

Minutes of the Co-DDC meeting held on 13/10/2025 at the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of October, 2025 under Titabor Co-District
Date & Time	11 AM, 13/10/2025
Venue	Conference Hall, O/o the CDC, Titabor
Participants	Annexure- 1.1

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The meeting was chaired by Smti. Bipanchi Dutta, ACS, Co-District Commissioner, Titabor. The Chair greeted and welcomed all the members of the Co-District Development Committee, Titabor and initiated the discussion.

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

Name of Department	Issue discussed and action taken	Action to be taken by
1. Agriculture	<ul style="list-style-type: none"> It is noted that 218 cases of e-KYC under the PM-KISAN scheme are pending. The Farm Registry for Titabor has recorded 5,155 registrations against the target of 14,226. The Paddy Procurement Drive is scheduled to commence in November 2025. 	1. SDAO, Titabor
2. Social Welfare	<ul style="list-style-type: none"> The Chair reviewed all the parameters under the department like report regarding beneficiaries (as per Poshan Tracker); Children growth monitoring, PMMVY target, supplementary nutrition. Seven cases of SAM children were identified under ICDS, Titabor. The Chair instructed that necessary follow-up action be taken on the matter. The SDE, APDCL, Titabor, is requested check necessary provisions for the electrification of old Anganwadi Centres and to follow up on the list provided by the concerned department. 	1. CDPO, ICDS, Titabor 2. SDE, APDCL, Titabor.
3. PWRD	<ul style="list-style-type: none"> The Chair requested the department to initiate the carpeting work on the stretch of Dhodar Ali Road that is ready for carpeting. The Na Ali Road is targeted to be completed by December 2025. The Chair requested the Public Works Roads Department and the Public Health Engineering Department, Titabor, to conduct a joint site visit and submit a report to the Chair regarding the utility shifting. The Chair requested the Assistant Executive 	1. AEE, PWRD, Titabor 2. AEE, PHED, Titabor.

	Engineer, PWRD, Titabor to install the necessary road signages on the completed roads.	
4. PWD (B & NH)	<ul style="list-style-type: none"> The Chair reviewed current status of establishment of college of sericulture, Titabor. It is noted that overall 56% of progress reported by the department. The Chair reviewed infrastructure development construction of Titabor Town HS. The Chair requested the BEEO, Titabor, to follow up on all matters related to Mezenga High School, especially those concerning the appointment of teachers. The discussion also included issues regarding the handing over of the school. The Chair reviewed current status of Jagannath Community & Skill Centre under Titabor Co-District. The Chair requested the department to make the necessary provisions for the structural changes as suggested by the Deputy Commissioner, Jorhat, after visiting the site, i.e., Madhavdev Seminary School, Madhapur, along with the AEE, PWD (B&NH). 	1. AEE, PWD (B & NH) Titabor.
5. Health	<ul style="list-style-type: none"> The Chair reviewed the status of ANC registration, institutional delivery status, C-Section status, immunization status, MMR, IMR, vaccination and requested the department to review the low performing pockets. The Chair requested the Health Department to take necessary steps to organize a special OPD for senior citizens once every month. 	1. SDM & HO, Titabor/ Baghchung. 2. Superintendent, Titabor SDCH.
6. PHED	<ul style="list-style-type: none"> The discussion focused on the Zone I and Zone II Water Supply Schemes, with particular emphasis on the procedures and progress related to the handing-over. 	1. AEE, PHED, Titabor.
7. Excise	<ul style="list-style-type: none"> The Department submitted a report detailing the excise raids conducted, quantities of illicit liquor seized, and actions taken against individuals involved in the production of illicit liquor. Additionally, the presentation included revenue collection figures for the reporting period. 	1. DSE, Titabor.
8. Titabor Municipal Board	<ul style="list-style-type: none"> The Chair initiated a discussion with officials of Titabor Municipal Board, regarding the following matters: removal of street vendors from footpaths, creation of parking space on one side of the town road, installation and maintenance of street lights, beautification of the ponds near the Civil Hospital, 	1. EO, Titabor MB

	and renovation of the boundary wall of the Day Care Centre.	
9. Veterinary	<ul style="list-style-type: none"> The SDVO, Titabor presented a comprehensive overview on A.I. cow & goat, calf born, awareness camp for JE/ AES & ASF, animal health camp. The Chair directed the department to include the data on dairy production under Titabor from the next meeting onwards. 	1. SDVO, Titabor.
10. DICC	<ul style="list-style-type: none"> A discussion was held on various schemes, including PMEGP, PMFME, PM Vishwakarma, CMAAA 1.0, and CMAAA 2.0, along with a review of UDYAM registration data. 	
11. Soil Conservation	<ul style="list-style-type: none"> The Soil Conservation Ranger, Titabor, is requested to oversee the plantation activities and monitor the implementation of the existing schemes in the field. 	1. Soil Conservation Ranger, Titabor.
12. Education	<ul style="list-style-type: none"> The Chair reviewed the initiatives taken by the Education Department in respect of the schools that did not obtain satisfactory grades in the latest Gunotsav. The Chair also requested the department to ensure daily updating of attendance records of both teachers and students. 	1. BEEO, Titabor.
13. Sericulture	<ul style="list-style-type: none"> No specific discussion. 	
14. Irrigation	<ul style="list-style-type: none"> No specific discussion. 	
15. ARCS	<ul style="list-style-type: none"> No specific discussion. 	
16. Fishery	<ul style="list-style-type: none"> No specific discussion. 	
17. Forest	<ul style="list-style-type: none"> No specific discussion. 	
18. Handloom & Textile	<ul style="list-style-type: none"> No specific discussion. 	

The meeting ended with vote of thanks from the Chair.

Memo No.TND-49/6/2024-T&D-CD (TIT)
Copy to:

Co-District Commissioner
Titabor Co-District
06-11-2025

1. The District Commissioner, Jorhat for favour of kind information.
2. The Circle Officer, Titabor for kind information and necessary action.
3. All the Assistant Commissioner, Titabor for kind information and necessary action.
4. All Head of Department, Titabor Co-District for information and necessary action.
5. The Junior Development Officer, T & D Branch, Titabor for information and necessary action.

(e-signed)
Co-District Commissioner
Titabor Co-District