District Attachment

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IAS PROFESSIONAL COURSE PHASE-I, 2016
WINTER STUDY TOUR

DISTRICT ATTACHMENT REPORT

Name of the State	: **Tamil Nadu**
Name of the District	: **Dindigul**
Name of the Officer Trainee	: **Asif K Yusuf**
OT Code	: **A28**

PART	TOPIC
A	Tehsildar
B	Land record computerization

PART A

ADMINISTRATIVE FUNCTIONARY REPORT

CIRCLE OFFICER/ TEHSILDAR

As part of district attachment, I visited **Athoor taluk** of **Dindigul subdivision** of **Dindigul district** in **Tamil Nadu** to study the office of tehsildar and his functions

Brief about Athoor taluk

Athoor is located western part of dindigul district having a geographical area of 263.75 Sq. Km. It consist of 3 Firkas and 22 revenue villages. The population is 160638 with a literacy rate of 71.99% (2011 census).

Land Revenue: The basic assessment is fixed with reference to classification of soil, sort and source of irrigation. Land revenue is being collected from the pattadars without any coercive actions
Land revenue for wet lands – Rs 12 per hectare
Land revenue for dry lands – Rs 5 per hectare

a. **Roles of tehsildar**

(1) Administering revenue inspectors, deputy tehsildar, and village administrative officers.
(2) Conduct of mass contact programme in the village according to the program drawn in advance
(3) Checking of cash accounts and other accounts maintained by village administrative officer
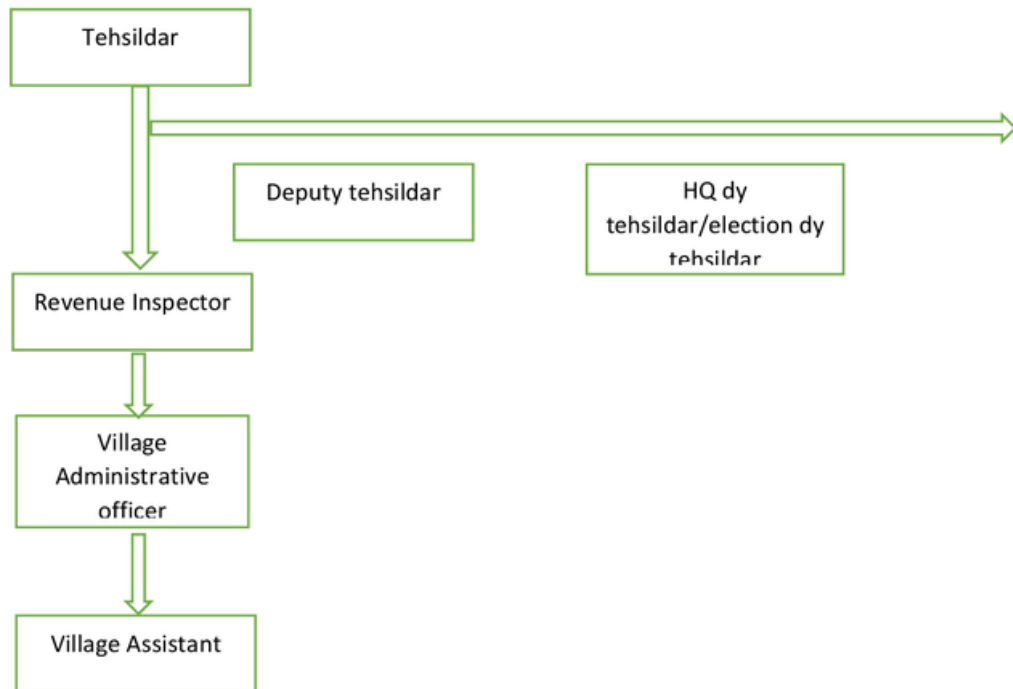(4) Passing orders on disciplinary cases against VAO, village servants etc.

(5) Functions as taluk magistrate
(6) Passing order under sec 144 CrPC
(7) Chairs peace committee meetings

(8) Attending to law and order work
(9) Recording of azmoish of crops, inspection of survey marks
(10) Passing orders on assignment of lands for cultivation purpose where the land value is up to Rs 10000 where the extend doesn't not exceed 3 acres of dry or one and half acres of wet
(11) In charge of collection of all dues to government by enforcing revenue recovery act
(12) Inspection of porampoke trees and taking action against illicit cutting of trees

(13) Inspection of all quarries and taking action against illicit quarrying

(14) Implementation of bonded labour act

(15) To deal with matters like public health, cattle diseases, registration of births and deaths

(16) Issuance of community and solvency certificate

(17) VIP and protocol duties

(18) Attending to civil supplies work

(19) Inspection of fair price shops

(20) Passing orders on unclaimed properties produced by police

(21) To conduct exhumation of dead bodies on requisition from police

(22) Enforcing authority at taluk level all acts, rules and manuals issued by government

(23) Passing orders of eviction on government land under land encroachment act 1905

(24) Inspection of village ponds, chavadies, stones depot, trees, alienation cases, encroachment cases, poramboke land etc.

(25) Maintenance of old age pension records and grant of certified copies

(26) Passing award of land acquisition cases where the land value does not exceed Rs 2,50000

(27) Inspection of irrigation sources and rain gauges and matters relating to irrigation disputes

(28) Passing orders on water rent cases

(29) Passing order on water rent cases

(30) Implementation of provisions of various irrigation acts and regulations

(31) Inspection of areas affected by natural calamities, fire accidents, flood, cyclone affected victims and arrangement for relief works and disbursement of grant of loans

(32) To function as Assistant Returning officer for assembly constituency at the time of elections. To function as Assistant electoral registration officer

Structure of revenue administration below Tehsil

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┌─────────────────┐
│    Tehsildar    │──────────────────────────────────────────────►
└─────────────────┘
         │              ┌──────────────────┐    ┌─────────────────────┐
         │              │  Deputy tehsildar │    │      HQ dy          │
         │              └──────────────────┘    │ tehsildar/election dy│
         │                                       │     tehsildar        │
         ▼                                       └─────────────────────┘
┌─────────────────┐
│ Revenue Inspector│
└─────────────────┘
         │
         ▼
┌─────────────────┐
│     Village     │
│  Administrative │
│     officer     │
└─────────────────┘
         │
         ▼
┌─────────────────┐
│ Village Assistant│
└─────────────────┘
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D Services provided by Tehsil office

1. Issue of revenue certificates
   a. Community certificate ⎤
   b. Income certificate   ⎬ Issued by Dy tehsildar
   c. Nativity certificate ⎦
   d. SC certificate   ──────►   Issued by Tehsildar

{ ST certificate and destitute widow certificate issued only by SDM}

2. Patta transfer(Mutation)

Patta transfer is now done online. The petitioner has to submit the application through common service centre with the required documents. The following services are available with this scheme
1) Simple patta
2) Joint patta
3) Subdivision

E. Financial management at tehsil level

1) Schemes Implemented

Large no of schemes are routed via the tehsil office which include both central and state schemes. Central schemes for social security like old age pension scheme, widow pension scheme, physically handicapped scheme etc. are under the purview of a special tehsildar. In Tamil Nadu there are many state run welfare and social security schemes.

For example Chief Minister's UNPT (uzhavar pathukappu thittam) includes many welfare schemes like insurance for accident cases, natural death, and snake bite (for agriculture labours and farmers having land below 2 acres), marriage scheme where Rs 10000 is given to the girl. AIDS, cancer patients are given benefit of Rs 1000 per month.

2) Bank accounts

Tehsildar keeps mainly two accounts. One for the social security schemes &CM UMPT and the other account for establishment matters. Now the social welfare funds are transferred to the beneficiary directly and as result most of the transactions are not reflected in the pass book held by the tehsildar

Analysis

The post of tehsildar is a very vital post in administration. The post holds good balance of powers and responsibilities. The post seems like a replica of that of district collector and district magistrate in a taluk level. It is the lowest post from which magisterial power starts. The office is vital in the local administration

The main function of tehsildar office in regards to revenue side is patta transfer. With introduction of online patta transfer the procedures has become streamlined and there is proper accountability and the system can track the delay in the procedures. For delivery of revenue certificates, there is no act mandating service delivery time, but from my observation, the system was working well as

online platform is used for issue of certificates. Common service centres play a vital role from where citizen can request for the certificates.

With regards to office management, most districts relies on physical files for office work which has caused low efficiency. Moving to e office will help to overcome the efficiency issues.

PART B

LAND RECORD COMPUTERIZATION

A. BASIC INFORMATION OF LAND RECORDS

1. District and State Name: Dindigul, Tamilnadu
2. Total no. of Survey numbers / Subdivisions : 244292 / 1271451
3. Total no. of Tehsils : 9
4. Total Area of the District(Ha): 607515 (Ha)

     a) Rural: 467100 (Ha)

     b) Urban: 4140 (Ha)

     c) Forest: 136300 (Ha)

5. Local name of land measurement unit and its relation with Acre: Meter **(4046.86**

     sq.m = 1 Acre)

6. Local name of

     a. Record of Rights (RoRs): Chitta

     b. Mutation Register: 'A' Register

7. Local name of Revenue maps: FMS (Field Measurement Sketch)

8. Status of land records:

s.no	No. of survey numbers / Sub divisions	No.of Tehsils	Total No. of Revenue villages	Total No. of Khatiyans / RoRs	Total No. of Naksha / Revenue Maps Cadastral Maps
1	244292 / 1271451	9	361	5,53000	

8. a. Have a look at some RoR and Revenue Maps and comment on the physical

     conditions etc. –Chitta is in good condition

8.b. what is the status of old record keeping: Computerization of records are in progress. Chitta and A register is already computerized. The process of computerization of revenue maps are in progress

Chitta is the Record of Rights and contains the name of tittle holder and patta number

A Register is the mutations register in which details of land is given as per survey number. While doing mutations the A register is changed and new patta no is updated which is later cross checked with chitta and later updated in chitta. A Register also contains details like irrigation sources, tax details etc.

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Azmoish means the inspection of land and fields to record the details of crops raised, trees, wells and others in village account No 2 (Adangal) and to assess the approximate outturn of crop. The revenue inspector should azmoish and the deputy tehsildar should do over azmoish to check the correctness.

Adangal contains all the details about cultivated areas including type of land, crop type, irrigation etc. There are 3 types of land which include wet land, dry land and purompoke land.

Natham register contains natham pattas which are residential pattas. They are entered into natham register on subdivision instead of A Register.

In Tamil Nadu both chitta and A Register is fully computerized but the FMB computerization is going on.

B. LAND RECORDS COMPUTERIZATION (CLR)

9. When did computerization of land record start: 3.10.2008.

10. Current status of land records computerization: FMS computerization work in progress.

sl no	Tehsil Name	Total villages (no.)	No. of Revenue Villages : 361					
			Total no. of Khatiyans / RoR	CLR Ongoing	CLR not started	Issuance of digitally signed RoR	RoR Linkage with Aadhaar Completed	RoR Linkage with Aadhar ongoing
1	Dindigul West	32		Yes			NO	NO
2	Dindigul East	40		Yes			NO	NO
3	Athoor	22		Yes			NO	NO
4	Natham	26		Yes			NO	NO
5	Nilakottai	43		Yes			NO	NO
6	Vedasandur	63		Yes			NO	NO
7	Oddanchatram	57		Yes			NO	NO
8	Palani	62		Yes			NO	NO
9	Kodaikanal	16		Yes			NO	NO
	Total	361						

10. a. If land records computerization is not fully completed, then find out the

   reasons:

   Natham record, chitta and A Register of all taluks are computerized.. Digitization of FMS is in progress.

10. b. How CLR is being done ?

Department Staff and Outsourcing DEO's from Sankara computers
(Private agency)

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10.c. Digitized records stored in Modern Record Room?

YES. Records are kept in concerned taluk offices.

10.d. Are villagers getting computerized copy of RoR: YES.

Source is Citizen Service Centres.

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10.e. Is the computerized copy of RoR digitally signed: NO.

C. DIGITIZATION OF CADASTRAL MAPS:

11. Current Status of Digitization of Cadastral Maps:

Tehsil Name	Total Villages (No.)	No. of Revenue Villages :361						
		FMBs			Spatial Data verified	Cadastral Maps linked to RoR	Real time updation of RoR and Maps	Bhu – Naksha used for Cadastral Maps
		Total	In good Condition	Digitized				
Dindigul West	32	51940	Yes	0	0	--	15.2.16	
Dindigul East	40		Yes			--	07.01.16	
Athoor	22	14107	Yes	3831	2080	--	18.2.16	
Natham	26	12246	Yes	12246	12000	--	5.10.15	
Nilakottai	43	23439	Yes	22600	15397	--	21.1.16	
Vedasandur	63	62668	Yes	62668	0	--	21.1.16	
Oddanchatram	57	32496	Yes	32496	0	--	8.12.15	
Palani	62	29956	Yes	28879	11298	--	29.1.16	

Kodaikanal	16	17440	Yes	0	0	--	8.12.15	
	361	244292		162720	40775	--	--	

11.a. If maps digitization is not fully completed, then find out the reasons.

Fully digitized in 3 Taluks. .Others are in progress

11.b. Are villagers getting computerized copy of revenue maps: NO.

Computerization of FMS is going on.

11. c. Are villagers getting Computerized copy of RoR with digitized parcel map:

NO.

D. MUTATION

12. Who is the competent authority to mutate property: For full field patta transfer deputy tehsildar is the competent authority. For partition, tehsildar is the authority

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12.a. How is Mutation done: Online

12. b. If Manual then find out why there is no computerization of mutation process: Nil.

12. c. If Online, then find out the integration process of mutation dept. with
     registration: Nil.

12. d. After Mutation, are land records automatically updated or is there need to
     apply: It is done manually and records are updated in village and taluk accounts by concerned officials.

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13. Current Status of Mutation and updation of land records:

Tehsil	No. of villages :361				
	Total no. mutations applied since computerization	Mutations disposed so far			Mutations pending(No.)
		Manually (No.)	Computerized / Online (No.)	Total (No.)	
Dindigul West			Computerized		
Dindigul East			Computerized		

Athoor			Computerized		
Natham			Computerized		
Nilakottai			Computerized		
Vedasandur			Computerized		
Oddanchatram			Computerized		
Palani			Computerized		
Kodaikanal			Computerized		

E. REGISTRATION

14. Who is the competent authority for property registration- Sub registrar

14.a. How property registration done? Manual system/ computerized: computerized

14.b. If not computerized then find out the reasons: nil

14.c. If Computerized then find out the model they have opted:

Integrated via State Wide Area Network

14.e. Agency undertakes computerisation Of Sub-Registrar Offices: Tata Consultancy Services

14.f. What is the periodicity for updation of Circle-Rate: Rural & Urban : The guideline rate is updated every 2 years

14.g. Is there any provision for online Appointment for registration: The process is underway and will be operational on trial basis from April 2017

In registrations, e payment has come into existence, taking away the need for stamp papers.

F.INTEGRATION OF LAND RECORDS AND REGISTRATION:

15. Are land records dept. and registration dept. online integrated? NO.

15.a. Are land records and survey dept. integrated? NO.

16. Computerized records stored in Modern Record Room of Tehsils / Block HQ: **Tehsils**

16.a. If yes, check the status of records: good condition.

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G. SURVEY - RE -SURVEY:

17. When was the cadastral survey done in the district : 1922

18. a. Whether Revisional survey done: Yes in 1984-86

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18.b. After DILRMP implementation, is modern survey taken place in the district? - NO

18.c. If modern survey taken place, then find out what model they have adopted. Nil

18. d. Status of Modern survey: Nil

Analysis

With computerization of mutation process, the procedure has become more streamlined and feedback from officers and employees shows that they are able to do patta transfer in amore efficient and time bound manner. Regarding the computerization of land records, he state is hopeful of fully digitizing the revenue maps (FMB) and other records within two years. This will enable citizens to get computer printout of FMB after mutations along with pattas.

Even though both registration and mutations are computerized and made online, there is no design in the system to invoke automatic mutations once registration is done. Implementing this will enable the whole process of land record administration to go in a systematic and hassle free manner

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