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REVIEWED LAND ADMINISTRATION, REGISTRATION AND COMPENSATION POLICY IN PLATEAU STATE

2024

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LAND ADMINISTRATION , REGISTRATION AND COMPENSATION POLICY IN PLATEAU STATE

1.0 INTRODUCTION

The Land Administration, Registration and Compensation policy is a guide for land and property transactions in Plateau State. It is designed with a view to give direction on the general Land Administration in Plateau State.

The Land Administration, Registration and Compensation Policy is deduced from the provision of the Land Use Act of 1978. It is important to note that Land Use Act 1978 is understood and applied different in many States of the Federation due to the fact that there is no accompany implementation guidelines.

1.1 STRUCTURE OF LAND ADMINISTRATION IN PLATEAU STATE

The organ of Government in charge of Land Administration in Plateau State is the Ministry of Lands, Survey and Town Planning complimented by other Government agencies. The structure in place for Land Administration in the Ministry of Lands, Survey and Town Planning is through the three (3) Technical departments that is Land department, Survey department and Town Planning department which are headed by professionals and competent personalities in their respective fields. These 3 technical departments are supported by Administrative/ Finance departments.

1.2 FUNCTIONS OF THE DEPARTMENTS

1.2.1 LANDS DEPARTMENT

The Lands Department is in charge of the running of day to day activities of general Land Administration comprising of the following:

- I. Acquisition of land for government projects, schemes, public use and others.
- II. Allocation of land to prospective applicants through Land Use and Allocation Committee
- III. Assessment and payment of compensation
- IV. Processing and conveyance of Statutory Titles (R of O and C of O)
- V. Computation of demand notices and review of ground rents and other taxes of fees chargeable on land
- VI. Collation of new applications for R of O, re-grants of expired titles for processing
- VII. Keeping of land records and securing the Land Registry of the State
- VIII. Settlement of land disputes by means of arbitration, mediation, conciliation and awards
- IX. Testifying as Expert Witness in Courts of Law

- X. Processing of miscellaneous and other sub-transactions on land e.g Assignments, mortgages, leases, part-surrender etc.

1.2.2 SURVEY DEPARTMENT

- I. Undertakes cadastral Surveys to produce (Title Deed Plan) for individuals, government and other layouts for processing of C of O.
- ii. Digitizing of survey parcel on the ortho maps
- Iii. Reporting and Charting of new applications (plots)
- Iv. Production of Administrative maps and survey plans.
- V. Provision and updating of Township maps.
- Vi. Other special duties such as representation as committee members in boundary dispute and adjustment committees
- Vii. Maintenance and keeping of cadastral records
- Viii. Delimitation, delineation and demarcation of administrative boundaries
- Ix. Establishment of Cadastral Controls
- XI. General mapping of the State and Survey maps

TOWN PLANNING DEPARTMENT

- I. Policy formulation of the planning of the urban and rural areas by ensuring Standards for layouts, Building Bye laws, Right of Ways and Zoning
- II. Designing of Master plan
- III. Coordinating of Government and private layouts
- IV. Inspection of sites before granting of planning permission for various purposes (use)
- V. Site Analysis and Environmental Impact Assessment (EIA) reports.
- VI. Development control and approval of Building plans in the Area offices.

1.2.4 ADMINISTRATIVE AND PERSONNEL DEPARTMENT

The department serves as a link or bridge between the Management and the staff, and handles all Financial Transactions of the Ministry. It also ensures the general welfare, promotions, discipline and transfer aspect of staff.

1.2.5 FINANCE/ACCOUNTS AND SUPPLIES DEPARTMENT

- I. The department is responsible for the verification of all payments for transactions in the Ministry
- Ii. Preparation of budgets in advance
- Iii. Keeping financial records of the Ministry
- Iv. Rendering financial reports and /or returns to the Ministry of Finance

- V. Debts recovery
- Vi. Formulation of financial policies and advising the Ministry on financial matters.

1.2.6 AREA OFFICES

- I. For effective coverage in Land Administration and Management of the entire State, area offices are established to serve as nodal centers for the collation of applications for all land uses by forwarding of same to the headquarters for processing. This is to take care of long distances where applicants have to travel to the headquarters to submit their applications.

AREA OFFICES AND THEIR RESPECTIVE LOCAL GOVERNMENT AREAS

Area Office	Local Govt. Areas
Barkin Ladi	Barkin ladi, Riyom
Mangu	Mangu, Bokkos
Shendam	Shendam, Quan'pan, Mikang
Pankshin	Pankshin, Kanke, Kanam
Langtang	Langtang North, Langtang South, Wase

Headquarter office covered Jos North, Jos South, Jos East and Bassa Local Government Areas.

1.3 OTHER AGENCIES

There are other Agencies, Ministries or Committees mentioned earlier that also compliments the process of General Land Administration. These include the Land Use and Allocation Committee, Land Allocation Advisory Committee, Area offices, Ministry of Housing and Urban Development and Jos Metropolitan Development Board (JMDB).

1.3.1 LAND USE AND ALLOCATION COMMITTEE (LUAC)

The LUAC is a Committee established in line with the provision of the Land Use Act Section 2(2) CAP 202 Laws of the Federation of Nigeria, 1978. The Committee is charged with the following responsibilities:

- I. Advising the Governor on any matters connected with Land Management
- II. Advising the Governor on any other matter connected with resettlement of persons affected by revocation of any Right of Occupancy on grounds of overriding public interest.
- III. Determining disputes as to the amount of compensation payable under this Act for improvements on land.

1.3.2 LAND ALLOCATION ADVISORY COMMITTEE

The Committee is responsible for advising Local Government on any matter connected with the management of land not in an Urban Area.

2.0 PLATEAU GEOGRAPHIC INFORMATION SERVICE (PLAGIS)

Plateau Geographic Information Service acronym **PLAGIS** is the infrastructure that enable digital processing of land and property transactions in Plateau State. The system interlinked digitally and create a platform for processing of all land transactions in the Ministry of Lands, Survey and Town Planning, Plateau State. There are fifty five (55) transactions in the PLAGIS platform; namely

1. Application for state land
2. Application for statutory Right of occupancy
3. Conversion of titles
4. Re-allocation of Land
5. Certified True Copies
6. Search
7. Application for Certificate of Occupancy
8. Application for Consent to Assignment
9. Application for Consent to mortgage
10. Registration of Assignment
11. Assignment by way of Gift
12. Caveat Emptor
13. Change of Name on a Title
14. Complaint
15. Devolution
16. Extension of Title
17. Lifting of caveat emptor
18. Merger of Titles
19. Registration of Mortgages
20. Application for Part Surrender
21. Power Attorney
22. Re-Certification
23. Re-grant
24. Release of Mortgages
25. Application for Sublease
26. Release of Sublease
27. Replacement of Titles
28. Revocation of Power of Attorney
29. Upstamping of existing Mortgages
30. Variation

31. Lodgement of court judgement
32. Penalty for late submission of documents for registration after expiration of 4 months/day
33. Penalty of loss C of O
34. Authorization to collect legal Documents
35. Ground rents
36. Data Corrections
37. Hiring of Surveying equipment
38. Map search
Printing of Maps and sales
39. Maps sales (orthophoto maps 1sqkm Hard copy/copy)
40. Map sales (orthophoto 1sqkm soft copy/copy)
41. Map sales (line maps 1:2,000/copy)
42. Map sales (line maps 1:5,000/copy)
43. Map sales (line maps 1:10,000/copy)
44. Map Sales (Thematic/Adm. state wide coverage/copy)
45. Map Sales (Thematic /Local Govt coverage /copy)
46. Change of Purpose Clause
47. Subdivision of Land
48. Site Development Plan
49. Layout approval fee
50. Environmental Impact Assessment
51. Contravention
52. Building Plan Approval
53. Court Verification of document(s)
54. Right Of Way
55. Private Surveyor plan lodgement

3.0 REQUIREMENTS FOR INDIVIDUAL APPLICATION FOR STATE LAND

1. Applicants are require to pay the sum of =N=10,000.00 at the Plateau State Internal Revenue Board (PSIRS) pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach allocation letter
3. Attach copy of allocation fee payment receipt
4. Attach form of identification (either international passport, National ID card, Driver's licence or Voter's registration card)

5. Attach Tax payer Identification Number print out
6. Attach Income Tax Clearance
7. Passport photograph
8. Attach copy of Survey plan and report

3.1 REQUIREMENTS FOR ORGANISATION (CORPORATE) APPLICATION FOR STATE LAND

1. Applicants are required to pay the sum of ₦10,000.00 at the Plateau State Internal Revenue Board pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach allocation letter
3. Attach copy of allocation fee payment receipt
4. Attach Certificate of Incorporation (CAC)
5. Attach Tax payer Identification Number print out
6. Attach Income Tax Clearance
7. Company seal

3.2 REQUIREMENTS FOR INDIVIDUAL APPLICATION FOR STATUTORY RIGHT OF OCCUPANCY

1. Applicants are required to pay the sum of ₦10,000.00 at the Plateau State Internal Revenue Board pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach Copy of Survey plan and report
3. Attach Original copy Change of ownership
4. Attach form of identification (either international passport, National ID card, Driver's licence or Voter's registration card)
5. Attach Tax payer Identification Number print out
6. Attach Income Tax Clearance
7. Passport photograph
8. Attach Original copy of Sales Agreement
9. Attach Original copy of Deed of Assignment
10. Attach Original copy of Customary Evidence of ownership
11. Attach copy of Court Judgement
12. Attach Registered Copy of Power of Attorney

3.3 REQUIREMENTS FOR ORGANISATION (CORPORATE) APPLICATION FOR STATUTORY RIGHT OF OCCUPANCY

1. Applicants are required to pay the sum of ₦10,000.00 at the Plateau State Internal Revenue Board pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach Copy of Survey plan and report
3. Attach Original copy Change of ownership
4. Attach copy of Certificate of Incorporation (CAC)
5. Attach Tax payer Identification Number print out
6. Attach Income Tax Clearance
7. Company Seal

8. Attach Original copy of Sales Agreement
9. Attach Original copy of Deed of Assignment
10. Attach Original copy of Customary Evidence of ownership
11. Attach copy of Court Judgement
12. Attach Registered Copy of Power of Attorney

3.4 REQUIREMENTS FOR INDIVIDUAL APPLICATION FOR CERTIFICATE OF OCCUPANCY

1. Applicants are required to pay the sum of ₦10,000.00 at the Plateau State Internal Revenue Board pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach Copy of Survey plan and report
3. Attach copy of Identification (either international passport, National ID card, Driver's licence or Voter's registration card)
4. Attach Tax payer Identification Number print out
5. Attach Income Tax Clearance
6. Passport Photograph
7. Attach Original copy of Deed of Assignment
8. Attach Original copy of Customary Evidence of ownership
9. Attach copy of Court Judgement
10. Attach Registered Copy of Power of Attorney
11. Photocopy of Right of Occupancy

3.5 REQUIREMENTS FOR ORGANISATION (CORPORATE) APPLICATION FOR CERTIFICATE OF OCCUPANCY

1. Applicants are required to pay the sum of ₦10,000.00 at the Plateau State Internal Revenue Board pay point in PLAGIS building and obtain form from the PLAGIS front desk.
2. Attach Copy of Survey plan and report
3. Attach copy of Certificate of Incorporation (CAC)
4. Attach Tax payer Identification Number print out
5. Attach Income Tax Clearance
6. Company Seal
7. Attach Original copy of Deed of Assignment
8. Attach Original copy of Customary Evidence of ownership
9. Attach copy of Court Judgement
10. Attach Registered Copy of Power of Attorney
11. Photocopy of Right of Occupancy

4.0 EMPOWERING LAWS IN THE MINISTRY

1. Land Use Acts 1978
2. PLAGIS Law
3. Land Use Charge Law

5.0 LAND ADMINISTRATION

According to United Nations Geneva Conference (1996), Land Administration is defined as the processes of recording and disseminating information about the ownership, value and use of land and the associated resources. The processes include the determination (sometimes known as the “adjudication”) of rights and other attributes of the land, the survey and description of these, their detailed documentation and the provision of relevant information in support of land markets.

6.0 TYPES OF TITLES AND METHODS OF ACQUISITIONS

A Title Document is an ownership right or claim in and over the earth that makes land a resource. Land ownership desire can only be fulfilled with an ability to exercise absolute rights to the exclusion of others. A title document therefore is reducing into writing, description of the land in question, the type of amount of rights exercisable by the owner, the limitation to and the obligation of the owner.

There are two (2) categories of titles that exist which can be acquired namely:

- A. Customary Right of Occupancy (CRO)
- B. Statutory Right of Occupancy

6.1 CUSTOMARY RIGHT OF OCCUPANCY (CRO)

Section 6 (1) and (1a) of the Land Use Act 1978 defines Customary Right Occupancy as a grant to a person or organisation for use of land in the Local Government Area not in an Urban area for agricultural, residential and other purposes.

6.2 STATUTORY RIGHT OF OCCUPANCY

Section 5(1) and (1a) of the Land Use Act 1978 defines Statutory Right of Occupancy as grant by the Governor in respect of land in an urban area to any person or organisation for all purposes.

7.0 LAND REGISTRATION

Land Registration is the compilation of records on titles, rights and interest over land, describing their category, nature, boundaries and quantum/extent of privileges. It is a system by which the ownership of interest in land are recorded and registered, usually with Government to provide evidence of title and by extension facilitate further transactions.

7.1 SYSTEMATIC LAND TITLING, REGISTRATION AND DOCUMENTATION

According to Oluwadare and Kufoniya (2019), Systematic Land Titling and Registration is a method of bringing all parcels of land in a defined area/jurisdiction into the formal system of land registration through a single process of public education, adjudication of titles, surveying or other means of identifying the parcels, creating unique parcel numbers and issuing titles/certificates. The boundaries of parcels of land in a given area and the possessory rights of individuals, families or corporate bodies are determined in the presence of all adjacent land holders of such parcels of land.

7.2 PROPOSAL FOR SYSTEMATIC LAND TITLING REGISTRATION AND DOCUMENTATION

The Ministry has the proposal to commence the Systematic Land Titling Registration and Documentation exercise in 2025.

8.0 PUBLIC LAND ACQUISITION AND COMPENSATION

Government whether at Federal, State or Local Government level usually initiates programme or policies which may require land as a major factor of production. These policies are for the betterment of the general public. Government most often has to make land available for itself in order to execute such public policies.

Communities or individuals cause accessing land for government use difficult, hence government introduced the acquisition of any suitable land for reason of overriding public interest through eminent domain police power.

However, this does not exonerate government from paying adequate compensation to the dispossessed land owners. Section 29(4) of the Land Use Act 1978 requested the payment of compensation on land acquired for overriding public interest.

8.1 LAND ACQUISITION AND COMPENSATION BY GOVERNMENT OR CORPORATE BODIES

The ministry of Lands, Survey and Town Planning is the Government organ that is in charged or saddled with the responsibility of public acquisition. The Ministry acquires land on behalf of other Government Agencies or Corporate Bodies. The Public Acquisition and Compensation is headed by a qualified Estate Surveyor and Valuer in the Lands Department.

8.2 PROCEDURE FOR PUBLIC ACQUISITION

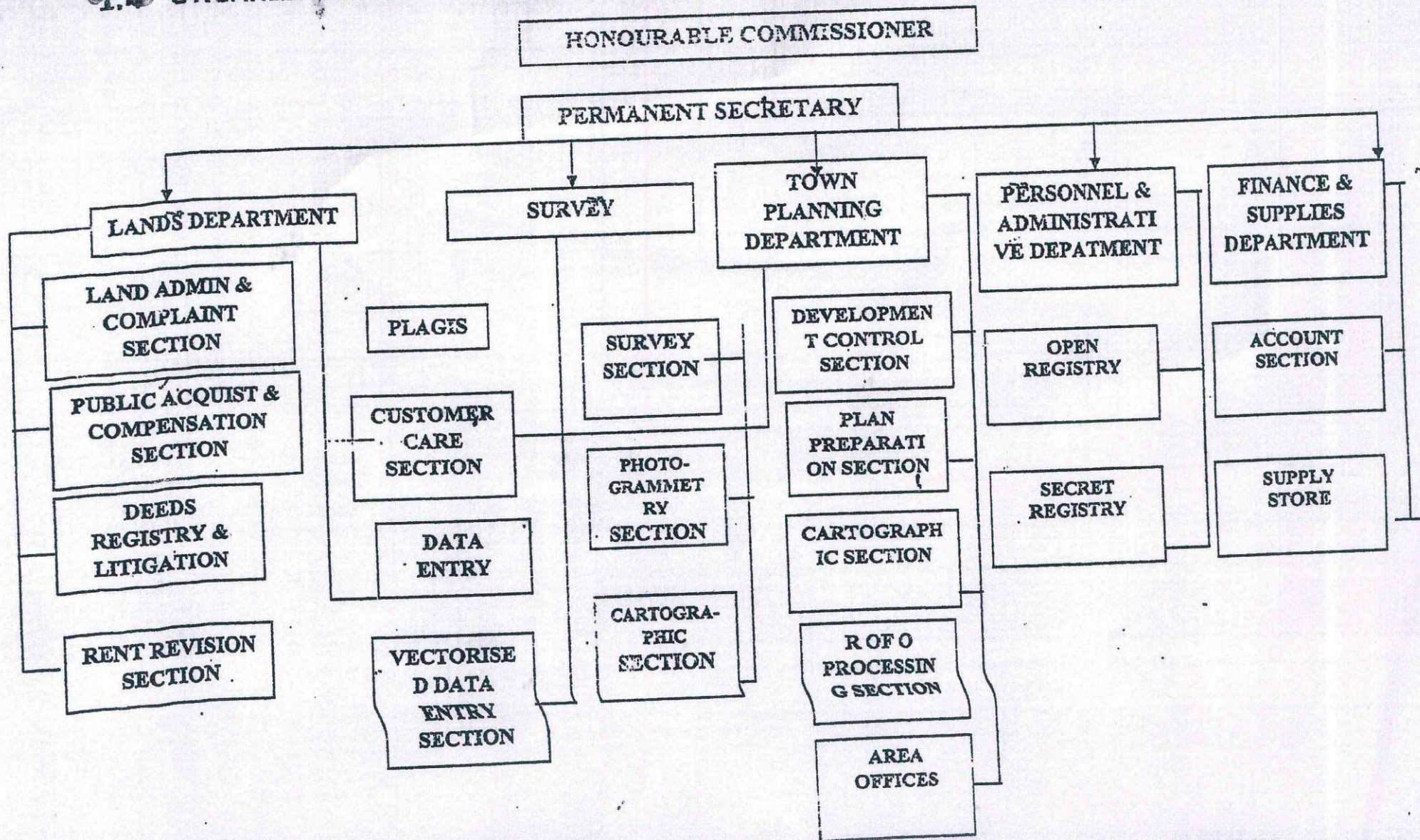
- I. Applicants are to apply through the Ministry of Lands, Survey and Town Planning stating the purpose for which the land is required.

- ii. The Ministry undertakes site inspection with a view to identifying a suitable site or the body interested in the land could equally identify an ideal site for possible acquisition.
- iii. The Ministry communicates land owners through their respective Local Government Councils and Traditional Rulers declaring Government intention or in the case of Statutory Right Occupancy communicate directly with the owner.
- iv. Ministry in conjunction with the respective Local Government Councils fix and communicate a suitable date for Enumeration Assessment and Evaluation of Individual land holdings, economic trees and unexhausted improvement as the case may be. This is with a view to determine the amount of compensation to be paid by Government to the dispossessed land owners at Government approved rates.
- V Preparation of survey plan of entire area by the Surveyor General
- Vi A site board meeting is convened to consider the valuation report and other relevant issues.
- Vii A memo is drafted by the Director of Lands to the Governor to approve the site for such purpose and also the valuation report.



Barr. Peter Nyam Gai
Honourable Commissioner
Ministry of Lands, Survey and Town Planning
Plateau State

9.1 ORGANIZATIONAL CHART OF MINISTRY OF LANDS, SURVEY AND TOWN PLANNING



DIAGRAMATIC WORKFLOW REPRESENTATION OF ALL THE VARIOUS TRANSACTION PROCESSES IN PLGIS

