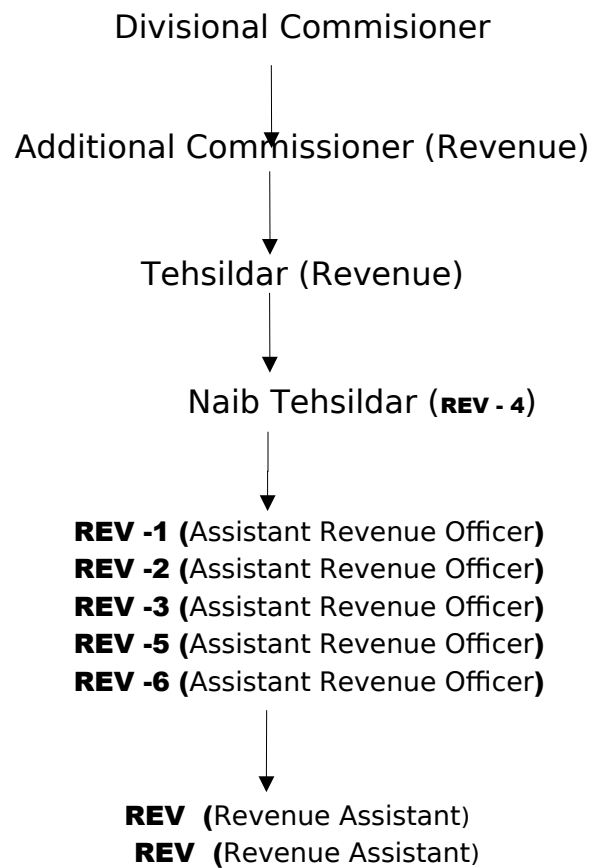


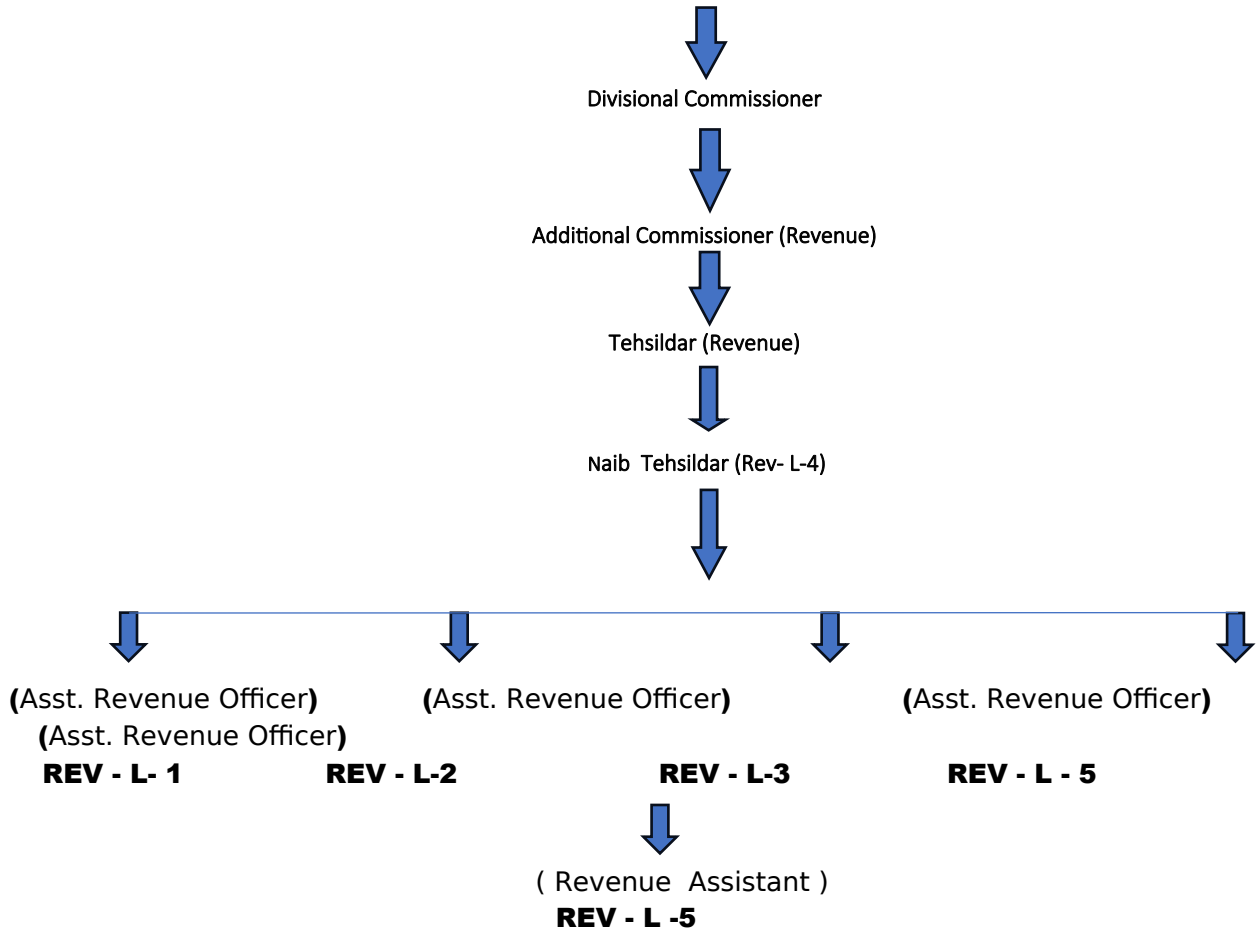
Functions and Duties of Officers and Employees of Revenue Land Branch

1	Branch Name	Revenue Branch
2	Address	Divisional Commissioner Office Nashik
3	Head	Deputy Commissioner (Revenue)
4	Name of Government Department	Revenue and Forest Department
5	Under which Department of Ministry	Revenue and Forest Department
6	Area of work	Departmental Scope (Nashik, Ahilyanagar, Jalgaon, Dhule and Nandurbar)
7	Specific functions	<ul style="list-style-type: none">• Works Regarding Sending Government Land Proposals To The Government.• All work Related to Government land.• Government Recovery.• Natural Calamities and Shortages.• Minor Mineral.• Establishment of new offices.
8	Office Telephone Number	0253-2462401 to 05

Organization Chart of Revenue Land Branch



Organization Chart of Revenue
Land Branch



OBJECTIVE STRATEGIES OF THE REVENUE LAND DEPARTMENT Elaborate nature of work, services available

- 1 To regularize the encroachments on government land for agricultural / non-agricultural purposes and to take action on proposals for removal
- 2 Proposal for approval of Statement of Occupancy Rights of Govt
- 3 Collecting and submitting the information in form A.B.C. to the government
- 4 Dealing with grievances related to subordinate minerals and dealing with Government correspondence on related matters and S.N.D. Control as on 16 February 2024.
- 5 Obtaining Government approval and promulgation of notification for conferring the status of Protected Forests and Reserve Forests to the forest land made available in exchange for forest land under the Indian Forest Act, 1929
- 6 Review of the work of classification of forest lands in the revenue department to the forest department
- 7 Completion of revenue collection reports/paragraphs from Accountant General, Nagpur
- 8 To receive information about Karmaveer Dadasaheb Gaikwad Empowerment and Swabhiman Schemes from the Collector every month and to deal with the correspondence between the Collector and the Government level as well as to dispose of the complaints received in accordance with the complaints.
- 9 To receive monthly information about empowerment and self-esteem schemes of tribals below the landless poverty line from the Collector and to deal with the correspondence between the Collector and the government level and to settle the complaints received in accordance with the complaints.
- 10 To submit the necessary information to the Government in connection with determining the rate of non-agricultural goods in the civil sector
- 11 Disposal of land grievance applications
- 12 Collection of various types of information requested by the government regarding government land from the collector and submitted to the government
- 13 Preparing the subject list regarding the monthly meetings of the Collector / Additional Collector / Chief Executive Officer / Additional Chief Executive Officer G.P. Compiling the information and submitting comments to the Divisional Commissioner. To prepare accurate information of the meetings held from time to time and present it in typewritten form to the meetings
- 14 Sanjay Gandhi Destitute Subsidy Scheme / Indira Gandhi Landless Farm Laborer Subsidy Scheme To work on demand and allocation of establishment subsidy

- 15 Organize the Democracy Day program in the Divisional Commissioner's office, submit the information to the government accordingly, take out the press note, send the application to the related office / branch for inquiry report. According to the inquiry report received, Mr. Submitting comments to the Divisional Commissioner. Responding to the applicant to act on complaints received under Democracy Day / Right to Information.
- 16 Condemning the decided cases and classifying the documents as ABC, D and sending them to the records room and destroying the D papers.
- 17 Scarcity of water, scarcity of fodder,
- 18 Supply of drinking water through tankers / bullock carts,
- 19 Controlling the shortage action plan and reviewing the progress and submitting the report to the government, approving the various remedial plans in the scarcity action plan,
- 20 In respect of animal camps,
- 21 Natural calamities, (Weekly report from June to end of September)
- 22 Daily Rainfall (months June to end of September per year)
- 23 Submitting reports of heavy rains and floods, hailstorms, crop damage to the government,
- 24 Regarding declaration of Kharif Seasonal, Revised Seasonal, Final Paysari,
- 25 Rabi Hungami, Revised Hungami, Regarding the announcement of Final Paysari,
- 26 farmer suicides related work.
- 27 regarding establishment of Divisional Control Room under Emergency Management Plan and submission of received reports to the Government from time to time,
- 28 Collecting the information on the assistance given to the victims of natural calamities and submitting the received report to the government from time to time,
- 29 Utility Certificates (G/L 22450093)
- 30 Legislature Starred / Unstarred Questions, Compilation of information and submission of report to Govt.
- 31 water storage in the dam,
- 32 Preparation of Emergency Management Plan by 33 Collectors, Management of Central Committee visit,

Rules / Acts relating to the working of the Revenue (Land) Branch

1) Subject :- Occupant Class-2 new condition land held by lien agricultural land for agricultural / non-agricultural purpose / Necessary government circulars for approval of breach of condition

- Government Revenue Forest Department LNT/1083/27925/CR/3671/C-6 dated 8/9/1983 Government Decision Serial Decision No.
- Paragraphs 78 to 84 of Circular 3 of the Maharashtra Land Revenue Rules Manual Volume-II
- Provisions regarding standard area determined under section 5 of the Maharashtra Agricultural Land (Maximum Limit of Land Holding) Act, 1961
- Provisions of Section 31 of Bombay Fragmentation Act 1947
- GOVERNMENT REVENUE AND FOREST DEPARTMENT GOVERNMENT DECISION ZAMIN/10/2002/P.No.387/J-1 Dated 29/5/2006 Dated 30/9/2006 (Assessment as per early enumeration)
- Section 63 of the Bombay Clan Occupancy Act, 1947.
- Government Circular No. BIW-3206/P.No.203/L-4, dated 5/3/2007 (Regarding Exchange of Usufructuary Class-II Land)
- Government Circular No.Zamin/11/2007/P.No.98/J-1 dated 31/12/2007 (Regarding the application of revised method of assessment according to the prescribed enumeration in all cases involving assessment of Government land)
- Government Circular No. Land/05/2007/P.No.26/J-1, dated 23/1/2008 (Regarding allowing partial sale of government land allotted for agriculture)
- Government Circular No. Zamin/10/2002/P.No-387/J-1 dated 6/5/2008 (Regarding annual market value rate)
- Submission of land proposals to the Government under Rule 31 (4) of the Maharashtra Land Revenue (Disposal of Government Lands) Rules, 1971
- As per Revenue and Forest Department Government Decision dated March 25, 2019 and Revenue and Forest Department Government Notification dated March 8, 2019 and March 27, 2023 to take action on land related proposals

2) Subject :- Necessary Government circulars regarding approval of proposal for allotment of encroached lands vested in Government in areas other than Mumbai city

- Rule 43(2) of the Maharashtra Land Revenue Act (Disposal of Government Land) Rules 1971
- Section 50(2) of the Maharashtra Land Revenue Act, 1966
- Maharashtra Notification No. LND/1083/16097/P.K9/J-1, dated 11/10/2000 (Financial Limits)
- Government Decision No. LEN/10/2001/P.No.225/J-1 dated 4/4/2002
- GOVERNMENT REVENUE AND FOREST DEPARTMENT GOVERNMENT DECISION ZAMIN/10/2002/P.No.387/J-1 Dated 29/5/2006 Dated 30/9/2006 (Assessment as per early enumeration)

- Government Circular No. Land 3183/3283/CR/65/84/C-1 dated 19/6/1984

3) Subject :- Government circulars regarding long term leases for non-agricultural purposes and their renewal

- Rule 35 of the Maharashtra Land Revenue Act (Disposal of Government Land) Rules 1971
- Maharashtra Notification No. LND/1083/16097/Q. C9/J-1, dated 11/10/2000 (Financial Limitation)
- GOVERNMENT REVENUE AND FOREST DEPARTMENT GOVERNMENT DECISION ZAMIN/10/2002/P.No.387/J-1 DATED 29/5/2006 DATED 30/9/2006 (ASSESSMENT AS PER EARLIEST CALCULATION)
- Government Circular No. Lands 202/2006/P.No.17/J-1 dated 28/6/2006 (Regarding checking requirement of other office while distributing Government lands)
- Circular Zamin/02/2008/Pr.No.24/J-1 dated 29/2/2008 regarding Prime Lading Rate of State Bank published on 1st January every year

4) Subject - Necessary government circulars regarding grant of land for industrial and commercial purpose without auction to state government undertakings, local bodies, government authorities outside the municipal area.

- Rule 31 (5) of the Maharashtra Land Revenue Act (Disposal of Government Land) Rules 1971
- Maharashtra Notification No. LND/1083/16097/P.K9/J-1, dated 11/10/2000 (Financial Limits)
- Government Revenue and Forest Department Decision No. Land/10/2005/P.No.38/J-1 Dated 7/3/2006 (Advance Possession)
- Govt. Revenue and Forest Department Govt. Decision Zamin/10/2002/Pro.No.387/J-1 Dated 29/5/2006 Dated 30/9/2006 (Assessment as per Shivrasiddha Computation)
- Government Circular No. Lands 202/2006/P.No.17/J-1 dated 28/6/2006 (Regarding checking requirement of other office while distributing Government lands)
- Government Decision No. Land 03/2011/P.No.53/J-1 dated 12th July 2011 from Government Revenue and Forest Department

5) Subject - Government circulars regarding provision of land free of auction for residence to Freedom Fighters Armed Forces Servants / Goldsmiths and Government Servants Blind Handicapped

- Rule 28 of the Maharashtra Land Revenue Act (Disposal of Government Land) Rules 1971
- Maharashtra Notification No. LND/1083/16097/P.K9/J-1, dated 11/10/2000 (Financial Limits)
- Government Revenue and Forest Department Decision No. Zamin/1099/24/P.No.686/J-1 dated 15/5/99
- Government Decision No. Land 1098/151524/Pro.No. 75/98/J-1 dated 26/4/2001
- Govt. Revenue and Forest Department Govt. Decision Zamin/10/2002/Pro.No.387/J-1 Dated 29/5/2006 Dated 30/9/2006 (Assessment as per Shivrasiddha Computation)

- Government Circular No. Lands 202/2006/P.No.17/J-1 Dated 28/6/2006 (Regarding Checking the Requirement of Other Offices for Distributing Taxes on Government Lands)
- Government Decision No.Zamin/10/2003/P.No.401/J-1, dated 25/7/2007 (Regarding giving preferential and concessional land to blind and disabled persons at concessional rate)
- Government Decision No. Zamin/10/2000/1005/P.No/161/J-1 dated 12/7/2007 (Relaxation of terms and conditions prescribed for allotment of land for agriculture to grandmothers/ex-servicemen)
- Government Decision No. Land/1105/P.No/98/J-1 Dated 1/7/2007 (Regarding Allotment of Government Land to Freedom Fighters for Residential Purposes)

6) Subject :- Government circulars regarding distribution of government land to cooperative housing societies and distribution of government land to backward class cooperative housing societies.

- Rule 27 of the Maharashtra Land Revenue Act (Disposal of Government Land) Rules 1971
- Maharashtra Notification No. LND/1083/16097/P.K9/J-1, dated 11/10/2000 (Financial Limits)
- Government Revenue and Forest Department Decision No. Zamin/LCS/1095/37/95/J-1, dated 9/7/99
- LBR/25200/175756/P.No.963/L-2 dated 23/11/2001 of Government Revenue and Forest Department
- Govt Social Welfare Cultural Work and Sports Department Decision No. BCH-1096/ Q.No.619/ Owner 2 Dated 1/4/1998
- Government Decision No. Land 1098/151524/Pro.No. 75/98/J-1 dated 26/4/2001
- GOVERNMENT REVENUE AND FOREST DEPARTMENT GOVERNMENT DECISION ZAMIN/10/2002/P.No.387/J-1 DATED 29/5/2006 DATED 30/9/2006 (ASSESSMENT AS PER EARLIEST CALCULATION)
- Government Circular No. Lands 202/2006/P.No.17/J-1 dated 28/6/2006 (Regarding checking requirement of other office while distributing Government lands)

7) Subject :- Government circulars regarding grant of land for public purpose mentioned in Rule 6 & 7 of Government Land Distribution Rules, 1971 for construction of Primary Schools/ Colleges/ Playgrounds/ Hospitals/ Dharamshalas/ Village Secretariats.

- Rules 6 and 7 of the Maharashtra Land Revenue Act (Disposal of Government Lands) Rules 1971
- Government Circular No. LRF 1983/71134/CR-3478/G-6 dated 8/2/1983
- Government Resolution No. LRF/1083/1496/CR-3700/G-6 dated 11/5/1984
- Government Decision No. LRF/1092/P.No.87/J-1, dated 30/6/1992
- Government Decision No. LRF/1092/P.No.85/J-1 dated 20/7/1992
- Government Circular No. LND/1083/2702/CR/1909/ G-5 dated 4/2/83

- Government Resolution No. 6526/dated 17/10/1947
- Government Circular No. Land 1091/713/P.No.59/J-1 dated 28/6/99
- Government Decision Land 10/2002/Pr.318/J-1 dated 30/11/2002
- Maharashtra Notification No. LND/1083/16097/P.K9/J-1, dated 11/10/2000 (Financial Limits)
- GOVERNMENT REVENUE AND FOREST DEPARTMENT GOVERNMENT DECISION ZAMIN/10/2002/P.No.387/J-1 DATED 29/5/2006 DATED 30/9/2006 (ASSESSMENT AS PER EARLIEST CALCULATION)
- Government Circular No. Lands 202/2006/P.No.17/J-1 dated 28/6/2006 (Regarding checking requirement of other office while distributing Government lands)
- Submission of land proposals to the Government under Rule 31 (4) of the Maharashtra Land Revenue (Disposal of Government Lands) Rules, 1971
- Revenue and Forest Department Government Decision dt. As per 25th March 2019 and Government notification dated 08th March 2019 and 27th March 2023 to Revenue and Forest Department to take action on land related proposals

8) Subject :- Government circulars regarding the publication in the Government Gazette of the notification of declaration of protected forests under Section 29 of the Indian Forest Act, 1927 and the publication of the notification of declaration of reserved forests under Section 4 in the Government Gazette.

- Indian Forest Act 1927
- Government Revenue and Forest Department Decision No. FLLD/1080/F-6 dated 21/10/1981

9) Subject :- Government circulars regarding determination of rate of non-agricultural levy under Sections 111 to 114 of the Maharashtra Land Revenue Act, 1966

- Fixing the rate of non-agricultural levy under Sections 111 to 114 of the Maharashtra Land Revenue Act, 1966
- Government Notification No. PWR/1099/P.No.35/L-5 dated 17/4/99 Gazette Extraordinary Part 4 B
- Government Revenue and Forest Department Government Decision No. NAA/1087/3570/P.No.53/L-5 dated 27/9/2001

10) Subject :- Karmaveer Dadasaheb Gaikwad / Landless Poverty Line Empowerment and Self Respect Scheme of Tribals

- Social Justice, Cultural Work Sports Special Assistance Department of Govt. Government Decision No. Vighyo/2004/P.No.125/Vighyo/2 Dated 2/6/2004
- Government Social Justice, Cultural Work Sports Special Assistance Department Government Decision No. Vighyo/2004/555/P.No.125/Vighyo/2 Dated 25/2/2005
- Tribal Department of Govt Government Decision No. Bhuwaye/2003/P.No.142/Ka-9 Dated 24/2/2004

11) Subject :- To fulfill the objective of revenue collection for the department of Govt

- Section 64 of the Maharashtra Land Revenue Act, 1966
- Government Circular No. REV/102001/P.No. 45/T-2 dated 1/8/2001
- Government Circular No. REV/1082/1833/ IS/iiia / dated 28/10/1982

12) Subject :- Organization of Democracy Day at Divisional Commissioner level

- GOVERNMENT OF MAHARASHTRA GENERAL ADMINISTRATION DEPARTMENT
GOVERNMENT CIRCULAR NO. Prasudha/2011/Pro.No.189/11/18-A dated 26 September 2012

13) Subject :- Regarding implementation under Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006 Rules 2008

- The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006 came into force on 31/12/2007 and the Rules 2008 came into force on 1/8/2008.

Divisional Commissioner's Office, Nashik Division, Nashik Citizens Charter

Revenue Land Branch Year – 2025

A.No.	Subject	Name and Designation of the Officer	Telephone no
1	Public Information Officer	Smt. Shailaja Bhoir, Naib Tehsildar	0253-2462401
2	Assistant Information Officer	1. Shri. Sameer Katkade, Assistant Revenue Officer 2. Shri. Dilip Rathore, Assistant Revenue Officer 3. Shri. Ajay Khairnar, Assistant Revenue Officer 4. Mr. M.D. Bagul Assistant Revenue Officer 5. Shri.N.V. Bachhao Revenue Assistant (Additional charge Assistant Revenue Officer)	0253-2462401
3	First Appellate Authority	Smt. Archana Pagire, Tehsildar Revenue	0253-2462401