



**PURIFICATION OF LAND  
RECORDS/  
PREPARATION OF URBAN  
TOWN SURVEY-  
PROPERTY ASSESSMENT  
DATA BASE**

## In ULBs, two types of land records exists

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**A.** Agriculture land in peripheral area - predominantly agricultural activities, & some scattered structures may be there in land parcels.

Most importantly there is a revenue webland maintained by the revenue dept.

For the purification of land records of these areas, to follow the circular instructions/forms/formats etc issued by the revenue dept for the resurvey of agriculture land.

6 CCLA circular instructions issued by the revenue dept. to be followed for this POLR exercise.

**B.** ULBs characterised by high density of buildings/structures/vacant plots.,  
approx 30 lakhs structures and approx 7 lakhs vacant land parcels are in AP.

In this resurvey project, will resurvey all the survey numbers in urban areas and all approx 37 lakhs property assessments .

No data base which correlates survey numbers with approx 37 lakhs property assessments like Agricultural Webland .

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- ❑ Town survey register(TSR), resurvey register(RSR) etc in different ULBs exists as Revenue Records, also block maps, FMBs and similar records in some ULBs are maintained by Town surveyors/ Mandal Surveyors as custodians.
  - ❑ First task will be to keep ready all permanent above revenue records.
  - ❑ To prepare a data base correlating survey numbers with approx 37 lakhs property assessments in ULBs so as to deliver Hakku patram to each property owner which shall have the new survey numbers and property details of the property owners which is very important activity.
  - ❑ To give such a document after resurvey, we need to have a data base correlating survey numbers and existing property assessments.
  - ❑ To achieve this correlation, need to understand the available records/data etc.
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- ❑ 110 ULBs have cadastral maps , consisting the information like ULBs boundary, survey wards, existing survey numbers in the wards etc.
  - ❑ Also there is a mention of structures along with door numbers within a survey numbers.
  - ❑ Since these cadastral maps prepared in the year 2018, there may be many more structures/buildings which would have come up in last 4 years.
  - ❑ Another data base is the property tax assessment data base of approx 37 lakhs property assessments. Which gives the information like existing structures, name, Aadhar No., extent of area etc.
  - ❑ With this two sets of information need to correlate them in such a way that we get a base data of survey numbers and property assessments existing in those survey numbers.
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## CORRELATION ACHIEVED IN THE FOLLOWING STEPS

- a. ULB/survey ward wise cadastral map shall be printed and shall be given to survey team.  
This map will give the ward survey team a clear picture about ward boundaries.  
Survey numbers and door numbers in each survey number.
- b. Taking cadastral map into consideration, cadastral map information shall be conveyed in an excel format & called as called (**format -1**) to be prepared and all the vacant columns to be filled as desk work by the ward level team . Format-I for each ward & consolidated format shall be prepared for ULB and to be signed by Ward Team leader & ULB Commissioner.

### GIS Based Cadastral Maps information

ULB Name:

Sl. No.	Survey Ward No.	Block No.	Locality Name	Survey No's.	Extent	Classification	Door No's
1	2	3	4	5	6	7	8

- c. Another set of available data with ULBs are properly tax assessments of approx 37 lakhs properties.
- format 2 to be prepared , based on PT assessments ERP data base.
  - Ward wise format 2 shall be given to the ward survey team and corrections to be done based on Property Tax Assessment Register and also as per ground level data ward wise format shall be signed by the team leader of the ward team and a consolidated formats of format 2 shall be signed by ULB commissioners.

### Property tax assessment data base in ERP

ULB Name:

ULB Code:

Ward Secretariat Code:

Sl. No.	Revenue Ward No.	WS Code	Block No.	Locality	Assessment No.	Name of the Assessee	Property Type	Usage	Door No.	Mobile No.	Aadhaar No.	Site Area (Sq. Yards)	Plinth Area (Sq.Ft )
1	2	3	4	5	6	7	8	9	10	11	12	13	14

- Now the task is to correlate information's in format 1 (survey number/door number data) & format 2 (property tax assessments) to prepare a format 3
- Format 3 shall be prepared as desk work exercise by the ward teams duly taking in to the consideration the permanent revenue records, revised assessment register etc. cadastral maps also to be provided to the ward teams for their understandings of the location and number of structures in a particular survey numbers.
- Format 3 shall also consist of all the properties(structures/vacant), Govt lands, Govt buildings etc. Format 3 shall be signed by the ward team at the ward level and shall be consolidated at the ULB level to be signed by the municipal commissioners.

### Format-3

**NAME OF THE DISTRICT :**

**NAME OF THE**

**NP/MUNICIPALITY/CORPRATION :**

S. NO.	NAME OF THE ULB	GIS Cadastral Data						Assessment Register (ERP Data)								Remarks
		Survey WARD NO.	BLOCK NO.	Survey No.	Extent	Classification	Door No's	Property Type HT / VLT	Door No.	Assessment No.	Name of the Assesse	Extent of Building	Extent of Land	Mobile No.	AADHA R No.	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

## PURIFICATION OF FORMAT 3:

- Format 3 is a basic format consisting of correlation between survey numbers & existing properties.
- Format 3 is prepared in an office as a desk work exercise. It's prepared based on the in formations available in cadastral maps of the ULBs, TSR/RSR and other review records/maps (format 1) and property assessment data form ERP modules (format 2).
- There is no field visit involved in the preparation of the Format 3.
- Therefore, there may be many missing information's, incorrect or incomplete information's in format 3.
- Format 3 shall be further purified by the ward teams duly making the filed visits along with all the relevant records.
- During the filed visits ward team shall carry cadastral maps, TSR/RSR, FMBs, assessments register, Govt land records already prepared by then.
- Ward team shall confirm the survey number wise existing property assessments, Govt land survey numbers, any other unassessed properties.
- During this field visit exercise, ward team shall visit each and every street to identify any missing/incomplete information's.



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- As a result of format 3 purification exercise, purified data base in the FORMAT 4 to be prepared , which shall have the ward wise correlation between in survey numbers and existing properties.
  - Format 4 shall be done with sincerity by the ward teams under active supervision of the supervisory officers appointed for the ward.
  - This exercise shall be monitored by the town surveyors and mandal surveyors. WP&RSs and ward admin secretary shall lead the team while preparing for format-1, format-2, format-3 while doing desk works and format- 4 while doing field visits.
  - ULB wise a consolidated list of format-4 data shall be prepared in format-4 A and shall be signed by the respective ULB commissioners.
  - A complete and corrected format- 4 data at the ward level shall help immensely during Ground Truthing (GT) and Ground Validation (GV) exercises.
  - The format 4-A is the consolidated list of all the survey numbers in the ULBs and existing properties (structures/vacant land parcels).
  - At the end of this exercise, ULB will have total extent arrived in format 4 A based on the field visits duly capturing correct extents shall tally with the total extend as per TSR/RSR.
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# Hiring of Drone Services for Large scale Mapping in Urban Local Bodies

## Agency-Wise Allotment

Sl. No.	Name of the Region	Name of the Agency	No.of ULBS Covered	ULBs Covered
1	Vishakapatnam Region	M/s Geo Con Surveys, Vishakapatanam & JV with Redbay Technology Pvt. Ltd., Hyderabad	14	Narsipatnam, Palakonda, Parvathipuram, Salur, Amadalavalasa, Ichchapuram, Palasa, Srikakulam, Bheemunipatnam, Yelamanchili, Rajam, Bobbili, Vizianagaram, Nellimarla.
2	Rajamahendravaram Region	M/s SAAR IT Resources Pvt. Ltd, Mumbai	33	Rajamahendravaram, Kovvur, Nidadavole, Eluru, Jangareddigudem, Chintalapudi, Nuzividu, Kakinada, Peddapuram, Pithapuram, Samalkota, Tuni, Gollaprolu, Yeleswaram, Amalapuram, Mandapeta, Ramachandrapuram, Mummidivaram, Gudivada, Machilipatnam, Pedana, Vuyyuru, YSR Tadigadapa, Jaggaiahpetta, Vijayawada, Nandigama, Tiruvuru, Kondapalli, Bhimavaram, Narasapuram, Palacole, Tanuku, Akividu.
3	Guntur Region	M/s Brane Services Pvt. Ltd., Hyderabad	33	Bapatla, Repalle, Chirala, Addanki, Guntur, Mangalagiri Tadepalli, Ponnur, Tenali, Ongole, Chilakaluripet, Macherla, Narasaraopet, Sattenapalli, Vinukonda, Piduguralla, Dachehalli, Gurajala, Markapuram, Giddalur, Chimakurthy, Kanigiri, Darsi, Podili, Kandukur, Kavali, Nellore, Atmakur, Buchireddipalem, Allur, , Gudur, Venkatagiri, Sullurpetta, Naidupet,.
4	Ananthapur Region	M/s Aero Dyne Ventures Pvt Ltd., New Delhi	42	Anantapur, Guntakal, Rayadurg, Tadipatri, Gooty, Kalyanadurg, Atmakur, Madanapalle, Beerongi Kothakota, Rajampeta, Rayachoti, Chittoor, Punganuru, Palamaner, Nagari, Kuppam, Adoni, Kurnool, Yemmiganur, Gudur, Nandyal, Dhone, Nandikotkur, Allagadda, Bethamcherla, Dharmavaram, Hindupur, Kadiri, Madakasira, Purrparthy, Penukonda, Srikalahasti, Tirupati, Puttur, Kadapa, Proddutur, Pulivendula, Badvel, Jammalamadugu, Mydukur, Yerraguntla, Kamalapuram.

# CCLA Circular Instruction on POLR

Circular No	Objective of the Circular	Description of Activity
Circular I	This circular is mandated to compare manual RSR with Webland RSR of the designated village	<p>PI check overall to see that manual RSR and Webland RSR are same.</p> <p>In case there is change please verify Col no 06 to ascertain whether the reasons assigned for rectification of record is correct or not</p>
Circular II	To compare Survey No., Sub Divn No. & Total extent of Web land RSR with Webland Adangal	<p>To ascertain reasons for the mismatch in Col no 6</p> <p>To check correlation statement for correctness</p>
Circular III	To compare the Nature and Classification of the Survey No. of Webland RSR with Webland Adangal	<p>(1) Very important proforma as any mischievous act of changing Government land to patta can be plugged and hence careful verification of data is required</p> <p>(2) To verify each and every Survey Number where changes have taken place and satisfy with the change duly verifying the connected document viz., in case of alienation/assignment relevant Govt Orders, in case of sale/auction relevant conveyance deed, in case patta land acquired for Govt purpose, relevant award copy etc</p> <p>3) In case of mismatch of nature or classification of a Survey No, the remarks in Col no 8 should be examined</p>

Circular No	Objective of the Circular	Description of Activity
Circular IV	To create village master data base linked to Khata no, the updating of mobile number and Photograph of the.	(1) Col no 06 i.e., Aadhar number is invariably mentioned and in every case; the name as in the Aadhar card should tally with that of Col no 2 and 7 (2)verify the remarks Col no 11 and sort out the issue suggesting suitable corrections
Circular V	to update the Pattadar details and to identify the lands where mutations are required to the lands acquired through gift, sadabaina ma etc.,.	<ul style="list-style-type: none"> <li>• Proforma VB is most important that has details of the Government lands</li> <li>• Col no 7 is to be verified whether the Khata number is as per the existing guidelines</li> <li>• Verify whether the name of a private person as appearing in Col no 8 and 9 is supported by documentary evidence</li> </ul>
Circular VI	Quality checking	The quality check at this stage has been envisioned so as to ensure that the purified data is handed over to Resurvey team. Therefore, the concerned authorities to work diligently.

*Thank  
you!*

