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SERIES I No. 40

OFFICIAL GAZETTE GOVERNMENT OF GOA

PUBLISHED BY AUTHORITY

EXTRAORDINARY

No. 2

GOVERNMENT OF GOA

Department of Revenue

Notification

26/04/05/2024-RD/01

Date : 01-Jan-2026

Whereas, the draft Rules, namely, the Goa (National Geospatial Knowledge Based) Land Survey of Urban Habitations Rules, 2025 which the Government of Goa proposed to make in exercise of the powers conferred by sub-sections (1) and (2) of Section 199 of the Goa Land Revenue Code, 1968 (Act 9 of 1969) (hereinafter referred to as the “said Code”), were pre-published as required by sub-section (3) of Section 199 of the said Code vide the Government Notification No. 26/04/05/2024-RD/2874 dated 09-10-2025 of the Department of Revenue, in the Official Gazette, Series I No. 28 dated 09-10-2025 inviting objections and/or suggestions from all persons likely to be affected thereby within a period of fifteen days from the date of publication of the said Notification in the Official Gazette;

And whereas, the said Official Gazette was made available to the public on 09-10-2025;

And whereas, no objections or suggestions have been received from the public on the said draft Rules by the Government within the stipulated period;

Now, therefore, in exercise of the powers conferred by sub-sections (1) and (2) of Section 199 of the Goa Land Revenue Code, 1968 (Act No. 9 of 1969) and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa (National Geospatial Knowledge Based) Land Survey of Urban Habitations Rules, 2025.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. *Definitions.*— In these rules, unless the context otherwise, requires,—

(a) “Code” means the Goa Land Revenue Code, 1968 (Act 9 of 1969);

(b) “Director” means the Director of Settlement and Land Records;

(c) “Form” means a Form appended to these rules;

(d) “Inquiry Officer” means an officer appointed by the Government to conduct inquiry into dispute in respect of the survey conducted under these Rules;

(e) “Inspector” means the Inspector of Surveys and Land Records;

(f) “section” means a section of the Code.

3. *Director to issue notice of Revenue Survey.*— Wherever a survey of lands in any village, town or city is directed to be made by the Government under Section 56 the Director, Directorate of Settlement and Land Records shall cause to issue in Form ‘I’ hereto, a general notice to the inhabitants of such village, town or city informing them about the survey of land therein and calling upon the house owners, mortgagees, residents and also persons who are residing out of India and other persons having interest in the lands to be surveyed, to give all information to the survey officers appointed for the purpose and to ensure that their lands are measured and rights recorded correctly.

4. *Survey Officer and his staff.*— Subject to the control of Director, Directorate of Settlement and Land Records a Survey Officer not below the rank of an Inspector of Survey and Land Records of the concerned jurisdiction shall be in charge of the Survey Operations. In conducting the Survey Operations, the Survey Officer shall be assisted by such staff of the Land Survey Department, Revenue Department, Directorate of Panchayats, Urban Development Department, Corporation of City of Panaji or respective Municipal Council and engage such machinery, instruments, etc., to facilitate the conduct of this Revenue Survey.

5. *Survey operations.*— (1) The survey operations shall be carried out in such manner as the Director may, from time to time direct. The operations so carried out shall be recorded in UrPro (Urban Property Card) as may from time to time be laid down by the Director. The staff shall also record all the information collected through the web GIS Portal in the UrPro (Urban Property Card).

(2) The Inquiry Officer i.e. Inspector of Survey and Land Records of the concerned jurisdiction shall determine, for each parcel of land situated within the limits of the area under survey, who is entitled to hold the title of each such parcel of land, which shall include encroachments, easements or licenses and what lands vest in a local authority or Government. The Inquiry officer shall prepare the draft UrPro (Urban Property Card) and place the same in public domain in urban and peri urban areas to invite suggestions/objections within a period of 30 days by giving a public notice:

(i) in the Official Gazette.

(ii) in two local newspapers having wide circulation in the State of Goa.

(iii) in two local newspapers in regional language.

(iv) on website (www.dslr.goa.gov.in)

(3) A copy of notice shall also be displayed on the notice board of the concerned Village Panchayat/Municipal Council/Municipal Corporation within the local limits of whose jurisdiction such property is lying.

6. *Procedure for Inquiry.*— (1) For the purposes of determining the right, title and interest of individuals and bodies in respect of lands under survey, the Inquiry Officer shall hold an enquiry under Section 14 and Section 85 of the Code and consider suggestions/objections received under sub-rule (2) of rule 5. Thereafter in accordance with the decision of the Inquiry Officer or, where an appeal is filed or a civil suit instituted, in accordance with the final order passed in appeal or civil suit, the draft UrPro (Urban Property Card) shall be prepared.

(2) The Inquiry Officer shall send a list of unoccupied vacant plots/land parcels which are not claimed by any person to the Collector. The Collector shall, on receipt of such list, take appropriate action under the Goa Escheats, Forfeiture and Bona Vacantia Act, 2024 (Goa Act 21 of 2024).

(3) Upon completion of the Inquiry, the draft UrPro (Urban Property Card) containing the detail information shall be kept open for general public for inspection, for a period of thirty days at prominent places as may be decided by the Director.

(4) Any person aggrieved by the details in the draft UrPro (Urban Property Card) may within a period of thirty days after expiry of the period allowed for Inspection of the draft UrPro (Urban Property Card) file objection before the Inspector of Surveys and Land Records/Inquiry Officer in whose jurisdiction the land is located on a plain paper giving full address. Application received shall be entered in a register maintained for the purpose, village wise/city wise and acknowledgement thereof quoting serial number of the register shall be given to the applicant.

(5) The entries in the draft UrPro (Urban Property Card) shall be confirmed if no objections are received within the stipulated time.

7. *UrPro (Urban Property)*.— The final report of the enquiry shall be recorded for each parcel of land separately in a card in Form 'II' to be called UrPro (Urban Property Card).

8. *Survey fees*.— (1) The survey fees payable under Section 66 shall ordinarily be so fixed by the Inspector of Survey and Land Record in case the parties interested wants the land parcel to be re-measured before finalization of the Form 'II' .

(2) In fixing the fees for each land parcel or any portion thereof held separately, the Inspector of Survey and Land Record/Inquiry Officer shall consider the provision under sub-rule (1) and the position, value and area of land parcel or portion, thereof.

9. UrPro (Urban Property Card) shall be issued in Form II after confirmation and on payment of survey fees as notified by the Government.

10. *Responsibility for maintenance of UrPro (Urban Property Card)*.— In areas surveyed under Section 56, where fresh UrPro (Urban Property Card) have been prepared the custody of these records shall be with the respective Mamlatdars/Joint Mamlatdar of the Taluka who shall be responsible to regularly update the same under Section 96 for Urban/Peri Urban areas.

11. *Appeal*.— Any person aggrieved by the Order of the Inquiry officer/Inspector may prefer an appeal within a period of 06 months to the Superintendent of Survey and Land Records, whose Order shall be final.

Form 'I'

Public Notice

(See rule 3)

All inhabitants of the village, town/city of are hereby informed that the Government has, by its Order No..... dated..... directed under Section 56 of the Goa Land Revenue Code, 1968 (Goa Act 9 of 1969), the survey of lands within the site of the said village, town/city. Accordingly, the survey officer will start work [from] [Here state the date.] All house-owners in the said village/town/city are hereby informed that they should be present on the date which will hereafter be fixed by the survey officer for the measurement of their houses and other property and should give all possible information to the survey officer to enable him to measure their properties correctly. Mortgagors, mortgagees, resident and other persons who are residing out of India and other persons having interest in the lands to be surveyed should take steps to see that their rights are recorded correctly. For the above purpose, the surveyor with the permission of the owner or occupier may be permitted to enter the premises and/or properties for internal measurements where ever required.

Dated:-

Director
Directorate of Settlement and Land Records

Form 'II'
(See rule 7 and 9)



GOVERNMENT OF GOA
DIRECTORATE OF SETTLEMENT AND LAND RECORDS
PANAJI-GOA Phone: (0832) – 2422036, 2422453 Email: dir-land.goa@nic.in

A model format of Urban Property Card
Urban Property (UrPro) Card Number
(Issued under Section 56 LRC, 1968)

Date _____

Owners name _____

1: Plot details

State name		ULPIN	
District Name		Plot ID.	
City/Village Name		Plot Area (sq. mts.)	
Survey No./Sub-Div No. or P. T. Sheet No./Chalta No.		Plot Address with Pin Code	
Year of commencement of ownership		Plot Owners Name with Father/Guardian name	
Property type (Private/Government)		Aadhar No. and Mobile No. of the owners	
a) Central Govt. b) State Govt. c) Local body d) Govt. Undertaking		Ownership/Lease Hold/Other Rights	

2. (a) Building details in respect of individual Buildings

Municipal ID	Property Type (Private/Government)	Purpose of Usage (Commercial/Residential/Industrial/Institutional/Mixed)		
		Name of the Building	Total No. of Floors	Owners Floor No.

Name of the Owner	Super Built up Area (sq. m.)	Parking Area (sq. m.)	Garage Area (sq. m.)	Property Address

2. (b) Cultivation details in sq. mts.

Dry Crop	Garden	Rice	Khajan	Ker	Morad	Total Cultivable Area

Class (a)	Class (b)	Total Un-Cultivable Area

3. (a) Owner details in respect of single/joint owners in individual buildings

Title document No.	
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Sl.	Name of the owner	Guardian/Spouse's Name	Ownership Share	Owners Identity document	Owners Communication Address	Owners Photograph

3. (b) Owner details in respect of single flat in multi-ownership Group Housing Society

Title document	
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Sl.	Name of the owner	Guardian/Spouse's Name	Ownership Share	Owners Communication Address	Owners Photograph

4. Mutation No. with Data of Mutation	5. Encumbrances/Mortgages/Other rights	6. Remarks

7. Location Map	8. Overview map
9. Photo of the Building /If Land then with Neighboring Structures	10. Digital Signature

Note: This is digitally signed document does not require physical signature.

By order and in the name of the Governor of Goa.

Vrushika Kauthankar, Under Secretary (Revenue-I).

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