Abstract

Survey - Creation of a Pool of 'Licensed Surveyors' to engage them in all types of Survey works and disposal of online Sub-Registrar Transfer of Registry (STR) applications - Orders - Issued.

Revenue and Disaster Management Department,
Survey and Settlement Wing, [SS-II(2)] Section

G.O.(Ms) No. 362 **Dated 04.10.2019**
விகாரி வருடம், புரட்டாசி 17
திருவள்ளுவர் ஆண்டு 2050

Read:

1. From the Director of Survey and Settlement, Letter No.Rc. K6/34472/2018-2 (Sy), dated 19.12.2018 and 01.02.2019.
2. From the Director of Survey and Settlement Letter No.K6/15361/ 2018 (Sy), dated 05.02.2019.

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ORDER:

In the reference first read above, the Director of Survey and Settlement has stated that a meeting was conducted by the Chief Secretary to Government on 09.11.2018, during which suggestions were made for engaging the Licensed Surveyors in order to assist the existing surveyors. The Chief Secretary observed that Licensed Surveyors could be engaged for creation of sub-division records for the layouts approved by Directorate of Town & Country Planning (DTCP), and upon creation of sub-divisions in layouts, Patta can be issued for each sub-division in the name of the existing owner and whenever sale of the plot takes place, title transfer can be done in routine manner by adopting Not Involve Sub-Divisions (NISD) procedure in the Online Patta Transfer (OPT) System.

2. In the reference second read above, the Director of Survey and Settlement has submitted revised proposal for the purpose of creating a pool of 'Licensed Surveyors' for being utilized by various Government departments in their land acquisition projects. The contents of the proposal are as follows:-

(i) Various Government departments are requesting the Department of Survey and Settlement to depute Field Surveyors for conducting land survey under various projects involving land acquisition. In view of dearth of Field Surveyors, the survey department was not able to depute sufficient number of Field Surveyors. Therefore, with a view of providing an

alternative technical resource, the engagement of 'Licensed Surveyor' is hereby proposed, for creating a pool of 'Licensed Surveyors' by imparting Survey Training to persons who have passed 'Diploma in Civil Engineering' and are willing to be Licensed in land surveying.

(ii) Applications may be called for from persons who have passed three year 'Diploma in Civil Engineering' awarded by the Department of Technical Education of Government of Tamil Nadu, by publishing advertisement in newspapers. At the Survey Training Institute in Orathanadu 100 persons per batch can be trained. Selection may be based on the higher overall percentage of marks obtained by the applicants in Diploma in Civil Engineering. In case of two or more applicants with the same overall percentage of marks obtained in Diploma in Civil Engineering, preference may be given to the applicant who has secured higher marks in 'Surveying' subject. If that is also same, the elder of the applicants may be given preference (i.e. based on date of birth).Survey training [both traditional chain survey as well as modern survey using Global Positioning System (GPS) & Electronic Total Stations (ETS)] may be imparted to them for a total period of 3 months, out of which, 2 months shall be at the Survey Training Institute, Orathanadu, and for the last one month, on-field training in GPS & ETS may be imparted in resurvey schemes (in one of the districts in which such scheme is being conducted).

(iii) The training and licensing fee may be fixed as Rs.30,000/- (Rupees Thirty Thousand only) per head. In addition to this, expenses towards boarding and lodging shall be borne by the trainees. This amount may be collected by means of Demand Draft drawn in favour of Survey Training Institute, Orathanadu and the amount may be credited to new head of account.

(iv) After the completion of the training and issuance of license, the list of 'Licensed Surveyors' will be published in the Government website. The 'Licensed Surveyors' may also get registered themselves with Sub-Collector / Revenue Divisional Officer (RDO) of their districts and their registration status will also be displayed on the website.

(v) Minimum service charge per month payable to the 'Licensed Surveyors' will be fixed by the Director of Survey and Settlement (DOSS). Actual amount to be paid to the 'Licensed Surveyors' may be decided by the hiring body (agency/department) keeping in view various factors like work out-turn, urgency, capability, experience, etc. In case of engagement of their services for less than one month, the minimum service charge may be pro-rated.

(vi) Goods and Services Tax (GST) applicable for the service charge paid to the Licensed Surveyors has to be remitted by the hiring bodies.

(vii) The Government departments, Government undertakings, etc. may utilize the 'Licensed Surveyors' in their projects by stipulating their own conditions, if any, subject to the minimum service charge prescribed by the Director of Survey and Settlement.

(viii) Validity of license may be fixed as 2 years (from the date of issue). The license renewal fee may be fixed as Rs.1000/- (One thousand only).

(ix) Apart from the above, when placing advertisement for the above licensing course, the following may be incorporated in the advertisement:

(a) Applicants may note that 'Licensed Surveyor' qualification will not lead to any preference in Government employment.

(b) There is no guarantee of employment or remuneration after obtaining 'Licensed Surveyor' qualification.

3. The procedure suggested by the Director of Survey and Settlement for involving 'Licensed Surveyors' in the work related to creation of sub-divisions on Directorate of Town & Country Planning (DTCP) layouts and disposal of online Sub-Registrar Transfer of Registry (STR) applications are as follows:

- Sufficient number of 'Licensed Surveyors', from the pool of resource to be created as suggested above, may be engaged in the Taluk Offices where large number of Sub-Registrar Transfer of Registry (STR) applications are pending.
- Separate online work-flow for this purpose will be created in the Web based Tamil Nilam Software through National Informatics Center (NIC).
- After the approval of layouts, Directorate of Town & Country Planning (DTCP) may forward the applications received from layout owners with relevant records to the Taluk office concerned in online mode.
- At the Taluk office, the Deputy Inspector of Survey will allocate the applications to the Licensed Surveyors to conduct field inspection and to prepare sub division records for the layouts.
- The sub - division records submitted by Licensed Surveyors will be scrutinized by Senior Draftsman and Deputy Inspector of Survey and it will be forwarded to the Tahsildar for approval.
- After the approval of Tahsildar, the records in Tamil Nilam as well as Collabland database will be updated.
- A Minimum of 200 plots have to be subdivided every month by each Licensed Surveyor. Service Charge to be paid to the licensed surveyor may be fixed as Rs.20,000/- per month. Lesser the sub-divisions done, proportionately lesser will be the Service Charge. If

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they create more than 200 plots per month, an incentive of Rs.40/- per extra sub-division may be provided.

- If the Licensed Surveyors are engaged in the work related to disposal of online STR applications, their minimum out-turn may be fixed as 50 STR applications per month and their service charge may be fixed as Rs.20,000/- per month. If they dispose more than 50 Sub-Registrar Transfer of Registry (STR) applications per month, an incentive of Rs.160/- per additional application disposed of (over and above the out-turn) may be provided.
- In case of unsatisfactory performance, the 'Licensed Surveyors' will be relieved immediately. In case of misconduct, necessary criminal action will be initiated against them and the license also will be cancelled without prior notice.

4. The Director of Survey and Settlement has requested the Government to issue orders for creation of a pool of 'Licensed Surveyors' by adopting the modalities and procedure at paras 2 and 3 above and also for engaging them in all types of survey works, including the work related to creation of sub - division records for layouts approved by Directorate of Town & Country Planning (DTCP) and disposal of online Sub-Registrar Transfer of Registry (STR) applications, etc.

5. The Government after careful examination have decided to accept the proposal of the Director of Survey and Settlement as detailed at paras 2 and 3 above and order for creation of a pool of Licensed Surveyors by Imparting Survey Training to persons who have passed "Diploma in Civil Engineering" and are willing to be Licensed as Land Surveyor as per the procedure detailed in the annexure to this order.

6. The Director of Survey and Settlement is directed to pursue necessary further action with reference to the orders issued in para 5 above.

7. This order issues with the concurrence of Finance Department vide U.O.No. 44408/Finance (Rev)/2019, dated:30.09.2019.

(By Order of the Governor)

ATULYA MISRA,
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.

To:

The Director of Survey and Settlement, Chepauk, Chennai-5.
The Additional Chief Secretary/ Commissioner of Land Administration, Chepauk, Chennai-5.
The Principal Secretary/ Commissioner of Revenue Administration, Chepauk, Chennai-5.

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The Additional Chief Secretary to Government, PD&SI department,
Secretariat, Chennai-9.
The Principal Secretary to Government, Finance department, Secretariat, Chennai-9.
The Principal Secretary to Government, Labour & Employment Department,
Secretariat, Chennai-9.
The Principal Secretary to Government, Commercial Taxes
and Registration department, Secretariat, Chennai-9.
The Secretary to Government, Personnel and Administrative Reforms Department,
Secretariat, Chennai-9.
The Inspector General of Registration, Chennai-28.
All District Collectors.
The Pay and Accounts Officer(East), Chennai-8.
The Accountant General (A&E/G&SSA), Chennai-18.
The Principal Accountant General (AAD/F&A Cell/Audit-I/Audit-II), Chennai - 18

Copy to:
The Senior Personal Assistant to Minister (Revenue and D.M.& IT), Chennai-9.
The Senior Personal Assistant to Minister (Labour), Chennai-9.
The Senior Personal Assistant to Minister (Fisheries & P and AR), Chennai-9.
The Principal Secretary to Govt, Chief Minister Office, Chennai-9.
The Finance [Rev/IFHRMS/ BG-I/BG-II/BC] Department, Chennai-9.
SC/SF

// Forwarded by order//

Section Officer
4/10/19

(P.T.O for Annexure)

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Annexure

G.O.(Ms) No. 362, Revenue and Disaster Management [SS2(2)] Department, dated: 04.10.2019

Modalities and procedure for Creating a Pool of Licensed Surveyors.

The Modalities for creating the Pool of Licensed Surveyors are as follows:-

1) Various Government departments are requesting the Department of Survey and Settlement to depute Field Surveyors for conducting land survey under various projects involving land acquisition. In view of dearth of Field Surveyors in Survey department, it is not able to depute sufficient number of Field Surveyors. Therefore, with a view of providing an alternative technical resource, the engagement of 'Licensed Surveyor' is hereby proposed, for creating a pool of 'Licensed Surveyors' by imparting Survey Training to persons who have passed 'Diploma in Civil Engineering' and are willing to be Licensed in land surveying.

2) Applications shall be called for from persons who have passed three year 'Diploma in Civil Engineering' awarded by the Department of Technical Education of Government of Tamil Nadu, by publishing advertisement in newspapers. At the Survey Training Institute in Orathanadu 100 persons per batch can be trained. Selection shall be based on the higher overall percentage of marks obtained by the applicants in Diploma in Civil Engineering. In case of two or more applicants with the same overall percentage of marks obtained in Diploma in Civil Engineering, preference shall be given to the applicant who has secured higher marks in 'Surveying' subject. If that is also same, the elder of the applicants shall be given preference (i.e. based on date of birth).Survey training [both traditional chain survey as well as modern survey using Global Positioning System (GPS) & Electronic Total Stations (ETS)] shall be imparted to them for a total period of 3 months, out of which, 2 months shall be at the Survey Training Institute, Orathanadu and for the last one month, on-field training in GPS & ETS shall be imparted in resurvey schemes (in one of the district in which such scheme is being conducted).

3) The training and licensing fee is fixed as Rs.30,000/- (Rupees Thirty Thousand only) per head. In addition to this, the expenses towards boarding and lodging shall be borne by the trainees. This amount shall be collected by means of Demand Draft drawn in favour of Survey Training Institute, Orathanadu and the amount shall be credited to the following new head of account :-

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"0075-00 Miscellaneous General Services - 800 - Other Receipts - CF - Receipt from Survey Training Institute, Orathanadu - 227 - Non-Taxation Fees - 36 - Training"

(Old DP Code 0075-00-800-CF -2736)
(IFHRMS DP Code 0075-00-800-CF-22736)

The Director of Survey and Settlement is the Estimating, Reconciling and Controlling Authority for the above new Head of account.

4) After the completion of the training and issuance of license, the list of 'Licensed Surveyors' will be published in the Government website. The 'Licensed Surveyors' shall also get registered themselves with Sub Collector / Revenue Divisional Officer (RDO) of their districts and their registration status will also be displayed on the website.

5) Minimum service charge per month payable to the 'Licensed Surveyors' will be fixed by the Director of Survey and Settlement (DOSS). Actual amount to be paid to the 'Licensed Surveyors' will be decided by the hiring body (agency/department) keeping in view various factors like work out-turn, urgency, capability, experience, etc. In case of engagement of their services for less than one month, the minimum service charge shall be pro-rated. When fixing minimum service charge, minimum work out turn shall also be specified by the Director of Survey and Settlement. The hiring body may also to make payment on piece rate basis subject to the work out turn norms and minimum service charge fixed by the Director of Survey and Settlement.

6) Goods and Services Tax (GST) applicable for the service charge paid to the Licensed Surveyors has to be remitted by the hiring bodies. However Goods and Services Tax (GST) would not be applicable if the annual service charge to a licensed surveyor is below the exemption limit (currently Rs.40 lakhs).

7) The Government departments, Government undertakings, etc. may utilize the 'Licensed Surveyors' in their projects by stipulating their own conditions, if any, subject to the minimum service charge prescribed by the Director of Survey and Settlement.

8) Validity of license is fixed as 2 years (from the date of issue). The license renewal fee is fixed as Rs.1000/- (One thousand only).

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9) Apart from the above, when placing advertisement for the above licensing course, the following shall be incorporated in the advertisement:

(i) Applicants may note that 'Licensed Surveyor' qualification will not lead to any preference in Government employment.

(ii) There is no guarantee of employment or remuneration after obtaining 'Licensed Surveyor' qualification.

10) The procedure for involving 'Licensed Surveyors' in the work related to creation of sub divisions on Directorate of Town & Country Planning (DTCP)layouts and disposal of online Sub-Registrar Transfer of Registry (STR) applications are as follows:-

(i) Sufficient number of 'Licensed Surveyors', from the pool of resource to be created as suggested above, shall be engaged in the Taluk Offices where large number of Sub-Registrar Transfer of Registry (STR) applications are pending.

(ii) Separate online work-flow for this purpose will be created in the Web based Tamil Nilam Software through NIC.

(iii) After the approval of layouts, Directorate of Town & Country Planning (DTCP) will forward the applications received from layout owners with relevant records to the Taluk office concerned in online mode.

(iv) At the Taluk office, the Deputy Inspector of Survey will allocate the applications to the Licensed Surveyors to conduct field inspection and to prepare sub division records for the layouts.

(v) The sub division records submitted by Licensed Surveyors will be scrutinized by Senior Draftsman and Deputy Inspector of Survey and they will be forwarded to the concern Tahsildar for approval.

(vi) After the approval of Tahsildar, the records in Tamil Nilam as well as Collabland database will be updated.

(vii) A Minimum of 200 plots have to be subdivided every month by each Licensed Surveyor. Service Charge to be paid to the licensed surveyor shall be fixed as Rs.20,000/- per month. Lesser the sub-divisions done, proportionately lesser will be the Service Charge.

(viii) If the Licensed Surveyors are engaged in the work related to disposal of online Sub-Registrar Transfer of Registry (STR) applications, their

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minimum out-turn is fixed as 50 Sub-Registrar Transfer of Registry (STR) applications per month and their service charge per month is fixed as Rs.20,000/- per month.

11) If their performance is more than the fixed limit, incentive will be provided as prescribed from the time to time by the Director of Survey and Settlement

12) In case of unsatisfactory performance, the 'Licensed Surveyors' will be relieved immediately. In case of misconduct, necessary criminal action will be initiated against them and also the license will be cancelled without prior notice.

ATULYA MISRA,
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT.

// True Copy //

4/10/19
Section Officer
4/10/19

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