

**e-Nibandhan**  
**'Computerization & Networking of**  
**Registration Offices'**



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**Developed & Implemented by:**

**Jharkhand Agency for Promotion of Information Technology (JAP-IT)**

**Ranchi, February 2013**

## Preface

This document has been developed to share Jharkhand's experiences of computerization of registration processes termed as e-Nibandhan. The computerization has not only helped the registration processes to be faster, but also transparent and amenable to audit and easy monitoring. There are many more reforms feasible in this space for which the Govt. of Jharkhand with support of Govt. of India is working.

A need was felt for documentation of this experience, so that other states, stakeholders, researchers and members of public could benefit from this experience. We are grateful to Govt. of India in the Department of Administrative Reforms and Public Grievances of Ministry of Personnel, Public Grievances and Pensions who supported this endeavour with a total sanctioned grant of Rs. 3,00,000.

We are thankful to Shri N. N. Sinha, Principal Secretary, DoIT – cum – CEO, JAP-IT for his valuable guidance which has helped us enormously during the preparation of this document.

We are also thankful to Smt. M.N. Kerketta, Secretary – cum – IGR, Registration Dept., GoJ and Shri D.M. Thakur, AIG, Registration Dept., GoJ, Shri Shahid Ahmed, State Informatics Officer and his team from NIC, Jharkhand, Shri A. K. Satyajeet, OSD, Shri Rajesh Ranjan Sinha, Project co-coordinator, both of JAP-IT and Shri. Manojit Bose, Principal Consultant, SeMT, Jharkhand for their kind co-operation and suggestions during the preparation of this document.

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**Ranchi, February 2013**

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## **Mission of the e-Nibandhan Project**

The broad objectives of the computerization and automation of the registration process is to improve the customer service, to increase the transparency, to ensure better management of data, to reduce the litigation to check the evasion of the stamp duties and to reduce the corruption in Registration Offices.

## **Implementation History and Overview of the e-Nibandhan project**

Registration Department, Government of Jharkhand is entrusted with the important work of registering various kinds of documents. The statutory basis of the Registration Office is the Registration Act of 1908. The purpose of the Registration Act, 1908 is to provide for a legal framework relating to registration of the documents. The Original Registration Act provides for the overall administrative framework for registration establishment like Inspector General of Registration, Inspector of Registration officers (IRO), District-Sub Registrars and Sub-Registrars. It also provides the list of documents, which are required to be registered compulsorily and also the list of documents where registration is optional. The Act also prescribes as to how the documents will be presented for registration, duties and powers of the registration officers, under what situation the registration office could refuse to register the documents.

Jharkhand Automated Registration System (JARS) came into existence from 20th July, 2005. JARS encompasses the process of performing the various functions associated with the act of registration, through electronic devices like computers and scanners, to ensure an efficient, accurate and transparent delivery of services to the registering public.

E-Nibandhan project has also initiated solemnisation and Registration of marriage Act 1954. The module prepared in this regard is running successfully. A module of registering societies under the society registration act 1860 and firms under the Indian partnership Act 1932 in its final phase to be implemented. Since the Department is custodian of all the registered deeds and indexes, the

department also endeavors to make search and inspection of records possible by online computerized system.

## **Process of conventional and e-Nibandhan System**

### **MANUAL SYSTEM:**

In the previous system, a person who comes to register the documents/instruments first, gets the deed prepared through the lawyers/deed-writers on the stamp papers and presents it to the sub-registrar office. If the sub-registrar office finds that the presented documents satisfies all the criteria of being accepted for registration i.e. adequate stamps and other supporting documents etc. for the registration, the executants of the documents appear before the registering officer and admit the execution of the document. Thereafter Registering officer writes an endorsement regarding the admission of execution. After this thumb impression of the executant and identification is taken on the document and a separate register meant for this purpose. After this the claimants of the documents were asked to come on an anticipated date to get back their document. There after the registration officer does necessary work such as copying of all the documents in relevant volumes. There after the registering officer endorse a certificate containing the word "Registered" together with the number and page of the book in which the document has been copied. After this Indexes I and II are prepared, now the document are ready for delivery. This whole process take much of time and manpower. Parties were given these document after a few months and in some cases more than a year.

### **COMPUTERIZED SYSTEM:**

In the new computerized system, as soon as the documents are presented for the registration, the computer automatically checks the adequacy of the stamps, and the other validity criteria Under the act. When the document fulfill all the statutory requirement under the registration Act the process of registering the document is initiated immediately. The system generate token number. After depositing of Registration fee, the formalities of admitting the execution before the registering

officer is completed. The thumb impression are taken by the Biometric Machine. Photo is taken by the web camera. After the completion of entire process the documents are delivered to the parties within 45 minutes.

### Benefits of e-Nibandhan System

- 1) **Quick and Simplified Process**: As the computerized process takes much less time than the manual process, it is much simpler and easy from the perspective of the parties to the deed. They do not have to stay at the sub-registrar's office for a longtime & sometime for the whole day.
- 2) **Availability of the Information**: All the documents registered in a computerized office are available on the computer. The software facilitates to search for documents registered previously. One can also search for the documents by the name of the parties on the documents. Document can be searched date-wise Mauja (Village), Anchal/District wise. This information availability gives everyone a certain confidence about the transaction. This will also reduce time & manpower to register, search and get copies thereafter. In fact, we plan to keep the documents on the Internet which will enable any person to search and see any document and even can print the copy of any registered document after the payment of the requisite fees.
- 3) **Space Optimization**: As there are no manual records required to be kept and everything is in a digital form, it requires much less paper and space for storage of the physical files.

- 4) **Cost reduction**: As all the information is being captured on the computer through scanning etc, it requires much less labour and other materials. This will result in reduction of the cost to the Government.
- 5) **Immediate delivery of the Documents**: This is one of the most important benefits of the computerization as the original documents are returned to the owner within a matter of few minutes of their presentation. This has increased the efficiency of the office. It saves time.
- 6) **Transparency**: Increased transparency is one of the key benefits of the computerization. The sub-registrar office is no more nightmare to the parties for the registration. Now the details of the registration, rate calculation and their schedules are easily available to the people and hence people can be sure that they are paying the correct and legitimate amount to the Government.
- 7) **Increased facilities to all the stake-holders**: The Stake-holders in the process are deed-writers, Stamp Vendors, parties to the deed and the officials of the registration office. The availability of many resources like minimum value of the land, stamp fee rates and templates of various kinds of documents on the Internet makes everybody's life easy. Many deed-writers have started using these tools so as to further improve the service standards.
- 8) **Increased Revenue generation**: Computerization of the registration office has increased the revenue manifold from a mere INR 74 crore to INR 418 crore.
- 9) **Digital records of the Deeds**: Any deed can be searched and verified at any given time because of the digital format of the deeds.



10) **Standardisation of the Process:** Overall process of registration and other services are same in all the districts across the state. Before the introduction of e-Nibandhan application software many of the districts have their own measurement scales, due to this there was lack of uniformity in the process of Registration. In Ranchi district itself measurement units used were Decimal, Kattha, Square feet (Sq. ft.) and Chatak (Ch). After introduction of e-Nibandhan application software, uniform scale of measurement has been adopted. Thus, across the state, only single measurement scale is used now i.e. decimal, through which all land transactions processes have been completed except at Deoghar, where the land transaction process is completed through 'square feet' measurement units that too can be converted into decimal. The unit of measurement of structures is in square meters.

### **e-Nibandhan Architecture & online services provided**

Automation of registration is the focused project of Government of Jharkhand. So to make this successful, a web based application is being developed on ASP.NET 2.0 and Oracle platforms. As the initial step of this project, a system study has been made to ensure the efficient, stable and really successful web application.

e-Nibandhan system is developed on web based (3 tier) architecture having two interfaces:

- Application Software
- MIS/ Portal

**Technology Used:-** .NET Frame Work & Oracle

Sr. No.	Technical Details				
1.	Front End	No. of Users (Intranet)	No. of Forms	No. of Reports	Technical Description
		500 (Approx.)	260 (Approx.)	45 (Approx.)	Build on Microsoft .Net Platform
2.	Middle Tier	No. of Code-Modules	Avg. no. of Lines of Code per Code-Module		Web Server
		250 (Approx.)	800 (Approx.)		Microsoft IIS server
3.	Back End	No. of Tables	Size of DB (Approx.)	DB Growth Rate per day	Database server
		40 (Approx.)	4.5 TB (Approx.)	2.5 GB (Approx.)	Oracle 10g Release 2 on Linux Platform.

During the system study, all the areas of registration process have been taken into account, analyzed and recorded into the system study documentation. As the pilot places, five districts have been visited and information collected, during which interactions with concerned officers, staff and operators took place for the better know how of existing process.

Various issues affecting the existing and proposed registration process over various districts, like dissimilarities of columns, units and data types have been studied carefully for the state wide acceptable generalization of the proposed application.

Many technical issues like client side hardware interactions such as scanners, thumb impression devices etc, data security, data integrity, user friendliness have been kept into mind during the whole system design.

It has been implemented through the `Public Private Partnership` (PPP) and `Build Own & Operate` (BOO) Model.

e-Nibandhan application has been tested and certified by STQC (Standardisation Testing and Quality Certification).

### Budgetary Allocation for the e-Nibandhan Project

Sl. No.	Major Head	Amount
1	Hardware	9,986,652.00
2	Software	16,647,190.00
3	Civil & Interior	6,757,006.00
4	Misc.	6,628,901.00
5	Consultancy	4,001,975.00
6	Total	44,021,724.00
7	<b>Total Project Cost</b>	<b>44,040,000.00</b>

This is a State funded project and the funds have been provided by the Dept. of Information Technology, GoJ to the implementing Agency Jharkhand Agency for Promotion of Information Technology (JAP – IT)

### Major Challenges faced during the Implementation of e-Nibandhan

- It was felt during the implementation that very important aspect i.e. Substantial Process Re-engineering and Capacity Building was required.
- There was lack of Infrastructure for implementing this project.
- Major issue of connectivity. Network was not available in the far flung and remote areas.
- One of the basic requirements, i.e. Power Supply, was found inadequate in most of the areas.
- Acceptability & Ownership.

Citing the above challenges it was important to make some changes in the implementation strategy and therefore the following was the need of the hour for the successful implementation:

- Proper inter-agency co-ordination & team-work.
- Time bound result oriented action plan.
- Regular monitoring & review and speedy decision making.

## Snapshot of the e-Nibandhan Hardware



The major hardware used at JAP-IT SDC under e-Nibandhan project is as follows :

- ✓ Application Servers
- ✓ Database Servers
- ✓ Backup Servers
- ✓ Storage Devices like SAN & NAS and
- ✓ Backup Device

### **Online services provided (currently)**

The current e-Nibandhan application software provides the following registration related citizen centric services as on date along with the web-based application for the Registration of the documents:

- Online Search of the Index Registers
- Issue of Non-encumbrance certificates
- Issue of Certified copies of the Deed
- Registration of Property transactions
- Issuance of the Marriage certificates
- Provide for registration of marriages and solemnization of Marriages & issuance marriage certificates.
- Registration of the societies and firms.
- To provide registration related information viz. valuation of land, houses, flats etc.
- To provide information related to the stamp duty and fees.

The new online system replaces the manual system of copying and filing of the documents with a sophisticated document management system using imaging technology (with Biometric). The new system also replaces the manual system of indexing, accounting and reporting through the introduction of the electronic document writing.

### **JharNet(SWAN) as e-Nibandhan Service Provider on the Intranet**

Jharkhand State Information & Communication Network (JharNet) is the state-of-the-art communication network built exclusively for the use of the Government of Jharkhand and its various departments.

e-Nibandhan application is hosted on the 'State Data Center' and its services are provided through the JharNet network.

JharNet has revolutionized the way Government functions by providing easier, faster and transparent governance. It has improved the Government-Citizen and Government-Business interaction by providing easier accessibility of various Departmental Services to Citizens and Business.

JharNet is a transport network and serves as an Intranet for the e-Nibandhan application. It is the information superhighway for Jharkhand e-Governance services and a communication network built to carry Multi Services - Data, Voice and Video.

JharNet has modernized the communication set up of the Government, improve the Administrative effectiveness & efficiency, improved the Quality of public service being provided to common man and quicken the overall development of the State through improvement of Intra-Government and Government-Citizen interfaces.

## Stakeholders (Registration)

### **Government Stakeholders:**

#### **1. Registration Department (IG Registration) Government of Jharkhand**

Role:

- Nominating a nodal officer for the project to co-ordinate with the service provider and the DOIT.
- Checking the Quality of Service (QOS) provided by the operator through the Sub-Registrars concerned.
- Collection of the additional charges and monitoring the progress of the project.
- Making payments to the service provider as per the terms of the contract.

#### **2. Department of Information Technology, Government of Jharkhand [DoIT]/Jharkhand Agency for Promotion of Information Technology [JAP-IT]**

JAP-IT is the implementing agency for the e-Nibandhan project. JAP-IT is also a State Designated Agency (SDA). Jharkhand Agency for Promotion of Information Technology (JAP-IT) was

conceptualized to accelerate the growth of Information Technology in Jharkhand and implement the policies of the State Govt. in the area of IT.

Role:

- Providing an update whenever required the application software, the required database RDBMS in consultation with the registration department for the purpose of running the software for registration of the documents.
- Maintenance of the software module in such a manner so that 95% uptime of the software maybe ensured.
- Providing all technical assistance to the operator in the deployment and implementation of the software.
- Coordination between different stakeholders for smooth implementation of the Project

**Private Stakeholders:**

**1. M/s CMC Limited (A company incorporated under the Companies Act, 1956) (As a Service provider)**

Role:

- CMC works on Built Own Operate & Public Private Partnership (BOO & PPP) as per terms of the tri-partite agreement.

**2. Wipro Limited**

Roles:

Wipro has the responsibility of maintaining the current e-Nibandhan software application under the Annual Maintenance Contract (AMC). The agency shall maintain the application in respect of but not limited to the following, in a manner that ensures uptime of the application as per the service level requirements.

Wipro had been entrusted with the task of Designing, developing, Implementation and Maintenance support of the following two 'modules' as enhancements to the current e-Nibandhan application:

- Registration of Societies and related citizen services
- Registration of Marriages and related citizen services

It has been successfully commissioned.

### 3. Lotus Communications:

Role:

- Lotus Communications was responsible for the development, up-gradation and maintenance of the e-Nibandhan application. The agreement was signed with the Lotus Communications on 6<sup>th</sup> June, 2007 for a period of 2 years.
- A fully functional Web Based application i.e. e-Nibandhan was successfully implemented at Jamshedpur SRO on 25.02.2008. Accordingly the Web Based application i.e. e-Nibandhan was inaugurated by Shri Arjun Munda, the Honorable Chief Minister and thereafter the application was implemented in a phased manner across the state.

**No. of documents registered since the inception of the application**

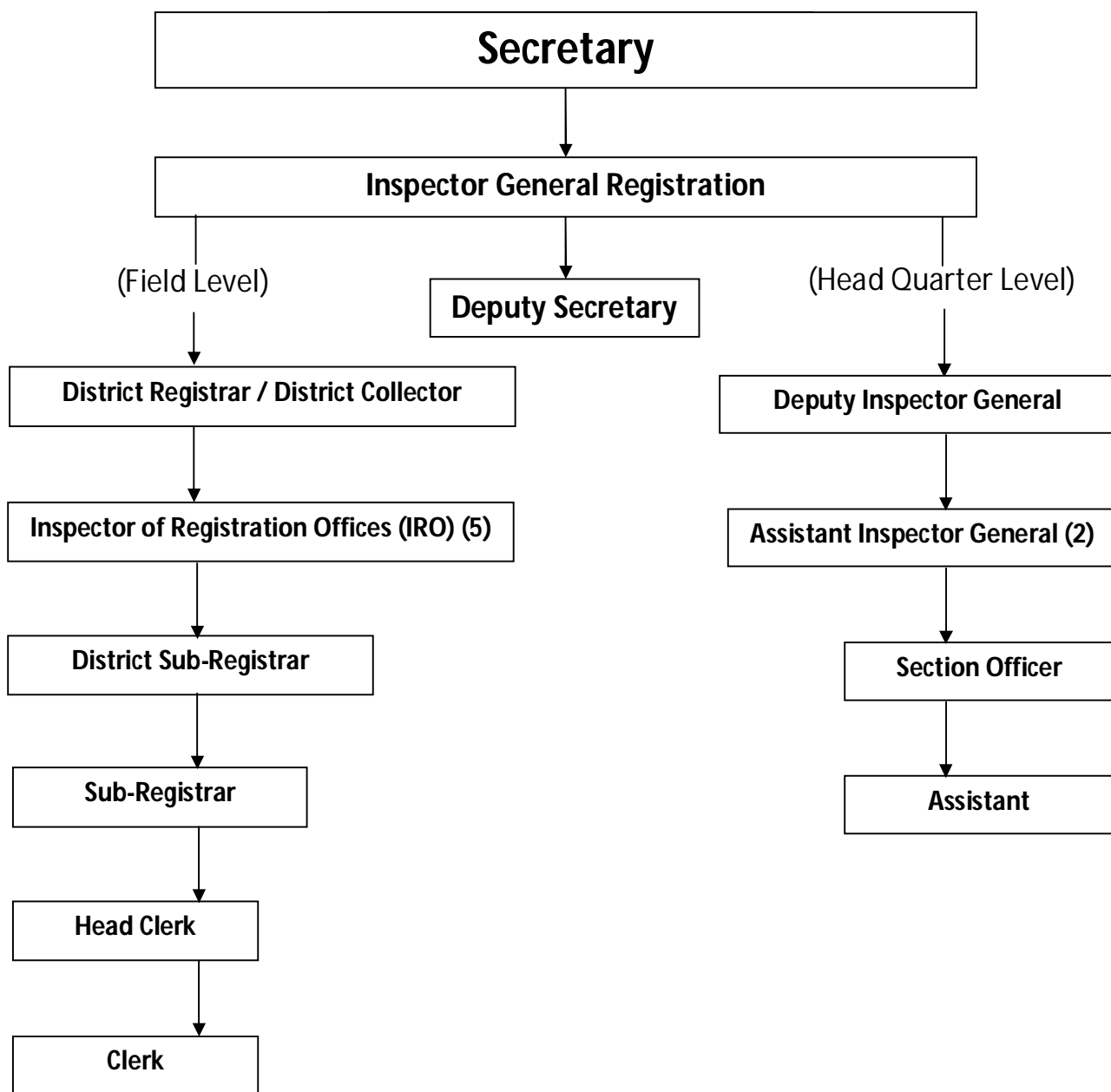
**Government of Jharkhand  
Department of Registration**

Number of Registered Deeds for the Financial Year 2008-09 to 2011-12

Sl. No.	Financial Year	No. of Deeds Registered
1	2008-2009	192048
2	2009-2010	199800
3	2010-2011	218844
4	2011-2012	185804



**Organizational structure of the Registration department**



## Registration Offices in various Divisions of the State

<b>List of Computerized Registration Offices</b>		
<b>Sl. No.</b>	<b>District</b>	<b>Went Live Date</b>
1	Registry Office, Ranchi	02-May-2008
2	Registry Office, Khunti	15-Apr-2008
3	Registry Office, Simdega	15-Apr-2008
4	Registry Office, Lohardagga	02-May-2008
5	Registry Office, Gumla	02-May-2008
6	Registry Office, Koderma	02-May-2008
7	Registry Office, Giridih	08-Sep-2008
8	Registry Office, Rajdhanwar	12-Sep-2008
9	Registry Office, Jamua	12-Sep-2008
10	Registry Office, Chatra	08-Sep-2008
11	Registry Office, Jamshedpur	25-Feb-2008
12	Registry Office, Ghatshila	07-Jul-2008
13	Registry Office, Husainabad	12-Sep-2008
14	Registry Office, Chaibasa	07-Jul-2008
15	Registry Office, Saraikela	02-May-2008
16	Registry Office, Nagar-Untari	12-Sep-2008
17	Registry Office, Garhwa	02-May-2008
18	Registry Office, Latehar	07-Jul-2008
19	Registry Office, Hazaribagh	08-Sep-2008
20	Registry Office, Barhi	12-Sep-2008
21	Registry Office, Bokaro	08-Sep-2008
22	Registry Office, Tenughat	21-Jul-2008
23	Registry Office, Dhanbad	07-Jul-2008
24	Registry Office, Gola	27-Oct-2008
25	Registry Office, Dumka	12-Sep-2008
26	Registry Office, Jamtara	03-Oct-2008
27	Registry Office, Deoghar	17-Nov-2010
28	Registry Office, Godda	12-Sep-2008
29	Registry Office, Pakur	08-Sep-2008
30	Registry Office, Sahebgunj	01-Jul-2009
31	Registry Office, Chakradharpur	01-Jun-2009
32	Registry Office, Palamu	15-Apr-2008
33	Registry Office, Govindpur	05-Aug-2008
34	Registry Office, Dumri	20-Apr-2011
35	Registry Office, Chandil	20-Apr-2011

36	Registry Office, Madhupur	20-Apr-2011
37	Registry Office, Ranchi (Urban Region 03)	20-Apr-2011
38	Registry Office, Bundu (Kanke Region)	20-Apr-2011
39	Registry Office, Ranchi (Urban Region 02)	20-Apr-2011
40	Registry Office, Ranchi (Urban Region 01)	20-Apr-2011
41	Registry Office, Ranchi (Rural Region)	20-Apr-2011

#### Types of Deeds / Documents registered at each registration office

<ul style="list-style-type: none"> <li>○ Acknowledgment</li> <li>○ Administration Bond</li> <li>○ Adoption Deed</li> <li>○ Affidavit</li> <li>○ Agreement or memorandum of an agreement</li> <li>○ Agreement relating to deposit of title deeds, pawns or pledge or hypothecation</li> <li>○ Appointment for the purpose of execution of any power</li> <li>○ Appraisalment or valuation</li> <li>○ Apprenticeship deed</li> <li>○ Award</li> <li>○ Bond</li> <li>○ Cancellation</li> <li>○ Certificate of sale</li> <li>○ Charter party</li> <li>○ Composition deed</li> <li>○ Conveyance</li> <li>○ Copy or extract</li> <li>○ Counterpart</li> <li>○ Customs bond</li> <li>○ Debenture</li> </ul>	<ul style="list-style-type: none"> <li>○ Instrument of further charge i.e. any instrument imposing a further charge on mortgage property.</li> <li>○ Indemnity bond</li> <li>○ Lease</li> <li>○ Letter of license</li> <li>○ Memorandum of association of a company</li> <li>○ Mortgage deed</li> <li>○ Mortgage of a corporation.</li> <li>○ Notarial Act.</li> <li>○ Note or Memorandum</li> <li>○ Partition</li> <li>○ Partnership</li> <li>○ Power of attorney</li> <li>○ Protest of bill or Note</li> <li>○ Protest by the master of a ship</li> <li>○ Re-conveyance</li> <li>○ Release</li> <li>○ Respondentia Bond</li> <li>○ Security bond</li> <li>○ Settlement</li> <li>○ Share warrants</li> </ul>
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- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>○ Divorce</li> <li>○ Declaration of Trust</li> <li>○ Dissolution of title deed</li> <li>○ Dissolution of partnership</li> <li>○ Entry as an advocate</li> <li>○ Exchange of property</li> <li>○ Gift – Instrument of, not being a settlement (No 58) or will or transfer (No 62)</li> </ul> | <ul style="list-style-type: none"> <li>○ Surrender of lease</li> <li>○ Transfer</li> <li>○ Transfer of lease</li> <li>○ Trust</li> <li>○ Warrants of goods</li> </ul> |
|--|---|

The deed / documents mentioned above are as per rule and are registered at a particular registration office on demand basis.

The process of registration covers a wide area starting from document collection from the party till the return of those documents. All the activities are recorded in different registers by the office clerks and are kept for future references and verifications.

## Types of “Deeds”

The screenshot displays the 'Deed Types' configuration interface. On the left, a sidebar lists 'Deed Related' items (Deed Types, Fee Master, Deed Categories) and 'Other' items (Objectionable Lands, Property Valuation, etc.). The main area shows a form for editing a 'Sale Deed'. The form includes a list of deed types on the left, with 'Sale Deed' selected. The right side of the form contains the following fields:

- Deed Type Name: Sale Deed
- Deed Code: SL
- Stamp Value: 4 (Percentage)
- Party Types: Vendor, Vendee, Power Holder
- Property Required: Yes
- Book: I

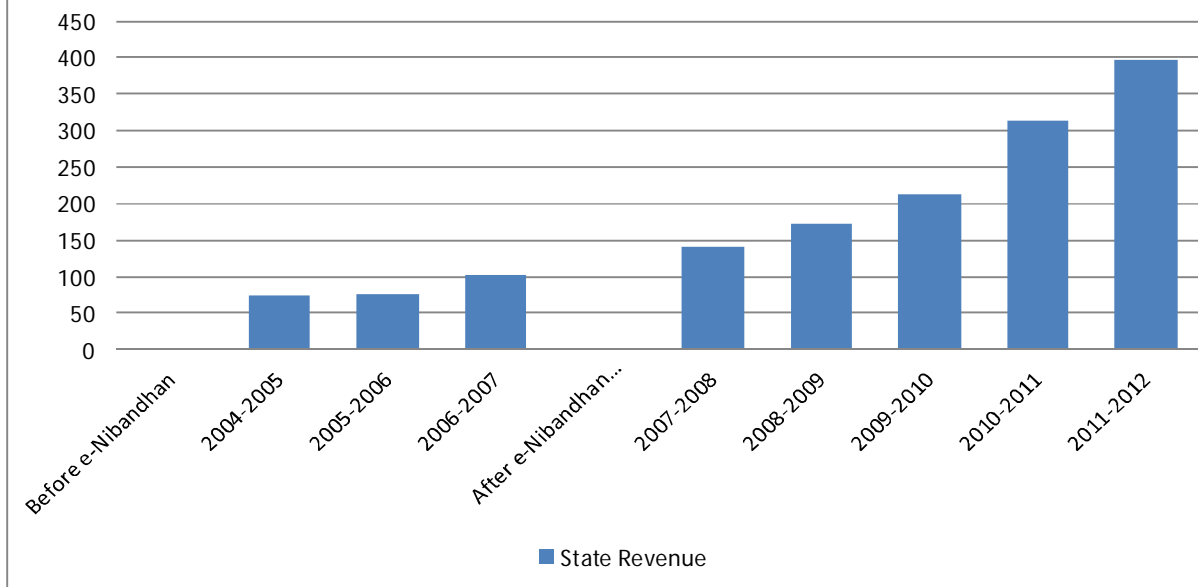
Buttons for 'Delete', 'Save', and 'Add New' are visible at the bottom of the form.

## Revenue Generation from the Registration Department in Jharkhand

### Government Of Jharkhand Department Of Registration Revenue Collection

Sr. No.	Financial Year	Revenue Collection (INR in Crores)
1	2004-05	74.61
2	2005-06	77.51
3	2006-07	102.02
4	2007-08	140.47
5	2008-09	171.69
6	2009-10	213.06
7	2010-11	314.56
8	2011-12	397.86

### State Revenue



## **No. of deeds/documents registered per year**

In Ranchi district 24,000 to 25,000 deed/documents are registered annually. In majority of cases 90% of sale deeds are being registered and remaining 10% covers the other types of the documents.

### **Typical Process Flow at the Registration office: A study of Ranchi Registry Office**

The computerized process at Ranchi registration office begins with the tendering of deed / documents at the office. For this purpose there are various counter assigned, and at each of the counters some specific work is being done. There are basically four types of counters namely:

1. Token counter: Tokens are being generated and given to the client.
2. Entry counter: Data entry is being done at this counter and a "Janch-Prapatra" or Check Slip is generated, which after attestation by the party is attached to the document.
3. Fee Counter: Fee for registration is collected from the party.
4. Photo Counter: Photographs and thumb impression is taken by bio-metric devices.
5. Scanning Counter: Documents are being scanned.
6. Return Counter: Documents are returned to the concerned party at this counter.

The registration process begins with the collection of deed/documents at counter no.1. A token is printed and given to the party with the assigned counter no. mentioned on the token.

The documents are then sent to the registering officer for accepting the document for registration. If the documents are found prima facie correct then the registering officer puts his initials. The documents are then taken to the concerned counters.

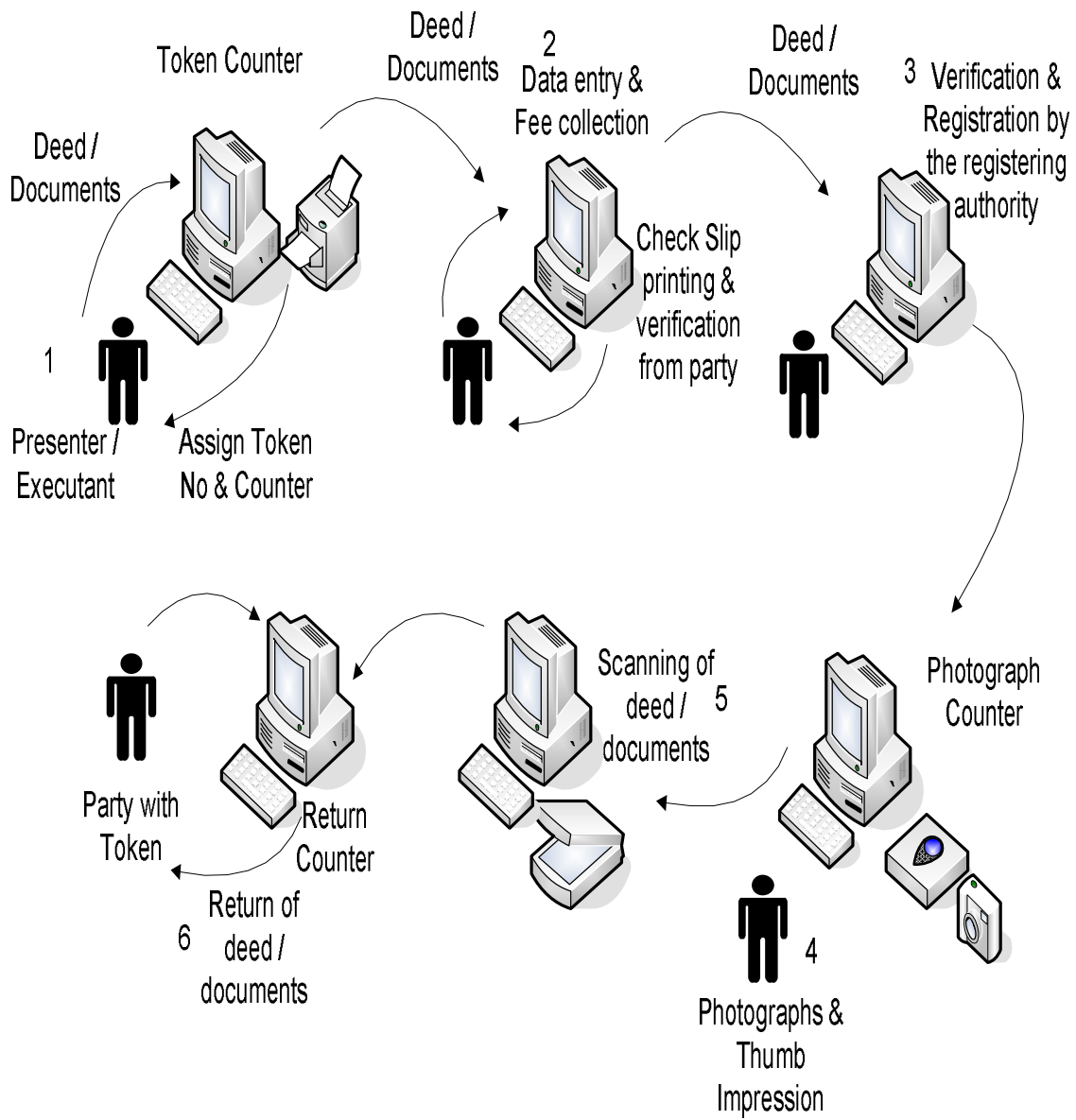
At the entry counter the operator enters the document details and a "Janch-Prapatra" or Check Slip is generated which is handed over to the party for the verification. After verification and putting of signature by party the "Janch-Prapatra" is then attached with the document, and is given to the fee collection counter. Fee is taken at the fee counter and receipt is printed and is given to the party. The documents are then forwarded to the registering officer. Where the executants admits for execution of document. The officer after examining the parties endorses the document and puts his signature. A "Deed/Document No." and a "Serial No." is auto-generated. Thereafter the document is scanned at the scanning counter, and then the original documents are sent to the 'return counter'. After verifying the token no. & fee receipts the original documents are returned to the concerned party.

**Issuance of Certified copies/Non-encumbrance certificate:**

The issue of certified copy of deed / documents has also been computerized. Applications for certified copy are accepted and a token is issued. After searching the deed / documents required fee is collected from party. A copy of the deed / document is printed and is duly certified by the registrar, and is issued to the party.

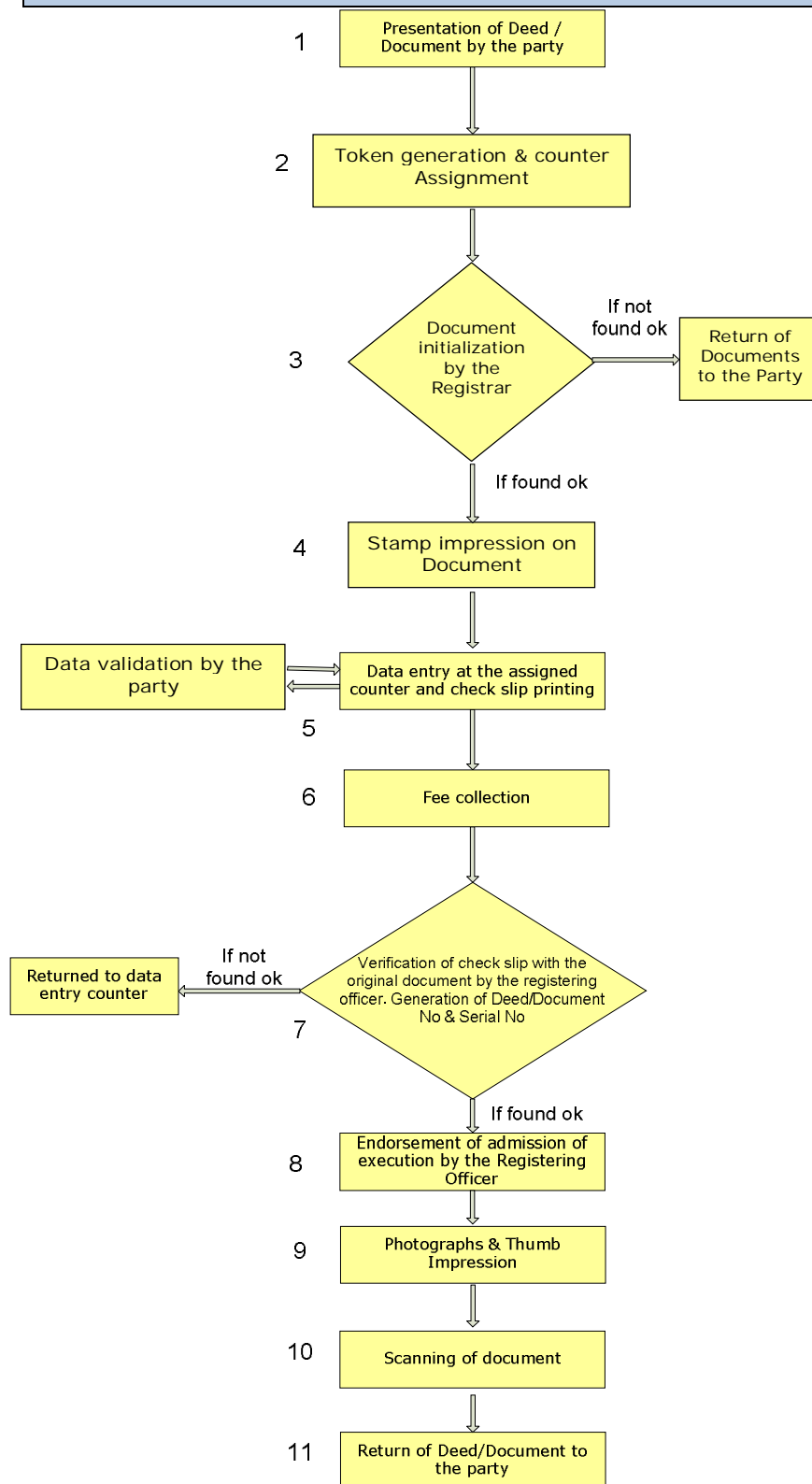
Non encumbrance certificate is also computerized. Tokens are issued to applicants and deed / documents are searched in the database. After searching required fee is taken and receipt is given to the party. A non-encumbrance certificate is printed out and is certified by the registrar and issued to the applicant.

**Pictorial representation of the automated process at Ranchi registration office**





## Process Flow Diagram of the Computerized process at the Registration counter at Ranchi



Snapshots of the Ranchi District, e-Nibandhan office

झारखण्ड सरकार  
जिला निबंधन कार्यालय, राँची  
के  
वेब आधारित कंप्यूटरीकृत निबंधन  
कार्यालय का ऑन लाइन उद्घाटन  
श्री मधु काड़ा, राजनीति एवं मुख्यमंत्री, झारखण्ड  
द्वारा  
दिनांक : 02/05/2008  
दिन शुकवार को सम्पन्न हुआ





Snap shots of the Marriage and District Sub-Registrar's office



## Digitization of the Sales Deed & to be Registered documents

A sales deed normally contains the following fields:

Khata No.
Plot No.
Rakba (Area).
Madherakwa (Area for sale)
Thana No.
Mauja

Documents submitted along with the sale deeds are:

1. True copy of the deed document.
2. Photographs.
3. 60 days permission for urban area  
Permission from SDO/LRDC (in the case of person belonging to the Scheduled Tribes, Scheduled Caste & backward classes covered under the Chota Nagpur Tenancy Act), [Permission U/S 28 of C.N.T Act, 1908]
4. Form 60/61 of Income Tax.
5. True copy of PAN Card
6. Tenancy Act (TA) form (Notice n Declaration)
7. Khatiyani.
8. Old deed copy (if any)
9. Map (if available)
10. The document having Signature/Thumb impression of the parties (executants) and two witnesses.

**Verification:**

Verification of the properties is based on the "Valuation list" obtained from the government.

The "Property Valuation" snapshot is as follows:

The screenshot shows the 'Property Valuation' page in the e-Nibandhan system. The page has a header with navigation links (Home, Registration, Masters, Admin, Search, Reports/MIS, Log Out) and a user profile (SRO: Ranchi, User Name: admin). The main content area is divided into a form and a table.

**Form Fields:**

- Anchal Name: [Dropdown]
- Mauja Name: [Dropdown]
- Thana No.: [Text]
- Ward/Haka: [Text]
- Buttons: \* Press F1 to add the new Anchal Name, \* Press F1 to add the new Mauja Name
- Input fields for: S\_ROAD, NH\_COMM, MR\_RES, 300\_COMM, NH\_TANR, OR\_DON, 300\_TANR, H\_HOLD, NH\_RES, OR\_COMM, 300\_RES, MR\_DON, OR\_TANR, DON, M\_ROAD, MR\_COMM, OR\_RES, NH\_DON, MR\_TANR, 300\_DON, TANR.

**Table: Property Valuation**

SN	ANC_NAME	THNO	MAUJA_NAME	SETTEL...	R_U...	NH_CO...	NH_R...	MR_CO...	MR_RES	OR_C...	OR_RES	NH...	NH...	MR...	MR...
1	Ranchi Shaha	202	Hesal / Badhai mohalla	URB	U			137576	131515	110303	104242				
2	Ranchi Shaha	202	Hesal / Krishnanagar colony	URB	U			137576	131515	110303	104242				
3	Ranchi Shaha	202	Hesal / Refugee colony mukh...	URB	U	164242	158182	137576	131515	110303	104242				
4	Ranchi Shaha	202	Hesal / Shivpuri anyapuri	URB	U			137576	131515	110303	104242				
5	Ranchi Shaha	202	Hesal / Alkapuri	URB	U			137576	131515	110303	104242				
6	Ranchi Shaha	201	Hesal / Indrapuri road no 7 s...	URB	U			137576	131515	110303	104242				
7	Ranchi Shaha	201	Kathalgonda / Kathalgonda	URB	U			207879	201818	126061	120000				
8	Ranchi Shaha	201	Kathalgonda / Kathalgonda	URB	U			207879	201818	126061	120000				
9	Ranchi Shaha	201	Kathalgonda / Mission gali ka ...	URB	U			207879	201818	126061	120000				
10	Ranchi Shaha	201	Kathalgonda / Solah set quarter	URB	U			207879	201818	126061	120000				
11	Ranchi Shaha	201	Kathalgonda / New police line	URB	U			207879	201818	126061	120000				
12	Ranchi Shaha	187	Bhitha / Adalhatu ka bhag	URB	U			83636	77576	41212	35152				
13	Ranchi Shaha	187	Bhitha / Bhitha	URB	U			83636	77576	41212	35152				
14	Ranchi Shaha	187	Chiraundi / Chiraundi	URB	U			116364	110303	104242	98182				
15	Ranchi Shaha	200	Hatma / Hatma	URB	U			149091	143030	112727	106667				
16	Ranchi Shaha	201	Kathalgonda / A.T.I	URB	U	254545	242424								
17	Ranchi Shaha	201	Kathalgonda / Quarter	URB	U			207879	201818	126061	120000				
18	Ranchi Shaha	201	Kathalgonda / Meyor's road	URB	U	254545	242424								
19	Ranchi Shaha	201	Kathalgonda / Hansmann	URB	U			207879	201818	126061	120000				

Different documents are stamped as per schedule 1A of the Indian Stamp (I.S.) Act.

Stamp duty is also of various types and depends on the type of deed / documents.

For example the stamp duty for sale deed is 4% of the total value of property.

**Objections:** Objections, if any are based on the “Objection List” which contains all kind of objectionable lands in a particular district.

The screenshot shows the 'Objectionable Lands' form in the e-Nibandhan application. The form includes fields for Anchal Name (Ranchi), Mauja Name (Angarha-208), Thana No., Khata No., H. No., Plot No., MSP, and Area. The objection type is set to 'LeaseLands'. Below the form is a table of objectionable lands.

SN	Anchal Name	Th No	Mauja Name	Khata No	Plot No	Plot Type	AREA	UNIT	Objection Type	DESCRIPTION
1	Ranchi	207	Angora	94	2479	RSP			Ceiling	
2	Ranchi	207	Angora	94	2478	RSP			Ceiling	
3	Ranchi	207	Angora	94	1755	RSP			Ceiling	
4	Ranchi	207	Angora	94	1754	RSP			Ceiling	
5	Ranchi	207	Angora	94	2992	RSP			Ceiling	
6	Ranchi	207	Angora	94	2481	RSP			Ceiling	
7	Ranchi	207	Angora	94	2483	RSP			Ceiling	
8	Ranchi	207	Angora	94	2479	RSP			Ceiling	
9	Ranchi	207	Angora	94	2478	RSP			Ceiling	
10	Ranchi	207	Angora	94	1755	RSP			Ceiling	
11	Ranchi	207	Angora	94	1754	RSP			Ceiling	
12	Ranchi	207	Angora	94	2992	RSP			Ceiling	
13	Ranchi	207	Angora	94	2483	RSP			Ceiling	
14	Ranchi	207	Angora	94	2481	RSP			Ceiling	
15	Ranchi	207	Angora	94	2479	RSP			Ceiling	
16	Ranchi	207	Angora	94	2478	RSP			Ceiling	
17	Ranchi	207	Angora	94	1755	RSP			Ceiling	

### Initialization/Fee collection:

After verification the documents are initialized by the registrar. Fee for registration is then collected from the party. There are different fee structures required for registering different types of deed/documents.

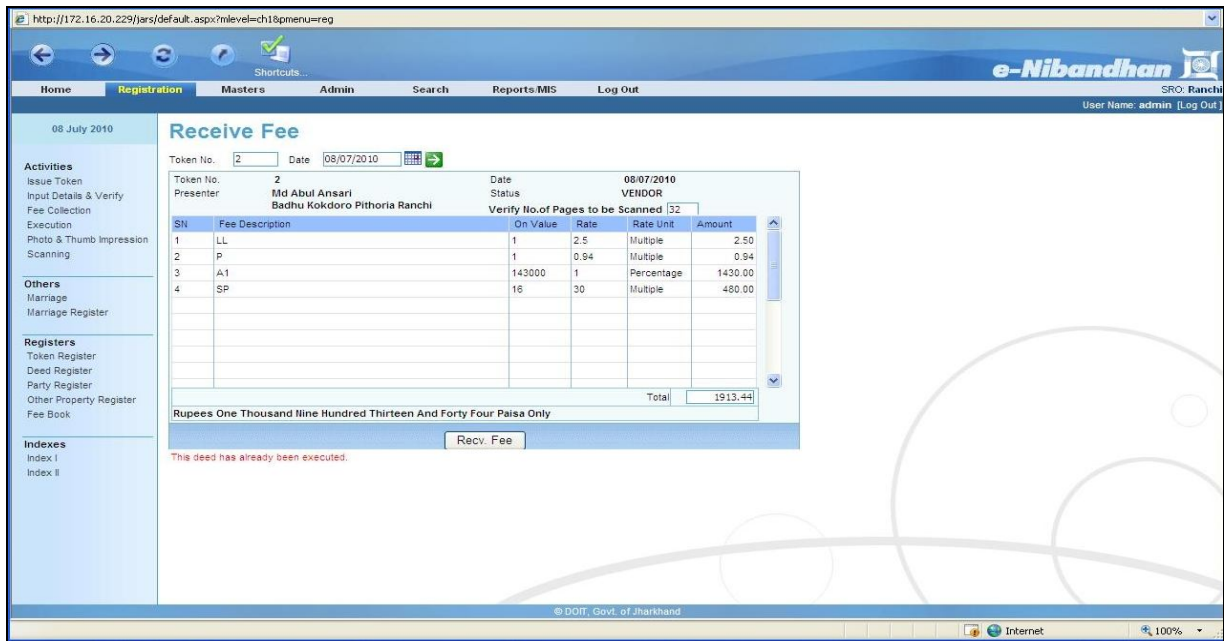
Fee is charged in accordance with table of fees in registration act and L.L.R fee are charged in accordance with “Tenancy Act”.

Fee of registration of sale deed is depicted bellow:

1. Registration fee- 3% of the total value of the property.
2. INR 9per page of the document.
3. Salami fee- 2.50 Per Khata No. (L.L.R. fee)
4. Talwana fee- 0.94 per Khata No. (Process Fee)

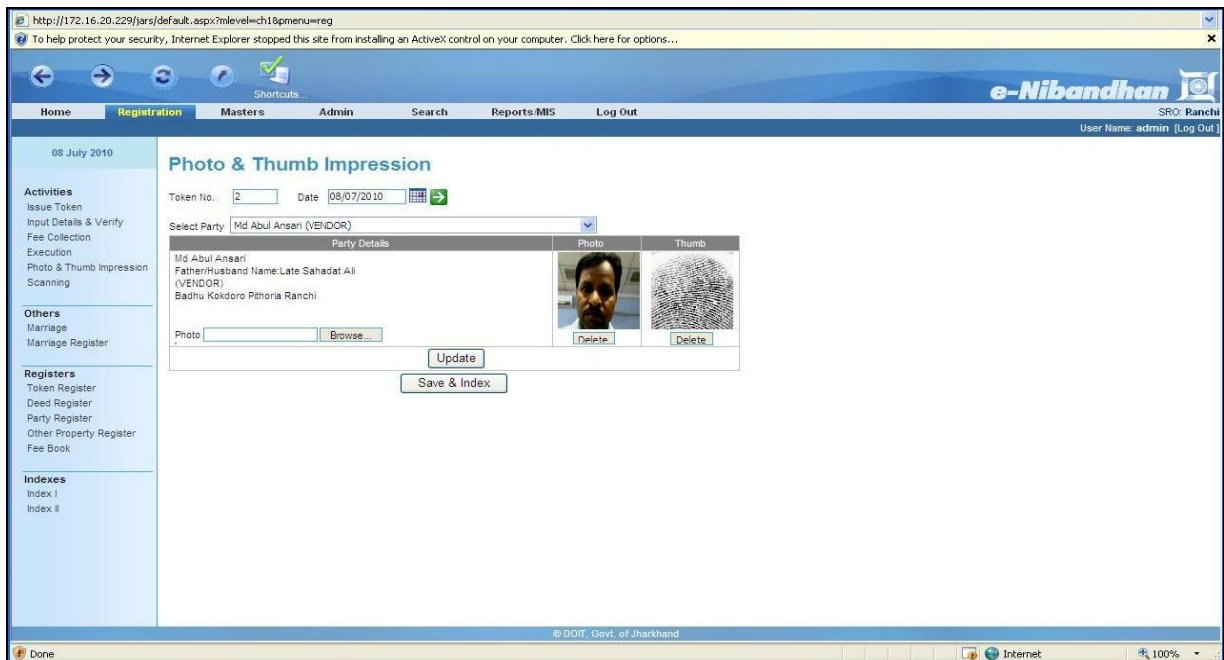


Fee Receipt is given to the party.



### Registration:

The Registration Officer records the admission of execution (U/S 58 of Registration Act). The registrar then in the presence of both the executants and claimants approves the documents and signs it. Left thumb impression of the executants, claimants and one "Pahchan" (any person who knows both the party), is taken on the documents. The screen shot of Photo & Thumb Impressions as below:



## Recording of the details:

The details of the documents are then recorded in different registers such as:

### a). Index Register 1:

This register contains the details of the person and the documents being kept.

The fields of the register are as follows:

SN	IPRREID	YR	PARTYNAME	FATHERNAME	RESADD	STATUS	DEEDNO	VOLNO	PFROM	PTO
1	0	2008	Dukhan Singh	Late Gujar Singh	patratu,kanke,ra...	PRINCIPLE	946	26	1	16
2	0	2008	Kamal Kashore Bha...	Lekhan Bhagat	etatu,ranchi	ATTORNY	946	26	1	16
3	0	2008	Om Prakash	Deo Kumar Singh	ratu,ranchi	ATTORNY	946	26	1	16
4	0	2008	Daneshwar Sahu	Ruchan Sahu	patratu,ranchi	ATTORNY	946	26	1	16
5	0	2008	Ram Gulab Singh	Jai Pal Singh	Patratu,ranchi	Identifer	946	26	1	16
6	0	2008	Md Imtyaz Khan	Late Ismail Khan	CHOREYA RANCHI	VENDEE	7114	267	181	202
7	0	2008	Hafizulah Khan	Late Bakar Ali Khan	Choreya Ranchi	Identifer	7114	267	181	202
8	0	2008	Kashinath Hazam	Late Mangal Hazam	hariharpur jam toll...	VENDEE	7113	267	167	180
9	0	2008	Baldevi Devi	Pancham Pandey	bero,ranchi	VENDEE	7113	267	167	180
10	0	2008	Ramesh Hazam	Kashinath Hazam	hariharpur jantoli	Identifer	7113	267	167	180
11	0	2008	Birsa Trikey	Late Budhu Mahto	Dardag	PRINCIPLE	947	26	17	28
12	0	2008	Jyval Mahto	Dhaneshwar Mahto	hatwal	ATTORNY	947	26	17	28
13	0	2008	Mahabeer Mahto	Tulia Mahto	dardag	Identifer	947	26	17	28
14	0	2008	Gobal Gari	Late Bila Oraon	PIRIDH RANCHI	VENDEE	7111	267	121	144
15	0	2008	Mengas Minz	Manohar Minz	JOJOSEBENG RA...	VENDEE	7111	267	121	144
16	0	2008	Birsa Trikey	Late Budhu Mahto	ULATU NAMKUM	Identifer	7105	267	121	144
17	0	2008	Champa @ Paulou...	Late Madra Oraon	sijsoreng,namkum	VENDEE	7104	267	1	16
18	0	2008	Samhita Soren	L.N. Murmu	Samlong	VENDEE	7104	267	1	16
19	0	2008	Joseph Toppo	Champa @ Polous ...	sijsoreng,namkum	Identifer	7104	267	1	16
20	0	2008	Champa @ Poulou...	Late Madra Oraon	SIJUSERENG NAM...	VENDEE	7105	267	17	32
21	0	2008	Ganga Hasdda	Budhan Hasdda	RAMPUR NAMKUM	VENDEE	7105	267	17	32
22	0	2008	Joseph Toppo	Champa @ Poulou...	SIJUSERNG NAMK...	Identifer	7105	267	17	32
23	0	2008	Sk. Ibrahim	Late Sk. Shamat	patratoli,kanke,r...	VENDEE	7106	267	33	52
24	0	2008	Faruque Ansari	Safik Ansari	bjulla,ratu,ranchi	VENDEE	7106	267	33	52
25	0	2008	Abdul Kudus	Mobarak Ansari	agru,ratu,ranchi	VENDEE	7106	267	33	52
26	0	2008	Gopal Barak	Late Balu Barak	BERO RANCHI	VENDEE	7109	267	85	102
27	0	2008	Suvendra Sahu	Jai Ram Sahu	SUNDA ROAD BERO	VENDEE	7109	267	85	102
28	0	2008	Kanhaya Barak	Late Rajendra Barak	BERO RANCHI	Identifer	7109	267	85	102
29	0	2008	Hari Pado Goral	Late Kanto Goral	tamar	VENDEE	7107	267	85	68
30	0	2008	Md. Sattar Ansari	Md. Islam	Tamar	VENDEE	7107	267	53	68
31	0	2008	Mr. Aminur Rahman	Late Mirgari	Tamar	Identifer	7107	267	53	68
32	0	2008	Gopal Barak	Late Balu Barak	BERO RANCHI	VENDEE	7110	267	103	120
33	0	2008	Rekha Devi	Manoj Soni	BERO RANCHI	VENDEE	7110	267	103	120
34	0	2008	Aslam Mansuri	Late Muddin Mansuri	kanke aaya lane	VENDEE	7112	267	145	166
35	0	2008	Sahnuddin Ansari	Late Sabdai Ansari	simla,rati	VENDEE	7112	267	145	166

### b). Index Register 2:

This register contains the details of the property. The fields are as follows:

SN	ANCHALNAME	PROPERTY	TYPEOFDEED	DEEDNO	VOLNO	PFROM	PTO
1	Bero	Bero Th. No. 76 Khata No. 262 Plot No. 2143 Area 1 Decmal	Sale Deed	7110	267	103	120
2	Burmu	Aera Th. No. 68 Khata No. 14 Plot No. 464 Area 14 Decmal	Sale Deed	7108	267	69	84
3	Namkum	Ulatu Th. No. 314 Khata No. 280 Plot No. 1292 Area 15 Decmal	Sale Deed	7111	267	121	144
4	Chanho	Choreya Th. No. 48 Khata No. 73 Plot No. 138 Area 17.5 Decmal	Sale Deed	7114	267	181	202
5	Ranchi	Hatma Basti Th. No. 200 Khata No. 69 Plot No. 926 Area 14 Kattha	Sale Deed	7115	267	203	222
6	Kankie	Mesara Th. No. 168 Khata No. 71 Plot No. 873 Plot Area 10 Decmal	Sale Deed	7116	267	223	254
7	Namkum	Rampur Th. No. 336 Khata No. 140 Plot No. 1773 Area 30 Decmal	Sale Deed	7104	267	1	16
8	Namkum	Rampur Th. No. 336 Khata No. 140 Plot No. 1173 Area 30 Decmal	Sale Deed	7105	267	17	32
9	Bero	Bero Th. No. 76 Khata No. 262 Plot No. 2143 Area 1 Decmal	Sale Deed	7109	267	85	102
10	Kankie	Sukurhutu Th. No. 154 Khata No. 202 Plot No. 520-520/D Area 17.5 Decmal	Sale Deed	7132	267	595	616
11	Ranchi	Pundaag Th. No. 228 Khata No. 166 Plot No. 5249 Area 5 Kattha	Sale Deed	7118	267	327	348
12	Ranchi	Pundaag Th. No. Khata No. 166 Plot No. 5249 Area 5.5 Kattha	Sale Deed	7119	267	349	370
13	Ranchi	Pundaag Th. No. 228 Khata No. 166 Plot No. 5249 Area 5.5 Kattha	Sale Deed	7120	267	371	394
14	Kankie	Sukurhutu Th. No. 154 Khata No. 202 Plot No. 520-520/A Area 17.5 Decmal	Sale Deed	7130	267	551	572
15	Kankie	Sukurhutu Th. No. 154 Khata No. 202 Plot No. 520-520/C Area 17.5 Decmal	Sale Deed	7131	267	573	594
16	Namkum	Sukurhutu Th. No. 176 Khata No. 61 Plot No. 2482 Area 4 Decmal	Sale Deed	7134	267	34	34
17	Kankie	Sukurhutu Th. No. 154 Khata No. 202 Plot No. 520-520/B Area 17.5 Decmal	Sale Deed	7129	267	529	550
18	Burmu	Tasu Th. No. 27 Khata No. 333 Plot No. 982 Area 3 Decmal	Sale Deed	7121	267	385	414
19	Ratu	Burju Th. No. 81 Khata No. 29 Plot No. 58 Area 6 Decmal	Sale Deed	7122	267	415	432
20	Ratu	Burju Th. No. 81 Khata No. 29 Plot No. 58 Area 3 Decmal	Sale Deed	7123	267	407	422
21	Ratu	Hurhuri Th. No. 81 Khata No. 20 Plot No. 355 Area 4 Decmal	Sale Deed	7136	267	55	74
22	Ratu	Burju Th. No. 81 Khata No. 29 Plot No. 58 Area 3 Decmal	Sale Deed	7124	267	449	466
23	Ratu	Burju Th. No. 81 Khata No. 29 Plot No. 58 Area 5 Decmal	Sale Deed	7123	267	433	448
24	Bero	Hariharpurantola Th. No. 78 Khata No. 222 Plot No. 165 Area 4 Decmal	Sale Deed	7127	267	499	512
25	Ratu	Huro Th. No. 126 Khata No. 29 Plot No. 440 Area 6 Decmal	Sale Deed	7128	267	515	528
26	Ratu	Hurhuri Th. No. 74 Khata No. 20 Plot No. 355 Area 6 Decmal	Sale Deed	7137	267	75	96
27	Kankie	Thakurgaon Th. No. 8 Khata No. 66 Plot No. 1473 Area 10 Decmal	Sale Deed	7144	267	215	234
28	Burmu	Thakurgaon Th. No. 86 Khata No. 174 Plot No. 1908 Area 46 Decmal	Sale Deed	7126	267	483	498
29	Burmu	Thakurgaon Th. No. 86 Khata No. 174 Plot No. 1809 Area 8 Decmal	Sale Deed	7126	267	483	498
30	Chanho	Masmano Th. No. 28 Khata No. 15 Plot No. 603 Area 13 Decmal	Sale Deed	7138	267	97	114
31	Kankie	Heathkoni Th. No. 22 Khata No. 57 Plot No. 727 Area 4 Decmal	Sale Deed	7143	267	193	214
32	Namkum	Chene Th. No. 337 Khata No. 8 Plot No. 860 Area 50 Decmal	Sale Deed	7139	267	137	156
33	Kankie	Kokidoro Th. No. 27 Khata No. 32 Plot No. 413 Area 5 Decmal	Sale Deed	7142	267	177	192
34	Ranchi	Koddu Basti Th. No. 208 Khata No. 83 Plot No. 132 Area 1.5 Kattha	Sale Deed	7148	267	287	306
35	Ranchi	Bhitta Th. No. 187 Khata No. 150 Plot No. 769 Area 3 Kattha	Sale Deed	7111	267	1	20



**c). Fee Book:**

The details of the fee are recorded into this register. The details are as follows:

SN	Token No	Exec Date	Deed No	DTYPE	PRESENT... User	Doc Value	A1	SP	P	DD	LL	E	Stamp	Fee Amt	Paid Stat...	
1	Print 1/08/07...	08/07/2010	15752	Sale Deed	Bartu Bai... S. Khan	30000	300	270	0.94			2.5	1200	573.44	Yes	
2	Print 2/08/07...	08/07/2010	15689	Sale Deed	Mid Abu... S. Khan	143000	1430	480	0.94			2.5	5720	1913.44	Yes	
3	Print 4/08/07...	08/07/2010	15684	Sale Deed	Lagan D... Rina Munda	40000	400	300	0.94			2.5	1600	703.44	Yes	
4	Print 3/08/07...	08/07/2010	15750	Sale Deed	Bartu Bai... S. Khan	156000	1560	540	0.94			2.5	6250	2103.44	Yes	
5	Print 5/08/07...	08/07/2010	15690	Sale Deed	Mid Ishaq... S. Khan	202500	2025	570	0.94			2.5	8100	2598.44	Yes	
6	Print 6/08/07...	08/07/2010	15685	Agreement	Satya Na... Rina Munda	346122	3461	390	0.94			250	100	640	Yes	
7	Print 7/08/07...	08/07/2010	15686	Agreement	Satya Na... Rina Munda	346122	3461	390	0.94			250	50	640	Yes	
8	Print 8/08/07...	08/07/2010	15738	Sale Deed	Chhetu... Nilima Sirku	332500	3325	510	0.94			2.5	13400	3838.44	Yes	
9	Print 9/08/07...	08/07/2010	15742	Rectifica...	Rajendra... Amit Kumar	119000	1190	450	0.94			250	4800	1890	Yes	
10	Print 10/08/07...	08/07/2010	2488	Revocaton	Ahman... Amit Kumar	0	0	150	0.94			250	50	400	Yes	
11	Print 12/08/07...	08/07/2010	15749	Sale Deed	Ajay Thi... S. Khan	22000	220	240	0.94			2.5	1000	463.44	Yes	
12	Print 11/08/07...	08/07/2010	15682	Sale Deed	Kumud K... Nilima Sirku	1918665	19186.65	420	0.94			250	76750	19606.65	Yes	
13	Print 13/08/07...	08/07/2010	15687	Rectifica...	Yodha... Rina Munda	33000	330	210	0.94			250	50	460	Yes	
14	Print 14/08/07...	08/07/2010	2494	Power of...	Ahman... Amit Kumar	0	0	150	0.94			250	500	400	Yes	
15	Print 15/08/07...	08/07/2010	15691	Sale Deed	Krishna... S. Khan	142000	1420	540	0.94			2.5	5700	1963.44	Yes	
16	Print 16/08/07...	08/07/2010	15700	Sale Deed	Islam An... Amit Kumar	50000	500	390	0.94			2.5	2500	1143.44	Yes	
17	Print 18/08/07...	08/07/2010	2487	Power of...	Shyam S... Nilima Sirku	0	0	180	0.94			250	100	430	Yes	
18	Print 17/08/07...	08/07/2010	15693	Sale Deed	Sik. Bhikhan... Nilima Sirku	137000	1370	390	0.94			2.5	5500	1763.44	Yes	
19	Print 19/08/07...	08/07/2010	15739	Sale Deed	Jayant J... S. Khan	120000	1200	480	0.94			2.5	4800	1683.44	Yes	
20	Print 20/08/07...	08/07/2010	15740	Sale Deed	Jayant J... S. Khan	120000	1200	480	0.94			2.5	4800	1683.44	Yes	
21	Print 22/08/07...	08/07/2010	15745	Sale Deed	Kurban A... Nilima Sirku	964000	9640	390	0.94			2.5	39000	10033.44	Yes	
22	Print 23/08/07...	08/07/2010	15692	Sale Deed	Suleman... S. Khan	65000	650	270	0.94			2.5	2650	933.44	Yes	
23	Print 24/08/07...	08/07/2010	15698	Sale Deed	Chuyia M... Rina Munda	90000	900	330	0.94			2.5	3600	1233.44	Yes	
24	Print 25/08/07...	08/07/2010	15694	Sale Deed	Sik. Bhikhan... S. Khan	129000	1290	420	0.94			2.5	5200	1713.44	Yes	
25	Print 26/08/07...	08/07/2010	15702	Sale Deed	Parwati... S. Khan	225000	2250	360	0.94			2.5	9000	2613.44	Yes	
26	Print 27/08/07...	08/07/2010	15683	Sale Deed	Upendra... Nilima Sirku	16000	160	240	0.94			2.5	650	403.44	Yes	
27	Print 28/08/07...	08/07/2010	15697	Sale Deed	Chuyia M... Rina Munda	90000	900	330	0.94			2.5	3600	1233.44	Yes	
28	Print 29/08/07...	08/07/2010	15699	Sale Deed	Jitendra... Amit Kumar	90000	900	330	0.94			2.5	3600	1233.44	Yes	
29	Print 30/08/07...	08/07/2010	15733	Sale Deed	Gahnu G... S. Khan	271820	2718.2	300	0.94			2.5	11000	3021.64	Yes	
30	Print 31/08/07...	08/07/2010	15714	Sale Deed	Adhique... Amit Kumar	162500	1625	450	0.94			2.5	6500	2078.44	Yes	
31	Print 32/08/07...	08/07/2010	15696	Sale Deed	Chuyia M... Rina Munda	67500	675	300	0.94			2.5	2700	978.44	Yes	
32	Print 33/08/07...	08/07/2010	2491	Power of...	Gunanan... Nilima Sirku	0	0	180	0.94			250	50	430	Yes	
33	Print 34/08/07...	08/07/2010	2497	Revocaton	Mobnuiddin... S. Khan	0	0	180	0.94			250	150	430	Yes	
34	Print 35/08/07...	08/07/2010	2480	Power of...	Prabakar... Amit Kumar	0	0	180	0.94			250	500	400	Yes	
Totals						35949556	681714.55	37530		56.4	250	150	7250	1767160	726950.95	

**d). Khoj Book (Search Register):**

Khoj Book or Search Register keeps all the details of the search required to be done by the applicant. To do this job a person is supposed to submit a "Search" form. The Search form keeps information related to the search.

Snap shot of the search register as below:

**Application For Search**

District:

Date of Application:

Name of Applicant:

Search for Years:  To

Address:

**Existing Application**

Enter the existing application ID valid for one month

Application ID:

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Below is one sample query to display all records relating to sale deed that has been registered between years 1991-2000 involving any Vendee named 'Kajal'.

Search By  
Party Details

Name of Party	<input type="text" value="kajal"/>	Father's/Husband's Name	<input type="text"/>
Year of Registration	<input type="text" value="1991"/> To <input type="text" value="2000"/>		
Deed Type	<span>Sale Deed</span>	Party Type	<span>VENDEE</span>

The search result displays all relevant records with Vendee named 'Kajal'.

Party Details

Name of Party	<input type="text" value="kajal"/>	Father's/Husband's Name	<input type="text"/>
Year of Registration	<input type="text" value="1991"/> To <input type="text" value="2000"/>		
Deed Type	<span>Sale Deed</span>	Party Type	<span>VENDEE</span>

	Year	DeedNo	PartyName	FatherName	ResAdd	Status	VolNo	PFrom	PTo
Select	1998	8360	KAJALMUKHERJEE	NAND KISHOR MUKHERJEE	VILL MORHABADI PS BARIYATU DISTRICT. RANCHI	VENDEE	758	697	703
Select	1995	2072	KAJAL BOSE	SUKUMAR BOSE	VIL- JAIL RD. THARPAKANA PS- LALPUR , DIST - RANCHI	VENDEE	437	365	375
Select	1995	9076	KAJAL BOSE	SUKUMAR BOSE	VILL. THARPAKHNA DIST.RANCHI	VENDEE	504	310	319
Select	1994	6732	KAJAL JHA	PRAKASH KUMAR JHA	VILL - PO PS SARAIKELA, DIST - RANCHI	VENDEE	381	295	302
Select	1993	386	KAJAL REKHA GORAI	SAMBHUNATH GORAI	VILL+PO BUNDU PS BUNDU DIST RANCHI	VENDEE	222	469	473
Select	1993	8216	KAJAL DEVI	PRADIP KR BHAGAT	VILL SILLI PS SILLI DIST RANCHI	VENDEE	295	348	350
Select	2000	8851	KAJAL RANI GOSWAMI	W/O LAMBODAR GOSWAMI	KATARI BAGAN,CHUTIA,RANCHI	Vendee	167	298	310
Select	2000	7417	KAJAL CHATTERJEE	W/O SAPAN KR CHATOPADHYAY	HINOO HAWAI NAGAR,JAGARNATHPUR,RANCHI	Vendee	120	479	523
Select	1993	8329/89	KAJAL GOSWAMI	LAMBODAR GOSWAMI	CHATO MARI,SILLI,RANCHI	Vendee	55A	430	432
Select	1993	6010/89	KAJAL DEVI SMT	W/O JUGNU MAHTO	SHEOPUR HESAL,SUKHDEONAGAR,RANCHI	Vendee	46	424	430

## Snapshot of e-Nibandhan Application Software interface

**e-Nibandhan Login**

SRO

User Name

Password

Thumb Impression 

Thumb matched with score 35  
 Click Here if Software does not open automatically.

## Snapshot of e-Nibandhan Application MIS interface

e-Nibandhan Portal



**Government of Jharkhand**  
**Department of Registration**

[Home](#) | [Stamp Calculation](#) | [Objection Land Search](#) | [Registration Process](#) | [Download Form](#) | [Search Deeds/Non-Encumbrance](#)

**MIS Login**


User Name

Password



This portal is intended to provide various utility services related with the different functions of the Registration Department and registry processes like- Stamp

 **Stamp Calculator** :: **Stamp Calculator**: Click to calculate the stamp duty online for a particular land and specific area for any location of the Jharkhand  
[Click Here >>](#)

 **Objection Lands** :: **Objectionable Lands Search** There are many lands which can not be sold or transferred due to some reasons. To search lands under this category  
[Click Here >>](#)

 **Registration Process** :: **Registration Process** Know about the steps and requirements of the registration process of different types of deeds

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## Marriage Solemnization (U/s 5) & Registration of marriage (U/s 15)

### a) Solemnization of marriage U/s 5.

Marriage solemnization is currently done online.

The marriage registration falls under the following Acts such as:

- The Special Marriage Act, 1954 (Central Act 43 / 1954)

### Persons by whom marriages may be solemnized

The screenshot displays the 'Application For Registration of Marriage' form in a web browser. The form is titled 'Application For Registration of Marriage' and is part of the 'e-Nibandhan' system. The user is logged in as 'admin' with a user ID of 'SRO: Ranchi'. The form is divided into two main sections: 'Husband Details' and 'Wife Details'. The husband's details include Name (Amit Kumar), Father's Name (xxx), Relation if any (No), Age (28 Years, 07/03/1984), Occupation (Service), Permanent Address (Jharkhand, India, Pin 834002), Present Address (Jharkhand, India, Pin 834004), and Living since (07/02/2012, 29 Days). The wife's details include Name (Komal Kumari), Father's Name (xxx), Relation if any (No), Age (30 Years, 07/03/1982), Occupation (Service), Permanent Address (Jharkhand, India, Pin 834004), Present Address (Jharkhand, India, Pin 834004), and Living since (07/02/2012, 29 Days). The form also includes fields for Token No., Date (06/03/2012), and Date of Marriage (29/01/2012). A sidebar on the left lists various activities and reports. The top navigation bar includes Home, Registration, Masters, Admin, Search, Reports/MIS, Log Out, and Marriage. The user is logged in as 'admin' with a user ID of 'SRO: Ranchi'.

### b). Registration of marriage U/s 15

Registration of the marriage is done under section 15 of the special marriage act 1954.



## Different forms of marriage registration

### a) Certification of Marriage celebrated in other forms:

The process of marriage under this category is almost same as described above but the age of bride and groom differs which is as follows:

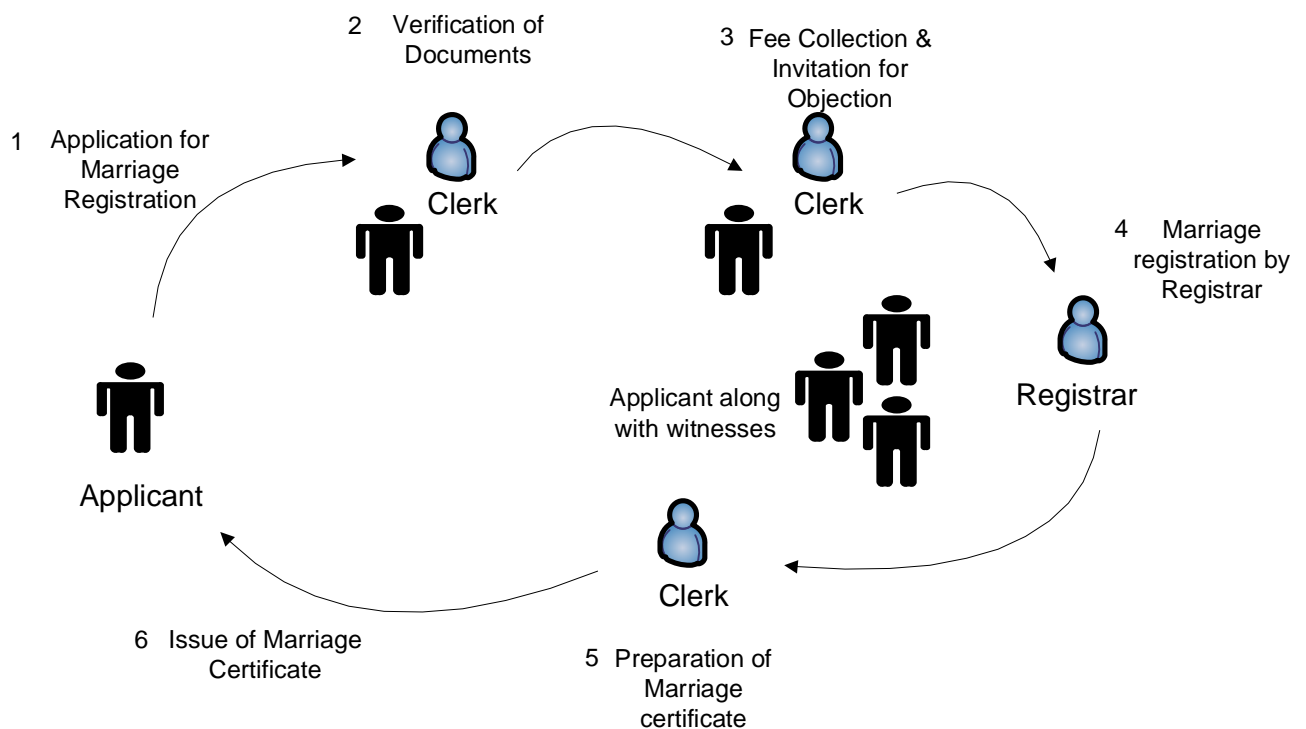
The age for bride and groom both is minimum 21 years.

### b) On commission at applicant residence:

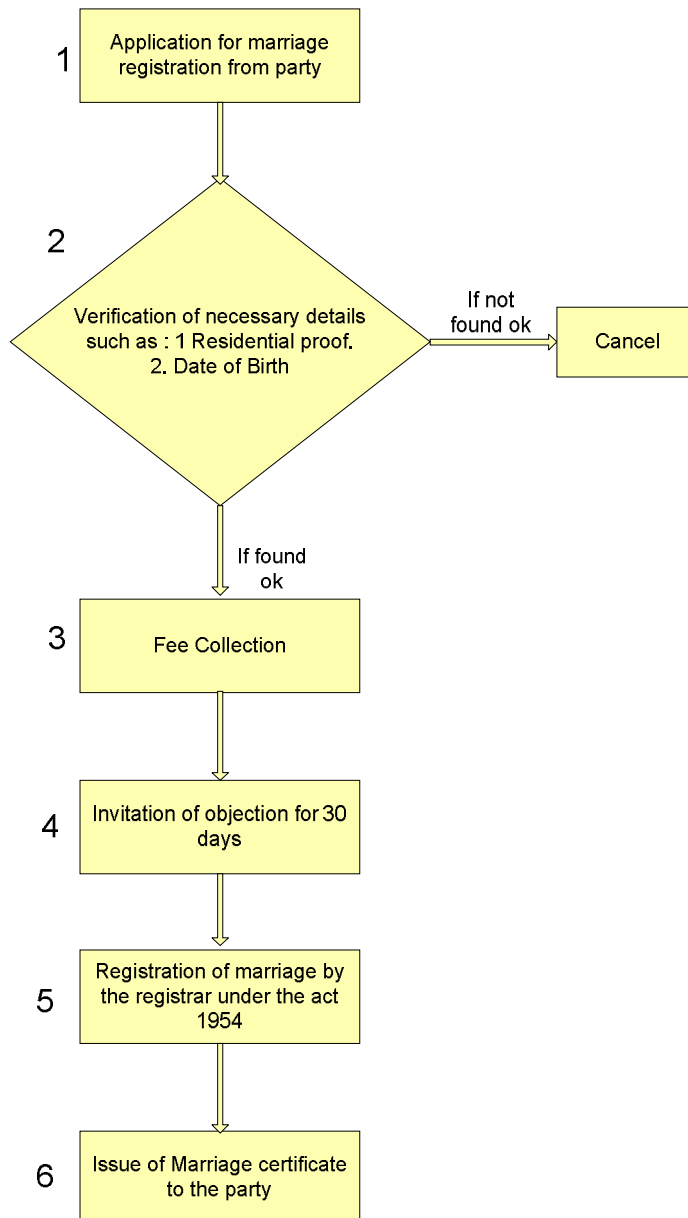
It is a marriage process in which registrar with other members goes at the applicant's residence where marriage is being solemnized and there only he/she registers the marriage.

The Hindu Marriages Act, 1955 is not applicable in the state of Jharkhand. In case of the Indian Christian Marriages Act, 1872, authorization is assigned to the father of the church to solemnize the marriage.

### Pictorial representation of marriage registration process:



## Flow diagram for marriage process



## Registration of Societies

Societies Registration Act, 1860 is a Central Act. However, Entry 32 of List II of Seventh Schedule to Constitution, i.e. State List vests power in states over 'unincorporated literary, scientific, religious and other societies and associations'. Thus, though it remains in force in Jharkhand, it has been repealed in many States and enacted their own legislation.

### **Societies to which the Act applies :**

Following societies can be registered under the Act - Charitable societies, Military orphan funds or societies, Societies established for promotion of science, literature, or for fine arts, Societies established for instruction and diffusion of useful knowledge, diffusion of political education, Societies established for maintenance of libraries or reading rooms for general public, Societies established for Public museums and galleries for paintings or other works of art, collections of natural history, mechanical and philosophical inventions, instruments or designs.

This module has also been recently implemented and thus this registration like other forms of registration could be easily and conveniently completed.

## Sustainability

- **Immediate delivery of the Documents:** This is one of the most important benefits of the computerization as the original documents are returned to the owner within a matter of few minutes of their presentation. This has resulted in the reduced harassment of the parties.
- **Transparency:** Increased transparency is one of the key benefits of the computerization. The sub-registrar office is no more black-box to the parties for the registration. Now the details of the registration, rate calculation and their schedules are easily available to the people and hence people can be sure that they are paying the correct and legitimate amount to the Government.
- **Increased facilities to all the stake-holders:** The Stake-holders in the process are deed-writers, Stamp Vendors, parties to the deed and the officials of the registration office. The availability of many resources like minimum value of the land, stamp fee rates and templates of various kinds of documents on the Internet makes everybody's life easy. We expect that a lot of deed-writers will start using these tools so as to further improve the service standards.

## Overcoming the Challenges while implementation

After gaining the experience of working in this project for few years, the Government started a program to replicate the system throughout the state. A concept paper was prepared and discussed with all the stake holders. In this paper, various modes for state-wide replication of the project were discussed and evaluated. It was recommended in this concept paper that Public Private Partnership (PPP) model will be most suitable for this project.

Initially there were lots of doubts and hesitations in adopting the model. The employees of the Registration Department had an apprehension that if the entire operations of the registration of the documents were outsourced to the private agency, this will result in:

- Reduction in the powers of the registration department functionaries
- Non-compliance of the statutory provisions, and
- Evasion of stamp duties and other taxes

People working in the Registration department had also skepticism in the computerized process itself. There was apprehension that, since the deeds are not being copied manually now the recorded are being recorded in digital form some technical savvy miscreants may after on delete some important information from the records or may extract information. As the documents were not being copied and kept in the digital form, people did not have much faith either on the integrity of the document (as it could be manipulated easily without leaving any trace) and the document could also be deleted and destroyed. To provide comfort to them, it was decided that the hard copies of the documents will also be maintained after being printed besides maintaining the soft copies on the computer. This was also to assure them that computerization will, in no way, affect the legal aspect of the registration process.



## Future Road Map

- Computerized Valuation of Land and property:
  - Based on the change in value of the land and property, estimated cost can be reached upon.
- By linking up with the UIDAI Data, the claimants can be checked for the 'fake document' check. This facility will help the citizen to check his land record for the authenticity purpose.
- Previous Registered Document Record during the registration of the said Land:
  - With the help of the 'search' facility for the last registry done for the same land can be searched for, for the verification purposes.
- Financial inclusion:
  - Presently the Registration Fee / Stamp Fee is collected in cash and sent to the Treasury.
  - In the future system the registration fee/stamp fee will go to bank and will get credited in the Treasury.
- Implementation of correction modules for the correction of wrong entry.
- Enhancement of Storage spaces and other hardware for the backup of ever increasing huge database on the daily basis.
- Establishing a Media Library. Media library will help the Government to resolve the land related issues if any. Media library would be like a complete library in itself containing humongous data about the land records and its legal heir.

**Contact details of the relevant Authorities for further Assistance**

<b>Sr. No</b>	<b>Designation</b>	<b>Name</b>	<b>STD Code</b>	<b>Office No.</b>	<b>Email ID</b>
1	Secretary, Registration	(Smt.) M.N. Kerketta	0651	2400348	Reg.secy@jharnet.gov.in
2	IG, Registration				Ig.reg@jharnet.gov.in
3	Dy. Secretary, Registration	D.K. Toppo	0651	2400093	Dysec.reg@jharnet.gov.in
4	AIG, Registration	D. M. Thakur	0651	2400093	Aig.reg@jharnet.gov.in
5	Ranchi Sub-Registrar	VaibhavTripathi		9471589300	Reg.rnc@jharnet.gov.in
6	DOIT	Principal Secretary	0651	2400001	
7	DOIT	Deputy Director	0651	2400611	
8	JAP-IT CEO	N. N. Sinha	0651	2401044	
9	JAP-IT OSD	A. K. Satyajeet	0651	2401067	
10	JAP-IT Project Co-ordinator	Rajesh R. Sinha	0651	2401040	
11	CMC Ltd.	Program Manager		9471171600	
12	CMC Ltd.	Dy. Program Manager		9835165492	
13	Wipro Ltd.	Team Leader		9534097175	
14	Wipro Ltd.	Team Member		9263437533, 9334466032	

## Conclusion

With this project having being completed, it is now possible for the Government to provide following services online to the citizens.

- Getting a non-encumbrance certificate for any given piece of land in the state.
- To search the database of the land transactions since last 35 years as to whether any given party has purchased / sold land.
- To execute a registration deed and get the original deed back in 30 minutes, from across the counters in any of the registration office(s).
- To compute the stamp duty online for any property or a set of properties.