GOVERNMENT OF ODISHA
REVENUE AND DISASTER MANAGEMENT DEPARTMENT
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RDM-IMU-EGOV-0001-2017- 6786 /R&DM   dated 28-02-2017

From

Shri Sangram Keshari Mohapatra
Joint Secretary to Government

To

All Collectors

Sub: **Guidelines for classification of villages and khatiyans in a village under a Tahasil.**

Madam/Sir,

In inviting a reference to the above cited subject, I am directed to say that NIC, Odisha State Unit have developed a web based application module under Bhulekh for classification of villages and khatiyans in a village under a Tahasil. All Tahasildars have been provided with the user ID and Password by DLR&S. The same can be used by the Tahasildars to log in into the present application. This application can be accessed in the URL **http://164.100.140.80** and the SOP for classification of villages and khatas is enclosed at Annexure-I for guidance.

You are, therefore, requested to instruct all Tahasildars of your district to classify both villages and khatas by using the web based application under bhulekh. In case of any difficulty, the District Informatics Officer, NIC may be consulted.

Yours faithfully

Sangram
28.2.17.
Joint Secretary to Government

Memo No. 6787 /R&DM dated 28-02-2017
        Copy forwarded to DLR&S, Odisha, Cuttack for information and necessary action.

Sangram
28.2.17.
Joint Secretary to Government

Memo No. 6788 /R&DM dated 28-02-2017
        Copy forwarded to all Sub-Collectors for information and necessary action.

Sangram
28.2.17.
Joint Secretary to Government

Memo No. 6789 /R&DM dated 28-02-2017
        Copy forwarded to SIO,NIC, Bhubaneswar for information and necessary action.

Sangram
28.2.17.
Joint Secretary to Government

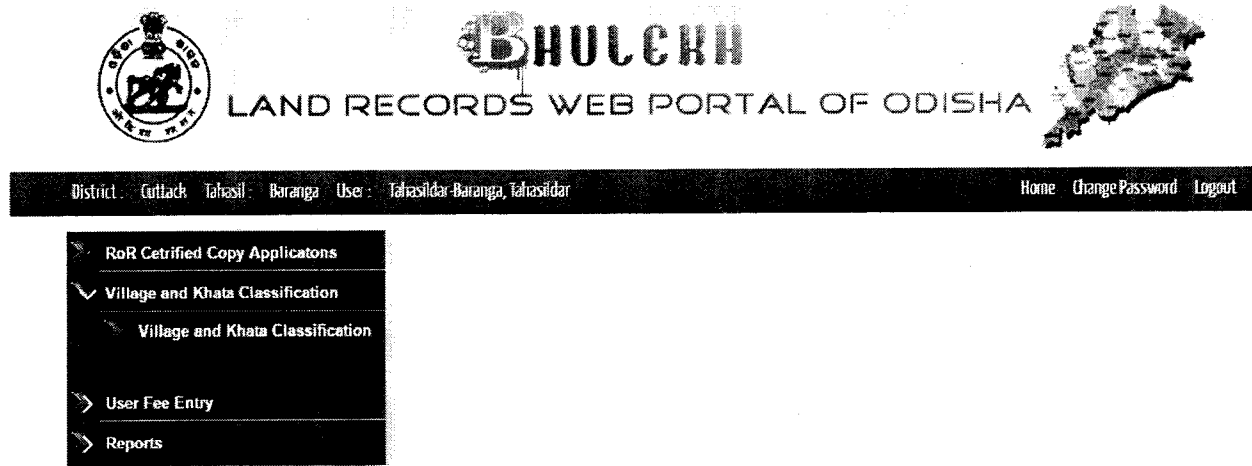# SOP for classification of villages and khatiyans in a village

This application can be accessed using the URL http://bhulekh.ori.nic.in.
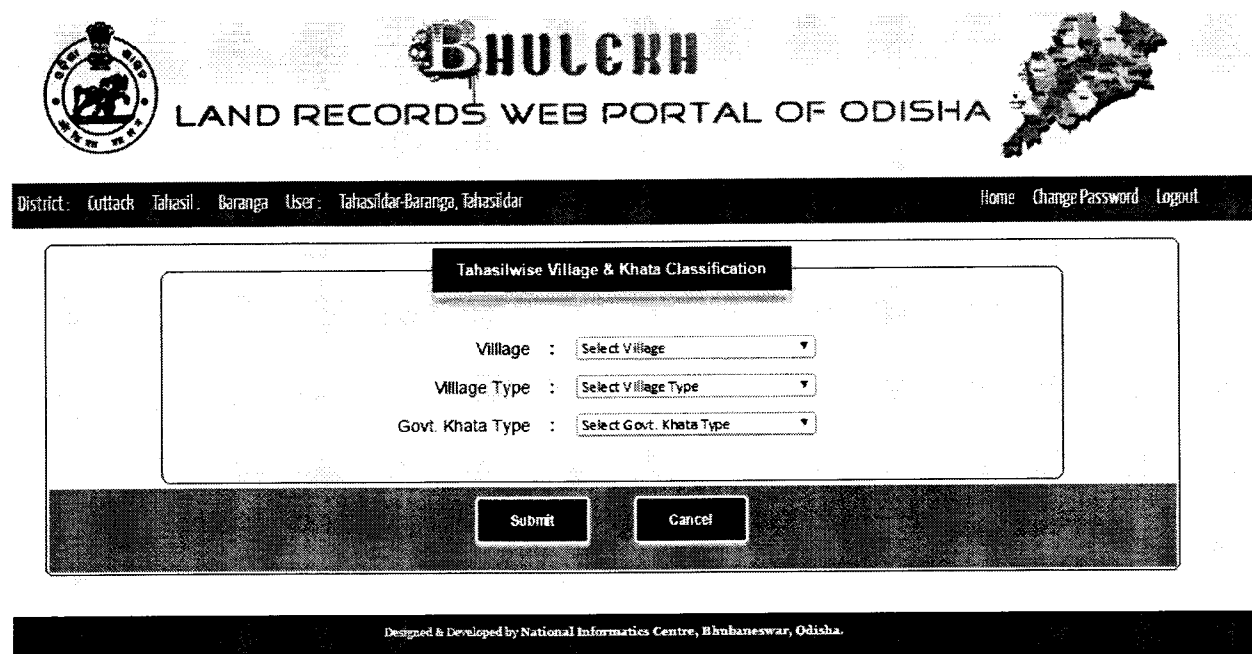

In the home page of the Bhulekh website, Click on the "Departmental User Login" On Clicking the following page will appear.

On selecting the district and providing the user Id, Password and Captcha, Click on Login button.

After successful login, the following page will appear.
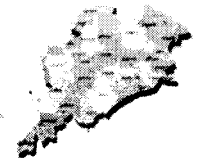

Click on the Village Khata Classification and the following page will appear.

In the above page, select village name, all the khatas available in that village will appear.

Tahasilwise Village & Khata Classification

Villlage : ଚୂନିଘରୀ ▼

Villlage Type : Municipal Corporation ▼

Govt. Khata Type : Select Govt. Khata Type ▼

■ Select / Deselect All

☐04-1	☐05	☐10	☐15	☐20	☐25	☐30	☐35	☐39/1	☐39/5
☐01	☐06	☐11	☐16	☐21	☐26	☐31	☐36	☐39/2	☐39/6
☐02	☐07	☐12	☐17	☐22	☐27	☐32	☐37	☐39/3	☐40
☐03	☐08	☐13	☐18	☐23	☐28	☐33	☐38	☐39/4	☐41
☐04	☐09	☐14	☐19	☐24	☐29	☐34	☐39		

Submit   Cancel

Now select the Village Type, Govt Khata Type and click the khata numbers relevant to the selected khata Type. Click on Submit button.

BHULEKH
LAND RECORDS WEB PORTAL OF ODISHA

trict : Cuttack   Tahasil : Cuttack   User : Tahasildar-Cuttack, Tahasildar   Home   Change Password   Logout
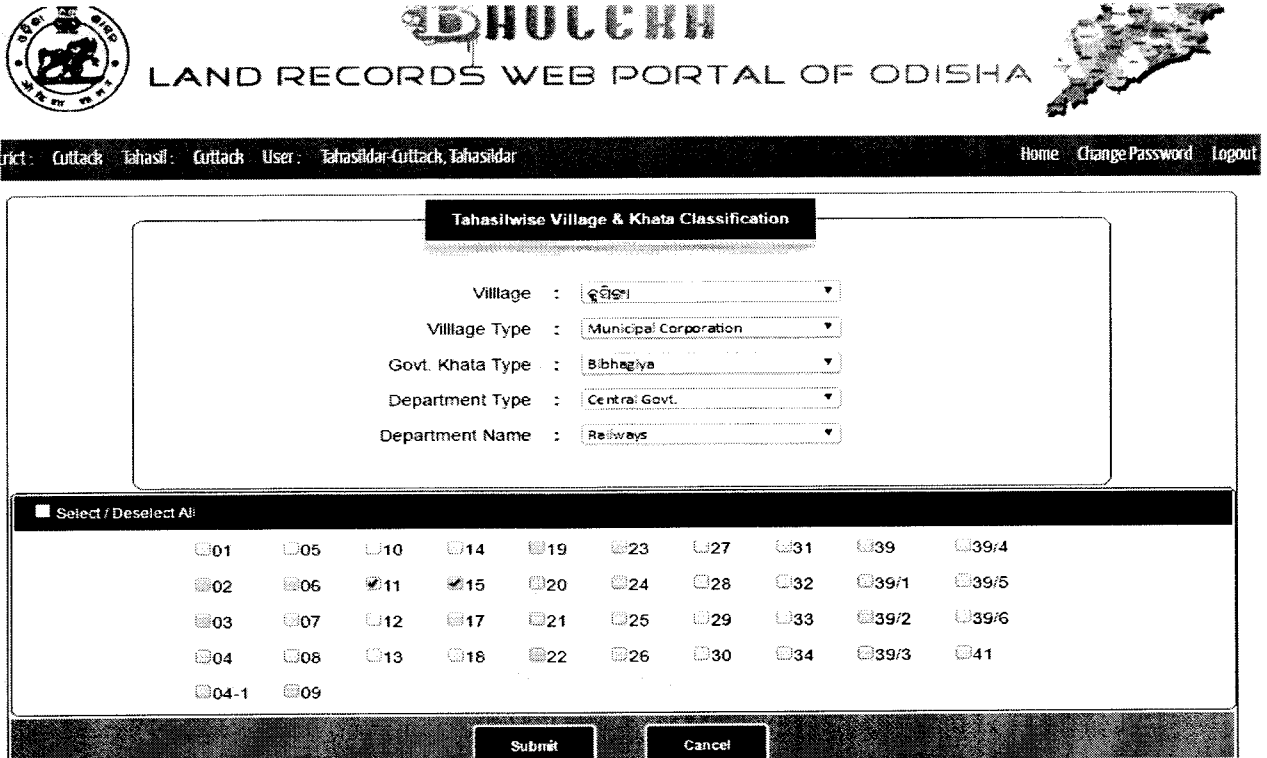
Tahasilwise Village & Khata Classification

Villlage : ଚୂନିଘରୀ ▼

Villlage Type : Municipal Corporation ▼

Govt. Khata Type : Abada Jogya Anabadi ▼

■ Select / Deselect All

☑01	☐05	☐10	☐15	☐20	☐24	☐28	☐32	☐39	☐39/4
☐02	☐06	☐11	☑16	☐21	☐25	☐29	☐33	☐39/1	☐39/5
☐03	☐07	☐12	☐17	☐22	☐26	☐30	☐34	☐39/2	☐39/6
☐04	☐08	☐13	☐18	☐23	☐27	☐31	☑38	☐39/3	☐41
☐04-1	☐09	☐14	☐19						

Submit   Cancel

When Govt Khata Type "Bibhagiya" is selected, then another two dropdown boxes will appear Department Type (i.e Central Govt or State Govt) and Department Name. Then select the Department Type and Department Name and click on the Submit Button.

After Submit, a pop up "Saved Successfully" will appear. Click on the cross sign on the pop up window to go back to the previous screen.

If wrongly any khata is tagged, then selecting the particular khata type for which wrong entry has been made, one can deselect the existing khata and then can select the correct khata and click on Submit button.