

Minutes of the Co-DDC meeting held on 27/02/2025 at the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of February, 2025 under Titabor Co-District
Date & Time	11 AM, 27/02/2025
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. PHED, Titabor	<ul style="list-style-type: none"> The Public Health Engineering Department (PHED) is requested to release the funds for the Construction of Community Sanitary Complexes (CMSC) undertaken by the Panchayat and Rural Development Department (PNRD). Additionally, PHED must ensure the completion of 56 toilet units under the CMSC scheme within three weeks. This process shall be carried out in close coordination with the Block Development Officers (BDOs) of Titabor and Jorhat Dev Blocks. The BDOs of Titabor and Jorhat Dev Blocks are requested to conduct a field survey of the 56 toilet units under the CMSC scheme, facilitated by the Gaon Panchayat Secretary. Regarding the handover process of the Greater Thengal Piped Water Supply Scheme (PWSS), a central-level committee will be constituted with the following members: <ul style="list-style-type: none"> Sri Amlan Phukan, ACS, Assistant Commissioner, Titabor (representative of CDC, Titabor). 	<ol style="list-style-type: none"> AEE, PHED, Titabor BDO, Titabor & Jorhat Dev Blocks

	<ul style="list-style-type: none"> ◦ Smt. Gitimoni Borgohain, BDO, Jorhat. ◦ Assistant Executive Engineer (PHE), Jorhat Sub-Division. ◦ Sectional Officer of Greater Thengal Water Supply Scheme (WSS). ◦ Additional Members: Two representatives from each of the existing individual committees. • The concerned authorities are requested to expedite the formation of the aforementioned committee to ensure the seamless operation and handover of the Greater Thengal PWSS. 	
2. PWRD, Titabor	<ul style="list-style-type: none"> • The Chair reviewed the ongoing construction /repair activities undertaken by the department under schemes like <i>Mukhya Mantrir Paki Path Nirman Achani, Mukhya Mantrir Nagariya Pakipath Nirman Achani, Mukhya Mantrir Unnoto Pakipath Nirman Achani, Asom Mala.</i> • The Chairperson requested the Department to install mandatory safety signage, such as warning and directional signs, and implement protective measures at all construction sites to ensure compliance with safety regulations and mitigate potential hazards. • The Public Works and Roads Department (PWRD), Titabor, is requested to install speed breakers in identified accident-prone areas within the Titabor Co-District, in compliance with the letter received from the Sub- 	1. AEE, PWRD, Titabor & all concerned JE, PWRD, Titabor.

	<p>Divisional Police Officer (SDPO), Titabor.</p> <ul style="list-style-type: none"> The House deliberated on recent public petitions and newspaper articles concerning the department. The Chairperson the department to promptly address the issues raised in the petitions and media reports and submit a detailed action-taken report for review. 	
3. PNRD	<ul style="list-style-type: none"> The BDO, Titabor & Jorhat to follow up on the completion of 56 no's of toilets under CMSC within 3 weeks in coordination with PHED department. The BDO, Titabor and Jorhat highlighted the current status of Model Anganwadi Centers (MAWCs) under Titabor Co-District. The Chair requested BDO, Titabor & Jorhat to follow up on the progress of MAWCs along with status of land availability of newly proposed MAWCs. PNRD department to ensure maximum target achievement in PMAY & MGNREGA person days progress and also Aadhaar Seeding in PMAY & MGNREGA. 	<ol style="list-style-type: none"> AEE, PHED, Titabor BDO, Titabor & Jorhat.
4. MB, Titabor	<ul style="list-style-type: none"> The Executive Officer, Titabor Municipal Board briefed the house about status of revenue collection, <i>PMAY - U, PM-SVANidhi Scheme</i> & ongoing schemes/ works under 15th Finance Commission and MPLADS. The EO, Titabor to follow up on the regular health check up of the Safai Karamcharis and also ensure payment of minimum wages. The EO, Titabor, is requested to ensure the regular cleaning of dustbins, drainage systems, and 	<ol style="list-style-type: none"> Sri Priyabrat Hazarika, ACS, AC, Titabor EO, Titabor MB

	<p>market areas to maintain hygiene and sanitation standards.</p> <ul style="list-style-type: none"> • The Chair requested EO Titabor to take up measures in preparation for the upcoming flood seasons. • Sri Priyabrat Hazarika, ACS, AC, Titabor & EO, Titabor MB to recheck feasibility of parking in Titabor town area and report to the Chair. 	
5. PWD (B& NH) , Titabor	<ul style="list-style-type: none"> • The Chair reviewed the status of ongoing construction of <i>Sericulture College, Titabor; Integrated DC office, Jorhat; ITI, Titabor; Tea Garden Model Schools and Secondary schools, Jagannath Community Hall-cum-Skill Centre</i> in Narayanpur and Rajabari Tea Garden under Titabor Co-District. • The Department in liaison with Labour Inspector to revisit & inspect construction activity of Jagannath Community Hall-cum-Skill Centre in Narayanpur and Rajabari Tea Garden. • The Department to follow up on the works of Kamalabari Satra & Public Library on urgent basis. 	<ol style="list-style-type: none"> 1. AEE & concerned JE, PWD (B & NH) 2. Labour Inspector, Titabor
6. APDCL, Titabor	<ul style="list-style-type: none"> • The Chair reviewed status of all ongoing activities under the department. • APDCL, Titabor to be in liaison with EO, Titabor Municipal Board regarding the matter of already installed smart electric meters in street lights in Titabor town. 	<ol style="list-style-type: none"> 1. SDE, APDCL & EO, Titabor MB
7. Agriculture	<ul style="list-style-type: none"> • Department to reduce pending e-KYC in PM KISAN and farmer registry and complete Digital Crop Survey – Ravi under stipulated time. • Paddy procurement drives to be continued to achieve the required target. • The Chair requested the department to organize 	<ol style="list-style-type: none"> 1. SDAO, Titabor & Concerned ADO, Titabor.

	awareness programs to motivate the farmers for cultivation of Oil Palms in Titabor.	
8. Health	<ul style="list-style-type: none"> The Chair reviewed the status of ANC registration, C-Section status, immunization status, MMR, IMR and requested the department to review the low performing pockets. The Chair requested the department to liaison with Labour Inspector to complete 100 % wages compensation in tea garden areas. Health department to liaison with ICDS, Titabor to ensure the welfare of Severely Acute Malnourished (SAM) children by conducting comprehensive monitoring of all relevant health and nutritional parameters. Health Department in liaison with EO, Titabor MB to follow up on the regular health check up of Safai Karmacharis of Titabor MB. 	<ol style="list-style-type: none"> SDM & HO, Titabor BPHC & Superintendent, Titabor SDCH. EO, Titabor MB Labour Inspector, Titabor. CDPO, ICDS, Titabor.
9. Water Resource	<ul style="list-style-type: none"> The Chair requested to prepare for the next flood season and take preparatory measures and also to follow up on erosion issue of Charaipani & Kachajan river. Department to report and submit ATR accordingly time to time to the Chair. 	<ol style="list-style-type: none"> AE & Concerned JE, WR Department.
10. Forest	<ul style="list-style-type: none"> The Chair reviewed the ATR on public petitions as discussed in the previous Co-DDC meeting. 	<ol style="list-style-type: none"> Beat Officer, Forest Department.
11. FPD&CA	<ul style="list-style-type: none"> The concerned authorities are requested to conduct regular visits to the GPSS/FPSSs to monitor and ensure the achievement of e-PoS targets within the Titabor Co-District.. 	<ol style="list-style-type: none"> Superintendent & SI concerned, FPD&CA, Titabor
12. Excise	<ul style="list-style-type: none"> The Excise Department was requested to conduct regular raids to enforce compliance with excise regulations and curb illegal activities. 	<ol style="list-style-type: none"> CO, Titabor. Superintendent, Excise, Titabor Excise Inspector,

	<ul style="list-style-type: none"> • BO Excise raised concerns regarding the proliferation of lali gur in Titabar and its use in the production of illicit liquor. • Inspector of Excise recommended the imposition of prohibitory orders under Section 163 BNSS to restrict the sale, purchase, storage, and transportation of lali gur in the region. • Excise Department to conduct raids in Baruajan TE against production & consumption of illicit liquor on urgent basis. The Chair requested the CO, Titabor to provide necessary assistance to the Excise department. 	Titabor.
13. Education (BEEO, Titabor)	<ul style="list-style-type: none"> • The Chair reviewed on ongoing HSLC & HS examinations under Titabor Co-District. The BEEO, Titabor to ensure the smooth conduct of the examinations. 	1. BEEO, Titabor
14. Soil Conservation	<ul style="list-style-type: none"> • The Chair discussed about erosion and siltation issues of Terimeri river in Bekajan and requested to follow up as discussed in the previous Co-DDC meeting. 	1. Ranger, Soil Conservation department, Titabor.
15. Veterinary	<ul style="list-style-type: none"> • The Chair reviewed the status of vaccination of cattle and other domestic animals and appreciated the department for daily updation of works in the official whatsapp group of Titabor Co-District. Other departments were requested to follow suit. • The Chair requested the CO, Titabor to inform all the Gaon Pradhans under Titabor Co-District to refrain from issuing NOC for the purpose of poultry farm/ animal farm. 	1. CO, Titabor. 2. SDVO, Titabor.
16. ICDS	<ul style="list-style-type: none"> • Department to follow up on construction and fund release status of Model Anganwadi Centers and also follow up on 	1. DSWO, Jorhat 2. CDPO, Titabor.

	<p>land availability and other parameters of newly proposed Model Anganwadi Centers in liaison with PNRD Dept.</p> <ul style="list-style-type: none"> • Department to follow up on all the points as discussed in previous Social Welfare review meeting held in O/o the Chair. 	
17. Handloom & Textile Department	<ul style="list-style-type: none"> • No Specific discussion. 	
18. Irrigation Department	<ul style="list-style-type: none"> • The Chair reviewed the ongoing works under the department. 	
19. Sericulture	<ul style="list-style-type: none"> • No Specific discussion. 	
20. ARCS	<ul style="list-style-type: none"> • No Specific discussion. 	
21. Labour Welfare Department, Titabor	<ul style="list-style-type: none"> • The Labour Inspector, Titabor, elaborated on the ongoing field inspections within the Titabor Co-District • He also ensured he will revisit and inspect the construction activities of the Jagannath Community Hall-cum-Skill Centre in Narayanpur and Rajabari Tea Garden along with officials of PWDB. 	1. Labour Inspector, Titabor
22. Fishery Department, Titabor	<ul style="list-style-type: none"> • No Specific discussion. 	

The Chair requested all the HODs to ensure submission of all Annexure in the prescribed format; necessary ATRs to office of the Chair and also adopt the approach of inter-departmental liaising for better implementation of projects and schemes.

The 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)

Date: 05/03/2025

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