

GOVERNMENT OF MANIPUR
DIRECTORATE OF SETTLEMENT & LAND RECORDS, MANIPUR

No. 1/27/90-DLR / 232

Lamphelpat, the 27th August, 2025

To

The Secretary (Land Resources),
Government of Manipur.

Subject: Request for allocation of rooms in the 1st and 2nd Floors of the existing New Secretariat Building, Western Block, Babupara for setting up the Office of the Directorate of Settlement & Land Records, Manipur.

Sir,

In continuation of this Directorate's letter of even number dated 4th April, 2025 on the subject cited above, I have the honour to state that the offices presently functioning in the existing Secretariat buildings (Old & New) will soon be shifted to the newly constructed Secretariat at Mantripukhri, thereby vacating the present premises at Babupara.

It is therefore requested that suitable rooms on the 1st and 2nd Floors of the existing New Secretariat Building, Western Block, Babupara may kindly be allocated for accommodating the Office of the Directorate of Settlement & Land Records, Manipur, once the premises are vacated. The request is made on account of the following compelling reasons:

- i. The present office building of this Directorate at Lamphelpat is located in a low-lying area which remains waterlogged almost throughout the year. Even a short spell of rainfall leads to flooding of the premises and approach roads, severely hampering access to the office.
- ii. Due to this persistent problem, staff attendance is adversely affected and the smooth functioning of official work is frequently disrupted.
- iii. The office complex is situated in an isolated area, which also poses concerns from the security point of view.
- iv. This Directorate is the custodian of important land records relating to survey and resurvey operations, which require safe and secure preservation. The prevailing conditions at the present location are inadequate to ensure such preservation.

In view of the above, I shall be grateful, if necessary, arrangements are made for the allocation of the requested rooms.

Yours faithfully,


27/8/25

(P. Gojendro Singh)

Director,

Settlement & Land Records, Manipur.

Copy to: Relevant file.