

Circulars/TOP PRIORITY

Office of the Chief Commissioner of
Land Administration & Spl.C.S., T.S, Hyderabad.

Circular No. 17
CMRO/232/2016, Dt: 28 .07.2016

Sub:- Revenue Department – CCLA's Office – CMRO – Kalyana Lakshmi Pathakam and Shaadi Mubarak Scheme- Certain Instruction Issued – Reg.

Ref:- 1. GO. MS No. 24 Scheduled Caste Development (POA.A1) Dept dated 24-06-2016
2. G.O. MS No. 18 Backward Class Welfare (OP) Dept dated 29-06-2016.
3. GO. MS No. 25 Minorities Welfare (Estt-I) Dept dated 16-07-2016.

Attention is invited to the Subject and references cited. The Government through the reference 1st 2nd and 3rd cited have issued orders delegating the powers for verification of applications of Kalyana Lakshmi Pathakam for all the communities such as SCs/STs and SEB/ EBCs to the Tahsildars duly giving certain guidelines.

In pursuance of the orders issued by the Government in the reference cited a meeting was held Commissioner BC Welfare, representatives from CCG and AP Online and the step wise work plan is devised as follows:

1. The Tahsildars shall be provided online verification module for Kalyana Lakshmi and Shaadi Mubarak applications received at e-Seva centres.
2. The Tahsildar shall allocate applications to the Village Revenue Officers for preliminary verification.
3. The Village Revenue Officer shall conduct the field enquiry. The VRO shall enquire the eligibility of the beneficiary with specific reference to the following:
 - a. Location/ Address
 - b. Eligible income criteria less than 1.50 lakh in Rural and 2.00 lakhs in Urban Areas
 - c. Aadhaar Card Details
 - d. Caste Certificate
 - e. Parental income/ working or not working
 - f. Status of the beneficiary if already married earlier. This needs to be acquainted from the local residents/ neighbours in the area.
 - g. Bank Account number with IFSC Code
 - h. Date of Birth Certificate.
4. Mandal Revenue Inspector shall enquire in to the matter and to upload his remarks and forward the application to the Tahsildar concerned.
5. Tahsildar concerned shall enquire in to the matter and to upload his remarks and approve the application with digital sign and biometric.

6. Tahsildar shall take a print out of the list of all beneficiary caste wise and whether eligible / in eligible which shall be jointly signed by the Tahsildar and Hon'ble MLA. After signature of the singed copy shall be uploaded to the online system for drawl of checks after passing the bills in the name of the mother of the would be Bride.
7. After counter signature of the concerned MLA the proceedings shall be generated as to whether the case is accepted or rejected and the same shall be submit the Departments concerned.

With regard to the above, the work based process flow is enabled in <http://telanganaepass.cgg.gov.in>. The login Id being given to the concerned Tahsildars is same as being used for the MEESEVA portal. The password is the login Id need to be changed upon logging in for the first time. The Tahsildars shall take necessary action in this regard.

At present there is huge pendency since Government desires that the verification to be done by the Revenue Department. All Tahsildars shall undertake verification of applications of Shaadi Mubarak and Kalyana Lakshmi. Hence priority shall be given to clear them first. Unless verification is completed respective welfare departments will be unable to process and disburse claims.

All welfare officers are requested to ensure that the cheque is drawn in the name of mother of the beneficiary with Bank account number which shall be printed on the cheque to avoid wrong encashment.

Therefore all the district Collectors are requested give adequate training to the Revenue department staff to see to it that thorough enquiry is done in each case, duly updating the data online and only the eligible beneficiary is benefitted.

The technical manual is also enclosed herewith for ready reference.

Sd/-J. Raymond Peter,
**Chief Commissioner of
Land Administration & Spl.C.S.**

To,
All the District Collectors in the State,

Copy to:

1. Special CS to the Government, Revenue Department for favour of kind information
2. Special Secretary to Hon'ble Chief Minister for favour of kind information
3. Principal Secretary, Scheduled Caste Development
4. Principal Secretary, Tribal welfare Development
5. Principal Secretary, Backward Class Welfare Department.
6. Principal Secretary, Minorities Welfare Department.
7. Director General, CGG ensuring various software changes to enable the verification process.
8. Peshi to CCLA & Spl.C.S.,
9. Peshi to Secretary to CCLA & Spl.C.S.,

//Attested//


Assistant Secretary (CMRO)