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N O T I F I C A T I O N

No.A.36016/1/94-REV, the 16th September, 2004. In partial modification of this Department's Notification of even number dated 24th June, 2003 the following functions and responsibilities will be entrusted to the District Offices.

1) Initial verification and demarcation of applications for allotment of land to Individuals for residential and Agricultural purposes etc. are to be done by District Offices within their respective jurisdiction. Only those cases which are found deserving consideration, genuine case, free from encumbrance and clear vacant lands are to be forwarded to Directorate for further Cross checking and processing.

However, verification/demarcation for Land Lease in respect of various Departments and Non-Govt. Organisations are to be continued by Directorate.

2) Land Settlement in respect of Valid Passes on fulfilment of the Terms & Condition laid down in the Pass may be done by Asstt. Settlement Officer only after obtaining approval from Director, Land Revenue & Settlement. In case of Non-fulfilment of the prescribed Terms & Condition approval of Govt. for such Settlement should invariably be obtained.

3) Land Settlement within and around Restricted/Protected area and Land not covered by Valid Pass issued by Revenue Department should be done by District Offices only after obtaining Administrative approval through Director, Land Revenue & Settlement.

4) In all House Passes and Settlement Certificates issued by District Offices the order No. & Date of Govt's approval for allotment of land should be clearly indicated.

- 5) Extension of area of land less than 150 Sqft. for residential or Non-Agriculture land may be done by Asstt. Settlement Officer after obtaining approval from Director, Land Revenue & Settlement. However, extension for area of land larger than 150 Sqft. Govt. approval is to be obtained first by Director, Land Revenue and Settlement.
- 6) In case of Settlement of Land for Agriculture and its allied purposes -viz- Fishery ponds, Garden etc. administrative approval from Govt. is to be obtained first.
- 7) Settlement and disposal of disputes order land including eviction of encroacher after obtaining Govt. approval.
- 8) Removal of Road side encroachments including eviction of unauthorised occupants after obtaining Govt. approval.

J.C. Ramthanga,
Secretary to the Govt. of Mizoram,
Revenue Department.