

Top Priority
By Fax / e-Mail

Government of Odisha
Revenue & Disaster Management Department

RDM-CHS-POLICY-0042-2019 10186 / R & DM dated, **24 MAR 2021** ²⁰²¹

From

Shri Bishnupada Sethi, IAS
Principal Secretary to Government

To

All Collectors

Sub: Regarding disposal of mutation cases

Ref: This Department letter No.19507 dt.11.6.2020

Madam/Sir,

I am to say that detailed instructions for disposal of uncontested mutation cases were issued vide the afore-mentioned letter. It was made abundantly clear that uncontested mutation cases across the state constitute about 70% of the total number of revenue cases and therefore need due attention for public service delivery by the Department. Though further instructions had been communicated for expeditious disposal vide this Department letter no. 31757 dated 4th of November, 2020, it appears, the field officers need further sensitisation.

Recently, Odisha Survey and Settlement Rules, 1962 have been amended along with Mutation Manual. As per amendments, no notice is required to be issued when all co-sharers sell the plot (part or in full) and mutation application therefore can be disposed of without hearing the parties and resorting to any field enquiry which were taking long time earlier. It has now been provided that period of appeal which

was previously 30 days is extended to 180 days and more so, appeal period will not be a bar for correction of records and maps once final order is passed in a mutation case.

You are aware that when pursuant to registration, Form No.3 is forwarded to concerned tahasil for auto-registration of mutation case, land particulars etc. are properly checked at the level of Registering Officer with reference to Bhulekh and other connected records/ documents, so that a transaction is prima-facie flawless. *Therefore, this leaves little scope for the Tahasildar to treat a mutation case as 'contested' unless there are compelling reasons.* However, several complaints are being received at this end that uncomplicated transactions are being treated as contested cases, citing flimsy grounds. This is not expected from the Revenue Officers when this Department has been covered under Mo Sarkar programme and acknowledged as a forerunner of 5T Initiatives in the state. Postponement of disposal citing unjustifiable/ pretty ground is an *alibi* which defeats the cardinal principle of public service.

Therefore, after careful consideration, the Government have now been pleased to instruct as follows:

- a. Mutation cases under normal circumstances shall be disposed of within a week.
- b. NIC has been instructed to make necessary changes in e-Mutation application software to incorporate new provisions including hierarchical matrix in which information on mutation cases pending beyond fixed timeline will be escalated to senior officers.
- c. A red flag will be generated for those cases pending with Tahasildar/ Addl. Tahasildar beyond 04 working days.

- d. If mutation is delayed beyond 07 working days, an intimation will be sent to concerned Sub-Collector.
- e. If the delay is beyond 15 days, Collector will be notified in the system and those mutation cases pending beyond one month with Tahasildar will be escalated to R & DM Department senior officers.
- f. In case, it turns out that a mutation case is contested, the same shall be disposed of maximum within a period of **30** working days.
- g. RoRs as advised earlier, shall remain to be dispatched through Speed Post.

It is also decided that to dispose with personal appearance of the applicant in a contested mutation case, the Tahasildar shall resort to video calling/ conference through whatsapp or any other digital mode as convenient to the applicant. At the same time, Tahasildar shall ensure that the person presenting himself/ herself through video call is genuine and as per requirement, he may insist on production of any recognized document in support of identity.

The Government is also keen to appreciate the good performance of Tahasildars, specifically on disposal of mutation cases. Detailed guidelines will be communicated later on, which may be used by Revenue Officers in their PAR by attaching the Rank/ Performance document as will be communicated by this Department.

Keeping in view the importance of disposal of mutation cases, you are advised to ensure that these instructions are meticulously followed by the field officers and senior Revenue Officers are entrusted with monitoring of case disposal during their visit to tahasils.

This supersedes all previous instructions in the matter.

Yours faithfully,

M. S. Laxmi *Setl.*
Principal Secretary to Govt. 27.3.2021

Memo No. 10187 / Dt 24 MAR 2021

Copy forwarded to all Revenue Divisional Commissioners for information and necessary action.

A. K. Jena
Addl. Secretary to Govt. 24/3/2021

Memo No. 10188 / Dt 24 MAR 2021

Copy forwarded to the Secretary, Board of Revenue / Director, Land Records and Survey for information and necessary action.

A. K. Jena
Addl. Secretary to Govt. 24/3/2021

Memo No. 10189 / Dt 24 MAR 2021

Copy forwarded to Sr. Director, NIC, Bhubaneswar for information and necessary action.

A. K. Jena
Addl. Secretary to Govt. 24/3/2021

Memo No. 10190 / Dt 24 MAR 2021

Copy forwarded to all Sub-Collectors/ Tahasildars for information and necessary action.

A. K. Jena
Addl. Secretary to Govt. 24/3/2021

Memo No. 10191 / Dt 24 MAR 2021

Copy forwarded to Joint Secretary, e-Governance for information and necessary action with a request to publish the letter in the website of R & DM Department.

A. K. Jena
Addl. Secretary to Govt. 24/3/2021