



## **SUSTAINABLE ACCESS TO LAND EQUALITY (SALE) PROJECT**

Guideline for Bhumi Committee

# Land Committee

## **Introduction:**

Autonomous independent Bangladesh is our greatest achievement from the great liberation war of 71. The main goal of being independent was to get relief from poverty. Land management of the country is outdated. Present era is about science and technology. The appropriate use of technology can make radical change in the country and society. The problems are become vital day by day, if in every aspect of life the usability of modern technology is not ensured. Bangladesh is one of the populated country in the world. Most of the people of this country are dependent on agriculture. A huge number of people are landless, or micro, or marginalized land owner. For most families the land amount of per capita is really low and every terrain is in conflict. To determine land ownership translucent inadequate information, the lack of consistency in the information, opportunity to tamper overall the land management is become complex and anti-people. A transparent and accountable land management is needed for general improvement. For that reason, a correct standard land survey is needed first. As there is identical and not having information to prove land ownership to the state and to the people, a large part of our work time is wasted due to cause of land conflict. The economic loss is not less. 80 percentage civil and criminal cases of our country are related with land. The main reasons of these cases are transfer of land ownership, registration, conduct survey works and established laws on general land management, constitution, etc not according to current era. To determine the land ownership land survey and record is an important factor. Land survey is an irregular work therefore most land owners are ignorant or unconscious about this matter, as a result later on they fall in trouble about ownership. Especially, poor and marginalized land owners are mostly affected. At the time of survey the land owner face a great problem if the land is not recorded properly. Participation of people are really limited in most publicly administrated government works. As there is no participation of people, lots of great idea turn into failure. It is important to know and understand any people related works. Survey is an important work for people, so before starting a work it is possible to ensure that work's quality and target successful by informing and giving idea about their responsibility on survey. Republic government of Bangladesh has taken a project experimentally in three upazila of the country to make the land management modern and digital which is funded by the European union. If the project is established with the participation of every land owners, then it can be truly meaningful and which will be a milestone for our country. In this situation, this organization is established by the coordination of interested peoples in the local level to help to do a transparent and accountable land survey, to make public involvement in the land survey, and to secure and establish the rights of marginalized, micro, and poor land owners.

## **Section: 1. Nature of the Committee:**

It is a Neutral social citizen committee by voluntary individuals in collaboration with small, poor, and marginalized land owner and representative of civil society to help in implementing the land rights of all citizens (especially poor citizen).

**Section: 2. Objective of the Committee:**

To help to establish the rights and accessibility of small, poor and marginalized land owners in the process of modern land management especially in digital survey and recording process. To play an effective role to make modern and people friendly land management.

**Section. 3. Purpose of the Committee:**

1. To aware disadvantaged small, poor, and marginalized land owners of the society about the digital survey and recording process
2. To circulate about the government digital survey and recording process
3. To help the small, poor, and marginalized land owners during the time of digital survey and recording process
4. To help to solve the dispute at field level according to the rules 28 during the digital survey and recording (attestation) process
5. To aware about the circulation of draft publication and the collection of new DP Khotian according to the rules 29 during the digital survey and recording process
6. To help in objection raising and solving according to the rules 30 during the digital survey and recording process
7. To help to appeal and solving according to the rules 31 during the digital survey and recording process
8. To help to the landless selection program of government
9. To make aware the landless about the application for getting demesne.

**Section: 4. Qualifications to be the member of the Committee**

1. Personal Believe on protecting the land rights of small, poor and marginalized land owners
2. Progressive personals along with cultural worker, teacher, lawyer, journalist, freedom fighter, local government representative, leader of the women organization, and progressive personals
3. Socially accepted personals
4. Upazila agricultural demesne management and landless selecting committee related personals.

**Section: 5. Structure of the Committee:**

**a. Upazila committee, union committee, ward committee.**

**b. Upazila committee- consisting 25 members. Union committee- consisting 15 members. Ward committee- consisting 7 members.**

**Section: 6. Termination of membership:**

1. If any member resigns, abandon, or withdraw membership.
2. If the activities of any member go against the interest of the committee, then his membership will be terminated with proper evidence.
3. If any member leave the place or country.
4. Without any satisfactory reason if any member continuously remains absent for 5 meetings.
5. If a member involve with any unsocial and anti-state activities, then his membership will be terminated with proper evidence.
6. If any member dies.
7. If someone's membership needs to be cancelled, then send a show cause notice to the associate members, and after self defense of that member the membership will be cancelled by the recommendations of majority member.
8. Besides the reasons mentioned above, if any member's social acceptance has been ruined then the Upazila committee can terminate his membership.

**Section: 7. Responsibility, liability, and power of a member:**

- a. Active participation in decision making and implementation
- b. To participate in organizational discussion by attending the regular meeting
- c. To obey all the rules, ideology, and values of the committee.

**Section: 8.01 Upazila Land Committee:**

- a. Along with 25 members of Upzilla committee every Union president will get the membership according to their ex-officio. In that case total member number will be uncertain. In every level of committee 20% membership will be reserved for women, later gradually that percentage will be increased up to 30%). In regards of member selection primary school teacher, professor, young leader, farmer, businessman, lawyer, others professional and women representatives should be given emphasize.

b. According to the below mentioned ranking the Upazila committee will be formed

<b>Serial no</b>	<b>Name of post</b>	<b>Number of post</b>
<b>1</b>	President	1
<b>2</b>	Vice-President	3
<b>3</b>	General Secretary	1
<b>4</b>	Vice-General Secretary	1
<b>5</b>	Organizational Secretary	1
<b>6</b>	Financial Secretary/Treasurer	1
<b>7</b>	Legal Secretary	1
<b>8</b>	Office secretary	1
<b>9</b>	Press Secretary	1
<b>10</b>	Member	14

**Section: 8.02 Union Land Committee:**

a. According to the ex-officio right every ward committee's president will be a member of the Union committee. The total member numbers will be 15. (In every level of committee 20% membership will be reserved for women, later gradually that percentage will be increased up to 30%). In regards of member selection primary school teacher, professor, young leader, farmer, businessman, lawyer, others professional and women representatives should be given emphasize.

b. According to the below mentioned ranking the Union committee will be formed

<b>Serial no</b>	<b>Name of post</b>	<b>Number of post</b>
<b>1</b>	President	1
<b>2</b>	General Secretary	1
<b>3</b>	Finance Secretary/Treasurer	1
<b>4</b>	Legal Secretary	1
<b>5</b>	Press Secretary	1
<b>6</b>	Member	10

**Section: 8.03 Ward Land Committee:**

- a. Total member numbers will be 7. (In every level of committee 20% membership will be reserved for women, later gradually that percentage will be increased up to 30%%). In regards of member selection teacher of primary school, farmer, businessman, and women representatives should be given emphasize.
- b. According to the below mentioned ranking the Ward committee will be formed

Serial no	Name of post	Number of post
1	President	1
2	General Secretary	1
3	Legal Secretary	1
4	Press Secretary	1
5	Member	3

**Section: 9. Responsibilities of Committee officers and Members:**

Responsibilities of President:

- 1. The president will be considered as the chief of the committee.
- 2. Will do presidency in all meetings
- 3. Will approve agenda of meeting
- 4. In case of decision making if the number of votes are equal then by giving casting vote he will assist to take decision.
- 5. Gives casting vote if the number of vote in decision making became equal
- 6. Assist in decision making

Responsibilities of Vice -President:

- 1. Will perform the responsibilities of a president in absence of the president
- 2. Will assist in decision implementation.

Responsibilities of the General Secretary:

- 1. The secretary will be the executive head of the organization.
- 2. Will call meeting after consulting with the President.
- 3. Will maintain good relation and compact atmosphere with the members.
- 4. Will lead the implementation of approved decision.
- 5. Will present the action plan and report of the committee.
- 6. Will prepare and preserve all the organizational documents of the committee.
- 7. Will maintain liaison with others organization and institution on behalf of the committee.

8. Will enlist log of meeting, reading in meeting, approve and protect meeting agenda.
9. Will maintain communication with the members to participate in all declared activities.

Responsibilities of the Vice- General Secretary:

1. Will perform the responsibilities of General Secretary in absence of him/her.
2. Will needed help to General Secretary.

Responsibilities of the Organizational Secretary:

1. To maintain regular communication with all members of the committee
2. Play an exact role for implementing accepted decisions by the committee

Responsibilities of the Legal Secretary:

1. Will increase the legal awareness in case of the digital survey and recording process
2. Will provide the legal support for executing decisions.

Responsibilities of the office Secretary:

1. Will protect all kinds of information, documents, and resources of the committee.

Responsibilities of the Press Secretary:

1. Will play the role for all kinds of publicity of the committee by the digital survey and recording process.

Responsibilities of the Finance Secretary:

1. Play lead role in financial affairs of the committee.
2. Will keep all income-expenditure record of the committee.

Responsibilities of the active Member:

1. Will active and positive participation in committee meeting.
2. Will participate in decision making process.
3. Will assist the president and the secretaries as required.
4. Participate to implement approved decisions.
5. Will make an effort to protect and enhance the reputation of the committee.
6. Will participate actively in the digital survey and recording process.

**Section: 10. Procedure of the board meeting:**



1. The Upazila committee meeting must held at least 1 time in 3 months.
2. The Union committee meeting must held at least 1 time in 3 months.
3. The ward committee meeting must held at least 1 time in 3 months.
4. At the time of urgent situation or digital survey and recording process, an especial board meeting may be called upon through a notice within 24 hours.
5. If more than one -third of the Members are present in the meeting then the quorum will be filled and decision can be taken.
6. If a quorum is not filled, then discussion can be conducted in the meeting but decision can not be taken.
7. Discussions should be continued serially according to the agenda.
8. Will take signature of all present members in the attendance shit.
9. Decisions should be taken on the basis of participation and opinion of all members.
10. By evaluating the annual activities of the committee, a report should be prepare in the meeting.

**Section: 11. Member Inclusion:**

- a. In case of a vacancy in the committee, the board may appoint a new Member to fill the vacancy.
- b. If any member moved, then a new member can be included in his/her position according to the decision of the committee.

**Section: 12. Membership Withdrawal:**

- a. Any member can withdraw their membership willingly.