

# **The Goa, Daman and Diu Land Revenue (Inspection, Search and Supply of copies of Land Records) Rules, 1969**

GOA

India

## **The Goa, Daman and Diu Land Revenue (Inspection, Search and Supply of copies of Land Records) Rules, 1969**

### **Rule**

### **THE-GOA-DAMAN-AND-DIU-LAND-REVENUE-INSPECTION-SEARCH-A of 1969**

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The Goa, Daman and Diu Land Revenue (Inspection, Search and Supply of copies of Land Records) Rules, 1969 Published vide Notification No. RD/LRC/245/69-71/17, dated 16th February, 1971 RD/LRC/245/69-71/XVII. - In exercise of the powers conferred by sub-section (2) of Section 199 of the Land Revenue Code, 1968 (9 of 1969) and all other powers enabling him in that behalf the Lieutenant Governor of Goa, Daman and Diu is hereby pleased to make the following rules:-

### **1. Short title and commencement.**

(1) These rules may be called the Goa, Daman and Diu Land Revenue (Inspection, Search and Supply of copies of Land Records) Rules, 1969. (2) They shall come into force at once.

### **2. Inspection of Records.**

- All documents, maps, registers, accounts and records (hereinafter referred to as "records") shall with the permission of the officer in charge of the same, be open to inspection in his office during the usual office hours every day, except Sundays and public holidays; on payment of fees hereinafter prescribed.

### 3. Application for inspection.

(1) Any person desiring to inspect any records, shall himself or through his recognised agent present an application for such inspection to the officer in charge of such records stating therein the particulars about the records and the purpose for which the inspection is sought. (2) On receipt of an application under sub-rule (1), the officer in charge of the records shall, grant the permission unless the application is rejected under sub-rule (3). (3) If the Officer in charge of the records (not being a Talathi) considers that the records of which inspection is sought, are of a confidential nature or that the inspection would be prejudicial to public interests, he may record an order rejecting the application for inspection. And where a Talathi is in charge of such records, he shall refer the application for the orders of the Mamlatdar.

### 4. Fees for inspection.

- The fees for inspection of records shall be prepaid in cash in accordance with the rate as provided in the schedule hereto-

### Schedule

Category of records	Fees
(1) Records in charge of an officer of and above the rank of a Mamlatdar	[Rs.10/- for every hour or a portion thereof.] [Substituted by the Goa Land Revenue (Inspection, Search and supply copies of Land Records) (Amendment) Rules, 1992 published in Official Gazette, Series I No. 15 dated 9-7-92.]
(2) Records in charge of an officer below the rank of a Mamlatdar.	[Rs. 5/- for every hour or a portion thereof.] [Substituted by the Goa Land Revenue (Inspection, Search and supply copies of Land Records) (Amendment) Rules, 1992 published in Official Gazette, Series I No. 15 dated 9-7-92.]

Provided that no fees for inspection shall be charged to Government Officers or other persons duly authorised in this behalf for Government purposes, or to an officer of the Municipal/Councils, Panchayat Samitis and Village Panchayats for the purposes of the respective institutions, or to officers of the Co-operative Societies for the business of the Society.

### 5. Inspection to be made under the directions of the officer.

- The inspection shall be made at such time, in such place and in the presence of such official as the officer in charge of the records, may direct.

### 6. Inspection how to be made.

(1) No person who is permitted to inspect the records under these rules shall during such inspection use pen and ink or make any marks or alterations on the records inspected or extract any papers

therefrom. He shall return the records so inspected in their original condition when the inspection is over. He may, during the inspection, himself or through his recognised agent, make in pencil a copy of the records or any portion thereof, the inspection of which is permitted; but a copy so made shall not be certified by any officer.(2)Any person infringing this rule shall be deprived of the right of the inspection for such period as the officer in charge of the records may direct, and in addition, be punishable with such fine not exceeding two hundred rupees as the Collector, may after giving such person an opportunity to be heard, deem fit to impose.

## **7. Fees for search when to be charged.**

- When an application is made for an inspection or copy or any records and such application does not distinctively describe the number, date and nature of the records required, or if the description given in such application is incorrect, and it shall, in consequence be necessary for the officer in charge of the record to search his records in order to find the required records, a fee at the rate of ["Rupees twenty"] [Substituted by the Goa Land Revenue (Inspection, Search and supply copies of Land Records) (Amendment) Rules, 1992 published in Official Gazette, Series I No. 15 dated 9-7-92.] for every day shall be payable in cash by the applicant in advance for such search whether the inspection or copy for which he applies, on examination of the said records by the said officer, be granted or not.

## **8. Supply of certified copies.**

- Certified extracts form or copies of the records specified in rule 2, shall be obtainable with the permission of the officer in charge of the records on payment of fees and additional fees for sealed off perimeter measurements hereinafter prescribed:Provided that no copy shall be granted of any record, map or plan which has been printed or lithographed and published under the authority of the Government and is on sale.Explanation. - For the purposes of this rule, printed matter not covered by the foregoing proviso shall be treated as matter copied.

## **9. Application for copies.**

(1)Any person desiring to have copies, shall himself or through his recognised agent make an application to the officer in charge of the records stating therein the particulars of the records and the purpose for which copies thereof are required.(2)On receipt of an application under sub-rule (1), the officer in charge of the records shall, grant the request unless it is rejected under sub-rule (3).(3)If the officer in charge of the records (not being a Talathi) considers that the records of which a copy is applied for is of a confidential nature or that the supply of the copy would be prejudicial to the public interest, he may record an order rejecting the application. And where a Talathi is in charge of such records, he shall refer the application for the orders of the Mamlatdar.

## **10. Supply of true copies of certified copies.**

- Notwithstanding anything contained in rules 8 and 9, every officer in charge of a certified copy of

any records shall on an application made to him by any person give to him a true copy of such certified copy of the record under his own signature on payment of the fees hereinafter prescribed. On every such copy it shall be clearly stated by such officer that it is true copy of the certified copy of the records.

## 11. Receipt to be endorsed on copy.

- On every certified copy or extract or true copy of certified copies or extracts granted under these rules there shall be endorsed by the officer who receives the fees for the same, a receipt in the following form:-Received Rs..... Paise as fee for this certified copy.Dated:.....Signed

## 12. Fees for copies.

- The fees for certified copies of records shall be pre-paid in cash in accordance with the rates as provided in the Schedules hereto:-[Schedule A] [Present Schedule Substituted vide Goa Land Revenue (Inspection, Search and supply of copies of Land Records) (Amendment) Rules -1998 notified vide Notification No. 32/1/97-RD dated 2-11-98.]

Sr. No.	Category of records	Fees
1.	Every certified copy of a serial number or entry in the record of rights, register of mutations and from the registers, accounts and records other than maps maintained by a Talathi under Section 8 of the Code.	Rs. 5/-.
2.	Every certified copy of an entry in the register of property maintained by the City Survey Officer.	Rs. 5/-.
3.	(i) Every certified copy of the tabular annewari statement of a village with the annewari decision worked out therein. (ii) Every certified copy of the decision of the Collector or Mamlatdar not embodied in the statement of annewari.	Rs. 5/-
4.	Every certified copy of a map of a survey number or a sub-division of a survey number or of any (uncoloured) map of any immovable property prepared under clause (a) of Section 10 of the Code.	Rs. 10.00 for every survey number or sub-division of a survey number subject to the minimum of Rs. 20/-.
5.	Every certified copy of a map of a survey number or of a sub-division of a survey number or of any ordinary (uncoloured) map or plan of any	Rs. 20.00 for every survey number or a sub-division of a survey number.

immovable property prepared under Section 56 of the Code.

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| 6.  | Every certified copy of a map or plan of a non-agricultural survey number or a sub-division of such a survey number or of an extract of city survey prepared under Section 65 of the Code. | Rs. 20.00 for every survey number or a sub-division of a survey number.  |
| 7.  | For showing the scaled off perimeter measurements on any certified copy of the map of a survey number or sub-division of a survey number prepared under items 4, 5 & 6.                    |  |
|     | (i) if applied for at the time of measurement of the survey number or sub-division of a survey number.   | Rs. 5.00   |
|     | (ii) if applied for at any time thereafter.  | Rs. 10.00  |
| 8.  | Every certified copy of a map or plan or of any portion of a map or plan not falling under items 4, 5 & 6.   | Such fee not exceeding Rs. 150/- and not less than Rs. 20/- as the Officer who certifies the copy shall determine:<br>Provided that no fee exceeding Rs. 50/- shall be charged by an officer subordinate to a Collector except with the permission of the Director of Settlement and Land Records. |
| 9.  | For every certified copy of records not falling under items 1 to 8.  |  |
|     | (i) for every sheet of paper 30x21 cms. in dimensions, handwritten or typed with double spacing.   | Rs. 20/- for every sheet of paper or part thereof.   |
|     | (ii) if such record be in tabular form.  | Twice the rate specified in (i) above.   |
| 10. | For every true copy of a certified copy  | The same fee as for a certified copy.  |
| 11. | For every authenticated translation of orders, and thereasons therefor, and of the exhibits in formal or summary enquiry's under the Code.   |  |
|     | (i) for the first 100 words or fraction of 100 words.  | Rs. 20/-   |
|     | (ii) for every subsequent 100 words or fraction of 100 words.  | Rs. 10/-   |

**12. Cost of paper and printed form. - In addition to the copying fees chargeable under rule 10, the applicant shall pay charges for paper, printed form, drawing paper, tracing paper or cloth, film, tracing paper used for purposes of copying, Ammonia paper, and liquid ammonia used for blue print copy and Photostat paper, Toner etc. used for Photostat copy at the rate from time to time fixed by the Government in that behalf.**

### **13. Stamp duty or Court fee payable in addition.**

- Nothing in these rules shall affects the provisions of the Stamp Act, 1899 or the Court fees Act, 1870. The stamp duty or Court fees with which an application, copy or extract made or furnished under those rules may be chargeable is in addition to the fees prescribed under these rules.