

RESOLUTION

No.S-88/2005

Dated: 28-9-05

sub: Collection of User Fee for computerised certified copies issued by the Tehsildars.

Computerisation of Land Records has been taken up in the Tehsils of the State under the Centrally Sponsored Scheme "Computerisation of Land Records". Funds are provided by the Central Government for purchase of hardware, software, accessories and furniture required for computerisation. Government of India desires that the Computer System should be self-sufficient to generate adequate resources to meet the running expenses of the system. It has specifically suggested that User Fee may be collected from the beneficiaries to sustain the computer system of the Tehsil. Accordingly, the following scheme has been formulated with the concurrence of Finance Deptt. communicated in their UOR-417/GS-I, dt. 21.9.2005.

2. (i) User Fee shall be collected in the following scale, where the certified copy is issued by the Tehsildar/Addl. Tehsildar on the same day when the application was made/filed.
- (ii) If the certified copy could not be issued on the same day, no User Fee shall be collected.
- (iii) The User Fee shall be collected over and above the prescribed application fee.
- (iv) The User Fee shall be collected in the following scale :

Sl. No.	Kind of documents/ copy	Amount of User Fee (in Rupees)	Amount to be retained by the Tehsildar (in Rupees)	Amount to be credited to Govt. A/c. (in Rupees)
1	2	3	4	5
1.	Certified copy of ROR (Per Khata/Holding)	20	15	5
2.	Miscellaneous Certificate (Per piece)	20	15	5
3.	ROR as corrected by order in Mutation Case (Per Khata/Holding)	35	20	15

3. (i) The User Fees collected by the Tehsildar, Tehsildar shall be kept in a savings Bank Account in a nearby branch of any Nationalised Bank.
- (ii) The Account shall be operated jointly by the Tehsildar and Head Clerk of the Tehsil.
- (iii) The Tehsildar/Head Clerk shall issue money receipt on collection of User Fee and shall maintain the Cash Book properly.
- (iv) The amount to be deposited into Govt. Account shall be credited into appropriate receipt head of Revenue Department through Treasury Challan.
- (v) The amount to be retained by the Tehsildar shall be kept in proper and safe custody.
4. (i) The User Fee retained by the Tehsildar shall be spent for the following purposes only:
- (a) Maintenance of Computer/Printer etc. installed in the Computer Cell.
- (b) All kinds of stationeries required for functioning of the Computer System/Computer Cell.
- (c) Furniture and fixtures necessary for the computer system.
- (d) Other contingent expenditure necessary for the Computer Cell.
- (ii) The User Fee retained by the Tehsildar shall not be spent for Travelling Allowance/Daily Allowance/Honorarium or any other purpose than those mentioned at (i) above.
- (iii) The expenses incurred for the Computer System/Computer Cell out of the User Fee retained by the Tehsildar shall be accounted for in a separate Miscellaneous Cash Book.
5. (i) The Tehsildar shall submit a Monthly Progress Report (MPR) on the amount of User Fee collected in the Form to be prescribed by the Board of Revenue.
- (ii) The MPR shall be submitted to the Collector with a copy to the Board of Revenue by the 5th day of the succeeding month.
- (iii) The Collector shall submit the MPR on collection with a copy to the Board of Revenue by the 10th of the succeeding month.
- (iv) The Board of Revenue shall send the MPR in this respect to the Government in Revenue Deptt. by the 15th of the succeeding month.
6. (i) The Board of Revenue shall monitor closely collection of User Fee and expenses made out of the same.
- (ii) It shall ensure that the MPR is submitted by the Tehsildar and the Collector by the prescribed date.
- (iii) It shall issue suitable instructions and guidelines on collection of User Fee, expenditure made out of it and proper maintenance of Accounts, Cash Book.

7. All accounts and records relating to all such expenditures shall be opened to audit by the Accountant General, Orissa and by the Departmental Audit.

8. Any doubt or difficulty in this regard may be referred to the Board of Revenue or Revenue Department for suitable clarification.

ORDER

Ordered that this Resolution be published in the next issue of the Orissa Gazette and copies thereof forwarded to all Departments of Government/All Heads of Department/Board of Revenue/All RDCs/All Collectors/All Tehsildars for information.

By order of Governor

Tarun Kanti Mishra

Principal Secretary to Government.

Memo No. 39464 /R., Dated: 28-9-95

Copy forwarded to the Director, Printing, Stationary & Publication, Orissa, Cuttack for information and immediate necessary action. He is requested to publish the Resolution in an extra-ordinary issue of Orissa Gazette and supply 100 copies thereof to this Department.

Memo No. 39465 /R., Dated: 28-9-95
Deputy Secretary to Government.

Copy forwarded to all Departments of Government/All Heads of Departments/Secretary, Board of Revenue, Orissa, Cuttack/All Revenue Divisional Commissioners/All Collectors/All Sub-Collectors/All Tehsildars for information and necessary action.

Memo No. 39466 /R., Dated: 28-9-95
Deputy Secretary to Government.

Copy forwarded to the Private Secretary to Hon'ble Chief Minister/All Ministers/All Ministers of State for kind information of Hon'ble Chief Minister/Ministers/Ministers of State.

Memo No. 39467 /R., Dated: 28-9-95
Deputy Secretary to Government.

Copy forwarded to the Private Secretary to Chief Secretary, Orissa/Development Commissioner-Cum-Addl. Chief Secretary, Orissa/Agriculture Production Commissioner-Cum-Addl. Chief Secretary, Orissa/Principal Secretary to Government, Revenue Deptt. for kind information of Chief Secretary/Development Commissioner-Cum-Addl. Chief Secretary/Agriculture Production Commissioner-Cum-Addl. Chief Secretary/Principal Secretary to Government, Revenue Deptt.

Memo No. 39468 /R., Dated: 28-9-95
Deputy Secretary to Government.

Copy forwarded to all Officers/All Branches of Revenue Department for information.

Deputy Secretary to Government.