

## Land Reforms – I

### Contact Details

Land Reforms Officer-I,  
Dadra and Nagar Haveli,  
Silvassa.  
Phone: 0260-2642112

### AIMS & OBJECTIVE

The main aim of the department is to implement the Dadra and Nagar Haveli Land Reforms Regulation-1971 and Rules made here under to abolish Alware ad Teram holders and their Tenants, to impose a ceiling on possession of agriculture lands to provide for acquisition and distribution of land held in excess of such ceiling and to regulate the relation of landlords and tenants in the U.T. of Dadra and Nagar Haveli and for matters connected therewith.

### SERVICES OFFERED

- i. To grant occupancy rights for agriculture and village site land.
- ii. Taking/Handing over possession of ceiling surplus land vested to the Government.
- iii. Allotment/distribution of ceiling surplus land to the landless agricultural labourers under section 27 of the Regulation.

### 3. Time bound disposal of Public Services:

Sr. No.	Name of activity/Service	Eligibility/beneficiary description	Documents/Formalities required	Time famed for disposal
1	2	3	4	5
1	Grant of occupancy rights in respect of agriculture/village site land	Alwara/ Teram & Tenants	To file information under section 21 in form - I	This being a Quasi judicial matter for disposal of cases and there is no time limit. However, it is proposed to dispose within one month.
2.	Issue of certified copies of documents of Land Reforms cases.	Being issued to the interested parties.	To apply in simple application in blank paper affixing 0.50 ps Court fee stamp other than SC/ST applicant alongwith revenue records. V.F. No.VII-XII.	Within Week time.

3.	Allotment/Distribution of ceiling surplus land to the landless labourers under Section 27 of the Regulation.	Being allotted/distributed to the landless agriculture labourers U/S-15 read with section 26 1 (i) of the regulation as and when ceiling surplus land available fir for cultivation and public notice in respective village.	Application in Form –X under Rule 19 with supporting documents viz, casr/Resident certificates etc.	There is no time limit. However, this formalities being completed within one month.
4.	Regularization of unauthorized transaction of land.	Forfeited to Govt. U/s4(7) of the Dadra and Nagar Haveli Land Reforms Regulation 1971 and thereafter re-granted to purchaser after processing the case U/s.4(6) of the Dadra and Nagar Haveli Land Reforms Regulation.	To apply in simple application enclosing with relevant records.	No time limit.

5. A Task Force headed by R.D.C(S) i.e. Land Reforms Collector, Land Reforms Officer & Assistant working in the Office of Land Reforms Office is constituted which will monitor & review the standards of Citizen Charter periodically.
6. The Public in general are free to forward their inputes/suggestions for improvement or services offered by the Department.
7. The Task Force will review the services quarterly.
8. A copy of Citizen Charter in Hindi & Gujarati languages will be displayed on the Notice Board of Office.
9. The public may address their any grievance to the R.D.C. Silvassa/Land Reforms Collector in the form of a simple application.  
The reply of the application made will be given within a period of 30 days.
10. All the employees shall observe Behavior for Courtesy, Punctuality and , Prompt delivery.