

MINUTES OF THE DDC MEETING FOR THE MONTH OF JANUARY AND FEBRUARY, 2023 HELD  
ON 30/03/2023 AT 11:00 AM IN THE SUKAFI CONFERENCE HALL ,OFFICE OF  
THE  
DEPUTY COMMISSIONER, SIVASAGAR

Members present: List enclosed.

The DDC meeting for the month of January and February, 2023 was held on 30/03/2023 which was chaired by Sri Aditya Vikram Yadav, IAS, Deputy Commissioner, Sivasagar and he was assisted by Sri Subhan Gowala, ACS, DDC, Sivasagar. The chairman welcomed all the members. All the reports and Power-point presentations were reviewed and all inter and intra departmental issues were discussed thoroughly and department wise, the following actionable points were emerged in the DDC meeting.

**A. Irrigation Department:**

1. The EEs of both the Divisions of the Department are instructed to resolve the issues related to selection of beneficiaries, identification of probable irrigation points(LIS/FIS) and convergence of PRI institutions in consultation with Agriculture Deptt.
2. The EEs of both the Divisions of the Department are instructed to submit the list of functional schemes sanctioned during Ist three years within seven days.
3. EEs of the Department were asked to call beneficiaries through Departmental Engineers and personally to enquire if installed irrigation systems are functional. A report on action taken may be submitted in the next DDC Meeting.
4. The EEs of both the Divisions of the Department will henceforth aim at increasing productivity of Paddy, Millet, Pulses, Oil seeds and Fodder.
5. The Department will do the needful to improve the canal system, where necessary.

*(Action: The EE, Irrigation, Sivasagar-Thowra/ Amguri-Nazira Division, DAO, Sivasagar)*

**B. Fishery Department:**

1. All the community ponds are to be completed within the stipulated time.
2. The DFDO will excel the execution of the existing schemes so that an incremental increase may be reflected in the report of next DDC meeting.
3. The DFDO will share the progress of Hatchery and Private ponds with

the CEO, ZP, Sivasagar.

4. The Department will initiate an arrangement of training of SHGs for the execution of Amrit Sarovar schemes in consultation with ASRLM and ZP.
5. The DFDO will do the needful to arrange training for interested youth on Bio-floc pisciculture and composite pisciculture immediately.

*(Action: The CEO,ZP, Sivasagar and DFDO, Sivasagar)*

**C. Power Department (APDCL):-**

1. APDCL authorities are instructed to complete the RDSS works in schedule time.
2. APDCL will convey a meeting with the contractors of new JJM schemes. The PHE & APDCL both the Departments will co-ordinate among themselves to complete the schemes in due time.

**(Action: EE, PHE &, APDCL, Sivasagar)**

**D. PHE Department:-**

1. The EE, PHED will complete the survey of all Retrofitting works under JJM within stipulated time and ensure completion of all retrofitting schemes.
2. A meeting will be conveyed among the both the Divisions of PWD(R), Water resource Department and Ex. Eng PHE, Sivasagar for completion of the schemes of JJM.
3. The Authority instructed EE, PHED; Sivasagar to do the needful to increase the progress of SMB-G Phase II.

**(Action: CEO, ZP, Sivasagar, EE, PHED, Sivasagar)**

**E. Agriculture department:**

1. The DAO will do the needful for availing suitable varieties of Paddy, millets, flowers, vegetables and Pulses for timely distribution among progressive farmers.
- 2.
3. Emphasis is to be given on commercial floriculture of Marigold.
4. The Department will do the needful to achieve awareness for PMFBY, especially among Orunodoi and PMKISAN beneficiaries for varied Kharif crops and the monthly target of 7000MT of Paddy Procurement.
5. The DAO is asked to prepare a proposal to be submitted to the Govt. about requirement of paddy and other seeds for the season.

**(Action : DAO, Sivasagar)**

**F. Sports & Youth Welfare Department:**

1. Instruction is given to District Sport officer and concerned BEEOs to submit the list of all playgrounds covered under the CMSUGY where the schemes are not implemented as per Plan & Estimate.
2. DSO is asked to prepare a Plan & Estimate of work to be taken in Darbar Field under Khelo India.
3. A report to be submitted on the Const of Swimming pool at Raisai Stadium, Demow under Untied fund.

**(Action: DSO, Sivasagar)**

**G. PWD (Building) Department:**

1. PWD(B), Sivasagar is asked to handover the judicial premise by June/2023.
2. The EE, PWD(B), Sivasagar and SDO(C) Nazira will conduct a joint verification on Skill development projects at Nazira Sub-Division and submit the report in next DDC meeting.
3. The EE, PWD(B), Sivasagar will complete the Natya Mandir by 3<sup>rd</sup> April,2023.

**(Action : PWD(B), Sivasagar and all HoDs)**

**I. PWD (Roads) Department:**

1. PWD(Roads) Sivasagar-Thowra Territorial Road Division is asked to physically verify the Drainage construction and resolve the issues if any at Cherekapar under Asom Mala, and ensure that ongoing traffic is not inconvenienced.
2. PWD(Roads) Nazira & Amguri Territorial Road Division is asked to prepare and submit a report on the issue of taking over the Bihubor Naginimora road from BRO.
3. PWD (R), Sivasagar-Thowra Territorial Road Division is asked to complete the remaining works of Harmoti Garh Bridge by April/2023.

**(Action: EE, PWD Sivasagar-Thowra/Amguri-Nazira Territorial Road Divisions)**

**J. Town & Country Planning Department:**

1. The Deputy Director T&CP will do the needful to expedite the process of completion of PMAY-U schemes.

**(Action : Deputy Director T&CP, Sivasagar)**

**K. Water resources Department:-**

1. The Executive Engineer, WR Division, Sivasagar is asked to complete the departmental schemes within the stipulated time.
2. EE WRD will take a report from Circle Officers and CEO DDMA regarding vulnerable embankments and take necessary action before monsoons begin.

**(Action: EE, WR Division, Sivasagar)**

**L. Soil Conservation Department:**

1. The department will ensure completion of all the ongoing schemes within the stipulated time, and submit a report on probable villages under consideration for schemes in the current year.

**(Action: Divisional Officer, Soil Conservation Division, Jorhat)**

**N. Social welfare Department :-**

1. The DSWO will identify the areas where new AWCs are to be constructed.
2. The DSWO is asked to conduct a joint verification on the lists of pregnant women and children to be carried out by ASHA and Anganwadi workers together.

**(Action: DSWO, Sivasagar & JDHS)**

**O. Industries and Commerce Department:**

1. The GM, DICCC will take up with the CO, Sivasagar and Amguri for identification of land for Industrial Park.
2. GM, DICCC is asked to Submit the list of backup beneficiaries of PMEGP.

**(Action: GM, DICCC)**

**P. Co-operation Department:**

1. New audit for all co-operative societies along with stock verification process to be started.
2. The DRCS will be submit the list of all functional and non-functional societies. A list of societies who have not conducted elections is also to be provided.

3. DRCS/ARCS, is asked to submit the list of societies which are occupying Govt. land and/or have possession of other Govt. machinery/properties. All non-functional societies will have to be dissolved immediately and submit the report accordingly.

4. An action-taken report on all non-functional societies is to be submitted to the chairman by 31/03/2023.

**(Action: DRCS/ARCS, Sivasagar)**

**Q. Sericulture Department:-**

1. The Asstt. Director, Sericulture will submit Plan & Estimate to the CEO, ZP, Sivasagar for community nursery development projects and plantation activities.

**(Action: CEO, ZP, Sivasagar & Asstt. Director, Sericulture, Sivasagar)**

**R. Forest Department:**

1. The DFO (T) will submit the detailed status of clay procurement by the next DDC meeting.

2. Deputy Commissioner instructed all works Departments to submit the indent of clay procurement / earth mining permit to Forest Department for coming financial year.

3. Deputy Commissioner instructed to make an assessment of the projects including dam, Road and embankments for implementation of Amrit Sarovar which are going on in Panidehing .

4. Forest Dept. and ADC (Revenue) to do a joint assessment of forest reserve land in Pani Dehing area. The chairman also advised to form Forest Rights Committee and take minutes of the FRC meeting before next DDC review meeting.

5. The chairman suggested to focus on Green Fodder Plantation activities in areas around Panidehing Sanctuary to restrict cattle entering the protected area.

**(Action: ADC(R) , DFO(T), Sivasagar)**

**S. Transport Department:**

1. The DTO, Sivasagar will do the needful to seize the e-Rickshaws driven in Highway. He will further seize all the old e-Rickshaws having no proper documents.

2. The DTO will ensure sale of bi-cycles by the dealers with reflector fitted.  
(Action: Sivasagar)

#### **T. Health & FW Department:**

1. The Department will take up with the higher authority to meet the shortfall of Doctors and medical staff in the district.  
(Action: Jt.DHS, Sivasagar)

#### **U. Pollution Control Department:**

1. APCB, Sivasagar will issue instructions to the Brick Kiln owners to install Zig-Zag Chimneys within one year.
2. APCB is asked to submit the list of Brick kiln of Sivasagar District before 20.4.2023.
3. The department will issue advisory to the stone crusher units regarding madnatory provisions under Rules and submit the action taken report against the errant stone crushers before next DCC meeting.

#### **V. Veterinary Department :-**

1. The Dist. AH & Vety Officer will do the needful to increase the performance of CM flagship programme for Pork and egg.
2. The department is asked to monitor the illegal import of pigs to the district.

#### **W. Tourism Dept.:**

1. All works relating to Buddhist Destination Centre to be completed by 31/03/2023.
2. District Tourist Information Officer to send a letter to CEO, Zilla Parishad requesting for Development of Ghat at Dikhowmukh.
3. A new set of guidelines for Homestay regulation to be initiated with star based rating system based on homestay experience of tourists to be inculcatecd.
4. The chairman suggested to take up MGNREGA activities at Joysagar Tank. He also directed to remove all pipeline connectione [inlet & outlet] joining Borpukhuri and Joysagar Tank. A meeting with all concerned organizations may be taken before execution of this work.
5. The chairman coined the idea of installing a QR Code Stand infront of prime archaeological tourist sites of Sivasagar. The tourist could scan the QR codes to know detailed information of the respective sites.

#### **General Discussion and actionable points:**

1. All the head of departments must submit their report and powerpoint

presentation 5 (five) days ahead of the next DDC meeting without fail.

With a request to all head of departments for committed service delivery with inter departmental coordination in the greater interest of public, the DDC meeting ended with a vote of thanks from the chair.

(Aditya Vikram Yadav, IAS)  
Deputy Commissioner,  
Sivasagar

Copy to:-

1. The Commissioner, Upper Assam Division, Jorhat for favour of kind information.
2. The Director (Evaluation and Monitoring), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
3. The Jt. Director (DCP), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
4. P.S. to the Hon'ble Education Minister of Assam and Guardian Minister, Sivasagar for information and kind appraisal of Hon'ble Minister.
5. The members of District Development Committee for information and necessary action.
6. The DIO (i/c), NIC, Sivasagar for information. He is requested to upload the minutes in the district website of Sivasagar.

(Aditya Vikram Yadav, IAS)  
Deputy Commissioner,  
Sivasagar