

GOVERNMENT OF TELANGANA
ABSTRACT

Rules – The Telangana Municipalities Act, 2019 (Act No.11 of 2019) – Municipalities / Municipal Corporations (except GHMC) – The Telangana Municipalities (Mutation of Property through Dharani Portal) Rules, 2020 – Notification – Orders - Issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (MA) DEPARTMENT

G.O.Ms.No.213,

Dated. 03.12.2020

Read the following:-

- (1) The Telangana Municipalities Act, 2019 (Act No.11 of 2019)
- (2) The Telangana Municipalities Laws (Amendment) Act, 2020 (Act No.8 of 2020)

ORDER:

In pursuance of the Telangana Municipalities Act, 2019 (Act 11 of 2019), as amended the Government hereby makes the Telangana Municipalities (Mutation of Property through Dharani Portal) Rules, 2020.

2. Accordingly, the following notification will be published in an Extra-ordinary issue of the Telangana Gazette, **Dated: 03.12.2020**

NOTIFICATION

In exercise of the powers conferred by sub-section (1) of section 238 read with sub sections (1), (2) & (3) of section 104 of the Telangana Municipalities Act, 2019 (Act No.11 of 2019), the Government of Telangana hereby makes the following Rules relating to Mutation of property through Dharani portal in the Municipalities and Municipal Corporations (except Greater Hyderabad Municipal Corporation) :-.

RULES

- 1. Short title:** These rules may be called "**The Telangana Municipalities (Mutation of Property through Dharani Portal) Rules, 2020**".

- 2. Definitions:**

- (1) "Municipalities" means institutions of self-government constituted under article 243-Q of the Constitution of India and includes a Municipal Corporation and a Municipal Council as declared and notified under the provisions of the Telangana Municipalities Act, 2019 and the expression Municipality shall be construed as Municipal Council and Municipal Corporation wherever the context so requires and unless provided otherwise under the Telangana Municipalities Act, 2019;
- (2) "*Record of Rights*" in respect of Non-agricultural property means records prepared and maintained in Dharani portal;
- (3) "*Sub-Registrar*" means a person appointed under section 6 of the Registration Act, 1908 (Central Act No. 16 of 1908);
- (4) "*Property*" in respect of Non-agricultural property means immovable properties whose usage is not of agricultural nature and includes open plots, and all types of buildings, and appurtenant lands.

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3. Preparation, maintenance and updating of record of rights of Non-agricultural properties: The Record of Rights in respect of Non-agricultural properties in the jurisdiction of all Municipalities and Municipal Corporations (except Greater Hyderabad Municipal Corporation) in the State shall be prepared and maintained digitally in Dharani portal.

4. Content of Record of Rights of Non-agricultural properties:

- (1) The Record of Rights Non-agricultural properties shall contain the following particulars and more specifically as defined in **Annexure – I**;-
 - (a) The name of the owner as per the property register maintained by the Municipalities/Municipal Corporations (except GHMC) and the names of family member having right of succession of said property;
 - (b) Details of the location, type, usage and extent of the property;
 - (c) such other details of the owner as are required to confirm the identity of the owner and his family members and to also communicate with the owner.
- (2) Every Municipality/Municipal Corporation (except GHMC) shall port to the Dharani portal all the details of the non-agricultural properties, in its possession as a one-time measure to populate the Dharani Portal in the format mentioned at **Annexure –I**.
- (3) Every Municipality/Municipal Corporation (except GHMC) shall port to the Dharani portal, all instances of issue of Building permissions, of issue of Occupancy Certificates and of approval of plots or layouts in the format mentioned at **Annexure –I**.

5. Protection to the Non-agricultural property of State and Central Government: Nothing in these rules shall apply to Non-agricultural property belonging to the State Government or the Central Government or those under their control.

6. The process of registration and effecting Change in Record of Rights when right over the Non-agricultural property acquired by way of sale, gift, mortgage or exchange:

- (1) Any person who intends to transfer or obtain an interest in by way of sale, gift, mortgage or exchange of any Non-agricultural property under a registered document shall apply after duly obtaining "No Dues" certificates from the concerned Municipality/Municipal Corporation (except GHMC) and the respective Power Distribution Company, through the Dharani portal to the Sub-Registrar for allotting available date and time to present the document as per the convenience of the person.
- (2) The Sub-Registrar shall allot the date and time and intimate to the person and maintain such particulars in the register in format prescribed in **Annexure – II** to these Rules.

- (3) On the day of registration of the document, the Sub-Registrar shall register the document and carry out the consequent amendment, after collection of mutation charges as prescribed, to the relevant entries in the Record of Rights of concerned Municipality/Municipal Corporation (except GHMC) instantly, duly deleting the property covered by the document from the account of the transferor and adding the same to the account of the transferee in case of sale, gift, and exchange.
- (4) In case of mortgage, the charge created shall be recorded in Dharani.
- (5) The extract of the changes to the Record of Rights made under sub-rule (3) shall be appended to and made part and parcel of the registered document.

7. The process of effecting Change in Record of Rights when acquired the right over Non-agricultural property through succession, survivorship, and inheritance:

- (1) Any person or persons who acquire rights over the non-agricultural property through succession, survivorship, inheritance and seeking to effect change in Record of Rights, after arriving at consensus among all the legal heirs on the manner of partition of the property among themselves, shall make an application, enclosing the joint agreement specifying individual shares, to the Sub-Registrar through the Dharani portal, for allotting available date and time as per the convenience of the persons to appear before the Sub-Registrar.
- (2) When persons of a family seek change of Record of Rights of any non-agricultural property, all the members of the family after arriving at consensus with regard to the manner of partition of the property among themselves shall make an application, enclosing the joint agreement specifying individual shares, to the Sub-Registrar through the Dharani portal, for allotting available date and time as per the convenience of the persons to appear before the Sub-Registrar.
- (3) The Sub-Registrar shall allot the date and time, intimate the persons and maintain such particulars in register in the format prescribed in **Annexure- III** to these Rules.
- (4) The Sub-Registrar shall on the basis of joint agreement of all the legal heirs or all the family members, as the case may be, shall effect the changes accordingly in Record of Rights of the concerned Municipality/Municipal Corporation (except GHMC) instantly, after collection of mutation charges as prescribed.
- (5) The Sub-Registrar shall furnish extract changes made in Record of Rights of the concerned Municipality/Municipal Corporation (except GHMC) to all the persons in the sub-rule (4).

8. The process of effecting Change in Record of rights when acquired through court decree:

- (1) Any person, who acquires the right by decree of court and seeks to change entries Record of Rights, shall apply, through the Dharani portal, to the Sub-Registrar for allotting available date and time to appear before the Sub-Registrar.
- (2) The person mentioned in sub-rule (1) shall attend before the Sub-Registrar on the date and time allotted to him.

- (3) On completion of transfer through court decree, the Sub-Registrar shall register the document and carry out the consequent amendment to the relevant entries in the Record of Rights of the concerned Municipality/Municipal Corporation (except GHMC) instantly, duly deleting the property covered by the decree judgement debtor and adding the same to the account of the decree holder.

9. Issue of No-Dues Certificate from the Municipality/Municipal Corporation and other authorities:

- (1) Any person who seeks to effect a change in the Record of Rights of the Municipality/Municipal Corporation shall obtain a No-Dues Certificate from the concerned Municipality/Municipal Corporation pertaining to House Tax and any other dues payable to it and from the relevant Power Distribution Company pertaining to power consumption and other connection charges
- (2) The No-Dues Certificate shall be deemed to have been issued, if the Municipality/Municipal Corporation or the Power Distribution Company, does not respond in writing to the applicant **within 4 working days** from the date of the application of the person.
10. For the purposes of confirmation of the identity of any of the persons seeking to execute or stand witness to any document being registered under rule 6, rule 7 or rule 8 of these Rules, the Sub-Registrar shall only rely on and be fully compliant with the methods prescribed under the Registration Act, 1908.
11. Every Municipality/Municipal Corporation shall have access to the latest Record of Rights, as updated on the Dharani portal, and shall use these Record of Rights alone for the purposes of House Tax under sections 82 to 85 of the Telangana Municipalities Act, 2019.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

**ARVIND KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Commissioner, Printing, Stationary & Stores, Purchase (Printing Wing),
Telangana State, Hyderabad. {for publication in extraordinary issue of
Telangana State Gazette.}

The Director of Municipal Administration, Telangana, Hyderabad.

Copy to:

All the Municipal Commissioner through Director of Municipal
Administration, Hyderabad.

The OSD to Hon'ble Minister for MA & UD

P.S to Principal Secretary to Government, MA&UD Department.

P.A to Secretary to Government, MA&UD Department.

Sf/Sc.

//FORWARDED BY ORDER//


SECTION OFFICER

**Annexure-I
(Rule-4)**

Owner Details					Property Details				Open Plot (Without Building)			Building with Appurtenant Land			
Sl.No	Name of the Owner	Father/Husband Name	Address	Mobile Number of Owner	District	Mandal	Municipality/Municipal Corporation	Type of Property Open Plot (Without Building) or Building with Appurtenant Land (O/B)	Extent in Sq. Yards	Sy.No	Revenue Village Name	Type of Structure (1. Roof with RCC, 2. Roof with Tiles, 3. Roof with Sheets 4. Roof with Thatched)	Total Extent of Land in Sq. Yards	Plinth Area in Sq. ft	Usage (Residential, Commercial, Residential cum Commercial, Industrial, Community)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

**ARVIND KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT**

**ANNEXURE-III
(Rule - 7)**

Details of Successor				Type of document (Succession / Survivorship / Inheritance)	Slot Booking Details		Allotment of date and time for Registration			Mode of Intimate (through SMS/Email)	Remarks
Name	Father/ Husband Name	Address	Mobile No / Email		Slot Booking date	Slot Booking reference No	Sub-Registrar Office Name and Address	Alloted Date	Alloted time		

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PRINCIPAL SECRETARY TO GOVERNMENT

**ANNEXURE-IV
(Rule - 8)**

Details of Decree Holder				Type of Document	Slot Booking Details		Allotment of date and time for Registration			Mode of Intimate (through SMS/Email)	Remarks
Name	Father/Husband Name	Adress	Mobile No / Email		Slot Booking date	Slot Booking reference No	Sub-Registrar Office Name and Adress	Alloted Date	Alloted time		

**ARVIND KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT**