

अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय / SECRETARIAT

Port Blair, dated the 22nd October, 2019

ORDER NO. 3063

Under the provisions of the Indian Registration Act, 1908, the Sub Registrars and Registrars of UT of Andaman & Nicobar Islands are empowered to register various documents, instruments including sale deed, gift deed, conveyance deed in relation to immovable property.

II. In order to streamline the process of registration of immovable property in the UT of Andaman & Nicobar Islands, the following **Standard Procedure** shall be strictly followed by all the Assistant Commissioners/Sub Divisional Officers/ Sub-Registrars as well as Registrars : -

1. In relation to transfer of any immovable property, either in the shape of sale deed, gift deed, conveyance deed etc, details of valid PAN and AADHAR of all the parties i.e. buyer and seller involved in the transaction shall invariably be mentioned in the deed.
2. The person who acts as 'Identifier' in relation to any deed shall invariably be an Islander, establishing such fact by means of valid PAN card and AADHAR card mandatorily and Islander card, if available.
3. The Order dated 22.10.2019 for Circle Rate has been issued by Secretary (Revenue), A&N Islands Administration. The 'Valuation Certificate' issued for the purpose of registration of deeds shall mention the details of all the parties i.e. buyer and seller to the transaction. Such valuation certificate shall clearly specify the category of land viz Agriculture, Residential, Commercial etc. After estimating the valuation of property based on the prevailing Circle Rates and verification of land use by ascertaining the records by Tehsildar/Deputy Tehsildar holding the charge of Tehsildar, the same along with site-photographs shall be submitted to the Deputy Commissioner through the Sub-Divisional Officer concerned. The Deputy Commissioner shall accept or reject the valuation derived from the prescribed Circle Rates and category of land-use. The Deputy Commissioner may get the valuation and category of land-use examined through a Committee or otherwise. After the finalisation of the valuation and land-use category, the same is to be given to the applicant through the Tehsildar.


22/10/19

4. The **Non-Encumbrance Certificate** issued by the respective Tehsildar shall clearly specify the category of land viz; Agriculture, Residential, Commercial and shall be approved by the Sub Divisional Officer. The name of buyer & seller should be invariably mentioned in the application submitted to Tehsildar by the applicant.
5. The Registration shall not be carried out in the absence of encroachment status report pertaining to the party (i.e. Seller/transferor) to the deed issued by concerned Tehsildar and the Sub Divisional Officer. In case of report of encroachment, the registration shall be carried out only upon removal of such encroachment.
6. The report of Land Acquisition Collector (LAC) shall be necessary for registering documents pertaining to exchange/transaction of land, except for registration of a WILL in order to ensure that the property being transacted in a sale is not a subject property already acquired or in any acquisition under process or contemplated upon.
7. The photographs of all the parties to the deed shall be taken by webcam and the same shall be made a part of the deed/document in addition to the hard copy of the photographs submitted by the parties.
8. This issues with the prior approval of competent authority.


(R.K. Baral)

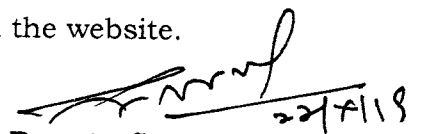
Deputy Secretary (Revenue)
F. No. 3-21/SR/stamp Duty/20

To

1. All Deputy Commissioners i.e. South Andaman District, North & Middle Andaman District and Nicobar District.
2. All Land Acquisition Collectors, A & N Administration.
3. All Assistant Commissioners/Sub Divisional Officers, A & N Administration.
4. All Sub Registrars, A & N Administration.
5. All Tehsildars, A & N Administration.

Copy also forwarded to

1. The Secretary to Hon'ble LG, A&N Islands, Raj Niwas.
2. The Sr. PS to Chief Secretary for kind information of Chief Secretary, A & N Admn.
3. The PS to Pr. Secretary (Rev.) for kind information of Pr. Secretary (Rev.), A & N Admn.
4. The Secretary (Law), A & N Administration.
5. The Secretary (Finance), A & N Administration
6. The Secretary (Rev.), A & N Administration.
7. Secretary (Rural Development), A & N Administration.
8. Secretary (PBMC), A & N Administration.
9. The Secretary (Information Technology), A&N Administration with the request to upload on A&N Administration's website.
10. The SIO, NIC, Port Blair to upload the above order on the website.


Deputy Secretary (Revenue)