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## NOTIFICATION

No. LRR. 207/77-80/86-87, the 21st March, '80. The Administrator (Lt. Governor) of Mizoram is pleased to constitute Site Allotment Advisory Board in connection with allotment of sites within the Station areas of the following towns as below :—

### 1. MAMIT

- |   |                    |
|---|--------------------|
| 1) Sub-Divisional Officer (Civil)       | — Chairman         |
| 2) Highest PWD Official in the locality | — Member           |
| 3) Any suitable Officer under SDO       | — Member—Secretary |
| 4) Pu Zadingliana                       | Public             |
| 5) Pu Sangthuama                        | Representative     |
| 6) Pu Rualkhuma                         | Member.            |
| 7) Pu V.L. Khawia                       |                    |

### 2. SERCHHIP

- |   |                  |
|---|------------------|
| 1) Block Development Officer            | Chairman         |
| 2) Highest PWD Official in the locality | Member           |
| 3) Any suitable Officer under the BDO   | Member—Secretary |
| 4) Pu C. Zangaia                        | Public           |
| 5) Pu V. L. Ruala                       | Representative   |
| 6) Pu Rawtlana Sailo                    | Member           |
| 7) Ch. Saptawna                         |                  |

### 3. SAITUAL—KEIFANG

- |   |                  |
|---|------------------|
| 1) The Administrative Officer           | Chairman         |
| 2) Highest PWD Official in the locality | Member           |
| 3) Any suitable Officer under A.O.      | Member—Secretary |

4) Pu Lalnunthuanga, Saitual		Public
5) Pu Taia, Saitual-Keifang		
6) Pu Rohmingliana, B. A. Saitual		Representative
7) Pu Lianhleia, Salvation Army Officer, Saitual		Member

Guide lines in this regards are enclosed below.

The Board being advisory in Character will have no executive, administrative or financial powers.

This order will take immediate effect and untill further orders

H. Raltawna,  
Secretary to the Govt. of Mizoram,  
Revenue, Excise & Taxation Department.

**GUIDLINES FOR ALLOTMENT OF SITES FOR RESIDENTIAL AND OTHER  
NON AGRICULTURAL PURPOSES IN AIZAWL, LUNGLEI AND OTHER  
SUB TOWNS NAMELY, CHAMPHAI, KOLASIB, DEMAGIRI, N. VANLAIPHAI,  
SAIRANG AND OTHER STATION AREAS WHICH MAY DECLARED  
AS SUCH BY GOVERNMENT FROM TIME TO TIME.**

1. With the reorganisation of the Revenue Administration whereby a substantial part of the Revenue Administration hitherto undertaken by the Directorate of Settlement and Land Records has been transferred to the Deputy Commissioner of Aizawl and Lunglei, it has become necessary to draw up a fresh procedure in connection with allotment of sites in the towns of Aizawl, Lunglei and other smaller towns nemely, Kolasib, Champhai, N. Vanlaiphai, Demagiri, Sairang where the authority to allot sites for residential and other non-agricultural purpose vest in the Government under Section 3 (2) of the Lushai Hills District (House Sites) Act, 1953.

With this end in view, the procedure to be follow in connection with allotment of sites for residential and other non-agricultural purposes in respect of the station areas of the above named towns will be as follows:—

2. AIZAWL: All the applications for allotment of sites for residential and other non-agricultural purposes within the town area of Aizawl will henceforth be submitted to the Deputy Commissioner, Aizawl in a prescribed form which will be obtainable from the Revenue Branch of the Deputy Commissioner's office. Such applications will be verified by the field staff of the Revenue Branch of Deputy Commissioner's Establishment under the supervision of an officer after the applications are properly recorded in a register maintained for the purpose. 'No Objection Certificates' in respect of the site applied for will have to be obtained from the Health, Public Works and Town Planning Departments and also from the District Superintendent of Police, so that the aspect of maintaining a reasonable level of sanitation, proper town planning, traffic etc. may be kept in mind. Such application duly verified together with the No Objection

Certificates mentioned above will then be put up before a Site Allotment Advisory Board for scrutiny by the Deputy Commissioner indicating on sketch maps the actual sites for. The Site Allotment Advisory Board in respect of Aizawl town will consist of the following members:—

- |  |                    |
|--|--------------------|
| (1) Deputy Commissioner  | — Chairman         |
| (2) Superintending Engineer, PWD   | — Member           |
| (3) Civil Surgeon  | — Member           |
| (4) Superintendent of Police   | — Member           |
| (5) Representative of Local Administration<br>and Town Planning Department | — Member           |
| (6) Representative of Land Revenue and Settlement<br>Department            | — Member           |
| (7) Sub-divisional Officer (Sadar)   | — Member/Secretary |

3. The Board will undertake proper scrutiny of all the particulars of the sites applied for taking into account the relative need of the individual applicant, public interest and other considerations mentioned in these guidelines. Thereafter, the recommended list together with all the required particulars will be forwarded to the Government in the Revenue Department by the Deputy Commissioner for final approval or otherwise. After approval by Government, the allotment order will be issued by the Deputy Commissioner.

The notification, constituting the above Site Allotment Advisory Board has been issued vide No. LRR. 207/77-78/15 of 9.10.1978.

4. LUNGLEI: In the case of Lunglei town areas, similar procedure as in the case of Aizawl will be followed and the required No Objection Certificates obtained from the Executive Engineer, Public Works Department, Civil Surgeon and the Superintendent of Police on all applications for sites, both for residential and non-agricultural purposes by the Deputy Commissioner after all the applications have been received in his office. The verified applications with all the particulars of the site applied for supported by sketch maps will then be placed before the Site Allotment Advisory Board, which will consist of the following:—

- |                                    |                    |
|------------------------------------|--------------------|
| (1) Deputy Commissioner            | — Chairman         |
| (2) Superintendent of Police       | — Member           |
| (3) Civil Surgeon                  | — Member           |
| (4) Superintending Engineer, PWD   | — Member           |
| (5) Sub-Divisional Officer (Sadar) | — Member/Secretary |

The constitution of the above Board has been duly notified vide No. LRR. 207/77-78/15 dt. 9 10 78.

The recommended list as in the case of Aizawl will then be forwarded to the Government in the Revenue Department for approval or otherwise. After approval, the allotment orders will be issued by the Deputy Commissioner.

5. With regard to allotment of sites for residential and other non-agricultural purposes in respect of Champhai, Kolasib, Sairang, N. Vanlaiphai and Demagiri (Tlabung), the following will constitute the Site Allotment Advisory Boards in respect of each town as under:—

**CHAMPHAI**

- |   |  |                  |
|---|--|------------------|
| 1 | Sub-Divisional Officer (Civil)                   | Chairman         |
| 2 | Highest PWD Official of the locality             | Member           |
| 3 | Village Council President                        | Member           |
| 4 | Any suitable subordinate officer under SDO Civil | Member—Secretary |

**KOLASIB**

- |   |  |                  |
|---|--|------------------|
| 1 | Sub-Divisional Officer (Civil)                     | Chairman         |
| 2 | Highest PWD official of the locality               | Member           |
| 3 | Village Council President                          | Member           |
| 4 | Any suitable subordinate officer under SDO (Civil) | Member—Secretary |

**DEMAGIRI (TLABUNG)**

- |   |  |                  |
|---|--|------------------|
| 1 | Sub-Divisional officer (Civil)                     | Chairman         |
| 2 | Highest PWD official of the locality               | Member           |
| 3 | Village Council President                          | Member           |
| 4 | Any suitable subordinate officer under SDO (Civil) | Member—Secretary |

**NORTH VANLAIPHAI**

- |   |   |                  |
|---|---|------------------|
| 1 | Sub-Divisional officer (Civil)                                  | Chairman         |
| 2 | Administrative officer/Block Development officer at the station | Member—Secretary |
| 3 | Highest PWD official of the locality                            | Member           |
| 4 | Village Council President                                       | Member           |

**SAIRANG**

- |     |   |   |                  |
|-----|---|---|------------------|
| (1) | Sub-Divisional Officer (Sadar) Aizawl                           | — | Chairman         |
| (2) | Administrative Officer/Block Development Officer at the station | — | Member—Secretary |
| (3) | Highest PWD official in the station                             | — | Member           |
| (4) | Village Council President                                       | — | Member           |

6. In respect of the towns of Champhai, Kolasib and Tlabung (Demagiri) the concerned Sub-Divisional Officers, and in respect of the towns of Sairang and N. Vanlaiphai where there are no Sub-Divisional Officers, the Administrative Officer/Block Development Officers concerned will received all the applications for sites and have them verified by their staff by preparing sketch maps which will be placed before the Board for consideration taking into account, the aspects of sanitation, town planning, traffic hazards etc. and the genuiness or otherwise of the need of the individual applicants. The recommended list will then be forwarded to the Deputy Commissioner of District who will again forward the same to the Government in the Revenue Department with his recommendations for approval or otherwise. The allotment orders will be issued by the Deputy Commissioner on receipt of Government orders. Proper registers will have to be maintained showing therein particulars of the allotment made, which will be kept both in the Deputy Commissioner's Office as well as that of the Sub-Divisional Officer concerned.

The constitution of the Site Allotment Advisory Boards in respect of Champhai, Kolasib, N. Vanlaiphai, Demagiri and Sairang has been notified vide LRR. 207/77-78/19-20 dt. 25.1.1979.

7. The site application form, allotment in respect of House / Stall/Shop Passes and the register to be maintained may be seen at Annexure A,B,C, and D. Sufficient copies of those forms should be prepared for use in the offices of the Deputy Commissioners and the Sub-Divisional Officers and correct and upto-date registers should also be maintained in which all the particulars of the allotment of sites will be entered. Copies of all such allotments as above will also be forwarded to the Directorate of Land Revenue and Settlement for records.

8. The Sites Allotment Boards should make it a point to call the applicants for interview personally and ensure the genuiness or otherwise of the need for sites applied for so that only genuine and deserving cases are recommended for allotment.

9. It may be borne in mind that while recommending cases of allotments preference should be given to those applicants who have no house of their own anywhere and are likely to live permanently in the town in which allotment of site is sought for.

10. In view of the fact that there is a general tendency on the part of the public at large to secure a number of sites irrespective of needs and dispose of them again on monetary considerations especially in developing towns like Aizawl, Lunglei, Kolasib and Champhai, every precaution should be taken to prevent occurrence of such nature.\* The Boards should ensure that careful and discreet enquiries and verifications have been made by the concerned staff in all cases of applicants so that such a practice of trading on sites so obtained is stopped altogether.

11. The cases of those natives namely Mizos whose need for house sites has arisen on account of professions, including Government service, may also be given preference when it is ascertained that their need for sites is really genuine and that they do not possessed and house of their own anywhere in Mizoram.

12. In the case of non tribals residents who have been residing in Mizoram for a long time and have made Mizoram their home practically speaking and who have been granted permanent settlement under Rule 13 of the Mizo District (Land and Revenue) Rules, 1967, the Board may consider such cases also if in its opinion, they are found to be deserving in the circumstances of the cases and recommed them accordingly.

13. The Boards should make it clear at the time of recommending cases for allotments that a road reserve of 18ft. from the edge of the road on the upper side and 10ft. from the edge of the road on the lower side should invariable be made if the sites applied for fall by the road site.

14. It may also be borne in mind that there has been mush-room haphazard growth of buildings in the towns which is due mindly to the unplanned carving and allotment of sites to private individuals in the past. It is with a view to rationalise and stream-line allotment of sites in the towns that the Site Allotment Advisory Boards have been primarily constituted as above so that not only the deserving and genuine cases get the land but the development of the city also

takes place in a planned manner. For this purpose, it would be desirable if the Boards take pains and make spot inspection where considered necessary.

15. Further instructions as may be necessary which are not covered in the guidelines now issued will be issued from time to time by Government in the Revenue Department in connection with allotment of sites i.e. the manner by which different areas may be planned for house sites to meet the needs of the public from time to time. Necessary informations and particulars in connection with allotment of sites as may be called for will be submitted to the Directorate of Land Revenue and Settlement from time to time with a view to ensure a smooth and regular functioning of the district level offices.

P. Lalnithanga,  
Secretary to the Govt. of Mizoram,  
Revenue, Excise & Taxation Department.

#### ANNEXURE 'A'

#### APPLICATION FORM FOR HOUSE / SHOP / STALL SITE

1. Name of applicant with designation  
if any (in block letter)
2. Father's / Husband's name address
3. Home address
4. Present address
5. Age
6. Occupation
7. Whether married or unmarried
8. No. of family members living with the applicant
9. Purpose of the site applied for
10. Location of the site applied for
11. If the site applied for is allowed within  
what period the allottee may complete  
the proposed construction should be stated.
12. Whether the applicant her/his spouse, or  
dependant children, has got any site, other  
than the site applied for. This should  
be indicated.
13. Any special remarks for consideration

I declare that all the above statements are true to the best of my knowledge and belief.

In the event of any of the above declarations being proved incorrect or false, allotment of site shall be liable to cancellation at any time by Government.

Signature of Applicant .....

Address.....

**ANNEXURE 'B'**  
(English)

**GOVERNMENT OF MIZORAM**

**Site Allotment Order**

Pass No.....of 19.....

(Under Sub-Section (2) of Section 3 of the Lushai Hills District (House Site) Act, 1953)

Pi / Pu.....is hereby allotted the site described below for the purpose of .....under the terms and conditions set forth on the reverse,

1. LOCATION ... ..  
 ... ..  
 ... ..  
 ... ..

2. DIMENTION: (a) Frontage ... ..  
 (b) Depth... ..  
 (c) Depth... ..  
 (d) Base ... ..

(Directions of the sides, e. g. North, South, East and West should also be given).

3. AREA IS Sq ft. ... ..  
 (Authority: Govt. Order No. ... ..  
 Dated ... ..

Issuing Officer [With Seal]

Memo No.                      Dated

Copy to:

1. The Pass Holder ... ..
2. Field Supervisor ... ..
3. Administrative Officer / Block Development Officer / Sub-Divisional Officer ... ..
4. Pass Register.
5. Director of Land Revenue & Settlement, Mizoram, Aizawl,
6. Village Council President concerned.

Issuing Officer.

**CONDITIONS 'B'**

1. This Pass is valid for a Period of 10 years. This Pass holder shall have the right to occupy only for a period of 10 years, but if the pass holder applied for extension of his right of occupancy beyond 10 years, Government of Mizoram may allow such extension.
2. The pass holder shall abide by all the rules as may be framed by Government from time to time in respect of house sites.
3. A structure must be put up within one year from the date of issue of pass.
4. The pass holder shall pay a House Tax of Rs. 2/- per annum for this house site.
5. This pass is meant for construction of house only, and utilisation for any other purpose is prohibited.
6. The pass holder should make intimation to the Revenue Officer before construction of house, who will in turn direct him the manner in which the building should be constructed. The instruction so issued must be complied with by the pass holder. The original land owner should also be informed about this in case of mutation.
7. Unless otherwise permitted by Government of Mizoram, the pass holder should not sell or mutate the land.
8. Manufacture and sale of liquor, gambling and commission of anything against the law are strictly prohibited.
9. This pass does not confer the right of ownership to the pass holder except right of occupancy.
10. Though the pass is valid for a period of 10 years, it is subject to cancellation if the land is required for public purposes, for breach of conditions laid down above and for any other good and valid reason. The pass holder is also liable to be expelled from the land.
11. If the pass holder is interested in having the land permanently, he may apply for issue of land Settlement Certificate which may be granted by Government of Mizoram as deemed fit and proper.

I understand the above conditions and promised to abide by them, failing which any action may be taken against me by Government of Mizoram.

Issuing Officer (with Seal)

Signature of pass Holder.

## ANNEXURE 'C'

REGISTER OF ALLOTMENT OF SITES (PERMANENT/TEMPORARY)  
FOR RESIDENTIAL AND OTHER NON-AGRICULTURAL PURPOSES

Name of applicants	Father's/Husband's name & full address	Site/Plot No.	Description of site/plan	Date of receipt of application from the applicant by SDO/BDO/DC.	Date of forwarding to the Govt.	Date of receipt of approval from Government	Allotment Order No. and date	Whether the allotment is temporary/permanent	Date of cancellation/settlement	REMARKS
2	3	4	5	6	7	8	9	10	11	12

## ANNEXURE 'D'

## GOVERNMENT OF MIZORAM

SHOP/STALL PASS NO. ... .. OF 19.....

Under Sub-Section (2) of section 3 of the Lushai  
Hills District (House sites) Act, 1963.

Pi/Pu ... .. s/o ... ..  
 Village ... .. is hereby allotted site for Shop/ Stall  
 under the terms and conditions set forth on the reverse.

LOCATION :

AREA : Frontage : ... ..  
 : Depth : ... ..  
 : Depth : ... ..  
 : Base : ... ..  
 Area in Sq. m: ... ..

(Direction's of the side e.g. North, South, East and West should also be given).  
 (Vide Govt's Order Dated) ... ..

Issuing Officer

Memo No.

Dated Aizawl, the 19 .....

Copy to :—  
 1 Pass Holder.  
 2 Field Supervisor concerned.  
 3 Village Council President,  
 4 Director of Land Revenue and Settlement, Mizoram, Aizawl  
 5 Pass Register.

Issuing Officer.

### CONDITIONS 'D'

- 1 The Pass holder shall abide by all the rules as may be framed by the Government of Mizoram from time to time in respect of stall and shop sites.
- 2 A structure must be put up within one year from the date of issue of the pass.
- 3 The Pass holder should make intimation to the Deputy Commissioner (Revenue) before construction of the building who will in turn direct him the manner in which the building should be constructed.
- 4 The Pass holder shall pay the usual taxes annually.
- 5 Unless otherwise permitted by the Government of Mizoram the pass holder should not sell or mutate the land.
- 6 Manufacture and sale of liquor, gambling and commission of anything against the law are strictly prohibited.
- 7 This pass does not confer the right of ownership to the pass holder except right of occupancy.
- 8 Unless otherwise permitted by the Government of Mizoram Shop/Stall use as residential purpose is strictly prohibited.

I understand the above conditions  
 and promised to abide by them  
 failing which any action may be taken  
 against me by Govt. of Mizoram.

Issuing Officer.

Signature of Passholder.