

# इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन INSTITUTE OF PUBLIC ADMINISTRATION

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February 06, 2018

To,

The Chief Executives

All Central Govt. Public Authorities

All State Govt. Public Authorities

The Estate Officers/Administrative Officers

The Company Secretaries, Public Authorities

Sub: 2 Day Workshop on Land Management on April 09 & 10, 2018 at the Hotel Vivanta by Taj Dwaraka, New Delhi.

Madam/Sir,

As you are aware, the Government of India has undertaken an initiative to create a centralized data bank of the land held by the Government, Statutory Authorities, Public Sector Banks, Public Sector Undertakings, etc.

2. The Government has created the Government Land Information System (GLIS) portal for this purpose. The Cabinet Secretariat, vide their letter No. 212/2/1/2015-CA.IV dated 23<sup>rd</sup> November 2016 had requested all the Ministries, Subordinate and Attached Offices to provide a certificate regarding completion of uploading of data to the Ministry of Urban Development by 27<sup>th</sup> November 2016.

3. Managing land and its record is a herculean task. The Institute of Public Administration (IPA), Bangalore, a pioneer in disseminating information in untamed fields, has now planned to conduct a Workshop on land management covering following subjects :

- (a) Obtaining clear title deeds
- (b) Getting Encumbrance Certificate
- (c) Digitalization of the data
- (d) Getting the land properly measured in scientific way and
- (e) Eviction of unauthorized occupants from public premises

4. The Workshop will be conducted by the experts in the field with technical collaboration of ESRI India, established in 1996, a joint venture between NIIT Technology Ltd. (NTL), India and ESRI Inc, USA. ESRI India is an end to end geospatial solution provider.

5. The participants will be provided with a copy of the latest literature in this regard and

will be exposed to the scientific methods of getting the land measured, and maintaining the land record properly. Also, methodology of getting the land evicted of unauthorized occupants will be discussed in detail.

6. The above 2 Day Workshop will be conducted on April 09 & 10, 2018 at Hotel Vivanta by Taj, Dwaraka, Metro Station Complex, Sector-21, Dwaraka, New Delhi-110 075 (Tele. No. 011-66003000/28070000) as per the schedule at Annexure-I. The Workshop will be of immense help to the Govt. Officers, Estate Officers/Administrative Officers and Company Secretaries of the public authorities.

7. The Workshop fee per participant will be Rs.14,986/- (Programme fee of Rs. 12,700/- + GST @ 18% = Rs. 2,286/-). The crossed DD towards this non-refundable fee should be drawn in favour of **“Institute of Public Administration”, payable at Bengaluru** and should be sent along with the nomination letter.

8. In case the participant wishes to stay at the Hotel Vivanta By Taj, he will be required to pay **a non-refundable participation fee of Rs. 32,450/-** (Participation fee Rs. 27,500/- + GST @ 18% = Rs. 4,950/-) per participant. This fee includes the programme fee of Rs. 14,986/- and also covers the cost of lodging and boarding, breakfast and dinner. If the Organization is nominating two officials (same gender) for the above Workshop and they are willing to share a room, the fee per participant will be Rs. 26,550/- (Rs. 22,500/- + GST @ 18% = Rs. 4,050/-). The lodging & boarding will be available from April 08, 2018 (afternoon) to April 11, 2018 (morning) under this arrangement. The participants who desire to have an independent room and wish to bring their spouse, will be required to pay all inclusive an additional amount of Rs. 4,000/- at the time of checking in at the hotel towards the lodging and boarding of the spouse.

9. An early nomination of Estate Officers/Administrative Officers and Company Secretaries of the Subordinate/Attached Offices from your organization shall be highly appreciated.

Yours faithfully,



(Subhash C Kochar)

Director

Cell No. : 098453 33383

Encl: Annexure – I

**इंस्टिट्यूट ऑफ पब्लिक अड्मिनिस्ट्रेशन**  
**INSTITUTE OF PUBLIC ADMINISTRATION**

**2 Day Workshop on Land Management held by the Government, Statutory Authorities, Public Sector Banks, Public Sector Undertakings, etc., on April 09 & 10, 2018 at Hotel Vivanta by Taj, Dwaraka, Metro Station Complex, Sector-21, Dwaraka, New Delhi-110 075 (Tele. No. 011-66003000/28070000).**

<b>Date</b>	<b>Time (hrs.)</b>	<b>Session</b>
<b>April 09, 2018 (Monday)</b>	<b>09.30 – 10.00</b>	<b>Registration</b>
	<b>10.00 – 10.15</b>	<b>Welcome and Introduction</b>
	<b>10.15 – 11.30</b>	<b>Management of Land</b>
	<b>11.30 – 11.45</b>	<b>Tea Break</b>
	<b>11.45 – 13.30</b>	<b>Measurement of Land</b>
	<b>13.30 – 14.30</b>	<b>Lunch Break</b>
	<b>14.30 – 15.30</b>	<b>Getting the clear titles</b>
	<b>15.30 – 15.45</b>	<b>Tea Break</b>
	<b>15.45 – 17.00</b>	<b>Digitalization of record and uploading of data on GLIS</b>
<b>April 10, 2018 (Tuesday)</b>	<b>10.00 – 11.15</b>	<b>The Public Premises (Eviction of Unauthorized Occupants) Act, 1971</b>
	<b>11.15 – 11.30</b>	<b>Tea Break</b>
	<b>11.30 – 13.00</b>	<b>The Public Premises (Eviction of Unauthorized Occupants) Rules, 1971</b>
	<b>13.00 – 14.00</b>	<b>Lunch Break</b>
	<b>14.00 – 15.00</b>	<b>Important Case Laws</b>
	<b>15.00 – 15.15</b>	<b>Tea Break</b>
	<b>15.15 – 16.30</b>	<b>Gainful utilization of land</b>
	<b>16.30 – 17.00</b>	<b>Action Plan</b>