

GOVERNMENT OF WEST BENGAL
Department of Land Reforms and Refugee Relief & Rehabilitation
Nabanna (6th Floor), 325, Sarat Chatterjee Road,
Shibpur, Howrah-711 102

No. 2182-LP

Dated : 20th June, 2024

From : Dr. Manoj Pant, IAS,
Additional Chief Secretary and
Land Reforms Commissioner,
Govt. of West Bengal.

To : **The District Magistrates & Collectors (ALL).**

Sir/Madam,

Please refer to the discussions in the Administrative Review Meeting on 11/06/2024 and discussions held in the meeting today.

You are aware that the Collectors of the concerned Districts through their offices of the L&LR Department viz O/O DLLRO/ SDLLRO and BLLRO are the custodian of the Government land and are duty-bound to ensure proper maintenance of land records and its protection and preservation.

This has been brought to the notice of this department that the Government land/vested land recorded in Khatian No.1 as well as land owned by various Government departments, is not duly protected, leaving it open for encroachment and misuse. This has also been observed that land owned by other departments either through IDT, direct purchase or land acquisition etc. is not duly mutated and reflected in land records. The instances of unauthorized conversion of land, filling up of water bodies and illegal sand mining activities are also being reported often.

In view of the above, the following guidelines are reiterated for appropriate action and compliance :

- 1) A detailed report on vested land (Khatian -1) / land held by other Government Departments and parastatals should be prepared for each Block and a preliminary report as per the format circulated to DLLROS be submitted to this office by **21st June 2024.**
- 2) A display-board of suitable size should be placed at prominent places on the vested land/Govt. land, clearly indicating that '**The land is owned by the State Government**'.
- 3) The officials of the L& LR Department shall inspect the Government land parcels at regular intervals and while on tours and other official duties. A logbook of such inspection indicating the status thereon should be maintained by the inspecting officials and collated on a weekly basis. Photographs of the land parcels from different angles/sides should also be snapped on the day of inspection and be kept with the logbook.
- 4) Any attempt of unauthorized occupation/encroachment on Government land should immediately be stopped and appropriate legal action should be initiated against the offenders.
- 5) District officials shall also keep close watch on unauthorized conversion of land including filling up water-bodies, unauthorized sand/gravel mining activities on the riverbeds and movement of unauthorized/overloaded trucks and take appropriate legal action whenever such offences are noticed.
- 6) The land records should be updated as required. The line department must be advised to ascertain the status of records of the land in their possession. In case of any missing records, the same must be updated immediately.

The Collectors shall keep this office updated on the actions taken on a regular basis.

Yours faithfully,

(Manoj Pant) 