

**Check List for allotment/settlement of land
for special cultivation of tea to small tea growers.**

1.Petition of the petitioner.	
2.Court Fee whether properly affixed as per Court fee Act.	
3.Photograph of the proposed land duly signed by the applicant, LM, CO and countersigned by DC/ADC.	
4.Present and permanent address of the Petitioner.	
5.Landed property of the petitioner and his family (if any) within the State.	
6.Whether citizen of India.(Supporting documents-present and pre 1971 to be enclosed)	
7.Occupation of the petitioner.	
8.period of possession specifying the nature of possession alongwith the status as per Village Land Bank.	
9.Report of LR Staff.	
10.Two copies of Chitha of the proposed land.	
11.Two copies of trace map of the proposed land.	
12.Whether the proposed land falls under VGR/PGR/Wet land/ CS land/Khas Govt.land/NR.Govt.land/reserved for Govt.Departments/Ancient Monuments/Reserved for other purposes.	
13.Whether the proposed land falls within 10 K.M radius from the periphery of GMDA /GMC or Within the periphery of 3KM from other TCs/ Mbs/ Revenue Town of the state	
14.Whether the roadside/riverside land (if any)is reserved .	
15.Specific View/Comment of Circle Officer/SDO(C)/ADC/DC with recommendation and signature.	
16.Zonal valuation / Current market Value of the proposed land.	
17.Whether the petitioner is differently able/SC/ST/OBC/Ex-Servicemen/Widow/Others.	
18. Whether The petitioner/members of the cooperative is indegenous unemployed educated youth (Educational & Un-employed certificate to be enclosed.)	
19.The petitioner/petitioner's family should not possess any patta land and in case any patta land is there.This should be deducted from the total admissible area.	

20.Small Tea Gardens/Cooperative society should be registered with Tea Board of India/Directorate of Tea, Assam.	
21.The petitioner/Cooperative should undertake special cultivation of tea as a means of livelihood/Profession.	
22.Suitability of the proposed land for tea cultivation.(Soil testing report should be enclosed)	
23.The proposal should be placed before the SDLAC and its recommendations obtained prior to sending to Govt.	
24.Total area to be allotted is 4 Hectre in case of individual and aggregate of the holdings of the number of member in case of registered cooperative society.	
25.while allotting land,Preference should be given to I.Indigenous youths coming from the families below poverty line. ii. Other Indigenous educated unemployed youths iii. Cooperative of Indigenous educated unemployed	
26.Whether the petitioner/petitioners have paid encroachment penalty of Rs:200 per Bigha till the settlement of the land.	

Signature of LM/SK

Signature of Circle Officer

Signature of DC/ADC/SDO(C)