



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্ব দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 23 দিশপুৰ, শনিবাৰ, 17 জানুৱাৰী, 2026, 27 পুহ, 1947 (শক)
No. 23 Dispur, Saturday, 17th January, 2026, 27th Pausa, 1947 (S. E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
REVENUE & DISASTER MANAGEMENT (REGISTRATION) DEPARTMENT
NOTIFICATION

The 18th December, 2025

No. E-730559/2025.-

In pursuance of the Hon'ble Cabinet decision dated 23-11-2025, the Governor of Assam is pleased to notify the following Services under Revenue & Disaster Management Department as per the provisions of the Assam Right to Public Services Act, 2012 in all Districts (except 6th Schedule Areas) of Assam with a view to provide the delivery of public service to eligible citizens within stipulated time limit.

Service Name:

- i) NOC for Agreement to sale of Tea Garden Land/ Power of Attorney and**
- ii) NOC for sale of Tea Garden Land**

Whereas, as per Section 21(A) of the Indian Registration Act, 1908, NOC of the concerned District Commissioner is mandatory for the Transfer of Immovable Property.

Whereas, given the unique nature of the special cultivation in Tea Garden land in Assam, the Executive Instructions issued by the Revenue & Disaster Management Department have mandated the **NOC** from District Commissioner before **Registration of an Agreement to sale/ Power of Attorney of Tea Garden Land**.

Whereas, as per various Executive Instructions issued by the Revenue & Disaster Management Department from time to time, , prior approval of the Government is mandatory for the transfer of tea garden land ownership.

Now therefore, the "NOC for Agreement of Sale of Tea Garden Land/ Power of Attorney" and "NOC for Sale of Tea Garden Land" service are being launched for seeking the DC/Government's approval for transferring ownership of tea garden.

The services are being launched as composite services and will be integrated with the Registration systems of the state for ease in registration of the property at the Sub-Registrar Office and subsequent recording of the agreement to sale in the land records/ auto-mutation as the case may be.

During the application process, to determine the market value of the land and property (buildings, machinery and bushes/trees) of the garden proposed to be sold, the applicant can opt for either of the two valuation methods:

- Traditional valuation method (which involves physical visit of concerned officials from various Departments) or
- Standardized fast-track valuation method (which auto generates the value of the garden based on certain approved assumptions).

Eligibility Criteria:

Anyone whose name figures in Jamabandi/ Record of Rights. The legal heir/successor of the record holder or his/her registered power of attorney holder are also eligible to avail the service online.

Designated Public Servant (DPS): District Commissioner

Procedural Steps

i) NOC for Agreement of Sale of Tea Garden Land/ Power of Attorney

1. Application seeking NOC for Agreement of Sale of Tea Garden Land/

Power of Attorney can be applied online. During the submission of the application, the Applicant must select the details of the land and upload the required supporting documents indicated in the application.

2. The submitted application will be forwarded to concerned Land Record Assistant (LRA). LRA will carry-out a desk based verification of the Land details along with all the supporting documents, including looking for any mismatch in the historical records. On being satisfied, LRA subsequently physically verifies the scheduled land and submits the physical verification report.
3. Circle Officer verifies the application & LRAs report and upon satisfaction forwards it to the jurisdictional Co-District Commissioner (CDC)/Additional Deputy Commissioner (ADC). The CO may seek queries/ clarification from the applicant.
4. The CDC/ADC will also have similar powers as described above and if satisfied forward the application to the District Commissioner (DC) concerned.
5. Post scrutiny, the District Commissioner will issue NOC for agreement of sale of tea garden land and applicant can download the NOC from the system, if required.

ii) NOC for sale of Tea Garden Land

1. Application seeking NOC for Sale of Tea Garden Land can be applied online. During the submission of the application, the applicant must provide the NOC of the Agreement for Sale of Tea Garden Land, which will auto-fetch the details submitted earlier (in case applied digitally), along with the provision to upload additional documents.
2. The submitted application will be forwarded to concerned Land Record Assistant (LRA). LRA will carry-out a desk based verification of the Land details along with all the supporting documents. On being satisfied, LRA verifies the scheduled land physically and submits the physical verification report.
3. Circle Officer verifies the application & LRAs report and upon satisfaction forwards it to the jurisdictional Co-District Commissioner (CDC)/Additional Deputy Commissioner (ADC). The CO may seek queries/ clarification from the applicant
4. The CDC/ADC will also have similar powers as described above and if satisfied forward the application to the District Commissioner (DC) concerned.

5. Post scrutiny, the District Commissioner will forward the application to the concerned officer of Revenue & D.M Department.
6. The official of the Revenue & D.M Department through the Departmental hierarchy/ work allocation will then forward to the Senior-most Secretary of Revenue & D.M Department.
7. The Senior-most Secretary of Revenue & DM Department will then through the Departmental Minister seek the concurrence of the Hon'ble Chief Minister
8. Post the approval of the Hon'ble Chief Minister, the same is then conveyed to the DC who will issue the NOC.
9. The NOC will be automatically forwarded to the Registration System of the concerned Sub Registrar Office.
10. The Applicant can download the NOC for sale of Tea Garden land from the System, if required.
11. The Applicant can complete the registration process in the the Sub Registrar Office on the fixed date, deposit the requisite Duty/fee in proper denomination as per Registration Act 1908 and Indian Stamp Act, 1899 (as amended).
12. Once the Registration is executed, the application is automatically forwarded from the Registration System to the Dharitree system of the concerned Circle Office for Suomoto Mutation.
13. Circle Officer will pass the Mutation Order within 7(Seven) days from receiving the deed and land records will be updated automatically in the concerned scheduled of land. In case any objection is received within 7 (Seven) days, the Circle Officer will issue notice for hearing but has to dispose the case within 45 (Forty five) days from registering the mutation case.
14. Finally after completing all the process flow, the Applicant can download the Mutation Order against the submitted Application Form.

Documents to be annexed with Application

1. Up to date Land Revenue Receipt
2. Voter ID / Passport.
3. Affidavit for use of purchased land for purpose of tea cultivation.
4. Certificate that the land proposed for transfer is free from litigation or any other court of law.
5. Self-Declaration

- i. Total area of Garden under plantation & ancillary purpose.
 - ii. If Garden is encroaching any Government Khas land/ Ceiling Surplus land.
 - iii. Whether any occupancy tenant stating the nature tenancy with status.
 - iv. If there are any pending cases in regard to the ceiling land, tenancy right with Government or in any other Court of law.
6. Up-to-date non encumbrance certificate
 7. Affidavit of Buyer and Seller or Power of Attorney Holder.
 8. NOC from Co Pattadar (s),if any.
 9. Photo Id of Buyer and Seller or Power of Attorney Holder..
 10. PAN Card authentication of Buyer and Seller or Power of Attorney Holder..

User Charges:

Service Name	Area	NOC	Registration Duty/Fee	Mutation
NOC for Agreement of Tea Garden Land/ Power of Attorney	Rural Area	Rs.250/- per bigha	(As applicable)	NA
	Urban Area	Rs.500/- per bigha	Do	NA
NOC for sale of Tea Garden Land	Rural Area	Rs 500/- per bigha	Do	Rs.10000
	Urban Area	Rs 1000/- per bigha	Do	Rs.25000

Time-line: 120 days excluding the time taken between issue of NOC and presentation of the agreement to sale/power of attorney/sale deed before jurisdictional Sub-Registrar Office.

Citizen Charter: Annexure-I.

LAMCHONGHOI SWEETY CHANGSAN,
Additional Chief Secretary to the Government of Assam,
Revenue & Disaster Management Department.

Annexure- I**Citizen Charter**

Notified Public Service	Designated Public Servant (DPS)	Stipulated Time limit	Designation of Appellate Authority	Time limit for disposal by the Appellate Authority	Documents to be enclosed along with the Application	User Charges
NOC for sale of Tea Garden Land or NOC for Agreement of sale of Tea Garden Land	District Commissioner	120 Days	Sr. Most Secretary	30 Days	1. Up to date Land Revenue Receipt 2. Voter ID / Passport. 3. Affidavit for use of purchased land for purpose of tea cultivation. 4. Certificate that the land proposed for transfer is free from litigation or any other court of law. 5. Self-Declaration i. Total area of Garden under plantation & ancillary purpose. ii. If Garden is encroaching any Government Khas land/ Ceiling Surplus land. iii. Whether any occupancy tenant stating the nature tenancy with status. iv. If there are any pending cases in regard to the ceiling land, tenancy	As per notification

						right with Government or in any other Court of law. 6. Up-to-date non encumbrance certificate 7. Affidavit of Buyer and Seller or Power of Attorney Holder. 8. NOC from Co Pattadar (s),if any. 9. Photo Id of Buyer and Seller. 10. PAN Card authentication of Buyer and Seller.
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