Application form C (Applicant)

संपरिवर्तन के उद्देश्य में परिवर्तन कराने के हेतू

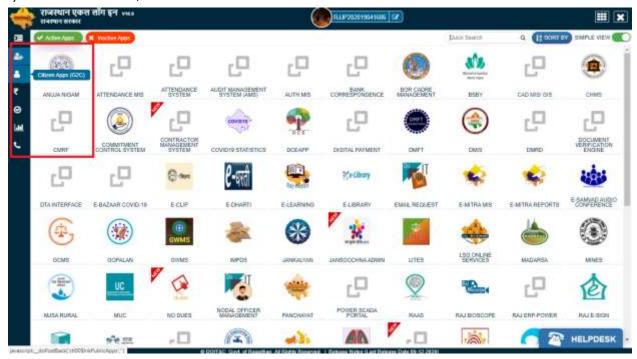
- 1. एसएसऔ आई डी पर लोग इन करे, यदि एसएसऔ आई डी नहीं बनी हुई है तो आप ई—मित्र पर जा कर या Rajasthan Single Window Clearance System से भी आवेदन कर सकते है।
- 2. सर्च पर जा कर RajSSO (https://sso.rajasthan.gov.in) लिखे फिर ओके करे।



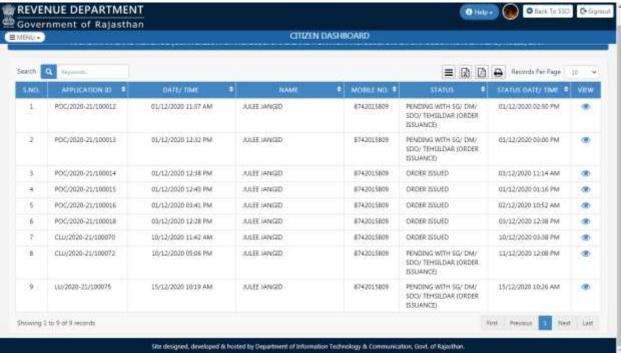
3. एसएसऔ आई डी लिखे, पासवर्ड लिखे फिर अन्त मे एक कोड आता है उसे लिखे फिर लोग—इन पर क्लिक करे।



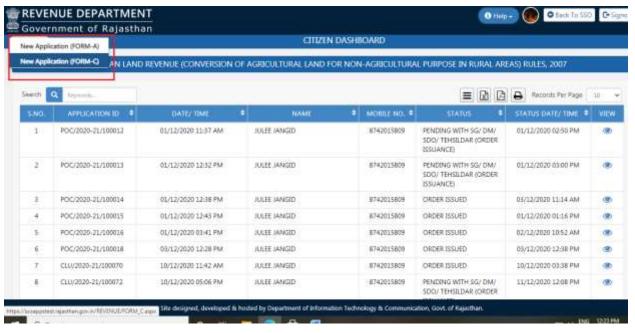
4. बायीं तरफ Government apps (G2G), Citizen apps (G2C) आयेगा, आप Citizen apps (G2C) पर क्लिक करे। जैसा निचे दिखाया गया है। Citizen apps (G2C) में आप Revenue (Land Conversion) एप्पलिकेशन पर जाये।



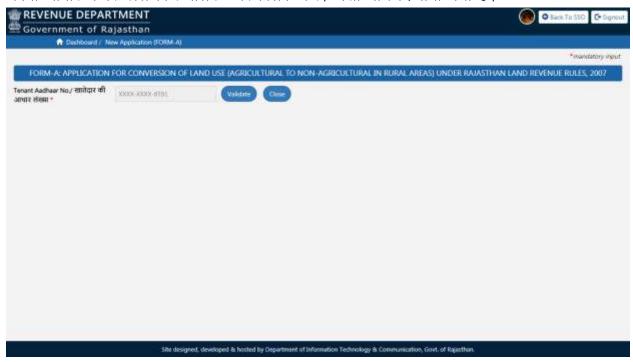
5. CITIZEN DESHBOARD पर आपके द्वारा पुर्व में आवेदन की गई सभी एप्पलिकेशन दिखायी देगी।



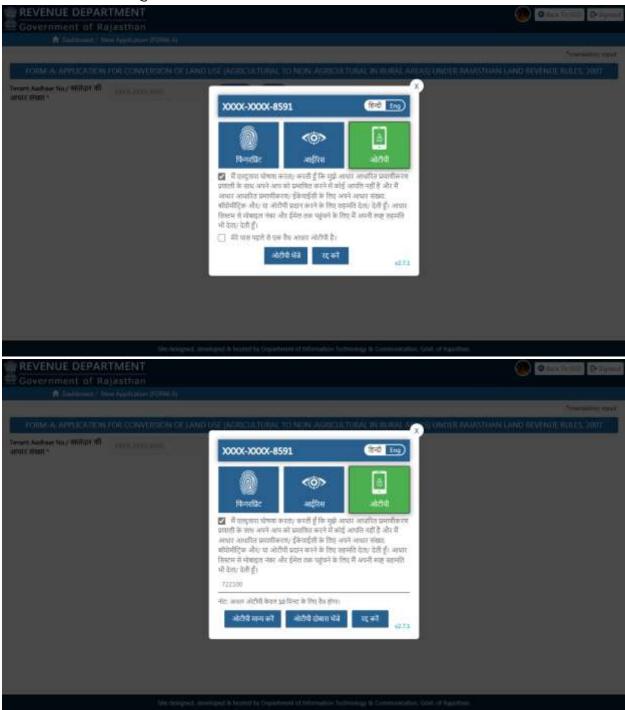
6. अब आप ऊपर बायीं तरफ मेन्यू पर जाये और क्लिक करे तब फोर्म़—सी सलेक्ट करे। जैसा नीचे दिखाया गया है।



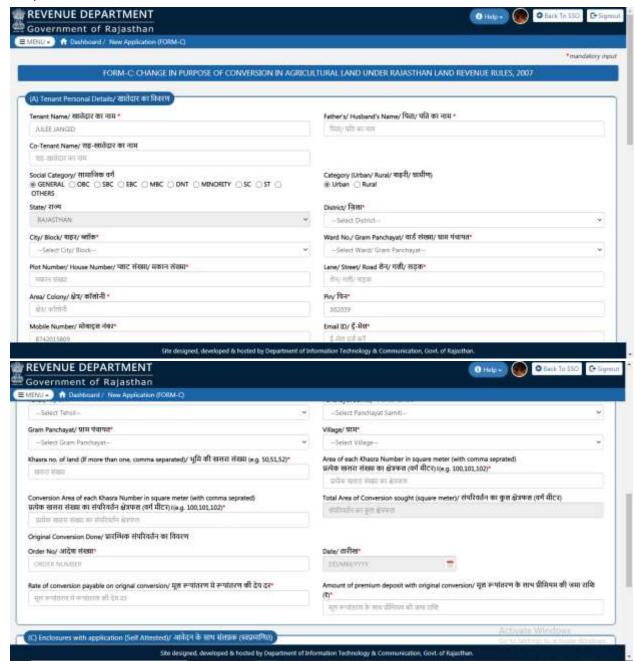
7. अपना आधार नम्बर डाले फिर वैलिडैट पर क्लिक करे। जैसा नीचे दिखाया गया है।

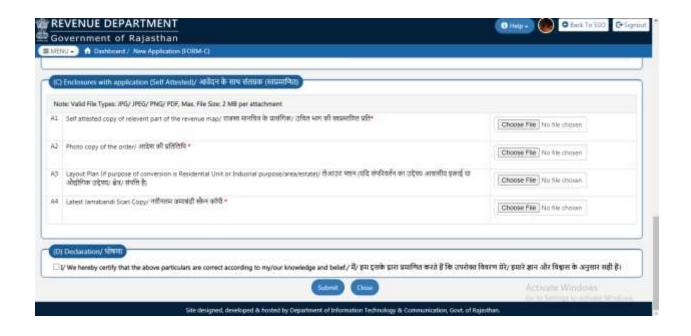


8. पहले नम्बर के Check box पर टिक करे तब आप ओटीपी भेजे पर क्लिक करे, अब आपके फोन पर एक ओटीपी आयेगा, उस ओटीपी को टायप करे फिर ओटीपी मान्य पर क्लिक करे। ऐसा करने पर एप्पलीकेशन फोर्म—सी खुल जायेगा। जैसा नीचे दिखाया गया है।



9. अब आप अपनी सभी जानकारी भरीये जो फोर्म में पुछी गई है तथा सभी आवश्यक दस्तावेज अपलोड करे।





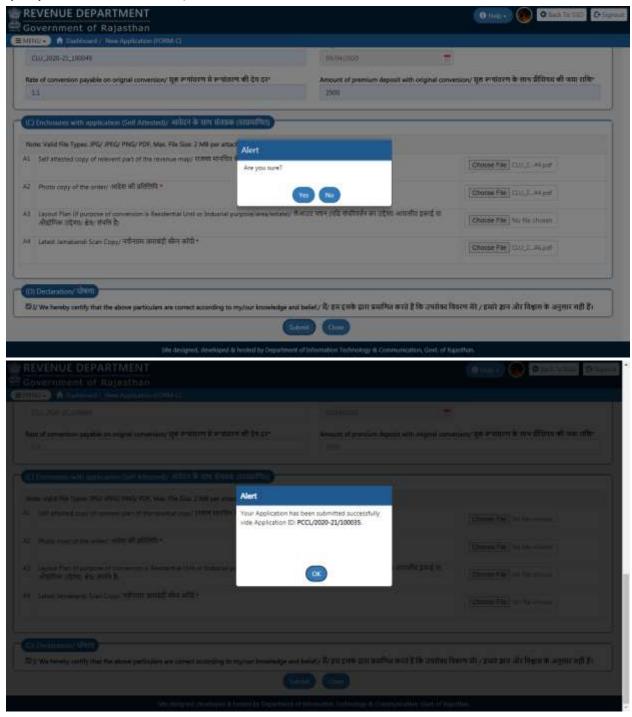
ध्यान दे— एप्पलीकेशन फोर्म में आपको दो या दो से अधिक खसरा नम्बर, प्रत्येक खसरा संख्या का क्षेत्रफल(वर्ग मीटर) तथा प्रत्येक खसरा संख्या का संपरिवर्तन क्षेत्रफल(वर्ग मीटर) लिखते समय उन्हें अलग करने के लिए अल्पविराम (,) लगाने कि आवश्यकता होती है। उदाहरण:— यदि खसरे कि जानकारी सारणी के अनुसार है,

क्रमांक	खसरा नम्बर	प्रत्येक खसरा संख्या का क्षेत्रफल	प्रत्येक खसरा संख्या का संपरिवर्तन क्षेत्रफल
1.	101	50000	10000
2.	102	5000	2000
3.	103	1200	1200
4.	104	4200	3569

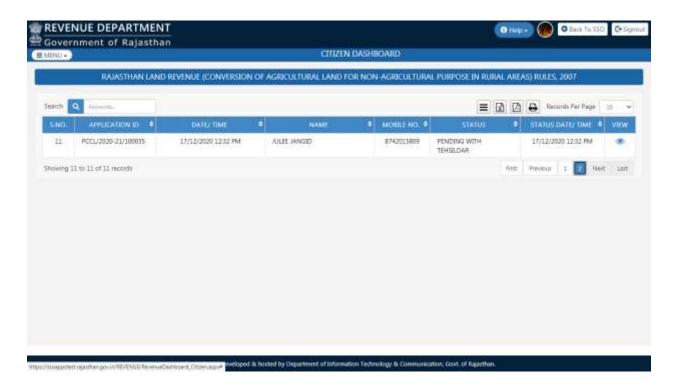
फोर्म में निम्नलिखित तरिके से भरनी है।

खसरा नम्बर (101,102,103,104), प्रत्येक खसरा संख्या का क्षेत्रफल(वर्ग मीटर)(50000,5000,1200,4200) तथा खसरा संख्या का संपरिवर्तन क्षेत्रफल(वर्ग मीटर)(10000,2000,1200,3569) इस प्रकार से भरा जायेगा।

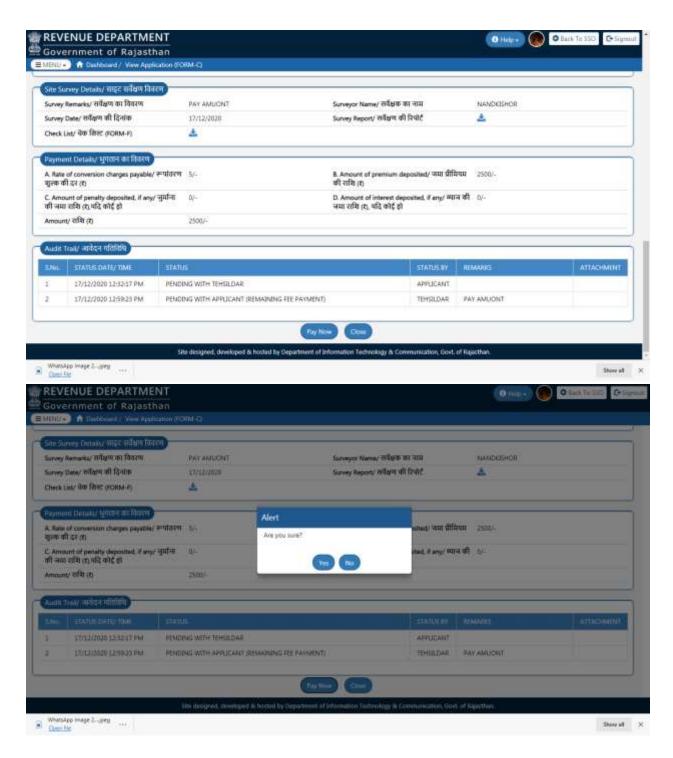
10. सभी सूचनायें भरने के बाद सब्मिट पर क्लिक करे, फिर यस बटन पर क्लिक करे। अब आपके पास एक एप्पलीकेशन नम्बर आयेगा, आप उसे नोट कर ले। फिर ओके बटन पर क्लिक करे।



आप जब भी Revenue (Land Conversion) पर जायेगे तब आपकी एप्पलीकेशन आपको Citizen Dashboard पर दिखायी देगी और आप यह भी देख सकते है की आपकी एप्पलीकेशन किस सम्बन्धित अधिकारी के पास है और उसका कितना काम हो गया है, तथा आपको आगे क्या करने की जरूरत है। ये सभी जानकारी आपके मोबाइल नम्बर पर मैसेज द्वारा तथा ई—मेल द्वारा आपको मिल जायेगी।

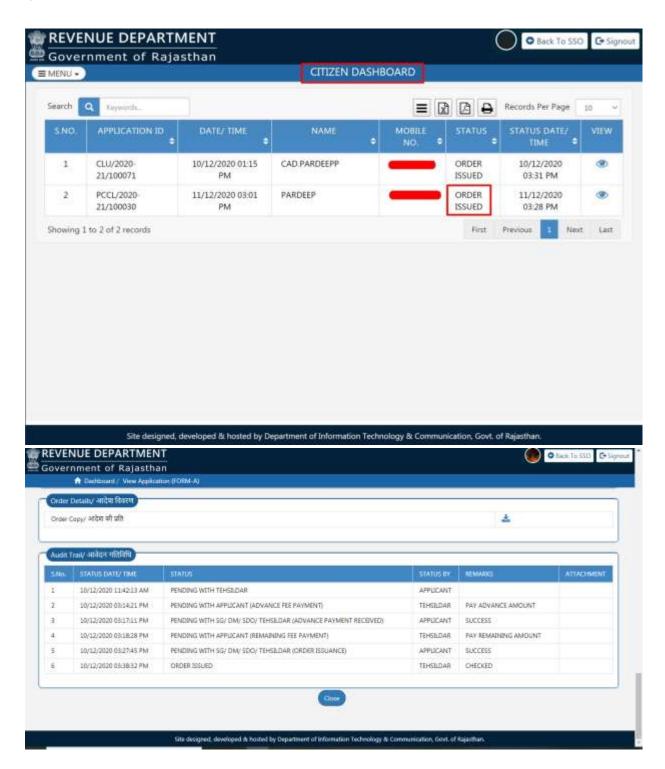


- 11. अब आपकी एप्पलीकेशन कि आगे कि प्रक्रिया में तीन संम्भावना बनती है-
 - अ) रिजेक्ट :— यह तब होता है जब आपकी एप्पलीकेशन वैध ना हो तथा जिस भी कारण से आपकी एप्पलीकेशन रिजेक्ट हुई है वह आपको बता दिया जायेगा।
 - ब) ओब्जेक्ट :— यह तब होता है जब आपकी एप्पलीकेशन में कोई त्रुटि होती है, जिस भी कारण से आपकी एप्पलीकेशन पर कोई ओब्जेक्शन आया है वह आपको बता दिया जायेगा तब आप उस त्रुटि को दूर कर के उस एप्पलीकेशन को पुनः भेज सकते है, फिर आगे कि प्रक्रिया शुरू हो जायेगी।
 - स) जनरेट डिमांड :— जब आपकी एप्पलीकेशन सही होगी तब सम्बन्धित अधिकारी द्वारा सर्वेक्षण करने के बाद अंत में एक डिमांड जनरेट होगा, इसमें आपको ऑनलाइन शुल्क अदा करना होता है। ऑनलाइन शुल्क अदा करने के लिए आपको RajSSO (https://sso.rajasthan.gov.in) पर लोगइन करना होगा, आपकी एप्पलीकेशन पर निचे भुगतान विवरण में आपको दिखायी देगा की आपको कितना शुल्क अदा करना है। आप वह शुल्क अदा करे।



12. भुगतान करने के बाद आपकी एप्पलीकेशन स्वतः ही आगे सम्बन्धित अधिकारी के पास चली जायेगी। यदि आपकी एप्पलिकेशन में आगे की प्रक्रिया में कोई भी रूकावट या त्रुटी आती है तो आपको वह बता दि जायेगी और आप उसे सही कर एप्पलीकेशन को आगे की प्रक्रिया के लिए पुनः भेज दे।

13. प्रक्रिया के अंत में आपको संपरिवर्तन के उद्देश्य में परिवर्तन के लिए आदेश इश्यू कर दिया जायेगा। आप आदेश की प्रति आप RajSSO (https://sso.rajasthan.gov.in) पुनः लोग—इन कर के अपनी एप्पलिकेशन पर जा कर प्राप्त कर सकते है। जैसा निचे दिखाया गया है।



14. डिजिटल साइन (ई-साइन) आदेश :-



GOVERNMENT OF RAJASTHAN REVENUE DEPARTMENT

FORM-D

[See Rule 10(4)]

Certificate Ref. No: POC/2020-21/100001

Date: 30-10-2020

REVISED CONVERSION ORDER

of village Tehsil TANTOTI the agricultural land already converted for a non-On the application of Mr./Mrs. agricultural purpose under rule 10(4) of the Rajasthan Land Revenue (Conversion of Agricultural Land for Non-Agricultural in Rural Areas) Rules, 2007, the particulars of which are given as under:

1. Names of applicant tenants/co-tenants: @

Aadhaar Number: XXXX-XXXX-2744 Father's/husband's name: FATER

Complete Address: HOUSE, LANE, ARE, RAJASTHAN-302012

Mobile Number: #

Email Id (if any): PAGES

- 2. Social Category (SC/ST/GEN etc...): GENERAL
- 3. Purpose of origional conversion: COMMERCIAL PURPOSE
- 4. Date of conversion: 21/10/2020 Order No. of conversion: 45435
- 5. Revised Purpose of origional conversion: DEVELOPMENT OF SEZ
- 6. Details of the Land converted:
 - (a) Name of the District: AJMER
 - (b) Name of the Tehsil:
 - (c) Name of the Village:
 - (d) Khasra No. of the land: 1670,1671
 - (e) Area of each Khasra No. (in square meter): 100
 - (f) Area converted (in sq. meter): 100

Note: A duly verified copy of the relevant part of revenue map showing the land convered for non-agricultural purpose is enclosed.

- 7. Amount of premium deposited (₹): 1000
- 8. Other particulars, if any
- 9. The above conversion order shall be subject to the following conditions:
 - i. The land converted for the above non-agricultural purpose shall not be used for any other non-agricultural purpose. without obtaining prior permission of the prescribed authority.
 - ii. If the applicant fails to use the land for the revised converted purpose within a period of 2 years from the date of issue order, money deposited by the applicant shall be forfeited.
 - iii. No land as mentioned in rule 4 shall be used for any non-agricultural purpose.
 - iv. No part of the land converted for public utility purpose shall be used for any other non-agricultual purpose without valid permission from the prescribed authority.



Digitally Signed by San Jeep Mittal Designation : SR, DE OPS Date: 2020.10.30 10:29:26 IST Reason: Approved Location: BHARATEUR

Disclaimer: This is a digitally signed certificate and does not required any physical signature

धन्यवाद।

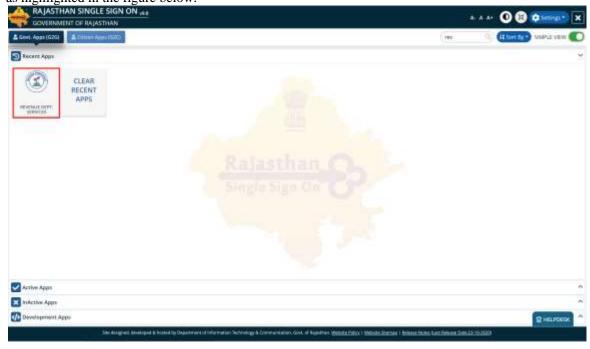
Author: संदीप मित्तल एवं जुली जांगिड

ONLINE APPLICATION DISPOSAL PROCEDURE CHANGE IN PURPOSE OF CONVERSION IN AGRICULTURAL LAND UNDER RAJASTHAN LAND REVENUE RULES, 2007 (FORM-C)

1. STATE GOVERNMENT (Prescribed Authority) login to RajSSO (https://sso.rajasthan.gov.in) portal using his/ her SSOID as shown in figure below.



2. After successful login, STATE GOVT select Government Apps (G2G) and in this window STATE GOVERNMENT (Prescribed Authority) select the "REVENUE (LAND CONVERSION)" application as highlighted in the figure below.





3. STATE GOVERNMENT (Prescribed Authority) is presented with his/her "DASHBOARD(STATE GOVERNMENT)" wherein all the applications pending for his/her disposal are listed as shown in the figure below.



- 4. STATE GOVERNMENT (Prescribed Authority) have three possibilities-
 - FORWARD (DM): STATE GOVT reviews the application thoroughly along with supporting documents uploaded by the applicant and if all OK. He/ she may optionally upload any relevant document, if applicable and then selects the respective DM's (DISTRICT) and clicks "FORWARD (DM)" button to forward the application to selected DM for further processing.
 - OBJECT: For any discrepancy in the application/ documents, he/ she will click the "OBJECT" button to send the application back to applicant along with the details in REMARKS section.
 - 3. REJECT: If further processing of the application is not required and application is not valid, he/she will click "REJECT" to dispose the application.

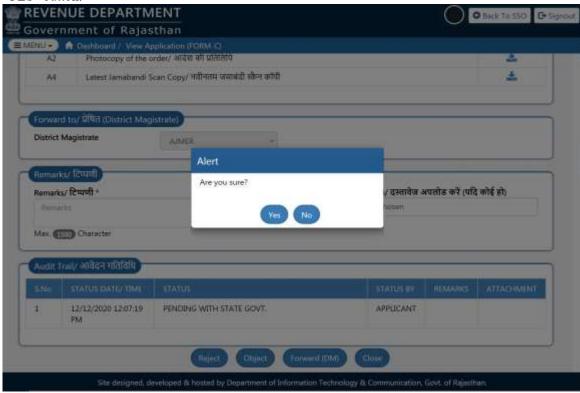
In any case, applicant is notified of this event through SMS/ Email.



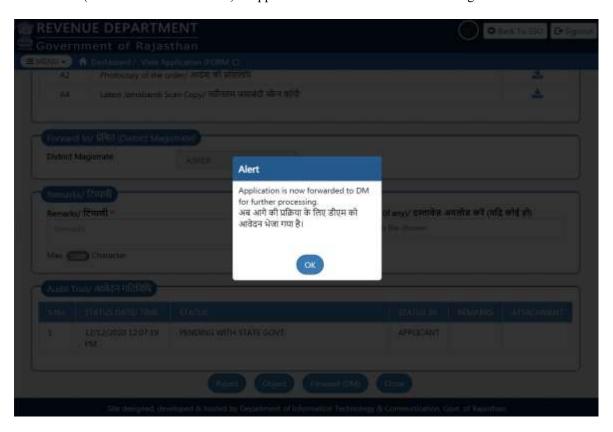
5. When application is acceptable at primary step, it is forward to DM for further processing as shown below



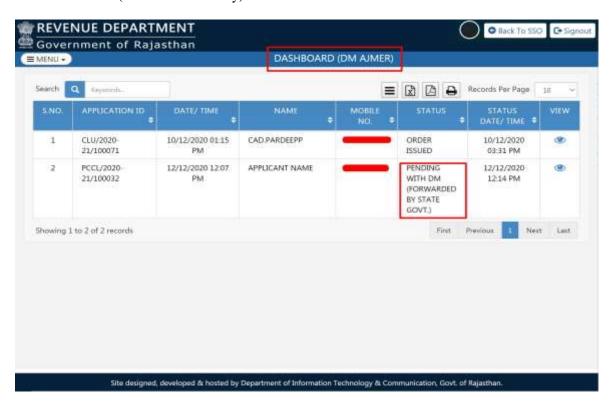
6. STATE GOVT is presented with a confirmation window as shown below wherein he/ she clicks the "YES" button.



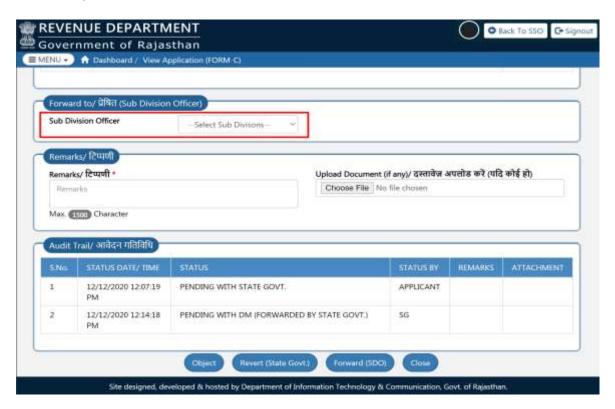
7. STATE GOVT is presented with a confirmation message as shown below indicating that application is forwarded to selected DM for further processing. Application status is now updated as "PENDING WITH DM (FWD BY STATE GOVT)". Applicant is notified of this event through SMS/ Email.



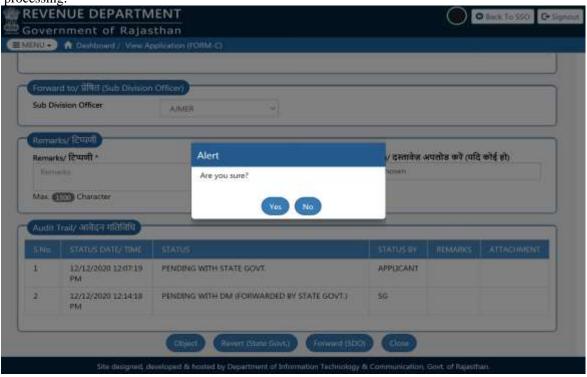
8. Respective DM login to the system to review the application forwarded to him/her by STATE GOVERNMENT (Prescribed Authority) as shown below.



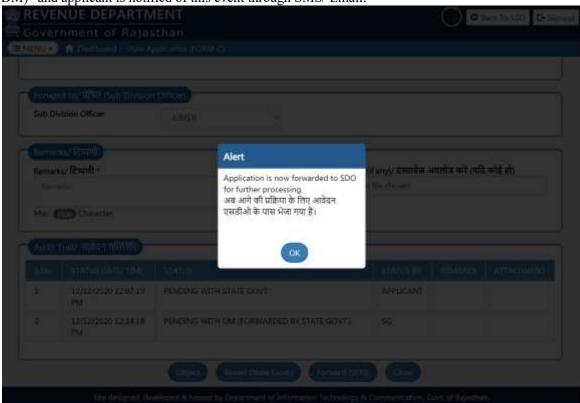
9. DM reviews the application and documents thoroughly and if all OK, forwards the application to respective SDO by selecting a SDO as highlighted below and then clicks "FORWARD (SDO)" button to forward the application to selected SDO for further processing. Alternatively, DM may also click the "OBJECT" or "REVERT (STATE GOVT)" button as the case may be. Applicant is notified of this event through SMS/ Email.



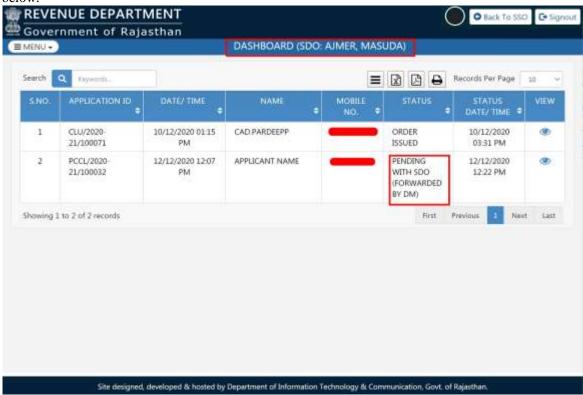
10. After clicking the "FORWARD (SDO)" button, DM is presented with a confirmation window as shown below wherein DM clicks "YES" button to forward the application to selected SDO for further processing.



11. DM is presented with another confirmation window as shown below indicating that application is forwarded to selected SDO. Application status is now updated as "PENDING WITH SDO (FWD BY DM)" and applicant is notified of this event through SMS/ Email.



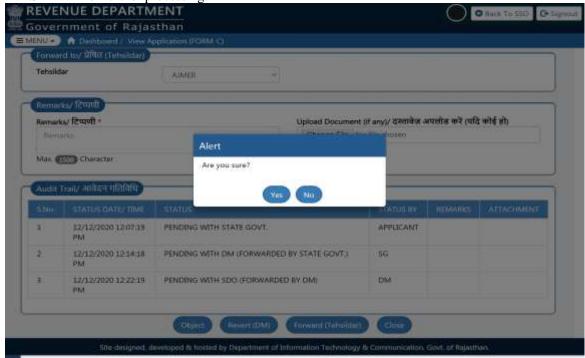
12. Respective SDO login to the system to VIEW the application forwarded to him/ her by DM as shown below.



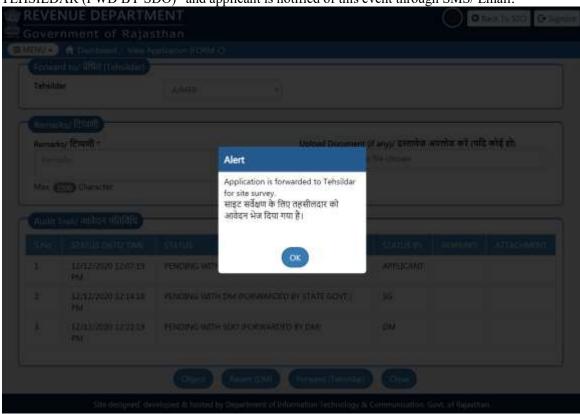
13. SDO reviews the application and documents thoroughly and if all OK, forwards the application to respective TEHSILDAR by selecting a TEHSILDAR as highlighted below and then clicks "FORWARD (TEHSILDAR)" button to forward the application to selected TEHSILDAR for further processing. Alternatively, SDO may also click the "OBJECT" or "REVERT (DM)" button as the case may be. Applicant is notified of this event through SMS/Email.



14. After clicking the "FORWARD (TEHSILDAR)" button, SDO is presented with a confirmation window as shown below wherein SDO clicks the "YES" button to forward the application to selected TEHSILDAR for further processing.



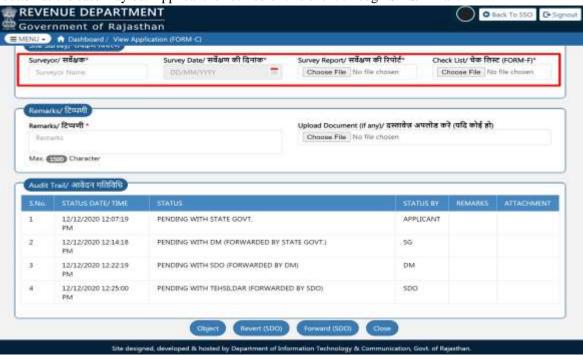
15. SDO is presented with another confirmation window as shown below indicating that application is forwarded to selected TEHSILDAR. Application status is now updated as "PENDING WITH TEHSILDAR (FWD BY SDO)" and applicant is notified of this event through SMS/ Email.



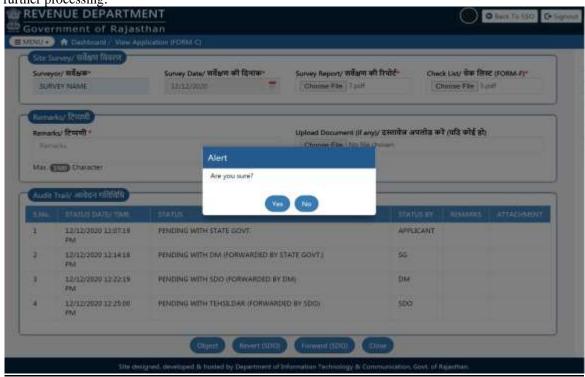
16. Respective TEHSILDAR login to the system to VIEW the application forwarded to him/ her by SDO as shown below.



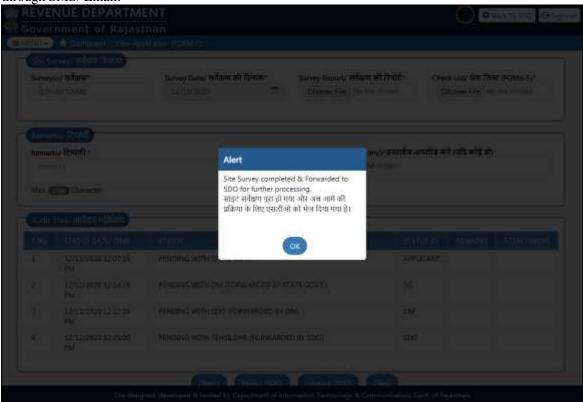
17. TEHSILDAR reviews the application and documents thoroughly and if all OK, Order for on-site SURVEY of the proposed site/land and subsequently, enters the required SURVEY details and uploads the SURVEY REPORT and CHECK LIST(FORM-F) in the system and click on the "FORWARD (SDO)" button to return the application back to SDO. Alternatively, "OBJECT" or "REVERT (SDO)" button as the case may be. Applicant is notified of this event through SMS/ Email.



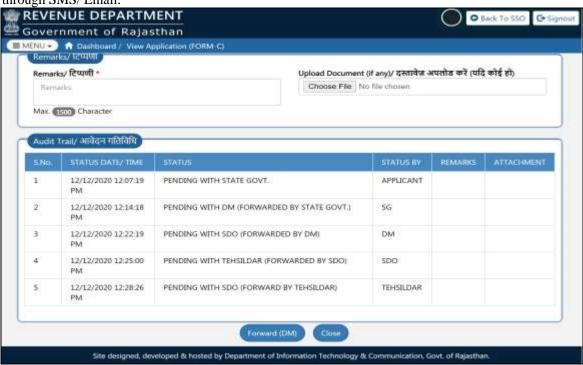
18. After clicking the "FORWARD (SDO)" button, TEHSILDAR is presented with a confirmation window as shown below wherein TEHSILDAR clicks "YES" button to return the application back to SDO for further processing.



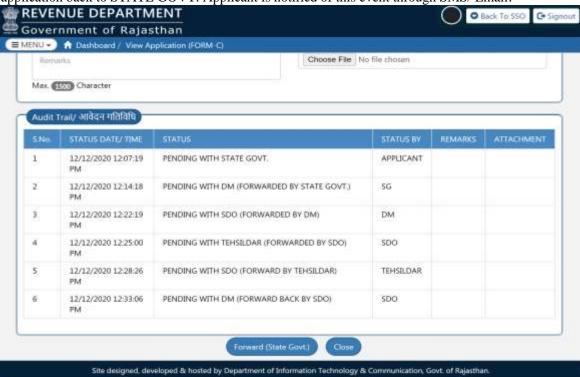
19. TEHSILDAR is presented with another confirmation window as shown below indicating that application is returned back to SDO along with SITE SURVEY REPORT. Application status is now updated as "PENDING WITH SDO (FWD BY TEHSILDAR)" and applicant is notified of this event through SMS/ Email.



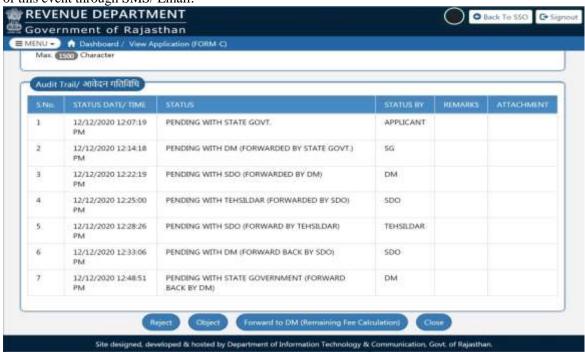
20. As shown earlier in this document, the process is reversed now i.e. respective SDO login back to the system to review the application and SURVEY REPORT and if all OK, adds his/her recommendations (REMARKS) and returns the application back to respective DM. Applicant is notified of this event through SMS/Email.



21. Similarly, respective DM login back to the system to review the application, SURVEY REPORT and recommendation of SDO. If all OK, adds his/ her recommendations (REMARKS) and returns the application back to STATE GOVT. Applicant is notified of this event through SMS/ Email.



22. STATE GOVERNMENT (Prescribed Authority) login back to the system to review the application, SURVEY REPORT, recommendation of SDO and DM. If all OK, then send back to DM for remaining fee calculation then clicks the "FORWARD TO DM(FEE CALULATION)" button as shown below. Alternatively, he/ she may also click on "REJECT" button to reject the application OR "OBJECT" button to return the application back to application for rectifying the discrepancy. Applicant is notified of this event through SMS/ Email.



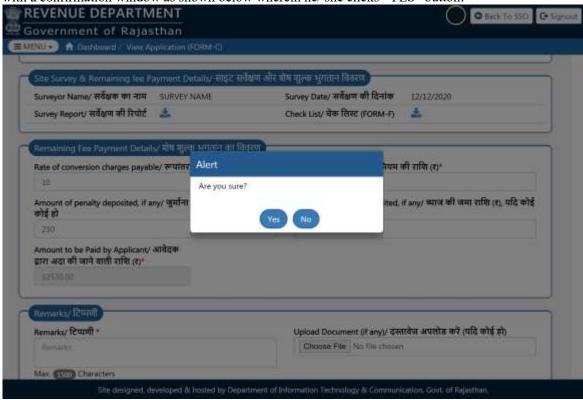
23. DM view application and fill reaming amount to be paid by applicant. And click on "FORWARD TO SG (GENERATE DEMAND)".



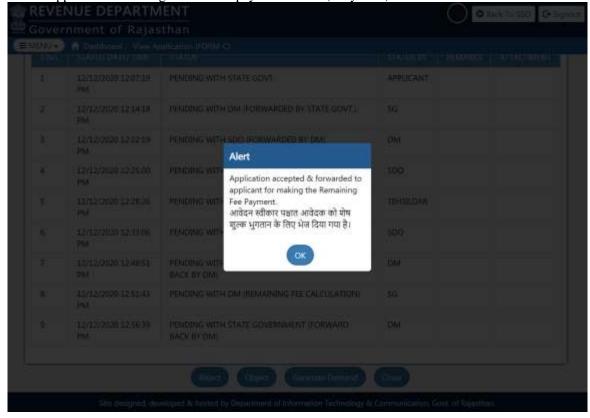
24. STATE GOVT login back to the system to review the application, SURVEY REPORT, recommendation of SDO and DM. If all OK, then send to APPLICANT to pay for remaining fee then clicks the "GENERATE DEMAND" button as shown below. Alternatively, he/ she may also click on "REJECT" button to reject the application OR "OBJECT" button to return the application back to application for rectifying the discrepancy. Applicant is notified of this event through SMS/ Email.



25. Assuming that all OK, STATE GOVT clicks the "GENERATE DEMAND" button and is presented with a confirmation window as shown below wherein he/she clicks "YES" button.



26. STATE GOVT is presented with another confirmation message indicating that application is returned back to applicant for making the balance payment online (ePayment).





- 27. Applicant makes the balance payment online (ePayment) using the "Rajasthan Payment Platform (RPP)" payment gateway and upon successful ePayment. Application status is now updated as "PENDING WITH STATE GOVT (ORDER ISSUANCE)". Applicant is also notified of this event through SMS/ Email
- 28. STATE GOVERNMENT (Prescribed Authority) login back to the system to verify the receipt of balance payment (Fee) from the applicant and upload verified copy of the relevant part of revenue map showing the land converted for non-agriculture purpose(If required). If all OK, clicks "ORDER ISSUE" button as highlighted in the figure below to proceed with ORDER ISSUANCE.

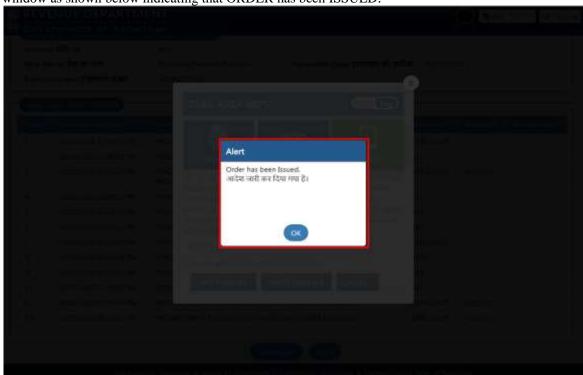


29. STATE GOVT is re-directed to AADHAAR VERIFICATION window as explained earlier in this document. This is done to issue the digitally signed (eSign) ORDER.

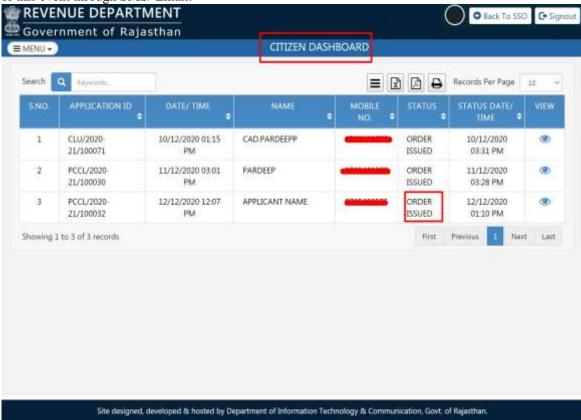




30. Upon successful AADHAAR VERIFICATION, system presents STATE GOVT with a confirmation window as shown below indicating that ORDER has been ISSUED.



31. Application status is now updated as "ORDER ISSUED" as shown below and applicant is also notified of this event through SMS/ Email.





32. Digitally signed (eSign) ORDER.



GOVERNMENT OF RAJASTHAN REVENUE DEPARTMENT

FORM-D

[See Rule 10(4)]

Office of Prescribed Authority: STATE GOVERNMENT

Certificate Ref. No: PCCL/2020-21/100032

REVISED CONVERSION ORDER

On the application of APPLICANT NAME of village AJAYSAR Tehsil AJMER, the agricultural land already converted for a non-agricultural purpose is here by converted for revised non-agriculture purpose under rule 10(4) of the Rajasthan Land Revenue (Conversion of Agricultural Land for Non-Agricultural in Rural Areas) Rules, 2007, the particulars of which are given as under:

- 1. Names of applicant tenants/ co-tenants: APPLICANT NAME
- Aadhaar Number: XXXX-XXXX-2744
- 3. Father's/husband's name: FATHER NAME
- Complete Address: HOUSE, LANE, AREA, RAJASTHAN-302012
- Mobile Number:
- 6. Email Id (if any):
- 7. Social Category (SC/ST/GEN etc...): GENERAL
- Purpose of original conversion: COMMERCIAL PURPOSE Number and Date of the order: 45435, 12/11/2020
- 9. Revised Purpose of conversion: DEVELOPMENT OF SEZ
- 10. Details of the Land converted:
 - (a) Name of the District/ Tehsil/ Village: AJMER/ AJMER/ AJAYSAR
 - (b) Khasra No. of the land: 25,30
 - (c) Area of each Khasra No. (in square meter): 45,56
 - (d) Area converted of each Khasra No. (in square meter): 40,50
 - (e) Area converted (in sq. meter): 90
- 11. Rate of conversion payable on original conversion (₹): 85/-
- 12. Amount of premium deposited with original conversion (₹): 45255/-
- Rate of conversion charges payable on revised conversion(₹): 10/-
- Amount of premium deposited (₹) with revised converion, date and no. of challan: 12300/-, 12/12/2020, 20000233257
- 15. Amount of penalty deposited (₹), if any, with date and no. of challan: 230/-, 12/12/2020, 20000233257
- 16. Amount of interest deposited (₹), if any, with date and no. of challan: 0/-
- 17. The above conversion order shall be subject to the following conditions:-
 - The land converted for the above non-agricultural purpose shall not be used for any other nonagricultural purpose, without obtaining prior permission of the Prescribed Authority.
 - ii. If the applicant fails to use the land for the revised converted purpose within a period of 2 years from the date of issue order, money deposited by the applicant shall be forfeited.
 - iii. No land as mentioned in rule 4 shall be used for any non-agricultural purpose.
 - iv. No part of the land converted for public utility purpose shall be used for any other non-agricultual purpose without valid permission from the Prescribed Authority.



Digitally Signed by
Designation: S
Date: 2020.12.12.07:40:19 IST
Reason: Approved
Location: BHARATIUR

Disclaimer: This is a digitally signed certificate and does not required any physical signature

THANK YOU

Author: Sandeep Mittal and Julee Jangid

Date: 12-12-2020