

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

Date: 25-05-2012

VENUE: Conference Hall, Circuit House,
Agartala

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

After detailed discussion the following decisions were taken:

1. Allotment of land

Item No.	Issue	Decision	Target date
(i)	Allotment of land to bothless and homeless BPL families	<p>During review, it was observed that in all the Districts number of BPL bothless families and the number of families eligible for allotment are different. In this position, all the DM & Collectors were requested to recast the number of BPL bothless families, homeless families and other identified categories. Accordingly, allotment registers needs to be updated on regular basis.</p> <p>The progress reports furnished by the different Districts have been reviewed in detail and found that physical achievements have substantially improved over the staus reported earlier. However, it was decided that the targets shown against different districts in the category of bothless BPL families and homeless BPL families should be achieved by 30th June, 2012. Moreover, the khatians are to be issued at the time of making physical allotment.</p> <p>It was reiterated that the government khash land in urban area, which can hardly be utilized otherwise by the government due to its location, be allotted to the occupier on realization of adequate premium. (Action- all DMs)</p>	30-06-2012
(ii)	Allotment of land to various government Department	The Revenue Department did not find any logical ground for pendency of proposals of various government Departments at the District and Sub-Divisional level. Hence, all the DM & Collectors were requested to review the pendency position at their level immediately and to	June, 2012

		<p>take all necessary steps to clear the proposals, if found, otherwise error free, within June, 2012. On receipt of proposal from any requiring department the concerned DM & Collectors may immediately arrange joint verification of the proposed site involving the official of the requiring department.</p> <p>All the DM & Collectors were also requested to identify suitable land for establishment of newly created DMs, SDMs and BDO offices and to initiate formal proposal accordingly.</p> <p>They were also requested to take up the matters with the Secretary directly if any proposal is pending with Revenue Department for more than 15 days. (Action- all DMs)</p>	
(iii)	Allotment of BSF land	<p>Allotment proposals for setting up of BOPs should be processed both at the District and Sub-Divisional Level on priority basis. All the DM & Collectors were requested to take special care so that up-dation of records are immediately undertaken wherever any acquisition or allotment is made.</p> <p>The matter of land allotment for setting up of BSF Bn headquarters and BOP at different places in the State was discussed at length. The views of the IG, BSF is still awaited on the sites identified by the DM & Collectors of Dhalai, Khowai and South Tripura.</p> <p>The DM & Collector, Sepahijala is to identify a land around Taksha Para under Sonamura Sub-Division and send the same to the Revenue Department immediately (Action- DM, Sepahijala).</p>	
(iv)	Forest Right Patta	<p>The progress in demarcation and pillaring of land given to various eligible tribal families was reviewed in the meeting. It revealed that more than 90% 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 to be scrutinized. It was clarified in the meeting that no government employee should be given any patta. The pattas are to be given after proper survey. All the DMs were requested to ensure that no family gets 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.</p>	30 th June, 2012

		<p>During scrutiny, if any jhumia family is found left out, fresh patta is to be issued. Distribution of forest right pattas to all the eligible families (including the newly identified cases) in the District are to be completed by 30th June, 2012.</p> <p>All the DM & 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 as admissible are covered.</p> <p style="text-align: right;">(Action- all DMs).</p>	
2.	Land Acquisition	<p>(i) The Director, Land Records & Settlement was requested to look into the matter relating to the mouja map of Ratanpur sheet No. 6 of South Tripura District for sorting out the discrepancies to enable the LAC, South Tripura to initiate acquisition proposals for Railways expeditiously.</p> <p style="text-align: right;">(Action : DSLR, LAC, South)</p> <p>(ii) The issue of rehabilitating the affected families in Jolaibari area in connection with Railway acquisition should be sorted out by DM, South by 1st week of June, 2012. (Action : DM, South)</p> <p>(iii) Similarly, the DM & Collector, Gomati should arrange immediate handing over of encroachment free land at Tepania to the Railway authority. (Action : DM, Gomati)</p> <p>(iv) The DM, Sepahijala should personally look into the problem created by people in South Charilam, North Charilam, Brajapur and Pushkarbari area in connection with Railway acquisition and ensure smooth works in the area.</p> <p style="text-align: right;">(Action : DM, Sepahijala)</p> <p>(v) All the land acquisition proposals are to be attended by the concerned LA Collectors as expeditiously as possible to ensure that no Government projects are delayed due to land acquisition process. (Action : All LA Collectors)</p>	
3	Tea Garden	<p>(i) The views of the Government in Revenue</p>	

		<p>Department was reiterated that stern action should be initiated against the Tea Gardens having rubber plantation. Secondly, process is to be initiated to vest the vacant land of Tea estates with the State Government so that the land so vested can be allotted to the Tea Garden labourers for homestead purpose.</p> <p>(ii) The DM, Unakoti reported that one Company under the name & style of ITP has acquired a number of Tea Gardens namely Manu Valley, Golokpur, Sarojini, Kalishashar etc. through amalgamation under a provision of Companies Act. and thereby a huge amount of Government Revenue like stamp duty etc. has been evaded. The Revenue Department is to take decision on the issue in consultation with Law Department.</p> <p>(Action : Revenue Department)</p> <p>(iii) The matter of grabbing vast area of land in the name of society like Jampui Hill Orange Growers Society & others needs a thorough enquiry. In this regard the DM, North was asked to furnish a detailed report.</p> <p>(Action : DM, North)</p>	
4. NLRMP			
Item No.	Issue	Decision	Target date
i.	CLR & Connectivity	<p>Notification for CLR Center at Ompi has been issued. Setting up of connectivity in Ompi BDO's office, with separate IP address under Land Records, to operate CLR for Ompi revenue circle has been confirmed.</p> <p>For proper monitoring and supervision of technical aspect of CLR and SROs, temporary engagement of Network and Field Engineer (NLRMP) on contract basis, for newly re-organized Districts shall be taken up as per prevailing norms in old Districts. The cost of engagement may be made out of available resources under NLRMP.</p> <p>Action by -DM, Gomati/DLRS</p>	

ii.	e-subidha	<p>As per requirement of the DIT, Govt. of Tripura, District Level e-Governance Society shall be constituted in the 4 reorganized new districts for coverage under e-governance project. Pre-existed North Tripura District (reorganized Unokoti District) and South Tripura District (reorganized Gomati District) shall take necessary measures for correction of bye-laws in respect of names of the district and jurisdiction. Other districts may also examine the bye-laws of the society and take measures for correction of jurisdiction of the society. Necessary fund in favour of the new district societies shall be placed by the DIT, GOT as soon as the societies are formed.</p> <p>Issuing of e-certificates under e-subidha facility in newly organized sub-divisions is imperatively necessary. Services under e-subidha shall be introduced in newly reorganized sub-divisions, namely Panisagar, Kumarghat. Facility has already been introduced in Jampuijalla, Karbook, Jirania and Mohanpur sub-division. DM & Collectors having jurisdiction may make arrangement for providing minimum required hardwares and space in SDMs' office. Confirmation in this regard may be given to the Director, Land Records well ahead of schedule. On intimation from DLRS, NIC, State Unit may install software to enable e-subidha services.</p> <p style="text-align: center;">Action by –DM & Collectors, North Tripura/Unakoti/Sepahijala/West Tripura/Gomati DLRS/SIO, NIC State Unit</p>	
iii.	Re -strengthening of CLR centers and computerization of tehashil office	<p>Procurement of hardwares for identified CLR centers shall be ensured by the DM & Collectors.</p> <p>DPR on computerization of TKs shall be submitted by NIC, TSU with in 1st Week of June 2012.</p> <p style="text-align: center;">Action by –All DM & Collectors & DLRS/ NIC TSU</p>	
iv.	Authentication of Khatian	<p>Progress of authentication of khatians shall be closely reviewed by the DM & Collectors. The process of authentication shall be taken up in all CLR centers. Authentication of khatians shall be completed by 30th June, 2012</p> <p style="text-align: center;">Action by –All DM & Collectors/DLRS/ NIC,TSU</p>	Authenticati- on process by 30 th June 2012.

v.	Mutation & incorporation.	<p>Issuing of manual notice against mutation application has been discontinued. In case of any manual notice for mutation, it may be converted in to computerized notice after formal data entry. Facility for incorporation of old cases has been extended up to 31st May, 2012. All the pending cases shall be taken up for issuing of computerized notice for taking next course of action.</p> <p style="text-align: center;">Action by –All DM & Collectors/DLRS</p>	
vi.	Digitization of C.S. Map	<p>Work for digitization of 5101 sheet of map has been completed. Process for the scrutiny of digitized map sheets has been taken up. 1600 sheet of maps have been received in digital shape. The entire job shall be completed by 30th June 2012.</p> <p style="text-align: center;">Action by –DLRS</p>	Digitization of CS map by 30 th June, 2012.
vii.	District level Data center	<p>Data center at West Tripura and Unokoti is to be made operational on installation of hardware. In Gomati District, Data Center is to be made functional on installation of hardware after procurement.</p> <p>Proposal for setting up of District Data Center, Sub-divisional Data center and CLR center in the newly reorganized Districts/Sub-Divisions/DCM office shall be submitted to DoLR, GOI.</p> <p style="text-align: center;">Action by –All DM/DLRS</p>	
viii.	State Data Center (Land Records)	<p>The work for construction of building as State Data Center has been started.</p> <p style="text-align: center;">Action by –DLRS</p>	
ix.	Survey/ Re-survey by the use of modern equipment & conventional method	<p><u>Conventional method</u></p> <p>Conventional survey in 16-revenue mouja continued. It may be closely monitored to complete the work in time. Status of progress in Khowai District is reflected as, Khowai sub-division, Ratanpur- Consigned to DLRS, Gayamanibari-DP, target – FP, West Tripura District-Howrah sheet no 1-4 –consigned to DLRS, Belbari-Bujarat, target – FP, by June, 2012, Shibnagar-Attestation, target–DP, Janmejoynagar-Bujarat, target – Attestation, Jogendranagar-DP, target – FP by June, 2012, Badharghat sheet No. –5,6-Attestation, target –</p>	All Moujas shall be completed by June, 2012.

		<p>DP.</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. may be taken up by immediately. The entire work of survey should be completed by June, 2012.</p> <p>Agartala Sheet No. 15 has been uploaded & Palkucharra is in progress. Work for scrutiny of Melchi, Kurmacharra, Haripur has been completed in the DLRS HQ.</p> <p><u>Modern equipment</u></p> <p>Progress of Survey for 45 moujas through modern equipment found to have been slow. Work started in 12 moujas. In Khowai Sub-Division- Sikaribari, Maidanbari –Bujarat, target- Attestation, 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 Purba Raima, Boalkhali, Purba Putachara- Traverse work started. Under LT Valley, LT Valley R.F. taken up, Under Kanchanpur MC R.F. taken up. As per Survey procedure Survey work to be executed in a mouja continuously with out any break. So survey work cannot be discontinued in a mouja without completion of all stages.</p> <p>Process flow for revised mode of survey with digitized map and modern equipment may be worked out by the DLRS to provide field level support to the operational staff.</p> <p>Action by –All DM & Collectors/DLRS</p>	
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x.	Core GIS	<p>Work for incorporation of GPS points in digitized map under Mohanpur revenue circle started. Grid coordinates for 78 points have been collected out of 740 targeted points. Grid coordinates will be incorporated in digitized map sheets to proceed for updation survey.</p> <p>Action by –DLRS.</p>	
xi.	Computeri-zation of Registration and scanning of old records.	<p>Tripura Online Registration System (TORS) have been started by way of installation and linking Kailashahar SRO on 4th February, Dharmanagar SRO on 3rd April, and Kanchanpur SRO office on 4th April, 2012. Due to the fact integration of CLR & SROs have been established partially.</p> <p>The introduction of TORS in respect to other sub-registry offices shall be completed in a time framed manner. In case of SROs under Dhalai District, the task for introduction of TORS have been completed in Ambassa, Kamalpur and L.T. Valley. SROs under South/Gomati District were scheduled to have online by 31st May and for SROs under West Tripura District by 15th of June, 2012. Notification indicating the date of effect within the timeframe has to be issued immediately.</p> <p>Work for scanning of old records and legacy incumbency of data in phases under SROs shall be taken up. Job of scanning in non-computerized SROs shall be commenced from the date of starting of the job of scanning or date of effect of computerization. Verification of records shall be done by the officials in time. Data entry for valuation details shall be taken up as per inbuilt soft programme.</p> <p>It has been observed that due to lack of computer literate operators in the SROs, work could not be continued in a smooth manner. Due to the fact hiring of services for 1 computer literate and qualified person may be taken up for each of SROs. Such person may be engaged on contract for a temporary period by way of hiring through reputed computer institute. Amount of Rs. 8000/- (including the fixed service charge of the institute) may be paid out of the available resources under NLRMP.</p> <p>Action by –All DM & Collectors / DLRS. SIO, NIC</p>	Target of completion as decided.

xii.	Training Programme & RSTI	<p>Renovation of building in RSTI has been taken up by PWD.</p> <p>An amount of Rs. 1.56 lakh required for Internal electrification may be placed to take up the job.</p> <p>Action by –Revenue Deptt./DLRS</p>	Target – as decided.
xiii.	Preservation of old Khatian lying in DLRS H/Q	<p>Work for scanning of old Khatians and land records of 1st survey lying in the DLRS H/Q is in progress. Services of 12 retired staffs have been hired for scanning of old records in 2 shifts. Till date work for 65 moujas have been completed. In addition all sheets under Agartala mouja have been completed.</p> <p>Action by –DLRS.</p>	
xiv.	Placement of fund & UC.	<p>During the year 2011-12 fund under NLRMP, worth Rs.303.52 lakh was placed to various districts. In some districts, fund partially remained unspent. DM & Collectors, who did not process the proposal for getting the fund re-validated may immediately submit proposal for revalidation of the lapsed fund alongwith non-drawal certificate from the respective TO/STO.</p> <p>Utilization certificate for the balance amount shall be submitted on verification to facilitate raising of proposal for 2nd installment of fund from GOI.</p> <p>Proposal for release of fund from Finance Department shall be placed by the DLRS.</p> <p>Action by –All DM & Collectors, DLRS.</p>	
5.	BADP	<p>(i) Pending utilization certificates of 2010-11 are to be cleared by all concerned DM & Collectors within 31st May, 2012. Similarly, for 2011-12, the DM & Collectors should submit utilization certificate of at least 80% of the fund placed with them immediately.</p> <p>(ii) The DM, West was requested for submitting success stories along with photographs of various projects implemented under BADP.</p>	

		<p>(iii) The DM & Collectors were advised to endorse some works directly with RD wing attached to DMs office and the rest of projects may be implemented through concerned blocks.</p> <p>(Action : All DM & Collectors)</p>	
6.	ACA/SPA/SCA	<p>(a) All the DM & Collectors were requested to furnish project proposal to be taken up under ACA/SPA/SCA during 2012-13.</p> <p>(Action : All DMs)</p> <p>(b) The concerned DM & Collector assured that the work of following projects will be completed before the date as indicated against each</p> <p><u>West Tripura :</u> (i) Integrated Area Development at Champaknagar--Phse –II - 31st May, 2012.</p> <p>(ii) Development of Anandabazar Market under Melaghar RD Block and (iii) Comprehensive Area Development at Golaghati, Bishalgarh R.D. Block - November, 2012.</p> <p><u>South Tripura :</u></p> <p>(i) Construction of Ampi Market, (ii) Comprehensive Area Development Programme at Manu Bankul, Sabroom, (iii) Integrated Area Development at Srinagar - 30th June, 2012. (iv) Construction of Ampi Market, Ph-II. Ampi Nagar R.D. Block, Development of Manubazar Market, (v) Development of Amlighat Market, (vi) Construction of Chechua Market under Ampi RD Block, (vii) Extension of Manpathar Market under Bokafa RD Block (viii) Comprehensive Area Development of Natunbazar under Amarpur R.D. Block - 30th June, 2012 and the work of</p> <p>and (ix) Comprehensive Area Development Programme at Manubankul, Sabroom, Phase-II – by November, 2012.</p> <p><u>Dhalai District :</u></p> <p>(i) Integrated Area Development Salema - 30-05-2012 (ii) the work of Comprehensive Area Development Programme at Chawmanu Market, LTV - by 30th July, 2012. (iii) Comprehensive Area Development at Thalcherra will be completed - August, 2012 and (iv) Comprehensive Area Development at Hatimatha – by December, 2012.</p>	31 st May, 2012

7	Disaster Management		
i.	Submission of pending UCs of DRR, URR, DRM Programmes and allocation under 13FC for capacity building	<p>UC of 13FC grant for Capacity Building received completely only from Dhalai and Gomati (for both Gomati and South Tripura districts) district.</p> <p>Partial UC i.e. only Rs.3.00 lakh received from Unakoti District and no UC has received from West Tripura District.</p> <p>Balance UC of North Tripura and West Tripura districts should be submitted immediately.</p> <p>(Action: DM West and Unokoti (for Unokoti and North))</p> <p>UCs of DRR Programme is pending with DM South and North Tripura for Rs.50000.00 and Rs.250000.00 respectively.</p> <p>UC of URR Programmes is pending with DM North Tripura for Rs.200000.00.</p> <p>DM South and North Tripura were requested to submit the UCs immediately.</p> <p>(Action: DM Unokoti (for Unokoti and North))</p>	10 th June, 2012
ii.	Preparedness for Kalbaishakhi and South West Monsoon	<p>To tackle the situation, DMs were advised to operate District EOC and daily situation report in specified formats to be sent to SEOC in specified format by 3PM everyday; adequate SDRF to be made available with SDMs; if more SDRF is required, proposal may be sent to Rev. Deptt. immediately; Preparation/ update of Flood Management Plan; Quick Response Teams; Equipments; Safe shelters; relief materials; evacuation plans etc have to be made available for emergency response. The checklist for DM & Collectors may be reviewed.</p> <p>(Action: DM & Collectors)</p> <p>It was also decided that the DM and collectors should submit the following information immediately:</p> <ol style="list-style-type: none"> a. Minutes of the meeting with the line departments pertaining to the monsoon preparedness meeting. b. Alternate routes in case the main road/ routes disrupted. c. District and Sub-Divn Flood Management Plans. 	10 th June, 2012

		<p>d. Contact diary of key personnel of disaster management in the district.</p> <p>e. Flood Awareness programme details.</p> <p>(Action: DM & Collectors)</p>	
iii.	Development of district disaster management link page in district website	<p>The disaster management link page should be developed/ updated and relevant information should be uploaded.</p> <p>(Action: DM & Collectors)</p>	10 th June, 2012
iv.	Detailed activities in model blocks and villages.	<p>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.</p> <p>(Action: DM & Collectors)</p>	30 th June, 2012
v.	Taking up comprehensive earthquake preparedness activities in the areas situating over seismic fault lines.	<p>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.</p> <p>(Action: DM & Collectors)</p>	Immediately
vi.	Refresher trainings to the Disaster Management Team and Quick Response Team members	<p>It was decided that fresh and refresher trainings to the identified members/ volunteers under Disaster Management Team and Quick Response Team at District, Sub-division, Block and GP levels should be conducted for talking flood and cyclone situations.</p> <p>(Action: DM & Collectors)</p>	31 st July, 2012
vii.	Conducting mock drills	<p>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.</p> <p>(Action: DM & Collectors)</p>	Immediately
viii.	Status of Equipments	<p>It was decided that the DM & Collectors should submit the status of equipments at District, Sub-division and Block levels if any along with their functional status. If any equipment are not functional, steps should be taken for its functioning.</p> <p>(Action: DM & Collectors)</p>	10 th June, 2012
ix.	Preparation of Annual Report	<p>It was decided that Revenue Department is preparing Annual Report of Disaster Management Activities from</p>	10 th June, 2012

		January, 2011 to March, 2012. All DMs should provide information as per the guidelines are being provided separately. (Action: DM & Collectors)	
x.	Awareness through Media	It was emphasized that both Revenue Department and DM & Collectors should use both Print and Electronic media for regular awareness programmes. DMs should conduct panel discussion, phone in, documents through DD and AIR. Monthly Newspaper cutting and media events should be shared with Revenue Department for report and documentation. (Action: DM & Collectors) A good number of writers may be identified for giving regular write-ups on Disaster Management (writers' column) for News paper. More attention needs to be given to media for awareness generation. (Action: Revenue Department)	Immediately
xi.	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

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 June, 2012

Copy to:

1. The P.S. 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