

RECORD NOTE OF DISCUSSION OF THE MEETING TAKEN BY THE HON'BLE MINISTER,  
REVENUE IN CIRCUIT HOUSE CONFERENCE HALL, AGARTALA

Date: 12-03-2012

VENUE: Conference Hall, Circuit  
House, Agartala

List of participants in the meeting is given at Annexure-A

After detailed discussion on the points listed in the agenda, following decisions were taken:

Item No.	Issue	Decision	Target date
(1)	Allotment of land to bothless BPL families	The progress reports furnished by the different Districts have been reviewed in details and found the physical achievements are still very poor. DM, South, Belonia and others stated that the actually eligible number of families is much less than the number shown in column of target for allotment. In this position, all the DM & Collectors were advised to complete the process of allotment to bothless BPL families within 30 <sup>th</sup> April, 2012.  (Action- all DMs)	30-04-2012
	(i) Forest Right Patta	The progress in demarcation and pillaring of land given to various eligible tribal families was reviewed in the meeting. It was revealed that 80-90 percent of pillaring after demarcation has been completed. Various types of defects are detected in most of the remaining cases. So, all these defective pattas are under scrutiny. It was clarified in the meeting that no government employee should be given any patta. In Kanchanpur Sub-Division, if necessary, the pattas are to be given after making fresh survey. On scrutiny, if it is found that some families were given patta of less than 1 hectare. In that event, the patta is to be revised to ensure that no family gets	30 April, 2012

		<p>less than 1 hectare of land. All the DMs were advised to closely monitor the entire issue to ensure that no illegal transfer of patta land takes place. During scrutiny, if any jhumia family is found left out, fresh patta is to be issued in favour of them</p> <p>All the DM &amp; Collectors were also advised to arrange issuing of patta pertaining to land under use of community purposes so that the Anganwadi Centres, Health Centres, Schools and other Government Institutions are covered.</p> <p>(Action- all DMs)</p>	
	(ii) Allotment of land to various Government Departments	<p>All the DM &amp; Collectors were requested to see that the allotment proposals for the use of various government departments are not unnecessarily delayed. In such cases, special care needs to be taken to ensure that the proposals are sent to the Revenue Department in complete form.</p>	
(2)	Land Acquisition	<p>The land acquisition proposals, pertaining to the area of new Districts and already received by the LA Collectors of old Districts, may be handed over to the LA Collectors of new Districts along with required fund.</p> <p>For opening of PL Account in the name of new LA Collectors, necessary proposals may be initiated to the Department.</p> <p>On the issue of Lawyers Panel of West Tripura District, the DM (West) was requested to propose a fresh Panel for approval of the Government.</p> <p>All the DM &amp; Collectors were requested to personally see the LA fund available with the concerned LA Collectors. Secondly, an analysis of LA fund available with the LA Collectors may also be forwarded to the Principal Secretary, Revenue for examination.</p> <p>Any audit observation on LA fund should invariably be attended to and reply be sent thereof immediately.</p> <p>DM, Sepahijala , Gomati and South Tripura were requested to hold regular meetings with the concerned Deputy Chief Engineer, Railway for close monitoring of Railway Projects.</p> <p>(Action : All DMs)</p>	
(3)	IBB Fencing	<p>DM &amp; Collectors should hold regular meeting in their</p>	

		<p>respective Districts with BSF Authority and concerned construction agencies on the issue and monitor the "zero" line fencing and other related issues.</p> <p>Joint Secretary, MHA may Government of India may be requested to apprise the State Government about the points where "zero" line fencing to be done. Home Department of the State Government may be requested for this (Action : All DMs, Deputy Secretary, Revenue)</p>	
(4)	BSF Bn HQs	<p>All the DM &amp; Collectors were requested to identify one or two sites in their respective Districts in consultation with local BSF authority for setting up of Bn headquarters. Thereafter, the details of such identified sites should be furnished to the Revenue Department within next 15 days. (Action : All DMs)</p>	31 <sup>st</sup> March, 2012
(5)	BSF BoP	<p>BSF authorities are making regular complaint that RoRs are pending with the District Administration. In this regard, it was decided that the RoR in respect of land allotted in favour of BSF or acquired and handed over to BSF authority be issued immediately .</p> <p>The DM &amp; Collector, Sepahijala was requested to identify some suitable land for N.C. Nagar BoP. (Action : All DMs)</p>	
(6)	BADP	<p>Pending utilization certificates of 2010-11 are to be submitted by all DM &amp; Collectors within 25<sup>th</sup> March, 2012. Similarly, for 2011-12, all the DM &amp; Collectors should submit utilization certificate of at least 80% of the fund placed with them.</p> <p>Two sets of action plan for 2012-13 under BADP should be submitted to the Department. One set of plan should be of the same amount as in 2011-12 and the other set should be prepared on the 10% enhanced amount of 2011-12 plan. Soft copy should be sent in both the cases.</p> <p>While preparing the action plan for 2012-13 the following type of works are to be given preference.</p> <ul style="list-style-type: none"> <li>(i) Playground</li> <li>(ii) Community hall attached to School</li> <li>(iii) Market shed / Market stall</li> <li>(iv) Health Sub-Centre</li> </ul>	25 March, 2012

		(v) ARDD Sub-Centre The works for construction of road, bridge, culvert, irrigation channel are to be avoided as such works are usually taken up under other various other schemes.  (Action- all DMs)	
(7)	Tea Garden Issues	During review meeting, it was revealed that a number of Tea Gardens have started rubber plantation. In some cases, the concerned DM & Collectors have initiated action against them. The DM & Collectors of West, Unakoti, Dhalai and North Tripura District were requested to make an all out effort to check the rubber plantation on Tea Garden Land.  (Action : All DM & Collectors)	
(8)	NLRMP		
i.	CLR & Connectivity	Broadband connectivity in Ompi and Takarjala is yet to be provided by the BSNL. Notification for CLR at Ompi shall be issued by the Revenue Deptt. Process for introduction of CLR on standalone basis shall be taken up on receiving of notification.  In case of Karbook & Jampuijala Sub-divisions, it has been decided to install 1 computer with SWAN connectivity in the O/o the SDMs and to provide IP for CLR to facilitate public transaction. Hardwares to be arranged by SDMs. NFE under NLRMP shall ensure installation and connectivity.  In case of Panisagar Sub-Division also, it has been decided to install computers with SWAN connectivity in the O/o the DCM Panisagar and to provide IP for CLR to facilitate public transaction. Hardwares to be arranged by SDM. NFE under NLRMP shall ensure installation and connectivity.  Services under e-subidha in newly created sub-divisions may be looked in to by the Directorate of IT. Action by –DM, Gomati, North Tripura, Sepahijala /DLRS/Director, IT	Ompi –20/03/2012.  Karbook & Jampuijala 20/03/2012  Panisagar- 25/03/2012
ii.	Re -strengthening of CLR centers and computerization of tehashil office	Procurement of hardwares for Mohanpur, Bishalgarh, Sadar, Dukli, Sonamura, Khowai, Dharmanagar, Kailashahar, Manu, Ambassa, Udaipur, Sabroom, Belonia, Takarjala, Kumarghat CLR centers shall be completed by March 2012.  Providing computers with online facilities in Sadar East and West TK under Sadar Sub-Division shall be ensured.  (Action by –All DM & Collectors & DLRS)	March, 2012
iii.	Authentication of Khatian	Progress of authentication of khatians shall be reviewed by the DMs and SDMs periodically. The process of authentication shall be taken up in all CLR centers.  DM & Collector, Unakoti reported shortage of revenue officer in Kumarghat Sub-Division. 1 KGO may be transferred and posted at Kumarghat.	Authenticati-on process by 31st March, 2012.

		(Action by –All DM & Collectors/DLRS/ NIC,TSU)	
iv.	Mutation & incorporation.	<p>Issuing of manual notice on mutation application shall be discontinued w.e.f. 1st April 2012. All cases under manual notice shall be closed before the stipulated date.</p> <p>All DM &amp; Collectors and SDMs shall visit e-jami website (<a href="http://www.tsu.trp.nic.in/jami">www.tsu.trp.nic.in/jami</a>) and track the functioning of CLR centers and also go through MIS in a regular manner. A large number of mutation cases are lying pending as reflected in the MIS.</p> <p>( Action by –All DM &amp; Collectors )</p>	Manual notice for mutation shall be discontinued w.e.f. 1st April, 2012.
v.	Digitization of C.S. Map	<p>Work for digitization of 5101 sheet of map is in progress. In total, 791 sheet of maps have been received in digital shape with a breakup of Teliamura - 224, Gandacharra-224, Kanchanpur-66, Ambassa-265. Process of digitization will be completed by April, 2012.</p> <p>(Action by –DLRS)</p>	Digitization of CS map by April 2012.
vi.	District level Data center	<p>District Data centers at West Tripura and Unakoti are to be made operational on installation of hardware. In Gomati District, Data Center is to be made functional on installation of hardware after procurement from private agencies. Issues lying with NICSI shall be sorted out by DM &amp; Collector, Gomati.</p> <p>(Action by –DM, West/Unakoti/Gomati/DLRS)</p>	
vii.	State Data Center (Land Records)	<p>The work for construction of building as State Data Center at DLRS HQ has been started. During this year an amount of Rs. 27 lakh shall be placed to PWD.</p> <p>( Action by –DLRS )</p>	
viii.	Survey/ Re-survey by the use of modern equipment & conventional method	<p>Conventional method</p> <p>Conventional survey in 16-revenue mouja is continuing. The work of survey shall be closely monitored by the DMs and SDMs to complete the work in time.</p> <p>Status of progress in Khowai District is reflected as, Khowai Sub-division, Ratanpur-FP, target –Consignment, April 2012, Gayamanibari-DP, target – FP, March, 2012, West Tripura District-Howrah sheet no 1-4 –FP, target – consignment by April, 2012, Belbari-Bujarat (work discontinued due to shortage of staff), target – FP, by June, 2012, Shibnagar-Attestation, target–DP by March, 2012, Janmejoynagar-Bujarat, target – Attestation, by March, 2012, Jogendranagar-DP, target – FP by June, 2012, Badharghat sheet No. –5,6-Attestation, target – DP by March, 2012.</p> <p>In South Tripura District under Amarpur Sub-division, Uttar Taidu, Paschim Taichlang, Jambukchara, Taidudhepa – DP completed (objection stage), Dakshin Taidu –Attestation, Dakshin Changang, Chechua, Sonachara, Ekjanchara-Bujarat completed, Laugang –Attestation completed. Under Kanchanpur sub-division CC R.F. shall be taken up immediately. The entire work of survey should be completed by June, 2012.</p>	All Moujas shall be completed by June, 2012.

		<p>Scrutiny of records for Agartala Sheet No. 15, Palkucharra, Melchi, Kurmacharra, Haripur has been completed in the DLRS HQ. Work for data entry of RoR is in progress.</p> <p><u>Survey with Modern equipment</u></p> <p>Progress of Survey for 45 moujas through modern equipment found to have been slow. The work of survey shall be closely monitored by the DMs and SDMs to complete the work in time.</p> <p>Work started in 12 moujas. In Khowai Sub-Division- Sikaribari, Maidanbari –Bujarat, target- Attestation- March, 2012, Amarpur Sub-Division- Dakshin Ekchari, Paschim Ekchari, Taibhuma, Chakpur –Bujarat, target – attestation – April, 2012. Mukhchari, Jarimura and Purba Kalajhari R.F. yet to be taken up. Under Gandachara Sub-division, Ramnagar, Dhalajhari, Barabari, Bulangbasa- Bujarat, target- Attestation April, 2012 Purba Raima, Boalkhali, Purba Putachara- Traverse work started. Under LT Valley, LT Valley R.F. taken up, Under Kanchanpur MC R.F. taken up. The entire work of survey should be completed by June, 2012. As per survey procedure survey work is to be executed in a mouja continuously without any break. So, survey work cannot be discontinued in a mouja without completion of all stages.</p> <p>Considering the vital role of the officials, it has been decided that ASO posted at Kanchanpur and Surveyor at Gandacherra under District Administration shall not be released till substitute arrangement is made.</p> <p>(Action by –All DM&amp; Collectors)</p>	
ix.	Core GIS	<p>Work for incorporation of GPS points in digitized map under Mohanpur revenue circle started. Data for GPS grid collected in 78 spots. In total 740 points shall be covered under 185 sheets. Hiring of vehicle shall be allowed for the entire period of field visit.</p> <p>(Action by –DLRS.)</p>	
x.	Computeri-zation of Registration	<p>Tripura Online Registration System (TORS) has been started on 4th February 2012 by way of installation and linking of Kailashahar SRO office initially and integration of CLR &amp; SROs have been established. On completion of online computerization process in the non-covered SROs, steps shall be taken to cover computerized SROs through online system.</p> <p>TORS may be rolled out at Dharmanagar on 3rd April 2012 and Kanchanpur on 4th April 2012. NFE at Unokoti shall make arrangement for installation.</p> <p>DM &amp; Collector, Gomati shall procure required</p>	Target of completion as decided.

		<p>hardware for Udaipur, Belonia, Sabroom, Amarpur.</p> <p>Work for scanning of old records and legacy incumbency data in SROs shall be taken up immediately in a phased manner.</p> <p>(Action by –All DM &amp; Collectors / DLRS. SIO, NIC )</p>	
xi.	Training Programme & RSTI	<p>Renovation of building in RSTI has been taken up by PWD.</p> <p>An estimate has been prepared by Internal electricity division for special repairing work. Fund for an amount of Rs. 1.56 lakh shall be placed to take up the job.</p> <p>(Action by –Revenue Deptt./DLRS)</p>	Target – as decided.
xii.	Preservation of old Khatian lying in DLRS H/Q	<p>Old Khatians and land records of 1st survey lying in the DLRS H/Q needs to be preserved through digitized process. Old Khatian books, Badar register, Jamabandi, Touji, Plot index and other land records available under each and every mouja required to be computerized to protect the old land records from decay. Most of the old record volume is found to have been torn, tamperless and fungus affected. Services of 12 retired staffs have been hired for scanning of old records in 2 shifts. Till date work for 36 moujas have been completed. In addition all sheets under Agartala mouja have been completed</p> <p>(Action by –DLRS.)</p>	
xiii.	Placement of fund & UC.	<p>During this year funds under NLRMP, for Rs.303.52 lakh with a breakup of fund for West-Rs.-60.81 lakh, Sepahijala-Rs.12.00 lakh, Khowai-Rs.21.00 lakh, Gomati-Rs.65.66 lakh, South-Rs. 12.00 lakh, North-19.00 lakh, Unakoti-Rs.44.88 lakh, Dhalai-68.14 lakh have been placed to various districts under Survey &amp; Re-survey, Computerization of Registration, Interconnectivity &amp; CLR. The fund may be utilized for the purpose as indicated in the placement order. Statement showing the placement of fund has been annexed herewith.</p> <p>Utilization certificate for the fund placed under NLRMP shall be issued by the executing agencies. A good amount of fund is lying without U.C. under various component of NLRMP.</p> <p>Proposal for the release of balance fund shall be submitted to the DoLR on processing of Utilization Certificate.</p> <p>(Action by –All DM &amp; Collectors, DLRS.)</p>	
9	Disaster Management		
i	Preparedness for Southwest monsoon	<p>District and Sub-division level coordination meeting should be called, Control Rooms should function effectively and Flood Management Plan should be updated for the district and sub-division.</p>	31st March, 2012

		(Action: DM & Collectors)	
ii	Verification of Equipments	Physical and functional verification of equipments and trained operators available at District and Sub-divns should be carried out. Requirement of tents in district and sub-divn should be sent to Revenue Department. (Action: DM & Collectors)	31st March, 2012
iii	Training of Core Teams and Quick Response Teams	Sub-division and district level core team training programmes should be completed by May' 2012. (Action: DM & Collectors)	31st May, 2012
iv	Preparation of detailed contacts of key officials, committee & team members and relevant personnel in a form of directory and sharing.	The contact details should be prepared in new districts and the information should be updated in old districts. (Action: DM & Collectors)	31st March, 2012
v	Development of district disaster management link page in district website	The disaster management link page should be developed and relevant information should be uploaded. (Action: DM & Collectors)	31st March, 2012
vi	Availability of IEC materials like CDs/DVDs, printing materials at districts, sub-division, block and below levels.	By using 13FC allocation for Capacity Building, IEC materials should be developed and shared at all levels. Continuous awareness programmes should be ensured. (Action: DM & Collectors)	Continuous
vii	Detailed activities in model blocks and villages.	This is a long pending issue in which one block and two villages in a block should be identified to take up detailed DM activities to take them as model for others. (Action: DM & Collectors)	Immediately
viii	Taking up comprehensive earthquake preparedness activities in the areas situating over seismic fault lines.	Sub-division wise seismic maps have been provided to all district authorities and it was requested to organize awareness, training, planning and regular mock drill along with vulnerability analysis of public building which is pending since long. (Action: DM & Collectors)	Immediately
ix	Conducting mock drills	As it is very important subject, two mock drills in a year at district, sub-division, block, panchayat and school levels may be conducted. DEO may be requested to take up regular mock drills in schools in the district. (Action: DM & Collectors)	Immediately
x	Submission of pending UCs of DRR, URR and DRM Programmes	It was decided that the pending UCs of DRR and URR Programmes for 2010-11 and 2011-12 should be submitted along with the pending DRM programme UCs. (Action: DM & Collectors)	31st March, 2012



The meeting ended with thanks to all the participants

Sd/-  
(S. Saha)  
Secretary to the  
Government of Tripura

NO.F.4 (24)-RCC/2006(P-2)  
REVENUE DEPARTMENT

Dated, Agartala, the 24<sup>th</sup> March, 2012

Copy to:

1. The SA & JS to the Chief Secretary, Government of Tripura
2. PS to the Principal Secretary, Revenue Department, Government of Tripura
3. PA to the Secretary, Revenue Department, Government of Tripura
4. The DM & Collector, West Tripura/ Khowai / Sepahijala / Gomati / South Tripura/  
Unakoti /North Tripura/ Dhalai District
5. The Joint Secretary, Revenue Department, Government of Tripura
6. The Director, Land Records & Settlement, Government of Tripura
7. The SIO & Director, NIC, Tripura, Agartala

Copy also forwarded to:

1. PS to the Principal Secretary to the Hon'ble Chief Minister, Tripura
2. PS to the Hon'ble Minister Revenue, Government of Tripura

(M. Chakraborty)  
Deputy Secretary to the  
Government of Tripura