

BOARD OF REVENUE, ORISSA, CUTTACK

No. XII-122/04-537/D.E. dt. 25.05.2004

From

Kasinath Sahoo,
Secretary

To

All Collectors.

Sub: Disposal of Mutation Cases. Authorisation to R.Is. for disposal of uncontested Mutation Cases.

Ref: Memo No. 6565/R/ dtd. 16.02.2004 of Government in Revenue Department and Letter No. 301/ dtd. 19.03.2004 of Board of Revenue, Orissa.

Sir,

I am directed to say that, Government in Revenue Deptt., have decided to authorise R.Is. for disposal of uncontested Mutation Cases in respect of their jurisdiction subject to approval of concerned Tahasildars.

In this connection the following procedure should be followed for disposal of the uncontested Mutation Cases by the Revenue Inspectors.

- (i) On receipt of form-3 from the Registration Office a Mutation case record shall be opened, assigning a number in the Tahasil Office. All such records shall be entered in the prescribed register. There shall be separate proceedings for different holdings as per the provisions of the Mutation Manual.
- (ii) The Revenue Inspector concerned shall collect the Mutation case records relating to his jurisdiction during his visit to Tahasil Office. He shall issue notice and allow the Mutation, after expiry of the period of the notice of 30 days provided no objection is received within the stipulated period.
- (iii) If objection is received in the Mutation case, the Revenue Inspector will record his findings in the Mutation case record and submit the same to the Tahasildar for disposal after hearing.
- (iv) If the case is uncontested, the Revenue Inspector will allow the Mutation and send the case record to the Tahasil Office for correction of records after the appeal period is over. The Amin of Settlement/ Consolidation Organisation to be deployed in the R.I. Office as per Government decision, shall prepare the Sketch Map, if part of a Plot has been sold. The Map prepared and signed by the Amin shall be counter signed by the R.I. for placing in the Mutation Record.
- (v) In all other cases, the Tahasildar would initiate the Mutation proceedings as before. While conforming to the procedures as noted above the impression should not gain ground that it is the sole responsibility of the R.I. to ensure disposal of cases. The Tahasildar concerned to enjoy the position for disposal of cases as prevalent before. Hence close supervision and proper guidance in the field is essential. The Tahasildar and Addl. Tahasildar during their visit to R.I. Offices should check on the records if the action of R.I. confirms the procedure.

You are therefore, requested, to please issue suitable instructions in this regard to all field level functionaries immediately to implement the decision of Government.

Yours faithfully,
Sd/-
Secretary.

Memo No. 538/ D.E. Dt. 25.05.2004

Copy forwarded to the Under Secretary to Government, Revenue Deptt., Orissa, Bhubaneswar/ Secretaries to Revenue Divisional Commissioners for information and necessary action.

Sd/-
Secretary.