

GOVERNMENT OF ASSAM
REVENUE & DISASTER MANAGEMENT DEPARTMENT
JANATA BHAWAN: DISPUR
GUWAHATI-06

No.RRG.154/2015/62

Date Dispur, the 23rd July 2018

OFFICE MEMORANDUM

1. Citizen-centric of the system of governance and active citizen engagement in the functioning of the government are critical to the quality of governance. Revenue administration and management of land resources are no exception to it. Acknowledging the importance of citizen engagement in bringing about efficiency and transparency in the functioning of Revenue & Disaster Management Department and conservation of precious land resources, it has been decided to constitute Village Land Management and Conservation Committee(VLMCC) in every revenue village of the State as per the norms laid in the paragraphs below:

2. **Composition of the VLMCC:**

The VLMCC shall consist of following persons:

| | | |
|------|--|------------------|
| i. | Ward member of the Gram Panchayat from the Village, or One of the resident of the village elected by Gram Sabha, if the ward member representing the Revenue village is not from the village or there are more than one ward member in the village | Chairperson |
| ii | Ward member/ members representing the village (if he/she is not the Chairperson/ Chairpersons of the Committee) | Member, |
| iii | Lot Mandal in whose Lot the Village falls | Member |
| iv | Village level Extension Worker of Agriculture Department in Charge of the Village | Member |
| v | Village level Extension Worker of Veterinary & Animal Husbandry in Charge of the Village | Member |
| vi | Field level staff of Forest Department. | Member |
| vii | Head Teachers of the Government Elementary & Secondary School | Member |
| viii | 10 Persons from the Village elected in Gaon Sabha Meeting | Member |
| ix | Gaon Burha.(in case, Gaon Burah is not able to read or Write, one educated person will be elected as co-secretary in the Gram Sabha meeting) | Member Secretary |

3. **Eligibility Criteria for membership of the VLMCC:**

- (i) The person concerned should be citizen of India and an Ordinary resident in the Village.
- (ii) He/ She should be sound mind and health.
- (iii) He/ She should not have been charge-sheeted or convicted in connection with any crime.
- (iv) He/she should not have defaulted on payment of Land revenue or any Government dues.

4. **Role & Responsibilities of VLMCC:**

4.1 VLMCC shall function as the guardian of the land resources of the village, which include Village Grazing Reserve (VGR), professional Grazing Reserve (PGR), Wetlands (Rivers, Rivulets, streams, ponds, tanks, natural water channels marshes, swamps and depressed areas waterlogged for significant part of the year), vegetative cover (forest and agro-forestry on Government Land), Hills and ecological sites, and archaeological remains or sites.

7. Tenure of VLMCC:

- i) The tenure of VLMCC shall be 3 years from the date of constitution. It can, however, be dissolved before that if it is found that it has not been discharging its functions properly. Deputy Commissioner/ S.D.O. (Civil) is authorised to take action on receiving the report from Circle Officer to this effect after conducting local enquiry.
 - ii) An elected individual member of the committee may also be removed if it is found that he/she has ceased to fulfil any of the eligibility criteria mentioned in Paragraph 3 and/ or have abstained from more than one third of the meetings of the VLMCC in a year.
8. Deputy Commissioner and Sub-divisional Officers (Civil) are directed to ensure that the process of formation of VLMCCs is completed by 31st August 2018 and the proposal for two days training of the members of VLMCCs is submitted to Revenue & Disaster Management Department, Govt. of Assam latest by 15th September 2018.
 9. District Heads of Forest, Agriculture, Veterinary & Animal Husbandry, PHE, Irrigation, Soil Conservation, Social Welfare, Industries & Commerce, Health & Family Welfare, P&RD, PWD Building & NH, PWD Rural Road, Education, Power and Water Resource Departments should be action involved in the constitution of the VLMCCs, training of their members and monitoring of their functioning.
 10. Circle officer shall furnish Annual Report on the functioning of the VLMCCs to the Deputy Commissioner/ S.D.O. (Civil) with a copy each to Director of Land Records, Divisional Commissioner and Chief Executive Officer, ASDMA.
 11. Divisional Commissioner shall review the functioning of VLMCCs regularly.


Addl. Chief Secretary to the Govt. of Assam
Revenue & D.M. Department

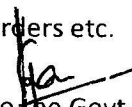
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Copy to:

1. The P.P.S to Chief Minister, Assam for kind appraisal of Hon'ble Chief Minister.
2. The P.S to Minister of State, Revenue & D.M department for kind appraisal of Hon'ble Minister.
3. The S.O to the Chief Secretary, Assam for kind appraisal of the Chief Secretary.
4. P. S to the Addl.Chief Secretary/ Principal Secretary/ Commissioner Secretary, Forest/ Agriculture/ A.H.& Veterinary/PHE/ Irrigation/ Soil Conservation/ Water Resource Department/Social Welfare/Industries& Commerce/Health& Family Welfare/Panchayat& Rural Development/PWD Building &NH/PWD Rural Roads/Education/Power Department.
5. The Chief Executive Officer, Assam State Disaster management Authority, Dispur.
6. All Divisional Commissioners.
7. The Secretaries, Revenue & D.M department.
8. The Director of Land Records & Survey etc. Assam Rupnagar, Guwahati-32.
9. All Deputy Commissioners.
10. All Joint Secretary of Revenue & Disaster Management Department.
11. All Deputy Secretary of Revenue & Disaster Management Department.
12. All Sub Divisional Officers (Civil).
13. All Circle Officers.

By orders etc.


Joint Secretary to the Govt. of Assam
Revenue & D.M. Department