

**MINUTES OF THE DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING OF UDALGURI DISTRICT  
FOR THE MONTH OF NOVEMBER, 2023.**

<b>Subject</b>	Minutes of the District Development Committee meeting for the month of November, 2023
<b>Date &amp; Time</b>	09 <sup>th</sup> November, 2023 at 10:30 AM
<b>Venue</b>	Conference Hall, District Commissioner's Office, Udalguri
<b>Members Present</b>	Annexure-1

The meeting was presided over by **Dr.Sadnek Singh, IAS, District Commissioner, Udalguri.**

At the outset, the Chairman welcomed all the members present in the meeting and explained briefly about the purpose of the meeting.

Thereafter, the Chairman went through the Action Taken by each department on the minutes of the previous District Development Committee (DDC) Meeting held on 19<sup>th</sup> October, 2023.

After thorough discussion, the following decisions and resolutions were taken and the concerned Head of Offices was affixed responsibility for the action taken

Sl. No	Department	Scheme/ Project/ Programme	Decision/ Action Taken	Action to be taken by
1	Kalaigaon Rev. Circle	Revenue Services	The Circle Officer, Kalaigaon Rev Circle informed the house about status of revenue services viz. Mutation, Partition, Conversion AP to PP, AC to PP, NOC for land sale permission, Jamabandi Copy, Land holding, Trace Map, Chitha Copy, Re-Classification for the month of October 2023.	
		Revenue Collection	The Chairman instructed Circle Officer, Kalaigaon Rev Circle to continue the Mouza inspection.	CO, Kalaigaon, RC
		Services under ARPTS ACT	The Circle Officer, Kalaigaon Rev. Circle informed the house about services viz. issuance of Income Certificate, Caste Certificate, NOK, NCL, PRC, Death Certificate, and EWS being provided for the month of October, 2023.	
2	Udalguri Rev. Circle	Revenue Services	The Circle Officer, Udalguri Rev Circle informed the house about the status of revenue services viz. Mutation, Partition, Conversion AP to PP, AC to PP, NOC for land sale permission, Jamabandi Copy, Land holding, Trace Map, Chitha Copy, Re-Classification for the month of October 2023.	
		Revenue Collection	The Chairman instructed Circle Officer, Udalguri Rev Circle to complete the pending Mouza inspection before the next DDC meeting.	CO, Udalguri, RC
		Services under ARPTS ACT	The Circle Officer, Udalguri Rev. Circle informed the house about services viz. issuance of Income Certificate, Caste Certificate, NOK, NCL, PRC, Senior Citizen Certificate, and EWS being provided for the month of October 2023.	
3	Khoirabari Rev. Circle	Revenue Services	The Circle Officer, Khoirabari Rev Circle informed the house about the status of revenue services viz. Mutation, Partition, Conversion AP to PP, AC to PP, NOC for land sale permission, Jamabandi Copy, Land holding, Trace Map, Chitha Copy, Re-Classification for the month of October 2023.	
		Revenue Collection	The Chairman instructed Circle Officer, Khoirabari Rev Circle to continue the Mouza inspection.	CO, Khoirabari, RC
		Services under ARPTS ACT	The Circle Officer, Khoirabari Rev. Circle informed the house about services viz. issuance of Income Certificate, Caste Certificate, NOK, NCL, PRC, Death Certificate, and EWS being provided for the month of October, 2023	
4	Harisinga Rev Circle	Revenue Services	The Circle Officer, Harisinga Rev Circle informed the house about the status of revenue services viz. Mutation, Partition, Conversion AP to PP, AC to PP, NOC for land sale permission, Jamabandi Copy, Land holding, Trace Map, Chitha Copy, Re-Classification for the month of October 2023.	
		Revenue collection	The Chairman instructed Circle Officer, Harisinga Rev Circle to continue the Mouza inspection.	CO, Harisinga, RC
		ARTPS ACT	The Circle Officer, Harisinga Rev. Circle informed the house about services viz. issuance of Income Certificate, Caste	

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			Certificate, NOK, NCL, PRC, Senior Citizen Certificate, and EWS being provided for the month of October 2023.	
5	Mazbat Rev Circle	Revenue Services	The Circle Officer, Mazbat Rev Circle informed the house about the status of revenue services viz. Mutation, Partition, Conversion AP to PP, AC to PP, NOC for land sale permission, Jamabandi Copy, Land holding, Trace Map, Chitha Copy, Re-Classification for the month of October 2023.	
		Revenue collection	The Chairman instructed Circle Officer, Mazbat Rev Circle to continue the Mouza inspection.	CO, Mazbat, RC
6	Transport		The chairman instructed the District Transport Officer, Udalguri, to prepare a detailed plan of action for the enforcement during the forthcoming Diwali and to intensify the enforcement drive throughout the district.	DTO, Udalguri
7	Environment & Forest	Revenue Collection/ FRA.2006/ SOPD Scheme	The Divisional Forest Officer, Dhansiri Forest Division briefed the house about the monthly status of Revenue Collection, FRA.2006 SOPD Scheme implemented by Forest Department. The chairman instructed to complete the pending works immediately.	DFO, DFD, Udalguri
8	Treasury	Forest Royalty	The Treasury Officer, Udalguri informed the house about the status of the collection of forest royalty/DMFT/MMDRRF etc. for the month of October, 2023	
9	Sub-Registrar	Deed Registration	The Sub-Registrar, Udalguri informed the house that a total 67 nos. of deeds were registered in the month of October 2023 and registration fees of Rs. 8,02,948 & and stamp duty of Rs. 8,58,195 were collected.	
10	Water Resources	RIDF & SOPD	Implementation of various schemes/ projects under RIDF/ SOPD-G was reviewed thoroughly and Executive Engineer, WRD, Udalguri was instructed to expedite the ongoing works in this working season,	EE, WRD, Udalguri
11	Sports & Youth Welfare	Axom Khel Maharan	The Sub-Divisional Sports Officer, Udalguri informed the house that a total 26018 nos. of participants have registered themselves under 5 (five) categories of Axom Khel Maharan, 2022-23 till 9 <sup>th</sup> November, 2023.	SDSO, Udalguri
12	Co-Operation	Cooperative Societies/ PACS as CSC/PACs as Jan Ausadhi Kendra	The Chairman again instructed the JDHS, Udalguri, to coordinate with the District Pharmacist association so that interested pharmacists can avail the benefits of the scheme and fulfill the requirements for Jan Ausadhi Kendra.	JDHS, Udalguri DRCS, Udalguri
13	FCS&CA	ONORC/ Paddy Procurement/ Ration Card to new eligible beneficiaries	Implementation and present status of ONORC/Paddy Procurement/ Ration Card to new eligible beneficiary was reviewed in detail. The Chairman instructed Dy. Director, FCS&CA, Udalguri to inspect all 6 (six) nos. of PPCs at the earliest and submit compliance to ADC (FCS&CA), Udalguri along with pictorial evidences. He further instructed Dy. Director, FCS&CA, Udalguri to submit weekly report on progress of all pending works of the department to ADC (FCS&CA), Udalguri	Dy. Director, FCS&CA, Udalguri
14	PHE	JJM/SBM-G	Implementation and status of FHTC under JJM and progress of various components under SBM-G were reviewed in detail and it was instructed to ensure timely completion of all the pending works.	EE, PHE, Tangla, Division, Tangla
15	Education	Miscellaneous	The Chairman instructed Inspector of schools, Udalguri to take the necessary steps for convening the meeting of District Level Academic Support Group at the earliest.	IS, UDC, Udalguri
		Bank Account	Status of opening of bank account was reviewed in detail. Further, the department was instructed to substantially reduce the pendency in opening of bank account.	IS, UDC, Udalguri

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		Tea Garden	The Inspector of Schools informed that in 24 nos. of schools in Tea Garden areas at present 24 nos. of Teachers are there against enrolment of 2577.	
		Internal electrification/ Girls toilet	It was informed to the house that internal electrification and construction of girl toilet has already been completed.	IS, UDC, Udalguri
		Mid Day Meal	It was instructed to constantly keep a check on the regularity & quality of Mid Day Meal in the district.	IS, UDC, Udalguri
		PM SHRI School	It was informed to the house that total 138 nos. of schools have been verified and approved by the district under PM SHRI School 2023-24 and the same has also been uploaded in the portal.	
		RIDF XXIII/ Civil Works	Physical and financial progress of various works under RIDF XXIII and Civil works was reviewed in detail. Accordingly, it was instructed to expedite the progress of the works.	IS, UDC, Udalguri
		Tea Garden	The Inspector of Schools informed that in 24 nos of schools in Tea Garden areas at present 24 nos. of Teachers are there against enrolment of 2577. Further the Chairman instructed the Inspector of Schools, Udalguri to continue the frequent visit to the Schools of Tea Garden areas by the Officials of Education department.	IS, UDC, Udalguri
		DC Monitorable target	Status of DC monitorable targets in respect of education department was reviewed thoroughly. Further, the Chairman instructed Inspector of Schools, Udalguri to keep constant check on the performance of the department vis-a-vis other districts against those points.	
16	Agriculture	PM KISAN	Implementation of PM KISAN was reviewed i detail. Further, the District Agriculture Officer, Udalguri was instructed to enhance percentage of e-KYC under PM KISAN.	
		ODOP	The District Agriculture Officer, Udalguri explained about the present market linkages of ODOP i.e., potato with Arunachal Pradesh, Nagaland, Guwahati, Darrang, Upper Assam. He further informed that 270 Qtl. under SOPD 2023-24 and 450 Qtl. of Khufri Jyoti variety potato under RKY 2023-24 have been distributed so far.	
		PMKSY	The District Agriculture Officer, Udalguri informed about the installation of 22 nos. of sprinkler irrigation in the month of November, 2023 under PMKSY.	
		RIDF	The District Agriculture Officer, Udalguri briefed about the physical progress of schemes under RIDF 2023-24 for the month of November, 2023. Further, the Chairman instructed the District Agriculture Officer, Udalguri to expedite the implementation of RIDF fund immediately.	
		Assam Millet Mission	The District Agriculture Officer, Udalguri informed the house about the present status of Assam Millet Mission for the year 2023-24 and he also informed that seed distribution is presently going on in the district.	
17	Library		The Chairman directed the District Librarian, Udalguri, to disseminate information about the district library and the availability of books on social media platforms. Additionally, he instructed the Inspector of Schools, Udalguri, to inform all nearby schools (both government and private) in the Udalguri town area about the district library, aiming to promote reading habits among students. Furthermore, the Chairman instructed the DIPRO (in charge), Udalguri, to take necessary measures for extensive publicity of the district library through district and social media handles.	DIPRO (i/c), udalguri IS, UDC, Udalguri District Librarian, Udalguri
18	Legal Metrology		The Asstt. Controller of Legal Metrology, Udalguri explained the status of various activities carried out by the department.	Asstt. Controller of Legal Metrology,

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				Udalguri
19	Animal Husbandry & Veterinary	Vaccination status under LHDCP/ Sex Sorted Semen/ PASUDHAN SARATHI-1962 AMBULANCE SERVICE/Bodoland PIG Mission	The Dist. Animal Husbandry & Veterinary Officer, Udalguri has briefed the house about the status of vaccination under LHDCP/ Sex Sorted Semen/ PASUDHAN SARATHI-1962 ambulance service.	DAH&VO, Udalguri
20	Fishery	PMMSY/RIDF/NFDB funded project	Implementation and progress of various projects under PMMSY/RIDF/NFDB funded project was reviewed in detail and it was instructed to expedite the progress of ongoing projects.	DFDO, Udalguri
21	Handloom & Textile	SOPD 2022-23/ Yarn Bank/ Swanirbhar Nari Scheme Phase-I/ Swanirbhar Nari Scheme, Phase-II/Bodoland Handloom Mission 2023-24	The Asstt. Director, Handloom & Textile, Udalguri presented the progress of SOPD 2022-23, Yarn Bank, Swanirbhar Nari Scheme Phase-I, Swanirbhar Nari Scheme, Phase-II in respect of Udalguri District. The Chairman asked Asstt. Director, Handloom & Textile, Udalguri to explain present status about the Bodoland Handloom Mission 2023-24. Accordingly, he informed the house that in a cluster there are 15 nos. weaver interest groups and for each weaver interest groups; there are 20 weavers. The training of the weavers' interest group will be conducted by the CHD office, Kokrajhar shortly.	Asstt. Director, H&T, Udalguri
22	DI&CC	PMEGP/ PMFME	The Chairman reviewed the status of all schemes and activities of DI&CC, Udalguri, and instructed the General Manager, DICC, Udalguri to expedite the pending works. The Chairman also instructed ADC (Revenue), Udalguri and GM, DI&CC, Udalguri to have a joint sitting with all the Circle Officers, Udalguri district regarding the identification of land for the creation of industrial land bank at the earliest.	ADC (Revenue), Udalguri All COs, Udalguri GM, DI&CC, Udalguri
		PM VISWAKARMA	The Chairman instructed GM, DI&CC, Udalguri to issue a reminder letter to the concerned authority regarding problem faced in the onboarding of VCDC/ULBs in the PM VISWAKARMA portal.	GM, DI&CC, Udalguri
23	Employment Exchange		The Assistant Employment Officer, Udalguri District briefed the house about the vacancy notifications and placement during the month of October 2023.	AEO, Udalguri
24	Sericulture	Silksamagra-2/ VANNYA COCOON BANK	The Assistant Director, Sericulture Deptt., Udalguri District briefed the house about the progress of the overall activities of the Sericulture Department, in Udalguri District. The Chairman instructed the Asstt. Director, Sericulture Deptt., Udalguri District to present the status of the Bodoland Silk mission and any other Flagship programme launched by BTR Government in the next DDC Meeting onwards.	Assistant Director of Sericulture, Udalguri
25	Soil Conservation	SOPD-BTC RIDF & SOPD-G, 2022-23, WDC-PMKSY2.0 (BHORLA IWMP)	The Divisional Officer, Soil Conservation, Udalguri informed the house about physical & financial progress of the schemes under SOPD-BTC RIDF & SOPD-G, 2022-23, WDC-PMKSY2.0 (BHORLA IWMP). The Chairman instructed the Divisional Officer, Soil Conservation, Udalguri to expedite the work of ongoing projects accordingly.	Divisional Officer, Soil Conservation, Udalguri
26	Irrigation	AIBP-STATE/ AIBP-BTC/ TSP/ PMKSY/ SOPD-G/ SOPD-FDR	The Executive Engineer, Irrigation, Udalguri-Mazbat & Panery-Kalaigaon Division, Udalguri briefed the house regarding physical and financial progress of various schemes being implemented under AIBP-STATE/ AIBP-BTC/ TSP/ PMKSY/ SOPD-G/ SOPD-FDR. Further, both the Irrigation Division was instructed to expedite ongoing projects in this working season.	EE, Irrigation, Udalguri-Mazbat & Panery-Kalaigaon Division,
27	Fire & Emergency Services		The Station Officer, F&ES, Udalguri informed the house regarding the status of various activities being carried out by the department in Udalguri District.	

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28	Tangla Municipal Board	PMAY-U	Implementation of PMAY-U was reviewed thoroughly under Tangla Municipal Board and it was instructed to expedite the completion rate of houses under PMAY-U.	EO, TMB
		SBM-U	The Executive Officer, Tangla Municipal Board briefed the house regarding the physical progress of various components under Swachh Bharat Mission-Urban.	
		PMSVA Nidhi	The Executive Officer, Tangla Municipal Board briefed the house about the progress under PMSVA Nidhi.	
29	Udalguri Municipal Board	PMAY-U	Implementation of PMAY-U was reviewed thoroughly under Udalguri Municipal Board and it was instructed to expedite the completion rate of houses.	EO, UMB
		SBM-U	The Executive Officer, Udalguri Municipal Board briefed the house regarding the physical progress of various components under Swachh Bharat Mission-Urban.	
30	P&RD	MGNREGA	The implementation of MGNREGA was reviewed block wise. The Chairman directed the Panchayat & Rural Development Department, Udalguri to enhance the performance of each block in respect to Person days generation, Asset Creation, Aadhar seeding under MGNREGA.	PD, DRDA, Udalguri BDO (All), Udalguri
		Tea Garden	Implementation of MGNREGA, PMAY-G was reviewed thoroughly in tea garden areas. Further, the Chairman directed the department to improve the progress accordingly.	PD, DRDA, Udalguri
		PMAY-G	The Chairman instructed all BDOs to improve the percentage of house completion rate substantially before the next DDC meeting. The Chairman also instructed all BDOs, Udalguri district to substantially reduce the gap between 3 <sup>rd</sup> Installment & completed and to serve notices to all those houses to complete within the next 15 (fifteen) days.	PD, DRDA, Udalguri
		NSAP	The performance of the department in the implementation of NSAP was reviewed thoroughly and accordingly, it was instructed to improve the percentage of Mobile no updation.	PD, DRDA, Udalguri
31	Women and Child Dev. Deptt.	UDID Report	The District Social Welfare Officer informed the house that the percentage of application disposal under UDID Portal presently stands at 99.6 %.	
		Poshan Abhiyan	The District Social Welfare Officer, Udalguri informed that Aadhar seeding percentage stands at 96%. Further, the Chairman instructed the District Social Welfare Officer, Udalguri to complete the Aadhar seeding at the earliest.	DSWO, Udalguri
		Model AWCs	Regarding handing over of Model AWCs by BDOs, the Chairman directed all BDOs to hand over the same to DSWO, Udalguri immediately, for smooth delivery of services.	All BDOs, Udalguri
			The Chairman instructed all BDOs, Udalguri to expedite the works of incomplete Model AWCs under Phase-II and utilize the fund before the next DDC meeting.	
			The Chairman instructed DSWO, Udalguri to share the block-wise list of pendency of opening of bank account with all BDOs, Udalguri, and complete the account opening process immediately.	
			The Chairman instructed DSWO, Udalguri to visit at least 30 nos. of AWCs in this month and submit compliance report.	
		One Stop Centre	Status of various cases registered and its disposal under One Stop Centre, Udalguri was reviewed in detail and it was instructed to expedite the disposal of ongoing cases.	DSWO, Udalguri
PMMVY	The Chairman instructed Smt. Pankhi Hazarika, ACS, AC, Udalguri to monitor the progress of PMMVY on a weekly basis along with the DC's monitorable point. He also instructed to prepare a plan for the smooth progress of PMMVY and to monitor the ranking of Udalguri district vis-à-vis the other districts of Assam.	Smt. Pankhi Hazarika, ACS, AC, Udalguri DSWO, Udalguri		

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32	APDCL	Distribution System Enhancement and Loss Reduction Scheme	The General Manager, APDCL, Udalguri informed the house about the status and progress of AIB funded scheme including of 12 nos. of 33/11 KV sub-station constructed in Udalguri District.	
33	PWD (Building)	State Projects/BTR Projects/ RMSA Projects	Implementation of various projects by PWD (B&NH), Udalguri Baksa District Territorial Division, Udalguri was reviewed in detail, further, the Chairman instructed to expedite the pending projects in this working season. He also informed the house that approval for land allotment for the construction of the District Auditorium/Circuit House/Bodoland University Campus/District Stadium is yet to be received. The Chairman instructed ADC (Rev) to follow up the matter with BTC, Kokrajhar.	EE, PWD (B&NH), Udalguri
34	PWD (Roads)	RIDF, SOPD, Goodwill project, Asom Mala, Mukhya Mantri Paki Path Nirma	The Executive Engineer, PWD (Roads), Udalguri informed the house about various ongoing projects implemented by PWD (Roads) in Udalguri District. Further, the Chairman directed the E.E PWD (Roads) to expedite the progress of all the ongoing projects during this working season. He was also instructed to take immediate steps to repair potholes in the roads, which is one of the key causes of road accidents.	E.E PWD (Roads)
35	Excise		The Superintendent of Excise, Udalguri informed the house about revenue collection and other various activities of the Excise department for the month of October 2023. The Chairman instructed to carry out a rigorous enforcement drive till this festive season.	Superintendent of Excise, Udalguri
36	Lead Bank	KCC, PMMY, NRLM, PM SVANIDHI (NULM), PMJJBY, PMSBY, APY, PMJDY	Month wise Progress Under KCC, PMMY, NRLM & PM SVANIDHI(NULM), PMJJBY, PMSBY, APY, PMJDY was reviewed thoroughly, and accordingly, LDM, Udalguri was instructed to complete the pendency at the Bank level at the earliest.	LDM, Udalguri
37	District Child Protection Unit		The District Child Protection Officer, Udalguri briefed the house about the status of CWC cases.	
38	Health	ADP	The Chairman expressed dissatisfaction over not being able to present the data for the month of October 2023 in respect of various indicators under ADP by the Health department. The Chairman accordingly directed the Joint Director of Health Services, Udalguri to take strict action against the concerned Officials immediately.	JDHS, Udalguri
			The Chairman also instructed JDHS, Udalguri to take action against the 47 nos. of Health Facility for non-reporting of home delivery cases for last two months.	JDHS, Udalguri
			The Chairman also instructed the District Data Manager, NHM, Udalguri to collect the data on a daily basis.	DDM, NHM, Udalguri
		Institution Delivery	The Chairman instructed JDHS, Udalguri to immediately convene a meeting with the ASHA workers where home delivery has been reported, to analyse the reasons and take their explanation in writing.	JDHS, Udalguri
			The Chairman also instructed JDHS, Udalguri to send the concerned CHOs to the households of the women who had opted for home delivery which will aid in getting a clear picture of the system down the line.	JDHS, Udalguri
		Nutrition	The Chairman instructed JDHS, Udalguri to conduct medical inquiry into the conduct NRC centre, Udalguri and treatment/ follow up of SAM children.	JDHS, Udalguri
			The Chairman instructed JDHS, Udalguri to collect the list of 82 nos. of SAM Children provided by the DSWO, Udalguri, and take necessary action in co-ordination with the RBSK team immediately. He further instructed Smt. Pankhi Hazarika, ACS, AC, Udalguri to follow up the same with both the departments.	JDHS, Udalguri

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		Wage Compensation Scheme for Pregnant Women	Status of Wage Compensation Scheme for Pregnant Women was reviewed in detail. The Chairman instructed JDHS, Udalguri to submit Tea Garden wise breakup including Nos. of pregnant women/ Nos. of eligible pregnant women/ nos. of pregnant women receiving benefit/ nos. of eligible pregnant women not having bank account etc. under the Wage Compensation Scheme for Pregnant Women from next DDC meeting onwards.	JDHS, Udalguri
		Maternal Death	The Chairman instructed the Joint Director of Health Services, Udalguri to immediately complete the maternal death review before the next DDC meeting and submit the Maternal Death Review report to the Office of the District Magistrate, Udalguri.	JDHS, Udalguri
39	ASRLM	DMMU	The DPM, ASRLM, Udalguri briefed the house about the status of SHG received RF under DMMU Udalguri for the month of October, 2023	
		DDU-GKY	The DPM, ASRLM, Udalguri also briefed the house about the status of training provided to the youth of Udalguri District Under DDU-GKY	
40	108, EMRI Services		The Emergency Management Executive, 108, EMRI Services informed the house about the status of various activities being carried out by the 108, EMRI Services in Udalguri District.	
41	Cultural Affairs	Asom Sanskritik Mahasangram 2023-24	The Cultural Officer, Udalguri briefed the house about the progress of Asom Sanskritik Mahasangram 2023-24.	
			The Chairman instructed all Block Development Officers, Udalguri district to make necessary arrangements for wide publicity of the programme immediately under their respective blocks. He further instructed all BDOs to visit and ensure that the events are held properly.	All BDOs, Udalguri
			The Chairman also instructed BDOs, Udalguri district to inform all the local public representatives regarding the scheduled events under Assam Sanskritik Mahasangram, 2023-24 immediately.	All BDOs, Udalguri
42	StateTax, Tangla Unit		The Asstt. Commissioner, State Tax, Tangla Unit briefed the house about the collection of GST and non-GST revenue for the month of October 2023.	
43	RSETI		The Director, RSETI informed the house regarding various activities/training being provided by the department.	
44	Miscellaneous		The Chairman instructed all Heads of Offices, Udalguri to include a separate slide of the Action taken report of previous DDC meeting in the PPT from next DDC meeting onwards.	

In concluding the meeting, the Chairman requested

1. To execute the works in a speedy manner
2. Increase the personal involvement in monitoring the execution.
3. Submit the Action Taken Report 3 (three) days before the next DDC Meeting.
4. Submission of PPT 1 (one) day before the scheduled date.

The meeting ended with a vote of thanks from the Chair.

District Commissioner,  
Udalguri &  
Secretary, BTR.

Memo No.E-63415/178-185

Copy to-

1. The Principal Secretary, BTR, Kokrajhar for favour of kind information.
2. The Secretary, Co-ordination to Chief Secretary, Assam for kind appraisal of Hon'ble Chief Secretary, Assam.
3. The Secretary to the Government of Assam, Transformation & Development Department, Dispur, Guwahati-06 for favour of kind information.

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4. All Addl. District Commissioners, Udalguri district for information and necessary action.
5. All Assistants Commissioners, Udalguri district for information and necessary action.
6. All Head of Offices, Udalguri District for information and necessary action.
7. The District Informatics Officer (DIO), NIC, Udalguri. He is requested to upload the minutes in the district website.
8. Office Copy.

**(e-signed)**  
District Commissioner,  
Udalguri &  
Secretary, BTR.