

Minutes of the Co-DDC meeting held on 25/06/2025 at the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of May, 2025 under Titabor Co-District
Date & Time	11 AM, 25/06/2025
Venue	Conference Hall, O/o the CDC, Titabor
Participants	Annexure- 1.1

-

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. Veterinary	<ul style="list-style-type: none"> The SDVO, Titabor presented a comprehensive overview of ongoing vaccination drive which includes FMD, HS & BQ Combined Vaccine, HS vaccine, ARV, ET, R2B, RD(F1), LSD (goat pox), PPR etc. The Chair requested the Department to continue the ongoing awareness drives on Japanese Encephalitis (JE), as well as awareness campaigns related to floods and other natural calamities. 	1. SDVO, Titabor.
2. Health	<ul style="list-style-type: none"> The Chair reviewed the status of ANC registration, C-Section status, immunization status, MMR, IMR, vaccination, detection of vector borne disease, HIV reports, 100 days TB campaign and requested the department to review the low performing pockets. The Health Department is requested to initiate an awareness drive against child marriage and teenage pregnancy, with special focus on tea garden areas. The Labour Inspector, Titabor, is requested to extend necessary support and participate in the drive as scheduled by the Health Department. The Excise Department, Titabor, is also requested to coordinate with the Health Department to conduct an awareness campaign against the consumption and sale of illicit liquor. The Chair requested the Department to address the issues related to Aadhaar and bank account linkage and to submit the consolidated list for further necessary action. 	<ol style="list-style-type: none"> SDM&HO, Titabor. SDE, APDCL, Titabor. DSE, Titabor. Labour Inspector, Titabor.

	<ul style="list-style-type: none"> • The Superintendent, Titabor SDCH, raised the issue of the need for night security at the hospital.. The Chair requested him to take up the matter with SSP, Jorhat. • The Superintendent, Titabor SDCH raised the issue of frequent power cut in the Hospital. The Chair requested the Sub-Divisional Engineer (SDE), APDCL, Titabor to prepare a plan and estimate for separate feeder for SDCH/PHC, Titabor. 	
3. PWRD	<ul style="list-style-type: none"> • The Chair reviewed the ongoing construction /repair activities under the department under schemes like Mukhya Mantrir Paki Path Nirman Achani, Mukhya Mantrir Nagariya Pakipath Nirman Achani, Mukhya Mantrir Unnoto Pakipath Nirman Achani, Asom Mala. • The Chair reviewed the public petitions received and requested to submit the corresponding Action Taken Report (ATR) at the earliest for necessary examination and follow-up action. • The Chair requested the departmental officials to clean and clear all drains of Dhodar Ali in the town portion so that there is no water logging during the rainy season. Also immediate action to be taken in case water logging is seen in the town area. 	1. AEE, PWRD, Titabor
4. PHE	<ul style="list-style-type: none"> • The Chair reviewed the current status of the Community Managed Sanitary Complexes constructed by the Panchayat and Rural Development (PNRD) Department. • PHE department, Titabor is requested to liaison with Soil Conservation Department regarding proper utilization of ponds under Soil Conservation Department. 	1. AEE, PHE, Titabor.
5. APDCL	<ul style="list-style-type: none"> • The Chair deliberated on the matter concerning the electrification of Anganwadi Centres. • The Chair requested the Sub-Divisional Engineer (SDE), APDCL, Titabor to prepare a plan and estimate for separate feeder for SDCH/PHC, Titabor. 	1. SDE, APDCL, Titabor.
6. PNRD	<ul style="list-style-type: none"> • The Chair reviewed the recent progress concerning the construction of Model Anganwadi Centres under the jurisdiction 	

7. ICDS, Titabor	<p>of Titabor Co-District</p> <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 etc. The CDPO, Titabor, is requested to furnish a comprehensive list of Anganwadi Centres that remain unelectrified to the office of the Chair. 	1. CDPO, Titabor.
8. Excise	<ul style="list-style-type: none"> The Department reported on details of excise raids, quantities of illicit liquor seized, action taken against individuals involved in illicit liquor production, review of measures implemented to curb the production, sale, and distribution of illicit liquor, highlights of enhanced surveillance in known hotspots for illicit liquor activity and source tracking of raw materials used in illegal liquor production. Presentation of the revenue collection figures for the reporting period. The Excise Department, Titabor, is hereby requested to coordinate closely with the Health Department to conduct an awareness campaign targeting the menace of illicit liquor and narcotics, particularly within the tea garden areas, in collaboration with the Health Department team as per the schedule prescribed by the Health Department, Titabor. 	1. DSE, Titabor.
9. Agriculture	<ul style="list-style-type: none"> The Chair reviewed the current status of framer registration. It was noted that 8157 farmers have been registered to date, representing 68.13% of the target. Discussions focused on strategies to accelerate registration, particularly in pockets with low registration. The Chair requested the department to review pending applications and resolve issues hindering registration. It is also noted that 13611 numbers i.e. 91% of farmers had benefitted in 19th installment of PM KISAN and 3288 No's (40.09%) farmers has been enrolled for PMFBY (Kharif-2025) out of targeted number of 8200. The Chair instructed the Superintendent, 	<ol style="list-style-type: none"> SDAO, Titabor. Superintendent, FPD&CA, Titabor.

	<p>Food, Public Distribution & Consumer Affairs Department (FPD&CA), to continue the procurement of paddy through Custom Milling of Rice (CMR). The Sub-Divisional Agriculture Officer (SDAO), Titabor, is requested to monitor and coordinate the paddy procurement process in close liaison with the FPD&CA Department.</p> <ul style="list-style-type: none"> The Chair requested the Sub-Divisional Agriculture Officer (SDAO), Titabor, to take immediate and appropriate measures if agricultural activities be adversely impacted due to flooding. 	
10. 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 46% of progress reported by the department. The Chair reviewed work progress of Model Secondary School constructed at Mejenga. It is noted that overall 98% of progress reported by the department. Department to ensure earth filling and fencing of the model school. The Chair also requested the department to follow construction of workshop & tec-lab, ITI, Titabor. The Chair reviewed infrastructure development construction of Titabor Town HS. 28% of physical progress reported by the department. The Chair reviewed current status of Jagannath Community & Skill Centre under Titabor Co-District. 	1. AEE, PWD (B&NH), Titabor.
11. Soil Conservation	<ul style="list-style-type: none"> The Soil Conservation Department is requested to furnish the details and locations of all existing farm ponds to the Public Health Engineering (PHE) Department. The AEE, PHE, Titabor, is requested to coordinate with the Soil Conservation Department in this regard. 	1. AEE, PHE, Titabor. 2. i/c Range Officer, Soil Conservation, Titabor.
12. Handloom and Textile	<ul style="list-style-type: none"> The Chair requested the Inspector, Handloom & Textile to initiate a seizure drive against sale and production of power loom woven gamuchas and other traditional textiles. 	1. Inspector, Handloom & Textile, Titabor.
13. Irrigation	<ul style="list-style-type: none"> The Chair requested the Department to maintain a state of readiness for flood 	

	preparedness.	
14. Sericulture	<ul style="list-style-type: none"> The Sericulture Department apprised the House of the ongoing activities and achievements, including the production of Eri cut cocoons, Muga raw silk, Mulberry raw silk, and the implementation of the Sericulture Internship Programme, among other initiatives. 	
15. Fishery	<ul style="list-style-type: none"> The Fishery Department and the officials of o/o the ARCS, Titabor are requested to coordinate with the Agriculture Department during their farmer awareness meetings. The Fishery Department shall initiate an awareness drive on fish culture and their ongoing schemes and works for the benefit of the farmers. 	<ol style="list-style-type: none"> SDAO, Titabor SDFDO, Titabor.
16. ARCS	<ul style="list-style-type: none"> The Fishery Department and the officials of o/o the ARCS, Titabor are requested to coordinate with the Agriculture Department during their farmer awareness meetings. Officials of o/o the ARCS, Titabor also requested to be present at the meetings to explain their roles and activities and ongoing schemes to the farmers. 	<ol style="list-style-type: none"> SDAO, Titabor. ARCS, Titabor.
17. FPD&CA	<ul style="list-style-type: none"> The Chair directed the Superintendent, Food, Public Distribution & Consumer Affairs (FPD&CA), to continue the procurement of paddy through the Custom Milling of Rice (CMR). The Sub-Divisional Agriculture Officer (SDAO), Titabor, is requested to monitor the paddy procurement process in close coordination with the FPD&CA Department. 	<ol style="list-style-type: none"> SDAO, Titabor. Superintendent, FPD&CA, Titabor.
18. Forest	<ul style="list-style-type: none"> The Superintendent, SDCH, Titabor raised an issue of a huge tree in the hospital campus causing hindrance. The Chair requested the Forest Beat Officer, Titabor to look into the matter. 	Forest Beat Officer, Titabor
19. Water Resource	<ul style="list-style-type: none"> The Chair requested the Department to maintain a state of readiness for flood preparedness. 	

20. Labour	<ul style="list-style-type: none"> The Labour Inspector, Titabor, is requested to extend necessary support and participate in the awareness drive against child marriage and teenage pregnancy as scheduled by the Health Department. 	1. Labour Inspector, Titabor.
------------	--	-------------------------------

The Chair requested all HODs to be alert in view of any natural calamities and to take immediate necessary action as and when required.

The meeting ended with vote of thanks from the Chair.

Co-District Commissioner

Titabor Co-District

Date: 04/07/2025

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

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