

Fax

**GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT**

No.CMC-29/2015(Pt)- *8665* /R&DM, Dated *16/3/17*

From

Sri Sangram Keshari Mohapatra,
Joint Secretary to Government

To

All Collectors

Sub: Minutes of the Meeting of ADMs taken through Video Conference by Principal Secretary, R&DM Department in NIC, Bhubaneswar on 08.03.2017 at 11.00 A.M.

Madam/Sir,

I am directed to enclose herewith the minutes of the meeting of ADMs held on 08.03.2017 at 11.00 A.M through Video Conferencing in NIC, Bhubaneswar under chairmanship of Principal Secretary, Revenue & D.M. Department. The Minutes of the meeting is uploaded in the R&DM website (www.odisha.gov.in/revenue) home page.

You are requested to submit compliance report as per the deadline mentioned in the minutes.

Yours faithfully.

Sangram
15.3.17
Joint Secretary to Government

Memo No *8666* Dt. *16/3/17*

Copy forwarded to all Revenue Divisional Commissioners for information and necessary action.

Sangram
15.3.17.
Joint Secretary to Government

Memo No *8667* Dt. *16/3/17*

Copy forwarded to all Additional Secretaries/Joint Secretaries/ Deputy Secretaries of R&DM Department for information and necessary action.

Sangram
15.3.17.
Joint Secretary to Government

- contd.-

Memo No 8668 Dt. 16/3/17

Copy forwarded to the SIO & DDG, NIC for kind information and necessary action.

Sarpan
15.3.17.

Joint Secretary to Government

Memo No 8669 Dt. 16/3/17

Copy forwarded to the Director ROTI, Gothapatana for kind information and necessary action.

Sarpan
15.3.17.

Joint Secretary to Government

Memo No 8670 Dt. 16/3/17

Copy forwarded to the P.S. to Principal Secretary for kind information of Principal Secretary.

Sarpan
15.3.17.

Joint Secretary to Government

Memo No 8671 Dt. 16/3/17

Copy forwarded to the Deputy Secretary in-charge of IMU Cell for uploading the minutes in the R&DM website.

Sarpan
15.3.17.

Joint Secretary to Government

Minutes of the Meeting of ADMs taken through Video Conference by Principal Secretary, R&DM Department in NIC, Bhubaneswar on 08.03.2017 at 11.00 A.M

At the outset, Principal Secretary welcomed SIO cum DDG, NIC, Officers of R&DM Department, ADMs, Sub-Collectors, Tahasildars and other officers of NIC present in the meeting.

Thereafter, the discussion was held on the following points

1. Indexing of scanned case records and uploading it into the DMS software

Principal Secretary told that all district Collectors were intimated vide this Department Letter No.5674 dtd.18.02.2017 for proper indexing in the title sheet of case records before finalization of vendor for uploading into the DMS software. In the meantime, the model RFP for selection of bidders was also communicated to all Collectors Vide Letter No. 7223 dtd.03.03.2017. Furthermore, for uploading of scanned files into DMS software an amount of one lakh per tahasil was also approved in the 8th Governing Body meeting of OLRMS. Therefore, process of finalization of bidder should be completed before 31st March and uploading work should start by 7th April, 2017 in all Tahasils. The uploading work into DMS software should be completed within 3 months i.e. by end of July, 2017.

Thereafter, Principal Secretary wanted the feedback from ADMs.

ADM, Nayagarh has said that though 8 (eight) lakh case records have been scanned, no indexing have been done in majority of the case records. Therefore, for completion of work within three months they require additional manpower for indexing of the title sheet before uploading.

Regarding requirement of manpower Principal Secretary suggested that the officials of NIC, Joint Secretary in charge of DILRMP will visit Nayagarh District and if required a specific proposal should come from Collector, Nayagarh.

[Action Collector, Nayagarh]

ADM, Ganjam has said that the indexing has been made for 50% of the case records. The indexing for balance 50% of scanned records will be made before finalization of bidder. He pointed out that server in 7 nos. of tahasils are not functioning well.

ADM, Puri said that there is no Modern record Room in Satyabadi and Brahmagiri Tahasils. Principal Secretary clarified that 28 Tahasils in the state do not have any Modern Record Rooms and steps are being taken for construction of Modern Record Rooms in those Tahasils.

ADM, Angul has said that they have made indexing in the title sheet at the time of scanning. Besides, compactors, servers and other equipments are not provided to Athamallik and Pallahada Tahasil. Principal Secretary said that steps will be taken for provisioning of such equipments in these Modern Record Rooms.

ADM, Sambalpur has said that some of records are very old for scanning. It was appraised that the progress of uploading into DMS software is 87% and therefore, those case records which are not legible should not be taken as example and indexing of balance case records should be done before uploading.

ADM, Khurda has said that the indexing have been done at the time of scanning in the all tahasils. He pointed out that in Bhubaneswar tahasil at present 4 lakh case records available out of which one lakh fourty thousand case records have been scanned. He sought for clarification from the Department for additional manpower for scanning for the balance case records in Bhubaneswar tahasil. Principal Secretary advised Joint Secretary to immediately put up the proposal so that clarification will be issued immediately.

[Action - R&DM Department]

ADM, Keonjhar intimated that they have already floated the tender for scanning of case records along with uploading into the DMS software. Principal Secretary said that the districts which have already floated the tender for scanning and uploading simultaneously as per their existing tender may continue with their selected vendor.

Sub-Collector, Bolangir suggested that as all the case records were scanned therefore no indexing is required.

It was clarified that the indexing of the title sheet is done in the physical case record which were already consigned into the Modern Record Room and were kept in the compactors. Entry of different field in the DMS software will take a lot of time if the indexing of case record is not done in the title sheet. Therefore, the indexing of the title sheet will facilitate timely & error free uploading of case records into the DMS.

All the ADMs were advised to give information regarding need for procurement/repairing of Server to DLR&S with copy to Department within a week.

[Action - All Collectors and DLR&S]

2. Correction of Cadastral Maps

Principal Secretary intimated that although the textual data in Bhulekh is being corrected regularly, similar steps have not been taken for corrections of hard copy of cadastral maps of the corresponding villages. Therefore for correction of cadastral maps Department letter bearing No.1763 dtd.16.01.2017 was written to all Collectors with month-wise and percentage wise target. Principal Secretary advised that every district should give recognition and appreciation to the R.I Circles where 100% correction of maps is done first. The State Govt. would also felicitate the RI & tahasils which will update the maps before 15th August.

[Action - All Collectors, R&DM Department]

Further, it was decided that digital correction of maps will be done using Bhunaksha software. Two officers from each district will be trained on the Bhunaksha software developed by NIC. These two persons will be resource persons for training in the corresponding districts. The ADM should send the names of the two officers directly to Department or ROTI within a week for organizing the training programme in the first fortnight of April. Target given to all districts that 10% of villages in each R.I circle should be corrected through Bhunaksha before end of May, 2017.

[Action - All Collectors, Director ROTI]

3. Land Bank

Principal Secretary intimated to all the officers that Revenue &DM Department is developing a Web-GIS Land Bank Portal with the help of ORSAC. To classify the villages and Khatiyans in a village, NIC has developed web-based software which can be accessed in the URL <http://164.100.140.80>. The SOP for classification of villages and Khatiyans in a village have already been communicated Vide letter no 6786/R&DM, dated 28.02.2017. The User ID and Passwords for logging into the application has been sent to the District Informatics Officer (DIO). They will consult with ADMs and Tahasildars to familiar them with the software as well as provide technical and hand holding support.

Dhenkanal district has completed the entry of 864 villages out of 1239 villages . Similarly, Angul district has completed 843 villages out of 1930 villages as on 08.03.2017. Principal Secretary appreciated the efforts of Tahasildars of the district. ADMs of Dhenkanal and Angul district instructed to complete the Task within 3 days. ADMs of other districts were instructed to complete the task by 31st march 2017. The feedback given

by Tahasildar Kamakhyanagar on the software was also appreciated and Technical Director, NIC was requested to incorporate the name in the software.

[Action - NIC]

4. DGPS Survey of Sairat Sources

Information as called for on DGPS survey of sairat Sources vide DO no. 6488 dated 25.02.2017 has not received from 9 districts, namely, Balangir, Kalahandi, Khurda, Koraput, Malkangiri, Mayurbhanj, Nayagarh ADMs of concerned district were instructed to submit the same within 2 days without fail.

[Action - Concern Collectors]

5. NGT Case

Information sought for vide this Department letter dated 28.02.2017 in NGT Case No. OA No 130/2016 pertaining to encroachment of forest land coming under the administrative control of Revenue & D.M Dept. have received only from Gajapati district. ADMs of all other district were instructed to furnish the information by 09.03.2017 unflinching for filing Counter Affidavit.

6. Submission of DLC Report

Collector were requested to submit the DLC report in respect of their districts on the basis of which Chief Secretary had filed Affidavit in the Supreme Court of India vide the D.O No 6487 dtd 25.02.2017. This is required in connection with preparation of Web-GIS based portal on Govt. Land. Report from Angul and Sambalpur district was received. ADMs of other districts were instructed to submit the name within 7 days unflinching. ADM, Dhenkanal was specifically instructed to submit the report within 3 days time. It was also intimated that Dhenkanal and Angul districts have been taken as pilot districts.

[Action - All Collectors, except Dhenkanal, Angul]

7. Declaration of Forest Village

Detailed Guideline for declaration of forest villages, habitations where individual rights have been given under the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 into revenue villages have been issued vide this

Department letter no 3831 dated 02/02/2017. Progress in this regard and Action Plan for the same may be sent to this Department by end of April, 2017.

8. Bebandobasta

Principal Secretary told that the detailed Guideline for rent settlement of land recorded in Bebandobasta status was issued vide letter no 3776 Dated 2.2.2017 of R&DM Department. One year extension is given till 31.03.2018 for wiping out all Bebandobasta holdings. Certificate to be given by the Tahasildar countersigned by the Sub-Collector and Collector certifying that cases have been instituted against all Bebandobasta holdings of his/her Tahasil by 15.05.2017.

[Action - All Collectors]

9. 19(1) (C) under OLR

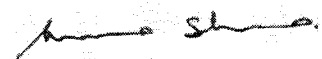
Principal Secretary told that vide Revenue Department letter no 1788 /R&DM, Dated 16-01-16, all Collectors were intimated to institute at least 10 cases per month. However, the institution and disposal of cases for the year 2016 was very poor.

For the year 2017-18 the target for institution of cases under 19(1) (C) of OLR Act, 1960 has been set to 50 cases per year for each R.I Circle. The target for 2271 nos of R.I Circles for institution of cases comes to 113550. ADMs should take appropriate steps to achieve the target in respect of all the R.I Circles.

[Action - All Collectors]

Summing up the meeting SIO &DDG, NIC desired cooperation from all DIOs to achieve the milestone in uploading DMS, Bhunaksha software and thanked Principal Secretary and all other participants.

The meeting was ended with vote of thanks to chair and the participants.



Principal Secretary