

No.1/Pc-R/ACQ/DLC  
Govt. of India  
Ministry of Defence (Dte-Gen. DL&C)  
West Block.IV R. K. Puram  
New Delhi dated 27<sup>th</sup> Aug 1981

The Director  
Defence Lands & Cantonments  
Central/Eastern/Western/Southern/Northern/Command

SuB: Duties and Powers of the MEO under various Rules and Regulations.

Brief compendium of duties and powers of the MEO is forwarded herewith. We hope that it will be of help in discharging their duties.

Director General  
Defence Lands & Cantonments

Copy to:-

All MEOs/MEO (Acq)

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Duties and powers of the MEO under various Rules & Regulations.

Cantonment Act 1924.

Minutes of meetings	Sec.41.
Report on building applications	u/s 181.
Recovery of revenue	u/s 259.
Unauthorized constructions	185.

Cantonment Land Administration Rules 1937.

1. Preparation of the G.L.R. Rule 3.
2. Custody of the G.L.R and all other Registers duplicates and counterparte of lease, title-deeds etc.
3. Inspection and supply of extracts from the G.L.R.
4. Proposals for amendment of entries.
5. To ensure that Govt. rights are properly recorded in the Civil Records.
6. Proposals for transfer of land from one class to another.
7. Compilations of Standard Table of rents-Rule 8.  
Fair rent for agricultural lands.  
Revision generally once in 5 years. They must be thoroughly acquainted with local values both of agricultural and buildings land.
8. Management of Class A (1) lands (Specified categories)  
Class A (2) lands  
B (3) & B(4) outside civil areas Rules 9 & 14.
9. Maintenance of the G.L.R. in respect of land outside Civil Areas Rule 10.
10. Credit of all receipts of Government account.
11. Maintenance of Military Estates Officers Land Revenue Register-Sch. III Rule 12.
12. Maintenance of Plans and Schedules of Class A (1), land-Rules 13.
13. Receiving applications in Sch.V.
14. Disposal of applications for lease in accordance with Rules 18 to 25.
15. Lease by private agreement-Rule 26.
  - (a) Extension of existing site.
  - (b) Sub-division of site.
  - (c) Lease in cases where lease has expired.
  - (d) Regularisation of irregular holdings.
  - (e) Regularisation of encroachments.
  - (f) Leases of land for Clubs, Petrol pumps, Station and Regimental Deiries, relirious purpose and Military Cinemas.

16. Special lease for the regularization of old grants – Rule 27.
17. Execution of leases on behalf of the President and presenting duplicates-Rule 23.
18. Sanctioning sales of property standing on land leased in Sch. VI of the OLA Rules 1925.
19. Maintenance of Grants Register (Buildings)- Rule 29.
20. Making entries of Grants in the GLR & in Schedule III.
21. Grant of leases for special period and on special terms.-rule 31. Religious and public purpose.
22. Disposal of agricultural Land :- Rules 32 & 33.
23. Maintenance of Military Estates Officers Grants Register (Agricultural sites).
24. \_\_\_\_\_ of agriculture leases.
25. Making entries of grants of agricultural land in the : GLR, where required Sch. III and Resisting of rent under grants.-Rule 34.
26. Grant of lease for miscellaneous purpose - Rule 37 and Rule 38.
27. Temporary licenses – Rule 39.
28. Transfer to the Board of the right to grant licenses for the temporary occupation of land under Rule 30- Rule 40.
29. Forwarding proposals 9 (to the central Govt.) involving alterations in the prescribed from of lease.
30. Supply of extracts of GLR in respect of all lands in Bazars, the management of which has been entrusted to or vested in the Board- Rule 44.
31. To take action on reports received under Rule 45 from the Boards.
32. Recoveries from Board in respect of Class 'C' land- Rule 46 are Boards supplying extracts.
33. Entry and Inspections- Rules 48 and 49.

### **'Old Grant 'Sites.**

Transfer of properties held on 'Old Grant' terms from one party to another.

| Page 253 to  
257 of Military  
lands Manual.

Construction of additional buildings on 'Old Grant' sites- additions and alterations.

Land held on lease under the Cantonment Codes of 1899 & 1912.

To perform the functions of the Cantt. Magistrate under the provisions of the Cantonment Code Leases.

## Cantonment property Rules.

Inspections under Rule 12 of land vesting in the Cantonment Board.

### A.C.R. Rules 1944.

Control.

1. Management of land under the immediate control of the Defence Deptt. Vide Rule 2 (a) (i) excepting those entrusted to the Cantonment Board for management A (1), A (2) B(3) 7 B (4) lands 3 (b).
2. Management of land outside Cantonments which is surplus to military requirements and proposal for relinquishment has been accepted by the Govt. of India. Control will pass to Defence Deptt. And they will be managed by MEO till they can be disposed off, unless there are orders to the contrary. However, in the case of Military Farms land, control will remain with the Military unless specifically entrusted to the MEO Rule 2 (b).
3. Even where control has not passed to the Defence Deptt. Under Rule 2(b) management may for specific purpose, be entrusted by the Head of the Deptt. To the MEO with the previous approval of the Govt. of India. In such cases managements once entrusted may also be withdrawn with the previous approval of the Govt. of India.

## II Acquisition

5 (1) The MEO are responsible for:-

- (a) Supplying the Defence Deptt. Or the local Military authorities with details of a technical nature connected with land, such as its value etc.
- (b) They will be the medium through which the Civil authorities should be approached with regard to the acquisition of lands.
- (c) They will be responsible for securing and keeping proper title to the land acquired.

Rule-7

At the stage of proportion of the preliminary proposal MEO will obtain from the Chief Revenue Officer of the District the approximate cost of the acquisition and Whether there are to be any difficulties, political or otherwise in acquiring the land. He will furnish this information to the Local Military Authorities Plans MES.

#### Rule 8.

In connection with the detailed Scheme it will be the duty of the MEO to obtain a Schedule under the Land Acquisitions Act. In the form in use in the State from the Chief Revenue Officer and forward the same to the Local Military Authorities. If Scheme is approved by Govt. necessary funds will be allotted and sanctioned scheme communicated to MEO.

#### Rule 9.

MEO to request the chief Revenue Officer to proceed with the acquisitions of the land. Possession will not be taken by the MEO unless the final award of the acquisition Officer has been made unless a sufficient assurance has been given by the Chief Revenue Officer that no serious enhancement of the award is likely to be made. If the cost exceeds or appears likely to exceed, the estimate originally sanctioned by more than 10% fresh sanction of the Defence Deptt. Must be obtained before possession is assumed.

#### Rule 10.

MEO after taking possession to request the local officer the MES to erect boundary pillars prepare plan, and draw up a description of boundaries. Thereafter to convene a committee verify these. Distribution of proceedings:-

- 1 copy ----- MEO
- 1 Copy ----- Chief Revenue Officer.
- 1 copy----- Defence Department.
- 1 copy ----- Local Military Authority.

Detailed Procedure to be laid down by Defence Deptt. in each.

### III

#### Custody

- Rule 14. (a) Preparation and maintenance of Military Lands Register and Military Tenancy Register.
- (b) Custody of papers referred to in Rule 10 in respect of each new holding acquired and compilation similar papers relating to as many of the existing holdings as
- (c) Entering changes annually in the Registers maintained by the Ministry of Defence.
- (d) Preservation of records pertaining to acquisition and relinquishment.
- (e) To advise the local military authority on techn.

Relinquishment of lands.

Rule 16.

MEO are the executive machinery normally employed for the purpose of preliminary investigation and other detailed work connected with proposals to relinquish military land.

MEO is the agency normally employed to dispose of land to the public.

Rule 17.

Submission of report to the Government on relinquishment proposals-market value.

## II

Relinquishment proper.

Handing over possession to the representative of the user Deptt. of the Govt. of India or of the State Govt. as the case may be realizing and Crediting sale proceeds in other cases- disposal to private parties.

Recording relinquishments in the GLR and forwarding proceedings to:-

- (1) Defence Department
- (2) Local Military Authority
- (3) To the party to whom land is handed over
- (4) Self for record

Convening of Committee not necessary when land is sold to the public. Sale deed will be sufficient record. Revision of plans and boundary pillars if necessary will be carried out.

Certificate that necessary entries have been made in the Military Land Register/ Military Tenancy Register should be furnished to the Govt. of India, while forwarding Committee proceedings.

## Purchase of Immovable Property.

Responsibility for acquisition and relinquishment of buildings vests with the MEO in exactly the same way and to the same extent as the responsibility for the acquisition and relinquishment of land.

Ordinarily the process of acquisition will be entrusted to the local civil authorities and must be so when land Acquisition Act is employed. In rare cases when buildings is purchased directly by private treaty from a third party the MEO may carry-out the transition himself. The

MEO is however, advised to consult the local Civil Authority even in such cases, value of property not to exceed Rs. 25,000/-

### Surveys.

Initiating new surveys of Cantonments and checking fair a copy of Map before it is printed.

### Annual Corruptions.

Boards should bring to the notice of the MEO every change necessitating an alternation plans of the Bazars. The MEO should therefore be in a position to know all changed effected during the year, which require an alteration in the map. It will be his duty to bring these as they occur and these reported to him by the Cantonment Boards to the notice of the GL.R and it will be the duty of the mep. Complete corrections will then be carried our in other copies maintained by Defence Deptt. Dir Command etc.

The above instructions apply only to 16 = 1 mile maps. Corrections to the 64" = 1m portion will be carried out by mutual arrangement between the MEO and the Cantonment Board and only those which are of sufficient size and importance to be shown on the 16" map will be reported to the GE and incorporated in the remaining official copies.