

## SURVEY & SETTLEMENT DEPARTMENT

The department of Survey & Settlement is Technical one and being treated as land Record Department, so far as activities of the department are concerned, it may be stated here that the main function of the department is to have a spot survey of land and preparation of certified copies of maps on demand from the public.

This department is maintaining Land Records by attending correction as and when required.

### CONTACT DETAILS

Survey & Settlement Officer,  
Dadra and Nagar Haveli, Silvassa  
Phone No.0260 – 2640835

### SERVICES OFFERED

Sr. No.	Name of activity/Service	Time frame for disposal		Eligibility beneficiary description /	Documents/formalities required
1	Issue of certified copy of map	8 days	40	.....	As per app. Format
2	Measurement of land	40 days (during non monsoon period only)		.....	.....
3	Subdivision of Agriculture land	14 days	05	.....	.....
4	Amalgamation of Agriculture land	14 days	03	.....	.....
5	Sub-division of N.A. land	28 days	05	SSO(4)+ATP(10)+ SSP(3)+Coll(7)+ SSO(4)	.....
6	Amalgamation of N.A. land	28 days	03	SSO(4)+ATP(10)+ SSP(3)+Coll(7)+ SSO(4)	....
7	Issue of certified copy of map	12 days	20	SSO(4)+LRO-I(4) +SSO(4)	.....
8	Issue of Dist. Number	05 days	14	....	.....