

Minutes of the Co-DDC meeting held on 13/10/2026 in the conference hall of O/o the CDC, Titabor

Subject	Co-District Development Committee meeting for the month of October, 2026 under Titabor Co-District
Date & Time	11 AM, 13/10/2026
Venue	Conference Hall, O/o the CDC, Titabor
Participants	Annexure- 1.1

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The meeting was chaired by Sri Pritam Kumar Das, 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	- The Chairperson reviewed status of PM KISAN, Farmer Registry, Kisan Credit Card, Pradhan Mantri Fasal Bima Yojana under Titabor Co-District. - The Chairperson requested the Agriculture Department to ensure the participation of all concerned Agricultural Development Officers in Gaon Panchayat -level meetings.	1. SDAO, Titabor.
2. PWRD	1. 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 Achan, Mukhya Mantrir Nagariya Paki Path Nirman Achan, Mukhya Mantrir Unnoto Paki Path Nirman Achan, 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.	1. AEE, PWRD, Titabor.
3. PWD (B)	- The House reviewed various ongoing projects under the PWR (B) Department, including the physical progress of infrastructure development pertaining to the construction of Titabor Town HS, Madhavdev Seminary School, Mohimabari HS, DIET, Jorhat, Titabor, and Jagannath Community Halls, and emphasized the need to ensure their timely completion within the stipulated time frame. - The Chairperson instructed the PWR (B) Department to ensure strict adherence to the prescribed quality standards in the execution of the work related to the	1. AEE, PWD (B), Titabor.

	Jagannath Community Centers.	
4. Veterinary	1. The SDVO was instructed to conduct an anti-rabies vaccination drive for stray dogs in the Titabor and Borhula town areas.	1. SDVO, Titabor.
5. Titabor Municipal Board.	1. The House discussed measures for proper waste management and cleanliness, including regular health check-ups of sanitation workers, public awareness regarding waste disposal, and imposition of fines for littering or improper disposal of garbage. 2. The Chairperson instructed the Executive Officer, Titabor Municipal Board, to ensure proper inspection of households covered under the PMAY-G scheme to verify the status of implementation and ensure compliance with the prescribed guidelines.	1. EO, Titabor MB
6. Health	1. The Chairperson reviewed the status of ANC registrations, institutional deliveries, caesarean sections, immunization coverage, Maternal Death Review (MDR), Child Death Review (CDR), TB Mukh Bharat Abhiyan, wage compensation, and overall vaccination progress. The House examined the performance indicators in detail, and the concerned officials were requested to ensure the effective implementation of health interventions and achieve the prescribed targets within the stipulated timeframe. 2. The Chairperson also instructed all concerned officials to ensure regular attendance and maintain proper attendance records. 3. The Chairperson requested the Labour Inspector, Titabor, to ensure that eligible pregnant women workers in tea garden areas receive the prescribed wage compensation.	1. SDM&HO, Titabor BPHC. 2. Supdt., Titabor SDCH. 3. Suptd., Borholla CHC. 4. Labour Inspector, Titabor.
7. Education	1. No Specific Discussion.	
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.

	2. The Chairperson instructed the Excise Department to intensify surveillance and conduct frequent raids to curb the sale and consumption of illicit liquor, particularly in tea garden areas and Sunday weekly markets. Special drives shall be undertaken during the festival season to ensure effective enforcement.	
9. Fishery	1. The Chairperson instructed the Fisheries Department to ensure the registration of eligible fish farmers under the e-Shram portal in coordination with the Labour Welfare Department. 2. The Chairperson instructed the Fisheries Department to coordinate with the BDO, Titabor, and the Soil Conservation Department to ensure the proper functioning of the ponds located at Namchungi and Birinasayek. 3. The Chairperson instructed the Fisheries Department to coordinate with DICC, Jorhat, regarding fish feed, as discussed during the meeting.	1. The General Manager, DICC, Jorhat 2. SDFDO, Titabor
10. Handloom & Textile	1. The Chairperson instructed the Inspector, Handloom and Textiles, to identify approximately 100 progressive and active weavers and coordinate with DICC, Jorhat, regarding the provision of Jacquard machines to facilitate and improve their weaving activities.	1. Inspector, Handloom & Textile
11. PNRD	1. The Chairperson reviewed the GP wise eKYC report, PMAY-G reports, GP-wise MGNREGA/ VB G RAM G reports, and persondays generation including those from tea garden areas, NSAP (Central Scheme) up- to -date Report for Flagship Programmes along with the reports on model Anganwadi Centres, Asom Darshan, and the status of MLAAD and MPLAD fund.	1. BDO, Titabor
12. Social Welfare	1. No specific discussion.	
13. ARCS	1. No specific discussion.	
14. Sericulture	1. The Chairperson requested the Sericulture Department to participate in Gaon Panchayat level meetings and organise demonstrations on sericulture for progressive farmers. 2. The House deliberated on facilitating	

	exposure visits for students to sericulture farms to generate interest and enhance awareness of sericulture among students.	
15. Irrigation	1. The House reviewed the availability of irrigation facilities, the proposed new schemes, and the current status of ongoing and proposed schemes under the Irrigation Department.	1. AEE, Irrigation, Titabor.
16. Labour Welfare	1. The Labour Welfare Department and the Labour Inspector were instructed to undertake extensive awareness and enrolment drives under the BOCW scheme and e-Shram portal. The Chairperson instructed all Heads of Departments to coordinate with the Labour Welfare Department to ensure the registration of wage workers engaged through contractors on the e-Shram portal. 2. The Chairperson instructed the Labour Inspector to inspect all brick kilns under Titabor Co-District.	1. All Head of Dept., Titabor. 2. Inspector, Labour Welfare, Titabor.
17. DICC	1. The Chairperson instructed the DICC Department to coordinate with the Fisheries Department to facilitate eligible fish farmers in accessing fisheries loans and fish feed support, as discussed during the meeting. 2. The Chairperson instructed the department to coordinate with the Handloom & Textiles Department to identify and facilitate approximately 100 progressive and active weavers through the provision of Jacquard machines to enhance their weaving activities and productivity. 3. The Chairperson requested the department to explore and suggest suitable measures for establishing local agarwood processing industries and providing necessary support to farmers	1. The General Manager, DICC, Jorhat. 1. 2. SDFDO, Titabor 2. 3. Inspector, handloom & Textiles Department
18. Soil Conservation	1. The Chairperson instructed the department to coordinate with Fishery Department, Titabor ensure the proper functioning of the ponds located at Namchungi and Birinasayek. 2. The Department is instructed to submit all the ongoing schemes under the department to the office of the undersigned.	1. Soil Conservation Ranger, Titabor.
19. FPD&CA	1. The Chairperson instructed the department	1. Supt.;

	to ensure the use of commercial LPG cylinders and maintain proper hygiene standards in food carts and shops, particularly during the festival season.	FPD&CA, Titabor
20. PHED, Titabor	1. The House discussed the status of various ongoing schemes/projects in Titabor. The AEE, PHED, was further instructed to coordinate with PWD (Roads) regarding utility shifting to facilitate smooth execution of the projects.	1. AEE, PHED 2. AEE, PWD(R)
20. Water Resource	1. No specific discussion.	
21. Forest	1. The House deliberated on the issues of human-elephant conflict and sand mining during the meeting.	1. Beat Officer, Forest Dept., Titabor
22. APDCL	1. The Chairperson instructed the department to take necessary measures to ensure an uninterrupted and reliable power supply during the festive season.	1. SDE, APDCL, Titabor.

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

Digitally signed by
Pritam Kumar Das
Date: 16-10-2026
16:03:12

Co-District Commissioner
Titabor Co-District
Dated: 16-10-2026

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

Copy to:

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