputy Secretary to the
Government of West Bengal.

●

**Government of West Bengal
Land & Land Reforms Department
Land Reforms Branch.**

ORDER

No. 230-L.Ref.

Calcutta, the 20th April, 1989.

The Governor is pleased hereby to accord sanction to the creation of 541 (five hundred forty one) permanent posts of Revenue Officer, in addition to 1093 such posts already created, in the scale of pay of Rs. 425-15-470-20-670-25-820-30-910-35-1050/- in the integrated set-up of land reforms administration in lieu of equal number of existing posts of Kanungo, Grade-I.

2. The charge will proceed against the head "2506-Land Reforms-Sixth Plant (Committed) -101 Regulation of Land Holding and Tenancy-1 – Integrated Scheme on Land Reforms".

3. In exercise of the power conferred by the proviso to article 309 of the Constitution of India the Governor is further pleased to order that –

- i) the posts of Revenue Officer created hereby shall be filled up by appointment of the members of the West Bengal Subordinate Land Revenue Service, Grade-I to the said posts who are presently holding the posts of Kanungo, Grade-I;
- ii) on appointment of a member of the West Bengal Subordinate Land Revenue Service, Grade-I to the post of Revenue Officer created hereby the post of Kanungo, Grade-I presently held by him shall simultaneously stand abolished; and
- iii) members of the West Bengal subordinate Land Revenue Service, Grade-I presently holding the posts of Kanungo, Grade-I shall, on appointment to the posts of Revenue Officer created hereby continue to enjoy the same benefits with respect to their pay, pay scale, seniority, status, rank and promotion prospects as are, or as could lawfully be admissible to them as Kanungo, Grade-I being members of the West Bengal Subordinate Land Revenue Service, Grade-I.

4. This order issues with the concurrence of the Finance Department vide their un-official No. Group "P" No. 3664, dated 7th January, 1989.

5. This supersedes all previous orders with respect to creation of posts of Revenue Officer for the integrated set-up of land reforms administration.

By order of the Governor
P. K. Dutta
Deputy Secretary to the
Government of West Bengal.

Copy forwarded to :-

1. The Accountant General, West Bengal (A&E),
Treasury Buildings, Calcutta-700001.
 2. The Secretary, Board of Revenue, West Bengal,
"Writers' Building" Calcutta-700001.
 3. The Director of Land Records & Surveys, West Bengal,
Survey Building, 35, Gopalnagar Road, Alipore, Calcutta-700027.
 4. The Collector, _____,
 5. The District Land & Land Reforms Officer,

 6. The Treasury Officer,

- for information and necessary action

P.K. Dutta
Deputy Secretary to the
Government of West Bengal.

●

Government of West Bengal
Office of the Board of Revenue, W.B.
Section E(I), Branch : DE

No. 9423-DE
308/89

Dated, Calcutta, the 9th June, 1989.

MEMORANDUM.

From:- The Secretary, Board of Revenue.

To:- The Collector, Hooghly.

Sub : - Implementation of Integrated set up of Land Reforms Administration.

The undersigned is directed to invite her attention to her Memo. No. 1173(30) R.M. dated 6-5-1989 addressed to the Government Pleader, Hooghly and to state that vide Notification No. 152-L. Ref. dated 1-4-1989 of Land and Land Reforms Department, the District Land & Land Reforms Officers were authorized to discharge, within their respective jurisdiction, all the functions of the Collector under clause (d) of Section- 2 of the West Bengal Estates Acquisition Act, 1953 (W.B. Act. 1 of 1954). However, it was not intended by this Notification that the function of Collector in the matter of contest of title suits, title appeals, civil rules etc. should be transferred to the District Land and Land Reforms Officers.

The Revenue Munsikhana under the Collector is the nodal agency which is concerned with proper contest of all civil cases in which the Collector is a party and funds are also provided by the Government to the Collector for the purpose. Hence, transfer of the functions of the Revenue Munsikhana to the District Land and Land Reforms Officers will require the concurrence and approval of the government. The Board is of the opinion that such a transfer is neither desirable nor warranted at this stage.

She is therefore, requested to take necessary action in the matter immediately to ensure that all civil cases in which the government is a party are properly contested by the Revenue Munsikhana under her.

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

Memo. No. 9423/1(32)-DE
Copy forwarded for information to :-

dated. Calcutta, the 9/12 June, 1989.

- * * *
2. The District Land & Land Reforms Officer, South 24 Parganas,
Survey Building, Alipore, Calcutta-700027

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

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

Memorandum No. 296/14660-76/B-II/89

Dated, Alipore, 25.8.1989

To
The District Land & Land Reforms Officer,

In enclosing a copy of prevailing transfer policy in respect of W.B.S.L.R.S. Gr. I officers he is requested to kindly forward only the eligible representations of R.Os in connection with their transfers after scrutiny of the same in the light of the aforesaid policy. To avoid unnecessary correspondences uneligible petitions may be disposed of from his end.

In this connection it is needless to mention here that the cases of special nature are always beyond the existing and accepted norms.

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

Encl: As stated.

Government of West Bengal
Office of the Director of Land Records and Surveys,
West Bengal

Memo. No. 580/8706-14/B/83

Dated Alipore, the 8th July, 1983

To
The S.O.s
& G.S., W.B. L. & L.R.O.s' Association

Sub : Policy guiding the transfer of Kanungos-I of West Bengal Subordinate Land Revenue Service, Grade - I.

A copy of the policy guiding the transfer of Kanungos - I of W.B.S.L.R.S. Grade-I under the control of the Directorate is forwarded herewith for perusal and necessary action.

He is requested to send the prayer for transfer of Kanungo-I of his R.S. Operation after examination of the same in the light of aforesaid policy henceforth.

Cards showing bio-data and posting particulars of the Kanungo-I in his service tenure with years of posting may be obtained and sent to this Directorate along with the petition of the incumbent covering all relevant points.

Encl : As stated.

N. B. Lodh
for Director of Land Records and Surveys
West Bengal

For some time in the past, this Directorate was considering the necessity of evolving a rational transfer policy in respect of members of S.L.R.S. (Grade - I) working under this Directorate so that there may be efficient management of the cadre of the West Bengal S.L.R.S.Gr-I. while frequent transfer is necessary in the public interest for management of survey and settlement operations, and also on administrative reasons. It is also necessary to minimize the hardship and uncertainty of transfer. Considering all aspects of the matter, the following transfer policy to remain in force until further orders is hereby laid down for members of S.L.R.S. (Grade -I).

Transfer Policy for Members of S.L.R.S. (Grade - I)

1. The districts will be divided into two zones viz. 'Zone-A' and 'Zone-B'.
 - (a) 'Zone - A' will consist of five districts of North Bengal and Purulia
 - (b) The rest of the districts will from 'Zone - B'.

2. Transfer from 'Zone - A' to 'Zone - B' will be made preferably on completion of 2 years but not exceeding 3 years ordinarily.

3. At the time of transfer from 'Zone - B' to 'Zone - A' officers posted in Home - districts/ near home-districts for maximum periods would be transferred first and thereafter the officers posted in the other districts of 'Zone - B' would be transferred, if necessary.

4. In 'Zone - B', inter-operational transfer will be made preferably after 3 years.

In doing so, officers staying outside home operation should be selected first and such transfer will be restricted to the sanctioned strength of the officers of the respective operation.

5. Transfer on deputation of offices will be given:

- (a) according to seniority;
- (b) on medical ground.

In case of admissibility of deputation allowance/ extra remuneration only seniority will be counted normally.

6. Office-bearers of the Association i.e. members of the Central Secretariat and the President, Secretary and Treasurer of the District Committee should not be normally transferred during the tenure of their office if they do not themselves seek for any transfer, and unless required in the interest of public service.

7. Officers above 53 years of age should be posted preferably in Home District.

8. Transfer of Officers in general should be made preferably at the end of educational years.

9. No officer should be posted within the home P.S. area.

10. The above may not apply in the case of administrative actions (Departmental/Vigilance enquiries) exigency of public work and health/compassionate grounds. It must be noted that public interest will be paramount and preside over all other considerations.

11. Settlement Officers concerned will submit proposals for inter-operational/inter-zonal transfer as per this transfer policy, on application from the officers concerned, to this Directorate for taking necessary action.

12. In order to give effect to this Scheme, cards showing bio-data and posting particulars would be obtained from each Kanungo and maintained and updated in the Directorate Office. Cards will be printed as soon as possible.

T. K. Ghosh

Director of Land and Surveys, West Bengal

————— ● —————
Copy of Memo. No. 809/1092-1108/B-II/88 Pt. I dt. 3.2.90 received from the D.L.R. & S. and Jt. L.R.C., West Bengal addressed to the D.L.L.R.O., West Dinajapur, Balurghat.

Sub : Posting of BLLRO/SRO-II.

Officers of SRO-II/LRO-II cadre are being posted as B.L.L.R.Os in Blocks and as SRO-II/LRO-II in the Sub-division and District Offices directly from this office as per provision of the Notification No. 727- dt. 21.7.88. In view of the above situation, the D.L.&L.R.Os are requested not to issue any transfer or posting orders for officers of the above category. Whenever necessity of such a transfer, posting are required, a proposal may be sent to the Directorate. Necessary orders in this regard from Directorate will be issued after the receipt of such proposal from the D.L.&L.R.Os.

Government of West Bengal
Office of the Board of Revenue, West Bengal.
Section. E(I), D.E. Branch.

Memo. No. 1566(16)-D.E.
201/89

Dated : Calcutta the 23rd February, 1990

From: Sri A.K. Chakraborty, I.A.S.
Special Secretary,
Board of Revenue, West Bengal

To
The Collector,

Sub: Collectorate staff presently working in the Integrated Set-Up – instructions of filling up of existing and future vacancies in Collectorates.

In inviting a reference to Board's Memo. No. 12867(16) – Apptt. dated 3.10.89 on the subject noted above the undersigned is directed to say that it has been clearly laid down that existing vacancies and vacancies likely to arise in future in the Collectorate shall be filled up by reversion of the staff deputed to the Integrated Set-up.

Now a point has been raised as to whether the sanctioned strength of the erstwhile Land Reforms Set-Up shall be proportionately reduced due to such reversion. It is clarified that as soon as a deputed staff is absorbed in the Collectorate on reversion, the post held by him/her in the Land Reforms Set-up of the Collectorate shall cease to exist and shall stand transferred to the Integrated Set-up of Land Reforms Administration.

It is also clarified that no fresh recruitment shall be made in any Collectorate for any category of posts till such time that all the staff belonging to such category, who are on deputation to the Integrated Set-up are reverted. Difficulty, if any, in offering employment to the exempted categories mentioned in Labour Deptt.'s circular No. 5120 (60) LW dated 17.10.77, should be brought to the notice of the Board for making suitable alternate arrangements for offering them employment subject to the ceiling of 30% prescribed in the circular.

A.K. Chakraborty
Special Secretary,
Board of Revenue, West Bengal.

Memo No. 1566/1(22) – D.E.

Copy forwarded to the :-

- 1) Land and Land Reforms Department.
- 2) Commissioner, _____ Division _____
- 3) District Land and Land Reforms Officer,
- 4) Director of Land Records & Surveys, West Bengal

A.K. Chakraborty
Special Secretary,
Board of Revenue, West Bengal.

●

Government of West Bengal
Office of the Board of Revenue, West Bengal
Establishment Branch

No. 4459-Estt.

Dated, Calcutta, the 6th June, 1990

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

Sub : Conversion of the posts of Dist. Land & Land Reforms Officer into permanent ones.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the conversion of 17 (seventeen) posts of Dist. Land & Land Reforms Officer created under Land & Land Reforms Deptt.'s memo. no. 365-Estt. dt. 8.2.85 and retained up to the

28.2.89 under Land & Land Reforms Deptt.'s memo No. 1758-58/1 (63) dt. 12.8.88 in connection with the Scheme of Integrated Set-up of Land Reforms Administration into permanent posts with effect from 1st march, 1989.

2. The charges will proceed against the head '2506-00-101- Regulation of Land Holding and Tenancy-Sixth Plan (Committed)-1-Integrated Scheme on Land Reforms.'
3. The Accountant General, West Bengal is being informed.
4. This order issues with the concurrence of the Finance Deptt. Vide their u/o no. 3664 dt. 7.1.89.

N. K. Raghupathy
Secretary,
Board of Revenue, West Bengal & (ex-officio) Joint
Secretary to the Govt. of West Bengal, Land & Land
Reforms department.

●

Government of West Bengal
Office of the Board of Revenue, West Bengal
Establishment Branch

No. 4460-Estt.

Dated, Calcutta, the 6th June, 1990

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

Sub : Conversion and Creation of permanent posts of Dy. Dist. Land & Land Reforms Officer.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the conversion of 17(seventeen) posts of Deputy Dist. Land & Land Reforms Officer created under Land & Land Reforms Deptt.'s memo no. 366-Estt. dt. 8.2.85 and retained upto the 28th February, 1989 under Land & Land Reforms Deptt.'s memo no. 1759-59/1 (63) dt. 12.8.88 in connection with the scheme of Integrated Set-up of Land Reforms Administration into permanent posts with effect from 1st March, 1989.

2. The undersigned is also directed by order of the Governor to say that the Governor has further been pleased to accord sanction to the creation of 5 (five) permanent posts of Dy. Dist. Land & Land Reforms Officer in the existing scale of pay and special pay as admissible under the rules with effect from 1st March, 1989 in connection with the Scheme of Integrated Set-up of Land Reforms Administration.
3. The charges will proceed against the head "2506-00-101-Regulation of Land Holding and Tenancy-Sixth Plan (Committee)-1-Integrated Scheme on Land Reforms."
4. The Accountant General, West Bengal is being informed.
5. This order issues with the concurrence of the Finance Deptt. Vide their u/o no. 3664 dt. 7.1.89.

N. K. Raghupathy
Secretary
Board of Revenue, West Bengal & (ex-officio)
Joint Secretary to the Govt. of West Bengal,
Land & Land Reforms department.

Government of West Bengal
Office of the Board of Revenue, West Bengal
Establishment Branch

No. 4461-Estt.

Dated : Calcutta, the 6th June, 1990

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

Sub: Conversion of the posts of Sub-divisional Land & Land Reforms Officer into permanent ones.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the conversion of 51 (fifty one) posts of Sub-divisional Land & Land Reforms Officer created under Land & Land Reforms Dept's memo no. 371-Estt. dt. 8.2.85 and retained upto the 28th February, 1989 under Land & Land Reforms Deptt.'s memo. no. 1762-62/1 (63) dt. 12.8.88 in connection with the Scheme of Integrated Set-up of Land Reforms Administration into permanent posts with effect from 1st March, 1989.

2. The charges will proceed against the head "2506-00-101-Regulation of Land Holding and Tenancy-Sixth Plan (Committed)-1-Integrated Scheme on Land Reforms."
3. The Accountant General, West Bengal is being informed.
4. This order issues with the concurrence of the Finance Deptt. Vide their u/o no. 3664 dt 7.189.

N. K. Raghupathy
Secretary
Board of Revenue, West Bengal & (ex-officio)
Joint Secretary to the Govt. of West Bengal,
Land & Land Reforms department.

Government of West Bengal
Office of the Board of Revenue, West Bengal
Establishment Branch

No. 4462-Estt.

Dated, Calcutta, the 6th June, 1990

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

Sub : Conversion of the posts of Block Land & Land Reforms Officer into permanent ones.

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the conversion of 336 (three hundred and thrity-six) posts of Block Land & Land Reforms Officer created under Land & Land Reforms Deptt.'s memo no. 430-Estt./5E-60/83 dt. 18.2.85 and retained up to the 28th February, 1989 under Land & Land Reforms Deptt.'s memo. no. 1760-60/1 (63) dt. 12.8.88 in connection with the Scheme of Integrated Set-up of Land Reforms Administration into permanent posts with effect from 1st March, 1989 on the existing terms and conditions.

2. The charge will proceed against the head "2506-00-101- Regulation of Land Holding and Tenancy-Sixth Plan (Committed) – 1-Integrated Scheme on Land Reforms."
3. The Accountant General, West Bengal is being informed.
4. The order issues with the concurrence of the Finance Dett. Vide their u/o No. 3664 dt. 7.1.89

N. K. Raghupathy
Secretary
Board of Revenue, West Bengal & (ex-officio)
Joint Secretary to the Govt. of West Bengal,
Land & Land Reforms department.

●

Government of West Bengal
Office of the Board of Revenue, West Bengal
Establishment Branch

No. 4463-Estt.

Dated, Calcutta, the 6th June, 1990

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

Sub: Conversion of the posts of Revenue Inspector into permanent ones at the Gram Panchayat level under the Integrated Set up of Land Reforms Administration in the State

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the conversion of 3,305 (three thousand three hundred and five) posts of Revenue Inspector created under Land & Land Reforms Deptt.'s memo no. 2192 (16)-Estt. dt. 31.7.84 at the Gram Panchayat level in connection with the Scheme of Integrated set-up of Land Reforms Administration in the State and retained up to 28th February, 1989 under Land & Land Reforms Deptt.'s memo no. 1562-Estt. dt. 26.7.88 into permanent posts with effect from 1st March, 1989 on the existing terms and conditions.

2. The charges will proceed against the head "2506-00-101-Regulation of Land Holding and Tenancy-Sixth Plan (Committed)-1-Integrated Scheme on Land Reforms."
3. The Accountant General, West Bengal is being informed.
4. This order issues with the concurrence of the Finance Deptt. Vide their u/o no. 3664 dt. 7.1.89.

N. K. Raghupathy
Secretary,
Board of Revenue, West Bengal & (ex-officio)
Joint Secretary to the Govt. of West Bengal,
Land & Land Reforms department.

[Setout Bengali Matter]

[See Separate File]

<http://wblroa.in>

[Setout Bengali Matter]

[See Separate File]

<http://wblroa.in>

Government of West Bengal
Office of the Board of Revenue, West Bengal
Apptt. Branch.

No. 7097 (33)- Apptt.
114/90

Dated, Calcutta, the 14th September, 1990

To
Shri _____
Collector, _____
Shri D.Sen,
District Land & Land Reforms Officer, South 24 Parganas

In continuation of Board's radiogram No. 7001(29)-Apptt. dt. 11.9.90 the undersigned is directed to send herewith the relevant extracts from the judgment dt. 27.8.90 of the Division Bench of Calcutta High Court in FMAT 1825 of 1989 – State of West Bengal and Ors. Vs. Secretary, Junior Land Reforms Officers' Association and Ors. for information and taking necessary action.

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

Memo No. 7097/1(4)-Apptt.
114/90

Copy along with extract of judgment forwarded to :-

- 1) Shri _____
Divisional Commissioner, _____
- 2) Shri _____
Director of Land Records & Surveys and
Jt. Land Reforms Commissioner, West Bengal.

Dated, Calcutta,
the 14th September, 1990

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

Extract of Judgment dated 27.8.90 of the Division Bench of Calcutta High court in FMAT 1825 of 1989

* * * * *

After considering the respective contentions of the parties it appears to us that pre-independence Land tenure system has undergone a very heavy change because of West Bengal Estates Acquisition Act and West Bengal Land Reforms Act and series of amendments effected to the said acts from time to time. There is no manner of doubt that administration of land and land reforms and revenue is required to be made very efficiently in order to achieve the purposes of the said Acts. The State Government can not but have anxious desire for proper administration in this field. It cannot be held by any stretch of imagination that the State Government was unjustified in thinking about bringing changes in the administrative set up in the department of land, land revenue and land reforms. It should be borne in mind that policy decision in the matter of administration of State's various department is the domain of the State Government and the Court can not embark upon unchartered ocean of public policy. So long a policy decision is contained within the executive power of the State Government and such policy does not infringe any statutory right or fundamental right guaranteed by the Consitution, the wisdom of a policy decision of the State Government is not a subject matter of consideration by the Court. Unless the aforesaid infringement can be established, the court of law can not go into the question of merits and demerits of a policy decision. In the instant case it is

quite evident that from 1983 onward the State Government had been thinking to bring about changes in the administrative set up of land, land revenue and land reforms department. Notifications to that effect had been published from time to time indicating the outlines of such change in the organizational set up. In our view there is no basis for contention that in order to frustrate the pending writ petitions moved by some of the J.L.R.Os for different relief relating to their service conditions the present four tiered organizational set up has been introduced. It should be noted in this connection that if the State Government can effect changes in the administrative set up in one of its departments within the executive power, it can also bring successive changes from time to time. In our view the State Government will not outstep its limit if a scheme or reorganization of administrative set up, once finalized is subjected to further change. It is quite likely that a scheme formulated may undergo further consideration. There may be fresh exigencies warranting a change in the scheme. It is quite evident that no scheme can remain static for all time to come. Dynamism is the essence of progress and such dynamism is reasonably expected in all actions in different spheres of human activities. The contention of Mr. Moitra that the scheme has not been finalized and when target date for implementing the scheme of organizational set up in the land and land revenue department was fixed sometime in 1984 there was no occasion to deviate from the scheme and to issue impugned orders later on and such actions only indicate that the scheme has not been finalized but improper actions are being taken in order to frustrate the legitimate aspirations of the J.L.R.Os in the absence of any well defined scheme, does not appear to be correct. We have indicated that change in the administrative set up was under consideration for a long time. Outline of the scheme was also indicated and in order to give effect to the scheme lastly made, consequential orders have been made. Even if it is accepted that the target, date for implementing a scheme was fixed in 1984, the State Government will not be lacking in authority to shift such date and to change in the scheme at a later date. A very strong argument has been made by Mr. Moitra that a scheme for organizational set up cannot be a secret document production of which may pose threat to the security of the State. The Government has kept back details of the scheme to be made known to the petitioners and to the Court. It is, therefore, not certain whether any scheme has been finalized as a matter of fact. But on an indefinite scheme, still in the realm of consideration, serious changes in the service conditions of J.L.R.Os have been effected. We, however, do not accept such contention. The notifications indicated hereinbefore reveal a scheme of four tiered set up in the administration of land, land revenue and land reforms department of the State. The hierarchy of such administration has been clearly indicated. The question of holding back the scheme in the facts of the case does not arise. Hence decision on the question of propriety of the State Government to place public documents before a court of law are not required to be considered for the disposal of this appeal. It appears to us that the definite scheme for four tiered administrative set up has been framed. Such scheme may undergo further changes in future but at the present moment actions have been taken to implement a definite scheme for changing organizational set up in the land, land revenue and land reforms department. It will therefore not be correct to contend that even before finalizing a scheme serious changes in service conditions of J.L.R.Os have been effected without any just cause. It also appears to us that J.L.R.Os did not form any separate cadre as alleged by the petitioners and found by the learned trial Judge. J.L.R.Os belonged to a mono cadre known as West Bengal Subordinate Land Revenue Service Grade I. Such cadre was formed by the State Government within its executive power and rules relating to service conditions of such cadre were also framed under proviso to Article 309 of the Constitution. Distinction between a post and a cadre should not be lost sight of. Under a cadre there may be various posts and the holders of such posts may be assigned different types of duties and functions. But on that score such holders of different posts may not form different cadres. In this connection, an illustration may be given. Clerks, Typists and Stenographers may belong to a unified cadre but their duties and functions are different. It is also pertinent to note in this connection that the J.L.R.Os including the writ petitioners in this appeal were appointed to the post of J.L.R.O. after April, 1968 as pointed out by the learned Advocate General. They were appointed as members of the West Bengal Subordinate Land Revenue Service Grade – I. It is true that the J.L.R.Os has been entrusted with very responsible duties and functions and had also been entrusted with quasi judicial duties and functions. Their vital role in the administration of land, land revenue and land reforms activities should not be underestimated and it appears to us that they deserve proper appreciation from all concerned

and it also appears to us that because of their long experience in performing different duties and functions, they should be gainfully utilized in responsible positions. We may, however, indicate that how best the service of an employee of the Government will be utilized must be left to the discretion of the State Government. It also appears to us that the petitioners did not take an initiative to have other pending writ matters disposed of either prior to the writ petition concerning this appeal or simultaneously with this writ petition. If the petitioners reasonably apprehended that disposal of this writ petition is likely to frustrate other pending matters, the petitioners ought to have taken necessary steps. Having allowed this writ petition to be disposed of, they are estopped from raising any such contention at this stage. It appears to us that the Government's intention to implement the said scheme was always made known. The State Government moved petitions for vacating interim orders passed in this writ petition and also in other pending matter. But after obtaining leave of the court as indicated hereinbefore, notification dated February 18, 1989 was issued. In the aforesaid circumstances, it cannot be held, in our view, that the action of the State Government was *per se* illegal and amounted to contempt of court. In our view, the learned Advocate General is justified in his submission that in the facts and circumstances of the case the notice and/or order dated February 18, 1989 is not high handed or *malafide* amounting to interference with the course of administration of justice for which such order is liable to be quashed. Mr. Moitra has very strongly contended that before effecting any change in the conditions of service of J.L.R.Os, a prior hearing ought to have been given and for not giving such hearing but unilaterally changing the conditions of service prejudicially the State action in that regard has become illegal. He has also contended that a post decision hearing cannot cure the defect for violating the basic principles of natural justice as indicated by the Supreme Court. It however, appears to us that in the impugned Government orders, pay, rank, inter se seniority and promotional prospects have been expressly protected. It therefore does not *prima facie* appear that by redesignating the J.L.R.Os as Revenue Officers in the new set up, their conditions of service has been adversely affected. The Government employees enjoy a status and their conditions of service may be changed provided such change is made in proper exercise of executive and statutory power of the Government. There is no manner of doubt that the State Government can create a cadre and amalgamate different cadres. It can also separate a group of employees from one cadre and form a different cadre with such employees, if exigencies of the administration so warrant. If J.L.R.Os and K.G.O-I are redesignated as Revenue Officers in the administrative set up and by such process they are taken out of their existing cadre or cadres and transferred to a different cadre. Such action cannot be held to be without any executive authority. In the instant case, expressly it has been indicated in the relevant government order that existing conditions of service will remain unaffected. In such circumstances, prior hearing does not appear to be essential. That apart, J.L.R.Os have already been litigating where the question of threatened changes in service conditions were high lighted and the respective contentions of the parties were made known to each other. In the aforesaid circumstances, the grievance of the J.L.R.Os in the matter of change in conditions of service was made known to the State Government and on consideration of such grievance the view point of the Government was made known to the J.L.R.Os. Hence, the purpose for which a hearing is to be given to the Government employees before any change in the conditions of service is made, has been fulfilled in all intent and purpose and in the facts and circumstances of the case, we do not think that for the absence of giving the J.L.R.Os an opportunity of being heard before implementation of the scheme in so far as they are concerned, such implementation has become illegal for which interference by the writ court is called for. We, therefore, find no reason to hold that impugned Government orders including the order dated February 18, 1989 are *malafide*, illegal or without any authority in law. It appears to us that the Government was anxious to effect changes in the administrative set up and such anxiety and the outline of the scheme were made known to all concerned as far back as in 1983. The learned Advocate General has submitted before us that all the J.L.R.Os have not refused to take new assignment in the new set up and out of above 2500 employees, only about 100 J.L.R.Os have refused to accept the new assignment. As the impugned orders are not illegal and/or *malafide*, we do not think that there is any occasion to quash the said orders. We, therefore, allow this appeal and set aside the judgment passed by the learned trial Judge. Let the J.L.R.Os being the members of the West Bengal Junior Land Reforms Officers' Association who have not yet joined as Revenue Officers in the changed

administrative set up join the post of Revenue Officer within a fortnight from today. As the petitioners succeeded in trial court and therefore had reasons not to accept new assignment, the entire period till fortnight from the date of this judgment should be treated as on special leave with pay to those JLROs who have not joined the new assignment of Revenue Officers. There will be no order as to cost in this appeal. We reasonably expect that the State Government will keep in mind the very valuable service rendered by the J.L.R.Os in difficult transitory phase of change in the land tenure system and will give anxious consideration to ameliorate the genuine grievances if any of the J.L.R.Os so that their expertise is gainfully utilized in the pursuit of effective implementation of the state policy in the administration of land, land revenue and land reforms.

* * * * *

Noting by Office or Advocate	Serial No.	Date	Office notes, reports orders or proceedings with signatures.
		27.8.90	<p style="text-align: center;">F.M.A.T. 1825 of 1989 State of West Bengal & Ors. Vs. The Secretary, West Bengal Junior Land Reforms Officers' Association & Ors.</p> <p>Mr. Alok Biswas, the learned Counsel for the Respondent after the Judgment was delivered prayed for stay of the operation of the Judgment. Such prayer was opposed by Mr. Tarun Roy, the learned Counsel for the Appellant. Considering the facts of the case we are not inclined to grant any stay of the order. Let the Xerox copy of the Judgement be issued to the respective parties, if applied for on usual terms.</p> <p style="text-align: right;">Sd/- G. N. Ray, J. Sd/- S. K. Hazari, J.</p> <p style="text-align: right;">Sd/- Deputy Registrar, (Judl.) High Court, Appellate Side, Calcutta</p>

●

Government of West Bengal
Office of the Board of Revenue, West Bengal

No. 6878(21)-DE

Dated, Calcutta the 30th Sept, 1991

From: Shri N. K. Raghupathy, I.A.S.
Secretary,
Board of Revenue, West Bengal.

To : 1)
Divisional Commissioner,

2) Shri K. S. Rajendra Kumar, IAS,
Director of Land Records & Surveys and
Joint Land Reforms Commissioner, West Bengal

3)
Collector,

Sub : Improvement in the standard of administration in district offices

The undersigned is directed to say that the Chief Minister in a letter addressed to the Minister-in-charge, Land & Land Reforms Department has emphasised on the importance of toning up the State Administration and improving its quality. The Chief Minister in his letter inter alia mentioned the Government's decision on the following:

- (i) correspondence relating to policies and programmes, public grievance and V.I.P. correspondence should be attended to with the least possible delay;
- (ii) replies to the correspondence from V.I.Ps, Union Ministers, M.Ps, M.L.As etc should ordinarily be sent within a period of fifteen days;
- (iii) the pending files and correspondences should be regularly reviewed and corrective action taken;
- (iv) punctuality in attendance must be maintained.

2. In this context the Minister-in-charge, Land & Land Reforms Department has been given the following specific instructions for implementing the directions of the Chief Minister in all the Offices under the administrative control of the Board of Revenue;

(a) Attendance

One of the most important aspects on which special emphasis has to be given is punctuality in attendance by the officers and staff. There are clear instructions issued by the Government in this regard and these instructions have to be followed in letter and spirit. (Copies of relevant circulars are enclosed for ready reference). Cases of habitual late attendance and early departure on the part of employees and officers should be brought to the notice of the authority and penal action should be taken against such offenders as provided in the Rules. Meetings called by the Service Associations should be held during the recess only.

(b) Dealing with public

It is needless to mention that Government employees should behave in a courteous manner with the general public, who come to Government offices for the redress of their grievances. They should be given all sorts of help and assistance and the actual state of things should be explained to them in a polite manner.

(c) Letter and communication from dignitaries

Prompt action should be taken on letters coming from the legislators like M.L.A., M.P. etc. and suitable replies should be given to their letters within a fortnight. Important letters coming from the Union Ministers, Chief Ministers, other Ministers should also be dealt with as expeditiously as possible and a reply should be sent within a fortnight.

(d) Quick disposal of files and submission of pending lists

For quicker movement of files pending lists of files should be submitted by the dealing assistants to their respective supervisory officers. The Case Book/ Case Diaries/ Forward Diaries maintained by the dealing assistants should be checked every week by the supervisory officers. The system of periodical inspection of offices by the superior officers could be reinforced and the defect in the system, if any, should be brought to the notice of the authority. This should be a continuous process. Without sustained efforts it will be quite difficult to maintain the development and to effect appreciable improvement.

(e) Fixation of responsibility and accountability

In the Government Organisation the system of work is such that it is very difficult to fix up responsibility for any negligence or offence on a particular employee or officer. Steps are to be taken by the district officers to effect such improvement in the system of work so that the accountability or responsibility can be fixed on a particular officer or employee for some serious lapse. In case of persistent negligence and indiscipline on the part of employees suitable action has to be taken as provided in the Rules.

(f) Improvement of work in district offices

The Minister-in-charge in course of his discussion pointed out that the position in the district offices is worse than that in the Secretariat. He observed that even materials for reply to the Assembly Questions are not coming from the district now a days, not to speak of other reports called for by the Department or the Board. All out efforts should be made to send the materials for reply to the Assembly Questions within the stipulated date and reports and particulars called for by the Board of Revenue or the Department should be furnished as expeditiously as possible.

<http://wblroa.in>

(g) Court Cases

In recent years the number of court cases has enormously increased. But it is noticed that the court cases are not been properly contested by the Government. Prompt action by the concerned officers at the initial state of the court case may lead to favourable decision in many cases. Hence prompt and persistent action should be taken by the officers in respect of court cases so that the cases are not decided ex-parte.

3. It is requested that effective steps may be taken by the District Officers to follow strictly the above instructions. This may also be widely circulated amongst the officers and staff under his /her control for strict compliance.

N.K. Raghupathy
Secretary,
Board of Revenue, West Bengal

Memo No. 6878/1(2).

Dated, the 30th September, 1991

Copy forwarded to :

- 1) Secretary to the Chief Minister for information.
- 2) Land & Land Reforms Department with the request to issue similar instructions to their subordinate offices.

N.K. Raghupathy
Secretary,
Board of Revenue, West Bengal

Memo no. 623/465-81/B-II/91.

Dated, Alipur, the 15th January, 1992.

Copy forwarded for information and compliance to : -

The District Land and Land Reforms Officer, with request to circulate the same to the subordinate offices.

Copy of relevant circulars are enclosed for ready reference.

S. Chakraborty
for Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal

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

From: The Chief Secretary to the
Government of West Bengal.

To : The Secretary,
_____ Department,

No. 4625 (62)-F

Calcutta, the May 8, 1979.

Sir,

It appears in spite of appeals made by the Chief Minister and several other Ministers to all Government employees to observe punctuality in attendance to dispose of their day's work expeditiously, the situation in various Government offices has not improved noticeably. Apart from the delay in the disposal of Government business caused by late attendance the members of the public are put to inconvenience as they have to unnecessarily wait for the Government employees who are to attend them. There is also a tendency among several Government employees to leave office earlier than the schedule closing time – a practice which is highly reprehensible.

I would now request you to please urge on all the employees in your Department/ Office to observe absolute punctuality in their coming to office and departing therefrom and also to put in full day's work so that the arrears in Government Offices are brought down quickly. In this connection I would request you to please refer to Finance (Audit) Department Memo. No. 5578-F dated 6th July, 1977 in which it was stated that the provisions contained in Finance (Audit) Department Memo. No. 2600(15)-F dated 25th June, 1965

will continue to operate in respect of State Government Offices situated within the area of Calcutta Corporation and also apply mutatis mutandis in respect of State Government Offices situated elsewhere.

I would request you to please ensure that the above mentioned Government order (copy enclosed for ready reference) is strictly implemented. Further, in all Government Offices the attendance register should be put to the Head of the Department/ office at 10-45 A.M. In the Secretariat, the attendance register should be placed by 11-00 A.M. every day before the Secretary of the Department (and in his absence, a Special Secretary or a Joint Secretary). A brief daily return about the punctuality of attendance should be sent by the Secretary to the Minister-in-charge of the Department. I am also to request that as often as possible the Head of the Office may please go round in the morning and in the evening to check up the position with regard to attendance and disposal of work in his office.

Yours faithfully
A. K. Sen
Chief Secretary to the
Government of West Bengal

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

No. 2600 (15)-F

Calcutta, the 25th June, 1965

MEMORANDUM

So far as State Government's Offices situated within the area of the Calcutta Corporation are concerned the Governor has been pleased to decide as follows :-

- (a) From 1st July, 1965 the hours of work in all such offices shall be from 10-30 A.M. to 5-30 P.M. on weekdays with an interval of 30 minutes from 2 to 2-30 P.M. for tiffin and from 10-30 A.M. to 2 P.M. on Saturday.
- (b) On arriving at and before leaving office every member of the subordinate services shall note the hour of his arrival and departure in the Attendance Register and initial the entry. No one arriving after 10-45 A.M. shall be allowed to mark his attendance except with the prior permission and in the presence of the Head of the Office. A cross mark shall be put against the name of the staff who is permitted to mark his attendance though arriving after 10-45 A.M.
- (c) One day's Casual leave or compensatory leave shall be deducted for every 5 days' late attendance in a calendar month. If a member of the staff who has no casual leave or compensatory leave to his credit is late in his attendance for 5 days in a month, he may not, at the discretion of the Head of the Office, be allowed to join his duties on that date but may be asked to apply for such leave as may be due to him without prejudice to any further disciplinary action that may be taken against him for habitual late attendance.
- (d) The Registrar of the Department or the Office Superintendent as the case may be, shall report to the next higher authority habitual late attendance on the part of any member of the staff. The Head of the Department shall also satisfy himself by periodical inspections that punctuality is being observed.

J. L. Kundu
Financial Commissioner & Secy. to the
Government of West Bengal

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

No. 5475-F

Calcutta, the 9th June, 1979.

Subject : Time-limit for late attendance.

Under the existing orders a Government employee who fails to attend office by 10-45 A.M. is to be marked late (vide this Department Memo. No. 2600 (15)-F dated 25.6.65 read with G.O. No. 4625 (62)-F dated 8.5.79).

A question has been raised as to the actual hour upto which an employee may be permitted to come and attend office even after marking him late.

After careful consideration of the matter the Governor is pleased to decide that except in cases where half day's casual leave has been sanctioned in advance the Government employees must report for duty in the forenoon i.e. before 12 noon; otherwise they should not be allowed to sign the attendance register but asked to apply for such leave as may be due and admissible to them.

J. Sanyal
Joint Secretary to the
Government of West Bengal

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

No. 5578-F

Calcutta, the 6th July, 1977.

ORDER

The Governor has been pleased hereby to cancel Finance Department Order No. 4897-F dt. the 18th July, 1975.

The provisions contained in Finance Department Memorandum No. 2600(15) dated the 25th July, 1965 will, however, continue to operate in respect of the State Government's Offices situated within the area of Calcutta Corporation, and also apply mutatis mutandis in respect of State Government's office situated elsewhere.

The opening phrase "In continuation of the Department Order No. 4897-F dated 18.7.75" is deleted from our no. 3836-F dated 13.5.76.

A. K. Mukherji
Special Commissioner & Ex-officio
Secretary, Government of West
Bengal, Finance Department.

— ● —
**Government of West Bengal
Office of the Director of Land Records and Surveys
and Joint Land Reforms Commissioner, West Bengal
35, Gopal Nagar Road, Alipur, Calcutta-700027**

Memo. No. 433/2676-92/B-1/89

Dated 10/4/92

To
The District Land and Land Reforms Officer,

Subject : Deployment of Officers and Staff at different levels in the Integrated Set up.

A Statement showing the scale of Officers/ Staff to be deployed at different levels in the Integrated set up is enclosed (Annexure – I). Another statement showing the requirement of Officers/ Staff in the districts assessed according to the aforesaid scale of posts is also enclosed (Annexure – II).

The aforesaid scale of Posts is provisional and is subject to variation since approval from Govt. is yet to be received. He is requested to please ensure that no Officers / Staff is deployed at any level in excess of the scales laid down in Annexure – I.

T. K. Saha
For Director of Land Records and Surveys and
Joint Land Reforms commissioner, West Bengal

<http://wbllroa.in>

ANNEXURE – I (Revised)

Name of Post	Scale of Post at 17 Offices.	Scale of Post at 60 Sub div Offices	Scale of post at 341 Block Offices	Scale of post of 3305 GP Offices	Scale of post for Municipalities & 1 Post per 800 holdings	Total No. posts reqd. for integrated Set up
DLLRO	1	0	0	0	0	17
Dy. DLLRO	2	0	0	0	0	34
SDLLRO	0	1	0	0	0	60
SRO-II	4	4	1	0	0	649
R.O.	3	5	3	0	1	1525
R.I.	0	0	0	1	0	3305
BS	0	0	0	1	1	3456
NG for RI OFFICE	0	0	0	1	0	3305
Penon for RI OFFICE	0	0	0	2	0	6610
Gr.D	16	13	9	0	1	4272
HA	1	1	0	0	0	77
HC	4	2	1	0	0	529
Cashier	1	1	0	0	0	77
Store Keeper	1	1	0	0	0	77
UDC/Sr. Pkr	11	6	4	0	0	1911
LDC/Pkr	15	9	5	0	1	2651
Typist	4	3	0	0	0	248
Stenographer	1	0	0	0	0	17
Amin	0	0	2	1	1	4138
JM/MHRR	0	2	5	0	0	1825
Cash Sarkar	1	2	0	0	0	137
Driver	3	1	0	0	0	111
Head D/Man	1	2	0	0	0	137
Draftsman	3	5	0	0	0	351
Hd. Surveyor	1	0	0	0	0	17
Surveyor	3	0	0	0	0	51
Tindal	1	0	0	0	0	17
Khalashi	8	0	0	0	0	136
Duplicating/Xerox other machine operator	3	2	1	0	0	512
Total	88	60	31	6	5	36252

[Setout TABLE]

[See Separate File]

<http://wblroa.in>

[Setout TABLE]

[See Separate File]

<http://wblroa.in>

Government of West Bengal
Office of the Board of Revenue, West Bengal
Section - A (I) ; Branch - GE

Memo. No. 6369 - Apptt.

Dated, Cal., the 29th June, 1992

From: D. Goswami,
O.S.D., Board of Revenue, West Bengal, & (ex-officio)
Jt. Secy, to the Government of West Bengal,
Land and Land Reforms Department.

To
The Accountant General,
West Bengal.

Sub : Creation of temporary posts of Revenue Officer.

Sir,

In continuation of the orders contained in Boards order No. 2280- Apptt. dt. 16-3-92, I am directed by order of the Governor to say that the Governor has been pleased to accord sanction to the creation of two temporary posts of Revenue Officer borne in the cadre of West Bengal Sub-ordinate Land Revenue Service Gr-I in the scale of pay of Rs. 1390-45-1615-55-2055-65-2445-75-2970/- plus such other allowances as are admissible and the orders of the Government in force from time to time for the period up to 28.2.93 for the present for the office of the District Land and Land Reforms Officer of the district of Uttar Dinajpur with Head Quarter at Raigunge.

2. The charge will proceed against the head '2506-00-101-Regulation of Land Holding and Tenancy- Seventh Plan-Committed-I-Integrated Scheme on land Reforms' in the budget for the year 1992-93.

3. This order issues with the concurrence of the Finance Department vide their U/o No. 192-Gr-D-II dt. 27-4-92.

Yours faithfully,

D. Goswami

Officer-on-Special Duty, Board of Revenue, West Bengal & (ex-officio) Joint Secretary to the Govt. of West Bengal, Land and Land Reforms Department.

Memo. No. 6369/1(6)-Apptt.

Dated 29-6-92

Copy forwarded for information to the :-

1. Land and Land Reforms Department.
2. Finance Department.
3. Director of Land Records & Surveys & Joint Land Reforms commissioner, West Bengal,
4. Collector, Uttar Dinajpur,
5. District Land and Land Reforms Officer, Uttar Dinajpur,
6. Treasury Officer, Raigunj, Uttar Dinajpur.

D. Goswami

Officer-on-Special Duty, 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 Director of Land Records and Surveys
and Joint Land Reforms Commissioner, West Bengal

No. 293/2210/B-II/92,

dated, Alipore, the 23rd February, 1993

CIRCULAR

The sanctioned strength of S.R.O. II / Revenue Officer may be utilized in his Office and other Offices Sub-ordinate to him in the following manner.

In the Office of Dist. Land and Land Reforms Officer;

- 1 (one) SRO-II as DDO.
- 1 (one) SRO-II as O/C., Civil Rules and Civil Suits.
- 1 (one) SRO-II as O/C., Vesting Cell.
- 1 (one) Revenue Officer for Collection, Reports & Returns.
- 1 (one) Revenue Officer as Technical Adviser, for miscellaneous works.

In the Office of Sub-Divisional Land and Land Reforms Officer

- 1 (one) S.R.O.-II as Drawing and Disbursing Officer.
- 1 (one) S.R.O.-II for Vesting Cell, Civil Suits and Civil Rules.
- 1 (one) Revenue Officer for Collection, Reports and Returns.
- 1 (one) Revenue Officer as Technical Adviser, Miscellaneous works.

In the Office of Block Land and Land Reforms Officer;

- 1 (one) S.R.O. II for all kinds of works.
- 3 (three) Revenue Officers for all kinds of works.

P. K. Agrawal
Director of Land Records and Surveys and
Joint Land Reforms Commissioner,
West Bengal

Memo. No. 293/2211-79/B-II/92, dated, Alipur, the 23rd February, 1993.

Copy forwarded for information and taking necessary action to :-

- 1-18) District Land and Land Reforms Officer,
- 19-69) Sub-Divisional Land and Land Reforms Officer,

S. Khaddar
for Director of Land Records and Surveys and
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 Calcutta-700027

CIRCULAR

For successful implementation of Land Reforms as envisaged in the West Bengal Estates Acquisition Act, 1953 and West Bengal Land Reforms Act, 1955, it is considered necessary to categorise different work/s done from the office of the Block Level offices into three wings viz., (1) Survey and Settlement (2) Quasi Judicial and (3) L.R. Management. Three Revenue Officers posted in the Block level offices will, subject to over all supervision and control of the B.L. & L.R.O., look after the works of the three wings and will be responsible for smooth and timely completion of work in the respect of wings as per 'distribution of work' chart enclosed.

Considering the pending work load of any of the wings, the DL&LRO and SDL&LRO concerned will however, have the authority to make marginal changes of work distribution.

S.D.L. & L.R.Os will have to ensure that the BL&LRO entrusts the works of different wings to different Revenue Officers and the Revenue Officers look after the entrusted work satisfactorily.

P. K. Agrawal
Director of Land Records and Surveys and
Joint Land Reforms Commissioner, W.B.

Memo. No. 51/4660-77/C/92

Dated the 26th August, 1993

Copy forwarded to :-

1. The District Land & Land Reforms Officer,, for strict compliance and wide circulation to all concerned. This amends annexure 'F' of the proceedings of the conference with the DL&LROs held on 22nd and 23rd February, 1993.
2. Shri

M. K. Sarkar
for Director of Land Records & Surveys and
Jt. Land Reforms Commissioner, W.B.

DISTRIBUTION OF WORK

(Among B.L. & L.R.O. and Three R.Os in each Block level office)

1. B. L. & L. R. O.

- a) Overall supervision of duties and functions of R.Os and other employees.
- b) Inspection of R.I. Offices.
- c) Planning & Programming to liquidate the pending work.
- d) Office administration.
- e) Disposal of objections & applications filed u/s. 51A(1) & 51A (4) of W.B.L.R. Act.
- f) Disposal of proceedings under chapter II (B) of W.B.L.R. Act, u/s. 5A, 44 (2a), 6(1) etc. of W.B.E.A. Act, & others cases.
- g) Function of Convener of the Sthayee Samity for distribution of vested land.
- h) Matter relating to short term and long term lease.
- i) Khasmahal lands.
- j) Report and returns.
- k) Compliance of Inspection notes of superior officers.
- l) Any other work, as may be undertaken by him from any R.O.
- m) All the function of the R.Os as and when necessary.
- n) Any other work as may be assigned by the higher authorities.

2A. R.O., Survey & Settlement

- a) Preparation of R.O.Rs under W.B.L.R. Act.
- b) Disposal of objection u/s 51(A) (1) & applications u/s 51(A) (4) of the W.B.L.R. Act.
- c) Supervision of K-B work done by the R.Is.
- d) Supervision of Kistwar.
- e) Supervision of sheet junch and record junch work.
- f) Reconstruction of damaged/ missing maps or Khatians and records.
- g) Supervision of copying of Khatians for R.I.Offices.
- h) Supervision of modification work u/s. 47 of the W.B.E.A. Act.
- i) Technical matters relating to mouza/plot boundary demarcation.
- j) Work relating to permanent marks, Splitting up/ Amalgamation of mouza.
- k) Compensation and Assessment Rolls.
- l) Matters related to alluvion & diluvion.
- m) Inspection of sub-ordinate R.I. Offices.

- n) Recording of Bargadars & Homestead beneficiaries.
- o) Any other work as may be allotted by B.L. & L.R.O.
- p) Work u/s. 50 of W.B.L.R. Act.

2B. R.O., Quasi Judicial & Objection.

- a) Proceedings under W.B.E.A. Act. [Under sections 5A, 6(1), 6(5)].
- b) Civil Suits & Civil Rules.
- c) Proceedings under different sections of Chapter – II B & Chapter III of W.B.L.R. Act.
- d) Pending cases under W.B.R.A.L. Act.
- e) Disposal of objections u/s. 51(A) (1) & application u/s. 51(A) (4) of W.B.L.R. Act.
- f) Any other work allotted by the B.L. & L.R.O.

2C. R.O., Management

- a) Mutation and conversion.
- b) Distribution of vested and Khasmahal land and inter departmental transfer of vested land and khasmahal land.
- c) Management of vested land and khasmahal lands.
- d) Management of Sairati interest and escheat properties.
- e) Assessment of Revenue, cess & collection matters.
- f) Matters relating to sowing & harvesting disputes.
- g) Enquiry u/s. 144 or 145 Cr. P.C.
- h) Institutional Financing to bargadars and other beneficiaries.
- i) Any other work as may be allotted by B.L. & L.R.O.
- j) Functions relating to Minor Minerals.
- k) Record Room & Certified copying section.
- l) Crop Survey & Agriculture Census.
- m) Reconstruction of records and issue of copy and information of records.

P. K. Agrawal
Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal

SOME SALIENT 'TRANSFER PRINCIPLES' IN RESPECT OF SRO-II AND OFFICERS OF SLRS GRADE-I IN THE DISTRICT OF SOUTH 24-PARGANAS.

The question of formulating some basic transfer principles for the SRO-IIs and the Revenue Officers serving in the Integrated set up of the Land Reforms Administration in the district of South 24-Parganas has been under active consideration of the District Authority for quite some time past. After careful examination of all the aspects of the question, the following guiding principles are hereby evolved for better administration as well as well - being of the officers concerned.

2. The guiding principles, hereinafter enshrined in the document, shall in no way circumscribe the overriding authority of the District Administration in transferring an officer to any post or any office inside the district and shall in no way be construed as binding in respect of the District Land and Land Reforms Officer, who may exercise his discretion independent of these principles, and in consideration of administration or humanitarian factors. The District Authority will also retain inherent power to modify, amend, suspend, supersede or cancel the principles hereby evolved.

3. In terms of distance from the District/Sub-Divisional Headquarters Rly. /Road connection and in consideration of infrastructural facilities available in a particular block, the district is hereby divided into three groups of blocks;

- (a) The more remote blocks constituting a zone which will be described hereinafter as 'R' Zone;
- (b) The more proximate blocks constituting a zone which will be described hereinafter as 'P' zone;
- (c) The other middle-distance blocks constituting a zone which will be described as hereinafter as 'M' zone;

Provided that District and Sub-divisional Headquarters, the Estates Office, the Circle Office, Kasba and the Thakurpukur-Metiabruz and the Sonarpur blocks will be construed as the Head quarter zone. The grouping of blocks/offices in different zones is shown in the attached Schedule – A;

4. An officer coming from outside the district either on promotional or non-promotional transfer will be posted to any of the blocks of 'P' Zone against available vacancy, when no such vacancy is available the

officer may be posted to any of the blocks of 'M' zone provided that such officer may opt for posting in any of the blocks in 'R' zone and District Authority may favorably consider such option subject to availability of vacancy.

5. An officer serving in 'R' zone for more than a year and in 'M' Zone for more than two years will get posting in 'P' zone; the resultant vacancies in these two zones shall be filled in by transferring officers from 'P' zone on the basis of the length of their stay in the 'P' zone provided that an officer serving either in 'R' zone for more than one year and more than two years in "M' zone may opt to remain in that zone and DLLRO may consider such option;

Provided further that officers' stay in 'R' zone should be continuous and uninterrupted by long leave.

6. The posting of officers to and from Hqr. Zone will be made on the basis of merit, administrative necessity, seniority and other relevant factors.

7. Seriously ailing officers, or officers above 53 years of age, may be exempted, on special considerations, from the purview of the transfer principles, while the President, the Secretary and the Treasurer of the District Units of the several Officers' Association may also be given exemption during their tenure in office, if the District Authority so desires. State Secretariat Members of the Associations, when posted in the District may also be exempted from the purview of the transfer principles. Officers mentioned in the item no. 7 will be preferably posted in the 'P' Zone.

8. The principles will operate in the context of the existing statutes, rules and Government orders only and will be invalidated to the extent of its inconsistency with any statutes etc., if and when they change in future.

A. Bari
District Land & Land Reforms Officer,
South 24-Parganas.

SCHEDULE - 'A'

<u>'R' zone</u>	<u>'M' zone</u>
1. Gosaba	1. Mandirbazar
2. Basanti	2. Falta
3. Kultali	3. Kulpi
4. Sagar	4. Budge Budge - II
5. Patharprotima	5-6 Bhangore - I & II
6. Namkhana	7-8 Magrahat - I
7. Kakdwip	9. Diamond Harbour - II
8. Mathurapur - II	

<u>'HQ' zone</u>	<u>'P' zone</u>
1. Dist. Hqs.	1. Baruipur
2. Circle Office	2-3 Bishnupur - I & II
3. Estates Office	4-5 Maheshtala, B/B-I
4. S.D.L. & L.R.O. Sadar	6-7 Diamond Harbour - I
5. S.D.L. & L.R.O. D.H.	8-9 Canning - I & II
6. Thakurpukur - Metiabruz	10-11. Joynagar - I & II
7. Sonarpur	12. Mathurapur - I
	13. Magrahat - II

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

Memo no. 47/1854-71/C/95

Dated, Alipore, the 8th July, 1996

To
The District Land & Land Reforms Officer,

Sub: Opening of new offices in view of bifurcation of Blocks/ Sub-Divisions

Government issues order creating new sub-division from time to time. Orders are also issued bifurcating existing CD Blocks. In view of creation of such offices at block/sub-division, the DL& LROs usually send proposal to the Directorate asking for approval for opening our offices at those levels.

The Government notification no. 727 L. Ref. dated 21.7.88 of the Land and Land Reforms Department, which introduced the Integrated Set-up of Land Reforms Administration, specifically provides that there should be an office of the LR Set-up at each of the District. Sub-division, Block and Gram Panchayat. There is, therefore, no need to approach the Directorate seeking approval for opening our offices at those levels at all. It will, therefore, be the duty of the DL & LRO to immediately set up an office of the LR administration whenever there is re-organisation of blocks or sub-divisions. In some cases the existing number of blocks in a district is reduced by the Government in view of setting up of Notified area. Naturally, our office at that level is to be closed or merged with the neighbouring block in view of Govt. notification referred to above.

Creation of posts at various level for the newly opened offices will however, be dealt without any delay. The DL&LROs will, therefore, send a proposal to this Directorate enclosing a copy of the Notification re-organising Sub-division or CD Blocks, for taking up the matter with Government for creation of new posts.

(P. Bandyopadhyay)
Director of Land Records & Surveys
& Jt. Land Reforms Commissioner,
West Bengal

————— ● —————
Government of West Bengal
Office of the District Land and Land Reforms Officer,
Tamluk

Memo No. 85(2)/Con./98

Dated : Tamluk the 27th July, 1998.

To

- (1) The District Secretary,
Association of Land & Land Reforms Officers' West Bengal,
Tamluk District Committee,
Tamluk.
- (2) The District Secretary,
West Bengal Land & Land Reforms Officers' Association,
Tamluk District Committee,
Tamluk.

Sub: Norms for transfer and posting of Officers within the District

Enclosed please find herewith the norms of transfer and posting of Officers within the district, which has been finalized after discussion with the concerned Associations from time to time for information and guidance.

Encl. : As stated

Sd/-Illegible
for District Land & Land Reforms Officer,
Tamluk

————— ● —————
Norms for Transfer and Posting of Officers within the District

Category 'B' (Interior Blocks)

Khejuri – I, Khejuri – II, Patashpur – I, Patashpur – II, Bhagwanpur – I, Bhagwanpur – II, Moyna, Nandigram – I, Nandigram – II, Chandrakona – II, Chandrakona – I, Ghatal & Daspur – I (13 Blocks) – All Blocks in Contai Sub-Division excepting Contai – I, Contai – II and Contai – III for Officers who are residents of other districts.

Category 'A' – All other Blocks.

- (1) An officer coming first in the District will be posted at any Block mentioned at Category 'B'. An Officer coming from North Bengal may be posted in any 'B' Category Block within his home Sub-Division provided vacancy is available.
- (2) An Officer posted at any Block at 'B' Category may be posted in any block in the 'A' Category after two years of such continuous stay provided vacancy and substitute is available. Provided also that performance of the officer is satisfactory. For Officers posted as such after coming from North Bengal the period will be 1 (one) year.
- (3) An Officer posted at any Block in the 'A' Category will be posted in any Block in the 'B' Category after three years.
- (4) An Officer posted in the 'B' Category Block may be allowed to stay there for maximum period of three years on his option. Thereafter he will be transferred to any Block in the 'A' Category or any other Block in 'B' Category (If he wants to).
- (5) Posting in the Sub-Divisions and District office will be made strictly as per seniority in the gradation list of the officers posted in the District and performance. No new entrants/ newly promoted officer in the District will be posted as such simply because of his seniority. He will be posted for at least one year in the Block as in (1). The tenure in District Head Quarter will not be fixed.
- (6) No officer will be posted in any Block within his home P.S. However there would be no such bar for District/ Sub-Divisional Offices.
- (7) If any officer seeks transfer from one office to another both in the 'B' Category his prayer may be considered subject to availability of vacancy and if there is no adverse report about performance.
- (8) Officers above the age of 56 may be given posting in the office of their choice outside Home P.S. and subject of availability of vacancy & suitability.
- (9) In any case no officer will be posted twice in the same office during his tenure in the district.
- (10) Any officer can be transferred and posted at any B.L.&L.R.O. / S.D.L. & L.R.O. / District Office at any time on administrative ground/ extreme medical ground.
- (11) Regarding transfer of office bearers of Associations i.e. District President, District Secretary and District Treasurer policy circulated by the Director of Land Records & Surveys and Joint Land Reforms commissioner, West Bengal will be followed.

Indevar Pandey
District Land & Land Reforms Officer,
Tamluk

●

Government of West Bengal
Land and Land Reforms Department
ISU : Branch

No. 6807-ISU
2P/101/99

Dated, Calcutta, the 8th October, 1999.

ORDER

The Integrated Set Up of land reforms administration came into existence in the year 1989. This basically brought the two wings of the Land Reforms Administration viz. Settlement Wing and Management Wing under one administrative set-up for implementation of the Land Reforms measures in a better and quicker way. A very few new posts were created under the Integrated Set-up and the majority of the posts under the Set-up were created in lieu of existing posts under Settlement Wing and Management Wing with marginal changes in some cases.

2. Under the Integrated Set-up there have been permanent offices at four levels viz. District, Sub-Division, Block and Gram Panchayat level. There are broadly six units under which the entire Integrated Set-up of land reforms administration is divided viz. District Set-up; Analytical Research and Training Institute, Salboni; Law Cell; Map Printing press; Land Data Cell and Printing presses. While taking up the work in the aforesaid offices at four levels of the District set-up and each of the remaining five units it has been felt that number of posts sanctioned in respect of certain categories of employees is inadequate while those for others are in excess. It was therefore, considered necessary to augment

the sanctioned strength of some categories of posts and to surrender some posts for the sake of administrative convenience.

3. At present there are 23 posts of Deputy District Land and Land Reforms Officer against 18 land reforms districts including Tamluk. It has been felt necessary that additional 13 posts of Deputy District Land and Land Reforms Officer are needed to provide each of the 18 districts with two Deputy District Land and Land Reforms Officer which is to be manned by the eligible officers of the rank of SRO-I as per rules.

4. There are 51 posts of Sub-divisional Land and Land Reforms Officer for 51 Sub-Divisions of the State. With the setting up of 9 additional Subdivisions, 9 additional posts of Sub-Divisional Land and Land Reforms Officers are required for manning the new office of the Sub-Divisional Land and Land Reforms Officer in each of the nine new Sub-Divisions.

5. For looking after the land management issues in the urban areas 151 additional post of Revenue Inspector and equal number of posts of Bhumi Sahayak are urgently required. Besides 1365 additional posts of Amin are found necessary for manning the offices of the Revenue Inspector.

6. With a view to running the Analytical Research and Training Institute, Salboni independently in respect of staff and officers it has been found essential to create some posts including one Deputy Director (Training) and one Assistant Director (Training).

7. For proper monitoring of the court cases and maintenance of records it is found necessary to have a full fledged Law Cell and Data Cell in the Directorate with a small contingent of staff and officers.

8. It is also found necessary to provide additional staff and officers with Map Printing Press and 5 Printing presses to make them technically viable. In view of the induction of the modern technology in the matter of printing job, it would be necessary to review the whole issue in the right perspective before filing up the vacancies.

9. In view of what have been stated above and after analyzing the performances of the entire Integrated Set-up since its inception in 1989 it has been found essential to reorganise the staffing pattern of the Set-up to make it more effective and dynamic. Accordingly, a detailed and rationalized proposal was drawn up for reorganization of posts of different categories at different levels. In the proposal altogether 2641 additional posts in different categories of posts were proposed to be created by surrendering 4345 existing posts.

10. After careful consideration of the proposal the undersigned is directed by order of the Governor to say that Governor has been pleased to accord administrative approval for setting up offices of the S.D.L.L.R.O. in 9 new Sub-Division in the State viz. Bardhaman Sadar (South), Baruipur, Canning, Kakdwip (South 24-Prgs.) Tehatta (Nadia), Gangarampur (Dakshin Dinajpur), Haldia (Midnapur, Tamlul), Chanchal (Malda), and Salt Lake (North 24-Pargs.) and also to accord sanction to the creation of 2641 additional temporary posts as shown in details in the statement I in the revised scale of pay as shown against each plus such other allowances as are admissible under the orders of the Government in force from time to time in different categories at different levels by surrendering 4345 existing posts in different categories as shown in details in the Statement enclosed (Annexure – II) for the period upto 29.2.2000 for the present under the Integrated Set-up of Land Reforms Administration.

11. The Governor is further pleased to order that the district wise and unitwise break-up of the total number of additional 2641 posts created hereby in each category is to be made with the express condition that the Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal shall distribute the posts-existing plus additional keeping in view the total number of existing posts of each category in each district and Unit and the requirement of such posts for the Integrated Set-up in each district and unit.

12. A separate Govt. order will be issued in due course for appointment of officers of the rank of Special Revenue Officers Grade-I in the posts of Dy. D.L.L.R.O.

13. Filling up of those posts mentioned at Sl. Nos. 26,27,28, 29,30, 31, 32, 33, 35, 37, 38, 39, 40, 41, 45 and 46 of the Annexure – I and created hereinabove should be made in consultation with the Department.

14. Save and except the different categories of posts created for the Integrated Set-up under different orders from time to time except those proposed to be surrendered indicated in Annexure – II in

lieu of creation of 2641 posts of different categories indicated in Annexure – I shall continue as usual for the purpose for which the same were created.

15. The charges will proceed against the Head “2029-LR-00-102- Survey Settlement Operation-in-connection with Estate Acquisition & Land Reforms Scheme”, in the Budget for the year 1999-2000.

16. This order issues with the concurrence of the Finance Department vide their U/O No. Group D II-188 dated 1.4.99.

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

Memo No. 6807/1(52)-ISU

Copy forwarded for information and necessary action to the :-

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

Dated, Calcutta,
the 8th October, 1999.

S. Mukherjee
Assistant Secretary,
Land and Land Reforms Department.

ANNEXURE – I

[Enclosure of Government Order No. 6807-ISU dt. 8.10.99]

Creation of Additional Posts for Integrated Set-up

Sl. No.	Name of the Post	No. of Posts	Scale of Pay	Remark, if any
1.	Deputy Director (Trng.)	1	Rs. 8,000-13,500/-	
2.	Asstt Director (Trng.)	1	Rs. 8,000-13,500/-	
3.	Dy. D.L. & L.R.O.	13	Rs. 8,000-13,500/-	
4.	S.D.L. & L.R.O.	10	Rs. 8,000-13,500/-	
5.	Officer-on-Special Duty	1	Rs. 8,000-13,500/-	
6.	Press Superintendent (Dte.)	1	Rs. 5,000-11,275/-	
7.	Asstt. Survey Officer	2	Rs. 4,800-10,925/-	
8.	Head Asstt.	66	Rs. 4,500-9,700/-	
9.	Asstt. Press Supervisor	5	Rs. 4,500-9,700/-	
10.	Process Cameraman	2	Rs. 4,500-9,700/-	
11.	Head Computer	2	Rs. 4,000-8,850/-	
12.	Hear Surveyor	3	Rs. 4,000-8,850/-	
13.	Head Draftsman	5	Rs. 4,000-8,850/-	
14.	Draftsman	166	Rs. 4,000-8,850/-	
15.	Librarian	1	Rs. 4,000-8,850/-	
16.	Head Book Binder	3	Rs. 4,000-8,850/-	
17.	Asstt. Machine Foreman	1	Rs. 4,000-8,850/-	
18.	Surveyor	6	Rs. 4,000-8,850/-	
19.	Stenographer	2	Rs. 4,000-8,850/-	
20.	Asstt. Plate Maker	1	Rs. 4,000-8,850/-	
21.	Laboratory Asstt.	4	Rs. 3,600-7,050/-	

Sl. No.	Name of the Post	No. of Posts	Scale of Pay	Remark, if any
22.	Plate Developer	2	Rs. 3,600-7,050/-	
23.	Revenue Inspector	151	Rs. 3,350-6,325/-	
24.	Amin	1365	Rs. 3,350-6,325/-	
25.	Asstt. Librarian	2	Rs. 3,350-6,325/-	
26.	Machineman	3	Rs. 3,350-6,325/-	
27.	Proof Reader	3	Rs. 3,350-6,325/-	
28.	Cutter/Binder	4	Rs. 3,350-6,325/-	
29.	Printer-in-Charge	2	Rs. 3,350-6,325/-	
30.	Map Mender Cum Binder	4	Rs. 3,350-6,325/-	
31.	Bhumi Sahayak	151	Rs. 3,350-6,325/-	
32.	First Proof Reader	5	Rs. 3,150-5,680/-	
33.	Mechanic	2	Rs. 3,150-5,680/-	
34.	Printer	8	Rs. 3,150-5,680/-	
35.	Zinc Corrector	12	Rs. 3,150-5,680/-	
36.	Head Grainer	2	Rs. 3,150-5,680/-	
37.	Compositer	20	Rs. 3,000-5,230/-	
38.	Distributor	2	Rs. 3,000-5,230/-	
39.	Ink-man etc.	10	Rs. 2,700-4,400/-	
40.	Press Zamadar	3	Rs. 2,850-4,680/-	
41.	Photoman	5	Rs. 3,000-5,230/-	
42.	Cash Sarkar	65	Rs. 2,850-4,680/-	
43.	Duplicating/Xerox - Operator	176	Rs. 3,000-5,230/-	
44.	Book Binder	339	Rs. 2,850-4,680/-	
45.	Frame Carrier	6	Rs. 2,700-4,400/-	
46.	Grainer	3	Rs. 2,700-4,400/-	
		2641		

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

ANNEXURE - II

[Enclosure of Government Order No. 6807-ISU dt. 8.10.99]

Statement showing the Name and Number of posts in different categories surrendered.

Sl. No.	Name of the Posts	No. of Posts surrendered	Scale of Pay
1.	Assistant Record Keeper	11	Rs. 3,350-6,325/-
2.	Store-Keeper	7	Rs. 3,350-6,325/-
3.	Typist	88	Rs. 3,350-6,325/-
4.	Copyist	25	Rs. 3,350-6,325/-
5.	Carpenter	2	Rs. 3,000-5,230/-
6.	Tamil Clerk/Clerk	4	Rs. 3,350-6,325/-
7.	Group 'D'	4208	Rs. 2,600-4,175/-
		4345	

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

●

Government of West Bengal
Land and Land Reforms Department

Branch – I.S.U.

No. 7909-ISU

Dated, the 16th 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.

Memo No. 7909/1(70)-ISU.

Dated, the 16th 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.

S. Mukherjee
Assistant Secretary
Land & Land Reforms Deptt

●
Government of West Bengal
Office of the Director of Land Records & Surveys &
Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Calcutta – 700027

Order No. 329/130/B-I/99

Dated, Alipore, 21st January, 2000.

In terms of the order No. 6807-ISU/2P/101/99 dated 8.10.99 of Land and Land Reforms Department, West Bengal issues with the concurrence of the Finance Department under their U/o. No. Group – D – II-188 dtd. 1.4.99 a total number of 2641 posts of different categories as indicated in Annexure – I have been created for different units of the Integrated Set-up in and under this Directorate in lieu of surrender of 4345 posts of different categories as indicated at Annexure – II.

2. The total posts of different categories-existing and newly created ones including those surrendered (Annexure – II) as available now have been detailed at Annexure – III.
3. The total posts of different categories thus available (Annexure – III) for distribution amongst different units viz. (a) Directorate, (b) Integrated Set-up, (c) A.R.T.I. at Salboni,, (d) Printing Press in districts, (e)Municipalities have been detailed at Annexure – IV.

4. In terms of the authority vested upon the undersigned as per para 11 of the Land & Land Reforms Deptt.'s No. 6807-ISU dtd. 8.10.99, the posts existing and newly created as detailed at Annexure - IV are distributed until further orders rationally according to yardstick (Annexure-V) against different units viz. (a) Directorate (b) Different levels of the Integrated Set-Up (c) A.R.T.I., (d) Printing Press in the District/ Districts (e) Municipalities in the manner as indicated at the said Annexure - VI. The categories of posts not shown in the Annexure - V shall continue to be brone in the Establishment of the DL & LRO/ S.D.L. & L.r.O. under whom the incumbents holding such posts have been posted.

5. The posts market with ** (Double asterik) in the Annexure - I cannot be filled up without obtaining clearance from the Land & Land Reforms Department.

6. Separate communication in regard to distribution of posts amongst different levels in different districts of the Integrated Set Up and also in regard to break up of the posts of Head Clerk/ Cashier/U.D. Clerk/L.D. Clerk etc. will follow separately.

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

D.C. Sarkar
Director of Land Records & Surveys &
Joint Land Reforms Commissione
West Bengal

Memo No. 329/131-240/B-I/99

Dated, Alipore the 21st January, 2000.

Copy along with the Annexures, as aforesaid forwarded for information to :-

1. The Accountant General, West Bengal
2. District Land & Land Reforms Officer
3. Deputy Director of Surveys, West Bengal
4. Deputy Director of Administration, West Bengal
5. Officer on Special Duty, A.R.T.I. at Salboni
6. Guard File 'B-I' Group

R. Ganguli
for Director of Land Records &
Surveys & Joint Land Reforms Commissioner,
West Bengal

ANNEXURE - I

[Enclosure of Government Order No. 6807-ISU dt. 8.10.99 and Dte. Order No. 329/130/B-I/99 dated 21.1.2000]

Creation of Additional Posts for Integrated Set-up

Sl. No.	Name of the Post	No. of Posts	Scale of Pay	Remark, if any
1.	Deputy Director (Trng.)	1	Rs. 8,000-13,500/-	
2.	Asstt Director (Trng.)	1	Rs. 8,000-13,500/-	
3.	Dy. D.L. & L.R.O.	13	Rs. 8,000-13,500/-	
4.	S.D.L. & L.R.O.	10	Rs. 8,000-13,500/-	
5.	Officer-on-Special Duty	1	Rs. 8,000-13,500/-	
6.	Press Superintendent (Dte.)	1	Rs. 5,000-11,275/-	
7.	Asstt. Survey Officer	2	Rs. 4,800-10,925/-	
8.	Head Asstt.	66	Rs. 4,500-9,700/-	
9.	Asstt. Press Supervisor	5	Rs. 4,500-9,700/-	
10.	Process Cameraman	2	Rs. 4,500-9,700/-	
11.	Head Computer	2	Rs. 4,000-8,850/-	
12.	Hear Surveyor	3	Rs. 4,000-8,850/-	
13.	Head Draftsman	5	Rs. 4,000-8,850/-	
14.	Draftsman	166	Rs. 4,000-8,850/-	
15.	Librarian	1	Rs. 4,000-8,850/-	

Sl. No.	Name of the Post	No. of Posts	Scale of Pay	Remark, if any
16.	Head Book Binder	3	Rs. 4,000-8,850/-	
17.	Asstt. Machine Foreman	1	Rs. 4,000-8,850/-	
18.	Surveyor	6	Rs. 4,000-8,850/-	
19.	Stenographer	2	Rs. 4,000-8,850/-	
20.	Asstt. Plate Maker	1	Rs. 4,000-8,850/-	
21.	Laboratory Asstt.	4	Rs. 3,600-7,050/-	
22.	Plate Developer	2	Rs. 3,600-7,050/-	
23.	Revenue Inspector	151	Rs. 3,350-6,325/-	
24.	Amin	1365	Rs. 3,350-6,325/-	
25.	Asstt. Librarian	2	Rs. 3,350-6,325/-	
**26.	Machineman	3	Rs. 3,350-6,325/-	
**27.	Proof Reader	3	Rs. 3,350-6,325/-	
**28.	Cutter/Binder	4	Rs. 3,350-6,325/-	
**29.	Printer-in-Charge	2	Rs. 3,350-6,325/-	
**30.	Map Mender Cum Binder	4	Rs. 3,350-6,325/-	
**31.	Bhumi Sahayak	151	Rs. 3,350-6,325/-	
**32.	First Proor Reader	5	Rs. 3,150-5,680/-	
**33.	Mechanic	2	Rs. 3,150-5,680/-	
**34.	Printer	8	Rs. 3,150-5,680/-	
**35.	Zinc Corrector	12	Rs. 3,150-5,680/-	
36.	Read Grainer	2	Rs. 3,150-5,680/-	
**37.	Compositer	20	Rs. 3,000-5,230/-	
**38.	Distributor	2	Rs. 3,000-5,230/-	
**39.	Ink-man etc.	10	Rs. 2,700-4,400/-	
**40.	Press Zamadar	3	Rs. 2,850-4,680/-	
**41.	Photoman	5	Rs. 3,000-5,230/-	
42.	Cash Sarkar	65	Rs. 2,850-4,680/-	
43.	Duplicating/Xerox – Operator	176	Rs. 3,000-5,230/-	
44.	Book Binder	339	Rs. 2,850-4,680/-	
**45.	Frame Carrier	6	Rs. 2,700-4,400/-	
**46.	Grainer	3	Rs. 2,700-4,400/-	
	Total	2641		

D.C. Sarkar
Director of Land Records and Surveys
and Joint Land Reforms Commissioner, West Bengal

ANNEXURE – II

[Enclosure of Government Order No. 6807-ISU dt. 8.10.99 and Dte. Order No. 329/130/B-I/99 dated 21.1.2000]

Statement showing the Name and Number of Posts in different categories surrendered.

Sl. No.	Name of the Posts	No. of Posts Surrendered	Scale of Pay
1.	Assistant Record Keeper	11	Rs. 3,350-6,325/-
2.	Store-Keeper	7	Rs. 3,350-6,325/-
3.	Typist	88	Rs. 3,350-6,325/-
4.	Copyist	25	Rs. 3,350-6,325/-
5.	Carpenter	2	Rs. 3,000-5,230/-
6.	Tamil Clerk/Clerk	4	Rs. 3,350-6,325/-
7.	Group 'D'	4208	Rs. 2,600-4,175/-
	Total	4345	

D.C. Sarkar

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<http://wblroa.in>

Annexure - V

Enclosure to Dte. Order No. 329/130/B-I/99 dated 21.01.2000

**Yardstick of requirement of Posts of different categories at various level of the Integrated Set Up of Land Reforms Administration
[As revised in April, 1998]**

Sl. No.	Name of the Post	Scale of Requirement of Post for the				
		Districts (18)	Sub-Div (61)	Block (341)	RI 3305	Municipality (151 Units)*
1.	DL & LRO	1	0	0	0	0
2.	Dy. D.L. & L.R.O.	2	0	0	0	0
3.	S.D.L. & L.R.O.	0	1	0	0	0
4.	SRO-II	5	3	1	0	0
5.	R.O.	2	3	3	0	1
6.	R.I.	0	0	0	1	1
7.	B.S.	0	0	0	1	1
8.	Group-D	15	14	12	2	3
9.	HA	1	1	0	0	0
10.	HC					
11.	Cashier	**30	**29	**17	0	0
12.	UDC					
13.	LDC/PKR/JM					
14.	Typist	2	0	0	0	0
15.	Stenographer	1	0	0	0	0
16.	Amin	0	1	3	1	1
17.	Cash Sarkar	1	1	0	0	0
18.	HD Draftsman	1	1	0	0	0
19.	Draftsman	5	3	0	0	0
20.	D/X Operator	2	2	0	0	0
21.	Book Binder	0	0	1	0	0
	Total	70	60	38	5	7

* For Municipalities, One post is considered as bare minimum need for 800 Holdings. For the whole State on this scale 151 posts would be required for RO, RI & BS and 453 posts of Group D will be necessary.

** As the requirement of posts of Head Clerk / Cashier / UD Clerk /Sr. Peshkar/ L.D. Clerk/ J.M. (Redesignated as L.D. Clerk) has been shown as a combined unit in the Re-organisation proposal, the L & LR Department has already been requested to issue orders sanctioning segregation of the combined unit.

D.C. Sarkar
Director of Land Records and Surveys
& Jt. Land Reforms Commissioner, W.B.

●

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

Memo. No. 329/802-20/BI/99

Dated, Alipore, the 28th February, 2000

To
The District Land & Land Reforms Officer,

Sub : Distribution of posts of different categories in the integrated set-up

In continuation of this Dte. order No. 329/130/B-I/99 dated 21.1.2000, a statement showing the number of different categories of posts in the district as assessed according to the yardstick and

according to the existing number of Block Land & Land Reforms Officers' offices and Revenue Inspectors' offices in the district besides the District and Sub-divisional Head quarters, is enclosed for his information with the request to arrange to distribute the posts amongst different Sub-divisional Land & Land Reforms Offices in accordance with the aforesaid yardstick under his control with an intimation to this Dte. The break-up of the posts of Head Clerk/ Cashier/ U.D. Clerk/ L.D. Clerk etc. will be intimated to him on receipt of the approval of the Land & Land Reforms Deptt., West Bengal.

2. It may be noted that recruitment to 'D' group vacancies in the Integrated set-up through Employment Exchange, has been suspended by the Govt. in the Land & Land Reforms Deptt. consequent upon implementation of the scheme for absorption of Tahsil Muharrirs.

3. Suitable instructions in regard to filling up the vacancies in all the categories of posts [except 'D' group posts] of which he is the appointing authority, will follow shortly. Suitable action in regard to filling up the vacancies in other categories of posts, viz; Head Asstt. / Head Draftsman/ Draftsman/ Revenue Inspector/ U.D. Clerk etc. of which the Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal is the appointing authority, is being taken from this end.

4. It is pointed out, in this connection, that eligible Tahsil Muharrirs are to be appointed as Group 'D' staff and the number, so appointed, may be intimated to this Dte. so that the strength of Group 'D' post in each district can be finalized and intimated.

Encl : as stated

D.C. Sarkar
Director of Land Records and Surveys
& Jt. Land Reforms Commissioner, W.B.

Memo. No. 329/821-24/B-I/2000

dated, Alipore, the 28th Feb., 2000

Copy along with a consolidated statement forwarded to;

- 1) The Dy. Director, Administration, West Bengal/
- 2) The Officer-on-Special Duty, I/II
- 3) The Guard file 'B' - I

R. Ganguli
Director of Land Records and Surveys
& Jt. Land Reforms Commissioner, W.B.

[Setout TABLE]

[See Separate File]

<http://wblroa.in>

Distribution of Work Among the Officers of the Directorate

1. Joint Director of Land Records & Surveys and Deputy Land Reforms Commissioner, West Bengal

- i) Charge of the Directorate in absence of D.L.R. & S., West Bengal in respect of routine matters.
- ii) Transfer posting relating to Directorate Officers, D.L. & L.R.Os, Deputy D.L. & L.R.Os, S.D.L. & L.R.Os, and S.R.O – IIs
- iii) Training of Officers and Staff.
- iv) Matters relating to Statutory Acts, Rules etc.
- v) Evaluation and monitoring of all matters relating to survey, settlement and management of land under the integrated Set-up.
- vi) Inspection of offices in the districts.
- vii) Assembly and Parliamentary questions.
- viii) Crop Survey & Crop Insurance Scheme.
- ix) O.C. election
- x) Directorate Library.
- xi) Overall charge of 'C' Group.
- xii) Civil Suit Cell in absence of D.D.C.
- xiii) Collection of Land Revenue, Cess, Royalty etc.
- xiv) Matters relating to Audit including CAG of the districts.
- xv) Attendance of officers of Directorate.
- xvi) Computerisation of land records.
- xvii) Matters relating to Land Acquisition Tribunal.
- xviii) Wakf Properties.
- xix) Meeting, Conference and Seminars.
- xx) Matters relating to progress returns.
- xxi) All circulars relating to Settlement & Management.
- xxii) Matters relating to implementation of land reforms.
- xxiii) Overall charge of Directorate C.S.Cell.
- Any other matters as may be assigned by the D.L.R. & S. (D.D.C. will be the leave substitute).

2. Deputy Director, Administration, West Bengal

- i) All establishment matters relating to appointment, promotion, transfer etc of employees of districts.
- ii) Transfer and posting of R.Os and R.Is.
- iii) Gradation list of all categories of officers and staff.
- iv) Association matters.
- v) Over-all charge of 'B' Group (except transfer posting of I.A.S., W.B.C.S., S.R.O.-I & S.R.O.-II)
- vi) Pay fixation.
- vii) Leave of Officers of districts.
- viii) Inspection of offices in the districts.
- ix) Pensionary benefits, pension, C.A. etc. of officers and staff, permission for purchase of property of districts.
- x) C.A.Rs and O.P.Rs of officers and staff.
- xi) Confidential Section.
- xii) Cases relating to State Administrative Tribunal.
- xiii) Appointment, Transfer of Drivers, Cleaners of the districts.

Any other matters as may be assigned by the D.L.R. & S.
(Joint D.L.R. will be the leave substitute)

3. Deputy Director of Surveys, West Bengal

- i) Over-all charge of W.B.D.O. and W.B.T.P.
- ii) Matters relating to International & State Boundaries.
- iii) Establishment matters relating to W.B.D.O. & W.B.T.P. including appointment, promotion, transfer relating to Draftsman of the Integrated Set-up.
- iv) Purchase and maintenance of all materials and equipment relating to W.B.D.O. and W.B.T.P.

- v) Matters relating to survey (Modern & Conventional Techniques).
- vi) Inspection of offices in the districts.
- vii) Audit query relating to W.B.D.O. & W.B.T.P.
- viii) Care taking.
- ix) Over-all charge of Analysis, Research & Training Institute (A.R.T.I.), Salbani.
-Any other matters as may be assigned by the D.L.R. & S.
(D.D.L.R. will be leave substitute)

4. P.A. to D.L.R.&S. & JT. L.R.C., West Bengal

- i) Accounts, Budget, sanction of all financial matters of the Directorate & Districts.
- ii) Sub-charge of matters relating to Audit for the Directorate.
- iii) All establishment matters of the Directorate.
- iv) Function as Secretary, Mining Advisory Committee.
- v) Over-all charge of Directorate Cash Section, A & B Groups.
- vi) Purchase and maintenance of all types of articles and machines.
- vii) Checking of attendance and departure in the Directorate employees.
- viii) Audit query of the Directorate.
- ix) Vehicles of Directorate & districts.
- x) Monitoring and supervision of all Central sector and centrally sponsored schemes.
- xi) Monitoring and supervision of the work relating to construction of offices of D.L. & L.R.O./ S.D.L. & L.R.O. / B.L. & L.R.O./R.I. in the districts.
- xii) Matters relating to all Colliery & Tea Estates.
Any other matters as may be assigned by the D.L.R.&S.
(A.E.O. will be the leave substitute).

5. Assistant Director of Land Records, West Bengal

- Sub-charge of 'C' Group on following matters;-
- i) Notes for order and tour notes of officers of districts.
 - ii) Works relating to W.B.E.A. Act and W.B.L.R. Act
 - iii) Analysis of Progress Returns.
 - iv) Implementation of W.B.L.R. (Amendment) Act, 1986, 1988, 1989.
 - v) Monitoring of inter-district B.R.Cases and 6(3) cases of the W.B.E.A. Act and 14(T) cases of W.B.L.R. Act and other such cases.
 - vi) Inspection of offices in the districts.
 - vii) Collection of Land Revenue, Royalty etc.
Any other matters as may be assigned by the D.L.R. & S.
(A.D.C. will be the leave substitute).

6. Assistant Director, Compensation

- i) Sub-charge of Directorate Civil Suit Cell.
- ii) Land Management matters.
- iii) Compensation matters.
- iv) Corp and Agriculture census work.
- v) Miscellaneous petitions and enquiries.
- vi) Inspection of Offices in the districts.
- vii) All works relating to compensation under W.B.E.A. Act and W.B.L.R. Act.
-Any other matters as may be assigned by the D.L.R. & S.
(A.D.L.R. will be the leave substitute).

7. Assistant Director of Surveys, West Bengal

- i) Charge of W.B.D.O. and W.B.T.P.
- ii) Cash and Accounts of W.B.D.O. and W.B.T.P.
- iii) Matters relating to modernization of Surveying including printing of maps.
- iv) Inspection of offices in the districts.
- v) Printing of maps.
Any other matters as may be assigned by the D.L.R. & S.
(P.A. will be the leave substitute).

8. Assistant Election Officer

- i) All election works.
- ii) Sub-charge of E.R.O., 146-152 Assembly Constituencies.
- iii) D.D.O. of R.O. and D.E.O.
Any other duties as may be assigned by the D.L.R.&S.
(P.A. to D.L.R.& S will be the leave substitute).

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

●

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

Memo. No. 330/4040-57/BI/99

dated, Alipur, the 17th August, 2000.

To
The District Land and Land Reforms Officer,

Subject: Land Reforms Offices in the Municipality in the different Districts.

In every municipality in the different districts, it is required to establish the Land Reforms Offices for implementation of the commitment of Land Reforms and looking after Land Management issues in the urban areas and for the purpose, it is proposed to open one Land Reforms Office for on and average @15000 taxable holdings and below in every municipality. Each of the aforesaid L.R. Offices may be provided the following officials.

Name of Post	No. of employees
R.I.	1
Amin	1
B.S.	1
O/P	1
N.G.	1

A list of showing the assessment of Land Reforms Offices in every municipality in different districts on the basis of information supplied by the Institute of Local Govt. and Urban Studies, Calcutta under the M.A. Department, West Bengal is enclosed for examination of congruity in the question of requirement in his district.

He is, therefore, requested to offer his comments regarding alteration, if any, in perspective of the L.R. Offices in the municipality in his district as assessed in the list enclosed within 10(ten) days positively.

This may kindly be treated as extremely urgent.

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

Assessment of Land Reforms Offices in West Bengal

Municipality	Metroplitan area	District	Year	Population	Wards	Holdings	Actual No. of L.R. Offices for Municipalities
Bankura	no	bankura	1865	115	23	14230	1
Bishnupur	no	bankura	1873	56	19	7773	1
Sonamukhi	no	bankura	1886	25	15	4443	1
Barddhaman	no	barddhman	1865	149	35	39897	2
Kalna	no	barddhman	1869	47	18	10000	1
Katwa	no	barddhman	1869	56	19	8956	1
Dainhat	no	barddhman	1869	20	14	4241	1
Raiganj	no	barddhman	1876	97	21	11100	1
Asansol mc	no	barddhman	1994	478	50	45000	3
Guskara	no	barddhman	1988	27	16	5651	1
Durgapur mc	no	barddhman	1996	426	43	33445	2
Kulti	no	barddhman	1993	251	35	10000	1
Memari	no	barddhman	1995	29	16	8960	1
Jamuria	no	barddhman	1995	118	22	12000	1
Suri	no	birbhum	1876	54	18	7635	1
Rampurhat	no	birbhum	1950	43	17	8000	1
Bolpur	no	birbhum	1950	53	19	8318	1
Dubrajpur	no	birbhum	1984	27	16	5500	1
Sainthia	no	birbhum	1987	33	16	5771	1
Coochbehar	no	coochbehar	1946	71	20	10533	1
Dinhata	no	coochbehar	1973	34	16	8064	1
Toofangang	no	coochbehar	1983	16	12	4885	1
Mathabhanga	no	coochbehar	1983	18	12	3362	1
Mekhliligang	no	coochbehar	1983	8	9	3000	1
Haldibari	no	coochbehar	1983	13	11	3292	1
Darjeeling	no	darjeeling	1850	73	32	5482	1
Kurseong	no	darjeeling	1879	27	20	3071	1
Kalimpong	no	darjeeling	1945	39	23	3580	1
Mirik	no	darjeeling	1984	7	9	1025	1
Siliguri mc	no	darjeeling	1994	276	47	35185	2
Arambagh	no	hooghly	1886	45	18	8732	1
Tarakeshwar	no	hooghly	1975	23	15	4500	1
Bansberia	yes	hooghly	1869	94	22	11406	1
Chinsurah	yes	hooghly	1865	156	30	28391	2
Chandannagar mc	yes	hooghly	1955	140	33	24860	2
Bhadreswar	yes	hooghly	1869	80	20	13000	1
Champadani	yes	hooghly	1916	101	22	9041	1
Bhaidyabati	yes	hooghly	1869	90	22	22000	1
Serampore	yes	hooghly	1842	137	25	21933	1
Rishra	yes	hooghly	1944	107	23	13000	1
Konnagar	yes	hooghly	1944	62	19	9005	1
Uttarpara-kotrang	yes	hooghly	1964	132	25	22485	1
Hoara mc	yes	howrah	1862	950	50	85000	5
Bally	yes	howrah	1885	184	29	19950	1
Uluberia	yes	howrah	1982	175	28	30597	2
Jalpaiguri	no	jalpaiguri	1885	91	25	14994	1
Alipur duar	no	jalpaiguri	1957	65	20	9219	1
Mal	no	jalpaiguri	1990	29	16	4149	1
English bazar	no	malda	1869	141	25	20393	1
Old maldah	no	malda	1869	13	17	2137	1
Midnapur	no	midnapore	1865	125	24	22214	1

Municipality	Metroplitan area	District	Year	Population	Wards	Holdings	Actual No. of L.R. Offices for Municipalities
Tamluk	no	midnapore	1864	39	19	8043	1
Ghatal	no	midnapore	1869	44	17	5906	1
Chandrakona	no	midnapore	1869	17	12	3911	1
Ramjibanpur	no	midnapore	1876	15	11	4187	1
Khirpai	no	midnapore	1876	12	10	1500	1
Kharar	no	midnapore	1888	10	10	1700	1
Kharagpur	no	midnapore	1954	178	28	20357	1
Egra	no	midnapore	1993	21	14	3607	1
Contai	no	midnapore	1958	53	18	4601	1
Jhargram	no	midnapore	1982	42	17	7037	1
Haldia	no	midnapore	1983	135	24	13005	1
Beharampore	no	murshidabad	1876	115	23	21731	1
Murshidabad	no	murshidabad	1869	30	16	5070	1
Jiaganj- Azimganj	no	murshidabad	1886	42	17	6002	1
Kandi	no	murshidabad	1869	40	17	4593	1
Jangipur	no	murshidabad	1869	78	20	7000	1
Dhulian	no	murshidabad	1909	61	19	4989	1
Beldanga	no	murshidabad	1981	20	14	5055	1
Bongaon	no	n-24 parganas	1954	80	21	9720	1
Gobardanga	no	n-24 parganas	1870	36	17	9331	1
Baduria	no	n-24 parganas	1869	42	17	5566	1
Basirhat	no	n-24 parganas	1869	102	22	14259	1
Taki	no	n-24 parganas	1869	30	16	7650	1
Ashoknagar- kalyangarh	no	n-24 parganas	1968	97	22	18539	1
Habra	no	n-24 parganas	1979	100	22	17370	1
Kanchrapara	yes	n-24 parganas	1917	100	24	5872	1
Halisahar	yes	n-24 parganas	1903	117	23	16162	1
Naihati	yes	n-24 parganas	1869	173	28	19890	1
Bhatpara	yes	n-24 parganas	1899	305	35	32823	1
Garulia	yes	n-24 parganas	1896	81	21	8975	1
N-barrakpore	yes	n-24 parganas	1869	105	22	20000	1
Barrakporew	yes	n-24 parganas	1916	130	24	18257	1
Titagarh	yes	n-24 parganas	1895	114	23	4010	1
Khardah	yes	n-24 parganas	1920	88	21	13800	1
Panihati	yes	n-24 parganas	1900	276	35	56280	3
Kamarhati	yes	n-24 parganas	1899	267	35	30249	2
Baranagar	yes	n-24 parganas	1869	225	33	29000	2
Barasat	yes	n-24 parganas	1869	174	30	45000	3
Madhyamgram	yes	n-24 parganas	1993	107	23	31777	2
New-barrakpore	yes	n-24 parganas	1965	64	19	11453	1
North dum dum	yes	n-24 parganas	1870	150	25	21000	1
Dumdum	yes	n-24 parganas	1929	41	14	5600	1
South dumdum	yes	n-24 parganas	1870	233	25	42000	2
Bidhannagar	yes	n-24 parganas	1989	119	23	32000	2
Rajarhat- Gopalpur	yes	n-24 parganas	1993	162	27	35000	2
Krishnagar	no	nadia	1864	121	24	18230	1
Nabadwip	no	nadia	1869	125	24	15583	1
Santipur	no	nadia	1853	110	25	19038	1
Ranaghat	no	nadia	1864	63	19	19520	1
Birnagar	no	nadia	1869	20	14	7015	1
Chakdaha	no	nadia	1886	75	20	15490	1
Taherpur	no	nadia	1993	19	13	5127	1

Municipality	Metropolitan area	District	Year	Population	Wards	Holdings	Actual No. of L.R. Offices for Municipalities
Cooper's camp	no	nadia	1996	16	12	4000	1
Kalyani	yes	nadia	1965	56	19	10044	1
Gayeshpur	yes	nadia	1979	52	18	10109	1
Purulia	no	purulia	1876	92	22	16000	1
Jhaldha	no	purulia	1888	17	12	2181	1
Raghunathpur	no	purulia	1888	20	13	3341	1
Joynagar-mazilpur	no	s-24 parganas	1869	20	14	5400	1
Dimond Harbour	no	s-24 parganas	1982	30	16	6000	1
Budge budge	yes	s-24 parganas	1900	73	20	10526	1
Rajpur-Sonarpur	yes	s-24 parganas	1876	229	33	49673	3
Maheshtola	yes	s-24 parganas	1993	305	35	40000	2
Baruipur	yes	s-24 parganas	1869	38	17	7200	1
Pujali	Yes	s-24 parganas	1993	30	15	7351	1
Balurghat	no	s-dinajpur	1951	120	23	10194	1
Gangarampur	no	s-dinajpur	1993	4	18	8000	1
Raiganj	no	u-dinajpur	1951	151	26	11760	1
Islampur	no	u-dinajpur	1981	45	14	7800	1
Kaliaganj	no	u-dinajpur	1987	44	17	8187	1
Calcutta mc	yes		1726	4400	141	3000000	5
							151

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

Memo No. 700/5098-5101/BII/2000

Dated, Alipore, the 1st December, 2000

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

To: The General Secretary
W.B. Land & Land Reforms Officers' Association.
238, Maniktala Main Road,
Flat No. 10.,
Calcutta - 700054

Sub: Draft Transfer Policy

Please find enclosed a copy of the draft transfer policy for R.O./SRO. II within the Integrated Set-up. You are requested to give your opinion in writing on or before 18th Dec' 2000.

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

Draft Transfer Policy for R.O. /SRO. II within the Integrated Set-up

A policy for guiding the transfer of KGO-I of WBSLRS Grade-I had been formulated and communicated by memo. no. 580/8706-14/B/83 dt. 8.07.1983. After the Integrated Set-up came into being this policy had been supplemented by circulars nos. 350/2751/B-I/96 dt. 22.04.1997; 350/2279-96/B-I/96 dt. 23.04.97 and no. 350/3238/B-I/96 dt. 30.05.1997. It has been observed that the transfer policy needs to be revised primarily in the larger interests of the administrative set-up, public service and smooth administration.

The following are the guidelines for the draft transfer policy;

1. The districts will be divided into two Zones viz Zone – A and Zone – B.
 - Zone A shall consist of the district of Coochbehar, Jalpaiguri, Darjeeling, Dakshin Dinajpur, Uttar Dinajpur, Malda and Purulia and the blocks in the Sunderban area of North 24-Parganas and South 24-Parganas. It is clarified that the blocks are Kultali, Gosaba, Basanti, Sagar and Patha Pratima in South 24-Parganas and Sandeshkhali – II, Hingalganj, Sandeshkhali-I blocks within North 24-Parganas.
 - Zone – B shall consist of areas outside the areas included in Zone – A.

Transfer and Posting of Officers

- Posting of direct Revenue Officers or officers on promotion to the rank of SRO.II shall be posted to the Zone-A irrespective of the period of stay in Zone – A. Period of stay prior to withdrawal from Zone – A shall be at least three years.
- The strength of officers existing in their home district for each cadre at any point of time shall not exceed 50% of the strength of officers in place.
- Transfer from one station to another in a district shall be made by the DL & LRO after the completion of three years or even earlier depending on administrative exigencies without fail.
- Officers, as far as possible, shall not be withdrawn from field level posts and posted in administrative posts or any other post at the sub-division or district headquarter only if they are adequately senior with proven capabilities, or within two years from superannuation. However, the number of consecutive postings at the same station in various capacities cannot exceed two.
- Posting of SRO-II on promotion shall be in the A-Zone areas irrespective of previous experience there.
- Officers shall not be posted within the home Police Station or Block but this excludes a posting in an SDL&LRO or DL&LRO office in an administrative capacity.

Exceptions

- Officers beyond the age of 56 years shall not fall within the ambit of transfer.
- Only the General Secretary, President and Treasurer of an Association at the State level or the district General Secretary are excepted from transfer during the tenure of office only if they do not seek transfer or unless required in the interest of public service. They should not be transferred outside the District Headquarter/ Sadar Sub-Divisional Headquarter/ Sadar BL & LRO office. However above clause will not apply to officers being promoted and if the number of vacancies in the said office exceeds the sanctioned strength.

Savings

- The above policy does not preclude the posting of an officer or his/her withdrawal due to administrative exigencies or interests.

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

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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, Calcutta-700027

Memo. No. 321/6662-679/B-1/99

Dated, Alipur, the 8th December, 2000

From: S. Suresh Kumar
D.L.R. & S. West Bengal

To: District Land & Land Reforms Officer

Sub: Promotion of Gr. 'D' employees to higher posts - Duplicating Operator/ Xerox Operator, Cash Sarkar, Book Binder within the ISU.

In terms of L & L.R. Deptt.'s G.O. 6807-ISU dated 8.10.1999 read with Directorate order no. 329/802-20/B-I/99 dated 28.2.2000 the appointment of Duplicating Machine Operator/ Xerox Operator, Cash Sarkar and Book Binder will be made on the basis of the following guidelines:

- (i) The post of Duplicating/Xerox operator will filled up @ 2 posts for D.L. & L.R.O. office and @ 2 posts each sanctioned for S.D.L & L.R.O. office in the scale of pay of Rs. 3000-5230/-.
- (ii) The post of Cash Sarkar will be filled up @ 1 post for the D.L.&L.R.O. office and @1 post each sanctioned for SDL & LRO Office in the scale of pay of Rs. 2850-4680/-.
- (iii) The posts of Book Binder shall be filled up @ 1 post for each BL & LRO office in the scale of pay of Rs. 2850-4680/-.
- (iv) The norm shall be strictly as per seniority among the Group - 'D' employees in the District. A Senior Group 'D' employee may opt as Duplicating Machine Operator/ Xerox Operator as 1st choice, Cash Sarkar as 2nd choice and Book Binder as 3rd choice. A senior employee who is disqualified for the post of Duplicating Machine Operator/ Xerox Operator may be considered for the post of Cash Sarkar/ Book Binder.
- (v) The norms relating to the reservation of posts for the Backward classes i.e. SC & ST as per Chapter IV of the W.B.SC & ST (Reservations of vacancies in services & posts) Rules, 1976 shall be strictly followed.
- (vi) Before issue of promotion orders there should be no pending D.P. or V.C. and the OPRs shall be obtained for last 3 years in terms of G.O. no. 3940(280)-F dated 28-3-1978 and 5791-F dated 11-6-1980
- (vii) Promotions given to Duplicating / Xerox Operators and Book Binders shall be provisional in nature for one month at the end of which they shall undergo a practical test to ascertain whether they are conversant with the operation of the machine or with the process of binding as the case may be. In case of Duplicating Machine Operators, they shall have basic knowledge of English in terms of Finance Department G.O.No. 6475-F dated 27-6-86.

The grant of Grade-I scale of Group-'D' employees has been nearly finalized and an order in this respect would be issued shortly. Fixation of Group-'D' employees in Grade-I would be in the scale of Rs. 2,700-4400/-. Since there is no restriction on the posting or localization of employees, the elevation of the eligible Group-'D' employees to the Grade-I scale should be done first. Then the related matter of promoting the Group-'D' employees to the posts of Duplicating Operator/ Xerox Operator or Cash Sarkar or Book Binder as described above shall be taken up next.

Application of guideline (iv) and (v) would mean that a Zone of consideration employees in descending order of seniority of number considering 5 times the number of vacancies available within the district shall have to be created. The 50 point roster of General, SC and ST categories shall be utilized and vacancies shall be filled up. In case of non-availability of SC and ST eligible employees then Rule 10(c) and 10(d) shall apply. Choice of posting shall be based strictly on the basis of seniority. It is best that the manner of promotion be brought to the Directorate for an on the spot check as to the process for the first few cases. All the eligible employees for promotion shall be summoned to the D.L. & L.R.O. Office and their option in writing shall be obtained. Those who refuse to accept the post and place of posting together shall do so in writing. They can not be ever considered for promotion in future. A record be kept of them. The vacancy due to rejection shall be offered to the next eligible employee as per the 50 points roster. Proper counselling of the employees as to the availability of choices etc. should be done thoroughly to ensure that they do not have a second thoughts about the matter.

Any doubts regarding this issue are welcome.

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

Memo. No. 321/6680-6742/B-I/99

Dated, the 8th December, 2000

Copy forwarded to :

1. The Principal Secretary,
and Land Reforms Commissioner for information.
2. Jt. Secretary,
L & LR Department for information.
3. Sub-divisional Land & Land Reforms Officer for information.

S. Suresh Kumar
Director of Land Records & Surveys

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Government of West Bengal
Land and Land Reforms Department
Branch – ISU

No. 4707-IS

Dated Kolkata, the 10th July, 2001

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

To: The Dist. Land and Land Reforms Officer, South 24-Parganas

Sub: Regarding ransacking of Sagar B.L.&L.R.O's Office by Trinamul Congress Workers.
Ref: His memo 14/360/Sagar/Pt-II/Con/2001 dated 29.6.01 addressed to Spl. Secretary of this Deptt.

With reference to the above the undersigned is directed to request him to direct the S.D.L.&L.R.O. – Kakdwip to discharge his function fixed up by him. He is also requested to send this Deptt., a report if the duties allotted to the S.D.L.&L.R.O. have been done. He may also be instructed to approach police for arranging security whenever any political party or their frontal organization notify date for deputation/demonstration at least till the period of harvesting is over, i.e. upto Feb.-2002. He may also be informed that the B.L.&L.R.O or the concerned officer should try to remain present in his office at the time of deputation if he is informed previously. If he remains absent without any information then it may pose problems like this. This may be brought to the notice of all concerned.

Sd/-Illegible
Deputy Secretary to the
Govt. of West Bengal.
Land and Land Reforms Department.

No. 4707/1(18)-IS

Dated Kolkata, the 10th July, 2001.

Copy for information and necessary action to the :-

1. Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal, Alipore, Calcutta-700027
2. District Land and Land Reforms Officer All concerned may be informed accordingly so that they may try to remain present at office and receive deputation to avoid such type of incidence.

Sd/-Illegible
Deputy Secretary to the
Govt. of West Bengal.
Land and Land Reform Department.

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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, Calcutta-700027

Memo No. 416/6374-94/B-I/2001

Dated Alipore, the 24th August, 2001

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

To: The District Land & Land reforms Officer,
Haora/Hugli/Nadia/Bankura/Purulia/Malda/
Uttar Dinajpur/ Dakshin Dinajpur/ Medinipur/
Tamluk/ Murshidabad/ Birbhum/ Cochbehar/
Jalpaiguri/Darjeeling/ Bardhaman/ North
24-Parganas/ South 24-Parganas

Sub : Handling of deputations from Outside Organisations.

There have been many unhappy and untoward incidents in the handling of deputations, etc. from outside organizations at the BL&LRO level due to the casual attitude to them and the lack of proper understanding of the basic precautionary steps to be taken. In all these cases as these steps were not taken there have been cases of assault on our staff which has led to deep loss of morale among our staff and loss of faith in the leadership of officers to protect their sub-ordinates and to prevent damage and loss of Government property.

Usually one-to-one deputation or meetings involving a few persons with the BL&LRO do not cause any concern. But when there is a mobilization of a large number of people under political banner with the object of giving a deputation to the BL&LRO on a charter of demands, then the situation becomes quite grave and serious. Hence certain precautionary steps shall be taken without fail.

- 1) BL&LRO on receipt of the information orally or in writing should ascertain the basic facts such as date and time, who are the leaders involved, their background, the probable nature of their demands, whether any crowd would be mobilized, whether it is a follow-up to a previous deputation etc. Without ascertaining these basic facts the BL&LRO shall not give his consent. If the BL&LRO also is not going to be present on that particular day, he should not give his consent.
- 2) The BL&LRO should immediately inform the SDL&LRO and the DL&LRO the details regarding the deputation. He should also inform the O.C. of the Police Station and the BDO regarding the deputation in writing for the posting of Police force on that concerned day and time.
- 3) The BL&LRO should maintain a close liaison with the BDO and the O.C. of the Police Station from the day he joins the Block. The relationship shall not be viewed in the superior – inferior outlook but as a helpful colleague with a positive attitude.
- 4) The BL&LRO should be prepared in advance regarding the probable issues to be raised in the discussion.
- 5) If the date of deputation is fixed by BL&LRO, well ahead, then he should request the DL&LRO/SDL&LRO to depute a senior officer to be present in the room along with the BL&LRO to ensure that the situation does not turn ugly and to moderate the discussion when absolutely essential. A plain clothed Police officer can also be seated inside the room.
- 6) BL&LRO shall ensure that the Record Room is kept under lock and key until and unless all the crowd leaves after the deputation.
- 7) The number of persons to be allowed inside the BL&LRO's chamber should not ordinarily exceed 5(five) in number. BL&LRO should be firm in this issue.
- 8) The conduct of the BL&LRO to a great extent would decide the outcome of the deputation. It is expected that he would be transparent, helpful and with a positive attitude, thorough with the procedures, honest with any deficit in knowledge and should not take a stand then there but should seek time. He should be a person with conviction in his beliefs and be a person with integrity to make it clear that application of any psychological pressure would be counter-productive. In the fitness of things, one should be fair and conduct one-self fairly. Above all, one should not make any promise or pledge with one cannot keep and one should be honest with the reasons as to why it would be futile to make a promise on an issue.
- 9) BL&LRO shall never address the crowd or the deputationists with regard to the discussion made inside or make any promise regarding the demands in open to the crowd.
- 10) Under no circumstances can the deputation continue beyond 6-00 P.M.. The deputationists should be told to leave if their agenda is incomplete and be asked to fix up another date. In case of non-cooperation then force shall have to be used.
- 11) In case of any mishap which would lead to a law and order disturbance, the BL&LRO shall mentioning the facts and circumstances of the whole matter make a complain in writing to the O.C. at the Police Station without fail through the SDL&LRO/DL&LRO. The SDL&LRO/DL&LRO shall expeditiously forward the complaint to the Police Station without any delay. The nature of complaint could be prevention of public servant(s) from performing his duty by force or by display of force on him or by destroying Government property or by assaulting any Govt. servant.

BL&LRO and his superior officers shall approach all these law and order issues as a team extremely seriously.

S. Suresh Kumar

Director of Land Records & Surveys
and Joint Land Reforms Commissioner
West Bengal

Memo No. 416/6395-96/B-I/2001

Dated, Alipore, the 24th August, 2001

Copy forwarded for information and necessary action –

- 1) The Principal Secretary and Land Reforms Commissioner, L&LR deptt. W.B.
- 2) The Special Secretary, L&LR Deptt. W.B.

S. Suresh Kumar
Director of Land Records & Surveys
and 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. 320/6731/BI/99

Dated, Alipore, the 20th Sept. 2001

From: Director of Land Records & Surveys
and Jt. Land Reforms Commissioner,
West Bengal

To: The Dist. Land & Land Reforms Officer,
Haora.

Sub : Regarding allowance to sit for the competitive departmental examination in respect of the candidates outside of the I.S.U.

Reference: His memo. no. E-155/1672/LR dtd. 3/5.2001.

This is to inform that as per existing policy only a qualified candidate under I.S.U. will be allowed to appear at the departmental competitive examination for higher post. The employee working under Thika Controller cannot be allowed to appear at the said examination of the Integrated Set Up.

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

————— ● —————
Government of West Bengal
Land & Land Reforms Deptt.
Section – BIII, Branch – ISU

No. 8351-ISU

Dated, Kolkata the 18th Dec.,2001

To
The Director of Land Records & Surveys,
West Bengal

Sub: Clearance for recruitment in various posts (Nos. 2445) of the Integrated set up.

Ref: His office memo. no. 327/5538/BI/2000 dt. 12.7.2001.

The undersigned is directed to say that the question of filling up of 2445 temporary posts in different categories and at different levels under the Integrated Set up under land and land reforms administration of this Department has been under active consideration of the Government for some time past.

2. After careful examination of the matter, the undersigned is directed by orders 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 accord approval for filling up the marginal noted posts showing the pay scale and the numbers noted against each under the different offices under the Directorate of Land Records & Surveys and joint Land Reforms Commissioner, West Bengal.

Name of the posts	Scale of pay	Total no. of vacancies to be filled up
Lower Division Clerk	Rs. 3350-6325/-	1077
Amin	Rs. 3350-6325/-	559
Draftsman	Rs. 4000-8850/-	186
Bhumi Sahayak	Rs. 3350-6325/-	422
Peon/Farash	Rs. 2600-4175/-	24
Computer	Rs. 4000-8850/-	6
Surveyors	Rs. 4000-8850/-	9
Printer	Rs. 3150-5680/-	2
Revenue Inspector	Rs. 3350-6325/-	160
		2445

3. This issues with the approval of cabinet.

Sd/-Illegible
Deputy Secretary to the
Govt. of West Bengal
Land & Land Reforms Deptt.

●

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

Memo No. 319/690-708/BI/2000

Dated, Alipore, the 6th February, 2002

From: Shri Sukumar Banerjee, IAS
Director of Land Records and Surveys and
Joint Land Reforms Commissioner, W.B.

To: The District Land & Land Reforms Officer
Howrah/Hugli/Nadia/Bardhaman/ Bankura
Murshidabad/ Birbhum/ Medinipur West/
Medinipur East/ Purulia/ Malda/ D. Dinajpur/
Uttar Dinajpur/ Kochbehar/ Jalpaiguri/ Darjeeling/
North 24 Parganas/ South 24-Parganas

Sub : Clearance for recruitment in various posts of the Integrated Set-up.

Ref : Memo no. 8351-ISU dt. 18th Dec.,2001 of the L & LR Department

With reference to above this is to inform him that Cabinet approval for filling up the posts of LDC, Amin and Bhumi Sahayak has been obtained vide memo no. of the L&LR department quoted above. In partial modification of the earlier allotment of posts vide this memo no. 319/6834-51/BI/2000 dt. 11.12.2000, revised sub-allotment is hereby made as per Annexure "A&B".

Your are requested to make necessary arrangements immediately to fill up the posts as per revised sub-allotment. Detailed instructions relating to holding of examination, paper setting and scrutiny of the answer scripts and publishing of the result will be communicated in due course. The break-up of exempted categories, SC/St etc. will be made accordingly by the DL&LROs.

The matter may be treated as extremely urgent.

Sukumar Banerjee
Director of Land Records & Surveys and
Joint Land Reforms Commissioner,
West Bengal.

Encl: As stated.

Annexure - 'A'
Proposed Recruitment of Amin/ Bhumi Sahayak

Sl. No.	Name of the District	Amin	Bhumi Sahayak
1.	North 24 Parganas	55	24
2.	South 24 Parganas	65	60
3.	Howrah	48	38
4.	Hugli	60	35
5.	Nadia	6	20
6.	Midnapore	24	28
7.	Tamluk	70	38
8.	Bankura	11	20
9.	Birbhum	0	9
10.	Murshidabad	70	23
11.	Burdwan	4	20
12.	Purulia	0	24
13.	Kochbihar	20	27
14.	Uttar Dinajpur	20	14
15.	Dakshin Dinajpur	20	0
16.	Malda	48	8
17.	Jalpaiguri	24	18
18.	Darjeeling	14	16
	Total :	559	422

Annexure - 'B'
Proposed Recruitment of L.D.C.

Sl. No.	Name of the District	L.D.C.
1.	North 24 Parganas	70
2.	South 24 Parganas	105
3.	Howrah	45
4.	Hugli	52
5.	Nadia	58
6.	Midnapore	60
7.	Tamluk	120
8.	Bankura	67
9.	Birbhum	70
10.	Murshidabad	102
11.	Burdwan	60
12.	Purulia	15
13.	Kochbihar	45
14.	Uttar Dinajpur	15
15.	Dakshin Dinajpur	45

16.	Malda	54
17.	Jalpaiguri	32
18.	Darjeeling	32
	Total :	1077

●

Government of West Bengal
Land and Land Reforms Deptt.
Section B(III) ; ISU – Branch

No. 1536-ISU / LL/O/2P-3/2002

Dated : Kol. the 25.02.02.

ORDER

The existing district of Medinipur and the existing subdivision of Kanthi in that district have been bifurcated with effect from 1.1.2002.

Consequent upon the bifurcation of the existing subdivision of Kanthi, a new subdivision at Egra with Egra, Bhagabanpur and Patashpur Police Station now falling within the jurisdiction of existing Kanthi Subdivision has since been created for administrative convenience and better public services.

The proposal for setting up of the office of the Subdivisional Land and Land Reforms Officer at Egra for smooth and speedy implementation of Land Reforms work in the said subdivision is under active consideration of the Government.

Now, after careful consideration of the matter, the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord administrative approval for setting up of the office of the Subdivisional Land & Land Reforms Officer at Egra subdivision with head quarters at Egra in the district of Purba Medinipur and also to accord sanction to the creation of the marginally noted temporary posts in the scale of pay noted against each for the office of the Subdivisional Land and Land Reforms Officer, Egra for the period upto 28.2.2002 for the present.

Sl. No.	Name of Post.	Number of Post.	Scale of pay.
1.	S.D.L. & L.R.O.	1	Rs. 8000 – 13500/-
2.	S.R.O. II	2	Rs. 5500-11, 325/-
3.	R.O.	2	Rs. 4800-10, 925/-

The charge will proceed against the head “2029-LR-00-102-Survey Settlement operation-in-connection with Estates Acquisition and Land Reforms Scheme” in the Budget for the year 2001-2002.

This order issues with the concurrence of Finance Deptt. vide their u/o No. Group DII, No. 115 dt. 21.02.02.

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

Memo. No. 1536/1(8)-ISU

dt. 25.02.2002

Copy forwarded for information and necessary action to the :

- 1) The Accountant General, West Bengal
- 2) The Director of Land Records & Surveys, West Bengal, 35, Gopal Nagar Road, Alipore, Calcutta - 700027
- 3) Finance (Budget) Department.
- 4) Home (P&AR) Department.
- 5) The Collector, Purba Medinipur
- 6) The District Land and Land Reforms Officer, Purba Medinipur

- 7) The Treasury Officer, Egra and Kanthi.
- 8) The SDLLRO, Kanthi

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



<http://wblroa.in>

Government of West Bengal
Land and Land Reforms Department
Section – BIII : Branch- ISU

No. 3358-ISU

Calcutta, the 2nd April, 2002.

ORDER

Consequent upon dividing the district of Murshidabad into the Sub-Divisions of Berhampur (Sadar), Lalbagh, Domkal, Jangipur & Kandi, w.e.f. 16.12.1999 vide notification no. 738-PAR (AR), dated 19.11.99 of the P&AR deptt. and also dividing the district of Jalpaiguri into Three sub-Divisions namely, Jalpaiguri (Sadar), Mal and Alipurduar w.e.f. 1st April, 2001 vide notification no. 100-P&AR(AR) dated. 16.3.2001 of P &AR Deptt. the Govt. was considering over the matter for setting up of the office of the Sub.divisional Land and Land Reforms Officer at Domkal in the district of Murshidabad and at Mal in the district of Jalpaiguri for smooth & speedy implementation of Land Reforms work in the said two sub-divisions.

Now, after careful consideration of the matter, the undersigned is directed by order of Governor to say that the Governor has been pleased to accord administrative approval for setting up of the Office of the Sub-divisional Land and Land Reforms Officer at Domkal & Mal with head quarters at Domkal & Mal in the district of Murshidabad & Jalpaiguri respectively and also to accord sanction to the creation of two temporary posts of Sub-divisional Land and Land Reforms Officer in the scale of pay of Rs. 8000-275-13500/- each for the office of the Sub-divisional Land and Land Reforms Officer, Domkal & Mal in the District of Mursidabad & Jalpaiguri respectively for the period upto 28.2.2003 for the present.

The charges are debitabale from the appropriate head under “2029-LR-00-102- Survey settlement operation-in-connection with Estates Acquisition and Land Reforms Scheme” in the budget for the year 2002-2003.

The order issues with the concurrence of the Finance Department vide their u/o no. Group-DII No. 927, dated 3.1.02 & No. 906, dt. 27.3.02.

S. Mukherjee
Deputy Secretary
Land and Land Reforms Deptt.

No. 3358/1(11)-ISU

Calcutta, the 2nd April, 2002.

Copy forwarded for information and necessary action to ;

1. Accountant General, West Bengal, Treasury Buildings, Kolkata-700001.
2. Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal
3. Finance (Budget) Department.
4. PAR Deptt. (WBCS-Cell).
5. Collector, Murshidabad/ Jalpaiguri.
6. District Land and Land Reforms Officer, Murshidabad/Jalpaiguri.
7. Treasury Officer, Domkal/Mal
8. Aptt. Branch, B-I, Section.

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

Government of West Bengal
Office of the Director of Land Records & Surveys
and Joint Land Reforms Commissioner, West Bengal
35, Gopal Nagar Road, Kolkata-700027

To
The Director of Treasuries
West Bengal,
'Stephen House'
4, B.B.D. Bag (east)
Kolkata- 700001.

Sub : Clearance for recruitment in various posts of the Integrated Set up in Land Reforms Administration - help us for Salary

Sir,

This is to inform that the Government of West Bengal in Land & Land Reforms Department has formulated a scheme for absorption of Tahasil Mohurrirs in permanent Govt. service with the approval of the Cabinet. According to that scheme, in the first phase the Govt. has accorded post facto approval of appointment of 98 eligible Tahasil Mohurrir who have been appointed on or after 13.12.2000 as Group 'D' employees under different offices in the integrated set up of land reforms administration. In the second phase the Govt. has also accorded approval for appointment of 167 eligible Tahasil Mohurrirs in Group 'D' posts. These 167 Group 'D' posts have in turn been distributed among 10 districts vide order No. 7866-ISU dt. 19/22.01.2001 of the Land & Land Reforms Department and the Directorate Memo No. 184/576/CS/99 dt. 20.03.2002 (copies enclosed for ready reference). Accordingly District Land & Land Reforms Officer, Hugli appointed 4 Tahasil Mohurrirs in group 'D' posts in the offices of the L.R. Administration which fall under jurisdiction of Arambagh Treasury.

2. Further, the Govt. in L & L.R. Department has cleared with the approval of the Cabinet inter alia appointment of 1077 number of posts of L.D. Clerk for direct recruitment of different offices under the integrated set up of land reforms administration under this Directorate vide Order No. 8351-ISU dt. 18.12.2001 (copy enclosed for ready reference). In terms of this approval, the posts so cleared for recruitment have been distributed among the eighteen districts in the State vide this Directorate Memo No. 319/690-708/BI/2000 dated 4th February 2002 (copy enclosed). The District Land & Land Reforms Officer, Hugli accordingly at the first phase, has recruited 11 L.D.Clerks and posted at the L.R. Offices which are under the jurisdiction of Arambagh Treasury.

Since appointment, the newly recruited Group - D staff as described are not getting salary for objection of the Arambagh Treasury.

3. The Govt. in the L. & L.R. Department with the concurrence of the Finance Department has sanctioned various posts in the Integrated set up of L.R. Administration and placed those posts under the Directorate of Land Records & Surveys which is the controlling authority of the Integrated set up of land reforms administration in the State. The posts so sanctioned are on the state basis. The Directorate has in turn distributed those posts among the districts under the dist. Land & Land Reforms Officers. Dist. Land & Land Reforms Officers in the districts keeping in view the magnitude of pending settlement works which are schematic ones are distributing those posts among different offices under their jurisdiction. Nature of settlement work demands some time movement of official from one office to other. But it is learnt that some of the Treasuries in the State are raising objections in passing Bills for want of parity in deployment of officials in different offices under the integrated set up of land reforms administration.

In view of what has been discussed above, may I request you to kindly instruct the Treasury Officers suitably so that Dist. Land & Land Reforms Officers particularly Dist. Land & Land Reforms Officer, Hugli does not face any problem in getting the salary bills of the officials of the category as stated above.

Encl; As stated above.

Yours faithfully,
D. K. Chaudhuri
Director of Land Records & Surveys
and Jt. Land Reforms Commissioner,
West Bengal

Memo. No. 329/2662-2680/B-I/99

Dated Alipur, the 26th June, 2002.

Copy forwarded for favour of information & necessary action

1. The Collector, Hugli
2. The District Land & Land Reforms Officer Hugli.
3. The District Land & Land Reforms Officers (all).

G.B. Bandyopadhyay
For Director of Land Records & Surveys
and Jt. Land Reforms Commissioner,
West Bengal

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Government of West Bengal
Office of the Director of Land Records & Surveys
and Joint Land Reforms Commissioner, West Bengal

Memo. No. 148/3130/BI/98

Dated 23/7/02.

To
The Principal Secretary and L.R.C.
Land & Land Reforms Department.

Sub: S.F. or its equivalent Certificate obtained from any Open School or Mukta Vidyalaya.

Sir,

Kindly refer to O.A. No. 1689 of 2000 Sakti Sadhan Chowdhury and 2 Others -Vs. State of W.B. under which S.F. or its equivalent certificate obtained from National Open School, New Delhi has not been taken into consideration vide Education Deptt. Memo.No. 7748-F(A)/10 M-66/ 2K dated 14/8/2000. There are many certificates from different National Open School and Mukta Vidyalaya and various problem has cropped up in this regard. This Dte. has issued instruction not to consider the cases who obtained S.F. or its equivalent certificate from any National Open School or Mukta Vidyalaya at present.

It is, therefore, requested to send a list of National Open School/ Mukta Vidyalaya whose S.F. or its equivalent certificate will be valid for academic qualification of candidate.

This may kindly be treated as extremely urgent.

Yours faithfully,
D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner,
West Bengal

Memo. No. 148/3131-48/BI/98

Dated: 23/7/02.

Copy forwarded to

- 1) District Land & Land Reforms Officer,
- 2) Civil Suit Cell, Dte.
- For information .

G.B. Bandyopadhyay
for Director of Land Records & Surveys
and Joint Land Reforms Commissioner, W.B.

Government of West Bengal
Office of the Director of Land Records & Surveys
and Joint Land Reforms Commissioner, West Bengal

Memo No. 329/3977-994/BI/99

Dated, Alipore, the 08.08.2002.

To
The District Land & Land Reforms Officer
(all).

In partial modification of this Directorate Memo. No. 329/802-20/BI/99 dated 28.2.2000 in as much as it relates to distribution of SRO-IIs, fresh distribution of SRO-IIs among the districts is enclosed. Total sanctioned strength of SRO-IIs placed under integrated set up of land reforms administration is 643 under the following government orders issued by the Land & Land Reforms Department with the concurrence of the Finance Department:-

i)	Order No. 430-Estt.-5E-60/03 dated 10.2.1985	-	336
ii)	Order No. 1022-Estt. dated 17.4.1989	-	160
iii)	Order No. 2735-Apptt. dt. 18.4.1995 & Order No. 4068-Estt. dt. 23.9.1996	-	143
iv)	Order No. 3187-Apptt. Dt. 2.5.1997	-	2
v)	Order No. 1536-ISU dt. 25.2.2002	-	2

Distribution is made on the basis of the scale of requirements as follows:-

For district office	5	Except Bankura, Birbhum, Nadia where there would be 4 for each Dist. Office.
For Sub-divisional Office	3	Except Kochbihar/ Dakshin Dinajpur where it would be 2 for each sub-division.
For B.L. & L.R.O. Office	1	

While in the districts of North 24-pargs. and Howrah, there would be one additional SRO-II in each district for Town Survey. In the district of South 24-Pargs., there would be two additional SRO-IIs for the purpose. In the districts of Purulia and Uttar Dinajpur, there would be two additional SRO-IIs in each district for disposal of pending objection cases.

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner,
West Bengal

Memo No. 329/3995/BI/99

Dated, Alipur, the 08.08.2002.

Copy forwarded to the Special Secretary, L & L.R. Department for favour of information.

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner,
West Bengal

Distribution of SRO-IIs

Sl. No.	Name of the district	No. of sub-division	No. of Block	Sanctioned	Remarks
1.	North 24-Parganas	5	22	43	Town Survey-1
2.	South 24-Parganas	5	30	52	Town Survey-2
3.	Bankura	3	22	35	
4.	Bardhaman	6	31	54	
5.	Birbhum	3	19	32	
6.	Dakshin Dinajpur	2	8	17	
7.	Darjeeling	4	12	29	
8.	Howrah	2	14	26	Town Survey-1
9.	Hooghly	4	18	35	
10.	Jalpaiguri	3	13	24	
11.	Kochbihar	5	12	27	
12.	Malda	2	15	26	
13.	Paschim Medinipur	4	29	46	
14.	Purba Medinipur	4	25	42	
15.	Murshidabad	5	26	46	
16.	Nadia	4	17	33	
17.	Purulia	2	20	33	Disposal of pending objections-2
18.	Uttar Dianjpur	2	9	22	Disposal of pending objections-2
19.	Office of the DLRS & Jt. LRC			19	
20.	A.R.T.I. Salbani			2	
	Total	65	342	643	

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner, W.B.

**Government of West Bengal
Office of the Director of Land Records & Surveys
and Joint Land Reforms Commissioner, West Bengal**

Memo. No. 329/4296-4314/BI/99

Dated, Alipore, the 21.08.2002

To
The District Land & Land Reforms Officer,

In partial modification of this Directorate Memo. No. 329/6808-25/BI/99 dated 8th December, 2000, the distribution of Revenue Officers as sanctioned by the L & L.R. Department from time to time and placed under the integrated set up of land reforms administration, is made afresh in the enclosed sheet. Total sanctioned strength of the Revenue Officers placed under the I.S.U., is 1497. The distribution is made on the basis of the following ratio:-

For District Head quarter -	2
For Sub-divisional Head quarter -	3
For Block -	3
For Block Having Municipality	3 + 1 (for Municipalities)
Leave Reserve -	5%

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner, W.B.

Copy forwarded for information to Special Secretary, Land and Land Reforms Department. Govt. of West Bengal.

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner, W.B.

Distribution of Revenue Officers

District	No. of sub-division	No. of Blocks	No. of Municipalities	No. of M. Corporations	Total Posts of R.Os distributed in district	Remarks
Bankura	3	22	3	0	84	
Bardhaman	6	31	9	2	132	Town Survey & other S.S.Work-2.
Birbhum	3	19	5	0	77	
Coochbehar	5	12	6	0	62	
Dakshin Dinajpur	2	8	2	0	36	
Darjeeling	4	12	4	1	58	
Howrah	2	14	2	1	66	Town Survey & other S.S.Work-10
Hugli	4	18	11	1	84	
Jalpaiguri	3	13	3	0	56	
Malda	2	15	2	0	58	
Murshidabad	5	26	7	0	107	
Nadia	4	17	10	0	79	
North 24-Parganas	5	22	27	0	128	Town Survey & other S.S.Work-12
Paschim Medinipur	4	29	7	0	113	
Purba Medinipur	4	25	5	0	99	
Purulia	2	20	3	0	75	
South 24-Parganas	5	30	7	1	131	Town Survey & Other S.S.Work-10
Uttar Dinajpur	2	9	3	0	40	
Office of the DLRS & Jt. LRC (Dte. Proper)					12	Law Cell, specialized computer work, Survey related work etc.
Total	65	342	116	6	1497	

D. K. Chaudhuri
Director of Land Records & Surveys
and Joint Land Reforms Commissioner, W.B.

**Transfer Policy for the Officers of Integrated set-up
in Hooghly District for Internal Posting**

After discussion with the Association of the Officers namely Association of Land & Land Reforms Officers, West Bengal, Senior Land Reforms Officers' Association, West Bengal Land & Land Reforms Officers' Association & Association of Revenue Officers', West Bengal following policy decisions were adopted :-

I) ZONE DIVISION.

Whole district is divided into 3(three) zones which are respectively :-

Zone	Offices under the Zone
A	- i) District Land & Land Reforms Office, Hooghly. ii) Sub-Divisional Land & Land Reforms Offices, Sadar, Chandanagar & Srirampur. iii) Block Land & Land Reforms Offices at Dankuni of Chanditala-II, Srirampur, Magra-Chinsurah, Polba-Dadpur, Pandua and Balagarh.
B	- Block Land & Land Reforms Offices of Chanditala-I at Masat, of Dhaniakali, of Pursurah.
C	- i) Sub-Divisional Land & Land Reforms Office, Arambagh. - ii) Block Land & Land Reforms Offices of Khanakul-I, Khanakul-II, Gohat-I, Gohat-II, Arambagh and Jangipara.

II) FIRST POSTING :

- i) Total terms of service is deemed to be for 5 years in this District, Posting will be made subject to availability of vacancy / requirement.
- ii) Option of "C" Zone only will be accepted outside Home Block subject to availability of vacancy.
- iii)
 - a) 1st appointment in service always to be made in 'C' Zone.
 - b) Coming from a hard positing in other district – will join 'A' Zone except District and Sub-Divisional Hqrs.
 - c) Coming from a preferable posting of other district will join 'B' zone. In case of shortfall of vacancy in this zone it will be as per requirement to be decided by the Authority in consultation with the associations.

III) PERIOD OF STAY :

- a) Duration of stay in 'A' will be normally for 2 years or more depending on requirement of 'B' and 'C' zones.
- b) Duration of stay in 'B' Zone will be for 2 years or less as per requirement.
- c) Duration of stay in 'C' Zone will be not less than 1 year (for non-optees) and to the maxim of 18 months.

IV) ZONAL SHIFTING .

Transfer from one Category Zone to another one will follow the under mentioned cycle.

- i) From 'A' Zone to 'C' Zone to 'B' Zone.
- ii) From 'B' Zone to 'A' Zone to 'C' Zone (or option for a difficult zone in advance).
- iii) From 'C' Zone to 'A' Zone to 'B' Zone (or option for a difficult zone in advance).

V) WHEN TO TAKE EFFECT :

- i) New Comers to be posted as per this Policy.
- ii) Existing Officers to be transferred from next May. Order will be published by the 2nd week of April next. Movement to be completed by the 2nd week of May.

VI) EXECUTIONS :

- i) Authority will consider the individual case, if genuine medical problem is there.

- ii) Age 55 years and above will not be normally transferred to inconvenient zone but in case of extreme necessity or adjustmental problem it can be made in consultation with the association(s).
- iii) District President, Secretary, Treasurer will not be normally transferred unless opted. Exceptions may be made in consultation with the associations.

VII) POSTING AT DISTRICT AND SUB-DIVISIONAL HEAD-QUARTERS :

Will be selected by the Authority on discussion with the respective association/s but normally 1st positing will not be made in the Head-Quarters.

CONCLUSION :

This policy will subject to review as and when administrative exigencies will arise.

Sd/- Illegible
Additional District Magistrate &
District Land & Land Reforms Officer, Hugli

Memo No. 4/1685/E-I/98

Dated 09.12.2002

Copy forwarded to :-

1. The Director of Land Records & Surveys and Joint Reforms Commissioner, West Bengal for kind information.
2. The Sub-Divisional Land & Land Reforms Officers, Sadar/Chandannagar/ Srirampur/ Arambagh for information.
3. Association of Land & Land Reforms Officers. W.B./West Bengal Senior Land Reforms Officers' Association / West Bengal Land & Land Reforms Officers' Association / Association of Revenue Officer, W.B. for information.
4. Officer-in-Charge, Estt. Section, Hqr. for information.

Sd/- Illegible
Additional District Magistrate &
District Land & Land Reforms Officer, Hugli

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

No. 571-APPT
1825-SS(PB)/02

Dated, Kolkata, the 29th January, 2003

To
The Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal.

Subject : Guidelines for transfer and posting of WBSLRS Gr. I Officers and SRO-II.

The undersigned is directed to say that the question of framing of guidelines for transfer and posting of members of West Bengal Sub-Ordinate Land Revenue Service Gr.I and Special Revenue Officer-II was under active consideration of this Deptt. for some time past.

After careful examination and consideration of all pros and cons in the matter, the State Govt. in the Land and Land Reforms Department has since framed, as detailed in the enclosed statement, the guidelines governing the transfer and posting of officers belonging to the cadre of West Bengal Sub-Ordinate Land Revenue Service Gr. I and Special Revenue officer, Gr-II working under the administrative control of Land and Land Reforms Department both at State and district level.

The guidelines so circulated herewith will become effective from the date of issue of this memorandum.

S. Mukherjee
Deputy Secretary
to the Govt. of West Bengal,

<http://wbllroa.in>

Indicative guidelines for transfer & posting of members of WBSLRS Grade-I & SRO-II

The framing of certain indicative guidelines governing transfer and posting of Subordinate Land Revenue Services Grade-I and Special Revenue Officer Grade-II has been engaging the attention of the Department over the last several years. After a careful consideration of all pros and cons in the matter, the State Government in the Land & Land Reforms Deptt. decides as follows :-

It needs to be stated at the outset that the most fundamental tenet in the matter of transfer (and posting), followed by the State Government in the department of Land & Land Reforms is that any whole-time Government Officer including those belonging to the above mentioned Services/cadres, can be transferred (and posted) anywhere within the State of West Bengal any time in public interest. This basic condition regarding transfer (and posting) is categorically mentioned in the first appointment letters of the officers in question and as soon as any officer joins the service in any post on the basis of such appointment letters, he/she automatically makes himself/ herself liable to abide by this condition of service/appointment, among others. Even if this condition is not specifically stated in so many words in any first appointment/promotion order, it is to be presumed that this condition applies. That being so, any statement regarding transfer (and posting) coming from the state Government must necessarily accept the above basic tenet and such a statement will lay down only certain general and functional guidelines for transfer (and posting) keeping the said tenet always in mind. The guidelines that follow are, therefore, indicative in character.

1. The junior most officers will have to be posted in the remote/difficult stations in view of the fact that they are expected to have lesser family / social problem. Besides, exposure to difficult stations at the initial stage will ultimately give them a better understanding of the rural scenario.

2. To facilitate transfer/posting in a rational manner, the state may be divided into three zones. Zone A — 6 districts of North Bengal, district of Purulia and the following Blocks of Sundarbans area (1) Sandeskhali-II (2) Gosaba, (3) Sagar, (4) Kultali, (5) Patharprotima, (6) Basanti (Total Blocks=84).

Zone B — Bankura, Birbhum, Murshidabad, Burdwan, Nadia, Midnapore (161 Blocks)

Zone C — North 24-Parganas (Except Sandeskhali(II)), South 24-Parganas (Except Block from (2) to (6) of Zone-A), Howrah and Hooghly (96 blocks).

3. For the purpose of transfer and posting, members of WBSLRS Grade-I and Special Revenue Officers Grade-II will be transferred as an one integrated cadre.

3.A. The transfer from one zone to another should as far as possible be made before the education year begins. This will, however, not apply to the cases of transfer on promotion and if the transfer is required for coping up abnormal volume of work confronted in any zone. This, however, shall not apply to officers belonging to Special Revenue Officer Grade-I

4. Immediately after training in ARTI, Salbani, the Revenue Officer shall as usual be posted in the districts of North Bengal and Purulia for split training for 6(six) months. On completion of split training the DLRS shall post them in appropriate district of Zone A depending upon the requirement. Every officer must serve at least for 3 years in the places in Zone A. For lady officers split training may preferably be arranged in the districts of Zone B.

5. On completion of 3 years after substantive posting, an officer shall be posted in Zone B and work there at least for 5 years. A officer on option and/or having residence in any of the districts in Zone A may continue to remain posted in Zone A.

6. On completion of tenure in Zone B, the officer shall be posted in Zone C and serve the zone at least for 4 years of which he may be posted in his home or nearest to home district for about 2 years provided vacancy permits. However, an officer on option and/or having residence in the districts in Zone B may continue to remain posted in Zone B.

7. On completion of 4 years in Zone C the officer concerned shall again be transferred to any district of Zone A where he will serve at least for 4 years.

7A. In case it is found that blanket transfer of all the officer to Zone A on completion of tenure in Zone C may cause overcrowding in Zone A and scarcity in Zone B, then the transfer shall be made on the basis of juniority of age and having home district nearest to Zone A. Other shall be posted in Zone B but sum total of their tenure in Zone B will be the tenure they might have to spend in Zone A plus the tenure in Zone B. On completion of such tenure in sum total they shall be transferred to Zone C.

8. An officer promoted to the rank of SRO-II shall first be posted in Zone A. In case all the promoted officers cannot be accommodated in Zone A, officers of comparatively high age with home district in or around Zone B may be posted in Zone B but not in the district where he/she was posted immediately before

promotion. Exception may, however, be made in the case of districts of Coochbehar, Jalpaiguri, Darjeeling, North and South Dinajpur.

9. On completion of tenure of 3 years in Zone A, the officer shall again be transferred to Zone B and serve there for 5 years. An officer on his option may, however, continue to remain posted in Zone A.

10. After the tenure of 5 years in Zone B, the officer will again be transferred to Zone C and continue to serve there till he is promoted to SRO-I/WBCS(Ex) or posted outside integrated set-up. The officer on his option may continue to serve in Zone B till his promotion to SRO-I/WBCS.

11. The DLRS will arrange transfer and posting of officers in the district from one zone to another and the posting shall be so made that requirement of all the districts is equally met.

12. The DLLRO will post the officer within the district preferably according to seniority and on the basis of load of work in different Blocks in the district. The senior most officers should ordinarily be posted in the district and Sub-divisional headquarters. Exception may, however, be made for an officer who is particularly suitable for vesting cell work. For Technical Advisor, the DLRS may frame a policy for transfer and posting.

13. If an officer opts to remain posted in Zone A/Zone B even after completion of his tenure, his claim may be entertained but he should normally not remain posted in his home district for more than three consecutive years in whatever capacity.

14. An officer going to retire within four years shall be retained/ transferred to station preferably where he intends to settle after retirement or close by to such station.

15. Elected President, the General Secretary and Treasurer of the Central Unions should not be transferred during their tenure of office. But none should be considered for this advantage for more than 3 consecutive tenures. On completion of 3 consecutive tenures in the combined capacity of above 3 office bearers, the officers concerned will be transferred and posted in appropriate zone. In addition to above 3 office bearers, 3 members of Central Secretariat as may be nominated by the Association should also not be transferred during their tenure of office for not more than 3 consecutive terms. They should, however, be posted in the blocks in 'C' Zone located within reasonable distance from the district headquarters. It is however, clarified that on promotion to the rank of SRO-II all office bearers of whatever status will be transferred and posted in terms of para 8 of the guideline.

15A. In case of district, any 3 of the officer bearers namely President, Secretary and Treasurer as may be chosen by the Association should not ordinarily be transferred. But none should be considered for this advantage for more than 2 consecutive tenure or on promotion to the rank of SRO-II. They may, however, be posted in the district quarters and Sadar Sub-divisional headquarters and nearby blocks.

16. Existing officers who have never been posted in Zone 'A' during their whole career shall now be transferred to Zone 'A' and work there at least for 3 years on the basis of juniority of age and position of vacancy in Zone 'A'.

17. Except in the case of deputation to foreign bodies no consent from any officer in the matter of transfer (and posting) will be called for.

18. Posting outside integrated set-up.

A good many officers of the Integrated set-up are posted to various offices outside the set-up. In order to monitor their movements from the Integrated set-up network to elsewhere the following guidelines should be observed :-

- i) An officer belonging to the Integrated set-up may be transferred out of it and posted elsewhere for a term not exceeding five years at a stretch.
- ii) Every officer belonging to the Integrated set-up who has already spent five years outside the Integrated set-up should immediately be repatriated to Integrated set-up.
- iii) Whether a vacancy arise in an office outside Integrated set-up, the said office shall have to inform the DLR&S of the number of vacancies and places where vacancies have occurred and the rank of officers required. The DLR&S will then place the services of officers with the department on the basis of appropriate seniority and suitability for the job keeping in view the general principle of zonal posting laid down earlier. The concerned wing of the department will issue posting order on receipt of recommendation from DLR&S.
- iv) The DLR&S, while recommending names of officers for posting outside the Integrated set-up may not formally seek any option from the officers within the zone of consideration.

19. Even though these are general guidelines only, these guidelines should as far as practicable be followed. The Dept./DLR&S, however, reserve the right to make exception to these guidelines in public interest or under very exceptional circumstances.

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

No. 4292-Apptt.
1825-SS(PB)/02

Dated, Kol. the 8th August, 2003

To
The Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal.

Sub : Guidelines for transfer & posting of W.B.S.L.R.S. Gr. I Officers and SRO-II –
Modification regarding.

The undersigned is directed to say that the question of modification of some clauses of the guidelines for transfer and posting of WBSLRS Gr.-I Officers & SRO-II was under active consideration of the Land and Land Reforms Deptt. for some time past.

2. After careful examination and consideration of the matter, the Govt. in the Land and Land Reforms Department has accepted the following modification in respect of clauses 2, 5 & 6 of the guidelines so published under this Deptt. Memo 571-Apptt. Dated 29.1.03.

<u>Clause</u>	<u>Existing guidelines</u>	<u>Modification accepted.</u>
(A)	(B)	(C)
2.	Six blocks of Sundarban area viz. Sandeshkhali, Gosaba, Sagar, Kultali, Patharpatima & Basanti fall within Zone 'A'	Six blocks of Sundarban area so mentioned under Column (B) are withdrawn from Zone 'A' and included in Zone 'B'.
5.	On completion of tenure in Zone 'A' the Officer shall be posted in Zone 'B' and serve there at least for 5 years	On completion of tenure in Zone 'A' the Officer shall be posted in Zone 'B' and serve there i.e. 'B' Zone for at least 4 years.
6.	On completion of tenure in Zone 'B' the Officer shall be posted in Zone 'C' and serve there for at least 4 years.	On completion of tenure in Zone 'B' the Officer shall be posted in Zone 'C' and serve there i.e. in Zone 'C' upto 5 years subject to availability of vacancies and administrative compulsion.

3. The Deptt/DLRS reserves the right to make exception to the above modified guidelines in the interest of public service or under very exceptional circumstances.

S. Mukherjee
Deputy Secretary
Land & Land Reforms Department, West Bengal.

Memo No. 4292/1(42)/Apptt.

Dated: Kol. the 8th August, 2003

Copy forwarded for information and necessary action to the :-

- 1) Collector & District Magistrate,
- 2) _____
District Land and Land Reforms Officer,
- 3) _____
Deputy Secretary (Estt.) of this Deptt.,
- 4) _____
Deputy Secretary (LA-III) of this Deptt.,
- 5) General Secretary, ALLO/West Bengal Land and Land Reforms Officers' Association/ W.B.S.L.R.O.'s Assn. / Assn.of Revenue Officers (WB).

S. Mukherjee
Deputy Secretary
Land & Land Reforms Department, West Bengal

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Government of West Bengal
Land & Land Reforms Department
Writers' Buildings, Kolkata-700001

No. 4827(21)-Apptt.
LL/O/N/1M-170/03

Dated: 5th September, 2003

From : Shri Sukumar Banerjee, I.A.S.
Joint Secretary
Govt. of West Bengal.

To

1. The Commissioner,
2. The District Magistrate & Collector,

Subject : Controlling Officer of the District Land & Land Reforms Officer.

Sir,

The Collectors of District were declared the controlling officers of the respective District Land & Land Reforms Officers under Order No.3095-Apptt./29/89(Pt.I) dated 29.03.1989 of the erstwhile Board of Revenue, West Bengal and a provision to the same effect was made in para 12 of the West Bengal Land & Land Reforms Manual, 1991.

Now a question has been raised as to whether the Collectors will be the controlling officers for the District Land & Land Reforms Officers who are also the Additional District Magistrates of the Districts.

The matter has been examined by the Department and it is hereby clarified that the Collectors of the Districts will continue to be the controlling officers of the D.L.&L.R.Os even if they are Additional District Magistrates also, for the purpose of,

- 1) granting causal leave,
- 2) permission to leave H.Q. on tour or leave,
- 3) approving Tour diary and countersigning the T.A. Bills.

All concerned are being informed accordingly.

Yours faithfully

S. Banerjee
Joint Secretary to the Govt. of West Bengal
Land & Land Reforms Department.

Memo No. 4827/1(19)/Apptt.

Dated : 05.09.2003

Copy forwarded for information and necessary action to the :-

1. Director of Land Records & Surveys & Jt. Land Reforms Commissioner, West Bengal.
2. District Land & Land Reforms Officer,

Sd/-Illegible
Deputy Secretary to the Govt. of West Bengal
Land & Land Reforms Department.

**Government of West Bengal
Land & Land Reforms Department
ISU - Branch**

No. 4890-ISU,

Dated: Kolkata the 10th September, 2003

ORDER

In partial modification of the decision contained in para 2 of this Department order No.7909-ISU dt. 16.12.1999, the undersigned is directed by order of the Governor to say that the Governor has been pleased to decide that the post of Deputy District Land & Land Reforms Officer 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 4(four) year's continuous and satisfactory service in the post of SRO-I.

S. Mukherjee
Deputy Secretary
Land & Land Reforms Department
Govt. of West Bengal.

Memo No. 4890/1(70)-ISU.

Dated, Kolkata the 10th September, 2003

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. P & A.R. Department
5. The Collector _____
6. The District Land & Land Reforms Officer,

7. The Treasury Officer,
8. The Land Acquisition (Estt.) Branch of this Department
9. B-I Section (Apptt. Branch) of this Department.

S. Mukherjee
Deputy Secretary to the Govt. of West Bengal
Land & Land Reforms Department.

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**Government of West Bengal
Land & Land Reforms Department
S & S - Branch**

No. 5170-S&S
1/03

Dated:23.09.2003

ORDER

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the expenditure on account of the purposes as detailed below for the period from 1/12/03 to 30/04/04 in connection with organizing collection camps on Sundays and holidays in various areas under the Jurisdiction of respective District Land and Land Reforms Officers in consideration of painstaking efforts undertaken by the officers and members of staff of the department posted at various levels in the districts for resource mobilization :

- i) For arranging wide publicity in regard to collection of revenue the DL&LROs shall incur contingent expenses not exceeding Rs.500/- per R.I. office on account of hiring of rickshaws, auto-rickshaws, microphones, printing of leaflets etc;
- ii) Officers and members of the staff working in the collection camps on Sundays & Holidays shall be granted compensatory leave as may be prescribed by the Land and Land Reforms Department. If, however, in the interest of collection of revenue it is not permissible to grant such leave, tiffin allowance @ Rs.15 per day per head may be granted.

2. The DL&LROs shall closely monitor incurring of expenditure as at Sl. (i) and (ii) above. Depending upon the necessity for providing fund, requisite steps need be taken. The DL&LROs shall take such regulatory measures as may be found necessary to keep the expenditure at a minimum within the permissible limit of maximum Rs.500/- per R.I. Office. Tiffin allowance at the prescribed rate shall only be granted when it is not at all possible to grant compensatory leave for working on Sundays and holidays in the exigency of the situation.

3. This order issues with the concurrence of the Finance Department vide their U.O.No. 228 of Audit Branch, dated 10.09.03 read with U.O. No.240 of Group G dated 19.9.03.

4. The offices of the A.G.W. B. and others concern are being informed.

S. Chakraborty
Deputy Secretary
Land & Land Reforms Department
Govt. of West Bengal.

Memo No. 5170/1(66)-S&S.

Dated, 23/09/03

Copy forwarded for information and necessary action to the :-

1. Accountant General (A&E), West Bengal, Treasury Builders, Kolkata-1.
2. Accountant General (Audit-I), West Bengal, 4, Brabourne Road, Kolkata-1.
3. Accountant General (Audit-II), West Bengal, 18, Rabindra Sarani, Kolkata-1.
4. Director of Land Records and Surveys and Joint Land Reforms Commissioner, W.B., 35, Gopannagar Road, Kolkata-27.
5. Commisisoner, Presidency/Burdwan/Jalpaiguri Division.
6. D.M. and Collector, _____ District
7. D.L. & L.R.O. _____ District
8. Treasury Officer _____ District
9. Finance Department, Budge Branch of this Govt.
10. Guard File, S & S Branch of this Department.

S. Chakraborty
Deputy Secretary

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**Government of West Bengal
Land and Land Reforms Department
Section-B(I) : Appointment Branch**

No. 6855-APPT
LL/O/N/1E-216/2003

Dated, Kolkata, the 31st December, 2003

From : Joint Secretary to the Government of West Bengal
Land and Land Reforms Department

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

Sir,

I am directed to say that works relating to collection of Land Revenue, Cess, Royalties etc. particularly for implementation of the provision of Kolkata Land Revenue, Act and Kolkata Land Revenue Amendment Act, 2003 and also for early disposal of pending Appeal Cases in the districts of Burdwan, North 24-Parganas and South 24-Parganas have since assumed colossal proportions and as such, it has become already an inescapable necessity to provide additional posts of Deputy Land and Land Reforms Officers in the aforesaid districts by way of reallocation of posts of Dy. District Land and Land Reforms Officer from other districts.

I am accordingly directed by order of the Governor to say that the Governor has been pleased, in the interest of public service to withdraw one post each of Deputy District Land and Land Reforms Officer from the districts of Coochbehar, Uttar Dinajpur and Dakshin Dinajpur and to enhance the existing number of post of Dy. D.L.&L.R.O., from two (2) to three (3) by way of allocating the same in

districts of Burdwan, South 24-Paranas and North 24-Parganas respectively with immediate effect and until further orders without changing the total sanctioned strength/ posts under the Land and Land Reforms Deptt. for completion of pending land acquisition work.

The sanction strength of Dy. District Land and Land Reforms Officer in the districts of Cooch Behar, Uttat Dinajpur and Dakshin Dinajpur will stand reduced by one (1) each and those in the districts of Burdwan, North 24-Parganas and South 24-Parganas will concurrently stand augmented by one (1) each as shown in table in the margin.

The expenditure shall be borne from the appropriate head under the State Budget.

Name of the District	No. of existing sanctioned post of Dy. DL& LRO	No. of post of Dy. DL&LRO after reallocation.
Coochbihar	2	1
Dakshin Dinajpur	2	1
Uttar Dinajpur	2	1
Burdwan	2	3
North 24-Parganas	2	3
South 24-Parganas	2	3

Yours faithfully,

S. Banerjee
Joint Secretary
Land and Land Reforms Department

Memo No. 6855/1(27)-Apptt.

Copy forwarded for information and necessary action to:-

- 1) The District Magistrate, Cooch Behar/Uttar Dinajpur/ Dakshin Dinajpur/Burdwan/ South 24-Parganas/North 24-Parganas
- 2) The Accountant General(A&E) (Audit-II), West Bengal, Poddar Court, 18, Rabindra Sarani, Kolkata-700001
- 3) The Director of Land Records and Surveys and Joint Land Reforms Commissioner, West Bengal, 35, Gopalnagar Road, Kolkata-700027.
- 4) The District Land and Land Reforms Officer
- 5) The Treasury Officer, Cooch Behar, Raiganj/ Balurghat/Burdwan/Alipore/Barasat.
- 6) The P & A R Department, (W.B.C.S. Cell)
- 7) The Finance Deptt. (Audit Branch)
- 8) Budget Branch of this Department
- 9) Guard file of Sec. B-I, Apptt. Branch

Dated, Kolkata.
The 31st December, 2003.

Sd/-Illegible
Assistant Secretary,
Land & Land Reforms Department

Government of West Bengal
Land and Land Reforms Department
Section – B-I, Branch – Apptt.

No. 1498-Apptt.
LL/O/N/1E-216/03

Dated : 15.3.04

From : The Joint Secretary
to the Government of West Bengal.

To : The Principal Accountant General (A&E), W.B.,
Treasury Buildings,
Kolkata – 700001.

Sir,

I am directed to say that works relating to Resource Mobilization Programme in the Howrah District including other allied emergent work relating to collection of revenue & cess in the district of Howrah it has been felt necessary to deploy additional number of Dy. District Land & Land Reforms Officer there immediately.

I am accordingly directed by order of the Governor to say that the Governor has been pleased, in the interest of public service to withdraw one post of Deputy District Land and Land Reforms Officer from the District of Darjeeling and to enhance the existing number of post of Deputy District Land & Land Reforms Officer from two (2) to three (3) only for six (6) months by way of allocating the same in the District of Howrah with immediate effect and without changing the total sanctioned strength/posts under the Land & Land Reforms Department for completion of pending Resource Mobilization Programme in the Howrah District.

The sanction strength of Deputy District Land & Land Reforms Officer in the District of Darjeeling will stand reduced by one (1) and the District of Howrah will concurrently stand augmented by one (1) as noted in the margin, for the period as stated hereinabove after which the post will automatically stand merged in the district of Darjeeling.

Name of the District	No. of existing post of Dy. D.L. & L.R.O.	No. of posts after reallocation
Howrah	2	3
Darjeeling	2	1

The expenditure shall be borne from the appropriate head under the State Budget.

Yours faithfully,
S. Banerjee
Joint Secretary
to the Government of West Bengal
Land and Land Reforms Department

No. 1498/1(12)-Apptt.

Dated : 15.3.04

Copy forwarded for information and necessary action to :-

- 1) The District Magistrate, Howrah/Darjeeling.
- 2) The Accountant General, Audit-II, West Bengal, Treasury Buildings, Kolkata – 700001.
- 3) The Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal, 35, Gopal Nagar Road, Alipore, Kolkata – 700027.
- 4) The District Land & Land Reforms Officer, Howrah/Darjeeling
- 5) The Treasury Officer, Howrah/Darjeeling
- 6) The P & AR Department (W.B.C.S. Cell).
- 7) The Finance Department (Audit Branch)
- 8) Budget Branch of this Department.
- 9) Guard File of Section B-I, Apptt. Branch.

Sd/- Illegible
Assistant Secretary
to the Government of West Bengal
Land and Land Reforms Department.

**Government of West Bengal
Land & Land Reforms Deptt.
Section – BI, Branch-Apptt.
Writers' Buildings, Kolkata-700001**

No.5319-Apptt.
LL/O/N/1E-216/03

Dated : 23.9.04

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

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

Sir,

I am directed to say that the works relating to Resource Mobilization Programme in the Howrah District including other allied emergent work relating to collection of revenue & cess in the Howrah District are yet to be completed.

I am accordingly directed by order of the Governor to say that Governor has been pleased, in the interest of public service to retain the post of Deputy District Land & Land Reforms Officer, Howrah, which was re-allocated under this Deptt's no.1498-Apptt. Date 15.03.2004, for a further period of six (6) months i.e. from 15.09.2004 to 15.03.2005 or till the completion of pending Resource Mobilization Programme in the Howrah District which ever is earlier.

Yours faithfully,
S. Banerjee
Joint Secretary to the
Govt. of West Bengal
Land & Land Reforms Deptt.

No.5319/1(12)-Apptt.

Dated, Kol, the 23rd Sept, 04

Copy forwarded for information and necessary action to :-

- 1) The District Magistrate, Howrah/Darjeeling
- 2) The Accountant General, Audit-II, Treasury Buildings, Kol-1.
- 3) The Director of Land Records & Surveys & Jt. Land Reforms Commissioner, West Bengal, 35, Gopal Nagar Road, Alipore, Kol-27.
- 4) The District Land & Land Reforms Officer, Howrah/Darjeeling.
- 5) The Treasury Officer, Howrah/Darjeeling
- 6) The P&AR Deptt., (W.B.C.S. Cell)
- 7) The Finance Deptt. (Audit Branch)
- 8) Budget Branch of this Deptt.
- 9) Guard file of Section-BI, Apptt. Branch.

Sd/- Illegible
Assistant Secretary to the
Govt. of West Bengal
Land & Land Reforms Deptt.

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**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.325/1603-21/BII/04

Dated, Alipore, the 15th March, 2005

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

To : The District Land & Land Reforms Officer
Bankura/Bardhaman/Birbhum/Darjeeling/Howrah/Hugli/Nadia/Kochbehar/Jalpaiguri/Malda/
Purba Medinipore/Paschim Medinipore/Murshidabad/Purulia/Uttar Dinajpur/Dakshin Dinajpur/
North 24-Pgs/South 24-Parganas.

Sub : Transfer & Posting of the officers belonging to SRO-II & WBSLRS, Grade-I(R.O.)

In terms of the Order No. 8822-Apptt. Dt. 03.10.88 (Copy enclosed for ready reference), issued by the Board of Revenue, West Bengal, DLR&S is the authorized officer to transfer and post the officers in the cadres of Special Revenue Officer, Grade-II, and West Bengal Subordinate Land Revenue Service, Grade-I (R.O.) whose services are placed at the disposal of the DLR&S, West Bengal, in the Integrated Set-up of Land Reforms Administration. The present convention is that though the inter-district transfer of those officers are being made by the DLR&S, the transfer and posting within the district, are ordinarily done by the respective DL&LRO in the district. But the experience of the present system is that the DL&LROs, for various reasons, fail to make rational deployment of those officers in the Blocks under their control particularly in the remote Blocks considering the magnitude of pending works. Frequent pressurization by important members of officers' Associations has been pointed out by many DL&LROs. In some districts officers with serious allegations have not been released by the DL&LROs though the transfer order have been issued by the DLR&S or by the L&LR Department. In one North Bengal district the DL&LRO had to issue another order for transfer of a Revenue Officer without complying with the long pending order issued by the DLR&S, West Bengal. Some other officers transferred on administrative ground have also not been released by the DL&LROs. The DL&LROs, other officers and also the concerned officers know allegations against those officers. Many such officers are staying for a long time in the district.

Transfer and posting within the district should be made with the objective view first for disposal of huge pending load of cases u/s. 50, 51A(1), 51A(4) etc. Such pending load is also accumulated in a few Blocks of the district. Hence, those areas should be reinforced in the interest of public service. Disposal of such cases would immediately fetch Land Revenue from the raiyat. In other words, the work of resource mobilization will also be simultaneously done during such disposal. Hence, a prior planning should be made by the DL&LROs for posting of officers and a report should be sent to the DLR&S for posting and requirement of officers in the potential areas with heavier pending load. Such estimation/analysis should be done by the DL&LRO every month and a copy of the same should be sent for further posting of the officers.

In view of the above transfer and posting, both within the district, of officers belonging to the cadres of Special Revenue Officer, Grade-II, and WBSLRS, Grade-I, shall henceforth be done by the DLR&S strictly in accordance with the order as referred to above. However, the DL&LRO should send proposal for transfer and posting of those officers within their jurisdiction to the DLR&S for approval in extreme emergent cases. The DL&LROs will be authorized to transfer the abovementioned officers subject to retification by the DLR&S within 3 (three) days on receipt of Fax message from the DL&LRO.

Proposal for transfer be sent to the DLR&S within 24 hours of joining of any officer in the district when necessary.

It is once again ascertained that 50% of the available officers of the district (SRO-II & R.O) should be utilized for disposal of the pending cases u/s. 50, 51A(1), 51A(4), etc. As already instructed in so many orders mouzas with number of pending cases should be allotted to such officers for disposal. These officers will be exclusively performing this work and they will not be entrusted for other work unless there is extreme emergency. Supporting orders, in this respect, have been issued in the past and the matter has been discussed in so many meetings only with the object of disposal of statutory public grievances in the form of S.50, 51A(1), 51A(4), etc. which have been pending for a long time and for which updation of RORs is being hampered. Receipt of this may be acknowledged along with comments, if any.

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 B I, Branch, Apptt.
Writers' Buildings, Kolkata- 700001

No.1729-Apptt.
LL/O/N/1E-216/03

Dated, Kolkata, the 22nd March, 2006

From : The Deputy Secretary
to the Govt. of West Bengal
Land & Land Reforms Department.

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

Sir,

I am directed by order of the Governor to say that the Governor has been pleased, in the interest of Public Service, to retain the Additional post of Deputy District Land & Land Reforms Officer in the district of Burdwan, North 24-Parganas, South 24-Parganas and Howrah, which was re-allocated under this Department's G.O. No. 6855-Apptt. dt.31.12.2003 and G.O. No.1498 – Apptt. dt. 15.03.2004 respectively, for the period of upto 28.02.2007 for the completion of pending works.

I am also directed by order of the Governor to say that the Governor has been pleased to merge the aforesaid four (4) post of Deputy District Land & Land Reforms Officer to its original places like Cooch Behar, Dakshin Dinajpur, Uttar Dinajpur and Darjeeling respectively after expiry of the extending period i.e. 28.02.2007 beyond which no further retention will be entertained in any circumstances, whatsoever.

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

No.1729/1(32)-Apptt.

Dated, Kolkata, the 22nd March, 2006

Copy forwarded for information and necessary action to :

- 1) The Accountant General, Audit-II, West Bengal, Treasury Buildings, Kolkata-1.
- 2) The Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal, 35, Gopalnagar Road, Alipore, Kolkata-700027.
- 3) The District Magistrate, Cooch Behar/ Dakshin Dinajpur/Uttar Dinajpur/ Darjeeling/ Burdwan/ North 24-Parganas/ South 24-Parganas/Howrah.
- 4) The District Land & Land Reforms Officer, Cooch Behar/ Dakshin Dinajpur/Uttar Dinajpur/ Darjeeling/ Burdwan/ North 24-Parganas/ South 24-Parganas/Howrah.
- 5) The Treasury Officer, Cooch Behar/Balurghat/ Raiganj/ Burdwan/ Barasat/ Alipore-I & II/ Howrah-I & II/Darjeeling.
- 6) The P & AR Department (W.B.C.S. Cell).
- 7) The Finance Department (Audit Branch)
- 8) Budget Branch of this Department.
- 9) Guard file of Section BI, Apptt. Branch.

Sd/-Illegible
Deputy Secretary
to the Government of West Bengal
Land & 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, Kolkata-700027

Memo. No.325/1326-1344/BII/04

Dated, Alipore, the 18th July, 2006

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

To : District Land & Land Reforms Officer,
Howrah/Hugli/North 24 Parganas/South 24-Parganas/
Burdwan/Jalpaiguri/Darjeeling/Paschim Medinipur/
Bankura/Birbhum/Nadia/Koochbehar/Murshidabad/Purulia/
Uttar Dinajpur/Dakshin Dinajpur/Malda/Purba Medinipur.

Sub :Transfer & Posting of the officers belonging to SRO-II & WBSLRS, Grade-I(R.O.)

It has been observed over period that the DL&LROs are effecting transfer of Special Revenue Officers, Grade-II and WBSLRS, Grade-I [R.O.] within the districts without approval of the Director of Land Records & Surveys, West Bengal.

It was communicated vide Memo No.325/1603-21/BII/04 dated 15th March, 2005 that DL&LRO should send any proposal for transfer of SRO, Grade-II and WBSLRS, Grade-I, (Revenue Officer) to the Director of Land Records & Surveys, West Bengal for approval.

Accordingly, you are directed not to make any transfer of the Officers belonging to SRO-II and WBSLRS, Grade-I(R.O.) without the prior approval of the DLR&S. Any proposal in this regard should be submitted to the DLR&S, WB for approval. This should be strictly followed without any exception.

Further, if any order has been issued by the DL&LRO concerned in the last three months, the same should be brought to the notice of the undersigned for approval. No movement of Officers should take place without the approval of the undersigned.

This should be treated as most important.

B.P. Gopalika
Director of Land Records & Surveys and
Jt. Land Reforms Commissioner, W.B.

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Government of West Bengal
Land & Land Reforms Department
Section BI, Appointment Branch
Writers' Buildings, Kolkata-700001

No. 7949-Appptt.
2P-88/07

Date : 20.12.2007

From : Shri K. Bandyopadhyay
Joint Secretary
Land & Land Reforms Department.

To : The D.L.R.&S and Jt. L.R.C, W.B.
35, Gopal Nagar Road, Alipore
Kolkata - 700027.

Sub : Taking over charge of the SDL&LRO by a senior most SRO-II of that office and taking over charge of B.L.&L.R.O. by a senior most R.O. of that office in case of transfer or temporary absence of the S.D.L.&L.R.O. and the B.L.&L.R.O. concerned.

Sir,

With reference to above I am directed to inform you the following decisions of the department for information and further necessary action :-

1. The senior most SRO-II posted in the particular S.D.L.&L.R.O. office may take/hold the charge of that office temporarily, in addition to his normal duties in case of temporary absence or transfer of the S.D.L.&L.R.O. concerned, to manage the daily and routine work in the concerned office.

2. The senior most Revenue Officer in a B.L.&L.R.O. office may also takeover/hold charge of that office temporarily, in addition to his normal duties in case of temporary absence or transfer of the B.L.&L.R.O. concerned, to manage the daily and routine works in the concerned office.

However, in case where one or more SRO II is posted in any B.L.&L.R.O. office apart from the B.L.&L.R.O. himself, the senior most SRO II may take charge of the B.L.&L.R.O. concerned temporarily in case of such temporary absence or transfer of the B.L.&L.R.O. as stated above to manage the daily and routine work. In both the cases mentioned above, if some measures / actions / decisions, however, required to be taken by the officer concerned, holding such temporary charge, such measures/actions/decisions can only be taken by such officer holding additional charge temporarily after taking such approval/instruction from his superior authority or from the Government as will be necessary for the particular purpose particularly when if such measures/actions/decisions relates to any policy matter or relates to any issue which requires a particular power to be given by the government or by the superior authority to such officer holding the charge temporarily.

The above decisions have been taken considering some administrative problems which are being faced by the district authorities under this department in connection with release of transferred officers or temporary absence of such officer and also considering the interest of public service.

Yours faithfully,

K. Bandyopadhyay
Joint Secretary to the
Government of West Bengal
Land & Land Reforms Department

No.7949/1(40)-Apptt

Date : 20.12.2007

Copy forwarded for kind information and necessary action to :-

1. The Divisional Commissioner, Presidency Division/Burdwan Division/Jalpaiguri Division.
2. The District Magistrate _____
3. The A.D.M. & D.L.&L.R.O. _____

K. Bandyopadhyay
Joint Secretary to the
Government of West Bengal
Land & Land Reforms Department

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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, Kolkata-700027

No.50/2453/C/11

Dated, Alipore, the 14th June, 2011

To :
The Director,
Bureau of Applied Economics & Statistics,
Government of West Bengal
New Secretariat Buildings,
"B" Block, 3rd floor,
Kolkata- 700001.

Sub : Report on the difficulties faced by this Department for timely submission of the reports.

Sir,

As per resolution of the meeting held on 06.06.2011, a report of the difficulties generally faced by this Department for timely submission of the report is furnished below.

- 1) More or less 50% shortage of staff specially the Amins, who actually perform the work at the field level.
- 2) Extra-department works like electoral roll revision, census, preparation of B.P.L. card, Election work etc. which are generally assigned to the Amins.
- 3) The honorarium once given to them has been stopped.

S. Dutta
for Director of Land Records & Surveys
and Joint Land Reforms Commissioner
West Bengal

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

ORDER

No.3875-LR/3M-55/11GE(M)

Dated : 28.07.2011

Whereas the State Government has considered it necessary to bring the Integrated Setup of Land Reforms Administration under direct supervision and control of the District Magistrate & Collector of the District without making any structural changes of the existing set-up for proper functioning of Land Reforms Administration in the public interest;

2. Now the Governor, after careful consideration of the matter, is pleased hereby to direct as follows:-

(i) The Block Land & Land Reforms Officer and the Sub-Divisional Land & Land Reforms Officer will work under direct supervision and control of the Sub-Divisional Officer. The Sub-Divisional Officer concerned will report through the District Land & Land Reforms Officer and Additional District Magistrate to the District Magistrate and Collector.

ACR also will be routed in the aforesaid manner.

(ii) The District Land & Land Reforms Officer and Additional District Magistrate will work under direct supervision and control of the District Magistrate & Collector and the District Magistrate & Collector will report through the Divisional Commissioner to the Land Reforms Commissioner, West Bengal.

ACR of District Land & Land Reforms Officer and Additional District Magistrate will also be routed in the aforesaid manner.

(iii) Survey and Settlement matters will be reported by the District Magistrate and Collector to the Director of Land Records & Surveys, West Bengal and the matters which require appraisal and/or approval of the Land & Land Reforms Department, the Director of Land Records & Surveys, West Bengal will send such matters to Land Reforms Commissioner, West Bengal for appraisal and/or consideration of the same. The Director of Land Records & Surveys, West Bengal will apprise the Land Reforms Commissioner, West Bengal all important matters from time to time.

3. This order will take effect from the 1st day of August, 2011.

By Order of the Governor
R.D. Meena
Pr. Secy. to the Government of West Bengal.

Copy forwarded for information and necessary action to :-

1. The CommissionerDivision, P.O....., Dist.....
2. The Director of Land Records & Surveys, West Bengal, 35, Gopalnagar Road Alipore, Kolkata – 700027.
3. The District Magistrate & Collector,P.O.Dist.
4. The Additional District Magistrate and District Land & Land Reforms Officer,, P.O., Dist.....

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

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Government of West Bengal
Land and Land Reforms Department
Land Reforms Branch
Writers' Buildings, Kolkata – 700001

No.4032(41)-LR/3M-55/11GE(M)

Dated : 09.08.2011

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

- To :
1. The CommissionerDivision, P.O., Dist.
 2. The Director of Land Records & Surveys, West Bengal, 35, Gopalnagar Road, Alipore, Kolkata – 700027.
 3. The District Magistrate & Collector, P.O.Dist.....
 4. The Additional District Magistrate and District Land & Land Reforms Officer,

Sub : Matters relating to Integrated Set-up of Land Reforms Administration.

In continuation of this Department's Order No.3875-LR/3M-55/11 GE(M) dated 28th July, 2011 on the above subject, the undersigned is directed to state that reports and returns relating to Integrated Set-up including revenue collections (Part of Survey Settlement) will be sent by the District Magistrate & Collector to the Director of Land Records & Surveys, West Bengal who will send the same to the Land Reforms Commissioner, West Bengal for necessary appraisal.

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

<http://wbllroa.in>