

MINUTES OF THE DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING OF UDALGURI DISTRICT FOR THE MONTH OF April, 2025.

Subject	Minutes of the District Development Committee meeting for the month of April, 2025
Date & Time	5 th April, 2025 at 10:00 AM
Venue	Conference Hall, District Commissioner's Office, Udalguri
Members Present	Annexure-1

The DDC Meeting for the month of April, 2025 was presided over by Shri Pulak Patgiri, ACS, District Commissioner, Udalguri.

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

Thereafter, the Chairman reviewed the Actions Taken by each department regarding the minutes of the previous District Development Committee (DDC) Meeting held on 18th March, 2025.

After thorough discussion, the following decisions and resolutions were made and the respective Head of Offices were assigned responsibility for the actions taken

Sl. No	Department	Scheme/ Project/ Programme	Decision/ Action Taken	Action to be taken by
1	Town & Country Planning	Master Plan- Udalguri, 2041	The Assistant Director, T&CP, Udalguri, presented the detail Master Plan for Udalguri Town up to Year 2041, which is aimed at guiding the town's growth and development over the next 20 to 25 years, which will further serve as a comprehensive blueprint for the future, ensuring balanced urban growth and preventing disorganized and unplanned expansion. It was also informed to the house that the demarcation of the planning area of Udalguri has been made considering various aspects viz., Present trend of growth of the town, Physical feature of the surrounding areas, Way of Better communication network, Different type of developmental works already come up in nearby villages, Potential for future scope of development of the region etc.	Assistant Director, T&CP, Udalguri
			The Assistant Director, T&CP, Udalguri also informed that the Master Plan will cover an area of 34.68 sq. km and will include 13 nos. of additional villages including the Udalguri Municipal area.	
			Thereafter, the Chairman requested the Assistant Director, T&CP, Udalguri, to reverify the existing mapping of the district in order to ensure accurate demarcation of urban and rural areas, thereby facilitating better planning and governance.	
			It was also suggested to earmark an area for the establishment of a botanical garden or park, which could serve as a space for scientific research, conservation, display, and education on native indigenous plants.	
			The Chairman also suggested exploring the possibility of constructing a proper bus terminal along with a dedicated truck terminal, as well as identifying designated car parking zones, which would significantly help reduce traffic congestion, streamline the movement of heavy vehicles, and serve as potential source of revenue generation.	
			Furthermore, it was recommended to identify and reserve open spaces in urban areas for emergency or disaster response.	
2	PHE	JJM	The Executive Engineer briefed the house about the present	

			status of FHTC under JJM along with formation of WUC including Har Ghar Jal Declaration (Certified)&ODF Plus Model declaration.	
			<p>Subsequently, regarding the verification of applications for Individual Household Latrines (IHL) under SBM-G, Smt. Kashyapee Kashyap, ACS, AC, Udalguri, noted a significant mismatch between the verification reports of the PHE Department and those of the Circle Officers. She also informed that approximately 30% of the reports from the Circle Officers are still pending.</p> <p>Following which, the Chairman instructed all Circle Officers to provide capacity-building training to the Lot Mandals and to share a standardized checklist, developed in consultation with the PHE Department, to ensure proper re-verification of the applications. Additionally, the Chairman requested that each Circle Officer assign one Lot Mandal to a single village for a period of one month to facilitate accurate re-verification of data. The Chairman further requested all Circle Officers to devise a dedicated action plan to complete the re-verification process in a timely manner.</p>	All COs/ Smt. Kashyapee Kashyap, ACS, AC, Udalguri/ EE, PHE, Tangla
3	Agriculture	PM KISAN/ PMFBY/ PMKSY	Status of PM KISAN, PMFBY, PMKSY, Soil Health Card was discussed in detail including the status of National Mission on Edible Oil- Oil Palm (NMEO-OP) 2024-25.	
			Upon being informed about the allocation of a target of 12,950 Ha of area for the National Mission on Edible Oil - Oil Palm (NMEO-OP), 2024-25 to Udalguri District, the Chairman requested the Agriculture Department to conduct a comprehensive survey to identify potential land areas suitable for oil palm cultivation in the district, including land under the Forest Rights Act (FRA) 2006. Following the survey, the actual potential land area for oil palm, including land under FRA 2006, should be submitted to the government for any necessary relaxation of the assigned target, if required.	DAO, Udalguri
			The District Agriculture Officer, Udalguri, informed the house that programs such as RIDF and Sprinkler & Drip Irrigation under PMKSY have significantly contributed to the Mission Double Cropping for 2024-25 in the district. As of now, the percentage of area covered stands at 53.89%.	
		INPUTS DISTRIBUTION STATUS	The District Agriculture Officer, Udalguri, informed the house that inputs distribution under various programme such as SOPD-BTC, Horticulture Mission for North East and Himalayan Region (HMNEH), RKVY, Food and Nutrition Security (FNS) for the year 2024-25 has been completed 100%. Accordingly, the Chairman requested DAO, Udalguri to continue organizing ceremonial distributions of these items in the presence of Hon'ble Public Representatives, as directed by the Hon'ble Guardian Minister during his visit to the district.	DAO, Udalguri
		Paddy Procurement KMS 2024-25 (1 st Crop)	The present status of paddy procurement for KMS 2024-25 (1st Crop) was reviewed in detail, with the current procurement standing at 11,118.8 MT, which is 25.86% of the given target of 43,000 MT. The Chairman subsequently requested ADC (Agriculture), Udalguri, to convene a meeting with the PPC Managers, in the presence of officials from the Agriculture,	ADC (Agriculture), Udalguri DAO, Udalguri

			FPD, & CA departments on Monday to devise a plan of action to meet the target within the stipulated timeframe.	
			The Chairman emphasized the need for greater public awareness regarding the PPCs. Additionally, the Chairman advised the ADC (Agriculture), Udalguri, to engage with the Habigaon PPC to help cover the target for FSD Tangla, as FSD Tangla is currently lagging behind compared to other PPCs	ADC (Agriculture), Udalguri DAO, Udalguri
			Furthermore, the Chairman requested Shri Pragya Jyoti Laskar, ACS, AC, Udalguri, to share a daily PPC-wise report on paddy procurement in the designated WhatsApp group.	Shri Pragya Jyoti Laskar, ACS, AC, Udalguri
4	Health	Tea Garden Wage Compensation Scheme	<p>The status of the Tea Garden Wage Compensation Scheme was reviewed in detail, along with the number of awareness meetings held in Tea Garden areas. The Chairman expressed his dissatisfaction with the data presented in the slide, as it was outdated.</p> <p>Subsequently, officials from the Health Department raised the issue that some eligible pregnant women did not have bank accounts due to the lack of required documents, such as Aadhar and PAN cards.</p> <p>Further, the Chairman instructed the JDHS, Udalguri, to arrange for the list of eligible pregnant women in Tea Garden areas to be obtained through ASHAs. Additionally, a checklist of the necessary documents for availing benefits under the scheme should be prepared. The ASHAs and other departmental officials will then fill out the checklist and hand it over to the concerned officials managing the scheme, providing clarity on the missing documents for the eligible pregnant women.</p> <p>Based on the completed checklists, the Chairman further requested the JDHS, Udalguri, to make arrangements for organizing camps in Tea Garden areas, which will assist in obtaining the required documents, such as Aadhar and bank accounts, in coordination with the District Administration, LDM, and Tea Garden Management, at the earliest. Moreover, the JDHS, Udalguri was also instructed to collect the list of existing Aadhar enrolment centres from District Administration, Udalguri.</p>	JDHS, Udalguri
		U-WIN	The Joint Director of Health Services, Udalguri to share a BPHC wise report on immunisation under U-WIN programme immediately.	JDHS, Udalguri
5	ULBs	PMAY-U/MMUA/AMRUT 2.0	Physical & financial progress of PMAY-u under both the ULBs was discussed in detail. Further, it was requested to expedite the house completion rate under 3 rd DPR.	EO, TMB/ UMB
			The Executive Officers of both the ULBs to ensure 100% completion of verification process in respect of MMUA-U immediately.	EO, TMB/ UMB
			The Executive Officer, TMB, Tangla to have a discussion with the Circle Officer, HRC, Tangla along with the Lot Mandals to identify a suitable plot of land for setting up of Legal Waste Management System.	CO, Harisinga EO, TMB

6	ASRLM		The Chairman requested the DPM of ASRLM, Udalguri, to take the necessary steps to improve the district's performance regarding the Women-Led Enterprise Bank Loan Financing status for the financial year 2024-25.	DPM, ASRLM
		AWAAS + survey under PMAY	The status of the AWAAS+ survey under PMAY was reviewed, and it was reported that the Jeevika Sakhis were unable to cover the entire survey. Subsequently, the Chairman requested the DPM, ASRLM, Udalguri, to instruct the Jeevika Sakhis to prepare a list of the remaining houses, so that they can assist in further entering the information into the portal	DPM, ASRLM
			The Chairman requested the DPM, ASRLM, Udalguri, to write a letter to the MD, ASRLMS, requesting that approval for MMUA beneficiaries in the areas of the part Blocks falling under the administrative jurisdiction of Udalguri District be granted to Udalguri District, rather than to Darrang or Sonitpur Districts.	DPM, ASRLM
7	DI&CC	PMFME/ PMEGP/ CMAAA	The General Manager, DI&CC, Udalguri, presented a PPT on the current progress of various flagship programmes, including PMFME, PMEGP, and CMAAA 2.0. Subsequently, the Chairman requested the GM, DI&CC, Udalguri, to significantly improve the performance of these flagship programmes. Furthermore, the Chairman also asked GM, DI&CC, Udalguri to ensure that the slides on these programmes are clear & easily understandable.	GM, DI&CC, Udalguri
			The Chairman requested the GM, DI&CC, Udalguri, to discuss the field report with the CM fellows to gain insights into the field-level progress and assess the beneficiaries' understanding of the sole objective of the programme, those who have received benefits under CMAAA.	GM, DI&CC, Udalguri
8	T&D	Untied Fund/ MLAAD/ MPLAD (LS)/ MPLAD (RS)/ Asom Darshan/ AAGY/ITFC	Shri Sashi Kumar Deka, ACS, SDO (S), Udalguri, informed the house that several schemes have received the first and second installments under Untied Fund, MLAAD, MPLAD (LS), MPLAD (RS), Asom Darshan, and AAGY. These funds have been released to the Construction Committees/ implementing agencies viz., PWD (B&NH), BDO Udalguri, BDO Bhergaon, and EE PHE. However, the necessary documents, including Bill Vouchers, Completion Reports, and Utilisation Certificates, are still pending. These documents are required for the release of subsequent and final installments. A detailed list of the pending schemes is enclosed as Annexure-A. Further, the Chairman requested EE, PWD (B&NH), EE, PHE, and the BDOs of Udalguri and Bhergaon to submit the required Utilisation Certificates, Completion Reports, and Bill Vouchers at the earliest to ensure the timely completion of the projects.	EE, PWD (B&NH), EE, PHE, BDO, Udalguri/ Bhergaon
			Thereafter, the Chairman along requested EE, PWD (B&NH), Udalguri to submit the Plan & Estimate along with Technical Sanction against the pending 26 nos. of institutions sanctioned under Asom Darshan & ITFC for the year 2023-24 & 2024-25 at the earliest in consultation with the Committees. Furthermore, the Chairman also requested all Circle Officers to issue necessary land document against the sanctioned institute under respective jurisdiction for early implementation of the schemes. (List enclosed & marked as Annexure-B)	All COs EE, PWD (B&NH), Udalguri
9		Rongali Bihu Samittees	The Chairman requested all Circle Officers to prepare a separate report on the genuine Rongali Bihu Samittees that have been celebrating Rongali Bihu for 10 or more years between the 1st and 7th of Bohag in the district. The Chairman	All COs

			further instructed all Circle Officers to randomly verify the programmes of the Rongali Bihu Samittees through the Lot Mandals that will receive benefits this year.	
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The meeting ended with a vote of thanks from the Chair.

District Commissioner,
Udalguri &
Secretary, BTR.

Memo EcfNo. E-63415/320-323

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 Chief Secretary.
3. The Secretary to the Government of Assam, T&D Department, Dispur for favour of kind information.
4. All Addl. District Commissioners, Udalguri district for information and necessary action.
5. The Addl. District Commissioner & In-charge, Bhergaon Sub Division, Bhergaon for information & necessary action.
6. All Assistants Commissioners, Udalguri district for information and necessary action.
7. All Head of Offices, Udalguri District for information and necessary action.
8. The District Informatics Officer (DIO), NIC, Udalguri. He is requested to upload the minutes in the district website.
9. Office copy

e-signed
District Commissioner,
Udalguri &
Secretary, BTR.