

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Registration and Stamps Department – Levy of User Charges – Permission to collect and utilize the User Charges by the Commissioner & Inspector General of Registration and Stamps Department – Orders – Issued.

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REVENUE (REGISTRATION.I) DEPARMENT

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G.O.Ms.No.99

Dated:08-03-2002

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Read the following:-

- 1.G.O.Ms.No.170, Finance & Planning (FW.BG) Department, dated: 23-04-01
- 2.G.O,Ms.No.895, Rev(Regn-1) Dept., dated: 27-04-2001.
- 3.From the Commissioner and Inspector General of Registration and Stamps, D.O.Lr.No.CARD4/2370/99, Dated:07-07-2001.
- 4.G.O.Ms.No.576,Rev(Regn-1) Department, dated: 29-08-2001.
- 5.From the Commissioner and Inspector General of Registration and Stamps Letter No.CARD4/2370/99, Dated:10-12-2001.

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ORDER:-

As a part of wide ranging fiscal reforms and to improve the revenue potential of the Departments, in the G.O. first read above, orders were issued permitting the Departments to mobilise their own resources by identifying and levying User Charges. The Departments are instructed to retain the amounts so far collected to improve the quality of service. The Departments were also requested to work out in detail the services for which they would like to levy User Charges, rates of such levies and proposed improvement in delivery of services.

2. In the reference second read above, orders were issued constituting a committee to fix the appropriate User Charges. Accordingly, in the reference third read above, the Commissioner and Inspector General of Registration and Stamps, has submitted the proposals based on the recommendations of the committee for consideration of the Government.

3. Government after careful consideration of the recommendations of the committee, in the G.O. fourth read above, accorded permission to the

Commissioner and Inspector General of Registration and Stamps Department to levy User Charges vide G.O 4<sup>th</sup> cited above as follows:-

<b>Sl. No</b>	<b>Item on which User Charges levied</b>	<b>Rate of Levy</b>
1	For each issue of Market Value Assistance Certification through CARD	Rs.10.00
2	For each issue of E.C. through CARD -13 years and below -above 13 years period	Rs.10.00 Rs.20.00
3	For each issue of Certified copy	Rs.20.00
4	For each registration of document maintained in Book-III & IV (other than the instruments specifically mentioned) and leases and Mortgages (excluding Mortgage declaration) and agreement etc., in Book -I (Up to 10 sheets)	Rs.20.00
5	For each registration of document of power of attorney covered under 42(e) and (g) (up to 10 sheets)	Rs.50.00
6	For each registration of document through CARD Mentioned in Book -I (other than Instrument Mentioned above i.e., sale exchange, partition, Release, settlement, gift, where the total changeable Value is less than or equal to Rs.50.000/- (up to 10 sheets).	Rs.50.00
7	For each registration of document through CARD In Book-I i.e., sales, Exchange, partition, Release, Gift Settlement etc., the total chargeable value Exceeds Rs.50, 000/- (up to 10 sheets)	Rs.95.00
8	For each extra scanned sheet that exceeds 10 sheets in a single document.	Rs.5.00

4. In his letter fifth read above, the Commissioner and Inspector General of Registration and Stamps has brought to the notice of the Government some procedural problems and operational difficulties in drawing the funds and requested the Government for issuing orders resolving the issue.

5. Government after careful examination of the proposal of the Commissioner and Inspector General of Registration and Stamps, hereby issue the following orders for the drawal of User Charges:-

- (i) The Officers who collect the User Charges shall issue a printed receipt duly numbered. They shall also maintain daily cashbook for the collected amounts.
- (ii) The Head of Account for the User Charges of Commissioner and Inspector General of Registration and Stamps Department shall be:-

8443	Civil Deposits
800	Other Receipts
23	Deposits of Collection User Charges of Revenue Department

002 Registration and Stamps

- (iii) In case the departmental officers have credited the receipts to any other Head of Account previously, the same shall be transferred to the above Head of Account by proposing an alteration memo.
- (iv) The Amount of User Charges collected shall be utilised towards items that are mentioned in G.O.Ms.No.895, Rev(Regn-1) Department, dated: 27-04-2001 as follows:
  - (a) Cost of development of Software and upgradation.
  - (b) Cost of consumables & stationary required to run the Project.
  - (c) Cost of power required for the IT systems only but not entire load of the office.
  - (d) AMC charges.
  - (e) Facilities management charges.
  - (f) Cost of security of data, backup and archival systems.
  - (g) Communication and networking costs (in respect of services provided over the net)
  - (h) A marginal surplus, adequate to take care of upgradation of Software and Hardware.
- (v) Drawing and Disbursing Officers should draw the money in terms of G.O first cited basing on the redistribution statements issued by the Commissioner and Inspector General of Registration and Stamps, from time to time.
- (vi) Each Drawing and Disbursing Officers shall maintain separate registers in addition to cash book for total collection, deposits and withdrawals made from the Deposit Accounts with details of purpose for which the amounts are withdrawn.

The Commissioner and Inspector General of Registration and Stamps shall ensure that the supplementary estimates to the extent of adjustment of expenditure of User Charges are submitted to the Finance Department under the following Head of Account:

**Expenditure Head:**

2030	Stamps and Registration
03	Registration
001	Direction & Administration
77	User Charges

**Receipt Head:**

0030	Stamps & Registration Fees
03	Registration Fees
800	Other Receipts
77	User Charges

This order issues with concurrence of finance Department vide their U.O.No.4048-b/27/A2/E.Rev./2002,dt.27.02.2002

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

N.S.HARIHARAN  
PRINCIPAL SECRETARY TO GOVERNMENT

To  
The Commissioner and Inspector General of  
Registration and Stamps Department, A.P., Hyderabad.  
Copy to:  
The Special Secretary to Chief Minister.  
The P.S. to Minister (Revenue).  
The Secretary to Government, IT&C Department,  
A.P., Secretariat, Hyderabad.  
The Secretary to Government, Finance Department,  
A.P., Secretariat, Hyderabad.  
The Director Treasuries and Accounts, Hyderabad.  
The Pay and Accounts Officer, Hyderabad  
The Accountant General of A.P., Hyderabad.

//Forwarded by order//

Section Officer