

# **MANIPUR LAND REVENUE AND LAND REFORMS RULES, 1961.**

## **CHAPTER- I**

### **PRELIMINARY**

1 (1) These rules may be called the Manipur Land Revenue ~~and Land~~  
Reforms Rules, 1961.  
~~and com-~~  
~~mencement.~~

- (2) They shall come into force on the 1st June, 1961.
- 2. In these rules, unless there is anything repugnant in the subject or ~~Definitions~~
  - (a) ‘Act’ means the Manipur Land Revenue and Land Reforms Act, 1960;
  - (b) ‘agricultural patta’ means a patta for agricultural purposes;
  - (c) ‘Form’ means any of the forms given in schedules I, II and <sup>33 of</sup> IV or a translation thereof in the Manipuri Language published under the authority of the Administrator;
  - (d) ‘last settlement’ with reference to any local area means the last general revision of the land revenue demand of that area carried out in accordance with the provisions of the Act or any other law for the time being in force ;
  - (e) ‘non-agricultural patta’ means a patta for purposes other than agricultural propose;
  - (f) ‘schedule’ means a schedule to these rules; and
  - (g) ‘section’ means a section of the Act.

3. The distance of a nearby village referred to in explanation I to clause (r) of section 2 shall not exceed 8 kilometers from the village in which the land is situated, such distance being reckoned by the route normally used for journeys between the two villages.

Distance of  
a nearby  
village for  
purposes of  
personal  
cultivation.

**CHAPTER II****GENERAL POWERS OF REVENUE OFFICERS****General powers of Deputy Commissioner**

4. The Deputy Commissioner shall have the power of general superintendence and control over all other officers subordinate to him and shall also have the power to allocate work among them.

**General powers of Survey and Settlement Officer.**

5. The Survey and Settlement Officer shall, subject to the exercise of powers by the Director of Settlement and Land Records, have general superintendence and control over other officers doing the survey and settlement work and shall also provide for the distribution of work among them. He may transfer any case or work from one such officer to another having competence to dispose of that case or work.

**General powers of superior officers.**

6. Save as otherwise provided by the Act, any revenue officer may exercise any power or discharge any function which may be exercised or discharged, as the case may be, by any officer subordinate to him.

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### CHAPTER III

#### *(Part A)*

#### **GOVERNMENT LANDS**

7. Any dispute referred to in sub-section (3) of section 11 shall be decided after a summary inquiry in the manner laid down in Schedule III.

8. Subject to the provisions of section 12, –

- (i) all trees, brush wood or other natural products growing on the road side shall be preserved or disposed of by the Forest Department or the authority having charge of the road as may be directed by the Administrator; and
- (ii) all other trees, brush wood, jungles and other natural products, except in so far as the same may be the property of any person, shall be preserved or disposed of by the Forest Department in accordance with the Forest Rules for the time being in force.

9. (1) Whenever it appears necessary to the Deputy Commissioner, that any land should be set apart under section 13 for pasturage for cattle of any village or villages, he shall cause such land to be demarcated with temporary boundary marks and, if it has not been already cadastrally surveyed shall cause a map of it to be prepared on the scale of sixteen inches to a mile.

(2) The Deputy Commissioner shall then cause a notice in Form I to be published declaring his intention to so set apart the land and inviting objections, if any, within thirty days from the date of publication of the notice.

(3) The notice shall be published –

- (i) by beat of drum in the village;
- (ii) by affixing a copy in some conspicuous place in the village; and
- (iii) by affixing a copy on the notice board of the Court House of the issuing officer.

10. The Deputy Commissioner shall receive and enquired into any objection which may be presented to him within the period prescribed in rule 9 and on such enquiry may add any available adjacent land to the proposed pasturage or remove any land from it or confirm the proceedings.

11. Any objection received under rule 10 shall be heard and disposed of after a formal inquiry in the manner laid down in Schedule III.

Provided that the Deputy Commissioner may consolidate and hear all the objections together.

12. As soon as may be after the disposal of all objections under rule 10, or when no such objection has been received within prescribed period, after the expiry of that period, the Deputy Commissioner shall cause to be published in the manner prescribed in sub-rule (3) of rule 9 a final notice declaring the land to be set apart for

**Decision of  
dispute re-  
ferred to  
under  
Section  
11(3)**

**Preservatio  
n and  
disposal of  
trees,  
jungles, etc.**

**Survey and  
demarcatio  
n of  
pasturage.**

**Hearing of  
objections.**

**Disposal of**

pasturage for the cattle of the village or villages. He shall also cause the pasturage specified in the notice to be entered in the register of pasturage and the boundaries thereof to be demarcated with such boundary marks as he may deem suitable.

**Use of pasturage.** 13. After the declaration under rule 12 the land may be used as pasturage for the cattle of the village or villages for which it has been set apart, provided that the Deputy Commissioner may, with a view to ensure proper utilisation of the land, prescribe the conditions subject to which the pasturage may be used.

14. The Deputy Commissioner may at any time modify or cancel the declaration under rule 12 and the provisions of rules 9 to 12 *shall mutatis mutandis* apply to such proceedings.

**Cancellation  
or  
modification  
of  
declaration  
under rule  
12.**

15. The Deputy Commissioner may ordinarily set apart an area not exceeding 5% of the land constituted within a village for community purposes and the provisions of rules 9 to 14 shall *mutatis mutandis* apply thereto.

16. The Deputy Commissioner may, in consultation with the Head of the Forest Department, set apart land to be constituted as a Protected Forest or Reserve Forest in the manner laid down in the Indian Forest Act, 1927 (XVI of 1927).

**Setting apart  
of land for  
community  
purposes.** 17. (1) Where the Administrator had entrusted the management of any land belonging to the Government to the Gram Panchayat of a village, an appeal against the order of allotment of land passed by the Gram Panchayat shall lie to the Sub-divisional Officer in whose jurisdiction the land is situated.

(2) The Sub-divisional Officer may, either on his own motion or on the application of any party, call for the record of any proceedings of a Gram Panchayat for allotment of land, for the purpose of satisfying himself as to the legality or the propriety of any order passed by such Gram Panchayat and may pass such order in reference thereto as he thinks fit.

**Setting apart  
land for  
Forest  
Reserve.** 18. (1) Before ordering eviction of a person under sub-section (1) of section 15 the competent authority shall issue a notice to him requiring him to show cause within a period to be specified in the notice why he should not be evicted from the land.

(2) If the person concerned files an objection within the period specified in the notice or such extended period as may be allowed by the competent authority it shall hold a summary inquiry in the manner laid down in Schedule III.

(3) If the person concerned files no objection within the time so allowed or if after inquiry the competent authority finds that the person is a trespasser it shall order his eviction and shall also require him to remove any building or other construction erected or anything deposited on the land within a time specified in the order.

**Management  
of land by  
Gram  
Panchayat.**

**Procedure  
for summary  
eviction.**

**CHAPTER III**  
**(Part B)**  
**REMISSION, SUSPENSION, ETC. OF**  
**LAND REVENUE**

19. The Administrator may subject to such conditions as he may specify in the order to ensure proper utilization of the concession, exempt any land from the liability to the payment of land revenue in any of the following cases namely :-

- (i) where the person holding land is a public body or an institution established exclusively for a religious, educational or a charitable purpose, or a person holding under a trust or an endowment or other legal obligation exclusively for a purpose which is charitable, educational or religious;
- (ii) where waste or unproductive land is sought to be brought under cultivation; and
- (iii) where in the opinion of the Administrator exemption from land revenue will be in public interest.

20. The assessment of alluvial land added to a holding shall be made by the Sub-Divisional Officer at the rate sanctioned for similar soil in the same village or neighboring villages.

21. In determining the decrease of assessment on account of land lost by diluvion, the Sub-Divisional Officer shall take into consideration the rates sanctioned for similar soil in the same village or neighboring villages.

22. The change in assessment made under rule 20 or rule 21 shall take effect from the 1st day of the year following the change in the area or such earlier date as may be specified by the Sub-Divisional Officer.

23. (1) When land assessed for use for a purpose other than agriculture is diverted to an agricultural purpose, the assessment shall be equal to the assessment of the land for agricultural purposes, as fixed at the last settlement.

(2) When there has been no such assessment for agricultural purposes, the assessment shall be fixed at the rate adopted for similar soil in the same village or in a neighbouring village at the last settlement.

24. If any land held for one purpose is diverted to any other purpose except agriculture, the assessment thereon shall be revised in accordance with any of the methods specified below according to the circumstances of the case, viz :-

- (i) if the area in which the land is situated has a revenue rate for the land used for that purpose as confirmed by the Administrator under sub-section (1) of section 34 then in accordance with such revenue rate;
- (ii) if there be no revenue rate in force as aforesaid, then the Deputy Commissioner may assess the revenue at a rate not exceeding 50% of annual letting value of such land determined in the manner laid down in rule 43.

**Exemption  
from land  
revenue.**

**Assessment  
of alluvial  
land.**

**Decrease in  
assessment.**

**Date from  
which  
change in  
assessment to  
take effect.**

**Diversion of  
land to agri-  
cultural  
purpose.**

**Diversion of  
land to other  
purposes.**

**Calculation of fractions.** 25. In fixing the actual assessment of a plot of land, the area thereof measuring less than 0.01 acre shall be taken to be 0.01 acre.

**Remission or suspension of land revenue.**

26. Remission or suspension of land revenue may be granted:-
- in the event of failure of crops due to-
    - widespread calamities such as famine, draught, etc; or
    - local calamities such as hail, floods ,locusts and similar visitation; and.
  - in cases in which crops could not be grown in any area in consequence of an order made under any law by a competent authority.

**Remission when to be allowed.**

27. Ordinarily relief shall take the form of suspension of revenue. Remission may be granted if later conditions justify such course.

**Relief in widespread calamities.**

28 (1) In cases of widespread calamities, the degree of relief shall be the same in each village or homogeneous tract, and no attempt shall be made to differentiate between the circumstances of individuals.

(2) Relief shall be calculated according to "A" Scale or "B" Scale according to the previous revenue history of the tract. "A" Scale shall be used in villages whose revenue history is normal and "B" Scale in those which have suffered from recent crop failures.

#### "A" SCALE

State of Crop (1)	Degree of relief (2)
<b>40 per cent or above</b>	<b>Nil</b>
<b>Less than 40 per cent but not less than 25 per cent</b>	<b>Half</b>
<b>Less than 25 per cent</b>	<b>Full</b>

#### "B" SCALE

<b>50 per cent or above</b>	<b>Nill</b>
<b>Less than 50 per cent but not less than 40 per cent</b>	<b>Half</b>
<b>Less than 40 per cent</b>	<b>Full</b>

In calculating the percentage of produce for each village, any shortage in the cropped area as compared with the estimated normal shall be taken into consideration.

29. The forgoing rule shall apply in the cases of local calamities subject to the following modifications, namely: -

**Relief in local calamities.**

- relief shall be granted to individuals according to the damage done to the total holding of each; and
- relief shall be granted on "B" Scale, if any general suspension of revenue was granted in respect of the previous year's crops in the village, otherwise on "A" Scale.

30 (1) Remission of land revenue in any area in which crop could not be grown in consequence of an order made under any law by a competent authority may be allowed according to the following scale, namely:-

State of area allowed to remain fallow (1)	Degree of relief (2)
(i) If more than half the area allowed to remain fallow was cultivated during the previous year.	Full
(ii) If less than half the area allowed to remain fallow was cultivated during the previous year.	Half
(2) Relief under sub-rule (1) shall be determined for individual holdings separately	

31. The Administrator may sanction suspension, remission or resuspension, as the case may be, to such extent as may be considered necessary. On receipt of sanction the Deputy Commissioner shall cause the nature of relief to be announced to all concerned before the instalment of revenue, to which it relates, falls due .

32. If it appears probable that orders of the Administrator cannot be received in time to allow announcement before the due date, the Deputy Commissioner may, pass orders staying the realisation of the amount of land revenue pending orders of the Administrator

33. (1) No land revenue which has been suspended shall ordinarily be collected until the next crop, corresponding to the one which failed, has been harvested in the affected tract.

(2) As the character of each successive harvest becomes known, the Administrator shall determine the amount of the suspended land revenue to be collected along with the ordinary demand and shall announce it before the date fixed for the payment of revenue. The amount of suspended land revenue to be collected, if any, shall be equal to one-fourth, one-half or the whole of the year's demand as the circumstance may justify.

34. Suspended land revenue may, be remitted in whole or in part

- (a) when the revenue which it is sought to remit has been suspended for three years; and
- (b) in cases where it is clear from the conditions of the tract that it would cause undue hardship to collect the suspended revenue or part of it.

35. For every amount of land revenue collected by a revenue officer, a receipt in Form 2 shall be given to the person from whom the amount is received.

**Relief in  
case of  
orders, by  
court etc.**

**Announ-  
ce-ment  
of relief.**

**Stay or-  
ders by  
Deputy  
Commissi-  
oner.**

**Collection  
of sus-  
pended land  
revenue.**

**Remission  
of  
suspended  
land re-**

**Form of  
receipt for  
land  
revenue.**

## CHAPTER IV

### SURVEY AND SETTLEMENT OF LAND REVENUE

**Profits of agriculture.**

36. (1) In determining the profits of agriculture, the cost of cultivation shall be estimated first.

(2) The profits of agriculture shall be computed after deducting the cost of cultivation from the market value of the products and bye-products, the market value being calculated on the average of sale prices prevailing in important markets in the neighbourhood during the preceding three years, or during any shorter period for which information be available.

**Value of land.**

37. The value of land used for agricultural and non-agricultural purposes shall be determined by the revenue officer after taking into consideration the market value of similar land used for similar purposes in the neighbourhood.

**Register of value of land and profits of agriculture.**

38. The Deputy Commissioner shall maintain a register of value of land as well as of profits of agriculture.

**Notification and proclamation of revenue survey.**

39. (1) Whenever the Administrator, with the approval of the Government, decides under section 26 that a revenue survey be made of a local area with a view to settlement of land revenue and to the preparation of record of rights connected therewith or the revision of any existing settlement or record of rights, he shall publish in the official Gazette a notification in Form 3.

(2) Thereafter, but before the survey starts in any village, proclamation in Form 4 shall be made in that village and in villages contiguous thereto.

40. After the proclamation has been made proceedings for revenue survey and preparation of record-of-rights shall be taken in accordance with the provisions of Chapter V with the following notifications, namely: –

**Revenue survey and preparation of record of rights.**

- (a) proceedings shall simultaneously be taken for the preparation and publication of the table of revenue rates ;
- (b) for the purpose of determining the revenue rates, the area shall be divided into units (hereinafter called assessment units) in accordance with the provisions of section 32 and these rules; and
- (c) before the revenue attestation mentioned at item V of rule 59 starts, the table of revenue rates shall be finally published and the assessment of each holding shall be calculated in accordance with that table and entered in the draft of the record-of-rights.

41. Subject to the provisions of section 32 –

- (a) the assessment unit shall as far as possible –
  - (i) include a compact area;
  - (ii) be homogeneous in geographical, agricultural and economic condition; and

**Assessment unit**

- (iii) be co-terminous with a block of physical division; and  
 (b) the assessment unit of land within a municipality or cantonment area shall be the area comprised within a municipal ward or the cantonment, as the case may be;

Provided that the Survey and Settlement Officer may combine the area under two or more municipal wards into one assessment unit or sub-divide a municipal ward or cantonment area into more than one assessment unit.

42. (1) Simultaneously with the preparation of the table of revenue rates shall be prepared a report to be called the rate report which shall be submitted to the Administrator along with the table of revenue rates.

**What rate report should**

(2) The Rate Report for each assessment unit shall contain proposals for the assessment of each village within the unit. The report, besides giving a general outline of the physical and agricultural condition of the unit, shall deal succinctly with such of the following subjects as may throw light upon the pressure of the existing assessment . As far as possible, present circumstances should be compared with those obtaining when the existing assessment rates were fixed :

- (a) Position and boundaries of the unit; total and surveyed area; number of villages.
- (b) Natural features.
- (c) Character of cultivation; modes of cultivation; irrigation, manuring , and double cropping; liability to damage by natural causes, including wild animals and insect pests.
- (d) Cost of cultivation, cattle, agricultural labour and pasturage.
- (e) Population.
- (f) Communications, trade and industry; markets for disposal of surplus agricultural produce; prices of agricultural produce; exports and imports.
- (g) Previous revenue history; effect of the existing assessment on the more highly assessed villages; agricultural calamities since the last settlement; improvements made at either public or private expense.
- (h) Settled area; extension of cultivations.
- (i) Relinquishment.
- (j) Crop statistics; double cropped and uncropped percentages.
- (k) Subletting; percentage of settled area sublet; rates of rent; value of land.
- (l) Land, its nature and fertility; and classification.
- (m) Average out-turn of agricultural produce; estimated value of the gross produce and its relation to the proposed revenue.

**Assessment of non-agricultural land.**

- (n) Collection of revenue; coercive processes used.
- (o) Economic condition of the people in general and of agriculturists in particular; subsidiary occupations; standard of living; health; water supply; educational facilities; indebtedness; consumption of exciseable articles.
- (p) Proposed assessment with a summary of the grounds in support of it; comparison of incidents of past and proposed assessment both for the assessment unit as a whole and for its constituent villages.

**Maximum revenue rate.**

43. (1) The assessment of land for purposes other than agricultural shall be related to their annual letting value, i.e. the gross annual rent at which the land may be reasonably expected to let. It shall be determined, wherever possible, from recent records of sales and leases relating to lands of similar description with similar advantages in the vicinity and used for similar purposes.

(2) To ascertain the annual letting value of land referred to in sub-rule (1) the following information shall be collected: –

- (a) Rental of land where land alone is let out.
- (b) Rental of house let out with the land attached thereto.
- (c) Sale price of similar land in recent years.

44. The revenue rate of any class of land shall not exceed: –

- (a) in case of agricultural land, one-eighth of the value of the yield of the land;
- (b) in case of other land 50% of the annual letting value of such land determined in the manner laid down in rule 43.

**Form of table of revenue rates.**

45. The table of revenue rates shall show the rates of land revenue per acre against different classes of agricultural and non agricultural land in the unit and shall be in Form 5.

46. To the table of revenue rates shall be annexed. –

- (a) a map of the assessment unit showing the villages;
- (b) a set of tabular statements, showing the results of crop cutting experiments, costs of cultivation, present and past classification, if any, crops grown, and the proposed rates.

**Annexure to table of revenue rates.****Publication of table of revenue rates.**

47. The Survey and Settlement Officer or the Assistant Survey and Settlement Officer shall publish the table of revenue rates under sub-section (1) of Section 33 by placing it for public inspection free of charge during a period of thirty days at such convenient place as he may determine and cause a public notice in Form 6 to be given to that effect in each village comprised in the assessment unit to which the table relates, stating the place at which the table will be open to such inspection and inviting objections ,if any, to be made within the period the table remains open for public inspection.

**Disposal of objections.**

48. Any objection to any entry in the table of revenue rates filed within the prescribed period shall be heard in a summary manner and decision recorded.

<p>49. After the final publication of the table of revenue rates under section 34, the Survey and Settlement Officer shall calculate the assessment of each holding in accordance with the revenue rates thus confirmed.</p>	Assessment of holdings
<p>50. The Administrator may by an order direct alteration or revision of revenue rates under clause (a) of sub-section (2) of section 37 when in his opinion the circumstances have so changed as to cause substantial increase or decrease in the yield or prices of crops generally or in a particular area.</p>	Alteration or revision of revenue rates.
<p>51. The revised revenue rates of any class of land shall bear the same ratio to the old revenue rate of that or corresponding class of land as –</p>	Ratio between old and new revenue rates.
<ul style="list-style-type: none"> <li>(i) in case of agricultural land the average profits of agriculture of that class of land during the preceding three years bear to the average profits of agriculture of that or corresponding class of land at the time of the last determination of revenue rates;</li> <li>(ii) In case of non-agricultural land the average market value of that class of land obtaining during the preceding three years bears to the average market value of that or corresponding class of land obtaining at the time of the last determination of revenue rates:</li> </ul>	
<p>Provided that the revenue payable in respect of any land shall not be increased or enhance so as to exceed by more than twenty five per cent of the revenue previously payable in respect of that land.</p>	
<p>Provided further that nothing contained in this rule shall apply to the first settlement of the land under the Act.</p>	
<p>52. (1) As soon as the work of survey and settlement of land revenue has sufficiently advanced to enable the Survey and Settlement Officer to state approximately what will be the total cost incurred and the cost leviable from persons holding land or having interest therein and how in his opinion the share to be paid by persons holding land or having interest therein should be borne, he shall submit for orders of the Administrator the principles on which he proposes to make apportionment. The proposals shall be submitted in good time before final publication of record-of-rights.</p>	Principles of apportionment of costs.
<p>53. (1) Liability of individuals for costs shall be fixed on the basis of the land revenue of land held by them or in which they have interest and for this purpose the fraction of an acre shall be deemed to be an acre.</p>	Liability of individuals for costs.
<p>(2) When the area of waste land or unoccupied land is extensive, separate rates per acre may be fixed for that land and the other land.</p>	
<p>54. When the Administrator has approved the principles of apportionment of the cost, the Survey and Settlement Officer shall apportion costs accordingly and shall cause each person to be served with a notice in such manner as the Administrator may from time to time direct of the amount payable by him and the period within which it should be deposited.</p>	Apportionment of liability for costs and notice thereof.
<p>55. (1) A separate settlement register shall be prepared for each village.</p>	Settlement register.
<p>(2) It shall contain the following particulars:-</p>	

- (i) mark list (list of trijunction and boundary and survey marks);
- (ii) dag chitha;
- (iii) rent roll (list of revenue rates for different soil classes in the village);
- (iv) statement showing the areas under different crops;
- (v) register of lands held by Government and other local bodies;
- (vi) statement showing the classifications of cultivated lands and culturable waste;
- (vii) revenue-free lands;
- (viii) list of lands in which the public have common right of easement;
- (ix) agricultural stock statement;
- (x) irrigation list;
- (xi) cadastral village map
- (xii) a village note containing the following : –
  - (a) situation and physical features;
  - (b) soil classes;
  - (c) tahsil, Sub-division, District, Police Station, Post & Telegraph Office to which attached;
  - (d) human and cattle population;
  - (e) customary rights of the villagers;
  - (f) main crops;
  - (g) method of cultivation;
  - (h) drinking water tanks, wells and other sources of drinking water;
  - (i) schools and colleges;
  - (j) community festivals and religion;
  - (k) hospitals and dispensaries;
  - (l) pasture lands;
  - (m) burial and cremation ground;
  - (n) natural products and mines, if any;
  - (o) village officer;
  - (p) trade, communication and marketing facilities;
  - (q) crafts and industries;
  - (r) temples, mosques and other notable objects;
  - (s) rural indebtedness, economic conditions, use of exciseable goods;
  - (t) rain-fall;
  - (u) such other information as may be considered necessary and useful.

## CHAPTER V

### LAND RECORDS

56. The record-of-rights shall consist of *jamabandi* and tenant's *khatian*.

**Record of rights.**

57. The Survey and Settlement Officer shall cause *dag chitha* (hereinafter referred to as *chitha*) *jamabandi* and *tenant's khatian* prepared in Forms 7, 8 and 9 respectively.

**Forms of Chitha, Jam-abandi, Ten-ant's khatian**

Provided that on the enforcement of section 99—

- (i) In Form 7 the words, “*Pattadar*” and “*Patta No.*” shall be substituted by the words ‘land owner’ and ‘certificate’ number respectively; and
- (ii) In Form 8 the words ‘new patta No’ and ‘*pattadar*’ shall be substituted by the words ‘certificate No.’ and ‘land owner’ respectively.
- (iii) In Form 9 the word ‘*pattadar*’ shall be substituted by the word ‘land owner’

58. Before the preparation or revision of record-of-rights is taken up, there shall be the notification and the proclamation as stated in rule 39.

**Notification and Proclamation.**

59. (1) When a notification has been so published and the proclamation made, the revenue survey shall be conducted and the record-of-rights shall be prepared or revised by the following stages namely:—

- (i) traverse survey ;
- (ii) cadastral survey ;
- (iii) preliminary record writing and field classification ;
- (iv) record attestation ;
- (v) revenue attestation ;
- (vi) offer of settlement ;
- (vii) publication of the draft record-of rights ;
- (viii) disposal of objections under sub-section (1) of section 43 ;
- (ix) preparation and final publication of the record-of-rights under sub-section (2) of section 43.

Provided that there shall be no offer of settlement after the enforcement of section 99;

**Stages of revenue sur-vey and pre-pa ration**

Provided further that any of the stages referred to in items *i* to *iv* may be omitted or amalgamated with another by an order of the Administrator;

Provided also, that if the Survey and Settlement Officer is of the opinion that there has been a material irregularity or omission in the proceedings, he may at any time before the publication of the draft of the record-of-rights direct that the proceedings or any portion thereof shall be stayed or cancelled and that such proceedings shall be taken *de novo* or from such stage as he may direct, but not so as to set aside any proceedings relating to determination of revenue rates after the publication of the table under sub-section (1) of section 33.

<b>Notification for assistance.</b>	60. Before each of the first four stages, namely, traverse survey, cadastral survey, preliminary record writing and record attestation, a general notice shall be served in the village in Form 10 informing the holders of land of the probable dates of commencement of each of the stages and requiring their attendance to assist the revenue officer employed on the work in any matter incidental to any of the above stages.
<b>Traverse survey.</b>	61. The traverse survey of an area notified under section 26 shall ordinarily be carried out by theodolite observations.
<b>Cadastral survey.</b>	62. (1) The cadastral survey of the area shall be based on traverse survey. (2) A detailed map of all the fields in a village shall be prepared on a scale which shall ordinarily be sixteen inches to a mile. Where a suitable large map is already in existence, it will not be necessary, unless the Survey and Settlement Officer so directs to prepare a fresh map and existing map may be brought upto date.
<b>Boundary marks.</b>	63. Where the village has not already been demarcated in an adequate manner, boundary marks of a permanent nature shall ordinarily be erected at every point where the boundaries of three villages meet.
<b>Survey number.</b>	64. A separate number (hereinafter called the plot number) shall be allotted to every plot i.e. a piece of land within one periphery which is possessed by one person or a set of persons jointly, which is held under one title and which consists of one class of land.
<b>Preliminary record writing.</b>	65. The preliminary record writing shall consist of the preparation of a <i>dag chitha</i> and the preliminary record-of-rights, that is, a draft <i>jamabandi</i> and a draft <i>khatian</i> .
<b>Preparation of dag chitha</b>	66. (1) The Survey and Settlement Officer shall first cause to be prepared a <i>dag chitha</i> in Form 7. This shall be prepared by the Revenue Officer after consulting the previous records and also after making local investigation. If there is any dispute, the fact shall be noted in the remarks column and the column regarding the entry where there is dispute may be left blank. All the disputes shall be referred to the Survey and Settlement Officer or the Assistant Survey and Settlement Officer. (2) There shall be local explanation by the Survey and Settlement Officer or the Assistant Survey and Settlement Officer in course of which entries made in the <i>dag chitha</i> shall be explained to the persons concerned who may be present at the spot. The officer shall also enquire into the disputes referred to in sub-rule(1) as also into such other disputes relating to entries in the <i>dag chitha</i> as may be raised at the spot in the course of the local explanation. This inquiry shall be in the summary manner and the disputes shall, as far as possible, be decided on the basis of actual possession.
<b>Preparation of draft jamabandi and tenants' khatian and record attestation.</b>	67. (1) After the preparation of the <i>dag chitha</i> but before the record attestation begins, the Survey and Settlement Officer shall cause a draft <i>jamabandi</i> to be prepared. The fields which have been found in the possession of each landholder and the classification of each field as entered in the <i>dag chitha</i> shall be written but at this stage, there shall be no entry under the head 'revenue' in the draft <i>jamabandi</i> . Draft tenants' <i>khatian</i> shall also be prepared from the <i>chitha</i> .

(2) Each person having interest in land shall be furnished, before record attestation begins, with an extract from the draft *jamabandi* showing the fields which have been found in his possession and the proper classification of each field. Similarly each tenant shall be furnished with the extract from the draft tenants' *khatian*.

(3) The record attestation of each village shall be taken up by the Survey and Settlement Officer or the Assistant Survey and Settlement Officer, hereinafter referred to in this rule as the Attestation Officer, at a convenient place in or near the village.

(4) A proclamation shall be published in the villages giving due notice to the land-holders and tenants and calling on them to appear before the Attestation Officer bringing with them their extracts from draft *jamabandi* or tenants *khatian* as the case may be.

(5) As each land holder or tenant appears before him, the Attestation Officer, if the land holder or tenant so desires, shall examine the entries in the draft *jamabandi* or tenants' *khatian* which relate to him, shall read out and explain the entries and shall make corrections when required. Disputes regarding ownership of land or the ownership of any interest, such as mortgage of land with possession shall be decided by the Attestation Officer in a summary manner and on the basis of actual possession. The Attestation Officer shall thereafter decide all objections to the classification of fields.

(6) In all cases in which the field has not been inspected by the Survey and Settlement Officer or an Assistant Survey and Settlement Officer, he shall personally inspect the field before deciding on its classification.

68. The Revenue attestation of a village shall be taken up by the Survey and Settlement Officer or Assistant Survey and Settlement Officer, hereinafter called the Attestation Officer, at a convenient place in or near the village. A fresh extract from the draft *jamabandi* showing only the total area, the total revenue as calculated and the alterations, if any, made in the *jamabandi* in course of record attestation shall be distributed to each landholder. A proclamation shall also be published in the village giving sufficient notice to land-holders and calling upon them to appear before the Attestation Officer bringing with them their extracts from the draft *jamabandi*. As each land-holder appears before him, the Attestation Officer shall read out to him the total area entered against his name in the draft *jamabandi* and the total assessment which is proposed in his case. The Attestation Officer shall thereafter decide any objection which may be put forward.

**Revenue  
attestation**

69. (1) The offer of settlement shall be made to the person who may be legally entitled thereto. When there is no such person and the land is in the occupation of any other person, the Survey and Settlement Officer may, if he is of the opinion, that such an offer should be made, make an offer of settlement to any person who may appear to him to be best suited therefore.

**Offer of  
settlement**

(2) The Survey and Settlement Officer shall prepare, sign and seal all *pattas* in respect of lands settlement whereof is to be offered and shall see that the entries therein correspond with the entries in the record-of-rights.

(3) The Survey and Settlement Officer shall then issue a proclamation, to be posted at a conspicuous place in or near each village, stating the date on which and the place at which *pattas* will be offered. On such date and at such place, the Survey and Settlement Officer or any other officer authorised by him in this behalf shall, if the persons to whom the *patta* is to be offered are present, tender the same to them.

(4) If any of these persons is absent, the officer tendering may sign a general notice in the following form or in a form substantially similar thereto and cause a copy thereof to be affixed within three days of the aforesaid date at some conspicuous place in the neighbourhood of the centre selected for the distribution of *pattas* : –

“The undermentioned persons being absent I hereby offer to them the *pattas* standing in their respective names”.

(5) The tender of a *patta*, or the affixing of a copy of the notice containing the offer of a *patta* as the case may be shall be equivalent in each instance to an offer of settlement.

70. (1) Any person to whom an offer of settlement has been made in accordance with rule 69 and who desires to refuse, shall, within 30 days of the offer, inform the Survey and Settlement Officer of the refusal by recording on the *patta* that he refuses to accept the settlement, and by returning the *patta* to the Survey and Settlement Officer. The form for refusal shall be in the proforma given below with necessary alterations: –

“I hereby declare that I refuse this *patta* which has been offered to me”

**Signature**  
**Date**

(2) In the absence of a refusal within the time and in the manner stated in sub-rule (1) the *patta* shall be deemed to have been accepted.

71. In case the settlement is refused by the person to whom it is offered and that person has otherwise no right to continue to hold the land after the date proposed for the commencement of the new settlement, the land in question shall be dealt with in accordance with the provisions of section 14 and rules made thereunder.

72. (1) After the completion of aforesaid stages in a village, the Survey and Settlement Officer shall publish the draft of the record-of-rights under sub-section (1) of section 43 by placing it for public inspection free of charge during a period of thirty days at such convenient place or places as he may determine and cause a public notice in Form 11 to be given to that effect in the village to which the draft record-of-rights relates, stating the place at which the draft records shall be open to public inspection, the period for which they shall be open to such inspection and objection, if any, to be made in Form 12 within the period the draft record-of-rights remains open for inspection.

(2) Notwithstanding anything contained in the notice, the Survey and Settlement Officer may extend the period during which the draft record-of-rights shall be open to inspection and during which objections may be filed.

**How settle-  
ment may  
be refused.**

**In case of  
refusal of  
settlement.**

**Publication  
of draft  
record-of-  
rights.**

73. (1) Form 12 shall be made available by the revenue officer on payment of a price of 10 naye paise per form and objection shall, as far as practicable, be made in such form. Along with the original objections, the objector shall file copies of the same with copies of notices in Form 13 for service on persons who are materially interested in the case and the revenue officer shall issue notice informing the objector and all such persons of the date, time and place fixed for the hearing of the objections. No objection shall be disposed of without affording the parties materially interested or their representatives an opportunity of being heard.

**Disposal of objections.**

(2) Objections shall be disposed of in a summary manner. The names of witnesses examined and abstract of the reasons for decision shall always be recorded in addition to the decision itself. The revenue officer disposing of the objection shall record the final decision specifying the changes, if any, which are required to be made in the *dag chitha* or *jamabandi* concerned. Necessary corrections in the *jamabandi* under objection shall be made by the revenue officer himself.

74. When all objections under rule 73 have been finally disposed of and the draft of the record corrected, wherever necessary, the Survey and Settlement Officer shall frame the final record in conformity with the draft record thus corrected.

**Framing of final record.**

75. (1) The record-of-rights shall be finally published under sub-section (2) of section 43 by the Survey and Settlement Officer by placing it for public inspection free of charge during a period of thirty days at such convenient place or places as he may determine, and he shall cause a notice in Form 14 to be given to that effect in each village to which the record relates stating the place where it will be open to public inspection and the period during which it will be open to such inspection.

**Final publication of the record-of-rights.**

(2) When a record-of-rights is placed for final publication under sub-section (2) of section 43, a certificate in the following form shall be attached to the first volume of the record-of-rights of each village : –

#### **CERTIFICATE OF FINAL PUBLICATION**

Village..	...	...	...
Tahsil..	...	...	...
District ..	...	...	...
Volume ..	...	...	...
Pages ..	...	...	...
		to..	...
		...	...

Certified that the record-of-rights of the interests as contained in the pages noted above has been finally framed and published under sub-section (2) of section 43 of the Manipur Land-Revenue and the Land Reforms Act, 1960, on this . . . . day of . . . . . 19.

**Survey and Settlement Officer**  
or  
**Assistant Survey and Settlement Officer.**

(3) The certificate shall be sealed with the seal of the Survey and Settlement Officer.

(4) Each page of the final record shall be stamped with a seal in the following form:

“Record-of-rights finally framed and finally published under sub-section (2) of section 43 of the Manipur Land Revenue and Land Reforms Act, 1960.”

**Survey and Settlement Officer  
Manipur Administration.**

**Availability of copies of records and recovery of cost.**

76. Copies of maps prepared under authority of the Administrator and copies of final record-of-rights after certification as aforesaid may be made available to public officers, to landholders and to others in such manner as the Administrator may by general or special order from time to time direct. The copies of maps and records which may be made available under this rule to persons other than public officers, shall be given on payment such cost as the Administrator may direct.

**Deposit of settlement record in the record room of the Deputy Commissioner.**

77. After the final publication of the record-of-rights the following records shall be made over to the Deputy Commissioner:-

- (a) cadastral survey maps and other maps ;
- (b) record-of-rights ;
- (c) volume of objections filed during the period of draft publication ;
- (d) old record-of-rights ;
- (e) any other paper specially marked for permanent preservation ;

**Maintenance of record.**

78. After the Deputy Commissioner has taken over the records mentioned in rule 77, the responsibility for their custody and maintenance shall devolve upon him.

**Periodical correction and maintenance.**

79. The record-of-rights shall be regularly corrected and *Dag chitha* shall be prepared every year, columns 1 to 6 being filled in accordance with the corresponding entries in the *chitha* of the previous year.

**Intimation of correction.**

80. Any officer correcting any entry in the record-of-rights under section 45 shall, as soon as may be after the correction, give intimation thereof to the person or persons interested in the land to which the particular entry relates.

**Register of mutations.**

81. The register of mutations shall be in Form 15, there being a separate register for each village.

**Rewriting of records-of rights**

82. The record-of-rights may be rewritten after every five years or such longer period as the Deputy Commissioner may decide after scrutiny of the record.

**Reports for mutation**

83. (1) All reports for mutation under section 46 shall be in Form 16. The applicant i.e. the person reporting, shall fill up columns 1 to 7 and the other columns shall be filled in due course by the officers concerned. The applicant shall also submit sufficient number of spare copies of the report for intimation to the persons interested.

(2) Any person who prays for mutation of name in the record-of-rights shall also state in his report the lands already held by him or any members of his family as land owner or tenant or mortgagee with possession otherwise.

(3) The competent authority shall acknowledge receipt of the report by making over the counter-foil, duly filled in, signed and dated.

84. Before sanctioning a mutation, the Authority concerned shall satisfy itself that the acquisition in pursuance of which mutation is sought is not in contravention of any of the provisions of the Act.

**Mutations not to be in contravention of the Act.**

85. Any intimation under sub-section (3) of section 46 shall be given by sending a copy of the report along with a copy of the entry made under the said sub-section.

**Intimation about mutation.**

86. The register of disputed cases shall be in Form 17.

**Register of disputed cases.**

87. The acknowledgement to be given of the objection made under sub-section (4) of section 46 shall be given in Form 18.

**Acknowledgment of objection**

88. (1) Entries in the register of mutations shall be tested by the Sub-Deputy Collector :–

**Testing of entries.**

- (i) in the case of entries in respect of which objections have been decided under sub-section (5) of section 46, with reference to the relevant records ; and
- (ii) in other cases by making such local enquiries as the Sub-Deputy Collector may deem necessary.

(2) An entry when so tested shall be transferred to the record-of-rights and shall be certified by the Sub-Deputy Collector.

89. Every land-holder and any person holding any interest in land, or employed in the management of land, shall be bound, on the requisition of the revenue officer, to furnish any information required by such officer for the purpose of preparing, making or correcting any entry in the record-of-rights or the register of mutations or to show to the satisfaction of such officer that it is not in his power to furnish the required information.

**Information to be supplied to Deputy Commissioner on requisition.**

90. Whenever any court of competent jurisdiction makes a decree confirming any transfer of possession of a transferable estate or holding or gives effect to any decree transferring any such possession, such court may order the transfer to be registered in the mutation register and the Deputy Commissioner shall cause necessary entries to be made in the mutation register.

**Alteration of registers on decree of Court.**

91. The inspection and grant of certified copies of revenue records shall be governed by the provisions of Schedule II.

**Inspection and grant of copies.**

**CHAPTER VI.**  
**BOUNDARIES & BOUNDARY MARKS**

**Determination  
of boundary  
disputes.**

92. Whenever in the course of revenue survey or otherwise it comes to the knowledge of a survey officer that any boundary dispute exists, he shall decide it after an enquiry at the spot.

**Presumption  
of correctness  
of cadastral  
survey.**

93. When a village has been cadastrally surveyed the boundaries shown in the cadastral map shall be presumed to be correct unless the contrary is proved.

**Boundary  
Marks.**

94. (1) Boundary marks to be constructed and laid out under the provisions of the Act shall be of the following descriptions, namely :–

- (i) marks erected to show the trijunction points of villages (to be called “trijunction marks”).
- (ii) marks erected to show demarcation of other village boundaries or for other special purposes, viz. demarcation of disputed boundary or Government Land etc.
- (iii) marks erected to show the demarcation of plot boundaries, if so requested by the landowner concerned.
- (iv) other boundary marks.

(2) Subject to the provision of Sub-rule (i), every boundary mark shall be of such description and of such dimension and material as may be determined by the Deputy Commissioner or other competent authority.

**Erection of  
boundary  
marks on  
requisition.**

95. (1) Every holder of land on the written requisition of a survey officer empowered under Section 54 shall erect and repair such boundary marks on the land as that officer directs.

(2) If any person of whom a requisition has been made under sub-rule (1) fails to comply with it, the survey officer may cause it to be repaired and realise the cost so incurred from persons having interest in the land.

**Maintenance  
of boundary  
marks.**

96. The maintenance of boundary marks in the villages shall be regulated as follows :-

- (i) boundary marks of Government land shall be maintained by the Government Department concerned;
- (ii) village boundary marks shall be maintained by the Deputy Commissioner; and
- (iii) any other boundary marks erected in accordance with the directions of the Deputy Commissioner or other competent authority shall be maintained in accordance with such specifications and instructions as may be issued by him, or it, as the case may be from time to time.

**Register of  
boundary  
marks.**

96. The revenue officer in charge of village boundary demarcation shall maintain a register of all boundary marks so as to ensure that they are properly maintained and kept in good condition.

**CHAPTER VII**

**REALISATION OF LAND REVENUE AND OTHER  
PUBLIC DEMANDS**

98. (1) Every sum on account of the land revenue shall be payable to the sub-deputy collector in his office.

**Land re-  
venue when  
and how  
payable.**

(2) It shall fall due in one instalment, on the 1st of December every year though payment may be made at any time before this date.

99. (1) A notice of demand under section 62 shall be issued in Form 19 by and under the signature and seal of the sub-deputy collector of the tehsil in which the holding to which the land revenue relates is situated. If such notices are required to be issued against a defaulter residing in another tehsil the sub-deputy collector may do so either direct or through the sub-deputy collector of such other tehsil.

**Notice of  
demand.**

(2) A Sub-Divisional Officer or a Deputy Commissioner may issue a notice of demand in respect of the land revenue payable on account of any holding which is situated within his jurisdiction.

(3) It shall be issued in duplicate and shall be served in the manner of a notice as prescribed in Schedule III.

(4) The process fee for the notice of demand shall be added to the arrears for which the notice is issued and shall be included in the amount specified therein.

100. (1) Any Deputy Commissioner, Sub-divisional officer or sub-deputy collector may issue a warrant of distress of movable property including the produce of the land of any defaulter in Form 20 and sell the same thereafter by public auction.

**Distraint  
and sale of  
mo-vable  
pro-perty.**

(2) Such auction shall be held at the spot unless the officer ordering the auction is of the opinion, that the auction if held in any other place would bring a higher price in which case auction may be held at such other place.

(3) If the auction is not held at the spot, due publicity thereof shall be given by issuing a proclamation in Form 21, which may, if the officer ordering the sale deems it necessary, also be proclaimed by beat of drum.

**Distraint of  
movable  
property  
other than  
the produce  
of the land.**

101. (1) When the property to be distrained is movable property (other than the produce of the land) in the possession of the defaulter, the distraint shall be effected by actual seizure and the distraining officer shall keep the property in his own custody, or in the custody of any one of his subordinates who shall be responsible for the due custody thereof;

Provided that, when the property so distrained be subject to speedy or natural decay, or if the expenses of keeping it in custody are likely to exceed its value, the distraining officer may if so authorised by the officer issuing the warrant of distraint sell it at once;

Provided further that if the property distrained consists of live-stock, agricultural implements or articles, which cannot be conveniently removed, and the distraining officer does not act under the first proviso he may :-

- (i) leave it in the charge of any person claiming to be interested in such property or of any other person, who is willing to undertake to keep and be responsible for the custody of such property, on his entering into a bond with one or more sureties for an amount not less than the value of the property that he will take proper care of the property and produce it when called for, or
- (ii) in the case of live-stock leave it in the charge of the poundkeeper, if any.

(2) The distraining officer shall make a list of the property distrained and obtain thereon on acknowledgement from the person in whose custody the property is left, and if possible, also of the defaulter and at least two other persons in attestation of the correctness of the list. If the property distraint includes both live-stock and other articles separate lists thereof shall be prepared and got attested.

**Distraint of  
produce of  
land.**

102. (1) Where the property to be distrained is the produce of the land, the distraint shall be made by affixing a copy of the distraint warrant:-

- (i) where such produce is growing, on the land on which the produce is growing or,
- (ii) where such produce has been cut or gathered on the threshing floor of the place for treading out grains or the like in which it is deposited. This service shall be in addition to the normal process of service provided in the para 33 of Schedule III.

(2) The distraining officer shall make such arrangements for the custody of the produce of the land as he may consider sufficient and also to tend, cut, gather, and store the produce and do any other set necessary for maturing or preserving it.

- (3) The cost incurred under sub-rule (2) shall be payable by the defaulter.

103. (1) Where the distrained live-stock is not left in the charge of the defaulter the expenses of feeding it shall be charged at such reasonable rate as the Deputy Commissioner may, by general or special order, fix.

**Custody of  
distrained  
property.**

(2) Where the property distrained is movable property, other than produce of the land or live-stock, and has not been left in the charge of the defaulter, the expenses for its safe custody shall be charged at such reasonable rate as the Deputy Commissioner may, by general or special order, fix.

(3) The cost incurred under sub-rules (1) and (2) shall be a charge on the sale price of the property.

104. Where the distrained live-stock is left in the charge of the pound-keeper, the provisions of paras 38 to 41 of Schedule III shall apply.

**Leaving liv-  
estock in the  
charge of  
pound-keeper.**

105. (1) Where the property is immovable property, the attachment shall be made by an order in Form 22 issued by the Deputy Commissioner prohibiting the defaulter from transferring or charging the property in any manner and all persons from having any transfer or charge from him.

**Attachment  
of immo-  
vable pro-  
perty.**

(2) In addition to service in the manner provided for the service of a notice in Schedule III, a copy of the prohibitory order shall be affixed at a conspicuous part of the property and shall be proclaimed in the locality by beat of drum.

(3) The order shall take effect as against transferees for value in good faith from the date when a copy of the order is affixed on the property and against all other transferees from the defaulter from the date on which such order is made.

(4) No payment made after the making of the proclamation on account of rent or any other asset of the holding to any person other than the Deputy Commissioner or his agent shall be credited to the person making the payment or relieve him from liability to make the payment to the Deputy Commissioner or his agent.

106. When the property attached consists of immovable property, the attaching authority shall be entitled to manage the property so attached or entrust its management to such person or authority on such conditions as it deems fit and to receive all rents and profits accruing therefrom to the exclusion of the defaulter until the arrear has been satisfied or until the Deputy Commissioner restores the property to the defaulter. The collection charges in respect of the property so attached and managed shall after the costs of attachment and management have been deducted therefrom be applied to the payment of the arrears for which the property was attached.

**Managem-  
ent of atta-  
ched pro-  
perty.**

107. If any claim is set up by a third person to the property attached or proceeded against, the officer ordering attachment or proceedings shall enquire into the claim and may admit or reject it.

**Claims of  
third  
persons.**

108. If the defaulter files any objection against the attachment of or proceedings against the property it shall be disposed of by the officer ordering the attachment or proceedings.

**Objection  
by  
defaulter.**

**Proclamation for sale.** 109. (1) When the sale of any immovable property is to be held, the proclamation for sale shall be issued in Form 23 if the property to be auctioned is the holding on account of which the arrears are due and in Form 24 if it is some other property belonging to the defaulter.

(2) The officer conducting the sale shall cause wide publicity of the proclamation of sale to be made and may, in addition to other processes provided for such publicity in para 33 of Schedule III, get it published in any newspaper having circulation in the area.

(3) The proclamation of the intended sale shall state the date, time and place of the sale and specify the following as clearly and accurately as possible : –

- (i) the property to be sold;
- (ii) estimated value of the property;
- (iii) the amount for the recovery of which the sale is ordered; and
- (iv) such facts which the authority considers material to note in the proceeding in order to charge full and fair value of the property including such other circumstances as a purchaser ought to know.

(4) The provisions of paras 24 to 31 of Schedule III shall *mutatis mutandis* apply to the service of proclamation mentioned in sub-rule (3) on the defaulter.

(5) The authority issuing the proclamation may summon the defaulter and examine him with respect to any matter, which is to be included in the said proclamation.

(6) The place of sale to be specified under sub-rule (3) shall be either the office of the sub-deputy collector or any place near the property to be sold.

**Inspection and copy of sale proclamation.**

110. The originals or copies of sale proclamations shall be open to inspection to public on all working days free of charge at the office of the officer issuing the proclamation within such office hours as the Deputy Commissioner may, from time to time, fix.

**Date of sale.**

111. No sale shall, without the consent in writing of the defaulter take place –

- (i) on Sunday or any gazetted holiday; and
- (ii) until after the expiry of at least 30 days from the date on which proclamation thereof was made.

**Absence or insufficiency of bid.**

112. When a property is being put to auction for arrears of land revenue and there be no bid, the revenue officer conducting the sale may purchase the same on behalf of the Administrator for one rupee or if the highest bid be insufficient to cover the arrears due may purchase the property on behalf of the Administrator at the highest bid.

**Adjournment of sale.**

113. (1) If the officer ordering or conducting the sale is of the opinion that there are sufficient grounds for such action he may adjourn the sale after recording reasons therefore.

(2) Where the sale is postponed or adjourned under sub-rule (1), a fresh proclamation shall be made unless the defaulter consents in writing to waive it.

114. Auction sale shall be stopped if before the hammer is struck the amount due including process fees and cost of attachment and sale is tendered to the officer conducting the sale or proof is given to his satisfaction that the amount with required costs has been paid to the officer, who ordered the sale.
115. The purchaser may at any time within thirty days from the date of the sale of the immovable property, apply to the Deputy Commissioner to set aside the sale on the ground that the defaulter had no saleable interest in the property sold and he shall, after a summary enquiry in the manner prescribed in Schedule III pass such orders on such application as he deems fit.
116. (1) An application for setting aside a sale under section 73 shall be made to the Deputy Commissioner giving therein the grounds on which such sale is sought to be set aside and documentary evidence, if any, in support thereof.
- (2) Such an application shall be disposed of by the Deputy Commissioner after giving notice to the parties interested in the sale and after affording such parties an opportunity of being heard and producing evidence.
117. (1) When a sale is confirmed, a certificate as required by section 76 shall be given to the purchaser in Form 25.
- (2) The officer ordering the sale shall then depute an official to deliver possession of the property for which certificate of purchase has been issued to the purchaser.
- (3) The title to the property shall vest in the purchaser from the date of the certificate.
118. (1) Where the purchaser is resisted or obstructed by any person in obtaining possession of the property, he may make an application to the Deputy Commissioner complaining of such resistance or obstruction.
- (2) Thereafter the matter shall be proceeded with as far as may be in accordance with the provisions of rules 126 to 133.
119. Whenever any house or other building situated within the limits of a Cantonment is sold, the Deputy Commissioner shall, as soon as the sale is confirmed, forward to the Commanding Officer of such cantonment for his information or for record in the brigade or other proper office, written notice that such sale has taken place and such notice shall contain full particulars of the property sold and of the name and address of the purchaser.
120. (1) In calculating the cost of sale, the revenue officer shall take into account the cost of notice of demand, of attachment, and of publication of sale and any other costs incurred in conducting the sale.
- (2) If the proceeds of the sale fall short of the arrears for which it was held, the balance remaining due from the defaulter may be recovered from him by further proceedings under Chapter VII of the Act, or by any other means authorised by law.
121. (1) Where any amount is to be recovered as an arrear of land revenue, the authority having jurisdiction to recover the amount shall send a request to the Deputy Commissioner with the following particulars: –

**Auction sale when to stop.**

**Objections by purchaser.**

**Application for setting aside the sale.**

**Certificate of purchase.**

**Delivery of possession.**

**Intimation to Commanding Officer of Cantonment.**

**Cost of proclamation and other costs.**

**Recovery of other amounts recoverable as arrears of land revenue.**

- (a) the authority to whom and the account on which the sum is due;
- (b) the person from whom the sum is due;
- (c) the sum due;
- (d) the provision of law under which the sum is recoverable as an arrear of land revenue;
- (e) the process by which such sum may be recovered; and
- (f) the property against which the process may be executed.

(2) On receipt of the application, the Deputy Commissioner shall proceed to recover the amount like, arrear of land revenue due from person mentioned in the request.

**Fees to be charged for execution of processes.**

122. The fees at the following rates shall be charged for serving and executing processes issued under the Act or these rules: –

(1)	for every notice of demand if sent	
	(a) by post	Seventy-five naye paise.
	(b) otherwise	Rupee one.
(2)	For a summons for appearance in respect of each person	Rupee one.
(3)	For a bailable warrant of arrest in respect of each person	Rupee one.
(4)	For warrant of distraint of movable property	
	(a) For arrears upto Rs. 200	Rupee one and fifty naye paise.
		(b)
	and upto Rs. 500	Rupees two.
	(c) For arrears above Rs. 500 and upto Rs. 1,000	Rupees two and fifty naye paise
	(d) For arrears above Rs. 1,000	Rupees three.
(5)	For a prohibitory order in cases of attachment of immovable property	Rupees three.
(6)	For a proclamation of sale of movable or immovable property	Rupee two
(7)	For a warrant for the delivery of immovable property.	Rupees three
(8)	For any process not specified above.	Rupee one

**Application of the Code of Civil Procedure.**

123. Subject to the provisions of the Act and these rules, the provisions of the Code of Civil Procedure 1903, relating to the attachment and sale of property, shall, as far as may be, apply to the proceedings under this Chapter .

**CHAPTER VIII**  
**PROCEDURE OF REVENUE OFFICERS**

- |   |                                     |   |
|---|-------------------------------------|---|
| <p>124. Every summons to be issued by a Revenue Officer shall</p> <ul style="list-style-type: none"> <li>(i) in the case of a party, be in Form 26 or 27, as the case may be; and</li> <li>(ii) in the case of a witness, be in form 28; and shall be served in the manner prescribed in Schedule III.</li> </ul> <p>125. The warrant to be issued under section 86 shall be in Form 29.</p>  | <b>Form and service of summons.</b> |   |
| <p>126. Where an order is passed under the Act directing any person to deliver possession of land or directing the eviction of any person from land, such order shall be executed by the competent authority in the following manner:-</p> <ul style="list-style-type: none"> <li>(i) Where the order is for delivery of any land, possession thereof shall be delivered to the party to whom it has been adjudged, or to such person as he may appoint to receive delivery on his behalf, and, if necessary, by removing any person who refuses to vacate the land.</li> <li>(ii) Where the order is for the joint possession of land, such possession shall be delivered by affixing a copy of the warrant in some conspicuous place on the property and proclaiming by beat of drum or other customary mode at some convenient place the substance of the order.</li> <li>(iii) Where possession of any building or enclosure is to be delivered and the person in possession, being bound by the order, does not afford free access, the competent authority through its officer may, after giving reasonable warning and facility to any woman not appearing in public according to local custom to withdraw, remove or open any lock or bolt or break open any door or do any other set necessary for delivering possession.</li> <li>(iv) Where the order is for the delivery of land in the occupation of a tenant or other person entitled to occupy the same and not bound by the order to relinquish such occupancy, delivery shall be made by affixing a copy of the warrant in some conspicuous place on the property, and proclaiming to the occupant by beat of drum or other customary mode at some convenient place, the substance of the order in regard to the property.</li> </ul> <p>127. (1) If resistance or obstruction to the delivery of possession is made by any person, the person in whose favour the order has been issued may make an application to the court complaining of such resistance or obstruction .</p> <p>(2) The court shall fix a day for investigating the matter and shall summon the party against whom the application is made to appear and answer the same.</p> |                                     | <b>Bailable warrant of arrest.</b>            |
|   |                                     | <b>Delivery of possession</b>                 |
|   |                                     | <b>Obstruction to delivery of possession.</b> |

**Use of force against person putting restraint.**

128. Where the court is satisfied that the resistance or obstruction was occasioned without any just cause by the person against whom the order has been issued or some other person at his instigation, it shall direct that the applicant be put into possession of the property, by use of such force as may be necessary.

**Dismissal of application for possession.**

129. Where the court is satisfied that the resistance or obstruction was occasioned by any person other than the person against whom the order has been issued claiming in good faith to be in possession of the property on his own account or on account of some person other than the judgement debtor, the court shall make an order dismissing the application.

**Transfer by Judge-ment debtor.**

130. Nothing in the last preceding rule shall apply to resistance or obstruction in execution of an order for delivery of possession of land or directing eviction, by a person to whom the judgement debtor has transferred the property during the pendeney of the proceeding.

**Application by person wrongly dispossessed.**

131. (1) Where any person other than the person against whom an order has been issued for delivery of possession is dispossessed of immovable property, he may make an application to the court complaining of such dispossession.

(2) The court shall fix a day for investigating the matter and shall summon the party against whom the application is made to appear and answer the same.

**Order for re-delivery of possession.**

132. Where the court is satisfied that the applicant was in possession of the property on his own account or on account of some person other than the person against whom the order for delivery of possession has been passed, it shall direct that the applicant be put into possession of the property.

**A person other than a Judgement debtor may institute a suit.**

133. Any person not being a judgement debtor against whom an order is made under rule 128 or rule 129 may institute a suit to establish the right which he claims to the present possession of the land; but, subject to the result of such suit (if any), the order shall be conclusive.

**Procedure of revenue courts and officers.**

134. (1) The procedure for revenue courts and of proceedings before revenue officers shall be governed by Schedule III.

(2) Subject to the other provisions of these rules, any enquiry by a revenue court, not specifically required to be held in the manner of a formal enquiry, shall be held in the manner provided for a summary enquiry in Schedule III.

**Extent of applicability of C.P.G.**

135. Subject to the provisions of the Act and these rules the Code of Civil Procedure 1908, shall as far as may be, apply to all or any of the proceedings taken by any revenue court under the Act.

## CHAPTER IX

### RIGHTS OF LAND OWNERS

136. (1) Every objection under sub-section (3) of section 99 shall be filed within a period of ninety days from the date of accrual of rights under sub-section (1) of the said section and shall be in Form 30.

**Form and period within which objections to be filed.**

(2) Along with the original objection, the objector shall file copies of the same with copies of notice in Form 31 for service on persons who are materially interested in the case and the competent authority shall issue notices informing the objector and all such persons so interested of the date, time and place fixed for hearing of the objections.

(3) Every objection shall be inquired into in the manner laid down for a formal inquiry in Schedule III.

137. The Deputy Commissioner may grant a certificate in respect of each holding to a land owner certifying the nature of his title, the revenue payable and the area, giving such other particulars as he may consider necessary.

**Issue of certificate.**

138. The settlement of land under sub-section (6) of section 99 shall be subject to the following terms and conditions:-

- (i) the land holder shall pay land revenue for the land in question calculated in accordance with the table of revenue rates published under sub-section (1) of section 34;
- (ii) the land holder shall within a period of one year from the date of settlement put the land to the use for which it was settled and shall continue to so use it ;
- (iii) in case of non-fulfilment of any of the conditions mentioned at items (i) and (ii) the Survey and Settlement Officer or the Deputy Commissioner may without prejudice to the other remedies open to him, re-occupy the land and offer settlement to any other person.

**Terms and conditions regarding settlement for land held for a purpose other than agriculture.**

139. (1) An application by a land-owner under section 101 shall be made in Form 32 to the competent authority, the land-owner shall submit with the original application as many copies of the application as there are tenants holding land under him whose land he requires to be reserved for his personal cultivation and two more copies to be sent for purpose of verification and report.

**Reservation of land for personal cultivation**

(2) The competent authority shall, from the entries in the record-of-rights, ascertain, by such enquiry as may appear necessary the number of tenants holding land under the said land-owner.

(3) A copy of the application shall be sent to the Sub-Registrar for verification and to the Amin/Revenue Inspector for report in Form 33.

140. The notice under sub-section (1) of section 102 shall be in Form 34.

**Notice to tenant.**

**Reply of tenant.**

**Disposal of the application.**

**Certificate.**

**Notice to issue where land left uncultivated.**

141. The details of lands to be furnished under sub-section (2) of section 102 shall be in Form 35.

142. (1) Before disposing of the application for reservation of land for personal cultivation the competent authority shall examine the location, nature and quality of the lands held by the landowner and the tenants.

(2) In passing an order under sub-section (3) of section 102, the competent authority shall, also determine the following :–

- (i) what land, if any, the land-owner may reserve for personal cultivation;
- (ii) the location and extent of land to be left with the tenants;
- (iii) the right of the tenants to the use of any source of irrigation in respect of the land left with them.

143. After determining the land to be reserved for personal cultivation of the land-owner and the lands which each of his tenants may be allowed to retain, the competent authority shall issue –

- (i) to the land-owner a certificate in respect of land reserved for personal cultivation in Form 36; and
- (ii) to every tenant a certificate in respect of land allowed to be retained by him in Form 37.

144. (1) Subject to the provisions of sub-rule (2) where a land-owner has allowed his land to remain uncultivated for a period of not less than two consecutive years, the Deputy Commissioner may, by notice in Form 38 call upon the land-owner of any such land to use the land for purposes of agriculture by himself or through tenants.

(2) The Deputy Commissioner shall not issue notice under Sub-rule (1):–

- (a) in respect of land rendered unfit for cultivation through natural calamities, or
- (b) the cultivation of which has been prohibited by an order of a competent court, or
- (c) the land which, under any law or custom or usage for the time being in force is reserved in the year immediately preceding the date on which a notice would otherwise issue for any of the following :–
  - (i) threshing ground;
  - (ii) irrigation tank;
  - (iii) any public purpose;
  - (iv) any purpose for which permission has been obtained under section 20 of the Act;
  - (v) religious purposes.

(3) Where the holder of any land satisfies the Deputy Commissioner within fourteen days from the date of the service of a notice under sub-rule (1) that his case is covered by sub-rule (2) or that he is already making full and efficient use of land for cultivation, the Deputy Commissioner shall cancel the notice.

145. The notice may be served on the holder by delivering or tendering to him a copy thereof:

**Service of notice.**

Provided that where the holder of such land is not readily traceable or refuses to accept a copy of such notice, the notice may be served by affixing a copy thereof on the last known place of residence of such holder of land or on a conspicuous part of the land to which it relates.

146. The notice under sub-rule (1) of rule 144 shall, subject to the provisions of sub-rule (3) of the said rule, be complied with within a period of three months from the date of service of such notice or such extended period as the Deputy Commissioner may, on sufficient cause being shown, from time to time allow.

**Compliance of notice.**

147. Where the land-owner of any such land has failed to comply with the notice, the Deputy Commissioner may subject to the provision of the Act, grant a lease of the land to such person as he may deem fit on such terms as may appear reasonable.

**Lease by Deputy Commissioner.**

148. A lease of land by a land-owner shall be registered by the Sub-Deputy Collector on an application made in this behalf.

**Registration of leases.**

149. (1) The notice for relinquishment of a holding under sub-section (1) of section 108 shall be made in Form 39 and shall be endorsed by two witnesses.

**Notice of relinquishment.**

(2) The notice shall contain particulars of each plot which the land-owner wishes to relinquish and of the land revenue payable herefor.

(3) It shall also bear a certificate denoting that the holding or any part thereof is not subject to any encumbrance or charge.

## CHAPTER X

### RIGHTS OF TENANTS

**Application for permission when land-owner refused or omits to consent,**

**When permission may be granted or refused.**

**Compensation for improvement.**

**Benefit of improvement to tenant in certain cases.**

**Tenant to pay back the compensation.**

**Estimating the value of produce for purposes of rent.**

150. If a land owner fails or refuses to grant consent to the tenant under Section 111 the tenant may apply to the competent authority for permission to make such improvement.

151. The authority to whom an application is made under rule 150 may, after hearing the parties and making such further inquiry as it thinks fit, grant permission to make the improvement subject to such restrictions, if any, as it may deem reasonable or may refuse permission altogether :

Provided that the authority –

- (i) shall not grant permission for a work which diminishes the value of any other holding unless all the persons interested in such other holding agree in writing thereto, and
- (ii) may refuse permission if the land-owner is prepared to make the improvement within a time fixed by the competent authority and may order that if the improvement is not so made the applicant shall be entitled to make it himself.

152 A tenant ejected in execution of an order for ejectment under this Act or any other law for the time being in force, shall, not be entitled to compensation for any improvement begun by him after the termination of his right to continue as tenant.

153. If the improvement has been made on the land from which the tenant is to be ejected, the land owner, on payment of the compensation awarded to such tenant shall, become the owner thereof, provided that the tenant shall be entitled to the benefit of the improvement in respect of any other land held from the same land owner remaining in his occupation, to the same extent and in the same manner as such land has hitherto benefited thereby and this circumstance shall be taken into consideration by the competent authority while determination the amount of compensation payable in respect of the improvement.

154. Where tenant has been restored possession of land under section 120 or section 124 he shall pay back to the land -owner the amount of compensation if any, received for improvements.

155. The value of the produce of the land for the purpose of determination of rent shall be estimated in the following manner, that is to say :-

- (a) The total yield of the land shall be estimated on the basis of the actual yield agreed upon between the land-owner and the tenant and failing that, on the basis of the quantity of the average yield per acre of the crop grown on that class of land as determined during the last survey and settlement operations for that assessment unit or on the basis of actual crop cutting experiments undertaken by the Revenue or Agriculture Department of the Administration or both in that year in or near that area, where both the bases be applicable, the one according to which the yield is less shall be adopted.

- (b) The value of the produce shall be determined on the average of the market prices during the preceding year.

156. When no agreement has been made between the land-owner and his tenant regarding the time and manner of payment of rent, rent shall fall due one month before the date fixed for the payment of land revenue and shall be payable in one instalment at the village in which the land is situated, though the tenant may at his option and expense, pay it to the land-owner at his place or send it by postal money order.

**Payment of rent**

157. Where rent is sent by postal money order, in the case of acceptance, the payees' receipt and in the case of refusal the endorsement of such refusal on the money order duly stamped by the post office shall be admissible in evidence without formal proof and shall, until the contrary is proved, be presumed to be a correct record of such acceptance or refusal.

**Postal receipt and enclosures to be admissible in evidence.**

158. (1) If two or more persons are landowners of a tenant in respect of the same land, the tenant may subject to sub-rule (2) and to any contract between the parties, by written notices to such persons require them to appoint one of their members or some other person to receive such rent within one month of the receipt of the notice.

**Payment of rent in certain cases.**

(2) On failure of landowners to comply with the notice the tenant may move the Sub-Deputy Collector in this behalf who shall thereupon call upon the landowners to make such an appointment and to intimate to him within one month the name of the landowner so appointed and shall communicate the same to the tenant concerned.

159. A tenant may apply to the Sub-Deputy Collector for permission to deposit the amount of rent payable in cash which he believes to be due:

- (a) if a landowner refuses to accept any instalment of the rent when tendered to him by a tenant ; or
- (b) if under rule 158 a tenant requires the appointment of a person to receive the rent and such appointment is not made within thirty days of the receipt of the notice; or
- (c) if a tenant has a reasonable doubt as to the person entitled to receive rent.

**Power to deposit rent in certain cases with Sub-Deputy Collector.**

160. The application under rule 159 shall contain:-

**Application for deposit.**

- (a) a statement of the ground on which it is made;
- (b) the name of the person or persons to whose credit the deposit is to be entered;
- (c) the name of the person or persons to whom the rent is due ; and
- (d) the name of the person or persons to whom rent was last paid and of the person or persons now claiming it.

**Receipt to be granted.**

161. (1) If it appears to the Sub-Deputy Collector that the applicant is entitled to make the deposit under rule 159 he shall receive such deposit and give a receipt therefore.

(2) Such receipt shall operate as an acquaintance for the amount of the rent in the same manner and to the same extent as if such amount had been paid to the person to whom it was due.

**Notice of deposit.**

162. The Sub-Deputy Collector shall cause a notice of such deposit to be served on every person who appears to him to be entitled to the deposit or who claims any such title.

**Payment of deposited rent.**

163. The Sub-Deputy Collector may pay the amount of such deposit to any person stated in the application to be entitled thereto, or may retain it pending a decision of the court of competent jurisdiction.

**Determination of reasonable rent.**

164. (1) An application under sub-section (1) of section 114 shall be in Form 40.

(2) The application shall be accompanied by a certified copy of the entry in the record-of-rights relating to the land and also documents, if any, in support of the application.

**Factors for determination of reasonable rent.**

165. In determining the reasonable rent the competent authority shall have regard to the following factors:—

- (a) that the fertility of the land held by the tenant has been decreased by any action taken by the landowner or by any cause beyond the tenant's control during the currency of the lease.
- (b) that the area of the holding has been decreased by diluvion or by the acquisition of land for a public purpose or for a work of public utility.
- (c) that the fertility and the area of the land held by the tenant has been increased or decreased by fluvial action.
- (d) that the rent is liable to abatement or enhancement on any ground specified in a lease, agreement or decree under which the tenant holds the land.

**Date from which the order for reasonable rent to take effect.**

166. An order, determining the reasonable rent shall take effect from such date as may be specified in the order.

**Commutation of rent payable in kind.**

167. (1) An application under sub-section (1) of section 115 shall be in Form 41.

(2) The competent authority on receipt of such application shall proceed to dispose of the same after a summary inquiry.

(3) The competent authority shall, while determining the money rent, also take into consideration the fact if the produce of the holding is liable to exceptional fluctuation by reason of damage by wild animals, floods and the like.

**Joinder of parties.**

168. An application for determination of reasonable rent or for commutation of rent may be filed by or against any number of tenants jointly, provided that all such tenants are tenants of the same landowner and all the holdings in respect of which the application is made are situated in the same village.

169. (1) The competent authority may hear the cases of the tenants jointly or separately as may appear convenient to it.

**Passing of an order.**

(2) No order affecting the interest of any person, shall be passed on any such application unless the person has been given an opportunity of being heard.

(3) The order shall separately specify the rent or the reasonable rent payable by each tenant or group of tenants holding the land jointly.

170. The landowner shall give a separate receipt for rent paid either in cash or in kind and shall prepare and retain a counterfoil of each receipt given by him. Such receipt and counterfoil shall be in Form 42.

**Receipt for payment of rent.**

171. If a receipt does not contain substantially the particulars required by the above rule, it shall be presumed, until the contrary is shown or is contained in the receipt, to be an acquaintance in full of all demands for rent up to the date on which the receipt was given.

**Presumption regarding incomplete receipt.**

172. (1) An application for eviction shall include full particulars of the ground or grounds on which the eviction is sought and shall be signed and verified in the manner provided for a plaint in the Code of Civil Procedure, 1908.

**Eviction of tenant.**

(2) Such an application shall be heard and disposed of by the competent authority in the manner provided in the Code of Civil Procedure, 1908 for hearing and disposal of suits for possession of immovable property.

173. A tenant who is entitled to restoration of possession under the provisions of Section 120 may, apply to the Sub-Deputy Collector for putting him back in possession stating:-

- (a) the date on which the landowner took over possession from him ,
- (b) whether the landowner did not cultivate such land personally within one year from the date he took possession,
- (c) if it was not cultivated by the landowner within one year from the date taking possession, whether it was left fallow and if it was cultivated the name of the person who actually cultivated it and his relationship with the land owner (i.e. whether he is a tenant, servant, hired labourer or a member of his family),
- (d) whether the land was not cultivated personally by the landowner in any year during a period of four years next following the date of his taking possession and whether it was cultivated by any other person during that year, if so, the year and the name of the person who cultivated it and his relationship, if any, with the landowner.

**Application for restoration of possession of land to tenant.**

174. The Sub Deputy Collector shall thereafter proceed to dispose of the application after a summary inquiry as provided in Schedule III.

**Disposal of application.**

175. (1) An application of a tenant under Section 121 shall include such of the following particulars as may be applicable to the case:

- (a) land held by the tenant ;
- (b) land held by the landowner ;
- (c) particulars of the order by which the land was declared reserved for personal cultivation of the landowner under section 102 and the particulars of that land;

**Declaration of non-resumable land of under-tenant.**

- (d) whether the landowner failed to move for eviction of the tenant from the land within the period mentioned in sub-section (3) of section 119.
- (e) whether the landowner failed to apply for reservation of any land within the period prescribed in section 101 and the land is not deemed to have been reserved under section 104.
- (f) whether the tenant has been restored possession of any land under section 120 and the particulars of the land and of the order restoring possession.

(2) The competent authority shall, before passing an order under Section 121 give notice to the landowner concerned and hold a summary enquiry.

**Form and manner of application under section 124 (i)**

176. (1) The application by a tenant to regain possession under sub-section (1) of section 124 shall be in the form of a plaint, which shall comply with the rules contained in Order VI and VII of Code of Civil Procedure, 1908 and shall also contain the following particulars:-

- (a) details of the land held by the applicant on or after 6<sup>th</sup> March, 1956 i.e. *patta* or certificate No. plot No. area, village, assessment unit ;
- (b) the date and the year on which the applicant surrendered the land or the applicant was evicted;
- (c) the circumstances in which the land was surrendered or the applicant was evicted;
- (d) whether any other tenant has bonafide been admitted to the possession of the land before the coming into force of section 124 or whether such tenant is a member of the landowner's family, if so, the relationship between the two.

(2) The application shall be accompanied, wherever such records exists, by certified extracts of the revenue records.

(3) On receipt of the application under sub-rule (1) the competent authority shall summon all the persons concerned and also the amin with the relevant records, verify the entry, if any, and make such enquiry as may be deemed necessary in this connection. If the ejectment of the landowner or any other person cultivating the land is ordered, the competent authority shall direct that the applicant be put in possession and necessary corrections in the revenue records be made.

(4) If the ejectment is ordered from only a portion of a plot the Sub-Deputy Collector shall demarcate such portion at the expense of the applicant.

177. (1) An application of a tenant for permission to surrender the land under Section 126 shall be in Form 43. A copy of the application shall be served personally on the landowner or sent to him by registered post acknowledgement due by the tenant in question.

**Application for surrender of land by a tenant.**

(2) The landowner within 30 days of the receipt of the copy of the application of the tenant apply to the competent authority for permission to enter upon such land. With such application he shall append a list of all lands held by him as landowner or as a tenant or mortgagee in possession or in any other capacity giving details of the tenant or the land-owners of such lands as the case may be.

**Procedure of application for surrender**

(3) The competent authority on receipt of the application of the tenant and of the land-owner, if any, shall make an enquiry in a summary manner. It shall call the tenant to attest the notice of surrender and, if necessary, to produce two witnesses to identify him. The signatures of the tenant and the witnesses shall be taken on the portion provided therefore in Form 46 in the presence of the competent authority.

(4) Where the competent authority has refused permission under sub-section (2) of Section 126 and the tenant gives a declaration in writing relinquishing his land, the rights in such land shall be leased out to any other person in accordance with rule 147.

**Compensation to land-owner.**

178. (1) The land revenue payable for similar lands in the locality referred to in sub-section (2) of Section 128 shall be calculated on the basis of the revenue rates confirmed under Section 34.

(2) The value of the trees shall be determined on the basis of the market value of such trees at that place or at places neighbouring thereto.

**Application for compensation and procedure therein.**

179. (1) An application for compensation under sub-section (3) of Section 128 shall be in Form 44.

(2) On receipt of the application under sub-rule (1) the competent authority shall determine the compensation payable to the land-owners after giving to the party or parties concerned, an opportunity of being heard in the matter.

(3) A copy of the statement giving details of the compensation proposed to be given to the person concerned shall be pasted on the notice board of the competent authority to enable any one interested to file objections and copies of same shall also be served on the land-owner and tenant concerned.

(4) The competent authority shall, thereafter decide all the objections after a summary inquiry.

(5) Separate compensation shall be assessed in respect of each holding of a tenant or each joint holding of tenants.

180. (1) The competent authority shall by serving notice on every land-owners tender payment of compensation. Payment of compensation shall be made in accordance with the following table:—

First Rs. 1000/- (one thousand)

or less – in one instalment.

Balance, if any—

in equated annual instalments not exceeding ten subject to a minimum of Rs. one thousand per instalment except the last one.

**Payment of compensation to land-owners.**

(2) The provisions of schedule IV shall, as far as may, apply to the payment of compensation to landowners and to the payment of annuities under Sub-section (4) of Section 129.

(3) Separate registers for payment of compensation to landowner and for payment of annuities under sub-section (4) of Section 129 shall be maintained.

181. (1) The tenant shall pay compensation according to the following table :-

**Payment of compensation by tenant.**

Upto Rs. one hundred	– One instalment
Balance if any	– in fifteen equated annual instalments subject to a minimum of Rs. twenty-five per instalment except the last one.

(2) A register of payment of compensation by the tenant to the Government shall be maintained.

(3) The certificate to be issued under Section 131 shall be in Form 45.

**First option to purchase.**

182 (1) A landowner intending to sell the land held by a tenant shall give a notice in Form 46 to the tenant and offer to sell the land to him. The notice shall be given by registered post to the tenant or tenants as the case may be occupying the land in question and such notice shall clearly describe the property to be sold, the price to be charged and the encumbrances on the land, if any.

(2) An application under sub-section (2) of Section 132 for determination of the reasonable price, in case of any dispute, may be made by the landowner or the tenant in Form 47.

(3) When an application has been made to the competent authority under Sub section (2) of Section 132 it shall ordinarily determine the reasonable price within a period of 30 days of the receipt of such application.

(4) After the determination of the reasonable price by the competent authority, the tenant shall deposit such price within one month or such further period not exceeding one month as the competent authority may allow.

(5) In case of failure on the part of the tenant to deposit the reasonable price within the time allowed under sub-rule (4), the landowner concerned shall be so informed by the competent authority.

(6) The certificate under sub-section (4) of Section 132 shall be issued by the competent authority in Form 48.

**CHAPTER XI**  
**CEILING ON LAND HOLDINGS.**

183. (1) The period within which the return shall be submitted under section 137 shall be ninety days from the date of enforcement of the provisions of Chapter XI of the Act.

**Submission  
of return.**

Provided that a person who has applied for exemption under section 150 shall be allowed to submit a revised return within thirty days of the decision of the Administrator if his application for exemption has been rejected;

Provided further that the Administrator may for reasons to be stated in writing, extend the period for submission of return or revised return.

(2) Every return shall be submitted in Form 49.

(3) Where a person or any member of his family holds any land jointly with another person who is not a member of his family, the share held by him or by the member of his family shall be shown distinctly in the return.

(4) Along with Form 49 further information shall be furnished in Form 50 showing transfers, if any, made after January 15, 1959.

(5) The return shall ordinarily be submitted in triplicate, but as many additional copies of Forms 49 and 50 shall be furnished as there are villages in which the land held by the person or any member of his family is situated.

(6) A member of a co-operative society shall furnish in Forms 49 and 50, information in respect of his share of the land held by the co-operative society.

184. (1) If the return under the preceding rule is not submitted within the period prescribed in that rule or within such extended period as may be allowed by the Administrator, the necessary information shall be collected by the competent authority through the Sub-Deputy Collector or the Assistant Survey and Settlement Officer, as the case may be.

**The agency  
through  
which infor-  
mation may  
be collected  
under se-  
ction 148.**

(2) The competent authority may further proceed to take action under sub-section (1) of section 148 against the person, who fails to submit the return.

185 (1) Where a return is submitted under rule 183, the information contained therein shall be verified from the entries in the record-of-rights.

**Verification  
etc.**

(2) Where necessary information has been collected under rule 184, the competent authority shall give the person concerned an opportunity of being heard.

**Preparation of list.**

186. The competent authority shall, after the return furnished under rule 183 or information collected under rule 184 has been verified, cause a notice to be given to the persons concerned who may be in possession of the land or part of the land and may call for such additional information, evidence or proof from them as it considers necessary. After considering such facts, circumstances and documents which the persons concerned might bring to its notice, the competent authority may, with or without any further inquiry, determine the excess land as well as the land to be retained by such person and thus prepare the list under sub-section (3) of Section 139 in Form 51.

**Objection of excess land out of transferred land.**

187 In case the competent authority proposes to select excess land out of the land transferred, it shall do so after giving notice to the transferee or transferees concerned and after giving them an opportunity of being heard. It may also call for such additional information as may be necessary for determination of the proportion in which the excess land is to be selected out of the land transferred and the transferee or transferees concerned shall be bound to furnish the information called for.

**Publication of list for objections.**

188. (1) The list prepared by the competent authority shall be published in the office of the Deputy Commissioner, Sub-divisional Officer, Sub-deputy Collector and the registration office and a copy thereof shall be served on the person or persons concerned.

(2) The competent authority shall serve the list on the land owner or tenant or mortgagees with possession whosoever occupies the excess land by tendering or delivering a copy thereof to him or to his duly authorised agent.

(3) If such person or his agent be not available, the list shall be delivered to any adult member in the house in which the person ordinarily resides.

(4). In the cases covered by the sub-rules (2) & (3) above, the serving officer shall require the signature of the recipient to be given in the body of the returnable copy in token of acknowledgement of receipt of the copy served on him.

(5) If such person ordinarily resides outside the jurisdiction of the Union Territory of Manipur then the list may be served by posting a copy to him by registered post, and such posting shall be deemed to be sufficient service.

(6) If such person or his agent or any adult member in his house be found unwilling to accept the list or to sign acknowledgement or avoiding service, if he resides outside the Territory and his address is not known, the draft list may be served by affixing a copy thereof in some conspicuous part of the land to which the draft list relates.

(7) A report by the serving officer stating the manner and date of such service attested by two persons present at the time of service shall be sufficient proof thereof.

**Application for restoration.**

189. An application for restoration of possession under the proviso to sub section (4) of section 141 shall be made within thirty days of the publication of the list in the Official Gazette under sub-section (3) of section 139.

**Manner of Application under sub-section (3) of section 170**

190. A copy of notification published under sub-section (3) of section 142 shall be served on the person concerned in the manner laid down in rule 195 and shall also be published by pasting a copy at the court-house of the competent authority.

191. For the purpose of determining compensation, the competent authority may, as soon as possible, after the publication of the list under section 142, call upon any person from whom excess land has been acquired or transferred to furnish the following information within 30 days of the receipt of its order:-

**Calling in-information for determining compensation.**

- (i) whether there is any building or structure or tree on the excess land and if so, by whom that was constructed or planted;
- (ii) whether the person from whom land has been acquired or transferred held it as land-owner and if so, whether there is any tenant or tenants on the land; in case there is any tenant, the area occupied by each;
- (iii) whether the person from whom the land has been acquired or transferred held it as a tenant; in case it is so, the name of the land-owner;
- (iv) whether the person from whom the land has been acquired or transferred held it as a mortgagee in possession; in case it is so, the name of the mortgagor; and
- (v) any other information consistent with the above.

192. (1) The competent authority may verify the above information through the Survey and Settlement Officer or the Sub-Deputy Collector of the tahsil.

**Verification of information furnished.**

(2) It shall give the person, whose land has been acquired, or transferred, a reasonable opportunity of being heard.

(3) It may call for such further information as it considers necessary.

193. (1) In determining the value of the average yearly gross produce of the land for the purpose of sub-section (1) of Section 143 the normal yield of that particular class of land in the assessment unit as fixed during the last survey and settlement operation shall be taken into consideration.

**Manner of determination of the gross produce of land under sub-section (1) of section 143.**

(2) When as a result of any improvement having been made on the land after the survey and settlement operation the classification of land has changed, such change in the class of land shall also be taken into consideration.

(3) After the gross produce of the land has been calculated as in sub-rules (1) and (2), the same shall be commuted to cash value and in doing so the competent authority shall have regard to the average local price of staple crops and any other crops growing in the land during the previous three years or during any shorter period for which evidence may be available.

(4) In the case of land belonging to religious and charitable institutions, the net annual income shall be equal to the reasonable rent for the land less the land revenue payable on such land plus 3 % of the market value of buildings and structures, if any.

**Compensation for structures and buildings.**

194. Save as otherwise provided in these rules the competent authority shall determine the compensation in respect of any structure or building constructed on excess land in accordance with the provisions of Chapter X.

**Apportionment of compensation between the land owner and tenant.**

195. (1) If the parties agree to an apportionment, the compensation shall be apportioned accordingly, otherwise apportionment shall be made by the competent authority.

(2) In determining the shares of the landowner and tenant under sub-section (2) of Section 143, the following shall be taken into consideration.

- (i) 50% of the value of the average yearly gross produce which may be agreed upon between the parties or as determined under rule 193, minus the amount of annual rent payable for the year immediately preceding the year in which section 136 is enforced shall be taken as the tenant's share of net income.
- (ii) The land owner's share of net income shall be equal to the aforesaid rent minus the revenue payable by him in respect of the land for the said preceding year.
- (iii) The compensation payable in respect of the excess land shall be apportioned between the land owner and the tenant in proportion to their respective shares in the net income determined as above.

196. (1) The compensation shall be recovered by the Administrator from the tenant or the mortgagee with possession as the case may be, in such instalments as may be determined by the competent authority keeping in view the amount of compensation;

Provided that a tenant or mortgagee with possession shall have the right to set off any amount which he is entitled to receive as compensation under the provisions of the Act.

(2) A register of all such amounts to be recovered will be maintained.

197. (1) On receipt of an application or on its own motion the competent authority shall prepare a compensation statement for land of which ownership has vested in the Government or in a tenant or mortgagee in possession.

(2) A copy of the compensation statement shall be sent to the persons interested along with a notice informing them to file objections, if any, within the period to be specified in the notice.

(3) A copy of the said compensation statement shall be affixed on the notice board of the court-house of the competent authority to enable any other interested person to file objections.

(4) The competent authority shall issue notice informing the objector and such persons who are interested, of the date and place fixed for hearing of the objection. No objection shall be disposed of without affording the parties materially interested or their duly authorised representatives an opportunity of being heard.

Provided that in any case in which an order is made ex-parte against a person, he may apply to the competent authority by whom the ex-parte order was made for an order to set it aside and if he satisfies the competent authority that the notice of objection was not duly served on him or that he was prevented by any sufficient cause beyond his control from appearing when the case was heard, the competent authority may make an order to set aside the order as against such a person and thereupon may appoint another day for proceeding with the case.

**Recovery of compensation from tenant or mortgagees.**

**Determination of compensation.**

Provided that where the ex-parte order is of such a nature that it cannot be set aside against such a person only it may be set aside as against all or any of the other persons involved in the case.

(5) After the expiry of the period specified for filing objection or where any objection is filed when all the objections have been finally disposed of, a copy of the compensation statement shall be sent by registered post acknowledgment due to each interested person.

198. The competent authority shall, by serving a notice on every person, to whom the compensation is payable, tender the payment thereof. Payment of compensation.

(2) Payment of compensation shall be made in accordance with the following table:-

First Rs. 1000/- or less	-	In one instalment,
Balance, if any,	-	In equated annual instalments not exceeding 20 provided that no instalment except the last shall be of less than Rs. 1000/- (one thousand).

199. Compensation shall be paid as far as may be in accordance with the Schedule IV. Application of Schedule IV.

200. There shall be maintained a register of compensation paid under this chapter. Register of compensation.

201. Any person having a charge on the compensation amount under subsection (4) of Section 143 may within 60 days of the notification under section 142 prefer claim in writing to the competent authority dealing with the compensation of the ge-holders. land in question and payment may be made in accordance with such agreement as may be arrived at between the parties. In case of dispute, the amount shall be kept in deposit in the Government Treasury till the dispute has been decided by a Court of competent jurisdiction. Payment of compensation to char-ge-holders.

202. (1) If after the enforcement of Section 136 any person, either by himself or through any member of his family, as landowner, tenant or mortgagee with possession acquired land in any manner whatsoever, whether by transfer, exchange, lease, agreement or succession, which with or without the lands already held by him or any member of his family, exceeds in the aggregate the limit fixed under section 136, he shall within 60 days from the date of such acquisition submit to the Deputy Commissioner a return in Forms 49 and 50 giving the particulars of all his lands and selecting the lands he desires to retain. Acquisition of excess land after enforcement of section 136.

(2) If he fails to submit a return and select the land within the period mentioned in sub-rule (1), the competent authority may obtain information as provided under rule 184 and select the land.

(3) Rules 185 to 193 shall thereupon apply *mutatis mutandis*.

**Demarcation of excess land.** 203 After such survey as may be considered necessary and by putting temporary boundary marks, the Deputy Commissioner shall take steps to demarcate the excess lands and shall require the persons holding the excess land to give up possession thereof within a period of 30 days of the demarcation.

**Application of exemption.**

204. (1) Application for exemption shall be made in duplicate.
- (2) In determining the lands to be retained under sub-clause (a) of sub-section of section 150, the following may be taken into consideration:-
- (a) planted area i.e. area actually being used for growing tea, coffee or rubber ;
  - (b) programme, if any; for expansion during the next ten years and the area of the land to be covered thereby, but not so as to exceed 20% of the planted area;
  - (c) 5% of the planted area for replantation;
  - (d) thatched or bamboo hutments;
  - (e) lands on which factories, labour-quarters, play-grounds, hospitals, schools, and other ancillary buildings of the plantation exist;
  - (f) unplanted enclaves within the planted area, if their acquisition would interfere with the smooth working of the plantation;

Provided that the total unplanted area to be exempted under items (b), (c) and (f) shall not exceed 50% of the planted area.

**CHAPTER XII****PREVENTION OF FRAGMENTATION**

205. The declaration to be made under sub-section (2) of Section 154 shall be filed in triplicate in Form 52 before the competent registering authority referred to in that sub-section.

**Declaration  
under Sec-  
tion 154.**

**CHAPTER XIII**

**GENERAL AND MISCELLANEOUS**

**Court fees.** 206. Every document mentioned in column 3 of Schedule V shall be chargeable with court fee as specified against it in Column 4 of the said schedule and no document so chargeable with fee shall be entertained or acted upon by any officer or authority until the full amount of court fee chargeable thereon has been paid.

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**SCHEDULE – 1.**  
**LIST OF FORMS**

<b>Form No</b>	<b>1</b>	<b>Notice for allotment of land for pasturage /community purposes under Section 13.</b>
” ”	<b>2</b>	<b>Receipt for Revenue and Miscellaneous demand.</b>
” ”	<b>3</b>	<b>Notification under Rule 39.</b>
” ”	<b>4</b>	<b>Proclamation regarding commencement of Revenue Survey and preparation of the record- of-rights.</b>
” ”	<b>5</b>	<b>Table of Revenue rates.</b>
” ”	<b>6</b>	<b>Notice publishing table of Revenue rates.</b>
” ”	<b>7</b>	<b>Dag Chitha.</b>
” ”	<b>8</b>	<b>Jamabandi</b>
” ”	<b>9</b>	<b>Tenant's khatian.</b>
” ”	<b>10</b>	<b>Notice informing the dates of commencement of work.</b>
” ”	<b>11</b>	<b>Notice for publication of draft record-of- rights.</b>
” ”	<b>12</b>	<b>Objection under Section 43 (1).</b>
” ”	<b>13</b>	<b>Notice fixing date for hearing objection under Section 43(1).</b>
” ”	<b>14</b>	<b>Notice for publication of final record-of-rights.</b>
” ”	<b>15</b>	<b>Form of Mutation Register.</b>
” ”	<b>16</b>	<b>Report for Mutation with receipt for application.</b>
” ”	<b>17</b>	<b>Form of register of disputed mutation cases.</b>
” ”	<b>18</b>	<b>Receipt for objection under Section 46 (4).</b>
” ”	<b>19</b>	<b>Notice of demand under Section 62.</b>
” ”	<b>20</b>	<b>Warrant of distress of movable property.</b>
” ”	<b>21</b>	<b>Proclamation of sale of movable property.</b>
” ”	<b>22</b>	<b>Prohibitory order: Attachment of immovable property.</b>
” ”	<b>23</b>	<b>Proclamation of sale of holding.</b>
” ”	<b>24</b>	<b>Proclamation of sale of immovable property.</b>
” ”	<b>25</b>	<b>Certificate of purchase.</b>
” ”	<b>26</b>	<b>Summons for disposal of case.</b>
” ”	<b>27</b>	<b>Summons for settlement of issue.</b>
” ”	<b>28</b>	<b>Summons to witness.</b>
” ”	<b>29</b>	<b>Bailable warrant of arrest for appearance before a Revenue Officer.</b>
” ”	<b>30</b>	<b>Objection under Section 99(1).</b>
” ”	<b>31</b>	<b>Notice fixing date for hearing objection under Section 99(3).</b>
” ”	<b>32</b>	<b>Application for reservation of land for personal cultivation under Section 101</b>

<b>Form No</b>	<b>33</b>	<b>Form of calling reports on the application under Section 101.</b>
“	“	<b>33 Annexure – A-- Statement showing the area owned or held in any other capacity by a land – owner/tenant</b>
“	“	<b>33 Annexure – B -- Statement showing transfers effected by the land- owner after 6-3-1956.</b>
“	“	<b>34 Form of Notice to the tenant / co-sharer under Section 102(1).</b>
“	“	<b>35 Form to be submitted by the tenant.</b>
“	“	<b>36 Certificate under rule 143(i).</b>
“	“	<b>37 Certificate under rule 143(ii).</b>
“	“	<b>38 Notice for lease of land which remained uncultivated for a period of not less than two consecutive years.</b>
“	“	<b>39 Notice for relinquishment of land owners' right in lands.</b>
“	“	<b>40 Application for determination of reasonable rent.</b>
“	“	<b>41 Application for commutation of rent.</b>
“	“	<b>42 Tenant's rent receipt and counter foil.</b>
“	“	<b>43 Application for surrender.</b>
“	“	<b>44 Application for compensation.</b>
“	“	<b>45 Certificate under Section 131.</b>
“	“	<b>46 Offer for sale of land under Section 132 (1).</b>
“	“	<b>47 Application to the competent authority for determination of reasonable price under Section 132.</b>
“	“	<b>48 Certificate of purchase under Section 132.</b>
“	“	<b>49 Option for retention of land under Section 137.</b>
“	“	<b>50 Statement showing the land transferred between 15.1.1959 and 9.12.1959, between 9.12.1959 and enforcement of Section 137 and after enforcement of Section 137.</b>
“	“	<b>51 Draft statement showing the excess land held by a person in excess of the ceiling limit.</b>
“	“	<b>52 Form of declaration.</b>

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**M . L . R . FORM I.**

[See rule 9 (2)]

**NOTICE FOR ALLOTMENT OF LAND FOR PASTURAGE/  
COMMUNITY PURPOSES UNDER SECTION 13**

Whereas it appears necessary that the land specified below may be set apart for pasturage for the village cattle/community purposes, objection if any, may be made within thirty days from the date of publication of this notice.

Village/Tahsil/ Sub division	Plot Number	Area	Purpose – In case of land to be set aside for pasturage for the cattle of any village or villages specify the village or villages.
1	2	3	4

Date

Deputy Commissioner

**M .R. L. FORM 2**

(See rule 35)

**RECEIPT FOR REVENUE AND MISCELLANEOUS DEMAND**

Name of the Tahsil	*Patta/certificate No.	Name and No. of circle	Name and No. of the village	Area of land with Plot No.	Number of the receipt and date
1	2	3	4	5	6

Name of the land owner with father's name and address	By whom the Revenue is paid
7	8

**ANNUAL DEMAND**

Revenue	Local Tax	Water Tax	Interest	Miscellaneous	Total demand	Remarks
9	10	11	12	13	14	15

**DETAILS OF PAYMENT**

Year	Revenue	Local Tax	Water Tax	Interest	Miscellaneous	Total realisation	Remarks
16	17	18	19	20	21	22	23

**196****196****Total****Signature of the revenue officer with date****\*Strike out words which are not applicable****Rupees.....****(Total amount realised  
in words )**

**M. L. R. FORM 3****[(See rule 39 (1)]****N O T I F I C A T I O N****No.....****Dated, the.....**

It is hereby notified for general information under rule 39 of the Manipur Land Revenue and Land Reforms Rules, 1961 read with Section 26 of the Manipur Land Revenue and Land Reforms Act, 1960 that a Revenue Survey of the area specified in the Schedule below shall be made with a view to the settlement of land revenue and to the preparation of record-of-rights connected therewith\*/ the revision of any existing settlement/record-of-rights.

**SCHEDULE**

.....  
.....  
.....

**\*Delete the words  
which/are unnecessary**

**Administrator  
Manipur Administration,  
Manipur**

**M.L.R. FORM 4  
[See rule 39 (2)]  
P R O C L A M A T I O N**

**No. .....****Dated, the.....**

All landholders and members of public of the village mentioned in the Schedule below and of the villages contiguous thereto are hereby informed that orders have been issued for revenue survey and preparation/revision\* of the record-of-rights pertaining to the village on the basis of and following the work of village boundary demarcation and other matters, relating to Survey and Settlement of the said village according to the provisions of the Manipur Land Revenue and Land reforms Act, 1960.

**SCHEDULE**

.....  
.....

**Survey and Settlement Officer  
\* Delate the word which is unnecessary      Manipur Administration**

**M. L. R. FORM 5**  
(See rule 45)

Sub-division	Tahsil	Name, No and area of assessment unit.	Name of villages with the unit.	Proposed revenue rate per acre for different classes of land within the						Remarks.
				Class of Land	For purposes of agriculture.	Class of land.	For industrial or commercial purposes.	Sites for dwelling houses.	Sites for other purposes.	
1	2	3	4	5 (a)	(b)	(c)	(d)	(e)	(f)	6

**M. L. R. FORM 6**  
(See Rule 47)

Whereas the table of revenue rates relating to the assessment unit..... comprising the villages mentioned in the schedule below has been prepared in accordance with sub-section (1) of Section 33, the same shall be open to public inspection at ..... for a period of thirty days from the date of publication of this notice. Objection, if any, to any entry in the table of revenue rates may be filed before the undersigned within the aforesaid period.

Date

SCHEDULE

Survey and Settlement Officer,  
Assistant Survey and Settlement Officer,  
Manipur Administration.

Name or number of the assessment unit	Name of villages	Thana

**M. L. R. FORM 7.**  
*(See rule 57)*

**DAG CHITHA**

Plot No.	Area of the plot.	Name of the pattadar with father's name and address.	Patta No. with class	Name of the tenant with father's name and address.	Name of the crop and length of possession.	Area under double crop.	Fallow or waste Area	Land under irrigation			Class of land			Description of the land.	Area	Land Unsettled Area	Remarks.
								Cropped area	Uncropped Area	Area	Land	Unsettled	Area				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
Tashil ..... Unit ..... Name of the village with No..... 196.....																	

**M. L. R. FORM 8.**  
*(See Rule 57)*

**JAMABANDI**

Tahsil ..... Unit ..... Name of the village with No. ....

196 .....

Sl. No	Old Patta No.	New Patta No.	Name of the patti- adar with father's name and address.	Plot No. of land un- der direct possession.	Plot and Khatian No. of land in the poss- ession of tenants	Area of the plot	Revenue.		Local Tax	Water Tax	Remarks		
							Plot No.	Khatian No.	Class	Area			
1	2	3	4	5	6	7	8	9	10	11	12	13	14

**M. L. R. FORM 9.**  
*(See Rule 57)*

**TENANT'S KHATIAN.**

Tashil..... Unit..... Name of the village with No.....

196-----

Khatian No.	Jamabandi No. (Col 1 of Jamabandi)	Name of the tenant with father's name & address (Col. 6 of Chitha)	Name of the Land under possession of tenants.	Plot number Old. (Col. 1 of Chitha)	New (Col. 1 of Chitha)	Area (Col. 2 of Chitha)	Class of Land (Col. 13 of Chitha)	Duration of the tenancy (Col. 6 of Chitha)	Rent (in cash or in kind) (Col. 6 of Chitha).	Any other details.	Name of the pattadar with father's name, address & patta number. (Col.2 & 4 of Chitha)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	

**M. L. R. FORM 10**  
*(See Rule 60 )*

**N O T I C E**

No.....

Dated the .....

Whereas the work relating to ..... in connection with survey and settlement shall be taken up in the village mentioned in the schedule below from the ..... day of .....19..... all holders of lands are, informed that they shall either personally or through their duly authorised agents attend the fields for showing the boundaries of the village and of their own land. They shall also furnish all such information, supported by relevant documents and other evidence, as may be required in this connection failing which action according to law may be taken against them.

Schedule.

.....  
.....

**Survey and Settlement Officer  
 Manipur Administration.**

**M. L. R. FORM 11**  
*(See rule 72)*  
**Publication of draft record-of-rights**

District ..... Village.....;  
 Tahsil..... Thana.....;

**To**

**All land-holders.**

Whereas the attestation of the record-of-rights of the above mentioned village has been duly completed, it is notified for your information that the said record-of- rights will remain open for public inspection at ..... (place)from .....for thirty days and that .....(date) is the last date for filing objections under sub-section (1) of Section 43 of the Manipur Land Revenue and Land Reforms Act, 1960.

**Date**.....

**Signature and full designation  
 of the Revenue Officer,  
 Manipur Administration.**

**Place**.....

**M. L. R FORM 12**  
**(See Rule 72)**

Objection under section 43 (1) of the Manipur Land Revenue and Land Reforms Act, 1960.

**(OBVERSE)**

Objection No . . . . .	Seventy -five Naye Paise court fee stamp to be affixed here
Village Name and No. . . . .	
Tahsil . . . . .	
P.S. . . . .	
District . . . . .	

1. Name, father's name and address of objector.
2. Name, father's name and address of person against whose record-of-rights objection is made.
3. Nos. of pattas under objection.
4. Nos. of plots, if any, under objection.
5. Nature of objection e.g. title rent, revenue possession etc.
6. Matters objected to with details of objection and relief sought.

Signature of objector and date	
Objection No. . . . .	Objection duly received and entered
Village name and No. . . . .	
Tahsil . . . . .	Signature and full designation of the Revenue Officer.

**(REVERSE)**

Order Sheet	Date	Order	Signature of the Officer.
-------------	------	-------	------------------------------

Present on behalf of the objector.	Present on behalf of the other party
------------------------------------	--------------------------------------

**GROUND FOR DECISION AND ORDER**

Correction in record- of-rights under objection according to order.	Correction in corollary record of rights.		
Signature of clerk in token of correction and date.	Signature in token of final check and date.	Signature of clerk in token of correction and date.	Signature in token of final check & date.

**M.L.R. Form 13****(See rule 73)**

Notice fixing date for hearing objection under section 43(1) of the Manipur Land Revenue and Land Reforms Act, 1960.

Objection No.....

Village Name and No. . . . .

Tahsil . . . . .

Thana . . . . .

District. . . . .

Objector.....

Other parties.....**NOTICE**

To

.....

.....

Whereas an objection has been filed under section 43(1) of the Manipur Land Revenue and Land Reforms Act, 1960 and .....(date) has been fixed for hearing, you are hereby informed that you should be present before the undersigned yourself or through a duly authorised agent with evidence, oral and documentary at .... . . . (Place) at . . . . ., (time) on the said date. If you fail to turn up at the appointed time, orders may be passed experte according to law.

**Signature and full designation  
of the Competent Authority**

Date .....19.....

NB. This should be accompanied by a copy of the objection.

**M. L. R. Form 14.****[See rule 75(1)]**

Notice for the publication of the final record-of-rights under section 43 (2).

**District . . . . .****Sub-division/Tahsil****Village . . . . .****No. . . . .****To****All holders of land,**

Whereas all objection under section 43(1) of the Manipur Land Revenue and Land Reforms Act, 1960 have been finally disposed of and all the orders have been incorporated in the record-of-rights, the record-of-rights of the village mentioned above has been finally framed.

You are hereby informed that the said record will remain open for public inspection at (place) . . . . . from (date) . . . . . to (date) . . . . .

.....

**Signature and full designation  
of the revenue officer**

**Date. . . . .****Place . . . . .**

**M. L. R. Form 15**  
**(See rule 81)**

**MUTATION REGISTER**

Village ..... Tahsil ..... Thana .....

Sl. No.	Village	Certif- cate/ Patta No.	Patta No.	Plot No.	Year and date of submission of application.	Name and address of the applicant and his father's name	Gist of the report giving nature of acquisition.(with the name of transferor).	Total area of holding.	Name of the recorded persons with their names, percentage and address.	Date and year of payment	Description of the amount paid, if any.
1	2(a)	(b)	(c)	3	4			5	6	7	9

Year and date of the issue of notice	Year and date of the return of the notice after service.	Sl.No. of register of disputed cases, if any.	Disposal.	Remarks and signature of the certifying officer.
10	11	12	13	14

**M. L. R. Form 16.**  
**[See rule 83(1)]**  
**Report for Mutation.**

1. Name of the village and No. .... .... .... .... ....
2. Tahsil .... .... .... .... .... .... ....
3. Serial No. .... .... .... .... .... ....
4. Date of report ..... .... .... .... ....
5. Name of the applicant ..... .... .... .... ....
  
6. (a) Names of recorded persons with  
their father's names and addresses  
in whose place mutation is sought. .... .... .... ....
- (b) Patta/certificate No. .... .... .... .... ....
- (c) Jamabandi No. .... .... .... .... .... ....
  
7. Manner of acquisition with consideration  
paid, if any, and date ..... .... .... ....

**Signature of applicant,**  
**Date . ....**

8. Date of entry in the mutation register  
by competent authority. .. .... .... .... .... ....
9. Date of sanction or refusal. .... .... .... .... ....
10. Abstract order, ..... .... .... .... .... .... ....
11. Date of correction of record of rights. . .... .... .... ....
12. Signature with date of the officer  
verifying the correction . .... .... .... .... ....

Counterfoil.  
 Receipt for application for mutation.

Serial No. Received the marginally noted  
request for mutation from

Name and No. of the village. Shri .... .... ....  
 .... .... .... .... ....  
 of village .... .... ....  
 on .... .... .... ....

**Signature of the competent authority with date**

**M. L. R. FORM 17**  
 (See rule 86)

**Register of disputed cases.**

Village. . . . . Tahsil. . . . . Thana. . . . . District. . . . . 19. . . . .

Sl.No. of dispute.	Serial No. in the mutation register.	Plot No. Patta/ certificates Nos. Patta/ Plot No.	Area entered in the record- of-rights.	Date of receipt of objection.	Names of disputing parties.	Nature and particulars of dispute.	Order passed with date and signature of the officer passing the order.
1	2	3(a)	3(b)	4	5	6	7
							8

**M. L. R. FORM 18.**  
 (See rule 87)

Received from ..... .... .... .... .... .... .... .... objection under section 464) of Manipur Land Revenue and Land Reforms Act, 1960, specified below regarding the acquisition of right over land situated in Village .....  
 Tahsil. .... .... ....

**Details of objection.....**

**Competent Authority\***  
 Village.....  
 Tahsil.....  
 Thana.....

Date.....

\* (or any other receiving official )

**M. L. R. Form 19.**  
**(See rule 99.)**

Notice of demand under section 62 of the Manipur Land Revenue and Land Reforms Act, 1960.

**In the Court of . . . . .**  
**To. . . . . s/o. . . . .**  
**resident of village .. . . . Tahsil . . . . Thana . . . . .**  
**Sub-division. . . . .**

You are hereby required to take notice that a sum of Rs. . . . . is due from you on account of arrears of land revenue, and other dues realisable as land revenue, as per details given below and that unless it is paid within . . . . . days from the receipt of this notice further proceedings for the recovery of the dues shall be taken against you according to law : —

Village with holding No.	No. of patta/certificate.	Amount/Nature of arrears.	Year for which due	Interest	Process fee.	Total amount due.
1	2	3	4	5	6	7

**Certified that the above account of arrears is correct.**

Dated 19

(Seal)

**Sub-deputy Collector.**

**M. L. R. Form 20**  
**(See Rule 100)**

**WARRANT OF DISTRAINT OF MOVABLE PROPERTY**

**To (Name and office of the person charged with execution of warrant)**

.....

Whereas..... son of .....  
 resident of village.....Tahsil..... Thana .....,  
 Sub-division.....has made default in payment of Rs..... on account of  
 land revenue as per details given below, you are hereby ordered to attach the movable  
 property of the said ..... and unless the total amount due is paid to  
 the Sub-deputy Collector, to hold the same until further orders from this court.

You are further ordered that if the property distrained be subject to speedy or natural  
 decay, or if the expenses of keeping it in custody are likely to exceed its value, you may sell it at  
 once by public auction and deposit the proceeds according to law.

You are also ordered to return this warrant on or before the  
 .....day of .....196 , with the endorsement certifying the  
 date and manner in which it has been executed or why it has not been executed :

Village	Patta/ Certificate No.	Amount of arrears.	Year for which due.	Process fee.	Total amount due
1	2	3	4	5	6

Place.....  
 Date .....

Sub-deputy Collector/Sub-divisional  
 Officer/Deputy Commissioner.

[See rule 100(3)]

### **PROCLAMATION OF SALE OF MOVABLE PROPERTY.**

Whereas the movable property specified below has been attached for the recovery of Rs. . . . . on account of arrears of land revenue and process fee due from. . . . . son of . . . . . resident of village . . . . . Tahsil. . . . . Thana. . . . . Sub-division

Proclamation is hereby made that, unless the amount due be paid to the Sub-deputy Collector before the day herein fixed for the sale, the said property shall be sold by public auction at . . . . . on the . . . . . date. . . . . ; date of .. . . . . 196 , at or about . . . . . o'clock.

Description of movable property.	Number of articles.
1	2

Place. . . . . Sub-Deputy Collector/ Sub-divisional  
Dated. .... 196 , Officer/Deputy Commissioner.

### **M.L.R.FORM 22.**

(See rule 105)

### **PROHIBITORY ORDER ATTACHMENT OF IMMOVABLE PROPERTY**

Whereas ... . . . . . son of ... . . . . . caste ... . . . . . resident of village ... . . . . . Tahsil ... . . . . . Thana... . . . . . Sub-division ... . . . . . has made default in payment of Rs. . . . . . . . . . . on account of land revenue and other dues realisable as such by him as per margin.

It is ordered that the said ... . . . . . be and is hereby prohibited and restrained, until further order of this office, from transferring or charging the property specified in the following schedule by sale, gift or otherwise and all persons be and are hereby in like manner prohibited from receiving the same by purchase, gift or otherwise.

Issued under my hand and seal of this office this ... . . . . . day of ... . . . . . 196 .

**Deputy Commissioner  
Sub-divisional Officer**

### **SCHEDELE**

Village/Sub-division.	Plot No. with certificate No.	Area.	Description.	Amount.
1	2	3	4	5

M. L. R. FORM 23.

(See rule 109)

## **PROCLAMATION OF SALE OF HOLDING**

Whereas the holding(s) specified below has (have) been attached for the recovery of the arrears of land revenue specified in column(5) below and of Rs. . . . . ..on account of process fees due from . . . . . son of . . . . . resident of village . . . . . Tahsil . . . . . Thana. . . . . Sub-division . . .

Proclamation is hereby made that unless the amounts due be paid to the Sub-deputy Collector before the date herein fixed for the sale, the said holding(s) shall be sold free of all encumbrances by public auction at . . . . . on the . . . . . day of . . . . . . . . . . .  
.196, at or about . . . . . o'clock.

Village	Plot No. with patta/ certificate No.	Area	Assessment	Arrears of land revenue due.
1	2	3	4	5

Dated 196

## **Sub-deputy Collection/Sub-divisional Officer/Deputy Commissioner**

**M. L. R. Form 24**

(See rule 109)

**PROCLAMATION OF SALE OF IMMOVABLE PROPERTY.**

Whereas the immovable property described below has been attached for the recovery of Rs. .... .... ... on account of ..... due from..... son of ..... resident of village ..... plus Rs..... on account of process fees.

Proclamation is hereby made that unless the total amount aforesaid be paid before the day herein fixed, for the sale, the said property shall be sold by public auction at .....on the .....day of .....196, by or about .....o'clock.

The sale extends only to the right, title and interest of the said defaulter in the said property.

Dated.....196 ,

**Sub-Deputy Collector/Sub-Divisional  
Officer/Deputy Commissioner.**

**Seal**

Village with Patta/ certificate No.	Sub-division, Thana, Tahsil.	Description.	Assessment, if any.	Note of any known encumbrance etc.
1	2	3	4	5

**M. L. R. Form 25  
(See Rule 117)**

## **CERTIFICATE OF PURCHASE**

In the court of the ... Case No. ....

This is to certify that ... son of ... resident of village ... Tahsil ... Thana ... Sub-division ... has been declared the purchaser of the immovable property specified below at a sale by public auction held on the .... day of ... and that the sale has been duly confirmed by the Deputy Commissioner on the .... day of .... 196 .

The sale transferred the right, title and interest of ... . . . . .  
s/o ... . . . . . in the said property to the purchaser.

## **DETAILS OF PROPERTY**

Description.	Place of location,	Assessment, if any,	Name of recorded occupant or owner.	Amount for which purchased.
1	2	3	4	5

**Dated.... .... .... .... ... 196 ..**

## Seal

## **Deputy Commissioner.**

**M. L. R. FORM 26**  
**[See Rule 124(i)]**

**SUMMONS FOR DISPOSAL OF CASE**

**In the Court of** \_\_\_\_\_  
**Case No.** \_\_\_\_\_  
**Parties** \_\_\_\_\_

**To**  
**(Name, description and place of residence)**

Whereas \_\_\_\_\_ has instituted a case against you for \_\_\_\_\_ you are hereby summoned to appear in this Court in person or by a pleader duly instructed, and able to answer all material questions relating to the case, or who shall be accompanied by some persons able to answer all such questions, on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_, at \_\_\_\_\_ o'clock in the \_\_\_\_\_ noon, to answer the claim; and as the day fixed for your appearance is appointed for the final disposal of the suit, you must be prepared to produce on that day all the witnesses upon whose evidence and all the documents upon which you intend to rely in support of your defence.

Take notice that, in default of your appearance on the day before mentioned, the case will be heard and determined in your absence.

Given under my hand and seal of the Court, this \_\_\_\_\_ day of \_\_\_\_\_ 19

Revenue Officer,  
(Full Designation).

Note:— Should you apprehend your witnesses will not attend of their own accord, you can have a summons from this Court of compel the attendance of any witness, and the production of any document that you have a right to call upon the witness to produce, on applying to the Court and on depositing the necessary expenses.

-----

**M. L. R. FORM 27***[See. Rule 124(i)]***SUMMONS FOR SETTLEMENT OF ISSUES**

**In the Court of \_\_\_\_\_  
 (Title) Case No. \_\_\_\_\_  
 Parties \_\_\_\_\_**

**To**  
**(Name, description and place of residence)**

Whereas \_\_\_\_\_ has instituted a case against you for \_\_\_\_\_ you are hereby summoned to appear in this Court in person, or by a pleader duly instructed, and able to answer all material questions relating to the case, or who shall be accompanied by some persons able to answer all such questions, on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_, at \_\_\_\_\_ o'clock in the \_\_\_\_\_ noon, to answer the claim; and you are directed to produce on that day all the documents upon which you intend to rely in support of your defence.

Take notice that, in default of your appearance on the day before mentioned, the case will be heard and determined in your absence.

Given under my hand and the seal of the Court this day of \_\_\_\_\_ 19 .

**Revenue Officer,  
 (Full Designation).**

**M. L. R. FORM 28**  
**[See Rule 124(ii)]**

**In the Court of** \_\_\_\_\_  
**Case No.** \_\_\_\_\_  
**Parties** \_\_\_\_\_

**To** \_\_\_\_\_  
\_\_\_\_\_

Whereas your attendance is required to \_\_\_\_\_ on behalf of the \_\_\_\_\_ in the above case you are hereby required personally to appear on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_ at o'clock in the forenoon, and to bring with you (or to send to this Court) \_\_\_\_\_.

A sum of Rs. \_\_\_\_\_ being your travelling and other allowances for one day, is herewith sent. If you fail to comply with this order without lawful excuse, you shall be subject to the consequences of non-attendance laid down in rule 12 of Order XVI of the Code of Civil Procedure, 1908.

Given under my hand and the seal of the Court, this \_\_\_\_\_ day of 19 \_\_\_\_\_.

**Revenue Officer,  
(Full Designation)**

Note:— If you are summoned only to produce a document and not to give evidence, you shall be deemed to have complied with the summons if you cause document to be produced as aforesaid.

**M.L.R. FORM 29**  
**(See rule 125)**

**BAILABLE WARRANT OF ARREST FOR APPEARANCE BEFORE A REVENUE OFFICER**

**In the Court of** ..... . . . . .

**To** .....

Whereas ..... of village ..... has not obeyed the summons issued by this Court for his appearance, which summons was duly served on him, you are hereby ordered to arrest the said ..... and to produce him before this Court on or before .....

Date .....

**Revenue Officer,  
(Full Designation)**

**(Seal)**

If the said ..... gives a personal bond in the sum of Rs..... with one surety in the sum of Rs..... to attend before this Court on the ..... day of ..... 196 he may be released forthwith.

**Revenue Officer  
(Full Designation)**

**Dated** .....

**M. L. R. Form 30.**  
**[See rule 136(1)]**

**OBJECTION UNDER SECTION 99(1) OF THE  
MANIPUR LAND REVENUE AND LAND REFORMS ACT, 1960  
(OBVERSE)**

Objection No ..... .... .... .... ....

Name and number of the village ..... .... .... .... .... ....

Tahsil ..... .... .... .... .... ....

1. Name Father's name and address of the objector.		
2. Name , Father's name and address of the person against whose accrual of rights under section 99 (1) objection made		
3. Nos. of pattas under objection.	4. Nos. of plots, if any, under objection.	5. Nature of objection, e.g. regarding title, revenue or possession etc.
6. Matters objected to with details of objection and relief sought.		

**Signature of the objector  
and date.**

Objection No ..... .... .... .... ....

Name of the village and number..... ....

..... .... .... .... .... .... .... ....

Tahsil ..... .... .... date.... .... ....

Objection duly received from

Shri ..... .... .... .... .... ....

of village ..... .... .... .... on .... ....

**Signature and full designation  
of Revenue Officer.**

**(REVERSE)**  
**ORDER SHEET.**

Date	Order	Action taken on order.	
	Present on behalf of objector		
Grounds of decision and order.			
Correction in record-of rights under objection according to order.		Correction in corollary record-of-rights.	
Signature in token of correction and date	Signature in token of check and date.	Signature in token of correction and date.	Signature in token of check and date.

**M. L. R. FORM 31**  
**[See rule 136 (2)]**

Notice fixing date for hearing objection under Section 99 (3) of the Manipur Land Revenue and Land Reforms Acts, 1960.

Objection No .....

Village name and No. . . . .  
Tahsil. . . . .  
Thana . . . . .  
District . . . . .

---

Objector . . . . .

Other parties . . . . .

---

**NOTICE**

To . . . . .  
. . . . .

Whereas an objection has been filed under Section 99 (3) of the Manipur Land Revenue and Land Reforms Act, 1960 and. . . . . (date) has been fixed for hearing, you are hereby informed that you should be present before the undersigned yourself or through a duly authorised agent with evidence, oral and documentary at (place) ..... at ..... (time) on the said date. If you fail to turn up at the appointed time, orders may be passed ex parte according to law.

**Signature and full designation  
of the Component Authority**

Date. .... 19

N.B.—This should be accompanied by a copy of the objection.

**M. L. R. FORM 32**  
**[See Rule 139 (1)]**

To

The \_\_\_\_\_

As required under Section 101 of the Manipur Land Revenue and Land Reforms Act, 1960 I furnish the following information and request that land in Col. 12 may be reserved for my personal cultivation.

Name with parentage	Name of the village and the Tahsil in which the land is situated.	Patta/ Certificate No.	Plot No.	Area owned in acres with classification and revenue.	Area held as tenant or mortgagee.		Name of the land owner or mortgagor.	Total area
					Khatian No.	Plot No.		
1	2	3	4	5	6(i)	(ii)	(iii)	7
								8

Name of village with no. and name of Tahsil.	Patta/ Certificate No.	Plot No.	Area	Plot No.	Khan-tian No.	Area	Name of the tenant	Plot No.	Area	Area desired to be reserved	Whether the tenant has any area as owner or as tenant under another landowner. If so	Remarks
9(i)	(ii)	(iii)	(iv)	10 (i)	(ii)	11(i)	(ii)	12 (i)	(ii)	13		14

N.B.—In case of persons under disability, the fact should be stated clearly in the remarks column.

I certify that the above particulars are true to the best of my knowledge and belief.

**Signature or thumb impression of the landowner**  
 Date

**M. L .R. FORM 33**  
 [See Rule 139 (3)]

To

Sub-Register  
 Amin/Revenue inspector.

As required under Section 101 of the Manipur Land Revenue and Land Reforms Act, 1960. Shri (Name of the landowner / tenant / mortgagor / co-sharer). S/o . . . . . r/o . . . . . has applied for reservation of land for personal cultivation as specified in Col. . . . . of the statement enclosed. The particulars furnished by him may be verified from the record of rights and from oral enquiry, and the report should be submitted in the enclosed forms.

Signature

Date . . . . . , . . . . .

**ANNEXURE 'A' TO M. L. R. Form 33.**  
**TO BE PREPARED IN DUPLICATE.**

Statement showing the area owned or held in any other capacity by a landowner / tenant in Village . . . . . Tahsil . . . . . District . . . . .

Particulars of area held as landowner.		Area held in any other capacity.		Total of		Reasons for difference in Col. 4 (a) and Col. 4 (b)		Area if any held by the landowner as tenant and declared to be the non-resumable land.		Area owned as a land owner under personal cultivation.		Name and particulars of area held by each.				
On 6-3-56	At present	On 6-3-56	At present	Col. 2 (a) and Col. 3 (a)	Col. 2 (b) and Col. 3 (b)	Area, if any to be reserved by the landowner.	Plot No.	Area	Plot No.	Area	Tahsil	Amin	Village	Date	Revenue Inspector	Date
1	2 (a) 2 (b)	3 (a) 3 (b)	4 (a) 4 (b)	5	6	7 (a) (b)	8	9	10							

I hereby certify that the entries made by me in this Form are in accordance with those made in the revenue records and are correct.

I have checked the entries made in this Form and attest them to be correct.

**ANNEXURE 'B' TO M. L. R. FORM 33**  
 Statement showing transfers effected by the landowner after 6-3-1956

Name and parentage of transferor	Date of transfer	To whom transferred	Nature of transfer	Whether oral or registered	Are involved with plot No.	Consideration paid if any	REMARKS
1	2	3	4	5	6	7	8

**Certificate**

I hereby certify that the entries made by me in this Form are in accordance with those made in the revenue records and are correct.

Amin

I have checked the entries made in this Form and attest them to be correct.

Village                          Date

Revenue Inspector  
Circle                          Date

**M. L. R. FORM 34**

(See Rule 140)

Form of notice to the tenant/  
co-sharer under Section 102 (1)  
of the Manipur Land Revenue  
and Land Reforms Act, 1960.

To

Name of the tenant/landowner/Co-sharer

As required under Section 101 of the Manipur Land Revenue and land Reforms Act (Name of the landowner . . . . . S/o . . . . . of village . . . . . has desired to reserve the following lands for personal cultivation :—

Description of the land.

Name of the village with Tahsil and Thana	Khatian No.	Plot No.	Area
--	-------------	----------	------

You are, therefore, required to submit your objection, if any, to the proposed reservation within a period of 90 days of the receipt of the notice, failing which land held by you as tenant will be declared as land reserved for personal cultivation of the landowner.

You are also required to submit a statement in Form 33. A copy of the statement filed by the landowner is also enclosed hereto.

**Signature**  
**Seal**  
**Date.....**

**M. L .R. FORM 35**  
**(See rule 141)**  
**FORM TO BE SUBMITTED BY THE TENANT**

To

.....  
.....

As required in your notice No..... dated.....received by me  
on ..... I furnish the following information and request that land in  
Col..... may/may not be reserved for the personal cultivation of the land owner.

Name with parentage	Total area held as tenant on 6.3.1956				Area held at present as tenant.			Reason for difference
	Name of the village in which the land is situated with name of tahsil	Khatian No.	Plot No.	Area held in ordinary acres.	Khatian No.	Plot No.	Area	
1	2 (a)	(b)	(c)	(d)	3 (a)	(b)	(c)	4

**M. L. R. FORM 35—(contd.)**

			<b>Area under</b>
--	--	--	-------------------

Total area held in any other capacity on 6.3.56					Area held at present			Reasons for difference	personal cultivation on 6.3.1956		At present
Name of the village in which the land is situated Thana and Tahsil	Patta / Certificate No.	Plot No.	Area in ordinary acres with classification of the land.	Capacity in which the area is held.	Patta/ Certificate No.	Plot No.	Area		Plot No.	Area	
5 (a)	(b)	(c)	(d)	(e)	6 (a)	(b)	(c)	7	8 (a)	(b)	9

Area leased to tenants				Area desired be reserved			
Khatian No.	Plot No.	Area	Name of the tenant	Khatian No.	Plot No.	Area	Remarks
10 (a)	(b)	(c)	(d)	11 (a)	(b)	(c)	12

(If the applicant has filed a statement for reservation of the land, a copy of the statement may be enclosed).

I certify that the above particulars are true to the best of my knowledge and belief.

Signature

Date

N. B. In case a person under disability, the fact should be stated clearly in the remark column.

**M. L. R. FORM 36**

[See rule 143(1)]

**CERTIFICATE UNDER RULE 143 (1) OF THE MANIPUR LAND REVENUE AND LAND REFORMS RULES, 1961.**

Case No... .... ...

Date of application for reservation... .... ... ... ... ...

This is to certify that ... ... ... ... s/o ... ... ...  
 resident of village ... ... ... ... Tahsil ... ... ... ...  
 ... Thana ... ... ... District ... ... is entitled to resume the  
 following land for personal cultivation.

Village	Tahsil	Plot No. with *Patta/Certificate No.	Area	Revenue payable	Name and address of tenant
1	2	3	4	5	6

Given under my hand and seal of the Court, this ... ... ...  
 day of ... ... ... ... ... 19 ... ... ... ...

**Signature of the competent authority  
(Full Designation)**

\*Strike out words which are not applicable.

**M. L. R. FORM 37**  
**[See Rule 143 (ii)]**

Certificate under rule 143 (ii) of the Manipur Land Revenue and Land Reforms Rules, 1961.

Case No ...    ...    ...    ...    ...    ...    ...

Date of the application for reservation by the Landowner    ...    ...    ...

This is to certify that    ...    ...    ...    ...    ... s/o    ...    ...

...    ...    ...    resident of village    ...    ...    ...    ...    ...

Tahsil    ...    ...    Thana    ...    ...    ...    District    ...    ...

is entitle to retain the following land as non-resumable land.

Description of the land

Village	Plot No. with * Patta/Certificate No.	Area	Revenue payable	Name of the landowner with parentage
1	2	3	4	5

Given under my hand and the seal of the Court this..... day of  
.....19.....

**Signature of the competent  
authority with designation**

\*Strike out words which are not applicable.

**M .L.R. FORM 38**  
**(See rule 144)**

Notice for lease of land which remained uncultivated for a period of  
not less than two consecutive years

(Section 107 of the Manipur Land Revenue and  
Land Reforms Act, 1960)

In the Court of -----

To

----- s/o -----

Village ----- Thana ----- Tahsil -----  
Sub division -----

It has come to my notice that the land as shown in the schedule below which is held by you as a landowner has remained uncultivated for not less than two consecutive years, and as such the land under Section 107 of the Manipur Land Revenue and Land Reforms Act, 1960 is liable to be let out for cultivation on lease for five years in the first instance. You are, therefore, hereby asked to appear before the undersigned on ----- at ----- and to show cause why the land should not be let out. In case you fail to appear or appear and do not contest it or do not show reasonable cause for allowing the land to remain uncultivated for two consecutive years and do not undertake to cultivate the same, the land shall be let out for cultivation on annual rent.

Sl.No.	Name of Village	Plot No with * Patta/certificate No.	Area	Class of land	Remarks
1	2	3	4	5	6

Given under my hand and the seal of the Court this day of ----- 19 -----

\* Strike out words which are not applicable.

**Deputy Commissioner.**

**M. L. R. FORM 39**  
**(See rule 149)**

Notice for relinquishment of landowner's rights in land

To

The Competent Authority

I ----- s/o -----

resident of village ----- District ----- hereby give notice for relinquishing my landowner's rights in the land as shown in the schedule below situated in village ----- Tahsil ----- Sub-division ----- and of which I am the landowner from the agricultural year-----

*Patta/Certificate No.	Plot No.	Area	Class of land.	Land Revenue	Name of tenant if any.
1	2	3	4	5	6

I further certify that the land in question or any part thereof is not subject to any encumbrance or charge.

Signatures of witnesses.

1. -----  
2. -----

Signature of applicant  
Date -----

Date -----

\* Strike out words which are not applicable.

**M . L. R. FORM 40**

[ See Rule 164 (1)]

**APPLICATION FOR DETERMINATION OF REASONABLE RENT**

To

(Competent Authority )

- |   |   |
|---|---|
| 1. Particulars of applicant/Landowner/tenant          | (a) Name  |
|   | (b) Parentage   |
|   | (c) Residence   |
|   | (d) Village/Thana/Tahsil  |
| 2. Particulars of the respondent/landowner/tenant     | (a) Name  |
|   | (b) Parentage   |
|   | (c) Residence   |
|   | (d) Village/Thana/Tahsil  |
| 3. Particulars of the land                            | (a) Village, Thana, Tahsil and Sub-division in which land is situated |
|   | (b) Plot number and area  |
|   | (c) Khatian No.   |
|   | (d) Amount of rent  |
|   | (e) Improvement made, if any  |
| 4. If the application is for abatement or enhancement |   |
| 5. The amount of rent claimed or asserted             |   |
| 6. Ground for making application                      |   |

Dated

**Signature of landowner/tenant**

**M. L. R. FORM 41**  
**(See rule 167)**

**APPLICATION FOR COMMUTATION OF RENT**  
(Under Section 115 of the Manipur Land Revenue and  
Land Reforms Act, 1960.)

To

(Competent Authority )

Name of the applicant ..... Age .....  
Profession ..... Place of residence .. ....  
Name of opposite party ... .... Age .... .... Place of  
residence ... ....

Sir,

I am the landowner \*/tenant and the person (s) named above is/are landowners\*/tenants of  
the following lands :-

*Patta/Certificate No.	Plot No.	Area	Revenue	Village	Tahsil	Thana
1	2	3	4	5	6	7

The rent of the lands now payable is as given below :--

(here give the details of the rent paid/recoded )

I apply for commutation of the rent payable in kind in to cash rent

My witnesses are

Name ..... Father's Name ..... Village ....  
..... .....

I enclose the following documents

- 1.
- 2.
- etc.

Dated .... .... ....

(Signature )

\* Strike out words which are not applicable

**M. L. R. FORM 42**  
**( See rule 170 )**

**TENANTS RENT RECEIPT AND COUNTER-FOIL**

<b>Particulars of receipt ( Landowner's portion)</b>	<b>Particulars of receipt (Tenant's portion)</b>
1. Serial number of receipt	1. Serial number of receipt
2. Date of payment	2. Date of payment
3. Number and class of Patta */Certificate	3. Number and class of Patta */ Certificate
4. Name and number of village and Tahsil	4. Name and number of village and Tahsil
5. Name of the landowner and the nature of his interest	5. Name of the landowner and the nature of his interest.
6. Tenant's name with father's name and address	6. Tenant's name with father's name and address
7. Particulars of the tenancy for which rent is paid (a) Serial No. of the land owner's rent roll (b) Khatian No. (c) Area (d) Annual Rent (e) Taxes, if any	7. Particulars of the tenancy for which rent is paid (a) Serial No. of the landowner's rent roll (b) Khatian No. (c) Area (d) Annual Rent (e) Taxes, if any
8. Amount due at the beginning of the year under each of clause (d) and (e) of item 7 and for which year and as interests on the amount due under the said clauses	8. Amount due at the beginning of the year under each of clauses (d) and (e) of item 7 and for which years and as interests on the amount due under the said clauses
9. Amount remaining due at the end of year	9. Amount remaining due at the end of the year
Signature of landowner or his authorised agent	Signature of landowner or his authorised agent
Date	Date

\* Strike out words which are not applicable.

M. L. R. FORM 43  
[ (See rule 177 (1)]

Application for surrender

From .....

.....  
.....

To .....

The Competent Authority, Manipur.

Landowner (Name and address) .....

This is to inform you that under provisions of Section 126 of Manipur Land Revenue and Land Reforms Act, 1960, I intend to surrender my land the details of which are given below with effect from ..... Permission for the same may be given to me.

Name of village with tahsil.	Plot Nos. to be surrendered	Khatian No.	Area of field to be surrendered.	Rent of the land to be surrendered.	REMARKS
1	2	3	4	5	6
<hr/>					

Signature of tenant.

(Entries below this line will be made at the time of attestation.)

Attested on .....

By .....

(1) Signature of .	(2) Signature of	Signature and designation of the attesting officer
Witness .....	Witness .....	Date
son of .....	son of .....	
resident of .....	resident of .....	
address .....	address .....	

**M.L.R. Form 44,**  
**(See rule 179 )**

**To**

.....  
.....

**Manipur**

**Sir,**

Under Section----- of the Manipur Land Revenue and Land Reforms Act, lands owned by me have been declared non-resumable land and the ownership of lands has been transferred to ----- ( name of the tenants ) I therefore, request that compensation for the following lands may be given to me.

Name of the tenant/s to whom land has been transferred	Patta/Certificate No.	Plot No.	Area	Date of order	Revenue payable
1	2	3	4	5	6

- 1 . Details of the trees and their value.
2. Whether the land has any encumbrance .  
If so, the full details with value of the encumbrances.
3. Whether any improvements have been made, give details of the improvements and their value.

I also enclose a copy of the certificate issued to the tenant.

**Yours faithfully,**

**Signature of the landowner.**

**M. L. R. FORM 45****[See Rule 181 (3)]****CERTIFICATE UNDER SECTION 131 OF THE MANIPUR LAND REVENUE AND LAND REFORMS ACT, 1960**

This is to certify that the ownership of the land described below has been transferred to  
 Shri ----- Son of ----- resident of village -----  
 Thana ----- Tahsil ----- Sub division ----- from (date) -----  
 under Section --- of the Manipur Land Revenue and Land Reforms Act, 1960.

**DESCRIPTION OF THE LAND**

Village with Tahsil 1	Patta/Certificate No. 2	Plot No. 3	Area 4	Land revenue payable 5

Name of the previous landowner,  
 his father's name and residence

Name of any other person  
 having interest in the land

This certificate is issued under Section 131 of the Manipur Land Revenue and Land Reforms Act, 1960 and is conclusive evidence of the said tenant having become the owner of the above mentioned land from the ( date) ----- as against the landowner and all other persons having interest in that land

As an immediate consequence of the transfer of ownership to the said Shri ----- his relationship of tenancy with the landowner ceases from the said date ----- No rent is, therefore, payable to the landowner for any period after the said date,

From the date of transfer the tenant is liable for payment of land revenue for the aforesaid land.

**Signature - - - - -**

**Seal - - - - -**

**Date - - - - -**

**M. L. R. FORM 46**  
**[(See rule 182 (i)]**

Offer for sale of land under Section 132 (1) of the Manipur Land  
 Revenue and Land Reforms Act, 1960.

Regd. A.D.

**To**

\_\_\_\_\_  
 \_\_\_\_\_ (Name of the \* tenant/tenants)  
 \_\_\_\_\_ (Address )

**Sir,**

I am the landowner/co-sharer of the following land held by you as my tenant\*/tenants.

**DESCRIPTION OF THE LAND**

Village with Tahsil	Plot No. With Khatian No.	Area	Revenue payable
1	2	3	4

I intend to sell the above land, at the rate of Rs----- per acre. The total price will be Rs----- In pursuance of the provisions of sub section (1) of section 132 of the Manipur Land Revenue and Land Reforms Act, 1960, I offer this land for sale to you and as required under Section 132, you should intimate to me within two months of the receipt of this notice, whether you are willing to purchase the land at the price quoted above, failing which you will forfeit your right of purchase under Section 132 of the Act.

I declare that there are no encumbrances on the land/it has been mortgaged for Rs. . . . . and this amount may/may not be deducted from the above quoted price.

**Yours faithfully,**

**Signature of the landowner**

Village -----

Thana-----

Tahsil -----

District -----

**N.B. \* Portions which are not applicable may be struck off.**

**M.L.R. FORM 47**  
**[ See rule 182 (2)]**

Application to the competent authority for determination of the reasonable price under Section 132 of the Manipur Land Revenue and Land Reforms Act, 1960.

To -----  
----- (competent authority)

Sir,

I am the landowner/\*tenant of the following land :-  
Description of the Land

Village 1	Plot No .with Khatian No. 2	Area 3	Revenue */Rent payable 4

Whereas Shri -----landowner of the land has offered to sell the land to me at the rate of Rs. ----- per acre.

Whereas Shri ----- tenant has offered to purchase the land at the rate of Rs ----- per acre.

The total value is Rs -----.

The price quoted by the landowner\*/tenant is very high \*/low and as required under Section 132 of the Manipur Land Revenue and Land Reforms Act, 1960. I apply for determination of the reasonable price of the above mentioned land

I am prepared to pay \*/accept Rs ----- for the land mentioned above.  
A copy of the notice of the landowner /letter of the tenant is enclosed herewith.

Yours faithfully,

Signature of the landowner\*/tenant.

Village -----

Thana -----

Tahsil -----

District -----

N.B. \* Strike out the portion or portions not applicable.

**M. L.R. FORM 48**  
**[ See rule 182 (6)]**

**CERTIFICATE OF PURCHASE OF LAND UNDER SECTION 132**

In the Court of the .....

Case No.....

This is to certify that..... s/o.....  
resident of village .....Tahsil .....Thana.....  
Sub-division ..... has been declared the purchaser of the land specified below after he has  
deposited the reasonable price of the land in the Government treasury vide Challan  
No.....dated.....which shall be paid to Shri .....  
s/o ..... resident of village .....Tahsil .....Thana  
.....Sub-division .....who had offered to sell his land.

**DETAILS OF LAND**

Description 1	Place of location 2	Land Revenue payable 3	Name of recorded occupant or owner 4	Amount for which purchased 5

Date.....

Signature and designation  
of the competent authority.

Seal

M. L. R. FORM 49  
[See Rule. 183(2)]

10

As required by Section 137 of the Manipur Land Revenue and Land Reforms Act, 1960. I furnish the following returns : –

Name with parentage and address of the person submitting the return.	Name of the members of the family with age and relationship	Higher ceiling limit claimed, if any, under proviso to Section 136.	Details of the total land held by the person including his family on the date of enforcement of Section 157 in any capacity whatsoever.	If held jointly with any other person not of the same family the name of the co-sharers and the share or interest of self on the date of enforcement of Section 137.		
				Name of the co-sharer.	Name of Application's interest in each plots.	Name of the tenant if not cultivated personally
1	2	3	4(a)	(b)	5(a)	(b) (i) (ii) (c)
			Plot No. with name of village	Area.	Plot No.	Area

If mortgaged, the type of mortgage, name of the mortgagee with address and mortgage amount.	If held as tenant, name of the landowner with address. Also indicate if the area has been reserved for personal cultivation of the landowner	If held as mortgagee with possession the name and address of the mortgagor with mortgage amount.	*Area not under personal cultivation but applied for reservation under section 101(If no such application has been made the fact alone be mentioned).		Area selected for retention not exceeding the area under Col. 3.		
			Plot No. with name of village	Area	Plot No. with name of village	Area	Name of the tenant if any.
(d)	(e)	(f)	10(a)	(b)	11(a)	(b)	(c )

* Particulars of the area, if any, sought to be exempted under Section 150 of the Act.			Estimated area of excess land, if there are any structures, buildings and trees on the land			REMARKS
Plot No. with name of village	Area	Reasons in brief for claiming exemption under Section150	Plot No. with name of village	Area	Details of structures etc.	
12(a)	(b)	(c)	13(a)	(b)	(c )	14

\* A copy of the statement submitted  
under Section 101 of the Act may also be  
enclosed.

\* In case of a person who has sought  
exemption a copy of application may also  
be enclosed

I hereby certify that the information  
given above is true to the best of my  
knowledge and belief.

Signature-----

Date-----

M. L .R. FORM 50  
 [See Rule 183 (4) ]

Name ----- Father's name----- Village with  
 No..... Sub-division.....  
 No..... Tahsil/Thana.....

Sl. No.	Name of village with Patta/ certificate No.	Plot No.	Name of the tran- sferee	Area held by the tran- sferee before the transfer	Date of transfer		Nature of transfer and consi- deration money received.	Regis- tered or not	Whether entered in the record- of rights.
					Between 15 <sup>th</sup> Jan., 1959 and 9 <sup>th</sup> Dec. 1959	After the enforce- ment of section 137			
1	2	3	4	5	6 (a)	(b)	(c)	7	8
									9

I declare that the particulars given above are true to the best my knowledge and belief.

Date-----

Signature or thumb impression.

**M. L. R. FORM 51**  
**(See rule 186)**

Draft Statement showing the excess land held by a person in excess of the ceiling limit imposed by the Manipur Land Revenue and Land Reforms Act, 1960.

Name & parent-age	In case of transfer which has become void, name of the transferee	Village with name of tahsil	Plot No. Patta/ Certificate No.	Total area with classification	Particulars		Area to be restored under section 141 (4) proviso	Excess land in which tenant or mortgagee with possession acquires the right of landowner etc.	Excess land which will vest in the Government	Total excess land	Remarks	
					Area not exceeding the ceiling limit which the landowner tenant is entitled to retain	Plot No.						
1	2	3	4	5	6(a)	(b)	7	8	9	10	11	12

No. ----- S/o -----

A copy is forwarded to -----  
 Land owner/tenant-----resident of village-----  
 District-----Tahsil ----- Thana-----

Signature of the Competent Authority

\*Strike out words which are inapplicable.

**M. L. R FORM 52**  
**(See Rule 205 )**

**FORM OF DECLARATION**

1. Name and Number of village with the name of Tahsil/Thana and Sub-division—
2. Status of the Transferor—
- 3 . Name of the parties (with parentage and address)-- (1)  
(2)  
(3)
4. The transaction is a —
  - (a) transfer by way of sale, exchange gift, bequest or mortgage with possession-
  - (b) Lease—
  - (c) Partition—
5. In the case of a transfer etc. or lease—
  - (a) the plot number with patta/certificate\* No. and area of the land covered by the transaction—
  - (b) the name and address of the transferor;
  - (c) the name and address of the transferee;
  - (d) The total area of lands held or possessed by the transferor or any member of his family as landowner or tenant, if the lands are held jointly, the share of the transferor or any member of his family-
    - (i) prior to transaction
    - (ii) after transaction
  - (e) the total area of land held or possessed by the transferee or any member of his family as landowner or tenant, if the lands are held jointly, the share of the transferee or any member of his family;
    - (i) prior to the transaction
    - (ii) after the transaction

- (f) whether it is a gift made in favour of the Bhoojan movement initiated by Acharyya Vinoba Bhave.
6. In the case of partition—
- (a) name of village and plot number with Patta\*/Certificate No. and area of the lands covered by the transaction.
  - (b) the names and addresses of the parties, also the area under transaction, which is to be partitioned.
  - (c) area of the land held by each party excluding the area covered by the transaction,

We hereby declare that the above transaction does not contravene the provisions of Chapter XII of the Manipur Land Revenue and Land Reforms Act, 1960, and that land which either of us shall come to hold thereafter will not be less than a fragment as defined in Section 151 of the Manipur Land Revenue and Land Reforms Act, 1960.

Signature and address of  
address of  
the transferor.  
transferee.

Date-----  
---

Signature and  
the

Date-----

\* Strike out words which are not applicable.

**SCHEDULE II**  
**( See Rule 91)**

**THE INSPECTION AND GRANT OF CERTIFIED COPIES OF REVENUE RECORDS.**

**Revenue records to be open to public inspection.**

1. (i) Subject to the provisions of this schedule, all revenue records shall be open to inspection by the public.

(ii) If the Deputy Commissioner or any Officer in charge of the record room considers that any record of which inspection is sought is of a confidential nature or that an inspection thereof would be prejudicial to public interest, he may by a written order refuse the inspection.

**Inspection of records of pending cases and of cases not deposited in the record-room**

2. The record of a case which is pending or which has been decided but the record of which has not been deposited in the record room, may, with the permission of the Court concerned be inspected.

(i) by any party thereto or by his pleader or recognised agent or by such pleader's recognised clerk if authorised by his master free of charge; and

(ii) by any other person after payment of the prescribed inspection fee.

**Explanation-** For the purposes of this para the record of a decided case called for in connection with a pending case shall be deemed to be the record of a case which is pending before the officer who called for it.

**Inspection of records deposited in the record room.**

3. The inspection of records deposited in the record room shall be allowed with the permission of the Deputy Commissioner or such officer as he may appoint in this behalf, on payment of the prescribed inspection fee.

**Inspection by Govt. Officers.**

4. The inspection of any record, by Government officers, or other persons duly authorised in this behalf for Government purposes shall be allowed free of charge.

**Inspection Book.**

5. A book called the inspection book shall be kept by each court and also by the record-keeper in form A appended to this schedule and every person desiring inspection shall fill in the particulars in columns 1 to 4 thereof. Before the inspection is begun, the permission of the officer competent to grant permission shall be taken by the court clerk or by the record-keeper, as the case may be, by obtaining the officer's initials in column 5 of the inspection book.

**Inspection fee.**

6. The inspection fee chargeable under paras 2 and 3 shall be Rupee one for the first hour and fifty Naye Paise for any subsequent hour or portion thereof for every record inspected. The fee shall be prepaid in court-fee stamps and shall in no case be refunded. The record-keeper, or in the case of a court, such officer as the presiding officer may direct to maintain the inspection book, shall affix the stamps in column 8 of the book and cancel them in the manner specified in section 30 of the Court-fee Act, 1870 (VII of 1870).

7. The inspection shall be made within such office hours, in such place and in the presence of such official as the presiding officer, or in the case of records deposited in the record room, the officer-in-charge of the record-room may direct.	Place and time of inspection
8. The use of pen and ink during inspection is prohibited. Pencil and paper may be used for making any notes or copies from the record but no marks shall be made on any record or paper inspected. Any person infringing this provision may, by the order of the Deputy Commissioner or the officer-in-charge of the record-room or the presiding officer, be deprived of the right of inspection for such period as he may direct. Such an order, when passed by a revenue officer subordinate to the Deputy Commissioner, shall be subject to revision by the latter.	Manner of inspection
9. The inspection shall be completed and the record returned within the hours fixed under para 7 on the day on which the record was taken out for inspection.	Return of record
10. If the applicant fails to make inspection within one week from the date on which inspection was ordered, the order shall lapse and no further inspection shall be allowed without obtaining a fresh order after payment of fresh fee.	Failure to inspect
11. The Amin shall allow any one interested to inspect free of charge any land records in his custody and to take notes of the same.	Inspection of land records in custody of Amin
12. Certified copies of record-of-rights and maps may be granted to parties under section 49 or 50 at Sadar by the record-keeper and in the mofussil by the revenue officer having custody of the maps and records in question.	Copies of record-of-rights
13. Application for certified copies shall bear a court fee stamp of the value of twenty-five naye paise.	Form of application for copies
14. Fees for certified copies of maps and records shall be as follows:-	Charges for copies
Manuscript or typed copies.	Sixty naye paise per folio consisting as nearly as possible 150 words (four figures counting as one word) or part thereof.
Cadastral survey maps.	One rupee and fifty naye paise for the first 100 plots or fraction thereof and one rupee for each subsequent 100 plots or fraction, thereof.
Expedition fee for urgent application for copy.	One rupee or if the copy exceeds four folios, twenty five naye paise per folio in addition to the fee prescribed above.
15. Requisite folios for certified copies of records and requisite forms for certified copies of record-of-rights shall be supplied by the parties.	Supply of folios etc. by applicants

**Rejection  
of appli-  
cation**

16. If the applicant fails to deposit the requisite number of folios and other cost within a week from the date on which the cost is notified an application may be rejected, and once an application is rejected it cannot be revived, though a fresh application may be given.

**Grant of  
copies for  
public pu-  
rpose.**

17. No fee shall be charged for grant of certified copies of maps and records required for public purposes by Heads of Government Departments.

**Copies of  
record.**

18. When a certified copy of a record not finally published under sub-section (2) of section 45 of the act is granted, there shall be a certificate on the copy as follows:-

“Certified to be true copy or copy of part of record-of-rights which is being prepared under Chapter V of the Manipur Land Revenue and Land Reforms Act, 1960. The stage of ----- has been completed at the time of the issue of the copy”.

**Signature**

**Dated:**

**Designation.**

-----

**FORM A**  
**INSPECTION BOOK**  
*See Para 5 of Schedule II*

Date	Signature and occupation of applicant for inspection.	Record book or register of which inspection is sought	Capacity in which inspection is sought	Initials of officer ordering inspection	Time occupied in inspection		Stamp affixed	Remarks.
					From	To		
1	2	3	4	5	6(a)	(b)	7	8

**SCHEDULE III**  
**PROCEDURE OF REVENUE COURTS**

<b>Presentation of petitions, etc.</b>	1. Any proceeding which may be instituted in a court by presentation of a plaint, application or petition may be so instituted by the presentation of the plaint, application or petition, as the case may be, to the presiding officer of the Court and during his absence to the officer in charge of his office or such other officer as the presiding officer may appoint in this behalf.
<b>Time of receipt of petitions etc.</b>	2. Plaints, applications and petitions shall be taken by each court at regular hours to be fixed by the Administrator. Intimation of the hours so fixed shall be given to the public.
<b>Affixing of notice etc. to court houses</b>	3. Every summons, notification, or other document required to be affixed or published at or in a court house, shall be affixed or published at or in the head-quarters office of the presiding officer of the court.
<b>Particulars on application petition etc.</b>	4. Every sheet of plaint, application, petition, process, notice, order or proceeding in or relating to a suit, from the institution of the suit down to the final execution of the decree, shall bear on the right hand top of each paper – <ul style="list-style-type: none"> <li>(i) the name of the Court in which the original suit was instituted;</li> <li>(ii) the register number and the year of the original suit; and</li> <li>(iii) the names of the parties to the suit.</li> </ul>
<b>Papers filed to be written on the water marked papers.</b>	5. All pleadings, applications and petitions, and all other papers (except exhibits) intended to be filed by the parties in course of the proceedings in the revenue courts shall be written on Government water-marked papers, one side of the paper being used, a quarter margin together with one inch of the space at the top and bottom of each sheet being left for binding: <p style="padding-left: 40px;">Provided that when a saleable form has been prescribed for any purpose, application or petition may be presented only on such forms.</p>
<b>Mode of presenting applications etc.</b>	6. Except as provided by para 8, every plaint, petition or application to a court shall be presented by the party in person, his recognised agent, or his counsel, pleader or vakil ; it shall not be received from any other person, nor through the post. The name of the person who presents the application as well as the date of presentation shall be written on it.
<b>Orders on petitions, etc.</b>	7. All applications and petitions shall, as far as possible, be disposed of by an officer passed in court as soon as they are presented.
<b>Petition etc. on behalf of Government, local bodies and Government managed Estates:</b>	8. In the case of a plaint, application or petition presented on behalf of Government, local body or an estate managed by an officer of the Government the person presenting it may also attach to it a certificate showing in such detail, as may be required, the amount expended on stamps on it, and the official receiving the plaint, application or petition shall attest on the certificate the amount of stamps on the plaint, application or petition and sign and return the certificate to the said person.

9. The personal attendance of plaintiff or defendant shall not be insisted upon when there is reason to believe that he is not personally acquainted with material facts; and in each case the court shall determine for itself upon the allegations in the plaint, whether the attendance in person of either plaintiff or defendant at the next hearing can be dispensed with.

**Personal attendance  
not to be insisted  
upon when parties believed not to be personally acquainted.**

10. (1) In any case in which the effect of the order or decree passed involves a change in the land records, the court shall draw up a separate order giving full details of the entries to be made and entries to be expunged and direct the Sub-deputy Collector to have the new entries recorded in the land records. This order shall be forwarded to the Sub-divisional Officer in duplicate for transmission to the Sub-deputy Collector.

**Orders involving change in land records.**

11. Para 10 shall apply to all appellate courts also, who, when transmitting to the lower court a copy of the order passed in appeal, shall attach thereto the order in appropriate form to which effect is intended to be given provided that when the appellate court merely cancels without altering the order passed by the lower court; it shall be sufficient to give the number and date of the order of the lower court which is cancelled. This order in the appropriate form shall be forwarded to the Sub-divisional Officer by the clerk of the original court in duplicate for necessary action with regard to the record.

**Appellate orders involving change in land records.**

12. An entry to the effect that the order in appropriate form has duly been despatched to the Sub-divisional Officer or Survey and Settlement Officer or the lower court, as the case may be, shall be made by the clerk or other officer of the court on the order-sheet and the file shall not be consigned to the Record Room till a copy of this form has been returned by the officer concerned with a note that the order contained therein has been communicated to the Sub-deputy Collector or Survey and Settlement Officer as the case may be concerned and that he has pasted a copy of the order for necessary action in the guard book.

**Record of communication of order for change in land records.**

13. If on the day appointed for the hearing of a case in camp the court is not sitting at the place specified and any of the parties is absent, a fresh date and place shall be fixed for hearing the case.

**Hearing of cases in camp.**

14. When parties and witnesses are summoned to appear in camp, the place as well as the date shall always be stated in the summons.

**Date and place should be stated in summons when parties summoned to appear in camp.**

15. Without the consent of the parties and in the absence of urgent necessity no case shall ordinarily be heard on a public holiday:

**Cases not to be heard on holidays.**

Provided that on a public holiday the court shall not refuse to do any act or make any order urgently required which may with propriety, be done of made out of court.

**Legal practitioner acting for any one should file a vakalatnama**

16. No legal practitioner shall act for any person in a court, unless he has been appointed for the purpose by such person by vakalatnama signed by such person or by his recognised agent or by some other person duly authorised by or under a power of attorney to make such appointment:

Provided that a legal practitioner when unable personally to attend to a case in which he is briefed may hand over the brief to another legal practitioner without the letter filing a vakalatnama and the fees to whomsoever paid, shall, if duly certified, be taxable costs.

**Memorandum of appearance in certain cases.**

**Allowances to witnesses,**

17. A legal practitioner shall not be deemed to act if he only pleads and in such case he may, instead of filing vakalatnama, file a memorandum of appearance as required under rule 4(5) of Order III of Schedule I to the Code of Civil Procedure, 1908.

18. (1) (a) Save as hereinafter provided the maximum daily allowance which may be allowed to a witness by the court shall be as follows;

- (i) labourers and ordinary cultivators and other persons of similar class Rs 2/- per day ;
- (ii) persons of better position Rs. 6/-per day.

(b) If a witness demands in excess of what has been paid to him under sub-para (I) (a) such sum shall be allowed if he satisfies the Court that he actually and necessarily incurred the additional expense.

(c) The Court may, for reason to be recorded in writing, grant daily allowance on a higher rate than that hereinbefore provided.

(2) (a) A witness travelling by rail or bus shall receive the travelling expenses actually incurred by him during the journey according to the following scale:

- (i) a witness mentioned in clause (i) of sub-para (I)(a) third or lower class fare ;
- (ii) a witness mentioned in clause (ii) of sub-para (I)(a) second, first or upper class fare as considered suitable by the Court.

(b) Witnesses as performing the journey or part of the journey by any other public conveyance, not being an aircraft, may be allowed their actual fare each way according to the class by which persons of their rank and station in life would ordinarily travel.

(c) Charges for toll or ferries will be-allowed at the usual rates to the extent to which they have actually been incurred.

(d) Other travelling expenses will be given only when the journey could not reasonably have been performed on foot or in the case of persons whose age and position and habits of life render it impossible for them to walk the distance. In such cases, in addition to the travelling allowance permitted by the preceding provisions, travelling allowance shall be given at the following rates:-

- (i) when the journey is by any kind of conveyance by road, the actual conveyance charge upto a maximum limit of twenty-five naye paise per mile;

(ii) in areas where the usual mode of travel is by water, the actual expense incurred for boat hire upto a maximum of two rupees a day.

(e) No person shall be allowed costs of conveyance by aircraft without the permission of the Administrator.

(i) In hill areas where it is customary for respectable persons to be accompanied by a man carrying their baggage, when such a person is summoned from a distance of more than five miles, he may be allowed the actual cost incurred for the hire of one porter.

19. (1) Notwithstanding anything contained in para 18 a person serving under the Government of India or any State summoned to give evidence in a court shall receive such travelling allowance and in such manner as may be provided for in the rules which govern his travelling and daily allowances.

(2) A public servant shall be granted a certificate in the appropriate form and the fact of the grant of the certificate shall be recorded on the order sheet.

20. An application for the issue of summons for a party or a witness shall ordinarily be made by the party concerned. A court may summon any person whose attendance it considers necessary for the purpose of any business before it.

21. (1) A party shall file with his application for issue of summonses the requisite number of printed forms of summonses or notices in duplicate duly and legibly written in bold characters. The party, its recognised agent or pleaders shall sign the forms at the bottom on the left hand corner.

(2) Every summons to a party shall be accompanied by a concise statement about the subject matter of the proceedings which as well shall be signed by the party filing the summons, or by its recognised agent or pleader.

(3) When any party or his agent presents an application for summoning witnesses, the court shall pass an order directing the Nazir to receive payment on account of allowances to witnesses and it shall then return the application to the party concerned. The Nazir after receiving the amount shall certify the receipt thereof together with the number of deposit in the register maintained by him on the application and return it to the court. On receipt of the Nazir's report, the court shall proceed forthwith to issue the summonses and such money shall be tendered to the witnesses along with summonses.

22. (1) A person summoned, shall be bound to appear at the time and place mentioned in the summons in person or, if the summons so allows, by his recognised agent or a legal practitioner.

(2) The person attending in obedience to the summons shall be bound to state the truth upon any matter respecting which he is examined or makes statement, and to produce such documents and other things relating to any such matter as the court may require.

23. A party or his agent, may by leave of the court effect the service of summons on his own witnesses by personal service, and in such case no process fee shall be charged.

**Certificates  
to certain  
Government  
servants in  
lieu of ex-  
penses**

**Issue of  
summonses**

**Application  
for issue of  
summons**

**Person  
summoned  
bound to  
appear and  
to state  
truth**

**Personal  
service by  
party**

**Service of summons on public servants.**

24. (1) A summons to a Government servant (other than the member of the Armed Forces of the Union) or the employee of local authority shall ordinarily be served through the head of the office in which he is employed.

(2) Where the person to be summoned is an officer of Union of India's land, Naval or Air Forces, the Court shall send the summons direct to him and where such person is a soldier, sailor or airman, the summons shall be sent for service to his Commanding Officer.

(3) Where the Court considers it necessary to issue a summons direct to a public servant other than a soldier, sailor or airman, it shall, simultaneously with the issue of the summons, send a notice to the head of the office in which the person summoned is employed.

(4) In all these cases, sufficient time shall always be given to admit of arrangement being made for the relief of the person summoned.

**Service of summons**

25. (1) A summons shall, if practicable, be served—

- (a) personally on the person to whom it is addressed or failing him;
- (b) on his recognized agent; or
- (c) on any adult male member of his family usually residing with him.

(2) If service cannot be effected as above, or if acceptance of service so made is refused, the summons may be served by pasting a copy thereof on the door of the usual or last known place of residence of the person to whom it is addressed or by publication in a newspaper.

**Acknowledgment when summons pasted on the door**

26. When a summons be pasted on the door of a place of residence an acknowledgment of its having been so pasted shall be taken from two respectable neighbours.

**Substituted service.**

27. If the Court decides to effect service by publication in a newspaper, it shall select the paper or papers after considering which is or are the most likely to be brought to the notice of the person to be served. The name of the person addressed in the notice or summons shall be printed in bold letters at the top, the particulars of the case being given thereafter.

**Service when persons to be served are numerous**

28. If the summons relates to a case in which persons having the same interest are so numerous that personal service on all of them is not reasonably practicable, it may, if the Court so directs, be served by delivery of a copy thereof to such of those persons as the Court nominates in this behalf and by proclamation of the contents thereof for the information of other persons interested.

**Service by registered post**

29. A summons may, if the Court so directs, be served on the person named therein, either in addition to, or in substitution for, any other mode of service, by forwarding the summons by post in a letter addressed to the person and registered under Part III of the India Post Office Act, 1866.

**Presumption of service by post.**

30. When a summons is so forwarded in a letter, and it is proved that the letter was properly addressed and duly posted and registered, the Court may presume that the summons was served at the time when the letter would have been delivered in the ordinary course of post.

<p>31. The provisions of the Code of Civil Procedure, 1908, along with any rules or notifications issued by Central Government or the Chief Commissioner, Manipur, as amended from time to time, for service of summons out of Union of India or service of summons received from other countries, shall apply to the Revenue Courts in Manipur.</p>	<b>Service of summons out of Union of India</b>
<p>32. Every notice under the Act may be served either by tendering or delivering a copy thereof, or sending such copy by post to the person on whom it is to be served, or his authorised agent or, if service in the manner aforesaid cannot be made by affixing a copy thereof at his last known place of residence or at some place of public resort in the village in which the land to which the notice relates is situated .</p>	<b>Mode of serving notice</b>
<p>33. Whenever a proclamation is issued under the Act copies thereof shall be pasted on some conspicuous place of the court house of the officer issuing it, at the office of the Sub-divisional Officer of the subdivision within which the land to which it refers is situated, and same place of public resort on or adjacent to the land to which it refers and, unless the officer issuing it otherwise directs, the proclamation shall be further published by beat of drum in the village, in which the land to which it refers is situated, or if such village is uninhabited, in the village from which the land is cultivated.</p>	<b>Mode of issuing proclamation</b>
<p>34. No notice or proclamation shall be deemed void on account of any error in the name or designation of any person or in the description of any land referred to therein, unless such error has produced substantial injustice.</p>	<b>Notice or proclamation not void for error</b>
<p>35. Judicial records may be summoned by the Courts on their own motion or on the application of any of the parties. In the latter case, every application shall be accompanied by an affidavit showing how the record is material to the proceeding in which application is made and that the applicant cannot without unreasonable delay or expense obtain a duly authenticated copy of the document or of such portion thereof as the applicant requires or that the production of the original is necessary in the interest of justice. The Court, before complying with the request, shall satisfy itself that good cause for compliance has been shown and shall state in the requisition that it has done so.</p>	<b>Sending for Records</b>
<p>36. When an application is made for the distraint of live-stock or other moveable property, the applicant shall pay into the court in cash so much sum as will cover the costs of the maintenance and custody of the property for fifteen days. If within three clear days before the expiry of any such period of fifteen days amount of such costs for such further period as the court may direct be not paid into court, the court on receiving a report thereof from the proper officer, may issue an order for the withdrawal of the distraint and direct by whom the costs of the distraint shall be paid.</p>	<b>Distance of moveable property</b>
<p>37. Live-stock which has been distrained in execution of a decree or order shall ordinarily be left at the place where the distraint is made either in custody of the judgment-debtor on his furnishing security, or in the custody of some holder of land or other respectable person willing to undertake the responsibility of its custody and to produce it when required by the court. In case it be not practicable to so leave the live-stock it shall be committed to the custody of the pound keeper.</p>	<b>Custody of distressed live-stock</b>

<b>Expenses of cattle-pound</b>	38. For every animal committed to the custody of the pound-keeper a charge shall be levied as rent for the use of the pound for each fifteen days or part thereof during which such custody continues, according to the scale prescribed under section 12 of the Cattle Tresspass Act of 1871. And the sums so levied shall be sent to the treasury for credit to the Municipality or Territorial Council, Manipur, as the case may be, under whose jurisdiction the pound is, or made over to the pound keeper.
<b>Responsibility of pound-keeper</b>	39. The pound-keeper shall take charge of, feed and water, animals distained and committed as aforesaid until they are withdrawn from his custody as hereinafter provided and shall be entitled to be paid for their maintenance at such rates as may be, from time to time, prescribed under proper authority.
<b>Payment to pound-keeper</b>	40. The charges for the maintenance of live-stock shall be paid to the pound-keeper by the distraining officer for the first fifteen days at the time the animals are committed to his custody and thereafter for such further period as the court may direct, at the commencement of such period. Payments for such maintenance so made in excess of the sums due for the number of days during which the animals may be in the custody of the pound keeper shall be refunded by him to the distraining officer.
<b>Release of live-stock kept in pound</b>	41. Live-stock distrained and committed as aforesaid shall not be released from custody of the pound-keeper except on the written order of the court concerned or of the distraining officer, or of the officer appointed to conduct the sale. The person receiving the animals on their being so released, shall sign a receipt for them in the register.
<b>Custody of other distrained movable property</b>	42. For the safe custody of movable property other than live-stock while under distraint, the distraining officer shall, subject to the approval by the court, make such arrangements as may be most convenient and economical by placing one or more persons in special charge of such property on such charges as the court considers proper.
<b>Costs in respect of distrained property</b>	43. The costs of preparing distrained property for sale or of taking it to the place where it is to be kept or sold, shall be payable by the person at whose instance proceedings for sale have been taken. On his failing to provide the necessary funds, the distraining officer shall report his default to the Court, and the Court may thereupon issue an order for the withdrawal of the distraint and direct by whom the costs of the distraint shall be paid.
<b>Execution of orders of ejectionment etc.</b>	44. (1) Orders of ejection from, and delivery of possession of immovable property shall be enforced in the manner provided in the Code of Civil Procedure, 1908, for execution of a decree or for delivery of possession of such property.  (2) In enforcing these orders, the Revenue Court shall have all the powers in regard to contempts, resistance and the like which a civil court may exercise in the execution of a decree of the description mentioned in sub-para (1).
<b>Presentation of Appeals</b>	<b>APPEALS, REVIEW AND REVISION</b>
	45. (1) Every appeal shall be preferred in the form of a memorandum and presented to the court concerned, or to such officer as it may appoint in this behalf, by the appellant or his duly authorised agent or legal practitioner.

(2) Every application for review or revision shall be similarly presented. A memorandum of appeal shall be accompanied by copies of the decree or order appealed against unless the authority to which the memorandum is presented dispenses with its production or allows them therefore.

46. Every memorandum of appeal or application for revision or review shall state:-

- (i) the name and address of each appellant or applicant;
- (ii) the name and address of each person whom it is proposed to make respondent or opposite party;
- (iii) the court in which, and the name of the officer by whom the decree or order objected to was passed;
- (iv) the nature of the decree or order against which the appeal or application is filed;
- (v) the date when such decree or order was made;
- (vi) the names of all the parties to such decree or order, and whether such parties were plaintiffs or defendants, appellants, applicants, or respondents in the court in which such decree or order was made;
- (vii) the section of the Act or rule under which the appeal or application is filed;
- (viii) the relief sought;
- (ix) the ground or grounds of appeal , review or revision shall be numbered seriatim, and shall set forth concisely and under distinct heads the objections to the decree or order objected to ;
- (x) in case of appeal, its value ; and
- (xi) full and up-to-date address of the counsel filing the appeal or application if not already furnished in the vakalatnama; and shall be signed by the appellant or applicant or by some legal practitioner on his behalf.

47. (1) The Court may either admit or summarily reject the appeal or application:

Provided that no order of rejection shall be passed without allowing the appellant or applicant, as the case may be, an opportunity of being heard.

(2) If it admits the appeal, it may reverse, vary or confirm the order appealed against; or may direct such further investigation to be made or such additional evidence to be taken as it may think necessary; or it may self take such additional evidence.

48. When an appeal or application is admitted by the court, it may, pending the result of the appeal, review or revision, direct the execution of the order of the lower court to be stayed.

49. (1) It shall not be necessary for the Administrator when confirming an order or decree of a lower court, to do more than record an order dismissing the appeal or application and confirming the order or decree of the court.

**Contents of memorandum of appeals, review or revision.**

**Powers of appellate court.**

**Power to suspend execution of order of lower court**

**Judgment of appellate revising or reviewing courts.**

**Copy of order  
to be sent to  
lower court**

(2) In all other cases, the court deciding the appeal, or application for review or revision shall record a judgment as required by rule 31 order XII of the Code of Civil Procedure, 1908.

**Commission  
to examine  
witnesses when  
to be issued.**

50. If the court against whose order or decree the appeal or application for revision is made, is not the court which passed the original order or decree in the case, such court shall, on receipt from the appellate or revising court of the copy of the order or decree and of the judgment (if any) in appeal or revision, send a copy thereof through the intermediate court or courts (if any) to the court which passed the original order or decree in the case.

51. (1) A court may in any proceedings issue a commission for the examination on interrogatories or otherwise of any person who is exempted from attending the court or who is from sickness or infirmity unable to attend it.

(2) A court may, in any proceedings, issue a commission for the examination of –

- (i) any person resident beyond the local limits of its jurisdiction;
- (ii) any person who is about to leave such limits before the date on which he is required to be examined in court;
- (iii) any person in the service of the Central or the State Government/Administration who cannot, in the opinion of such revenue officer, attend without detriment to his public duties.

**Commission  
for examina-  
tion of witne-  
sses how to be  
issued.**

52. (1) A Commission for the examination of a person may be issued to any person whom the court thinks fit to execute it, or to any other revenue officer who can conveniently examine such person.

(2) The court on issuing any Commission under this rule shall direct whether the commission shall be returned itself or to any revenue officer subordinate to it.

**Execution and  
return of  
Commission.**

53. (1) Every revenue officer receiving a Commission for the examination of any person shall examine him or cause him to be examined pursuant thereto.

(2) Where a Commission has been duly executed, it shall be returned, together with the evidence taken under it, to the court by which it was issued, unless the order issuing the Commission directs otherwise, in which case, it shall be returned in terms of such order; and the Commission and the return thereto and the evidence taken under it shall (subject to the provisions of the next following para) form part of the record of the proceedings.

**Admissibility  
of evidence  
on Commis-  
sion**

54. Evidence taken under a Commission shall not be read as evidence in the proceeding without the consent of the party against whom the same is offered, unless –

- (i) the person who gave the evidence is beyond the jurisdiction of the court, or dead or unable from sickness or infirmity to attend or to be personally examined, or exempted from personal appearance in court, or is a person in the service of the Central or the State Government/Administration who cannot in the opinion of

- the Court attend without detriment to the public service; or
- (ii) the court in its discretion dispenses with the proof of any of the circumstances mentioned in clause (i) and authorises the evidence of any person being read as evidence in the proceedings, notwithstanding the fact that the cause for taking such evidence by commission has ceased at the time of reading the same.

55. Before issuing any commission, the court may order such sum (if any) as it thinks reasonable for the expenses of the Commission to be, within a time to be fixed, paid by the party at whose instance or for whose benefit the commission is issued.

56. (i) The provisions in this schedule relating to summoning, attendance and examination of witnessess, and to the remuneration of, and penalties to be imposed upon, witnesses, shall apply to persons required to give evidence or to produce documents and for the purposes of this para the Commissioner shall be deemed to be a revenue court.

(ii) A Commissioner may apply to any revenue court within the local limits of whose jurisdiction a witness is resident for the issue of any process which he may find it necessary to issue to, or against, such witness and such court may, in its discretion, issue process as it considers reasonable and proper.

57. (1) Where a Commission is issued under this schedule, the revenue officer may direct that the parties to the proceedings shall appear before the Commissioner in person or by their agents or pleaders.

(2) Where all or any of the parties do not so appear, the Commissioner may proceed in their absence.

58. In all formal inquiries the evidence shall be taken down in full, in writing, in the language in ordinary use in the district, by or in the presence and under the personal superintendence and direction of, the officer making the inquiry, and shall be signed by him.

In case in which the evidence is not taken down in full in writing by the officer making the inquiry, he shall, as the examination of each witness proceeds, make a memorandum of the substance of what such witness deposes; and such memorandum shall be written and signed by such officer with his own hand and shall form part of the record.

If such officer is prevented from making a memorandum as above required, he shall record the reason of his inability to do so.

59. When the evidence is given in English, such officer may take it down in that language with his own hand, and an authenticated translation of the case in the language in ordinary use in the district shall be made and shall form part of the record.

60. Every decision, after a formal enquiry, shall be written by the officer passing the same in his own hand-writing and shall contain a full statement of the grounds on which it is passed.

**Expenses of Commission**

**Power of Commissioners**

**Appearance of parties before the Commissioner.**

**Mode of taking evidence in formal inquiries.**

**Making evidence even in English translation to be recorded.**

**Writing and explanation of decision.**

**Summary inquiries.**

61. In summary inquiries, the presiding officer shall himself, as any such inquiry proceeds, record a minute of the proceedings in his own hand in English or in the language of the district, embracing the material averments made by the parties interested, the material parts of the evidence, the decision, and the reasons for the same.

**Application of Code of Civil procedure to enquiries by Revenue courts.**

62. Subject to the provisions of these rules, all formal enquiries by revenue courts shall be held in the manner provided in the Code of Civil Procedure, 1908, for regular suits and all summary enquiries by revenue courts shall be held in the manner provided in the said Code for suits of small-cause nature.

**Service of documents not otherwise provided for.**

63. Where there is a provision in the Act or these rules for service of any document on any person and there is no specific provision as to the manner of service, such documents shall be served in the manner provided for service of a summons in para 25 to 31 of this Schedule.

**The Government to determine the language of a district.**

64. The Administrator with the concurrence of the Government may declare what shall, for the purposes of these Rules, be deemed to be language in ordinary use in any district or Territory.

**SCHEDULE IV**  
**(See rules 180(2) and 199)**

**PAYMENT OF COMPENSATION**

1. The officer authorised to make payment shall, by serving a notice on the person entitled to receive payment, tender payment of compensation payable in cash to such person and require him to appear personally or by a duly authorised agent by a certain date to receive payment of the compensation. In case the person fails to appear inspite of due service of notice, the officer concerned shall cause the amount of compensation payable in cash, to be paid into the treasury as revenue deposit payable to the person to whom it is due, and vouched for in the Form A appended to this schedule or in a form substantially similar thereto. He shall also give notice to the person of such deposit, specifying the treasury in which the amount has been deposited. When the person concerned ultimately claims payment, the amount deposited into the treasury shall be paid to him in the same manner as ordinary revenue deposit.

**Issue of  
notice to  
persons to  
when com-  
pensation is  
payable.**

2. (I) When any payment is to be made in cash it shall be paid either in coins or currency notes or by cheque or by money order. When payments are made in coins or currency notes or by cheque the payee receiving payment shall duly identified and the name of the identifier recorded, and a receipt shall be taken.

**Payment in  
cash.**

(2) Payment of sum not exceeding Rupees fifty due to an individual payee may, where payee does not appear for receiving payment, be made by postal money order, the money order commission being deducted from the amount due to the payee.

(3) Any amount exceeding Rupees fifty due to an individual payee shall be paid by cheque payable at the district or the sub-divisional treasury, according to the convenience of the payee. Cheques must be drawn by the officer authorised to make payment at the time of payment and handed over by him or in his presence to the payee.

**SCHEDULE IV**  
**Form A**

To

The Treasury Officer,.....Treasury

Please receive for transfer to credit of revenue deposit, the sum of Rs.....on account of compensation under section.....of Manipur Land Revenue and Land Reforms Act, 1960 payable as detailed below:-

Details of the particular compensation assessment Roll or case in which the compensation was assessed.	Serial No. in the compensation assessment Roll or Case No.	Name of person to whom due.	Amount payable.	Remarks
1	2	3	4	5

Dated.....19

Competent Authority

Place

Received the above amount and credited to Revenue Deposit.

Treasury Officer.

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Note:- This form should be used when the amount of compensation due is sent to the treasury on failure of the payee to appear on the due date to receive payment.

**SCHEDULE V (Part A)**  
**(See rule 206)**

SI.No.	Section of the Act.	Description of suits, application and other proceedings.	Proper fee
1	2	3	4
1	11 (3)	Application claiming any right in or over any property by any person as against the Government.	Seventy-five nP
2	20 (1)	Application to divert any land or part thereof to any other purpose except agriculture.	As in the Court Fees Act, 1870.
3	33 (2)	Objection to any entry in the table of revenue rates.	Seventy-five nP.
4	43(1)	Objection to the draft of the record-of-rights.	Seventy-five nP.
5	45	Application for correction of any entry in the record-of - rights	Seventy-five nP.
6	46 (2)	Report of acquisition of any right by succession, survivorship, partition etc.	Rupee one.
7	46(4)	Objection to any entry in the mutation register under sub section (3) of Section 46.	Seventy-five nP.
8	73	Application for setting aside the sale by the defaulter or any person owning such property or holding an interest therein.	Rupee one.
9	93(1)	Memorandum of appeal from an original order, not otherwise provided for in the Schedule.	Rupees five.
10	93 (2)	Memorandum of second appeal against any order passed in the first appeal.	Rupees five.
11	95	Application for revision of any order.	Rupees two.
12	99(3)	Objection to the accrual of rights under sub-section (1) of Section 99.	Seventy-five nP.
13	101 (1)	Application for reservation of land for personal cultivation.	Seventy-five nP.
14	111	Application by a tenant for obtaining the orders of the competent authority for making improvements	Seventy-five nP.
15	114(1)	Application for determination of reasonable rent for any land.	Seventy-five nP.
16	115(1)	Application for commutation of rent payable in kind	Seventy-five np.
17	119(1)	Application or suit for eviction of tenant	As in the Court Fees Act, 1870 for a suit of that nature.
18	121	Application for declaring the land to be non-resumable land of tenant.	Seventy-five nP.
19	124(1)	Application for restoration of possession of land	Rupee one
20	126(1)	Application for surrender of land or for entering into possession of land	Seventy-five nP.
21	131	Application for issue of a certificate under Section 131	Seventy-five nP.
22	132(2)	Application for determination of reasonable price in case of any dispute between the landowner and the tenant.	Seventy-five nP.
23	141(4)	Application for restoration of excess land or such part thereof as does not exceed the ceiling limit.	Seventy-five nP.
		Provise	

Sl.No.	Section of the Act	Description of suits, application and other proceedings,	Proper fee
1	2	3	4
24	142(1)	Objection to an entry published under sub-section (3) of Section 139	Seventy-five nP.
25	143(4)	Claim for a charge on compensation assessment due to a mortgage or an encumbrance having become void.	Rupees five.
26	150	Application for exemption from the operation of section 136	Rupees five.
<b>SCHEDULE V (Part B)</b>			
Sl. No.	No. of proceedings.	Description of application or other rule.	Proper fee
1	2	3	4
1	10	Objection against setting apart any land for pasturage.	Seventy-five nP.
2	18(2)	Objection against an order of eviction under section 15	Seventy-five nP.
3	107	Claim by a third person or the defaulter against the property attached or proceeded against.	Seventy-five nP.
4	118	Application by a purchaser who is resisted or obstructed by any person in obtaining possession of the property.	Rupee one.
5	127	Application by any person in whose favour order for possession is made and who is resisted or obstructed in getting possession	Rupee one.
6	148	Application for registration of a lease.	Seventy-five nP.
7	149	Notice for relinquishment of a holding.	Seventy-five nP.
8	158(1)	Application by a tenant to Sub-Deputy Collector for causing appointment of one person to be made by two or more land owners in case they fail to nominate.	Seventy-five nP.
9	159	Application by a tenant for permission to deposit the amount of rent which he believes to be due	(1) If the amount to be deposited does not exceed Rs 50-Twenty-five nP. (2) If the amount to be deposited exceeds Rs 50/but does not exceed Rs 100-fifty nP. (3) If the amount to be deposited exceeds Rs. 100-Rupee one.
10	197(3)	Objection against proposed compensation for excess land	Seventy-five nP.

**SCHEDULE V (Part C)**

<b>Sl. No.</b>	<b>Section of the Act.</b>	<b>Description of application and other proceedings.</b>	<b>Proper fee</b>
		Any plaint, petition, application objection or memorandum of appeal, not exempted from payment of Court fees and not specifically provided for this Schedule.	As in the Court Fees Act, 1870 for the proceeding of that nature.