

I/70226/2022

**GOVERNMENT OF ASSAM  
REVENUE & D.M. DEPARTMENT: REFORMS BRANCH  
DISPUR, GUWAHATI – 781 006**

**No. RDM-12011(17)/5/2022-LR-REV-R&DM/102 (e-file no: 234314).**

**Dated Dispur, the 11<sup>th</sup> November, 2022.**

**NOTIFICATION**

Declaration of services under Revenue & DM Department as per provision of the Assam Right to Public Services Act, 2012

With a view to provide the delivery of Public Service to the eligible citizens within stipulated time limit the following service of the Revenue & DM Department has been notified under section 4 of the Assam Right to Public Services Act, 2012

**Service Name: Settlement of PGR VGR Land for individuals**

Many indigenous people have been occupying village grazing reserve (VGR) and professional grazing reserve (PGR) land for many decades. Although they have land possession, they have not been given allotment/settlement. As per the Supreme Court Judgment and direction to the states, regularization of land should only be permitted in exceptional cases e.g. where lease has been granted under some Government notification to landless labourers or members of Scheduled Castes/Scheduled Tribes, or where there is already a school, dispensary or other public utility on the land. Settlement of PGR/ VGR can be done in accordance with Grazing Rules, 95(A) of ALRR 1886, which specifies rules for de-reservation of grazing grounds.

**Eligibility Criteria:**

1. Allotees under Minimum Needs Programme and their legal heirs having undisputed possession.
2. Families who have become landless laborers due to erosion, ethnic violence and rehabilitated by administrative measure in VGR/PGR.
3. Families displaced as refugee, holding refugee certificate, and rehabilitated in VGR/PGR by an administrative order and
4. Landless members of Schedule Caste and Scheduled Tribe.

**Designated Public Servant (DPS):**

Deputy Commissioner.

**Procedural Steps**

1. The applications will be submitted online along with the required documents by self or through PFC/CSC available across Assam.
2. Before submitting the online application form, the applicant needs to complete the e-KYC process through Aadhaar or PAN Card or Driving License on voluntary basis.

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3. On Receipt of the Application, Lot Mandal physically verifies the scheduled land for confirmation of possession of the land, takes the geo tagged photograph of the schedule land and forwards the online report (de-reservation/reservation/settlement) in Dharitree to the Circle Officer.
4. Circle Officer then verifies the application along with LM report and if satisfied forwards the de-reservation/reservation proposal to the Deputy Commissioner for further approval.
5. Deputy Commissioner verifies the proposal, CO's report and LM's report and issues notice for hearing, conducts hearing. After hearing the proposal is placed before SDLAC. Based on the approval recommendations from SDLAC, Deputy Commissioner forwards the de-reservation proposal to the Revenue and D.M Department for approval. After approval received, the Deputy Commissioner directs the Circle Officer to desurvey and convert to government land while simultaneously reserving equal quantum of land.
6. The Circle Officer then updates the land records to government land.
7. The Circle Officer then submits the settlement proposal to Deputy Commissioner for recommendation of SDLAC.
8. After approval of SDLAC, Deputy Commissioner directs the Circle Officer to generate the premium notice and once the premium is paid by the applicant the Circle Officer generates the Khiraj Myadi Patta and forwards it to the Deputy Commissioner for signature.
9. Deputy Commissioner then issues the Khiraj Myadi patta and forwards it to the Circle Officer for record updation.

**Documents to be annexed with Application**

1. Touzi bahira receipt (If any)/Bedakhali Jorimona paid receipt (If any).
2. Administrative mandate prior to January 1, 2011.

**User Fees:**

User fees of Rs 50/-

**Citizen Charter:**

**Signed by Gyanendra Dev  
Tripathi  
Date: 11-11-2022 21:07:18  
Reason: Approved**

**(Gyanendra Dev Tripathi, IAS)**  
Commissioner & Secretary to the Govt. of Assam  
Revenue & Disaster Management Department  
Dispur, Guwahati – 6.

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**Memo No. RDM-12011(17)/5/2022-LR-REV-R&DM/99 (e-file no: 234314).  
Dated Dispur, the 11<sup>th</sup> November, 2022.**

Copy to for kind information:

1. The Chairman, Assam Board of Revenue, Pan Bazaar, Guwahati-01.
2. The Principal Secretary to the Govt. Of Assam, Administrative Reforms & Training Deptt., Dispur, Ghy-06.
3. The Principal Secretary to the Autonomous Council (KAAC, DHAC/BTC).
4. All Commissioners of Divisions.
5. The Director of Land Records & Survey etc., Assam, Rupnagar, Ghy-32.
6. The Inspector General of Registration, Assam, Rupnagar, Ghy-32.
7. The Deputy Commissioners (All Districts)/ Settlement Officers.
8. The Director of Land Requisition, Acquisition & Reforms, Assam, Rupnagar, Ghy-32.
9. All Sub-Divisional Officers(Civil).
10. All Circle Officers.
11. All Sub-Registrars.

By orders etc.,

**Signed by Tanvi Ahmed**

**Date: 12-11-2022 12:52:58**

Deputy Secretary to the Govt. of Assam  
Revenue & Disaster Management Department  
Dispur, Guwahati – 6.

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Annexure-VICitizen Charter

| <b>Notified Public Service</b>             | <b>Designated Public Servant (DPS)</b> | <b>Designation of Appellate Authority</b>         | <b>Documents to be enclosed along with the Application</b>   | <b>Application Fees</b> |
|--|--|---|--|-------------------------|
| Settlement of PGR VGR Land for individuals | Deputy Commissioner                    | Commissioner & Secretary, Revenue & DM Department | <ol style="list-style-type: none"><li>1. Touzi bahira receipt (If any)/Bedakhali Jorimona paid receipt (If any).</li><li>2. Administrative mandate prior to January 1, 2011.</li></ol> | Rs 50/-                 |