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NOTIFICATION

No.D.12019/1/2022-REV, the 30th October, 2024: In supersession of this Department's Notification of even No. dt. 29.08.2024, the Governor of Mizoram is pleased to notify the Standard Operating Procedure (SOP) to be observed for conducting survey works alongwith the rates/fees as per Annexure.

1. Detailment for Empanelled Survey Firms shall be processed using Computerized Detailment Software System. Detailment will be made on first in first out (FIFO) system. Applicants should provide information on the location, area and topography etc. of the land and submit their application to the Director/Settlement Officer, Land Revenue & Settlement Department.
2. The applicant shall initially pay half of the land survey fee to a designated Department account. If the applicant is satisfied with regard to the survey and upon the approval of the Government, the other half shall be paid thereof. Receipt of payment shall be included in the document.
3. The firms shall promptly survey the land and submit survey completion report to the concerned Revenue Officers without delay.
4. Empanelled firms shall show due respect to the applicants and extend help and support as much as possible.
5. Land survey shall be conducted as per current government laws and regulations. The following items should be included in the report of the House Pass/LSC.
 - a) Group photo, including the Surveyor who surveyed the land should be printed on half the size of A4 paper with their name, identity and contact number clearly written.
 - b) Photo of all boundary pillars.
 - c) Photo of fencing.
6. GPS, Total Station and Measuring tape should be used for surveying. If GPS is used, the control point co-ordinates should be generated using static method, while boundary pillars and other details should be done by the RTK (Real Time Kinematic) mode. For accurate surveying, distance between boundary pillars should be measured using measuring tape. The Survey firm shall be responsible for any discrepancies found.
7. Reference should be taken from each boundary pillar. If it is not possible to get reference for each pillar, reference shall be taken for at least on one interval pillar. Permanent objects should be used for Pillar references.
8. Important documents such as FMB, Site Plan, Macro map, Aadhaar card attested copy, Voter's ID attested copy, attested copy of pass, Prescribed application form and copy of land Tax payment for

- the current financial year etc. should be included in the report.
9. The Site Plan should be made based on the available and prescribed format.
 10. The existing Field Measurement Book (FMB) format shall be used. The FMB specimen will be made available to the Empanelled firm and printed as required. FMB shall be filled with due diligence which shall include detailed history of the land, while the site plan shall include a brief history of the land ownership.
 11. Neighbouring land holders are to be present during the survey. If neighbouring land owners are not available at the time of survey, they shall appoint their representative in writing who must attend the survey and sign the NOC. The NOC shall also be signed by the Local Council Chairman/ Village Council President. Anyone who refuses to sign the NOC should state the reasons thereof.
 12. Land survey report shall be submitted in writing to the Director, LR&S or to the Settlement Officer, LR&S.
 13. The report shall be endorsed to the Technical Section where the GIS Section shall enter in the database. The report will then be sent for technical checking if the need arises, the Empanelled Firms may be summoned during entry of the database.
 14. Technical Officers/Surveyors shall inspect the survey undertaken by the firm on the spot at regular intervals.
 15. If necessary, the firm shall re-survey without receiving any additional fees.
 16. Completion Certificate shall be handed to the Empanelled Firms after checking and upon the satisfaction of the Government and the applicant. A copy of the Certificate shall be given to the applicant. As soon as the applicant receives a copy of the completion certificate, they shall pay necessary land survey fees and submit a copy of the receipt to the Directorate/S.O.
 17. Survey report shall be submitted by the firm within 30 days after issuance of detailment order.
 18. The Government may make necessary arrangements as and when required in respect of other survey works.
 19. Quarterly performance reports of Survey firms will be prepared and carefully monitored and shall be graded as excellent/good/poor/very poor. If the performance of Survey Firms remains poor for a period of six months, their future arrangements will be put on hold. The profiles of the firms shall be prominently reflected on the website for public viewing.
 20. Travel expenses for land survey shall be borne by the applicant. If the applicant is more than one, the travel expenses shall be shared by the applicants.
 21. Fooding and accommodation, if necessary, shall be borne by the applicant. If the applicant is more than one, the expenses shall be shared by each of the applicant.
 22. The applicant shall clear the land to be surveyed and the expenses shall be borne by the applicant if necessary. If the applicant is more than one, the expenses shall be shared by each of the applicant.
 23. In places where there are no survey firms, travel expenses in connection with land survey shall be calculated using the existing maxi-cab rate which shall be borne by the applicant. Expenses of fooding and accommodation shall also be borne by the applicant at the rate of Rs.1000/- per night for accommodation and Rs. 200/- per meal.
 24. The rates of Survey shall be as prescribed by the Government from time to time.

Vanlalmawia

Secretary to the Government of Mizoram.

SCHEDULE OF SURVEY FEES/RATE

ANNEXURE

Sl. No	Survey Works	Fees/rates in Rupees
1	RESIDENTIAL LAND SURVEY : Drawing of Site Plan is included in this rates	
	(a) Demarcation of House Site/LSC	1,000.00
	(b) Amalgamation of House Site/LSC	1,500.00
	(c) Partition of House Site/LSC	1,000.00
	(d) For every additional partition plot	200.00
	(e) Amalgamation with partition of House Site/LSC	1,500.00
2	LAND LEASE : Drawing of Site Plan is included in this rates	
	(a) Per plot within Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hactare	2,000.00
	(b) Per plot more than 2000 sq.m for additional area	200.00
	(c) Per additional area more than 2000 sq.m	500.00
	(d) Per plot outside Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hactare	2,000.00
	(e) Per plot more than 2000 sq.m for additional area outside Aizawl Revenue Town area	200.00
	(f) Per additional area more than 2000 sq.m outside Aizawl Revenue Town area	500.00
	(g) Land Lease less than 1000 sq.m	1,000.00
	(h) Land Lease more than 1000 sq.m but below 2000 sq.m	1,500.00
	(i) Land Lease for NGOs, Private, religious places, institutions etc.	1,000.00
3	AGRICULTURE LAND : Drawing of Site Plan is included in this rates	
	(a) Per plot within Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hactare	2,000.00
	(b) Per plot more than 2000 sq.m for additional area	200.00
	(c) Per additional area more than 2000 sq.m	500.00
	(d) Per plot outside Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hactare	2,000.00
	(e) Per plot more than 2000 sq.m for additional area outside Aizawl Revenue Town area	200.00
(f) Per additional area more than 2000 sq.m outside Aizawl Revenue Town area	500.00	
4	PROVISION OF CONTROL POINTS & TOTAL STATION : Drawing of Site Plan is included in this rates	
	(a) 3 points or less	5,000.00

	(b) More than 3 points	5,000.00 plus 1,000.00 for each additional point.
5	CONTOUR/DETAIL SURVEY : Drawing of Site Plan is included in this rates	
	Area up to 1337.8 sq.m	5,000.00 plus Rs. 2.50 per square meter for every additional area
6	HIGHWAY AND ROAD ALIGNMENT SURVEY : Drawing of Site Plan is included in this rates	
	(a) New construction of Highway or Road	32,000.00 per km.
	(b) Existing highway or road widening or realignment	10,000.00 per km.
	VERIFICATION OF BOUNDARY PILLARS	
	Verification and identification of existing pillars	1,000.00 per plot
8	Map drawing in mutation	Rs. 300 per Map
9	Aerial Drone Survey	Rs. 31500/- per sq.km.
10	MISCELLENOUS :	
	(a) Transportation cost of the Survey Team/person where the headquarters of the Firm is situated within the city/town/village shall be borne by the applicant for allotment of land. In case there are more than one applicant the transportation charges shall be shared equally by the applicants.	
	(b) Food and lodging if required shall be borne by the applicant. In case there are more than one applicant food and lodging shall be shared equally by the applicants.	
	(c) Clearance of weeds/trees, labour charge etc. if required shall be borne and shared by the applicant(s).	
	(d) For demarcation and survey of land in Sub-Town or villages where the headquarters of the firm is not situated; conveyance of the Survey Team shall be borne and shared by the applicant(s) and conveyance charge shall be as per Maxi-cab rate fixed by the State Transport Authority. Fooding and lodging shall be borne and shared by the applicant(s).	

MIZO VERSION

ANNEXURE

No.D.12019/1/2022-REV, the 30th October, 2024: He Department in notification even no dt. 29.08.2024 in instruction a lo chhuah tawh luahlanin survey hna thawk tur te leh ram teh diltu ten an zawm tur Standard Operating Procedure (SOP) chu a hnuaia mi ang hian Annexure a rates/fees nen Governor of Mizoram chuan a siam a ni.

1. Empanelled Survey Firm-te ram teh tur reng reng chu Computerized Detailment Software System hmanga detailment zawng zawng hi siam tur a ni a. Ram the tur hi dilna luth masa apiang detailment pek hmasak anni ang (first in first out). Ram diltute'n an ram awmna hmun, a zau zawng leh topography etc. tarlangin Director/Settlement Officer, Land Revenue and Settlement Department hnenah dilna an thehlut anga, Directorate/Settlement Officer-in Detailment Software hmangin Detailment Order a issue ang.
2. Ram teh man chu a diltuin sorkar thupek angin Department account ah a zahve a pe phawt ang a, an hnathawhah a diltu a lungawi a, Sorkar-in a pawm chuan a zahve dang chu he account ah hian a a pe leh tur a ni. Pawisa pek na receipt hi a document-ah dah tel tur a ni ang.
3. Firm chuan a rang thei ang bera bawhzuiin a tul angin a tehfel sak tur a ni a, Survey completion report chu a concern Revenue Officer-ah a rang thei ang berin a thehhlut nghal tur a ni.
4. Ram teh diltu chu Firm mi leh sat'e'n zah takin an dawngsawngin an theih ang anga lo tanpui leh thil kawhhmuh tura beisei an ni.
5. Ram tehnaah sorkar dan hman mek leh tihdan phungte zawm vek tur a ni a. A hnuaia mi te hi House Pass/ LSC siamin report-ah thil tel tur a ni -
 - a. Group Photo. Group photo-ah hian ram tehtu Surveyor a tel ve ngei tur a ni. Group Photo chu A4 paper chanveah print tur a ni a, a hnuaiah an hming, nihna leh Contact number tarlan tur a ni.
 - b. Boundary Pillar photo
 - c. Fencing photo
6. Ram survey nan GPS, Total Station leh Measuring tape hman tur a ni. GPS hman a nih chuan Control point co-ordinate hi Static method hmanga siam tur a ni a, pillar leh detail dangte chu RTK (Real Time Kinematic) mode hmanga tih tur a ni. Measuring tape hmangin uluk leh dik takin ramri lung inkarte chu teh tur a ni a, diklo leh fello a awm chuan a tehtu mawhphurhna a ni ang.
7. Boundary Pillar-te hi a bo palh pawha dah leh mai theih nan a theih hram chuan Pillar tinah reference lak tur a ni a. Pillar tina reference lak tur a awm ngang lo anih pawhin Pillar pahnihah (2) tal a inkarthlak reference lak tur a ni. Pillar reference te hi thil awm nghet, bo mai mai lo tur hman tur a ni.
8. Report-ah hian document pawimawh – FMB, Site Plan, Macro map, Aadhar card attested copy, Voter's ID attested copy, Pass Attested copy, Prescribed Application Form leh sorkar kum kal mek atana Ram chhiah pekna copy etc. thil tel tur a ni.
9. Site Plan hi format awmsa hmanga siam tur a ni.
10. FMB hi format awmsa hman tur a ni a, Firm hnenah specimen pek a ni anga, an mamawh ang zelin an print mai tur a ni ang. FMB hi kim taka fill up tur a ni. FMB-ah hian ram an neih dan History hi uluk taka chhuiin chipchiar deuha ziah tur a ni a, Site Plan-ah erawh chuan a theih anga a bul chhuina (History)tawi kim ziah tur a ni.
11. Ram teh laiin thenawmte an awm ngei tur a ni a, an awm remchanglo anih pawhin an aiawhna lehkha siamin aiawh an awmtir tur a ni a, NOC sign nghal tur a ni. NOC-ah Local Council Chairman/Village Council President-in a sign ve tur a ni ang. NOC sign duh lo/thei lo an awm chuan a chhan tarlan tur a ni.

12. Ram tehna report chu chiang taka ziakin Director, LR&S-ah emaw Settlement Officer, LR&S-ah emaw thehluh tur a ni.
13. Report chu Technical Section-ah pe chhawngin GIS Section-in database-ah an lo thunlut anga, chumi hnuah Technical checking tih tur a ni. Database-a dahluh laiin a tul chuan Survey Firm-te hi koh thin an ni ang.
14. Firm hnathawh hi a dik ngei em tih fiah nan a hmun ngeiah Technical Officer/Surveyor Revenue Department in a endik thin tur a ni.
15. Ram teh nawn ngai a awm anih chuan sum dawn belh lovin Firm-in a teh tha ang.
16. Survey report chu uluk taka endik a nih hnuah sorkar leh ram teh diltu an lungawi chuan Firm hnenah Completion Certificate pek a ni anga, ram neitu hnenah a copy pek ve a ni ang. Ram teh diltu in a ram tehna Completion Report a hmuh vel ah, ram tehna man a chawitur ang ang te pe felin, a pekna receipt copy Director/S.O. hnenah a pe ang.
17. Firm in Survey report chu Detailment Order issue atanga ni 30 ral hmain thehluh tur a ni.
18. Survey hna dang thawh dan tur chungchangah hnathawh tur ang zelin leh a tul dan angin Sorkar-in ruahmanna a siam thei ang.
19. Survey Firm-te hi an monthly performance report siam a ni anga, hei hi uluk taka monitor-in an performance hi teh a ni ang. Monthly performance report-hi excellent/good/poor/very poor a grading pek tur anni ang. Survey Firm-te performance thla ruk chhunga grading poor a nih reng chuan an hnathawh tur hold sak an ni ang. Firm-te profile hi mipui hmuh theih turin website ah dahchhuah vek an ni bawk ang.
20. Khawpui leh thingtlanga ram teh reng rengah a diltu in kal leh haw na man a tum tur a ni a, a diltute hi pakhat aia an tam chuan kal leh haw man hi a in zatin an in chawi sem theuh tur a ni.
21. Ei leh in bakah riahna man pek a ngaih chuan a diltu in a chawi tur a ni a, a diltu hi pakhat aia an tam chuan a inzatin an in chawi tawm tur a ni
22. Ram teh tur hmun hma tihfai reng reng hi a diltute tih tur a ni a, a tihfai man a awm a nih pawhin a diltu tum tur a ni, a diltu hi pakhat aia an tam chuan a inzatin an in chawi tawm tur a ni.
23. Sub-town leh thingtlang survey firm te office awmlohna a ram teh reng reng chu kal man maxicab rate in a diltu in a(an) chawi tur a ni. Chaw leh riahna man an tum bawk tur a ni. (Rs. 200/- per meal and Rs. 1000/-per night for accommodation).
24. Ram tehna man hrang hrang te chu sawrkar in a bituk ang zel a ni ang a. A tul dan angin tihdanglam theih a ni ang.

SCHEDULE OF SURVEY FEES/RATE

Sl. No	Survey Works	Fees/rates in Rupees
1	IN HMUN TEH : Site plan drawing man tel lovin	
	(a) LSC leh inhmun teh man/demarcation of house site/LSC	1,000.00
	(b) Inhmun pakhat aia tam belhbawm (amalgamation of LSC's)	1,500.00
	(c) Inhmun then/Partition of House Site/LSC	1,000.00
	(d) Inhmun pahnih aia tam a then plot khat zelah/ for every additional partition plot	200.00
	(e) Inhmun belhbawm hnua then/Amalgamation with partition of House Site/LSC	1,500.00
2	LAND LEASE : Drawing of Site Plan is included in this rates	
	(a) Landlease Plot khat sq. mt 2000 atanga Hectare khat chinah/ Per plot within Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hectare	2,000.00
	(b) Hectare khat bakah sq. mt 2000 a a zauh chuan chawi belh tur/ Per plot more than 2000 sq.m for additional area	200.00
	(c) Hectare khat bakah sq. mt 2000 aia a zauh belh leh chuan/ Per additional area more than 2000 sq.m	500.00
	(d) Landlease Plot khat sq. mt 2000 atanga Hectare khat chin Aizawl Revenue Town pawnah/ Per plot outside Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hectare	2,000.00
	(e) Hectare khat bakah sq. mt 2000 a a zauh chuan chawi belh tur Aizawl Revenue Town pawn bikah/ Per plot more than 2000 sq.m for additional area outside Aizawl Revenue Town area.	200.00
	(f) Hectare khat bakah sq. mt 2000 aia a zauh belh leh chuan Aizawl Revenue Town pawnah / Per additional area more than 2000 sq.m outside Aizawl Revenue Town area.	500.00
	(g) Land Lease sq. mt 1000 aia zimah/Land Lease less than 1000 sq.m	1,000.00
	(h) Land Lease sq. mt 1000 aia zauah mahse sq. mt 2000 aia zimah/ Land Lease more than 1000 sq.m but below 2000 sq.m	1,500.00
	(i) Land Lease for NGOs, Private, religious places, institutions etc.	1,000.00
3	AGRICULTURE LAND : Drawing of Site Plan is included in this rates	
	(a) Plot khat sq. mt 2000 leh Hectare khat hnuai lam/Per plot within Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hectare	2,000.00
	(b) Hectare khat bakah sq. mt 2000 a a zauh chuan chawi belh tur/ Per plot more than 2000 sq.m for additional area	200.00

	(c) Hectare khat bakah sq. mt 2000 aia a zauh belh leh chuan/Per additional area more than 2000 sq.m	500.00
	(d) Plot khat sq. mt 2000 leh Hectare khat hnuai lam Aizawl Revenue Town pawnah/Per plot outside Aizawl Revenue Town area more than 2000 sq.m and upto 1 Hectare	2,000.00
	(e) Hectare khat bakah sq. mt 2000 a a zauh chuan chawi belh tur Aizawl Revenue Town pawnah/Per plot more than 2000 sq.m for additional area outside Aizawl Revenue Town area.	200.00
	(f) Hectare khat bakah sq. mt 2000 aia a zauh belh leh chuan Aizawl Revenue Town pawnah/Per additional area more than 2000 sq.m outside Aizawl Revenue Town area.	500.00
4	PROVISION OF CONTROL POINTS & TOTAL STATION : Drawing of Site Plan is included in this rates	
	(a) Total Station Control point pathum aia tlem ah/ 3 points or less	5,000.00
	(b) Total Station Control point pathum aia tam ah/ More than 3 points	5,000.00 plus 1,000.00 for each additional point.
5	CONTOUR/DETAIL SURVEY : Drawing of Site Plan is included in this rates	
	(a) Contour Survey bigha khat chin ah/Area up to 1337.8 sq.m	5,000.00 plus Rs. 2.50 per square meter for every additional area
	(b) Bigha khat aia a lenna sq. mt khat zelah	
6	HIGHWAY AND ROAD ALIGNMENT SURVEY : Drawing of Site Plan is included in this rates	
	(a) Kawng thar laih tur survey ah/ New construction of Highway or Road	32,000.00 per km.
	(b) Kawng awmsa zauh leh laih tur survey ah/ Existing highway or road widening or realignment	10,000.00 per km.
7	VERIFICATION OF BOUNDARY PILLARS	
	Boundary pillar enfiah leh chhinchhiah/ Verification and identification of existing pillars	1,000.00 per plot
8	LSC hming thlak a map siam/map redraw/ Map drawing in mutation	Rs. 300 per Map
9	Aerial Drone Survey	Rs. 31500/- per sq.km.
10	MISCELLENOUS :	
	(a) Khawpui leh thingtlanga ram teh reng rengah a diltu in kal leh haw na man a tum tur a ni a, a diltute hi pakhat aia an tam chuan kal leh haw man hi a in zatin an in chawi sem theuh tur a ni/ Transportation cost of the Survey Team/person where the headquarters of the Firm is situated within the city/town/village shall be borne by the applicant for allotment of land. In case there are more than one applicant the transportation charges shall be shared equally by the applicants.	

	<p>(b) Ei leh in bakah riahna man pek a ngaih chuan a diltu in a chawi tur a ni a, a diltu hi pakhat aia an tam chuan a inzatin an in chawi tawm tur a ni/Food and lodging if required shall be borne by the applicant. In case there are more than one applicant food and lodging shall be shared equally by the applicants.</p>
	<p>(c) Ram teh tur hmun hma tihfai reng reng hi a diltute tih tur a ni a, a tihfai man a awm a nih pawhin a diltu tum tur a ni, a diltu hi pakhat aia an tam chuan a inzatin an in chawi tawm tur a ni/ Clearance of weeds/trees, labour charge etc. if required shall be borne and shared by the applicant(s).</p>
	<p>(d) Sub-town leh thingtlang survey firm te office awmlohna a ram teh reng reng chu kal man maxi-cab rate State Transport Authority in a fix angin a diltu in a(an) chawi tur a ni. Chaw leh riahna man an tum bawk tur a ni/ For demarcation and survey of land in Sub-Town or villages where the headquarters of the firm is not situated; conveyance of the Survey Team shall be borne and shared by the applicant(s) and conveyance charge shall be as per Maxi-cab rate fixed by the State Transport Authority. Fooding and lodging shall be borne and shared by the applicant(s).</p>