

**GOVERNMENT OF ASSAM  
REVENUE & D.M. DEPARTMENT (REFORMS)  
DISPUR, GUWAHATI – 781 006**

eCF. No 565802/I/774340/2024 Dated.18-10-2024

**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: Settlement of land in surveyed N.C. village under SVAMITVA:**

After the notification of a village as a cadastral village, the District Commissioner will proceed for settlement of surveyed government land available in such villages to the indigenous landless families and other entities through the jurisdictional Circle officer and cause preparation of digital land and property cards as follows:

- i. The settlement procedure shall follow the criteria laid in the extant Land Policy, 2019 and its subsequent amendments.
- ii. District Commissioner shall offer settlement with recommendation from the Land Advisory Committee and approval from the Government of Assam, wherever necessary.
- iii. While offering settlement, it is imperative to take utmost care of the need of the inhabitants, competing demands of the different stakeholders, development aspect, environmental security and futuristic land management and conservation.
- iv. The maximum limit of land for allotment / settlement to an individual will be as per the Land Policy, 2019 and its subsequent amendments.
- v. Settlement of hereditary land inclusive of land for homestead, ordinary cultivation, or any land in rural areas of the State in possession of tribal families for past three generations, up to 50 bighas may be made.
- vi. 'Generation' would mean a period comprising of 25 (twenty-five) years and 'Hereditary land' would mean land of the family of the tribal community which, for at least three generations prior to the 1<sup>st</sup> day of January 2022, has been in continuous undisputed possession of the family.

**Eligibility Criteria:**

**A. For Rural Agricultural Land (as per Land Policy, 2019 and its subsequent amendments):**

1. An indigenous landless cultivator referring to those persons, who cultivate the land by themselves and whose livelihood is mainly cultivation.

**Preferences shall be given to the following:**

1. An indigenous landowner cultivator who has been rendered landless due to flood, erosion, earthquake and natural calamities
2. An indigenous landless cultivator who belongs to SC/ST/OBC/MOBC Communities.
3. An indigenous person, who has less than 1bigha agricultural land in his name or in the name of any member of his family in the state and no means of livelihood other

than cultivation.

4. An indigenous widow having no earning sons or daughters (excluding married daughters) provided such a widow intends to take up cultivation as a source of livelihood.
5. An indigenous single woman, disabled person and ex-serviceman desirous and capable of taking up agriculture as a means of livelihood.

**B. Rural Homestead Land (as per Land Policy, 2019 and its subsequent amendments):**

An indigenous family of the State who does not have homestead land in the name of any member of their families anywhere in the entire State may be settled suitable homestead land not exceeding 1bigha per family.

**C. Settlement in Towns (as per Land Policy, 2019 and its subsequent amendments):**

An indigenous person who has no homestead land in his name or in the name of his family in the State may be eligible to get land in Guwahati city or in the urban area, provided-

- a. Such a person is required to reside in Guwahati city or in that urban area by very nature of his occupation/ service.
- b. He has sufficient ground to justify that he has not been able to purchase land in Guwahati city / other towns

An indigenous land less person if found eligible and who have been under continuous occupation of Govt. land since or prior to 28<sup>th</sup> June 2001, may be considered for settlement of maximum 1katha-5 lessa of land in case of Guwahati and 1katha- 10 lessa in case of other towns as one time measure for homestead purpose, irrespective of having land in rural areas.

**D. Settlement of land in the peripheral areas of town land (wherever applicable):**

Settlement of land (within the periphery) shall be applicable as per the Govt. notification No. RDM-12011(17)/15/2022-LR-REV-R&DM/14 dated 21-08-2023.

**Designated Public Servant (DPS):**

**District Commissioner**

**Procedural Steps:**

1. Applicants will apply online through Sewa Setu Portal at <https://sewasetu.assam.gov.in> along with the required documents by self or through PFC/CSC.
2. Before submitting the online application, the applicant needs to complete the e-KYC process through Aadhaar/ PAN on voluntary basis.
3. On Receipt of the application, Land Record Assistant (LRA) physically verifies the scheduled land for confirmation of possession of the land, takes the geo-tagged photograph of the scheduled land and forwards the report with comments in Dharitree portal to the Circle Officer.
4. Circle Officer then verifies the application along with LRA report and if satisfied forwards the same to the District Commissioner with recommendation for approval.
5. District Commissioner verifies the application, CO's report and LRA's report and if satisfied, the proposal is placed before Land Advisory Committee and based on

the recommendations from the LAC, for rural areas, the District Commissioner forwards the proposal to Circle Officer for premium notice generation.

6. However, for town areas as well as peripheral areas wherever applicable, the District Commissioner forwards the proposal to the Revenue & DM Department, Govt. of Assam with recommendation for approval.
7. On approval from the Revenue & DM Department, DC forwards to CO for premium notice generation. In case of rejection the case is rejected and closed.
8. Once premium is paid by the applicant for rural, town and peripheral area, the Circle officer will confirm the premium deposit and forwards to DC for necessary order for settlement.
9. After passing of settlement order DC sends to CO for correction of land records and then generates the Periodic Patta and forwards it to the District Commissioner for signature.
10. The District Commissioner then signs the newly generated Periodic Patta and forwards it to Circle Officer.

**Documents to be annexed with Application:**

1. Bedakhali jarimona receipt (if any)
2. Proof of hereditary land in case of settlement of hereditary land of tribal communities under this service.

(if any)

**User Fees:**

User fees of Rs 50/-(in rural areas) and Rs.100 (in town and periphery 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/774340/2024 Dated.18-10-2024

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  
Dispur, Guwahati-06

**Annexure-I**

**Citizen's Charter**

<b>Notified Public Service</b>	<b>Designated Public Servant (DPS)</b>	<b>Designation of Appellate Authority</b>	<b>Stipulated time limit</b>	<b>Documents to be enclosed along with the Application</b>	<b>Application Fees</b>
Settlement of land in surveyed N.C. village under SVAMITVA	District Commissioner	Principal Secretary, Revenue & DM Department	Mission period	1. Bedakhali jarimona receipt (if any).  2. Proof of hereditary land in case of settlement of hereditary land of tribal communities under this service.	User fees of Rs 50/- (in rural areas) and  Rs.100 (in town and periphery areas)

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