

Dr. Chandra Shekhar Kumar, IASPrincipal Secretary to Government
Revenue & Disaster Management DepartmentTel. (Off.): + 91-674- 2539023
2322658
Fax : + 91-674- 2393832
E-mail : revsec.or@nic.in
revsec.od@nic.inNo. 21452 / R&DM
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To

All Revenue Divisional Commissioners
Inspector General of Registration, Odisha, Cuttack
All Collectors

Sub: Creation of women friendly atmosphere in Tahasil, R.I. and Registration offices for delivery of public services.

Madam/Sir,

In inviting a reference to the subject cited above, I am to say that in the last Collectors' Workshop Conference held from 11th-13th June, 2017, Hon'ble Chief Minister had desired to take steps to make the Tahasil, R.I. and Registration offices more amenable to women. The State Government have already taken up various measures towards empowerment of women in the State. As a step towards economic empowerment of women and to protect their legitimate rights and entitlements, the State Government have remitted one per cent of stamp duty on sale deed and gift deed executed in favour women in respect of land and house.

2. In order to facilitate hassle-free delivery of public services i.e. revenue and registration services to women in Tahasil, R.I. and Registration offices, it is imperative for creation of women friendly atmosphere in such offices with change in attitude of the authorities/officials delivering such services. For creating a women friendly atmosphere in all such offices, the following steps should be ensured by all Collectors:

(i) A waiting room having sitting arrangement, drinking water and sanitation facility in each Tahasil, R.I. and Registration office be earmarked for women. Where no such facility is available a separate waiting room for women be constructed. The proposal along with the estimated expenditure shall be sent to Government by the respective Collectors.

(ii) Proper guidance be provided by the office staff to the women applicants for disposal of their application for delivery of services so as to ensure that prompt service is delivered without any hassle.

3. Besides, care should be taken by the officers disposing mutation cases to ensure that the rights of the women in the landed property is recognized.