

the time schedule prescribed in the Annexure to this Circular is followed.

1. Applications for permission to use agricultural land for other purposes should be entertained only when they are presented by an "Occupant" and are accompanied by an evidence such as R.R. Extract or Pahani extracts. Section 95(6) specifies that no application under Section 95(2) shall be recognised unless it is made by the occupant. In the absence of any such evidence the applications if received may be rejected and party endorsed accordingly.
2. On receipt of an application from an occupant, it should be scrutinised and report of the subordinate officers called for without loss of time. Simultaneously references should be made to the Local Bodies (viz. Panchayat, <sup>Notified areas</sup> or Municipalities, Corporation) and to the Town Planning Authority of the area, if any, calling for their opinion within a specified date. The date so fixed should not be less than six weeks or more than eight weeks. It should be specifically stated therein that in the absence of any reply within the stipulated date their ~~concurrence~~ <sup>concurrency</sup> to the conversion of agricultural land for non-agricultural purposes will be presumed and orders passed on merits of the case. The Revenue Officers will ensure that such reference will indicate all the details necessary to identify the land which is sought to be converted.
3. The case worker who deals with these cases should maintain separate registers for registering the applications and to record the follow up action. The Section Head should check these registers every week and the Tahsildar/Assistant Commissioner should

verify in the first week of every month. The disposal should be reviewed every month in the staff meetings.

4. The Revenue Inspector to whom the applications are finally referred for preparation of Mahazar and spot inspections etc., should draw up his programme such that all the cases referred to him are covered in one round of visit. He should give top-priority to these cases.

5. In cases where the Assistant Commissioners are not competent to pass orders and are outside the delegated (powers) <sup>Powers</sup> the Tahsildars should refer the applications with records direct to the Deputy Commissioner instead of routing them through the Assistant Commissioner.

6. In all cases of rejection of applications for conversion of agricultural lands situated within Municipal or Corporation areas, intimations of such rejection should be communicated to the parties by Registered Post Acknowledgement Due well within a period of four months from the date of receipt of the application as required under Section 95(5) of the Act. The postal acknowledgement slip should be lodged in the records.

7. Applications for conversion of Agricultural land for Industrial purposes should be dealt with on Top-Priority basis.

The time schedule prescribed in the annexure should be followed scrupulously. Wherever possible stencilled forms

forms may be used for correspondence in the disposal of these cases.

*Handwritten:* 2/2/73  
(H. MARI GOWDA),  
Under Secretary to Government,  
Revenue Department  
*Handwritten:* US

To

The Divisional Commissioners of Divisions.  
The Deputy Commissioners of Districts.  
The Special Deputy Commissioners. ~~and~~  
All the Heads of Departments.  
The Assistant Commissioners of Sub-Divisions.  
The Special Assistant Commissioners for Darkhasts.  
Tahsildars of Taluks.

Copy to:-

General Administration Department ( ERB) for information.  
Commerce and Industries Department for information.  
Weekly Gazette.  
S.G.F.

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17<sup>15</sup> Febr. 73

\*ANNEXURE\* to the Circular No. RD 460 LGP 72, Dated 17<sup>15</sup> Febr. 73

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Time Schedule for various stages in disposal of applications for conversion of agricultural land for non-agricultural purposes under Section 95 of the M.L.R. Act, 1964.

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<u>STAGE</u>	<u>TIME</u>
1. Scrutiny on receipt of applications, putting up an endorsement acknowledging the application and calling for report and opinion of the local officers and local bodies.	4 days.
2. Registration on receipt of records in Taluk Office and transmission to the Revenue Inspector for Report.	4 days. /
3. Spot Inspection, preparation of Mahazar etc., by the Revenue Inspector.	15 days.
4. Scrutiny of Revenue Inspector's report in Tahsildar's office and transmission of records to higher authorities.	7 days.
5. Scrutiny and spot inspection by the Tahsildar where necessary.	7 days.
6. Receipt of report in the Assistant Commissioner's or Deputy Commissioner's office and registration.	4 days.
7. Scrutiny of the records, office note check memo and submission of papers to the presiding officer.	7 days
8. Scrutiny and approval by the presiding officer or Deputy Commissioner.	7 days.

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| 9. Preparation of draft order,<br>scrutiny, approval, typing and<br>issue of orders etc.,           | ) | 7 days.  |
| 10. Communication of orders to the<br>parties by post or through muddam                             | ) | 7 days.  |
| 11. Time required for obtaining clari-<br>fication etc., from local officers<br>where necessary.    | ) | 21 days. |
| 12. Permittance by party, issue of<br>conversion certificate after<br>payment of fine by the party. | ) | 7 days.  |

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97 days.  
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*Wm*  
(H. MARI GOWDA) 16/2/73  
Under Secretary to Government,  
Revenue Department

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