

NoSV 718 of 1938
Poona, 1st Sept 1938

CIRCULAR

Subject : Cases of unauthorised N.A. use in C.T.S. limits maintenance of a register for....

During the inspection of the City Survey Offices, it has been noticed that in cases of unauthorised N.A. use within the CTS limits detected by the MSs in the course of their review and other work and reported to the Revenue authorities for necessary action the action taken if any, is not communicated to the CTS office of a very long time. The MSs have not any special register to see at a glance how many such cases are detected, how many disposed of, what is the outstanding balance and from what date the cases in balance are pending etc. The Barnishi through which these cases are now reported will not give any idea about all these details. In many cases it is likely that they are lost sight of and cannot be traced from the Barnishi without great difficulty. In order to avoid all this and to enable inspecting officers to see at a glance the progress of disposal of all such cases it is hereby ordered that a simple register in the sub-joined form should be maintained by the MSs in each CTS Office.

S No.	Date of report	S No. or C.T.S. No. in which the unauthorised N A use is detected	Area of the portion put to unauthorised N A	Date from which the unauthorised use commenced.	Name of the owner responsible	Nature of disposal & No and date of final orders
1	2	3	4	5	6	7

The MSs should make necessary entries in this register instead of in the Barnishi before sending up the report to the Revenue Authorities.

Sd/-xxx
Director of Land Records

Copies forwarded to
The SLRNC & SC wcs
The CTS Officers in the province
The DILR other - with spare copies for MSs
for information and guidance

S.L.R.N.C.

No SV 176 of 1938, Poona, 4th November, 1938

Ref : Your No. CTS-52, dated 20.7.1938

Sub : N.A. Area calculation of to the nearest 1/4 anna.

There is no reason why the area of a N.A Plot calculated to the nearest 1/4 anna according to this office Circular No SV 178, dated 5 5 1937 should change on subsequent measurement. It may be, when the N.A Plot is sub-divided and the area of each subdivision is calculated independently to the nearest 1/4 anna, that some difference may occur between the total area of the plot as originally calculated and that arrived at by adding up the area of all the subdivisions. Such difference can only be negligible and should be adjusted in proportion to the area of each sub-division formed out of the N.A Plot. But when appreciable difference is noticed the area calculation should be rechecked properly and seen whether there are any clerical or mathematical mistakes either in the past or at present and such obvious mistakes should be set right forthwith by necessary corrections. No percentage limit of Dharsod nor any amendment to the Director of Land Records Circular in this respect is needed.

Sd/-xxx

Director of Land Records

No SV-685 of 1939, Via, Poona, 21st January 1939

S.L.R.S.C.

Ref. : Your No. GNL-159, dt. 12.10.1939

Sub : System of calling for and indent indent for outpoint cases in the C.T.S. Office.

The introduction of the system of calling for an indent in the form suggested by you in the CTS Offices will not help much the watching of return of the cases sent out of the SI files. At present adequate proofs are available in the CTS office to fix responsibility in case papers sent out are lost. If the receipt of the case papers is denied by the officer to whom they are sent it can be proved with the help of the Banishi Register, Despatch Book and pencil notes on the jacket sheets of the SI File that they were sent to him and received in his office. So there is no need of prescribing any additional safeguards. However the following instructions should be followed in observing the present practice of sending out the SI cases.

(1) The SI cases should not be sent out of the CTS Office in the absence of a written demand for them. The written demand should be retained in the CTS Office and placed in the SI file bundle at the serial No at which the case was filed with the endorsement under the signature of the MS of having sent the case out. When the case is received and kept back in the SI file in its proper place, the written demand should be taken out and returned to the officer with an endorsement of having received the case back.

(2) In cases where there is no written "demand" acknowledgement of receipt of papers should be obtained from the officer to whom the papers are sent.

(3) Reminders to return the cases should be issued regularly once in 3 months and a note of these reminders kept in the outgoing cases card.

Sd/-xxx

Director of Land Records