

Minutes of the Co-DDC meeting held on 15/09/2025 at the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of September, 2025 under Titabor Co-District.
Date & Time	11 AM, 15/09/2025.
Venue	Conference Hall, O/o the CDC, Titabor.
Participants	Annexure- 1.1

Chairperson: Smti. Bipanchi Dutta, ACS, Co-District Commissioner, Titabor.

The meeting was chaired by **Smti. Bipanchi Dutta, ACS**, Co-District Commissioner, Titabor. The Chair welcomed all present members and initiated discussions on department-wise reviews and action points. After detailed discussions, the following decisions and directions were taken:

Name of Department	Issue discussed	Action to be taken by
1. Excise Department	<p>The DSE, Titabor informed the house as follows:</p> <p>Revenue Growth:</p> <ul style="list-style-type: none"> Excise revenue increased by 42% and VAT by 62%, attributed to improved enforcement and increased seizure of illicit liquor. <p>Enforcement Activities:</p> <ul style="list-style-type: none"> 93 raids conducted. 26 arrests done. 13 illegal liquor units destroyed. Over 50 illicit liquor machines destroyed. 4 raids conducted in Tea Garden areas; One person arrested so far. <p>Special Drives:</p> <ul style="list-style-type: none"> Ongoing naka checking against drunken driving. Awareness camps to continue in coordination with ATTSA and Garden Management in Tea Garden area. Coordinated patrolling with the Police administration to be conducted before and during the festival. The Chair instructed that naka checks, awareness drives, and patrolling should continue before and during Durga Puja. 	DSE, Titabor

2. Health Department	<p>The SDM & HO, informed the house as follows:</p> <p><u>Institutional Deliveries:</u></p> <ul style="list-style-type: none"> A total of 43 deliveries reported (including 15 day-time and 5 night-time C-sections). The institutional delivery rate up to August 2025 is 64%. The Chair directed department to take necessary steps to increase the institutional delivery rate. <p><u>Infant Mortality:</u></p> <ul style="list-style-type: none"> A total of 4 infant deaths reported: Kharikatia T.E: (One), Mohimabari T.E: (One), Tipomia Village: (Two). <p><u>ANC Registration:</u> 96% coverage achieved so far.</p> <ul style="list-style-type: none"> The Chair highlighted the need to increase awareness and more efforts on family planning. <p><u>Immunization:</u></p> <ul style="list-style-type: none"> Special attention to be given to MR-1 & MR-2 vaccinations and HIV reporting. <p><u>Nikshay Mitra Program:</u></p> <ul style="list-style-type: none"> The Chair requested all officers to actively participate and adopt TB patients under the scheme. The Chair instructed concerned departments to improve institutional deliveries, enhance ANC registration, and organize regular immunization awareness camps, among other key health initiatives especially in Tea Garden area. 	Superintendent, SDCH, Titabor & SDM & HO, Titabor BPHC
3. Agriculture Department	<p>The chair reviewed the activity of Agriculture Department.</p> <ul style="list-style-type: none"> <u>PM-KISAN Registration:</u> 36.19% progress achieved through Krishi Adalat. 	SDAO, Titabor & ADOs

	<p>The Circle Officer, Titabor suggested increasing farmer registration through Field Mutation and active involvement of ADOs.</p> <ul style="list-style-type: none"> • <u>Paddy Procurement:</u> 99.9% of the target has been achieved. • PMFBY (Kharif) and the Digital Crop Survey were reviewed. • The Chair directed to speed up farmer registration, ensure active ADO involvement, and carry out Field Mutations as suggested by the Circle Officer, Titabor. 	
4. PNRD Department	<p>The Chair reviewed the progress of various schemes being implemented under the Titabor Development Block.</p> <ul style="list-style-type: none"> • <u>PMAY-G:</u> Physical progress reviewed. Pending material payments remain, and no new sanctions have been received yet. • Embankment issues at Melamati and Kharikatia are being resolved under a pilot project implemented by WRD and PNRD. • <u>Model Anganwadi Centres (MAWCs):</u> 4 centres are ready for inauguration. Gohaingaon and Kharikatia centres are likely to start soon. • The Chair directed the BDO, Titabor, to expedite completion of works under the following schemes: <ol style="list-style-type: none"> 1. PMAY-G 2. Asom Darshan 3. 15th Finance Commission 4. MLAAD • The Chair also instructed to expedite the inauguration of the Model Anganwadi Centres. 	BDO, Titabor & CDPO, Titabor

5. PHE Department	<p>The Chair reviewed PHED</p> <ul style="list-style-type: none"> • <u>Community Managed Sanitary Complexes (CMSC):</u> <ol style="list-style-type: none"> 1. 18 CMSC completed but pending to handover. 2. 38 CMSC currently under construction. 3. 6 GPs have already handed over SBM-G assets to SHGs/NGOs. 4. 9 new CMSCs sanctioned for PHCs. • The Chair directed that communication with the Health Department must be ensured prior to the start of construction. • <u>Individual Household Latrine (IHHL) Construction:</u> <ul style="list-style-type: none"> • <ol style="list-style-type: none"> 1. 192 beneficiaries have received the first installment of ₹9,000. 2. 13 beneficiaries remain untraceable. • The Chair instructed to coordinate with banks to resolve the issue of untraceable beneficiaries. • <u>Jal Jeevan Mission (JJM):</u> <ol style="list-style-type: none"> 1. 72.86% household tap connection coverage achieved. 2. 100% coverage completed in Tea Gardens, Schools, and AWCs. 3. Jal Baithaks are ongoing in 26 Gram Panchayats. • The Chair highlighted the need to improve user fee collection under JJM. • <u>Utility Shifting :</u> <ul style="list-style-type: none"> • Utility shifting required for CWPM at Na-ali Dhoodar Ali (Greater Titabor Zone-I) & Na-ali (Greater Titabor Zone-II) <p>The Chair directed that a joint field visit be conducted by both PHE and PWRD, and that work should proceed</p> 	AEE, PHED, AEE,PWRD & SDM&OH, BPHC, Titabor.
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6. PWRD	<p>The Chair reviewed the progress of various ongoing schemes under the department, including:</p> <ul style="list-style-type: none"> • Mukhya Mantrir Paki Path Nirman Achani • Mukhya Mantrir Nagariya Pakipath Nirman Achani • Mukhya Mantrir Unnoto Pakipath Nirman Achani Asom Mala • <u>Tea Garden Road Construction:</u> <ul style="list-style-type: none"> i) Work to proceed as per the last DWSM meeting minutes. • <u>PWSS Issue - Lataiting Thengalbari:</u> <ul style="list-style-type: none"> i) The Lataiting Thengalbari PWSS was affected during the construction of K.B. Road under Asom Mala-1. The Chair directed the Assistant Executive Engineer (AEE), PWRD, to resolve the issues affecting the PWSS caused during road construction on a priority basis. • The Chair requested that the drain, paver block, and pitching work in the Titabor Chari Ali to Borholla Tiniali area be completed before Durga Puja. • The Chair expressed dissatisfaction over the slow progress of the Dhoodar Ali project under Asom Mala and instructed the department to expedite the work. 	AEE, PWRD & AEE, PHED
7. Education Department	<ul style="list-style-type: none"> • The BEEO, Titabor, informed the house that, with the assistance of DIET, Titabor, a single question paper has been introduced for the upcoming school examination under the "One Block, One Question Paper" initiative. 	BEEO, Titabor & E.O. Titabor MB

	<ul style="list-style-type: none"> The Chair instructed the Executive Officer, Titabor Municipal Board, to prepare a 15th Finance Commission plan for the ramp, boundary wall, and infrastructure development of the Day Care Centre near Titabor Public Club. 	
8. Social Welfare Department	<ul style="list-style-type: none"> The Chair reviewed services at AWCs Home visits, Aadhaar enrolment camps, Take Home Ration and SNP Programme distribution, Children growth monitoring, PMMVY implementation and provision of hot cooked meals etc. The CDPO, Titabor informed that three new AWCs are scheduled to open soon, and the appointment process for Workers and Helpers will also be initiated. The Chair directed officials to expedite the appointment process, and resolve electricity issues in existing AWCs. The Chair also instructed the SDE, APDCL, Titabor, to ensure electricity supply to AWCs that are currently without connection. 	CDPO, Titabor & SDE, APDCL, Titabor
9. Titabor Municipal Board (TMB)	<ul style="list-style-type: none"> The Chair instructed that the three pending works under the 15th Finance Commission must be completed urgently, and that all non-functional streetlights should be repaired before Durga Puja. Steps to be initiated for shifting/relocation of the temporary market in front of MRS HS School. Shops from the weekly Sunday market should be shifted to a designated location. Look for new ways to increase revenue. Different options need to be explored Undertake to increase the property tax. The Chair proposed that a green shed must be installed at the Borear 	E.O. Titabor

	Dumping Ground without further delay to prevent the flow of muddy rainwater from the dumping ground.	
10. PWD (B & NH)	<ul style="list-style-type: none"> The department informed that the Jagannath Community & Skill Centre can be handed over once local committees are formed. The Chair requested that necessary steps be taken to form the committee and expedite the handover process. <u>Video Conference Room (CDC Office):</u> The estimate will be prepared jointly by PWD (B & NH) and PWD (Electrical). Both departments were instructed to coordinate and submit the estimate on time. 	AEE, PWD (B & NH) & AEE, PWD (E)
11. Veterinary	<ul style="list-style-type: none"> The SDVO, Titabor, informed the house that JE awareness camp, Animal Health Camp-6, anti-rabies vaccination have been conducted. Tagging and registration of street cattle are currently ongoing within the Titabor Municipal area. 	SDVO, Titabor
12. Handloom & Textile	<ul style="list-style-type: none"> To continue the enforcement drive against the sale and production of power loom-woven <i>gamuchas</i>. 	Inspector, Handloom & Textile; Titabor.
13. DICC	<ul style="list-style-type: none"> Brief review conducted ongoing schemes like PMEGP, PMFME, PM Vishwakarma, Chief Minister's Atmanirbhar Asom Abhiyan (CMAAA). 	
14. Irrigation	<ul style="list-style-type: none"> No detailed discussion was held. 	
15. ARCS	<ul style="list-style-type: none"> No detailed discussion was held. 	
16. Fishery	<ul style="list-style-type: none"> No detailed discussion was held. 	
17. Sericulture	<ul style="list-style-type: none"> No detailed discussion was held. 	
18. Soil Conservation	<ul style="list-style-type: none"> No detailed discussion was held. 	
19. APDCL, Titabor	<ul style="list-style-type: none"> No detailed discussion was held. 	
20. Forest	<ul style="list-style-type: none"> No discussion was held. 	
21. Water Resources	<ul style="list-style-type: none"> No discussion was held 	

At the conclusion, the Chair emphasized timely implementation of all action points and requested all departments to maintain close liaison and

regular follow-up. Issues requiring higher-level intervention should be promptly reported to the Co-District Administration.

Meeting ended with a vote of thanks from the Chair.

Co-District Commissioner
Titabor Co-District

MemoNo.TND-49/6/2024-T&D-CD(TIT)
10-2025

Date:- 07-

Copy to:

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