

MINUTES OF DDC MEETING OF JORHAT DISTRICT FOR THE MONTH OF August' 2025

Subject	Minutes of the Meeting of District Development Committee Meeting
Date & Time	22/08/2025 & 10:30 AM
Venue	Conference Hall of District Commissioner's Office, Jorhat
Participants	Annexure-1.1

The meeting was chaired by **SRI JAY SHIVANI, IAS, DISTRICT COMMISSIONER, JORHAT.**

The Chairperson greeted and welcomed all the members of **District Development Committee, Jorhat.**

After threadbare discussions, the following assessments, instructions and decisions were arrived at:

- 1. Co-District Review by HCM:** The Co-District Commissioners of Teok, Mariani & Titabar Co-Districts respectively will have to prepare for the upcoming Co-District review by Hon'ble Chief Minister, Assam, at Dibrugarh Secretariat. The respective HODs of all concerned departments will have to fully cooperate and shall have to submit comprehensive reports as and when asked for in and as per prescribed formats. Further, cabinet decisions/HCM Announcements pertaining to any department in the respective Co-Districts and their follow-ups need to be reflected in the presentations prepared for the said review. Further, all departments to provide their department data as per the model PPT in a week's time.
- 2. CDDC Meeting:** The Co-District Commissioners of Teok, Mariani & Titabar Co-Districts respectively shall have to conduct Co-District Development Committee (CDDC) Meetings every month and a fixed schedule has been prepared and shown below Co-District wise which shall then be followed by a DDC Meeting at District HQ:

Sl No.	Name of Co-District	Date for Holding CDDC/DDC Meeting	Remarks
1	Teok	7 th of every month	In case of a holiday on the scheduled date, the CDDC Meeting shall be held on the immediately succeeding official day and the following Co-Districts shall adjust accordingly.
2	Mariani	10 th of every month	
3	Titabor	13 th of every month	
Jorhat District, DDC Meeting		By 20 th of every month	

- 3.** The District authority has decided to address to direct public grievances of Jorhat District via a new web portal and Mobile Phone App named **Jagrit Jorhat** and **Nirikshan App** respectively whereby a mechanism has been devised to redress any such public grievances in a systematic manner with higher degree of transparency and its timely disposal with better accuracy. As such, the web portal and online App have already been developed with help of NIC Jorhat and all District HODs have been asked to provide the relevant data within 25th August' 2025 along with feedbacks so as to launch them as early as possible for greater public good.
- 4.** Departmental Reviews as follows:

Sl. No	Administrative Department	Decision/ Actions to be taken.	Agency Responsible
1	Agriculture Deptt. & Agri. Engineering Deptt.	<p>Agriculture Deptt.</p> <ul style="list-style-type: none"> • CMR delivery inquired and paddy procurement discussed briefly. • Co- district Commissioners were asked to present in Krishi Adalat and ensure discussions on Crop Survey and subsequently review the survey results. To ensure effective survey monitoring, the Chairman instructed to allocate the designated survey areas between ADOs and which in-turn would be reviewed by concerned CDCs. • Expediting the verification process is crucial to ensure the timely completion of the DLCC by the end of this month. • Recommended the deployment of ADOs across the LACs/ Co-Districts to facilitate farm registration under DCS. • All matters briefly reviewed. 	<ul style="list-style-type: none"> • CDC (All) • DAO
2	Women & Child Development Department (Social Welfare)	<ul style="list-style-type: none"> • Briefly reviewed. • The Chairperson asked Asst. Commissioner in charge of Social Welfare to show cause all involved in delay of MAWC constructions. • The Chairperson also asked the officer concerned on the action plan for SAM. 	<ul style="list-style-type: none"> • DSWO • CDPOs

3	Education	<ul style="list-style-type: none"> Brief review conducted. The Chairperson asked ADC Edu. to mobilize all officers deputed during Gunotsav to pay sudden visits to their respective schools quarterly and write back on the observations as well. This should now be made a norm per annum. The Chairperson asked ADC Edu. & Inspector of Schools to monitor the Revenue Loss Compensation in schools and colleges and make a comprehensive report. 	<ul style="list-style-type: none"> ADC Edu. Inspector of Schools
4	Animal Husbandry & Veterinary Department & Dairy Development Deptt.	<p><u>A. H. & Veterinary Department</u></p> <ul style="list-style-type: none"> Vaccination activities discussed. Further progress on the concept of L.I.V.E.S. discussed. Brief review on the all other activities conducted. <p><u>Dairy Development</u></p> <ul style="list-style-type: none"> Milk Vending works' activities reviewed. 	<ul style="list-style-type: none"> DVO Asst. Dairy Development Officer
5	Legal Metrology	<ul style="list-style-type: none"> Brief review conducted. Revenue generations discussed. 	<ul style="list-style-type: none"> Deputy Director, Legal Metrology
6	Mines & Minerals	<ul style="list-style-type: none"> DFO & ADC (Dev) reviews works and progresses under the said department. 	<ul style="list-style-type: none"> DFO & ADC (Dev) In Charge of Mines & Minerals, Jorhat
7	Implementation of Assam Accord	<ul style="list-style-type: none"> No schemes to review under the department. 	
8	Cooperation Department	<ul style="list-style-type: none"> Brief review conducted. Centrally Sponsored Schemes reviewed. 	<ul style="list-style-type: none"> DRCS
9	DICC	<ul style="list-style-type: none"> Ongoing schemes under DICC reviewed. For PMEGP & PMFME, LDM must ask banks to either approve or reject the applications. CMAAA reviewed briefly. 	<ul style="list-style-type: none"> GM DICC LDM
10	Handloom & Textiles	<ul style="list-style-type: none"> Brief review conducted. Gamusa production and anti power loom product drives discussed. 	<ul style="list-style-type: none"> Asst. Director, H&T
	Sericulture	<ul style="list-style-type: none"> Brief review conducted. 	<ul style="list-style-type: none"> Asst. Director of Sericulture
11	Fishery	<ul style="list-style-type: none"> PMMSY applications discussed. RIDF works discussed. Brief review of all other matters conducted. 	<ul style="list-style-type: none"> DFDO
12	Water Resource	<ul style="list-style-type: none"> NABARD RIDF works reviewed. SOPD works reviewed as well. Works under NIDA reviewed at length. 	<ul style="list-style-type: none"> EE Water Resource
13	PWD Building	<ul style="list-style-type: none"> The Chairperson asked EE PWD Building to ensure that the fountain & lights at Lachit Moidam premise near the Lachit statue. Further all works with latest address must be ensured LAC/Co-District wise. The Chairperson asked EE PWD Building to bring in the architecture firm involved in the designing of the Integrated DC Office Building at Cinnamora. 	<ul style="list-style-type: none"> EE PWD(B&NH)
	PWD (NH)	<ul style="list-style-type: none"> Brief review conducted. DDC, Jorhat instructed PWD NH and both PWD Roads divisions to ensure patch work on roads with potholes ensuing upcoming Durga Puja and the entire celebration season. 	<ul style="list-style-type: none"> EE. PWD (NH)
14	Transport	<ul style="list-style-type: none"> Revenue collections and target achievement discussed. Enforcements activities discussed and reviewed. Road accident data reviewed. Driving License suspension data reviewed. Composite Fine (CF) data discussed. 	<ul style="list-style-type: none"> DTO
15	Labour Welfare	<ul style="list-style-type: none"> Enforcement activities inquired by DDC, Jorhat 	<ul style="list-style-type: none"> ALC

		<ul style="list-style-type: none"> • Eti Koli Duti Paat discussed. 	
16	FPD & CA (Supply)	<ul style="list-style-type: none"> • Awareness meeting to be held in Titabor, Teok and Mariani Co-Districts regarding distribution of Masur dal, salt and sugar. The awareness meeting should also be held at the Conference Hall of DC's Office, Jorhat for Jorhat LAC. • CDCs to visit the mills of the PPCs falling in the jurisdiction of their respective Co-Districts and see its whereabouts and also post on social media platforms. • The Chairperson asked Jt. Director FPD&CA to write a letter to the Commissioner regarding AFSO log-in at respective CDC level. • Further, the Chairperson on CMR regarding Shivashakti Rice Mill at Teok PPC asked Jt. Director to get it resolved. • The Chairperson asked Jt. Director FPD&CA to explain how beneficiaries got reduced. • Jt. Director asked to upload price monitoring on social media. 	<ul style="list-style-type: none"> • CDCs Concerned • Jt. Director FPD &CA
17	Horticulture & Food Processing	<ul style="list-style-type: none"> • DAO & GM DICC to look after the matters. 	
18	Excise	<ul style="list-style-type: none"> • Revenue collections discussed on comparative basis and found quite good. • Enforcement activities also reviewed. 	<ul style="list-style-type: none"> • Excise Superintendent
19	PHE	<ul style="list-style-type: none"> • The Chairperson asked PNRD Deptt. to coordinate with PHE Deptt. to expedite Jal Jeevan Mission. • PHE Deptt. asked to divide CMSC Co-District wise and all CDCs shall review it periodically. • Regarding Gharphalia scheme issue, the Chairperson asked CDC Mariani, CO Teok Rev. Circle and EE PWRD Teok-Mariani & PHE to jointly visit the site and resolve the issue. 	<ul style="list-style-type: none"> • All CDCs. • EE. PHE • CDC Mariani, CO Teok Rev. Circle and EE PWRD Teok-Mariani & PHE
20	Power	<ul style="list-style-type: none"> • PM Suryaghar Model Solar Village discussed. • Revenue collections discussed. • Briefly discussed all matters. 	<ul style="list-style-type: none"> • CEO APDCL
21	PNRD	<ul style="list-style-type: none"> • Brief review conducted. • Regarding electricity bills payment of handed-over PWSS unit of JJM scheme, the zilla parishad may make the payment for 15 days Top up instead of waiting for one month current bills. • ASRLM works reviewed briefly though. 	<ul style="list-style-type: none"> • CEO ZP
22	Transformation & Development (Economics & Statistics Deptt.)	<ul style="list-style-type: none"> • All spheres of works and their progresses discussed. • Data collection going on. DDP process discussed. 	<ul style="list-style-type: none"> • DDES Economics & Statistics Deptt.
23	Welfare of Bodoland Deptt.	<ul style="list-style-type: none"> • Not pertaining to Jorhat Dist. 	
24	Soil Conservation	<ul style="list-style-type: none"> • Overall schematic review conducted. • Fresh proposals sent. • Most of previous works are reportedly completed now. 	<ul style="list-style-type: none"> • Divisional Officer, Soil
25	Irrigation	<p>Teok-Mariani Div. & Jorhat-Titabor Div.</p> <ul style="list-style-type: none"> • Physical progress of ongoing schemes of both divisions discussed. 	<ul style="list-style-type: none"> • EE. Irrigation
26	Tourism	<ul style="list-style-type: none"> • No review conducted. Shall be reviewed in next DDC Meeting. 	<ul style="list-style-type: none"> • ALC & TDO
27	Health & Family Welfare	<ul style="list-style-type: none"> • Health Camps to be done. Line listings to be done. Social Welfare and PRI members to be incorporated in this process. • Anganwadi workers/supervisors should be given training Block PHC-wise. • Infant mortality and Maternal mortality should be very closely studied and humongous efforts should be given to reduce the unfortunate results. • Co-District wise Block PHCs of Health Deptt. shall be reviewed by all CDCs respectively and regularly monitored as well. • Grim situation observed in case of Teenage Pregnancy. 	<ul style="list-style-type: none"> • All CDCs. • ADC, Health, Joint Director of Health Services

		<p>ADC Edu. and Inspector of Schools shall closely monitor Schools & Colleges across Jorhat District.</p> <ul style="list-style-type: none"> • Night C-Section in Govt. Institutions very low. Need to ensure doctors. • 3rd-4th installment of women in case of Tea garden wage compensation scheme not disposed. Actions to be taken by JDHS to dispose off as soon as possible. • 4 or more ANCs should be religiously covered so that Jorhat comes at least to the 2nd position. The Chairperson highly dissatisfied at the dismal performance of Health Department. • The Chairperson also asked JDHS to increase ABHA ID registration. • The Chairperson asked CDC Mariani to look after the Sukanjania Health Sub-Centre. 	
28	District Employment Exchange	<ul style="list-style-type: none"> • Shall be reviewed in next DDC Meeting. 	<ul style="list-style-type: none"> • Asst. director of Employment & ASDM Skill Development
29	PWD (R) Jorhat-Titabar-Dergaon	<ul style="list-style-type: none"> • All road construction works and its progress reviewed along with its targeted completion dates. It was subsequently advised to complete works within targeted dates. • DDC, Jorhat instructed PWD NH and both PWD Roads divisions to ensure patch work on roads with potholes ensuing upcoming Durga Puja and the entire celebration season. 	<ul style="list-style-type: none"> • EE. PWD(R) Jorhat-Titabar-Dergaon
	PWD (R) Teok-Mariani	<ul style="list-style-type: none"> • All road construction works and its progress reviewed along with its targeted completion dates. It was subsequently advised to complete works within targeted dates. • DDC, Jorhat instructed PWD NH and both PWD Roads divisions to ensure patch work on roads with potholes ensuing upcoming Durga Puja and the entire celebration season. 	<ul style="list-style-type: none"> • EE. PWD (R) Teok-Mariani
30	DoHUA & T & CP	<p>DoHUA Upper Assam Division</p> <ul style="list-style-type: none"> • Structure works under Town Hall project are reported to have completed. • Other projects were briefly reviewed. <p>T&CP:</p> <ul style="list-style-type: none"> • PMAY-U work progress discussed LAC wise. 	<ul style="list-style-type: none"> • EE. Upper Assam Division DoHUA • EO concerned. • Deputy Director, T&CP
31	Border Protection and Development Department	<ul style="list-style-type: none"> • Relevant ADC in charge of the department frequently monitors the updates and resolves issues with top most priority. 	<ul style="list-style-type: none"> • ADC
32	Election Department	<ul style="list-style-type: none"> • Not reviewed 	
33	Finance Department	<ul style="list-style-type: none"> • Treasury of Jorhat Dist. often reviewed by Chairperson himself. 	<ul style="list-style-type: none"> • Treasury officer and F&AO
34	Indigenous and Tribal faith and Cultural Department	<ul style="list-style-type: none"> • ADC concerned to look after all related matters. 	<ul style="list-style-type: none"> • ADC
35	Information, Public Relations, Printing and Stationery Deptt.	<ul style="list-style-type: none"> • DIPRO, Jorhat engaged in by Chairperson himself and oversees the activities himself. • Digital dissemination of information of activities frequently reported. 	<ul style="list-style-type: none"> • DIPRO
36	Information Technology Department	<ul style="list-style-type: none"> • NIC, Jorhat assists IT related needs of the District Administration and has been actively providing its services. 	<ul style="list-style-type: none"> • DIO
37	Forest	<ul style="list-style-type: none"> • DFO Absent. 	<ul style="list-style-type: none"> • DFO
38	Hill Areas	<ul style="list-style-type: none"> • Not pertaining to the district 	
39	Tribal Affairs	<ul style="list-style-type: none"> • Not reviewed. 	

	(Plains)		
40	Revenue and Disaster Management	<ul style="list-style-type: none"> ADC Revenue smoothly looking after the matters with diligence and with the motto of zero tolerance on corruption. 	<ul style="list-style-type: none"> ADC Revenue
41	Social Justice and Empowerment Department	<ul style="list-style-type: none"> CEO ZP, Jorhat has been the nodal authority and keeps assessing the matters on a regular basis. 	<ul style="list-style-type: none"> CEO ZP
42	Welfare of Minorities and Development Department	<ul style="list-style-type: none"> Respective ADC in charge looks after the affairs related to the department. Activities geared up and proper streamlining taking place. 	<ul style="list-style-type: none"> ADC
43	Sports & Youth Welfare (Dist. Sports Office)	<ul style="list-style-type: none"> Brief review on the sports activities at various levels discussed. 	<ul style="list-style-type: none"> DSO
44	Home & Passport	The matter is not directly related to district.	
45	Political		
46	General Administration	<ul style="list-style-type: none"> Construction works of Integrated DC Office at Cinnamara reviewed with PWD EE. 	<ul style="list-style-type: none"> PWD EE.
47	Parliamentary Affairs	<ul style="list-style-type: none"> Not pertaining to the district. 	
48	Personnel		
49	Administrative Reforms, Training Pension & Public Grievances.	<ul style="list-style-type: none"> No schemes pertaining to the district. 	
50	Act East Policy Affairs deptt.	<ul style="list-style-type: none"> Deptt. does not pertain to district. 	
51	Judicial Deptt.	<ul style="list-style-type: none"> Construction and reconstruction works are going on. 	
52	Education-Higher	<ul style="list-style-type: none"> No specific discussion. 	
53	Medical Edu & Research	<ul style="list-style-type: none"> No specific discussion. 	
54	Cultural Affairs	<ul style="list-style-type: none"> No specific discussion. 	
55	Skill, Employment & Entrepreneurship	<ul style="list-style-type: none"> Training progresses discussed. New training initiatives discussed. 	ASDM.
56	Legislative	<ul style="list-style-type: none"> Not pertaining to Jorhat district. 	

The Meeting ended with vote of thanks from the Chair.

Digitally signed by
JAY SHIVANI
Date: 04-09-2025
23:34:33

**District Commissioner,
Jorhat**

Memo No: DCP/2162/2023-DCP-JRT-(A)

Copy to:

1. The Deputy Director (DCP), T&D Deptt., Dispur, Guwahati for kind information.
2. All concerned members for kind information.

e-Signed
**District Commissioner,
Jorhat**