

CCLA's Circular Instructions No. 27. CMRO/231/2015, Date: 07.01.2017

Sub:- CMRO – O/o CCLA, T.S., TLRMS – Generation of Sadabainama Certificate in Form XIII-B in TLRMS-Webland – Instructions issued – Reg.

Ref:- Mail Received from Senior Technical Director NIC Telangana Hyderabad dt.02-01-2017

Attention of all the District Collectors in the State is invited to the subject cited. It is to inform that, Form-XIII B of Sadabainama with QR Code has been incorporated in Sadabainama module and the same is being enabled in Webland – TLRMS. Further certain Districts have requested for edit option for field verification check memo and the same shall be enabled shortly.

The following Instructions are issued to all the District Collectors in the Telangana State for better understanding of the process flow for generation of Form-XIII B in Webland – TLRMS.

Process flow for Generation of Form XIII-B:

1. As a first step, the Tahsildar concerned has to login in Webland – TLRMS.
2. After data entry of the field verification check memo and the application is either approved or rejected using bio metric authentication by the Tahsildar.
3. In the next step in Home page, select "Generate Sadabainama Form-XIII B and Rejection Memo" option under SADABAINAMA menu item. (As of now only generate Sadabainama Form XIII B is enabled and Rejection memo will be enabled in due course)
4. Select an approved request using the option provided "View Final Accepted/Approved Records" and click on "Fetch" button to view the already entered check memo details.
5. "Generate XIII B" button provided at the end of the check memo to generate the Form XIII-B Certificate.
6. The Form XIII B will be generated with QR code.
7. The online generated Form XIII B can be printed and Tahsildar has to manually sign on the printed Form XIII B along with the seal.
8. The manually signed Form XIII B shall be scanned and uploaded in TLRMS – Webland portal for tracking purpose.
9. Form XIII C will be enabled shortly for the Tahsildars to send the details of Form XIII B generated to the concerned Sub Registrar.

Therefore, all the District Collectors in the Telangana State are requested to issue necessary instructions to all the concerned Tahsildars to follow above instructions scrupulously. The user manual is enclosed here with for ready reference.

Please acknowledge the receipt of the same.

Sd/- S.P. Singh
Chief Secretary & CCLA (FAC)

To,
All the District Collectors in the State

Copy submitted to the Spl. CS to Government Revenue Department TS Secretariat Hyderabad for kind information

Copy submitted to the Principal Secretary to Hon'ble Chief Minister for kind information

Copy to file & SF

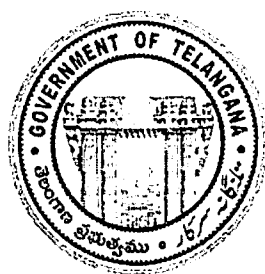
//Attested//

Satyashankar
Assistant Secretary (CMRO)

T&L

**Telangana Land Records Management System
(Webland)**

Generation of Form 13-B
Technical Manual



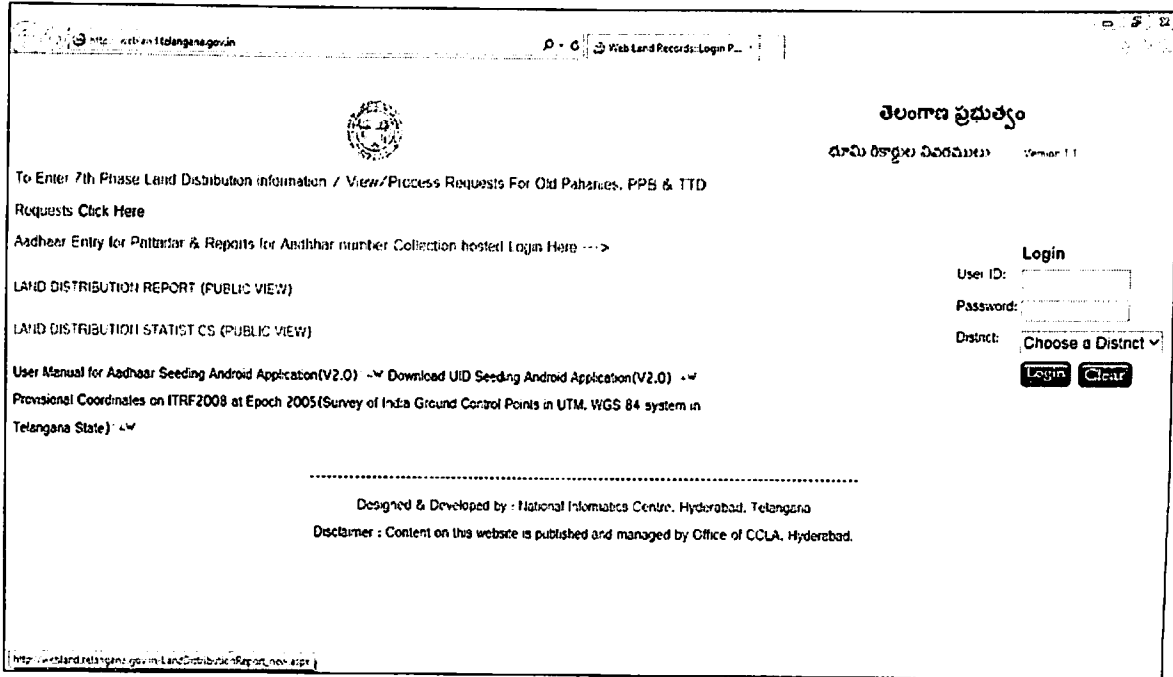
**Chief Commissioner of Land Administration,
Telangana**

URL:

❖ <http://webland.telangana.gov.in/>

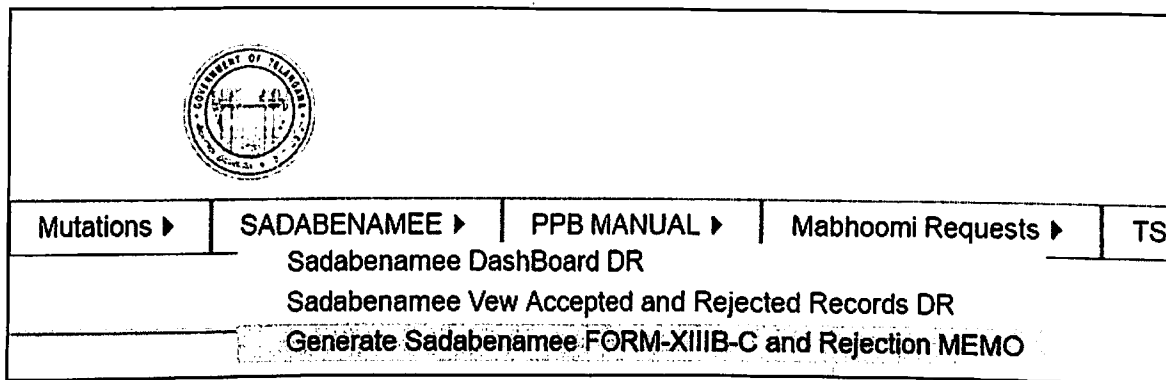
Login:

❖ Login using Tahsildar login



Home Screen:

❖ In Home page, go to **SADABAINAMA** main menu item and then click on "Generate Sadabainama Form-XIIB-C and Rejection Memo" sub menu item.



Generation of Form XIII-B:

- ❖ View the Accepted cases by selecting the “View Final Accepted/Approved Records” radio button and appropriate selection in Main and Sub Filters. Then click on GO button to view all Accepted cases.

Total Requests		Today's Survey Requests		Verification of Sadabahane Document and Seller and Buyer details Entry			Generate Form XI and XII Notices Including Today's requests				Uploaded Status			Final Status of Accepted/Rejected			
No of Transactions(1)	No of Survey Fios(2)	No of Transactions(3)	No of Survey Fios(4)	No. of Documents Verified(5)	No. of Documents Pending Verification(6)	Total	No of Notices Issued(7)	No of Rejected(8A) out of 5	No of Notices Pending(8B) out of 5	Total	No Of Cases Uploaded(9) out of (7)	No.Of Cases Pending Upload(10) out of (7)	Total(11) (9+10)	No.Of Cases Accept(12) out of (9)	No.Of Cases Rejected(13) out of (9)	Total No.Of Completed(14) (12+13)	No.Of Pending(15) out of (9)
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

If No. of Records are more, Select Top No. Records Option

View Final Rejected Records
 View Final Accepted / Approved Records

Main Filter	Sub Filter
All	All
Village Name	Select Top No. of Records
Choose a village *	

Transaction No.

As generation of Dashboard Statistics taking time and leading time out error, the stats are not shown. All option in Main Filter also disabled. Take disposal of cases village wise with Sub-filter All Or Top of Transaction No. Know Villages wise Pendency stats from the following reports at Home Page 1. Meeseva Mutation Statistics(Upto 15/07/2013) 2. Meeseva Mutation + PPB Statistics(From 15/07/2013) EVERY DAY in the Morning, With the Approval Spl GS Revenue on 19/11/2016

Testing Purpose by CCLA Office . please wait till CCLA office gives instructions to print XIII-B Form.

XIIB Date:

- ❖ Select a request from the list and then click on “Fetch” Button.

View Any Mutations Pending
View Pahanl
View ROR
View EC
APPL Print
ViewPrint Sreenames Doc
ViewPrint Sreenames other Docs

Sl No	Applicant	Applicant Category	Applicant Address	Applicant Age	Applicant Profession	Applicant Status	Applicant Category	Applicant Address	Applicant Age	Applicant Profession	Applicant Status	Applicant Category	Applicant Address	Applicant Age	Applicant Profession	Applicant Status	Applicant Category	Applicant Address	Applicant Age	Applicant Profession	Applicant Status	Applicant Category	Applicant Address
1
2
3

- ❖ On click on “Fetch” button, the online entered check memo details will be displayed for the selected request.

- ❖ At the end of the check memo, option is provided for generation of Form XIII-B as shown below.

Accept	Reject		
Thasildhar file no/Proceeding no	Notice Date	Accept/Reject ధరీ(d/d/mm/yyyy)	
SB/MB/NP/KG/2016/24116	18/07/2016	03/01/2017	
రిపొర్టులు	View Enquiry		
accepted	View/Print Sboonamao Doc		

Testing Purpose by CCLA Office . please wait till CCLA office gives instructions to print XIII-B Form

Generato XiIB	XIIB Date	03/01/2017
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Note: Use alt+shift to toggle between Telugu and English between Telugu and English

- ❖ On click on "Generate XIIB" button to generate the Form XIIB Sadabainama Certificate.

తెలంగాణ ప్రభుత్వం

తహశీల్దారు కార్యాలయం, కడప జిల్లా, మండలం, పిల్లవారిపాక, గిల్లా

ప్రతి పత్రం

13 - రి సమూహ

(5a, (4) విభాగం 22(5)(ii) నియమం ద్వారా)

Proceeding No : SB/MB/NP/KG/2016/23880

Proceeding Date : 03/01/2017

MeeSova No : ROS021600115071

Date : 07/06/2016

మామి పత్రం/తహాయింపు తెలుపడే అదృష్టం దేవాలయ కేసులకు జరగదు. తాదాస్థులు(రెవెన్యూ) కందాపాటి రామయ్య గారి కుమారుడు/తాల్లి శ్రీ శ్రీమతి కందాపాటి కందాపాటి లలితా అనే ఆమెను ఉమ్మడి 5-ఎ విభాగం క్రింద దరఖాస్తు చేసారు. ఉమ్మడి క్రింద పత్రములందరి దరఖాస్తు వారు విచారణ పూర్తి చేసింది తరువాత రుసుములు చెల్లించింది అయినట్లు స్పష్టం చేసింది తాటిలో నల్ల సెం/ నల్ల టివిపర్ సెం 2011 లో 0.37 చిక్కు గల మామి పత్రం కందాపాటి రామయ్య గారి కుమారుడు/తాల్లి శ్రీ శ్రీమతి కందాపాటి కందాపాటి లలితా అనే రిజిస్ట్రార్ దస్తావేజు ద్వారా శ్రీ PATILLA PATILLA VEERABEDDY గారి సూచనల ప్రకారం చేయి దృష్ట్యా. తెలంగాణ ప్రభుత్వం G.O.Ns NO 153 Revenue (Registration-I) Department, Dt 14.06.2016 ప్రకారం 500 ఎకరములలోపు తహాయింపును ద్వారా తహాయింపులకు / బదిలీచేయటం ప్రాధికారం ఉన్నట్లు మరల రిజిస్ట్రార్ కుమారుడు మినహాయింపు చేయవలసింది కావున 1971, అంధ్రప్రదేశ్ మామి చట్టాల ద్వారా చట్టాలకు సానుకూలంగా ఉమ్మడి పత్రం (తెలంగాణ అదృష్టం) ఉన్నట్లు, 2016 లో 5 ఎ విభాగం క్రింద నాకు అప్పగించడం అధికారులు పునరుద్ధరించుకోవడం క్రింద దరఖాస్తు చేసి తహాయింపు/ బదిలీ తెలుపడే అర్హతను గురించి తెలుపమని దృష్ట్యా.

అనుమతి: స్పష్టం అదృష్టం లేనిందుకు మామి విచారణలో తెలుసుకుంటే తెలుసు ముసాయిదా స్పష్టం ను జతపరచడమయింది.

సంతకం
తహశీల్దారు

ఈ క్రింది తారీఖు
అనంత గుండ్లపాడు
అక్షయవారము 5 ఎ విభాగం క్రింద దుబాయిగా నియమం చేయవలసి దయ్యం తెలుపడే గాను
రిజిస్ట్రారు అధికారికి ప్రతిపది దింపడమయింది.
నిజమేనని నల్ల రిజిస్ట్రారు ప్రతిపది దింపడమయింది.



- ❖ Before issuing the XIII-B, it has to be ensured that the accepted case is not the case to be rejected and vice versa. For accepted cases, also ensure the extent approved is properly entered which should not be zero. For all such discrepancies, use the option Sadabainama Accepted Rejected cases to update the data and regenerate the XIII-B or rejection memo as the case may be.
- ❖ The Form XIII B will be generated with QR code and the key details in Form XIII B will be displayed on reading the QR code.
- ❖ The online generated Form XIII B can be printed and Tahsildar has to manually sign the printed Form XIII B along with the seal.
- ❖ The manually signed Form XIII B shall be scanned and uploaded in TLRMS - Webland portal for tracking purpose.
- ❖ Form XIII C will be enabled shortly for the Tahsildars to send the details of Form XIII B generated to the concerned Sub Registrar.