

**MINUTES OF THE DDC MEETING FOR THE MONTH OF MARCH, 2022 HELD ON 12/04/2022 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 **March, 2022** was held on 12/04/2022 which was chaired by Sri M. N. Dahal, IAS, Deputy Commissioner, Sivasagar. He welcomed all the members. 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 :

1. The Department will ensure completion of drinking water facility in remaining 31 (thirty one) schools and remaining Anganwadi Centres by end of April, 2022 positively.
2. The DSWO, Sivasagar will ensue shifting of those AWCs which are in rented house having no drinking water or toilet or electricity facility. The DSWO, Sivasagar will submit a certificate to the Deputy Commissioner that facility of drinking water, toilet and electricity has been facilitated in all the AWCs (both Govt. building and rented building) by 25th April, 2022.
3. All AEEs of PHE Department will identify local NGOs which will be proposed as implementation support agency (ISA) for cent percent success of the schemes under JJM by end of April, 2022 positively..
4. In order to ensure quality of works, the Department will regularly inspect the JJM schemes along with all the associated departments to ensure smooth and successful implementation of the schemes within 20 (twenty) days. For this, ADC (i/c), PHE will detail officers from technical line departments immediately.
5. 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.
(Action: ADC(PHE), Sivasagar, EE, PHE, Sivasagar, AEE, PHE, Nazira & Heads of technical department)

B. Pollution Control Department (APCB) :

1. EOs of all MBs will continue regular visit to the Hotels to ascertain whether effluent treatment plants were installed in the hotels. ADC(i/c Pollution) will supervise the exercise .
(Action: Smti. Chandana Baruah, ACS, ADC, Sivasagar and EO of all MBs, Sivasagar dist.)

C. Transport Department :

1. All the HoDs will 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..
2. The DTO, Sivasagar will strongly monitor road safety and take stern action against the rule breakers and finalize the winners through whom violation of road safety was monitored through whatsapp.
(Action: All HoDs and DTO, Sivasagar)

D. Agriculture Department :

1. The DAO will expedite the process of verification of PM-Kisan Scheme involving all the ADOs within the month of April, 2022. The Circle Officers of all revenue circles will support in this process.
2. The DAO will automatically enroll all farmers registered for paddy procurement into PM-Kisan portal immediately without further verification.
3. 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.
4. The DRCS/ ARCS, Sivasagar will submit the list of all Co-operative Societies to the Agriculture Department within 2 (two) days for formation of Farmers Co-operative Societies to increase production of Paddy in the district.
(Action: ADC(R), C.O, (All revenue Circles), DAO, Sivasagar, DRCS/ARCS, Sivasagar)

E. Power Department (APDCL) :

1. The Department will submit storm damage report with geo tagging within 10 (ten) days.
(Action: DGM, APDCL, Sivasagar)

F. Veterinary Department :

1. The Dist. A.H. & Vety Officer, Sivasagar will do the needful to expend the working capital of the Nazira dairy farm and submit the UC as priority.
2. The Addl. Deputy Commissioner (i/c-Nazira Sub-Division) will form an advisory to prevent transport of Pig from the Zones of Charaideo district where African Swine flu cases were found positive.
3. The Department will operationalize the proposed Demow Duck hatchery under CSR initiative with community participation.
4. The department will adopt all the precautionary flood control measures.
(Action: The Addl. Deputy Commissioner (i/c Nazira) and Dist. A.H. & Vety Officer, Sivasagar)

G. Industries and Commerce Department (DICC) :

1. The Department will take up with the Circle Officers for Industrial Estate as the unused land of Demow Industrial Estate will be handed over to Health deptt. for construction of Medical College and Cancer Care Hospital.
2. The GM, DICC to liaise with ADC (R) to identify patches of land elsewhere which can be allotted for setting up industrial complexes,
(Action: ADC (Revenue) and GM, DICC, Sivasagar)

H. Public Works Department (Buildings)

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.
2. The EE, PWD(B) will ensure proper technical supervision of works allotted under Untied Funds.
(Action : EE, PWD(B), Sivasagar)

I. Forest Department :

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 by end of April, 2022.
(Action: DFO(T), DFO(SF), Sivasagar)

J. Sericulture Department :

1. The Asstt. Director, Sericulture will create awareness among the people around the departmental farm at Borahibari and coordinate with DFO(T) to address the issue of sighting leopard in the area.
2. The ADS will take up with EE, Agril Engineering for approval of the estimate of Seri Farmers Feeding Centre.
(Action: ADS, Sivasagar, DFO(T), Sivasagar and EE, Agril Engg., Sivasagar)

K. 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 Health department.
(Action: DDC, Sivasagar and DEEO/ Inspector of Schools, Sivasagar)

L. Irrigation Department :

1. The EE, Irrigation, Sivasagar will submit report on "Per drop, more crop" within 15 (fifteen) days.
2. The Inspector of School, Sivasagar will arrange for issue of required NOC against the identified school for O/O the AEE, Irrigation, Demow Sub-Division to the EE, PHE, Sivasagar within 15 (fifteen) days or will express his inability in writing.
(Action: EE, Irrigation, Sivasagar, and Inspector of Schools, Sivasagar)

M. 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 fuel stations of the district and will take stern action against defaulting fuel stations.
(Action: Jt. Director of Health Services, Sivasagar and Supdt.(i/c), FCS & CA, Sivasagar)

N. Fishery Department :

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 breeding of Guppy fishes which is useful in eradication of Culex mosquitoes responsible for transmission of JE.
(Action: CEO, ZP, Sivasagar and DFDO, Sivasagar)

O. Labour Department :

1. The ALC, Sivasagar with the help of Social Welfare and Health department will take step for identification and propose for setting up of a Children Home in Sivasagar. DDC, Sivasagar will coordinate.
(Action: DDC, Sivasagar, ADC i/c Nazira, DSWO, Sivasagar and ALC, Sivasagar)

P. Handloom & Textile Department :

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)

Q. Public Works Department :

1. The Department will immediately erect signages in all vulnerable bridges to ensure the safety of public.
2. Both the Sivasagar-Thowra and Amguri-Nazira Territorial Road Divisions of the Department will finalize the works under Assam Mala within 15 (fifteen) days.
(Action: EE, PWD Sivasagar-Thowra/Amguri-Nazira Territorial Road Divisions)

R. Water Resources Department :

1. EE, WR, Sivasagar will start the protection works under SDRF immediately.
(Action: EE, WR Division, Sivasagar)

S. Excise Department :

1. The Superintendent of Excise will submit a detailed progress report on revenue and operation against illicit liquor by 25th of April, 2022.
(Action: Superintendent of Excise, Sivasagar)

T. Archaeology Department :

1. All the monuments which were not protected by Archaeology Department will be handed over to the department for protection, the department to take necessary action..
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)

General Discussion and actionable points :

1. **All the heads of line departments will submit the action taken report by 25th April, 2021 on the actionable points emerged during Hon'ble CM's conference dated 05/04/2021 (Copy of Minutes of the said conference is enclosed) and also as directions issued in the DDC meeting.**

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2. 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/ 148 (A)

Dated: Sivasagar, the 19th April, 2022

Copy to:-

1. Sri B Kalyan Chakravarthy, IAS, Pricipal 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