

**MINUTES OF THE DDC MEETING FOR THE MONTH OF OCTOBER, 2022 HELD ON
29/11/2022 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 October, 2022 was held on 29/11/2022 which was chaired by Sri A. V. 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. PWD (Building) Department:

1. The BDO, Amguri along with EE, PWD(B), Sivasagar will jointly visit Amguri Stadium and Samoguri Model Hospital and submit a detail report immediately.
2. The Executive Engineer, PWD(B), Sivasagar will do the needful to complete the balance work of Amguri stadium by December/2022.
3. The Executive Engineer, PWD(B), Sivasagar will submit the parking plan of Judicial building premise located near the O/O the Superintendent of police, Sivasagar within 7(seven days).
4. The Executive Engineer, PWD(B), Sivasagar will submit a detailed progress report of construction of B.Ed College within 2(Two) days.
5. As the Govt of Assam has sanctioned 5(five) nos Tea Garden Model Schools for Sivasagar district, the Department will start the work immediately.
6. The Executive Engineer will issue notices to the contractors as per norms for immediate completion of 3(three) nos of schemes; i.e. Construction/ Repairing of Health Sub-centre building at (1) Konwarpur Karigaon, (2) Bhituruwal Gaon and (3) Soraguri under SCCP of F/Y 2008-09 else the schemes will be foreclosed.

(Action : BDO, Amguri, EE, PWD(B), Sivasagar)

B. PWD (Roads) Department:

1. The Deputy Commissioner instructed both the Ex Engineers of PWDR Territorial Road Divisions to complete the schemes under SOPD work for the year 2017-2018 & 2018-2019 by December, 2022.
2. The Department will do the needful to complete the HarmotiGarh Bridge by January, 2023.
3. In order to resolve the land issue of one stop center, the Executive Eng. PWRD, Sivasagar-Thowra Territorial Road Division and ADC (Health) will carry out a joint verification and submit the report immediately.
4. Construction of Road under Asom Darshan will have to be completed by December, 2022 and a detailed report will have to be submitted by the 1st week of January, 2023.
5. The EE, PWRD, Amguri-Nazira Territorial Road Division will submit a report on Romoni Ali to the Deputy Commissioner, Sivasagar for taking further steps on handing over the road to PWRD from Border Roads Organization.
6. The Deputy Commissioner instructed both the Ex. Eng. of PWRD and EE, PWD(B), Sivasagar for schedule wise and time framed development of roads under the Asom Mala.
7. The EE, PWRD, Amguri-Nazira Territorial Road Division will submit a detailed status report on Bihubor -Naginimora road.

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

C. PHE Department:-

1. The EE, PHED will complete all Retrofitting works under JJM within the stipulated time.
2. Deputy commissioner instructed PHE officials to closely monitor all the new schemes so that it may be completed in due time.
3. Being Singhaduwar Grant PWSS is a JJM scheme was targeted for completion by December, 2022 and it was decided to lay the water distribution network pipelines along the toe line of the existing road, the PHED will subsequently submit a utility shifting estimate to EE, PWRD,

Sivasagar-Thowra Territorial Road Division for restoration due to road widening under Asom Mala and obtain NOC from PWDR.

4. Chairman instructed the Ex. Eng, PHED to ensure that all the PMGY beneficiaries must be provided IHHL after completion of work.

5. The Executive Engineer, PHED, Sivasagar will do the needful to improve the progress of Households under SBM-G Phase-II in coordination with the DPM, ASLRM with due consultation to the SHGs/NGOs in charge of construction.

6. The EE, PHED, Sivasagar to submit the list of IHHL beneficiaries blockwise to the BDOs of different Development Blocks for monitoring of works in consultation with the site in-charge of PHED to prepare a comprehensive database of left out beneficiaries before the next DDC meeting.

7. The EE, PHE will submit the list of such premises where both the school and AWC are available. For such institutions, there must be one tap water connection in each of the institutions.

8. The Chief Executive officer, Sivasagar Zilla Parishad will do the needful to speed up the SBM activities so that the construction of CMSC, MCF and other schemes can be implemented in time.

(Action: CEO, ZP, Sivasagar, EE, PHED, Sivasagar & EE, PWRD, Sivasagar-Thowra TR Division)

D. Agriculture department:

1. The DAO will do the needful for distribution of the seeds with preference to suitability and potentiality.
2. Fodder mission in the district to be introduced and C.E.O, Zilla Parishad will work together in selection of areas.
3. DAO will take all necessary action to complete land integration and expedite the verification of new beneficiaries under PMKISAN
4. A separate meeting will be convened regarding KCC with LDM, Agricultural Deptt and Animal Husbandry and Veterinary Deptt.
5. Mustard demonstration under various schemes should be in cluster approach and irrigation department will work together and DAO will link beneficiaries with PMKSY Scheme.

(Action :C.E.O, Zilla Parishad, Sivasagar &DAO, Sivasagar)

E. Education department:

1. As the pre-Gunotsav activities have been successfully completed, all HODs who have not submitted the data of external evaluator will submit the same immediately.
2. As school identification for growing fodder and vegetable and Kitchen garden has been completed, the Agriculture department will provide necessary support in development of the same in the schools.

(Action: HoDs of all departments, DAO, Sivasagar)

F. Health & FW Department:

1. All HoDs will submit the list of employees along with contact number, email ID and address for participation in the Pradhan manti T.B mukt Bharat Abhiyan.
2. Tea garden health issues to be looked by Miss Deepawali Kurmi, ACS Asstt Commissioner.

(Action: HoDs of all departments, DAO, Sivasagar)

G. Labour Department :-

1. Aadhaar enrollment in Tea Gardens to be strictly monitored for completion within the scheduled time.
2. The ALC, Sivasagar will coordinate with the Inspector of School regarding construction of model schools at Tea Garden area.
3. The ALM henceforth strictly monitor the issue of engagement of Child labour in any industries and other commercial set ups.

(Action: ALC, Sivasagar)

H. Social welfare Department :-

1. The DSWO will submit the list of Anganwadi centers to municipality board where there is no land under Municipality area.
2. The list of Anganwadi centers where repairing is needed are to be submitted to the C.E.O, Zilla Parishad by the DSWO, Sivasagar.

(Action: DSWO, Sivasagar)

I. Veterinary Department :-

1. The Dist. AH & Vety Officer will keep constant and strict vigil over the spread of African Swine Flu. He will do the needful to collect samples from vulnerable areas and forward them to NERDDR.
2. The department will submit the list of applicants who applied for KCC.
3. FMD vaccination should be carried out in the chapori areas immediately to protect the animals in consultation with C.E.O, Zilla Parishad.
4. The department will complete the Pig census by 30th December, 2022.
5. The hatching in Demow poultry farm should be started in liaison with ASRLM &SHG.

(Action: CEO, ZP, Sivasagar, Dist. AH & Vety Officer, Sivasagar, DPM, ASRLM, Sivasagar)

J. Power Department (APDCL):-

1. APDCL authority will cause a survey of beneficiaries on electrification of households under PMAY. The Block developments officers and Executive officer, all MBs will support in this regard.
2. Fishery Dept. will carry out a joint survey with APDCL in respect of floating solar power plants and fishery dept. will submit the report within one week.

(Action: CEO, APDCL, Sivasagar, DFDO, Sivasagar)

K. Food, Civil Supplies & Consumer affairs Department:-

1. The Deputy Commissioner instructed Superintendent, FCS&CA to cancel the license of non functional Cooperative societies.
2. The Deputy Commissioner directed to complete the Aadhaar seeding of leftover beneficiaries at the earliest.
3. The Department will do the needful to issue show cause notice to the vendors who have not adopted e-pos transactions. The Superintendent, FCS & CA will ensure 100% e-POS machine usage in all Fair Price Shops.

4. The ADC, i/c FCS & CA will personally monitor Aadhaar seeding and focus to rise the seeding in Fair Price Shops where the percentage of individual seeding is below 85%.

(Action:- ADC (FCS & CA) and Supdt. FCS & CA, Sivasagar)

L. Town & Country Planning Department:

1. The Deputy Director T&CP was asked to expedite the process of completion of PMAY-U schemes. For all pending and doubtful cases, the same may be taken up with ADC (Bakijai) for Bakijai cases under the BPDR Act.

(Action : Deputy Director T&CP, Sivasagar)

M. Sericulture Department:-

1. The deputy commissioner instructed to Asstt Director, Sericulture to submit the earlier correspondence/letters regarding development of approach road of Gaurisagar Seri farm for taking up with the Govt.

2. As regards to raising of nursery in each seri farm, the Department will take up with the CEO, ZP, Sivasagar immediately.

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

N. Handloom & Textile Department:-

1. Chairman instructed Asstt. Director, H&T to submit the list of weavers benefited by the PM Mudra loan during this fiscal year.

(Action: Asstt. Director, H&T, Sivasagar)

O. Water resources Department:-

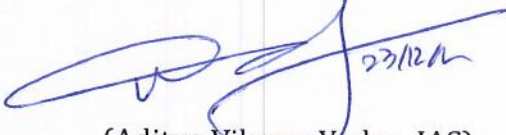
1. The Executive Engineer, WR Division, Sivasagar will ensure completion of all the departmental schemes within the stipulated time

(Action: EE, WR Division, Sivasagar)

General Discussion and actionable points:

1. All HODs will submit the name of a nodal officer pertaining to his/ her department for training of e-office.
2. All HODs will ensure Geo tagging of all assets developed during last 10-15 years by March/2023.
3. 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 quality 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

Memo No: SIV(P).07/2019/161-167 (A)

Dated: Sivasagar, the December, 2022

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