

Government of West Bengal
Department of Land & Land Reforms and Refugee Relief & Rehabilitation
L.R. AIII-GE(M) Branch
“Nabanna”
325, Sarat Chatterjee Road, Howrah-711102

ORDER

Memo No. 2088-GE(M)/3M-78/2019

Date : 23 /05/2022

Whereas the provisions of transfer of land gifted/donated by a raiyat/institution for educational or charitable and other public purpose, in favour of Collector, or any Department and its parastatals has been laid down in Clause 3 of this Department's Circular No 1108-GE(M)/3M-35/09 dt 28.02.2013.

Whereas such gifted land is transferred to the Donee(Requiring Department) by way of inter departmental transfer by this Department.

Whereas necessity of such inter departmental transfer of the gifted land to the Donee(Requiring Department) has been under consideration of this Department for some time past.

And whereas after careful consideration of the matter, the following guidelines has been framed to simplify the principle and procedure followed for transfer of gifted land to the Donee(Requiring Department):

1) Land Gifted in favour of Requiring Department and its parastatals:

In case of land, which is free from all encumbrances, is obtained by a gift/donation from a raiyat/institution for educational or charitable and other public purpose in favour of the Requiring Department or its parastatals, in accordance with Clause 6(4) under chapter I of LA Manual,1991, mutation of such gifted land should be done by the DM & Collector in favour of the Donee(Requiring Department or its parastatal) as laid down in this Department's Order No 644-LR/1A-01/2009 dated Kolkata, the 6th February,2009 in the matter after observing due process of verification of the followings :

- a. Consent letter of the land Doner intending to gift the land free of cost to the Requiring Department and its parastatals.
- b. Executed deed of gift between the Doner (land owner) and the Donee (Requiring Department or its parastatal).
- c. Copy of the RoR of the gifted/donated land duly authenticated by the concerned BL&LRO.
- d. Whether the land is free from litigation/encroachment/bargadars/ and other encumbrances.

(NB: Mutation fee should not be charged in case of land mentioned above since the land in question is donated for public purpose in favour of the Department under the Government of West Bengal)

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2) Land Gifted in favour of the DM & Collector of the district:

In case of land, which is free from all encumbrances, is gifted/donated by a raiyat/institution for educational or charitable and other public purpose in favour of DM & Collector, the DM & Collector will send the proposal for inter departmental transfer of the gifted land in favour of concerned Requiring Department for the purpose it was gifted, to the Land & Land Reforms and Refugee, Relief & Rehabilitation Department following Clause 3 of this Department's Circular No 1108-GE(M)/3M-35/09 dt 28.02.2013.

Now, therefore, all concerned are requested to follow the above guidelines.



LRC & Secretary to the Govt. of West Bengal

No. 2088/1(4)-GE(M)

Date -23/ 05/2022

Copy forwarded for information and necessary action to the:

1. Addl. Chief Secretary/Pr. Secretary/secretary to the Govt of West Bengal,
_____ Department
2. Commissioner, _____ Division. P.O _____
3. DLR&S, WB, 35 Gopalnagar Road, Alipore, Kolkata-700027.
4. DM & Collector, _____, P.O- _____, Dist: _____

Yours sincerely,



Special Secretary to Govt of West
Bengal