



**GOVERNMENT OF KHYBER PAKHTUNKHWA
REVENUE AND ESTATE DEPARTMENT**

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Peshawar dated 07/03-2026

SUBJECT: STANDARD OPERATING PROCEDURE (SOP) FOR ISSUANCE OF DIGITIZED FARD THROUGH NADRA e-SAHULAT FRANCHISES

In continuation of the Memorandum of Understanding executed between the Revenue and Estate Department, Government of Khyber Pakhtunkhwa (First Party) and NADRA Technologies Limited (Second Party) for facilitation of issuance of Fard through NADRA e-Sahulat franchises, and in exercise of powers conferred under Sections 41A and 55 of the West Pakistan Land Revenue Act, 1967 (KP Application), and the subsequent amended rule 2 of the amended Land Revenue rules 2021, the following Standard Operating Procedure (SOP) is hereby notified for implementation throughout the Province of Khyber Pakhtunkhwa.

This SOP shall regulate the operational, legal, technical, and accountability framework for issuance of Digitized Fard through NADRA e-Sahulat system.

1. LEGAL BASIS

The issuance of Digitized Fard through NADRA e-Sahulat shall operate strictly within the statutory framework governing land records in Khyber Pakhtunkhwa.

This SOP is framed under:

1. Section 39 – Record of Rights
2. Section 41A – Digitized Periodical Record
3. Section 42A – Digitized reporting of acquisition of rights
4. Section 52 – Presumption of correctness of entries
5. Section 55 – Power of Board of Revenue to frame rules for digitized land records
6. Relevant provisions of the executed MoU with NADRA Technologies Limited

All actions taken under this SOP shall be construed as administrative facilitation measures and shall not amount to adjudication of proprietary rights.

2. NATURE AND STATUS OF DIGITIZED FARD

Digitized Fard issued through NADRA e-Sahulat is intended as a service-delivery facilitation mechanism to provide public access to digitized land record extracts.

2.1 The Fard shall be a digitally generated extract of the latest digitized periodical record maintained in LRMIS.

2.2 Fard for transaction will be issued to land owners having their CNIC updated in the digital register Haqdaraan Zameen (RHZ).

2.3 NADRA e-Sahulat shall have read-only access to LRMIS strictly for Fard issuance as per the defined business process.

2.4 No mutation entry, alteration, modification, correction, or updating of land record shall be permissible through NADRA e-Sahulat.

2.5 Issuance of Fard does not create, transfer, extinguish, confirm, or validate title.

2.6 The presumption of correctness of entries shall remain governed by Section 52 of the Land Revenue Act, 1967, which remains rebuttable under law.

3. BIOMETRIC VERIFICATION PROTOCOL

Biometric authentication is introduced under the MoU as a customer authentication safeguard and shall not alter the legal character of land records.

3.1 NADRA e-Sahulat franchises shall perform biometric verification of the applicant through CNIC authentication prior to issuance of Fard.

3.2 Biometric verification shall confirm identity of the applicant only.

3.3 Biometric verification shall not be construed as verification, authentication, confirmation, or certification of ownership, tenancy, title, or proprietary rights recorded in LRMIS.

4. CNIC MAPPING STATUS OF LAND RECORDS

The digitized land record system presently contains limited CNIC linkage of landowners and tenants.

4.1 A substantial portion of legacy land records does not contain updated CNIC mapping.

4.2 Accordingly, issuance of Fard through NADRA e-Sahulat shall operate in informational facilitation mode.

4.3 Ownership verification remains governed strictly by entries in LRMIS and applicable provisions of the Land Revenue Act, 1967.

4.4 Biometric verification shall not be interpreted as ownership matching until comprehensive CNIC mapping is integrated in the land record system.

5. PROCEDURE FOR ISSUANCE OF FARD

To ensure uniformity and system integrity, the following procedure shall be followed:

Step 1 – Application

The applicant shall provide:

- Original CNIC
- Relevant property particulars (District, Tehsil, Mouza, Khasra, Holding, Name etc)

Step 2 – Biometric Authentication & Fee Collection

The e-Sahulat franchise shall:

- Collect prescribed service charges and Fard fee (ADC Link / PSID / Cashless payment).
- Perform biometric verification.
- Generate electronic transaction reference.

Step 3 – LRMIS Read-Only Access

Upon confirmation of service charges:

- Electronic intimation shall be transmitted to LRMIS.
- LRMIS shall display requested record in read-only format.
- A system-generated Unique Key/Reference Number shall be created.
- Duplicate sequence number shall not be entertained on the same day.

Step 4 – Payment Confirmation & Printing

After confirmation of payment through ADC (I-Link or other approved channel):

- Printing tab shall be enabled.
- Fard shall be printed with system authentication details and transaction reference.

6. MANDATORY DISCLAIMER ON PRINTED FARD

To safeguard statutory compliance, prevent misinterpretation, and protect the Revenue & Estate Department under Section 52 of the Land Revenue Act, 1967, every Fard printed through NADRA e-Sahulat shall prominently carry the following mandatory disclaimer in bold and clearly visible format:

Mandatory Disclaimer Text

This Fard is an extract of the digitized Record-of-Rights maintained under the West Pakistan Land Revenue Act, 1967. Biometric verification confirms identity of the applicant only and does not certify ownership. Ownership and rights are as per LRMIS record. This document does not confer title and is subject to correction, substitution, or modification under law.

No Fard shall be issued without inclusion of the above disclaimer.

The inclusion of this disclaimer shall constitute sufficient public notice that:

- Biometric verification is identity confirmation only.
- Ownership rights remain governed by LRMIS entries.
- The presumption under Section 52 remains rebuttable.

7. RESPONSIBILITIES OF THE FIRST PARTY

(Revenue & Estate Department)

The First Party shall:

1. Provide secure VPN-based read-only API access.
2. Maintain permanent logs of all Fard view and issuance activities.
3. Ensure LRMIS uptime and system availability.
4. Remain responsible for accuracy and integrity of digitized land record data.
5. Maintain permanent history of actions performed by e-Sahulat franchises.
6. Provide user manuals and necessary technical training.

8. RESPONSIBILITIES OF THE SECOND PARTY

(NADRA Technologies Limited)

The Second Party shall:

1. Collect service charges as per MoU.
2. Perform biometric verification prior to issuance.
3. Issue Fard strictly through read-only access.
4. Ensure LRMIS access is used solely for Fard issuance.
5. Not store, alter, replicate, or modify land record data.
6. Ensure compliance of all designated franchises with this SOP.

9. DATA SECURITY AND LOGGING

Given the sensitivity of land record data, the following controls shall be mandatory:

9.1 All access shall be through secure VPN connectivity.

9.2 LRMIS shall record:

- Franchise ID
- Operator ID
- Applicant CNIC
- Timestamp
- PSID reference
- MAC address

- Successful and unsuccessful attempts

9.3 Any misuse, unauthorized access, or breach shall result in immediate suspension and further legal action.

10. PUBLIC RECORD PRINCIPLE

Land records are public documents under law.

10.1 Land Owner or his/her authorized representatives may obtain Fard upon payment of prescribed fee.

10.2 This Fard is an extract of the digitized Record-of-Rights maintained under the West Pakistan Land Revenue Act, 1967. Biometric verification confirms identity of the applicant only and does not certify ownership. Ownership and rights are as per LRMIS record. This document does not confer title and is subject to correction, substitution, or modification under law. In case of discrepancy, the record maintained at the authorized Service Delivery Centre shall prevail.

10.3 Responsibilities of the Revenue Officers/ official including Sub Registrar office and SDC's officers/ officials will remain in place as per the concerned land Revenue and registration laws etc.

11. DISPUTE AND COURT ORDERS

11.1 In case of any court order restraining issuance of Fard for specific property, issuance shall be immediately suspended.

11.2 Both Parties shall attend legal proceedings jointly as per MoU provisions.

12. LIABILITY

12.1 The First Party shall remain responsible for correctness of land record data.

12.2 The Second Party shall not be liable for inaccuracies in LRMIS data.

12.3 Inclusion of the mandatory disclaimer shall operate as statutory protection clarifying that biometric authentication does not amount to ownership certification.

13. SUSPENSION OR TERMINATION OF ACCESS

Access to any NADRA e-Sahulat franchise may be suspended, restricted, or terminated by the competent authority in the event of API misuse, unauthorized system access, security breach, violation of the provisions of this SOP or the executed MoU, issuance of directions by the Government, or pursuant to any order of a court of competent jurisdiction. Such suspension shall be without prejudice to any further legal, administrative, or disciplinary action that may be initiated under applicable laws and contractual obligations.

14. GOVERNANCE AND MONITORING

In order to ensure transparency, accountability, system integrity, and continued compliance with statutory and contractual obligations, a structured governance and monitoring mechanism shall be maintained. Monthly technical review meetings shall be convened between the concerned authorities to assess system performance and operational issues. Random audits of access logs and transaction records shall be conducted to verify authorized usage and detect any irregularities. A comprehensive security compliance review shall be undertaken on a quarterly basis to evaluate cybersecurity safeguards and data protection measures. Furthermore, any technical malfunction, security breach, suspicious activity, or operational incident shall be mandatorily reported to the competent authority within twenty-four (24) hours of its occurrence for appropriate action.

15. Effective Date and Supersession / Commencement

This SOP shall come into force with immediate effect and shall be binding upon all concerned officers and NADRA e-Sahulat franchises.

These Standard Operating Procedures (SOPs) are issued specifically to regulate and streamline the facilitation of issuance of Digitized Fard through NADRA e-Sahulat franchises in collaboration with NADRA Technologies Limited.

These SOPs do not amend, override, curtail, or alter the provisions of the West Pakistan Land Revenue Act, 1967 (as applicable in Khyber Pakhtunkhwa), or any rules framed thereunder. They are intended solely to operationalize and facilitate the delivery of services through electronic means via NADRA e-Sahulat, while ensuring that all statutory requirements, legal safeguards, evidentiary standards, and procedural protections prescribed under the law remain fully intact, enforceable, and unaffected.

Nothing contained herein shall be construed as substituting, modifying, or diminishing the statutory processes governing land records, registration, mutation, or adjudication of rights under the applicable laws.

**With the approval
of Senior Member
Board of Revenue**

Endst: No. & date even.

Copy forwarded to the: -

1. Member (S & C, Taxes), Revenue & Estate Department, Khyber Pakhtunkhwa
2. Director Land Records, Revenue & Estate Department, Khyber Pakhtunkhwa
3. All the Deputy Commissioners, Khyber Pakhtunkhwa
4. CEO, NADRA E-Sahulat, Islamabad.
5. Managing Director, KP IT Board for necessary action, please
6. PSO to Chief Secretary, Khyber Pakhtunkhwa

7. All the Deputy Director (DB), Revenue and Estate Department for necessary action, please
8. All the Sub Registrars, Govt. of Khyber Pakhtunkhwa.
9. Private Secretary to Senior Member Board of Revenue. Khyber Pakhtunkhwa


Abdul Ghafoor Shah
MBR (S & C, Taxes)