



# The Mizoram Gazette

## EXTRA ORDINARY

### Published by Authority

RNI No. 27009/1973

Postal Regn. No. NE-313(MZ) 2006-2008

VOL - XLVII Aizawl, Monday 24.9.2018 Asvina 2, S.E. 1940, Issue No. 558

#### NOTIFICATION

**No. D.11031/7/2016-GAD, the 14<sup>th</sup> September, 2018.** In the interest of public service and as approved by the Council of Ministers in its meeting held on 4th & 12th June, 2018 conveyed vide Memo. No. J.11011/1/2018-POL dt.18.06.2018, the Governor of Mizoram is pleased to make the following scheme:-

#### 1. Preamble

Whereas the Government of Mizoram has lands in various places for various purposes in connection with public administration. While some of the Departments have lands in excess of their requirements, there are various other Departments which do not have lands even for construction of their offices and quarters. This indicates that there is serious disparity in availability of lands under various Departments, and there is no system for redistribution of lands among the Departments at the State, District, Sub-Division, or Block levels.

Whereas multiple and scattered ownership and management of lands results in improper management of lands and even resulted in loss of valuable government properties. In the absence of a proper system of land management, protection system in place of the Departments is weak, thus resulting in loss of valuable government lands. There is a serious need to put a system in place for common ownership and common platform for land management.

Therefore, in order to bring above said government lands under single management and ownership and to streamline the process of land management, maintenance of existing assets and for equitable use of said land assets, the Government hereby makes the following Scheme.

Through this Scheme and Guidelines, the Government is expected to achieve better and informed management of its fixed and landed assets. With the fixed assets becoming more and more valuable, and the cost of land acquisition becoming costlier year by year, it is high time that the Government needs to put in place system for management of its assets.

#### 2. Short Title and Commencement

The Scheme may be called "The Mizoram Government Land Pooling and Management Scheme"

It shall come into force from the date of publication in the Official Gazette

- 3. Objectives :**
- 1) Mapping of all Government landed assets with appropriate categorisation under one centralised authority
  - 2) Collective ownership of all government lands at the State, District, Sub-Division, etc.
  - 3) Optimum use of government lands for public purposes and State/District level functionalities.
  - 4) Collective management through a system laid down under this Scheme.
  - 5) Improvements in the overall recording and maintenance of government lands and assets.
  - 6) Provision of required funds for maintenance and improvement of government lands.

**4. Coverage of Scheme :**

This scheme envisages various activities in connection with proper recording and maintenance of government lands, and assets and for common ownership of lands so that all government lands fall under a single authority and lands and buildings are best utilized for government purposes:

- 1) Pooling of all Government lands and assets under a single umbrella, to be monitored under a centralised system.
- 2) Maintaining proper land records under different Departments and by the Authorities constituted hereof
- 3) Constitution of State and District Level Government Land Authorities for management of lands.
- 4) Protection of government lands by developing the lands and through proper safeguard measures.
- 5) Construction of buildings for common use by Departments for offices and other official uses.
- 6) Construction of General Pool Accommodations in the State for accommodation of government employees.
- 7) Construction of General Pool Accommodation in the Districts for allotment to Government officers and staff posted in the Districts.
- 8) Acquisition of lands by the Government to meet the requirements of the Departments at the State and District levels.

**5. Need for Land Pooling and Co-ordinated management :**

In the present practice, the Government Departments at the State level, or in the Districts have their own lands and buildings and manage them separately. This has resulted in some glaring inefficiency in management of government lands, such as :

- 1) While some Departments have large areas of land under their possession, and could not give proper utilization of land, some other Departments do not have lands even for construction of their office buildings, or quarters.
- 2) Scattered possession of lands by various Departments has resulted in difficulty in management and protection. Thus, various government lands had been grabbed by individuals for lack of proper protection.
- 3) There is no common system of government land management, resulting in wide variations in the modalities of land and building managements.
- 4) Different Departments have some funds in the form of 'Minor Works' which are utilized for maintenance of buildings and quarters. These funds, if pooled together, and utilized under a single umbrella, the funds can be converged and utilized much more fruitfully.

**6. State Level Government Land Authority :**

6.1 A State Level Authority will be constituted under the chairmanship of Chief Secretary with the following composition :

- |  |   |                  |
|--|---|------------------|
| 1) Chief Secretary   | - | Chairman         |
| 2) Principal Secretary/Secretary, GAD                                    | - | Vice-Chairman    |
| 3) Principal Secretary/Secretaries<br>Home, LR&S, L&J, Finance, Planning | - | Members          |
| 4) Additional/Joint Secretary, GAD                                       | - | Member Secretary |

6.2 The Authority may co-opt Secretaries of any Departments, or any officers under the State Government in the course of its functioning.

6.3 The State Level Authority shall take into account overall view of government lands and lay down norms and systems from time to time for management, development and protection of government lands.

6.4 The State Level Authority shall be supported by an Estate Management Cell, to be established under General Administration Department. This cell shall have a structure, with staff as may be determined by the Authority. It shall maintain a record of all government lands, government buildings and quarters and other fixed assets.

## 7. District Level Government Land Authority :

7.1 A District Level Authority will be constituted under the chairmanship of the Deputy Commissioner with the following composition :

- |                                    |   |                  |
|------------------------------------|---|------------------|
| 1) Deputy Commissioner             | - | Chairman         |
| 2) Additional DC                   | - | Vice-Chairman    |
| 3) Superintendent of Police        | - | Member           |
| 4) Project Director, DRDA          | - | Member           |
| 5) SO/ASO                          | - | Member           |
| 6) SE/EE, PWD/PHE/P&E              | - | Members          |
| 7) District Treasury Officer       | - | Member           |
| 8) All District Heads of Offices   | - | Members          |
| 9) SDOs(Civil) within the District | - | Member           |
| 10) SDO (Sadar)                    | - | Member Secretary |

7.2 The District Level Authority shall be supported by an Estate Management Cell to be established in the Deputy Commissioner's Offices. The structure, staffing, etc. shall be determined by the State Level Authority.

7.3 The District Level Authority shall maintain a list of government lands, buildings and other fixed assets within the district. It shall meet periodically to review the position of government lands and work out various modes of utilization.

7.4 **Inventorization of Fixes Assets with Estimated Values :** The concerned Authority shall assess the value of land asset under its jurisdiction and maintain a record of it including the LSC for each and every Government Land.

7.5 **Temporary usage/rent of Government Land :** The District Level Authority in the district Level shall prepare and fix the rate for temporary usage/rent of Land.

## 8. Government Complexes :

8.1 The Government will make attempts to establish government complexes wherein important government offices and residential areas will be provided. For this purpose, existing lands

of the Government may be utilized, and may also acquire lands. The Government Complexes shall be under the management of a Management Authority duly constituted by the Government.

8.2 The Government Complex may be established in the State, Districts and Sub-Divisions by selecting suitable sites.

8.3 In particular, attempt will be made to establish District Complexes where lands are available with the Departments, particularly with the Deputy Commissioners, or Rural Development Department, etc.

8.4 The main aim of having District Complexes is to take care of public convenience so that they may be able to approach the different offices within a certain area without the necessity of moving around the town. Besides, the offices in the State/District/Sub-Division are all agents of the Government, and they need to work together closely, and have periodical meetings and consultations.

## 9. Management of Government Complexes :

9.1 **Allotment of Land to Departments** : Lands will have to be allotted to different Departments for construction of their office buildings, and other government buildings deemed essential for smooth running of the administration of the Department. The Authority at the State, and the District shall look into the requirements of various Departments and consider allotment of suitable lands.

9.2 **Allotment of lands for other purposes** : Apart from Offices, Departments may require lands for other purposes for which the Government needs to provide lands. For such purposes, the Authorities concerned may allot lands for such purposes.

9.3 **Temporary Usage/Rent of Land** : The State Authority in the State Level and the District Authority in the District Level shall prepare and fix the rate for temporary usage/rent of Land.

## 10. Land Demarcation and Protection :

10.1 **Land Demarcation** : All Government lands should be properly demarcated and Departmental Land Lease shall be issued in favour of the specific Department. Such Lease shall be issued by Land Revenue & Settlement Department on the recommendation of the State Authority/District Authority concerned. Special efforts shall be taken up to complete demarcation and recording of existing government lands.

10.2 **Land Protection** : The Land Authorities shall take all efforts to protect government lands from various forms of encroachments. Various protection measures shall be taken, including proper fencing.

10.3 **Land Allotment to NGOs, Churches, etc.** : Government lands shall not normally be given away to outside agencies, including NGOs, Churches, etc. If any proposal is to be considered by the Authority, land allotments shall be done only after obtaining approval of the Council of Ministers.

## 11. Estate Management Cells :

Estate Management Cells shall be established at the State and District levels.

**11.1 Estate Management Cell at the State Level :** Estate Management Cell at the State level shall be established under General Administration Department. Secretary, GAD shall function as Chief Estate Officer, with the following structure :

1)	Under Secretary-cum-Estate Officer	-	1
2)	Assistant Engineer (on deputation)	-	1
3)	Junior Engineer (on deputation)	-	2
4)	Assistant	-	1
5)	Surveyor (on deputation)	-	1
6)	UDC/LDC (1 each)	-	2
7)	Group D	-	3

**11.2 Estate Management Cell in the District :** Estate Management Cell at the District level shall be established under Deputy Commissioner's Office. Deputy Commissioner shall function as Chief District Estate Officer, with the following structure :

1)	SDO(s)-cum-District Estate Officer	-	1
2)	Junior Engineer (on deputation)	-	1
3)	Asst. Surveyor (on deputation)	-	1
4)	UDC/LDC (1 each)	-	2
5)	Group D	-	1

**12. Budget Provision :**

Separate Funds with separate head of accounts shall be provided to meet various expenditures in connection with management of government lands, government complexes and housing complex. The fund shall be allocated to -

Minor Head	-	800 Other Expenditure
Sub Head	-	(89) NEDP
Detail Head	-	02 Implementation of NEDP under GAD
Object Head	-	Minor Works

**12.1 General Administration Department at the State Level :** Funds shall be placed in the General Administration Department for utilization through the Estate Cell under the Head of Account.

Minor Head	-	800 Other Expenditure
Sub Head	-	(89) NEDP
Detail Head	-	02 Implementation of NEDP under GAD
Object Head	-	Minor Works

**12.2 Deputy Commissioners at the District level :** Funds shall be placed under the Deputy Commissioner, for utilization through the Estate Cell (Lands & Buildings). Appropriate Head of Account, along with the amount of funds shall be decided by the Government from time to time.

**13. Greening and Green Technologies :**

While developing government lands, the Authorities and the Departments should always consider adopting green technologies in the construction, and management of complexes.

- 14. General Pool Accommodation :**
- 14.1 Construction of General Pool Accommodations :** The State/District Authorities shall take steps to construct general pool accommodations to meet the requirements of the Government employees. In particular, the requirement of various categories of Government employees shall be duly taken into consideration.
- 14.2 Allotment of Quarters :** Quarters constructed by the Government shall be placed under General Pool Accommodation at the State and District Level. The State Level Authority may constitute a Quarter Allotment Committee for Pool Accommodation at the State Level. District Authority shall be the authority to allot quarters in the Districts. However, for Aizawl District, the State Level Authority shall be the Authority for allotting Quarters.
- 15. Allotment of Land to Government Land Pools :**
- Lands available under the State and District Pools shall be allotted to various Departments for construction of office buildings and other genuine requirements for departmental activities. The State/District Authorities shall duly prioritize land requirements in the allotment so that lands are given best utilization.
- 16. Acquisition of Lands for Government Lands :**
- Lands may be required for any of the government functions for any of the Government activities and if no lands are available from the land pool, the Authority may go for acquisition of lands. Any Department requiring lands in the normal sense, unconnected with major developmental projects eg. Hydel project/road Construction on the likes shall first approach the State Authority, and if a need arises to acquire lands, the Authority shall make recommendation, on the basis of which Land Revenue & Settlement Department will take up acquisition of lands.
- Once land is allotted and leased to Departments, maintenance of land and building thus allotted and collection or payment of revenues will be the responsibility of the concerned Department.
- 17. Purchase of Lands and Buildings for Government Departments :**
- Any proposal for purchase of lands, or buildings for use of government departments shall be referred to the State Level Authority. The State Level Authority shall take into the account the need of the department, for official purpose for which land is required by the Department. After the State Level Authority agrees to the proposal such lands may be taken up for acquisition in accordance with relevant Acts/Rules in force for acquisition of land.
- Purchase of lands, and lands with buildings shall be considered only after the State Authority approves and recommends the proposal.
- Any sale of government land shall be routed through the concerned Authority.
- 18. Tax Exemption on Government Lands :**
- Government Lands under the direct/actual use of government departments shall be exempted from payment of Land revenues or any other tax levied by the State Government, or Local Authorities.

**Ashish Kundra,**  
Commissioner & Secretary to the Govt. of Mizoram,  
General Administration Department.