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# **COMMERCIAL TAXES AND REGISTRATION DEPARTMENT**

**DEMAND NO: 11**

**STAMPS AND REGISTRATION**

**POLICY NOTE 2019-2020**

## **INTRODUCTION**

Registration Department's origin dates back to the colonial rule in India in the year 1864. It has the proud legacy of being one of the ancient departments in the administrative setup of the State. Among the departments functioning under the Government, Registration Department, by harnessing new Technology, has developed in delivering services to the public and it has evolved as the face of the Government. Registration Department is an important department having direct contact with public and it has traversed a long and pleasant journey with the public. The role of Registration Department is inevitable in getting a pleasant

experience by the common man in various acts of his entire life. Registration department acts a custodian of the records relating to transfer of properties, Marriage Registration and births and deaths registration. Copies of scanned documents provided by the Registration department have the genuineness of being submitted as evidence in the Courts and it also prevents grabbing properties by fake documents. Registration of a document is a notice to the public by way of definite recorded information and enquire there from the right, title and obligations, if any, on any immovable property. Hence the act of registering becomes inevitable event of an individual i.e. Property Transaction Registration, Registration of Marriage, Registration of Society and Chits and issue of age old registered copies of birth and death certificates to people with which they are associated throughout their life span. Registration department stands next to the

Commercial Taxes department in generating revenue to the State.

In modernization of the Registration Department, as a pioneer in computerization, digitalisation and a trend setter in delivering uninterrupted services on a daily basis to the public during their interface with the department has made a great leap. In order to ensure ease and transparency in services to the Public and also to facilitate the property owners to check the status of their property from anywhere in the world, user friendly options are hosted in the department website. In the roadmap for creating pleasant interface to the public with the department, in the lines of digitalizing the process of Registering Property Transactions, Marriage, Chits and Societies, Registration Department has introduced and executed paperless in many offices with full-fledged

mandatory implementation of Online Registration System.

During the year 1865-66, this department had collected a revenue of Rs.1.43 lakh through 1.25 lakh registered documents. It has leaped to the collection of revenue of Rs.11071.02 crore by registering 25.73 lakh documents in the financial year 2018-19. This stands as the testimony for the growth and development of the department.

## **2. ORGANISATIONAL SET UP**

The Department is headed by Inspector General of Registration whose office is located at Pattinappakkam, Santhome High Road, Chennai-28. Inspector General of Registration is assisted by four second level officers whose designation and subjects handled by them are indicated below:

- Additional Inspector General of Registration (Stamps and Registration)-



Indian Stamp Act, Registration Act related subjects and Computerisation.

- Additional Inspector General of Registration (Guidelines) - Guideline value revision, cases under section 47A(5), 47A(6) and 56(2) of the Indian Stamp Act, 1899.
- Additional Inspector General of Registration (Intelligence) - Marriage Registration, audit objections and building inspections etc.
- Additional Registrar of Chits - Chits, Societies and infrastructure of the department.

In order to facilitate the public and to ensure easy accessibility, the department has a large number of field offices which are organized under different Registration Zones.

## 2.1 Registration Zones

The State is divided into Registration districts and several such Registration districts are grouped together into a zone headed by a Deputy Inspector General of Registration. There are 9 Registration Zones as listed below:

<b>Sl. No:</b>	<b>Registration Zone</b>	<b>Registration Districts comprised in the Zone</b>
1.	Chennai	North Chennai, South Chennai, Central Chennai, Chengalpattu and Kancheepuram.
2.	Vellore	Vellore, Cheyyar, Arakkonam and Thiruvannamalai.
3.	Cuddalore	Cuddalore, Villupuram, Kallakurichi, Chidambaram, Tindivanam and Virudhachalam.
4.	Salem	Salem(East), Salem (West), Krishnagiri, Namakkal and Dharmapuri.

5.	Tiruchirapalli	Tiruchirappalli, Ariyalur, Karur and Pudukottai.
6.	Thanjavur	Thanjavur, Nagapattinam, Mayiladuthurai, Pattukottai and Kumbakonam.
7.	Coimbatore	Coimbatore, Tiruppur, Udthagamandalam, Erode and Gobichettipalayam.
8.	Madurai	Madurai (North), Madurai (South), Dindigul, Palani, Periyakulam, Ramanathapuram, Sivagangai, Virudhunagar and Karaikudi.
9.	Tirunelveli	Tirunelveli, Palayamkottai, Tenkasi, Thoothukudi, Kanyakumari, Cheranmahadevi and Marthandam.

## **2.2 Assistant Inspector General of Registration Offices**

While the Deputy Inspector General of Registration are responsible for overall administration in their respective zones,

in Chennai, Coimbatore, Madurai and Tiruchirapalli there are four regional offices manned by Assistant Inspector General (AIGs) of Registration to assist the respective Deputy Inspector General of Registration.

### **2.3 Registration Districts**

The State is divided into 50 registration Districts, of which 16 offices having heavy workload are upgraded and is headed by officers in the rank of Assistant Inspector General of Registration. The remaining 34 are headed by officers in the rank of District Registrars. In addition, these AIGs / DRs hold the posts of Registrars of Societies, Deputy Registrars of Chits, Registrars of Marriages and Registrars of Partnership Firms in their respective jurisdictions. They also issue licenses to the stamp vendors.

## **2.4 Audit Units**

It is very important for the Registration Department, a major revenue earning department to have a strong audit wing which conducts regular audit of the work done by the field offices. The audit wing of the Registration department consists of 45 audit units, each headed by an officer in the rank of District Registrar. These audit units conduct cent percent audit on all the documents registered. They point out any deficiencies and detect revenue losses. They also play a vital role in recovering the losses. The Deputy Inspector General of Registration in each Zone is responsible for monitoring the work of the District Registrar (Audit).

## **2.5 Sub Registrar Offices**

When compared to other States of similar size and population, Tamil Nadu has

578 Sub Registrar offices and this provides easy accessibility to the general public. There are 3 camp offices among the 578 Sub Registrar offices. Kulathur linked with Mettur SRO, Kolli Hills linked with Sendhamangalam SRO and Padukkapathu linked with Kommadikottai SRO are the three camp offices where the concerned Sub Registrar from the main office visits on Tuesdays and Thursdays and carries out the work at the main offices concerned in other days.

Responsibilities of the Sub Registrar include registration of documents, registration of marriages under various Marriage Registration Acts. Apart from this, the Sub-Registrar is the custodian of birth and death registered records for town and village panchayats and also acts as Assistant Registrar under the Chit Funds Act, 1982.

## **2.6 Intelligence Cell**

While executing a document, information regarding existence of building in the immovable property has to be mentioned. The building portion is also liable for levy of Stamp Duty and Registration fees and in order to ensure proper collection of Stamp Duty and Registration fees on the value of buildings an Intelligence Cell is functioning in the department. This cell is headed by Additional Inspector General of Registration (Intelligence) with two Assistant Executive Engineers for ensuring proper valuation of buildings.

## **2.7 Registration Training Institute**

The Registration department is undertaking basic tasks with a large number of Acts and thorough understanding of various provisions of these Acts and other related procedures are essential for the officers and staff of the department. To suit the transformation in

the legal system, various amendments are carried out to these Acts periodically. In addition, there is substantial use of information technology in the day to day functioning of the department. Hence, to update the knowledge, there is a need to impart proper in-service training to the officers and staff of the department.

For this purpose, Registration Training Institute at Chennai has been established and it is functioning since 1996. This institute is headed by a Deputy Inspector General of Registration. Since the trainees participating are from all over the districts in the State, Hostel facility has been provided for them. An recurring expenditure of Rs.30 lakh is being sanctioned for modernisation and upgradation of the Institute.



### **3. ACTS ADMINISTERED BY THE DEPARTMENT**

The Registration Department has been administering thirteen Acts. Details of them are as follows:-

#### **a) Fully administered Acts:**

1. The Indian Stamp Act, 1899 (Central Act 2/1899)
2. The Registration Act, 1908 (Central Act 16/1908)
3. The Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27/1975)
4. The Chit Funds Act, 1982 (Central Act 40/1982)

#### **b) Partially administered Acts:**

1. Indian Christian Marriage Act, 1872 (Central Act, 15/1872)
2. The Births, Deaths and Marriages Act, 1886 (Central Act, 6/1886)
3. The Parsi Marriage and Divorce Act, 1932 (Central Act 2/1932)
4. The Indian Partnership Act, 1932 (Central Act 9/1932)
5. The Special Marriage Act, 1954 (Central Act 43/1954)

6. The Hindu Marriage Act, 1955  
(Central Act 25/1955)
7. Dowry Prohibition Act, 1961  
(Central Act 28/1961)
8. Births and Deaths Act, 1969  
(Central Act 18/1969)
9. The Tamil Nadu Registration of  
Marriages Act, 2009 (Tamil Nadu  
Act 21/2009)

### **3.1 Tamil Nadu Stamp Act**

A new Tamil Nadu Stamp Act to be followed for levy of Stamp Duty in our State has been passed by the Legislative Assembly and sent to Government of India for getting the assent of His Excellency the President of India.

The salient features of the Tamil Nadu Stamp Act are as follows:-

- According to this new bill, provisions have been added vide Section 8E & 8F of Indian

Stamp Act so as to charge/exempt stamp duty in cases of transfer of property taking place on the basis of orders of the RBI/Court.

- Great Grandson/daughter, wife of deceased son and husband of deceased daughter have been added in the definition for "family".
- Power to remit the interest to be imposed for delayed payment of stamp duty has been provided.
- Statutory recognition conferred to Market value Guidelines and Valuation Committee.
- Power conferred on District Registrar and Special Deputy Collector for collecting outstanding stamp duty under Revenue Recovery Act.
- Provision to impose 1 % stamp duty on sale agreement.

- Provision to impose 2 % stamp duty on deed of Power of Attorney given for sale of immovable property.

#### **4. DOCUMENTS REGISTERED and REVENUE EARNED**

Stamp Duty and Registration fees are collected while registering documents like Conveyance, Exchange, Gift, Mortgage etc. Moreover revenue is also earned through registration of Marriages, Chits, Societies and Partnership firms and for issuing encumbrance certificates, Birth and Death certificates.

**Details of Documents registered and Revenue earned from the year 2006-2007 are as follows:-**

<b>Year</b>	<b>Revenue (Rs. in crores)</b>	<b>Percentage</b>	<b>No. of documents</b>	<b>Percentage</b>
2006-07	3407.50	45.08%	2492294	23.90%
2007-08	4232.36	24.21%	2691002	7.97%
2008-09	4099.54	-3.14%	2832686	5.27%
2009-10	3818.25	-6.86%	2731026	-3.59%
2010-11	5020.50	31.49%	3280503	20.12%
2011-12	6619.98	31.86%	3518435	7.25%
2012-13	7455.41	12.62%	2690351	-23.54%
2013-14	8055.74	8.05%	2653291	-1.38%
2014-15	8279.64	2.78%	2573931	-2.99%
2015-16	8562.38	3.41%	2528561	-1.76%
2016-17	7007.74	-18.16%	2027916	-19.80%
2017-18	9121.53	30.16%	2210595	9.01%
2018-19	11071.02	21.37%	2573478	16.42 %

#### **4.1 Performance of District Revenue Officer (Stamps)/ Special Deputy Collector (Stamps)**

Documents pertaining to Sale, Exchange, Gift and Settlement of immovable properties are to be registered, adopting market value as per section 47 A(1) of the Indian Stamp Act. If the Registering Officer has reason to believe that the value of any document presented is lesser than the prevailing Market value, he has to refer the same within 21 days under section 47 A(1) of Indian Stamp Act for fixation of correct market value by the District Revenue Officer(Stamps)/ Special Deputy Collector (Stamps) after registration of the document. He shall conduct spot enquiry and determine the Market value of the property. Deficit stamp duty, if any, is collected by the District Revenue Officer (Stamps) / Special Deputy Collector (Stamps) accordingly and if the registrant fails

to pay the deficit stamp duty within 2 months from the date of notice issued to him, the document is referred for recovery of deficit stamp duty under the Revenue Recovery Act.

Registrants aggrieved over the orders of the District Revenue Officer (Stamps) / Special Deputy Collector (Stamps) shall prefer an appeal against the same to the Inspector General of Registration under section 47A(5) of the Indian Stamp Act and then to the High court under 47A(10) of the said Act. The Inspector General of Registration can also take up "suo-motu" revision based on the orders passed by District Revenue Officer(Stamps) / Special Deputy Collector (Stamps) under section 47A(6) of Indian Stamp Act.

Collection under 47A (1) of the Indian Stamp Act for the Financial year 2018-2019:-

Documents referred to DRO/SDC (Stamps)	10897
No. of final orders passed	10156
No. of cases in which Deficit stamp duty was collected	9446
Amount of Deficit stamp duty Collected	Rs.62.63 crores

#### **4.2 Market Value Guidelines**

The Market Value Guidelines are implemented from 1.4.2012. The Market Value Guidelines for 3.97 Crore survey Numbers and 1.84 lakh streets are available in the department website, [https:// tnreginet.gov.in](https://tnreginet.gov.in).

Inspector General of Registration is the Chairman of the State level Valuation Committee and District Collectors are the Chairpersons of the Valuation Sub-committees in the Districts and they examine the genuineness of the Market Value Guidelines. They periodically take



necessary steps to rationalize the Market Value Guidelines.

Anomalies are rectified for the benefit of the public and regular spot inspections with local body authorities and revenue authorities are being conducted. Rationalization of Market Value Guidelines provide a solution through the above mentioned committees to rectify the anomalies that prevail at villages and towns.

In order to reflect the common opinion of the public to rationalize the Market Value Guidelines, the Valuation Committee effected uniform 33% reduction in the Market Value Guidelines throughout the State with effect from 09.06.2017. This initiative has received wide acclaim from the public. Registration fees in respect of instruments of Sale, Gift, Exchange and Settlement among Non family members was revised to 4% from 1% with effect from 09.06.2017.

## **5. TRANSFER OF SURCHARGE ON STAMP DUTY TO LOCAL BODIES**

Surcharge on stamp duty is transferred to the local bodies. During the year 2018-19 Rs.1789,18,60,644/- was collected as Surcharge of which Rs.53,67,55,819/- (3%) has been retained as collection charges by the Registration Department and the remaining Rs.1735,51,04,825/- (97%) has been transferred to the local bodies.

## **6. REGISTRATION ACT, 1908**

### **6.1 Prohibition of Registration of unapproved layouts**

Section 22A was inserted in Registration Act, 1908 and it contains suitable provisions prohibiting registration of document relating to sale of unapproved plots and sale of properties belonging to Government or religious institutions as mentioned below:-

- (i) Lands belonging to the State Government, Local Authorities, HR & CE, Bhoodan, Wakf Board.
- (ii) Agriculture lands converted as House sites without the permission from Planning Authority, provided that the house sites without such permission may be registered if it is shown that the same house site has been previously registered as house site.
- (iii) Cancellation of sale deeds without the consent of the purchaser.

## **6.2 Revision of maximum ceiling limit of Stamp Duty and Registration Fee in respect of DOT documents**

With effect from 14/08/2018 the maximum ceiling limit of Stamp Duty and Registration Fee in respect of Agreements relating to

Deposit of Title deeds has been fixed as Rs.30,000 and Rs.6,000 respectively where the repayment period of loan is either beyond or within three months as provided under Article 6(1)(a) and (b) of Schedule I to the Indian Stamp Act, 1899.

### **6.3 Reduction of Stamp duty and Registration fees in case of amalgamation or reconstruction of companies involving transfer of property**

Based on the orders of the Hon'ble Supreme Court a circular was issued by the Inspector General of Registration wherein it was concluded to charge the instruments of amalgamation or reconstruction of companies involving transfer of property as conveyance in accordance with Article 23 of Stamp Act 1899 (7% for stamp duty and 4% for Registration Fees).

However the Government in the larger interest of promotion of industries and ease of doing business in the State has made an announcement in the Budget speech of 2019-2020 for the reduction of Stamp duty to the tune of 2% of Market value of properties or 0.6% of the aggregate of the market value of shares, whichever is higher and reduction of Registration Fees payable to the tune of Rs.30,000/- in respect of instruments of transfer of immovable property relating to amalgamation or reconstruction of companies. Accordingly, necessary orders have been issued by the Government bringing the reduction into force with effect from 1.3.2019.

## **7. ANCILLARY FUNCTIONS**

### **7.1 Societies**

A group of people with similar objectives may form a society and register the same under the Tamil Nadu Societies Registration Act, 1975.

The Tamil Nadu Societies Registration Act, 1975 provides for registration of literary, scientific, religious, charitable, sports and other categories of societies in the State. Prior to the enactment of this Act, societies were governed by Societies Registration Act, 1860 and as per the provisions of the Tamil Nadu Act, all the societies that were registered under the Central Act 21/1860 were deemed to be registered under the State Act

A Society can be formed with a minimum of 7 members. There shall be an Executive Committee of atleast 3 members to govern the management of the affairs of the society. For the purpose of registration of a society the memorandum and bye-laws have to be filed within the prescribed time limit.

A Society shall be registered by the District Registrar of the district in which the society is formed. One of the office bearers or

any member authorised by the Executive Committee shall file the documents relating to the society before the Registrar of Societies.

Every registered society should conduct at least one General Body Meeting in every financial year. Within 6 months from the completion of a financial year, every society should conduct a General Body Meeting for getting approval of the audited accounts of the society. The following shall be filed with the Registrar within 6 months from the date of General Body meeting. All the society returns can now be filed through online in STAR 2.0.

1. Receipts and Expenditure account, Balance Sheet and Report.
2. Auditor Report
3. List of members at the end of the financial year (Form-VI)
4. A declaration to the effect that the society has been carrying its business.

5. Changes in Executive Committee if the election was conducted in the General Body Meeting (Form – VII).

As per Rule 50 of Tamil Nadu Societies Registration Rules, 1978, the Registrar shall examine every list, statement, intimation etc., received by him and if he may find any defects he shall return it to the society for due rectification.

Any registered society upon an application in writing may request to condone the delay in filing of any documents which is to be filed under this Act. As per Section 49 of the Tamil Nadu Societies Registration Act, 1975 the delay in filing of returns shall be condoned on payment of fine. The competent authority to condone such delay shall be the District Registrar concerned up to a period of 3 years, the Inspector General of Registration for



a period of 3 to 5 years, and the Government for a period above 5 years.

The District Registrar may conduct an inquiry into the constitution, working and financial condition of a registered society under Section 36(1) of Tamil Nadu Societies Registration Act, 1975. On inquiry if the registrar is satisfied, that the business of the society is conducted fraudulently, he may cancel its registration under section 37 after issuing due show cause notice to the society.

If in the opinion of the Government, that any registered society is not functioning properly or the affairs are mismanaged or its activities are not in furtherance to its objects or it has contravened any of the provision of Societies Registration Act or Rules, after giving an opportunity, supersede the Executive Committee and appoint a Special officer under Section 34-A

of the Tamil Nadu Societies Registration Act, 1975.

As on 31.03.2019, there are 1,97,494 registered societies functioning in the State.

## **7.2. Chits**

Functioning of the Chits in the State is governed by the Chit Funds Act 1982. As per the provisions of the Act, the Inspector General of Registration is the Registrar of Chits. At the State level, work relating to chits is monitored by Additional Registrar of Chits, in the cadre of Additional Inspector General of Registration. As per the Chit Funds Act 1982, Deputy Inspectors General are designated as Joint Registrar of Chits, District Registrars as Deputy Registrar of Chits and Sub-Registrars as Assistant Registrar of Chits.

**Chit Arbitration**

Apart from supervising the administration of Chit Business, the disputes raised in the conduct of chits are referred to Arbitration Courts. There are 3 Chit Arbitrators, one each at Chennai (North and South), Chennai (Central) and Coimbatore to hear and pass orders on such disputes. In other areas, District Registrars (Administration) discharge the duties of Chit Arbitrator.

**Appeal**

Any aggrieved parties against the orders of the Chit Arbitrator may appeal to the State Government.

As on 31.03.2019, there are 2,984 Registered chit companies functioning in Tamil Nadu which are running 67,815 chit groups.

### **7.3. Partnership Firms**

All the District Registrars (Administration) are designated as the Registrar of Firms under the Indian Partnership Act 1932. Any change in the constitution of a Firm should be filed under this Act.

As on 31.03.2019, there are 6,64,917 registered partnership Firms in Tamil Nadu.

### **7.4 Stamp Vendors**

In order to serve the public, the Stamp Vendors have been appointed in the ratio of at least one Stamp Vendor for every 10,000 population. 3890 Stamp Vendors are in the State as on date.

Reconciliation of the accounts of the Stamp Vendors with that of the Treasuries and Pay and Accounts Offices is done by the District Registrars every month and by the Sub Registrars every

week to monitor the functioning of Stamp Vendors.

Stamp Duty can also be paid by Demand Draft, e-Stamping and On-line payment (through Net banking, Credit card, Debit card and Unified Payments Interface (UPI)).

Now, Licensed Stamp Vendors are directed to upload unique serial numbers printed on the Stamp papers, details of stock and sale in Star 2.0 Portal. Each Stamp Vendor has been provided with user ID / Login in Registration Department website <https://tnreginet.gov.in>, so as to upload unique serial numbers of the Stamp papers.

## **7.5 Document writers**

Document Writers play a vital role in drafting of documents. Document Writers license has been issued only for those who have passed the examination conducted by the Government

as per the provisions of the Tamil Nadu Document Writers License Rules, 1982. Licenses are issued under 3 categories. They are: State level licence, District level licence and Sub-District level licence.

Number of Document Writers at present (as on 31.03.2019) Document writers with State level Licence	2765
Document writers with District level Licence	2046
Document Writers with Sub-District level licence	324
Total Licensed Document Writers	5135

Documents can be prepared by the following persons:-

- (i) Advocates
- (ii) Licensed Document Writers

Model forms and drafts are available in the Department website which can be downloaded.

Public can use these model forms for preparing documents by themselves.

## **7.6 Marriage Registration**

Tamil Nadu Registration of Marriages Act, 2009 has made the registration of all marriages solemnized in the State compulsory, regardless of the religion. During 2018-2019, a total of 79,646 marriages have been registered under the said Act. During 2018-19, 55,031 marriages have been registered under Hindu Marriage Act and 6,062 marriages have been registered under the Special Marriage Act, 1954. The Department has collected a fee of Rs. 1.80 Crore on registration of the marriages. During 2018-19, 5,610 applications for issuing certified copies has been received and an amount of Rs. 2.24 Lakhs as fees has been collected under the Indian Christian Marriages Act, 1872.

## **8. EVOLUTION OF INFORMATION TECHNOLOGY IN THE DEPARTMENT**

### **8.1 Comprehensive Web based software**

Registration Department – a pioneer in computerisation, has introduced web based environment to improve quality of service through optimized services delivery to the Citizen. It includes features like seamless online interactions, e-payment, online checking of revenue records, online verification of PAN card and uniform up-gradation of software throughout the State.

On an agreement basis private vendor has been appointed as the System Integrator and authorized for the development of comprehensive web based software with the supply of hardware, installation, commissioning, networking, outsourcing of few activities in the Sub Registrar Offices and maintenance of the hardware and software for a period of five years after “Go live” of the Project. For transparency in



administration and ease of access by the public, the System Integrator prepared the new and improved version of software.

The Hon'ble Chief Minister has inaugurated the implementation of STAR 2.0 (STAR – Simplified and Transparent Administration of Registration) project on 12.2.2018 (Phase I) and 10.12.2018 (Phase II).

**“Best Practices Award - 2018” has been awarded to Registration Department for providing speedy registration and online services to public through ‘STAR 2.0’, a web based software, by Hon'ble Chief Minister during the august occasion of the Independence Day Celebrations.**

**8.1.1 The paramount features and highlights of STAR 2.0  
<http://tnreginet.gov.in>)**

- i. Public and SRO direct interface has been increased thereby avoiding middlemen.

- ii. In order to facilitate furnishing of important information of their property in possession/to be possessed, without any intermediary, Citizen login and Document Writers login have been created separately. Advocates login also has been created separately.
- iii. First-In First-Out:- Pre appointment with the concerned SRO has been integrated thereby saving of time, energy and paves way for chronological queuing of registrations, systematic registration is encouraged.
- iv. Data since 1975 are available in the central server and with the issuance of digital signature certificates to Officers, getting of online Encumbrance Certificates made possible.

- v. Getting of online Certified Copies for the computerized period has been made possible via online.
- vi. At the time of registration of documents, thumb impressions of the executants, claimants and the person to whom document has to be returned is taken and stored. Safe collection of documents by the registrant public is ensured by comparing the thumb impressions and paves way for complete eradication of manipulations and unauthorized claim, chaos over the property. Sending of SMS to the previous document's Claimants by an alert message has been facilitated.
- vii. Payment of departmental charges through banks i.e., e-payment integration has been made.
- viii. Online sending of patta transfer details to the concerned Taluk Office and sending

this information through SMS along with the acknowledgement from Taluk Office to the registrant is facilitated.

- ix. Sending SMS for various stages of registration viz., from Booking of appointment to return of documents, pending documents, EC/CC stages, undervalued documents sent to SDC etc., determination of deficit stamp duty and fees after inspection of the property, status of building inspection are alerted through SMS to the registrant public.
- x. Registration of all Marriages, Societies, Chits, Firms are computerised.
- xi. Public can convey their grievances for remedies / queries for clarifications through Toll free No.1800-102-5174.
- xii. Work flow based system has been created.
- xiii. Storage of data at three places Viz. State

Data Centre - Perungudi, IGR office-Santhome and Disaster Recovery Centre at NIC, Pune.

## **8.2 Issue of Encumbrance Certificate / Certified Copy through online**

A new Rule 147A has been inserted in the Registration Rules, 1949 to enable online issue of Encumbrance Certificate/ Certified Copy of registered documents . The Hon'ble Chief Minister of Tamil Nadu has inaugurated Online based QR coded and digitally signed Encumbrance Certificate and Certified Copy of document facility in Registration Department on 10.12.2018, through which the public can apply for Encumbrance Certificate of any property in Tamil Nadu and Certified Copy of registered document through online without going to the Sub Registrar Office concerned.

### **8.3 IP camera**

In order to monitor the functioning of the Sub Registrar Offices from Headquarters and respective Zonal Offices, two IP Cameras have been installed in each Sub-Registrar Office.

### **8.4 e-Payment through banks**

In order to provide an easy method of paying the departmental charges, e-Payment System has been implemented as an additional option by which online/offline payment can be made through 11 approved Banks for which a software has been developed. Also, a single window system for payment through online with SBI as an aggregator has been inaugurated on 10.12.2018 by the Hon'ble Chief Minister. Almost all Banks (58 Banks) under Indian Financial system are covered in this method. Payment can be made through Net banking, Credit/Debit card and UPI payment. PoS machines have been given to all the

Sub Registrar offices for collection of charges upto Rs.1,000/-.

### **8.5 Free EC Viewing**

To bring transparency and to facilitate the property owners to check the status of their property at any point of time, the department has launched anywhere/anytime online free viewing facility of Encumbrance Certificate (EC) for properties registered in Tamil Nadu. The property owners can view the status of their property from anywhere in the world through this "View EC" facility.

As of now, the details of documents registered from 1975 to till date has been digitized and the facility to download EC free of cost has been provided. Daily, on an average 20,000 users are using this facility.

### **8.6 e-Stamping**

As per Government of India guidelines, e-stamping method was introduced as an

alternative method of payment of stamp duty, through M/s.SHCIL (Stock Holding Corporation of India Limited).

e-Stamping is a physical “stamp certificate” with security features for any value as a single certificate. It can be used in lieu of stamp paper for execution of any type of documents like sale, mortgage etc.

e-Stamping facility in 63 Sub-Registrar Offices in Chennai Zone is in vogue.

The details of e-Stamping collection are as follows:

<b>Year</b>	<b>e-Stamp certificates generated</b>	<b>Amount (Rs. in crores)</b>
2010-11	1206	24.11
2011-12	6478	113.74
2012-13	11924	180.90
2013-14	32121	253.90
2014-15	67062	236.94
2015-16	82384	347.78
2016-17	100587	246.02
2017-18	132757	220.46
2018-19	94478	245.70



## **8.7 Web camera and Bio metric device for photo and fingerprint capturing**

During Registration process, Registrants photo and thumb impression are electronically captured by web-cam and Biometric device respectively. It prevents human errors, impersonation, malpractices during registration. Web camera and biometric system has been installed at all Sub Registrar Offices and is in use. It minimizes the bogus registration.

## **8.8 CUG Mobile connections**

Closed user group connections have been provided among the officers of the Registration Department to share the information in a secured manner at the right time in a quick way.

## **8.9 Digitization of Documents in Sub Registrar offices**

Government have decided to digitize all the records that are permanently preserved by the Registration Department. Accordingly,

Government have sanctioned an amount of Rs.89.17 crores. Scanning of old documents from the year 1865 to 05.07.2009 is in progress.

### **8.10 Transfer of Patta through Online**

The implementation of STAR 2.0 has facilitated the sending of applications relating to transfer of patta through online after registration of documents. In order to achieve the objective of transferring patta after the registration of the document without interface with the Revenue Department by the public, as a first step, the Hon'ble Chief Minister has inaugurated the project of transfer of patta through online after the registration of documents in respect of full-field cases in Perambalur District on pilot basis with effect from 10.03.2019.

### **8.11 Alternate VPN Connectivity from BSNL**

STAR 2.0 necessitates uninterrupted connectivity. In order to avoid disconnections

and also to have a redundant connectivity, 2 Mbps MPLS - VPN connectivity (BSNL) has been provided to all 700 field offices across the State. This has ensured seamless and uninterrupted connectivity.

In case of failure of the above said two connectivity at the same time, as an emergency measure the existing "BSNL Broadband" is being used as a third connectivity to run STAR 2.0 software.

### **8.12 Purchase of Laptops**

In order to ensure quick data transmission between the field level officers and head office, the old laptops which have crossed their lifecycle have been replaced with new ones along with data cards. This has enabled faster interaction among the departmental officials.

## **9. IMPROVEMENT OF INFRASTRUCTURE AND AMENITIES**

### **9.1 Construction of buildings**

In Registration Department 575 Sub-Registrar Offices and 3 camp offices are functioning. Out of these offices, 488 Offices are functioning in Government Buildings and 90 offices are functioning in Private Buildings.

From 2011-2012 to till date 27 Integrated Complexes consisting of 54 Sub Registrar offices at a cost of Rs.44.74 crores and 187 Sub Registrar Offices at a cost of Rs.110.15 crores have been sanctioned. Out of this, construction of 21 Integrated complexes consisting of 35 Sub Registrar Offices and 163

Sub Registrar Offices have been completed and in function.

## **9.2 Provision of Fire Safety Equipments**

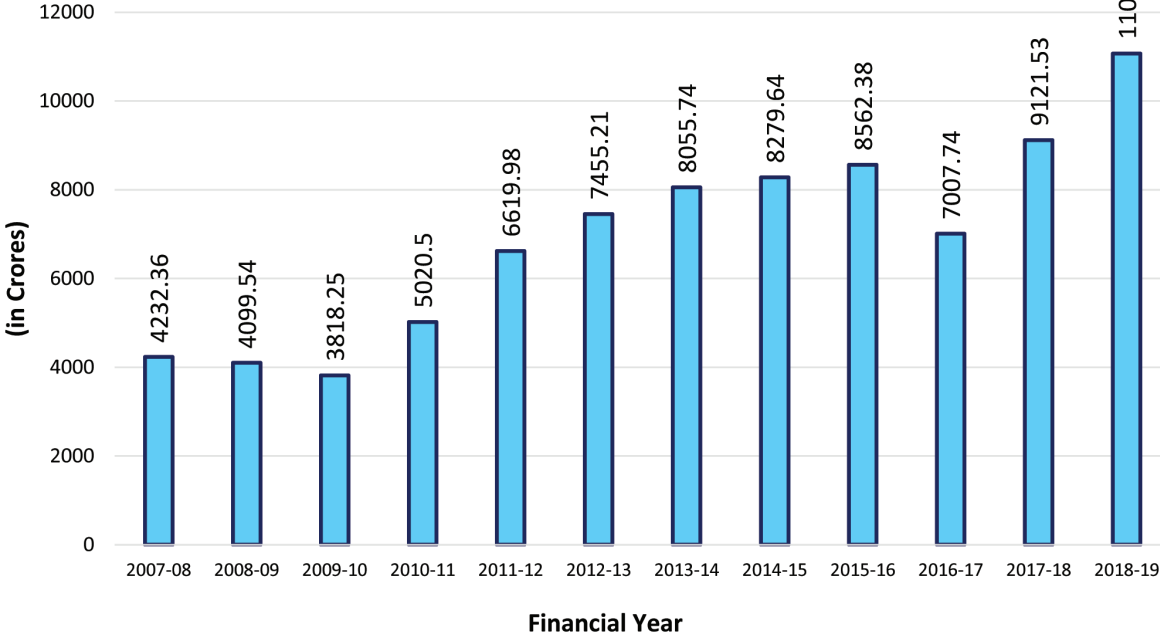
Offices of the Registration Department are handling huge volume of records that are permanent in nature. In order to protect the records that are maintained in 9 Deputy Inspector General of Registration Offices, 50 District Registrar Offices, 575 Sub-Registrar Offices, 11 Special Deputy Collector (Stamp) Offices & Registration Training Institute from fire accidents, necessary fire safety equipments have been provided to all these offices.

## **10. Right to Information Act, 2005**

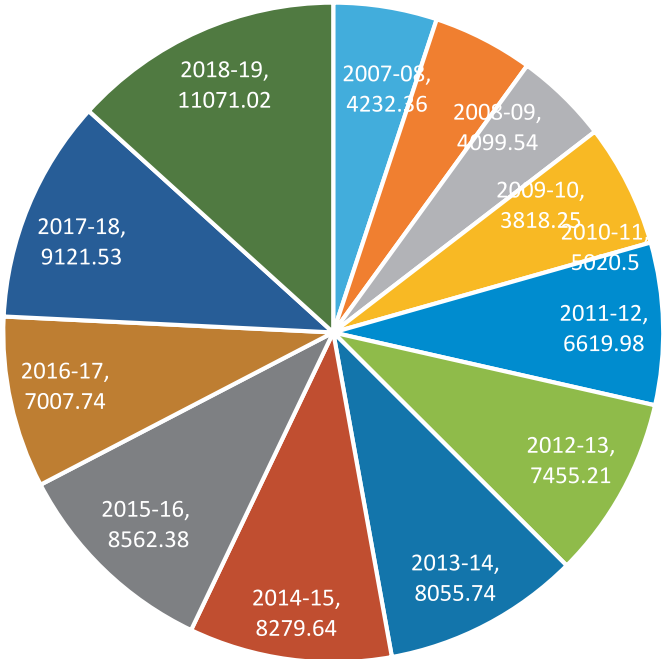
During the year 2018-2019, the department received 14,572 applications under RTI Act and information has been given and an amount of Rs.1,51,684/- has been collected as fees.

**K.C. VEERAMANI**  
**MINISTER FOR COMMERCIAL TAXES**

# Revenue

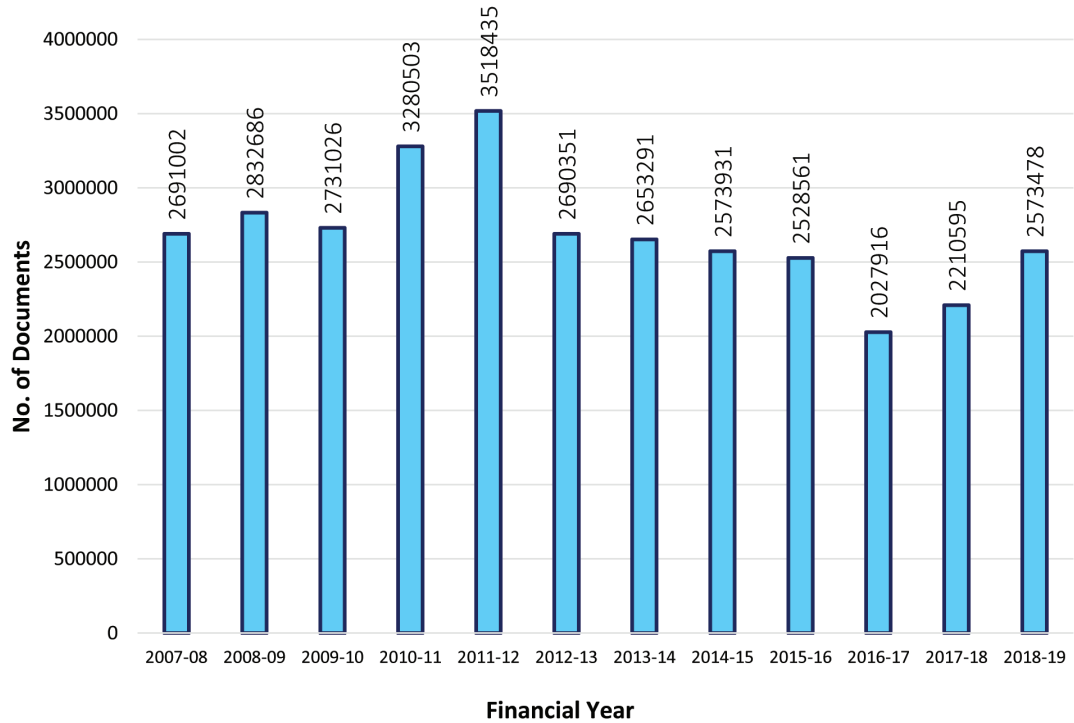


# Revenue

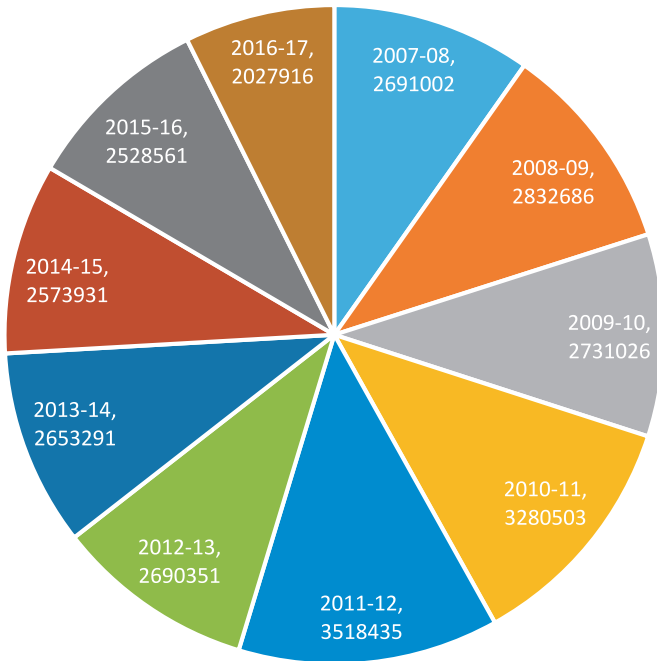




## Document Registration



## Document Registration





Hon'ble Chief Minister inaugurated Sub-Registrar Office in Guduvancherry on 25.07.2018.



Public before Registration, Guduvancherry Sub-Registrar Office.



Hon'ble Chief Minister Inaugurated Integrated Registration Complex in Thanjavur on 25.07.2018.



Hon'ble Chief Minister inaugurated Sub-Registrar Office in Thiruppananthal on 10.12.2018.



Hon'ble Chief Minister inaugurated Sub-Registrar Office in Padappai on 10.12.2018



Document Registration at Padappai Sub-Registrar Office.



“Best Practices Award - 2018” has been awarded to Registration Department for providing speedy registration and online services to public through 'STAR 2.0', a web based software, by Hon'ble Chief Minister during the august occasion of the Independence Day Celebrations on 15.8.2018.