

**MINUTES OF THE DDC MEETING FOR THE MONTH OF MAY, 2022 HELD ON 09/06/2022 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 **May, 2022** was held on 09/06/2022 which was chaired by Sri M. N. Dahal, IAS, Deputy Commissioner, Sivasagar. He was assisted by Sri Subhan Goala, ACS, DDC, Sivasagar. He welcomed all the members and asked all the HoDs of various departments to go through the last 2 (two) minutes of the **DC's conference of Hon'ble CM** and requested to submit the progress report on Actionable Points and Monitorable targets of the minutes by end of the day in view of the next conference to be held in Tezpur on 12<sup>th</sup> and 13<sup>th</sup> June, 2022.

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 May, 2022 = 4639, Achievement = 220.
2. Tap connection in schools : Target = 1277, Achievement = 1218.
3. Tap connection in AWCs : Target = 864, Achievement = 702.
4. Constn. of Toilets for new household under SBM-G (Phase-II) Achievement=36.43%

**ACTIONABLE POINTS**

1. It is reiterated that the Department will ensure completion of drinking water facility in remaining School/AWC within 7 (seven) days. The EE, PHE, Sivasagar Division and AEE, PHE, Nazira Sub-Division will submit justified report on school/AWC where drinking water facility is not technically feasible.
2. Drinking water facilities in all the remaining Tea garden model schools are to be completed within 15 (fifteen) days. If required, convergence of Tea Garden Authority may be taken.
3. 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 immediately.

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

**C. Transport Department :**

**ABSTRACT OF DEPARTMENTAL REPORT**

Revenue: Target for the year 2022-23= 51 Crore, Achievement = 12.5%.

**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 will take needful steps for collection of arrear revenue.

**(Action: All concerned HoDs and DTO, Sivasagar)**

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**D. Agriculture Department :**

**ABSTRACT OF DEPARTMENTAL REPORT**

1. PM-Kisan (New): Applications received - 9885, Uploaded in the portal - 4177.
2. KCC (April-2022): Application sponsored- 7869, KCC issued - 3710 Nos.
3. FPC : Formed & Registered- 08 Nos.

**ACTIONABLE POINTS**

1. The DAO will expedite the process of verification of PM-Kisan Scheme involving all the ADOs within 5 days. The Circle Officers of all revenue circles will support in this process.
2. The DAO will submit the AADHAAR seeding report to the DC by the evening.  
**(Action: DAO, Sivasagar )**

**E. Co-operation Department :**

**ACTIONABLE POINTS**

1. The DRCS/ ARCS, Sivasagar on priority basis, 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) :**

**ACTIONABLE POINTS**

1. Department will ensure power connectivity in remaining Schools/AWCs by June, 2022.  
**(Action: DGM, APDCL, Sivasagar)**

**G. Social welfare Department**

**ABSTRACT OF DEPARTMENTAL REPORT**

1. AWC in Rented/Private Buildings : 170 Nos, Non-Electrified - 3 Nos, No toilet -3 Nos, No Drinking water facility-3 Nos.
2. Model AWC: Total Target for Sivasagar-26, Construction works started-26 Nos.
3. PMMVY: Total beneficiaries-20065, 1<sup>st</sup> installment-19301, 2<sup>nd</sup> Installment-19093, 3<sup>rd</sup> 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.
3. The District Social Welfare Officer will share the list of Model AWC with the APDCL authority to ensure expeditious electrification in the AWCs.

**(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 identify schemes where benefits could directly be given to the public at community level.
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)**



(3)

**I. Industries and Commerce Department (DICC) :**

**ACTIONABLE POINTS**

1. As, reportedly, there is no suitable land for industrial park under the Nazira Revenue Circle, the Department will take up with the Circle Officers of other revenue circles for land required to set up Industrial park.  
(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: Work not allotted due to some technical reasons – 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- 03 Nos, Completed- 1, Under progress- 02

**ACTIONABLE POINTS**

1. The EE, PWD (B), Sivasagar will do the needful to complete the pending works of the GNM Hostel at Sivasagar Civil Hospital within the stipulated time.  
(Action : EE, PWD(B), Sivasagar)

**K. Forest Department :**

**ACTIONABLE POINTS**

1. The DFO(T), Sivasagar will take necessary steps for tree trimming of the big tree located at Sipahi Gaon road. APDCL will support
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 May, 2022 – 7596 Kg.
2. Muga Raw silk: Annual target- 10179 Kg, Achieved during May, 2022 – 2074 Kg.
3. Mulberry Raw silk: Annual target- 750 Kg, Achieved during May, 2022 – 130 Kg.

**ACTIONABLE POINTS**

1. The ADS will take up with CEO, ZP, Sivasagar for development of Community Muga reeling at Bokota.
2. ADS will take up with Circle Officer, Amguri Revenue Circle for the encroachment issue in Mout Chapori.  
(Action: ADS, Sivasagar)

**M. Education (Elementary and Secondary) Department :**

1. 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)

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**O. Food, Civil Supplies and Consumer affairs Department :**

1. The Department will give emphasis in increasing paddy procurement.
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: Supdt.(i/c), FCS & CA, Sivasagar)**

**P. Fishery Department :**

**ABSTRACT OF DEPARTMENTAL REPORT**

1. RIDF: GGPGGM, 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.

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

**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.

**(Action: DSWO, Sivasagar and ALC, Sivasagar)**

**R. Handloom & Textile Department :**

**ABSTRACT OF DEPARTMENTAL REPORT**

1. Mudra Loan: Application received- 6 Nos. all sent to bank.
2. Samarth Skill Development Training: Application received- 350. 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.

**(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= 53%, Financial Progress= 21%.
4. Axom Darshan (2019-20): Physical progress= 81%, Financial Progress= 59%.
5. RIDF-XXVI (2020-21): Physical progress= 57%, Financial Progress= 41%.

**ACTIONABLE POINTS**

1. The department will ensure identification and strengthening of vulnerable roads in view of forthcoming flood situation.

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

**T. Archaeology Department :**

1. 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.

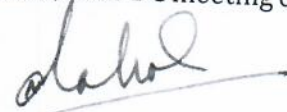
**( Action: EE, WRD, Sivasagar)**

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**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.
2. Though the date of DDC meeting has been scheduled on 9<sup>th</sup> day of every month, the T&D Branch will henceforth invite the members of DDC through W.T. Message.

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.



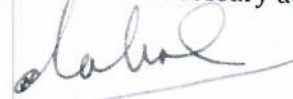
(M. N. Dahal, IAS)  
Deputy Commissioner,  
Sivasagar

Memo No: SIV(P).07/2019/150 (A)

Dated: Sivasagar, the 20<sup>th</sup> June, 2022

**Copy to:-**

1. The 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 DIO (i/c), NIC, Sivasagar for uploading in the District Website.
7. The members of District Development Committee for information and necessary action.



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