

Minutes of the Co-DDC meeting held on 16/06/2026 in the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of June, 2026 under Titabor Co-District
Date & Time	11 AM, 16/06/2026
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 Chairperson 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	- It was noted that a total of 9757 FR were achieved against the target of 12,641, representing an achievement rate of 77.18% - The house reviewed the progress of paddy procurement under Titabor Co-District and noted that 85.05% of the target has been achieved so far. In this regard, the department was instructed to coordinate closely with the FPD&CA Department, Titabor, and take necessary measures to ensure the achievement of 100% paddy procurement. - A detailed discussion was held on the implementation and progress of the National Mission on Edible Oils - Oil Palm, Khet Bachao Abhiyan, and the Kisan Credit Card (KCC) scheme. The house reviewed the current status of these initiatives and emphasized the need for effective implementation at the field level.	- SDAO, Titabor. - Supt.; FPD&CA, Titabor
2. PWRD	- The Chairperson reviewed the progress of the ongoing construction and repair works being undertaken by the department under various flagship schemes, namely Mukhya Mantrir Paki Path Nirman Achani, Mukhya Mantrir Nagariya Paki Path Nirman Achani, Mukhya Mantrir Unnoto Paki Path Nirman Achani, and Asom Mala 2.0. The status of implementation, physical and financial progress, and issues affecting timely completion of the works were discussed in detail. The concerned officials were requested to ensure expeditious execution of the projects and adhere to the prescribed timelines. - The Chairperson requested the department to	AEE, PWRD, Titabor.

	strengthen the monitoring and enforcement mechanism and take all necessary measures for expeditious execution and early completion of construction of the Dhodor Ali Town Area portion.	
3. PWD (B)	1. The house discussed the progress of the Sericulture College, Titabor, including the status of civil works and electrical works. 2. The House deliberated on the physical progress of infrastructure development pertaining to the construction of Titabor Town HS, Madhavdev Seminary School, Mohimabari HS, DIET, Jorhat, Titabor and Jagganath Community Halls.	1. AEE, PWD (B), Titabor.
4. Veterinary	1. The SDVO, Titabor presented a comprehensive overview on number of treatment, deworming, castration, A.I. cow and goats, calf births, FMD vaccination, as well as milk production in the registered dairy cooperative societies. 2. The PHED, Titabor was requested to examine the water issue at the office of the Veterinary Department and take possible necessary steps for providing/repairing the water connection.	1. SDVO, Titabor. 2. AEE, PHED, Titabor.
5. Titabor Municipal Board.	1. The house reviewed the progress of pre-monsoon drain cleaning works under Titabor Municipal Board and the status of the Material Recovery Facility (MRF). 2. A discussion was held on one-side parking system for traffic management in Titabor Town. The Chair appreciated the implementation of one sided parking undertaken by the Committee and requested the committee to continue the same. 3. The dept. requested to undertake necessary measures for regularization of Trade Licences.	1. EO, Titabor MB
6. Health	1. The Chairperson reviewed the status of ANC registrations, institutional deliveries, caesarean sections, immunization coverage, Maternal Mortality Ratio (MMR), Infant Mortality Rate (IMR), and overall vaccination progress. The house examined the performance indicators in detail. The concerned officials were requested to ensure effective implementation of health interventions and achieve the prescribed targets in a time-bound manner. 2. The Superintendent, Borholla CHC, was requested to address public grievances and complaints pertaining to the institution. The	1. SDM&HO, Titabor BPHC. 2. Supdt., Titabor SDCH. 3. Suptd., Borholla CHC.

	health department is further requested to ensure regular attendance and punctuality of all health personnel. 3. A discussion was held regarding the functioning of Borbamchungi MPHC and about residential quarters for doctors posted at the institution.	
7. Education	1. The BEEO was requested to instruct all schools under his/her jurisdiction to ensure strict adherence to the guidelines and norms prescribed under the PM POSHAN Scheme.	1. BEEO, Titabor & Jorhat
8. Excise	1. The house reviewed the Comparative Statement of Revenue and VAT collection submitted by the Excise Department. The month-wise case detection reports, including the Monthly Case Detection Report pertaining to tea garden areas, were also examined in detail.	1. DSE, Titabor.
9. Fishery	1. The Fisheries Department was requested to coordinate with the Agriculture Department and PNRD, Titabor to organize and conduct awareness programmes on various fisheries-related schemes and activities.	1. SDFDO, Titabor
10. Handloom & Textile	1. A detailed discussion was held on the procurement activities being undertaken under the Swanirbhar Naari Scheme. The enforcement drives conducted at various commercial establishments and shops across Titabor were also reviewed.	
11. PNRD	1. No specific discussion.	
12. Social Welfare	1. The Chair reviewed all the parameters under the department like report regarding beneficiaries (as per Poshan Tracker); Children growth monitoring, home visit etc.	1. CDPO, Titabor.
13. ARCS	1. No specific Discussion.	
14. Sericulture	1. A discussion was held with the Sericulture Department on the progress and performance of Mulberry and Muga production, Mulberry Grainage (F) production, Eri silkworm rearing, and FIG formation.	
15. Irrigation	1. A discussion was held regarding the petition submitted by the residents of 11 No. Raidangjuri Gaon Panchayat concerning the requirement of embankments along the Nagajan River and Kakodunga River. In this regard, the concerned departments (irrigation	1. AEE, Irrigation, Titabor.

	& Water Resource) were requested to maintain close coordination.	
16. Labour Welfare	1. The Labour Welfare Department was requested to undertake extensive awareness and enrolment drives under the BOCW scheme to enhance coverage among eligible construction workers. The department was further advised to organize such awareness programmes in weekly market areas and other public gathering places to ensure wider outreach.	1. Inspector, Labour Welfare, Titabor.
17. DICC	1. A detailed discussion was held on the implementation and progress of various schemes, namely PMEGP, PMFME, PM Vishwakarma, CMAAA 1.0, and CMAAA 2.0. 2. The house was apprised of a success story of a PMEGP beneficiary from Titabor Co-District, highlighting the positive impact of the scheme on entrepreneurship development and livelihood generation. The findings of the Baseline Survey of CMAAA beneficiaries under Titabor LAC were also presented and reviewed in detail.	
18. Soil Conservation	1. No specific discussion.	
19. FPD&CA	1. The department is requested to extend necessary support and coordinate closely with the Agriculture Department to facilitate effective implementation of procurement activities and take all requisite measures to ensure the achievement of 100% paddy procurement.	1. Supt.; FPD&CA, Titabor
20. PHED, Titabor	1. A detailed discussion was held regarding the proposed handing over of the Titabor Urban Water Supply Scheme to the Titabor Municipal Board. The house deliberated on the modalities and requirements for a smooth transfer of the scheme and its subsequent operation and maintenance. In this regard, the EO, TMB, was requested to take up the matter with the PHED, Titabor, through appropriate inter-departmental coordination and initiate necessary action for early resolution of the issue.	1. AEE, PHED 2. EO, Titabor MB.
21. Water Resource	1. The Water Resources Department was requested to examine the petition submitted by residents of 11 No Raidangjuri GP along with site plan duly submitted by AEE, Titabor-	1. EE, Water resource Dept.

	Mariani Irrigation Division and undertake the necessary assessment of the matter. The department was further requested to prepare and submit a detailed estimate for further necessary action.	
22. Forest	1. The Forest Department was requested to apprise the house of the current status of wild elephants in the area. The department was further requested to submit the duty roster of the personnel engaged for review and necessary follow-up action.	1. Beat Officer, Forest Dept., Titabor
23. APDCL	1. The APDCL was requested to look into the matter of transformer shifting at the construction site of Sericulture Administrative Block.	1. SDE, APDCL, Titabor.

The meeting concluded with a vote of thanks to the Chair.

MemoNo.TND-49/6/2024-T&D-CD(TIT)
Copy to:

Co-District Commissioner
Titabor Co-District
Dated: 24-06-2026

1. The District Commissioner, Jorhat for favour of kind information.
2. The Additional District Commissioner i/c Circle Officer, Titabor for information and necessary action.
3. All the Assistant Commissioner, Titabor for 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