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Rajasthan Land Revenue (Duties of Tehsildars
and Naib-Tehsildars) Rules, 1958

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¹Rajasthan Land Revenue (Duties of Tehsildars and Naib-Tehsildars) Rules, 1958

In exercise of the powers conferred by sub-sec. (2) of Sec. 261 of the Rajasthan Land Revenue Act, 1956 (Rajasthan Act No. 15 of 1956), the State Government hereby makes the following rules, namely—

Rule 1. Title.—These rules may be called the Rajasthan Land Revenue (Duties of Tehsildars and Naib-Tehsildars) Rules, 1958.

Rule 2. Commencement.—They shall come into force on the date of their publication in the Official Gazette.

A-Tehsildars

Rule 3. Principal Duties of Tehsildar.—The Principal duties of a Tehsildar are—

- (1) to collect land revenue, rent, Taqavi, cesses and other Government dues and perform other duties connected therewith in accordance with such rules as the Government may, from time to time, prescribe;
- (2) to keep in safe custody all Government moneys and properties which may be placed in his charge;
- (3) to supervise by test the land records work in his Tehsil in accordance with the Rajasthan Land Revenue (Land Records) Rules, 1957;
- (4) to see that the rules in the Land Records Rules prescribing the duties of Inspectors, Land Records or Girdawar Qanungoes, Office Qanungoes and Patwaris are properly carried out;
- (5) to act as Sub-Treasury Officer wherever Sub-Treasuries have been established in the Tehsils;
- (6) to report to the Sub-Divisional Officer —
 - (a) all cases of alluvion and diluvion which have to be reported under the rules;
 - (b) all cases in which Jagirs or Revenue-Free Grants laps to Government by the death of the incumbent or otherwise;
 - (c) all cases in which the condition on which a Jagir or Revenue-Free Grants was made has been broken; or the term of such grant has expired;
 - (d) all seasonal calamities affecting the crops, and any outbreak of epidemic sickness or unusual mortality among either men or cattle;
 - (e) all cases of serious fluctuations in agricultural prosperity;

¹ L. J. 100 (1958) (J. 100) (1958) (Rev. B. 100 dated 13-2-1958, Pub. in the Raj. Govt. Gaz., Part 4(ga), dated 27-3-1958)

- (f) all escheats through failure of heirs;
- (g) the case of any estate-holder who may become disqualified under Sec. 8 of the Rajasthan Court of Wards Act, 1951 (Rajasthan Act XXVIII of 1951);
- (7) to keep the Collector and the Sub-Divisional Officer in touch with all important social economic or political movement in the Tehsil and to act generally as the executive Officer of Government, under the direction of the Collector and the Sub-Divisional Officer, in all matters connected with the land revenue and general administration of the Tehsil.

Rule 4. Touring by Tehsildar.—Tehsildars are required to move freely about their Tehsils in order to acquire such personal knowledge of every portion of their charge as is essential for the efficient performance of their duties. Every Tehsildar is required to be on tour beyond a radius of five miles from the Tehsil headquarter for 120 days in a year; the exact period being fixed by the Collector.

Rule 5. Tehsildars Tour Diary.—Every Tehsildar shall submit to the Collector monthly a tour diary showing the villages he has visited and giving a brief account of his local inspections.

B-Naib-Tehsildars

Rule 6. Principal Duties of Naib-Tehsildars.—The principal duties of a Naib-Tehsildar are—

- (1) to hold charge of the Office Qanungo's Office and the land records of the Tehsil. He will superintend and inspect the work of the Office Qanungo and be responsible that his registers are maintained in accordance with the rules and that the periodical returns are duly furnished. He will give particular attention to the registers of proprietary mutations and scrutiny of the Khewats,
- (2) to test the work of the Patwaris and Inspectors of Land Records or Girdawar, Qanungos at the Tehsil and in the field. He will arrange with Tehsildars to go on tour for the purpose of testing Patwari's records, as required by the Land Records Rules,
- (3) to receive the reports of the Inspector, Land Records, or Girdawar Qanungos, and to report, through the Tehsildar, on any point connected with land records which requires the orders of the Sub-Divisional Officer,
- (4) to distribute Patwari's salaries on the dates fixed under the rules for Office Qanungos in the Land Records Rules unless he is unavoidably absent from Tehsil head quarters on those dates,
- (5) to see that the defects pointed out by the Sadar Qanungos and other inspecting Officers at their inspection of the Office Qanungo's office are promptly removed,
- (6) to supervise the work of Quirk Amins and be responsible that the registers and receipt-books are properly kept up. For this purpose he will test and compare the Quirk Amins accounts and check their proceedings while on tour.

- (7) to supervise the work of the Office Qanungo in the matter of measuring of the rainfall, maintaining of the register and reporting on the prescribed dates all falls of rain to the Collector through the Tehsildar.
- (8) to perform such other duties as may be prescribed by or under any other rules or orders of Government, as the Tehsildar, with the general or special sanction of the Collector, may entrust to him.

Rule 7. Charge of Tehsil office during Tehsildar's absence.— During the absence of the Tehsildar from his headquarters, the Naib-Tehsildar will be in-charge of the Tehsil office and the treasury. In Tehsils where no Naib-Tehsildar is posted, the Reader will hold charge in the absence of the Tehsildar.

Rule 8. Distribution of work between Tehsildar and Naib-Tehsildar.— Collectors are expected to arrange that Tehsildars, without relaxing their own control, distribute to their Naib-Tehsildars a proper share in the executive work of the Tehsil; and Commissioners at their inspection of Tehsil should see that this is done.

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