



**GOVT. OF ASSAM**  
**OFFICE OF THE DEPUTY COMMISSIONER ::::::::::: NAGAON**  
**(DECENTRALISED PLANNING BRANCH)**  
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**Minutes of DDC Meeting for the month of May/2023**

**Venue** : Conference Hall, D.C.'s Office, Nagaon.

**Date & Time** : 26/05/2023 at 10:30 AM

(Members present in the meeting is in Annexure-I)

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

Welcoming the members present the Deputy Commissioner, Nagaon, started the proceedings by reviewing the department wise action taken on the minutes of last DDC meeting.

**Action Taken by the Department and decision taken are summarized as follows :-**

- The EE, Water Resource Department informed that joint inspection regarding embankment along river Kollong from Baidyatup to Madhupur has already been done.
- Regarding the DTO Office building at Dimoruguri, the DTO informed that the shifting of office material is going on.

He also informed that regarding condemnation of vehicle, a list has been prepared and forwarded to the Commissioner of Transport, Assam whereas the seized vehicles are kept in the office campus and regarding two & three wheeler vehicles, the local police and forest department have been requested to prepare a list of such vehicles and submit to the DTO Office.

The DTO apprised that pendency of RTPS is being regularly resolved, for which 2 Nos. of dedicated staff has been engaged for this purpose and regular monitoring is going on.

- The EE, Irrigation, Nagaon – Barhampur Division informed that physical verification of various irrigation scheme under Nagaon Barhampur Division has been conducted.

**Inter-Departmental Issues discussed and decisions taken are summarized as follows:**

**Health** :- Regarding water logging issue in District Drug Store, the Chairman directed Joint Director Health & EE, PWD(B), Kaliabor Samaguri Division to conduct a joint visit and take necessary action.

- Joint Director Health requested to allot 2 Katha of land for construction of Sub Center in Kamargaon within the campus of veterinary Sub-Centre, in this regard the Chairman requested the District AH & Vety Officer if he can issue NOC for the same.
- Joint Director Health requested restoration of electrical connection in Samaguri BPCH, in this regard, the Chairman suggested to avoid power cut in institution of emergency services and ask APDCL authority to prepare a list of Department having emergency services where power cut should be avoided by giving justification / reasons etc.

**Action:-** District AH & Vety Officer and CEO, APDCL.

**Contd.....2/-**



**Town & Country Planning** :- The Deputy Director, Town & Country Planning informed that for beautification of Morikolong Lake, the Department needs NOC for a stretch of about 75 meters of land which comes under Social Forestry which is not yet received.

**Action:- DFO, Social Forestry.**

**WATER RESOURCES:-** Regarding the LA estimate for “Construction of embankment along right bank of Kopili river from Medhigaon to Bareguga” EE, Water Resources informed that LA estimate was submitted but returned for recheck. The Chairman instructed CO, Kampur Rev. Circle to submit the LA estimate within 7 Days.

The Chairman also directed CO, Nagaon Sadar Rev. Circle to prepare LA estimate for “Construction of embankment along left bank of river Kollong from Baidyatup to Madhupur” and the proposal should cover proper assessment covering both sides of embankment so that so that cost of LA can be minimized.

**Action:- CO, Kampur Rev. Circle and CO, Nagaon Sadar Rev. Circle.**

**APDCL :-**

- Regarding Sub-Station at Kuthori, CEO, APDCL informed that the proposal has been changed from bare conductor to covert conductor.
- Regarding illegal pump connection in Agricultural fields, the Chairman asked APDCL to continue the drive.
- CEO, APDCL requested to allot land in Lachitpur for installation of Sub-Station.

**Action:- CO, Nagaon Sadar Rev. Circle and APDCL.**

**Agriculture :-** Regarding the data entry work for disbursement of machinery tools from Kaliabor Sub-Division office, the DAO informed that the work is going on and a data entry operator is being deputed for the work.

**Excise:-** The Superintendent of Excise informed that only 6.25% of total revenue target have been achieved in the month of April/23. In this connection, the Deputy Commissioner suggested to explore strategy to increase the revenue collection to achieve the target.

**Veterinary:-** The nodal officer, Nagaon for National Animal Disease Control Programme apprised about the ongoing program and highlighted the issues regarding payment of data entry operators. The Chairman asked Addl. Deputy Commissioner (Agriculture) to look into the matter.

**Action:- Addl. Deputy Commissioner (Agriculture)**

**Social Welfare :-** The DSWO explained about the “Adopt an AWC Campaign” for monitoring proper functioning of AWC and community participation, she requested all Heads of Departments, including officers and officials to adopt atleast one AWC. The Chairman also reiterates about the goals and objectives of the campaign and seeks cooperation for the positive change of the society.

The DSWO also informed that a six months certificate course for HS passed Anganwadi Workers will be conducted under NEP. In this regard, the Chairman directed DSWO to coordinate with Addl. Deputy Commissioner (Social Welfare).

**Contd.....3/-**



The Chairman instructed DSWO to prepare a priority list for development of AWC and provide to PNRD. He also directed DSWO to investigate the complain regarding Model AWCs.

Regarding the construction of Model Anganwadi Centers, the Chairman directed DSWO to expedite the process and reiterated to impose 10% penalty on the Construction Committees which are reluctant to complete the work and asked Addl. Deputy Commissioner (Social Welfare) to look into the matter.

The DSWO raised concern regarding disconnection of power supply of State Home for Women & Child and enrollment of six inmates in the Orunodoi 2.0 Scheme. In this regard, the Chairman asked DSWO to share the list and necessary action will be taken.

**Action:- Addl. Deputy Commissioner (Social Welfare), CEO, APDCL and DSWO.**

**Tea Garden Model School :-** The EE, PWD(Building), Kaliabor Smaguri Barhampur and Rupahihat Territorial Division informed that for Balijuri Tea Estate Model School, forest clearance is needed for providing NOC by CO, Kaliabor Rev. Circle and the Burhapahar Tea Estate Model School is near animal corridor. In this regard the Chairman directed CO, Kaliabor Rev. Circle to inspect the matter with Forest Department coordinate and resolve the issues within 2<sup>nd</sup> June, 2023.

**Action:- CO, Kaliabor Rev. Circle.**

**Condemnation of Vehicle :-** The DTO informed that the process for condemnation of vehicles is going on and some vehicles have already been sent.

He requested all the Heads of the Departments to prepare a list of Govt. vehicles of their offices which are more than 15 years old or end of life and send them for scrap in Guwahati. He also informed that the seized vehicles need to auction after MVI report. In this regard, the Chairman asked the DTO to prioritize the unserviceable vehicles.

**Action:- DTO and Heads of Departments.**

**Matters Discussed in the DC's Conference :-**

The Deputy Commissioner informed about the matter discussed in DC's Conference pertaining to various departments as follows and instructed the concerned departments to prepare PPT presentation on the same.

**Social Welfare:-**

- Adopt AWC Campaign.
- Compile a list of 10 AWC per LAC where infrastructure development are required.
- Prevention of Child Marriage, where GP Secretaries are deputed as Child Marriage Prohibition Officer. In this connection, the Chairman said that if GP Secretary fails to inform about the child marriage case in his jurisdiction and police action takes place, he will be held responsible for that.
- Constitution of Baal Panchayat in coordination with CEO, Nagaon Zilla Parishad which will focus on prevention of Child Marriage. The Chairman directed Addl. Deputy Commissioner, Social Welfare to look into the matter.

**Contd.....4/-**



**Health & Family Welfare:-**

- e-KYC to be completed within one month.
- Adoption of TB patient- the District Development Commissioner appealed all Heads of Departments to adopt atleast one TB patient in consonance with the idea of eradicating of TB from our country by 2025. In this connection, the Health & Family Welfare department will coordinate and provide necessary assistance.

**PNRD:-**

- The Chairman directed to complete PMAY houses in tea garden areas.
- All MGNREGA works in tea garden areas have to start by November, 2023 and for that land allotment list to be collected from the concern COs.
- The Chairman directed Deputy CEO, Nagaon Zilla Parishad, to encourage adopting honey as a product through ASRLM by involving SHGs.
- The Chairman asked to ensure the embankment of Amrit Sarovar to curb the erosion in flood.
- Regarding raised platform the Chairman asked to take update from COs and BDOs and suggested to take new project under MGNREGA. The COs to submit list if required.

**Forest:-** The Chairman inquires about the new regulation for cutting of tree and PM Ban Dhan Kendra but extremely dissatisfied on the replies of the forest official. He directed to plan for plantation of commercial trees as decided in the DC's conference held in Tinsukia.

**Treasury:-** The Chairman asked Treasury Officer i/c to conduct a workshop with all the works departments and forest department on deducting forest royalty at source.

**PHE:-**

- **Water User Committee** : 166 committees have been formed so far in two divisions. The Chairman directed to conduct workshop for that.
- The Chairman directed to form Jal Doot cell to be headed by Asst. Commissioner.
- The Chairman asked to decentralize Swachh Bharat Mission to all the divisions of PHE in Nagaon District.
- **Sujalam portal** : Grey Water Management at household level (pond or kitchen garden) with geo tagged need to be updated.

**Flood:-** The Chairman directed all the COs and Water Resources department to look into flood related management as per the assessment of last year flood.

The Chairman instructed Water Resource, PNRD and all the COs to update if any embankment to be renovated or strengthened which may cause severe damage.

**Agriculture:-**

- **PMFBY:** Claims to be settled and all farmers under paddy procurement need to be included.

**Contd.....5/-**



- **PM KISAN:** The Chairman suggested to enroll more farmers and ensure Adhar seeding, eKYC, Adhar authentication, land document and bank account linking. He also directed Addl. Deputy Commissioner (Agriculture) to look into the account opening at Post Office.
- **Millet production:** DAO to explore scope of increasing millet production and monitor.

**Urban Affairs:-** All the EOs to focus on legacy waste treatment & establishment of transfer stations and also to focus on online property tax collection.

**District Swachata Award:-** The Chairman suggested to prepare a comprehensive Swachata plan for the district and asked the concern departments to share ideas about cleanliness based on the local circumstances and explore how we can perform better in this competition.

**Khel Mahasangram:-** Under this sport competition will be held in revenue village/ GP level, LAC level, district level and state level. The Chairman directed District Sports Officer to identify teams and coordinate with sports associations.

**Sangeet Mahasangram:-** Similarly, various cultural competition will be held in revenue village/ GP level, LAC level, district level and state level. The guidelines for the same will be shared in due course of time.

**District e-Nirikshan App:-** The Chairman requested all the HoDs and especially to their field officials to use District e-Nirikshan App.

**T&CP:-** The Dy. Director T&CP informed for the beautification of Kollong river eviction is required. The Chairman asked CO, Nagaon Sadar Rev. Circle to look into the matter.

The meeting ended with vote of thanks from the Chair.

Signed by Narendra Kumar  
Shah  
Deputy Commissioner,  
Nagaon.  
Date: 05-06-2023 16:51:22

Date: 03/06/2023

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 kind information.
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.