

Government of West Bengal  
Land & Land Reforms and R.R. & R Department  
Land Policy Branch  
Nabanna(6<sup>th</sup> Floor)

325, Sarat Chatterjee Road, P.O.-Shibpur, Howrah-711102

CIRCULAR

No.2222-LP/417/04-IS(Pt.-V)

Date:21.06.2018

The West Bengal Land Reforms (Third Amendment) Act, 2017 (West Ben. Act XLIII of 2017) provides for regularising unauthorised conversion of land exceeding 0.03 acre situated in the areas falling within the local limits of any Municipal Corporation or Municipality, or any plot of land exceeding 0.08 acres situated in the area not falling within the local limits of any Municipal Corporation or Municipality, other than any water body on case to case basis based on its merit.

The amendment Act has come into force with effect from 07/11/2017 vide this Department's Notification No.3661-LP dated 07/11/2017 wherein it is clear that unauthorised conversion of land beyond that date cannot be taken into consideration for regularisation.

The rules and fee structure for the same has been prescribed in this department's Notification No.2220-LP dated 21.06.2018 and No.2221-LP dated 21.06.2018 respectively.

In continuation of the above, following guidelines shall be followed by the Collector and be taken into account while processing the applications:

1. In respect of unauthorised conversion involving land not exceeding 0.03 acre situated in the areas falling within the local limits of any Municipal Corporation or Municipality, or any plot of land exceeding 0.08 acres situated in the area not falling within the local limits of any Municipal Corporation or Municipality, the petitions may be disposed of by the prescribed authority in accordance with the existing provisions of law/ rules;
2. Cases of unauthorised conversion before 07/11/2017 only are to be considered under the amended provisions.
3. The Collector under section 4C of the West Bengal Land Reforms Act, 1955 shall receive duly filled up application forms as prescribed under amended rule upto a period of six months from the date of final publication of the said rule.

4. Application pending at the level of Divisional Commissioners falling under the purview of the amendment shall be returned to the respective district Collector for completion of necessary formalities.
5. The Collector shall obtain views/ No objection from the relevant line Department as required for processing of the application.
6. Upon completion of examination and enquiry, the cases shall be sent category wise based on the present mode of land use to this Department along with the comments/ views and specific recommendation of the Collector for finalisation and approval;
7. The Collector shall ensure completion of due diligence/ examination and enquiry within 21 working days and send the proposals to this Department by special messenger.
8. On approval/ concurrence of the Department, Collector shall issue necessary certificate of conversion in the prescribed format and complete required action in the e-bhuchitra module.
9. A report showing realisation of fine and quantum of land involved in this regard should be sent to this Department through the Director of Land Records & Surveys, West Bengal on monthly basis.

By Order,

V.Lalithalakshmi

Joint Secretary to the Govt. of West Bengal

No.2222/1(100)-LP

Date:21.06.2018

Copy forwarded for information and necessary action to the:

- (1) Addl. Chief Secretary/ Principal Secretary/ Secretary to the Govt. of West Bengal  
.....(All)..... Department.
- (2) Commissioner,.....Division. P.O..... Distt.....
- (3) Director of Land Records & Surveys, West Bengal, 35, Gopalnagar Road, Alipur,  
Kolkata-700027.  
He is requested to circulate to all concerned with necessary guidelines for its  
implementation in situ.
- (4) District Magistrate & Collector, .....(All)
- (5) ADM & DLLRO, ..... (All)

  
21/6/18

Joint Secretary to the Govt. of West Bengal