

TOP PRIORITY/
EASE OF DOING BUSINESS/
MUTATION PROCESS

GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT

O/o Commissioner & Director of
Municipal Administration, 640,
A.C. Guards, Hyderabad.

Memo.Roc.No. 1306/2016/M3,

dt. 23.08.2016

Sub:- Municipal Administration Department – Ease of Doing Business – Online mutation process – Issue of online mutation certificates within 15 days from the date of online transfer of mutation applications from Registration & Stamps Department – **Expediting action in processing and issuing mutation certificates – Regarding.**

Ref:- 1. G.O.Rt.No. 155 MA &UD (M1) Department, dt. 30.05.2016
2. Minutes of the meeting held on 13.07.2016 by the Additional Principal Secretary to Hon'ble Chief Minister
3. This office D.O.Lr.No. 1306/2016/M3-2, dt. 16.07.2016 addressed to the Commissioners of all ULBs in the State
4. Latest report received from EMAS Support Team, Telangana State

The attention of the Commissioners of the Urban Local Bodies in the State mentioned in the list enclosed is invited to the references cited and they are informed that Government in an attempt to enhance 'Ease of Doing Business' in Telangana State, have introduced several reforms and has taken steps for effective implementation of the same and one of the reforms is "Integration of mutation process with registration process through automatic update of land and municipal records during property registration" duly sharing the web services between Registration & Stamps Department and Municipal Administration Department.

2. As per Government mandate, after online receipt of mutation applications from Registration & Stamps Department, the Municipal Commissioners shall process and issue online mutation certificates within 15 days without fail. But, as per the latest report received from EMAS Support Team, it is observed that, 880 mutation applications are still under process in 43 ULBs even after the elapsed time of 15 days and even after receiving the data with proper PTIN/ VLTN numbers, which is unsatisfactory. The following are the details of number of mutation applications pending ULB-wise:

Sl. No.	Name of the District/ ULB	No. of mutation applications pending	Sl. No.	Name of the District/ ULB	No. of mutation applications pending
	Warangal Dist.		29	Huzurnagar	17
1	Bhupalpally	2	30	Kodad	3

Sl. No.	Name of the District/ ULB	No. of mutation applications pending	Sl. No.	Name of the District/ ULB	No. of mutation applications pending
2	Mahabubabad	11	31	Miryalaguda	4
3	Parakal	5	32	Suryapet	3
	Karimnagar Dist.			Medak Dist.	
4	Huzurabad	9	33	Sadasivpet	6
5	Jagtial	55	34	Sangareddy	2
6	Jammikunta	18	35	Siddipet	6
7	Karimnagar	29	36	Zaheerabad	9
8	Korutla	35		Mahabubnagar Dist.	
9	Metpalli	26	37	Gadwal	5
10	Peddapalli	21	38	Mahabubnagar	42
11	Ramagundam	30	39	Wanaparthi	22
12	Sircilla	28		Nizamabad Dist.	
13	Vemulavada	5	40	Armoor	11
	Khammam Dist.		41	Bodhan	19
14	Khammam	92	42	Kamareddy	31
15	Kothagudem	12	43	Nizamabad	113
16	Madhira	9		TOTAL	880
17	Palwancha	21			
18	Sathupalli	2			
19	Yellandu	2			
	Adilabad Dist.				
20	Adilabad	36			
21	Bellampalli	1			
22	Bhainsa	6			
23	Kagaznagar	5			
24	Mancheri	56			
25	Nirmal	47			
	Rangareddy Dist.				
26	Tandur	7			
27	Vikarabad	8			
	Nalgonda Dist.				
28	Bhongir	9			

3. In view of the above, the Municipal Commissioners of the above mentioned 43 ULBs are directed to evince their personal attention and –

- Expedite action in processing and issuing the pending mutation certificates online immediately without any further delay and
- Process and issue online mutation certificates within 15 days from the date of online transfer of mutation applications from Registration & Stamps Department without fail, as Ease of Doing Business is a prestigious initiative of Telangana Government which has to be implemented scrupulously.

4. The Regional Director-cum-Appellate Commissioners of Municipal Administration of Warangal and Hyderabad are requested to review the progress of issue of online mutation certificates on a daily basis in the ULBs of their jurisdiction and ensure that the Government initiative is implemented scrupulously within the timelines.

**Sd/- M. Dana Kishore
Commissioner & Director**

To

The Commissioners of 43 ULBs mentioned in the list {through RDMA's concerned}

The Mayors and Chairpersons of 43 ULBs in the State {through RDMA's concerned}

The Regional Director-cum-Appellate Commissioners of Municipal Administration of Warangal and Hyderabad

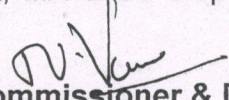
Copy to the Project Manager, e-Suvidha, Telangana State, Hyderabad & Superintendent, H-Section

Copy to the Commissioner & Inspector General, Registration and Stamps Department, Telangana State, Hyderabad

Copy to the Commissioner of Industries, Telangana State, Hyderabad

Copy to the Additional Secretary to Hon'ble Chief Minister, Telangana State, Hyderabad

Copy submitted to the Special Chief Secretary to Government, MA & UD Department, Telangana State Secretariat, Hyderabad


for Commissioner & Director