

Land survey and transfer process

Date: 12-07017

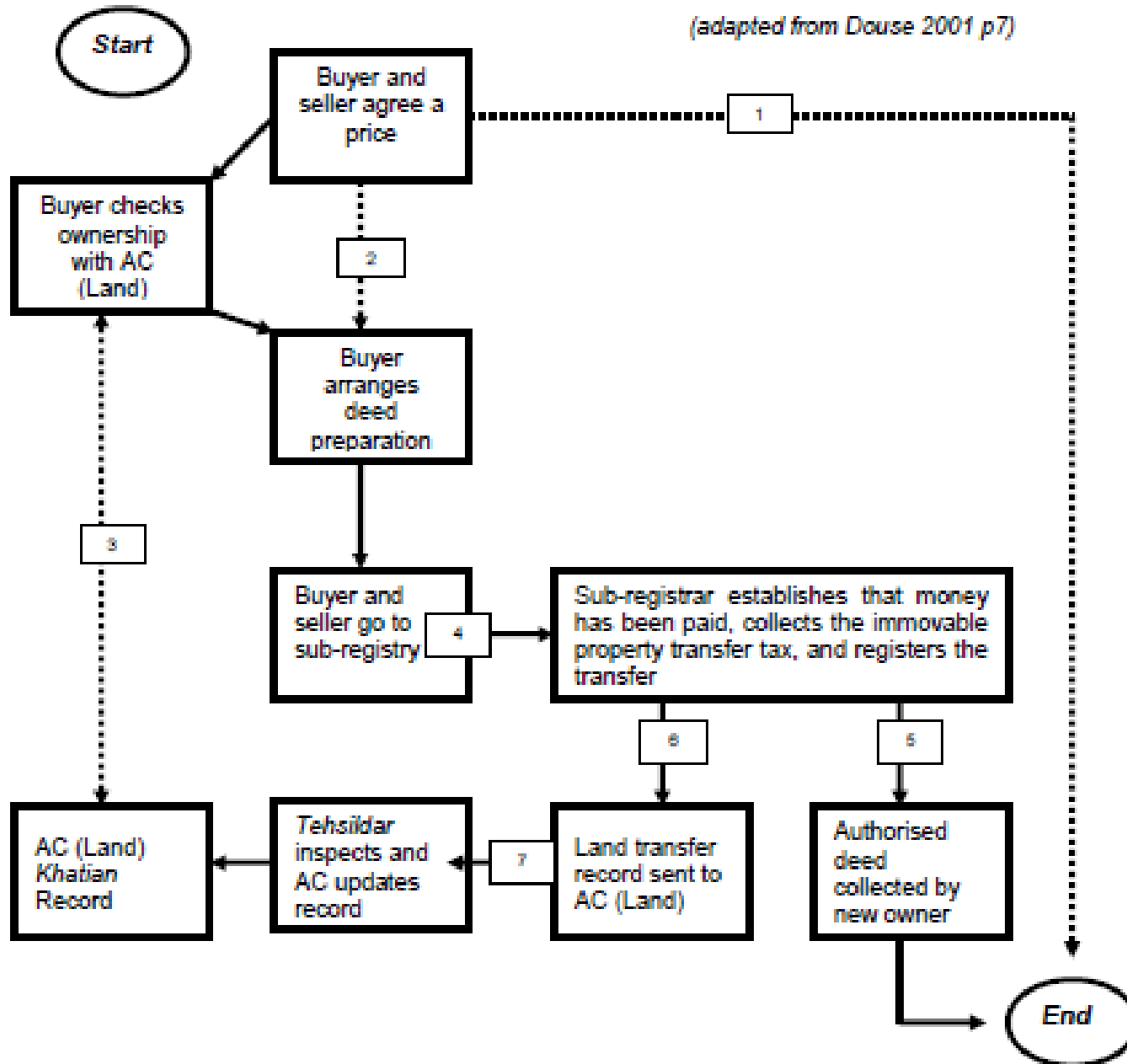
Time frame for land survey process

No.	Steps	Typically takes
01	Survey (<i>kistwar</i>) and mapping by <i>amin</i> & 2 chainmen	} 3-4 months
02	Preliminary record (<i>khanapuri</i>) writing by <i>amin</i>	
03	Local explanation (<i>bujharati</i>) by <i>amin</i>	
04	Attestation (<i>tasdik</i>)	From 6 months – 2 years
05	Draft publication of <i>Khatian</i> by <i>amin</i>	
06	Hearing of objections by ASO? <i>Kanungo</i> ?	1 month
07	Appeal to ACR or TNO & ZSO	6 months
08	Final checking (<i>janch</i>) by <i>amin</i>	6 months
09	DLRB prints map and ZSO prints <i>khatian</i>	More than 10 years
10	Records handed over to <i>Upazilla</i> and Union	

The flowchart illustrates the land survey process with the following details:

- Step 04:** Attestation (*tasdik*). A dotted arrow points to a box labeled "Re-survey may be ordered", which has a dotted arrow pointing back to Step 01.
- Step 06:** Hearing of objections by ASO? *Kanungo*?. A box labeled "40%" has a dotted arrow pointing to this step. A box labeled "10%" has a dotted arrow pointing to Step 07.
- Step 07:** Appeal to ACR or TNO & ZSO. A box labeled "30%" has a dotted arrow pointing to Step 08.
- Step 08:** Final checking (*janch*) by *amin*. A box labeled "80%" has a dotted arrow pointing to Step 09.

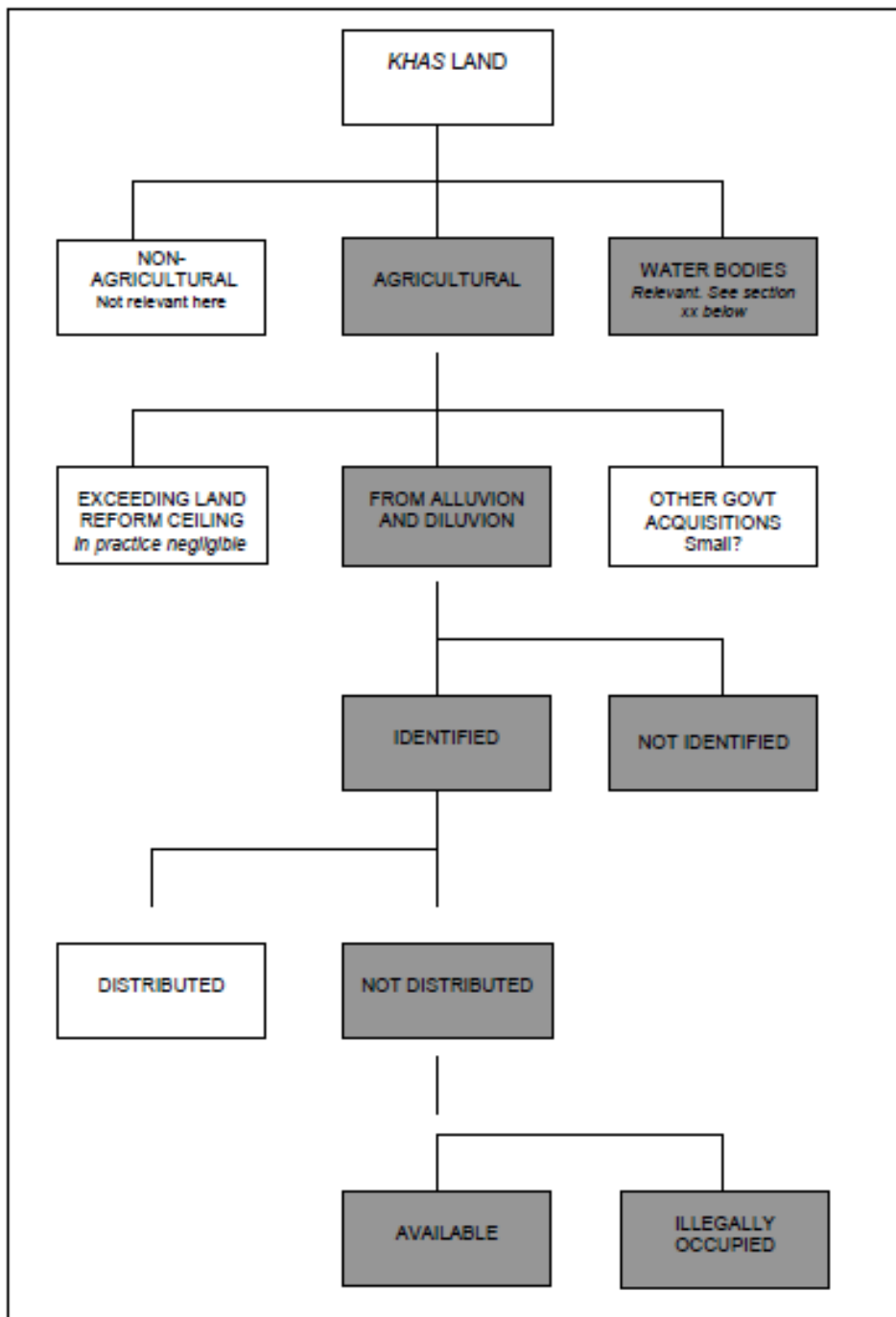
The Land transfer process (How land is transferred through sale)



Structure of Local level staff

Role	Bangla	Class	No*
Land Office (Upazilla)			
Assistant commissioner land	<i>Sarkari commissioner (bhomi)</i>	I	1
Sub-assistant commissioner land	<i>Kanungo</i>	III	1
Head assistant accountant	<i>Prodhan sorkari</i>	III	1
Surveyor	<i>Amin</i>	III	1+
Cashier	<i>Nasir</i>	III	1
Bench clerk (certificate)	<i>Peshkar</i>	III	1
Assistant bench clerk	<i>Asst Peshkar</i>	III	1
Mutation assistant	<i>Joma Sorkari</i>	III	1
Sairat	<i>Credit checking assistant</i>	III	1
Process surveyor		IV	2
Chainman	<i>Shikal bahok</i>	IV	2
Office assistant	<i>Peon</i>	IV	??
Total			13
Land Office (Union)			
Local revenue collector	<i>Tehsildar</i>	III	1
Assistant local revenue collector	<i>Asst Tehsildar</i>	III	1
Office assistant	<i>Peon</i>	IV	2
Total			4
Land Settlement (Upazilla)			
Assistant settlement officer	<i>Shorkari SO</i>	I	1
Sub-assistant settlement officer	<i>Upazilla (?) shorkari SO</i>	II	7
Bench clerk	<i>Peshkar</i>	III	1
Bench assistant	<i>Bench shorkari</i>	III	1
Draftsman/sheet keeper	<i>Nokshakor</i>	III	2
Chainman	<i>Chainman</i>	IV	2
Office assistant	<i>Peon</i>	IV	1
Total			15
Land registration (Upazilla)			
Sub-registrar	<i>Upa Nibandhak</i>	I	1
Head clerk	<i>Kerani</i>	III	1
Clerk	<i>Muhamir</i>	III	2
Tax collector clerk	<i>TC Kerani</i>	III	1
Contract clerks	<i>Nokal Nobish</i>	-	15
Office assistant	<i>Peon</i>	IV	1
Total			21

Types of Khas Land



Thank You