

/64168/2023

Model DDC / CDC minutes of meeting format

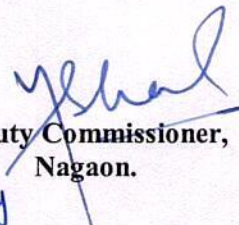
Subject	Minutes of the Meeting of District Development Committee
Date & Time	21/07/2023 at 9:30 AM
Venue	Conference Hall, D.C.'s Office, Nagaon
Participants	Annexure-1.1
Absentees	Annexure-1.2
Fund receipt & Utilisation	Annexure-A (Received) & B (Not received)
Physical Progress	Annexure-C (for Current Year) and Annexure-D (for Previous Years).

The meeting was chaired by Sri Narendra Kumar Shah, IAS, Deputy Commissioner, Nagaon.

The decisions of the meeting are as follows:

Category-A: Department specific

Sl. No.	Sector	Administrative Department	Scheme/ Project /Programme	Issues Discussed	Decision / Action to be taken.	Agency responsible & Timeline
1	Reforms, Governance Facilitation & Regulation	Forest (Territorial)	Amrit Vriksha Andolan	DFO (Territorial) briefed the background of the scheme and requested all HoDs to submit their seedling requirement within a week.	HoDs to submit seedling requirement as per available space in their office premises.	All HoDs, COs, BDOs Timeline : 1 week
2	Infrastructure	APDCL		i) Regarding electric power line connection from Burapahar to Kuthori under the scheme AIIIB ii) Regarding drive for illegal pump connection in agricultural field iii) DCPO informed that there has been power cut in State Home	i) Instead of Bare Conductor, Covert Conductor is to be installed. ii) CEO, APDCL reported that drive is going on in routine manner. iii) CEO, APDCL informed that power connection will be reinstated after submission of application by DCPO.	i) APDCL Timeline : 1 month iii) APDCL & DCPO Timeline : 1 week
3	Infrastructure	Water Resources	Construction of embankment along river Kollong from Baidyatup to Madhupur	Survey for land acquisition	Survey is completed and 100 m construction of embankment is left out wherein patta land is to be acquired.	CO, Nagaon Sadar Revenue Circle & Water Resources Timeline : 1 month


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4	Infrastructure	Transport	Regarding condemnation of vehicles	DTO informed vehicles that are being used for 15 or more years are to be auctioned and vehicles that are in non-motorable condition are to be scrapped.	The Chairman instructed the Heads of Department to inspect vehicles in their respective departments for condemnation. The Chairman also instructed DTO to submit the list of vehicles received from the HoDs, that are to be condemned, in the next DDC meeting.	All HoDs & DTO Timeline : 1 month
5	Social sector	Health	Regarding NOC for construction of Sub-Center in Kamargaon within the campus of veterinary Sub-Centre	The District AH & Vety. Officer reported that they have not received the NOC from the Director till date.	DVO to ensure that NOC is provided.	DVO Timeline : 15 days
6	Infrastructure	PHE	Regarding drinking water facility in AWC	DSWO to provide list of Anganwadi Centres for providing drinking water facility by next Monday (where there is no drinking water facility).	PHE will provide drinking water facilities in the Anganwadi Centres (AWC) which have not yet been covered. ADC (Social Welfare) to look into the matter.	PHE& DSWO
7	Social sector	Social Welfare	ii) Regarding adoption of AWC	i) Regarding construction of AWC / Minor repairing of AWC (if required) ii) DSWO informed that 60 nos. of AWC have been adopted so far.	i) The Chairman instructed DSWO to submit list of AWC that could not be constructed due to land issue to Addl. Deputy Commissioner (Social Welfare). Minor repairing works of AWC to be monitored by CEO, Zilla Parishad. ii) The Chairman instructed Deputy CEO, Zilla Parishad to engage GP President & BDOs in creating awareness regarding adoption of AWC.	DSWO Timeline : 1 month CEO, Zilla Parishad Timeline : 1 month


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Sl. No.	Sector	Administrative Department	Scheme/ Project /Programme	Issues Discussed	Decision / Action to be taken.	Agency responsible & Timeline
8	Economic Development	Agriculture		i) Uploading of land record and Aadhar seeding through postal account opening and e-KYC. ii) Agriculture Census	i) The DAO informed that the process of Aadhar seeding is going on. ii) The Chairman asked all COs to expedite the process through Lot Mondal.	DAO COs Timeline : 1 month
9	Economic Development	Cooperative Societies		DRCS informed that proposal for 2 acres of land to construct GPSS in Ranthali is yet to be approved.		ADC (Revenue) & CO, Nagaon Sadar Revenue Circle.
10	Economic Development	DDMA		BDO Khagarijan reported that there has been water logging issue near Nidan Hospital.	The Chairman asked BDO to submit the report / observation to DDMA so that letter can be issued to Railway authority to open the blockage.	BDO, Khagarijan
11	Finance Planning	T & D Department	Asom Adarsha Gram Yojana (AAGY)	Review of AAGY schemes, 2018-19	All BDOs were instructed to complete the schemes of 2018-19 within a week & submit the Utilization Certificate and Completion Certificate.	BDOs Timeline : 1 week

Category-B:Themespecific

Sl. No	Theme				
	Follow up of DCs conference				
1	Prevention of Child Marriage	The DCPO informed that Baal Panchayat has been constituted in Fakoli GP & Borghat GP, Rupohihat and meeting also held.	The Chairman instructed CEO, Zilla Parishad to constitute Village Level & Block Level Child Protection Committee. The Chairman also instructed DCPO to arrange meeting regarding Baal Panchayat in crime prone area of villages which will be chaired by DC / ADC.	CEO, Zilla Parishad & DCPO Timeline : 1 month	
2	PMAY	The Deputy CEO, Zilla Parishad reported that out of the total target of 2700 nos. of PMAY houses, 1684 nos. are completed and 1016 nos. are ongoing.	All BDOs will expedite the works of Awas + to achieve the target on time.	CEO, Zilla Parishad & BDOs	


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No	Theme				
3	ASRLM	DAO informed that 50% subsidy will be provided for packaging of honey under National Honey Production Mission.	The Chairman directed DAO & DPM (ASRLM) to coordinate and take necessary steps for increasing the production of Honey in Kaliabor, Sonarigaon and coordinate with SDO (C), Kaliabor in this regard.	DAO & DPM	
4	Prevention of Sexual Harassment at Workplace	Regarding constitution of Internal Complaints Committee	The Chairman directed all HoDs to constitute Internal Complaints Committee incorporating the employees of the respective departments and submit monthly report.	All HoDs	
5	Water User Committee		The Chairman directed the PHE Department to complete the formation of Water User Committee and submit report.	PHE	
6	PMFBY	DAO reported that the target for PMFBY is 30309, out of which 2655 is achieved till date.	The Chairman instructed CO & BDO, Raha to create awareness amongst people regarding PMFBY through GP President and Secretary.	CO & BDO, Raha	
7	PM KISAN	DAO informed that the process of enrolling more farmers and ensuring Aadhar seeding, e-KYC, Aadhar authentication, land document and bank account linking is going on.	The Chairman instructed DAO to expedite the process.	DAO	
8	Khel Maharan	The Chairman informed that Khel Maharan will be started after the end of monsoon.	The Chairman instructed COs, all HoDs & BDOs to cooperate for the programme to be successful.	COs, HoDs & BDOs	
9	Sanskritik Mahasangram		The Chairman informed that Sanskritik Mahasangram is to be conducted by Cultural Department and there should be active participation of workforce from all departments, Circle Offices and Block Development Offices.	COs, HoDs & BDOs	

The Chairman directed all HoDs to submit their interdepartmental issues to be included in DDC meeting Agenda alongwith Action Taken report on last DDC meeting minutes one week prior to the meeting.

The meeting ended with vote of thanks from the Chair.

Signed by Narendra Kumar
Shah
Date: 31-07-2023 15:29:32
Deputy Commissioner,
Nagaon.

Date: 31/07/2023

Memo eFile No. E 26392 (A)

Copy to:

1. The Addl. Chief Secretary to the Govt. of Assam, T&D Department, Dispur, Guwahati-6 for kind information.
2. The Principal Secretary to the Hon'ble Chief Minister, Assam, Guwahati-6 for kind information.
3. The Principal Secretary to the Govt. of Assam, Transformation & Development Department, Dispur for

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4. The S.O. to C.S. to the Govt. of Assam for kind appraisal of Chief Secretary.
5. The Director (DCP), Transformation & Development Department, Dispur for kind information.
6. The Director, Evaluation & Monitoring Division, Transformation & Development Department, Dispur for kind information.
7. The DIO, NIC, Nagaon. He is requested to upload the DDC minutes in the District Website urgently.
8. All Circle Officers/BDOs, Nagaon district for information and necessary action.
9. All Members of DDC for information and necessary action.
10. Office copy.

(e-signed)
Deputy Commissioner,
Nagaon.