



**Revenue Department,
Government of Goa,
Secretariat, Porvorim-Goa. 403 521**

No.16/11/90/RD(PF) / 2527

Dated: 24/07/2025

Ref: Order No. 16/11/90-RD dated 07/03/2007

CIRCULAR

Vide Order referred above, published in the Official Gazette dated 29/03/2007, Series I No. 52, the Government of Goa, in exercise of the powers conferred under Section 35 of the Goa Land Revenue Code, 1968, has exempted all lands (survey holdings) situated in the Settlement Zone, as per the Regional Plan / Outline Development Plan, from the operation of provisions of Sections 30, 32, 33 and 34, provided the following conditions are fulfilled:

1. The survey records of such survey holdings (i.e., the first survey plan prepared under the provisions of the Goa Land Revenue Code, 1968, around the period between 1970–1972) show the existence of a structure on the said land
2. The total area of the survey holding does not exceed 1000 square meters; and
3. The existing structure, as shown in the survey map, covers at least 25% of the total area of the said plot.

However, it has come to the notice of the Government that in several cases, structures which are already in existence and are duly reflected in the records of rights (Form I and XIV) as well as in the survey plans prepared under the provisions of the Goa, Daman and Diu Land Revenue Code, 1968 (sometime during the period around 1970 to 1972) are being required to obtain a fresh Conversion Sanad at the time of reconstruction.

This has led to certain ambiguities and inconsistent interpretations across departments regarding the applicability of the conversion provisions under the Goa Land Revenue Code, 1968.

In view of the above, it is hereby clarified that in cases where a structure is already in existence and is reflected both in Form I and XIV and in the survey plan prepared under the said Code during the aforementioned period, such area shall be treated as settled land, as the said area of structure does not form part of

agricultural land requiring conversion as per Section 30 and 32 of the Goa Land Revenue Cod, 1968. Accordingly, the requirement of obtaining a fresh Conversion Sanad shall not arise in respect of the area covered by such structure.

Further, in case of any doubt or ambiguity, or in situations where formal recognition is required, any person may submit a written request to the Deputy Collector and Sub-Divisional Officer in the prescribed format (Form I), along with a processing fee of ₹10, by affixing a court fee stamp or special adhesive stamp.

The Deputy Collector and Sub-Divisional Officer may examine the relevant records, including Form I and XIV/ Form D and the survey plan prepared under the Goa Land Revenue Code, 1968, and if required, may consult Directorate of Settlement and Land Records. Upon such examination, if the claim is found to be in order, may issue a certificate in the prescribed proforma (Form II), upon payment of a fee of ₹1000.

All such applications shall be disposed off by the Deputy Collector and Sub-Divisional Officer within a period of 7 days.

This circular is issued to bring clarity and uniformity in interpretation of the provisions and to avoid inconvenience to the public.

All concerned Departments/Offices are requested to take note of the above.

This is issued with the approval of the Government.


(Vrushika Kauthankar)
Under Secretary Revenue-I

The proforma for the application and the certificate is enclosed.

To,

1. The Director of Printing and Stationary, for publication in the Official Gazette.
2. The Collector North Goa District, Panjim Goa
3. The Collector South Goa District, Margao Goa
4. The Chief Town Planner, TCP, Panjim Goa
5. The Director, Directorate of Panchayat, Panjim , Goa
6. Director, Directorate of Municipal Administration, Panjim Goa.
7. The Director, Directorate of Settlement and Land Records, Panaji, Goa.
8. All Deputy Collectors & SDO North and South Goa