



Government of West Bengal
Department of Land & Land Reforms and Refugee Relief &
Rehabilitation
Nabanna (6th Floor), 325 Sarat Chatterjee Road
Shibpur, Howrah-711102

ORDER

No. 1479 –LP/ 1A-18/2012

Dated-24.04.2025

1. There are reports that some Urban Local Bodies, Panchayat Bodies or Parastatal Organizations of the State Government are engaging in unauthorized settlement of Government lands through sale or lease.
2. The settlement of a Government land through sale or lease is to be undertaken as per the procedures laid down in The Land Allotment Policy, 2012 notified vide Memo no. 6686-LP/1A-18/2012 dated 26.12.2012 (as amended from time to time) as well as the statutory provisions of the different Acts, Rules and Manuals applicable in this regard.
3. All proposals for the sale or leasing out of Government lands (including land assets held by the different Government Departments and Government Parastatal Bodies, and autonomous institutions such as State-aided Universities) can only be effected through the due process, which necessarily involves prior consultation with the Land & Land Reforms Department and Finance Department, and finally, approval of the Cabinet of Ministers.
4. Any settlement of Government land, either by sale or lease, undertaken by an Urban Local Body or a Panchayat Body or a Para-statal Organization or an autonomous institution in breach of the prescribed procedure is liable to be viewed adversely by the State Government.
5. All Government Departments shall instruct their subordinate organizations / agencies including autonomous institutions such as State-aided Universities that any sale or leasing out of Government land, in disregard of the rules and laid-down procedures, shall invite adverse penal / punitive consequences for the persons / officials involved.

By order of the Governor,

Vivek Kumar, IAS

Additional Chief Secretary to the Government of West Bengal

Copy for information and necessary action to:

1. Additional Chief Secretary/Principal Secretary/Secretary of all departments with request to send report containing details of unauthorized settlement of land, either through sale or lease, undertaken by any ULB or Panchayat Body in his district within a week positively to Shri Jitin Yadav, Special Secretary in this Department in the mail Id: landpolicywb@gmail.com.
2. District Magistrate & Collector of all districts with request to send report containing details of unauthorized settlement of land, either through sale or lease, undertaken by any ULB or Panchayat Body in his district within a week positively to Shri Jitin Yadav, Special Secretary in this Department in the mail Id: landpolicywb@gmail.com.
3. Director of Land Records and Survey, West Bengal
4. Senior Private Secretary to the Chief Secretary, West Bengal.



Special Secretary, L & LR & RR & R Dept.