

35. PROVISIONS OF CERTIFIED COPIES OF MAPS AND RECORDS

Copy of Memorandum No.229/34-42/C/86 dt.3.1.87 from D.L.R. & S., West Bengal addressed to S.O., 24-Parganas.

Subject : Issue of certified copy of Record-of-Rights.

Under the existing instruction of the Directorate, certified copies of L.R. records can be issued from the D.P. stage onwards. Now, after Draft Publication, the objections are disposed of in batches. Relating to the same interest, the stage of records before and after disposal of an objection may not be the same. But if certified copies are issued at both stages there is now entry "upto the stage of D.P." This may create confusion and doubt about the correctness of the certified copies.

It is, therefore, suggested that in each certified copy, "Certified copy of Record-of-Rights u/s 51 of the W.B.L.R. Act as corrected upto (date)" should be inserted.

K.P. Sandilya,
for Director of Land Records & Surveys ,
West Bengal.

●
Government of West Bengal
Office of the Director of Land Records & Surveys,
& Jt. Land Reforms Commissioner, West Bengal
35, Gopalnagar Rd., Alipur, Cal-27.

Memo No. 8/641-57/D/89

dated, Alipur, the 14th June, 1990.

To
The District Land & Land Reforms Officer,

.....

Sub : Certified copies of maps.

Certified copies of Cadastral maps have been so long issued from this Directorate Record Room. As a result, there is very heavy pressure on the Record Room and considerable delay occurs in issuing the certified copies. Also, most of the applicants have to come from far-off places and suffer much inconvenience. In view of that, it has been decided that certified copies from prints of Cadastral maps should henceforth be issued from the District and Sub-divisional Headquarters having Drawing Sections by District Land & Land Reforms Officers and Sub-divisional Land & Land Reforms Officers in accordance with the provisions of the Record Manual.

2. Applications for certified copies which may be filed in the Directorate Record Room will be sent to the District Land & Land Reforms Officers concerned for disposal.

3. However, if in any print the plot boundaries or plot numbers be indistinct because of congestion in any portion of the print then the print may be verified with the original maintained in this Directorate.

K. S. Rajendrakumar
Director of Land Records & Surveys
& Jt. Land Reforms Commissioner,
West Bengal.

Memo No.8/658/D/89

Dated, Alipur, the 19.6.90.

Copy to the Record Keeper, W.B.D.O.

A.C. Dutta
for Director of Land Records & Surveys
& Jt. Land Reforms Commissioner,
West Bengal.

Government of West Bengal
Office of the Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, West Bengal

Memo No.8/938/D/89

dated, Alipur, the 31st October, 1990.

To
The District Land & Land Reforms Officer
Haora.

Subject : Certified copies of maps.

Reference : His memo no.2690/LR dtd. 18.7.90

The points raised in his memo. no.mentioned above have been examined.

1. Regarding point (i), there is no bar in the Record Manual to issue certified copy of a full map. But considering that it may not be possible to complete tracing of a full map at one setting or the tracing cloth on the map in one day, (there may be some error due to difference in settings of the tracing cloth), and that it is very difficult to maintain accuracy of tracing over a long stretch of the map, it is advisable not to issue certified copy of a portion of the map exceeding 25cm x 30cm.

2. It may be added that since print copies of mouza maps are available to the public from the Collectorate Record Rooms, certified copies of small portions of mouza maps only are expected to be issued by District Land & Land Reforms Officers.

A few draftsmen are, or will be posted in each district.

3. Regarding point (ii), copies of restricted maps (whether village or P.S. maps) are not to be issued.

4. Regarding point (iii) 10 copies of each L.R. mouza map received in the district are being sent to the District Land & Land Reforms Officer concerned. As for R.S. Mouza maps (in cases where L.R. maps have not been printed) at least one copy is expected to be available with the D.L.&L.R.O. if necessary, copies should be procured from the Collectorate Record Room.

5. Regarding point (iv) required number of map-filing Cabinets should be purchased for proper preservation of the Originals (till those are despatched to the Dte) and the print copies.

6. Regarding point (v), the charges to be realised for certified copies are noted in the enclosed sheet.

7. Regarding point (vi) copyists on job-rate basis can not be engaged. Hence, the copying has to be done by regular Draftsmen (as is being done in the Dte.).

K.S. Rajendrakumar
Director of Land Records & Surveys
& Jt. Land Reforms Commissioner,
West Bengal

Memo No.8/939-54/D/89

dated, Alipur, the 31st October, 1990.

Copy with a copy of memo. no.260/LR dtd. 18.7.90 of District Land & Land Reforms Officer, Haora, forwarded to District Land & Land Reforms Officer

for information and necessary action.

K.S. Rajendrakumar
Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, 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-700 027

Memo No.7/2975/C/91

Dated, Alipur, the 30th September, 1991.

CIRCULAR

Subject : Issue of certified copy of R-O-Rs and Map.

Under the existing instruction of the Directorate, certified copies of L.R. records can be issued from the stage of draft publication of a mouza. A question has now been raised whether certified copies of mouza maps or relevant portion of mouza maps can also be issued, and if so, from which stage of preparation of R-O-Rs.

The matter has been examined and after careful consideration and in supersession of previous orders it is laid down that as the mouza map is a part and parcel of the R-O-Rs., certified copies of mouza Map/relevant portion of mouza map may also be issued from the stage of draft publication of the R-O-Rs of a mouza.

Further, the RORs/map prepared at the stage of draft publication may undergo changes at the time of final publication as a result of disposal of objections filed u/s. 51A(1) of W.B.L.R. Act, 1955.

In consideration of the above it is directed that a rubber stamp bearing the following entries should be affixed on to a certified copy of R-O-Rs/Mouza map lying in the draft publication stage:

(1) "Draft published u/s 51 of the W.B.L.R. Act, 1955".

Similarly, information in respect of R-O-Rs/Map can also be issued from the stage of draft publication of the R-O-Rs/Map of a mouza. In this case, a rubber stamp bearing the following entries should be affixed on to the information slip:

(2) "Information on the basis of R-O-Rs/map of the mouza draft published u/s 51 of the W.B.L.R. Act, 1955".

K.S. Rajendrakumar
Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, 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, Calcutta-27.

Memo. No.8/767/D/89

dated, Alipur, the 18th Sep. 1992.

To
The District Land and Land Reforms Officer,
Hooghly

Sub : Issue of certified copies of RORs/LR Maps.

Ref : His memo. No.145(1) SCG/2538/D/92 dated 26.3.92.

In inviting a reference to this Directorate memo no.7/2976-3004/C/91 dated 30.9.91 on the above mentioned subject, this is further to inform him that the certified copies of RORs should be issued from the Office of the BLLROs. And the certified copies of LR Maps should be issued from the office of the DLLRO/SDLLRO specially where Drawing Section is set up or where Technical Advisor is posted.

He is, therefore, requested to issue necessary instruction accordingly.

A.K. BHATTACHARJEE
for Director of Land Records and Surveys &
Jt. LRC. West Bengal.

Memo No.8/768-84/D/89

dated, Alipur, the 18th Sep. 92.

Copy forwarded to the District Land and Land Reforms officer, for information and necessary action. In this connection, this Dte. Memo. No.7/2976-3004/C/91 dated 30.9.91 may kindly be referred to.

2. Guard file (Sri K.B. Panda, UDA)

A.K. BHATTACHARJEE
for Director of Land Records and Surveys &
Jt. LRC, West Bengal.

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GOVERNMENT OF WEST BENGAL
OFFICE OF THE BOARD OF REVENUE,
WEST BENGAL
NOTIFICATION

No.3209 S&S(Pt.)/113/05

Dated, Calcutta, the 20th May, 1993.

In relaxation of Rule 2 and in partial modification of Rule 9, Appendix O of the Bengal Survey & Settlement Manual, 1935 and in supersession of all previous orders in this behalf the Governor is pleased to sanction the sale of the printed Cadastral Survey maps of the Land Reforms Revisional Survey & Settlement Operations through the Block Land & Land Reforms Offices of the Integrated Set-up at Rs.10/- (Rupees Ten) only per sheet.

BY ORDER OF THE GOVERNOR
K.P. Sandilya
Secretary,
Board of Revenue & Ex-Officio
Joint Secretary, Land & Land
Reforms Department, West Bengal.

No.3209/1(39)-S&S.

Dated, Calcutta, the 21st May, 1993.

Copy forwarded for information and necessary action to:-

- 1) The Accountant General, West Bengal (A&E)
Treasury Buildings, Calcutta.
- 2) The Director of Land Records & Surveys, West Bengal. The draft guideline in this regard received from him under his Office No.150/4/D/09 dated 29.01.93 is approved with slight modification. A copy enclosed for circulation.
- 3) The Collector,.....District.
- 4) The District Land & Land Reforms Officer,....., District.
- 5) Land & Land Reforms Department of this Government.

This order is issued with the concurrence of Finance Department vide their U/o. No. Gr. D/84 dated 07.4.93.

B.K. Mitra
Assistant Secretary,
Board of Revenue, West Bengal.

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GOVERNMENT OF WEST BENGAL
OFFICE OF THE DIRECTOR OF LAND RECORDS & SURVEYS
& JOINT LAND REFORMS COMMISSIONER, WEST BENGAL.

Memo No.150/939/D/09

Dated, Alipore, the 20th August, '93.

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

To:- The Dist. Land & Land Reforms Officer, Hugli.

Subject : Sale of cadastral maps from Block Land & Land Reforms Offices with a view to facilitating of mouza maps to the villagers.

It has been decided that the print copies of L.R. Cadastral maps of the entire State and R.S. Cadastral maps of Purulia and Islampur areas will henceforth be sold to

the public from the Block Land & Land Reforms offices (instead of from the Collectorate Record Rooms). A copy of the detailed instructions for the purpose is enclosed. He is requested to see that this changed system is implemented with all promptitude and the instructions are duly followed, except in case of cadastral maps which are classified as Restricted for which the earlier procedure will apply. Copies of lists of Restricted Cadastral maps have been obtained from some District Magistrates; Copies thereof are being separately sent to the D.L.&L.R.Os concerned.

2. This has got the approval of the Board of Revenue, West Bengal vide Memo. No. 3209/1(39)-S&S dated 21.5.93.

3. He is also requested to arrange (i) collection of prints of cadastral maps (R.S. maps of Purulia and Islampur areas and L.R. maps of all districts) from the Dte. Record Room as will be printed from time to time, (ii) collection of unsold prints as said above from the Collectorate Record Rooms (leaving 50 copies of each map to be issued to Govt. departments and Semi-Government organizations from there), and (iii) proper storage of the saleable prints in the Block Land & Land Reforms Offices.

P.K. Agrawal,
Director of Land Records & Surveys and
Jt. Land Reforms Commissioner, W. Bengal.

Encl: As stated.

(..... **Bengali Words**)

(..... Bengali Words)

<http://wblroa.in>

(..... **Bengali Words**)

<http://wblroa.in>

Copy of no.1565/PN/0/1A-7/95 dated, Calcutta, the 28th June, 1995 received from the Officer on Special Duty & Ex-Officio Deputy Secretary to the Government of West Bengal addressed to the District Magistrate Malda.

Sub : Supply of information to a member of the Panchayat Samity.

Ref : Memo No.407/1(4)/HCP-II dated 7.4.95 of the B.D.O. Harishchandrapur-II to the D.P.O. Malda with copy endorsed to you.

The undersigned is directed to refer to the above letter seeking instruction on whether the M.L.A., Harishchandrapur L.A.C. will be supplied with a certified copy of the proceedings of a meeting of a Sthayee Samiti and to say that Sub-Rule (8) of Rule 8 of the West Bengal Panchayat (Powers, Functions and Duties of the Executive Officer and the Secretary of the Panchayat Samiti) Rules, 1979 provides that the Executive Officer with the previous permission of the Sabhapati shall on request supply an information or make available for perusal any record to any member of that Panchayat Samiti or any of its Sthayee Samiti.

Besides the above provision, following the spirit of transparency in the affairs of a Panchayat, it is advisable that the members of the Panchayat Samiti including the M.L.A. who is an ex-officio member, should have access to all records of the Panchayat Samiti.

There is, however, no provision for affixing court fee, stamp on the application made for the purpose or for supply of a certified copy. But any copy supplied should be an authenticated copy unless the original record is produced to a member and he himself or with the help of some other persons takes out copies of the record.

**Office of the District Panchayat Officer, Malda,
Panchayat Section.**

Memo No.677(17)/P/

Dated, 02.8.95.

Copy forwarded for favour of information and necessary action to
The Executive Office, H.C. Pur-II, Panchayat Samiti.
The Sub-divisional Officer, Malda &
The District Land & Land Reforms Officer, Malda.

Sd/- Illegible
District Panchayat Officer, Malda\2-8-95.

**Government of West Bengal
Office of the Block Development Officer,
Harishchandrapur-II, Malda**

Memo No.884(5)/

Date : 06.08.95

Copy forwarded to :

- 1) Shri Birendra Kumar Maitra, M.L.A., Harishchandrapur, L.A.C. for his kind information. He is hereby requested that he may kindly be present or send his authorised person to copy the proceeding of the record of Bhumisanskar Sthayee Samiti after 14th Sept.'95 with prior information. The Court fees submitted earlier may also be returned back by him.
- 2) The District Panchayat Officer, Malda.
- 3) The Sub-Divisional Officer, Malda (Sadar), Malda.
- 4) The District Land and Land Reforms Officer, Malda.
- 5) The Officer on Special Duty and Deputy Secretary to the Govt. of West Bengal, 11A, K.S. Roy Road, Panchayat Bhaban, Calcutta.

Sd/-Illegible.
Block Development Officer
Harishchandrapur-II Block, Malda.

Memo. No.25/4151-68/C/95

Dated, 3.11.95.

Copy forwarded for information to the District Land & Land Reforms Officer, for necessary action. He is requested to kindly communicate this circular to all Block Land and Land Reforms Officers.

In case any M.L.A. seeks for a certified copy of the proceedings of any meeting of Bon-O-Bhumi Sanskar Sthayee Samittee, an authenticated copy of the same may be supplied to him.

A.K. Bhattacharya.
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 and Surveys
and Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Alipur, Calcutta-700027.

Memo No.34/3203-20/C/95

Dated, Alipur, the 18th August, 1995

To
The District Land & Land Reforms Officer,

Sub : Accelerating the issue of certified copy of parcha and disposal of mutation petitions.

It has come to the knowledge of the Directorate that there is a huge backlog in the above two items in considerable number of blocks particularly in and around urban belt. The Directorate and also the Board of Revenue are receiving compliants about undue delay and harassment being meted out to the petitioners for 'Certified Copy' and mutations. Regarding mutations a circular was issued sometime in 1993 simplifying the procedure, even then the petitions are piling up for no reason at all. In case mutations cannot be allowed for reason of non-clearance from CA, Urban Land Ceiling, the same should be intimated to the petitioner at the latest within a month and a half. Mutations for the clear cases must be allowed within two months without delay. The petitions received must be entered into register according to the date of receipt and disposal should take place serially as far as possible. It is learnt that in some Blocks the B.L.& L.R.Os are refusing to accept the mutation petition which is a gross violation of norms of public service. Any such refusal will be treated as an offence.

Similarly a large number of petitions for Certified copy of Khatians are pending in each Block. For such piling up, the Directorate organisation, as a whole, has earned a very bad name. In some cases, the B.L.& L.R.Os are unable to issue Certified Copy for the Khatians being torn and brittle. In such cases, the Khatians should be reconstructed and certified copy issued. In clear cases, there is no reason why B.L.& L.R.Os will take more than a fortnight for issue of Certified copy. Instruction may please be issued to all S.D.L.& L.R.Os and B.L.&L.R.Os to remain alert and to strictly monitor this work. General Assistants (LDC/JM/Peshkar/Copyist etc) must prepare at least 20 Certified copies per day. If necessary, the Certified Copy Section may be strengthened for the time being to liquidate the pending work. It may be that each Block Office is functioning quite sincerely but the sections which involve the dealing of immediate public interest must be strengthened and the work of such section should be regularly monitored for functioning to the best satisfaction of the members of public.

Arrangement made may kindly be intimated to me within a fortnight or so.

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

Government of West Bengal
Office of the District Land & Land Reforms Officer
Dakshin Dinajpur, Balurghat.

Memo No.2053/L.R.

Dated 22/12/95.

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

Sub : Authentication of Xerox copy of R.O.Rs.

Sir,

I have the honour to bring to your kind notice to the fact that a programme has been chalked out to bring all the mouzas completed in all respects for xerox or manual copying. This has been taken to make the R.I. offices which are the pivot of Integrated Set-up, functional in all respect.

A good number of mouzas have already been copied which need to be authenticated for delivery thereof to the respective R.I. offices early.

As most of the officers are badly engaged in the disposal of objection cases under section 51A(1) as per target being fixed in every monthly monitoring meeting, the works of authentication are being delayed and it is consuming much time to sign on each page of the copies of R.O.Rs. Hence, it is quite natural that it will be an inordinate delay to equip the R.I. Offices with the functional copies of R.O.Rs.

In view of the hurdles stated above I seek your kind and valuable instruction as to whether the facsimile of the B.L.&L.R.O. concerned may be used on every page of R.O.Rs copy for authentication.

A line of reply in this regard will be highly appreciated.

Yours faithfully,
B.K. Sau
District Land & Land Reforms Officer,
Dakshin Dinajpur, Balurghat.

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DIRECTOR OF LAND RECORDS AND SURVEYS
AND JOINT LAND REFORMS COMMISSIONER, WEST BENGAL
35, GOPALNAGAR ROAD, ALIPUR, CALCUTTA-700027.

Memo No.27/618/C/95

Dated, Alipur, the 28th February, 1996.

To
The District Land and Land Reforms Officer,
Dakshin Dinajpur, Balurghat.

Sub : Authentication of xerox copy of RORs.

In inviting a reference to his office memo no. 2053/LR dated 22.12.95 on the above mentioned subject, this is to inform him that there is no bar to use facsimile on xerox copies. But use of such facsimile on manual copies should be avoided to ensure that copies were done correctly.

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

Memo No. 27/619-35/C/95

Dated Alipur, the 28th February 1996

Copy together with a copy of this letter to which this is a reply forwarded to the D.L.&L.R.O., (except Dakshin Dinajpur) for information and guidance.

M. K. Sarkar
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 Jt. Land Reforms Commissioner, West Bengal
35, Gopal Nagar Road, Calcutta-700027.

CIRCULAR

It is learnt that people are often facing trouble in getting certified copies for non-availability of Folios. The problem was referred to the Government Pleader by the District Land and Land Reforms Officer, North 24-Parganas when the G.P. opined thus:

“If Folios are not available certified copies may be supplied on Demi papers along with necessary Court Fee stamps on them.”

It is, therefore, circulated for guidance of all concerned that in case of non-availability of Folios, certified copies may be issued on Demi paper provided parties deposit the Demi papers along with necessary court fee stamps.

All concerned may be informed forthwith.

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

Memo No.8/2554-71/C/96

Dated, Alipore, the 29th August, 1996

Copy forwarded for information and necessary action to:-

1-18) The District Land & Land Reforms Officer,

P. Bandyopadhyay
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 Jt. Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Calcutta-700027.

GENERAL INSTRUCTION

It has been observed that huge number of applications for certified copies are pending in various offices for quite long time. This is creating lot of problem for the public. On scrutiny, it has also been observed that public are still asking for copies of RS records even for the mouzas where records have been finally published under the WBLR Act. On the other hand the condition of the RS records is not at all safe for further handling.

2. After careful consideration of the issues, it is decided that :
- A. Certified copy of RS records will not ordinarily be supplied any more for the mouzas already passed the stage of Draft Publication under the present revisional operation as the public may get copies of the LR records reflecting updated position. In special circumstances like, settling litigations at courts, settling disputes relating to payment of compensation in the LA Department, etc. copies may be issued.
 - B. In case of LR records already computerised, only the copies generated by computer will be supplied in place of hand-written copies. This will speed up the process resulting thereby reduction of public harassment for the delay in getting copies. For the computer-generated copies, usual exercises like comparing the records with originals and authentication by the appropriate authorities will continue. A sum of Rs.5/- per page of the Computer print out plus Rs.5/- will be realised from the public. To reduce the harassment of the

public to the further extent, they may be asked to apply with two Court Fees of Rs.5/- each presuming that computer printed khatian will be of single page, which will be the case for most of the cases. Further court fee stamps will be realised from the applicants in case the number of page is more than one, at the time of delivery of the copy. This way, the efforts in searching the record, preparation of estimate and its publication, cancellation of applications for the defaulters, will be totally avoided. The public will also be relieved of the avoidable wastage of time in making repeated contacts at our offices for the estimate and submission of the Court Fees etc.

C. Hand written copies are to be provided to the intending public for the LR records till the records are computerised for which the existing system and rates will remain valid.

3. District Land & Land Reforms Officer will issue suitable instruction ensuring strict compliance of the instructions laid down in the foregoing paragraph.

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

Memo No. 57/2288-305/C/97

Dated, Alipur the 21st of Sept., 1998.

Copy forwarded for information and necessary action to the District Land & Land Reforms Officer,

M.K. Sarkar
for Director of Land Records & Surveys and
Joint Land Reforms Commissioner, West Bengal

Memo No. 2523/GE/26/99-GE/C/Misc.

Dated, Cal, the 20th/26th April, 1999

To
The Director of Land Records & Surveys and
Joint Land Reforms Commissioner, W.B.
35, Gopalnagar Road, Alipur,
Calcutta-700027.

Sub : W.P.No.21873 (W) /98
Sarojini Das & others
-vs-
State of West Bengal & others

The undersigned is directed to send herewith the copy of the order dated 19.2.99 passed by the Hon'ble Justice K.J. Sengupta on the above mentioned subject and to request him to communicate the order to all DLLROs & others

Sd/- Illegible
Liaison Officer
Land & Land Reforms Department
Govt. of West Bengal

(COPY)

W.P. No. 21873 (W) of 1998

ORDER

In terms of my earlier order dated 29/1/99 a compliance report of supplying the certified copy has been filed. It is the saddest story of the litigant which appears on the face of record for obtaining a certified copy of the public record in which his interest is involved. The petitioner originally applied for certified copy of the record of rights relating to the petitioner's land. Supply of the certified copy was denied by the concerned department. The petitioner was compelled to approach this Court in order to obtain the certified copy. In the said writ application an order was passed directing the

officer concerned to supply the certified copy. In spite of the said order the authority concerned didn't supply the same. Then again the petitioner approached this court for implementation of the earlier order to obtain the certified copy. I passed an order on 4.1.99 directing the officer concerned to supply the certified copy in terms of the earlier order. In spite of the aforesaid order dated 4.1.99 certified copy was not supplied. When the matter was taken up for hearing on 29.1.99 on the submission of the learned Advocate appearing for the state respondents I granted time till today. Today the compliance report has been filed as indicated above, narrating the facts. Therefore I don't like to proceed further without giving an opportunity to the concerned department for taking remedial measure for harassing the citizen in a matter like this. Accordingly, I direct the Secretary, Land & Land Reforms Department to take forthwith steps so that the concerned officer shall not harass the citizen in the matter of supplying the certified copy in accordance with law, particularly when their interest would be seriously affected for want of certified copy. This corrective measure is necessary in order to restore the element of transparency of public action and for restoration of confidence of the citizens about the public officials.

Accordingly, I direct the Registrar, High Court, Appellate side to communicate a xerox copy of this order to the Secretary, Land & Land Reforms Department Govt. of West Bengal. The communication report is kept with the record. The Secretary, Land & Land Reforms Department shall also cause an enquiry to be made as to why delay has taken place in the matter for supplying the certified copy and if necessary to initiate departmental proceeding against the erring officer or officials.

KALYAN JYOTI SENGUPTA, J

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GOVERNMENT OF WEST BENGAL
Office of the Director of Land Records & Surveys and
Joint Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Alipore, Calcutta-700 027.

Memo No.13/3470/C/2000,

Dated, Alipore, the 21st June, 2000.

To
The District Land and Land Reforms Officer,
Howrah.

Sub : Provision of certified copy of Revisional Settlement records.

Ref : Memo No.57/2288-305/C/97 dated 21.9.1998 of this Directorate.

A ban had been imposed on the issue of certified copy of R.S. records when the same mouza had already been in the draft publication in the L.R. Settlement by the above circular. As the Pilot Project on the scanning of R.S. record has been completed for the Bally-Jagacha Block, the R.S. record can be easily assessed without handling the presently fragile R.S. record. Hence, the certified copy of the R.S. record for all the mouzas in the Bally-Jagacha Block can be granted on the payment of usual fees.

Yours sincerely,

S. SURESH KUMAR
Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal.

Memo No.13/3471-90/C/2000,

Dated, Alipore, the 21st June, 2000.

The Joint Secretary,
Land and Land Reforms Department.
The District Land and Land Reforms Officer,

S. SURESH KUMAR
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, Alipore, Calcutta-700027.

General Instruction

It has come to the notice that most of the DL&LROs are asking for a decision with regard to the charge for supplying information generated through Computer.

After careful consideration of the issue, it is decided that a sum of Rs.5/- will be charged for information about a single plot as application fee plus Rs.5/- will be charged for each page for Computer print-out. The applicant may be asked to apply with two Court Fee Stamp of Rs.5/- each presuming that Computer Print Out information regarding the single plot will be of single page. Further, Court fee stamps will be realised from the applicants in case the no. of page is more than one at the time of delivery of the print out. For any information for another separate plot separate application will be submitted. The matter relating to three queries be dropped as it only applies to cases where Computerization has not been done.

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

Memo No.5/183-201/2000

Dated, Alipore, the 9th August, 2000

Copy forwarded for information and necessary action to.

- 1) The Land & Land Reforms Department, West Bengal
- 2-19) District Land & Land Reforms Officer,
Bankura/Bardhaman/Birbhum/Darjeeling/Haora/Hugli/Jalpaiguri/Kochbehar
/Malda/Medinipur/Tamluk/Murshidabad/Nadia/Purulia/North 24-
Parganas/South 24 Parganas/Dakshin Dinajpur/Uttar Dinajpur.

Anup K. Matilal
Dy. Director of Land Records, 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.7/5020-37/C/2000

Dated, Alipore, the 23rd August, 2000

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

To : The District Land & Land Reforms Officer
Haora/Hugli/Nadia/Kochbehar/Jalpaiguri/Darjeeling
Murshidabad/Birbhum/Malda/Purulia/Bankura/Burdwan/
Dakshin Dinajpur/Uttar Dinajpur/Medinipur/Tamluk/
North 24-Parganas/South 24-Parganas.

Sub : Provision of Certified copies.

There seems to be some confusion relating to what documents are public in nature of which certified copies u/s.76 of the Indian Evidence Act can be given. This confusion has led to issue of certified copies with disastrous consequences.

The section 74 of the Indian Evidence Act has defined what are public documents as follows:

74. Public Documents : The following documents are public documents –

- 1) documents forming the acts or records of the acts –
 - i) of the sovereign authority

- ii) of official bodies and tribunals, and
 - iii) of public officers, legislature, judicial and executive, of any part of India or of the Commonwealth, or of a Foreign Country.
- 2) public records kept in any State of private documents.

The following cases are hit by section 123 of the Indian Evidence Act and shall not be disclosed, inspected by the public and no certified copy shall ever be issued as they should be treated as privileged communications:

- 1) Notings, and comments made in official files, opinions expressed or official correspondence or reports made or minutes of meetings or gist of official decisions reached.
- 2) Administrative instructions and guidance notes given confidentially.
- 3) Unpublished official records relating to the routine administration and normal business activities of the state. Hence disclosure or certified copy u/s. 76 of Indian Evidence Act shall only be made in cases involving the draft publication or final publication of records or maps and documents or orders in order-sheet involved in quasi-judicial proceedings under various Acts or due to the orders of the High Court or Supreme Court. Rule 332 of the Bengal Records Manual, 1942, also is fairly explicit on this score.

In addition U/s. 124 of the I.E. Act, any information communicated in official confidence or by any public person to a public officer cannot be disclosed in public interest.

In case of any doubt, the concerned officer before disclosure or allowing a certified copy shall seek clarification from his immediate superior whose guidance in this respect would be final.

S. SURESH KUMAR
Director of Land Records & Surveys
And Joint Land Reforms Commissioner
West Bengal

Memo No.7/5038-39/C/2000

Dated, Alipore, the 23rd August, 2000

Copy forwarded for information to:-

- 1) Principal Secretary, L&LR and Land Reforms Commissioner, W.B.
- 2) Joint Secretary, L&LR, West Bengal.

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,
Survey Building, 35, Gopalnagar Road, Alipore, Calcutta - 700027

Memo. No. 7/5041-5058/C/2000

Dated, Alipore, the 24th /25th August, 2000

To
District Land & Land Reforms Officer
Haora/Hugli/Nadia/Murshidabad/Birbhum/
Malda/Uttar Dinajpur/ Dakshin Dinajpur/
Kochbehar/Jalpaiguri/Darjeeling/Bardhaman/
Bankura/Medinipur/Tamluk/Purulia/North 24-Parganas/
South 24-Parganas.

Sub : Production of Public documents and records.

It has often been noted that inspite of the availability of public documents duly certified u/s. 76 of the Indian Evidence Act summons have been issued for the production of the original record-of-rights or working sheets/finally inked sheets of maps by certain Civil courts. It has been found that these original records are sui-generis in

nature and as no copies exist, they cannot ordinarily be parted with and more often they are not returned at all by the courts due to which the work has to be done *denovo*. The rule 106 of the Civil Rules and Orders of the Calcutta High Court is reproduced below :

Rule 106 Subject to any provision of the law to the contrary, the originals of public and municipal records should not be called for when duly authenticated and certified copies of the same are admissible in evidence and will serve the purpose for which the records are required. When public documents as defined u/s. 74 of the Indian Evidence Act, 1872, or documents forming part of public documents or in public custody are called for, the court calling for them shall state the circumstances which render the production of the documents necessary. When, however, the Collector or other public office in-charge of the documents, has been summoned under Order 15 Rules 1 and 6 of the CPC, 1908, to produce in court a certain document it will be his duty to send it to the court; but such officer may at the same time, in person or by letter addressed to the court, object to the production of the documents u/s. 123 or u/s. 124 of the Indian Evidence Act, 1872, stating the grounds of such objection. On an objection being made, it shall be the duty of the court to consider and decide according to law if it should compel the production of such documents.

The matter can be brought to the notice of the court through Ld. AGP that in view of the fragility of the records, it's necessity for the general public and the danger of any possible loss or damage to the public document due to which a considerable government expenses would be involved for the *de-novo* preparation, the records could at the most be inspected and returned the same day. In case, the court insists by a written order for it's production then the Rule 108 of the Civil Rules and orders should be brought to the notice of the court. The Rule 108 is as follows :

Rule 108 "and the officer from whose custody it has been produced, desires its prompt return, the court shall, after the document has been inspected or put in evidence, cause it to be returned with the least practicable delay to such officer, after the preparation of such copy as the court may require under Order 13, Rule 2 unless its detention is considered up to the judgement."

In case the Judge were to decide that the papers are necessary till the day of judgement then an appeal should be filed without any delay. However, it is best that an authenticated copy of the public documents to be produced should be taken along for filing if necessary. This circular should be brought to the notice of all BL&LROs.

S SURESH KUMAR
Director of Land Records & Surveys
And Joint Land Reforms Commissioner
West Bengal

Memo No. 7/5059-5060/C/2000

Dated, Alipore, the 24th / 25th August, 2000

Copy forwarded for information to –

- (1) The Principal Secretary, L&LR and Land Reforms Commissioner, W. Bengal.
- (2) The Joint Secretary, L&LR, West Bengal.

S SURESH KUMAR
Director of Land Records & Surveys
And Joint Land Reforms Commissioner
West Bengal

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AGRAHAYANA 22

WEDNESDAY, DECEMBER 13, 2000

SAKA 1922

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

**GOVERNMENT OF WEST BENGAL
LAND AND LAND REFORMS DEPARTMENT
Land Reforms Branch**

NOTIFICATION

No.3504.L.Ref.

Calcutta, the 13th December, 2000

In exercise of the power conferred by section 27 of the Court Fees Act, 1870 (Act VII 1870) the Governor is pleased hereby to make the following amendments in the Bengal Records Manual, 1943, as subsequently amended (hereinafter referred to as the 'said Rules'), namely:-

Amendments

In chapter VIII of the said Rules, after rule 320, insert the following rules:-

“IVA- Rules for supply of photocopy or computer printouts as certified true copy under section 76 of the Indian Evidence Act, 1872 (Act 1 of 1872).

320A. (1) Photocopy or computer printouts shall be supplied from the copying section in an office which has the capability to provide –

(a) Photocopy of any of the documents of revenue or quasi-judicial proceedings involving the orders, petitions, depositions, enquiry reports and of any other exhibited documents.

(b) Printouts from computers relating to the supply of information or copies of record-of-rights under the West Bengal Estates Acquisition Act, 1953 or under the West Bengal Land Reforms Act, 1955 or copies of any cadastral maps prepared under the West Bengal Estates Acquisition Act, 1953 or under the West Bengal Land Reforms Act, 1955.

(2) Only an authentication fee and an application fee for the photocopies or the computer printouts certified to be the true copies shall be paid by the applicant.

Explanation I. - For the purpose of these rules 'Photocopy' means and includes a copy made by any type of Electro Photo Printing Machine.

Explanation II. - For the purpose of these rules 'Computer Printouts' means and includes a verbatim reproduction by an electro mechanical process on paper the alpha numeric date actually representing the public records.

320B. An application fee of rupee one for a photocopy shall be paid by the applicant. A fee of rupees two for every page photocopied of all documents of quasi-judicial proceedings other than the record-of-rights shall be paid by the applicant.

320C. A separate register shall be maintained for the provision of certified photocopies as in Form 16A.

320D. All photocopies supplied by the copying section shall be true copies. The certifying official shall write his name in full in his own hand-writing along with the words "Certified to be a true copy Authorised under section 76 of the Evidence Act, 1872 (Act 1 of 1872)" which may be impressed by means of stamp. This authentication certificate shall be appended at the back of the photocopy.

Only one page of the record to be photocopied shall be copied into one sheet of photocopy paper and not on both sides of the photocopy paper. The comparing clerk shall affix the office seal and put his/her signature on every photocopy page and shall ensure that no unnecessary blank spaces are left for interpolation. The Court-fees stamps should be affixed on each photocopy page to cover all the photocopy pages as possible and if it is not so possible then on the first page itself. The comparing clerk would cancel or punch the stamps when the photocopy is ready.

320E. When a photocopy is granted the detailed particulars should be invariably recorded on the back of the copy in the following form:-

Date of application for copy.	Date fixed for notifying the requisite stamps.	Date of receipt of the requisite stamps	Date on which the copy was ready for delivery.	Date on which the copy was delivered.	Application fee	Authentication fee	Total no. of photocopy sheets.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

320F. The rules 276, 286A, 287, 288, 288A, 289, 290, 290A, 290B and 295 shall in so far as they are not repugnant to these rules in IVA shall be applicable.

320G. Computerized printouts only shall be provided if the data is computerized and is available for the cases involving –

- a) supply of plot information.
- b) Certified copy of a record-of-rights prepared under the West Bengal Land Reforms Act, 1955.
- c) Certified copy of a record-of-rights prepared under the West Bengal Estates Acquisition Act, 1953.
- d) Certified copy of a part of a digitized map prepared under the West Bengal Land Reforms Act, 1955 or the West Bengal Estates Acquisition Act, 1953.

320H. Application fee and Authentication fee shall be paid by the applicant as follows:-

- a) An application fee of rupees five for a Khatian or individual record-of-rights prepared under the West Bengal Land Reforms Act, 1955 shall be paid by the applicant. An authentication fee of rupees five per page of computer printouts supplied shall be paid by the applicant. If a Khatian is to exceed more than one page an additional authentication fee of rupees five per page shall be paid by the applicant. For supply of separate Khatians separate applications should be filed for which application fee and authentication fee as per scale as mentioned above shall be paid for each such separate Khatian by the applicant.
- b) An application fee of rupees five and an authentication fee of rupees twenty for a Khatian or individual record-of-rights prepared under the West Bengal Estates Acquisition Act, 1953 by scanning shall be paid by the applicant.

320I. An application fee of rupees two and an authentication fee of rupees two for information of a plot obtained through computer printouts shall be paid by the applicant. For each plot separate applications should be filed for which an application fee of rupees two and an authentication fee of rupees two for each such plot shall be paid by the applicant.

320J. The application fees and authentication fees payable under these rules shall be paid in Court-fee stamps.

FORM 16A
(See rule 320C)

Register of applications for photocopies (to be maintained and preserved in the copying section in a period of three years after its use)

Sl. No.	Name of the applicant	Date of application	Details of copy required	No. of pages to be photocopied.	Date of Notification.	Application fee realised	Authentication fee realised.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Date of realisation of authentication fee	Date on which copy is ready	Date of delivery of certified copy.	Signature of the authorised person under sec.76 of the Indian Evidence Act, 1872.	Initials of the Officer-in-Charge of copying section	Remarks, if any.
(9)	(10)	(11)	(12)	(13)	(14)

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

----- (Bengali Matter) -----

Government of West Bengal
Office of the Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey Building, 35, Gopal Nagar Road, Calcutta-700027.

Memo No.150/277-294/D/2000

Dated, Alipore, the 23.07.2001

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

To: The District Land and Land Reforms Officer

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Sub : Installation of an AO-size Plan Printer XEROX machine.

An A-O size Plan Printer XEROX machine has been installed in his office to facilitate copying of maps in his office. The machine is a sophisticated and modern equipment, priced at about Rs.3.5 Lakhs, and directly imported from USA. It has got many facilities including capability to produce good quality print copies from old and dilapidated maps with dark backgrounds. Also, if the machine is properly calibrated after trial and error process and properly handled, it may produce print copies, which are almost equal to their originals dimensionally.

The following guidelines are required to be strictly followed for proper use of the machine in his office –

- i) The machine should be installed in AC and dust-free environment. As such, it may be accommodated in the Computer-enclosure in his office, which is already air-conditioned. If space is inadequate there, additional AC enclosure may be created for the machine, for which fund would be placed.
- ii) As the machine is a sophisticated one, it should be handled with care and caution for getting optimum output from it. As the machine is meant for copying of maps, a competent Draughtsman of his Drawing Section, should be specifically assigned the job of operating the machine, as and when required. An officer, preferably the Technical Adviser, should be in charge of the machine. Both the TA and the Draughtsman should learn the operating system of the machine well, so that the machine does not becomes inoperative due to mishandling.
- iii) The machine No.is to be noted carefully in its log book (provided with the machine) which should be preserved and updated. The machine No.is vital for making any reference to or to contact the company in case of malfunctioning of the machine during its warranty period or subsequent AMC (FASMA) contract. The telephone numbers of the company for lodging complaint regarding machine fault, should also be readily available. Any complaint made should be followed up everyday and if there is no response within 48 hours, this Dte should be informed.
- iv) A1 size Xerox paper will be used for copying of maps. A register is to be maintained for keeping account of copies made by the machine in the following format:-

Date	Stock of Paper in hand	Matter to be copied (JL No. with PS for Mauza maps)	Purpose	No. of copies made	To whom issued	Cost realized @ Rs100/-	Signature of TA

All printing requisitions must have the approval of the DL&LRO or the Dy DL&LRO before taking up copying work.

v) The machine has been primarily provided for making copies of maps for supply to Revenue Inspector Offices and for survey settlement purposes, free of cost. Copying of RS or LR sheets may be undertaken for the following purposes:-

- a) For supplying of one copy of LR/RS map (of which FP LR sheet has not yet been printed at the WBDO) of each mauza to the R1 offices for enquiry and other office purposes.
- b) For maintaining one copy of LR/RS map (of which FP LR sheet has not yet been printed at the WBDO) of each mauza at the BL&LRO offices for Barga enquiry and other purposes.
- c) For supplying of copies of maps to other Departments, including that of the Collectorate, subject to the realization of cost of such copying per sheet, which is being prescribed in a subsequent paragraph.
- d) No copy will be issued for private requisitions.

vi) The rate for supplying of each copy of a mauza sheet to other Departments, including that to the Collectorate, is fixed at Rs.100/-. The money is to be realized by DCR at the Cash Section of his office and deposited at the Treasury at the end of each month, under the Head of A/c. 0029-00-800-Map Sale-Record Room Receipt.

These may be treated as Standing Instructions regarding utilization of Plan-Printer Xerox machines installed at the DL&LRO offices in the Integrated Set-up in the districts.

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

Memo No.

Dated, Alipore, the 23.07. 2001

Copy forwarded for kind information to:

The Special Secretary, Land & Land Reforms Department, Writers' Buildings, Calcutta.

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

●
Government of West Bengal
Office of the Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Calcutta - 700 027.

Memo No.11/Comp/817(5)/2001 Dated, Alipur the 27th September/3rd October, 2002.

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

To: The District Land & Land Reforms Officer
South 24 Parganas/North 24 Parganas/Purulia
Uttar Dinajpur/Jalpaiguri.

**Sub : Provision of Certified copy of RS Records where LR records
have been framed.**

You are aware of the fact that a ban was imposed on the issue of Certified Copy of RS Records of a mouza when the same mouza had already been in the draft publication in LR operation by a Circular vide no.75/2285-2305/C/97 dated 21.9.1998. However, RS records of a sizeable number of mouzas at different blocks in your district have been scanned and preserved on CD ROM as these mouza records (LR) have not been prepared

so far. There is no ban in issuing certified copy of such mouzas with the help of scanned image of RS records. The cost of Certified Copy with scanned image will be Rs.5/- as Process Fee per application plus Rs.20/- per page.

You are requested to issue certified copies of RS Records of scanned mouzas at the aforesaid rate. This will benefit the public since they will get instant copy at it will not require comparison.

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

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(..... **Bengali Words**)

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(..... **Bengali Words**)

<http://wblroa.in>

(..... Bengali Words)

<http://wblroa.in>

(..... **Bengali Words**)

<http://wblroa.in>

Government of West Bengal
Office of the Director of Land Records & Surveys
& Jt. Land Reforms Commissioner, West Bengal
35, Gopalnagar Road, Calcutta – 700 027.

Memo No.14/Com/79(18)/2000

Dated, Alipur the 11th March, 2003.

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

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

CIRCULAR

Sub : Issue of Certified Copies of R-O-Rs through Computer

It is one of the basic objectives of Computerisation of Land Records to make easy availability of records to the public but unfortunately even after 100% Computerisation of mouza records, easy availability of LR records could not be made possible in time. That is due to the fact that no computer print outs are being issued to public without getting the copy manually checked/compared with the original R-O-Rs. This system should be stopped. As per provision of Sec.50(2) of WBLR Act the computerised R-O-Rs has legal sanctity.

Under the above circumstances, it is ordered that henceforth issuing of certified copies of R-O-Rs in respect of validated mouzas through Computer to the public be made without comparing/checking after Computerised R-O-Rs are declared mouza records u/s 50(2) of WBLR Act.

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

Memo No.14/Com/80(406)/2000

Dated, Alipur the 11th March, 2003.

Copy forwarded for information and compliance to (1) SDL&LRO, all (2)BL&LRO, (all). Receipt of this circular is to be acknowledged by all in writing. The status of functioning of the computer is also to be reported daily by the BL&LRO alongwith the attendance report.

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

●
Government of West Bengal
Office of the Director of Land Records & Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey Building, 35, Gopalnagar Road, Calcutta – 700 027.

Memo No.150/118-135/D/2000

Dated, Alipur the 16th March, 2005.

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

To : The District Land and Land Reforms Officer,
Darjeeling/Kochbihar/Jalpaiguri/Uttar Dinajpur/Dakshin
Dinajpur/Malda/Murshidabad/Nadia/Haora/Hugli/Birbhum/
Bankura/Bardhaman/Purulia/Purba Medinipur/
Paschim Medinipur/North 24-Parganas/South 24-Parganas

Sub : Supply of Xerox copy of RS mauza map on private requisitions
from the DL&LRO Offices.

Ref : This Dte. No.150/277-294/D/2000 dated 23.07.2001.

Please refer to the Dte. Memo No. quoted above in which you were authorized to supply Xerox copy of mauza maps to other Govt. Departments including that to the Collectorate on official requisition at the rate of Rs.100/- per sheet.

Now it has been decided to supply Xerox copies of RS maps of those mauzas of which LR print copies have not been received by the respective districts, on private requisition also at the same rate of Rs.100/- per sheet.

The method of maintaining detailed account of Xerox copies made and Revenue earned, as explained in the Memo under reference should be meticulously followed. The money is to be realized by DCR at the Cash Section of your office and deposited at the Treasury at the end of each month, under the head of Account "0029-00-800-Map Sale-Record Room Receipts".

The arrangement is made in the interest of public service.

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

Memo No.150/136/D/2000

Dated, Alipore, the 16th March, 2005

Copy forwarded for kind information to:

The LRC & Principal Secretary, Land & Land Reforms Department,
Govt. of West Bengal
Writers' Buildings, Kol-1.

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

Registered No.WB/SC-247

No.WB(Part-I)/2006/SAR-125

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JYAISTHA 10]

WEDNESDAY, MAY 31, 2006

SAKA 1928

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

**GOVERNMENT OF WEST BENGAL
LAND AND LAND REFORMS DEPARTMENT
Writers' Buildings, Kolkata-700 001.**

NOTIFICATION

No.1464-L.R./3M-85/04 GE(M)

Kolkata, the 31st May, 2006.

The Governor is pleased hereby to make the following amendments in the Bengal Records Manual, 1943 as subsequently amended (hereinafter referred as the said Rules) namely:-

Amendments

In chapter VIII of the said Rules –

1) for rule 320B, substitute the following :-

“320B. An application fee of rupees five for a photocopy shall be paid by the applicant. A fee of rupees five for every page photocopied of all documents of quasi-judicial proceedings other than the record-of-rights shall be paid by the applicant.”

2) for rule 320H, substitute the following:-

“320H. Application fee and authentication fee shall be paid by the applicant as follows:-

- (a) an application fee of rupees ten for a Khatian or individual record-of-rights prepared under the West Bengal Land Reforms Act, 1955 shall be paid by the applicant. An authentication fee of rupees ten per page of computer print outs supplied shall be paid by the applicant. If a Khatian is to exceed more than one page an additional authentication fee of rupees ten per page shall be paid by the applicant. For supply of separate Khatians separate applications should be filed for which application fee and authentication fee as per scale as mentioned above shall be paid for each such separate Khatian by the applicant.
- (b) An application fee of rupees ten and an authentication fee of rupees twenty for a Khatian or individual record-of-rights prepared under the West Bengal Estates Acquisition Act, 1953 by scanning shall be paid by the applicant.”

3) for rule 320I, substitute the following:-

“320I. An application fee of rupees ten and an authentication fee of rupees ten for information of a plot obtained through computer print-outs shall be paid by the applicant. For each plot separate application should be filed for which an application fee of rupees ten and an authentication fee of rupees ten for each such plot shall be paid by the applicant.”

4) after rule 320J, insert the following:-

“320K. In case, any Government Department and subordinate offices thereof, Development authorities, Government Undertakings, Local Bodies applies for computerized text-data to be collected for official use or for the purpose of land acquisition, through any CD, such land records like record-of-rights or any plot related information, will be supplied on payment of rupees one thousand per CD pertaining to land records of each mouza and rupees fifty for collection of such text-data through a floppy. Any licensed kiosk or any other private individual or body corporate, if applies for collection of bulk computerized text-data through CD or floppy, such application may be entertained only with prior approval of the State Government on payment of such special price as may be specified in the relevant sanction order.

320L. A certified copy of any part of a digitized mouza map, not exceeding one plot showing the adjacent plots along with distance reading of all sides of the plot and area calculation of the concerned plot, duly authenticated by the authorized Revenue Officers will be issued from the Office of Block Land & Land Reforms Officer to any applicant on payment of rupees ten. Even if by one application, plot-maps are sought for different plots, separate authenticated sheet in A-4 size will be issued relating to each plot, showing adjacent plots on all sides on payment of the amount prescribed above. In case, however, any Government Department and subordinate office thereof, Development authorities, Government Undertakings, local bodies applies for unauthenticated copy of large number of plots drawn up on any cadastral map sheet of any mouza, the same may be issued on payment of rupees five hundred per CD per mouza, and rupees fifty per floppy.”

By order of the Governor
K. BANDYOPADHYAY
Jt. Secy. to the Govt. of West Bengal.

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VAISAKHA 12]

WEDNESDAY, MAY 2, 2007

[SAKA 1929

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

**GOVERNMENT OF WEST BENGAL
LAND AND LAND REFORMS DEPARTMENT
Land Reforms Branch
Writers' Buildings, Kolkata-700001**

NOTIFICATION

No. 2249/LR/3M-10/07/GE(M)

Kolkata, the 2nd May, 2007.

The Governor is pleased hereby to make the following amendment in the Bengal Records Manual, 1943 as subsequently amended (hereinafter referred to as the said Rules) namely :-

Amendment

For rule 320K in Chapter VIII of the said Rules, substitute the following :-

“320K. In case, any Government Department and subordinate offices thereof, Development Authority, Government Undertaking, Government Company and local body applies for collection of bulk computerized text-data like record-of-rights or any plot related information through any CD for official use or for the purpose of land acquisition before the Block Land and Land Reforms Officer, such computerized text-data will be supplied by the Block Land and Land Reforms Officer after obtaining approval of the District Land and Land Reforms Officer or directly by the District Land and Land Reforms Officer on realisation of rupees one thousand per CD in respect of land records of each mouza. If, however, any non-Government Organization or any private Company or Firm or any other private Institution or Body Corporate applies for collection of bulk computerized text-data through any CD for the purpose of setting up industry or township or educational or research institution before the District Land and Land Reforms Officer, such computerized text-data will be supplied by the District Land and Land Reforms Officer after obtaining approval of the Director of Land Records and Surveys and Jt. Land Reforms Commissioner, West Bengal on realisation of rupees two thousand and five hundred per CD in respect of land records of each mouza.”.

By order of the Governor,

Mukulanti Sarkar,
Spl. Secy. to the Govt. of
West Bengal.

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