

**MINUTES OF THE DDC MEETING FOR THE MONTH OF APRIL, 2022 HELD ON 09/05/2022 AT
11:00 AM IN THE SUKAFI CONFERENCE HALL OF DEPUTY COMMISSIONER'S OFFICE,
SIVASAGAR**

Members present: List enclosed.

The DDC meeting for the month of **April, 2022** was held on 09/05/2022 which was chaired by Sri M. N. Dahal, IAS, Deputy Commissioner, Sivasagar. He welcomed all the members and asked all the HoDs of various departments to go through the minutes of the **DC conference of Hon'ble CM** and requested to submit the report on Actionable Points and Monitorable targets of the minutes within 7 (seven) days.

All the reports and Power point presentations received from various departments were reviewed and all inter and intra departmental issues were discussed threadbare and the following actionable points were emerged in the DDC meeting.

A. Public Health Engineering Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. FHTC: Target For the month of April, 2022 = 3093, Achievement = 1449.
2. Tap connection in schools : Target = 1278, Achievement = 763.
3. Tap connection in AWCs : Target = 894, Achievement = 499.
4. Constn. of Toilets for new household under SBM-G (Phase-II) Achievement=35.03%

ACTIONABLE POINTS

1. The Department will ensure completion of drinking water facility in remaining School/AWC within 15 (fifteen) days. The EE, PHE will submit justified report on school/AWC where drinking water facility is not technically feasible.
2. The PHE Department will identify local NGOs which will be proposed as implementation support agency (ISA) for cent percent success of the schemes under JJM and submit the list to PHED H/Q immediately.
3. The EE, PHE will do the needful to hand over all the GP wise drinking water schemes within 7 (seven) days.
4. Drinking water facilities in all Tea garden model schools are to be completed before its inauguration. If required, convergence of Tea Garden Authority may be taken.
5. The Department will ensure implementation of schemes irrespective of rates where Administrative approval has already been accorded.
6. The EE, PHE, Sivasagar will serve notice upon the defaulting contractors, who have not completed the works within 3 (three) months of issue of work order. After serving notice, he will terminate the contractors and do the needful to start the works within 15 (fifteen) days.
7. For the grievances raised by the PWD regarding damages caused to the side bund while implementing JJM schemes, the EE, PHE, Sivasagar will convene the District Level Committee Meeting within 7 (seven) days.

(Action: ADC(PHE), Sivasagar, EE, PHE, Sivasagar, AEE, PHE, Nazira)

B. Pollution Control Department (APCB) :

ACTIONABLE POINTS

1. On the light of NGT directives, the department will shut down the defaulting Hotels having no effluent treatment plant even after serving notice. The EOs of all MBs will support in this process.

(Action: APCB and EO of all MBs, Sivasagar dist.)

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C. Transport Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. Revenue: Target for the year 2021-22 = 45 Crore, Achievement = 96.96%.
Target for the year 2022-23= 51 Crore, Achievement = 6.88%.

ACTIONABLE POINTS

1. All the concerned HoDs will immediately submit details of Govt. vehicles (considered as scrap) to the DTO. The DTO, Sivasagar will submit the value of such vehicles to Deputy Commissioner for placing the same before the Condemnation board within 10 (ten) days.
2. The DTO, Sivasagar will depute official to the Police control room to strongly monitor road safety and serve e-challans to the rule breakers.
3. The DTO, Sivasagar will take up with Inspector of Schools, Sivasagar for open ground required for big seized vehicles.
4. The DTO will take needful steps for collection of arrear revenue.
(Action: All concerned HoDs and DTO, Sivasagar)

D. Agriculture Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. PM-Kisan (New): Applications received – 9885, Uploaded in the portal – 1336.
2. KCC (April-2022): Application sponsored- 1280, KCC issued – 65 Nos.
3. FPC : Formed & Registered– 09 Nos.

ACTIONABLE POINTS

1. The DAO will expedite the process of verification of PM-Kisan Scheme involving all the ADOs within 15 days. The Circle Officers of all revenue circles will support in this process.
2. The ADC (R), Sivasagar will instruct the Circle Officers of all revenue circles to issue certificates to the landless farmers enabling them to enroll in Paddy procurement portal.
3. The farmers enrolled in Paddy procurement portal must be given the benefits of PM-Kisan.
4. The DAO will take up with the ADC i/c Nazira Sub-Division for the land required to set up Office at Nazira.
(Action: ADC(R), ADC i/c Nazira Sub-Division, C.O, (All revenue Circles), DAO, Sivasagar)

E. Co-operation Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. Farmers Co-op. Society: Application received – 03 Nos. Approved – 0 No.

ACTIONABLE POINTS

1. The DRCS/ ARCS, Sivasagar will submit the list of all Co-operative Societies immediately to the Agriculture Department for formation of Farmers Co-operative Societies to increase production of Paddy in the district.
(Action: DRCS/ARCS, Sivasagar)

F. Power Department (APDCL) :

ABSTRACT OF DEPARTMENTAL REPORT

1. AWC electrification: Total AWCs- 1182, Electrified – 1167, Pending -15
2. Primary School electrification: Total Schools- 293, Electrified – 291, Pending -02

ACTIONABLE POINTS

1. Department will ensure power connectivity in remaining Schools/AWCs by May, 2022.
2. The Department will submit storm damage report with geo tagging within 2 (two) days.
(Action: DGM, APDCL, Sivasagar)

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G. Social welfare Department

ABSTRACT OF DEPARTMENTAL REPORT

1. AWC in Rented/Private Buildings : 173 Nos, Non-Electrified – 32 Nos, No toilet -42 Nos, No Drinking water facility-66 Nos.
2. Model AWC: Total Target for Sivasagar-26, Construction works started- 16 Nos.
3. PMMVY: Total beneficiaries-19911, 1st installment-19301, 2nd Installment-19093, 3rd Installment-16201.

ACTIONABLE POINTS

1. The DSWO will take up with the ADC i/c Nazira for shifting the AWC located within the boundary of Bauli Maidam Nazira to an adjacent place outside the campus. CEO, ZP, Sivasagar will do the needful for construction of the new AWC.
2. The District Social Welfare Officer will ensure shifting of those remaining AWCs which are in rented premises without drinking water/ toilet/ electricity facility within 7 (Seven) days.

(Action: CEO, ZP, Sivasagar, ADC i/c Nazira Sub-Division, DSWO, Sivasagar)

H. Veterinary Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. KCC Proposal under Veterinary for 2022-23 : 128 Nos.

ACTIONABLE POINTS

1. The Department will operationalize the Demow Duck hatchery with community participation within June, 2022.
2. The department will do the needful for vaccination around Panidehing area with support from the Forest department.
3. The Department will ensure stocking of sufficient medicine and food for livestock during ensuing flood.

(Action: Dist. A.H. & Vety Officer, Sivasagar and DFO (T), Sivasagar)

I. Industries and Commerce Department (DICC) :

ABSTRACT OF DEPARTMENTAL REPORT

1. PMEGP (2022-23): Applications received – 15, Approved -09, Pending-06
2. MSME (April, 2022): Unit registered – 89 Nos.
3. NEIDS : Application received -24, Cleared – 18, Awaiting for clearance- 06.

ACTIONABLE POINTS

1. The Department will take up with the Circle Officers for Industrial Estate as the unused land fenced for Demow Industrial Estate will be handed over for Cancer Care Hospital.

(Action: GM, DICC, Sivasagar)

J. Public Works Department (Buildings)

ABSTRACT OF DEPARTMENTAL REPORT

1. NRHM: Approved scheme- 02, Ongoing schemes – 01, Standstill-01
2. Jail: Completed scheme-02. Not started – 01
3. CMs Special scheme – 03 Nos. Under progress- 03.
4. BOPs: Total scheme- 04 Nos, Completed- 3, Pending- 01
5. Signature project: Total scheme-3, Under progress- 03.
6. Education (B.Ed. College): Total-1, Under progress- 01.
7. Health: Total scheme- 04 Nos, Completed- 2, Pending- 02

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ACTIONABLE POINTS

1. The EE, PWD (B), Sivasagar will submit a detailed status report on pending works of the GNM Hostel at Sivasagar Civil Hospital to the Govt. with intimation to the Deputy Commissioner.
(Action : EE, PWD(B), Sivasagar)

K. Forest Department :

ACTIONABLE POINTS

1. The DFO(T), Sivasagar will take necessary steps for tree trimming around Borpukhuri.
2. The DFO(SF) will adopt the Ambedkar Park for maintenance and beautification. He will ensure proving of 75 (seventy five) fruit plant to each of the model school immediately.
(Action: DFO(T), DFO(SF), Sivasagar)

L. Sericulture Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. Eri cut cocoon: Annual target- 197950 Kg, Achieved during April, 2022 – 3020 Kg.
2. Muga Raw silk: Annual target- 10179 Kg, Achieved during April, 2022 – 557 Kg.
3. Mulberry Raw silk: Annual target- 750 Kg, Achieved during April, 2022 – 162 Kg.

ACTIONABLE POINTS

1. The ADS will take up with EE, Agril Engineering for approval of the estimate of Seri Farmers Feeding Centre.
2. ADC (i/c Sericulture) will put up a Notification on ban on use of harmful pesticides in the Tea gardens causing threat to the Seri farmers.
(Action: ADC (i/c Sericulture) , ADS, Sivasagar)

M. Education (Elementary and Secondary) Department :

1. The Inspector of Schools/ DEEO will do the needful for smooth holding of Gunotsav, 2022.
2. The DDC, Sivasagar will take up with the DEEO/IS for sparing school buildings for the ensuing exam of the Health department.
3. Inspector of schools has to prepare a comprehensive list of schools that were left from electrification and water supply connectivity and submit the same to the concerned departments i.e. APDCL & PHE
(Action: DDC, Sivasagar and DEEO/ Inspector of Schools, Sivasagar)

N. Irrigation Department :

1. The EE, Irrigation, Sivasagar will submit report on "Per drop, more crop" within 15 (fifteen) days.
(Action: EE, Irrigation, Sivasagar)

O. Food, Civil Supplies and Consumer affairs Department :

1. The Joint Director of Health services will take necessary steps for checking the quality of water in all drinking water bottling plants.
2. The Superintendent i/c, FCS & CA will inspect all the facilities including tap water, toilet, drinking water etc in all the petrol pumps of the district and will take stern action against such pump owners.
(Action: Jt. Director of Health Services, Sivasagar and Supdt.(i/c), FCS & CA, Sivasagar)

P. Fishery Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. RIDF: GGP GGM, Individual Pond; 248, Community Pond-12, Achieved – 95%.
2. PMMSY: New rearing pond- 15, New pond construction -22, Achieved- 85%.

ACTIONABLE POINTS

1. The DFDO will finalize the list of Amrit Sarovar in consultation with CEO, ZP, Sivasagar.
2. The DFDO will develop hatcheries in Joysagar for fishes eating the larvae of mosquito.
(Action: CEO, ZP, Sivasagar and DFDO, Sivasagar)

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Q. Labour Department :

1. The ALC, Sivasagar with the help of Social Welfare and Health department will take step for development of a Children Home in Sivasagar. DDC, Sivasagar will coordinate.
2. Addl. Deputy Commissioner i/c Nazira will take up with all concerned departments for development of an 'Old age Home' at Nazira.

(Action: DDC, Sivasagar, ADC i/c Nazira, DSWO, Sivasagar and ALC, Sivasagar)

R. Handloom & Textile Department :

ABSTRACT OF DEPARTMENTAL REPORT

1. Mudra Loan: Application received- 216 Nos. all sent to bank.
2. Samarth Skill Development Training: Application received- 300. Training is under process in phase

ACTIONABLE POINTS

1. The Department will carry out inspection in wholesale/retail outlets to ensure sale of traditionally woven GAMUSAS. As regards to detailment of magistrate for the purpose, the Assistant Director, H&T will share the Govt. order with the DDC, Sivasagar

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

S. Public Works Department:

ABSTRACT OF DEPARTMENTAL REPORT

1. PMGSY (2019-20): Physical progress= 58%, Financial Progress= 55%.
2. PMGSY (2020-21): Physical progress= 60%, Financial Progress= 49%.
3. SOPD-G (2020-21): Physical progress= 51%, Financial Progress= 21%.
4. Axom Darshan (2019-20): Physical progress= 81%, Financial Progress= 59%.
5. RIDF-XXVI (2020-21): Physical progress= 56%, Financial Progress= 40%.

ACTIONABLE POINTS

1. The Department will immediately erect signages in all vulnerable bridges to ensure the safety of public.
2. The department will ensure strengthening of vulnerable roads in view of forthcoming flood situation.

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

T. Archaeology Department :

1. All the monuments which were not protected by Archaeology Department will be handed over to the department for protection.
2. The ADC i/c Nazira will do the needful for shifting the AWC located within the boundary of Bauli Maidam Nazira to an adjacent place outside the campus.

(Action: ADC i/c Nazira and Zonal Officer, State Archaeology, Sivasagar)

U. Water Resources Department :

1. The EE, WR Division, Sivasagar will immediately ensure the strengthening of all vulnerable embankments and dykes of all rivers in view of ensuing flood.

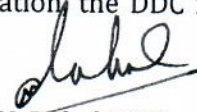
(Action: EE, WRD, Sivasagar)

General Discussion and actionable points:

1. All the heads 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 heads of departments for regular monitoring of all the schemes with an aim to maintenance of standard with inter-departmental coordination, the DDC meeting ended with a vote of thanks from the chair.



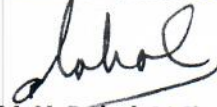
(M. N. Dahal, IAS)
Deputy Commissioner,
Sivasagar

Memo No: SIV(P).07/2019/149 (A)

Dated: Sivasagar, the 21st May, 2022

Copy to:-

1. Sri B Kalyan Chakravarthy, IAS, Principal Secretary to the Govt. of Assam, Education Deptt. and Guardian Secretary, Sivasagar District for favour of kind information.
2. The Commissioner, Upper Assam Division, Jorhat for favour of kind information.
3. The Director (Evaluation and Monitoring), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
4. The Director (DCP), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
5. P.S. to the Hon'ble Education Minister of Assam and Guardian Minister, Sivasagar for information and kind appraisal of Hon'ble Minister.
6. The members of District Development Committee for information and necessary action.



(M. N. Dahal, IAS)
Deputy Commissioner,
Sivasagar