

**OFFICE OF THE COMPETENT AUTHORITY (ASSAM)
NORTH EAST GAS GRID (NEGG) PROJECT,
7th FLOOR, NRL CENTRE, 122A, G.S. ROAD, CHRISTIAN BASTI,
GUWAHATI ASSAM-781 005**

**Detailed SOP for people involved in Panchnama in Cachar &
Karimganj District for Silchar-Panisagar & Silchar CGD Section**

**A. PANCHNAMA (FIELD VERIFICATION) – vide Rule 4A (20) of Rules 1963 under
Petroleum & Minerals Pipeline (Acquisition of Right of User over Land Act 1962**

During the Panchnama, not only the damages incurred within the land falling under the Right of Way (RoW), the details of the actual possessor/s of the land under RoW, *i.e.* from amongst the recorded pattadars/ Provisional Mutation Certificate (PMC)-holders of the *dags* falling in the RoW, have to be verified and recorded.

The following people need to be present during the Panchnama, and their signatures are *invariably* required to be taken on the Panchnama copies after all details are entered.

1. Survey Personnel of IGGL
2. Lot Mandal and SK assigned to the particular village in the Revenue Circle.
3. Secretary of the particular Gram Panchayat where the village lies.
☛ **N.B:** As the institution of Gaon Bura is not present in Cachar and Karimganj districts, therefore signature of GP Secretary has to be taken. Even if GP president has already signed, it should also be signed by GP Secretary after scrutiny.
4. Representative of IGGL/ Site Engineer,
5. Field Level Official of Agriculture Department [*i.e.* Agriculture Extension Assistant]
6. Field Level Official of Fishery Department, Environment & Forests Department (*as and when required*).

B. LAND COMPENSATION:

The following conditions are applicable for land compensation disbursement:

- 1) For RoU acquisition, compensation will be paid as per the **P&MP Act'1962** (@10% of the special land valuation for RoU acquisition) and **Right to Fair Compensation & Transparency in Land Acquisition, Rehabilitation & Resettlement Act, 2013**.
- 2) Name of the affected landowners should be normally recorded in the government land records (Jamabandi/Chittha Copy) for compensation disbursement.
- 3) In case the beneficiary is not alive, compensation will be released to his legal heir based on the next kin certificate issued from the district authority, which, if it not available, then from an authenticated family tree.

Since there is no institution of Gaon Burah in Cachar and Karimganj, the family tree has to be prepared by the local/ village-level Anganwadi worker, and then authenticated by the GP Secretary. The Circle Officer has to coordinate with the local CDPO and BDO, and ensure that the job done gets done by the concerned level Anganwadi worker, and then authenticated by the GP Secretary.

- 4) The beneficiary of land compensation has to be the actual possessor/s of the land under Right of Way (RoW), *i.e.* from amongst the recorded pattadars or their legal heirs/ Provisional Mutation Certificate (PMC)-holders of the *dags* falling in the RoW. Therefore, if there are more than one pattadars or their legal heirs/ Provisional Mutation Certificate (PMC)-holders of the *dags* falling in the RoW;

then the selected beneficiary has to invariably get a NO OBJECTION CERIFICATE (NOC) from all the other co-pattadars/ joint-pattadars and their legal heirs (*if any*) *or* other PMC holders (*as the case may be*).

- 5) In case no NOC is received, or NOCs are received from only a section of the co-pattadars and or their legal heirs; then *latkajari* is required to be done in the concerned Circle Office as mentioned below:

- a. A notice inviting objections against providing compensation to the identified beneficiary is hung at the respective Circle Offices, Block Development Office, GP Office and other prominent places in the villages by the process of Latkajari. These public notices will also be available in the IGGL website.

As per the Notice thus hung, the objections are to be submitted to the Circle Officer concerned only, irrespective of the place where the Notice is hung.

- b. If at the end of 15 days no objections are received at the Circle Office with respect to the Latkajari; a “**No Objections Received**” certificate is to be taken from the respective Circle Officer.
 - c. If objections are received against any certificate issued, then the respective Circle Officer will do a hearing and give subsequent order regarding the same.
 - d. Once Circle Officer reports that no objection has been raised by co-landowner/ co-pattadar or anyone else, then land compensation is to be processed in respective Circles of **Cachar & Karimganj** District.
- 6) For villages under settlement process: -

In villages where settlement process is going on:

- i) A 1) List of **Provisional Mutation Certificates** issued/ 2) List of **Mutation Certificates** issued/ 3) **Information Sheet of Provisional Pattadars** (who are entitled for land compensation) for the Dags in the RoW, has to be collected from the concerned Circle Officer. The same then can be considered as provisional RoR data for the compensation disbursal for the part of Dags in the RoW.

The same, however, is to be verified; and land details, to be recorded during panchnama in presence of Lot Mandal & GP Secretary. Further, document such as PMC issued by CO and other information sheets has to be considered if same name is enlisted in line with PMC holder list.

- ii) The Panchnama sheets, *including* the already filled up and which are yet to be filled up, based on which award has to be declared should be duly filled with the completed signatures including that of CA Representative, IGGL representative, Lot Mandol, GP secretary and DAO (for crops). These Panchnama Sheets.
 - iii) All the Panchnama records have to be shared with all the Circle Officers and ADC (Land Acquisition). A forwarding list giving the details of the affected Dags in excel format with suitable colour coding as per the availability of Provisional Mutation Certificate /Mutation Certificate/Information sheet and status of Panchnama is also to be given.
 - iv) Once Circle Officer has provided Provisional Mutation Certificate /Mutation Certificate/Information sheet for all the Dags; then Notice inviting Objections is to be prepared for providing compensation to the identified beneficiary and hung at the respective Circle Offices, Block Development Office and other prominent places in the villages by the process of Latkajari. In addition, the public notices are also to be uploaded in the IGGL website and subsequent advertisement to be published in the local newspapers (Eastern Chronicle and Dainik Juga Sankha)
 - v) If at the end of 15 days no objections are received at the Circle Office with respect to the Latkajari a “**No Objection Received**” certificate is to be taken from the respective Circle Officer.
 - vi) If objections are received against any certificate issued, then the respective Circle Officer will do a hearing and give subsequent order regarding the same.
 - vii) Once Circle Officer reports that no objection has been raised by landowner/pattadar or anyone else, then land compensation is to be processed in respective Circles of **Cachar & Karimganj** District.
- 7) For cases other than the above-mentioned types of straightforward claims; **Claims for Compensation** shall be invited to be filed through claims forms provided in the Schedule [*vide* **Rule 4 (2)** of Rules notified on 5th April 1963 under P&MP Act 1962]. Claimants who may apply as per the procedure under the current point (7) comprise:

- a. Those landholders who are unable to provide the Jamabandi copy, though having registered sale deed due to unavailability of linkage data.
- b. Those landholders who don't have any proper land document but occupy the land.
- c. For legal heir but no proper land documentation.
- d. For settlement areas, landholders whose name is not mentioned in the Provisional Mutation Certificate /Mutation Certificate/Information Sheet-holders' list as provided by the concerned Circle Officer.

C. CROP COMPENSATION

The following conditions are applicable for crop compensation disbursement:

- a. Crop Rate and Yield have to be provided by the District Agriculture Officer concerned.
- b. The acreage of each crop within the RoW to be acquired – has to be determined during the Panchnama; wherein the Agriculture Extension Assistant (AEA) has to be invariably present and sign on the filled up *Panchnama* form. However, the Agriculture Development Officer of the Agriculture Block concerned may sign on behalf of his subordinate AEA.
- c. The crop compensation of standing crops shall have to be calculated in an Excel Sheet based on i) Crop Rate and ii) Yield provided by the District Agriculture Officer, and iii) Acreage deduced and recorded during Panchnama.
- d. In case if the landowner is not the cultivator, then compensation shall be paid to the actual cultivator of that land, only after NOC is received from the land owner. The system of *latkajari* of Notice Inviting Objections (NIO) may be applied in case of crop compensations as well; if land-owner cannot be found *or* NOC cannot be obtained from the land-owner within a definite period of time.
- e. For calculating the compensation for Presumptive Crops, the Crop Register of the AEA concerned has to be consulted for getting the previous year's cropping pattern with details of farmers, crops, acreage, yield, etc. [*as per* Rule 4 (A) (2)(e)].
- f. In case of Government land, compensation is applicable only for standing crops; and that too only taking into consideration the humanitarian point of view. However, no person of doubtful nationality should be awarded any crops compensation.
- g. No compensation can be given for Presumptive Crops in case of cultivators cultivating in government land.

D. ZIRAT COMPENSATION

The following conditions are applicable for Zirat compensation disbursement:

- a. NOC from concerned Environment and Forest Department authority for felling of trees [except for 25 trees; viz. mango, blackberry, jackfruit etc. – as cleared by Assam Govt. (*vide* Cabinet Decision on 20/02/2022)].
- b. Assessment of the value of the timber by Environment and Forest Department for felling of trees as per forest regulations.
- c. Assessment in case of value of fisheries will be done by the concerned Fishery Department official.
- d. Assessment of permanent structures will be done by concerned PWD (Buildings) personnel entrusted for the job.

All interpretation of the above provisions of the SOP shall be primarily as per the decisions of Competent Authority, Assam; and subject to judicial review by the legal remembrancer of the Government of Assam in case of any unresolved dispute.

(Sazzad Alam)
Competent Authority (Assam), IGGL
&
Joint Secretary to the Government of Assam
Industries & Commerce Department