



**GOVERNMENT OF WEST BENGAL**

Department of Land & Land Reforms and Refugee Relief & Rehabilitation  
Nabanna (6<sup>th</sup> Floor), 325 - Sarat Chatterjee Road, Shibpur, Howrah - 711102

Memo No. 2327 - 1S/119/22

Date: 20/06/2022.

**ORDER**

Land services like mutation, conversion etc. are very basic services that affect a large number of citizens. Therefore, it is essential to ensure the delivery of quality citizen services from the BL&LROs offices. The L&LR and RR&R Department, being short-staffed does not have adequate number of senior officers to supervise the functioning of the block level offices in a detailed and thorough manner. Therefore, a Block Level Land Services Monitoring Committee is being constituted consisting of the following officers:

1. **Block Development Officer – Chairman.**
2. **Block Land & Land Reforms Officer – Convener.**
3. **Inspector-in-Charge / Officer-in-Charge of the concerned police station – Member.**

The Committee shall meet on every Wednesday (if it is a holiday, then on the next working day) at the concerned BDO office.

The Committee will supervise the following matters:

1. Disposal of mutation, conversion cases pending at the block level.
2. Disposal of complaints received from CMO, L&LR and RR&R Department, Directorate of Land Records & Surveys, W.B. and DL&LRO/SDL&LRO/BL&LRO offices.
3. Distribution of *patta* and prevention of alienation of tribal land etc.
4. To keep vigil on any unscrupulous activities in and around BL&LRO offices.
5. Monitoring and supervision of sand mining, stone mining, earth extraction.
6. Illegal conversion of water bodies.

At the Sub-divisional level, a similar committee is being constituted with the SDO, SDPO and SDL&LRO who will meet at least once in a month to monitor the above complaint redressal mechanism under the jurisdiction of the sub-division.

The District Magistrate will monitor and supervise the entire system and issue necessary instruction for redressal.

  
Chief Secretary to the Government of West Bengal.

Memo No. 2327/1(45) - 1S/119/22

Date: 02/06/2022.

Copy forwarded to:

1. The Additional Chief Secretary to the Government of West Bengal, P & AR Department.
2. The District Magistrate, \_\_\_\_\_ (All)
3. The Superintendent of Police, \_\_\_\_\_ (All)

  
LRC and Secretary to the Government of West Bengal.