

MINUTES OF THE DDC MEETING FOR THE MONTH OF AUGUST, 2022 HELD ON 13/09/2022 AT 11:00 AM IN THE CONFERENCE HALL OF THE OFFICE OF THE BLOCK DEVELOPMENT OFFICER, SIVASAGAR

Members present: List enclosed.

The DDC meeting for the month of **August, 2022** was held on 13/09/2022 which was chaired by Sri A. V. Yadav, IAS, Deputy Commissioner, Sivasagar and he was assisted by Sri Subhan Goala, ACS, DDC, Sivasagar. He welcomed all the members. All the reports and Powerpoint 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. Agriculture Department :

1. The DAO will take necessary action to expedite the verification of new beneficiaries under PM-Kisan and expeditiously update them in the PM-Kisan portal.
2. DAO was requested to provide a list of Progressive Farmers, with details of cultivation and efforts made and proposed to provide incentives and motivation to them.
3. District Agriculture Office to provide a list of employees engaged in various missions, schemes and agriculture related works within Sivasagar district, both under Government of India and Government of Assam.
4. As regards to multiple cropping, the department will emphasize on cultivation of short duration rice variety with required awareness. Focus is sought to be given on areas within a five kilometre radius of Paddy Procurement Centres, so as to increase production and productivity with a view to increasing procurement. DAO was asked to tie up with ASRLM and FCS&CA to increase awareness measures and increase area sown for short duration varieties of rice, along with mustard and millets.
5. For Ravi Crop as well as Kharif, the DAO will set a target for each ADO Circle by 20th September, 2022. ADOs concerned to prepare plans and submit potential of areas for double cropping, and assistance required from other departments and agencies in terms of manpower, infrastructure or otherwise.
6. Measures sought to be taken for improving KCC loan repayment are to be informed in consultation with Bakijai branch.
7. In the interest of increasing of Paddy procurement and multiple cropping, the Department will take up with all concerned like PRI institutions, GPSSs etc. to create awareness among the farmers.

(Action: DDC, Sivasagar, ADC(FCS&CA), Sivasagar and DAO, Sivasagar)

B. Power Department (APDCL) :

1. The APDCL authority will submit a plan (with alternate plan, as discussed) for a dedicated power line for Sivasagar Civil Hospital by 25/09/2022.
2. For the Electricity payment issue of PWSS, the APDCL will take up with the CEO, ZP formally with intimation to the Deputy Commissioner, Sivasagar.
3. The CEO, APDCL, Sivasagar will submit a report on status of Tender of RDSS schemes by 20/09/2022.
4. The CEO, APDCL will organize a public meeting by end of this month inviting the Circle Officer, Demow Revenue Circle in the village where some consumers are not interested to avail electricity facility due to availability of electricity from ONGCL. The Executive Engineer, Irrigation was also asked to attend to problems regarding electricity supply to tubewells in the area along with APDCL as well.



5. The CEO, APDCL was directed to identify beels and pukhuris above 10 bighas suitable for floating solar power generation along with Department of Fisheries officials including DFDO, Sivasagar. A list of potential sites including probable capacity that can be installed in the area and viability of evacuation of electricity generated is to be presented in the next DDC meeting.
6. The department will take up with the Circle Officer/BDO concerned for the land issue arisen in Kharkhori village, and apprise the Chairperson with regard to the same in the next meeting.
7. It was reported that there are certain unelectrified households within electrified villages within Demow Revenue Circle, and others that are taking electricity from ONGC electricity distribution lines. The CEO, APDCL was requested to prepare a list of such areas across the district, and means available to supply electricity to the households in question through applicable government schemes.
8. The EE, PHE will share the list of schemes with the APDCL authority where Technical Sanction is pending.

(Action: CEO, APDCL EE, PHE, Sivasagar, EE, Irrigation, Sivasagar)

C. Industries and Commerce Department (DICC) :

1. In order to implement and expedite PMFME in the district, the GM, DICC will coordinate with all concerned departments. It was advised that the assistance of ASRLM and Anial Husbandry and Veterinary Department may be taken to motivate and mentor entrepreneurs to apply through the scheme.
2. The LDM, Sivasagar will intervene at the bank level against all the proposals sponsored by the GM, DICC under various schemes.
3. The GM, DICC will take up with DAO and Supdt. i/c FCS & CA, Sivasagar to finalize the pending millers before the next DDC meeting. The ADC (FCS & CA) will supervise and coordinate the exercise.
4. DICC was directed to shortlist potential millers and scope for new godowns under applicable schemes of AFSCS and Government of India, which may be processed accordingly.

(Action: ADC (FCS&CA), GM, DICC, DAO, Supdt.(FCS&CA), LDM, Sivasagar)

D. Veterinary Department :

1. The Dist. AH & Vety Officer will henceforth look into the repayment issue against the schemes where repayments were not made/ irregular by the scheme beneficiaries, where applicable. The DAO and DFDO will also carry out similar exercise against the schemes sponsored by them. All KCC related dues and potential farmers are to be identified and taken up with Bakijai Branch for repayment or enforcement of pending dues.
2. The LDM, Sivasagar will coordinate with concerned banks as well as with concerned departments to identify progressive dairy, fishery, poultry and piggery farmers for new KCC and farmer loans.
3. In order to readdress the issues of Nazira Dairy farm, the ADC i/c Nazira Sub-Division will convene a meeting inviting the Deputy Commissioner, Sivasagar and Dist. AH & Vety Officer, Sivasagar.
4. A system to sustain the maintenance and functioning of Demow Hatchery is to be discussed by DVO in the next DDC meeting.
5. The Dist. AH&Vety Officer will take up with DAO, EE, WR Division, Sivasagar and Farmer's Group of Zilla Parishad for increasing of Fodder in the District. He will submit a report before the next DDC meeting, in consultation with CEO ZP and other mentioned officials.

(Action :CEO, ZP, ADC i/c Nazira Sub-Division, DVO, DAO, DFDO, LDM, Sivasagar)

Am

E. Education (Elementary and Secondary) Department :

1. All the HoDs will create awareness among their officers about Vidyanjali the school volunteer programme. All department heads were requested to identify socially minded individuals to donate items and infrastructure under various schemes for Vidyanjali Scheme.
2. The Block Development Officers will regularly visit schools to inspect and ascertain whether Girl' toilets are available in the schools. He will submit the list of schools having no ladies toilet facility monthly to the IS/DEEO.
3. The Inspector of Schools/ DEEO will do the needful to display the weekly menu of Mid Day Meal near the entrance gate of the Schools/AWCs (within school campus) which is given to the students of Schools/AWCs under MDM.
4. Status of functional toilets in school campuses may be furnished with regard to dysfunctional toilets for repair, and non functional toilets for construction by the next DDC Meeting.
(Action: All HoDs, BDO(all), DEEO/Inspector of Schools, Sivasagar)

F. Forest Department :

1. The Circle Officer, Demow Revenue Circle will submit a detailed report on encroachment making proper survey in Panidehing Bird Sanctuary to DFO(T), Sivasagar before the next DDC meeting.
(Action: Circle Officer, Demow Revenue Circle, Demow)

G. Sericulture Department :

1. The Asstt. Director, Sericulture will prepare a report on fencing issues in departmental farms and submit the same to the DC, Sivasagar by 20th Spetember, 2022.
(Action: CEO ZP, Revenue Circle Officer (all), Sivasagar and DFDO, Sivasagar)

H. Public Works Department :

1. Both the Sivasagar-Thowra and Amguri-Nazira Territorial Road Divisions of the Department will give a report on various Ghats under their control by 20th September, 2022.
2. The presentation provided by Public Works Departments were not found to be suitable for viewing, and it was directed that a separate presentation be made for the Deputy Commissioner, DDC and concerned ADCs in a suitable format on a date which is notified for the same.
(Action: EE, PWD Sivasagar-Thowra/Amguri-Nazira Territorial Road Divisions, EE PWD Buildings)

I. Food, Civil Supplies and Consumer affairs Department :

1. The Superintendent i/c FCS&CA will verify the actual numbers of beneficiaries availing the Ujjwala scheme and submit a report before the next DDC meeting.
2. The DSWO will depute one supervisor to FCI Godown during lifting of fortified rice for Mid Day Meal.
3. The Superintendent i/c, FCS & CA will ensure 100% e-POS machine usage in all Fair Price Shops from the month of October. He will submit a list of such centres where internet connectivity is not available by next DDC meeting and report e-POS usage status during the meeting.
4. The ADC, FCS&CA will personally monitor Aadhar seeding and deletion, and endeavour to raise seeding in Fair Price Shops wherein the percentage of individual seeding is below 85%.
(Action: DSWO, Sivasagar&Supdt.(i/c), FCS & CA, Sivasagar)



J. Water Resources Department :

1. The EE, WR Division, Sivasagar will take up with Executive Officer, Sivasagar Municipal Board and give a report on urban flooding in Sivasagar Town before the next DDC meeting. The EE, WRD will initiate a study into the drainage mapping of Sivasagar town.
(Action: EE, WR Division, Sivasagar)

K. Assam Skill Development Mission(ASDM):

1. The DPM, ASDM will take necessary steps for organizing training of Mason, Plumber, Carpenter, false ceiling fabrication, hair dresser and beautician and submit action taken report by the next DDC meeting.
2. He will take up with the District Agricultural Officer and ASRLM to prepare a plan for training on Mushroom cultivation and submit a detailed plan by next DDC meeting.
3. The DPM will liaise with Fishery Department, Zila Parishad and ASRLM to provide training for fishery value chain to SHGs/CLFs/VOs to be engaged under the Amrit Sarovar project.
(Action: DAO, Sivasagar & DPM, ASDM, Sivasagar)

L. Pollution Control Department (APCB) :

1. The Sr. Environmental Engineer, APCB, Sivasagar will write a letter to the Assam Pollution Control Board for water pollution mitigation in Sivasagar district, especially in Sivasagar and Nazira towns. Pollution sources are to be identified and issued notices under the Water (Prevention and Control of Pollution) Act.
2. He will provide the statutes and rates of fine for water and air pollution to the Deputy Commissioner by 14/09/2022, and take necessary action before the next DDC Meeting.
3. He will share the list of Hotels visited during the month with the DC, Sivasagar by the next DDC meeting, as per minutes of the last DDC meeting with regard to the presence of effluent treatment and disposal facilities within Municipal Board areas.
4. The Sr. Environmental Engineer will provide technical support to the Executive Officer, Sivasagar Municipal Board for the proposed urban forest planned at Dorikapar. next DDC meeting.
5. The SEE will share details regarding scientific disposal of garbage in landfills, along with best practices adopted in the state.
(Action: Sr. EE, APCB, Sivasagar)

M. State Archaeology Department :

1. The Zonal Officer, Directorate of Archaeology, Sivasagar will submit a report on the approach road near Kalugaon Archaeological site by 14/09/2022.
2. The directorate will coordinate with Circle Offices to ascertain the revenue record status of archaeological sites and status of encroachment therein. A report may be submitted before the next DDC Meeting.
(Action: The Zonal Officer, Directorate of Archaeology, Na-Pukhuri, Sivasagar)

N. Archaeological Survey of India :

3. The Sr. Conservation Assistant, ASI, Sivasagar will submit a report on the approach road, nearby market etc. near Gourisagar Archaeological site by 14/09/2022.
4. The ASI will coordinate with Circle Offices to ascertain the revenue record status of archaeological sites and status of encroachment therein. A report may be submitted before the next DDC Meeting.
(Action: The Sr. Conservation Assistant, ASI, Sivasagar)



O. Public Works Department (Buildings)

1. As regards to the incomplete GNM Hostel near Sivasagar Civil Hospital, ADC (Health) will put up the letter to the DC, Sivasagar which was sent to the NHM by EE, PWD Building Division, Sivasagar.
2. The Joint Director of Health Services, Sivasagar will write a letter to the DC, Sivasagar regarding Manpower issue in the Samaguri Model Hospital.
3. The EE, PWD(B), Sivasagar will submit a status report of all the Tea Garden Model Schools by 20/09/2022
4. The EE PWD(B) will separately give a presentation regarding development works, as the presentation given was not found to be suitable.

(Action : The ADC (Health), Jt.DHS, Sivasagar, EE, PWD(B), Sivasagar)

P. Labour Department :

1. The ALC, Sivasagar will share the list of Tea Gardens who haven't declared/granted Durga Puja Bonus to the labours by 14/09/2022.
2. The ALC, Sivasagar and DSWO, Sivasagar will jointly visit all children home and old age home and submit physical verification report before the next DDC meeting.
3. The ALC, Sivasagar will instruct all Tea Garden Managements for T.B. mapping and preventive measures.
4. The Labour Department will take up with Tea Garden Managements for enrolling their labours in AADHAAR which is mandatory for smooth implementation of Wage compensation scheme.
5. The CEO, ZP, Sivasagar, Circle Officer, Demow and Amguri Revenue Circle, BDO (all), Jt.DHS, ALC, Sivasagar and LDM, Sivasagar will provide all support to "Piramal Swasthya SAKSHAM Team" in generating AADHAAR Number and Bank account for the Tea Tribe pregnant women and eligible women

(Action: The CEO, ZP, Sivasagar, Circle Officer, Demow and Amguri Revenue Circle, BDO (all), Jt.DHS, ALC, Sivasagar and LDM, Sivasagar)

Q. Social Welfare Department :

1. In order to develop "Poshan Vatikas" in the district, the DSWO will take required support from DFO(SF) and ASRLM, Sivasagar and provide a report by the next DDC Meeting.
2. The department will collaborate with Education Department to consider mergers of AWCs and Mini AWCs, especially in schools wherein merger has taken place, and land is available. Moreover, the DSWO will liase with CEO, ZP for creation of infrastructure in AWCs proposed to be merged.
3. The ADC (Social Welfare) will write letter to the Tea Garden Managements apprising the seriousness of malnutrition among the children of Tea Garden, in collaboration with Piramal Swasthya and Tea Garden Hospitals.

(Action: The ADC (Social Welfare), DSWO, Sivasagar, DFO(SF), ASRLM, Sivasagar)

R. Panchayat & Rural Development Department :

1. The CEO, ZP, Sivasagar will submit the list of houses which have no IHHL to the Deputy Commissioner, Sivasagar before the next DDC meeting, especially in Nazira Block.
2. The CEO, ZP, Sivasagar will submit a report about the 69 PMAY houses of Nazira which haven't yet received the 1st installment of PMAY.

(Action: The CEO, ZP, Sivasagar)



S. Irrigation Department :

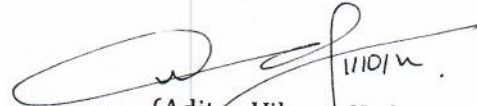
1. As the Govt. has asked to specify whether there is presence of Arsenic in the irrigation plants, the EE, PHE, Sivasagar will submit a report seeking support from Irrigation Department.
2. The Irrigation department will provide a list of irrigation facilities provided, block wise, since 2016-17 to assist in converging departmental action for agricultural growth.

(Action :EE, Irrigation, Sivasagar-Thowra/ Amguri-Nazira&EE, PHE, Sivasagar)

General Discussion and actionable points :

1. Person efforts be given by all HoDs for public benefited schemes in coalition with the required departments.
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 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/ 157 (A)

Copy to:-

Dated: Sivasagar, the 6th October, 2022

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