GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

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No. RDM-Reg-REGN-0004-2026 17653 /R&DM, Dated : 24 APR 2026

From

Dr. Arabinda Kumar Padhee, IAS

Additional Chief Secretary to Government

To

The Inspector General of Registration, Odisha

Sub : Compliance with the statutory provisions governing registration or deposit of documents outside Registration office.

Madam,

It has come to the notice of this Department that a large number of home visits are being undertaken by Registering Officers for the purpose of registration or deposit of documents. Such practices are not in consonance with the spirit and intent of the provisions laid down under Sections 31, 33 and 38 of the Registration Act, 1908 read with Rules 48 to 52 of the Orissa Registration Rules, 1988.

Section 31 of the Registration Act, 1908 provides that a document may be presented for registration at the residence of a person only in exceptional circumstances, particularly where such person is unable to attend the registering office due to unavoidable reasons. Further, Section 33 and 38 exempts certain classes of persons from appearance at the registration office and empowers the Registering Officer to attend a private residence for the purpose of registration only in such cases, namely where a person is suffering from bodily infirmity, is confined in jail under civil or criminal process, or is otherwise exempted by law from personal appearance in court.

Such attendance shall be carried out strictly in accordance with the prescribed procedure as provided under rules 48 to 52 of the Orissa Registration Rules, 1988.

These provisions clearly indicate that registration at a place other than the office is an exception and not the norm.

Furthermore, the Registering officer shall obtain prior permission before undertaking such visits, i.e., from the ADM-cum-District Registrar where the residence is outside the jurisdiction but within the district, from the Inspector General of Registration where it is outside the district but within the State, and from the Government where it is outside the State.

All officers should be instructed to strictly comply with the Act and Rules, ensuring that home visits are conducted only in genuine exceptional cases and that proper verification of the reasons and supporting documents is carried out. Any deviation from these provisions will be viewed seriously.

Additional Chief Secretary to Government

24.4.2026

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Copy forwarded to all ADM-cum-District Registrars/ all District Sub-Registrars/ all Sub-Registrars for information and necessary action. All ADM-cum-DRs are directed for strict supervision in this regard.

Additional Secretary to Government

24/04/26