

**Government of West Bengal**  
**Department of Land & Land Reforms and Refugee, Relief & Rehabilitation**  
**LRA-III-GE(M) Branch**  
**Nabanna, 325, Sarat Chatterjee Road, Howrah - 711102**

Memo No. 2512(44)-GE(M)/LRC

Date : 11.07.2024

- To : 1) The District Magistrate & Collector  
\_\_\_\_\_ (All districts)
- 2) The Additional District Magistrate & D. L. & L. R O  
\_\_\_\_\_ (All districts)

**Subject: Protection of Government/ Vested Lands, including water bodies**

1. Land is finite, and hence, a very precious societal resource; especially so in any region/ State with a high population density. Land is invariably the primary component of any social endeavour or Government scheme/ project for public welfare.
2. Government lands (under different Government Departments/ undertakings/ para-statal bodies/ agencies and Collector's land under Khatian no.1) need to be protected assiduously as they are to be utilized for the larger public good, including social justice/ re-distribution schemes as well as for the rapid economic development of the State.
3. Among the foremost duties of the District Collector/ DLLROs and the entire machinery under them is the protection of Government lands from unauthorized occupation or encroachment. Of late, instances have emerged that point to a slackening of official vigil on Government lands, including water bodies, and this needs to be addressed/ corrected at once.
4. While the primary responsibility of protecting the Government lands with different Government Departments/ agencies rests on the respective line Departments (such as PWD/ Irrigation and Waterways/ Urban Development & Municipal Affairs Department) and their staff shall be held liable for failure to protect their respective lands, the officials of the Land & Land Reforms Department (from the Collectors and DLLROs to the Revenue Officers) shall similarly be liable for protection of lands in Khatian no. 1 as well as all residual Government lands, including 'char' lands that emerge from sedimentation of rivers in the State.
5. Elected bodies, i.e. the Panchayats in the rural areas and the municipalities/ municipal corporations in the urban areas shall similarly be tasked with the responsibility of protecting the lands held by them against any unauthorized occupation or encroachment.
6. A zero-tolerance approach will be adopted by the Land & Land Reforms Department towards its officials converting a vested land into ryoti/ private land unless authorized to do so through



the due process, and will entail disciplinary consequences for the officials so involved. Even criminal proceedings could be resorted to in a case involving blatant disregard for official rules and procedures in this regard.

7. The adoption of IT and full usage of the eBhuchitra and Banglar Bhumi portals of the L&LR&RRR Department shall be encouraged for transacting official business. The Director of Land Records & Survey shall be responsible for continuously improving the IT applications to make them more robust and fool-proof, and to render the working of the Department's field officers more transparent and accountable. Improvements, such as linking the RoR updation with the Registration Department's portal ([wbregistration.gov.in](http://wbregistration.gov.in)) so that any inadvertent sale/purchase transaction of Government lands can be instantly thwarted by the Registration authorities. For this, the ongoing exercise of flagging of all types of restricted land, like Khatian No. 1, tribal, tea garden etc. must be completed, and thereafter continuously updated.
8. Your attention is drawn to the provisions of Rule 489 of the West Bengal Land Reforms Manual, 1991 which requires the listing of all Government lands (including lands used by the public and never meant to be settled with a private party, such as grazing lands, drinking water tanks, bhagar lands, smashan/ kabarthan lands, sairati interests, etc.) in Register VIII. Steps shall be taken to not only update this Register regularly but also for holding inspection of these lands, to ensure they remain free of encroachment and available for their intended public use.
9. Another area requiring immediate attention is the updation of records of lands acquired/purchased by different Requiring Bodies. Any delay in updation of the RORs opens up the possibility of unauthorized sale of such land to a private person. It is reiterated that the necessary mutation and other entries be updated in the Land Acquisition (LA) module of the State Government's eBhuchitra application in a time-bound manner. Digitisation of all records related to acquire lands must also be ensured. The Requiring Bodies should be formally intimated to take up this exercise immediately.
10. The work related to Final publication of land records of mauzas, where final publication is pending, must be completed in a time-bound manner immediately. No manual correction of records should be done.
11. For officers under the L&LR&RRR Department (DLLRO/ SDLLRO/BLLRO/ Revenue Officers and officers in the LA set up), the regular surveillance over Government lands and steps taken to prevent unauthorized occupation/ encroachment shall form a part of the officers' Annual Performance Report from 2024-25 onwards. Similarly, for the Director of Land Records and Survey, state-wide roll out of the Land Records in a time-bound manner, continuous IT systems improvement and end-to-end application of technology, ensuring the sanctity of the data base and its scientific management, shall be a quantifiable parameter/deliverable for his performance appraisal.

12. The above instructions are issued in the light of/follow up the discussions of the Group of Officers held under the chairmanship of Additional Chief Secretary, Finance Department on 26/06/24 (copy enclosed for necessary action).

13. All concerned will take necessary action.

Encl: Minutes of the Group of Officers' meeting held on 26/6/2024

Yours faithfully



(Vivek Kumar)

Additional Chief Secretary & LRC

Memo No. 2512(44)/1(64)-GE(M)/LRC

Date : 11.07.2024

Copy forwarded for information to –

The Additional Chief Secretary/Principal Secretary/ Secretary

\_\_\_\_\_ (All Departments)



Additional Secretary to the Government of West Bengal

Memo No. 2512(44)/2(36)-GE(M)/LRC

Date : 11.07.2024

Copy forwarded for information to –

1) The Commissioner of Police

\_\_\_\_\_ (All)

2) The Superintendent of Police


\_\_\_\_\_ (All Districts)



Additional Secretary to the Government of West Bengal

Copy forwarded for information to –

- 1) The Private Secretary to the Hon'ble Minister of State, Department of Land & Land Reforms and Refugee, Relief & Rehabilitation, Government of West Bengal
- 2) The Sr. Personal Secretary to the Chief Secretary, Government of West Bengal



Additional Secretary to the Government of West Bengal



## **Record of Discussions of the meeting of Group of Officers**

**held on 26/06/2024**

### **Present:**

- 1) Shri Vivek Kumar, ACS L&LR and RRR Department and LRC West Bengal
- 2) Shri Sanjoy Mukherjee, DG &IGP, West Bengal
- 3) Shri Prabhat Kumar Mishra, ACS I&W Department
- 4) Shri Vineet Goel, Commissioner of Police, Kolkata
- 5) Shri Manoj Verma, ADG (Law & Order) West Bengal
- 6) Manoj Pant, ACS Finance Department

In pursuance to the discussions and directions in the review meeting held on 24/06/2024, the group of officers met on 26th June 2024 and took stock of issues relating to encroachment on government land, illegal filling of water bodies and Khals and illegal sand and gravel mining and movement of overloaded trucks. After detailed deliberations following decisions were taken:

- 1) The action taken in compliance of instructions was reviewed based on the inputs received from ADG Law & Order and CP KP.
- 2) In order to ensure continuation of this initiative and make it sustainable it was decided that some institutional arrangement be put in place viz;
  - i) Land & Land Reforms Department in consultation with IT department and other relevant stakeholders shall develop a dynamic government land management and protection portal which shall contain requisite details of the land bank and regular updation features. The portal shall have direct access for the people and based on any feedback, immediate direct action shall be taken. Land Reforms Commissioner and ADG ( Law & Order) shall closely monitor the Portal based operations.
  - ii) All types of illegal activities viz encroachment , illegal filling of water bodies, illegal sand mining , movement of overloaded trucks etc shall be attended promptly and stopped forthwith and legal action shall be initiated against the offenders. Strong and immediate action shall be taken!
  - iii) The performance of field officers of all departments shall be reviewed based on their involvement, sense of ownership and leadership in protection and preservation of government land. An entry to this effect shall be included in the APR formats.

- iv) Wherever permanent structures have come up on government land, Collectors/ Commissioners shall make out a case based on merit of each situation and send it to the concerned administrative department for taking up with the PMU under Shri P. Ulagaathan, IAS , Secretary P&RD Department
- v) Government owned Bheris / waterbodies shall be taken up for settlement as per the extant Rules. Any attempt of grabbing of land / Bheris/ Waterbodies shall be strongly dealt with.
- vi) All Collectors/ concerned departments/ Civic Bodies who are the owners/ custodian of the land shall ensure proper upkeep and maintenance post removal of encroachment, if any. A sense of ownership has to be inculcated at all levels of functionaries.
- vii) An **Aadhar** based geotagged hawker/ vendor data-base/portal shall be prepared by all civic bodies in consultation with local administration for close monitoring and avoiding misuse of spaces by including multiple family members. Shri Rajeev Kumar, IPS, ACS ITE Department shall arrange to prepare the data-base/portal.



(Manoj Pant)

Additional Chief Secretary