

MINUTES OF THE DDC MEETING HELD ON 18/10/2014 AT 11:00 A.M. AT THE CONFERENCE HALL OF D.C.'S OFFICE, DARRANG, MANGALDAI.

A) Members Present as per - ANNEXURE- A

The meeting of District Development Committee was held on 18/10/2014 at 11:00 A.M. at the Conference Hall, D.C.'s Office Darrang, Mangaldai.

At the very outset of the meeting, Sri M.S. Manivannan, IAS, Deputy Commissioner & Chairman, DDC welcomed all the officers present in the meeting.

The SPO, placed the minutes of the last DDC meeting for approval:

Deputy Commissioner reviewed the progress of various departments and the following resolutions were adopted:

SL NO	ACTIONABLE POINTS	ACTION BY
1	<ul style="list-style-type: none"> ➤ DC requested all heads of offices to ensure cleaning of their office premises including toilets. ➤ Inspector of Schools, DEEO & DI of Schools will also ensure cleaning of schools. ➤ Joint Director of Health Services will take action for cleaning of all institutions under his department. Toilets should be cleaned and hygienic with running water facilities. ➤ Executive Officers of MB / TC will also ensure cleaning of their respective town areas, etc 	All heads of offices
2	<ul style="list-style-type: none"> ➤ The Deputy Commissioner informed that district heads of offices should not leave headquarters without prior permission from the Deputy Commissioner. ➤ Even in emergency / in case of instruction from higher authorities for attending duties outside the district, the officer concerned must inform the DC regarding his absence in advance and also intimate name of officers who will remain in headquarters for attending his current duties so that DC can contact him for emergency works. 	All heads of offices
3	<ul style="list-style-type: none"> ➤ Low lying areas of RKGV School at Bechimari will be filled up by the DRDA under MGNREGA schemes. 	SSA / DRDA
4	<ul style="list-style-type: none"> ➤ Works under MSDP be started immediately. Report should be submitted to DC next week. 	SSA
5	<ul style="list-style-type: none"> ➤ Lead District Manager to persue with banks concerned regarding implementation of schemes like USEP, UWSEP under SJSRY programmes. 	LDM / EO, MME
6	<ul style="list-style-type: none"> ➤ Deputy Registrar / Assistant Registrar of Cooperative Societies will continue checking of activities of Societies under Co-Operation Department. 	ARCS / DRCS
7	<ul style="list-style-type: none"> ➤ DC directed that water bodies be fully utilized. People should be educated for increasing fish productivity. 	PD, DRDA / DFDO
8	<ul style="list-style-type: none"> ➤ District Transport Officer to continue checking of licenses of Vehicles / Drivers / Route Permits / Goods carriage & passenger services / Overloading. ➤ DC asked to organize awareness campaigns on traffic rules throughout the district. ➤ Associations should be insisted on maintenance of departure & arrival times of vehicles and also collection of justified fare from passengers. ➤ Registration of Private Ambulance be checked as per existing rules. 	DTO
9	<ul style="list-style-type: none"> ➤ DC directed ADC(Dev.) to convene a meeting for discussion on implementation of NSAP in the next week. 	CEO, Zilla Parishad
10	<ul style="list-style-type: none"> ➤ DSWO / CDPOs will continue checking of Anganwadi Centres, distribution of food items, cleanliness, etc 	DSWO / CDPOs

SL NO	ACTIONABLE POINTS	ACTION BY
11	➤ Anchali Panchayat will submit proposals for Prime Minister's new 15 point programmes in Education / Social Welfare / Health sector by 3-00 p.m. on 22.10.2014 with recommendation of Block Level Committees	BDOs/Block Level Committee
12	➤ CO / Lot Mandals to be present at the time of distribution of seeds from agriculture department. ➤ Circle Officer will check the list of beneficiaries and stock of seeds, etc.	Circle Officers / DAO
13	➤ DC directed Joint Director of Health Services, Darrang to intimate regarding his absence for headquarters well ahead of time as the presence of JDHS is essential at all times to meet emergencies. ➤ C.O. Mangaldai and ADC(Health) apprised the Deputy Commissioner that recently there was a road accident and the emergency doctor of the hospital was not equipped to meet the need of the victim and lead to Law & order situation. ➤ Emergency Wing of Hospital / CHCs & PHCs should be strengthened and well equipped, i.e., availability of Oxygen cylinder / life saving drugs, etc. ➤ Presence of Medical staff in the Emergency Cell should be verified regularly. ➤ Rules of Private Ambulance be followed. Stock of Oxygen cylinders should be checked and a report on availability of Oxygen cylinders also be submitted	Joint Director, HS/Hostipal Superintendent
14	➤ Department concerned should arrange for involvement of NGOs in development activities and good work done by NGOs should be reported to DC.	All heads of offices.
15	➤ Dispute over the land of Pub-Padokhat ME School was discussed in the meeting. ADC(Edn.) reported in the meeting that the SMC had constructed commercial establishment on school land due to which a civil construction of SSA is delayed and obstructed. CO. Dalgaon apprised DC that eviction proposal has been submitted and eviction can be done after receipt of approval from ADC(Rev.)	ADC(Rev.)/ADC(Edn.) CO, Dalgaon / IS,DDC.
16	➤ Meeting for review of RMSA activities be held early. Funds released for extra-curricular activities to schools be verified before the review meeting.	IS, DDC/ADC(Edn.)
17	➤ District A.H & Veterinary Officer will inspect all poultry farms / piggery including in residential places – and their hygienic condition should be checked and action be taken, where necessary	AH & Vety. Officer
18	➤ Circle Officers will check land status of various institutions and detect unauthorized occupation / construction etc.in each land.	Circle Officers
19	➤ Marketing Board was advised to check legal procedure in installation of check gates on highway. ➤ DC advised the Board for providing facilities of Toilets / Drinking water, sanitation in the markets where they collect tax / tolls. ➤ Road side vendors be removed	DDRMC
20	➤ DC directed to ensure action against the delinquent teacher of Kharupetia whose school certificate was reported to be fake by SEBA. DEEO should monitor activities of CRCs. They should be sensitized. Some school teachers are in the habit of leaving schools after holding examination before scheduled school time. This should be rectified. Monthly meeting of school teachers should be held only after completion of school hours.	DEEO
21	➤ DC directed to ensure regular attendance of Tax Superintendent in the DDC meeting necessary	Superintendent of Taxes.
22	➤ NoC from Municipal Board, Town Committee and Mangaldai Development Authority & Town & Country Planning be obtained before issue of land sale permission	ADC (Rev).
23	➤ DC advised all heads of offices to ensure erection of hoardings in their respective premises at easily visible places regarding details of Appellate Authority, Public Information Officer, Asstt. Public Information Officer. Copies of such notification be submitted to DC for record	all heads of offices.
24	➤ Asst. Director, Sericulture to submit project-wise list of job card holders to Project Director, DRDA. Schemes should be taken as per availability of feasibility	AD, Sericulture

SL NO	ACTIONABLE POINTS	ACTION BY
25	➤ DC advised all heads of Offices for remaining ready for successful implementation of Rajior Padur Rajior Sarkar (RPRS) programme. They should sensitise all of their subordinate officials for maintenance of all records, / details of programs & guidelines / details of old schemes, new schemes and proposed schemes for giving replies in connection with public grievances during RPRS programmes. Government officials should be bound to reply citizens politely on public grievances. The next RPRS programme will likely be held on 19 th November, 2014	all heads of offices
26	➤ ADC(E.d.) apprised the meeting that complaints have been received regarding delay in procurement of school uniform by the SMCs. D.C directed DI/IS/BEEOs to ensure 100% implementation of the guidelines issued in respect of procurement of uniform.	DEEO / BEEOs
27	➤ The matter of development of Rudra Singha Pukhuri came up for discussion in the meeting. PD, DRDA requested DFDO to provide support in taking the target groups to ensure maximum utilization of existing ponds. ➤ DC directed DFDO to extend all support to DRDA.	PD, DRDA / DFDO
28	➤ EE, Irrigation raised the matter of charges of electricity for irrigation project in the meeting. DC directed AGM, RE-Monitoring, APDCL to moved for exemption of rent for the period when no power be utilized for Irrigation projects.	Irrigation / APDCL(ASEB).
29	➤ DC thanked Irrigation Division for power point presentation in the meeting. DAO will arrange to educate farmers on utilization of schemes taken up by Irrigation. Incomplete schemes / new canals / Tourism spot be taken up in convergence with DRDA	DRDA / DAO / EE-Irrigation/ Agri
30	➤ Next power point presentation will be arranged by PWD (Rural / State) Roads Division	

The meeting ended with vote of thanks from the chair.

Deputy Commissioner
&
Chairman of the DDC Meeting.

Memo No. DCP/D, 3/318/pt-I/2013/

Dated Mangaldai, the

Oct./2014

Copy to:-

1. The Principal Secy. to the Govt. of Assam P&D Deptt. Dispur, for kind information.
1. The Commissioner Lower Assam Division, Guwahati, for kind information.
2. The Director E&M Division, P&D Deptt., Dispur for kind information.
3. The Director, DCP Division, P&D Deptt., Dispur for kind information.
4. All Members of the DDC, Darrang, Mangaldai for information and necessary action.
5. The D/O, NIC for uploading the minutes in the Dist. website.
6. The President, Daigaon Sialmari AP, for information.

Deputy Commissioner

Chairman of the DDC Meeting.