

1/33703/2023 MINUTES OF "DISTRICT DEVELOPMENT COMMITTEE MEETING" OF JORHAT DISTRICT FOR THE MONTH OF JUNE, 2023

Date of meeting: **07.06.2023**

Venue: **Conference Hall of Circuit House, Jorhat**

The members present are at Annexure I.

The meeting was presided over by **Shri. Pulak Mahanta, ACS, Deputy Commissioner, Jorhat**. The Chairperson extended his greetings, welcomed all and offered thanks to all officers and staffs for their efforts and contribution towards Jorhat's participation in the **5th DC Conference**. He kickstarted the meeting with a very important note by proclaiming this DDC Meeting as **The Officers' Conference** as a follow up action post recently concluded **5th DC Conference** held in Tinsukia District. Henceforth, the entire discourse of the meeting has been a manifestation of the Tinsukia DC Conference.

This DDC meeting minutes should be read in the lights of the minutes of the 5th Deputy Commissioners' Conference. *(References of the said minutes have been quoted where necessary)*

Matters discussed have been listed below:

SL No.	Department/ Issue	Discussions and Action Taken	Action to be taken by
1.	Synopsis of Group 1 discussion during 5 th DC Conference	(a) Chairperson: In terms of asset creation under MGNREGA, Jorhat's poor position is conspicuous and hence, CEO ZP. and respective BDOs concerned must work in tandem, continuously, towards improving it.	CEO ZP & BDOs
		(b) GEM purchase mandatory: The Chairperson has made it clear that GEM purchases is mandatory and urged all concerned HoDs to go for it. Chairperson also instructed ALC to extend support in the knowhow aspect to respective departments who are thus required to carry such purchases.	Concerned HoDs and ALC
		(c) AADHAAR Seeding in Tea Garden Areas: The Chairperson has raised concern over long-delayed and unaccomplished targets of Aadhaar seeding in the tea garden areas and hence, has demanded 100% commitment and consequent full achievement from respective HoDs in their respective sectors.	Inspector of Schools, DAO, ALC & LDM.
		(d) Neer Nirmal Pariyojana (NNP): The Chairperson apprised the committee that Jorhat's position in the implementation of NNP is very impressive relatively and thus, commended PHE for their efforts.	N/A
		(e) Zero Budget TP: The Chairperson suggested that since Zero Budget TP mechanism is not yet effective, hence, until it gets functional an already existing alternative of Advance Royalty Payment should be adhered to homogenously by all concerned HoDs of works departments.	DFO & Concerned HoDs of works departments

Contd...

		(f) The Chairperson is quite satisfied with the performances of Excise Department and Power sector. However, he remarked that with lofty increment in revenue targets set for Excise Deptt, Jorhat, the challenge of Excise Superintendent has grown exponentially.	Excise Superintendent
		(g) Social Welfare: The Chairperson urged all HoDs to adopt an AWC. The adopted AWC should be visited and sometimes also provided with some food to cheer up the kids. This will also boost the morale of the AWC staffs.	All HoDs
		(h) Health: The Chairperson was glad to state that there were no maternal deaths in Jorhat in the last one year. He noted the absence of Joint Director of Health Services in the DDC meeting/Officers Conference and asked ADC (Health) to take requisite follow up action.	ADC (Health)
		(i) Education: The Chairperson remarked high dropout rates at schools in Tea Garden areas. He instructed Inspector of Schools to follow the already standing order of shifting school timings to 7:30 am in the morning.	Inspector of Schools
		(j) Department of Housing and Urban Affairs; The Chairperson hailed the efforts of Deptt. of Housing & Urban Affairs. The Chairperson also apprised the Committee that for better waste management a proposed landfill site at Kakodonga worth 17 Cr. Project is already under the tendering process.	Dept. of Housing & Urban Affairs
		(k) The Chairperson asked ADC i/c, Titabor Civil Sub-division to completely switch to e-office by 15 th August, 2023.	ADC i/c, Titabor Civil Sub-division

Discussion & follow up on the minutes of 5th DC Conference

2.	Establishment of uniformity in development among districts within next 6 months. Ref: 2.1.c	<ul style="list-style-type: none"> • The Chairperson exclaimed that Jorhat district has not been able to keep up with the nearby districts in context of the existing parameters of development of a district. • The Chairperson, thus, suggested that all the HoDs under the umbrella of their respective parameters must visit the better neighboring district, stay there for 3 consecutive days, learn the better practices, and reflect and implement for achieving better results in Jorhat. • Deputy Commissioner, Jorhat himself shall visit Majuli district in this context. 	<ul style="list-style-type: none"> • Concerned HoDs • Deputy Commissioner, Jorhat
----	--	--	---

		<ul style="list-style-type: none"> The Chairperson suggested all HoDs to focus on the respective flagship schemes of both state as well as Centre's. 	Concerned HoDs
3.	District as a fulcrum of administration Ref: 2.2	<ul style="list-style-type: none"> The Chairperson explained the upcoming administrative set up of the district as envisaged by Hon'ble CM, Assam. Since districts will be the maneuvering point of development of the state, hence, it will, by default, be the fulcrum of administration. The administration of the district will be decentralized in a phased and effective manner. Employees Database: The Chairperson demanded the following from all HoDs within 26th June, 2023 as a follow up action of the 5th DC Conference: <ul style="list-style-type: none"> (i) List of all civil and mechanical engineers in all departments, to be provided by the respective HoDs. (ii) Database of employees' profiles from all HoDs. 	<ul style="list-style-type: none"> All HoDs
Follow up actions based on the review of the 5 groups on Monitorable Targets			
4.	PNRD Ref: 3	<ul style="list-style-type: none"> Asset creation in tea garden areas: The Chairperson instructed the BDOs to work towards asset creation in the tea garden areas via MGNREGA. In this context, he directed BDO(Titabor) to check for feasibility of Amrit Sarovar in 7-8 bigha land of Kamalabari Satra in Mahimabari area of Titabor Sub-division All BDOs are requested by the Chairperson to visit Tea Garden areas every alternative day with CEO ZP to check progress of asset creation. The Chairperson drew focus towards 100% completion of PMAY houses & MGNREGA targets. Following responsibilities were further deputed to CEO ZP by the Chairperson: <ul style="list-style-type: none"> (i) Check if fresh graduate recruits (preferably from Commerce background) in PNRD can be used for tax collection purposes. (ii) Must visit alongwith ALC to Sivsagar dist. counterpart for understanding the latter's experiences with Bal Panchayat. (iii) A request letter to be sent to Gov.t asking for an Amrit Sarovar in Kamalabari Satra (Mahimabari, Titabor). 	<ul style="list-style-type: none"> BDO(Titabor) CEO ZP, all BDOs Ceo ZP & all BDOs CEO ZP CEO ZP & ALC CEO ZP

Contd...

5.	Rev. & Disaster Mgt. Ref: 5. a	<ul style="list-style-type: none"> The Chairperson noted anomalies in the land claimed under Mission Basundhara. Hence, he informed the Committee that there will be major eviction in parts of Jorhat, Titabor and Mariani. 	<ul style="list-style-type: none"> ADC (Rev)
6.	Environment and Forest Ref: 6. a	<ul style="list-style-type: none"> Forest Royalty: The Chairperson instructed ADC (Treasury) to visit Treasury office every weekend and verify Royalty deductions with TO. 	<ul style="list-style-type: none"> ADC (Treasury)
7.	Agriculture	<ul style="list-style-type: none"> The Chairperson instructed DAO the following: <ul style="list-style-type: none"> (i) Setting up 1 PPC (Paddy Procurement Centre) each at Madhopur, Nakachari, Teok, Dhekorgorah and Titabor. (Ref: 7.a) (ii) Increase target to 14000 quintals of paddy. Write letters to the concerned. (iii) Minimize dependence on FCI to zero in terms of paddy procurement. (Ref:7.b) The Chairperson suggested to switch to mobile PPC and access local markets directly. Instructed to rent tractors if necessary. (Ref 7.a) The Chairperson instructed LDM to facilitate market linkage to FPO (Farmer Producer Organizations) (Ref: 7.f) The Chairperson inquired on the status of organic certifications, millet cultivation and instructed to focus on these aspects as well. (Ref: 7.g & 7.h) Bee Keeping also has been an important agenda in the 5th DC Conference and hence, the Chairperson suggested DAO to explore the Baksa district model of Bee keeping. (Ref: 7.i) 	<ul style="list-style-type: none"> DAO DAO & Superintendent of FCS&CA LDM DAO DAO
7.	Power Ref: 7. A	<ul style="list-style-type: none"> The Chairperson instructed DFO and CEO APDCL to collectively conduct an inspection and assess the feasibility of on grid connections in the Char and border areas of Jorhat. 	<ul style="list-style-type: none"> DFO & CEO APDCL
8.	FCS&CA	<ul style="list-style-type: none"> The Chairperson instructed Supply Superintendent to: <ul style="list-style-type: none"> (i) complete 100% Aadhaar seeding. (Ref: 8.a) (ii) ensure genuine applicants get covered under NFSA The Chairperson instructed ADC (Supply) and Supply Superintendent to sort-out matters with DDS. 	<ul style="list-style-type: none"> Supply Superintendent ADC (Supply) and Supply Superintendent

9.	Social Welfare	<ul style="list-style-type: none"> Regarding Ni-kshay Mitra and ensuring 100% coverage of all TB patients, the Chairperson asked ADC (Health) to prepare a requisite letter and he'll sign the same to make things moving. (Ref: 9.a) The Chairperson set targets to reduce Child Labour and Child Marriage to zero (0) and instructed Circle Officers to conduct weekly meetings and report on these. The Chairperson instructed all HoDs to visit AWCs, LP Schools and even PHCs and share geo- tagged photos of their visits in the Team Jorhat whatsApp group. 	<ul style="list-style-type: none"> District Commissioner, Jorhat, and ADC (Health) Circle Officers All HoDs
10.	Education	<ul style="list-style-type: none"> The Chairperson instructed ADC (Edu) to ensure submission of list of teachers in service in the tea garden areas by Inspector of Schools. The Chairperson demanded show cause from schools with bad performance during Gunotsav. The Chairperson also asked Inspector of Schools to: <ul style="list-style-type: none"> (i) provide report on performances in HS and HSLC. (ii) include students enrolled in ITIs and Polytechnics in the UDISE platform The Chairperson instructed all ACS officers to visit AWCs immediately. The Chairperson mulled on training of all officers in context of Gunotsav in the months of October/November/December. Further, the Chairperson again reminded Inspector of Schools, DSWO on 100% Aadhaar seeding of students in schools and AWCs. DSWO must provide the actual list of AWCs in Jorhat currently within first week of July. Aadhaar enrollment in tea garden areas should be focused wholeheartedly, instructed the Chairperson. The Magistrates of Jorhat will assist in this regard. The Chairperson instructed ADC (Health) to go for enrollment of all kids into Aadhaar. Current modifications for Aadhaar enrollments require birth Certificates only, hence, should be done on war footing basis. 	<ul style="list-style-type: none"> ADC (Edu) & Inspector of Schools. Inspector of Schools Inspector of Schools All ACS officers in Jorhat DC, Jorhat Inspector of Schools, DSWO, ALC and All Magistrates ADC (Health)
11.	Miscellaneous instructions from CM Ref: 18. d	<ul style="list-style-type: none"> Celebration of District Day: The Chairperson informed the Committee that Jorhat will celebrate District Day on 1st July and it will be a 3-day long celebration starting 29th June. All HoDs must take their flagship schemes and programmes towards rural areas. (Ref: 18. d) Generating awareness, conducting quizzes can be done. Villages shall have to be given a festive look on this day 	<ul style="list-style-type: none"> DC, Jorhat, All HoDs ASLRM

		<ul style="list-style-type: none"> The Chairperson instructed TIO to plan a programme towards District Day celebrations. A separate meeting will be held towards proper planning of District Day celebration very soon. The Chairperson showed specific interest in aversion of mishaps arising out of negligence on road safety measures owing to any sort of infrastructure development projects involving road commute. Hence, DC, Jorhat suggested: <ul style="list-style-type: none"> (i) Use of sufficient road safety signages in all areas/sites involving roads and drainages development/improvement. (ii) The signages used must be equipped with radium technology and/or reflectors to overcome any sort of mishaps during night time. (iii) No road infrastructure projects should be approved without meeting the precondition of providing comprehensive road safety measures. 	<ul style="list-style-type: none"> TIO District Administration and All HoDs. District Administration & All HoDs concerned.
12.	District Administration Ref: 19.1	<ul style="list-style-type: none"> The Chairperson proposed a changed nomenclature of one ADC with specific infrastructure development role, to be known as ADC (Infrastructure). The Chairperson shared his plan of inaugurating the ROB near Jorhat Medical College by the month of February and if possible, by Magh Bihu. 	<ul style="list-style-type: none"> District Administration PWD (Roads)
13.	Concluding remarks of CM	<ul style="list-style-type: none"> Khel Marathon: The Chairperson asked DSO to organize Khel Marathon in every revenue village with games like Kabaddi, Volleyball, Football etc. The events to be conducted within September -April. DSO must adhere to the instructions of CM in organizing the events as described in 5th DC Conference minutes. Sanskritik Mahasangram: It shall be a cultural event consisting of six categories namely Jyoti Sangeet, Rabha Sangeet, Bhupendra Sangeet, Rabindra Sangeet, one tribal dance and Bihu. The Chair person entrusted the responsibility of organizing the event to Nodal Officer on Cultural Affairs, Shri Kritartha Neog, ACS MODI (Most Outstanding District Initiative): It is about District Swachhta Puraskar. <ul style="list-style-type: none"> (i) The Chairperson asked all HoDs to maintain cleanliness and use of dustbins (green & blue) (ii) Every department must chip in with their efforts. 	<ul style="list-style-type: none"> DSO Nodal Officer on Cultural Affairs Shri Kritartha Neog, ACS District Administration & All HoDs

		<ul style="list-style-type: none"> • Plantation Scheme: One Crore Commercial value trees (Ref:20. iv) The Chairperson shared the vision of HCM of planting 1cr commercial plantation in a single day and target for Jorhat district shall be around plantation of 12 lakh saplings of commercial value like sal, sesu etc. • Further, the Chairperson instructed All HoDs to undertake Kazi Lemon and Tulsi plantations. 	<ul style="list-style-type: none"> • DC, Jorhat, DFO and All HoDs • All HoDs
14.	DoHUA Ref: 21	<ul style="list-style-type: none"> • The Chairperson instructed Asst. Commissioner Smt. Parineeta Chakraborty to include JDA Chairperson and Chairperson JMB in the designated whatsapp group for greater participation in garbage transportation works. 	<ul style="list-style-type: none"> • Chairperson JDA and JMB & Asst. Commissioner Smt. Parineeta Chakraborty, ACS
15.	Education Ref: 25	<ul style="list-style-type: none"> • The Chairperson suggested conducting monthly review meeting on matters of Education to regularize the targets under Education Deptt. • The Chairperson instructed the concerned officials for streamlining of AROHAN scheme under the initiative of HCM • The Chairperson instructed Inspector of Schools to conduct Maths and Science Olympiad among the mentees within the district by November/December. 	<ul style="list-style-type: none"> • ADC (Edu) & Inspector of Schools • ADC (Edu) & Inspector of Schools • Inspector Schools.
16.	Environment Forest Ref: 27. C	<ul style="list-style-type: none"> • The Chairperson asked DFO to submit a draft District Environment Plan (DEP) that maintains the equilibrium between sustainability and economic development of the district. 	<ul style="list-style-type: none"> • DFO
17.	Circuit House Ref: 28.2	<ul style="list-style-type: none"> • The Chairperson asked EE PWD (B&NH) to check the feasibility of arranging the upgraded set up of the model Circuit House as proposed by HCM withing the existing Circuit House premises of Jorhat. • The Chairperson instructed ADCs Shri Monjit Borkakoty, ACS & Smt. Sultana Akhtara Ahmed, ACS to make an assessment and provide feasible 3 bighas of land for prospective new circuit house construction. 	<ul style="list-style-type: none"> • EE PWD (B&NH) • Shri Monjit Borkakoty, ACS & Smt. Sultana Akhtara Ahmed, ACS
18.	Concluding instruction of HCM Ref: 29	<ul style="list-style-type: none"> • Regarding scaling up of initiatives/stories to be taken up in Mann Ki Baat, the Chairperson instructed Asst. Commissioners Smt. Parineeta Chakraborty, ACS and Shri Kartik K. Saikia, ACS to send brief write up on Moromor Jorhat. 	<ul style="list-style-type: none"> • Asst. Commissioners Smt. Parineeta Chakraborty, ACS and Shri Kartik K. Saikia, ACS
19.	District Issues taken up in DDC meeting	<ul style="list-style-type: none"> • Greater Mariani PWSS issue: The representative from PHE raised concerns at the site on unscientific cutting near barge areas resulting in desiltation and pollution owing to temporary settlement of labour camps. The Chairperson asked DFO to take care of the matter and also suggested to keep 1km restricted zone near the PWSS site. 	<ul style="list-style-type: none"> • DFO & PHE
20.	Modernization Plan, Planetarium	<ul style="list-style-type: none"> • Regarding selection of firm for the culmination of the modernization plan of Science Museum, the Chairperson assured the planetarium authorities that EE PWD(B&NH) will resolve the issue within 1 week. 	<ul style="list-style-type: none"> • EE PWD (B&NH) & Authorities from Science Museum

21.	Assam Gas Co. Ltd.	<ul style="list-style-type: none"> Assam Gas Co. Ltd. Came up with a communication convenience plan under the tag "Sahyogi Jorhat" whereby a whatsapp group by the same name would be opened involving key authorities. The Chairperson entrusted ADC Shri Monjit Borkakoty, ACS to open the said group and himself be the Admin. 	<ul style="list-style-type: none"> ADC Shri Monjit Borkakoty, ACS
22.	APDCL	<ul style="list-style-type: none"> Payment issues relating to Harijan Colony was raised in the meeting by APDCL and the Chairperson asked JDA Chairman to resolve the issue. The Chairperson on another note did show concerns of low revenue collection at rural level. Hence, instructed CEO APDCL to prepare a one year estimate on revenue collection from rural connections. 	<ul style="list-style-type: none"> JDA Chairman & APDCL
23.	Budget	<ul style="list-style-type: none"> The Chairperson asked all HoDs' to submit their respective departments' one year budget. 	<ul style="list-style-type: none"> All HoDs
24.	Bank	<ul style="list-style-type: none"> The Chairperson is sincerely unhappy with banks' modus operandi in Jorhat from the point of view of their efforts in meeting demand on government's Flagship schemes. The Chairperson instructed LDM to work it out with banks to provide loans in such schemes. The Chairperson himself ensured that he'll see there's no NPA issue. The Chairperson also asked LDM to write a DO letter providing status of Banks' CD Ratio. 	<ul style="list-style-type: none"> LDM LDM
25.	Notebook & Tour Diary	<ul style="list-style-type: none"> The Chairperson made it mandatory for all Officers and staffs to carry notebooks and pens while attending any higher authority. Further, all HoDs must maintain a tour diary of their field visits and report the same of their respective official social media handles. This will also help district administration to report the same at the district social media handles and create public awareness. 	<ul style="list-style-type: none"> All Officers and staffs All HoDs and Officers.

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

**Deputy Commissioner
Jorhat**

Memo no.

Copy to:

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

e-signed
**Deputy Commissioner
Jorhat**