

Government of Tripura



सत्यमेव जयते

GENERAL INSTRUCTIONS  
FOR  
REVISION OF RECORD-OF-RIGHTS

( Organisation & Methodology )

Directorate of Land Records & Settlement  
AGARTALA

1978

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## FROM THE MINISTER

Government have decided to take up 'Revisional Settlement' work throughout the State with phased programme instead of 'Khasra survey' which was unscientific and, at the same time, time-consuming procedure, with a view to eliminate any error caused during last settlement operation, safeguard the rights and interest of weaker section like Bargadars, landless and Thumias. It was also intended for updating the record of rights as there have been changes in field as well as in the status of the land holders on account of various development works and other obvious reasons for speedy hearing and disposal of pending revenue cases and for collection of up-to-date agricultural statistics which are essential for planned development.

The Government feel the necessity to amend certain provisions of T. L. R. & L. R. Act 1960 and with this end in view have set up an Assembly Committee to examine various provisions of the TLR & LR Act, 1960 and to suggest appropriate measures to incorporate them in the said Act by an Amendment thereof.

Previous settlement records will be the basis of Revisional settlement but the Revision will be slightly different in technique according to present need, such as decimalisation of measures, recording of area in metric system, recording of agricultural land and non-agricultural land in separate khatians and for opening of one khatian under one status.

Success of the Revisional Settlement and fulfilment of the intention as contemplated depends upon sincere and honest service of my staff of District Administration and Directorate of Land and Records & Settlement entrusted with this work as well as co-operation of the villagers, Panchayet and other local bodies. I am confident about them. Socio-economic condition of the people of Tripura greatly depends upon successful completion of Revisional Settlement followed by various land reforms works.

Biren Dutta  
14-9-78  
Revenue Minister

## PREFACE

The revision of record-of-rights in Tripura is an important programme of the Government, to commence in 1978 and to be completed by 1983. The necessity for the revision arose on account of changes in land status due to allotment of land, mutations, unauthorised occupation of Government khas land etc. which were not incorporated in the record-of-rights and to protect the interests of weaker sections. Some areas not surveyed in the previous survey operation, are required to be surveyed now.

The instructions contained in this publication captioned "Revision of record-of-rights-Organisation and Methodology" are issued after the approval of the Government for the guidance of the field staff. However, in cases of ambiguity, the law as contained in the various Acts will be the final reference. It should be remembered that the instructions have been compiled under several constraints, the main being that of time. Classifications, whenever required should be sought for and corrections from time to time will be issued from the Directorate as per the necessity.

Sudhir Sharma  
Director of Land Records & Settlement,  
Government of Tripura,  
Agartala.

20th September, 1978



## FOREWORD

The Second edition of Organisation & Methodology is published for carrying out revision of record-of-rights as per instruction of the Government of Tripura.

In the course of this revisional operation we have experienced that specific instructions in respect of some works need be issued for guidance of the officers involved in this revisional operation.

So we have taken an attempt to make the "Organisation & Methodology" perfect as far as possible by some addition and alteration.

Suggestion from the Officers, if any, be received with thanks in this regard.

Agartala,  
the 15th July, 1981.

D. Roy  
Director of Land Records & Settlement,  
Government of Tripura.

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## INTRODUCTION

The existing record-of-rights was prepared in accordance with the provisions of the Tripura Land Revenue and Land Reforms Act, 1960 in mid sixties under the first Settlement operation in this State. These Records reflect the position of the tenancies in Tripura.

2. Considerable changes have taken place in the configuration of the fields as well as in the possession thereof, mode of utilisation etc. over the past years due to the implementation of various Land Reform measures. The record-of-rights and maps then prepared have, therefore, become out-dated and are of little use for carrying out day to day business.
3. Considering these aspects, the Government have decided to undertake the revision of record-of-rights for the entire State in a phased programme spread over a period of five years commencing from October, 1978.
4. The basis of revisional operation would be the record-of-rights as it exists with the Collectors. It is, therefore, essential to ensure that the incorporation, both in maps and khatians, of all orders passed so far is completed so as to reflect the latest position in the record-of-rights.
5. The basis of revision of mouza map in the revisional operation will be the blue print on thick drawing sheets of the maps prepared and finally published during the last survey and Settlement operation.
6. The objectives of the revisional operation are as follows :—
  - a) to prepare the record-of-rights by showing the latest position regarding possession, rights, titles etc. over the land ;
  - b) to update the maps by incorporating all the changes that have taken place after the last Settlement operation due to various Land Reform measures and developmental activities ;
  - c) to ensure that the interests of share-croppers and weaker sections are protected by appropriate entries in the records.
7. As provided in rule 56 of the Tripura Land Revenue and Land Reforms Rules, 1961, some of the stages have been amalgamated for the revisional operation. The stages of work, now to be followed in the revisional operation are as follows :—
  - i) Traverse survey, village boundary demarcation, Kistwar and Khanapuri if and where necessary.
  - ii) Bujharat including correction of maps.
  - iii) Attestation.
  - iv) Publication of draft record-of-rights.
  - v) Disposal of objections.
  - vi) Preparation and publication of the final record-of-rights.
8. The particulars to be recorded in the record-of-rights under preparation will include, either without or in addition to other particulars, any or all of the following :—
  - a) The name of each person who is a raiyat or non-agricultural tenant or occupant or under-raiyat or allottee.
  - b) The location, class and area of land held by each raiyat or non-agricultural tenant, or allottee or occupant or under-raiyat.
  - c) The name of each under-raiyat's landlord.

- d) The revenue and cess payable at the time of revision of the record-of-rights.
  - e) The crop statistics with use of fertilisers in each survey plot.
  - f) The use of water for agricultural purpose, whether obtained from a river, tank or any source of supply.
  - g) The easement right attached to the field for which record-of-rights is being prepared or revised.
9. In order to avoid the large number of 'batta' (fractional) plots that exist now in record-of-rights and maps, the plots are to be re-numbered keeping reference with 'sabek' plots both in khasra and khatian. A few cases however may arise at the subsequent stages of Bujharat wherein 'batta' numbering of plots will be inevitable.
  10. Separate khatians will be opened in field for agricultural land (including home stead used for agricultural purpose) and non-agricultural land held by each land holder.
  11. Decimalisation of the shares in the khatian in place of annas, gandas, karas etc.
  12. Areas should be recorded in hectares in the khatian corresponding to acres by conversion. Separate column has been provided in the amended form of khatian and khasra for such entry. A table for conversion is shown in Appendix—R.
  13. There will be no change in the existing village boundaries until and unless there is a Government order under section 2(w) of the Tripura Land Revenue & Land Reforms Act, 1960.
  14. In a mouza, there will be only one khatian for each land holder or set of a land holders in joint possession under one status and under one superior land holder.



## CHAPTER—I ORGANISATION

The operation for revision of record-of-rights will comprise following stages chronologically :—

- 1) Copying of existing Khatians lying with the Collectors in amended forms which would be the basis of revisional works.
- 2) Printing of the cadastral sheets in blue ink on thick drawing sheets which would be the basis for the revisional works.
- 3) Traverse survey where necessary with computation of traverse data and plotting of traverse stations on blue printed thick sheets. Demarcation of village boundray, kistwar and khanapuri will be done, wherever found necessary.
- 4) Copying of khatians for distribution to the land holders for commencement of Bujharat.
- 5) Bujharat including correction of mouza maps.
- 6) Attestation on the Bujharat Khatians so prepared.
- 7) Publication of draft records.
- 8) Hearing and disposal of objections.
- 9) Publication of final records.
- 10) Printing of finally published records and maps.

The work of stage (1) that is copying of records from the existing khatians would be done from the end of Sub-Divisional Officers as the records are lying with them.

The Sub-Divisional officer will handover the copied Khatians and maps with up-to-date incorporation relating to the area to be taken up for revision of record-of-rights in the respective area to the Settlement Officer of the area by the 30th September of the year.

The organisation in the present revisional operation will be as shown in Appendix—'B'.

## CHAPTER—II PRELIMINARY ARRANGEMENTS

The field work will start from October, 1978 with the available trained personnel of this Directorate and Tehsildars and Additional Tehsildars to be deputed from the District Administration. Training for these as well as the new recruits will be arranged by the Directorate of Land Records and Settlement. The training will be given at the Settlement offices.

The following preliminary arrangements must be completed well before the actual field work is taken up.

- a) Taking existing Revenue Circles as the jurisdiction of the Assistant Survey and Settlement Officer, the Settlement Officer of the area will Sub-divide the Circle into Halkas on the basis of the total volume of work and standard out-turn per day per head or per table as the case may be in terms of plots and interests and will send the proposal to the Director of Land Records & Settlement for approval.

- b) Preparation of list of mouzas within the Halkas and Circles, mouza-milies of Halkas and Circles showing full details in sufficient number for supply to the camps will be completed and supplied to the Settlement Officers by the Map section of the Directorate.
- c) Land acquisition plans for areas acquired after the last Settlement operation are to be prepared by the respective Sub-Divisional Officers for revisional operation in red ink keeping a reference of Land Acquisition proceeding in the margin of the sheets. These are to be relayed on the working sheets. Similarly, the reserve forest boundaries finalised after the last settlement operation on the basis of the settlement maps are also to be relayed on the working sheets in blue ink keeping a reference of the name of the Reserve Forest. Khas land transferred to different Depts. of State Government and Central Government should be shown in green ink in the working sheets.
- d) One copy of blue print on thick drawing sheet for each cadastral map for the area should be kept ready well in advance by the Map Printing Section of the Directorate of Land Records & Settlement.
- e) The Nazarat Section of the Directorate of Land Records & Settlement will procure instruments and camp equipment to meet the requirements of existing camps and the camps likely to be opened to cover new areas by 30th September, of each year.
- f) Supply of khatians, khasra and various other forms (list in Appendix-'C') required for revisional operation is an essential part of preliminary arrangements to start the actual field operation in time. The khatian and khasra forms to be used in the operation are as per latest amendment of the Forms. Printing of these forms should be ensured by 15th September in the 1st year and 1st June in subsequent years. This will be the responsibility of the Nazarat Section of the Directorate of Land Records & Settlement.
- g) Indent for the stationery articles and other camp equipment required for the revisional operation should be placed by the Settlement Officer to the Director of Land Records showing requirement for each Circle separately by August every year. Directorate of Land Records will arrange to supply the required articles to the respective Asstt. Survey Officers by September.
- h) Selection of camp sites should be completed by the Settlement Officer in his jurisdiction well in advance and proposal along with consent letter of the house owner should be sent to the Director of Land Records & Settlement for obtaining fare rent certificate from the Public Works Deptt. and approval from the Government.
- i) Settlement Officer will arrange the collection of copied khatians from the Sub-Divisional Officers for sending them to the Halka camps. Regular supply of blank forms should be maintained to ensure the receipt of the copied khatians in advance.
- j) After collection of the copied records, from the Sub-Divisional Officer, the Settlement Officer will arrange their camp-wise distribution by 15th September 1978.
- k) Preparation of camp-wise final list of Officers and staff with order to join their respective places to start actual field works from October 1978 in the 1st year should be issued by August 1978 so that the concerning staff may get themselves ready to join their place of posting by the 1st September, 1978 without fail. From 1st September to the 30th September, the staff will take the delivery of survey equipment and receive refresher training from the concerning Settlement Officer. In subsequent years, such order should be issued by the 1st week of September, so that the staff may join in 1st week of October.
- l) The preparation of proclamation and notices and issue thereof under the provision of the Tripura Land Revenue and Land Reforms Act, 1960 should also be completed sufficiently ahead of the actual field operation.



The following proclamation and notices are required to be issued for the revisional operation :—

- i) Notification in Form 3 under rule 39 (1) should be published in the Official Gazette.
- ii) Proclamation in Form 4 under rule 39 (2) should be issued in the village and in villages contiguous there to before the work starts in a village.
- iii) Where traverse is necessary, the notice in Form 9 under rule 57 should be issued informing the probable date of commencement of the work.
- iv) A general notice in Form 10 under rule 63 (1) should be issued in village informing the land holders of the date of commencement of Bujharat in the village.
- v) Proclamation in form 14 under rule 64 (1) should be issued at least 30 days before the Attestation begins in a village.
- vi) A reminder notice in Form 15 under rule 64 (2) should be issued when a week is left before attestation.
- vii) Notice in Form 16 under rule 65(1) should be issued in the village by placing the records under draft publication for public inspection, and objection, if any.
- viii) When all objections are disposed of, the notice in Form 19 under rule 68 should be issued placing the records for final publication.

It may be mentioned here that the above items may not be exhaustive and may be amended as and when necessary. As the success of the revisional operation depends to a large extent on the preliminary arrangements, the Officers entrusted with the specific works must complete them efficiently and strictly according to the time schedules.

### WORK OUTPUT

The standard out-turn prescribed for the revisional work is given below for each man/team :—

a) Traverse Survey	.....	20 angles or two azimuths per day.
b) Copying of khatians which will be the basis for revisional operations.	.....	50 khatians per day.
c) Kistwar, if and where necessary.	.....	15 acres per day.
d) Bujharat	.....	50 plots per table per day.
e) Copying of khatians to be issued to land holders as 'parcha'	.....	50 khatians per head per day.
f) Attestation	.....	75 khatians per day.
g) Hearing and disposal of objections by the objection officers.	.....	20 case per day per officer.

The completion of the works within the time schedule will entirely depend on achievement of the standard out-turn from all concerned.

### COPYING OF EXISTING KHATIAN LYING WITH THE COLLECTORS IN AMENDED KHATIAN FORM.

As already mentioned, the copies of khatians now lying with the District Collectors/Sub-Divisional Officers will be the basis for the revision of record-of-rights. It is, therefore, essential to ensure that all the orders, passed so far, are incorporated in both maps and khatians to reflect the latest position in the copied khatians. The copying of khatians for revisional operation should be made in amended forms of khatians leaving the column Nos. 5, 6, 7, 8, 9, 10, 11, 12, 15, 20, 21, 22, 25, 26, 27 and 28 blank. At the top, the touzi number must be inserted which will be necessary to keep the reference with present 'jama' of the holding. The existing revenue/rent payable will be noted in figure in column 4. Below that the amount of cess in figure will be noted with the word "सेस" before it. To minimise the use of khatian forms during copying of khatians, the plots of 'jer khatians' should be accommodated in main khatian as far as practicable.



Since no khasra has been maintained after the final publication of the record-of-rights, the plot index attached to the first khatian volume is required to be made upto date and copy thereof should be furnished with the copy of the khatian. It will be essential to locate the khatians nos. of corresponding C. S. plots. The entries as found in col. 16 of the khatians of last settlement should be copied as it were.

### **PRINTING OF CADASTRAL SHEET IN BLUE INK FOR REVISIONAL OPERATION.**

The basis for revision of maps in the revisional operation will be the blue print on thick drawing sheets of the maps prepared and finally published during the last Settlement operation. To avoid 'batta' plots created during the last settlement operation and thereafter, for implementation of various land reform measures, the plots will be re-numbered during this revisional operation. So at the time of printing of cadastral sheets in blue ink, the existing plot numbers will be omitted to facilitate re-numbering in field itself.

Some of the original sheests are congested and have been soiled due to constant handling since last operation. In such cases, it has been decided to have two copies of blue prints at a time on thick sheets, one copy of which is to be issued for revisional operation and the other copy will remain in safe custody for use in exceptional circumstances. But in normal cases, only one copy of print will suffice.

In the case of constituted Reserve Forests where there are few details excepting hamlets of the shifting cultivators, the revisional operation may be done on Vandyke sheets and therefore printing in blue ink of such sheets is not necessary. Similarly in the case of the vast area comprising some complete revenue villages where there are no details for revisional operation, the printing of sheets for such areas in blue ink may also be avoided.

The requisition of blue print maps in the light of above instructions should be sent by the Map Section after careful examination of the existing sheets and obtaining reports from the traverse parties who will be normally in field one year in advance of the actual field operation.

It will be the responsibility of the Officer-in-Charge, Map Printing to make available all the sheets to be taken up for revisional operation in the following year.

### **TRAVERSE SURVEY WHERE NECESSARY**

Large scale Theodolite traverse survey in this revisional operation will be avoided. But this may be necessary in cases where there have been resettlement colonies, roads, canals, embankments etc. in big unsurveyed blocks. The requirement of traverse works should be ascertained after careful study of the area as well as maps by the Assistant Director of Surveys & Land Records with the help of the traverse knowing Kanungos. Normally traverse survey by Theodolite in small blocks (area less than 50 acres) should be avoided. In such cases detail survey can be done with reference to the adopted stations established on the working sheets.

The boundaries of the Reserved Forest which were constituted before the last settlement operation and for which no detailed maps were prepared by the Forest Settlement Officer and which were not shown in the survey Settlement maps must be provided with traverse lines following the boundaries on the ground so as to survey and locate the boundary line on revisional maps. But it may not be necessary to run traverse lines in respect of other Reserve Forests for which detailed maps on the basis of the last survey and settlement were prepared by the Forest Settlement Officer and which are available for relaying the lines on revisional maps.

The traverse survey where necessary will be done by Theodolite observation considering village as one unit and keeping relation with the traverse data of last settlement operation. The line within a village

## CHAPTER—III

### Bujharat

Before the commencement of Bujharat of any area, the order of the Government under Rule 56 of the Tripura Land Revenue & Land Reforms Rule, 1961 on amalgamation of the stages upto Khanapuri should be obtained. The notices to the landholders under rule 63 must be issued well ahead. The copies of the existing khatians in amended khatian forms will be issued as base records for this revisional operation and necessary changes during this revision will be recorded in these copies. The preliminary record-of-rights i. e. the copy of existing khatians, should be copied out and distributed to the landholders as 'Parcha' in accordance with rule No. 63 (2) of the Tripura Land Revenue and Land Reforms Rules, 1961.

"All incorporation effected after the last settlement operation in the copies of maps supplied by the SDO'S should be verified physically before transferring the same in the blue printed sheet." Where necessary, the Bujharat teams will do the detail survey with the help of traverse stations provided by Theodolite traverse or with the help of adopted stations or by properly closed sightvane circuits or a series of points established by triangulations.

The different procedures for the purpose of detail survey are discussed in brief.

### EQUIPMENT TO BE USED ✓

For the purpose of detail survey, the following equipments may be necessary for a team :

- a) One plane table with tripod stand.
- b) One plane table cover (Rexin)
- c) One Gunther chain with 10 pins.
- d) One Optical square.
- e) One Spade.
- f) Six Board clips.
- g) One Acre Comb.
- h) One Offset scale ( Gunia ).
- i) One metal scale ( Diagonal scale ).
- j) One pair of Divider.
- k) One Flat Ruler. (12")
- l) One drawing and one soft pencil.
- m) One sheet 'Chunga'.
- n) Stationary, Forms, ink etc.
- o) One copy of General Instruction.

### Use Of Sightvane

Normally small blocks of 50 acres are excluded from Theodolite traverse. To establish points for the facility of the detail works, the use of sightvane may be necessary. The maximum area to be covered by sightvane should not be normally allowed to exceed 50 acres. Amin should never be allowed to use the sightvane, which is not a part of his equipment. Sightvaning should be done by the Kanungo-in-charge of the Halka Camp. Where it is absolutely essential to use Sightvane in case of area exceeding 50 acres, it should be used by the Assistant Survey Officer himself with the assistance of Kanungo.



should normally be started from two consecutive stations of last survey and be closed in two similar consecutive stations. In the absence of consecutive stations, line may be started and closed in single station also, provided azimuths are observed at the starting as well as at the closing station at an interval of 20—25 stations. Surveyors will provide lines to such extent that the Amins will be able to survey all the changes which occurred after the last settlement operation.

The distance in traverse work will be measured by two meter-chains one 30 meter long and the other 20 meter long. Where linear measurement is not possible by chaining, on account of the undulation, unfordable river or Chara etc. the measurements are to be taken by triangulation or sub-tansebars. The use of sub-tansebar will normally be avoided where the distances are more than 400 meters. The length of traverse line between two stations should not ordinarily exceed 800 meters.

The computation in connection with the traverse works will be done at Agartala under the direct supervision of the Assistant Director of Surveys & Land Records. The result of the computations are to be transferred on to the blue printed maps meant for revisional operation before those are sent to the field.

For Theodolite traverse in revisional operation, the following articles including Forms and stationaries are to be supplied :

1. Theodolite with stand.
2. Sub-tansebar with stand.
3. Two Bend Meter Chains.
4. A pair of scale and divider.
5. Pin—22 Nos.
6. Flag, Axe, Dao etc.
7. Field books.
8. Water bottle.
9. Umbrella.
10. Tents.

Normally eight daily rated worker are to be provided from the locality with each traverse party on 'no work no pay' basis.



## TRIANGULATION

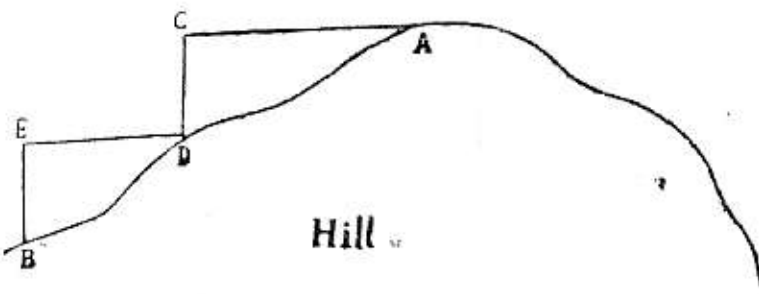
Owing to the existence of dense jungles or for other reasons where it may not be possible to divide the sheet into quadrilaterals, the Amin should triangulate with the chains. His triangle should as far as possible be equilateral and he will fix all points by at least three tie lines. The side of a triangle should not be more than 10 chains.

## PROLONGATION

In certain circumstances, when the traverse lines do not closely conform to the village boundary it is permitted to extend one or more traverse lines to obtain fixed point upon which exterior detailed survey may be based. But such cases do not occur very often, and it must be understood that any undue tendency to use extension must be checked by the Supervising Officers. Traverse lines less than five chains must not be extended and 3 to 4 chains is the limit to which extension is permitted.

## HORIZONTAL CHAINING

While chaining a sloping terrain, the chain must always be held horizontal and the distance should be measured by stepping method. Thus, if the Amin wishes to determine the distance along the incline he will first measure 'A' to 'C' horizontally with the chain as shown in the figure below. A pebble will be dropped at 'C' through the handle of the chain, giving the point 'D' when it falls vertically below 'C'. The distance between DE will then be measured and the point 'B' ascertained in the same manner. The distance AC plus DE is the required distance along the line of advance 'A' to 'B'.



## FIXED POINTS OR ADOPTED STATION

To check the extent of changes in the field in relation to the existing survey maps, sufficient number of details in the old map which will remain in their true corresponding positions on the ground have to be found out. Such details include old traverse stations, village trijunctions, points, boundary pillars, building, corners, field corners and other objects plotted in situ. The positional fixity of these details is to be confirmed by measuring on the ground their distance from at least three points in different directions in the vicinity. Such details are called fixed points or adopted stations. Series of such adopted stations will form triangle, quadrilateral or polygon which may be used for detailed survey.

## PREPARATION OF QUADRILATERALS

The following are recognised as quadrilateral points, which should be marked on the ground by circles 2 to 4 feet in diameter and which will be called 'Chanda'. They should never be made on cultivated fields.

- i) Theodolite stations.
- ii) Intermediate stations at chained points along traverse lines or along lines connected with traverse stations and intermediate stations.
- iii) Points fixed by triangulation adopted station.

The sides of the quadrilaterals should be from 10 to 14 chains in length. It must be remembered that the quality and ease of survey depend very largely upon the intelligence with which quadrilaterals are made. Normally the Amin should begin to make his quadrilaterals from the narrowest end of the polygon to minimise the chance of error and should run the sides of quadrilaterals close to and in the direction of the short end of fields. All quadrilaterals should be shown with measurement on a rough sketch.

When sheet is completely divided into quadrilaterals, the Amin will bring his rough sketch to the Kanungo, who will, with his own hand, plot the quadrilaterals on the 16" sheet checking all distances between the points of the quadrilaterals. In case of discrepancies greater than one link in 5 chains or in a very undulating country like Tripura one link in two chains, the Kanungo will arrange for remeasurement. When the errors within the prescribed limit are found the Kanungo should distribute them along the lines as shown below :—

- i) In a line of 33.50 chains, an error of 6 links is found. As the total length is nearer to 30 than 40 chains, measure of 3.50 chains backwards from the closing point, divide the remainder of the line into 3 equal parts each of which will be taken as equal to 10 chains. The error is thus distributed along the line of 30 chains. All subsequent measurements for Offset or Katans should be taken from the nearest nominal 10 chains distance.
- ii) In a line of 38.50 chains, an error of 7 links is found. As the total length is nearer to 40 than 30 chains, produce the line on the Map to a further distance of 1.50 chains. Divide the total length of line into 4 equal parts and proceed as in (i) above.

If the error is considerable but is allowed to pass, it is advisable further to divide the normal 10 chains length into halves, so that each 5 chain-length will receive its due proportion of the error. The idea is to distribute the total error as uniformly as possible over the whole length.

## PLOTTING OF VILLAGE BOUNDARY AND FIELDS

The Amin will locate the corners of fields and bends in the sides of field by running a sub-line or Shikmi line and by taking Offset therefrom with the Optical Square starting from the northwest corner of the village. Each Quadrilateral will be plotted separately. Katans or Shikmi lines should also be marked on the ground. Great importance is to be attached to the proper placing of Shikmi lines which should follow the general direction of field boundary and should be close to them in order to minimise the length of Offset. Offset must not exceed one chain. The following is the definition of a field :—

A Field or plot is a piece of land within one periphery which is possessed by one person or a set of persons jointly which is held under one title and which consists of one class of land. A list showing the classes of lands will be found in Appendix—'D'.



Some examples are given below :—

- a) If two brothers hold a piece of land under a single revenue/rent receipt, then if the two brothers have made a permanent partition of the land between themselves, it will be plotted as two fields even though falling under one class in order to show separate possession.
- b) A piece of land which is within one periphery and is of one class, and is held by one person under one revenue/rent receipt will be plotted as one field even though the man has made divisions within the field for the convenience of cultivation.  
In plotting the fields, class of land, and not the crops, is the criterion.
- c) Unless the occupants of a homestead have made permanent partition among themselves, the entire homestead including plinths, courtyards, footpaths, etc. will, if held under the same revenue/rent receipt, be plotted as a single field.
- d) Boundary ditches or small water channels or path not exceeding 15 links in breadth should not be surveyed separately in a map in the scale of 16" = mile. But the middle of such ditches or channels or path should be taken as if it were an 'Ail'.  
In case of such water channels a small arrow head in the direction of the water flow should be marked on the line on the Map as shown below :—



- e) In case of such path, one broken line should be given along the line through which the path exists as shown below :—



- f) All encroachments on demarcated public roads should be separately plotted.
- g) In case of embanked roads the crest and slope will be mapped in one plot. Side land should be separately plotted and classified as 'nayanjuli', all major roads will be shown as below :



- h) In case of big uncultivated 'tillas' or big tanks their names should be written on the plot as indicated below :



### SURVEY OF PARTICULAR OBJECTS "IN SITU"

The following items should be carefully surveyed in their actual position :  
Railway lines, Masonry pillars, large foot-path, Milestones, Telegraph, Telephone and Electric poles, pucca Bridges, pucca Culverts, Irrigation Channels, Embankments, Temples, Tombs, Ancient Manuments, Masonry Ring and Tubewells, pucca Buildings, large isolated trees and other conspicuous objects.

The Inter-National Boundary pillars should be plotted in situ on the 16" Cadastral Map and the Main Pillars Subsidiary pillars, and Reference Pillars should be shown by different 'alamats' or conventional signs as per Appendix—'E'.

The Amin should show in pencil all these items with their appropriate 'Alamats' or conventional signs a list of which will be found in Appendix—'E'. 'Kutchi' houses will not be surveyed 'in situ' but must be shown by 'alamats'.

If it is considered that a village site should be surveyed on the 32" or 64" scale, the Kanungo will bring it to the notice of the Assistant Survey Officer who should take up the matter with the higher authorities.

### PARTAL

The measurement of the Amin is tested by check lines run across the Map as plotted during the progress of the survey. The test consists in observing whether the field boundaries, inter-sected by the lines called 'katans' and field corners to which Offsets are taken, agree with those shown in the plotted Map. This process is called 'partal' and when run along a boundary traverse line, 'boundary Partal'. The Kanungo will 'partal' at least one boundary traverse line in each sheet and the minimum amount of 'partal' for Kanungos is 2 linear miles in one square mile. All 'partals' must be done on the ground and by means of field book which should also contain the date of the 'partal', the name of village, Amin, Kanungo and quality of works.



The Partial line will be :

- a) Prolonged in pencil on the sheet beyond boundary and note made there in pencil of the length of the line and the date of Partial with initial.
- b) Shown in blue cobalt ink by the following conventional signs :
  - i) Kanungo
  - ii) Asstt. Survey Officer
  - iii) Settlement Officer/Deputy Director of Surveys & Land Records
  - iv) Director of Land Records & Settlement

When the Kanungo or the Circle Officer is satisfied that the map is correct, it will be inked up in blue cobalt. The newly drawn plots along the boundary or margin will, however, remain in pencil until the boundary or margin has been compared and passed.

The Kanungo will compare the boundaries of adjoining sheets of a village where there has been changes in the boundary of the sheet. This will be done by taking a trace of the boundary of one sheet and applying it to the Map of the other. Minor discrepancies of less than 10 links will be adjusted in one or other of the Maps but for all material discrepancies he will personally survey the line. The boundary of a village will not be changed in absence of any Government order under section 2(w) of the Tripura Land Revenue and Land Reforms Act, 1960. After comparison, the passed boundary will be inked in cobalt blue.

### THOKA LINE

The Amin will show the direction of the adjacent village boundaries on the Maps by a 'thoka' line starting at a distance of one chain from the true trijunction and prolonged to a distance of 5 chains and mention the names of all adjoining villages. Similar 'thoka' lines should be drawn at the true trijunction of sheets with broken lines and mentioning the names of the adjoining sheets.

### MARGINAL SHEETS

When the village Map falls on more than one sheet, it is necessary to decide upon a common margin between the two sheets. It is a mistake to make the margin an artificial line straight along the squares in P 70 sheets. The margin should run from traverse station to traverse station as far as practicable, if the Kanungo does not otherwise decide but only integral fields should be surveyed on each sheet. A field should be surveyed in the sheet in which the larger portion lies within the margin. Where this will not be possible as in the case of big 'tillas' the fields will be divided into two plots by a dotted line on the margin.

### INKING OF THE MAPS

After the pencil Map of the Amin has been fully checked and passed by the superior officer, it would be inked up in blue cobalt in a neat hand.

### CHECK OF CHAINS

Amin will check the length of his chain everyday with the standard fixed by the Kanungo in his camp by fixing pegs. The Kanungo will also regularly check the length of the Amin's chain and will periodically have his own chain compared with the standard chain kept at the Circle camp.

## NUMBERING OF PLOTS

Bujharat work of a village should be started from the North-West corner with fresh allotment of plot number in each plot and to be closed at the South-East corner of the sheet. The old plot split up into two or more plots or two or more old plots or their part amalgamated into one or more will be treated as separate new plots for the purpose of fresh allotment of plot numbers.

In column 20 of khatian and in column 2 of khasras, the new plot numbers will be recorded. Against each new plot, the old plot numbers from which the concerned new plots has been formed will be noted in column 19 of khatian and 1 of the khasra. In case, part of the old plot is included in the concerned new plots, the word 'ক' should be recorded against the old plots concerned. At the stage of Bujharat, the creation of batta plots should be discouraged. If the Amin in case of contingency finds that he has omitted to allot a plot number in a field, he will allot a batta number for the omitted plot.

In case of creation of new plots by splitting up or amalgamation of old plot, the map correction register should be properly maintained in prescribed form with dated initial in 'remarks' column for each case. The area total of the old plots should agree with the area total of the new plots, in case of difference between the totals, the reason/reasons should invariably be noted.

## KHATIAN

The same form of khatian is to be used for all cases of land holders. The first khatian in each village should be in the name of 'জিপুরা সরকার' (Government of Tripura) with entry in column 13 as 'বানিক' (Proprietor).

All other khatians will be directly or indirectly under this khatian. Land held by the different Departments of the Government of Tripura and the Central Government will also be recorded under this khatian. The other separate khatians which will be opened directly under the khatian of Government of Tripura (i) raiyat, (ii) non-agricultural tenant, (iii) allottee who are paying land revenue directly to the Government. The lands held by a person under a raiyat or non-agricultural tenant mentioned above should be recorded in separate khatian under the respective raiyat and non-agricultural tenant as the case may be. Land used for agricultural purpose and non-agricultural purposes will be recorded in separate khatians.

Each plot will be entered once only in the khatian of the immediate occupant and not in the khatian of the holder of superior interest or any other khatian of the mouza.

## SEPARATE COLLECTION

When there is only one khatian, each share or set of co-sharers having collections separate from the remaining co-sharers will be given an alphabetical letter in column 13 i.e. ক, খ etc. before the name of each co-sharer or group of co-sharers with separate collections. A group line should be drawn in column 13 and 14 to show separate possession. Letter 'ঘ' must not be used. In the tenant's khatian the names of those holders or group of co-sharers of superior interest under whom the tenancy is held, will only be entered in column 2 and their khatian numbers and alphabetical letters, if any, in column 1.

## ENTRY OF POSSESSOR'S NAME

The present possession will be entered in all parts of the records. Where a raiyat has been forcibly dispossessed by another person the trespasser will be recorded in column no. 24 of the khatian as 'জোর দখল...অমুক...দখল হইতে' the year from which he is in such continuous possession. The name and parentage of each individual possessors of the interest immediately concerned will be entered in column 13 of the khatian. A separate line will be allotted to each possessors. Separate possession



will be entered in column 8 of khasra and 24 of the khatian. The name of the principal possessors of the particular group will be entered in column 2 of the subordinate khatian with 'অন্য' means 'others' and when there is more than one possessor except when only one or a few co-sharers in the collection is concerned, his name or their names alone will be entered. To show separate possession of groups, the name of the principal possessors with 'অন্য' will be entered in column 24 and in case of joint possession by all groups over the particular plot the word 'একত্বাধীন' should be noted in column 24 against the plot or plots concerned. If the principal possessor of a particular group exercises single possession over another plot, his name will be noted in column 24 against the particular plot with the word 'একা' (alone) just to distinguish between his joint possession with his group in another plot.

In case where a person has been permitted by the khatian holder to possess any plot, the name and parentage of the person so permitted should be recorded in column 24 of khatian against the specific plot as 'অস্থায়ী দাং, —অমুক, পিতা, —অমুক, মাতা, —অমুক।

But in case where any person is occupying any Government khas land without any lawful authority, his name with parentage etc. will be recorded against the concerning plot in column 24 of the khatian as 'বে-আইনী দাং, —অমুক, পিতা, —অমুক, মাতা, —অমুক।

In case of Forest villages inducted by the Forest Department in possession in Reserve Forest area, the forest villages will be recorded in the column 24 of the khatian of the Forest Department as 'একটি দাং' till the area has been released from the Reserve Forest. But if the area has been released from Reserve Forest, a separate allottee khatian under the Government of Tripura will be opened in his name with assessment of land revenue payable for the holding.

Cases of some of the jhumias who were resettled under different schemes operated by the Tribal Welfare Deptt. might not have been regularised and lands not recorded in their names. Similarly some refugees who were rehabilitated by the Rehabilitation Department might have not yet got the land recorded in their names. In all such cases, if the allottees are found in possession of the land allotted or any other khas land, in case the allotted land cannot be now located, the land should be recorded in their names in course of the revision of record-of-rights. In finalising such cases help of local M. L. A's and Gaon Pradhans may be sought for wherever necessary,

In making entries in column 24 only the actual name, not the full name with surname should be noted e. g. মহিম, রমেশ. But in column 13 full name should always be noted e. g. মহিম চন্দ্র দাস, রমেশ চন্দ্র দত্ত।

## SHARE

The share of each possessor will be entered opposite their names in column 14. Lines should be drawn through column 13 and 14 to separate, different collections from each other. The total of these shares will come to 1'00000. The table of decimilisation of shares is shown in Appendix—'F'

In case of married females or widows, the name of the husband in place of the name of the father should be entered in column 13 of the khatian and other parts of the khatian where parentage is necessary to be entered.

Hindu married daughters will get equal share with the sons so also the widowed mother if the tenancy was first held by the father who is now dead according to the present Hindu Succession Act.

The general principle of Muslim 'Faraj' will be as follows :—

Wife or wives will get one-eighth share and out of the remaining seven-eighth share, two daughters will get equal to one son.

The absentee co-sharers e. g. co-sharers who have a title in the lands but have no active possession



of them, are either out of possession or in constructive possession of the lands through their co-sharers.

Where such co-sharers have been dispossessed by overt act they will be considered to be out of possession and their names will not appear in the record.

Where there is no clear proof of dispossession, the absentee co-sharers will be presumed to be in constructive possession. Mohammedan female co-sharers are generally in constructive possession of the land through male co-sharers. In such cases the absentee female co-sharers should be entered as a separate group with an explanatory entry in brackets in the same column to show that they are in possession through their co-sharers. The appropriate entry would be 'সদ্রিক স্ত্রী'।

Speculators sometimes buy up sharers of Muslim females. If such purchasers are not in actual possession they cannot claim to be in constructive possession with the brothers of the Vandors. In such case neither vando's nor the vande's name will appear in the records. Similarly where a sister in constructive possession is dead, neither her husband's name nor those of her children will appear in the record if they are not actually found in possession with the brothers of the deceased.

Where several co-sharers have amicably divided a number of holdings among themselves, so that only one or some are in actual possession of a 'Jama', but all are still liable for the rent, other persons actually in possession will appear at the top of column 13. Below them a line will be drawn and the rest will appear below this line and below their names will be noted 'আপোষ বটন স্ত্রী'। The shares of all the co-sharers will however be written in column 14.

### ADDRESS

When a possessor who is raiyat or under-raiyat resides in the village under Bujharat, his address will be 'পাং—নিজ', but when he resides in another village of the same Revenue Circle the name of his village will be entered and in case of different Revenue Circle, name of the Revenue Circle should also be entered. For private holders of land the postal address should be given in addition to the above particulars.

### SCHEDULED TRIBES

The caste or tribe of person belonging to Scheduled tribes should be entered along with the names of these persons in column 13 of the khatian e. g. 'জাতি—কুকি, জাতি—গাড়ে' etc. The list of Scheduled Tribes of Tripura as recognised is in Appendix—'G'.

### PURCHASE OF RAIYATI/NON-AGRICULTURAL TENANCY INTERESTS

If the entire raiyati or transferable holding has been transferred, the purchaser's name will appear in column 13 of the khatian as 'বং দং' below the name of the vendor with share in column 13 till mutation is allowed by the Competent Authority. If the share of the holding is purchased, the purchasers will be recorded in the same khatian in column 13 as 'অমুক' (excluding surname) হইতে /বং দং অমুক etc. below the vendor's name with share noted in column 13 till mutation is allowed.

In case of purchase of specific plot in similar circumstances the name of the purchaser should be recorded in a separate khatian as 'বং দং' in column 13 below the name of the vendor with share in column 13 till mutation is allowed. ময় সাক্ষি references should be kept in column 8 in pencil.

In case of purchase otherwise than by registered deed the purchasers will be recorded as 'বিনা রে: দলিল মূলে বং দং' in column 24.



In case of mortgage with possession without specific period, the entry in column 16 will be ".....  
 .....ইং/বাং হইতে.....টাকার বিনিময়ে.....  
 .....বন্ধকী দং.....পিং.....সাং....."।  
 Where such mortgage relate to specific plot, the entry in column 16 will be ".....  
 ইং/বাং হইতে.....নং দাগে.....টাকার বিনিময়ে বন্ধকী দং.....  
 পিং.....সাং....."।

Where it will be found that certain land has been transferred purporting to have been made by execution of a 'Saf Kawala' in favour of a person simultaneously obtaining a deed of agreement from the said person to return the land to the transferer as and when the consideration money is repaid by the transferer, such cases may be considered as mortgage and appropriate entries in column 16 will be made accordingly.

## LAND IN WHICH THE PUBLIC HAVE COMMON RIGHTS.

There will be a list, to be published with the record-of-rights, of land including water-ways, roads, cattle-path, tank etc. in which the villagers have common rights of easement. This list, which should be bound with the record, will be called the "list of land in which the public have common rights of easement" and will be prepared by the Amin in which the specific entries for each such right should be carefully noted. Some examples are given below :

- পুকুর—১) প্রানাদি কার্যের জন্ত  
 ২) গার্হস্থ্য কার্যের জন্ত  
 ৩) পানীয় জলের জন্ত  
 ৪) গো-মহিষাদি প্রানের জন্ত  
 ৫) সেচনের জন্ত  
 ৬) পাট পচানোর জন্ত  
 \*খ বা রাস্তা —যাতায়াতের জন্ত

In column 24 of the khatian and column 9 of the khasra entry will always be "সাধারণের ব্যবহার্য".

## ROADS RIVERS ETC.

Roads, rivers, canals, path, cattle-paths etc. which are not the property of any individual should be recorded in the khatian of the Government of Tripura. When the management is exercised by a particular department of the Government the fact will also be mentioned in column 24 of the khatian and column 9 of the khasra e.g. "বন বিভাগ কর্তৃক রক্ষিত" when maintained by the Forest Department of the Government.

The number and nature of wells and in the case of homestead the number of house will be entered in column 9 of the khasra and column 24 of the khatian e.g. দালান—১, টিন ঘর—১, ঘর—২

Particular name of tanks should also be noted e.g. জগন্নাথ দীঘি, সাধারণের ব্যবহার্য।

The names and number of main kinds of trees will be entered in column 9 of the khasra.

## NOTE SHEET

When the Amin is unable for any reason to complete the Bujharat of any plot, he will make a note in his note-sheet attached to the 1st vol. of khasara and will take up the next plot. The note-sheet

In case of mortgage with possession without specific period, the entry in column 16 will be ".....  
 .....ইং/বাং হইতে.....টাকার বিনিময়ে....."  
 .....বন্ধকী দং.....পিং.....সাং.....  
 Where such mortgage relate to specific plot, the entry in column 16 will be ".....  
 ইং/বাং হইতে.....নং দাগে.....টাকার বিনিময়ে বন্ধকী দং.....  
 পিং.....সাং....."

Where it will be found that certain land has been transferred purporting to have been made by execution of a 'Saf Kawala' in favour of a person simultaneously obtaining a deed of agreement from the said person to return the land to the transferer as and when the consideration money is repaid by the transferer, such cases may be considered as mortgage and appropriate entries in column 16 will be made accordingly.

## LAND IN WHICH THE PUBLIC HAVE COMMON RIGHTS.

There will be a list, to be published with the record-of-rights, of land including water-ways, roads, cattle-path, tank etc. in which the villagers have common rights of easement. This list, which should be bound with the record, will be called the "list of land in which the public have common rights of easement" and will be prepared by the Amin in which the specific entries for each such right should be carefully noted. Some examples are given below :

- পুকুর—১) প্রানাদি কার্যের জন্ত  
 ২) গার্হস্থ্য কার্যের জন্ত  
 ৩) পানীয় জলের জন্ত  
 ৪) গো-মহিষাদি প্রানের জন্ত  
 ৫) সেচনের জন্ত  
 ৬) শাট পচানোর জন্ত  
 —যাতায়াতের জন্ত

নব বা রাস্তা

In column 24 of the khatian and column 9 of the khasra entry will always be "সাধারণের ব্যবহার্য".

## ROADS RIVERS ETC.

Roads, rivers, canals, path, cattle-paths etc. which are not the property of any individual should be recorded in the khatian of the Government of Tripura. When the management is exercised by a particular department of the Government the fact will also be mentioned in column 24 of the khatian and column 9 of the khasra e.g. "বন বিভাগ কর্তৃক রক্ষিত" when maintained by the Forest Department of the Government.

The number and nature of wells and in the case of homestead the number of house will be entered in column 9 of the khasra and column 24 of the khatian e.g. দালান—১, টিন ঘর—১, ঘর—২

Particular name of tanks should also be noted e.g. জগদ্রাধ দীঘি, সাধারণের ব্যবহার্য ।

The names and number of main kinds of trees will be entered in column 9 of the khasara.

## NOTE SHEET

When the Amin is unable for any reason to complete the Bujharat of any plot, he will make a note in his note-sheet attached to the 1st vol. of khasara and will take up the next plot. The note-sheet



should be kept in half margin so that the inspecting officer may write instructions regarding difficulty of the Amin. The note in the note-sheet should not be crowded and a line drawn below each note.

## CLASSIFICATION OF LAND

The main classes of land according to the list prepared and shown in Appendix—'D' will be entered in column 3 of the khasra and column 23 of the khatian. Any class of land, other than 'tilla' class, in a 'tilla' land or part of a 'tilla' land the entry "(টিল)" in bracket will be made below the entry of the class of land. The Amin or the Kanungo is not allowed to invent new classes of land without the approval of the Director of Land Records and Settlement.

## UNDER-RAIYAT

Special care is to be taken during the Bujharat relating to the protection of the rights of the Bargadars/Korfadars and other tenants directly on land. Incorporation of the names of the Bargadar should invariably be made in field itself. The entry in respect of Bargadar in column 13 of the khatian should be as follows :

বর্গী দং.....  
 পিং.....  
 সাং.....

For other under-raiyats, the entry in column 13 of the khatian will be কোর্দী দং.....  
 ..... পিং.....  
 ..... সাং.....

In case of non-agricultural under tenant, the entry in column 13 will be "অ'ব অকৃষি দং" In case of Bargadars who remain absent during field work, the field officers should try to record all such cases on the basis of the information available locally on the spot from the members of the public and persons possessing the adjoining plots. In case of cultivation by hired labourers, careful examination of these hired labourers should be made in the field and if it transpires that the so called hired labourers received a portion of the produce as wages, he should be recorded as Bargadar in separate khatian leaving the superior rights with the raiyats.

During Bujharat land owner may prevent the recorded Bargadar from coming to the Bujharat table and may claim termination of cultivation by Bargadar on the following plea which should not be entertained until an order of the Competent Authority for the purpose is produced :

1. The land is being cultivated by another Bargadar ;
2. The land has been brought under the personal cultivation.
3. The recorded Bargadar has discontinued the cultivation or has died and some other person is cultivating the land without legal authority ;
4. The land has been surrendered by the recorded Bargadar to the raiyat ;

In the above four cases, the recorded Bargadar may not come forward to represent their cases. In such cases, the questions remains what will be the action on preparation of records. According to the Tripura Land Revenue and Land Reforms Act, the rights of the under raiyats including Bargadars are perpetual and they can not surrender their land other than to the Government. But the realities cannot be ignored during the operation by putting the names of the previous Bargadars without seeing the actual physical possession. Therefore, in conformity with actual situation in the field with regards to the mode of cultivation and possession, the name of the actual possessors, even though unauthorised



should also be recorded with an appropriate note as to the legality or otherwise of the same in column 24 of the khatian.

The entry in column 24 of the khatian should be as follows for the case No. 1 :

১০৫ ধারার বিরুদ্ধে  
 বর্ণাঙ্ক.....  
 পিঙ্ক.....  
 সাং.....সন হইতে।

For case No 2 the entry in column 24 should be as follows :

১০৫ ধারার বিরুদ্ধে  
 দং.....  
 পিঙ্ক.....  
 সাং.....সন হইতে।

In the case No, 3 as mentioned above, the entry in khatian should be as below :

১০৫ ধারার বিরুদ্ধে  
 দং.....  
 পিঙ্ক.....  
 সাং.....সন হইতে।

In the case No. 4 as mentioned above, the entry in khatian should be as below :

১২৫ ধারার বিরুদ্ধে  
 দং.....  
 পিঙ্ক.....  
 সাং.....সন হইতে।

There may be a case where the under-raiyat not being a person under disability has sublet his record land to another under-raiyat which is against the provision of section 118(1) (e) of the Act. In such case the entry in column 23 of the khatian should be as follows :

১১৮ ( ) ( - ) ধারার উচ্ছেদযোগ্য  
 দং.....  
 পিঙ্ক.....  
 সাং.....সন হইতে।

### TRANSFER AGAINST THE PROVISION OF SECTION 187 OF THE T.L.R. & L.R. ACT.

The transfer or alienation of land held by a member of the schedule tribe in contravention of provision of section 187 of the Tripura Land Revenue & Land Reforms Act, 1960 will not

entertained as a valid transfer. Where non-tribal is found to be in possession of land of tribal as a result of such illegal transfer, the name of the possessor will be recorded in column 24 of the khatian against specific plot or plots as the case may be as follows :

১৮৭ ধারার বিধিতে

দং .....  
 পিং .....  
 সাং .....  
 .....সন হইতে ।

As soon as the field Bujharat of a village is completed, a list of all such transfer cases in contravention of the provision of Section 187 of the Act should be forwarded to the Revenue Officer competent to restore the alienated land.

The dispossession of a tribal from his holding or part thereof by use of force by a non-tribal is not a transfer within the meaning of section 187. The entry of such possession in column 24 of the khatian will be :

জোর দং.....  
 পিং .....  
 সাং.....  
 .....সন হইতে ।

### TRANSFER AGAINST THE PROVISION OF SECTION 107(C) OF THE TRIPURA LAND REVENUE & LAND REFORMS ACT.

According to the provision of section 107(C), a non-tribal holding land within the area of the second schedule of the Tripura Land Revenue & Land Reforms Act, 1960, is not entitled to sell his land except through the Competent Authority on and from the 27th February 1975, if the sale is to a person other than under-raiyat of the lands.

In case of any transfer made in contravention of these provisions should be recorded in column 24 of the khatian as follows :

১০৭ (গ) ধারার বিধিতে

দং .....  
 পিং .....  
 সাং .....  
 .....সন হইতে ।

### BUJHARAT ON EXISTING RECORDS

During this stage, the changes in the copies of existing khatian in respect of possession, right, title, interest of the land holders and particulars as prescribed under the Rules are to be incorporated in the record-of-rights on the basis of plot to plot enquiry in view of the rights and liabilities imposed upon the land holders under Act, together with fresh preparation of khasra in amended form which will include all the plots showing possession, classification, use, particulars of crop grown, irrigation, use of fertilisers and easement rights etc. In addition to that certain statistics on notable objects, agricultural stocks, irrigation in prescribed forms are also to be collected. Having satisfied himself with the entries in column 2, 3, 4, 13, 14, 19, 21, 22, 23, 24 and 27 of the khatian, the Amin will



put his initial against the total of the plots in the khatian. The Junior Amin, who will be writing the khasra in field, will also put his initial with date in each page. All the deletions/corrections/changes in the khatian and khasara should be supported by identifiable dated initial of the Amin and Junior Amin respectively. Sheets to contain the specimen signature and initial of different Officers and staff having occasion to sign in the records of the mouza should be maintained in the 1st part of the khatian and khasra of each mouza in the following form :

Sl. No.	Name	Specimen initial	Specimen signature	Full signature	Remarks
1	2	3	4	5	6

## DISPUTES

No land from khas khatian should be transferred in the khatian of individual without any entry of disputes and decision thereof passed by the Kanungo. At this stage, the disputes in respect of possession, classification, area, title, etc. are to be entertained and entered in dispute list. The land holders should be issued acknowledgement for all disputes with case No. inserted therein. Reference of all such disputes should be kept in ink against concerned khatian or khatians and in case of plot against plot concerned. All those disputes excepting those relating to revenue are to be disposed of by the Kanungo during this stage in a summary manner and decision thereof should be incorporated in the khatian during Bujharat stage itself. Revenue Inspector or any other officer duly authorised by the S.D.O.'s of the area will represent the Government in disposal of the disputes at this stage.

## DIVERSION OF LAND AGAINST THE PROVISION OF SECTION 20 OF T.L.R. & L.R. ACT. 1960.

According to the provision of section 20 of the Tripura Land Revenue & Land Reforms Act, 1960 the land holder is to obtain permission from the competent Authority to divert any land held by him for any other purpose except agriculture. In case of violation, there is a provision for penalty not exceeding one hundred rupees. To identify such cases of violation, during revisional operation the previous classification should be shown as numerator and the present one as denominator in column 3 of khasra and 23 of the khatian in following manner :

নাম  
বাস্তব

চারা  
দোকান

ভিটা  
ইটে খোলা

( held by non-agricultural tenant )

The entry against plot or plots in column 24 of the khatian will be “২০ দ্বারা লভিত”  
In such cases a proceeding under section 20 of the Tripura Land Revenue & Land Reforms Act, 1960 should be drawn up and sent to the Competent Authority for disposal. The records in respect of classification of the land concerned will be made in accordance with the decision of the Competent Authority in proceeding, and land revenue/rent assessed accordingly.



## PRELIMINARY ENTRY OF RENT

At the time of testing the first field in each khatian, the Kanungo or Amin will make preliminary entries of the existing revenue/rent according to the land holders in column 5 of the khatian. The amount paid to each co-sharer of superior land holder interest, showing separate collection should be entered separately. The Kanungo or Amin will make no entry in column 6 even though the parties are both present and agreed to the rent.

When a touzi/khatian has been recorded in two or more khatians, the full rent/revenue as stated, should be entered in one khatian only in column 4 & 5 with entry in column 8 "মুদ্রা"..... and cross references should be made in column 8 of all other new khatian (in which the remaining land of the existing khatian is recorded) as "সামিল"..... "মুদ্রা"..... The Amin will simultaneously maintain a 'Touzi Mililist' in proforma at Appendix—'H' where specimen entries have been shown.

On completion of each khatian in the field the Kanungo or Amin will write the total number of plots in the khatian immediately below the last plot e.g. মোট ৫ (পাঁচ) দাগ।

All corrections must be initialled. He will also re-total the area of the khatian and note the revised total when correction is made in the khatian and khatian total form.

## CROP STATISTICS.

The crops which should be entered in column 11 to 18 are the entire crops sown or transplanted or to be sown or transplanted in the settlement year as shown in Appendix—'I' column 11 is for the Autumn crop e. g. আউস, শাট, মেজা etc, column 13 for the winter বৈশাখিক crop e. g. আমন, ইছ ইত্যাদি column 15 for the spring বর্ষা crop e. g. সরিষা, গম, যব etc. column 17 is for crops which do not fall within any of the specific seasonal crop. Fruit orchards and bettle-vine are some of the common entries in column 17. When a crop has not been sown in the entire area of the field, the estimated area of the portion covered by the particular crop will be entered against the name of each crop in appropriate column e. g. when there is a plot with total area of 0.95 acre under different crops, the entries in the appropriate column will be

ছোলা—০.৫০	ছোলা—০.৫০
ভিগি —০.২০	ভিগি —০.২০
মসুর —০.২৫	শস্ত্র—০.২৫

When two or more crops are sown mixed, they should be separately entered as if each crop had been sown by itself in a separate portion of the field.

A crop, whether mixed or unmixed which covers a negligible area of the field may generally be amalgamated with the larger crop of the same harvest which was sown in the same field. In case of the crops of High Yielding Variety, the word ( উঃ ) with bracket ( abbreviation of "উচ্চ ফলনশীল" ) should be noted below the name of the said crop in respective column.

Where any crop is irrigated, the irrigated area under the said crop in the respective column will be encircled. In case, part of the area under the said crop is irrigated, the irrigated area and the un-irrigated area under the said crop against the plot will be separately shown and the irrigated area will be encircled.

In column 21 and 22 of the khasra, the uncropped areas with description of land will be entered. Such lands are in the categories of :—

- i. Current fallow.
- ii. Other uncultivated land excluding fallow land,

- iii. Fallow land other than current fallow.
- iv. Cultivable waste land.
- v. Lands not available for cultivation.

### (i) CURRENT FALLOWS.

These are cropped areas which have been kept fallow during the current year. If any area is used exclusively for seedling purpose and not for growing the main crops, that area should be treated as current fallow. Such lands will be noted in column 21 as নতুন পতিত with area in column 22.

### (ii) OTHER UNCULTIVATED LAND EXCLUDING FALLOW LANDS

These are :—

- a) Permanent pasture and other grazing lands (গোচর)
- b) Area under sungrass (ছন)
- c) Area under bamboos (বাঁশঝাড়)
- d) Area under fuel trees (লাকড়ী)

In column 21 any of the specific entries, গোচর, ছন, বাঁশঝাড় or লাকড়ী as applicable will be made with respective area in column 22.

### (iii) FALLOW LAND OTHER THAN CURRENT FALLOWS.

Such land are those which were originally under cultivation, but are temporarily out of cultivation for a period exceeding one year but less than 5 years. The entry for such land in column 21 will be পুরাতন পতিত with its area in column 22.

### (iv) CULTIVABLE WASTE LAND.

Implementation of various schemes on development activities like agricultural development, reclamation of waste land, rehabilitation or Jhumias and landless persons etc. depends on availability of cultivable waste lands. So, it has been felt necessary to collect the factual information for such land during the revision of record-of-rights. This category will include all lands including moderately sloped tilla lands available for cultivation, whether under cultivation or taken up for cultivation once but not cultivated during the last five years or more in succession. Such land will be entered in column 3 of khasara according to the lists of main classes of land, but in column number 21 entry will be “স্বাবাদ যোগ্য” with area of such culturable portion in column number 22.

### (v) LAND NOT AVAILABLE FOR CULTIVATION.

Such category of land are :—

- (a) Forest—This includes all land classified as forest or administered as forest whether State owned or private and whether wooded or maintained as potential forest land. Such land will be noted in column 21 as “বন” with area in column 22.
- (b) Area under non-agricultural uses—This includes all lands put to uses other than agriculture like homestead, river, khal, stream, water channel, drain, katcha road, pucca road, foot-path, gopath, offices, dak-bungalow, institutions, places of worship, cremation and burial grounds,



wells, bhagar, business places, ponds, brickfields, railway, air strip, play ground. In column 21, such land will be noted as 'অবৃষ্টি' with respective area in column 22.

- (c) The area under tanks, watery land, ditches, big or small will be noted in column 21 as 'অবৃষ্টি' with respective area in column 22.
- (d) Barren and uncultivated land—This includes all barren and uncultivable lands which can not be brought under cultivation except at a high cost. Such lands will be entered in column 21 as 'গড় লাম্বেক পতিত' with area in column 22.

### IRRIGATION

Where any plot is irrigated, the plot number with name of the source from which the former plot is irrigated will be noted in column 23 against the former plot with area noted in column 24. The sources may be river, tank, charra, khal, tubewell, well etc. If the irrigation is made at the cost of the Government the word 'সরকারী' should be noted below the name of the source.

Where the Government pump is used for irrigation, the word "E Pump" should be noted below the word "সরকারী" in case of electrically operated pump and in case of diesel pump, the word "D Pump" should be noted below the word "সরকারী".

Simultaneously the records of irrigation-rights should be filled in the form prescribed for the purpose.

### FERTILIZERS

If fertilizers are used in a plot, the name of the fertilizer will be noted in column 25 and area covered by such fertilizers will be noted in column 26. The types of fertilizers may be (i) chemical (রাসায়নিক), (ii) Compost (পটন), (iii) Farm-yard manure (ঔষধিক) i. e. cowdung etc. The quantity in Kilogram of manure used should be noted in column 25 below the name of the manures.

### AGRICULTURAL STOCK LIST

The Amin will fill up the agricultural stock list when he carries out the Bujharat of each homestead. Bulls and other animals which have no particular owner will be entered at the end of the stock list.

### REFERENCE LIST OF NOTABLE OBJECTS

The Amin will also prepare a reference list of notable objects in each mouza in form prescribed,

### BUJHARAT CERTIFICATE

On completion of Bujharat of a mouza the area of the mouza should be compared with the area of the mouza passed during the last settlement operation. The reasons for discrepancies, if any, should be stated specifically and the area should be passed by the Kanungo of the Halka under his signature.

The first portion of the certificate in T.R.L.R. Form 23 should be furnished by the Amin concerend and the second portion by the Kanungo of the Halka.



## CHAPTER—IV

### ATTESTATION AND JAMABANDI PROGRAMME

The Settlement officer shall, before the season commences, prepare a General Programme showing the place and approximate period of various Camps and the villages which will be attested from each camp and will send to the Director of Land Records and Settlement for approval. On receipt of the approval on the programme of attestation, the copies of this programme should be supplied to the Collector, Sub-Divisional Officer, Heads of Department and Institutions, Local Heads of the offices and Institutions, Organisations and public bodies of the area.

### GENERAL PROCEDURE OF ATTESTATION

The Attestation Officer should prepare detailed date-wise programme of attestation of khatians of each village which will be attested from his Camp and display it upon the Notice Board.

Before starting attestation in any village, the Attestation Officer should see that the proclamation as required under rule 64(1) of the Tripura Land Revenue & Land Reforms Rules, 1961 is issued in T.R.L.R. Form 14 at least thirty days before the attestation begins in the village and the reminder notice in T.R.L.R. Form 15 is issued at least 7 days before actual date of work as required in rule 64(2). The copy of the notices should be issued to the Collector, Sub-Divisional Officer, all Heads of Department and Institutions, all Heads of Local Offices and Institutions, Gaon Panchayats and other local bodies including the land holders in the village for wide circulation. Special notice may be issued to the absentee land holders whose attendance is necessary for the attestation work.

The attestation officer will work through the draft record, khatian by khatian. During Attestation all enquiries should be carefully and sympathetically but made in a summary manner. Parties who desire to have any matter enquired into more formally will have further, opportunities thereafter and this should be made known to them.

The Attestation Officer will first satisfy himself that the entries in column 2, 3, 4, 5, 13, 14, 15, and 16 of the khatian are correct and that the fields in the immediate possession of the person concerned have been carefully entered on the back of the khatian. He will merely read out the entries as to total area and number of plots and will then proceed to enquire into the question of status, revenue and rent. All these entries must be made in his own hand. As each person appears before him he shall examine his khatian, read out the entries, make correction wherever required with identifiable initial and see that the khatian is complete in all particulars. Disputes regarding the ownership of land, or the ownership of any interest in land, shall be decided by the Attestation Officer in a summary manner and on the basis of present possession or possession during the Agricultural Year preceeding the year in which the Attestation is done. In the khatian of each land holder or group of land holders he shall write with his own hand the class to which the land holder or group of land holders belongs, the special conditions and incidents, if any, of the tenancy and the revenue/rent lawfully payable or

deliverable to each superior interest or interests. In each of the khatian attested, the cesses lawfully payable shall also be recorded. The Attestation Officer then sign and date the khatian and when he has completed the attestation of all the khatians of a village, he shall draw up a formal proceeding to that effect.

### RECORD OF REVENUE

During attestation, all the khatians held by a person or set of persons under one status and under one superior land holder in a mouza should be amalgamated with the first serial of the khatian and remaining khatians will be "jer" khatians which will be treated as separate page or pages of the instant khatian.

In such cases of amalgamation of khatians, the main khatian number should be noted as numerator above the 'Jer' khatians number such as  $\frac{725}{1172}$ , in column of 'Hal' khatian number of the 'Touzi Mil Register' by red ink. If any plot is transferred from one khatian to other khatian during this stage, the corresponding correction should be made in "Touzi Mil Register" also with initial.

For identification of land belonging to different existing Touzi, land coming from different Touzis in one khatian, separate khatian page should be used against each Touzi from which land is coming. In case of ময় মামিন reference made in column 8 of the khatian, the proportionate old revenue should be noted in the appropriate space.

In filling up the column for revenue (column 9), the Attestation Officer will first do the Jamabandi according to the table of revenue rates approved and finally published in the Official Gazette during the last Settlement Operation. While making entry of revenue payable directly to the Government in column 9 the figure '38' should be noted in the space provided for the purpose on the top of columns 9 to 12 to indicate that the assessment has been made under section 38 of the Act.

In doing the Jamabandi he shall calculate the assessment on each amalgamated holding in accordance with the revenue rates confirmed and finally published under section 34 in the form given below which is known as 'Jamabandi Schedule' :

Name of Mouza.....P.S.....Sub-Division.....

Khatian No.	Name of raiyat	Description of holding			Rate at which assessment made
		Plot No.	Class of land	Area	
1	2	3	4	5	6

Revenue calculated at rate in Col. 6	Date from which revenue will take effect
7	8



Description of previous holding & Touzi				Remarks
Old Touzi No.	Old Khatian No.	Area of old Touzi involved in present khatian	Jama of old touzi against the area in Col. 11	
9	10	11	12	13

In remarks column, the discrepancy, if any, between present and old Jama, in respect of the area concerned should be noted against concerned khatian with reasons therefor.

In same column the Attestation Officer will put his signature against the total calculated revenue for each holding. The schedule shall be maintained mouza-wise and subsequent correction before final publication of the record-of-rights should be incorporated thereon with initials. After final publication of the record-of-rights, a copy of the Jamabandi schedule should be sent to the Collector.

### ENTRY OF CESS

The case will be calculated at the rate of one sixteenth of a rupee of the amount of revenue assessed to the holding. In case of assessed revenue of fraction of a rupee, the cess is to be calculated according to the following table :

Amount of revenue (Rs.)
0.01 to 0.12
0.13 to 0.25
0.26 to 0.50
0.51 to 0.62
0.63 to 0.75
0.76 to 1.00

Cess (Rs.)
0.01
0.02
0.03
0.04
0.05
0.06

### STATUS

The Attestation Officer will satisfy himself whether the occupant in column 13 is raiyat, non-agricultural tenant, allottee, korfa, bargadar, non-agricultural under-tenant. The appropriate entries for those status will be as রাইয়তি দং, অকৃষি দং, এলটি দং, কোফা দং, বর্গা দং এবং অধি: অকৃষি দং।

### RAIYAT

In case of raiyat, the entry will be in column 15 রাইয়তি, চিরস্থায়ী and in column 16 রাজস্ব বৃদ্ধির যোগ্য।  
In case of non-agricultural tenant, the entry in column 15 will be অকৃষি, চিরস্থায়ী and in column 16 রাজস্ব বৃদ্ধির যোগ্য।

### ALLOTTEE

In case of allottee the entry in column 15 will be এলটি and in column 16 will be.....ইং/বাং হইতে দশ বৎসরের মধ্যে হস্তান্তর অযোগ্য। Where an allottee is in continued possession of the allotted land exceeding 10 years, he will be recorded as raiyat or non-agricultural tenant as the case may be with appropriate entries in column 15 and 16. In such case, the note দশ বৎসরের মধ্যে হস্তান্তর অযোগ্য will be deleted from column 16. if such note exists.

## UNDER-RAIYAT

According to the provisions of the Tripura Land Revenue and Land Reforms Act, 1960, the under-raiyat (Korfadar, Bargadar and non-agricultural under-tenant) created before the commencement (14th April 1961) of the Act, are to be dealt with separately from those created after it, in revision of record-of-rights. Section 120 is applicable to the under-rayati interest created before the commencement of the Act. The under-raiyat who has not been declared as raiyat under section 126 of the Act, shall have heritable but save as otherwise provided in the Act, shall not have transferable interest. In case of such Korfadar, the entry will be কোফা' in column 15 and in column 16 ১২০ ধারা প্রযোজ্য। In case of Bargadar, the entry in column 15 will be বর্গা and in column 16—১২০ ধারা প্রযোজ্য।

But for non-agricultural under-tenant, the entry will be in column 15 অধিনস্থ অকৃষি চিরস্থায়ী। In case of the under-raiyats created after the commencement of the Act, Section 120 is not applicable. Such under-raiyats will be recorded in column 15 for

- i) Korafadar
- ii) Bargadar
- iii) Non-agricultural under-tenant

কোফা', চিরস্থায়ী।  
বর্গা, চিরস্থায়ী।  
অধি: অকৃষি, চিরস্থায়ী।

In all cases of under-raiyats, the entry in column 16 will be ১০২ এবং ১০২(ক) ধারার বিধান ব্যতীত হস্তান্তর প্রযোজ্য।

## RECORD OF RENT

The attestation officer will examine and verify the entries of all occupants paying rent in cash, by share of produce or by fixed quantity of produce.

In case of payment of rent by an under-raiyat in cash, the entry in column 9 will be the amount paid by such under-raiyat subject to the limit prescribed in section III of the Act. In cases of share-croppers or Bargadars paying rent in fixed produce, the entry in column 9 will be উৎপন্ন শস্যের অংশ or .....কে, জি ধাতু। as the case may be subject to the limit prescribed in section III of the Act.

In all such cases of entry of rent in column 9, the figure III will be noted in the space for the purpose at the top of column 9 to 12.

## DISPUTE

The Attestation Officer will decide all disputes which arise during attestation, not only new disputes but also Bujharat disputes which are reopened. He will enter his decision in the dispute list. In accordance with the decision of the dispute, the Attestation Officer will himself correct, if necessary, the khatian which he is attesting and will make thereon a cross reference of the dispute e.g. D/4 meaning the Dispute No. 4. The Peskar will see that all khatians affected by the order, are corrected with cross references to the dispute and will put them up to the Attestation Officer for orders.

## ATTESTATION OFFICER'S SEALS

The Attestation Officer will have a distinctive seal bearing the word 'Attested'. As soon as the Attestation of each khatian has been completed, the Attestation Officer will affix this seal with his signature and date to the attested khatian.

## PESKAR'S CHECK

Between the attestation of one date and the attestation of the following date, the Peskar will carefully examine the records. He will bring to the notice of the Attestation Officer any omission or apparent



inconsistency in the khatian which have already been attested and will obtain orders thereon. He will also see that all corrections which are corollary to the work already done, are made in advance on the khatians which have still to be attested.

### JANCH ( SCRUTINY )

On completion of the Attestation of all the interests in the village, the records will be handed over to the Peskar/Amin attached to the Camp for Janch by entering in the appropriate column of the Janch Progress Register the date of handing over and the name of Amin/Peskar to whom the records are handed over.

The items to be janchd are :—

- a) Re-arrangement of khatian.
- b) Incorporation of the changes in plot index.
- c) Writing up of Janch form and column 17 and 18 <sup>कागज</sup> area columns at the end of the khatian.
- d) Passing of the areas against the Bujharat-area.
- e) General scrutiny of the record including check of all orders and note for orders.
- f) 'Tamilling' of dispute and careful check of the area in each khatian.
- g) Preparation of the khatian index.
- h) Check and correction of khasra and entries of 'Bata' plots.

### PASSING OF AREA

After the Peskar/Amin has completed the check he should put up the records with order sheet written up before the Attestation Officer who should satisfy himself that the record is absolutely free from error and that the Janch has been thorough and complete. If he finds that there is any error he must hold the concern Peskar/Amin responsible and report such negligence/delinquency to the higher authority for necessary action and get the record re-janchd to his satisfaction. After he is satisfied about accuracy he will pass the area of village.

### OUT-TURN

The following standard is fixed as minimum out-turn in different branches of Janch work :

- |                        |                      |
|------------------------|----------------------|
| a) Janch from writing  | 200 khatians per day |
| b) Check and totalling | 100 khatians per day |
| c) Plot index          | 1000 plots per day   |
| d) Tamil of dispute    | 100 per day          |
| e) Sheet Janch         | 800 plots per day.   |

When the Janch work is over, the Amin/Peskar should furnish a Certificate in prescribed form in Appendix—'O'.

### VILLAGE NOTE

The Attestation Officer will prepare a village note in the form prescribed in Appendix—'C' as required in Rule 52 of the T. L. R. & L. R. Rules, 1961.

Immediately after completion of village notes in respect of all the villages in the Halka, the Attestation Officer will prepare the Halka note keeping in conformity with the village notes.

## CHAPTER—V

### DRAFT PUBLICATION AND OBJECTION

After the completion of the stage of attestation and Janch of the records of a village, the draft of the record-of-rights will be published under section 43 (1) of the act as per Rule 65 of the T.L.R. & L.R. Rules, 1961 by serving a public notice in T. R. L. R. Form 16 and widely circulating it in the village concerned and adjoining areas and on the notice Boards. In addition, such notice will be served on D. M. & Collector, Sub-Divisional Officer concerned, all Heads of Departments and Institution and also on the Heads of the local Offices, Gaon Panchayat and other Local Institutions for necessary action.

During draft publication, the record will be opened at the Attestation Camp in order that interested persons may be able to inspect the record and to take pencil copies of the same. Such inspection should be made in the presence of the Attestation Officer who will have the record explained to the person interested and will assist them in preparing objections. The Attestation Officer should see that the draft publication is effective and every facility is given to the parties to inspect the maps and record. The period of draft publication and for the receipt of objection is limited to 30 (thirty) days including the date on which such publication is affected.

The following procedure will be adopted in camps for the draft publication of record.

- a) Four (4) tenants of different or same khatian of a mouza will form a group and one volume of mouza will be given to such group at a time.
- b) Not more than half an hour's time will be given to each group, the time may however be extended for special reasons.
- c) Not more than 10 (ten) groups will be supplied with records at a time and one peon will remain in-charge of five groups to see that no pen is used or has been carried by any person at the time of taking notes and that no khatian is mishandled or interpolated.
- d) A register is to be kept to show the date and names of mouzas and Peons deputed for this work. The object is to facilitate fixing of responsibility for interpolation, if any.
- e) Records will usually remain open for draft publication from 10 A.M. to 5 P.M.

### OBJECTION

During the period of draft publication, objection will be received with seventy five paisa Court Fee Stamp affixed on it. It may be taken as a general rule that one objection is sufficient for the purpose of any number of entries in one khatian. Where the result of an objection will affect the interest of other khatians and entries therein, all superior and sub-ordinate khatian holders must be joined as opposite parties and as many copies as there are number of persons in the opposite parties should be prepared and filed with original objection for service to each of the opposite parties. Where the objection is such that it affects many khatians in the same way identically, one objection will suffice e. g. "X" therein recorded as the holder of superior land holding, he files one objection affecting say, 5 khatians subordinate to that khatian in regard to column 2. One objection in such case is enough, but if as a result of this there is any alteration in the right in the subordinate khatian, all sub-ordinate land holders must be given notice.



Peskar should carefully check the petition for objection against the khatian concerned so that objection may not be dismissed at the time of hearing for obvious errors which ought to have been detected at the time of the objections being received. For this, Peskar will be held responsible and not the party.

If it is found that any Peskar has neglected his duties in this connection, suitable action will be taken against him, Objection Officers will please draw pointed attention of their Peskars to this.

Petitions should be checked and put up before the officer as soon as they are filed and before the party filing them left the camp. The officer will then and there record the receipt of the objection on the objection itself with his dated signature noting the name of the person who presented it. The Court fee should also be punched then and there with his dated signature through the Court Fee. Identical issues between the same parties which have already been decided should not be re-opened. Parties should be told that they can re-agitate the matters in an appeal field under section 93 of the Tripura Land Revenue & Land Reforms Act.

### **REGISTER OF OBJECTION**

All the objections received, will at once be entered in the prescribed register of objections for the mouza and Court fees in the Court Fee register. The register of objection will be as per proforma in Appendix—K.

### **OBJECTIONS RECEIVED BY POST**

Objections which are written on the printed form or otherwise may be received by post provided that they are duly stamped and are substantially in order. Formal difficulties can be remedied in the camp office under instruction from the Objection Officer.

### **PROGRAMME OF WORK**

Each officer deputed for the disposal of objection should prepare a programme of work and should issue sufficiently in advance the notices with copies of the objections for disposal. The parties are required by the notice to appear with their witnesses. The days for hearing should, therefore, be fixed so as to allow the party adequate time to collect their witnesses.

### **METHOD OF DISPOSAL**

Objections will be tried summarily. The names of witnesses examined and abstract of the reasons for the decision must always be recorded in addition to the decision itself. In most cases these entries should be made on the back of the petition of objection, but in complicated cases blank pages may be added. These entries will be in English but the Objection Officer will also record the clear order in Bengali specifying the changes if any which are required in each column of each khatian. Every khatian in which a change is required must be dealt with. Such words as first party etc. must not be used in the order.

In all cases, in which the objection relates to the possession of a field, the Objection Officer will hold a local enquiry before he gives his decision.

The Objection Officer should himself make the necessary corrections with his dated initials in the khatian under objection. In all other khatians affected by the order for correction, he may also take the help of the Peskar. All khatians the areas of which are affected must be retotaled. When the

correction is complete, the Peskar will enter his initial and the date of compliance in the column provided therefor in the objection form and in each changed khatian or new khatian he will make a cross reference to the objection in question e.g. 0/5 meaning the objection No. 5.

The Peskar will see that the plot index and Attestation Janch Form are brought upto date and are consistent with the khatians as revised by an order in an objection.

When all objections of a village have been disposed of, all corrections have been carried out and Attestation Janch Form which should be retotalled when necessary, had been brought upto date, the Peskar will give a completion certificate which will be placed in the Attestation file.

### SAMPLE ORDER SHEET.

Date	Order	Action taken
1 22-8-59	Issue notice fixing 1-9-59 for hearing. Sd/— X. Y. A.S.O.	
2 28-8-59	Notices served. File with record. Sd/— X. Y. A.S.O.	
3 1-9-59	Heard parties. Case disposed of. Sd/— X. Y. A.S.O.	
	Or Opposite party absent. It appears notice has not been properly served. Re-issue notice fixing 10-3-59 Sd/— X. Y. A.S.O.	Checked
	Or Objector absent though duly informed of the date of hearing. Case struck off for non-prosecution. Or Opposite party absent, though notice duly served. Case heard exparte and disposed of. Sd/— X. Y. A.S.O.	

### SAMPLE OBJECTION CASE

Present of behalf of objector	Present on behalf of the other party
Sri Ramesh Barari	Sri Satish Bagehi

### BRIEF SUMMARY OF THE CASE

First party Ramesh contends that plot no. 101 recorded in khatian No. 200 has been in his possession since his purchase of the plot by a registered Kawala dated.....executed by



the grand father of the opposite party. The case of the opposite party is that the plot in question is in his possession and denies the sale.

### POINTS FOR DECISION

Points for decision therefore are (1) who is in actual possession of the plot and for how long, and (2) whether any valid Kawala was executed by the grand father of the opposite party in favour of the predecessor in interest of the objector.

### WITNESS AND DOCUMENTS EXAMINED

Examined Hari Singh and Gangal Singh and Kawala dated.....for the objector. The Kawala was executed by Rakhahari, grand-father of the opposite party in favour of Jogesh, the father of the objector. No evidences whether verbal or documentary could be produced by the opposite party.

### GROUND FOR DECISION AND DECISIONS

Witnesses examined for objector clearly prove possession of the objector since the execution of the aforesaid kawala. The opposite party has nothing to say about the genuineness of the kawala. I am satisfied that as possession is being exercised over the plot by the objector and that was also exercised by his predecessor since his purchase of the plot. So the objection is allowed.

Ordered that ... ..

### FRAMING OF RECORDS

When all objections under rule 66 have been finally disposed of and the draft records corrected, wherever necessary the survey and settlement officer shall frame the final record in conformity with the draft record thus corrected and publish finally under sub section 2 of section 43 placing it for public inspection free of charge during a period of thirty days after causing a notice in Form 19 to all land holders.

The finally framed and finally published khatians shall bear the certificates as require under sub-rule of 68.

### CIRCLE NOTE

The Asstt. Survey Officer holding the charge of Settlement Circle will prepare the circle note for his Circle keeping in conformity with the village notes and Halka notes of the circle.

### CHAPTER—VI

### MISCELLANEOUS

This is a major operation involving the interest of the major part of the population depending on agriculture. The Panchayats are the important forums having direct contact with the people of the area and they may be in a position to enlighten the actual position of land in field. Therefore it is felt expedient to associate the Gaon Panchayat with every phase of the operation. Keeping this end

in view, the respective Gaon Panchayats should invariably be informed about issue of general notices before commencing each of the stages of operation. The latest amendment of the T.L.R. & L.R. Rules which relates to association of Panchayats should be kept in view.

### USE OF INK

To identify the extent of changes in record-of-rights in different stages of the revisional operation, separate types of ink in different stages will be used.

- i) Copying of khatians from the existing record-of-rights
- ii) Bujharat stage
- iii) Attestation stage
- iv) Objection stage

— Blue Black  
— Green  
— Red  
— Violet

### PROGRESS REPORTS

It has been decided to complete the revision of record-of-rights for the entire State within a period of five years. To maintain the time schedule of works in all stages, close watch over the progress of works from all levels are necessary. This control and watch will be possible only when the progress reports are available in time from the field officers. The progress reports should be fortnightly and are to be submitted in prescribed proforma in Appendixes—'L', 'M', 'N', 'O', 'P'. This report will be in book form in duplicate, one for submission to the higher office and the other as office copy.

### DIARIES

All field officers attached to the revision of record-of-rights will maintain their diaries in book form and should submit them to their immediate superior by the 5th of the following month for his comments and return. During submission, the diaries should accompany the signed copy of the diaries in loose sheet for retaining in the office of the authority competent to approve the diaries.

The Settlement Officer will be competent to dispose of the diary up to the level of the Kanungo. Above Kanungo, the diaries should be sent to the Director of Land Records and Settlement for perusal and necessary action.

For traverse works, the A.D.S. & L.R. will dispose of the diaries of Surveyors and the diaries of the Kanungoes attached to Traverse should be sent to Dy. Director of Surveys & Land Records for disposal.

The Amin/Junior Amin working in field will maintain their diaries in prescribed form. These should be kept on table with up-to-date entries. The Officer inspecting the table will examine the progress of works up to the date of inspection and will pass his comments in the diary of the Amin/Junior Amin in field itself. The copy of the diary along with the remarks passed by inspecting officers on it should be submitted to A.S.O. through the Kanungo every month.

### DUTIES OF OFFICERS

#### SETTLEMENT OFFICERS

For revision of record-of-rights, the entire State has been divided into 3 zones co-terminus with the existing 3 Districts. Each zone will be under a Settlement Officer of the Tripura Civil Service cadre. The Settlement Officer will be vested with the powers under different provisions of the Tripura Land Revenue & Land Reforms Act, 1960 for successful implementation of various land reforms measures. He will supervise the entire revision on programme in his zone for maintaining the time schedule prescribed by the Government and to maintain quality and accuracy of the work.



## ASSISTANT SURVEY OFFICERS

Right below the zone, there will be the Circles co-terminus with the existing Revenue Circles. The revisional operation in each circle will be under the Assistant Survey Officer who is to act as Assistant Settlement Officer as laid down in the act. He will supervise the revision of record-of-rights, attend to draft publication, receive and dispose of objections etc. for the Circle under his jurisdiction. The Asstt. Survey Officers in the other Circle will deal with the normal land reforms works till the area under their jurisdiction comes under revisional operation.

### KANUNGOS

Below the Circles there will be Halkas where actual field work will be done, in connection with the revisional operation. The kanungo having jurisdiction of the Halka will be responsible for supervision, correction of records and attestation of record-of-rights. In fact Kanungos will be heads of field units which will come in direct contact with the land holders.

### MOUZA FILES

In each mouza, the papers relating to revision of record-of-rights will be compiled in three files, A, B and C.

#### "A" File : List of papers to be included in the file.

Sl. No.	Description of papers	No. of Sheets.
1.	Combined title page and fly leaf	1
2.	Order Sheet	2
3.	General notices, proclamations etc. prescribed by law.	3—10
4.	Rent dispute schedules	11—13
5.	Notes for orders specially directed to be permanently prescribed.	14—16
Total		16

#### "B" File List of papers to be included in the file.

1.	Combined title page and fly leaf	1
2.	Dispute list	2—7
3.	Mistake list	8—9
4.	Notes for orders other than those kept in "A" file	10—12
5.	Miscellaneous petition affecting entries in maps and records.	13—15
6.	Register of corrections in the map.	16—18
7.	Touzi-Mil-Register	18—24
8.	Janch forms	24—31
9.	Register of public lands	31—39
10.	Barat Register	40—42
11.	Common Boundary Register	43—44
12.	Bujharat Certificate	45
13.	Jamabandi Register ( assessment of holdings )	46—100
14.	Crop statement	101—103
15.	Mark list	104—105
16.	Agricultural Stock list	106—112
17.	Milan Khasra	113—118

Sl. No.	Description of papers	No. of Sheets.
18	Irrigation statement	119—125
19.	Village Notes.	126—128
20.	Proceedings with connected papers, orders, statements and returns relating to different sections and Rules etc. to be kept in separate bundles according to their nature and tagged with 'B' file	129—200

"C" File : List of papers to be included with file :—  
All papers not included in 'A' or 'B' files.  
Objection cases will be separately kept.

File—'A'

### ORDER SHEET

Name of Mouza.....Name of Sub-Division.....

Serial number and date of order	Order and signature of Officer	Note of action taken on order
1	2	3
<u>1</u>	A general notice in the form of proclamation in the Form 4 under Rule 39(2) of T.L.R. and L.R. Rules, 1961 was duly served vide returns filed with the record. R.O.	
<u>2</u>	Issue a general notice in Form 10 U/Rule 63(1) in the village informing the date for beginning of Bujharat including map correction. R.O.	
<u>3</u>	Notice duly served. Return filed. R.O.	
<u>4</u>	Bujharat completed including map correction. R.O.	
<u>5</u>	The map, khasra, khatians having been duly revised in accordance with the rules under the T.L.R & L.R. Rule, 1961, issue proclamation in Form 14 U/ Rules 64(1) fixing.....as the date of beginning of Attestation at Camp. R.O.	
<u>6</u>	Proclamation duly served. Returns filed with record. R.O.	



Serial number and date of order	Order and signature of officer	Note of action taken on order
1	2	3
<u>7</u>	Issue reminder notices for beginning attestation fixed ... .. U/Rule 64 (2). R.O.	
<u>8</u>	Notices duly served. Return filed. R.O.	
<u>9</u>	Attestation started. R.O.	
<u>10</u>	Attestation completed. R.O.	
<u>11</u>	Attestation of the mouza having been completed and the records having been arranged properly issue notice under rule 65(1) in Form 16 for publication of the draft records for a month from.....and place the draft records for such publication free of charge at Camp .....fixing the last date of receiving objection..... R.O.	
<u>12</u>	Notices duly served. Return filed. R.O.	
<u>13</u>	Period of publication of draft records is over and the records with all the objections filed to the objection Officer of.....objection Camp for disposal of objection. R.O.	
<u>14</u>	The records of the mouza are made over to me by the Attestation Officer of.....Camp for disposal of the objections. Issue notice fixing date..... R.O. & C.O.	
<u>15</u>	Notices duly served. Return filed. R.O. & C.O.	

Serial number and date of order	Order and signature of Officer	Note of action taken on order
1	2	3
<u>16</u>	Disposed of.....Objection today ( so on ) R.O. & C.O.	
<u>17</u>	All the objections disposed of and orders tamilled, Issue notice under rule 68 in Form 19 for final publication of the records for a month from..... and place the records for such publication free of charge at Camp..... R.O. & C.O.	
<u>18</u>	Notices duly served. Return filed. R.O. & C.O.	
<u>19</u>	Period of final publication is over. Send the records to..... R.O. & C.O,	



# APPENDIX

## PROGRAMME FOR RIVISION OF RECORD-OF-RIGHTS

Revisional operation year from October to September	Travers Survey if & where necessary.		Khanapuri-cum Bujharat including correction of maps		Attestation and preparation of Jamabandi	
	Revenue Circle	Area in Sq. K. M.	Revenue Circle	Area in Sq. K. M.	Revenue Circle	Area in Sq. K. M.
1	2 (a)	2 (b)	3 (a)	3 (b)	4 (a)	4 (b)
1977—78	Udaipur Kamalpur Mohanpur	655.35 933.33 381.32	— — —	— — —	— — —	— — —
1978—79	Kailasahar Teliamura Bishalgarh Belonia	427.63 404.61 634.16 464.33	Udaipur Kamalpur Mohanpur	655.35 933.33 381.32	Udaipur Kamalpur Mohanpur	655.35 933.33 381.32
1979—80	Agartala Khowai Manu Santirbazar Sabroom	491.30 603.66 915.54 549.99 548.35	Kailasahar  Teliamura Bishalgarh Belonia	427.63  404.61 634.16 464.33	Kailasahar  Teliamura Bishalgarh Belonia	427.63  404.61 634.16 464.33
1980—81	Dharmanagar Kanchanpur Amarpur Gandachara Sonamura	504.69 1098.67 810.00 574.00 481.77	Agartala Manu Santirbazar Sabroom	491.30 915.54 549.99 548.35	Agartala Manu Santirbazar Sabroom	491.30 915.54 549.99 548.35
1981—82	— — — — — —	— — — — — —	Dharmanagar Kanchanpur Amarpur Gandachara Khowai Sonamura	504.69 1098.67 810.00 574.00 603.66 481.77	Dharmanagar Kanchanpur Amarpur Gandachara Khowai Sonamura	504.69 1098.67 810.00 574.00 603.66 481.77
1982—83	— — — — —	— — — — —	— — — — —	— — — — —	— — — — —	— — — — —
		10478.70		10478.70		10478.70

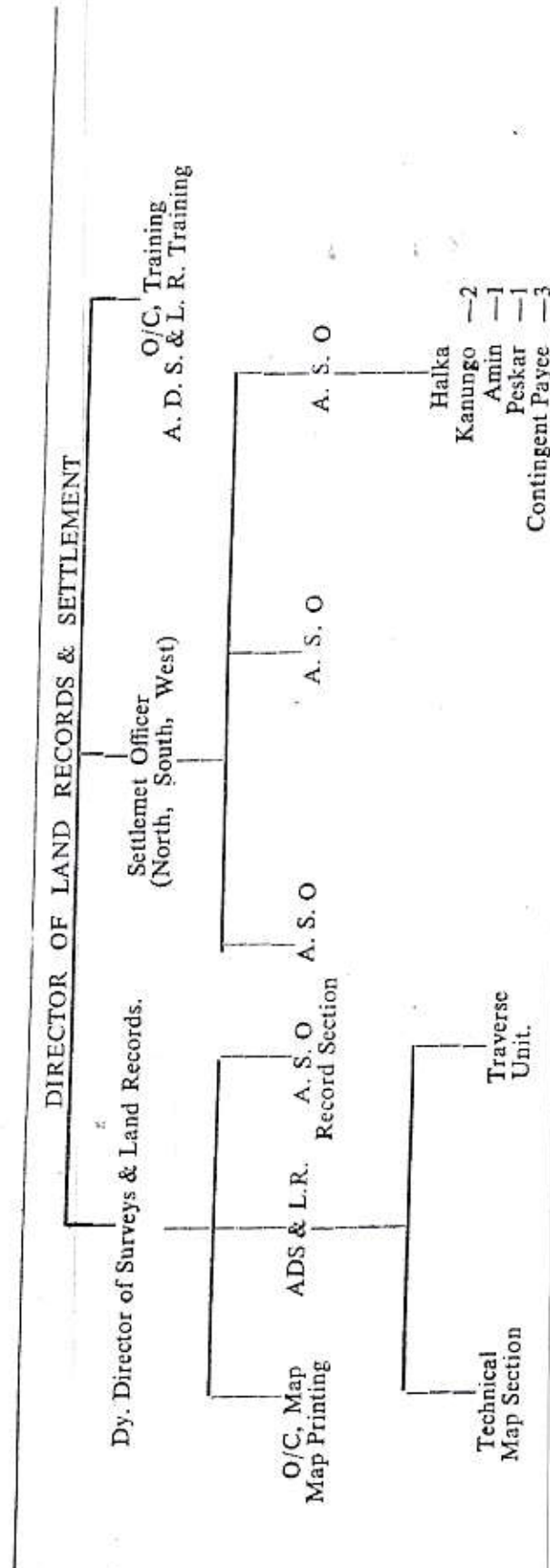


	Publication of draft record-of-rights		Disposal of objection		Final scrutiny		Preparation & Publication of final record-of-rights	
	Revenue Circle	Area in Sq. K.M.	Revenue Circle	Area in Sq. K.M.	Revenue Circle	Area in Sq. K.M.	Revenue Circle	Area in Sq. K.M.
	5 (a)	5(b)	6 (a)	6 (b)	7 (a)	7 (b)	8 (a)	8 (b)
77—78	—	—	—	—	—	—	—	—
	—	—	—	—	—	—	—	—
	—	—	—	—	—	—	—	—
78—79	Unaipur	655.35	—	—	—	—	—	—
	Kamalpur	933.33	—	—	—	—	—	—
	Mohanpur	381.32	—	—	—	—	—	—
79—80	Kailasahar	427.63	Udaipur	655.35	Udaipur	655.35	Udaipur	655.35
	Teliamura	404.61	Kamalpur	933.33	Kamalpur	933.33	Kamalpur	933.33
	Bishalgarh	634.16	Mohanpur	381.32	Mohanpur	381.32	Mohanpur	381.32
	Belonia	507.37						
80—81	Agartala	491.30	Kailasahar	427.63	Kailasahar	427.63	Kailasahar	427.63
	Manu	915.54	Teliamura	404.61	Teliamura	404.61	Teliamura	404.61
	Santirbazar	549.99	Bishalgarh	634.16	Bishalgarh	634.16	Bishalgarh	634.16
	Sabroom	548.35	Belonia	464.33	Belonia	464.33	Belonia	464.33
81—82	Dharmanagar	504.69	Agartala	491.30	Agartala	491.30	Agartala	491.30
	Kanchanpur	1098.67	Manu	915.54	Manu	915.54	Manu	915.54
	Amarpur	810.00	Santirbazar	549.99	Santirbazar	549.99	Santirbazar	549.99
	Gandachara	574.00	Sabroom	548.35	Sabroom	548.35	Sabroom	548.35
	Khowai	603.66	—	—	—	—	—	—
	Sonamura	481.77	—	—	—	—	—	—
82—83	—	—	Dharmanagar	504.69	Dharmanagar	504.69	Dharmanagar	504.69
	—	—	Kanchanpur	1098.67	Kanchanpur	1098.67	Kanchanpur	1098.67
	—	—	Amarpur	810.00	Amarpur	810.00	Amarpur	810.00
	—	—	Gandachara	574.00	Gandachara	574.00	Gandachara	574.00
	—	—	Khowai	603.66	Khowai	603.66	Khowai	603.66
	—	—	Sonamura	481.77	Sonamura	481.77	Sonamura	481.77
		10478.70		10478.70		10478.70		10478.70

GOVERNMENT OF TRIPURA

# Directorate of Land Records & Settlement

## ORGANISATIONAL SET-UP





Sl No.	Form No.	Details of Forms
1.	T.R.L.R. Form No. 3	Notification U/Rule 39(1)
2.	T.R.L.R. Form No. 4	Proclamation U/Rule 39(2)
3.	T.R.L.R. Form No. 7	Khatian
4.	T.R.L.R. Form No. 8	Khasra
5.	T.R.L.R. Form No. 9	Notice U/Rule 57
6.	T.R.L.R. Form No. 10	Notice U/Rule 63(1)
7.	T.R.L.R. Form No. 11	Receipt for the price of Parcha U/Rule 63(2)
8.	T.R.L.R. Form No. 12	Notice U/Rule 63(4)
9.	T.R.L.R. Form No. 13	Bujharat Certificate U/Rule 63(5)
10.	T.R.L.R. Form No. 14	Proclamation for attestation U/Rule 64(2)
11.	T.R.L.R. Form No. 15	Notice for attestation U/Rule 64(2)
12.	T.R.L.R. Form No. 16	Publication of draft record-of-rights U/Rule 65(1)
13.	T.R.L.R. Form No. 17	Form for Objection U/Rule 65(1)
14.	T.R.L.R. Form No. 18	Notice for hearing of Objection U/Rule 66(11)
15.	T.R.L.R. Form No. 19	Notice for publication of the record-of-rights U/Rule 68
16.	T.R.L.R. Form No. 20	Mutation Register U/Rule 72
17.	T.R.L.R. Form No. 21	Report for mutation U/Rule 74(1)
18.	T.R.L.R. Form No. 22	Register of disputed case U/Rule 78
19.	T.R.L.R. Form No. 23	Receipt acknowledging the dispute U/Rule 78
20.	T.S.S. Form No. 13	Register of correction of Map (Badar list)
21.	T.S.S. Form No. 31	Amins Diary
22.	T.S.S. Form No. 41	Khatian Totals form.
23.	T.S.S. Form No. 45	List of Lands in which public have common right of easement.
24.	T.S.S. Form No. 46	Reference list of notable objects.
25.	T.S.S. Form No. 47	Mark list of Register.
26.	T.S.S. Form No. 48	Plot Index.
27.	T.S.S. Form No. 49	Title Page.
28.	T.S.S. Form No. 51	Dispute List.
29.	T.S.S. Form No. 52	Agricultural stock Statement.
30.	T.S.S. Form No. 56	Register of Land issued for public purpose.
31.	T.S.S. Form No. 57	Common Boundary Register.
32.	T.S.S. Form No. 70	Milan Khasra.
33.	T.S.S. Form No. 71	Crop Statement.
34.	T.S.S. Form No. 85	Barat Register.
35.	T.S.S. Form No. 94	Combined Title Page & fly leaf.
36.	T.S.S. Form No. 101	Attestation Junch mistake Form.
37.	T.S.S. Form No. 102	Attestation junch form.
38.	T.S.S. Form No. 107	Jamabandi Schedule.
39.		Notice for Mutation.
40.		Irrigation Statement.
41.		Village Note.

## CLASSIFICATION OF LANDS

1. বাস্তু	...	...	...	...	Homestead
2. ভিটা	...	...	...	...	Raised land near homestead or Abandoned homestead
3. চারা	...	...	...	...	Cultivated land near homestead
4. বাগান	...	...	...	...	Orchard
5. গর লায়েক পতিত	...	...	...	...	Unculturable waste
6. লায়েক পতিত	...	...	...	...	Culturable waste
7. লুঙ্গা	...	...	...	...	Flat lands between tillas
8. নাল	...	...	...	...	Arable land
9. নদী	...	...	...	...	River
10. খাল	...	...	...	...	Khal
11. ছড়া	...	...	...	...	Streams
12. নালি	...	...	...	...	Water channel
13. ড্রেন	...	...	...	...	Drain in Municipal area
14. পুকুর	...	...	...	...	Tank
15. পুকুর পাড়	...	...	...	...	Bank of tank
16. ডেবা	...	...	...	...	Ditch
17. হাভর	...	...	...	...	Big watery land
18. বিল	...	...	...	...	Watery land
19. দৌয়ি	...	...	...	...	Large tank
20. টিলা	...	...	...	...	Hillock
21. রাস্তা	...	...	...	...	Katchha road
22. সড়ক	...	...	...	...	Pucca road
23. পথ	...	...	...	...	Village path or Footpath
24. গোপাট	...	...	...	...	Village track
25. গোচর	...	...	...	...	Grazing ground
26. ডাকঘর	...	...	...	...	Post Office
27. থানা	...	...	...	...	Police station
28. তহশীল কাছারী	...	...	...	...	Tahsil office
29. কাছারী	...	...	...	...	Court
30. মহাকরণ	...	...	...	...	Civil Secretariat
31. জাদ্বাধিকরণ	...	...	...	...	Judicial Commissioner's Court
32. ডাক বাংলো	...	...	...	...	Dak Bungalow or Inspection Bungalow
33. হাসপাতাল	...	...	...	...	Hospital
34. বিদ্যালয়	...	...	...	...	Schools
35. মহাবিদ্যালয়	...	...	...	...	College
36. মন্দির	...	...	...	...	Temple
37. মসজিদ	...	...	...	...	Mosque
38. দেবস্থান	...	...	...	...	Place of worship
39. গীরস্থান	...	...	...	...	Place of worship for muslims
40. ইদগা	...	...	...	...	-do-
41. গির্জা	...	...	...	...	Church
42. বৌদ্ধ	...	...	...	...	Buddhist place of worship
43. শ্মশান	...	...	...	...	Cremation ground
44. কবরস্থান	...	...	...	...	Burial ground for muslims
45. সমাধি স্থান	...	...	...	...	Burial ground for Baisnabs
46. হাট	...	...	...	...	Periodical markets i.e. sitting on Mondays and Fridays
47. বাজার	...	...	...	...	Daily markets
48. পান বরফ	...	...	...	...	Field growing 'Pans' (Betel leaves)



49. ইন্সারা	...	...	...	...	Pucca well
50. কুখা	...	...	...	...	Kachha well
51. ঢেপা	...	...	...	...	Marshy land
52. বালুচর	...	...	...	...	Sandy land bed
53. উত্তলা	...	...	...	...	Swamp
54. ছনখলা	...	...	...	...	Growing chan grass
55. ডঙ্কল	...	...	...	...	Bush
56. বন	...	...	...	...	Forest
57. চা বাগান	...	...	...	...	Tea Garden
58. ভাগার	...	...	...	...	Place of throwing dead animals
59. পোকান	...	...	...	...	Shop
60. কারখানা	...	...	...	...	Workshop
61. ধোয়ার	...	...	...	...	Pound
62. ইটখলা	...	...	...	...	Brick field
63. রেল রাস্তা	...	...	...	...	Railway
64. সেনানিবাস	...	...	...	...	Cantonment
65. জেলখানা	...	...	...	...	Jail
66. গ্রন্থাগার	...	...	...	...	Library
67. বাধ	...	...	...	...	Embankment
68. দীঘির শাড়	...	...	...	...	Bank of large tank
69. বিমান ঘাট	...	...	...	...	Air strip
70. খেলার মাঠ	...	...	...	...	Play ground
71. করণ	...	...	...	...	Office
72. চিকিৎসালয়	...	...	...	...	Dispensary
73. উদ্বাস্ত শিবির	...	...	...	...	Refugee camp
74. নলকূপ	...	...	...	...	Tubewell
75. গুদাম	...	...	...	...	Godown
76. ছবি ঘর	...	...	...	...	Cinema Hall
77. শিক্ষণ ও উৎপাদন কেন্দ্র	...	...	...	...	Training-cum-production centre
78. খেদা	...	...	...	...	Ferry
79. জল উত্তোলন কেন্দ্র	...	...	...	...	Water pump machine house
80. তথ্য কেন্দ্র	...	...	...	...	Information Centre
81. উপতথ্য কেন্দ্র	...	...	...	...	Sub-information Centre








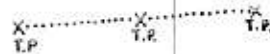








**Note :**

- i) Classifications at Sl. Nos. 9, 10, 11, 22, 23, 26 to 47, 59, 60, 62 to 66, 69 to 73, 75 to 78 should be treated as non-agricultural land.
- ii) Classifications at Sl. Nos. 3 to 8, 12 to 19, 25, 48 to 58, 61, 67, 68 should be treated as agricultural land.
- iii) Classifications at Sl. Nos. 1, 2, 20, 21 and 24 should be treated as agricultural land when used for agricultural purposes, otherwise these should be considered as non-agricultural lands.
- iv) The classification "লাঞ্ছিত পতিত, at Sl. 6 will mean the culturable waste lands which is convertible on reclamation to a Nal, Lunga or Chara land."

## Conventional Signs (Alamats)

Serial No.	Items							Symbols
1.	Boundary of Tripura State ..	...	...	...	...	...	...	
2.	Sub-Divisional Boundary ...	...	...	...	...	...	...	
3.	Police Station Boundary...	...	...	...	...	...	...	
4.	Village Boundary... ..	...	...	...	...	...	...	
5.	Forest Reserve... ..	...	...	...	...	...	...	
6.	Boundary along river or road common to two units... ..	...	...	...	...	...	...	
7.	Boundary along river or road not common to both units... ..	...	...	...	...	...	...	
8.	Municipal Boundary... ..	...	...	...	...	...	...	
9.	Foot-path... ..	...	...	...	...	...	...	
10.	Post Office... ..	...	...	...	...	...	...	P.O.
11.	Post and Telegraph Offices combined... ..	...	...	...	...	...	...	P.T.O.
12.	'Dak' or Inspection Bungalow... ..	...	...	...	...	...	...	
13.	Church... ..	...	...	...	...	...	...	
14.	Dispensary... ..	...	...	...	...	...	...	
15.	Special Boundary Mark... ..	...	...	...	...	...	...	



Serial No.	Items	Symbols
16.	Pucca Building...	
17.	Kutcha House...	
18.	Tin or Tile Shed...	
19.	Trijunction...	
20.	Other permanent mark...	
21.	Traverse Station...	
22.	Iron Pillar...	
23.	Telegraph or Telephone Post...	
24.	Electric Light Post...	
25.	Great Trigonometrical Survey Pillar...	
26.	Bench Mark...	
27.	Mile Stone...	
28.	Isolated Tree...	
29.	Pucca Well...	
30.	Ring Well...	
31.	Tube Well...	

Serial No.	Items	Symbols
32.	Pucca Culverts...	
33.	Bridge...	
34.	Ferry...	
35.	Tank (with bund)...	
36.	Tank (with out bund)...	
37.	Lake...	
38.	Swampy land...	
39.	Railway Line...	
40.	Temple...	
41.	Mosque...	
42.	Ancient Monument (others)...	
43.	Cremation ground...	
44.	Thana...	
45.	Sub-Divisional Headquarter...	
46.	Field growing Pans (Betel leaf)...	
47.	Market with days...	
48.	Bamboo clumps...	
49.	Mixed tree jungle...	
50.	Bush jungle...	
51.	High grass...	



Serial No.	Items	Symbols
52.	Un-culturable fellow...	
53.	Betel palm...	
54.	Mango or Lichi trees	
55.	Sal tree...	
56.	River with sand bank and Ferry...	
57.	Direction of flow of river...	
58.	Embankment...	
59.	Graveyard	
60.	Date palm...	
61.	Cocoanut palm...	
62.	Tari palm...	
63.	Millock with declivity (tillas)...	
64.	North point...	

## Conversion Table Decimalisation of Shares in Record-of-Rights.

Anna, Ganda, Kara, etc. to decimals.

1. Dhur	...	·00001	18. Ganda	...	·05625
2. "	...	·00003	19. "	...	·05937
3. "	...	·00004	1. Anna	...	·06250
4. "	...	·00005	2. "	...	·12500
5. "	...	·00007	3. "	...	·18750
6. "	...	·00008	4. "	...	·25000
7. "	...	·00009	5. "	...	·31250
8. "	...	·00010	6. "	...	·37500
9. "	...	·00012	7. "	...	·43750
10. "	...	·00013	8. "	...	·50000
11. "	...	·00014	9. "	...	·56250
12. "	...	·00016	10. "	...	·62500
13. "	...	·00217	11. "	...	·68750
14. "	...	·00018	12. "	...	·75000
15. "	...	·00020	13. "	...	·81250
16. "	...	·00021	14. "	...	·87500
17. "	...	·00022	15. "	...	·93750
18. "	...	·00023			
19. "	...	·00025			
1. Kranta	...	·00026	1. Rupee	...	1·0000
2. "	...	·00052			
1. Kare	...	·00078			
2. "	...	·00156			
3. "	...	·00234			
1. Ganda	...	·00312			
2. "	...	·00625			
3. "	...	·00037			
4. "	...	·01250			
5. "	...	·01562			
6. "	...	·01875			
7. "	...	·02187			
8. "	...	·02500			
9. "	...	·02813			
10. "	...	·03125			
11. "	...	·03437			
12. "	...	·03750			
13. "	...	·04062			
14. "	...	·04375			
15. "	...	·04687			
16. "	...	·05000			
17. "	...	·05313			

## SHARE FROM FRACTION TO DECIMALS

Whole share	1·00000
1/2 "	·50000
1/3 "	·33333
1/4 "	·25000
1/5 "	·20000
1/6 "	·16667
1/7 "	·14286
1/8 "	·12500
1/9 "	·11111
1/10 "	·10000
1/11 "	·09090
1/12 "	·08333
1/13 "	·07692
1/14 "	·07143
1/15 "	·06667
1/16 "	·06250



## SHARE FROM FRACTION TO DECIMALS

1/17	Share	·05882	1/59	Share	·01695
1/18	"	·05555	1/60	"	·01666
1/19	"	·05263	1/61	"	·01639
1/20	"	·05000	1/62	"	·01613
1/21	"	·04762	1/63	"	·01587
1/22	"	·04545	1/64	"	·01562
1/23	"	·04348		or	·01563
1/24	"	·04166	1/65	"	·01538
1/25	"	·04000	1/66	"	·01515
1/26	"	·03846	1/67	"	·01493
1/27	"	·03704	1/68	"	·01471
1/28	"	·03571	1/69	"	·01449
1/29	"	·03448	1/70	"	·01429
1/30	"	·03333	1/71	"	·01408
1/31	"	·03226	1/72	"	·01388
1/32	"	·03125	1/73	"	·01370
1/33	"	·03030	1/74	"	·01351
1/34	"	·02941	1/75	"	·01333
1/35	"	·02857	1/76	"	·01316
1/36	"	·02777	1/77	"	·01299
1/37	"	·02703	1/78	"	·01282
1/38	"	·02632	1/79	"	·01266
1/39	"	·02564	1/80	"	·01250
1/40	"	·02500	1/81	"	·01235
1/41	"	·02439	1/82	"	·01220
1/42	"	·02381	1/83	"	·01205
1/43	"	·02326	1/84	"	·01190
1/44	"	·02273	1/85	"	·01176
1/45	"	·02222	1/86	"	·01163
1/46	"	·02174	1/87	"	·01149
1/47	"	·02128	1/88	"	·01136
1/48	"	·02083	1/89	"	·01124
1/49	"	·02041	1/90	"	·01111
1/50	"	·02000	1/91	"	·01099
1/51	"	·01961	1/92	"	·01087
1/52	"	·01923	1/93	"	·01075
1/53	"	·01887	1/94	"	·01064
1/54	"	·01852	1/95	"	·01053
1/55	"	·01818	1/96	"	·01042
1/56	"	·01786	1/97	"	·01031
1/57	"	·01754	1/98	"	·01020
1/58	"	·01724	1/99	"	·01010
			1/100	"	·01000

N. B.—Total of all shares in a holding should be equal to 1·00000.

List of Scheduled Tribes in Tripura as per "The Scheduled Caste and Scheduled Tribes orders (Amended) Act, 1976 published in the Government of India, Ministry of Home affairs, Notification No. B. C. 17016/34/76-80/-v dated 27-7-77 and Re-notified under Notification No. 20048-20148/TW/E. 6-33 (Vol.1)/77 dated the 24th November, 1977.

1. Bhil
2. Bhutia
3. Chaimal
4. Chakma
5. Garo
6. Halam
7. Jamatia
8. Khasia
9. Kuki, including the following sub-tribes :—
  - i) Balte
  - ii) Belajhut
  - iii) Chhalya
  - iv) Fun
  - v) Hajange
  - vi) Jangtei
  - vii) Khephong
  - viii) Kpntei
  - ix) Laifang
  - x) Lentoi
  - xi) Mezel
  - xii) Namte
  - xiii) Paitu, Paito
  - xiv) Rangchan
  - xv) Rangkhole
  - xvi) Thangluya
10. Lepcha
11. Lusai
12. Mag
13. Munda, Kaur
14. Noatia
15. Orang
16. Riang
17. Santal
18. Tripura/Tripuri/Tippera
19. Uchai



## তোজি মিলের তালিকা

সাবেক						হাল						
তোজি নং	খতিয়ান নং	দাগ নং	জমির শ্রেণী	জমির পরিমাণ	রাজস্ব বাড়না	নতুন খতিয়ান নং	সাবেক দাগ নং	হাল দাগ নং	জমির শ্রেণী	জমির পরিমাণ	রাজস্ব	মন্তব্য
৫	৭	৫০৩	নাল	১'০০		৫	৫০৩ অং	১৮০০	নাল	৫০	২'৫০	৭২৩ দাগের ১'০০ একর জমির শ্রেণী পরিবর্তন হেতু ২'০০
		৭২২	চারি	২'০০	২৮'০০	১২	৫০৩ অং	১৮০১	নাল	৫০	২'৫০	
		৭২৩	ভিটি	২'৫০		১২	৭২৩ অং	১৮৫৭	ভিটি	১'৫০	২'০০	
						৪৫	৭২৩ অং ৭২২ অং	৮৫৮	চারি	২'৫০	১০'০০	রাজস্ব হাস পায়
						৪৫	৭২২ অং	১৮৬০	চারি	০'৫০	২'০০	
				৫'৫০	২৮'০০					৫'৫০	২৬'০০	

মত

রাজস্ব.....খং নং

**বিভিন্ন ফসলের তালিকা**  
**খসরার যে যে কলামে লিখিতে হইবে**

ভাদ্র ১	হৈমন্তিক ২	বসন্ত ৩	অগ্রহায়ণ ৪
আউস	আমন	বোরো	মিশ্র ফলবাগান
শাট	বিছনধান	মুহুর	আম, কলা
শন	কাপাস	মটর	কাঠাল, হুপারী
মেস্তা	ইছ	মুগ	নারিকেল
তিঙ্গ	শাক আলু	খেসারী	লিচু
তুড়া	বাছরা	ছোলা	আনারস
বোরো	মিষ্টি আলু	খড়হর	বেঙ্গুর
বোদা	রাইলাই	কলাই	তাল
জামা	তিল	গম	শানবরষ
কাউন	মাসকলাই	যব	রাশার
জনার	বরবটি	মরিচ	সাইটোনেলা
মোথা	করলা	আদা	কাঁচু বাদাম
জোয়ার		হলুদ, পেয়াজ	
বেগুন		রসুন, সরিষা, রাই	
ঝিঙা		তিলি, তামাক	
কাঁকুর		তিল, চিনা বাদাম	
শশা		ধনে, জোয়ান	
চেউদ		গোলআলু, বেগুন	
মুলা		মুলা, কফি	
কচু		শালগম, ধল	
পটল		সিম, তরমুজ	
চিচিংগা		পটল, উচ্ছে, লাউ	
লাউ		কুমড়া, ভাটা	
কুমড়া		ফুটি	
চাল-কুমড়া		পালংশাক	
লেবু		টক বেগুন	
পুঁইশাক			

নোট : ১) যে যে শস্য দুই বরষেই লেখা আছে তাহা সময় অনুসারে উপরোক্ত ঘরে লিখিতে হইবে।

- ২) এতদ্বিধা স্বাভাবিক ফসল বাহা দ্বারা জমি সম্পূর্ণ বৎসর ব্যাপিয়া আবদ্ধ থাকে তাহা অগ্রহায়ণ ফসল বলিয়া পরিগণিত হইবে।
- ৩) একই জমিতে যদি জরীপ বৎসরে বিভিন্ন ঋতুতে একাধিক ফসল হয়, তবে প্রত্যেক ফসল ও তাহার এরিয়া একাধিকবার যথানির্দিষ্ট কলামে লিখিত হইবে।
- ৪) যদি একই ঋতুতে বিভিন্ন ফসল মিশ্রিতভাবে কোন জমিতে বপন করা হয়, তবে ঐ ঋতুর ফসলের কলামে প্রত্যেক ফসল ও তাহার আনুপাতিক এরিয়া পর পর লিখিতে হইবে।
- ৫) কোন উচ্চ ফলনশীল ফসল হইলে যথানির্দিষ্ট কলামে ফসলের নাম লিখিয়া তাহার নীচে বন্ধনীতে ( উঃ ফঃ ) লিখিতে হইবে।
- ৬) কোন ফসল সেচকৃত হইলে, ঐ ফসলের সেচকৃত এরিয়াকে বৃত্ত দ্বারা ঘিরিয়া দিতে হইবে।



Name of Sub-Division :—

(Location, topographical condition and important points connected with physical features to be discussed in short).

**Soil Classes**  
(The main classes of soils with identification of the area in the village to be noted).

(g) Telegraphic Office :

(The Customary rights, if any may be discussed in short).

a)	Paddy	...	...	...	...	...	...
i)	Aus	...	...	...	...	...	hectare
ii)	Aman	...	...	...	...	...	hectare
iii)	Boro	...	...	...	...	...	hectare
b)	Jute	...	...	...	...	...	hectare
c)	Mesta	...	...	...	...	...	hectare
d)	Wheat	...	...	...	...	...	hectare
e)	Pulses	...	...	...	...	...	hectare
f)	Vegetables	...	...	...	...	...	hectare
g)	Oil seeds	...	...	...	...	...	hectare
h)	Orchard	...	...	...	...	...	hectare
i)	Others	...	...	...	...	...	hectare

( Use of agri. implements, fertilizers, improved seeds Technics are to be discussed ).

## 7. Irrigation

Area irrigated by.

a) Canal	...	No.....	Area irrigated in hectare.....
b) Tank	...	No.....	Area irrigated in hectare.....
c) Deep Tubewell	...	No.....	Area irrigated in hectare.....
d) Other Tubewell	...	No.....	Area irrigated in hectare.....
e) Well	...	No.....	Area irrigated in hectare.....
f) Lift irrigation	...	No.....	Area irrigated in hectare.....
g) Seasonal bund	...	No.....	Area irrigated in hectare.....
h) Over flow	...	No.....	Area irrigated in hectare.....
i) Others	...	No.....	Area irrigated in hectare.....
Total area irrigated.		.....hectare.....	

## 8. Raiyats

a) Raiyati holdings	No.....	Area in hectare...	Average Area in hectare...
b) Raiyats	No.....	Area in hectare...	Average Area in hectare...
c) Raiyati holdings of non-resident of the village.	No.....	Area in hectare...	Average Area in hectare...
d) Raiyats having land in the village, but not residents of the village.	No.....	Area in hectare...	Average Area in hectare...

## 9. Non-agricultural tenants

a) Non-agricultural tenancy holding	No.....	Area in hectare...	Average Area in hectare...
b) Non-agricultural tenants	No.....	Area in hectare...	Average Area in hectare...
c) Non-agri-tenancy holdings of non-residents of the village.	No.....	Area in hectare...	Average Area in hectare...
d) Non-agri-tenants having land in the village but not residing in the village.	No.....	Area in hectare...	Average Area in hectare...

## 10. Allottees

a) Allottee holdings	No.....	Area in hectare...	Average Area in hectare...
b) Allottees	No.....	Area in hectare...	Average Area in hectare...
c) No. of allottees who do not ordinarily reside in the village.	No.....	Area in hectare...	Average Area in hectare...

## II. Korfadars ( Excluding Bargadars )

a) Korfa holdings	No.....	Area in hectare...	Average Area in hectare...
b) Korfadars	No.....	Area in hectare...	Average Area in hectare...
c) Non-resident Korfadars	No.....	Area in hectare...	Average Area in hectare...
d) Korfa created before the commencement of the T. L. R. & L. R. Act.	No.....	Area in hectare...	Average Area in hectare...
e) Korfa created after the commencement of the T.L.R. & L.R. Act.	No.....	Area in hectare...	Average Area in hectare...

## 12. Bargadars

a) Barga holding	No.....	Area in hectare...	Average Area in hectare...
b) Bargadars	No.....	Area in hectare...	Average Area in hectare...
c) Non-resident Bargadars	No.....	Area in hectare...	Average Area in hectare...



d) Bargadars created before the commencement of the T. L. R. & L. R. Act.	No.....	Area in hectare...	Average Area in hectare...
e) Bargadars created after the commencement of the T.L.R. & LR Act.	No.....	Area in hectare...	Average Area in hectare...
13. Non-agri-under tenant	No.....	Area in hectare...	Average Area in hectare...
a) Non-agri-under Tenancy holdings.	No.....	Area in hectare...	Average Area in hectare...
b) Non-agri-under tenants.	No.....	Area in hectare...	Average Area in hectare...
c) Non-resident Bargadars	No.....	Area in hectare...	Average Area in hectare...
d) Non-agri-under tenant created before the commencement of the T.L.R. & L.R. Act.	No.....	Area in hectare...	Average Area in hectare...
e) Non-agri-under tenant created after commencement of the TLR & LR Act.	No.....	Area in hectare...	Average Area in hectare...
14. Drinking water	No.....	Area in hectare...	Average Area in hectare...
a) Water tanks	No.....	Area in hectare...	Average Area in hectare...
b) Pucca wells	No.....	Area in hectare...	Average Area in hectare...
c) Tube-wells	No.....	Area in hectare...	Average Area in hectare...
d) Other sources	No.....	Area in hectare...	Average Area in hectare...
15. Schools & Colleges	No.....		Students.....
a) College	No.....		Students.....
b) High Schools	No.....		Students.....
c) Basic/Primary schools	No.....		Students.....
d) Pre-Primary schools	No.....		Students.....
16. Community Festivals and religions			
17. Hospitals and Dispensaries			
a) Hospital.....			
b) Primary Health Centre.....			
c) Dispensary.....			
( If any item is not with in mouza, description nearest institution be mentioned with name of the place where situated ).			
18. Pasture Lands.	No.....	Area in hectare.....	
19. Burial & cremation grounds			
a) Burial ground	No.....	Area in hectare.....	
(i) Muslim	No.....	Area in hectare.....	
(ii) Christian	No.....	Area in hectare.....	
b) Cremation ground.	No.....	Area in hectare.....	
(i) Hindu	No.....	Area in hectare.....	
(ii) Buddhist	No.....	Area in hectare.....	

## 20. Natural products and mines

## 21. Village Officer

- |  |         |
|--|---------|
| a) Teacher   | No..... |
| b) V. L. W.  | No..... |
| c) Teshildar   | No..... |
| d) Panchayat Secretary   | No..... |
| e) Other categories, if any, with name of the categories and their respective number separately. |         |

## 22. Trade, communication &amp; marketing facilities

- |               |           |
|---------------|-----------|
| a) Roads      |           |
| (i) Pucca     | .....K.M. |
| (ii) Katcha   | .....K.M. |
| (iii) Village | .....K.M. |
| b) Markets    |           |
| (i) Daily     |           |

- |               |                      |
|---------------|----------------------|
| (a) Name..... | Area in hectare..... |
| (b) Name..... | Area in hectare..... |
| (c) Name..... | Area in hectare..... |

(ii) Bi-weekly

- |               |                      |
|---------------|----------------------|
| (a) Name..... | Area in hectare..... |
| (b) Name..... | Area in hectare..... |
| (c) Name..... | Area in hectare..... |

(iii) Weekly

- |               |                      |
|---------------|----------------------|
| (a) Name..... | Area in hectare..... |
| (b) Name..... | Area in hectare..... |
| (c) Name..... | Area in hectare..... |

c) Trade

## 23. Crafts and industries

- |  |         |
|--|---------|
| a) T. C. P. C.   | No..... |
| (b) Other small industrial units ( with details of name of the industry etc ). |         |

Area in hectare.....

Area in hectare.....

## 24. Temple, Mosques and other notable objects

- |           |         |
|-----------|---------|
| a) Temple | No..... |
| b) Mosque | No..... |
| c) Church | No..... |

Area in hectare.....

Area in hectare.....

Area in hectare.....

## 25. Rural indebtedness, economic conditions, use of excisable goods

## 26. Rainfall

( Last three years rainfall data to be stated, if available. If not, general rainfall condition should be mentioned ).

## 27. Classification of Land

a) Area under cultivation	.....hectare	
b) Area lying fallow	.....hectare	
(i) Current fallow	.....hectare	
(ii) Other uncultivated land excluding fallow land	.....hectare	
(iii) Fallow land other than current fallow	.....hectare	
(iv) Cultivable waste land	.....hectare	
(v) Land not available for cultivation	.....hectare	
c) Area under water	.....hectare	
(i) River	No.....	Area in hectare.....
(ii) Tank	No.....	Area in hectare.....
(iii) Beel	No.....	Area in hectare.....
(iv) Khal	No.....	Area in hectare.....
(v) Charra	No.....	Area in hectare.....
(vi) Others	No.....	Area in hectare.....

28. Such other information as may be considered necessary and useful. The possibility of development in any sphere, if any, may also be mentioned in short.



# Objection Register

Mouza..... Halka..... Tehsil..... Circle.....

Sl. No.	Date of receipt of the objection.	Name and Address of the Objector.	Name of the opposite party.	Khatian No. against which objection filed	Plot No. relating to the objection
1	2	3	4	5	6

Date of commencement of hearing of the case.	Date of Disposal	Decision in short	Date of Tamil	Signature of the Officer who incorporated the decision in records and maps	REMARKS
7	8	9	10	11	12

## APPENDIX—'L'

Fortnightly progress report for the fortnight ending on ..... on traverse works  
 In revenue Circles .....

Name of Revenue Circle:	During this fortnight					
	No. of Surveyor worked during this fortnight	No. of working days	No. of angles observed	Distance measured	No. of azimuth observed	Area involved
1	2	3	4	5	6	7

Progressive out turn upto this fortnight				Remarks
No. of angles observed	Distance measured	No. of Azimuth observed	Area involved	
8	9	10	11	12

Fortnightly progress report on detail survey of .....

Bhulan/Chak/District .....

For the fortnight ending on .....

Name of Minzu/ Bhulan/Chak	Area requiring detailed survey	No. of teams working during detailed survey	Area completed in detailed survey			Remarks
			Up to the last fortnight	During this fortnight	Up to this fortnight	
1	2	3	4	5	6	7



For the night of 1st to 31st of the month of ..... Halak/Circle/District  
 for the night of 1st to 31st of the month of ..... Halak/Circle/District

Name of the Halak/Circle	Area in acres	No of existing plots	Date of commence- ment of work	No of plots on work on this night	No of plots completed		No of plots in progress		Remarks
					Up to the last night	On the last night	Up to the last night	On the last night	
1	2	3	4	5	6	7	8	9	

APPENDIX—O

Fortnightly Progress Report on Attestation and Draft Publication of Record-of-rights of.....Halka/Circle/District, for the fortnight ending on.....

Name of Mouza/ Halka/Circle	Area in acres	No. of khatians as per Bujharat completed record	Date of commencement of attestation works	No. of Officers during attesta- tion	No. of Khatians attested		
					Upto the last fort- night	During this fortnight	Upto this fortnight
1	2	3	4	5	6	7	8

No. of mouza completed in attestation.	No. of Khatian junched			No. of mouzas placed under Draft publication	REMARKS
	Upto the last fortnight	During this fortnight	Upto this fortnight		
9	10	11	12	13	14

APPENDIX—'P'

Fortnightly progress report on disposal of objection under section 43 (1)  
and final publication of record-of-rights of.....  
Halka/Circle/District for the fortnight ending on.....

Name of Mouza/ Halka/Circle	Area in acres	No. of objections filed			No. of officer hearing objections
		Upto the last fortnight	During this fortnight	Upto this fortnight	
1	2	3	4	5	6

No. of objection disposed of			Framin. of records		Mouzas placed under final publication	Remarks
Upto the last fortnight	During this fortnight	Upto this fortnight	No. of Mouzas so far taken up	No. of Mouzas completed		
7	8	9	10	11	12	13



## পেশ্কার/আমিন কর্তৃক সমাপ্তিকরণ সার্টিফিকেট

মোজার নাম ও নং—

জিলা—

থানা—

হুকুমার নাম—

সার্কলের নাম—

ক্রমিক নং	কার্যের বিবরণ	হুকুম তামিলকারকের তারিখ সহ স্বাক্ষর	মন্তব্য
১।	সকল প্রকার বাউণ্ডারী বিরোধ নিষ্পত্তির হুকুম এবং তজ্জনিত সংশোধনাদি সম্পন্ন করা হইয়াছে।		
২।	সকল খতিয়ান নির্দিষ্টভাবে সাজানো হইয়াছে এবং আইনানুযায়ী জারী করা সকল নোটিশ নথিভুক্ত করা হইয়াছে। সংশ্লিষ্ট সকল ফর্মে খতিয়ান নম্বর সংশোধন করা হইয়াছে।		
৩।	তজ্জদিক ভুলের বিবরণে (Attestation Mistake List) উল্লেখিত যে সকল কলম অব্যাক্ষরিত ছিল তাহা রাজস্ব কর্মচারী কর্তৃক স্বাক্ষরিত হইয়াছে।		
৪।	সকল খতিয়ানের সকল কলম চেক করা হইয়াছে।		
৫।	সকল খতিয়ানে রাজস্ব কর্মচারীর সীল ও স্বাক্ষর আছে।		
৬।	আপত্তির হুকুম অনুযায়ী দাগের সূচীপত্রে ও তৌজিমিল তালিকায় প্রয়োজনীয় সংশোধন করা হইয়াছে।		
৭।	আপত্তির হুকুম অনুযায়ী বদর ফর্মে প্রয়োজনীয় সংশোধন করা হইয়াছে।		
৮।	সাধারণের ব্যবহার্য জমির তালিকা (Easement Form) এবং সাধারণের ব্যবহার্য সরকারী জমির তালিকা (Public Land Register) সঠিকভাবে লেখা হইয়াছে।		

ক্রমিক নং	কার্যের বিবরণ	জুম তামিলকারকের তারিখ সহ স্বাক্ষর	মন্তব্য
৯।	মোজার এরিয়া গত জরীপের 'এরিয়া দৃষ্টে মিলাইয়া' এরিয়া মিল করা হইয়াছে।		
১০।	ভুল সংশোধনের তালিকায় বর্ণিত সকল জুমের সঠিক তামিল হইয়াছে।		
১১।	মোজার নাম, জে, এল নং এবং অস্থায়ী আনুষঙ্গিক বিবরণ সঠিকভাবে মোজার নক্সায় ( ম্যাপ ) অঙ্কিত করা হইয়াছে।		
১২।	মোজা নক্সায় ( ম্যাপ ) দাগ নং ও সকল দাগের চতুর্সীমা সঠিকভাবে অঙ্কিত করা হইয়াছে।		
১৩।	মিলন, খসড়া ও ফসল বিবরণীতে প্রয়োজনীয় সংশোধনাদি করা হইয়াছে।		

রাজস্ব কর্মচারীর স্বাক্ষর—

পেশকার আমিনের স্বাক্ষর

তারিখ—

# Conversion Table ACRE TO HECTARE

Acres	Hectare	Acres	Hectare	Acres	Hectare	Acres	Hectare	Acres	Hectare	Acres	Hectare	Acres	Hectare
.01	.004	.21	.085	.41	.166	.61	.247	.81	.328	1.00	.405	21.00	8.498
.02	.008	.22	.089	.42	.170	.62	.251	.82	.332	2.00	.809	22.00	8.903
.03	.012	.23	.093	.43	.174	.63	.255	.83	.336	3.00	1.214	23.00	9.308
.04	.016	.24	.097	.44	.178	.64	.259	.84	.340	4.00	1.619	24.00	9.712
.05	.020	.25	.101	.45	.182	.65	.263	.85	.344	5.00	2.023	25.00	10.117
.06	.024	.26	.105	.46	.186	.66	.267	.86	.348	6.00	2.428	26.00	10.522
.07	.028	.27	.109	.47	.190	.67	.271	.87	.352	7.00	2.833	27.00	10.926
.08	.032	.28	.113	.48	.194	.68	.275	.88	.356	8.00	3.237	28.00	11.331
.09	.036	.29	.117	.49	.198	.69	.279	.89	.360	9.00	3.642	29.00	11.736
.10	.040	.30	.121	.50	.202	.70	.283	.90	.364	10.00	4.047	30.00	12.141
.11	.045	.31	.125	.51	.206	.71	.287	.91	.368	11.00	4.452	31.00	12.545
.12	.049	.32	.129	.52	.210	.72	.291	.92	.372	12.00	4.856	32.00	12.950
.13	.053	.33	.134	.53	.214	.73	.295	.93	.376	13.00	5.261	33.00	13.355
.14	.057	.34	.138	.54	.219	.74	.299	.94	.380	14.00	5.666	34.00	13.760
.15	.061	.35	.142	.55	.223	.75	.304	.95	.384	15.00	6.070	35.00	14.165
.16	.065	.36	.146	.56	.227	.76	.308	.96	.388	16.00	6.475	36.00	14.570
.17	.069	.37	.150	.57	.231	.77	.312	.97	.393	17.00	6.880	37.00	14.975
.18	.073	.38	.154	.58	.235	.78	.316	.98	.397	18.00	7.284	38.00	15.380
.19	.077	.39	.158	.59	.239	.79	.320	.99	.401	19.00	7.689	39.00	15.785
.20	.081	.40	.162	.60	.243	.80	.324	1.00	.405	20.00	8.094	40.00	16.190



( R-2 )

### HECTARE TO ACRE

Hectare	Acre	Hectare	Acre	Hectare	Acre
1	247	3.0	7.413	20.0	49.421
5	1.236	4.0	9.884	30.0	74.132
10	2.471	5.0	12.355	40.0	98.842
20	4.942	10.0	24.711	50.0	123.553

1 Acre = 100 Cents = .40468458 Hectare  
1 Cent = .004047 Hectare = .4047 Are  
1 Hectare = 100 Ares = 2.4711 Acres  
1 Are = .0247106 Acre = 2.47106 Cents

The End