

M. Jey
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25/4/2022



GOVERNMENT OF ASSAM
REVENUE & DISASTER MANAGEMENT (REFORMS) DEPARTMENT
ASSAM SECRETARIAT (CIVIL)
BLOCK-E, GROUND FLOOR, DISPUR, GUWAHATI-06.
Email ID: revenueadm@gmail.com

No.RRG.77/2021/45

Dated Dispur, the 14th March, 2022.

**ORDERS BY THE GOVERNOR
NOTIFICATION**

SUBJECT: Declaration of services under Revenue & D.M. Department as per provision of the Section 4 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 & D.M. Department has been identified as Notified under Section 4 of the Assam Right to Public Services Act, 2012.

Service Name: Reclassification of Land less than 1 bigha

If the usage of land is changed, the class of land also requires to be changed from the existing to a new land class. This notification is for reclassification of agricultural/non-agricultural land to other class if the land area is below one bigha.

Eligibility Criteria:

Only patta holders can apply for the Reclassification of Land. Applicants can be multiple co-pattadars of the same patta. In one application, applicants can apply for a single patta only.

Designated Public Servant (DPS):

Additional Deputy Commissioner (Revenue).

Procedural Steps:

The Applicant has to apply in Standard Application Format along with required documents before the O/o the Circle Officer. On Receipt of the Application, The Lot Mandal physically verifies the land and write a Report for the Reclassification of the scheduled Land. Circle Officer verifies the Report and forwards to Additional Deputy Commissioner/Deputy Commissioner. After ADC/DC approves the application, gives the final order and passes the order for chitha correction. Everything will remain same except the land class code will change.

Documents to be annexed with Application:

- Up-to-date Land Revenue Receipt.

User Charges:

Sl No.	Service Name	Fees for Rural	Fees for Urban	Fees for GMC Area	15 KMs from the periphery of Guwahati City and within the radius of 5 KM from the periphery of any other Municipal Revenue towns
1	Reclassification of Land less than 1 bigha	Rs 500	Rs 1000	Rs 1500	NA

ECR No-790079

Receipt No. 2124 (2)
Date 28/04/22
the D.L.R. etc. Assam

Time-line:

Thirty (30) working days, if no objection is filed.

Sd/-(Avinash P Joshi, IAS)
Principal Secretary to the Govt. Of Assam
Revenue & D.M. Department.

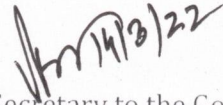
Memo No.RRG.77/2021/45-A

Dated Dispur the 14th March, 2022.

Copy to for information and necessary action:

1. The Chairman, Assam Board of Revenue, Pan Bazaar, Guwahati-01.
2. The Principal Secretary to the Govt. Of Assam, Administrative Reforms & Training Deptt., Dispur, Ghy-06.
3. The Principal Secretary to the Autonomous Council (KAAC, DHAC/BTC).
4. All Commissioners of Divisions.
- ✓ 5. The Director of Land Records & Survey etc., Assam, Rupnagar, Ghy-32.
6. The Inspector General of Registration, Assam, Rupnagar, Ghy-32.
7. The Deputy Commissioners (All Districts)/ Settlement Officers.
8. The Director of Land Requisition, Acquisition & Reforms, Assam, Rupnagar, Ghy-32.
9. All Sub-Divisional Officers (Civil).
10. All Circle Officers.
11. All Sub-Registrars.
12. P.S. to the Commissioner & Secretary to the Govt. of Assam, Revenue & D.M. Department for kind appraisal of the Commissioner & Secretary

By orders etc.,



Under Secretary to the Govt. of Assam,
Revenue & D.M. Department.



Citizen Charter

Annexure-I

Notified Public Service	Designated Public Servant (DPS)	Stipulated Time limit for providing the service	Designation of Appellate Authority	Time limit for disposal by the Appellate Authority	Documents to be enclosed along with the Application	User Charges
Re-classification of land less than 1 bigha	Addl. Deputy Commissioner (Revenue)	Thirty (30) working Days)	Deputy Commissioner	30 working Days	<ol style="list-style-type: none"> 1. Up-to-date Land Revenue Receipt 2. NOC from Co-pattadars 	As per Notification