

**MINUTES OF THE DISTRICT LEVEL MONTHLY REVENUE MEETING FOR THE MONTH OF NOVEMBER, 2015 HELD ON 22-12-2015 AT 12.00 NOON IN THE CONFERENCE HALL OF THE DM OFFICE, DHALAI.**

**List of participants is given in Annexure-A.**

The ADM & Collector, Dhalai welcomed all the Officers were present in the meeting and reviewed the progress of different revenue related issues with SDMs/ other line Departments. At length the following decisions were taken in the meeting: for taking follow up action:-

Item No.	Issue	Decision	Action by
1	NLRMP	<p>a. All SDMs were requested to dispose off the pending application of mutation cases 30-60 days above then 0-30 days and record should be incorporated in the maps and new khatian must be opened by fixing up target to concerned DC/DCM/RI and Tehsilder in every month and in their monthly tour diary, it should be reflected.</p> <p>b. All SDMs were requested to check pending application of mutation cases and advise to the concerned DC/DCM/RI to issue notice 1<sup>st</sup> come 1<sup>st</sup> out system using mobile number of concerned applicant through Tehsilder and monitor strictly and update online system.</p> <p>c. It is reported by SDMs that in all sub-division installation of computers in TKs have been completed except Longthorai Valley Sub-Division. <b>The SDM LTV is requested to contact with Sri Samrat Debnath on mobile No.8974052831.</b></p> <p>d. The SDM, Kamalpur reported that the Salema DC office is functioning but no SWAN connectivity is there as yet. The DIT, Agartala was requested kindly to ensure the matter for extension of SWAN connectivity from the Salema RD Block immediately.</p> <p>e. All SDMs were advised to submit tour diary and inspection report by 5<sup>th</sup> of every month.</p> <p>f. All SDMs were requested to dispose off the pending duplicate plots by 31-1-2016 positively simultaneously incorporation of records should also be done.</p> <p>g. All SDMs were advised to instruct their Revenue Officers without physical verification of land mutation should not be done and after mutation records should be incorporated including map in 3 sheets. They should collect New C.S map from the DSLR for the task. <b>After passing mutation order simultaneously map is also to be corrected by the concerned DC/DCM henceforth.</b></p> <p>h. All SDMs/DCMs/DCs were advised to inspect TKs records in every month as targeted and inspection report must be reflected in their tour diaries.</p> <p>i. The SDM, Longthorai Valley Sub-Division were advised to appoint data entry operator for SRO office by himself immediately.</p> <p>j. All SDMs were requested to check up their CLR project and ensure how many khatians were generated since the computerized khatians was opened and copy of each khatians should be handed over to the concerned Tehsilder of the respective TKs.</p> <p>k. <b>All SDMs were advised to complete the land valuation Chart, 2015 by constituting team headed by DC/DCM TK-wise respectively displaying draft publication and hearing claims and objections from the general people and the task should be completed by Feb, 2016 positively.</b></p> <p>l. All SDMs were advised to direct their SROs/TO/STOs to verify records of old deeds which have been scanned by out sourcing earlier if not verified.</p> <p>m. All SDMs were advised to direct the SROs to follow up the automatic mutation system ADAR link basis. They should collect the ADAR number or UID number and open register for the purpose including zerox copies of ADAR card.</p>	<p>SDMs</p> <p>DIT, Agt. TPA</p> <p>SDMs</p> <p>DTO</p>
	Training	<p>a. All Tehsilder should be trained up in computer by SDMs in their office or RSTI if necessary.</p> <p>b. All SDMs were requested to ensure supply of Computers/furnitures/ steel Almira at their TKs including Scanner/UPS which will be supplied by DIT, Agt, Tripura.</p>	SDMs
	Survey / Revisional	a) The revisional survey of Longthorai Valley Sub-Division in traditional method is very slow and progress is not satisfactory and in Gandachara Sub-Division in modern method, progress of survey is very slow. They	SDM, GNC/

