

GOVERNMENT OF ASSAM
REVENUE & D.M. DEPARTMENT: REFORMS BRANCH
DISPUR, GUWAHATI-781006

eCF No.565802/I/777761/2024 Dated Dispur, the 20-10-2024

NOTIFICATION

Declaration of services under Revenue & DM Department as per provision of the Assam Right to Public Services Act, 2012

With a view to provide the delivery of Public Service to the eligible citizens within stipulated time limit, the following service of the Revenue & DM Department has been notified under Section 4 of the Assam Right to Public Services Act, 2012

Service Name: One time conversion of tea grant land to periodic patta

This service is regarding conversion of tea periodic lands or tea grant lands transferred on or before 31st day of December 2022, into periodic patta and conferring of landholder status to the bonafide transferee of such lands and reclassification based on the present usage, through an application-based online process, consequent to the amendment of Section 4 of the Assam Fixation of Ceiling on Land Holdings Act, 1956.

Section 4 of the Assam Fixation of Ceiling on Land Holdings Act, 1956 is amended vide the Assam Fixation of Ceiling on Land Holdings (Amendment) Act, 2024 for incorporating provisions whereby an opportunity is given to persons who had acquired or received land within the area of special cultivation of tea and purposes ancillary thereto, by way of grant, lease, sale, gift, mortgage or otherwise by a bonafide transfer on or before 31st day of December 2022, from grantees, leaseholder or landholder, which was earlier leased for special cultivation, to claim rights over such lands as landholder, subject to payment of premium as may be notified.

Eligibility Criteria:

1. The land parcel purported to be converted to periodic patta should be acquired or received land within the area of special cultivation of tea and purposes ancillary thereto, by way of grant, lease, sale, gift, mortgage or otherwise by a bonafide transfer on or before 31st day of December 2022.
2. Total land holding of the applicant including the land parcel purported to be converted to periodic patta should not exceed the prescribed and permissible limits under relevant provisions of the Assam Fixation of Ceiling on Land Holdings Act, 1956.

Procedural Steps:

1. Applicant will apply online thorough Sewa Setu portal at <https://sewasetu.assam.gov.in> along with the required documents by self or through PFC/CSC.
2. The applicant completes the e-KYC process through Adhaar on a voluntary basis.
3. Applicant applies online with the following required documents:
 - a. Deed of transfer executed on or before 31-12-2022.
 - b. Latest land revenue paid receipt (if any)
 - c. Certificate as proof of legal heirs (if applied by the legal heirs).
4. If the land is mutated in the name of the applicant, the applicant applies for partition followed by conversion. If the land is not mutated in the name of the

- applicant, the applicant applies for mutation and partition followed by conversion.
5. Application lands at the login of Circle Officer.
 6. Circle Officer forwards the application to Land Record Assistant (LRA) for enquiry and verification. Circle Officer gets verified the authenticity of the Deeds if required from the jurisdictional Sub-Registrar electronically.
 7. LRA verifies the records, possession of the land and takes geo-tagged photograph and forwards a detailed report to CO after through verification with comments.
 8. Circle Officer examines the report of the LRA and forwards it to DC with comments.
 9. DC issues notice for hearing inviting objection if any within 30 (thirty) days.
 10. DC conducts hearing and disposes off the claims and objections if any.
 11. DC issues notice to the applicant for payment of conversion premium if found in order.
 12. Applicant makes e-payments of conversion premium.
 13. In case of land in town areas, DC forwards with his recommendation if found in order to the Revenue & DM Department, Govt. of Assam for approval.
 14. After approval of the Revenue & DM Department, Govt. of Assam, DC issues notice to the applicant for payment of conversion premium. In case the approval of R&DM department is not in affirmative then the case is dismissed and concluded.
 15. Applicant makes e-payments of conversion premium.
 16. On confirmation of receipt of payment of conversion premium for both rural and town areas, DC passes necessary orders for mutation with partition or partition followed by conversion to Periodic Patta and directs the Circle Officer for land record correction.

Documents to be annexed with Application:

- a. Deed of transfer executed on or before 31-12-2022.
- b. Latest land revenue paid receipt (if any)
- c. Certificate as proof of legal heirs (if applied by legal heirs).

User Fees:

User fees of Rs.50/-(in rural areas) and Rs.100/-(in town and peripheral areas)

Citizen Charter: Annexure-I

Principal Secretary to the Govt. of Assam,
Revenue & Disaster Management Department
Dispur, Guwahati- 06

Memo No. eCF No.565802/I/777761/2024-A Dated Dispur, the 20-10-2024
Copy to for kind information:

1. The Chairman, Assam Board of Revenue, Pan Bazaar, Guwahati-01.
2. Principal Secretary to Hon'ble Chief Minister, Assam.
3. The Commissioner & Secretary to the Govt. Of Assam, Administrative Reforms & Training Department, Dispur, Ghy-06.
4. The Director of Land Records & Survey etc., Assam, Rupnagar, Ghy-32.
5. The Principal Secretary to the Autonomous Council (KAAC/DHAC/BTC).

6. The District Commissioners (All Districts)/Settlement Officers.
7. The Director of Printing and Stationery, Bamunimaidam, Guwahati-21 with a request to publish the above-mentioned notification in the next issue of Assam Gazette.
8. The Director of Land Requisition Acquisition & Reforms, Assam, Rupnagar, Ghy-32
9. Co-District Commissioners (All).
10. All Circle Officers.

By orders etc.,

Joint Secretary to the Govt. of Assam,
Revenue & DM (Reforms) Department

Annexure-I

Citizen Charter:

Notified Public Service	Designated Public Servant (DPS)	Designation of Appellate Authority	Stipulated time limit	Documents to be enclosed along with the Application	Application Fees
Limited conversion of transfer of tea grant land to periodic patta	District Commissioner	Principal Secretary, Revenue & DM Department	Mission period	<ol style="list-style-type: none"> 1. Deed of transfer executed on or before 31-12-2022. 2. Latest land revenue paid receipt (if any) 3. Certificate as proof of legal heirs (if applied by legal heirs). 	Rs.50/- (in rural areas) and Rs.100/- (in town and peripheral areas)