

**Government of West Bengal**  
**Land and Land Reforms Department.**

No. 6450-IS/355/01.

Dated, 11.09.2001.

**C I R C U L A R**

**Re. Operationalization of Revenue Inspector Offices**

Various circulars issued by the Directorate of Land Records and Surveys and his latest memo. No. 7/2620-37/C/2000 dated Alipore the 26<sup>th</sup> June, 2001, and referred to. In a meeting of the DL&LROs presided over the Minister-in-Charge. Land and Land Reforms on 8.6.01 it was decided that the Revenue Inspector Offices must be made fully operational without any further delays. The DL&LROs mentioned that even though computer print outs of land records for most of the mouzas in each district have been prepared but in absence of copy of plot index the computer print outs of mouza records could not be transmitted to the R.I. Offices. The primary requisite to make the R.I. Offices fully operational is to equip them with records of mouzas within their jurisdiction. It is not understood why plot index which constituted an integral part of land records was not computerized at the time when the records computerized. However, after detailed discussion it was decided that the DL&LROs would arrange computerization of Plot index and in case computerization was not possible immediately for lack of soft-ware, the plot index should be photocopied within 4 months since the date of meeting and the computer print outs of mouza records accompanied by computerized / photocopied plot index should be transmitted to the R.I. offices within 31.12.2001 without fail. In fact, the supply of records with plot index shall be started immediately by instalment and the supply of last instalment must be completed within 31.12. 2001.

It was further decided that the following items of work should be done from R.I. offices.

1. Attestation.
2. Draft publication of mouzas.
3. Receipt of 51A(1) objection petitions and registering and maintaining the same.
4. Transmission of objection petitions along with Register by R.I. to BLLRO.
5. Final publication of records.
6. Receipt of applications u/s 51A(4) and registering of the same and thereafter transmission of the petitions to Block offices.
7. Receipt of mutation/ conversion/bargadar/homestead petition in the R.I. Offices in respect of mouzas comprising the R.I. Offices. The enquiry of the petitions by the R.I. within a stipulated time as has been determined in various circulars. Earmarked r.) or BLLRO will visit the R.I. offices at least once in every fortnight and dispose of the mutation / barga / homestead petitions in the R.I. office itself. Copies of order to be passed by the R.O. should be sent to Block offices for records. The R.O. will examine which of the petitions can not be disposed of at the R.I. offices level and pass instruction to R.I. for transmission of those petitions to Block offices for disposal.

The basic objective is to make the R.I. office a true centre of meaningful activities where

local raiyats can get service at their door steps. It is also necessary to make the Block offices free from preliminary items of work so that such offices can concentrate on work relating to vesting, distribution conducting courts cases, monitoring collection of royalty, rent and cesses, inking up of maps, junching of records, attending the members of public etc.

The services of Bhumisahayaks and Amins posted in the R.I. Offices should be used in full. If the work in R.I. office enormously increases one or two members of staff from Block Office can be temporarily posted in R.I. office for coping with the volume of work.

At present, there are around 2400 Revenue Inspectors against the requirement of 3305. Posting should be so made that one R.I. does not remain in charge of more than two offices, R.I. must notify the dates on which he will attend which of the two offices. Such dates should be given side publicity, so as to eliminate the harassment of members of public.

Report of compliance about the circular must reach DLR&S and the Department by 30.09.2001 positively.

The Minister-in-Charge, Land and Land Reforms Accompanied by other official of the Department intends to visit various districts since Sept., 2001 and see for himself if the records have actually been transmitted to R.I. offices.

Sd/- P. Bandhyopadhyay.  
Special Secretary to the  
Government of West Bengal.