

**Minutes of the Co-DDC meeting held on 25/03/2025 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, 23/05/2025
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. PNRD	<ul style="list-style-type: none"> <li>The Chair requested the BDO, Titabor to review Persondays target in tea garden areas.</li> <li>The Chair reviewed current status of all the Model Anganwadi Centers under BDO Titabor &amp; Jorhat.</li> <li>The Chair reviewed the issue of dried Amrit Sorover in Melamati area and directed Anwasha Saikia, ACS, AC, Titabor and officials of PNRD &amp; fishery department to visit the site.</li> <li>The Chair reviewed to ongoing digitisation status of Orunodoi 3.0.</li> </ul>	<ol style="list-style-type: none"> <li>Anwasha Saikia, ACS, AC, Titabor.</li> <li>BDO, Titabor.</li> <li>SDFDO, Titabor.</li> </ol>
2. Health	<ul style="list-style-type: none"> <li>The Chair reviewed the status of ANC registration, C-Section status, immunization status, MMR, IMR, vaccination, detection of vector borne disease, 100 days TB campaign and requested the department to review the low performing pockets.</li> <li>The Chair requested the SDM&amp;HO, Baghchung to sent a health department team to Gatoonga TE for health check up of the girl injured during Jhumoir Binandini program.</li> <li>APDCL department is requested to ensure shift of transformer from the Titabor SDCH campus after liaison with the Superintendent, Titabor SDCH.</li> <li>Superintendent, Titabor SDCH is requested to ensure cleaning of the hospital campous.</li> <li>AEE, PWRD, Titabor is requested to follow shifting of the block bricks stored in SDCH campus.</li> </ul>	<ol style="list-style-type: none"> <li>SDM &amp; HO, Titabor &amp; Baghchung.</li> <li>AEE, PWRD, Titabor.</li> <li>SDE, APDCL, Titabor</li> </ol>
3. PWRD	<ul style="list-style-type: none"> <li>The Chair reviewed the ongoing construction /repair activities of the department under schemes like Mukhya Mantrir Paki Path Nirman Achani, Mukhya Mantrir Nagariya</li> </ul>	<ol style="list-style-type: none"> <li>AEE, PWRD, Titabor</li> <li>SDE, APDCL, Titabor</li> </ol>

	<p>Pakipath Nirman Achani, Mukhya Mantrir Unnoto Pakipath Nirman Achani, Asom Mala.</p> <ul style="list-style-type: none"> <li>• The Chair requested the Department to provide necessary sinage and protection at the construction sites including the drains.</li> <li>• The Chair requested AEE, PWRD, Titabor to liaison with APDCL, Titabor during construction of drainage works near APDCL power station.</li> <li>• The Chair requested to undertake the works of the drains in the town area in close coordination of PHED, Titabor Municipal Board and all concerned line departments.</li> </ul>	
4. Excise	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Presentation of the revenue collection figures for the reporting period.</li> <li>• The Chair requested to increase the number of raids conducted during the next reporting period.</li> </ul>	1. DSE, Titabor.
5. Agriculture	<ul style="list-style-type: none"> <li>• The Chair reviewed the current status of framer registration. It was noted that 7597 farmers have been registered to date, representing 63.45% 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.</li> <li>• The Chair reviewed on cultivation of Palm oil in Titabor.</li> </ul>	1. SDAO, Titabor.
6. Social Welfare	<ul style="list-style-type: none"> <li>• 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.</li> <li>• The Chair reviewed current status of Model Anganwadi Centers.</li> </ul>	1. CDPO, Titabor
7. PWD(B & NH)	<ul style="list-style-type: none"> <li>• The Chair reviewed current status of establishment of college of sericulture, Titabor. It is noted that overall 42% of progress reported by the department upto 22<sup>th</sup> May,</li> </ul>	1. AEE, PWD (B&NH) 2 .Sri Priyabrat Hazarika, ACS

	<p>2025.</p> <ul style="list-style-type: none"> <li>The Chair reviewed work progress of Model Secondary School constructed at Mejenga. It is noted that overall 94% of progress reported by the department till May, 2025. Department to ensure earth filling and fencing of the model school. The Chair also requested the department to follow construction of workshop &amp; tec-lab, ITI, Titabor.</li> <li>The Chair reviewed infrastructure development construction of Titabor Town HS. 28% of physical progress reported by the department upto 22<sup>th</sup> May, 2025. Sri Priyabrat Hazarika, ACS to monitor and supervise the work regularly.</li> </ul>	
8. APDCL	<ul style="list-style-type: none"> <li>The Chair requested APDCL, Titabor to liaison with AEE, PWRD, Titabor during construction of drains near APDCL power station.</li> <li>APDCL, Titabor is requested to look into the matter of shifting of transformer from the Titabor SDCH campus to a suitable site after liaison with the Superintendent, Titabor SDCH.</li> </ul>	1. SDE, APDCL, Titabor.
9. PHE	<ul style="list-style-type: none"> <li>The Chair requested the department to follow up water supply scheme in Bokaholla as per instruction of District Commissioner, Jorhat.</li> <li>The Chair discussed the status of the CMSCs and requested the department to come up with a detailed plan of working of the completed CMSCs..</li> </ul>	1. AEE, PHE, Titabor.
10. Veterinary	<ul style="list-style-type: none"> <li>The SDVO, Titabor presented a comprehensive overview of ongoing vaccination drive which includes FMD, HS &amp; BQ Combined Vaccine, HS vaccine, ARV, ET, R2B, RD(F1), LSD (goat pox), PPR etc.</li> <li>The Chair requested the SDVO, Titabor to arrange for public awareness meetings to generate awareness among people not to let their domestic animals out in the main roads of the town area during the monsoon season.</li> </ul>	1. SDVO, Titabor
11. Soil Conservation	<ul style="list-style-type: none"> <li>The house discussed on erosion and deposition activity of Bekajan river. The Chair requested the department to submit the field visit report for onward submission.</li> </ul>	1. I/c Range Officer, Soil Conservation, Titabor
12. Handloom & Textile	<ul style="list-style-type: none"> <li>The Chair requested the Inspector, Handloom &amp; Textile along with Assistant Commissioner, Titabor to visit the house of two entrepreneurs</li> </ul>	1. Inspector, Handloom & Textile, Titabor.

	<p>who has recently signed MOU with govt. of Assam.</p> <ul style="list-style-type: none"> <li>The Department to initiate a seizure drive against sale and production of power loom woven Gamuchas and other traditional textiles.</li> </ul>	
13. Irrigation	<ul style="list-style-type: none"> <li>The Chair requested the AEE, Irrigation to cooperate with flood preparedness team during the flood season.</li> </ul>	1. AEE, Irrigation, Titabor.
14. Sericulture	<ul style="list-style-type: none"> <li>No Specific Discussion.</li> </ul>	
15. ARCS	<ul style="list-style-type: none"> <li>No Specific Discussion.</li> </ul>	
16. Labour	<ul style="list-style-type: none"> <li>No Specific Discussion.</li> </ul>	
17. Fishery	<ul style="list-style-type: none"> <li>No Specific Discussion.</li> </ul>	
18. Titabor MB	<ul style="list-style-type: none"> <li>The Chair reviewed a brief overview of Orunodoi 3.0 under Titabor Municipal Board. It was noted that 2187 nos of total form received from which 1924 nos of forms has been digitized till 21/05/2025.</li> <li>The status of MMMUA (N); PMAY-U; ongoing works under 15<sup>th</sup> FC tied &amp; untied grants, revenue collection figures for the reporting period had been discussed by the Chair.</li> <li>Titabor Municipal Board to initiate a cleanness drive of drains urgently.</li> </ul>	1. EO, Titabor MB
19. FPD&CA	<ul style="list-style-type: none"> <li>To arrange for a meeting with the FPS agents in view of the distribution of rice for the month of June, July and August 2025</li> </ul>	
20. Education	<ul style="list-style-type: none"> <li>All</li> </ul>	

The meeting ended with vote of thanks from the Chair.

Co-District Commissioner

Titabor Co-District

Date: 29/05/2025

MemoNo.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