



GOVERNMENT OF ASSAM  
OFFICE OF THE DEPUTY COMMISSIONER :: NAGAON :: ASSAM  
(DECENTRALISED PLANNING BRANCH)  
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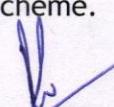
**NOTIFICATION**

No. NDC(D)90/2018/252, Dated:17/12/2020 = In continuation of this Office letter No. NDC(D)90/2018/200-204, Dated:31/10/2020 and as per guidelines of Axom Adarxo Gram Yojana, Village Level Committee of Kalaikhowa village under Barhampur LAC is hereby constituted with following members to work closely with the Gram Sabha, knowledge partner, construction committees, other stakeholders etc and also to work as a link between ground level functionaries and functionaries above it.

Sl.No.	Name of Village	Village Level Committee
1	Kalaikhowa	Circle Officer, Kampur Rev. Circle- Chairperson
		BDO, Kathiatoli Dev. Block - Member
		Niranjan Bora, President, Niz Kampur G.P - Member
		Gopal Biswas, Ward Member, 8 No. Ward - Member
		Joba Malakar, Ward Member, 10 No. Ward - Member
		Pradip Das, N.G.O Representative - Member
		Kusum Das, S.H.G Representative - Member
		Kunjamohan Das, Teacher - Member
		Khanindra Hazarika, Accountant, Kathiatoli Dev. Block - Member
		Lakhin Das, Recommended by committee - Member
		Rajib Laskar, I/c Secretary, Niz Kampur G.P - Member <i>Secretary</i>

**The Roles & Responsibilities :-**

1. Help the Village fellow to conduct the baseline survey properly.
2. Preparation of the Village Development Plan (VDP) through Participatory Rural Appraisal. And for that arrange for consultations, stakeholders meeting etc.
3. Help the knowledge partner to geo-tag all resources and assets available and created during the process.
4. Preparation of the VDP and do consultations with stakeholders and villagers at Gram Sabha.
5. Preparation of short, medium and long term goals and included it in VDP.
6. Preparation of proposals as per approved VDP.
7. Preparation of action plan on the basis of the resource mapping, opportunities etc.
8. Placing the VDP in the District Level Committee for approval.
9. Propose Local Construction Committees for works and take its approval from District Committee.
10. Monitor each and every activities taken up in the village and helps in smooth execution in the village and oversee the works of the Construction Committees or Contractors.
11. Guide and monitor the performance of village fellow.
12. Ensure through the village fellow that all works executed in the village are properly geo-tagged (both for physical and financial verification).
13. Examination of the bills of the construction committees and recommend the bills for payments by District committee for payments.
14. Meet at least twice in a month to discuss the issues related to the scheme.


  
Deputy Commissioner  
Nagaon :: Assam.

Memo No. NDC(D).90/2018/252 -A,  
Copy to :-

Dated:17/12/2020

1. The Hon'ble MLA, Barhampur LAC for kind information.
2. The Commissioner and Secretary to the Govt. of Assam, Transformation & Development Department, Dispur, Guwahati-06 for kind information.
3. The Chief Executive Officer, Nagaon Zilla Parishad, Nagaon for information and necessary action.
4. The Circle Officer, Kampur Rev. Circle for information and necessary action.
5. The Block Development Officer, Kathiatoli Dev. Block for information and necessary action.
6. The GP, Secretary, Niz Kampur GP for information and necessary action. He is requested to arrange for holding Gram Sobha in consultation with CO, Kampur Rev. Circle and BDO, Kathiatoli Dev. Block on or before 22/12/2020.
7. All members concerned for information and necessary action.
8. Office copy.

*Forwarded  
17/12/20*

  
Deputy Commissioner  
Nagaon :: Assam.