

**ANNUAL PERFORMANCE REPORT
2015
LAND COMMISSIONER GENERAL'S DEPARTMENT**

Ministry of Land

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Deputy Land Commissioner's office – Debarawawa

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Deputy Land Commissioner(Acting)

Deputy Land Commissioner's office – Mahiyanganaya

Mr.R.M.N.C. Hemakumara

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Deputy Land Commissioner's office – Trincomalee

Mr.K.G.A.K Palugaswewa

Assistant Land Commissioner

Assistant Land Commissioner's office – Monaragala

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Deputy Land Commissioner

Assistant Land Commissioner's Office – Kantale

Mr.K.Jahannath

Assistant Land Commissioner

Vision of the Department

“Creating a Freehold Land
Owning Society,
whilst being the leading
stake holder in
State Land
Management”

Mission of the Department

“Formal Management of State Land
at a well co-ordinated level adhering to
the National
Policy and providing guidelines
to ensure optimum utilization of
State Land to gain
sustainable development,
while confirming
the freehold ownership
of land”

Values

1. Priority Consideration to Service Seeker
2. Providing easy surroundings to service seeker
3. Providing efficient service, through collective participation
4. Generating efficiency of service through information technology
5. Staff satisfaction

Objectives of the Department and strategic Methodologies to accomplish these Objectives.

Objectives	Strategic Methodologies
1. Empowering landless people to possess Lands	<ul style="list-style-type: none"> i. Confirming ownership of Lands ii. Maintaining an updated and regularized Data system regarding State Lands.
2. Expanding investment opportunities	<ul style="list-style-type: none"> i. Utilization of State lands to expand investment opportunities
3. Optimum usage of state Land	<ul style="list-style-type: none"> i. Developing State Lands to an optimum Level. ii. Confirming security of State lands. iii. Optimum usage of State Lands.
4. Optimum Management of resources belonging to the Department	<ul style="list-style-type: none"> i. Developing Human Resources ii. Using physical resources productively iii. Managing Financial Resources productively
5. Contributing to the growth of State Revenue.	<ul style="list-style-type: none"> i. Identifying and estimating revenue from State Lands ii. Collecting State revenue regularly and efficiently iii. Taking legal steps to recover State Revenue which are outstanding

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Chapter 1 - Introduction

1.1. Role of the Land Commissioner General's Department in Land Administration

The Land Commissioners General's Department performs a special role in alienating state lands, being the pioneer in State Land Management.

1. Management of inter-provincial irrigation and land development projects
2. Planning and implementing of settlement schemes, under the land development Ordinance, and issuing grants for distributed lands.
3. Distributing lands under the State Lands Ordinance Under this:-
 - Alienating lands under long term lease bonds for the purpose of residence, agriculture, industry and Commerce
 - Issuing of special and free grants
 - Issuing of Pooja Deeds to Vihares (Temples)
 - Releasing, leasing and vesting of required lands for Government Institutions.
4. Distributing lands and issuing grants under the land Grant (Special Provision) Act.
5. Securing reservation and protection of state lands under the State lands (Recovery of possession) Act
6. Providing infrastructure facilities to settlement schemes.
7. Providing necessary instructions and guidelines to Provincial Land Commissioners and Divisional Secretaries, regarding administration of State Lands, outside inter provincial land development projects.
8. Making data regarding lands available, for various development and planning activities.
9. Maintaining a state lands management system.
10. Expediting recovery of lease amounts on lease bonds to strengthen State lease Revenue
11. Maintaining human resources development activities
12. Issuing ownership documents for State Lands under the Bimsaviya Programme
13. Ensuring the protection of State Lands
14. Implementing the recommendations of the Lessons Learnt and Reconciliation Commission, to resolve land problems in the Northern and Eastern Provinces
15. Resolving and settling of Land disputes

1.2 Evolution of the Department

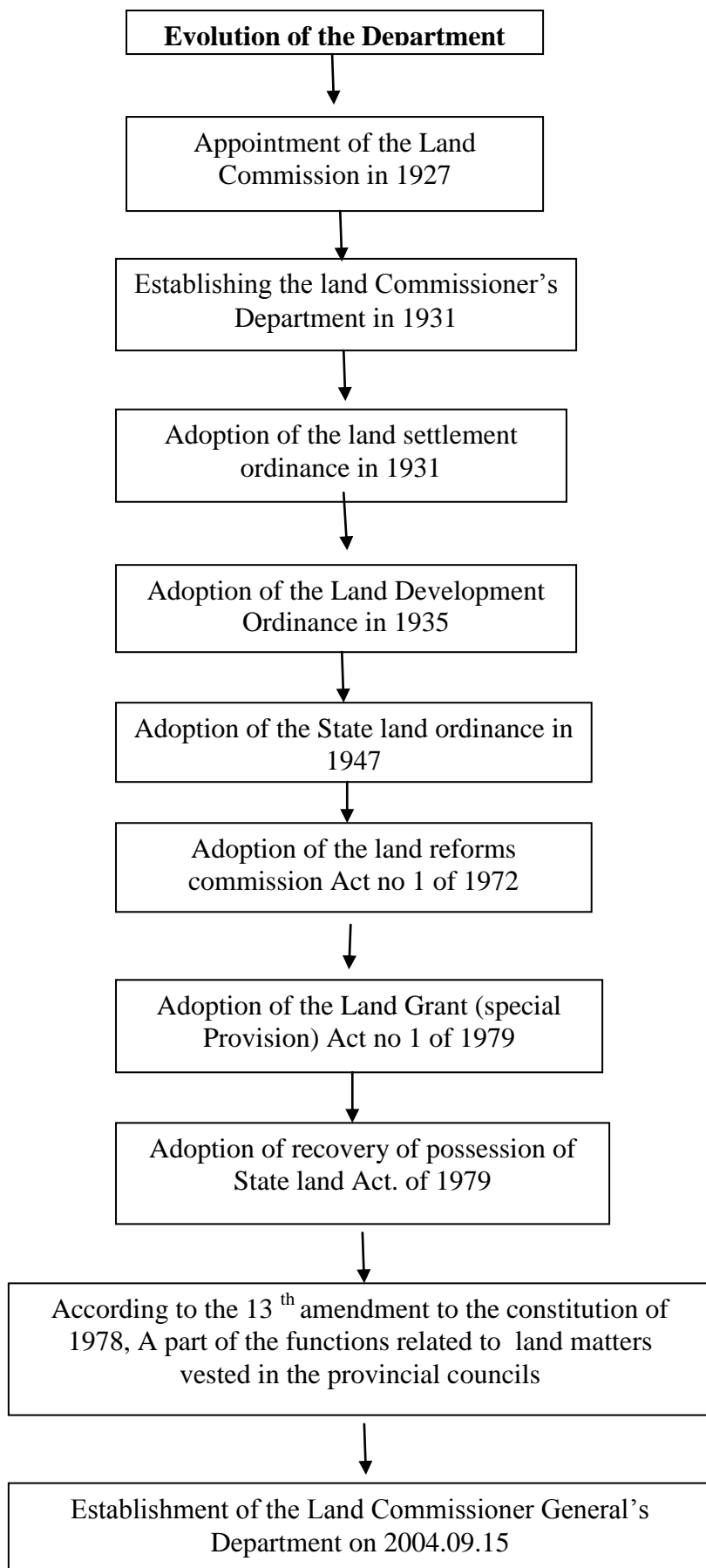
The administrative power of Sri Lanka had been seized by the British and lasted for a long period of time. During this period, the Sri Lanka populace had to undergo a multitude of problems such as, the commencement of tea cultivation in the hill country, collapsing of the irrigation system in the dry zone, people getting centralized along the wet zone in the South West neglecting paddy cultivation without giving due consideration to it, affording foremost place to commercial economy instead of self-sufficient economy, the scarcity of food with the outbreak of the first world war etc. These factors having attracted the special attention of the local representative in the State council and since it was felt that there was an urgent necessity to expedite food production in the country. It was found necessary to settle the people, who had been neither centralized along the South West, to other parts of the country in order to find solutions to all these issues, a Commission was appointed for the first time in Sri Lanka in 1927 to look into matters pertaining to Land. On the recommendation of this commission, the Land Commissioner's Department was established in 1931 and Mr. C.B Brain was appointed as the first Land Commissioner. Accordingly, all powers regarding Land belong to the State were vested in this Department. Five special development programmes were identified namely, major farmer, settlements, high land scheme, village expanding scheme, scheme for the youth and the middle class scheme together with selection of land beneficiaries (through holding land kachcheri) and distribution of lands were the main tasks vested with the land Commissioner's Department. The ordinance titled "Land Settlement Ordinance" was enacted in 1931, to separate and entity lands belong to private and State sectors. The land Development Ordinance was enacted in 1935 and through this Ordinance the trusteeship of all lands belonging to the State and all powers pertaining to the distribution and development of such lands were vested in the Land Commissioner's Department.

To the enactment of the "State Land Ordinance" in 1947 provision were made to provide land to various institutions and individuals for commercial and residential purpose for reserving lands for various institutions and administrations of all state lands including land along sea coast, and around lakes and brookes were simplified all powers under in this ordinance were also vested in the land Commissioner's Department.

The Land Reforms Commission was established through the enactment of the Land Reform Commission act no 1 of 1972. The ownership of all lands with an extent of more than 50 acres was vested in this Commission. With the enactment of the land Grant special provisions Act of 1979, the lands vested in the land Reforms Commission, were once again vested with the Government and the task of distributing such lands was conferred to the Land Commissioner's Department.

Recovery of possession of state land Act of 1979 was enacted in order to eject persons, either residing on state lands having encroached or in unauthorized possession and these tasks were also given to the land Commissioner Department, for implementation. A part of the functions relative matters of land was vested with the Provincial Council, under schedule 11 of the 13th Amendment to the Constitution of 1978. According to this amendment administration of lands relating to inter provincial development schemes also come under the purview of the Land commissioner's Department. The districts of Anuradhapura, Puattalama, Kurunagala, Mannar, Vavuniya, Trincomalee, Polonnaruwa, Matale, Kandy, Badulla, Ampara, Batticaloa, Monaragala, Hambantota and Ratnapura which are treated as inter provincial are grouped and administered under wet zones namely – Anuradhapura zone 01, Anuradhapura zone 02, Polonnaruwa zone, Mahiyanganaya zone, Debarawawe zone and Ampara zone. In order to make this administration easy officers such as Department of Land Commissioners Assistant Land commissioners, colonization officers, Field instructors have been appointed.

According to the cabinet decisions dated on 2004-09-03 the Land Commissioners Department which was functioned as such was elevated to the partum Land Commissioner's Department, with effect from 2004.09.05. Accordingly the powers vested up to now, in the land commissioner, have been duly vested in the Land Commissioner General.



1.3 Progress and Regress in year 2015

i. Introduction

Considerable number of vacancies prevailing in the department has been filled by the outset of the year 2105. Under the program to recruit graduates to the public service, 200 new posts had been created within the department and it was possible to complete more than half of that number. Similarly, it was possible to fill most of the vacancies in the Sri Lanka Administrative Service also by those who were recruited recently. It should be mentioned that this affected positively to the performance of the department. However, the performance of certain divisions became less and showed a decline due to reasons beyond the control of the department.

ii. Success of the special program to implement the recommendations of the Lesson Learnt and Reconciliation Commission (LLRC).

Under the special program which commenced in January 2013, to implement the recommendations of the LLRC, resolving disputes related to state lands during the post conflict period in the Northern and Eastern provinces, more progress could have been gained in the year 2015 than the year 2014. Through the 100 Day program, 10,000 displaced people could be given permits and grants under the Land Development Ordinance. The follow-up of the National Plan to implement the recommendations of this Commission, is done by a committee headed by the Secretary to the President. At the discussions of those follow-ups, when the progress of implementing the recommendations of the Commission is compared with the other ministries, the program of this department is highly regarded for its progress. It should be mentioned that the Land Commissioners and the Divisional Secretaries of those two provinces and also the Assistant Land Commissioners recruited on contract basis for this program, specially contributed to implement this program. Especially it was possible to issue permits for 32,593 lots of lands in Northern and Eastern provinces.

iii. Island wide program to distribute lands for the landless.

After concluding the first stage of the island wide program which commenced in 2005 to distribute lands for the landless, it was started to distribute another one hundred thousand lots of lands in 2009, and by the end of 2014, it was possible to issue permits for 129,769 lots of lands. In 2015, it was possible to issue permits for 42,341 lots of lands by continuing the program to distribute lands for the landless further.

iv. Activating the State Land Information and Management System

As result of the endeavors taken over years to find a successful remedy to the long standing inefficient administration of State Lands and delay in offering services, it was possible to launch the State Land Information and Management System. As the first stage, it was able to activate the software prepared for furnishing information about distribution of lands and the procedures in the issuance of documents this year. Following that, officers attached to 116 Divisional Secretariat divisions were trained to implement this. In 2015, it was possible to issue 450 Ran Bima deeds through this project.

v. Creating new posts

In pursuance with the Management Service Circular 03/2014, it is informed to the Department of Management Service about creating new 01 post of Land Commissioner (Land Management), 01 post of Deputy Land Commissioner (Ran Bima), 05 posts of Assistant Land Commissioner, 03 posts of Circuit Bungalow keeper, 03 posts of Circuit Bungalow laborer, but the approval is not granted yet.

vi. Evaluating the Progress of Productivity Activities

In 2015, Land Commissioner General's Department contested for the Inter Department Competition of National Productivity Awards for year 2014. A Productivity Unit was established for that and an Assistant Land Commissioner was also appointed for coordination. Among the programs implemented focusing this competition, the 5S Concept was successfully practiced. In this National Productivity Awards, the Head Office was able to win the third place in inter department level, and Deputy Land Commissioner's Department, Mahiyanganaya was able to win the third place in Offices of Micro Category, representing the public sector. Therefore, it can be mentioned with pleasure that compared to the last year, more successful results were achieved in this year with the contribution of the staff.

Image 01



Land Commissioner Generalís Department with the award and the Certificate for the 3rd Place of inter departments of the public sector at National Productivity Awards Competition 2014.

Image 02



Deputy Land Commissionerís Office ñ Mahiyanganaya Achieving the 3rd Place of the Micro Scale offices 2014of the public sector at National Productivity Awards Competition 2014.

vii. Delay in Serving in Tamil Language

This department involves in solving a large volume of issues in the Northern and Eastern provinces, especially after the war. The majority of the applications, letters, appeals etc. submitted to the department are in Tamil language. Nevertheless, there are only a handful of officers who are qualified to work in Tamil language. There is only one Staff Officer who works in matters related to land in Tamil. It was possible to get 04 Tamil medium Management Assistants in 2015. There is a vacancy for the post of a Tamil Translator for a

long time and it is not filled yet. Therefore a large number of day-to-day documents are sent outside for translations and the delays caused by that is beyond our control.

viii Changes occurred in the organization structure of the Department

The organization structure of the Department Slightly changed in 2015. The Ranbima division was under Land division till then and it was moved in 2015 to Development division and as similar subjects were gathered to one place, solving issues was easier though that.

Chapter 2 - Strengthening Land possession of landless people

2.1 Introduction

Considerable number of vacancies prevailing in the department has been filled by the outset of the year 2105. Under the program to recruit graduates to the public service, 200 new posts had been created within the department and it was possible to complete more than half of that number. Similarly, it was possible to fill most of the vacancies in the Sri Lanka Administrative Service also by those who were recruited recently. It should be mentioned that this affected positively to the performance of the department. However, the performance of certain divisions became less and showed a decline due to reasons beyond the control of the department

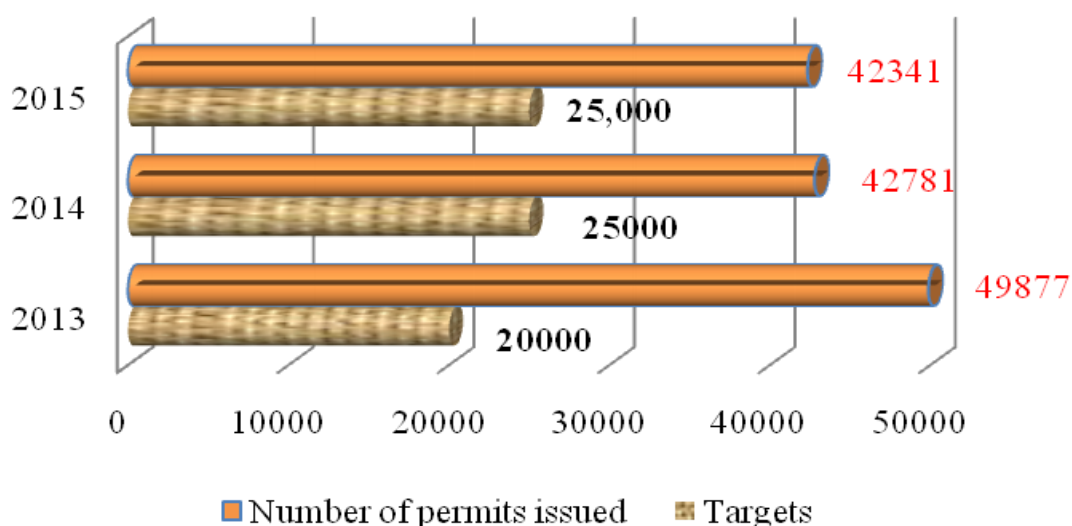
2.2 Distribution of lands

The lands are distributed to grant permits giving priority to Sri Lankan, peasant class of lower oncome, for residential and agricultural purposes under Land Development Ordinance, and to the higher income group and to the people and institutions in urban areas for agricultural, residential, industrial and commercial purposes under State Land Ordinance. According to the lease relief granted by Budget 2015, the circular 2015 / 1 was issued and since then, when giving lands in urban areas to the group of lower income, for residential purposes, the outstanding lease income till then was waived off and the people of under lower income could obtain a land for residential purpose by paying a nominal value.

2.2.1. Issuance of permits under the Land Development Ordinance (The Program of Distributing Lands for The Landless)

It was possible to distribute one hundred thousand land permits since 2006 to 2009 and another 172,110 permits from 2009 till the end of 2015 under this program.

Issuance of Lands to Iandlass People 2013 - 2015

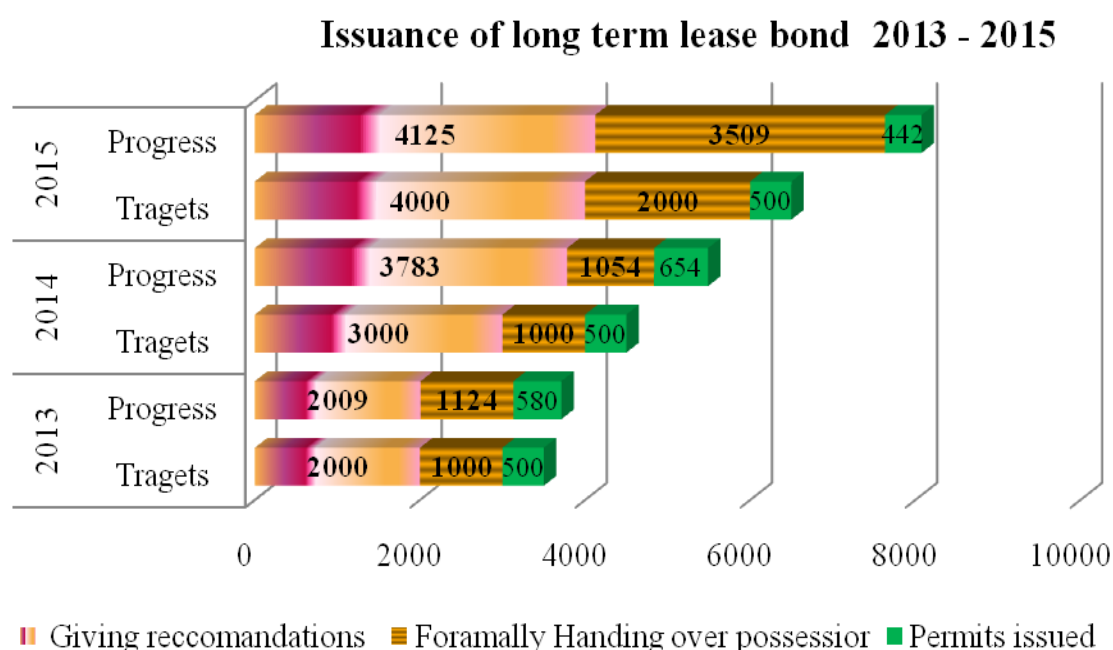


Under the issuance of land permits to the landless, it was targeted to issue 25,000 permits in 2015 and it was possible to issue 42,341 permits. Though it shows a decrease of 1.1% compared to the previous year, it is an increase which exceeded the target. The less cooperation received from certain Divisional Secretariat divisions and Provincial Councils in the process of selecting permit holders by holding land kachcheries, shortage in staff and the interruption caused by the suspension of holding land kachcheries during the election period to carry out the duties, are the reasons caused for this depletion in the current year.

2.2.2 Issuance of long term lease bonds under State Land Ordinance

The land Commissioner General's Department provides lands to the people and institutes of both public and private sector for agricultural, residential, industrial and commercial purposes and also to the investors who wish to invest in special development projects. Since 1995, it was possible to issue 23,252 long term lease bonds. It was allowed to select encroachers who possess the lands since before 15. 06. 1995 to issue long term lease bonds or grants under the State Land Ordinance. This procedure was suspended in 2008 and since it has been given a reasonable period of time, it is decided to stop issuing lands on the basis of encroachment after 2010. Accordingly, it was given instructions to select the lands which are encroached and possessed also through the system of land kachcheri. Since it took a long period of time to grant lease approval due to the shortcomings in this process, the target given to issue long term lease bonds was reduced in 2015 also.

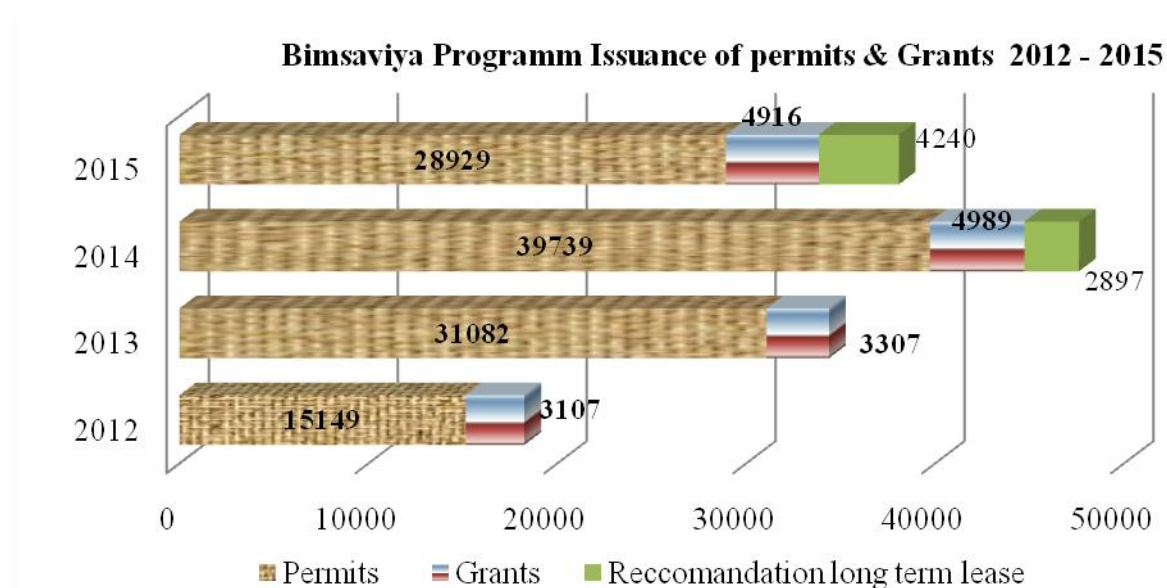
Issuance of long term lease is a very long process. The Divisional Secretaries send all the documents with reports of recommendations through all the Land Commissioners / Deputy Land Commissioners (Inter Provincial). They should be checked and submitted to the Minister through the Secretary of Land Ministry and obtain the approval to lease. Notifications are published in the government gazette for objection and after the due period possession is handed over after recovering the lease rental. Following that, after obtaining the diagram and preparing the lease bond, it is sent to the Presidential Secretariat via Land Ministry and after getting it signed, and registered by sending to the Divisional Secretary, the lease bond is issued.



Under the issuance of long term lease bonds for 2015, the target to send recommendations to the ministry was 4000 and the recommendations for 4125 permits were sent to the ministry. Under formal consignment of land possession, the target was 2000 and 3509 were given formally for long term lease. The target to issue long term lease bonds was 500 and it was possible to issue 442 lease bonds. It is an improvement compared to the previous year. However, a gradual decrease in the difference between the number of recommended applications sent to the Hon. Minister for long term lease bond approval and the number of approved, could be seen in 2015. Therefore the granting of possession is increased.

2.2.3 Distribution of lands under Bim Saviya Programme

Bim Saviya program could be introduced as the national program of providing ownership for lands, implemented with the main contribution of Land Ministry and the Department of Land Settlement. This program is in effect since 2008 as a national program, with the cooperation of Land Ministry and certain institutions under the purview of it and the Land Commissioner General's Department. The program was carried out in 2015 also in the Land Commissioner General's Department to give solutions for state land issues, with the assistance of Provincial Land Commissioners, Divisional Secretaries and Inter Provincial Deputy Land Commissioners. Under this program for state lands, it was possible to issue 135,776 permits (up to now) by the end of 2015. In addition, 37,357 grants, 23,790 long term permit recommendations are also distributed among people under this program.



The target to issue permits under Bim Saviya program for 2015 was 36,000 and it was possible to issue 28,929 permits. 4,916 permits and 4,240 long term permit recommendations have also been issued. Only the permits, grants and long term lease bonds issued under the Land Development Ordinance are mentioned here. In addition, Pooja Bhoomi grants, Tsunami grants, free grants, vesting orders, instruments of disposition are included to the overall progress. Since their figures are small, only the main categories are included to the above number.

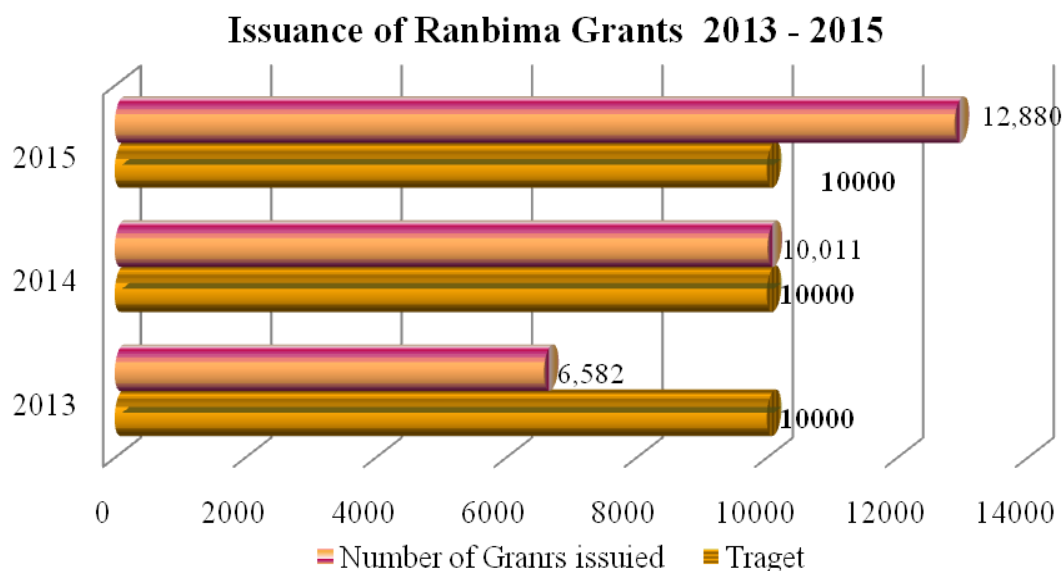
The Department has been possible to give solutions to issues related to grants and permits of land beneficiaries under this program. Following that, the solutions were given to 11,683 land issues, including 7,824 permit issues and 3,859 grant issues, in 2015.

2.3 Issuance of Grants

Though certain administrative powers regarding the management of state lands are given to the Provincial Councils by the 13th amendment to the constitution, the Land Commissioner General's Department is assigned a special role in implementing the legal powers vested in H.E. the President to dispose lands. When alienating the ownership of state lands, issuance of Ran Bima grants under Land Development Ordinance, issuance of grants under State Land Ordinance, and the issuance of free grants, special grants, Pooja Bhoomi grants, Tsunami grants and instruments of disposition under Land Grants (Special provisions) Act take a main place.

2.3.1.1 Issuance of grants under the Land Development Ordinance

Issuance of Ran Bima grants to give the permanent ownership with conditions, after the developments are made to the lands issued permits under Land Development Ordinance, is a main program handled by the Development branch of this department. Ran Bima Unit of this branch pays its active contribution for that. An organized program to issue grants for state lands distributed under Land Development Ordinance commenced in 1982 and by the beginning of 2002, the allottees have been given 997,158 grants as 324,203 Swarna Bhoomi grants, 672,955 Jaya Bhoomi grants. These grants were prepared with conditions and only the Swarna Bhoomi grants were included a diagram and most of the Jaya Bhoomi grants were prepared with only the four boundaries of the land and without a survey diagram. Considering this shortcoming, with the objective of issuing grants including a diagram and with no conditions, the revising of the Land Development Ordinance was commenced in 2002 and the revised bill was submitted to the parliament in 2003. As a result of that, issuance of grants had been temporarily paused in 2002 and 2003. However, the revised bill had to be withdrawn to revise again, following a judgment of the Supreme Court. After that, the issuance of grants has started as usual in 2004. It has been possible to issue 85,515 grants by the end of 2015 since 2004.



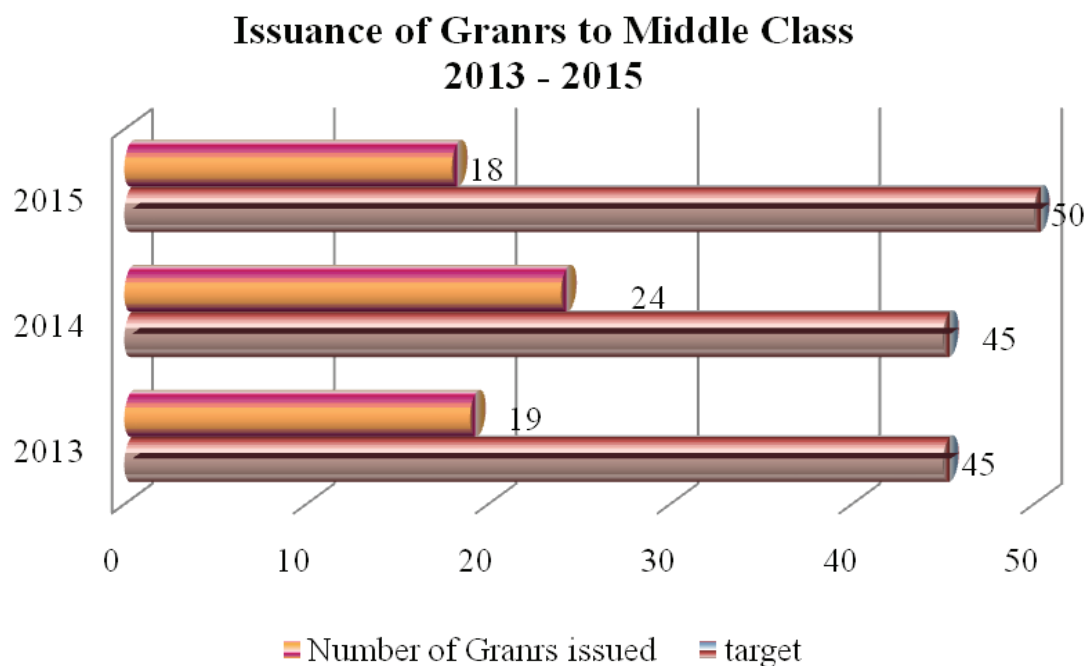
It was planned to issue 10,000 Ran Bima grants in the year 2015 and 12,880 grants were issued by the end of year. It is an improvement of 29% when compared to the previous year.

2.3.2 Issuance of middle class grants under the Land Development Ordinance

It is adopted by Land Development Ordinance to give a state land not only to the landless peasants but also to the citizens with some financial or capital capabilities, and to prepare a system to make them develop that land lot and get their active contribution to the national productivity. In pursuance with that, under providing a state land to the middle class, each person is given a large area of land about 10, 25 acres or 50 acres.

The lands in the areas which are abundant of lands are distributed earlier under this Middle Class Scheme. Out of them, some have been issued grants after developing. However, some lands are not still issued grants. Due to the prevailing scarcity of lands, such large areas of land lots are not given under Middle Class Scheme as a matter of policy. However, issuance of grants for the lands distributed with permits is continued.

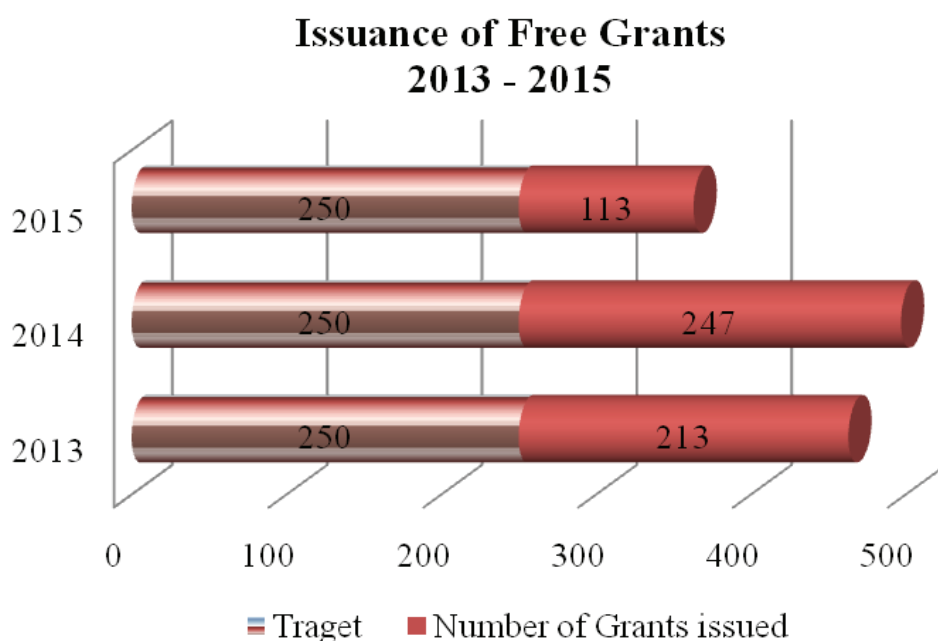
When issuing grants, if such grants have been disposed contravening the terms and conditions in the Land Development Ordinance, though they have been registered in the records at Land Registry, and if the accuracy of such document is not satisfactory, Land Commissioner General has the power to nullify it.



It was targeted to issue 50 middle class grants in 2015 and it was possible to issue 18 grants. The total value of the land should be paid when obtaining grants with middle class permits. However, there is no obstruction to use the land with a permit, but if a land is needed to transfer, there should be a grant. Therefore, there is a less number of requests to obtain grants for middle class lands with permits.

2.3.3 Issuance of free grants

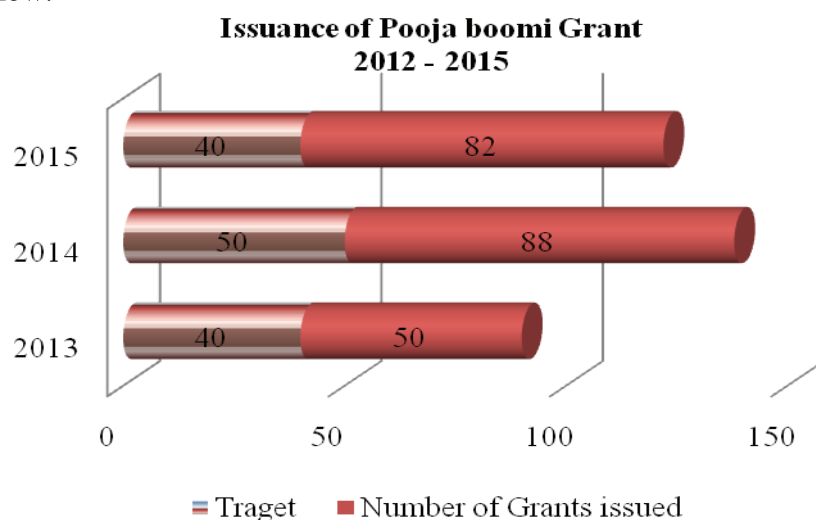
Issuance of free grants with permanent ownership to the public, for the lands distributed with long term lease bonds or preliminary lease is done here. Such grants are not issued for commercial purposes except in a special occasion.



It was targeted to issue 250 free grants in the year 2015 and it was possible to issue 113 grants by the end of the year.

2.3.4 Issuance of Pooja Bhoomi grants

Issuance of grants to place of Buddhist Religious worship is being done every year. Issuance of such grants during the current year is shown below. 1700 Pooja Bhoomi grants have been issued up to now.



It was targeted to issue 40 Pooja Bhoomi grants in the year 2015 and it was possible to issue 82 grants by the end of year. It is an improvement caused by the objective of giving a Pooja Bhoomi grant for every temple, according to the policies of the new government

2.3.5 Issuance of Tsunami grants

Issuing free grants for alternative lands to the people displaced by the tsunami disaster is being done since the year 2007 and 6,127 such grants have been issued up to now.

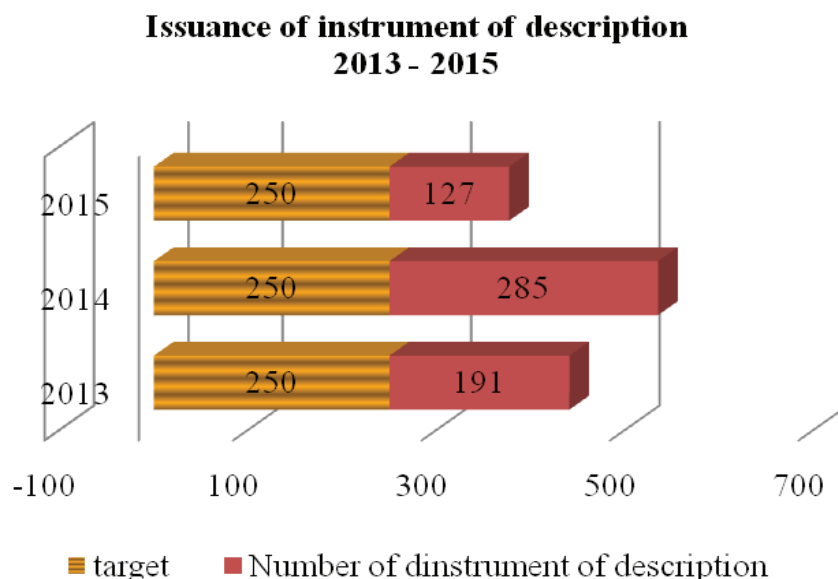
Details	2013	2014	2015
Number of grants issued	1004	689	1067

It was targeted to issue 1000 Tsunami grants in the year 2015 and it was possible to issue 1067 grants by the end of the year. It is an improvement of 38% when compared to the previous year.

2.3.6 Issuance of grants under Land Grants (special provision) Act (Issuance of Instruments of Disposition)

This Act is in effect since 1979. The lands distributed according to this Act are the lands which are released to the government, to distribute to the landless families from the lands acquired by the Land Reform Commission. Poor people who do not own any piece of land are given lands under this Act. Since 1979, 77,903 lots of lands have been distributed up to now. According to a policy decision taken by the Land Reform Commission, currently lands

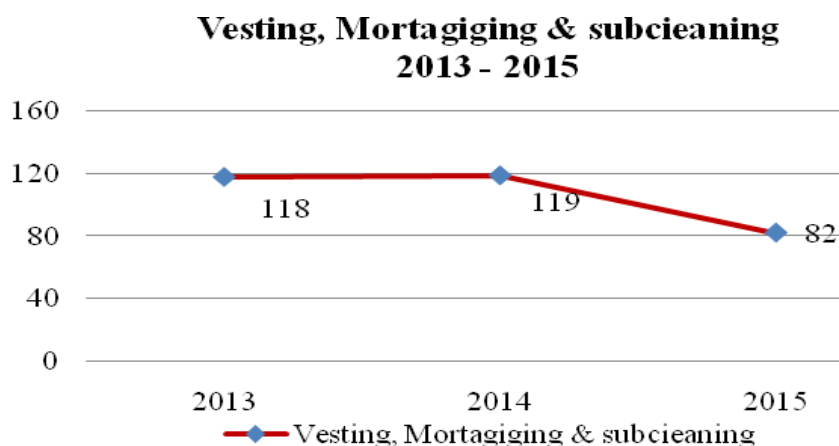
are not released under this act and when the unproductive lands which belong to the Land Reform Commission are identified to distribute the landless families, it is allowed to acquire by paying compensation under Land Acquisition Act with the objective of expanding villages. Therefore, there are no new lands distributed under Land Grant (special provisions) Act and only the distributions which are already commenced but not yet completed are in process.



It was targeted to issue 250 Instruments of Disposition under Land Grant (special provisions) Act, in the year 2015 and 127 Instruments of Disposition are issued.

2.3.7 Vesting, Mortgaging and Sub leasing of Distributed Lands

The approval of Land Commissioner General should be obtained to vest, mortgage or sub lease the lands which have been issued long term lease bonds under State Land Ordinance. How the approval is granted for them in 2015 is shown below.



The number of approvals given for vesting, mortgaging and sub leasing in the year 2015 was 82.

2.3.8 Releasing lands for Departments

Releasing lands for various requirements of government institutes and departments is done annually by Land Commissioner General's Department. How it is done in recent past years is shown below.

Releasing lands for departments 2013 - 2015

Description	2013	2014	2015
Target	75	75	100
Progress	471	293	154

Though the releasing of lands for departments took a less number in 2015 compared to the year 2014, the department has been able to exceed the target.

2.4 Special programme of work to solve problems pertaining state lands, during the post war period, in the Northern and Eastern provinces (According to LLRC report)

According to the recommendations of action plan (LLRC report) to implement the recommendations of Lessons Learnt and Reconciliation Commission, the land issues in these areas have been identified as the issues which should be given speedy solutions when reconstructing the life of the community after ending the conflicts in Northern and Eastern provinces. Following that, Land Commissioner General's Department commenced a special program under the supervision of Land Ministry, to solve those issues at the earliest by giving priority. Giving ownership to the lands which were out of their possession for a long period of time, giving ownership for the resettled lands, resolving land disputes caused by the false administration prevailed in war period, reviving of misplaced and destroyed documents have been done under this program.

2.4.1 Creating awareness among the people about this programme

The recommendations of LLRC reports, related to this fact have been implemented as follows

Issuance of Circulars

LLRC Recommendations relating to programme	Activity	Progress
9. 104 Giving legal ownership of land to displaced people who have been resettled	Implementing circulars / programmes enforcing ownership	Issuance of a new circular numbered 2013/01 and enforce and supervise its activities. Giving further instructions to the Divisional Secretaries by the Circular numbered 2014/02

Following various activities

Recommendations relating to programmes of work	Activity	Progress
9.106 Making concerned people aware of the policy of the land, where resettlement take place and alternatives available	Conducting awareness programme	Conducting media discussions. Publishing notices in newspapers. Publishing in websitesPublishing via Sri Lankan embassies in foreign countries. Printing and distributing hand bills. Conducting awareness programs at village level.

2.4.2 Implementing the Programme

LLR recommendations relating to programme	Activity	progress
9.124 (3) Ensuring distribution of State Lands, according to provision in the constitution	Ensuring implementation of provisions in the Acts	Conducting training sessions of awareness to officers who implement the provisions

When implementing this programme of work in the year 2015, top progress has been achieved in the respective areas. Details are given below.

Conducting of training programmes – 2015

Province	No. of training Programmes conducted	Number of officers completed training
Northern Province	20	1, 750
Eastern Province	18	1, 295
Total	38	3, 045

Conducting of Land Kachcheries – 2015

Province	Number of Land Kachcheries conducted	Number of permits Issued
Northern Province	1710	32,593
Eastern Province	02	Permits are not issued
Total	1712	32,593

Conducting Mobile Services and Divisional Days

Land Commissioner General's Department has conducted Divisional day programs and Mobile Service programs during the last year to identify the land issues of people in Northern and Eastern provinces and to solve them at the earliest.

Conducting Mobile Services and Divisional Days 2015

Province	No of Mobile Services conducted	No of Divisional Days conducted
Northern Province	06	-
Eastern Province	14	238
Total	20	238

Resolving Land Issues – Progress of Northern Province – 2015

Issue	During 2015		Till 2015	
	No of issues received	No of issues resolved	No of issues received	No issues resolved
Requesting lands	New issues are not registered in 2015	67,078	122,113	117,027
Updating land documents		6,877	20,455	19,239
Other issues		9,338	25,210	24,557
Total		83,293	167,778	160,823

(*No new issues are registered in 2015 and solutions have been given to the issues identified in 2014.

Resolving Land Issues – Progress of Eastern Province – 2015

Issue	During 2015		Till 2015	
	No of issues received	No of issues resolved	No of issues received	No issues resolved
Requesting lands	New issues are not registered in 2015	3,088	5,035	4,114
Updating land documents		1,823	8,293	3,719
Other issues		512	4,568	1,761
Total		5,423	17,896	9,594

(*No new issues were registered in 2015 and solutions have been given to the issues identified in 2014.)

Resolving Land Issues – Progress of both Northern and Eastern Provinces – 2015

Issue	During 2015		Till 2015	
	No of issues received	No of issues resolved	No of issues received	No issues resolved
Requesting lands	New issues are not registered in 2015	70,166	127,148	121,141
Updating land documents		8,700	28,748	22,958
Other issues		9,850	29,778	25,318
Total		88,716	185,674	170,417

(*No new issues were registered in 2015 and solutions have been given to the issues identified in 2014.)

It was targeted to resolve 50,000 land issues through this program in the year 2015 and 88,716 issues could be resolved. This is an improvement compared to the previous year. As this program was prescribed to be concluded after 2015, the issues had to be resolved soon. In order to implement this program, adequate additional staff and the physical resources, as per the recommendations of the LLRC report, have been expected since the beginning of 2013, but the provision of other resources (human resources and vehicles) except to the financial provisions has been delayed. This is a factor beyond the control of the department or the ministry. Therefore it was not possible to solve all the issues during that period and the targets were placed considering the existing resources. Those targets could be achieved since 2013. Since it is difficult to solve the rest of them only within 2013 and 2014 as it is

expected, it was decided to extend the program to the year 2015 also. Further, it was realized when implementing the program, that certain registered issues are not directly related to the recommendations of LLRC. However, since there have been practical issues though the Divisional Secretaries are advised to separate such issues which are not directly related, and since all of them were sensitive issues of the people of those areas, all the issues had to be solved. It is revealed that directly related are approximately 60% of the issues presented.

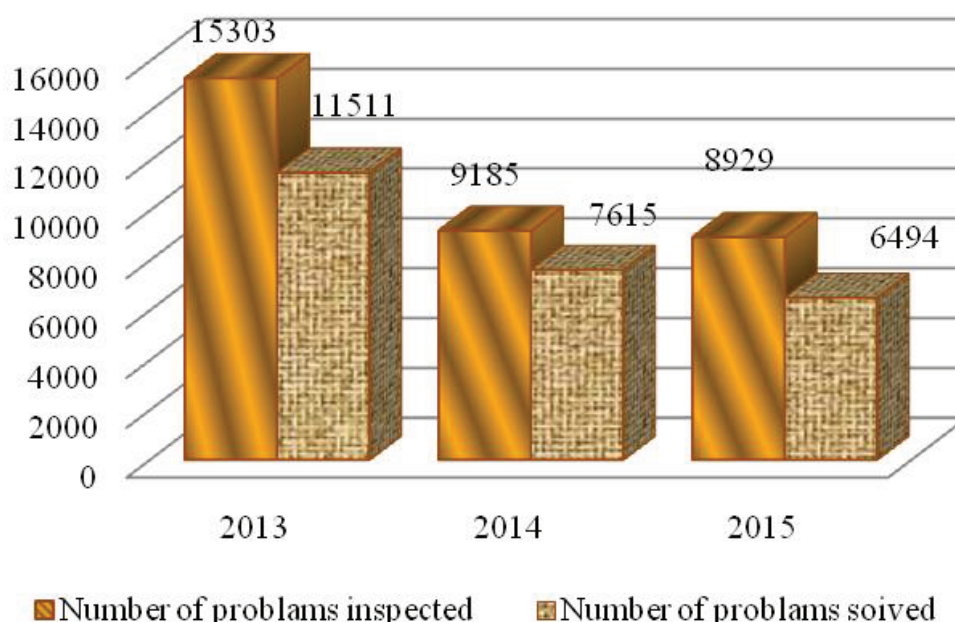
2.5 Resolving land problems and Issuing instructions

Divisional Day and mobile Service programs have been conducted to resolve the land issues of the land beneficiaries and to give instructions. In addition, Department provides legal and technical assistance for the issues directed at inter provincial and provincial council level.

2.5.1 Divisional day s inspections

Divisional day inspections are held to resolve land ownership related problems of the land recipients, within the field itself. The manner of conducting divisional day inspection during the past year is shown below.

**Holding of Divisional day Inspections
2013 - 2015**

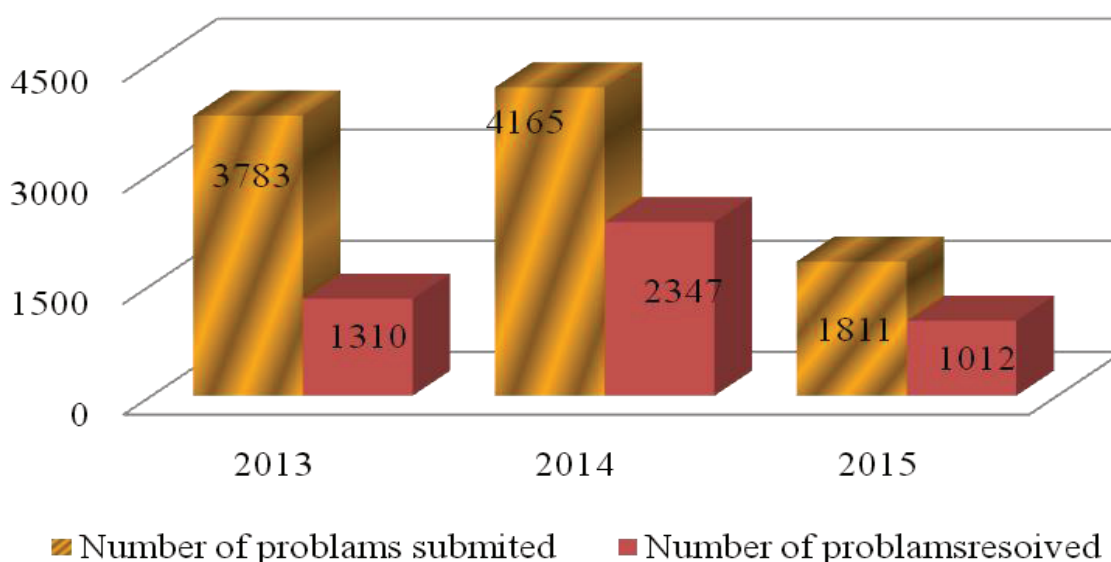


695 Divisional Day Inspections have been conducted at inter provincial level in the year 2015. There, 8929 issues have been presented and from them 6494 issues were given prompt solutions. The remaining will be solved in 2016.

2.5.2 Mobile services

The process of resolving land related problems of land recipients by the intervention of state officials at divisional levels is known as mobile service programme of work. Accordingly, information related to number at mobile service programs conducted, and solution to problems submitted within past 3 years is shown below –

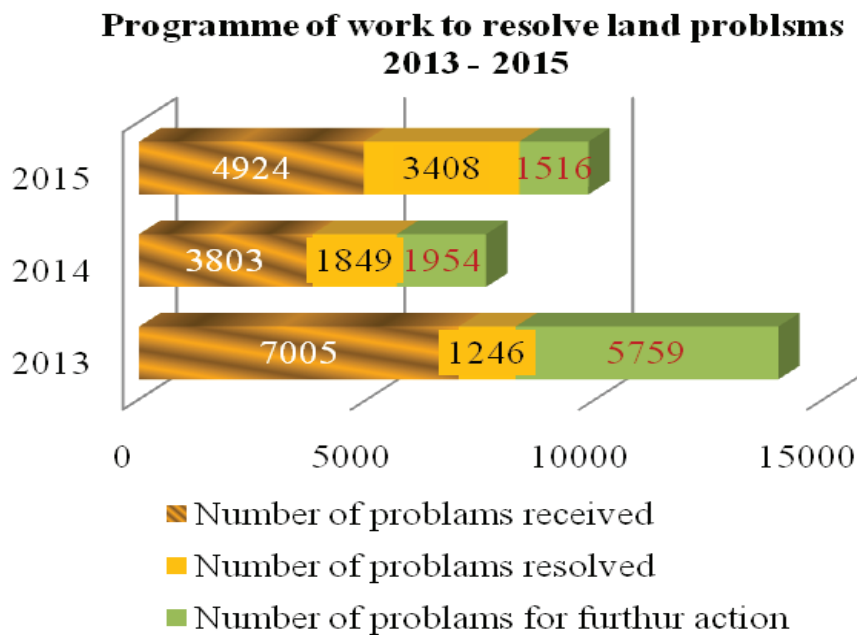
**Conducting Mobile services
2013 - 2015**



It was targeted to conduct 20 Mobile Service Programs at inter provincial level, in the year 2015 and it was possible to conduct 15 programs. There, 1,811 land issues were presented and 1,012 issues were given prompt solutions. 197 issues have been directed to certain divisions and the remaining issues will be given solutions after studying further. Since many special Mobile Service programs were conducted under ‘DayataKirula’ development program before 2015, a higher progress could be achieved in 2013 and 2014. However, as only the usual Mobile Service programs were conducted in 2015, the number of programs conducted and the number of issues solved take a less number than the previous years.

2.5.3. Inter provincial irrigation, Land Development Projects and programme of work to resolve State problems at provincial council levels.

Giving solutions for the issues presented directly or indirectly by the clients, in relation to development projects and land management tasks, implemented by Inter Provincial and Provincial Councils and Divisional Secretariats with the legal and technical assistance is done by Land Commissioner General’s Department. Action taken to resolve such issues in 2015 is given below.



In 2015, 4924 land issues have been received and 3408 issues from them have been solved. 1516 issues have been identified to be solved in future. Since there are so much to be done such as calling reports, exchanging documents, conducting inquiries about those remaining issues to be solved and since it will take a considerable time, they will be given solutions in near future.

2.6 State Land Information and Management Systems

2.6.1 Introduction

The measures are taken to create the State Land Information and Management System by using information technology, to make the state land management more efficient. The measures are taken to enter information about state lands to this system at divisional secretariat divisions' level and it is also possible undertake the issuance of documents in land distribution and the process of revenue collection, the follow ups of and supervision of distributed lands. It was possible to implement this system in 40 Divisional Secretariat divisions in Western Province in 2013 and in 61 Divisional Secretariat Divisions island wide in 2014. It was possible to implement this system in further 11 Divisional Secretariat divisions in 2015 and currently it is activated in 116 Divisional Secretariat divisions throughout the island.

2.6.2 State Land management process Re – engineering

The Ministry of Lands, Land Commissioner General's Department, Land Commissioner's Department-Western Province, and Divisional Secretariat divisions of Negombo, Kaduwela and Walallavita joined to create this system. Preliminary work of creating this system were initiated in 2008 and after having conducted many continuous workshops, it was possible to

create the information system. Technical and financial contribution was given by the Information and Communication Technology Agency of Sri Lanka (ICTA). Without changing the rules and regulations related to state land management, the measures have been taken only to change the current process and is has been proceeded as a Government Process Reengineering. Following processes have been created under the reengineering of this process.

Process A – Process of identifying and disposing of state lands.

Process B – Process of supervising disposed state lands

Process C – Process of taking follow ups related to disposed state lands

There are many sub processes created under these three main processes. By achieving following objectives through this program, it is expected to minimize shortcomings and the inefficiency of current process of state land management.

- I. Establishing a proper data system of state lands.
- II. Reducing the time spent for procedures.
- III. Optimizing the accuracy of work
- IV. Facilitating the operation and the evaluation.
- V. Minimizing the tendencies for irregularities.

2.6.3. Implementing State Land Management Information System

By the end of 2015, State Land Management System has been implemented in 116 Divisional Secretariat divisions. Implementation of this system in Land Commissioner General's Department is presented by the following statistics.

Entering the information of state lands to the Data System

Description	Progress in the year 2015	Progress till the year 2015
Entering information to the data system as per the land documents. (No of documents)	116,909	152,743
Entering area information with tracings to the data system. (No of land lots)	25,015	37,755
Total	141,924	190,498

It was targeted to enter 80,000 land documents to the State Land Information System during the year 2015 and the Department could enter 141,924 documents. It is started this year to print all the documents including grants, annual permits, and long term lease bonds using this system. Following that, it was possible to issue about 450 grants through this system.

2.7 Taking steps to implement State Land information Management functions properly

As the leading institution of state land management, this Department always takes various measures while maintaining a proper coordination with related institutions to proceed the management of state lands. Following are the main actions taken.

- I. Issuance of circulars to Divisional Secretaries.
- II. Conducting progress review meetings with the officers who are related to land management in the domains of inter provinces.
- III. Conducting progress review meetings and discussions about verioys related programs with Divisional Secretaries.
- IV. Providing training for the officers attached to Divisional Secretariats, Inter Provincial Deputy Land Commissioner offices.
- V. Conducting coordination meetings with Inter Provincial Land Commissioner

2.7.1 Issuance if circulars to the Divisional Secretaries

Following circulars have been issued in the year 2015.

- I. 2015/01 – Granting relief in providing lands for residential purposes in urban areas.

The instructions to implement the budget proposal of 2015 are issued by this circular. When the people of areas which are named as urban or developed, are given state lands to reside, those lands are given long term lease bonds or grants under State Land Ordinance. When giving those lands, it has been always pointed out that people of lesser income are unable to pay large amounts of lease rentals. Therefore, as a solution, this circular was issued to grant a relief to such people. Revised circulars are also issued as 2015/01 (I) and (II). Lease ratios which differ as per the income are declared by this and it is also included awaive off of the outstanding leases. (Annexure 01 – 03)

II. 2015/02 – State land registration and issuance of title certificates under Registration of Title Act.

One of the main objectives was to assist the settlement of state land ownership. There, the instructions are given about taking measures regarding grants/permits with block diagram and regarding permits/grants without a block diagram / plan. The second objective of the issuance of this circular was to give instructions to the Divisional Secretaries about the procedure to be followed in registering the ownership according to the distribution of state lands. (Annexure 04)

III. 2015/03 – Submitting recommendations to prepare grants via e-slims system.

State land information management system has been created using information technology, to manage state lands more efficiently. In addition to entering information about land lots to the system, the recommendations to prepare grants under Land Development Ordinance should also be sent via e-slims in 2015. This circular has been issued to give necessary instructions to the Divisional Secretaries about working on that. (Annexure 05)

(* Circular no 2015/04 was drafted but not issued)

IV. 2015/05 – Revising of the eligible income limit to obtain a land under Land Grants (Special Provisions) Act.

This circular has been issued to revise the eligible income level (of family) to obtain a land under Land Grants (Special Provisions) Act. Following that, with effect from the date of this circular, to be eligible to obtain a grant from this Act, monthly income of the family of the assignee should not be more than Rs. 12,000/=. (Annexure 06)

V. 2015/06 – Assessing the land in issuance of permits recovering the purchase price under Land Development Ordinance.

Recovering the purchasing price under Land Development Ordinance, to decide the purchasing price when issuing the permit, it requires the valuation of Valuation Department. However, since there is a difficulty in reaching the targets due to the delay in obtaining valuations, instructions are given through this circular, about the procedure to be followed to issue permits with an approximate valuation until obtaining the due valuation. (Annexure 07)

VI. 2015/07 – Providing state lands for special investment projects.

This circular has been issued to provide state lands efficiently and promptly for special local and foreign direct investments. This has introduced about consolidating related institutions of this process and prescribing a maximum time period for the tasks in each institute. 2012/06 circular is completely revised by this. (Annexure 08)

VII. 2015/08 – Follow ups of the grants issued under Land Development Ordinance.

2007/3 Circular had given instructions to follow the follow-up procedure of the grants issued under Land Development Ordinance. A procedure is introduced by this to correct the defects in registering the grant inheritance of the heirs and registering the life interest to the spouse in that.(Annexure 09)

VIII. 2015/09 – Issuance of grants at once in providing lands for residential purposes under State Land Ordinance.

The prevailing procedure was to issue a long term lease bond first to the applicant and then issue the grant after some time. Since the clients face difficulties when a long period of time was spent in providing lands for residential purposes following this procedure, and also following two complex procedures for one task is difficult for administration, instructions are given by this to simplify the criteria of eligibility to issue grants at once only for residential purposes to avoid that situation.

(Annexure 10)

Chapter 3 - Utilizing State Lands to expand Investments Opportunities

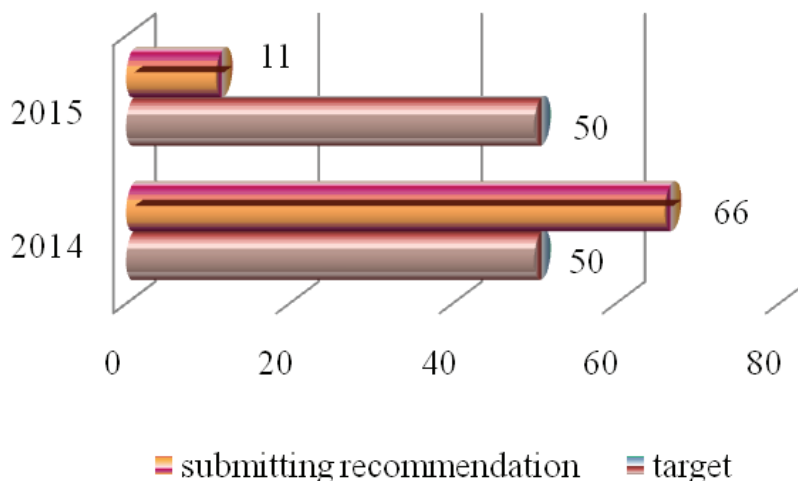
3.1. Introduction

Optimum utilization of state lands is one of the foremost features in land management. Basically it is necessary to utilize lands for investments for economic development. Through proper procedures followed in vesting lands for various development and investment purposes and also through the efficiency, this task could be done well.

3.2. Providing Lands for investments

Providing lands to expand investment opportunities in a country like Sri Lanka where the land resource is limited, is a factor which directly affect the economic boost of the country. Following that, this department has given priority to provide lands to empower agricultural economy for a long time since the beginning. By now, the country has become self-sufficient in paddy production. The fields of industry, service, and infrastructure are given more importance in current economic structure. Therefore the land requirements to invest in those fields have been increased. Hence, the importance in providing lands for such fields under long term lease scheme, has increased at present. State lands have been given for middle term and long term investment opportunities. This has become beneficial to the overall economic growth including economic, social and infrastructure areas. Under providing lands for investment projects and infrastructure during the year 2015, Land Commissioner General's Department has performed a special task to send recommendations to the Land Ministry.

**Providing lands for investment Opportunities
2014 - 2015**



With the intention of providing lands to expand investment opportunities, it was targeted to submit 50 recommendations of long term lease bonds for special development investment projects, to the Land Ministry during the year 2015, but due to the decrease in applications, 11 recommendations have been sent.

3.3 Implementing the laws to limit assigning of State

Lands to foreigners

3.3.1 Introduction

The government has decided to implement a policy to limit the assigning absolute ownership of private and state lands of this country to foreign people or companies. In pursuance with that, this Act limiting the land vesting has been in effect from 01.01.2013. The Minister in charge of the subject of finance is vested certain powers in implementing this Act and when implementing the provisions of the Act regarding state lands, ascertained duties are assigned to the Land Minister and to the officers attached to the state land administration.

3.3.2 Basic principles of the legal provisions, limiting the assignment of State Lands to foreigners.

Certain basic principles could be identified in the new legal provisions which limit the vesting of state lands for foreigners.

- I. As defined in the Act, no absolute ownership of the lands in this country could be assigned to the foreigners, and foreign companies or institutes.
- II. Certain institutes herein after mentioned in the Act among such people or institutes, are released from this restriction. (ex: Institutes with diplomatic immunity)
- III. Individuals and institutes who are not entitled to the assignment of absolute ownership could obtain lands under the long term lease scheme, subjecting to a maximum of 99 years.
- IV. The individuals and institutes who are entitled to obtain lands on long term lease scheme, are subjected to a tax for the special bonds originally owned. For certain individuals and institutes, that tax is 15% from the total lease value. For certain individuals and institutes it is a concessionary tax of 7 1/2. %. Certain individuals and institutes are exempted from this lease tax.
- V. Some local investments are entitled to a discount of 25% for land leases.

- VI. Lease tax is a tax levied in addition to the tax of the land and it will be recovered when the transfer of the ownership is registered. The lease tax is recovered by the Commissioner General of Inland Revenue.

3.3.3 Accomplishing the role of the Land Commissioner

General's Department

When implementing these new legal provisions, the responsibility regarding State Lands will always remain with this Department. Accordingly, special steps have been taken to identify the applications falling under the relevant classification, and to obtain recommendation reports from the Divisional Secretaries, and to avoid prohibited request made through this being complied with to assign absolute ownership. Also, identifying leases where lease ture have to be recovered and reterring to the Registrar of lands, is also important here.

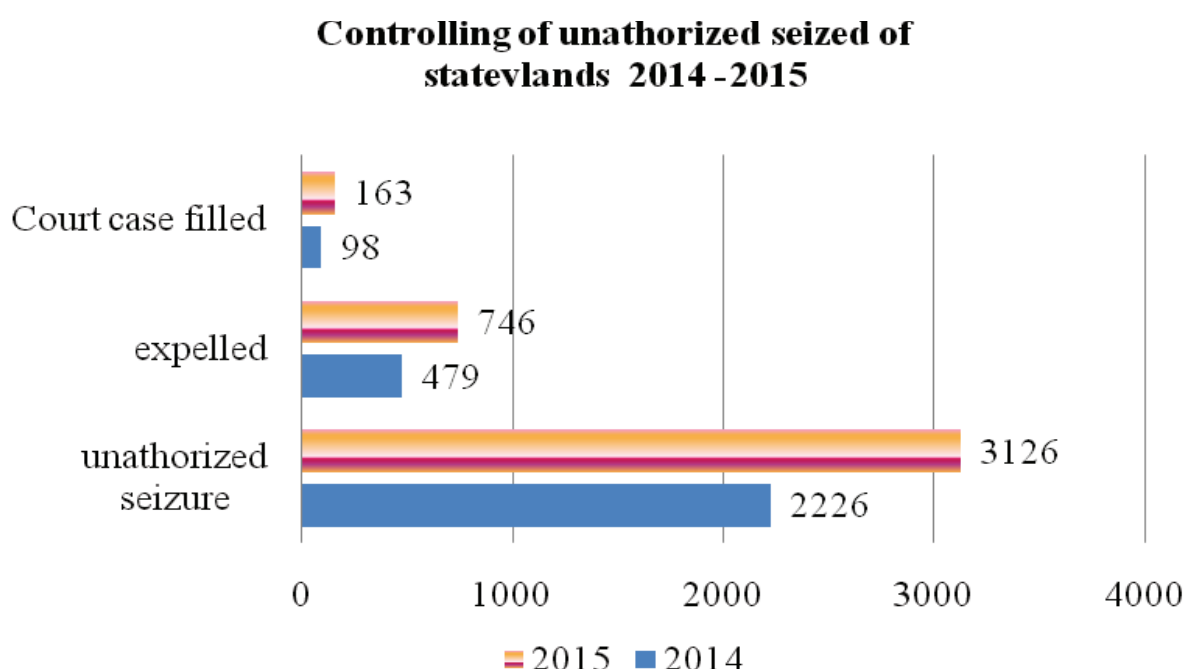
Chapter 4 – Optimum usage of state lands

4.1 Introduction

Many policies, strategies and activities are continuously followed to ensure the best utilization of state lands. The department has been taken endeavors to encourage the optimum usage of state lands by controlling unauthorized seizing of lands belong to the state, implementing environmental policies and laws, and offering legal and technical assistance to resolve land issues.

4.2 Ensuring safety of State Lands

Many steps have been taken to ensure the safety of state lands and to control unauthorized seizing. A combined national program has been implemented since 2013, together with The Ministry of Public Administration and Home Affairs, Land Commissioner General's Department and all the District Secretariats and Divisional Secretariats island wide. In pursuance with the circular numbered HAF/03/ADMIN/002 issued on 05.07.2013 by the Ministry of Public Administration and Home Affairs, the investigations on controlling unauthorized seizing in every Grama Niladhari division and every Divisional Secretariat division, have been initiated by the Land commissioner General's Department. There, the actions are taken to identify the encroachers and expel them from the lands and sue the encroachers who do not leave. Such action taken in 2014 and 2015 are given below



2226 instances of unauthorized seizure of state lands were reported during the year 2014 and it was possible to expel 479 from them and to sue another 98. Further action are in

process for another 1630 encroachers. There were 3126 instances of unauthorized seizure in 2015. From them, it was possible to expel 746 and sue another 163. Further action are in process for another 2217 encroachers.

4.33. Contribution for programs and projects to implement environmental policies and laws

4.3.1 Introduction

This Department has rendered active contribution as an institute which involves in planning and implementing various programs related to the protection of the environment of the state lands, when they are undertaken for many projects at national level directly by the institutes such as Ministry of Environment, Forest Conservation Department, Department of Wild life Conservation, Central Environmental Authority, Land use Policy Planning Department or when they are related to such institutes.

4.3.2. Contributed Programs to implement environmental Policies and laws

This department has rendered its active contribution for following programs in the year 2015.

- I. The program of preparing a national policy and an action plan to protect water catchment areas implemented under the coordination of Land use Policy Planning Department and according to a decision taken by the Parliamentary Advisory Committee related to the Land Ministry.
- II. The national action plan to implement a sustainable procedure to minimize the damage to the environment prepared under the guidance of Land Ministry.

Chapter 5 - Management of Revenue

5.1. Introduction

Land Commissioner General's Department plays a major role in strengthening the tax revenue structure of the state through the best management of state lands resource. The lease revenue is collected by leasing for state lands residential and commercial purposes to individuals, public and private institutes.

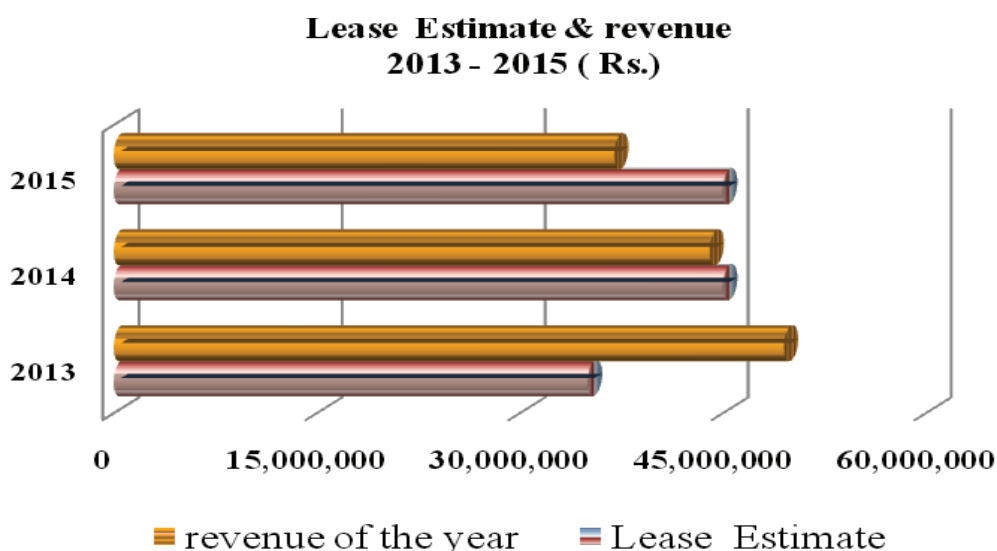
Lease revenue of the lands in the areas of inter provincial agrarian regions are collected by the Land Commissioner General's Department and lease revenue of the rest of the areas are collected by Provincial Land Commissioner Department separately. This revenue basically includes the long term lease, annual permit rental and the harvest rental. Though the revenue generated from areas under the Provincial Councils are a source of income to the Provincial Council, this Department plays a special role in formulating the leasing policy and contributing to the lease approval.

5.2. Estimating and collecting of revenue generated from land Lease

The land lease income which should be collected by the Land Commissioner General's Department annually, is predicted in the beginning and the middle of the year. When considering those predictions, the amount of the lease income which is to be collected annually has increased. There is a tendency to increase the state income also in this situation. When predicting the annual land lease income which should be collected by the Department, it is calculated separately as new land rental income and outstanding lease rental income. When the both are taken as a whole, the lease income to be collected annually has gone up. This tendency could be realized when looking at the collection of lease rental in past few years. The quantitative increase in new leasing of lands and the increase in the assessed value of the lands have mainly affected for this. Further, the decrease in concessionary leasing on nominal value and the regularizing of collection also could be identified as reasons.

Estimated and collected Lease rental income

	2013	2014	2015
Estimated lease income (Rs)	35, 000, 000.00	45, 000, 000.00	45,000,000.00
Lease income for the year (Rs)	49, 503, 518. 68	44, 019, 324.86	36,969,740.00



Though the lease income to be collected shows an increase, compared to the year 2014, the collected lease income percentage of 2015 shows 17% of recession. This situation is mainly caused by the shortcomings in the collection of lease rental at the inter provincial and District Secretariat level, lack of well-trained officers for collecting lease rentals and the delays occurred in approving lease during the election period.

An incompatibility could be seen in between the amount of lease income and the amount of lease income collected annually, to a greater extend, due to the non-receipt of accurate predictions about lessees and the lease income. The e-Slims program is operated properly by Land Commissioner General's Department to overcome this situation. Currently it is started to implement the issuance of new leases through a proper computerized program prepared by using modern technology and to enter the information of already leased lands to the computer system. Following that, a more systematic procedure to operate the revenue collection is being created. Revenue management will be easier as the information are updated and shortcomings are revealed easily through this. In this condition, the structure of land lease income would be strengthened in future.

5.3 Recovering outstanding lease income

Various measures have been taken by Divisional Secretaries and Deputy Land Commissioners at provincial and inter provincial levels to recover the outstanding lease rentals when the permit holders evade to pay the lease. When the lessees have evaded to pay the lease, the first notice is sent to the lessee informing to pay the outstanding lease. If there is no effect, the second notice is sent with the due date to pay the outstanding. If that is also received no response, the lease contract will be terminated as the third step and the legal actions will be taken to recover the outstanding. In taking each of these steps, considerable response have been received to recover the outstanding.

Chapter 6 - Human Resource Management

6.1 Introduction

Land Commissioner General's Department makes efforts to achieve its objectives through the best utilization of human resource. Compared to the year 2014, an increase in the employee cadre could be seen in the year 2015. The staff has been increased specially through the increase in the number of recruitments and the decrease in the number of retirements. Similarly, the increased number of staff is 11 including both staff and non-staff officers. The trainings given on the subject of lands and the establishment matters for the newly recruited are increased in the year 2015, compared to 2104.

6.1.1. Composition of staff

The Land Commissioner General's Department comprises the Head Office and 08 regional offices. The Land Commissioner General serves as the head of Land Commissioner General's Department. There are six divisions in the Head Office as Land division, Development division, Administration division, Legal division and Accounts division and Internal Audit division. Four Land Commissioners serves as the Head of main four divisions and the Accounts division is headed by the Chief Accountant and the Internal Audit division is headed by the Internal Auditor. Considering the service requirement in the Land Commissioner General's Department, the measures are taken to obtain the approval of the Department of Management Services for the two new posts of Land Commissioner (Administration) and Land Commissioner (Legal), since 2014. In 2015, it is directed to the Department of Management Services to create new 01 post of Land Commissioner (Land Management), 01 post of Deputy Land Commissioner (Ran Bima), 05 posts of Assistant Land Commissioner, 03 posts of Circuit Bungalow Keeper and 03 posts of Circuit Bungalow laborer as per the management services circular 03/2014, and the approval is not granted yet. The work of the regional offices established under inter provincial irrigation schemes are monitored by Deputy or Assistant Land Commissioners.

Composition of Staff

Serial No.	Name of the Approved Post	Approved	Number of posts in 2014	Number of posts in 2015
01	Land Commissioner General	01	01	01
02	Land Commissioner	03	03	02
03	Land Commissioner (Legal)	01	01	01
04	Chief Accountant	01	01	01
05	Chief Internal Auditor	01	01	01
06	Deputy/Assistant Land Commissioner	30	25	25
07	Accountant	03	02	02
08	Surveyor	09	04	04
09	Legal Officer	01	00	00
10	Administrative Officer	02	01	01
11	Colonization officers (Special Grade)	31	10	08
12	Senior Superintendent of work	02	01	01
13	Translator	02	00	01
14	Social Scientist	01	01	01
15	Development Assistant	260	179	172
16	Superintendent of work	21	06	06
17	Colonization officer	204	90	112
18	Draftsman	01	00	00
19	Management Assistant	160	120	123
20	Field Instructors	22	29	22
21	Information & Communication T. A	05	02	02
22	Record Keeper	01	01	01
23	Driver	32	26	25
24	Motor Mechanic	01	01	01
25	Karyala Karya Sahayaka	32	18	25
26	Office Laborer	15	15	11
27	Circuit Bungalow Keeper	05	04	05
28	Circuit Bungalow Laborer	05	05	04
29	Survey Assistant	27	12	11
30	Store Keeper	02	02	01
31	Watcher	16	15	16
	Total	896	575	586

Since the number of employed officers are less than the approved number for the post, there are vacancies. Therefore there were vacancies for the posts of Assistant Land Commissioner, Surveyor, Colonization officer, Development Assistant, Motor Mechanic, and Management Assistant in the year 2015.

Similarly, for certain vacancies, recruitments were made in open basis. The recruitments of the year 2105 have been increased and as a number it was 55.

6.1.2 Details of transfers

In the year 2015, 46 officers who were serving at the Land Commissioner General's Department have been transferred and 32 officers have arrived to the department.

Since the number of officers in Combined Services who are transferred annually from the department is higher than the number of officers who come to the department on transfer basis, the number of vacancies are increasing continuously. Granting transfers without successors and successors making amendments to the transfers without reporting to the service have caused to this. Though this situation has been constantly pointed out to the Ministry of Public Administration and Management, transferring is still made without successors.

Details of Transfers in 2015

Post	Number of officers who came in on transfer	Number of officers who went out on transfer
Deputy Land Commissioner	01	02
Accountant	-	01
Development Officer	08	07
Public Management Assistant	15	27
Karyala Karya Sahayaka	02	02
Driver	06	07
Total	32	46

6.1.3 Details of retirements

Several retirements were made in the year 2015 and the details are given below.

Retirements in 2015

Post	Number of Retired Officers
Colonization officer	03
Public Management Assistant	01
Field Instructors	01
Driver	01
Karyala Karya Sahayaka	02
Office Laborer	02
Total	12

6.2. Matters pertaining to the Establishment

An improvement in the matters pertaining to the establishment could be seen in the year 2015 when compared to the year 2014. This is specially represented by the recruitments, payments of salary increments, and loan approvals. In the year 2015, there had been 55 new recruitments to the Land Commissioner General's Department. Compared to the year 2014,

annual salary increment payments for the staff have been increased in 2015. Following that, 354 are given salary increments in 2014 and it has increased to 440 in the year 2015.

In addition, two officers were issued notices for desertion of service during the aforesaid year and there were no extensions of service. There had been 03 interdictions under disciplinary action.

6.2.1. Promotions

There were promotions for 04 posts in the department and following that 45 officers were promoted in 2015.

The posts which are given promotions in 2015.

The posts given promotions	Number of promoted
Colonization Officer	17
Total	17

6.2.2. Staff welfare

Approving loans could be mentioned as an important requirement in staff welfare. Considering that, from the approvals for property, vehicle and distress loans, 11 property loans and 99 distress loans have been given.

There were only 03 who could not be given distress loans in 2015. Therefore, when considering the matters pertaining to the Establishment in the Land Commissioner General's Department, it has gained a progress in recruitments, making employees permanent, paying salary increments, and promotions etc. in 2015, compared to the year 2104.

6.3 Development of human resources

Various training programs are organized for the development of the human resource in Land Commissioner General's Department. There have been local as well as foreign training programs. Specially, knowledge, skills and attitudes of the staff have developed through the training programs. Following that, a budget estimated provision of Rs. 3,000,000.00 was allocated for training and skill development in 2015 and the expenditure was 2,987,889.00. The training programs organized by the department in 2015 were as follows.

Local Training Programs conducted in 2015

Subject	Number of Training Programs planned	Number of Training Programs conducted	Expected number of officers to be trained	Number of officers trained
Training officers by the Department	08	02	780	60
Training officers by Training Institutes	03	03	20	05
Sponsored by external Training Centers	-	-	-	54
Total	11	05	800	119

04 Staff Officers and 01 Public Management Officer were given opportunity to follow post graduate courses in 2015.

Image 03



Officers of the Department at a training on the subject of land

Image 04



Officers of the Department at a workshop on “Attitude” Development.

In addition to the local training programs, the officers were provided foreign training opportunities as well with the intention of developing the human resource and making them more efficient. Details of that are given below.

The Progress of the staff training (foreign) in 2015

No	Name and the designation of the officer	Duration of the training	Country	Subject
01	Mr. R.P.R. Rajapaksha Land Commissioner General	2015.05.10 2015.05.18	Thailand	International Program Management Administration
02	Mr. R.P.R. Rajapaksha Land Commissioner General	2015.10.09 2015.11.13	Australia	Sharing Australia's Expertise Encourage Resilience in Sri Lanka
03	Ms. S.A.E.W. Kularathne Deputy Land Commissioner (Development)	same	same	same
04	Ms.P.D.I.L.Wijegunawardene Land Commissioner (Land)	2015.09.06 2015.09.18	Malaysia	Study Visit to SLAS Class 1 Officers to Malaysia
05	Mr. D.A.A.U. Gunasekara Land Commissioner (Admin)	2015.07.23 2015.08.19	China	Seminar Emergency Communication Network Developing Countries
06	Mr. W.C.S.K. Rathnayaka Deputy Land Commissioner (Debarawewa)	2015.06.25 2015.07.15	Korea	Land Development Policy & Planning
07	Ms. W.A.S. Jayawardene Assistant Land Commissioner (Land)	2015.08.10 2015.08.28	India	Skill Development & Employment Generation
08	Assistant Land Commissioner (Admin), Development Assistant Officers and 14 Management Assistant Officers	2015.02.25 2015.03.06	India	Emotional Balancing Higher Productivity

Chapter 7 - Management of Physical Resources

7.1 Introduction

Acquiring and purchasing of movable and immovable fixed assets were at a lower level in 2015 and more provisions were spent under capital expenditure to buy computers and printers as modern infrastructure to establish the information system on state lands.

It is observed that there have not been a major change in the quantity of fixed assets prevailed at the beginning of the year 2015 and since the auctions and removals of movable and immovable assets were less, it is conveyed through the data that physical resources of the Department have been efficiently managed.

7.2. Usage of physical resources and changes and Procurement, disposals of goods

Since new buildings were not constructed and new lands were not acquired to the Department under the category of fixed assets, the remaining balance of immovable assets were same as the year 2014 in the year 2015.

As a result of auctions and disposals of goods in movable assets in 2015, several categories of movable assets have gone down than the previous balance and the disposal of furniture has increased in quantity compared to other assets.

Due to the purchasing of computers and other equipment under asset category to fill the requirement of infrastructure for E-slits and Bim Saviya programs, it has increased than the prevailing balance of the year. This situation could be realized by observing the following table on immovable and movable assets.

Immovable Property

Serial No	Category of the Asset	The status as at the beginning of the year	Changes occurred during the year				The Status as at the end of the year
			Acquisitions	Purchases	Auctions	Disposals	
01	Land (Acre)	87.8511	-	-	-	-	87.8511
02	Buildings	300	-	-	-	-	300
03	Constructions	-	-	-	-	-	-

Movable Assets

No	Category of the Asset	Status at the beginning of the year	Changes occurred within the year				Status at the end of the year
			Acquisitions	Purchases	Auctions	Disposal	
01	Cabs	25		05		01	29
02	Motor vehicles (Jeeps and	01	01				12
03	Vans	01		01			02
04	Bicycles	10			01		09
05	Photocopy machines	16		02			18
06	Computers	103			04		99
07	Computer printers	62					62
08	Fax machines	14		05			19
09	Type writers	50			07		43
10	Safes	05					05
11	Televisions	10		03			13
12	Radios	00					00
13	Refrigerators	07		02			08
14	Almirahs (steel & wooden)	226		15	36	02	203
15	Tables (steel & wooden)	464		50	08	02	504
16	Chairs	696		45	57	30	654
17	Shelves	228				01	227
18	Pedestal fans	01		05			06
19	Roneo machines	06					06
20	Electric kettles	12		04		01	15
21	Filters	21		12	04	01	28
22	Rice cookers	04					04
23	Gas cookers	06		02			08
24	Air conditioners	25					25
25	Electric irons	06					06
26	Fire extinguishers	16					16
27	Blenders	02		02			04
28	Calculators	149		17		08	158
29	Platform weighing	10					10
30	Vacuum cleaners	04		01			05
31	Polishers	03					03
32	Lawn mowers	00		02			02
33	Board cutting machines	02					02
34	Paper cutting machines	01					01
35	Computer tables	77		50	01		126
36	Computer chairs	87			02		85
37	Finger print machines	02					02
38	Electric drill hammer	01					01
39	Multi meter	01					01
40	Racks for hand bills	01		01			02
41	Digital cameras	01					01
42	Laptops	05		01			06
43	Beds (Teak)	03					03
44	Multimedia projectors	01					01
45	Pen drives 4GB	14				03	11

46	UPS machines	37					27
47	Veranda chairs	12					12
48	Dining tables (teak)	01					01
49	Dining chairs	20					20
50	Grinders	02					02
51	Executive chairs	22		16		01	37
52	Executive tables	29		08			37
53	Sofas	01					01
54	Mid back chairs	52					52
55	Visitors' chairs	86					86
56	Lobby chairs	20					20
57	Iron tables	01					01
58	Television racks	01					01
59	Duplex units	01					01
60	Long bench	19					19
61	Beds	22			01		21
62	Gas cylinder	01		02			03
63	LCD monitor	02					02
64	Dressing table	10		01			11
65	Mahogany office cupboard	04					04
66	Low back chair	115					115
67	Clocks	02		04		01	05
68	Regulator	01					01
69	Santa dining set	05					05
70	Leisure chairs	03					03
71	White board	01					01
72	Ladders	04					04
73	Routers	01		01			02
74	Key board	01					01
75	Boiler	00					00
76	Plate racks	01					01
77	Plastic chairs	70		50	04		116
78	Scanners	02					02
79	Library almirahs	02					02
80	BI cutter	01					01
81	Dining tables	02					02
82	Iron cupboards	02					02
83	Rechargeable torch	02					02
84	Book racks	02					02
85	Lobby stool	01					01
86	Washing machines	01					01
87	Cupboards	05					05
88	Towel racks	01					01
89	Wooden drawing chairs	12					12
90	Mattresses	04		18			22
91	Filing cupboards	38		15			53
92	Pen drive 8GB	07		02			09
93	TV antenna	01					01
94	Ceiling fans	00		03			03
95	Water motors	00		01			01

7.3 Store management

Store management is done by keeping annual stores inspection records. This is successfully done by Land Commissioner General's Department at the levels of Head Office and sub offices.

Store Inspections

No	Office	No. of officers surveyed
01	Head Office	01
02	World Food Stores Complex. Rathmalana	01
03	Circuit Bungalow - Meepilimana	01
04	Deputy Land Commissioner's Office – Anuradhapura	01
05	Circuit Bungalow - Anuradhapura	01
06	Sub Office - Anuradhapura	32
07	Deputy Land Commissioner's Office – Polonnaruwa	01
08	Circuit Bungalow – Polonnaruwa	01
09	Sub Office - Polonnaruwa	12
10	Deputy Land Commissioner's Office –Trincomalee	01
11	Sub Office – Trincomalee	08
12	Assistant Land Commissioner's Office – Kanthale	01
13	Circuit Bungalow – Kanthale	01
14	Sub office - Kanthale	06
15	Deputy Land Commissioner's Office –Debarawewa	01
16	Circuit Bungalow – Katharagama	01
17	Circuit Bungalow – Hambanthota	01
18	Sub Office – Debarawewa	04
19	Deputy Land Commissioner's Office –Mahiyanganaya	01
20	Circuit Bungalow – Mahiyanganaya	01
21	Sub Office – Mahiyanganaya	16
22	Deputy Land Commissioner's Office –Ampara	01
23	Circuit Bungalow – Ampara (Uhana)	01
24	Sub Office – Ampara	16
25	Assistant Land Commissioner's Office – Monaragala	01
26	Circuit Bungalow – Monaragala	01
27	Sub Office - Monaragala	04
	Total	117

Chapter 8 - Financial Management

8.1. Introduction

Financial management of the Land Commissioner General's Department is performed under various sections such as bearing expenditure, generating revenue, preparing estimates, maintaining advance accounts, managing physical resources, inspecting stores and auditing etc.

8.2. Budget Management

Procure funds for the inter provincial land development project implemented under the development programs of the Department and for the general administration is the main function of budget management and following that, utilization of provisions for various programs implemented by the Department also done through this.

The main functions which are performed are as follows.

1. Preparation of Ran Bima grants
2. Conducting Land Kachcheries and Mobile Services
3. Rehabilitation of Official quarters, Circuit bungalows and office buildings belong to the Department.
4. Accomplishment of physical resources
5. Training and skill development of the staff

Utilization of provisions according to the aforesaid information with a comparison with the previous year is shown by the following table.

Budget Management

855-40-01		2014		% of expen Diture		2015		% of expen diture
	Provision (Rs.)	Expenditure (Rs.)	Balance (Rs.)		Provision (Rs.)	Expenditure (Rs.)	Balance (Rs.)	
Project 01								
Personal Emolument	194,150,000	192,944,685	1,205,315	99.38	256,749,000	255,961,456	787,544	99.69
Other Recurrent	54,450,000	52,073,191	2,376,308	95.63	57,281,000	56,684,304	596,696	99.56
Capital	89,100,000	87,126,871	1,973,129	97.79	80,050,000	79,053,316	1,003,316	98.75
2001	48,500,00	48,440,562	59,438	99.88	30,000,000	29,988,061	11,939	99.96
2002	900,000	891,162	8,838	99.02	900,000	885,453	14,547	98.38
2003	5,000,000	4,980,419	49,581	99.61	5,150,000	5,106,865	43,135	99.16
2102	3,000,000	2,999,350	650	99.98	3,300,000	3,298,614	1,386	99.96
2104	1,000,000	926,630	73,370	92.66	10,000,000	10,000,000	0	100
2105-1	1,200,000	1,174,563	25,437	97.88	1,200,000	1,199,024	976	99.92
2105-2	4,000,000	3,994,287	5,713	99.86	3,500,000	3,098,491	401,509	88.53
2105-3	3,000,000	1,432,830	1,567,190	47.76	3,000,000	2,651,375	384,625	88.38
2401	2,500,000	2,398,679	101,321	95.95	3,000,000	2,987,889	12,111	99.60
2502-2	20,000,000	19,888,389	111,611	99.44	20,000,000	19,837,544	162,456	99.19
Total	337,700,000	332,144,747	5,555,253	99.35	394,080,000	391,699,076	2,380,924	99.40

Recurrent expenditure has increased in 2015, compared to the year 2014 and the main cause for that is the increase in personal salary payments with the increase in the cadre. Compared to the previous year, a slight increase in the granted amount of capital expenditure and the percentages of the utilization of provisions could be seen. Department has been able to keep capital expenditures within the limits of relevant provisions, by the proper physical resource management.

8.3 Public Officers Advance 'B' account.

Providing financial facilities for advances and loans to the staff of the Department is compiled through this account and the received advances and loan applications were completed in 2015 as mentioned below.

Public Officers Advance 'B' account

Serial no.	Category of loan	Number of applied	Number of allowed	Amount (Rs.)
01	Special loan advance	182	182	728,250,50.50
02	Festival Advance	678	678	4,345,200.00
03	Distress loan	139	110	11,253,450.68
04	Cycle loan	-	-	-
Total		999	970	16,326,900.68

Operation of advance account following the due limitations with a comparison to the previous year is given below.

Public Officers Advance 'B' account

limits	2014			Total B+C	2015			Total B+C
	Estimate A	Actual			Estimate A	Actual		
		having Impact on estimate -B	Not having Impact on estimate - C			having Impact on estimate -B	Not having Impact on estimate - C	
Maximum expenditure limits	14,000,000.00	13,943,545.15	3,442,456.06	17,386,001.21	16,200,000	16,326,900.68	3,585,815.00	19,912,715.68
Minimum credit limit	12,000,000.00	12,049,330.99	3,432,773.00	15,482,103.99	14,200,000	15,758,861.00	4,664,350.00	20,423,211.80
Maximum debit balance limit	70,000,000.00	52,551,660.33	0.0	52,551,660.33	60,000,000	52,337,399.21	0.00	52,337,399.21

By the date 01.01.2015, there was an unsettled loan outstanding amount of Rs. 475,708.35 as the balance outstanding of Advance 'B' account and the measures are being taken to recover the balance.

Further, following action are being taken at present to avoid the occurrence of aforesaid issue again.

1. When an officer is being transferred, informing them how to settle the loan outstanding along with salary particulars.
2. If the loan balance is not settled within 03 months by that institution, informing again by letters.
3. If the loan is not settled even after continuous reminders, debit the outstanding to that institute by a transfer memo after informing.
4. If the required provisions, to settle the loan outstanding of a retired officer, are not sent by the Department of Pensions taking action to obtain the provisions informing the Department of Pension about relevant details.

8.4 Matters relating to Auditing

Audits of the Land Commissioner General's Department are made annually by the Government Auditor General's Department and the internal Audit division of the Department. How the internal audits and government audits have been made comparatively is shown below by the table.

Internal Auditing

	2014	2015
Number of Audit Inspection done	09	14
Number of Audit Queries replied ,during the year	08	14

According to the annual Audit Plan 2015, it was planned to conduct 20 internal audits and it was possible to complete 14 audits by the end of 2015. Following are the details of the offices which were conducted audits.

Regional Offices

1. Assistant Land Commissioner's Office – Kanthale
2. Deputy Land Commissioner's Office – Mahiyanganaya
3. Circuit Bungalow – Nuwaraeliya
4. Deputy Land Commissioner's Office - Debarawea
5. Deputy Land Commissioner's Office – Ampara
6. World Food Stores - Rathmalna
7. Deputy Land Commissioner's Office - Anuradhapura
8. Deputy Land Commissioner's Office – Polonnaruwa

Head Office

9. Technical Division - Head Office
10. Ran Bima Division - Head Office
11. Administrative Division- Head Office
12. Stores - Head Office
13. Accounts Division - Head Office
14. Transport Division - Head Office

Auditing done by Auditor General's Department.

	2014	2015
Number of Audit Inspections done	11	07
Number of Audit Queries replied ,during the year	11	07

The Land commissioner General Department has duly responded to the Government audit inspection, when the audits have been carried out.



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

“මිහිකත මැදුර”, ඉඩම් මහලේකම් කාර්යාලය, 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.

“மிஹிகதமெதுர”, காணிச் செயலகம், 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.

“Mihikatha Medura”, Land Secretariat, 1200/6, Rajamalwatta Road, Battaramulla.

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எனது இல
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4/1/ Circular

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உமது இ இல
YOUR NO

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திகதி
DATE

2015.01.01

Circular No: 2015/01

Annexuve 01

To All Divisional Secretaries, and

Deputy / Assistant Land Commissioners (Inter- Provincial)

Implementing the Budget proposals for the year 2015

providing relief, when issuing lands for residential purposes in urban areas.

Necessary instructions are being issued in this circular for the implementation of proposal at item No 35.1, in the budget speech for the year 2015, presented in parliament by His Excellency the President and Minister of Finance and Planning.

02. Long term lease Bonds or grants are issued under the state lands ordinance, when issuing state lands to persons in areas which have been declared as urban and more developed regions. However, when lands are issued in this manner, matters have been submitted until now continuously, that there is no possibility to pay higher lease rental by low income earning persons. As a remedy to this, approval has been received for the proposal to provide relief to such persons.

03. According to this, I kindly inform that, when lands are issued under the state lands ordinance for residential purposes on long term lease, in urban/ more developed areas, Lease rental should be recovered, as being implemented from 2015.01.01, in the manner mentioned below :-

- I. Nominal annual lease rental will be recovered from persons whose annual family income is up to Rs 300,000/= This nominal rental should be Rs 1000/= or 0.5% of the undeveloped value of the land, whichever is less.
- II. From persons whose annual family income is more than Rs 300,000/= up to Rs 400,000/= the lease rental recoverable will be 0.5%.
- III. From persons whose annual family income is more than Rs 400,000/= up to Rs 500,000/= the lease rental recoverable will be 1%.
- IV. From persons whose annual family income is more than Rs 500,000/= up to Rs 600,000/= the lease rental recoverable will be 2%.
- V. From persons whose annual family income is more than Rs 600,000/= the lease rental recoverable will be 4%.

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When recovering this lease rental, kindly note that this rental should be based on the undeveloped value of the land, on the date when the person is selected for the leasing of that land.

04. Also kindly note that no lease rental will be collected, pertaining to this land, as dues outstanding, from the date of such selection, up to the date of approval of the lease by the Honorable Minister of Land and Land development. Here note that the due instalment amount also will be written off. However, it should be noted that the fine imposed in respect of lands selected on the basis of encroachment shall not be written off. The relief of not collecting outstanding lease amounts will be applicable also to lands where long term lease bonds have not been issued, as at the date of implementing this circular instructions, despite having received the approval of the Honorable Minister. If, however any outstanding amounts have been paid as at that time, such amounts could be set off against future lease amounts payables. It should be noted that no relief regarding outstanding lease rentals will be applicable to persons selected for lands after the date of implementation of this circular instructions.

05. If approval for leasing had been given for a Land covered by this circular, prior to the date of implementation of this circular and when the long term Lease bond has not been issued, approval from me should be obtained, submitting recommendation with details, with copies to the provincial Land commissioner/ Deputy Land Commissioner (Inter – Provincial) in order to write off the approved outstanding lease amount. After having obtained this approval, the lessee should be informed of the decision to write off the outstanding lease amount. If outstanding lease amount has been already collected, approval should be obtained from me to set off against future lease payments due. For this purpose, the Divisional Secretary/ Deputy Land Commissioner/ Assistant Land Commissioner, should submit through format at annexure I.


06. Accurate entries should be made in the control Account, regarding the writing off of the outstanding lease amount in this manner. Approved lease amount to be collected should be entered in the debit side of the control account for long term lease bonds. When it is outstanding, if not taken to the outstanding control account, the outstanding amount should be entered in the credit side of the lease amount control account and should be included in the debit side of the outstanding control account. When writing off the debited outstanding amount in the outstanding control account, after obtaining my approval, it should be noted as a “write off” with the number and date of my approval letter and should be included to the credit of the outstanding control account. However in a situation when before taking to outstanding control account, writing off the lease amount which is entered in the lease Amount control account an entry should be made on the credit side of the said account. When setting off for the future the lease amount paid, since it is entered in the credit side of the lease amount control account, an entry should be made with the number and date of the approval letter and debit the account as amount due to be collected in the future and a credit entry as collected again also should be made for the relevant period.

07. Writing off lease amount as mentioned above, will not be applicable to lands where approval for leasing has been given after the date of implementing this circular instructions, since under this circular approval for leasing is given according to the payment of lease amount from the due date.

08. Here a person selected for leasing of a land would mean, that if such a person has been selected through a process of formal procedure, such as land Kachcheri, by tender, through auction or by issuing any lawful document, the date of such selection. It being selected on the basis of having encroached, the date applicable should be reckoned is 1995.06.15

09. When issuing grants to those who are eligible to receive lands for residential purpose, under the state lands ordinance, in urban/ more developed areas, the assessed value of the land should be collected in full. Here the Lease amount paid as long term lease should be deducted and the balance amount should be collected.

10. By providing this relief, it is expected to enable a large number of people to possess lands, who could not until now possess lands for residential purposes for the reason of not being able to pay the lease rental. Therefore I further, inform you to give your active contribution to reach a higher target in issuing long term lease bonds and grants, by making aware of these relief measures to those people who are eligible for such relief. Also I emphasize you to be specially vigilant of people who falsely declare low income to get relief and reduced lease rental. I also emphasize that it is the responsibility of the relevant Divisional Secretary to certify the income of any person. If any instances of such false assessments of redneed income are discovered, disciplinary action will be taken against the officers responsible.



R.P.R. Rajapaksha ,
Land Commissioner General.

Copies :-

- | | | |
|--|---|----------------------|
| 1. Secretary to the President | - | For kind information |
| 2. Secretary, Ministry of land and land Development | - | For kind information |
| 3. Secretary, Ministry of Finance and planning | - | For kind information |
| 4. Secretary, Ministry of public Administration and home Affairs | - | For kind information |
| 5. Director General, Sri lanka Mahaveli Development Authority | - | For necessary Action |
| 6. All Government agents | - | For kind information |
| 7. All Provincial Land Commissioners | - | For necessary Action |

Writing off of the Lease Amount in terms of Land Commissioner General's circular no: 2015/01, by virtue of the powers vested in the Land Commissioner General, as per order of the Governor published in the Gazette no: 10,013 dated 1949.09.02 in terms sections 13 and 105 of the state Land ordinance no: 08 of 1947

According to the circular no: 2015/01 dated 2015.01.01, I submit the lease amount due to be written off, with relevant details pertaining to it, with regard to giving approval to the under mentioned long term leases :-

1. Name of the Lessee
2. Address of the Lessee
3. Grama Niladhari Division
4. Annual family income of the lessee
5. Lease file number maintained in the Divisional Secretary's office/ Deputy Land Commissioner's office
6. Lease file number maintained in the provincial land commissioner's office
7. Lease file number maintained in the Land commissioner General's Department
8. Lease amount to be collected, based on the date from
9. The date of approval of the Lease by the Honorable Minister
10. The Lease amount from the due date of collection upto the date of approving the Lease
 - I. Annual lease amount
 - II. Number of relevant years
 - III. The stipulated lease amount
 - IV. Installment amount
 - V. Stipulated total Lease amount
11. The Lease amount collected as at present
12. The Lease amount recommended to be written off in terms of the circular
13. The lease amount recommended to be set off in the future, in terms of the circular
14. If to be set off in the future, the period thereof.

I certify that the above particulars are correct. In terms of the provisions in the above circular, I recommend Rs..... being Lease amount already collected/to be collected, to be written off/ set off in the future.

.....

Date

.....

Divisional Secretary/ Deputy/ Assistant
Land Commissioner (Inter – Provincial)

Copy:

Provincial Land Commissioner/ Deputy Land Commissioner (Inter – Provincial)



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்

LAND COMMISSIONER GENERAL'S DEPARTMENT

“මිහිකත මැදුර”, ඉඩම් මහලේකම් කාර්යාලය, 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.

“மிஹிகதமெதுர”, காணிச் செயலகம், 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.

“Mihikatha Medura”, Land Secretariat, 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංක
எனது இல
MY NO

4/1/Circular

ඔබේ අංක
உமது இ இல
YOUR NO

දිනය
திகதி
DATE

2015.04 / 6

Circular No:-2015/01(1)

Annexuve 02

To All Divisional secretaries and
Deputy/assistant Land Commissioners(Inter -provincial)

Implementing the Budget Proposals-2015

Providing relief when alienating state lands for residential purposes in urban areas.

This is further to my circular no 2015/01 dated 2015-01-01, under the above caption.

02. The new lease ratio introduced in my circular no 2015/01, dated 2015-01-01, could be applied also in respect of instances where long-term leases have not been issued up to now, Despite approval having been already given to alienate a plot of state land under long –term lease, for residential purpose in urban areas. Accordingly action should be taken to provide relief to those people whose annual family income is less than Rs.600, 000/=, as applicable to the relevant income group. For this purpose, together with the Divisional secretary's certifying the family income of the Lessee, the Divisional Secretary /Deputy or Assistant Land Commissioner(inter-provincial) as appropriate, should recommend the relevant income group and the lease ratio entitled there of, and submit to me and obtain approval. For this purpose, please use annexure 1, in this revised Circular. After this, the revised lease amount should be calculated and the Lessee should be informed with copies to the relevant Provincial Land Commissioner and me. If the lessee has already paid the lease amount as per the existing normal lease ratio, the excess lease amount when calculated according to the revised lease, should be set off against the lease amount receivable in the forthcoming years. The manner of thus setting off the excess amount paid should be informed to the lessee, with the copies to the relevant Provincial Land Commissioner and me. Action should be taken as per instructions in this circular to maintain accounts regarding this 'set off' leave amount.

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E-mail } landcom@landcommdept.gov.lk

03. Also, since some matters mentioned in paragraph 06 of Circular no 2015/01, need to be amended, this paragraph is removed and the under mentioned paragraph is substituted therefore

“Entries should be made correctly, in the control account regarding writing off outstanding lease amounts in this manner. The outstanding amount as shown on the debit side of the control account, when writing off after obtaining my approval, an entry should be made on the credit side of the control account ,mentioning as “written off ” quoting the number and date of the approval letter. An entry should be made in the relevant page of the Lease Bond in the lease ledger, quoting the number and date of the letter approving the writing off /setting off of the outstanding lease amount when setting off the paid outstanding amount against lease revenue receivable in the forthcoming years. When preparing Revenue Estimates, the relevant receivable annual lease amount (Lease installments)applicable to this written off Lease bond should be taken into consideration. When setting off, the value set off in the relevant current year, a credit entry should be made in the control account of the relevant current year. Thus, When making a credit entry, details in the credit entry should be made as “setting off as per approval letter number and Date”

04. I regret much if any inconvenience caused in this regard.


R.P.R.Rajapaksa

Land Commissioner General

Copies :

- | | |
|--|------------------------|
| 01. Secretary to the president | -For kind information |
| 02. Secretary, Ministry of Lands | - For kind information |
| 03. Secretary, Ministry of Finance | -For kind information |
| 04. Secretary, Ministry of Home affairs and fisherian | - For kind information |
| 05. Directar General Srilanka mahaveli Development Authority | - For kind information |
| 06. All District secretaries | - For kind information |
| 07. All provincial Land Commissioners | -For necessary action |

Requesting approval to revise the lease amount, according to Land commissioner General's Circular no : 2015/01, Pertaining to lands for residential purposes in urban areas approved on long term lease, by the Honorable Minister in-Charge of the subject of lands, prior to 2015-01-01

01. Lessee's Name:

02. Lessee's Address:

03. Annual family income of the lessee:

04. Divisional secretary office/Deputy Land Commissioner office lease File Numbers:

05. Provincial Land Commissioner's Department lease File Number:

06. Land commissioner General's Department lease File Numbers:

07. Date of Approval of the lease by the Hon. Minister:

08. The stipulated annual Lease installment according to the approval given:

09. The stipulated income group and Lease percentage according to circular no: 2015/01

10. Revised annual Lease instalment, recommended:

11. Lease amount recovered as at present:

12. Lease amount to be set off in the future (pain in excess) :

I conform the above information is true. The income certificate of the lessee is attached herewith.

I recommend that it is appropriate to revise the lease amount as mentioned above/to set off the excess lease amount paid, against forthcoming years.

.....
Divisional Secretary/Deputy/Assistant Land Commissioner
.....

Copy: Provincial Land Commissioner



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

“මිහිකත මදුර”, ඉඩම් මහලේකම් කාර්යාලය, 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.
“මිහිකත මෙදුර”, காணிச் செயலகம், 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.
“Mihikatha Medura”, Land Secretariat, 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංක
எனது இல
MY NO

4/1/Circular

මගේ අංක
உமது இ இல
YOUR NO

circular No 2015/01 (11)

දිනය
திகதி
DATE

29.02.2016

All Divisional Secretaries,
Deputy/ Assistant Land Commissioners (Inter Provincials).

Annexure 03

Implementation of Budget Proposals 2015 Granting relief in providing lands for residential purposes in urban areas.

This refers to my circular even numbered and dated 01. 01. 2015 bearing no. 2015/01 on aforesaid subject.

02. You are kindly informed that the 04th paragraph of the circular is amended as follows and you are expected to work in accordance with that.

“Kindly consider that outstanding lease arrears of such lands will not be recovered for the period commencing from such selection date to the issuing date of the circular no. 2015/01 ie 01.01.2015 and the prescribed installment also will be waived off. But the fine recoverable in respect of selected lands based on encroachment will not be waived off. This relief to non recover the lease arrears is also applicable to the lands which have obtain the approval of Hon. Minister by the effective date of this circular but not issued long term lease. In case such lease arrears have already been paid, such payments could be used in lieu of the lease rental to be recovered in the future. Please note that this relief shall not be applicable in respect of the lands selected after the effective date of this circular.”

R.P.R. Rajapaksha,
Land Commissioner General.

- Copies : 1. President's Secretary
2. Secretary - Ministry of Lands
3. Secretary - Ministry of Finance
4. Secretary - Ministry of Home Affairs
5. Director General - Mahaweli Development
6. All Government agents
7. All Provincials Land Commissioners
- For kind information please
Authority of Sri Lanka. - For necessary action please
- For kind information please
- For necessary action please

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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

ඉඩම් මහලේකම් කාර්යාලය,
නො: 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.
1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.

No: 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංකය
எனது இல
MY NO

3/7/Bimsaviya/Circular

ඔබේ අංකය
உமது இல
YOUR NO

දිනය
திகதி
DATE

2015.03.17

2015/02

Annexuve 04

All Divisional Secretaries of divisions

implementing Bimsaviya programme of work and

Deputy /Assistant Land Commissioners (Inter – Provincial),

Registering of state lands and issuing of title certificates, under the Title Registration Act

1. Assisting in the work for Title Settlement of State Lands :-

The Divisional Secretaries Provincial Land Commissioners/ Deputy/ Assistant Land Commissioners should take action regarding title settlement of state lands, under the Title Registration Act. After having effected the title settlement of such lands, the Commissioner General of title settlement, with the assistance of the Deputy/ Assistant Commissioners of title settlement, who have been appointed at divisional level, will take action to have it published in the government gazette and forward to the registrar of lands for registration of titles as per section 14 of the Title Registration Act. Disposal of lands, settling of disputes relating to ownership of disposed lands, maintaining information regarding lands which have not been disposed of, under the provisions of stipulated Act regarding state lands, will be done by the Divisional Secretaries under the leadership of the Land Commissioner Generals Department.

If action is taken in terms of my circular no: 2008/04 to hold land kachcheries and issue permits/ long term lease bonds regarding vacant state lands that could be distributed and lands encroached and possessed by people over long period, prior to preparing blocking out plans after surveying, the same area would not be surveyed twice and more progress could be reached in the work related to title registration.

However, if blocking out plans has been prepared already, before such lands were distributed, the blocking out plan would have to be revised again after issuing the permits.

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பொது
General

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With regard to lands for which permits have been issued under the Land Development Ordinance, without surveying and blocking out, when the land is subsequently surveyed and blocking out plan prepared, there could be a difference in extent shown in the permit and the extent discovered when surveying which is possessed. Action as mentioned below should be taken in such instances.

- a) When the extent possessed is more than the extent shown in the permit.
 - i. When such increase does not exceed 10% of the extent shown in the permit and when it does not exceed 10 perches, the land should be surveyed to the possessed extent and blocking out plan prepared.
 - ii. When such excess does not exceed 10% of the extent shown in the permit and when it exceeds 10 perches, the blocking out plan should be prepared to the extent shown in the permit and the excess extent should be surveyed as a separate land.
 - iii. When such excess exceeds 10% of the extent shown in the permit, the blocking out plan should be prepared only to the extent shown in the permit, and the excess extent should be treated as a separate piece of land and surveyed accordingly. However, if such excess extent is less than the minimum dividable limit stipulated in the relevant local government area of authority, the blocking out plan should be prepared to the full extent possessed.
- b) When the extent possessed is less than the extent shown in the permit
 - i. When the lesser extent does not exceed 10% shown in the permit, the blocking out plan should be prepared to the extent in possession. Here it is not necessary to revise the extent shown in the permit.
 - ii. When such lesser extent exceeds 10% shown in the permit the blocking out plan should be prepared to the extent in possession. The Divisional Secretary / Deputy or Assistant Land Commissioner (Inter provincial) should take action as applicable to revise the extent shown in the permit to equal the extent in possession. Authority is hereby being vested to make such revision on such instances.

c) Instructions given in "a" and "b" above, when concerning paddy lands with irrigation facilities, note that action should be taken subject to instruction given below :-

- i. When the extent in possession, exceeds the extent, shown in the permit, and if the excess extent is less than two roods, the blocking out plan should be prepared for the extent in possession.
- ii. When the extent in possession, exceeds the extent shown in the permit and if this excess is two roods or more than that, the blocking out plan should be prepared to the extent shown in the permit. The excess extent of land should be treated as a separate parcel of land and should be surveyed in such a manner to receive water supply.

After surveying and preparing the blocking out plan, when lands are distributed and permits have to be issued, it could be shown as one parcel of land in the blocking out plans by surveying around the land already possessed through encroachment and the vacant land. On such instances, after issuing the permits, survey requisitions should be sent to revise the blocking out plan regarding land shown in the permit.

When there are differences in the extent shown in the diagrams issued, based on the blocking out plans, when preparing grants for lands where permit have been issued under the Land Development Ordinance and in the extent shown in the relevant permit, instruction in my circler no: 2013/02 dated 2013/10/31, which are similar to the above instructions, should be adhered to.

2. Classification of state lands and registering of titles

For the purpose of registering of titles, state lands should be classified as shown below and information collected:-

- i. State lands not disposed of:
 - a. Reserved lands, roads, rivers, canals, brooks, lakes, reservoirs, lagoons, sea coasts etc.
 - b. Forests, parks etc under the administration of state institutions.
 - c. State lands not taken into usage, which are in the custody of the Divisional Secretaries.
 - d. State lands being used or having been reserved for government ministries and departments

ii. Lands being under the ownership of the state, despite having been disposed of:

- a. State lands disposed of on permits under the Lands Development Ordinance.
- b. State lands leased on annual permits under State Land Ordinance.
- c. State lands leased on long term basis under the State Land Ordinance.
- d. State lands disposed of on vesting orders under the state land ordinance. (Local Government Institution and the three armed forces)
- e. State lands disposed of through certificates under section “44 a” of the Land Acquisition Act.
- f. State land disposed of temporarily without giving absolute ownership on any other lawful document.

iii. State lands on which ownership disposed of:

- a. State lands disposed of on grants under the Lands Development Ordinance.
- b. State lands disposed of on grants under the State Land Ordinance.
- c. State lands disposed of through instruments of disposition under Land Grants (Special Provision(s) Act.

You should send details about each category of land shown above to the relevant divisional office of the Lands Title Settlement Department for the purpose of title registration. The list of divisional offices of the Land Title Settlement Department, relevant to every Divisional Secretary division is shown as annexure I. When the Divisional Secretary or the Assistant Divisional Secretary, has been already appointed on the relevant Deputy Commissioner of Land Title Settlement Department or Assistant Commissioner to the relevant area of authority please note that the tasks performed by the Divisional Offices of the Land title settlement Department, mentioned here should be performed as applicable, by the Divisional Secretary/Assistant Divisional Secretary himself /herself.

When registering under the Title Registration Act, land shown at number “Ia” to “Id” above will be registered as “owned by the state”. However, details regarding usage also will be registered. Land Title Settlement Department, will take necessary action to register such lands, based on the blocking out plan.

Since the state lands categorized under “IIa” to II f” above, had been disposed of under various forms of temporary ownership, steps will be taken to register title ownership as “state ownership” and according to the nature of the temporary ownership of the land

beneficiaries, such details also will be included. Therefore please use the format at annexure II to send details of such lands to the divisional offices of the Land Title Settlement Department.

Since the ownership of state lands categorized under “III a” to “III c” above, had been disposed of by the state, with or without conditions, the ownership of such land beneficiaries will be registered under the Land Title Registration Act. Under the regulations enacted under the Title Registration Act, no separate ownership certificate will be issued and the grant which had been issued will be considered as the ownership certificate. Under the relevant Act, conditions included in the grant will be further applicable to their ownership certificate, as well. Please use format at annexure III to send details relevant to such lands to the divisional office of the Land Title Settlement Department. Please note that the task of the land title settlement department will be made easy by sending details of such lands to that department.

Land issued on permit under the Land Development Ordinance and land issued on long term lease bond, under the State Land Ordinance when registered under the Title Registration Act, it will be necessary under the relevant Act, when the grant is issued at a subsequent date, to change the state ownership to the ownership of the grantee/lessee. For this purpose, details regarding the issuance of the grant should be sent for the registration of title. Such details could be sent through annexure III.

I inform you to take action giving top priority, adhering to above instructions and assist in registering an increased number of parcels of land relevant to state lands under the Title Registration Act. For this purpose, I also kindly inform you to establish good co-ordination with the Deputy/Assistant Commissioner of Land Title Settlement in the relevant divisional offices.



R.P.R Rajapakshe
Land Commissioner General

Copies:-

1. Secretary, Ministry of Land: For kind information.
2. Commissioner General of Land Title Settlement: To make aware to all Deputy/ Assistant Commissioners of Land Title Settlement.
3. Surveyor General: To make aware to all department officers.
4. All District Secretaries: For kind information.
5. All Provincial Land Commissioners: To co-ordinate with Divisional Secretaries.
6. Land Commissioner (Development) Bimsaviya coordinator: For information.
7. Registrar General (Title): To make aware to Assistant District Registrars.

Divisional Secretary Divisions at which Bimsaviya programme is conducted

Serial no	Divisional Secretary Division	Province
1	Tissamaharamaya	Tissamaharamaya
2	Lunugamvehera	
3	Hambantota	
4	Vanathawilluwa	Puttalam
5	Kalpitiya	
6	Mundel	
7	Puttalam	Nenupa
8	Talawa	
9	Rajanganaya	
10	Negenahira nuwaragampalatha	Medirigiriya
11	Madyama nuwaragampalatha	
12	Thamankaduwa	
13	Medirigiriya	Hingurakgoda
14	Lankapura	
15	Hingurakgoda	
16	Nuwara eliya	Kotmale
17	Galewela	Galewela
18	Doluwa	Doluwa
19	Udawalpala	Gampola
20	Dambulla	Dambulla
21	Pallepola	Pallepola
22	Karachchi	Nallur
23	Vavuniya South	
24	Vavuniya North	
25	Maritime pattu	Siyambalanduwa
26	Musali	
27	Siyambalanduwa	
28	Wellawaya	Ridiyamaliyadda
29	Moneragala	
30	Ridiyamaliyadda	
31	Mahiyanganaya	Mahiyanganaya
32	Ingiriya	-
33	Katana	Katana
34	Mirigama	Mirigama
35	Negambo	Katana
36	Wattala	Gampaha
37	Mathugama	-
38	Ratnapura	Ratnapura
39	Kuruvita	Kuruvita
40	Balangoda	Balangoda
41	Ampara	No divisional office in proximity
42	Thambalagamuwa	
43	Kantalai	
44	Trincomalee twon & Gravets	
45	Manmunai North	

Furnishing details of state Lands distributed for registration of Titles, Nevertheless absolute ownership not disposed of

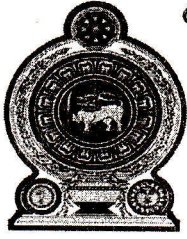
Divisional secretary division: -

Grama Niladhari Division	L.D.O permit/ long term lease bond/144A certificate number	Whether, permit /long term lease bond/144A certificate	Extent of land	Name of Allottee	Address of Allottee	whether surveyed before distribution (yes/no)

Furnishing details of state lands for registration of title

Divisional secretary division: -

Grama Niladhari Division	Whether LDO grant/grant under State Lands Ordinance/ instrument of disposition	Grant/ instrument of disposition number	Extent of land	Name of Allottee	Address of Allottee	Whether surveyed before disposing?	Whether ownership registered when issued with permit/ lease bond (yes/no)	If permit/ lease bond registered permit/lease bond number



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்

LAND COMMISSIONER GENERAL'S DEPARTMENT

ඉඩම් මහලේකම් කාර්යාලය,

නො: 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.

இல: 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.

No: 1200/6, Rajamalwatta Road, Battaramulla

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011-2864051

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info@landcommdept.g

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எனது இல

5/1/sha-pra/podu/
Prathipaththi theerana

ඔබේ අංකය
உமது இல
YOUR NO

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திகதி
DATE

2015.08. 28

Circular No. - 2015/05

Annexuve 06

All Provincial Land Commissioners,
All Divisional Secretaries,
All Deputy / Assistant Land Commissioners (Inter Provincial)

Revising of income limit for eligibility to receive land under the Land Grant (Special Provisions) Act

When alienating Land to a citizen of Sri Lanka, by His Excellency the President, on an instrument of Disposition, under Section 3 of the Land Grant (Special Provisions) Act no 43 of 1979, the family income limit of the proposed recipient, should be taken into consideration. Accordingly, it has become necessary to revise and adjust the maximum family income limit presently prescribed through my directive no. 273 and the relevant revised circular to suit the present conditions.

Accordingly, please note that with effect from the date of this circular, the monthly family income limit of the recipient should not exceed Rs. 12,000/- to be eligible to receive Grant under this Act. Also the beneficiary who gets such a grant, when transferring to a third party, under the provisions of the said Act, should ensure that the monthly family income of the transferee should not exceed Rs. 12,000/-. Please note that my directive no 276 also gets revised accordingly.

Please acknowledge receipt of this circular.

R.P.R. Rajapaksa
Land Commissioner General

Copies -

1. Secretary to H.E. President
 2. Secretary Ministry of Land
 3. All District Secretaries
- For kind information

කාර්යාලය
பொது
General

011-2797400

අයතන
நிர்வாகம்
Establishment

011-2797413

கணக்கு
கணக்கு
Accounts

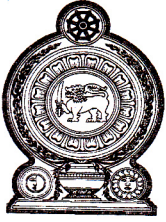
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காணி
Land

011-875834

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அபிவிருத்தி
Development

011-2874



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்

LAND COMMISSIONER GENERAL'S DEPARTMENT

ඉඩම් මහලේකම් කාර්යාලය,

නො: 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.

1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.

No: 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංකය
எனது இல
MY NO

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ඔබේ අංකය
உமது இல
YOUR NO

දිනය
திகதி

2015.12. 23

Circular No. 2015/06

All Divisional Secretaries

Deputy / Assistant Land Commissioners (Inter Provincial)

Annexuve 07

Assessing the value of the Land, when issuing permit, collecting the purchasing price, under the Land Development Ordinance

Valuation of the relevant land should be obtained from the Valuation Department, to determine the purchasing price to be collected, when issuing permits subject to the collection of the purchasing price, to the beneficiaries who are eligible to receive permits, after holding Land Kachcheri under the Land Development Ordinance. The Divisional Secretaries have repeatedly pointed out to me that the expected target in issuing permits cannot be reached since there is a delay in the issuance of permits, due to the delay in the procedures in issuing the valuation reports. It has been pointed out further, that there is a long delay in issuing the valuation report, due to the delay in surveying the relevant land, since the survey plan is required to assess the value of the said land.

To solve this problem, you are instructed to follow the under mentioned procedure –

- I. Referring to the Valuation Department to assess the value of the land lots, decided to be distributed, for the purpose of collecting the purchasing price thereof (If the survey plan is required, to do so after having sent the survey requisition and land surveyed)
- II. Meanwhile, after receiving the recommendation of the Grama Niladhari the Divisional Secretary to assess the approximate value of the land, to collect the purchasing price.
- III. Collecting the money according to the approximately assessed value, prepare and issue the permit with the under mentioned condition, noting it in the space provided for other conditions, in the permit –

Approximate assessment is prescribed until the due purchasing price of this land is assessed and determined by the Chief Valuer. After receiving the due assessment, if there is a balance due on the assessed amount to be collected, the permit holder is bound to pay the said balance amount. If defaulted, this permit will be cancelled.

- IV. After having assessed the due purchasing price by the Valuation Department and if this purchasing price is more than the amount collected from the permit holder, the difference in amount should be informed to and collected from the permit holder. Reasonable period of time should be allowed to make such payment and if payment is defaulted within the stipulated due date, action should be taken to cancel under violating the conditions of the permit, according to the stipulated legal procedure. When collecting such difference in amounts, the Divisional Secretary could consider the request of the permit holder to extend further the period of time allowed to make payment.

කාර්යාලය
பொது
General

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info@landcom.gov.lk

It is possible to collect the purchasing price in installments within 10 years. Since there is a possibility to receive the valuation report from the Valuation Department within that period and if there is difference between the approximated assessment and the Chief Valuer's assessment, such difference could be added to the remaining installments and collected.

When the overdue amount is collected a note should be made in the ledger to that effect. Until the Valuation Department assesses the value of the land, the Divisional Secretary, when obtaining approximate valuation should endeavour to ascertain that such approximate valuation does not exceed the valuation by the Valuation Department, and if somehow the approximated valuation exceeds the valuation by the Valuation Department, not to refund the excess amount. Whilst following the above procedure, kindly inform you to take steps to expedite action to distribute lands.

Under the collection of purchasing price, it is reported that some Divisional Secretaries are acting on wrong interpretation about the class of recipients of permits. Therefore please note that are the classes except the "Farmer class" recipients who are eligible to be given permits by collecting purchasing price are those under the group of others except to the peasants, as published in the Gazette notification number 1843/50 dated 2014.01.03, which is still in force.



Mr. .R.P.R. Rajapaksa
Land Commissioner General

Copies-

- | | |
|--------------------------------------|------------------------|
| 1. Secretary, Ministry of lands | - For kind information |
| 2. All District Secretaries | - For kind information |
| 3. All Provincial Land Commissioners | - For kind information |



ඉඩම් කොමසාරිස් ජනරාල් දෙපාර්තමේන්තුව

காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

“මිහිකත මැදුර”, ඉඩම් මහලේකම් කාර්යාලය, 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.
“மிஹிகதமெதுர”, காணிச் செயலகம், 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.
“Mihikatha Medura”, Land Secretariat, 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංක
எனது இல
MY NO

4/1/Circular

ඔබේ අංක
உமது இ இல
YOUR NO

දිනය
திகதி
DATE

2015.12. 30

Circular No:- 2015/07

Annexuve 08

To all the Divisional Secretaries,

Deputy/ Assistant Land Commissioners (Inter Provinces)

Alienation of State Lands for Special Investment Projects

1. Introduction.

The government adopts a policy of encouraging local and foreign direct investments in development projects and accordingly the government is in the receipt of continuous applications and requests for lands identified for such development projects. The government has paid its special attention on the comments made by the investors on the inefficiency and the long period of time spent for the process of alienating lands through the present procedures formulated in accordance with the existing laws. A set of new proceedings have been introduced to amend the existed procedures by my circular No. 2012/06 dated 18.10.2012 with a view to ensuring efficient and expedite alienation of lands for development oriented special projects. This circular is issued by developing the existing process in order to introduce a more efficient procedure. Accordingly you are kindly informed that my previous circular No. 2012/06 shall be totally amended with effect from the effective date of this circular

2. Special Investment Projects

The Investment Projects falling within the under mentioned categories are covered by this circular.

- I. Investment projects approved by the Cabinet of Ministers or a Cabinet Sub Committee or a Special Committee appointed for this purpose by the Cabinet of Ministers.

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www.landcommdept.gov.lk

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ஈ-மெயில்
E-mail

landcom@landcommdept.gov.lk

- II. Investment Projects approved by the Board of Investment in terms of the Section 17 of the Investment Board Act or Investment Projects recommended by the Board of Investment for alienating land with the intention of granting approval.
- III. Investment projects in the Industrial zones or Industrial estates that will be recommended by the Secretary to the Ministry of Industry and Commerce and implemented that Ministry.
- IV. Small Scale Power Generating projects approved by the Sustainable Energy Authority.

3. Methods of alienating state lands to Special Investment Projects

State lands are alienated for special projects in terms of the provisions of the State Land Ordinance No. 08 of 1974. Accordingly the following two procedures are adopted for that purpose as follows.

- a) Alienating lands under long term lease
- b) Offer freehold title through a grant

When the lands are alienated on long term lease in terms of the existing policies and regulations, Lease bonds are issued for a period from 30 – 99 years. In such instances the Provisions in the Act and the provisions imposed by circulars and policies approved by the Cabinet of Ministers are adopted in recovering the lease.

Land could be alienated on a Grant with Freehold Title in terms of the provisions of the Act, only upon the written approval of His Excellency the President. However, such requests could also be addressed under the approval of the Cabinet of Ministers subject to the approval of His Excellency the President.

When alienating lands on the Grants, the value is recovered in terms of the existing laws, regulations and policies.

4. Amended Procedure in alienating State Lands for Special Investment Projects.

Following work steps and the matters incidental thereto shall be made applicable in alienating state lands on long term lease basis and through a grant with freehold title to the special projects covered under this circular.

The maximum period of time to be spent for each work step within the process has been indicated as a guideline in this circular. It is expected that the Officials of the relevant institutions would take every effort to prevent from exceeding the given period except for any exclusive reason.

If not responded within the expected period, in order to avoid unnecessary delays, the next step will be followed considering that the due requirement is fulfilled.

Please also note that this strategy to be adapted whenever necessary when implementing this in the Divisional Secretary's Divisions where the State Land Information Management System (e – slim) is being implemented.

Step	Activity	Responsible Officer/ Institute	Expected maximum period	Other particulars
1 st step	Investor makes an application to the Land Commissioner General (LCG)	Applicant	-	Should submit the following documents with the application I Project report II Copy of the letter by which the approval has been granted to the project. III Copies of the documents pertaining to registration, if it is an institution.
2 nd step	Forward the application to the Divisional Secretary (D.S.)	Land Commissioner General	01 day	Letter of directives along with the application and other connected documents to be sent.
3 rd step	Conduct the Joint Field Inspection after summoning the officials representing the institutions which should issue recommendation reports.	Divisional Secretary	01 week	Details and the responsibility of this committee are given under paragraph 5.
4 th step	Obtain recommendation reports of the institutions concerned. Obtain the tracing of the land.	Divisional Secretary	01 week	Recommendations of the institutions concerned, except the recommendation of the Provincial Council and the Tracing issued by the Survey Department should be obtained. If the e-slim programme is being implemented, the necessary information should be uploaded to the programme by the Land Officer/ Colonization Officer.
5 th step	Forward the report to the Land Commissioner General with the recommendations of the Divisional Secretary along with other necessary documents. Sent a complete copy of that report to the Provincial Land Commissioner(Seeking the approval of the Provincial Council for the Land Commissioner General)	Divisional Secretary	03 days	Details on the other documents to be sent along with the recommendation of the Divisional Secretary are described in Paragraph 06 here. When directed for valuation, the tracing and a copy of the project approval letter also to be attached. The valuation report should be obtained by the Divisional Secretary.

	Direct the tracing to the Valuation Department to assess the land value based on that.			The Divisional Secretaries in the Secretariats where the e- slim programme is launched should follow the due work steps of that programme.
6 th step	Send the concurrence of the Provincial Council to the Land Commissioner General.	Provincial Land Commissioner	02 weeks	
7 th step	If the land has not been surveyed, send a Requisition of Survey to survey the land and to obtain a diagram which should be forwarded to the Land Commissioner General.	Divisional Secretary	02 days	Copies of the Sketch plan and the project approval letter have to be sent along with the Requisition of Survey.
8 th step	Get registered the recommendation reports of the Divisional Secretary in the Special Investment Projects Unit Obtain the approval of the Provincial Council. Prepare the recommendation letter and forward to the Ministry of Lands along with the file.	Land Commissioner General	03 days	If the recommendation of the Provincial Land Commissioner has not been received by this stage, the file should be forwarded to the Ministry of Lands subject to the pending recommendation. If it is a project in a Divisional Secretariat where the e – slims programme is not launched, this unit should take future action feeding the data into that programme.
9 th step	Secretary to the Ministry of Lands should obtain the approval of the Hon. Minister & inform the same to the Land Commissioner General along with the file.	Secretary to the Ministry of Lands	01 week	It is expected that the Ministry of Lands will follow a priority programme pertaining to granting the approval for these Special Investment Projects. The approval of the Hon. Minister would be granted subject to non publication of the Gazette Notice.
10 th step	Send a letter to the Divisional Secretary along with the copies to the Provincial Land Commissioner and the applicant, informing the receipt of the Hon. Minister's approval together with a letter of directives on future actions.	Land Commissioner General	02 weeks	This letter should contain the directives regarding the recovery of the lease, handing over the possession of the land and the preparation of the Lease Bond.

11 th step	<p>Obtain the Valuation Report. Assess the lease value and charge the lease/ assessed value recoverable at the initial stage.</p> <p>Hand over the possession of the land (Direct a copy to the Land Commissioner General)</p> <p>Inform the Land Commissioner General that the lease/ assessed value was paid</p>	Divisional Secretary	01 week	
12 th step	<p>Obtain the Diagram Prepare the lease bond/ grant.</p> <p>Summon the Grant holder/ lessee and get his/ her signature.</p> <p>Direct the lease agreement/ Grant to the Secretary to the President.</p>	Land Commissioner General	01 week	
13 th step	<p>Receive the signed lease agreement/ grant directly.</p> <p>Send it directly to the Land Registrar concerned for registration.(Informing to send it to the relevant Divisional Secretary after registration)</p>	Land Commissioner General	3 weeks	Copies of the covering letter send to the Land Registrar for registering the Lease agreement have to be sent to the Provincial Land Commissioner and the Divisional Secretary.
14 th step	<p>Obtain the registered lease agreement/ Grant.</p> <p>Formally hand over the lease agreement/ Grant to the Grant holder/ lessee.</p> <p>Inform the same to the Land Commissioner General and the Provincial Land Commissioner .</p>	Divisional Secretary	01 week	

5. Obtaining Recommendation Reports

The coordination of the Committee shall be done by the respective Divisional Secretary for which the Divisional Secretary could nominate a suitable representative. This Committee shall be comprised of the officials of the Institutions which should be compulsorily be included and the officers representing the Institutions which may differ according to the nature and location of the project.

Permanent Members of the Committee are as follows.

1. Divisional Secretary (or a representative)
2. Land Officer/ Colonization Officer / Field Instructor of the Divisional Secretariat
3. The relevant Land Use Planning Officer.
4. Environmental Officer.
5. An agent of the Provincial Land Commissioner / a representative of the Inter Provincial Deputy Land Commissioner
6. The Senior Superintendent of Surveys concerned or a representative
7. An agent of the relevant Local authority.

Other members that may represent the Committee wherever applicable, depending on the nature and the location of the Project are as follows.

1. A representative of the Urban Development Authority.
2. A representative of the Board of Investment.
3. A representative of the Ministry of Industry and Commerce.
4. A representative of the Tourism Promotion Authority.
5. A representative of the Department of Coastal Conservation.
6. A representative of the Archeological Department
7. A representative of the Department of Forest Conservation.
8. A representative of the Wildlife Conservation Department.
9. A representative of the Aquatic Resources Development Authority.
10. A representative of the Central Environment Authority / relevant provincial Environment Authority.
11. A representative of the Sustainable Energy Authority
12. Representatives of the other public institutions of which the recommendation would be needed depending on the nature of the project.

When summoning the officials for the committee, in addition to the permanent members, the Divisional Secretary should pay attention to invite only the Officials applicable depending on the nature of the project.

By the participation of the representatives of the Provincial Land Commissioners, it is expected to collect necessary information required to obtain the concurrence of the Provincial Council

while the intention of participating the Senior Superintendent of Surveys or a representative is to get prepared the tracings needed for preliminary activities and make preparations for issuing diagrams.

It is expected that the representatives of the Departments of Forest Conservations and Wild life Conservations may make necessary arrangements to release the lands following the due procedures, in case the subjected lands are fallen within administration of the said departments. Also the intention of participating the representatives of the Department of Coastal Conservation is to obtain necessary information to assist the Project Approving Committee of the said department in decision making pertaining to the lands falling under their purview.

It is compulsory to obtain the recommendation of the Central Environmental Authority or the District Land Use Committee regarding environmentally vulnerable lands and the approval or recommendation of the Board of Investment in respect of BOI approved projects while the concurrence of the Forest Conservation Department and the Wildlife Department should be obtained in respect of the lands belonging to the said departments. In case, when the due recommendation sought for the purpose has not been granted by the respective institution (Only if there is a special reason already informed) within the prescribed period or not respond to the letters of the Divisional Secretary without participating in the committee within the given period, the Divisional Secretary should take action as if the concurrence or the recommendation of those institutions has been received. The Divisional Secretary should inform that the actions would be taken to effect in that manner, when calling recommendations from those institutions or summoning committees.

6. Submission of Recommendations by the Divisional Secretary.

The Divisional Secretary, for the purpose of preparing recommendation reports, should conduct joint field inspections while coordinating the prescribed committee, obtaining the recommendations of the institutions concerned and sent me the originals along with his recommendation with a copy to the Provincial Land Commissioner which should contain the copies of all the annexes.

The Divisional Secretary should furnish me with the documents mentioned below when submitting recommendation reports. Please pay your prompt attention to duly complete the documents and send them all together as to avoid unnecessary delays.

Documents to be submitted along with the Recommendation report.

1. Chapter 19
2. Quality Report on the land
3. Chapter 17
4. Tracing of the land
5. Incorporation Certificate in case of a company

6. Project report
7. Documents to prove the shareholdings (if a company)

The procedures pertaining to this Circular have been formulated to fulfill through physical documentation but in case in the Divisional Secretariats where the e- slims programme is in operation, such secretariats should adopt the relevant work steps of that e – slims programme.

7. A new division for Special Investment Projects has been established under the Lands Division of this Department with a view to expediting the activities, giving priority to the projects falling under the purview of this circular. The Staff Officer in charge of this division is Assistant Land Commissioner (Lands), Mrs. S.A. Kalani M. Dhanasekara.


The Contact details of that division are as follows.

Telephone number : 0112797427, 0776499164

Fax number : 0112873110

E mail : kalani.madara@gmail.com

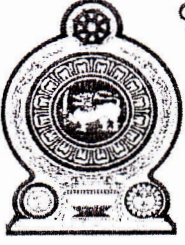
Do not hesitate to contact me in case of any practical problem arisen in implementing the provisions of this Circular.


R.P.R. Rajapaksha
Land Commissioner General

Copies:-

1. Secretary to the President - for kind information please
2. Secretary to the Prime Minister - for kind information please
3. Secretary, Ministry of Lands - for kind information please
4. Secretary, Ministry of Policy Formation - for kind information please
5. Secretary, Ministry of Home Affairs - for kind information please
6. Secretary, Ministry of Industrial Promotion - for kind information please
7. Secretary, Ministry of Industry and Commerce - for kind information please
8. All the Provincial Chief Secretaries - for kind information please
9. Surveyor General – to make aware all the Senior Superintendent of Surveys
10. Chief Valuer – to make aware the relevant officials
11. Director General, Land Use Policy Planning Department - for kind information please
12. Registrar General – to make aware all the District Land Registrars
13. Forest Conservator General - for kind information please

14. Director General of Wildlife - for kind information please
15. Chairman, Urban Development Authority - for kind information please
16. Commissioner General of Archeology - for kind information please
17. Director General, Coastal Conservation Department - for kind information please
18. Chairman, Central Environmental Authority - for kind information please
19. Chairman, Sri Lanka Board of Investment - for kind information please
20. Chairman, Tourism Development Authority - for kind information please
21. Chairman, Aquatic Resources Development Authority - for kind information please
22. Director General, Sustainable Energy Authority - for kind information please
23. All the District Secretaries - for kind information please
24. All the Provincial Land Commissioners - for kind information please



ஓபிசி கொம்மசாரீஸ் சதரால் டேபார்ட்மென்டு

காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

ஓபிசி மெலேகதி கார்டாலு,
கோ: 1200/6, ரஜமல்வத்த பார, பத்தரமுல்லு.

இல: 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்லு.
No: 1200/6, Rajamalwatta Road, Battaramulla

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E-mail } info@landcommdept.gov

மேல் டிபாசு
எனது இல } 5/2/6/Ranbima
Circular

மேல் டிபாசு
உமது இல
YOUR NO }

திகதி
DATE } 2015.12.30

Annexure 09

Circular No: 2015/08

To: All Divisional Secretaries

All Deputy/Assistant Land Commissioners (Inter Provincial)

Follow-up action regarding Grants Issued under the Land Development Ordinance

Your kind attention is drawn to my Circular no: 2007/03 dated 2007.09.19 and to the amended Circulars, thereof, on the above subject.

According to above Circulars, administrative provisions have been made to certify and register the life interest ownership entitled to the spouse on the deaths of the owner of the grant issued under the Land Development Ordinance and in the same way, after the owner and the spouse when succession had not been nominated, to certify and register the ownership of the grant, when such ownership is entitled to the person eligible according to schedule III of the ordinance. Forms also have been introduced for the documents to be sent to the Registrar of Lands, for such registration. When implementing these provisions, some instances, as at present, have been reported that, ownership had been certified and registered to other individuals, in an erroneous manner by the Divisional Secretaries, instead of certifying the ownership to the individual eligible, according to the provisions of the Ordinance. Divisional Secretaries and Provincial Land Commissioners have requested instructions from me, as to the manner to rectify such erroneous registration. Accordingly, on such occasions, you are kindly requested to take action as mentioned below:-

Obtaining approval to rectify the errors:-

As mentioned below, on instances when detections were made, where ownership has been registered erroneously for individual, who are not eligible, action should be taken to obtain my approval to rectify the errors, by sending relevant details in full to me, with copies to provincial Land Commissioners/Deputy Land commissioners (Inter Provincial)

Certifying the life interest

Certifying the ownership received by the heir, as per schedule III

After having got my approval in this manner, according to the form A, annexed herewith, documents should be send to the relevant Land Registrar to rectify the erroneous life interest ownership registered earlier. Accordingly, the error will be rectified by the Land Registrar and the life interest ownership of the correct individual, will be registered in the relevant folio.

Annexed form B should be used and action should be taken as mentioned above, to rectify the erroneously certified and registered ownership to the heir as per schedule III.

After registering such erroneous life interest or inheritance, and after further transactions such as naming the inheritance, transferring of ownership etc. taking place, when such errors are detected and through rectifying such errors, there will also be instances, where some parties would be put into great oppression. Therefore on such instances, possible efforts should be taken to arbitrate with the parties concerned and to arrive at a solution, so that all parties will be satisfied. Therefore, when submitting requests to rectify the errors, the Divisional Secretaries should take the responsibility to send all such details.



R.P.R. Rajapaksha

Land Commissioner General

Copies:

1. Secretary, Ministry of Lands
2. Secretary, Ministry Home Affairs
3. Registrar General – To issue instructions to all Land Registrars.
4. All Provincial Land Commissioners – for necessary action.

} for kind information

கார்பொது General	}	011-2797400	சாசன நிர்வாகம் Establishment	}	011-2797413	கணக்கு Accounts	}	011-875833	ஓயி காணி Land	}	011-875834	சංවර්ධන அபிவிருத்தி Development	}	011-287402
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Land and District Registrar

Rectifying the erroneously registered Original Ownership Certification in the grant, Issued under Section 19(4) of the Land Development Ordinance, as amended by the Land Development (Amendment) Act no. 27 of 1981 and Act no. 16 of 1969

I Divisional Secretary / Deputy Land Commissioner (Inter Provincial) of the Divisional Secretariat of in Provincial Council, kindly inform that in the grant bearing no. Described in the schedule below, issued in the name of, according to Provisions in the Land Development Ordinance (chapter 464) as amended by the Land Development (Amendment) Act no. 27 of 1981 and Act no. 16 of 1969 on the demise of the above grant holder, the inheritance of the said grant was certified, as entitled to considering as the heir for the grant and the original ownership of the grant was registered and accordingly it has been registered in the relevant folder. However since it is revealed that the information submitted to certify the said original ownership this certified was erroneous. Accordingly, since the Land Commissioner General has informed me, by his letter no. dated to correct the said error. I kindly inform to cancel the registration of the certification of the said original inheritance, and since the person mentioned below, is certified as the correct heir of the grant, I request you to certify and register the original inheritance in the name of the said person.

The Schedule referred to :-

In the north :

In the east :

In the south :

In the west :

Details of the person entitled to get the correct inheritance certified.

i. Name of the heir :

ii. Address :

iii. Relationship of the heir :

Details of registration of this grant :-

Number of the Grant

Registration Number

Date of Registration

.....

I am sending herewith 3 copies of this letter.

Divisional Secretary / Deputy Land Commissioner (Inter Province)

.....

Annexure A

My No :

Office :

Date :

Land and District Registrar

Rectifying the erroneously registered Life Interest Certification in the Grant, Issued under Section 19(4) of the Land Development Ordinance, as amended by the Land Development (Amendment) Act no. 27 of 1981 and Act no. 16 of 1969

I Divisional Secretary / Deputy Land Commissioner (Inter Provincial) of the Divisional Secretariat of in Provincial Council, kindly inform that in the grant bearing no. described in the schedule below, issued in the name of, according to Provisions in the Land Development Ordinance (chapter 464) as amended by the Land Development (Amendment) Act no. 27 of 1981 and Act no. 16 of 1969 on the demise of the afore said grant holder the life interest of the said grant was certified, under Sections 48 and 48 (a) of the Land Development Ordinance, in the name of, considering as the lawful spouse of the said grant holder and informed to be registered, and that the certification of the said life interest has been registered in the folder where the grant was registered. However, since it is revealed that the information submitted to certify the said life interest was incorrect, and the life interest this certified was erroneous. Accordingly, since the Land Commissioner General has informed me, by his letter no. dated to correct the registration of the Certification of the said life interest and since the person mentioned below, is certified as the person entitled for the life interest of the send grant, to register the said person as the life interest holder.

The Schedule referred to :-

In the north :
In the east :
In the south :
In the west :

Details of registration of this grant :-

Number of the grant	Registration Number	Date of Registration
.....

Details of the correct life interest holder (Spouse of the grant Holder) :-

Name of the correct spouse :

Address :

I am sending herewith 3 copies of this letter.

Divisional Secretary / Deputy Land Commissioner (Inter Province)



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காணி ஆணையாளர் நாயகத்தின் திணைக்களம்
LAND COMMISSIONER GENERAL'S DEPARTMENT

“මිහිකත මැදුර”, ඉඩම් මහලේකම් කාර්යාලය, 1200/6, රජමල්වත්ත පාර, බත්තරමුල්ල.
“මිහිකත මෙදුර”, காணிச் செயலகம், 1200/6, ரஜமல்வத்த வீதி, பத்தரமுல்ல.
“Mihikatha Medura”, Land Secretariat, 1200/6, Rajamalwatta Road, Battaramulla.

මගේ අංක
எனது இல
MY NO

4/1/Circular

ඔබේ අංක
உமது இ இல
YOUR NO

දිනය
திகதி
DATE

2015.12. 20

Circular No :- 2015/09

Annexuve 10

All Divisional secretaries
Deputy/Assistant Land Commissioners (Inter -provincial)

Issuing grants at once when providing lands for residential purposes under State Land Ordinance.

Current policy is to issue free grants after obtaining the assessed value, if the lands provided under State Land Ordinance for residential purposes are properly developed and used. The prevailing system up to date was to first issue a lease bond to the applicant and then issues the grants. But, now it is realized that providing lands for residential purposes following this procedure is inconvenient for clients as it takes a long time and following two complex procedures for one task is difficult for administration as well.

The approval is granted by the volume no 4-1/28 (iv) and the letter dated 10.12.2015 of the secretary of Land Ministry, to exercise following policies hereafter when providing lands for residential purposes under State Land Ordinance in order to minimize the complications of providing lands.

In pursuance thereof, under the provisions of State Land Ordinance, an eligible person to obtain a land for residential purposes according to following categories, can receive grants at once after paying the total assessed value and the premium of the land, if he has developed and permanently resides in that particular land.

- People who are not granted a long term lease approval but exceeded 10 years from the selected date.
- People who are approved long term lease and exceeded 10 years from the effective date of lease.
- People who are issued a lease bond and exceeded 05 years from the effective date of lease.

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இணையம்
Web Address } www.landcommdept.gov.

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ஈ-மெயில்
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People who wish to obtain grants at once are issued grants after paying the assessed value of the land. Further, ones who do not wish to obtain grants as mentioned, even though they are eligible at present, can obtain a long term lease bond and apply for aforesaid grant on an expected day in future.

Following that, you must take measures to make the public aware of issuing grants at once for respective people of aforesaid categories in providing lands under State Land Ordinance for residential purposes, and obtain and work on the applicants of eligible people.

R.P.R.Rajapaksa,
Land Commissioner General.

Copies: - 01. Secretary - Land Ministry
02. All Provincial Land Commissioners
03. All Staff officers of Main Office
04. All Officers of Land Division
05. Record Keeper