



Government of Odisha
ST & SC Development Department

Comprehensive Programme on Land Rights to Tribals

using Community Resource Persons/Bhumi Sanjojaks
in the Tribal Sub-plan (TSP) blocks of Odisha – 2012-2017

Standard Operating Procedure



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Comprehensive Programme on Land Rights to Tribals

**using Community Resource Persons/Bhumi Sanjojaks
in the Tribal Sub-plan (TSP) blocks of Odisha – 2012-2017**

Standard Operating Procedure

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Comprehensive Programme on Land Rights to Tribals in Tribal Sub-Plan Blocks using CRPs/Bhumisanjojaks

Standard Operating Procedure

1. Background:

Since independence, Government of Odisha has made several efforts to ensure land to the landless through promulgating a number of pro-poor policies and programmes. However, land allocation through formalisation of occupation of government land by the landless families in the scheduled areas has remained a major area of concern for the state government. In order to address this challenge, Odisha Tribal Empowerment and Livelihoods Programme (OTELP) with support from Landesa (Rural Development Institute) implemented a land allocation programme in its 1042 project villages in the districts of Koraput, Kondhamal, Kalahandi, Gajapati, Rayagada, Malkangiri and Nabarangpur in 2011.

The key component of the land allocation programme was to create additional capacity at the village level in the form of literate and trained village youth, known as Community Resource Person or Bhumisanjojaks, to support field level revenue officials in accurately enumerating the extent of landlessness through undertaking a household survey exercise. The programme engaged around 550 CRPs who were provided training in two phases and within a span of six months identified close to 30,000 landless and homesteadless households in these villages. These identified households are now getting titles to both homestead and farm land in the OTELP project villages. While identifying landless and homesteadless households, the programme used definitions provided in state revenue laws.

Considering the potentials of the CRPs/Bhumisanjojaks in accurately identifying landless households in a cost effective and time bound manner, Government of Odisha has decided to use CRPs/Bhumisanjojaks to support revenue officials for land allocation in all the villages in 118 tribal sub-plan (TSP) blocks of 12 districts. All the villages shall be covered under three overlapping phases and shall be completed within 5 years to coincide with the 12th Five year plan.



	Year	Districts	Blocks	Villages	Notes
Phase I	2012-14	07	30	6,094	Saturation of all villages in OTELP blocks
Phase II	2013-15	07	31	3970	Saturation of all villages in non-OTELP blocks in OTELP districts
Phase III	2014-16	05	57	7910	TSP blocks in Mayurbhanj, Keonjhar, Sambalpur, Sundergarh and Balasore
Total		12	118	17974	(Excluding the current OTELP project villages)

1.1 Programme Objectives

- To ensure 'land to landless' in all the villages of the 118 tribal sub-plan blocks.
- To develop land based food security action plan through convergence of government schemes and programmes.

1.2 Programme guidelines

- Formalisation of rights over land for households possessing government land both for homestead and agriculture.
- Households, as far as possible, shall be settled on their current house and cultivation sites.
- Programme shall use CRPs/Bhumisanjojaks to provide additional capacity to local revenue officials for accurate enumeration of homesteadlessness and landlessness.
- Local Revenue Inspector to play a key role in the selection of the CRPs/ Bhumisanjojaks through a consultative and transparent process with support from the community and partner NGOs.
- For the implementation of the programme, a landless or homesteadless shall be identified as per definitions provided in the Odisha Government Land Settlement Act, 1962 and Odisha Prevention of Land Encroachment Act, 1972.



1.3.1 Programme structure and management

ST & SC Development Department of Government of Odisha shall be the nodal department for programme intervention; while OTELP shall anchor the programme in collaboration and technical assistance from Landesa (RDI).

The Revenue Department shall be the key implementing partner, while other line departments like Panchayati Raj and Agriculture shall provide necessary implementation support for land development and convergence of government programmes and schemes to augment local livelihoods.

The Integrated Tribal Development Agency (ITDA) shall be the fulcrum of the programme who shall facilitate intervention at the district level with a Program Coordinator (PC) who shall be recruited for overall coordination and implementation of the programme.

Block level facilitation shall be done through local facilitating NGOs who are already partnering with OTELP. OTELP shall enter into an agreement with these NGOs for a period of two years to complete the land allocation work in their respective blocks. Necessary financial support shall be provided to the FNGOs from OTELP to undertake the programme.

The district revenue administration shall ensure the support of the revenue officials at different levels to work closely with respective ITDAs, FNGOs, Landesa (RDI) and also with the CRPs/Bhumisanjojaks during the process of identification and settlement. The district administration has a crucial role in ensuring that the programme is implemented within the designated time. The primary responsibility of district administration shall be planning, monitoring and review support, and accordingly provide necessary and regular instructions to tahsils for effective implementation of the programme.

2. Land allocation process

2.1. Programme launching at the district level:

In each of the TSP district, the programme shall be launched with a district level start up workshop under the chairpersonship of the Collector and District Magistrate



participated by revenue officials, ITDA, OTELP, Landesa (RDI), FNGOs and other government officials as suggested.

The workshop while introducing the programme shall discuss the modalities of the programme, role of various partners including revenue officials, ITDA/OTELP, FNGO, Landesa (RDI) and CRPs/Bhumisanjojaks in operationalizing the programme.

The Project Administrator, ITDA with support from other partners shall coordinate and be responsible for the launch of the programme at the district level.

Expected outputs of the district start-up workshop are:

- Common understanding on the programme and its functioning developed.
- Nodal officer for programme implementation designated.
- Programme implementation plan developed that would include details around orientation of all key players at the district level including ITDA/OTELP staffs, Programme Coordinator, FNGO staffs and other government officials, and also modalities of the programme initiation at the tahsil level.

2.2. Orientation of Programme Staff (PC, FNGO Representative, Field Associate, MIS Executive)

The district level launch shall be followed by (preferably within a week) an orientation programme for all partners engaged in the land allocation programme who shall undergo an intensive training on the following;

- steps of land allocation,
- programme monitoring and review,
- overall programme implementation
- roles and responsibilities of each partner,
- use of various formats and data management

The training shall be conducted under the chairmanship of PA, ITDA and facilitated by Landesa (RDI).



2.3. Programme initiation meeting at tahsil level:

A programme initiation meeting preferably within a week after the completion of the above mentioned orientation programme shall be organised by PC, ITDA at each TSP tahsil level to develop an action plan to initiate tahsil level implementation under the supervision of the Sub-Collector. The PA, ITDA to ensure that the concerned Sub-Collector(s) receives necessary instructions about his/her role from the Collector beforehand.

The participants of this meeting shall be concerned Tahasildar and Revenue Inspectors, Programme Coordinator, Field Associates of the FNGO, representative from Landesa (RDI) and others as suggested.

This planning meeting with above partners shall be highly essential to discuss details of land allocation activities, respective roles, process, timeline, etc. Expected outputs of the planning meeting shall be;

- Selection of CRPs/Bhumisanjojaks, Training (Phase-I&II) of CRP/ Bhumisanjojaks and concerned RIs on data collection, identification of homestead and land less households with timeline and responsibility.
- Discussions and decisions on the type and extent of support required such as engagement of retired revenue officials.
- Use of various forms and formats

Tahasildar shall submit the minutes of meeting and action plan to the Collector & DM, District Nodal Officer (Sub-Collector) and PA (ITDA) for information and required support.

2.4. Selection of CRPs/Bhumisanjojaks:

2.4.1: Who is a CRP/Bhumisanjojak?

A CRP/Bhumisanjojak is a local literate youth who provides additional capacity to the field level revenue officials by undertaking a household survey as per prescribed formats to accurately enumerate the number of landless families in the village. CRPs/ Bhumisanjojaks being local youths with better understanding of the community dynamics, especially the poor and the landless, are most likely to gather accurate information on household land holding status and support revenue officials.



2.4.2: Selection of CRPs/Bhumisanjojaks

The CRP/Bhumisanjojak shall be selected in a joint meeting between the community and the concerned Revenue Inspector that shall be duly ratified in the village meeting.

The process shall start with the local Revenue Inspector explaining the community regarding the need of a CRP/Bhumisanjojak and his/her roles and responsibilities, and the criteria for their selection. The task of the Revenue Inspector becomes relatively easy in villages, where there is unanimous choice regarding the selection of the CRP/Bhumisanjojak.

The CRPs/Bhumisanjojaks are not recruited by the Government rather selected by the community in consultation with concerned RI for a temporary period against a modest honorarium that they shall receive from the FNGOs as per specific deliverables.

2.5. Orientation of RI and CRPs/Bhumisanjojaks (phase I)

The RI along with CRP/Bhumisanjojaks shall be oriented on the on the collection of household information and land holding details, enumeration process and identification of landless households.

The two-day residential programme is designed where CRPs/Bhumisanjojaks shall closely interact with the Revenue Inspectors who shall guide them at each and every step of the land allocation process.

The orientation is designed to impart basic understanding on steps of land allocation, collection of household information and land holding details. During the training, the role of CRP/Bhumisanjojak shall be discussed in detail along with details of operation and Revenue Inspector's support and facilitation.

On the second day, CRPs/Bhumisanjojaks shall get a practical orientation on collection of household information and land holding details.

2.6. Data collection

During the process of data collection, the Revenue Inspector and CRP/Bhumisanjojak shall work jointly to accomplish the task assigned. The CRP shall undertake the following tasks during the identification process;

- Collect household list from Anganwadi Centre in a prescribed format



and shall validate it in a village meeting for preparing the final list of households of the concerned village.

- Collect land holding details of the village available in the office of the Revenue Inspector in the specified formats such as Rayati land and Government land and list of households covered under Government land distribution programmes (homestead and farmland) including the Vasundhara scheme; shall also collect list of households who have received land titles under Forest Rights Act.

2.7. Training (Phase-II) of CRPs on identification of homesteadless and landless

The phase II training shall be conducted for the CRPs/Bhumisanjojaks soon after they have collected household information and land database of the assigned villages. In this training, the CRPs/Bhumisanjojaks shall be oriented on the preparation of genealogy (family tree) to ascertain share of inherited land and methods to cross-check the land information in order to identify the landless and homesteadless households.

2.8. Triangulation (cross matching) - identification of landless

After collection of household information and land holding details, the CRP/Bhumi Sanjolak prepares genealogy of the record holders. The family land holding share is then recorded in a prescribed format against each household finalised in the village meeting to identify the homesteadless and land less households in the village. This list is shared with Tahasildar for validation and physical verification.

2.9. Planning meeting at tahasil level for field verification

On submission of the homesteadless and landless list by the Revenue Inspector, the respective Tahasildars shall hold a one day planning meeting for completion of field verification of identified homesteadless and landless households. This meeting shall be participated by the concerned Revenue Inspectors, Supervisors, Amins, Retd. Revenue officials, Field Associates (FNGO), Programme Coordinator and CRPs.

The expected output shall be;

- Village and date wise joint action plan



- Responsibilities of each stakeholders for conducting field verification
- Monitoring and review of the progress
- Support required

2.10. Field verification:

Field verification is one of the key steps of the land settlement process. Before initiating the process of settlement, land that is proposed to be settled in favour of the landless household, shall be physically verified by the field level Revenue officials through a review of land records and detailed survey to ascertain the kissam of land, extent of area under possession and chauhadi and so on. Depending on the type of land under possession, appropriate settlement process shall be initiated and case record shall be prepared by the RI and submitted to the Tahsildar.

For completion of this task in time, the CRPs/Bhumisanjojaks shall coordinate and follow up with the concerned Revenue Inspector as per the earlier joint plan developed for carrying out verifications of the villages assigned to him/her. The Field Associate will co-ordinate with RI and Tahsildar for completion of the field verification. The Program Coordinator, ITDA shall provide necessary support as required.

On completion of the verification of the village, preferably within a week, the concerned RI shall submit the proposal to the tahsildar for settlement of land or reports back to him/her on cases of rejections. At the same time, the Field Associate shall collect all the required information about the status of land possessed or to be settled in a prescribed format with the support from CRPs/Bhumisanjojaks and submit it to PA-ITDA for updation and follow up at the ITDA level.

The CRPs/Bhumi Sanjojaks shall assist the Revenue officials during field verification for ensuring the presence of community, measurement of plots, filling up of forms and formats, etc.

2.11. Camp Court and grant of patta

After completion of field verification and on submission of the proposal to Tahsildar by Revenue Inspectors, a tahsil level planning meeting for initiation and completion of Camp Courts shall be organised with the facilitation and coordination of PC-ITDA under the guidance of tahsildar.



In this planning meeting like the field verification meeting at tahsil level, a joint action plan shall be developed for completion of Camp Courts for all the operational villages. Then, the Tahsildar shall issue a show cause notice to the concerned household occupying government land for appearing on the day of Camp Court. This show cause notice is served to the individual households at least a week before the date of Camp Court.

The FA with the support from PC-ITDA shall coordinate to ensure that the show cause notices are timely issued (individual notices) and have reached the individual homestead and landless households with support from the concerned CRPs/Bhumisanjojaks. Then the CRPs/Bhumisanjojaks shall ensure the presence of community and the concerned households on the day of the Camp Court.

In the camp court, the Tahsildar shall examine the legitimacy of such occupation for settlement. Tahsildar then shall issue a General Notice to the village community and Gram Panchayat inviting objections over the land proposed to be settled in favour of the homesteadless and landless households within a period of 15 days from the day of commencement of notice.

3. Programme management and operational structure

3.1 Management and operations at the state level

- Monthly planning and review meetings shall be organized at the ST&SC development department with OTELP and Landesa (RDI).
- All recruitments and logistics management shall be managed by PSU, OTELP.
- Issue necessary instructions and guidelines periodically for program implementation.
- Manage and disseminate necessary information across government and public periodically.

3.2 Management and operations at the district level

- At the ITDA level, the programme shall be managed by the PA, ITDA for their respective jurisdiction in the district.



- In each of the ITDA, one Program Coordinator shall be recruited who shall be in charge of the programme implementation at the ITDA level. S/he shall work in collaboration with OTELP, Landesa (RDI) and FNGO and shall report to the PA, ITDA.
- The PA-ITDA shall co-ordinate with the Sub-Collector (designated nodal officer) for overall management of the land allocation programme in the district and issue of necessary instructions and communications to the Tahsildars for implementation of the programme.
- Each ITDA shall recruit one retired revenue official (as per government rules) for each tahsil to support in field verification, case record preparation, etc.

3.3 Management of operations at block/tahsil level

- In each block a facilitating FNGO shall be engaged by PSU, OTELP for a maximum period of two years for overall facilitation and hand holding support and regular follow-up of CRPs/Bhumi Sanjojak.
- The FNGOs shall engage two Field Associates in each block to co-ordinate and organize the work of CRPs/Bhumi Sanjojaks including arranging for training and capacity building at the block level.
- Respective Tahsildars and RI shall jointly plan with the Field Associates, Retd. Revenue Official for timely completion of the land allocation activities.
- The Field Associates shall co-ordinate with local revenue officials for necessary support in the land allocation programme and ensure timely collection of village wise RoR data, completion of field verification, organizing camp court, etc. leading to the grant of patta for the landless households.

3.4 Monitoring and review at different levels:

a. Review of CRPs by FNGO and RI

- Field Associates shall review the tasks of the CRP/Bhumi Sanjojak on a weekly basis along with the concerned RI and provide necessary support and guidance for completion of the assigned tasks



b. Review of land allocation programme by Tahsildar, PA-ITDA, Sub-Collector and District Collector:

- The land allocation programme shall be reviewed on fortnightly basis by the PA-ITDA in which the participants shall be Programme Coordinator, Field Associates and FNGO representatives. In the meeting they take stock of progress to sort out issues and plan for the next fortnight. The decisions shall be recorded and circulated among FNGOs by the PC.
- Tahsildar shall review the land allocation programme on a monthly basis and submit report to Sub-Collector. Tahsildar shall review the work progress against the plan and accordingly instruct the respective RIs for further course of action. The PC shall coordinate with respective Tahsildar for such meeting and shall ensure the minutes are circulated among the participants including Sub-Collector and PA-ITDA.
- Sub-Collector shall review the programme on a monthly basis.
- The land allocation programme shall be discussed and reviewed in the Monthly District Revenue Meeting under chairmanship of District Collector.
- The programme shall be periodically reviewed at the state level in the State Level Planning and Monitoring Committee and Project Steering Committee meetings.

4. Roles and Responsibility

4.1 ST&SC Development department:

- Provide overall guidance and necessary instructions to RDC and District Collectors for operationalising land allocation programme.
- Undertake joint (District Collectors, OTELP & Landesa-RDI) review of the program on periodic basis for tracking of progress and feedback.
- Take up relevant policy issues with other Government Departments for facilitating land allocation and post-allocation interventions



4.2 Project Support Unit (at OTELP)

- Co-ordinate with District Administration and PA(ITDA) in project districts for expediting land allocation programme
- Issue of necessary instructions and communications to District Collectors, PA-ITDA and FNGOs for facilitating the land allocation programme
- Undertake monthly review of the land allocation programme by review of progress reports submitted by PA-ITDAs
- Responsible for engagement of FNGOs for block level co-ordination, Programme Co-ordinators for each ITDA and instructions to ITDAs for engagement of Retired Revenue Officials at Tahsil level.
- Responsible for data collection, compilation and management through creating a centralized MIS system.

4.3 PA, ITDA:

- Responsible for overall co-ordination and supervision of the land allocation programme in the district
- Shall coordinate with district administration and Tahsils for smooth implementation of land allocation activities including capacity building of programme staff engaged in the land allocation programme.
- Undertake periodic and time-to-time review of the program at ITDA level and facilitate the review of programme by Sub-Collector
- Issue necessary instructions/communications to Programme Coordinator, respective Tahsildars and FNGOs for implementation of land allocation program. Guide and support Programme Coordinator on a day to day basis for implementation of the program.
- Responsible for engagement of Retd. Revenue Officials, Data Entry Operator, MIS Executive, etc. as and when required

4.4 Programme Co-ordinator:

- Responsible for overall co-ordination and implementation of the



programme in the district.

- Shall co-ordinate with Tahsildars, RIs and FNGOs to ensure tahsil level planning and implementation of the land allocation programme.
- Shall co-ordinate with FNGO, Tahsildar and RI for conducting block level training of CRPs in different phases.
- Co-ordinate with District Collector, Sub-Collector, PA-ITDA, Tahsildars and FNGOs for periodic review of the programme and ensure that the minutes of the meeting are circulated.
- Submission of periodic reports to PA-ITDA, District Administration and Project Support Unit on the progress of land allocation programme.

4.5 Field Associate/FNGO :

- Field Associate is responsible for implementation of land allocation activities in the assigned area and works under the guidance of Programme Coordinator
- Responsible for providing guidance and handholding support to CRPs/ Bhumisanjojaks engaged for land allocation activities and weekly review of their work and timely payment to the CRPs/Bhumisanjojaks based on the tasks completed
- Shall coordinate and follow-up with respective RI to provide necessary support for completion of the planned activities such as data collection, field verification and camp court.
- Submission of progress reports to Programme Coordinator on a monthly basis.

4.6 Landesa (RDI):

- Responsible for providing technical support in carrying out land allocation activities at both state and district.
- Responsible for programme design, developing capacity building plan and programme implementation plan.



- Liaison, coordination and facilitation in organising various workshops, training and meetings.
- Appraise PA, ITDA, PSU and District Administration on relevant issues for expediting the land allocation programme.
- Support the programme through developing specific communication design from time to time.

5. Management Information System (MIS)

In the land allocation programme, information is generated corresponding to the major milestones. Dataflow and management system has to function accordingly for smooth follow of information as per the following milestones:

- **Identification of homesteadless and landless** - Identification of homesteadless and landless households in project villages by cross verification of available information.
- **Field Verification** – verification of Kissamand extent of land under occupation and availability of Govt. land in the project villages
- **Camp Court** – assessment by Tahsildar regarding validity of claim and initiation of settlement process
- **Patta Distribution** – distribution of land title to eligible households

On completion of each milestone data is collected, validated and compiled for analysis and reporting. At each step the land information that is collected from project villages is updated into the village land database for further linking with the web enabled MIS.

Initiation and collection of Information: On completion of each milestone (Identification, Field Verification, Camp Court, Patta Distribution) in a village, the CRP/BhumiSanjojak shall prepare the report in a predesigned format with support from the Revenue Inspector and Field Associate (FA).

Cross checking and Validation of data: On submission of the report by the CRP/Bhumi Sanjojak, the FA shall verify and cross check the information and initiates data entry process at FNGO level under the support and guidance of designated MIS Executive at ITDA level.



Data entry and digitization: FNGO shall engage a data entry operator on temporary basis for data entry at block level. The data entry operator shall be guided by the designated MIS Executive during data entry. PC shall co-ordinate with MIS Executive and FNGO for completion of data entry as per timeframe. For data entry at Block/Tahsil level a data entry operator is appointed on contract basis by ITDA.

Compilation, analysis and reporting: PC shall coordinate and follow up with MIS Executive on regular basis to ensure that the village level data for each milestone is collected within the specified timeframe. On receipt of soft data from MIS Executive, PC shall cross check, compile and reviews the updated data for final updating with web-enabled MIS.

6. Important Circulars and Communications:

6.1. Secretary, ST & SC Development Department

- Communication to RDC, District collectors on launching of land allocation programme in TSP blocks and regular review and timely completion of the programme
- Communication to PA (ITDA) as nodal officer for land allocation

6.2. PSU, OTELP

- Communication to PA (ITDA) for operationalising land allocation programme, engagement of FNGOs and budget allocations for the programme
- Instruction to PA (ITDA) for timely submission of progress reports and MIS reports
- Communication to PA (ITDA) for engagement of Retired Revenue Officials



6.3. District Collector

- Sub-Collector as District Nodal Officer for the land allocation programme
- Instruction to Tahsildars to expedite processes in the land allocation programme

6.4. PA, ITDA

- Letters to Tahsildars informing village wise details and list of identified homesteadless/landless
- Intimation to respective Tahsildars for conducting Field Verification, Camp Court and patta distribution

Glossary

Ac	: Acre
ADM	: Additional District Magistrate
Agril.	: Agriculture
AWC	: Anganwadi Centre
BPL	: Below Poverty Line
CRP	: Community Resource Person
DEO	: Data Entry Operator
DM	: District Magistrate
FA	: Field Associate
FNGO	: Facilitating Non-Government Organization
FRA	: Forest Rights Act
GP	: Gram Panchayat
HH	: Household
Hr.	: Hectare
HS	: Homestead less
IAY	: Indira Awas Yojana
ITDA	: Integrated Tribal Development Agency
LL	: Landless
MIS	: Management and Information System
MK	: Mo Kudia
NGO	: Non-Government Organization
OBC	: Other Backward Class
OGLS Act	: Odisha Government Land Settlement Act
OPLE Act	: Odisha Prevention of Land Encroachment Act
OTELP	: Odisha Tribal Empowerment and Livelihoods Programme
PA	: Project Administrator



PC	: Programme Coordinator
PO (CB)	: Programme Officer (Capacity Building)
PO (PME)	: Program Officer (Planning, Monitoring and Evaluation)
PMU	: Project Management Unit
PSU	: Programme Support Unit
RDI	: Rural Development Institute/Landesa
RI	: Revenue Inspector
RoR	: Record of Rights
RRO	: Retired Revenue Official
SC	: Scheduled Caste
SDLC	: Sub Divisional Level Committee
SMS	: Subject Matter Specialist
ST	: Scheduled Tribe
TSP	: Tribal Sub-Plan



Annexure

Government Order



GOVERNMENT OF ODISHA
ST & SC DEVELOPMENT DEPARTMENT

No. 34158 /SSD, Dated Bhubaneswar the, 26th November, 2012
TD-I-TSP-4/12

From
Sri Santosh Sarangi, IAS
Commissioner-cum- Secretary to Govt.

To
The Collector & District Magistrate,
Koraput, Malkangiri, Nabrangpur,
Rayagada, Gajapati, Kandhamal & Kalahandi

Sub: Comprehensive Land Allocation Programme in the TSP Blocks of Odisha.

Sir,


I am directed to invite a reference to the subject cited above and inform you that, it has been decided to take up this comprehensive programme in seven districts where OTELP is under implementation and to cover 6094 villages in 30 Blocks. A detailed Resolution in this regard has been issued vide this Department Letter No. 27363/SSD dtd. 01.10.2012.

I am enclosing herewith a copy of the Action Plan detailing the list of activities to be taken up for the year 2012-13 along with a standard operating procedure which provides for selection of Bhumisanjojaks, orientation of Revenue field officials, data collection and validation process. This also covers programme management and operational structure, monitoring and evaluation as well as roles and responsibilities of different functionaries.

The process for engagement of a Programme Co-ordinator in 8 ITDAs along with communication regarding facilitating NGOs will be taken up by State Office of OTELP.


I would request you to orient your PA, ITDAs, Sub-Collectors and Tahsildars on the programme components for ensuring the smooth implementation of the programme.

Yours faithfully


Commissioner-cum-Secretary to Govt.
ST & SC Development Department

Memo No. 34159 /CSSD.Dt. 16th November, 2012

Copy to PD, OTELP with reference to his UOI No. 17 dtd. 07.11.2012 for information.


Commissioner-cum-Secretary to Govt.
ST & SC Development Department

TSP Resolution



Government of Odisha ST & SC Development Department

No. 27363 /SSD Dt., Bhubaneswar, the 01-10-2012
TD-1-TSP-04/2012

RESOLUTION

Sub: Comprehensive Programme on Land Rights to Tribals using Community Resource Persons/Bhumi Sanjojaks in the Tribal Sub-Plan(TSP) blocks of Odisha – 2012-2017.

Recognition of tenurial rights of the Tribals has been a priority area of concern for the State Government. Though, with successful implementation of Scheduled Tribes and Other Forest Dwellers (Recognition of Forest Right) Act, 2006 in the State, the Tribals occupying the forest land have been provided with land rights, there are still many deserving cases of landlessness among the Tribals, particularly in TSP (Tribal Sub-Plan) areas, which needs to be addressed urgently. There is thus a need to evolve a proper strategy for identifying such landless ST families in TSP blocks and to provide leasable land in their favour in a time bound manner.

2 Keeping this in mind, Odisha Tribal Empowerment and Livelihood Programme (OTELP) has initiated the process to provide Land to Landless within its project area in select TSP Blocks of seven districts i.e. Koraput, Kandhamal, Kalahandi, Gajapati, Rayagada, Malkanagiri and Nawarangpur covering 1042 villages. This programme is being implemented in collaboration with Rural Development Institute (RDI), an international NGO working towards securing tenurial rights; and duly supported by a literate and trained village youth, known as Community Resource Person (CRP) or Bhumi Sanjojak.

3 After careful consideration and looking at the potential of the programme, Government have been pleased to extend the land allocation programme to additional 17974 villages in all the 118 TSP blocks of 12 districts of the state, using CRPs/Bhumi Sanjojaks. The villages shall be covered under three overlapping phases and shall be covered within next 5 years. The 1st phase from 2012 and end by 2013, shall cover 6,094 villages in addition to 1042 villages already taken up under OTELP, the 2nd phase will be from 2014 to 2015, to cover 3970 villages, and the 3rd phase covering 7910 villages shall start in 2016 and end by 2017. The first two phases with 61 TSP blocks, shall saturate the current 7 OTELP project districts and the third phase shall be implemented in all 57 TSP blocks of 5 non-OTELP districts, viz Mayurbhanj, Keonjhar, Sambalpur, Balasore and Sundergarh.

4. Government have accordingly formulated the modalities and further resolved that:

- I. For the implementation of the programme, a landless or homestead less shall be identified as per definitions provided in the Odisha Government Land Settlement Act, 1962 and Odisha Prevention of Land Encroachment Act, 1972.
- II. The programme will be implemented by Project Administrator (PA), ITDAs with the support of Facilitating Non Govt. Organization (FNGO) at the district/ ITDA level.
- III. FNGOs shall be responsible for overall facilitation and handholding support in implementation of the project.



- IV. A CRP/Bhumi Sanjojak has to be a local literate boy or girl who shall be engaged by the facilitating NGO (FNGO), with the primary deliverable of identifying accurate landless figures to the Revenue Inspector to initiate settlement process.
 - V. Each CRP/ Bhumi Sanjojak shall be engaged to support the process in 3 to 4 villages.
 - VI. The CRP/Bhumi Sanjojak shall be trained by the FNGO on the Job facilitation for the identification of homestead less/ landless and the settlement process. The training will enable the CRP regarding basic understanding of the Revenue map/ Records and sufficient skills for identification of leasable land.
 - VII. CRP/Bhumi Sanjojak shall work in close coordination and under the guidance of the Revenue Inspector and will help in community mobilisation, training etc.
 - VIII. The CRP/Bhumi Sanjojak shall undertake the household survey and necessary data collection to identify landlessness and then submit the list to the tahsil.
 - IX. Post Land allocation, the CRPs/Bhumi Sanjojaks shall work with line departments and extension services for livelihoods convergence including homestead development and housing support to beneficiaries.
 - X. The District Administration shall be the key implementer of the land allocation programme who would be responsible for planning, monitoring and review of the programme on a monthly basis and issue necessary instructions as and when required.
 - XI. The role and responsibilities of the facilitating NGOs will be clearly set out in the MoU to be signed with them. Lump sum payment shall be made to the FNGO for performing and delivering the task assigned under the MOU.
 - XII. Engagement of facilitating NGOs shall be for two years and their deliverables shall be clearly verified and measured and payment would be linked to the performance of deliverables.
 - XIII. OTELP and RDI (Rural Development Institute) shall provide technical assistance, capacity building and facilitation support to the programme at the state and district/TTDA level.
- 5 This has been concurred in by Revenue and Disaster Management Department in their UOR No. 30/ CSR&DM dated 1-02-2012, Planning and Coordination Department in their UOR No. 48/P-II dated 22-05-2012 and by Finance Department in their UOR No. 3957/ PSF dated 09-07-2012.
 - 6 This shall come into force from the date of issue of the Resolution.

ORDER: Ordered that the resolution be published in the next extra ordinary issue of Odisha Gazette for general information and that copies of the same be forwarded to all departments of Government/ All heads of Departments/ All collectors/ Director, Ministry of Tribal Affairs, Government of India, New Delhi for information.

By order of the Governor



(Santosh Sarangi)

Commissioner-cum-Secretary to Govt.



Memo No. 27364 /SSD Dt 01-10-2012

Copy forwarded to Commissioner-cum-Director, Printing, Stationary & Publication, Odisha, Madhupatna, Cuttack for information and necessary action with the request to publish the resolution in the next extra ordinary issue of Odisha Gazette and supply 100 printed copies to ST & SC Development


Deputy Secretary to Govt.

Memo No. 27365 /SSD Dt 01-10-2012

Copy forwarded to Planning and Coordination Department/ Finance Department/Revenue and Disaster Management Department for information and necessary action.


Deputy Secretary to Govt.


Memo No. 27366 /SSD Dt 01-10-2012

Copy forwarded to all Department/all Heads of Department/all Collectors for information and necessary action .


Deputy Secretary to Govt.

Memo No. 27367 /SSD Dt 01-10-2012

Copy forwarded to PS to Commissioner cum Secretary to Govt. ST&SC Development Department/ PS to Director (ST&SC)-cum-Special Secretary to Govt. ST&SC Development Department for information of Commissioner cum Secretary to Govt. ST&SC Development Department/ Director (ST&SC)-cum-Special Secretary to Govt. ST&SC Development Department.


Deputy Secretary to Govt.

Memo No. 27368 /SSD Dt 01-10-2012

Copy forwarded to P.D.,OTELP/all PA. ITDAs for information and necessary action.


Deputy Secretary to Govt.



Government of Odisha
ST & SC Development Department



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