MINUTES OF THE DDC MEETING HELD ON 6TH SEPTEMBER, 2021 AT 10 AM
IN THE CONFERENCE HALL OF DEPUTY COMMISSIONER'S OFFICE, DIBRUGARH.

Members present as per Annexure-I.

The meeting was presided over by Shri Pallav Gopal Jha, IAS, Deputy Commissioner, Dibrugarh. At the very beginning, he welcomed all the officers present and initiated the discussion. The Deputy Commissioner asked the District Development Commissioner Shri Partha Pratim Bairagi, ACS to initiate department wise discussion.

The meeting started with department-wise power point presentation as follows:

Name of Department	Issues discussed and decisions taken	Action to be taken by
Agriculture	➢ The District Agriculture Officer, Dibrugarh informed that 326 (Three Hundred and Twenty Six) nos. of beneficiaries have deposited their share and 311 (Three Hundred and Eleven) nos. of tractors have been delivered. 15 (Fifteen) nos. are yet to be delivered by the respective dealers, i.e. Sonalika-2 Nos., Swaraj-11 Nos. and M&M-2 Nos . The DC directed the DAO to organize a meeting with the concerned dealer and submit action taken report within 7 (Seven) days positively. ➢ The DAO informed that 14 (Fourteen) nos. of wholesaler fertilizer dealer are available in Dibrugarh district. One fertilizer dealer Ankita Enterprise was suspended. The DC suggested the DAO to obtain reply from Ankita enterprise and visit the enterprise. The DAO is also directed to submit fact finding report within 1(One) week. ➢ The DC asked the DAO to ensure that the suspended wholesale enterprise must not allow for selling of fertilizer products to the retail shops. ➢ The DC suggested the DAO to write a letter to the GP Secretary concerned where no retail shop available regarding wide publicity of requisite criteria for setting up fertilizer retail shop. Further the DAO is suggested to submit the names of the Gaon Panchayat where retail shops for selling of fertilizer are not available. ➢ It was revealed that the progress of training programmes under ATMA seems to be slow. Hence the DC directed the DAO to complete Block wise training programme within 15/09/2021.	DAO/ Asst. Executive Engineer

Agriculture	➢ The DC directed the Asst. Executive Engineers (Agricultural Engineering), to complete the ongoing construction of Soil Testing Quality Control and Input Testing Laboratory under RIDF –XXII (Civil Works) within 16th September, 2021 and inform the concerned Department. For the purpose of electrification of Soil Testing Laboratory, the DC suggested the Asst. Executive Engineer to convene a meeting with APDCL. ➢ The Asst Executive Engineer (Agricultural Engineering), is directed to complete the distribution of 75 (Seventy Five) nos. of Diesel Pump set within September, 2021. The Asst. Executive Engineer also informed that out of 96 (Ninety Six) nos. of sanctioned Solar Pump, 90 (Ninety) nos. are received and only 54 (Fifty Four) nos. are installed. The remaining 36 (Thirty Six) nos. are not installed due to non receipt of previous payments by the solar pump-set suppliers from the Directorate of Agriculture. ➢ The DC suggested for attachment of ADOs with concerned Circle Officers until verification of actual farmers under PM KISAN Scheme is completed. ➢ The DC directed the DAO to include NFSA and Horticulture Sector, KCC, AATMA Programme in Power Point Presentation for discussion in the next DDC meeting. ➢ The DC asked the DAO to submit the Crop-Forecast Report within 15th September, 2021 with a copy to Economics and Statistics Department. ➢ Regarding seed distribution, the DAO is directed to keep strict supervision on selection of beneficiaries so that only deserving and genuine farmers can get benefit.	DAO/ Asst. Executive Engineer
Veterinary & Animal Husbandry Department	➢ The DVO informed that Wheat Bran were distributed in Charkholia and Chakia Chapori, Bindhakata GP, Tingkhong Matikota and Aithan Digolia as well as Dadhia F.V. as a measure of Flood Relief. ➢ DVO is directed to submit and present Power Point Presentation on Artificial Insemination programme, cost incurred, and success etc. in DDC meeting presentation. ➢ The DVO informed that regarding Entrepreneurship Development & Employment Generation (EDEG), 7 (Seven) no. of people gets loan for egg production through commercial layer farm.	DVO

Veterinary & Animal Husbandry Department	➢ The DC suggested for inclusion of success stories of the Innovative Poultry Production with pictorial evidence for the next DDC Meeting.	DVO
DICC	➢ The GM, DICC informed that target for PMEGP, 2021-2022 is 233 (Two Hundred and Thirty Three) nos. As the target needs to be achieved within stipulated time, the DC directed the GM, DICC to organize Block-wise awareness programme within September, 2021. ➢ Regarding approved products for export Promotion, the GM, DICC informed that Organic Tea, Ornamental fish, Fish prickle, Pat Muga etc. Pumpkin, Joha, Bora & Black Rice have been approved in the last DLC held on 3rd July 2021. ➢ The GM, DICC informed that only 3(Three) nos. of online applications have been received under PM Formalization of Micro Enterprises (FME) Scheme so far. She further informed that there is no provision for submission of Offline application. ➢ The, GM, DICC informed that Financial Assistance @Rs. 2,000/- (Two Thousand) to STGs in case of Natural Calamities, the scrutiny process for selection of 350 (Three Hundred and Fifty) nos. of beneficiary is going on. The DC directed the GM, DICC for proper verification of application forms.	GM, DICC
Inspector of Schools and District Elementary Education Officer	➢ The representative from Inspector of Schools informed that the construction works (Civil) on Integrated Science and Computer Lab for Chetia Pathar High School, Lezai Girls High School and Sree Bangur High School will be completed by September, 2021. ➢ The representative from Inspector of Schools informed that the construction works (Civil) on Girls' Toilet and Ramp works will be completed by September, 2021 (Except for Dadhiya and other Char areas). ➢ The DC suggested the Inspector of Schools to have a discussion with concerned Circle Officer to resolve the land dispute issue of Dakshin Jalan L.P. School regarding Construction of Boundary Wall.	Inspector of Schools & DEEO
Social Welfare	➢ The representative from DSWO, informed that the One Stop Centre is yet to be handed over. The DC directed the DSWO to coordinate with PWD (Building) for early completion of the work.	DSWO

Social Welfare	➢ For successful implementation of 'Poshan Abhiyan', the DC directed the DSWO to communicate with Public Health Department for ongoing activities.	DSWO
Fishery	➢ The DFDO informed that FIR have been lodged against 22 (Twenty Two) nos. of beneficiaries under 'Ghare Ghare Pukhuri Ghare Ghare Maach' scheme. Out of 22 (Twenty Two) nos., 11 (Eleven) nos. beneficiary have not started project whereas remaining 11(Eleven) nos. have started the project but completed only 10-20% of works. The DC asked the DFDO to prepare a list of beneficiaries against whom FIR lodged along with names of beneficiaries who have returned money. The list of beneficiaries who have not returned also to be prepared. ➢ The DFDO informed that the installation of Bio Floc Cage Culture under CMSGUY will be completed within 15 (Fifteen) days. The DC asked the DFDO to inform the date of opening of the Bio Floc. ➢ The DFDO informed that total 62 (Sixty Two) nos. of applications have been sponsored and submitted to different bank branches for sanctioning of KCC, but only 1 (One) no of application has been sanctioned so far. The DC asked the Lead District Manager to look into the matter of sanctioning of KCC for expedites the sanctioning process. The DFDO is directed to submit the bank wise list of sponsored applications to LDM.	DFDO
Sports and Youth Welfare	➢ The DC, Dibrugarh asked the DSO to consult with Addl. Deputy Commissioner (Revenue) and Circle Officer concerned regarding land acquisition for approached road to Khanikor Sports Complex. ➢ The DC directed the DSO to complete the Construction of Boundary Wall at Borbaruah T.E. within September, 2021 positively.	DSO
Excise	➢ The Inspector of Excise informed that 51 (Fifty) nos. of raid so far been conducted, 100 (Hundred) nos. of case detected and 10,461 (Ten Thousand and Four Hundred Sixty One) litters of I.D. Liquor have been seized. ➢ The DC directed Inspector of Excise to keep strict vigil at Bogibeel point to check illegal imports of liquor from Arunachal Pradesh.	Inspector of Excise

Public Health Engineering	➢ The EE, PHE is directed to complete the retrofitting works of JJM within September, 2021. ➢ The DC asked the EE, PHE for vetting personal certification regarding payments of bills under JJM. ➢ On query of DC regarding accreditation process of National Accreditation Board for Testing and Calibration Laboratories (NABL), the EE, PHE informed that a team from a verified NABL agency from Guwahati will be visiting soon and there are some specific criteria for the accreditation i.e. space requirement, Calibration, Proficiency test, apparatus etc. The application process from the department is completed and awaiting for the visit of the team for further actions.	EE, PHE
Irrigation Department	➢ The EE, Irrigation informed that PMKSY Phase IV targeting Tea Garden areas will be starting soon. ➢ The DC directed the E.E, Irrigation to ensure that the benefits of supplied water should be equally distributed among farmers.	EE, Irrigation
Water Resource	➢ The EE, WR informed that out of 8 (Eight) sanctioned schemes under SOPD-G, 2019-2020 2 (Two) nos. of scheme have already been completed, work of 3 (Three) schemes are going on and would be completed by December,2021. Works of remaining 3 (Three) schemes (i) R/S to Bogibeel Aithan Ring Bund and (ii) Strengthening of down-stream of Moinamiri Ring Bund have been suspended due to flood, (iii) R/S of Moinamiri Ring Bund (Baruah Gaon to Sessamukh) is suspended due to flood and alignment issue. ➢ The DC directed the EE, WR to start the work of all sanctioned schemes after improvement of flood situation. ➢ The DC asked the EE, WR to install 2 (Two) nos. of Pumps within September, 2021.	EE, W/R
PWD Road (Dibrugarh, Lahowal, Moran and Tinghkhong Division)	➢ The EE, PWD Road, (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that 9 (Nine) Nos. of schemes sanctioned under PMGSY Phase-II. Out of sanctioned schemes, 5 (Five) schemes have already been completed. The DC directed the EE, PWD Road to complete the remaining 4 (Four) schemes within October, 2021. Accordingly, the EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) directed to	EE, PWD, Road

PWD Road (Dibrugarh, Lahowal, Moran and Tinghkhong Division)	complete the 12 (twelve) schemes under PMGSY-III within targeted date. ➢ The EE, PWD Road, (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that out of 5 (Five) schemes under Central Road Fund (CRF), 2 (Two) project have been completed. He is directed to complete the remaining 3 (Three) projects within stipulated date. Accordingly the EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) directed to complete the 2 (two) projects sanctioned under Central Road & Infrastructure Fund within targeted date. ➢ The EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that under SOPD-G 2018-19, 5 (Five) Road schemes are yet to complete. The DC suggested the EE to submit action taken report against the contractors of non completed works. ➢ The EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that out of 15 (Fifteen) projects, 9 (Nine) have been completed and 6 (Six) are going on under SOPDG, 2020-21. The DC directed to complete the construction of Lakhi Nagar, Millon Nagar and RCC Bridge connecting Sasoni by targeted date. ➢ The EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that under SOPD (ODS) out of 16 (Sixteen) projects, 9 (Nine) projects have been completed and the progress of 7 (Seven) projects are slow due to site issues. ➢ The DC asked the EE, PWD Road (Dibrugarh, Lahowal, Moran and Tingkhong Division) to complete the Kripabor Road under CIDF (17-18) by 15th September, 2021 ➢ The EE, (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that Improvement and Widening of AMC to Convoy road is delayed due to drain related issus. ➢ The EE, (Dibrugarh, Lahowal, Moran and Tingkhong Division) informed that so far 34 (thirty Four) nos. of schemes have been completed and construction of 5(Five) nos. of schemes are ongoing under Assam Darshan.	EE, PWD, Road
PWD Road (Chabua, Duliajan and Naharkatia Division)	➢ The EE, PWD Road (Chabua, Duliajan and Naharkatia Division) informed that out of 7 (Seven) Road projects under PMGSY II (2019-2020) only 3 (Three) have been completed and 4(Four) are ongoing. The DC directed the EE, to complete all ongoing works by September, 2021.	EE, PWD, Road

PWD Road (Chabua, Duliajan and Naharkatia Division)	➢ The DC asked the EE, PWD Road (Chabua, Duliajan and Naharkatia Division) to expedite the works as the progress seems to be slow. He is directed to make field verification frequently and to convene meeting with contractors. ➢ The DC directed the EE, PWD Road (Chabua, Duliajan and Naharkatia Division) to look into the matter of Land Acquisition under Assam Mala as there will be a review meeting of Chief Minister with Deputy Commissioners' soon.	EE, PWD, Road
PWD (NH)	➢ The DC directed EE, PWD NH to instruct the contractor of Dibrugarh-Tinsukia connecting Bypass Road for defect rectification of deplorable portion. He is also directed to make a field verification of the entire road.	EE, PWD (NH)
PWD Building	➢ The EE, PWD Building informed that all the civil works related to 350 (Three Hundred and Fifty) Bedded Hostel constructions to be completed by October, 2021. He also informed that Dental College under SOPD will be completed by October, 2021. ➢ The EE, PWD Building informed that the Sports Complex at Moran and Drainage of AMCH will be completed by December, 2021. ➢ The DC asked the EE, PWD Building to expedite the construction of Cancer Care Institute as the Hon'ble Chief Minister of Assam has monitoring directly about the progress of the scheme. ➢ The DC instructs the EE, PWD Building to construct the swimming pool at Khanikor Sports Complex as per international standard.	EE, PWD Building
Soil Conservation	➢ As no report or presentation was submitted the DC directed the Divisional Officer to be ready with Power Point Presentation and hard copy of the same for the next DDC Meeting.	EE, Soil Conservation
District Transport Office	➢ The DTO has issued 253 (Two Hundred and Fifty Three) nos. of driving license during the month of August, 2021. ➢ The DC asked the DTO for enforcement of strict action against the excess fare collection from the passengers after withdrawal of restrictions on the capacity of passengers.	DTO

Co-Operative Department	➢ The DC asked DRCS to prepare power point presentation for the next DDC Meeting. ➢ The DC directed the DRCS to prepare a list of audit report carried out by the department and submit the same within 1(one) week positively.	DRCS
Inspector of Factories	➢ The DC asked the Inspector of Factories for submission of summary of inspection report so far conducted by the department.	Inspector of Factories
Inland Water Transport	➢ The DC asked the EE, IWT to submit a report if any floating restaurant has been plying in the district after obtaining NOC from IWT. ➢ The DC directed the EE, IWT to check all boats so that requisite provisions are maintained properly.	Executive Engineer
Handloom and Textile	➢ The Assistant Director, H&T informed that in income generation interventions to handloom weavers scheme, there are 350 (Three Hundred and Fifty) nos. of beneficiaries. Out of this, 281 (Two Hundred and Eighty One) nos of beneficiaries have received looms and 69 (Sixty Nine) nos. are remaining. The DC directed the Asst. Director to complete the distribution process immediately following Covid-19 protocols. ➢ The DC asked the AD, H&T, to organize a meeting with ARTFED in respect of Handloom village at Teliapather.	AD, H&T
Lead District Manager	➢ The DC asked LDM for submission of minutes of all Bank meetings. ➢ The DC asked LDM to give details of bogus findings of Arunudoi Scheme. ➢ The DC asked LDM to expedite the sanctioning process of KCC. ➢ The details of PM KISAN, untraceable beneficiaries to be submitted immediately without delay.	LDM
Economics & Statistics	➢ The DC asked the Dy Director, Economics and Statistics for submission of the crop forecasting report of the District.	Dy. Director
Assistant Labour Commissioner	➢ The DC directed the ALC to sort out amicable solutions regarding bonus issues within Dibrugarh District.	ALC
Assistant Executive Engineer PWD (Electrical)	➢ As the Assistant Executive Engineer PWD (Electrical) , Dibrugarh was absent in the meeting, no fruitful discussion were held.	AEE PWD (Electrical)

Towards conclusion the Deputy Commissioner focused on the following issues:

1. All Head of Departments were requested to offer their views/comments/suggestions etc. for minimizing public interface in the Govt. Offices within 1(One) week.

2. All Head of Departments were directed to ensure for installation of signage of full vaccination in the premises of their respective office.

3. All Head of Departments were directed to ensure full vaccination of Covid-19 for all employees of their respective department as well as motivating the employees to take second dose of vaccine.

4. All Head of Departments were suggested to replace all old lights in Govt. Offices and installed LED lights as far as possible.

5. All Head of Departments were directed to handle the public grievances promptly.

6. All Head of Departments were directed to provide prior information regarding inauguration of new schemes/programmers.

7. All Head of Departments were suggested to share their successful events at the Facebook Page of District Administration, Dibrugarh.

The meeting ended with a vote of thanks from the Chair.

15.9.2021

Deputy Commissioner,
Dibrugarh

Memo No.DDP.10/04/Pt./339-348 Date: 16/09/2021

Copy to:-

1. Chief Secretary to the Govt. of Assam, Dispur, Guwahati-6.
2. The Addl. Chief Secretary to the Govt. of Assam, Transformation and Development Deptt, Dispur, Guwahati -6 for favour of kind information.
3. The Commissioner, Upper Assam Division, Jorhat for favour of kind information.
4. The Joint Director, Evaluation and Monitoring Division, Transformation and Development Deptt, Dispur Guwahati -6 for favour of kind information.
5. The Joint Director, DCP, Transformation and Development Deptt, Dispur Guwahati -6 for favour of kind information.
6. All Additional Deputy Commissioner, Dibrugarh for information.
7. All Dist. Heads of Departments, Dibrugarh for information and necessary action. They are requested to take action relating to their Deptt./Sector and submit action taken report latest by 3rd day of the month.
8. All Circle Officers, ...Rev. Circle for information and necessary action.
9. All Block Development Officers,.....Dev. Block information and necessary action.
10. The Assistant Dairy Development Officer, Lahowal, Dibrugarh for information and necessary action.
11. The District Informatics Officer, NIC, Dibrugarh. is requested to upload the minutes in the district website.
12. C.A. to Deputy Commissioner for kind information to Deputy Commissioner, Dibrugarh.

16.9.21

Deputy Commissioner
Dibrugarh