

GOVERNMENT OF WEST BENGAL
Office of the Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey Building, 35-Gopal Nagar Road,
Kolkata - 700027

Memo No. 62/133 /comp/2014

Dated: 2nd August, 2022

To

The District Land & Land Reforms Officer,
_____ (All)

Sub : Brief guideline for Tenant code and Possessor Code updation in R-o-R and flagging of non-transferrable land.

Ref: 1) This Office Earlier Memo No. 62/139(22)/Comp/2017 dated 04/04/2018.
2) This Office Earlier Memo No. 62/137(22)/Comp/2017 dated 25/04/2018.

It has been observed that in various khatian the respective tenant type is not properly codified against the R-o-R viz. Tenant Code [01] i.e. **রায়ত** has been assigned against a khatian of **সেবাইত** or **পাড়া** or Tribal Land where Sec. 14C of the WBLR Act, 1955 applies or any other tenant type. But for that khatian the respective tenant code of **সেবাইত** or **পাড়া** or Tribal Land ought to have been used. This erroneous tagging of tenant code is opening up the scope of any unauthorized transaction through the system and also subsequent generation of Mutation Cases on such transactions in future.

Considering the gravity of the matter he is requested to instruct all the BL&LROs under his jurisdiction to follow the below mentioned process to update the tenant type properly and in a exhaustive manner against each khatian with special emphasis on Tribal Land where Sec. 14C of the WBLR Act, 1955 applies:

1. After logging into the system the authorized user can view the tenant code already flagged against in each khatian through **রিপোর্ট-→মৌজা ভিত্তিক-→ দখলকারের সংক্ষিপ্ত বিবরণ** where all the khatians of that mouza will be displayed.
2. If it is found that there is any erroneous tagging of Tenant Code aganst any Khatian necessary updation of Tenant code is to be done through **রেকর্ড সংশোধন -→ ত্রুটিপূর্ণ তথ্যের সংশোধন**, on selection of mouza and khatian necessary tenant code to be updated by selecting **দখলকারের ধরণ পরিবর্তন** and then go through all its subsequent steps required for any correction through the module of **ত্রুটিপূর্ণ তথ্যের সংশোধন** up to tamilling of that particular case.
3. In the same manner all the erroneous tenant types are to be updated for all the mouzas.
4. The tenant types which are required to be updated are listed hereunder:

[0] ভারত সরকার, [2] সেবাইত, [3] মাতোয়ালি, [5] পাড়ামূলে দং, [8] লেসী, [A] রাজ্য সরকারের দপ্তর, [B] রাজ্য সরকারের অধীনস্থ সংস্থা, [C] পুর সংস্থা / পঞ্চায়েত, [E] ভারত সরকারের দপ্তর, [F] ভারত সরকারের অধীনস্থ সংস্থা, [G] সরকারী/আধা সরকারী শিক্ষা প্রতিষ্ঠান, [I] ঠিকা প্রজা, [J] আদিবাসী (14C ধারা মতে)

A list of Scheduled Tribes relating to West Bengal is annexed herewith for perusal and guidance. Further, during the course of flagging, it may also be kept in mind that whenever a member of the Tribal Community purchased land from a Non-Tribal person(s) and gets his/her name recorded in the R-o-Rs, That land also becomes a Tribal Land and thus flagging be done forth-with.

Similarly, it has also been observed that for a good number of occasions, R-o-Rs have been opened through the system with wrong possessor code or no possessor code with mere noting about the possessor type in the 'Remarks' column, resulting in opening up the scope of any unauthorized transaction through the system and also subsequent generation of Mutation Cases on such transactions in future. Hence, these entries are also required to be updated through the system to assign appropriate possessor code against the plots within the R-o-R. A detailed SOP for execution of such rectifications in eBhuchitra has already been circulated to all the districts on 25/04/2018 which is enclosed herewith again for ready reference. Therefore, he/she is requested to instruct all the BL&LROs under his/her jurisdiction to update the possessor type properly and in an exhaustive manner against each R-o-R as per the enclosed SOP.

A periodical compliance report may be forwarded to this end for perusal and further guidance.

Enclosure: As stated


Director of Land Records and Surveys
& Joint Land Reforms Commissioner
West Bengal

Memo No. 62/133/1(i)/comp/2014

Dated: 2nd August, 2022

Copy forwarded for kind information to The Secretary and Land Reforms Commissioner, WB, Deptt. of L&LR and RR&R, West Bengal.


Director of Land Records and Surveys
& Joint Land Reforms Commissioner
West Bengal

OFFICE OF THE CHIEF ELECTORAL OFFICER
WEST BENGAL
21 N S ROAD KOLKATA-700 001

No. 998-Home(Elec)

Dated 11th February, 2021

From: Additional Chief Electoral Officer
West Bengal

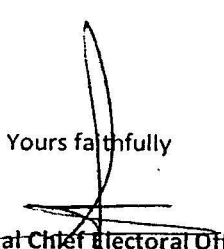
To: District Election Officer (All)

Subject: Up-to date list of Schedule Caste & Schedule Tribe in West Bengal-regarding.

Sir

I am directed to send herewith the up-to date list of Schedule Caste & Schedule Tribe in respect of the State of West Bengal as received from the Backward Classes Welfare Department, Government of West Bengal vide letter No.437-BCW dated 10th February, 2021 for your kind information and necessary action.

Yours faithfully


Additional Chief Electoral Officer
West Bengal

Encl.: As stated

Government of West Bengal
Backward Classes Welfare Department, Administrative Building, DJ-4,
Bidhannagar, Sector-II, Kolkata-700 091
Website: www.anagrasarkalyan.gov.in/www.bcwdwb.gov.in

No. 437-BCW/

Dated: 10/02/2021.

From : Additional Secretary to the Government of West Bengal

To : Additional Chief Electoral Officer, West Bengal.

Sub : Up-to date list of Scheduled Caste (SC) & Scheduled Tribe (ST) in West Bengal-regarding.
Ref : Your kind letter 589-Home(Elec) dated 4/2/2021

Madam,

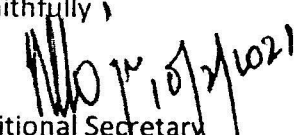
I am directed to enclose the names of 60 SC communities as listed in The Constitutional (Scheduled Castes) Order 1950 (C.O. 19) for the state of West Bengal. I am further directed to bring to your kind notice that the area restriction in regard to Chain Community (Sl.No-60) as is evident in the order has been withdrawn vide Sec. 2.(d) of The Constitution (Scheduled Castes) Order (Amendment) Act 2016, (No.24 of 2016) whose copy is also enclosed for ready reference.

Similarly I am enclosing the names of 40 ST communities as listed in The Constitution (Scheduled Tribes) Order 1950, (C.O. 22), for the state of West Bengal.

These are the updated lists of SC and ST in regard to West Bengal.

Encl- As stated

Yours faithfully,

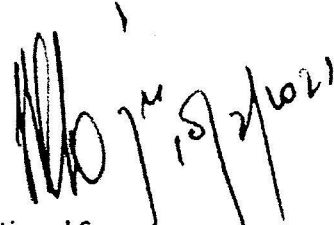

Additional Secretary
to the Government of West Bengal

No. 437/1(5)-BCW

Dated : 10/02/2021.

Copy forwarded for information and necessary action to:

1. Secretary TD Department
2. Director CRI, West Bengal
3. Sri Kallol Panigrahi, Asstt. Secy BCW
4. PS to Pr. Secy BCW
5. PS to Pr. Secy TD


Additional Secretary
to the Government of West Bengal

B. Constitution Orders

The Constitution (Scheduled Castes) Order, 1950¹

C.O. 19

In exercise of the powers conferred by clause (1) of article 341 of the Constitution of India, the President, after consultation with the Governors and Rajpramukhs of the States concerned, is pleased to make the following Order, namely:—

1. This Order may be called the Constitution (Scheduled Castes) Order, 1950.
2. Subject to the provisions of this Order, the castes, races or tribes or parts of, or groups within, castes or tribes specified in²[Parts to³[XXIV]] of the Schedule to this Order shall, in relation to the States to which those Parts respectively relate, be deemed to be Scheduled Castes so far as regards member thereof resident in the localities specified in relation to them in those Parts of that Schedule.
- ⁴[3. Notwithstanding anything contained in paragraph 2, no person who professes a religion different from the Hindu⁵ [the Sikh or the Buddhist] religion shall be deemed to be a member of a Scheduled Caste.]
- ⁶[4. Any reference in this Order to a State or to a district or other territorial division thereof shall be construed as a reference to the State, district or other territorial division as constituted on the 1st day of May, 1976.]

-
1. Published with the Ministry of Law Notification No. S.R.O. 385, dated the 10th August, 1950, Gazette of India, Extraordinary, 1950, Part II, Section 3, page 163.
 2. Subs. by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956.
 3. The figure "XXI" has been successfully subs. by Act 18 of 1987, s. 19 and 1st Sch. (w.e.f. 30.5.87), by Act 28 of 2000, s.19 and 3rd Sch (w.e.f. 1.11.2000) and by Act 29 of 2000, s. 24 and 5th Sch (w.e.f. 9.11.2000) to read as above.
 4. Subs. by Act 63 of 1956, s. 3 and First Sch., for paragraph 3.
 5. Subs. by Act 15 of 1990, s. 2, for "or the Sikh".
 6. Subs. by Act 108 of 1976, s. 3 and the First Sch., for paragraph 4 (w.e.f. 27-7-1977).

- | | |
|--|--|
| 25. Chero ¹ [excluding Sonbhadra and
Vernam (districts)] | 45. Khatwa |
| 26. Daingar | 46. Khawa ² [excluding Benbansi] (excluding
Deoria, Ballia, Gazipur, Varanasi and
Sonbhadra districts)] |
| 27. Driangan | 47. Dhatia |
| 28. Dhanuk | 48. Khairi |
| 29. Dharkar | 49. Koli |
| 30. Dhobi | 50. Kori |
| 31. Dom | 51. Korwa |
| 32. Domar | 52. Lalbegi |
| 33. Busadh | 53. Malhwar |
| 34. Gharami | 54. Mazhab |
| 35. Ghasiya | 55. Musahar |
| 36. Gond ¹ [excluding Mehrajganj, Sidharth
Nagar, Basti Gorakhpur, Deoria, Mau,
Azamgarh, Jonpur Ballia, Gazipur,
Varanasi, Mirzapur and Sonbhadra
districts] | 56. Nat |
| 37. Guaj | 57. Pankha ¹ [excluding Sonbhadra and
Mirzapur districts] |
| 38. Habura | 58. Parahiya ² [excluding Sonbhadra district] |
| 39. Hari | 59. Paschimani |
| 40. Heia | 60. Patari [excluding Sonbhadra district] |
| 41. Kaiabaz | 61. Rawat |
| 42. Kanjar | 62. Saharya ³ [excluding Lalitpur district] |
| 43. Kapariya | 63. Sanaurhiya |
| 44. Karwai | 64. Sansiya |
| | 65. Shilpkar |
| | 66. Turaiha |

PART XIX.—West Bengal

- | | |
|--|--|
| 1. Bagdi, Duley | 12. Chaupai |
| 2. Bahelia | 13. Dabgar |
| 3. Baiti | 14. Damai (Nepali) |
| 4. Bantar | 15. Dhoba, Dhobi |
| 5. Bauri | 16. Doai |
| 6. Beldar | 17. Dom, Dhangad |
| 7. Bhogta | 18. Dosadh, Dusadh, Dhari, Dharhi |
| 8. Bhuimali | 19. Ghasi |
| 9. Bhuiya | 20. Gonrhi |
| 10. Bind | 21. Halalkhor |
| 11. Chamar, Charmakar, Mochi, Muchi,
Rabidas, Ruidas, Rishi | ³ [22. Hari, Mehtar, Mehtor, Bhangi, Balmiki] |

1. Ins. by Act 10 of 2003, s. 3 and the First Sch.

2. Subs. by s. 3 and the First Sch., *ibid*.

3. Subs. by Act 25 of 2002; s. 2.

- | | |
|----------------------|---|
| 23. Jalia Kaibartta | 43. Mal |
| 24. Jhalo Malo, Malo | 44. Mallah |
| 25. Kadar | 45. Musahar |
| 26. Kami (Nepali) | 46. Namasudra |
| 27. Kandra | 47. Nat |
| 28. Kanjar | 48. Nuniya |
| 29. Kaora | 49. Paliya |
| 30. Karenga, Koranga | 50. Pan, Sawasi |
| 31. Kaur | 51. Pasi |
| 32. Keot, Keyot | 52. Patni |
| 33. Khaira | 53. Pod, Poundra |
| 34. Khatik | 54. Rajbanshi |
| 35. Koch | 55. Rajwar |
| 36. Konai | 56. Sarki (Nepali) |
| 37. Konwar | 57. Sunri (excluding Saha) |
| 38. Kotal | 58. Tiyar |
| 39. Kurariar | 59. Turi. |
| 40. Lalbegi | ¹ [60. Chain (in Malda, Murshidabad, Nadia |
| 41. Lohar | and Dakhin Dinajpur districts).] |
| 42. Mahar | |

²[PART XX.—Mizoram

- | | |
|------------------------------|------------------------|
| 1. Bansphor | 9. Kaibartta or Jaliya |
| 2. Bhuinmali or Mali | 10. Lalbegi |
| 3. Brittial-Bania or Bania | 11. Mahara |
| 4. Dhupi or Dhobi | 12. Mehtar or Bhangi |
| 5. Dugla or Dholi | 13. Muchi or Rishi |
| 6. Hira | 14. Namasudra |
| 7. Jalkeot | 15. Patni |
| 8. Jhalo, Malo or Jhalo-Malo | 16. Sutradhar.] |

³[PART XXI.—Arunachal Pradesh

4 * * * * *

⁵[PART XXII—Goa

- | | |
|------------------|-------------------------|
| 1. Bhangi (Hadi) | 4. Mahyavanshi (Vankar) |
| 2. Chambhar | 5. Mang.] |
| 3. Mahar | |

-
1. Ins. by Act 25 of 2002, s. 2.
 2. Ins. by Act 34 of 1986, s. 13 and the First Sch. (w.e.f. 20-2-1987).
 3. Ins. by Act 69 of 1986, s. 16 and the First Sch. (w.e.f. 20-2-1987).
 4. Omitted by Act 61 of 2002, s. 2 and First Sch.
 5. Ins. by Act 18 of 1987, s. 19 and the First Sch. (w.e.f. 30-5-1987).

¹The Constitution (Scheduled Tribes) Order, 1950
C.O. 22

In exercise of the powers conferred by clause (1) of article 342 of the Constitution of India, the President, after consultation with the Governors and Rajpramukhs of the States concerned, is pleased to make the following Order, namely:—

1. This Order may be called the Constitution (Scheduled Tribes) Order, 1950.
2. The Tribes or tribal communities, or parts of, or groups within, tribes or tribal communities, specified in ²[Parts I to ³{XXII}] of the Schedule to this Order shall, in relation to the States to which those Parts respectively relate, be deemed to be Scheduled Tribes so far as regards members thereof residents in the localities specified in relation to them respectively in those Parts of that Schedule.
- ⁴[3. Any reference in this Order to State or to a district or other territorial division thereof shall be construed as a reference to the State, district or other territorial division as constituted on the 1st day of May, 1976.]

-
1. Published with the Ministry of Law Notification No. S.R.O. 510, dated the 6th September, 1950, Gazette of India, Extraordinary, 1950, Part II, Section 3, page 597.
 2. Subs. by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956.
 3. The figure 'XVIII' has been successively subs. by Act 18 of 1987, s. 19 and Second Sch (w.e.f. 30.5.87) by Act 28 of 2000, s. 20 and Fourth Sch. (w.e.f. 1-11-2000) by Act 29 of 2000, s. 25 and Sixth Sch. (w.e.f. 9-11-2000) and Act No. 30 of 2000, s. 24 and Sixth. Sch. (w.e.f. 15-11-2000) to read as above.
 4. Subs. by Act 108 of 1976, s. 4 and the Second Sch., for paragraph 3 (w.e.f. 27-7-1977).

PART XVI.—West Bengal

- | | |
|---|---------------------------------|
| 1. Asur | 21. Korwa |
| 2. Baiga | 22. Lepcha |
| 3. Badia, Bediya | 23. Lodha, Kharia, Kharia |
| 4. Bhumji | 24. Lohara, Lohra |
| 5. Bhutia, Sherpa, Toto, Dulpa, Kagatay, Tibetan, Yolmo | 25. Magh |
| 6. Birhor | 26. Mahali |
| 7. Birjia | 27. Mahli |
| 8. Chakma | 28. Mal Pahariya |
| 9. Chero | 29. Mech |
| 10. Chik Baraik- | 30. Mru |
| 11. Garo | 31. Munda |
| 12. Gond | 32. Nagesia |
| 13. Gorait | 33. Oraon |
| 14. Hajang | 34. Parhaiya |
| 15. Ho | 35. Rabha |
| 16. Karmali | 36. Santal |
| 17. Kharwar | 37. Sauria Paharia |
| 18. Khond | 38. Savar |
| 19. Kisan | ¹ [39. Limbu (Subba) |
| 20. Kora | 40. Tamang.] |

²[PART XVII.—Mizoram

- | | |
|---|---------------------------------|
| 1. Chakma | (vi) Gangte |
| 2. Dimasa(Kachari) | (vii) Suite |
| 3. Garo | (viii) Hanneng |
| 4. Hajong | (ix) Haokip or Haupt |
| 5. Hmar | (x) Haolai |
| 6. Khasi and Jaintia, (including Khasi, Synteng | (xi) Hengna |
| or Pnar, War, Bhoi or Lyngngam) | (xii) Hongsungh |
| 7. Any Kuki tribes, including,— | (xiii) Hrangkhwal or Rangkhoh |
| (i) Baite or Biete | (xiv) Jongbe |
| (ii) Changsan | (xv) Khawchung |
| (iii) Chongloi | (xvi) Khawathlang or Khothalong |
| (iv) Doungel | (xvii) Khelma |
| (v) Gamalhou | (xviii) Kholhou |
| | (xix) Kipgen |

1. Ins. by Act 10 of 2003, s. 4 and the Second Sch.
 2. Ins. by Act 34 of 1986, s. 14 and the Third Sch. (w.e.f. 20-2-1987).

GOVERNMENT OF WEST BENGAL
Office of the Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey Building, 35-Gopal Nagar Road,
Kolkata - 700027

Memo No. 62/ 139(22)/comp/2017

Dated: 04 th April, 2018

To
The District Land & Land Reforms Officer,
_____ (All)

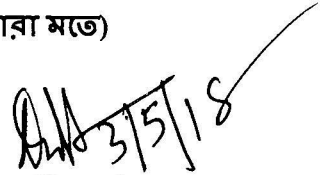
Sub : Brief guideline for Tenant code updation in RoR.

It has been observed that in various khatian the respective tenant type is not properly codified for e.g. coding [01] i.e. **রায়ত** against a khatian of **সেবাইত** or **পাড়া** or any other tenant type. But for that khatian the respective tenant code of **সেবাইত** or **পাড়া** ought to have been used. This erroneous tagging of tenant code is opening up the scope of any unauthorised transaction through the system in future.

Considering the gravity of the matter he is requested to instruct all the BL&LROs under his jurisdiction to follow the below mentioned process to update the tenant type properly against each khatian:

1. After logging into the system the authorized user can view the tenant code already flagged against in each khatian through **রিপোর্ট-→মৌজা ভিত্তিক-→ দখলকারের সংক্ষিপ্ত বিবরণ** where all the khatians of that mouza will be displayed.
2. If it is found that there is any erroneous tagging of Tenant Code aganst any Khatian necessary updation of Tenant code is to be done through **রেকর্ড সংশোধন -→ ত্রুটিপূর্ণ তথ্যের সংশোধন**, on selection of mouza and khatian necessary tenant code to be updated by selecting **দখলকারের ধরণ পরিবর্তন** and then go through all its subsequent steps required for any correction through the module of **ত্রুটিপূর্ণ তথ্যের সংশোধন** up to tamilling of that particular case.
3. In the same manner all the erroneous tenant types are to be updated for all the mouzas.
4. The tenant types which are required to be updated are listed hereunder:

[0] ভারত সরকার, [2] সেবাইত, [3] মাতোয়ালি, [5] পাড়ামূলে দং, [8] লেসী, [A] রাজ্য সরকারের দপ্তর, [B] রাজ্য সরকারের অধীনস্থ সংস্থা, [C] পুর সংস্থা / পঞ্চায়েত, [E] ভারত সরকারের দপ্তর, [F] ভারত সরকারের অধীনস্থ সংস্থা, [G] সরকারী/আধা সরকারী শিক্ষা প্রতিষ্ঠান, [I] ঠিকা প্রজা, [J] আদিবাসী (14C ধারা মতে)


(Shekhar Dutta)

Director of Land Records and Surveys
& Joint Land Reforms Commissioner
West Bengal

Government of West Bengal
Office of the Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey buildings, 35-Gopal Nagar Road,
Kolkata – 700027

Memo No. 62/ 137(22)Comp/2017

Dated: 25th April, 2018


To
The District Land and Land Reforms Officers
_____ (All)

Sub: SOP for Flagging of Possessor Details in eBhuchitra application.

Kindly find enclosed herewith the Standard Operating Procedure (SOP) for Flagging of Possessor details in eBhuchitra application.

This is for his information and necessary action.

Enclo- As stated.


(Shekhar Dutta)
Director of Land Records and Surveys
& Joint Land Reforms Commissioner
West Bengal



Government of West Bengal
Office of the Director of Land Records and Surveys and
Joint Land Reforms Commissioner, West Bengal
Survey buildings, 35-Gopal Nagar Road,
Kolkata – 700027

Control Unit No : 1

Document/ Title	Standard Operating Procedure for Flagging of Possessor Details in eBhuchitra Application.		
Section Title	Procedure for Updation of Possessor Code of concerned R-o-R through eBhuchitra application:		
Section No.	Revision Date	Page	Issue Date
	25/04/2018	06	19/03/2018

1:0: Introduction: Government of West Bengal is contemplating for introduction of a new system of automated mutation in the near future. Accordingly the process of modifying both eBhuchitra and e-Nathikaran application software is under progress. Before the actual roll out of the proposed system, exiting land records data is required to be updated in all respect to facilitate the flawless performance of the proposed system. One major requirement in this regard is updation of possessor status against plots i.e. plots which have been opened through the system with wrong possessor code, without any possessor code and with mere noting about the possessor type in the '**Remarks**' column, are required to be updated through the system to assign appropriate possessor code against that plot in respective RoR.

1:1: Purpose: This SOP (Standard Operating Procedure) will describe the step-by-step process flow to be followed by the end user of eBhuchitra at block/service location level to update the possessor code of respective RoRs against the remarks noted in the remarks column. The entire interface is available in the eBhuchitra application in a separate sub-menu.

1:2: Possessor Types to be Flagged:

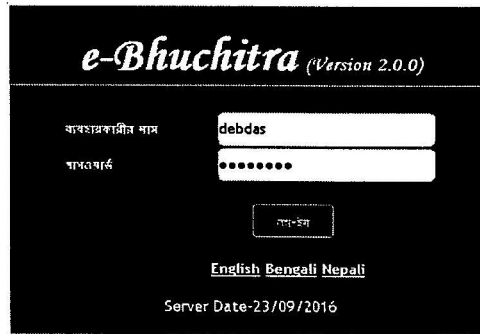
As per decision, the following Possessor Types have been required to be flagged from the said menu:-

- (i) [08] পাড়ামূলে বন্দোবস্ত
- (ii) [0C] বাস্তুজমি অধিগ্রহণ
- (iii) [0D] ভূ: স: আইনের 4B ধারা প্রযোজ্য
- (iv) [0E] ঠিকা প্রজা
- (v) [0F] আদিবাসী (14C ধারা মতে)
- (vi) [03] বর্গা

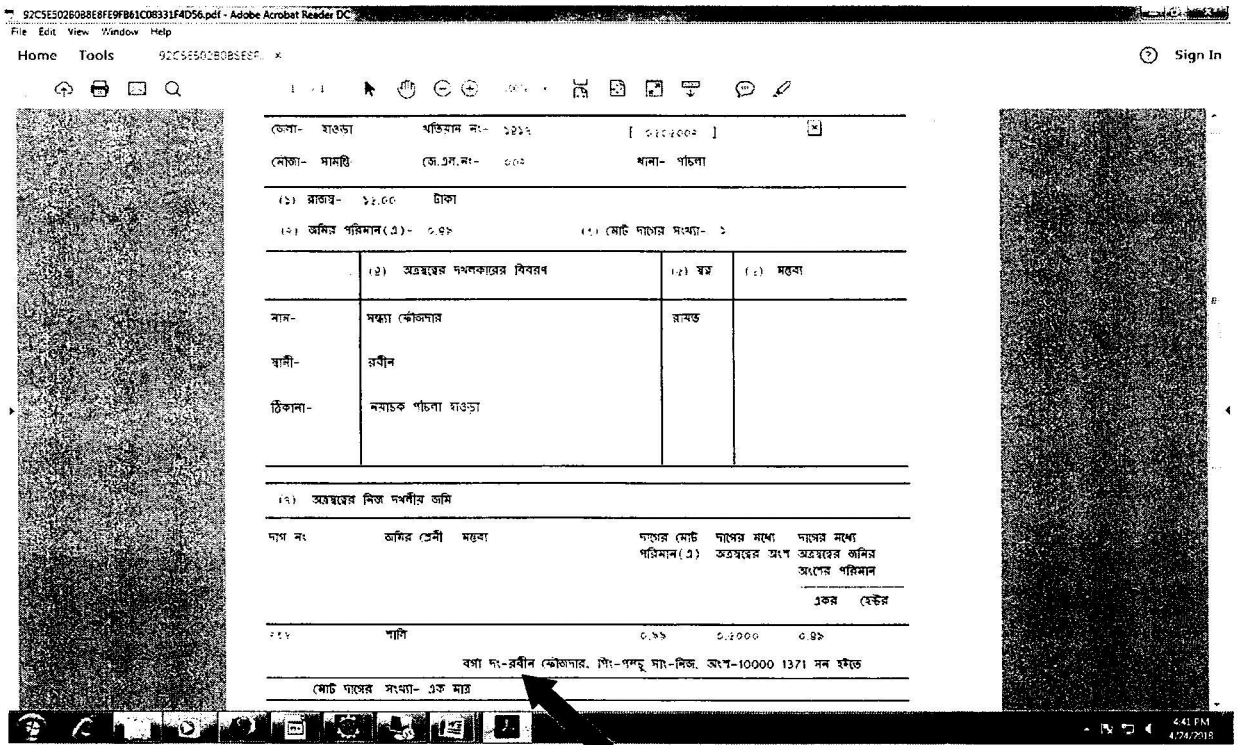
2:0: General Procedure for Flagging of Possessor Details in eBhuchitra:

The general process flow to be followed by the end user of eBhuchitra for Flagging of Possessor Codes against respective Khatians, is described in short below:

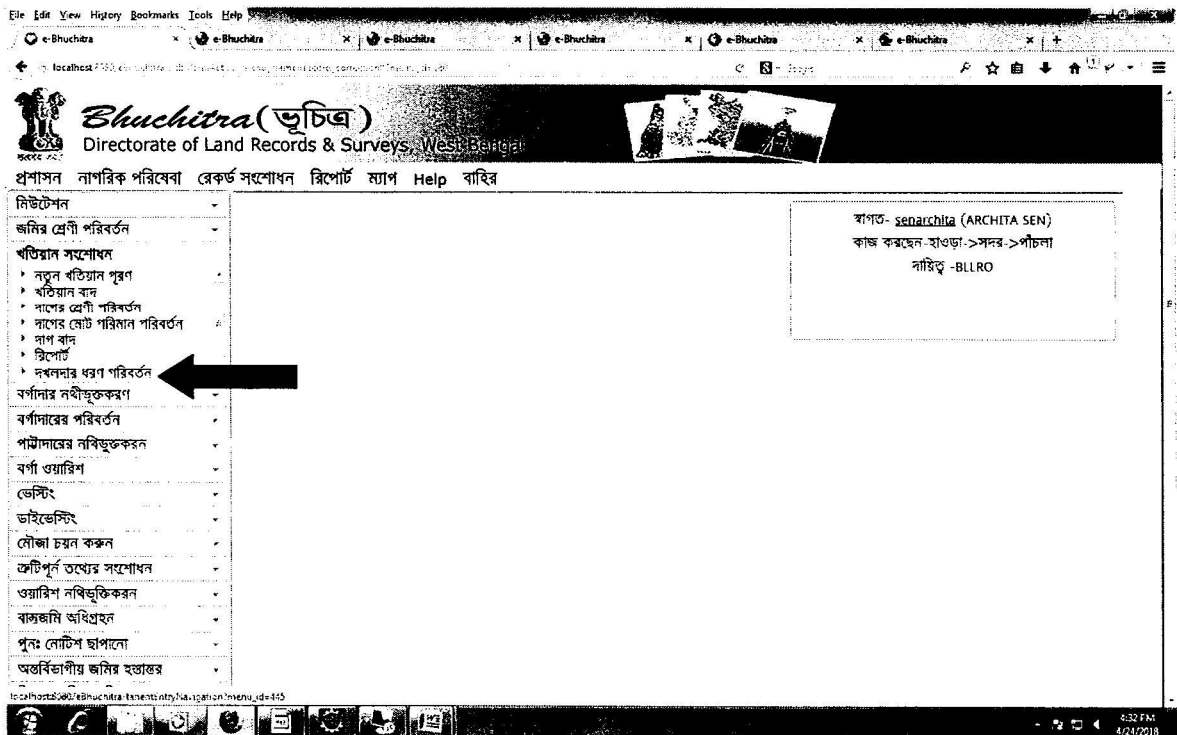
- 1) First, user have to Log into eBhuchitra with url <http://10.16.200.55/eBhuchitra/> (for Reliance MPLS link) or <http://10.3.0.40/eBhuchitra> (for WBSWAN link).



- 2) Then the user have to select রিপোর্ট-->মৌজা তালিকা--> মন্তব্য সহজিত দাগের তথ্য and have to select Mouza name from the drop down menu and next, have to click the পরবর্তী button. This will generate the report of Khatian wise Plots of the selected Mouza against which any text is available in the '**Remarks**' column. This report can be referred for identifying those plots which have been recorded in respective Khatian with mere noting of Possessor Status in the '**Remarks**' column only, but appropriate Possessor Code may/ may not has been assigned against that entry. The print out of that report may be taken out to facilitate the Mouza wise completion of Possessor Flagging work in an exhaustive manner.
- 3) A specimen R-O-R is taken here as example for updation of possessor details (refer to the next image) where the there is a barga noting against the plot of that Khatian which is actually entered in the মন্তব্য instead of using the respective code for barga entry and বর্গা দং has been recorded in the '**Remarks**' column of the said Khatian.

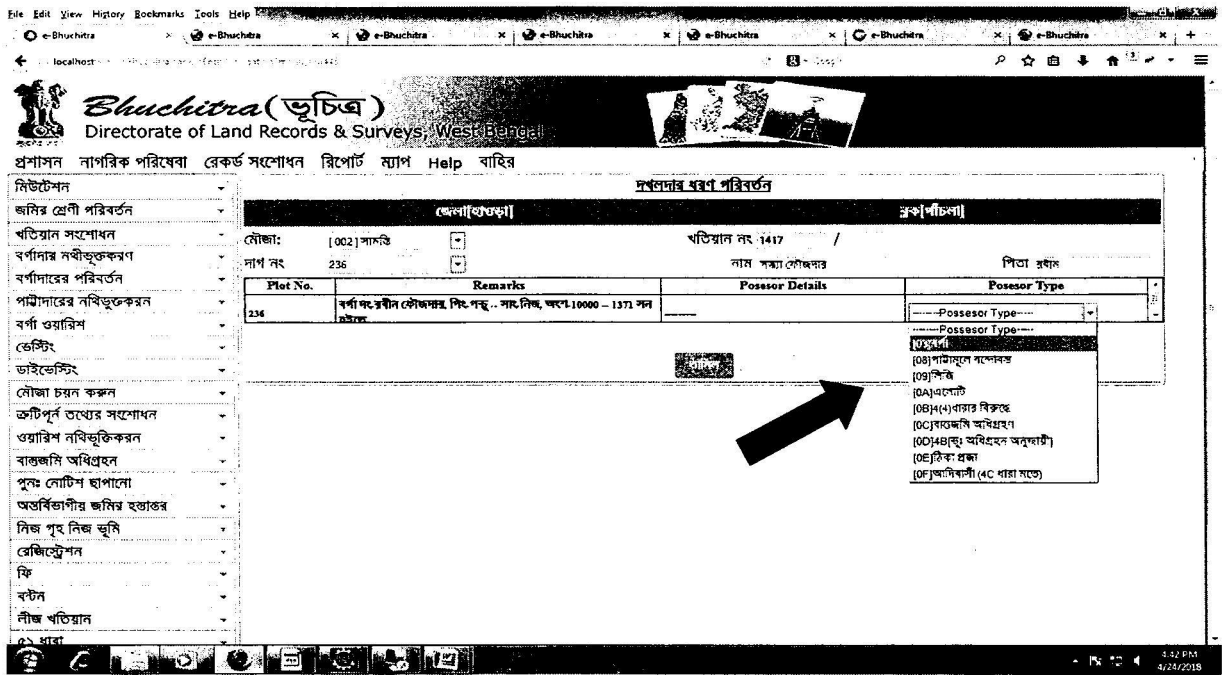


- 4) To update that possessor details, user have to proceed to **রেকর্ড সংশোধন** → **খতিয়ান সংশোধন** → **দখলদার ধরণ পরিবর্তন**

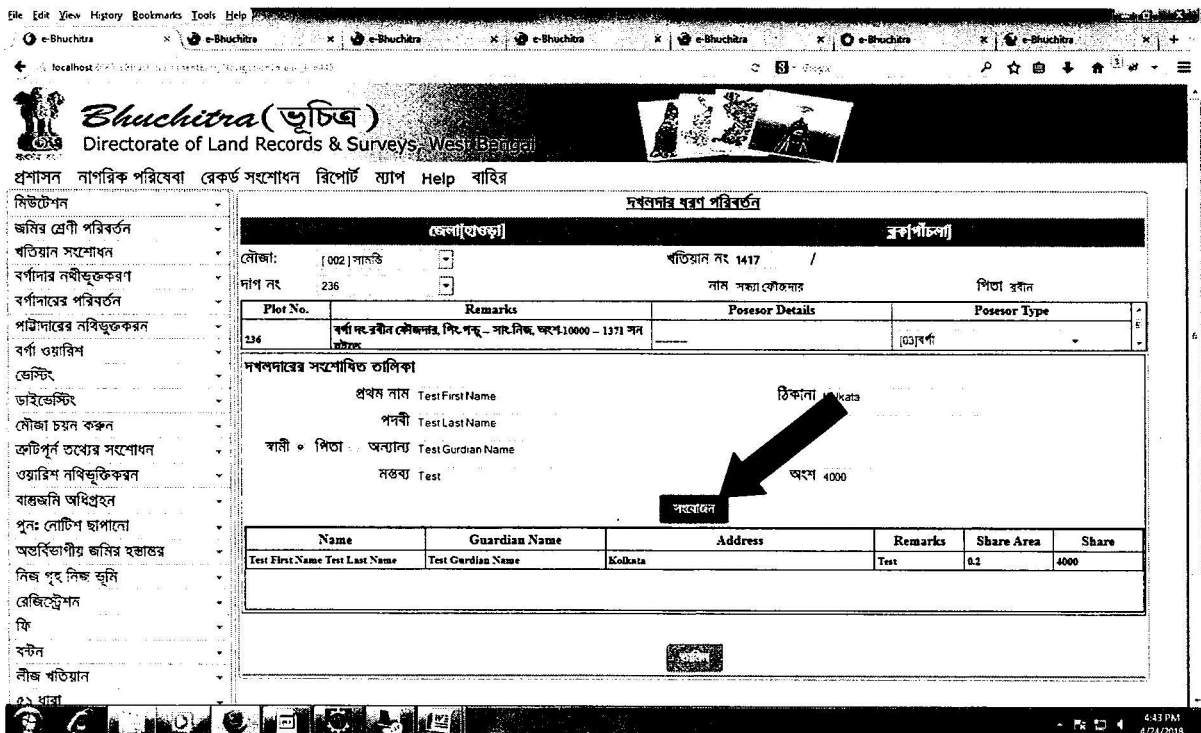


- 5) In the **দখলদার ধরণ পরিবর্তন** page, user have to provide the **মৌজা** and **খতিয়ান নং** and there will be the dropdown option of plot list where the plots which contains non-codified remarks of that khatian will only be populated. The user will select the plot and details of the '**Remarks**' column will be populated automatically in the respective fields (refer to the next image). **The existing text in the 'Remarks' column will be non-editable.** In the right hand side of the page, there will be a drop

down menu for 'Possessor Details' from which, user have to select the appropriate Possessor Type (For this particular case, it will be [03]- বর্গা)



6) On selection of বর্গা, the text box will open for entering the names and other details of the bargadar (see below image). Then click **সংযোজন** for submission of details.



- 7) On clicking the তালিকা button, a confirmation text in red colour showing 'Possessor Updated Successfully....' will be displayed at the bottom of the page and the respective khatian will be updated with the new Possessor Status:

The screenshot shows a web application interface for land record management. The interface includes a sidebar with various menu items, a main content area with a form for updating land records, and a confirmation message at the bottom. A red arrow points to the 'তালিকা' button.

Form Fields:

- মৌজা: [002] সামতি
- খতিয়ান নং: 1417
- মাংশ নং: 236
- নাম: সফা সৌন্দর্য
- পিতা: রুকন

Plot No.	Remarks	Poseosor Details	Poseosor Type
236	বর্গা দফা বরীদ সৌন্দর্য, পি. নং - সাং. দিঙ্গ, অংশ-10000 - 1371 বন		[03] বর্গা

দখলদারের সংশ্লিষ্ট তালিকা

প্রথম নাম: Test First Name
 পদবী: Test Last Name
 বাড়ি: Test Guardian Name
 মতব্য: Test

Name	Guardian Name	Address	Remarks	Share Area	Share
Test First Name Test Last Name	Test Guardian Name	Kolkata	Test	0.2	4000

• Possessor Updated successfully...

- 8) The updated Khatian will reflect the new possessor status as per the figure below. The existing 'Remarks' column of the source Khatian will remain unchanged.

The screenshot shows a PDF document of a land record (Khatian). The document contains various fields and tables. A red arrow points to the updated possessor details.

Form Fields:


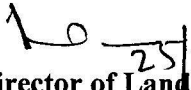

- মৌজা: ১৪০০
- খতিয়ান নং: ১৪১৭
- মাংশ: সামতি
- অংশ: ০০০০০০
- নাম: সফা
- পিতা: রুকন

নাম	সফা	রুকন	অংশ
নাম:	সফা	রুকন	অংশ:
হাতি:	০০০০	০০০০	০০০

উত্তরাধিকারের বিবরণ

নাম: সফা
 পিতা: রুকন
 মতব্য: Test

- 9) The similar procedure is to be followed for updating all other related Khatians with appropriate Possessor Types i.e. codes [08], [0C], [0D], [0E], [0F] & [03] respectively as mentioned in Point 1:2 above.

Prepared by	Reviewed by	Approved by
<p style="text-align: center;"> Computer Section Directorate of Land Records & Surveys, West Bengal Survey buildings, 35-Gopal Nagar Road, Kolkata – 700027</p>	<p style="text-align: center;"> Additional Director of Land Records and Surveys, West Bengal Survey buildings, 35-Gopal Nagar Road, Kolkata – 700027</p>	<p style="text-align: center;"> Director of Land Records & Surveys and Joint Land Reforms Commissioner, West Bengal Survey Buildings, 35-Gopal Nagar Road, Kolkata – 700027</p>