



**COMMERCIAL TAXES AND
REGISTRATION DEPARTMENT**

DEMAND NO.11

STAMPS AND REGISTRATION

**POLICY NOTE
2021-2022**

**P.MOORTHY
MINISTER FOR COMMERCIAL TAXES
AND REGISTRATION**

©
**GOVERNMENT OF TAMIL NADU
2021**

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Introduction

“A King is he who treasure gains,
stores up, defends, And duly for his
kingdom’s weal expends.”

-Thirukkural-385.

The Registration Department serves together with the lifestyle of the common public. The public seek the services of the Registration Department atleast once in their lifetime. The public look up to the services of this Department to register their rights/titles over the properties, to register marriages

and to register Societies, Chits and Partnership Firms, which need to act as groups. The Societies Registration Act, 1860 which was enacted to regulate the Societies and the Christian Marriages Registration Act, 1872 to streamline the Christian marriages were all brought into force during the British period and they are still in force. The Registration Department, since its inception in 1864, has been successfully serving the common public for more than 157 years.

During the British period, stamp duty was introduced in the registration of documents and the Indian Stamp Act, 1899 was enacted to regulate this. Subsequently, the Registration Act came into force in 1908.

These Acts are fully administered by the Registration Department even now. This department renders the services of registration of Documents, Marriages, Chits, Societies, Partnership firms, issue of certificates of Birth and Death, etc. Further, this department serves as one of the leading revenue yielding departments by contributing nearly 10% of the total revenue of the State.

'STAR' (Simplified Transparent Administration of Registration) project is seen as the most significant achievement of the Registration Department. The former Hon'ble Chief Minister Dr.Kalaignar inaugurated this project on 06.02.2000 and

under this project, not only all the functions of this department have been computerized but also all the records of the department have been digitized. Due to total computerization of the department, simple, transparent and swift services are provided to the public. The prominent objective of this department is to make the registration experience of the public who seek the services of this department - a pleasant one.

2. Organisational Set up

This department has its headquarters at Chennai and is headed by the Inspector General of Registration. He is assisted by the following four Additional Inspectors General of Registration.

Sl. No.	Designation	Allocation of Subjects
1.	Additional Inspector General of Registration (Stamp and Registration)	Indian Stamp Act, Registration Act, Accountant General audit relating to Revenue Receipts, Computerization
2.	Additional Inspector General of Registration (Chits and Societies)/ Additional Registrar of Chits	Chit Funds Act, Tamil Nadu Societies Registration Act, Construction and Maintenance of Office buildings, Licences of Stamp Vendors and Document Writers, Inspection of offices.
3.	Additional Inspector General of Registration (Intelligence)	Inspection of Buildings, Departmental Audit, Marriage Acts, Birth and Death Act, Vehicles, Stationeries.
4.	Additional Inspector General of Registration (Guide Line)	Section 47(A) of Indian Stamp Act, 1899, Market Value Guidelines, Nature of documents.

2.1 Registration Zones

Registration Department has been divided into nine zones. Each Zone is headed by a Deputy Inspector General of Registration.

Sl. No.	Registration Zones	Zonal Head quarters	Registration Districts
1.	Chennai	Chennai (South)	Chennai (North) Chennai (South) Chennai (Central) Chengalpattu Kancheepuram
2.	Vellore	Vellore	Vellore Cheyyar Arakkonam Tiruvannamalai
3.	Cuddalore	Cuddalore	Cuddalore Villupuram Kallakurichi Chidambaram Tindivanam Virudhachalam
4.	Salem	Salem	Salem (East) Salem (West) Krishnagiri Namakkal Dharmapuri

Sl. No.	Registration Zones	Zonal Head quarters	Registration Districts
5.	Tiruchirappalli	Tiruchirappalli	Tiruchirappalli Ariyalur Karur Pudukottai
6.	Thanjavur	Thanjavur	Thanjavur Nagapattinam Mayiladuthurai Pattukottai Kumbakonam
7.	Coimbatore	Coimbatore	Coimbatore Tiruppur Udhagamandalam Erode Gobichettipalayam
8.	Madurai	Madurai	Madurai (North) Madurai (South) Dindigul Palani Periyakulam Ramanathapuram Sivagangai Virudhunagar Karaikudi
9.	Tirunelveli	Tirunelveli	Tirunelveli Palayamkottai Cheranmahadevi Tenkasi Thoothukudi Kanniyakumari Marthandam

2.2. Assistant Inspector General of Registration

In addition, zonal offices are functioning at Chennai, Coimbatore, Tiruchirappalli and Madurai headed by the Assistant Inspectors General of Registration. The Zonal Assistant Inspectors General of Registration pass orders in respect of Appeals preferred by the Sub Registrars against the final orders passed by the District Registrars (Audit) and also conduct test audits in the registering offices.

2.3. Registration Districts

There are 50 Registration Districts in Tamil Nadu. The District Registrar (Administration) is the head of the Registration District. Out of these, 16

Registration Districts comprised in the Corporation areas are administered by the District Registrars in the cadre of Assistant Inspector General of Registration.

a) District Registrar monitors the Sub Registrar offices falling within his/her jurisdiction.

b) He/She conducts periodical inspection of Sub Registrar offices.

c) The District Registrar passes orders over the appeals preferred against the refusal of registration of documents.

d) Under Sections 31 and 32 of the Indian Stamp Act, 1899, the District Registrar adjudicates documents as to whether they are duly stamped.

e) After the registration, if the document is found to be not duly stamped, the District Registrar conducts an inquiry and issues certificate demanding deficit stamp duty under Section 33(A) of the Indian Stamp Act, 1899.

f) The District Registrar does registration of Societies and particulars related to Societies.

g) He/She registers Partnership Firms.

h) He/She also acts as a Deputy Registrar of Chits.

i) The sealed covers containing Wills are presented for deposition to the District Registrar.

2.4. Audit Wing of Registration Department

In order to conduct audit of documents registered in the Sub Registrar Offices, a separate audit wing is functioning in this department. The audit wing of the Registration Department has 45 audit units and each unit is headed by an officer in the cadre of District Registrar.

The audit wing carries out 100% audit on all registered documents. Whenever defects are pointed out by the auditors and such defects involve revenue loss to Government, statutory actions are initiated immediately so as to realize the loss amount.

2.5. Sub Registrar Offices

There are 575 Sub Registrar offices and three camp offices in the State. Registration of documents is done in the camp offices viz., Kulathur attached with Mettur and Kollimalai with Senthamangalam and Padugapathu with Komadikottai on Tuesdays and Thursdays only.

2.5.1 Duties of Sub Registrars

- a) The important duties of the Sub Registrars are registration of documents relating to transaction of property, issuing of encumbrance certificate, issuing of certified copy of document and registration of marriages under various Acts.
- b) The Sub Registrars have to file the orders like attachments and certificates sent to them under Section 89 of the Registration Act, 1908.
- c) The Sub Registrars function as custodians of Birth and Death Records pertaining to Village Panchayats and Town Panchayats.
- d) They act as Deputy Registrars of Chits under Chit Funds Act.

2.6. Registration Training Institute

Registration Training Institute has been functioning since 1996 at Chennai for imparting training to the incumbents of the Registration Department in respect of the Acts administered by the department and services rendered by the department from time to time. This institution is functioning under a Director in the cadre of Deputy Inspector General of Registration. Accommodation facilities are provided to the trainees.

2.7. Inspectors of Special Type of Buildings

In order to assess the value of the buildings possessing higher value and special type of buildings like factory buildings,

commercial complexes, cinema theatres mentioned in the documents, two Assistant Executive Engineers are serving in this department at Chennai and Madurai on foreign service terms from the Public Works Department.

3. Acts in force in the Registration Department

Totally there are 13 Acts administered by the Registration Department out of which four Acts are fully administered and nine Acts partially. They are as follows:-

a) Fully administered Acts

- 1) The Indian Stamp Act, 1899
- 2) The Registration Act, 1908
- 3) The Tamil Nadu Societies Registration Act, 1975
- 4) The Chit Funds Act, 1982

b) Partially administered Acts

- 1) Indian Christian Marriage Act, 1872
- 2) The Births, Deaths and Marriages Act, 1886
- 3) The Parsi Marriage and Divorce Act, 1932
- 4) The Indian Partnership Act, 1932
- 5) The Special Marriage Act, 1954
- 6) The Hindu Marriage Act, 1955
- 7) Dowry Prohibition Act, 1961
- 8) Births and Deaths Act, 1969
- 9) The Tamil Nadu Registration of Marriages Act, 2009

4. Revenue earned by the Department

In addition to stamp duty and registration fees, revenue is earned by way of registering Hindu Marriages, Special Marriages, registering Societies, Chits, Partnership firms, issuing encumbrance certificates, issuing certified copies, and issuing certificates of birth and death. Stamp duty of 5% and registration fee of 4%

are collected for the deeds of Sale, Exchange and Gift. Transfer duty surcharge of 2% is also collected for these documents. In respect of other documents, stamp duty and registration fee are collected with reference to the nature of documents.

4.1 The details of revenue collected by the Department under various heads during the year 2020-21 are as follows:-

Sl. No.	Type of revenue	Revenue collected by the Department (Rs. in Cr.)
1.	Stamp Duty	6,474.97
2.	Registration Fee	3,885.81
3.	Registration of Marriages	2.38
4.	Registration of Societies	8.13
5.	Registration of Chits	16.79
6.	Others (inclusive of Birth and Death certificates and Compact Discs, etc.)	16.39
7.	Marketable Securities and Insurance Policies	238.61
Total		10,643.08

In the financial year 2021-22, upto the month of July, 7,32,991 documents have been registered and revenue of Rs.3,342.87 crore has been earned.

5. Allocation of Transfer Duty Surcharge to the Local Bodies

The transfer duty surcharge thus collected by Registration Department is apportioned to the local bodies. In the financial year 2020-21, surcharge of Rs.1,572.33 crore has been collected. Out of this, Rs.47.17 crore being 3% of collected surcharge has been retained by the department and remaining amount of Rs.1,525.16 crore being 97% of collected surcharge has been transferred to the local

bodies. Annually, surcharge to the tune of Rs.1,600 Crore is transferred to the local bodies.

6. Duties of District Revenue Officers (Stamps)/Special Deputy Collectors (Stamps)

In order to determine true market value of the properties, District Revenue Officers have been appointed at Chennai and Coimbatore at Zonal Level and Special Deputy Collectors have been appointed at Virudhunagar, Kanchipuram, Madurai, Vellore, Salem, Cuddalore, Thanjavur, Tiruchirappalli, Tirunelveli as 'Collectors of Stamp Duty' under Section 47(A) of the Indian Stamp Act, 1899. They are deputed from the Revenue Department on foreign service.

6.1. If the Registering officer has sufficient reason to believe that the market value of the property has not been truly set forth in the deeds of Conveyance, Exchange, Gift, Release of Benami Rights and Settlement, the Registering Officer, after registering the deed, refers the same to the concerned District Revenue Officer (Stamps) or the Special Deputy Collector (Stamps) for determination of true market value.

6.2. If the registrants prefer an appeal against the final order passed by the District Revenue Officer (Stamps)/ Special Deputy Collector (Stamps), the Indian Stamp Act, 1899 provides to make such appeal before the Inspector General of Registration

who also acts as the Chief Controlling Revenue Authority under Section 47(A)(5).

6.3. If the Inspector General of Registration/ Chief Controlling Revenue Authority considers that the order determining the market value passed by the District Revenue Officer (Stamps)/ Special Deputy Collector (Stamps) is prejudicial to the interest of revenue to the Government, the Chief Controlling Revenue Authority can initiate ***suomotu*** action to revise such order.

6.4. If the registrants are aggrieved over the orders passed by the Chief Controlling Revenue Authority under Sections 47(A)(5) and 47(A)(6) of the Indian Stamp Act, 1899, they can prefer an appeal before

the High Court under Section 47(A)(10) of the Indian Stamp Act, 1899.

6.5. If the registrants do not come forward to pay differential stamp duty as per the order passed by the District Revenue Officer (Stamps) / Special Deputy Collector (Stamps), action is initiated under Revenue Recovery Act for collecting the dues.

6.6. Details of documents referred under Section 47(A)(1) of the Indian Stamp Act, 1899 and action initiated under the said Act during the financial year 2020-21.

Sl. No.	Particulars	Number of documents
1.	Number of documents pending at the beginning of the year	4,389
2.	Number of documents referred to District Revenue Officer (Stamps)/ Special Deputy Collector (Stamps)	8,756
3.	Total	13,145

4.	Number of documents for which final orders have been passed by the District Revenue Officer (Stamps)/Special Deputy Collector (Stamps)	10,877
5.	Number of documents for which deficit stamp duty has been collected	8,126
Deficit stamp duty collected for the above 8,126 documents is Rs.52.80 Crore		

7. Market Value Guidelines

Indian Stamp Act, 1899 was amended and Section 47AA was inserted in the year 2010. By virtue of this, legal recognition has been given to the Market Value Guidelines. As per this Act, a State level Valuation Committee headed by the Inspector General of Registration is the final authority for formulation of policy of the Market Value Guidelines and to estimate and revise the

values. This Committee issues necessary guidelines to the Sub Valuation Committees from time to time.

7.1. Sub Valuation Committees are functioning under the District Collector at District level. Market Value Guidelines are prepared by these Committees. When any discrepancy is found in the Market Value Guidelines, District level Sub Valuation Committee may conduct inquiry. However, this Sub Committee is empowered only to increase the value. Whenever the Sub Committee decreases the value, the approval has to be obtained from the State level Committee. As regards land acquisition by

Government, the approval has to be obtained from the Government.

7.2. The Market Value Guidelines prepared by the Sub Valuation Committee came into force with effect from 01-04-2012. This was reduced by 33% from 09-06-2017 onwards.

7.3. In rural areas, the Market Value Guidelines are based on the survey numbers and in urban areas, the Market Value Guidelines are on the basis of streets. The updated Market Value Guidelines are available in the website <https://tnreginet.gov.in> of the Registration Department.

8. Significant Amendment made in the Registration Act, 1908

In order to avoid the documents registered against public policy, Section 22(A) has been inserted in Registration Act, 1908. By virtue of this, the Sub Registrar can refuse the registration of properties owned by Government, local bodies, Hindu Religious and Charitable Endowments, Bhoodan and Wakf Board and unapproved house sites by way of deeds of Sale, Exchange, Gift, Mortgage, Lease presented for registration without obtaining proper sanction. As per this Act, registration in respect of deed of cancellation of sale

executed without the consent of the purchaser can also be refused.

8.1. Steps taken to curtail fraudulent registration

In order to curtail fraud, forgery and impersonation in registration of deeds relating to immovable property and to ascertain the right of executants over the property comprised in such deeds, the Registering officer, at the time of registration of deeds, shall verify,

1. whether the Encumbrance Certificate and original documents are furnished.
2. whether patta, Revenue Department's documents and tax receipts are furnished if the property is ancestral property and the original documents are not available.

3. whether the party has furnished certified copy of the document and copy of 'not traceable certificate' issued by the Police Department and the advertisement published in local dailies regarding loss of documents, when the previous original document is lost.
4. whether the original identity cards of executant and claimant are furnished.
5. The Sub Registrar has to write in the first page of the original previous document as 'verified' and it has to be signed by him/her and the same has to be scanned along with the deed presented for registration.
6. As the software 'TAMIL NILAM' pertaining to the Revenue Department and the software 'STAR 2.0' pertaining to the Registration

Department have been integrated, patta is verified before registration of documents.

7. Photo and thumb impression of the registrants are being taken through web camera and bio metric device respectively in the office itself.
8. Thumb impression is verified with the thumb impression taken by using biometric device at the time of registration of previous document.
9. SMS Message is being sent to the mobile phone number of the person who is the previous owner of the property.

8.2 Exemption of Stamp Duty granted to Micro, Small and Medium Enterprises (MSME)

Considering the impact of Covid-19 pandemic at international level, as

regards Micro, Small and Medium Enterprises, the Government have extended the 100% exemption of stamp duty as a short term concession upto 31-12-2021 in respect of deeds of Agreement relating to Deposit of Title Deeds, pawn or pledge executed by the MSME Sector in favour of Banks or Financial Institutions for securing the loan availed by them under Aatma Nirbhar Bharat Package (Emergency Credit Line Guarantee Scheme).

9. Registration of Societies

The Tamil Nadu Societies Registration Act, 1975 provides for the registration of organizations formed for the purpose of developing Literature, Science, Religion,

Charity, Sports as Societies. In order to form a Society, minimum seven members are required. After forming the Society, the memorandum and bye-laws of the Society shall be presented before the Registrar of Societies concerned for registration. 'STAR 2.0' provides for online Registration of Societies.

9.1. There shall be an elected Executive Committee consisting of minimum 3 members to administer the affairs of the Society. As per the Societies Registration Act, 1975, at least one General body Meeting should have been conducted in a financial year. The Audited Accounts should be placed before the General body Meeting.

Besides, the documents required to be filed should be filed within the prescribed time limit.

9.2. The Act provides to condone the delay in filing of aforesaid documents. The delay may be condoned by the District Registrar concerned for a period upto 10 years, by the Inspector General of Registration for a period upto 20 years and by the Government beyond the period of 20 years. If a registered Society fails to do statutory filings for three consecutive years, this Act empowers the Registrar to remove the name of the Society from the register of Societies.

9.3. As on 31.03.2021, there are 2,14,109 Societies registered in the State. In

the financial year 2020-21, a sum of Rs.8.13 Crore has been collected under the Societies Registration Act.

10. Registration of Chits

The Chit Funds Act, 1982 has been enacted for the purpose of regulating the Chit activities. As per this Act, the Inspector General of Registration is the Chit Registrar. Functions related to Chits at the State level are monitored by the Additional Registrar of Chits. Under the Chit Funds Act, Deputy Inspectors General of Registration and District Registrars and Sub Registrars (Chits and Societies) act as Joint Chit Registrars and Deputy Chit Registrars and Assistant Chit Registrars respectively.

After receiving security amount from the Chit Companies, District Registrar issues previous sanction order for starting a new Chit group. Totally there are 2,985 Chit Companies registered in the State as on 31-03-2021. A sum of Rs.16.79 Crore has been collected during the financial year 2020-21 as revenue under Chit Funds Act, 1982.

10.1 Chit Arbitration

Chit Arbitration Courts have been constituted to solve the disputes between the Foreman and the Subscriber. These Arbitration Courts are being presided by the Arbitrators in the cadre of District Registrar.

The following three Chit Arbitrators are exclusively available:-

- (a) Chit Arbitrator, North Chennai and South Chennai
- (b) Chit Arbitrator, Central Chennai
- (c) Chit Arbitrator, Coimbatore.

District Registrars (Administration) act as the Chit Arbitrators in other parts of the State. The Chit Arbitrators, after conducting inquiries, pass the decrees. Appeals can be preferred before the Government against the decrees passed by the Chit Arbitrator.

11. Registration of Partnership Firms

The Indian Partnership Act, 1932 provides to register the Partnership Firms with the District Registrar (Administration) who acts as Registrar of Partnership Firms.

Facility has been provided in Registration Department's website for online registration of Partnership Firms. After registration of Partnership Firm through online, Certificate of Registration can be downloaded from the department's Website by the Partnership Firms. In Tamil Nadu, there are 5,74,761 registered Partnership Firms as on 31-03-2021 and during the financial year 2020-21, a sum of Rs.9,92,666/-was collected from them.

12. Stamp Vendors

As per Tamil Nadu Stamp Rules, Stamp Vendor Licences are issued by the District Registrar. Licensed Stamp Vendors are entitled to sell the stamp papers described in

their License. In each District, at the calculation of one Stamp Vendor for 10,000 persons, the Stamp Vendor Licenses are issued. As on 31.03.2021, there are 4,423 Stamp Vendors in Tamil Nadu.

13. Document Writers

Under the Tamil Nadu Document Writer License Rules, 1982, three types of Licenses are issued. The details are as follows:-

Sl. No.	Type of License	Issuing Authority
(a)	State License ('A' License)	Inspector General of Registration/Deputy Inspector General of Registration
(b)	District level License ('B' License)	District Registrar (Administration)
(c)	Sub District level License ('C' License)	District Registrar (Administration)

As on 31-03-2021, there are 2,874 'A' License Document Writers and 2,002 'B' License Document Writers and 312 'C' License Document Writers - in total 5,188 Document Writers in the State.

13.1. Through the Document Writers Welfare Fund which has been created for the welfare of the Document Writers, various welfare schemes namely, Pension, Death relief to the family of the deceased members, Marriage Assistance and Educational Assistance for the wards of the members, etc., will be implemented.

13.2. Public can use the templates available in the Registration Department's website

(<https://tnreginet.gov.in>) and prepare their own documents.

14. Marriage Registration

In the Sub Registrar offices, marriages are registered under the following Acts:-

- (a) The Hindu Marriage Act, 1955
- (b) The Special Marriage Act, 1954
- (c) The Tamil Nadu Registration of Marriages Act, 2009

The following table shows the details of marriages registered under various Acts during the year 2020-21.

Sl. No.	Marriage Act	No of Marriages registered
1.	The Tamil Nadu Registration of Marriages Act, 2009	70,065
2.	The Hindu Marriage Act, 1955	45,212
3.	The Special Marriage Act, 1954	4,537

14.1. The Tamil Nadu Registration of Marriages Act, 2009 mandates compulsory registration of marriages solemnized within the territory of Tamil Nadu irrespective of religion professed by the parties to the marriage.

14.2. As per the Indian Christian Marriage Act, 1872, the details of the Christian marriages solemnized by the priests or the persons licensed to solemnize the marriage of Indian Christians are received by the District Registrars and reported to the Inspector General of Registration. Whenever the true extracts of certificates of Indian Christian marriages are applied for, they are issued in the office of the Inspector

General of Registration by Personal Assistant (General) to the Inspector General of Registration. In the year 2020-21, totally 4,138 true extracts of certificates of Christian marriages have been issued under the said Act.

15. Evolution of Information Technology in the Department - Computerisation and Digitisation

- a) Computerisation Project in Registration Department was initiated by the former Honourable Chief Minister Dr.Kalaignar on 06.02.2000. Initially, 23 offices were computerized and then the same has been extended to all offices.
- b) The computerisation project was taken up as two activities, namely, software service through 'STAR' (Simplified and Transparent

Administration of Registration) and Encumbrance Certificate Service via networking through 'REGiNET' (Registration Information Network). This has not only made a change in the conventional registration process but also ensured a transparent, simple, quick, efficient, consistent, reliable and secured system.

- c) Through STAR software, preparation of Index I, II, III and IV, scanning of documents, preparation of Encumbrance Certificate, Hindu Marriage Registration etc., had been done.
- d) In order to mitigate the hurdles endured due to non-integration of softwares handled by the department and to provide error free services to the registrants uniformly throughout the State, 'STAR 2.0', a comprehensive web based software was designed.

e) Through this software, various services like Online payment, Verification of revenue records, Issue of Digitally signed Certified copies are being provided.

f) Data of this department are being stored safely at the following three places:-

1. M/s.ELCOT State Data Centre at Perungudi, Chennai
2. Data Centre at the office of Inspector General of Registration, Chennai and
3. Disaster Recovery Centre at National Informatics Centre, Pune, Maharashtra.

Due to this central storage, irregularities are eradicated at a greater level.

g) 'STAR' is a comprehensive e-governance package using Tamil and English interface in the Registration Department portal <https://tnreginet.gov.in> meeting out all the needs of the registrants.

h) Keeping in mind the transparency of administration and easy accessibility to public, a new web based upgraded software has been designed. For the purpose of software preparation, supply of hardware, installation, network connectivity and to extend the services required in the Sub Registries by way of outsourcing, this Project is being implemented on contract basis with a Private Partner and this also includes maintenance of software and hardware for a period of five years from the date of implementation.

16. Salient features of 'STAR 2.0' software and TNREGINET network for ensuring transparency

a) Separate login facilities have been provided for public, document writers and advocates.

- b) By utilizing the facility of creating the document, the public can themselves create the required document in the portal itself by entering the details of seller, purchaser and property details.
- c) After choosing the required Sub Registrar Office, the registrants can avail the Token Booking Facility for registration of document/marriage. Thereby the public can select the desired date and time for their registration.
- d) From the presentation of the document for registration till the return of the same, 33 kinds of SMS messages are being sent to the registrants and some of the messages are mentioned below:
 - 1) Token booking details on registration of Document/Marriage

- 2) Reason for pendency of document
 - 3) Encumbrance Certificate application status
 - 4) Details of undervalued documents sent to District Revenue Officer/Special Deputy Collector (Stamps)
 - 5) Details of deficit stamp duty and registration fee to be paid after field inspection
 - 6) Intimation for receipt of document
 - 7) Patta Transfer application details
- e) The details of registration of properties are being forwarded online to the Taluk offices for patta transfer and this information is also sent to the registrant as SMS message along with the acknowledgement number received from the Taluk Offices.

- f) Facility has been provided for payment of departmental charges through all banks and all approved payment methods.
- g) Encumbrance Certificates for the period from 1975 can be viewed online and downloaded free of cost.
- h) In Society registration, facility has been made for submitting bye-law, membership form etc., through online and online payment of requisite fee without visiting the District Registrar Office. The applications received are scrutinized by the District Registrar and on registration, the digitally signed certificate is sent to the beneficiaries' login.
- i) For the registration of Partnership Firms, facility has been made for

submitting application of the Partnership Firm through online and for online payment of requisite fee. The application received is scrutinized by the District Registrar and on registration, the digitally signed certificate is sent to the beneficiary's login.

- j) Facility has also been made for filing of Balance sheet and minutes of Registered Chits through online.
- k) Toll free Number 1800 102 5174 has been created facilitating the public to send queries/getting clarifications and solutions.

17. Internet Protocol Camera

As a next step for providing quality services to the public, curtailing middle men

entering the offices of the Sub Registrars, safeguarding from unethical activities during registration process for favour of remote monitoring from headquarters and respective zonal offices, 3 Internet Protocol (IP) Cameras have been installed in each Sub Registrar office. This facilitates remote monitoring of Sub Registrar offices from the office of Inspector General of Registration and from the offices of Deputy Inspector General of Registration.

The registration process recorded in the IP Camera in a video form is copied in a DVD and the same is given to the registrants of the documents/marriages after collecting Rs.100/- for each DVD.

18. Online payment through banks

The following banks have been facilitated for safe and simple mode of payment of departmental charges either directly or online.

- a) State Bank of India
- b) Indian Overseas Bank
- c) Indian Bank
- d) IDBI Bank
- e) Central Bank of India
- f) Punjab National Bank
- g) Bank of Baroda
- h) Union Bank of India

Apart from this, department's software has been integrated with State Bank of India and this bank is acting as an 'aggregator' for other banks. Hence payment of departmental

charges can be made through all banks (58 banks) and by approved payment methods viz., Netbanking, debit card, credit card, UPI payment, RTGS and NEFT. Moreover, in order to collect amount less than Rs.1,000/- PoS machines have been given to all 575 Sub Registrar offices through State Bank of India.

19.Free online viewing and downloading of Encumbrance Certificate

Public rely on the Sub Registrar's Offices for obtaining Encumbrance Certificate which is the first step for acquiring a property. In order to minimise the visit of the public to the Sub Registrar Offices and for the purpose of bringing transparency in property transactions, facility has been

provided to check and view the details of transactions of the properties located in the State at any time and from anywhere through the departmental website free of cost. The property owners can also download the Encumbrance Certificates. Using this facility, on an average, 70,000 Encumbrance Certificates are being downloaded every day.

20. Facility for getting certified copies of Encumbrance Certificate and other documents through Online

The certified copies of Encumbrance Certificate and other documents can be applied through online on payment of required fees paid through online and the digitally signed and QR coded Encumbrance Certificates or certified copies of documents pertaining to computerisation period can be

obtained by the applicant in his/her login. Thus, public can get Encumbrance Certificates and Certified Copies being at their residences.

21. e-Stamping

In order to make an alternative mode of payment of stamp duty to the Registration Department, M/s. Stock Holding Corporation of India Ltd. has been authorised to issue e-Stamps on behalf of Government of Tamil Nadu. As a first step, e-Stamping was inaugurated on 27-05-2010 in Nine Sub Registrar offices in Chennai.

The e-Stamp is an electronically generated stamp paper. This can be used like a normal stamp paper for all documents.

One e-stamp is sufficient for any value of stamp duty. It has a unique number generated through system.

The e-Stamping is implemented in all 63 Sub Registrar Offices in Chennai Zone and 56 Sub Registrar offices pertaining to other Corporation areas. The e-Stamps are available at the centres of M/s.SHCIL located at Sub Registrar Offices in Mylapore, Chennai Central Joint I, Chennai North Joint I and Chennai South Joint I and the banks, which have been recognized as collecting centres by M/s.SHCIL. The Judicial e-Stamp papers are sold through M/s SHCIL at the campus of High Court, Chennai and its Madurai Bench.

22. Implementation of Web Camera and Bio Metric Devices

In order to curb manual errors in registration process, impersonation and malpractices in registration, photos of parties to the document through web camera and their thumb impressions through biometric devices are being taken from 29-07-2010. This scheme is being implemented in all Sub Registrar offices. If thumb impression of the purchaser of the sale deed had been taken through biometric device and such purchaser subsequently sells his/her property, registration of the subsequent sale deed is registered only after comparing the

thumb impression with that of his/her thumb impression of previous sale deed.

23. e-Sign

Aadhar based e-sign has been enabled for the officials of this Department. While issuing Encumbrance Certificate, Certified Copy, Society registration certificate, Partnership Firm registration certificate through website, this e-sign integrated with Aadhar details is embossed on these items. A recurring annual expenditure of Rs.28,70,000/- has been accorded to avail this facility from Tamil Nadu e-Governance Agency (TNeGA).

24. Digitisation of documents in Sub-Registrar Offices

In order to safeguard the old volumes and indices preserved at Sub Registrar offices from natural calamities, loss of registration details due to wear and tear, Government decided to digitize the records so as to preserve them permanently. Scanning of documents for the period from 1865 to 05.07.2009 is under process. The scanning of old records kept in the Sub Registrar Offices is done by two vendors who have been selected through tender process and this work is under progress.

This project not only ensures tamper proof safeguarding of documents but also

facilitates easy issue of certified copies of documents through online. Moreover, during transfer of patta, it enables the Revenue Department to scrutinize necessary previous documents through online.

25. Verification of Thumb Impression / Iris of Executant and Claimant of the Document with Aadhar Details – A Pilot Scheme

During registration of document, thumb impression of the executant/claimant is taken. By verifying their thumb impression on a real time basis with Aadhar database, impersonation can be curbed. When a thumb impression is not matching with Aadhar details, the iris is captured through

Iris Scanner and the same is compared with iris details found in the Aadhar data base.

This Project is being implemented on a pilot basis in the following offices from the dates mentioned against each.

Sl. No	Zone	District	SRO	Pilot Project Implementation date
1.	Madurai	Virudhunagar	Rajapalayam	07-06-2021
2.	Chennai	Chennai Central	Joint I SRO	07-06-2021
3.	Coimbatore	Coimbatore	Peelamedu	02-08-2021
4.	Salem	Salem East	Dadagapatti	02-08-2021
5.	Thanjavur	Thanjavur	Makarnonbuchavadi	02-08-2021
6.	Tirunelveli	Tirunelveli	Joint I SRO	02-08-2021
7.	Vellore	Vellore	Pallikonda	02-08-2021
8.	Cuddalore	Virudhachalam	Veppur	02-08-2021
9.	Trichy	Trichy	Musiri	02-08-2021

On the basis of experience gained out of this pilot scheme, it will be extended throughout the State.

26. Automatic Patta Transfer

Since 'STAR 2.0' of Registration Department and 'TAMIL NILAM' of Revenue Department have been integrated, on completion of registration of document, applications are sent through online for transferring patta after dividing the same into two categories, viz., (i) applications requiring sub division (ii) applications not requiring sub division. With respect to applications not requiring sub division, mutation of patta is automatically made in 'TAMIL NILAM' software, if such applications fulfil the following conditions:

1. Seller name finds place in patta
2. Property without any encumbrances

3. Property having correct survey number and sub division
4. When a purchaser has any other property in the same village, he/she has to furnish patta details of such property

This has been implemented with regard to rural areas. With respect to urban areas, integration of 'STAR 2.0' and 'TAMIL NILAM' has been completed and as a pilot project, Automatic Patta Transfer Scheme is under testing mode in Triplicane and Mambalam Taluks and on the basis of experience gained out of this pilot scheme, it will be extended in the urban areas of the State.

27. Steps for improving the Ease of Doing business

In tune with the policy of the Government to improve the investment

climate, attract investments, increase job opportunities and thereby to develop the economy of the State, the Registration Department has introduced many reforms.

- a) Under Ease of Doing Business BRAP (Business Reform Action Plan), the following services have been integrated with 'Single Window portal' created by 'Guidance Bureau':
 1. Encumbrance Certificate
 2. Certified copy of the document
 3. Registration of Societies
 4. Registration of Partnership Firms
- b) In the Land Information Portal created by the National Informatics Centre, viewing of encumbrances related to properties has been integrated.
- c) The facility of online Registration of Partnership Firms is well utilized by the investors.

d) For the benefit of the investors, online registration of documents of agreement relating to Deposit of Title deeds with banks, Rental Agreement, etc., has been proposed for which action is being taken to insert enabling provisions in the Act.

27.1. Repeal of obsolete Acts and Amendments of Legislation recommended by the State Law Commission

To promote Ease of Doing Business and to reduce regulatory compliance burden for industries and general public, the State Law Commission has advised to repeal, subsume and amend the old and obsolete laws. Accordingly, this department has recommended for the repeal of 31 amendment Acts related to Societies Registration Act, 1954, Indian Partnership

Act, 1932, Registration Act, 1908 and Indian Stamp Act, 1899.

28. Petitions received under the Right to Information Act, 2005

Under the Right to Information Act, 2005, totally 21,774 applications were received by this department during the year 2020. All the applications were promptly dealt with by the department and replies were given within the stipulated time prescribed by the Act. During the year 2020, a sum of Rs.2,68,442/- has been collected towards the fee paid under this Act.

29. Constructive efforts undertaken by the New Government in the interest of the Public

29.1 Control Room

In order to bring in a simple and transparent administration in Registration Department, a Control Room was

inaugurated on 16-06-2021 by the Minister of Commercial Taxes and Registration Department in the office of the Inspector General of Registration. Public can lodge their complaints related to registration issues through telephone, messages and e-mail. Immediate remedies are provided to the public for their grievances.

Control Room Telephone numbers

9498452110

9498452120

9498452130

During the period from 16.06.2021 to 25.08.2021, totally 6,177 complaints were received and redressed.

29.2. Removal of raised platforms and railings in the Registering offices

In the Registering Offices, in order to ensure transparency and easy access, the raised platforms on which registering officers used to sit from time immemorial have been removed along with railings. This has enabled the registrants to get an easy approach and to have social justice. This receives appreciation from all quarters.

29.3. Photos of Document Writers/ Advocates to be affixed in documents

With a view to prevent preparation of bogus and fraudulent documents, the practice of affixing the digital photo and License number of Document Writers/Bar

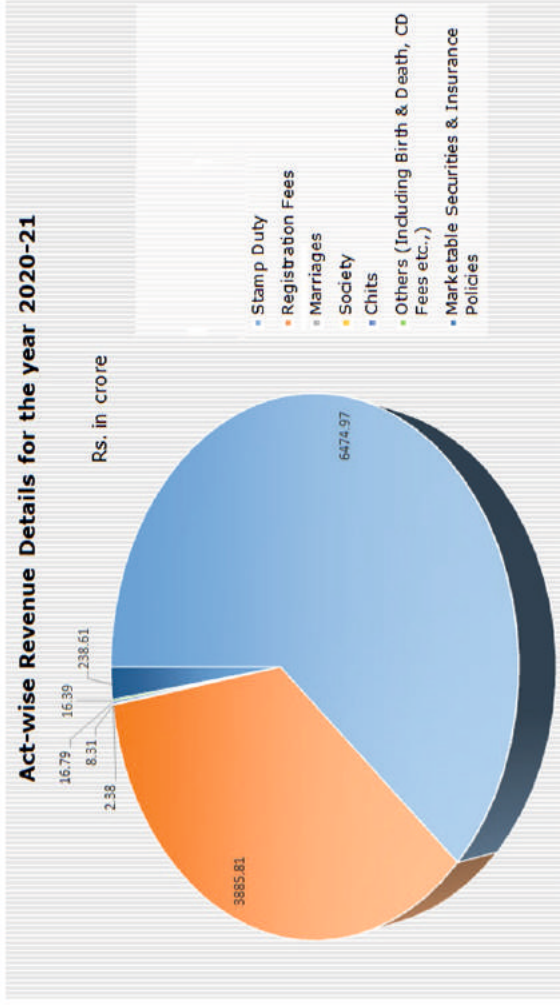
Council Number of Advocates who prepare the documents along with their signature in the document has been ordered to be followed from 9.8.2021 onwards.

30. Conclusion

The Registration Department is committed to ensure transparent administration in registration process. This Department is striving hard to curtail irregularities in the registration of documents. The department is also geared up to come out with legal and innovative initiatives to face newer challenges of registration violations.

P.MOORTHY
Minister for
Commercial Taxes and Registration

REGISTRATION DEPARTMENT



The details of revenue collected by Registration Department under various Acts during the year 2020-2021



Computerisation Project in Registration Department was initiated by the Former Hon'ble Chief Minister of Tamil Nadu Dr. Kalaingar on 06.02.2000



As an alternate mode of payment of Stamp Duty, e-Stamping was introduced on 27.05.2010 by the Former Hon'ble Deputy Chief Minister of Tamil Nadu



The Minister of Commercial Taxes and Registration presided over the Zonal review meeting of the Registering Officers of Chennai Zone held at Chennai on 25.06.2021



A Control Room to receive complaints related to registration issues was inaugurated by Minister of Commercial Taxes and Registration Department on 16.06.2021 at the office of the Inspector General of Registration, Chennai.



The facility of monitoring all the 575 Sub Registrar offices of Registration Department via Internet Protocol cameras connected to the wide screen available in the office of the Inspector General of Registration has been made. This facility is also available in the offices of the Deputy Inspector General of Registration.

