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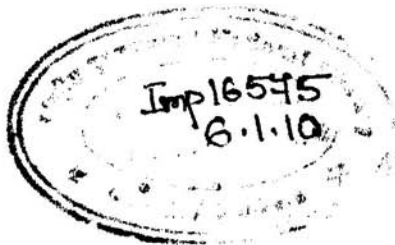
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# INSTRUCTIONS TO REVISION SETTLEMENT OFFICERS.

NOTE.—These instructions are supplementary to the Directions to Settlement Officers and to the Directions to Revenue Officers concerning the Supplementary Survey.

## CHAPTER I.

### *Forecast of the expected financial results of a revision of settlement.*

1. When the period of settlement in a district, or part of a district, is about to expire, the Deputy Commissioner, or if he is already working in the district, the Revision Settlement Officer, shall, on the 31st December, before the settlement rates in force expire, submit through the Commissioner of the division to the Settlement Commissioner a forecast of the expected financial results of a revision of settlement.

2. The forecast must show the existing settlement tracts, the existing revenue rates, the actual amount of the present land revenue, the financial results (whether increase or decrease) in each tract of the proposed revision of settlement, and the general grounds on which the estimate of the increase is based.

3. The forecast will be prepared in the Form I in Appendix D for each settlement tract, and the method in which the one-quarter net produce is calculated should be explained in the note accompanying the forecast. The price of paddy assumed should be the average price of a series of years succeeding the settlement, omitting years in which the prices were abnormal. In considering revision of rates, attention should be paid to paragraph 72 of these instructions.

4. A short explanatory note should accompany the forecast.

## CHAPTER II.

### *Preliminary.*

5. In order to introduce a regular settlement into the districts in Lower Burma, the area to be settled was demarcated by a special officer under the Burma Boundaries Act, 1880, and surveyed field-to-field by a party under the superintendence of an officer directly subordinate to the Surveyor-General of India. Maps and area statements were furnished by the Survey of India to the Settlement Officer before commencing

operations in the field, and these formed the basis and a part of the permanent record of the settlement. In order to facilitate survey and settlement work, the revenue circles were split up into smaller divisions called *kwins*, of an area of one to two square miles. From the map and area statement of each *kwin* the Settlement Officer was enabled to draw up his registers and to obtain accurate statistics of area on which to base his proposals for assessment. His registers gave an exact account of the area held by each owner or occupant, the number of years he had been in possession, and the tenure on which he held; from these and by following the directions as to crop-cutting and as to the collection and application of statistics concerning the condition of the cultivators and tenants, the result of enquiries in the field season, the Settlement Officer proposed rates of assessment for each soil and each *kwin*. After the rate had been finally fixed and notified in the *Burma Gazette* (usually to remain in force for the next fifteen years) assessment-rolls showing the total amount payable by each cultivator were drawn up.

6. But in a young and growing country like Lower Burma, where cultivation was increasing with rapid strides, and every year's changes were numerous, it was found necessary to maintain a staff of surveyors under the charge of a Superintendent. The supplementary surveyors, as they were called, took over charge of the settlement registers, maps, and area statements and were responsible for the annual correction of the maps, &c., in accordance with the yearly alterations in the area under cultivation, and for the preparation of the annual assessment-rolls in accordance with the changes in the possession, boundaries, and area of holdings. In the Directions to Revenue Officers concerning supplementary survey (*vide* Directions 7 and 11) it was contemplated that "accurate data " would be forthcoming for the next revision of the rates and " assessments whenever such may take place, obviating the ne- " cessity of special survey and settlement operations," and that, " when, after the expiry of fifteen years, another revision of " the rates and assessments is undertaken, there will be no ne- " cessity for a re-survey of the *kwin*. The copy of the original " settlement map, corrected up to the end of the fifteenth year, " will be the map of the *kwin* and chart of the holdings for the " year in which the new rates are to come into force." With a few exceptions in the earlier years (which have since been rectified), this work of annual correction and record has been successfully carried out. The Revision Settlement Officer

will have before him a faithful record of the state of cultivation during the year of revision.

### CHAPTER III.

#### *The method of revision.*

7. The first duty of the Revision Settlement Officer should be to study the original settlement reports, the annual revenue administration reports since the year of settlement, and the registers and reports of the supplementary survey.

8. In the settlement reports he will find a full description of the then state of cultivation, the productiveness of the soil, the condition of the people, and the method adopted for arriving at a fair and equitable assessment, together with reasons for the proposed assessment rates.

9. The registers and reports of the supplementary survey contain full information of all kinds, important from a revenue point of view for the *kwins* under original settlement. From these, changes, statistical and otherwise, during the 15 years succeeding the settlement, can be observed. It is to be remembered that the original settlement was each year confined to a certain portion of a district or districts and did not take place over the whole district simultaneously.

10. The annual revenue administration reports deal with the district as a whole, but will be found extremely useful in marking the changes in the cultivation and in the economic condition of the people, and will give a clue as to those parts of the district in which a more thorough enquiry is needed before making proposals for revising the rates. The statistics relating to the tracts under supplementary survey will be found separately recorded up to 1891-92 in the annual reports of the Director of Land Records and Agriculture and since that date in the Administration reports. The first set of tables showing, circle by circle, the sales, transfers, rents, and prices of produce in the districts under supplementary survey, was published in book form in 1887-88.

#### *Basis of the revision settlement.*

11. The revision settlement is to be based on the original settlement. The Settlement Officer, for the purposes of assessment, divided the area under settlement into assessment tracts as laid down in the Directions to Settlement Officers, 103 to 108. Each tract contains a certain number of *kwins* and within these *kwins* the soil has been divided into two

classes (in some districts three or four classes have been adopted), and the rates have been fixed by *kwins* in each soil class within the *kwins*.

12. This classification of soil within *kwins* and *kwins* within tracts will, with the exceptions mentioned below, hold as good now as it did fifteen years ago.

*Principles of revision.*

13. The fundamental principle of land assessment is that, according to the ancient custom of the country, Government is entitled to a share of the produce to be fixed from time to time by itself. The exact share is a question to be settled for each tract, and the share is to be assessed in cash at a fixed amount per acre for each harvest during a term of years. The *net produce* of land means the balance of the gross produce after deduction of the cost of cultivation, and the standard proportion of the *net produce* to be taken by the State is one-half. For the present, however, the Revision Settlement Officer will frame the proposed assessment rates, so as not ordinarily to take more than one-fourth of the net produce.

14. The main factors determining the assessment rates to be imposed are—

- (i) the productiveness of the soil ;
- (ii) the price of the produce ;
- (iii) the cost of cultivation and the cost of living ;

and any change which may have occurred in any of these factors since settlement would be a reason for altering the assessment rates fixed at last settlement.

15. The Revision Settlement Officer should compare the prices at the principal market towns or landing stages and at the export town—

- (a) at the time of the original settlement as assumed by the Settlement Officer. It must not be forgotten that the standard basket has been changed. It now has a nine-gallon capacity ; at the original settlement, an eight-gallon basket was used. The prices assumed by the Settlement Officer varied, as a rule, according to the distance from the market town ;
- (b) the average annual price for the next fifteen years succeeding the settlement. The prices since 1899 have been quoted in terms of the nine-gallon basket.

16. By taking the average price of the last five years preceding the revision and comparing it with the price assumed for the same market at the original settlement, the percentage of the rise or fall in the value of the produce can be obtained.

17. At the last settlement the area held by tenants at rents at all approaching competition rents was comparatively small, and therefore the rents paid by tenants were not considered of such importance as a help in fixing assessment rates, as it is necessary and advisable to consider them now. In many districts the area held by tenants paying rent forms a considerable portion of the occupied area and in all tracts where the area held by tenants is considerable the rents paid by them should be carefully studied, as they form a valuable collateral means of ascertaining the revenue-paying power of the land and a useful check on the assessment rates arrived at on *prima facie* grounds.

18. The Settlement Officer and his Inspectors, during their inspection of field work, should take every opportunity of checking the tenant statistics recorded in the supplementary survey registers.

19. The Revision Settlement Officer should first of all consider these general grounds on which a change in the rates of assessment has become necessary in all the tracts, or in any particular tract, and these should form the basis of his proposals. Any deviation from this general basis of revision of the rates and assessments should be explained in the manner laid down in the following directions.

#### *Tracts.*

20. As the Settlement Officer's tracts are to be as far as possible maintained, the statistics and changes will have to be considered as they affect each tract and the Revision Settlement Officer should have a statement drawn up showing for each tract the rise or fall in the price of the produce, the increase or decrease of cultivation, the increase or decrease in the average size of the holding, and such other statistics as may enable him to judge of the changes that have taken place during fifteen years in each tract.

21. The principal reasons on which any alteration of the original grouping of *kwins* into tracts should be based are as follows:—

- (a) Increased facilities or difficulties in disposing of the produce from certain *kwins*, such as the opening out of new roads, the construction of a railway, or other causes that have given an impetus to trade.

- (b) The change wrought in the cultivation of any large group of *kwins* owing to artificial causes, such as the damming up of a stream, the construction of an embankment, a canal, &c., or to natural causes, such as excessive floods or the draining of a large area formerly liable to flood.

Information on the above two points will be obtained from the annual reports and directly from the district officers themselves.

- (c) The absence or modification of the grounds on which the Settlement Officer specially included any *kwin* or *kwins* in any tract, such as the condition of the cultivators who had had at that time a series of calamities but have since recovered and become prosperous, or the full cultivation of *kwins* that at the time of the original settlement were barely cultivated.
- (d) The presence of any particular circumstances which have affected the condition of the people in any set of *kwins*, such as repeated attacks of cattle-disease, circumstances that were absent at the original settlement.

These the Revision Settlement Officer may find out partly from the district officers, but mostly from his own inspection and enquiries while in camp.

#### *Soil classification.*

22. The internal classification of soils within the *kwin* by the Settlement Officer is to be accepted as correct, except in the following cases:—

- (a) Where, after publication [see Chapter III] of the maps and registers, the cultivators object to the classification, the Revision Settlement Officer should hear their objections and personally visit and, if necessary, re-classify himself, or through his Inspectors, the holdings concerning which the objections were made. • • •
- (b) Where extensive areas have come under cultivation since settlement in any of the *kwins* originally settled, the Revision Settlement Officer should visit and, if necessary, re-classify the new area.
- These *kwins* can be ascertained by comparing the area under cultivation at the time of settlement with the area at present cultivated. The Superintendent of



Land Records, who as a rule has extensive and accurate local knowledge, will be able to indicate tracts in which the soil classification requires revision.

(c) Where the Revision Settlement Officer, in the course of his inspection, finds that changes have occurred in the productiveness of the soil owing to the increase or decrease in floods, &c., he should revise the classification

A *kwin-to-kwin* re-classification should not be attempted and indeed with the small staff at the disposal of the Revision Settlement Officer it will be impossible.

#### *Assessment of garden lands.*

23. As a rule, in most districts in Lower Burma, the area under garden cultivation is insignificant.

One uniform rate, village-by-village, will generally be sufficient and the general considerations on which the assessment of paddy-land is to be revised will, *mutatis mutandis*, apply to gardens.

24. If in any village or group of villages garden cultivation is more profitable and the natural advantages greater than in others a higher rate may be imposed, but care should be taken not to discourage any nascent cultivation.

25. If the Revision Settlement Officer considers that a classification of gardens within the village is necessary, he should report to the Settlement Commissioner for orders.

#### CHAPTER IV.

##### *Publication of the maps, and registers, and soil classification.*

26. Apart from the revision of the rates the publication of the maps and registers is an important part of the revision settlement. In order to effect it, the Revision Settlement Officer will require the aid of the district officers.

27. The latest editions of the Land Records maps and Register I, which have been passed by the Superintendent of Land Records, are to be published.

28. Any cultivator or other person interested in any holding will be entitled to inspect the map and the register free of fee.

29. In order that the work of the next field season may not be interfered with, and that the cultivators may have ample time to object to the present assessment, the maps and



registers of the season already completed must be published during the rains, probably before the arrival of the Revision Settlement Officer.

30. An assessment-roll in the Form Notice I-A. in the Appendix should be drawn up for each *kwin*, or, where village registers have been drawn up, for each village. They should be signed by the Deputy Commissioner and published in each village in which the majority of the cultivators of the *kwin* reside.

31. The maps cannot be published in each village. They will certainly get soiled and spoilt. They and the register above mentioned should be open to the inspection of the cultivator in the office of the circle thugyi or revenue surveyor.

Certain hours during six days in the week should be fixed by the Deputy Commissioner, during which the circle thugyi, the *thugyisaye*, or the revenue surveyor must be present in the office and have the maps and registers available for inspection. Any refusal to produce should be severely punished and any acceptance of a fee punished with dismissal.

The maps and registers will be open to inspection each day during the stated hours for the period of two months from the 1st September to the 1st November.

32. Together with the assessment-roll, a general notice in Form Notice I in the Appendix should be issued in each village 15 days before the maps and registers are open to inspection. District officers, during their tours, should see that the notices have been published and that the villagers understand the purport of them.

33. Applications objecting to the entries in the maps or registers, or to the soil classification, are to be made in writing, *unstamped*, to the Revision Settlement Officer.

34. After hearing and deciding all objections, either in the village in the presence of the villagers or by a personal visit to the field (in the case of objections to the soil classification this will always be necessary) and, after such further inspection of the holding-marking and soil classification as he thinks fit to make, the Revision Settlement Officer will sign the maps and the registers.

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## CHAPTER V.

### *In the field.*

35. *Crop-cutting.*—The Settlement Officer assumed certain outturns for each tract by taking the average outturn of selected fields on each soil class in each *kwin*.

36. The general instructions for crop-cutting and the selection of fields for crop-cutting are given in Chapter III of the Directions to Settlement Officers for Lower Burma, and the principles of these directions should be followed by the Revision Settlement Officer. As a rule it will be advisable for him to cut crops on the same fields as were selected at last settlement, or fields near to and similarly situated to them.

37. When large areas have been brought under cultivation and surveyed since the original settlement, fresh and typical selections should be made on the principles given in Chapter III of the Directions to Settlement Officers.

38. The Revision Settlement Officer should examine as large a number of cultivators as possible regarding the cost of living and the cost of cultivation, and the statistics should as far as possible be taken for whole villages in the various tracts and not for scattered families.

39. To compare the past and present condition of cultivators, the Revision Settlement Officer should select as many *kwins* as possible out of those in which enquiries were held at the original settlement and make his enquiries in them. He will thus be able to ascertain how far the condition of cultivators has changed during the term of settlement.

*Revision Surveys in connection with revision of settlement.*

40. In all districts some whole *kwins* and some parts of *kwins* will have to be re-surveyed. Entirely new area statements must be prepared for the *kwins* re-surveyed whether in whole or in part.

41. A special staff of Surveyors and Inspectors will be employed for the revision survey work. This staff will be under the orders of the Revision Settlement Officer.

42. Before the present settlement expires, for any tract in which re-surveys are required, steps should be taken to obtain, through the Director of Land Records and Agriculture, from the Survey of India Department, extracts of the original theodolite traverse data relating to the *kwins* which are to be re-surveyed in whole or in part.

43. From these data plots of the survey stations on the scale of 16 inches = 1 mile will be prepared.

44. The re-survey work will then be proceeded with and checked, the system of survey and check being the same as that followed in the Cadastral Survey Parties of the Survey of India, the length of independent test lines by Inspectors not being less than 40 chains to every 320 acres. On the com-

pletion of each *kwin* map, the map will be inked, all fields, &c., numbered, and new area statements in duplicate carefully prepared.

45. When a *kwin* is re-surveyed in part a new edition of the entire *kwin* map should be compiled and a new area statement prepared.

46. The new area statements will be prepared and checked in the same way as in the Survey of India parties. They will be prepared in duplicate by two independent estimators whose calculations must agree within the following limits :—

Difference either *plus* or *minus*—

- of '01 may pass ;
- of '02 in fields under '20 acres must be re-done ;
- of '02 in fields from '20 acres upwards may pass ;
- of '03 in fields up to 2'00 acres must be re-done ;
- of '03 in fields from 2 00 acres upwards may pass ,
- of '04 in fields must always be re-done.

The above limits do not apply to large blocks, which may be passed if the two workings agree to within 1 per cent.

47. The total of the field areas will then be compared with the universal theorem area as corrected by the *plus* and *minus* statement showing the areas of spaces between the village boundary and the exterior traverse line as *plus* if falling outside it, and as *minus* if falling inside it. The results must agree within 1 per cent.

48. When the revised survey maps and area statements have been completed and passed as correct, for purposes of re-settlement work, traces of the maps will be made and holding boundaries transferred on to the traces from the supplementary survey maps lightly in blue pencil

49. One copy of the new area statements will be used for re-settlement work and the other kept with the original maps.

50. Errors in re-survey or in inking up of the maps may be discovered during the course of re-settlement. They should be rectified in both the original maps and in the area statements. The maps with one copy of the area statements should then be handed over to the Deputy Commissioner, who will have the maps lithographed and keep the originals with the area statements amongst his other land records.

51. The Revision Settlement Officer should, with the consent of the Deputy Commissioner, take the advice of the Superintendent of Land Records in all matters connected with the revision survey work. The Superintendent should also help in checking both the field and office work.

*The alterations of the kwin boundaries to village boundaries for assessment purposes and the selection of village boundaries.*

52. Since the original survey and settlement, revenue circles in Lower Burma have been split up into villages and the boundaries of the survey *kwin* that were formerly merely a convenient subdivision of the revenue circle are not generally co-incident with the village boundaries.

53. Village boundaries have to be fixed with a view to suitability for administrative purposes and the *kwin* boundaries are generally unsuitable.

In very many districts these village boundaries have already been demarcated and shown by a coloured line on the *kwin* maps.

54. If the village boundaries have not yet been finally fixed and demarcated, it will be the duty of the Revision Settlement Officer to finally fix them and after demarcation mark them on the *kwin* maps so that they may be clearly distinguishable.

For this purpose the Revision Settlement Officer will be appointed a Deputy Commissioner with powers under section 2 (2) of the Lower Burma Village Act.

Village boundaries should as far as possible be equi-distant from each village, and should be some well-defined natural line.

55. In preparing the revision assessment-rolls spoken of in the following chapter, the Revision Settlement Officer should have them drawn up by village boundaries and not by *kwin* boundaries.

In future the headmen of villages will everywhere collect the revenue, and revenue-rolls and registers must follow the limits of their charges. Villages should bear a permanent serial number for each township.

56. The maps and area statements of the original survey cannot be altered at the present revision so as to make them village maps and village area statements, owing to the cost being prohibitive.

57. The Revision Settlement Officer will also have to decide disputes concerning village sites.

Under the Burma Boundaries Act, 1880, he will be appointed a Boundary Officer, and his Inspectors Demarcation Officers with respect to the following lands :—

- (a) Village headmen's charges.
- (b) Revenue circles.

(c) Village sites.

(d) Waste-land grant *kwins*.

The boundaries of all these must be definitely decided by him.

*Duties of the Revision Settlement Officer and the Inspectors.*

58. The Inspectors appointed under the orders of the Revision Settlement Officer are to be employed first of all in selecting and cutting crops.

59. During the dry weather they should be employed in revising the soil classification in those portions of the district which the Revision Settlement Officer has already noted as needing revision, and also in the *kwins* in which the cultivators have objected to the classification. In all the *kwins* they visit they should also check the survey and the holding-marking.

60. On Saturday, at the end of each week, they will submit to the Revision Settlement Officer a diary showing the progress made, the number of errors detected, in a tabular form, and also a statement showing for each holding in each *kwin* the result of the re-classification of the soil in Form Report No. III.

This last statement is to be written up for each *kwin* immediately after completion.

61. When a correction is made in the soil classification of a *kwin*, the coloured line showing the old classification should be covered over with white paint, and a coloured line showing the new classification should be painted in its place.

62. In the areas that are classified for the first time, lines of the customary colour should be painted on the map showing the boundaries of the soil classes; this should be done on the evening of the day on which the classification was made. When in the field, the soil lines should be marked out with a green pencil on the map.

63. Errors in survey or boundary-marking should be shown in the way described in the Directions to Revenue Officers concerning supplementary survey.

64. Their duties as Demarcation Officers are laid down elsewhere.

65. The Revision Settlement Officer should give notice of his coming to a village or group of villages one month before his arrival.

66. He should keep in touch with the work of the Inspectors and carefully check their soil classification.

67. At the end of the month, he will submit progress and expenditure reports in the form given in the Appendix, Reports Nos. I and II and IV, and also a diary of work to the Settlement Commissioner. The progress of work should also be depicted on a 4-mile to 1-inch map, which will be returned to the Revision Settlement Officer.

## CHAPTER VI.

### *The Report.*

68. The officer appointed to revise the original settlement will usually begin operations over the whole district at once.

69. He should prepare a 4-mile to 1-inch *kwin* map of the district showing the original tracts, and also should never be without the 1-mile to 1-inch map of the district.

70. As he proceeds he may find it necessary to modify the opinion he has formed concerning the changes to be adopted in the assessment of each tract.

71. He will probably find it convenient to take up and complete each tract by itself. The knowledge he acquires of the condition of the people, the increase or decrease in the cost of cultivation and in the productiveness of the soil, from his enquiries in the field, will enable him to decide definitely the changes in the formation of each tract and in the rates of assessment on each soil class in the tract.

72. In submitting his report the Revision Settlement Officer will state for each tract—

- (a) the value of the quarter-net produce ;
- (b) the method by which he has calculated the value ;
- (c) the detailed rates for each class of land in each tract which he proposes ; and
- (d) the reasons for the divergence of the proposed rates from the rates calculated at one-quarter-net produce.

He will also compare the proposed rates with—

- (i) *tenant rates*, to which he should attach importance in any settled tracts where a tenant class appears to have arisen and to have settled down ;
- (ii) value of the estimated *gross produce* ;
- (iii) *net profit rates* as defined in paragraph 137 of the Directions to Settlement Officers, Lower Burma.

73. The term of settlement will ordinarily be 15 years.

74. The report should briefly show in the form subjoined at the end of these Instructions the changes that have taken place

since the original settlement, the effect of the changes on assessments, and the proposed changes in rates and assessments.

75. It should be submitted through the Deputy Commissioner to the Commissioner before the 31st October. The Commissioner will forward it with his remarks before the 30th November to the Settlement Commissioner.



## FORM OF THE REPORT.

## CHAPTER I.

*Description of the general changes in the area of which the settlement is being revised.*

## 1. Area—

Comparison of the condition of the area surveyed at settlement with its condition now as regards cultivated and cropped areas, fallow and waste, showing separately areas under paddy, gardens, and miscellaneous crops.

2. Communications—including markets and other facilities for the disposal of the produce.

## 3. Population—

(a) Per square mile of total and cultivated area.

(b) Percentage of agricultural population.

(c) Standard of living, indebtedness, and condition as shown by general agricultural statistics.

(d) Expenses of cultivation, improvement or otherwise of agricultural implements, &c.

(e) Stock of cattle, grazing area, and the sufficiency or insufficiency of it.

## 4. Tenures—

(a) Land-holders.

(b) Waste-land grant *kwins*.

(c) Grants under the present rules.

5. A short report showing the areas for which it was necessary to prepare revised maps, area statements and registers, and a description of the measures taken to ensure correctness in the survey and area work.

## CHAPTER II.

*Economic changes.*

## 1. Tenants—

(a) Large land-holders.

(b) Area rented.

(c) Customs concerning the practice of renting and duration of the lease.

(d) Condition of tenants.

(e) Tenant rates, distinguishing tenants proper from agents.

2. Changes in the value of lands as shown by sales and mortgages.

3. Incidence per acre and former and present revenue.

4. Fertility as evidenced by crop-cutting.

5. Prices of produce.

CHAPTER III.

*Revision proposals.*

A.—By *kwins*—

- (i) Settlement Officer's tracts.
- (ii) Modifications proposed in the grouping, supported by statistics.
- (iii) Modifications of the soil classification in tabular form.
- (iv) General effect of the changes.

B.—Changes of the registers owing to their being prepared by villages instead of by *kwins*.

C.—By villages—

- (i) Settlement Officer's rates and proposed rates compared :—
  - (a) General basis of the change of rates over the whole district.
  - (b) Reasons for not following it in certain soils and tracts, supported by statistics.
  - (c) Hearing and decision of objections to the old assessment-roll and the old rates.

\* \* \* \* \*

- (ii) The changes proposed explaining fully the grouping into tracts and the rates proposed.
- (iii) The total changes in the assessment of the whole surveyed area showing by tracts the incidence per acre, the increase or decrease in revenue, the percentages due to revision of soil classification, to changes in grouping, to survey measurements, and to revision of rates in each tract.

## APPENDICES.

### NOTICES, STATEMENTS, AND REPORTS.

#### A.—Notices.

- I.—Form of publication of old assessment-roll and notice of map and register inspection.

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#### B.—Preliminary forecast of Revenue.

#### C.—Statements to be attached to the report.—

- I.—Area of cultivated and excluded lands.
- II.—Increase or decrease of cultivation year by year in each tract.  
(a) Paddy. | (b) Miscellaneous.
- III.—Statistics of rented area.
- IV.—Statistics of sales and mortgages.
- \*V.—Cropcutting (the same as now used), entering columns for weight of paddy by selected fields and by the acre.
- \*VI.—General agricultural statistics (as now used).
- VII.—Statement showing the changes in tract-grouping.
- VIII.—Statement *kwin* by *kwin* of the changes in soil classification.
- IX.—Statement showing the changes from *kwin* to village boundaries.
- X.—Comparison of the present and proposed rates and their incidence per acre.

#### Map—

- I.—Showing the changes in the grouping of the tracts by colouring the map with a colour for each settlement tract and showing the changes by colouring them half with the colour of the tract into which they are put.
- N.B.—The names of towns, villages, rivers, canals, &c., referred to in the report should, where possible, be shown in approximate geographical position on the maps submitted with the report, or in the case of villages and towns, the number of the *kwin* should be quoted if the name is not shown on the map.

#### D.—Reports.—

- I.—Monthly field progress report of the Revision Settlement.
- \*II.—Monthly expenditure (as now used).
- III.—Weekly report of changes of soil classification by Inspector.
- IV.—Monthly progress report of revision survey, by Revision Settlement Officer.
- V.—Weekly progress report of revision survey by Inspector.
- VI.—Monthly recess progress report of revision settlement work.

## NOTICE I. PROCLAMATION.

DISTRICT.

TOWNSHIP.

CIRCLE.

To the cultivators of

village.

BE it known unto all that the 15 years' settlement will expire in the year 19 , and the Government intend to revise the rates of assessment.

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\* Forms already in use.

That the maps and registers of the land in the neighbourhood of the \_\_\_\_\_ village are open to the inspection of all who may be interested in the land *free of fee* from the hours of \_\_\_\_\_ every day, except Sundays, between the \_\_\_\_\_ 19 \_\_\_\_\_ and the \_\_\_\_\_ 19 \_\_\_\_\_ at the <sup>circle thugyi's</sup> revenue surveyor's office in the village of \_\_\_\_\_

The roll of assessment of the year \_\_\_\_\_ is herewith published with this notice.

Any cultivator, land-owner, or mortgagee, or other person having a share or interest in land who wishes to object to the present assessment or to the entries in the registers, the marking of the boundaries of his holding, or the soil classification, should make known his objection in writing *free of court-fee stamp* to the Revision Settlement Officer who will be appointed.

The Revision Settlement Officer will come to the village in the dry weather and will give timely notice of his arrival. All objections should be made to him on his arrival in the neighbourhood.

*Date*

*Signature.*



## NOTICE I-A.—Publication of the old Assessment-roll.

K <sup>ms</sup> name.	Name of owner.	Area of each soil class.	Rate per acre.	Revenue without cess.	Revenue with cess.	Remarks.
1	2	3	4	5	6	7
	I II { potta	Acres. { I II } potta		Rs.	Rs.	

FORM I.—Preliminary forecast of the expected financial results of a revision of  
in which rates were fixed at settle

No of each tract	ACSETTLEMENT							PRESENT.			OUTPUT PER ACRE ASSUMED IN 9-GALLON BASKETS.		
	Occupied area.	Assessed area	Revenue rates on each soil class		Area of each soil class		Total revenue without cess	Occupied area	Assessed area.	Total revenue without cess	At settlement	At present, according to crop-cutting and land record statistics.	
			I	II	I	II							
	1	2	3	4	5	6	7	8	9	10	11	12	13
	Acres	Acres	Rs	Rs	Acres	Acres	Rs	Acres	Acres	Rs	Bkts	Bkts	

N B—Columns 1 to 8, 14, 16, 18, 20 can be obtained from the Settlement Report, and the Columns 9 to 11, 17, can be obtained from the statistics of the preceding year  
Columns 13, 15, 19, An explanation should be given for assuming figures different from those  
Columns 22, 23, can be roughly ascertained from the land records registers and their sum

## DIX B.

settlement in an area of..... square miles in the district of.....  
 ment from the 1st July.....

PRICE OF PADDY PER 100 9-GALLON BASKETS ASSUMED.		TENANT RATE PER ACRE.		COST OF CULTIVATION ASSUMED.		Half-net profit assumed at settlement.	One-quarter net produce assumed now.	ASSUMED AREA OF EACH SOIL CLASS		PROPOSED RATES PER ACRE IN EACH SOIL CLASS.		Preliminary estimate of revenue without cess.	Remarks.
At settlement.	Now.	At settlement.	Now.	At settlement.	Now.			I	II	I	II		
14	15	16	17	18	19	20	21	22	23	24	25	26	7
Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Acres.	Rs.	Rs.	Rs.	Rs.	

Resolution in the report.

adopted at settlement.  
 should equal the total assessed area in column 20.



STATEMENT I.—Total area under various kinds of cultivation and area not cultivated.

Township	PADDY.		FALLOW.		GARDEN.		MISCELLANEOUS.		DHANI.	
	Settlement.	Revision.	Settlement	Revision.	Settlement.	Revision.	Settlement.	Revision.	Settlement.	Revision.
1	2	3	4	5	6	7	8	9	10	11
	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.

STATEMENT I.—Total area under various kinds of cultivation and area not cultivated—concluded.

Township.	GRAZING.				EXCLUDED.				TOTAL.	
	Culturable.		Unculturable.		Culturable.		Unculturable.		Settlement	Revision.
	Settlement.	Revision.	Settlement.	Revision.	Settlement.	Revision.	Settlement.	Revision.		
1	12	13	14	15	16	17	18	19	20	21
	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.	Acres.

NOTE.—The figures of the original settlement should be shown in red ink and those of the revision in black ink. The figures in columns 20 and 21 must agree.

STATEMENT II.—Increase or decrease of cultivation, year by year, in each tract  
—(a) Paddy (by tracts).

Year.	SETTLEMENT AREA.			Remarks.	
	Cultivated area including fallow.	Fallow area.	Percentage of increase or decrease in total cultivated area.		
1	2	3	4	5	6
	Acres.	Acres.			

The form for garden and miscellaneous will be the same without the fallow entries and should be prepared by assessment tracts (if any). \_\_\_\_\_

STATEMENT III—Statistics of rented area.

Number of tract.	AT SETTLEMENT, ANNUAL AVERAGE.				ANNUAL AVERAGE OF FIVE YEARS SUCCEEDING SETTLEMENT				ANNUAL AVERAGE OF FIVE YEARS PRECEDING REVISION.				Remarks.
	Number of tenants	Area rented.	Percentage of area rented to total cultivated area	Rate per acre.	Number of tenants	Area rented	Percentage of area rented to total cultivated area.	Rate per acre	Number of tenants.	Area rented.	Percentage of area rented to total cultivated area	Rate per acre	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
		Acres.		Rs		Acres		Rs.		Acres.		Rs.	

STATEMENT IV—Statistics of sales and mortgages (same form as above, Statement III).

STATEMENT V—Crop-cutting statistics (same form as now used, *vide* Appendix II, Statement I, Directions to Settlement Officers, Lower Burma), entering columns for weight of paddy by selected fields and by the acre. The detailed and abstract statements are to be prepared by tracts and not by circles

STATEMENT VI.—Agricultural statistics (same form as now used, *vide* Appendix II, Statement II, Directions to Settlement Officers, Lower Burma), to be prepared both in detail and abstract by tracts only.

STATEMENT VII.—Showing the changes in grouping in the Settlement Officer's Tracts (see map).

Number of tract.	SETTLEMENT OFFICER'S TRACTS.		KWINS ADDED.			KWINS SUBTRACTED.			REVISION OFFICER'S TRACTS.			Remarks.	
	No. of <i>kwins</i> .	Area.	No. of <i>kwins</i> .	Name of <i>kwins</i> .	Area.	No. of <i>kwins</i> .	Name of <i>kwins</i> .	Area.	No. of tract.	No. of <i>kwins</i> .	Area.		
1	2		4		6	7		9	10	11	12	13	
		Acres.			Acres.			Acres.			Acres.		

STATEMENT VIII.—By *kwins*—of the changes of soil classification.

No. of tract.	Name of circle	No. of <i>kwin</i> or vil- lage.	Name of <i>kwin</i> or vil- lage.	Number of fields changed	Present soil classi- fication— Total area		Proposed soil classi- fication— Total area.		Present revenue.	Revenue r e s u l t i n g from the change.	Percentage of increase or decrease.	Remarks.
					I	II	I	II				
1	2	3	4	5	6	7	8	9	10	11	12	13
					Acres.	Acres.	Acres.	Acres	Rs.	Rs.		

STATEMENT IX—Showing the change from *kwin* to village boundaries.

VILLAGE			KWIN.			Remarks.
No.	Name.	Area.	No.	Name.	Area	
1	2	3	4	5	6	7
		Acres.			Acres	

The total area of the various *kwins* or parts of *kwins* in one village should be equal to the area shown against the village.

STATEMENT X.—Comparison of the present and proposed rates and their incidence per acre.

Township	Circle	No. of twin.	Name of twin.	AREA ASSESSABLE				Total area assessable	Total area occupied	Present year's revenue without cess	PERCENT REVENUE RATE		INCIDENCE PER ACRE		AREA LEASED CULT IN RENT				Incidence per acre of rent paid	PROPOSED REVENUE.				Remarks									
				Class I.	Class II.	Class III.	Class IV.				Class I, including fallow	Class II, including fallow	Class I	Class II	Class III	Class IV	Class I	Class II		Class III	Class IV	Incidence on occupied area	Resulting assessment		Increase or decrease								
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30

N.B.—Where it is possible to obtain a separate statement of the rent paid (column 21), separately for each soil class, the Revision Settlement Officer should make an entry of the same in column 19. Remarks should state the area of each class for which he has been able to obtain such statistics.









REPORT VI.—Monthly progress report of the recess work of the Revision Settlement Party in the..... district for the month of..... 19 ..

PROGRESS IN THE PREPARATION OF THE STATISTICS FOR THE REPORT BY STATEMENTS																						
Serial No of each tract.	Number of tracts in each tract	I		II		RENTED AREA		SALES AND MORTGAGES		CROP-STATISTICS		AGRICULTURAL STATISTICS		CHANGES IN TRACT GROUPING		CHANGES IN SOIL CLASSIFICATION		CHANGES FROM KWIN TO VILLAGE BOUNDARIES		COMPARISONS OF PRESENT AND PROPOSED FATES		Remarks.
		Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	Completed	Checked	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23

( 14X )