

**MINUTES OF DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING**  
**FOR THE MONTH OF NOVEMBER, 2022.**

Date : 19.12.2022  
Time : 04.00 P.M.  
Venue : Conference Hall, Deputy Commissioner's Office, Udalguri  
Members Present & Absent : At Annexure – A

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

At the outset, Chairman welcomed all the members present in the meeting and explained briefly about the purpose of the meeting. He also informed the house of developmental review meeting in connection with two year completion of BTR Government is also held together.

Thereafter, the Chairman went through the Actions Taken by each department on the minutes of previous District Development Committee (DDC) Meeting held on 5<sup>th</sup> November, 2022.

After thorough discussion, the following decisions and resolutions were taken and concerned Officers were affixed responsibilities for the action taken.

Department	Decision Taken	Action to be taken by
Panchayat & Rural Development	<ul style="list-style-type: none"> <li>The Chairman directed Project Director, DRDA, Udalguri to display month wise progress of Blocks and district in general of various schemes along with physical and financial progress and activities being implemented through P&amp;RD in next DDC meeting.</li> </ul>	PD, DRDA, Udalguri
	<ul style="list-style-type: none"> <li>Project Director, DRDA, Udalguri to expedite the implementation of Job Card seeding and sanctioning of target under Awaas+.</li> </ul>	PD, DRDA, Udalguri
	<ul style="list-style-type: none"> <li>Project Director, DRDA, Udalguri to ensure that performance of Udalguri/ Dalgaon/ Mazbat Development Blocks in Aadhar seeding increases before next DDC meeting.</li> </ul>	PD, DRDA, Udalguri
Education	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to find out the nos. of out of school children from Tea Garden areas and submit the same before next DDC meeting.</li> </ul>	IS, UDC, Udalguri
	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to submit list of schools along with details of basic infrastructure facilities being available before next DDC meeting to ADC (Education).</li> </ul>	IS, UDC, Udalguri
	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to recheck whether all students of Model Schools are given free text books.</li> </ul>	IS, UDC, Udalguri
	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to expedite the performance of Aadhar enrollment Centres and to complete Aadhar enrollment drive by March, 2023.</li> </ul>	IS, UDC, Udalguri
	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to closely monitor Mid-Day Meal and to direct Teachers for sharing photos with time and location during Mid-Day Meal in Schools. The Chairman also directed IS, UDC, Udalguri to take appropriate action against those teachers where daily Mid-Day Meal is not given.</li> </ul>	IS, UDC, Udalguri
	<ul style="list-style-type: none"> <li>Inspector of Schools, UDC, Udalguri to prepare a data base of all students having two-wheelers and to share the same with DTO, Udalguri for generating RC &amp; License.</li> </ul>	IS, UDC, Udalguri
Social Welfare	<ul style="list-style-type: none"> <li>DSWO, Udalguri to submit list of SAM children to Joint Director of Health Services, Udalguri for getting treatment at Nutrition &amp; Rehabilitation Centre within next 5 (five) days. The Chairman also instructed Smt. Supriya Bawlari, ACS, Assistant Commissioner, Udalguri to coordinate with the concerned departments.</li> </ul>	Smt. Supriya Bawlari, ACS, AC, Udalguri DSWO, Udalguri JDHS, Udalguri
	<ul style="list-style-type: none"> <li>DSWO, Udalguri to submit daily progress report of Aadhar seeding to ADC (Aadhar), Udalguri and to complete 100% Aadhar seeding at the earliest.</li> </ul>	DSWO, Udalguri



Social Welfare	<ul style="list-style-type: none"> <li>DSWO, Udalguri to physically visit the AWCs where construction work is going on and to monitor the work progress on regular basis and submit compliance report before next DDC meeting.</li> </ul>	DSWO, Udalguri
	<ul style="list-style-type: none"> <li>DSWO, Udalguri to expedite and complete 3<sup>rd</sup> installment due under PMMVY.</li> </ul>	DSWO, Udalguri
	<ul style="list-style-type: none"> <li>DSWO, Udalguri; Joint Director of Health Services (JDHS), Udalguri &amp; Inspector of Schools, UDC, Udalguri to jointly carry out awareness programmes including erection of poster (Name and contact details of Nodal Officer) regarding PMMVY in English, Assamese &amp; Bodo language immediately and paste the posters in all prominent places of the district.</li> </ul>	DSWO, Udalguri Joint Director of Health Services, Udalguri & Inspector of Schools, UDC, Udalguri
	<ul style="list-style-type: none"> <li>The Chairman directed DSWO, Udalguri to take action against all actionable points of last DDC meeting within next 5 (five) days.</li> </ul>	DSWO, Udalguri
	<ul style="list-style-type: none"> <li>DSWO, Udalguri to share the list of AWCs with AGM, APDCL, Udalguri where electricity connection needs to be provided at the earliest.</li> </ul>	DSWO, Udalguri AGM, APDCL
Agriculture	<ul style="list-style-type: none"> <li>District Agriculture Officer, Udalguri to share Circle &amp; Registration point wise daily progress report of farmers' registration for paddy procurement.</li> </ul>	District Agriculture Officer, Udalguri
	<ul style="list-style-type: none"> <li>District Agriculture Officer, Udalguri to share daily status report of call centres for Farmers Registration.</li> </ul>	District Agriculture Officer, Udalguri
	<ul style="list-style-type: none"> <li>District Agriculture Officer, Udalguri to share status report of on spot registration of farmers in Block level meetings at the earliest.</li> </ul>	District Agriculture Officer, Udalguri
Fishery	<ul style="list-style-type: none"> <li>District Fishery Development Officer (DFDO), Udalguri informed the House that Udalguri district was awarded as Best district on Fish farming by Govt. of India and NFDB, Hyderabad under Best Hilly and North Eastern state category on the occasion of World fisheries Day, 21<sup>st</sup> November 2022 at Daman with a Certificate, Memento, Shawl and financial incentive of Rs. 3.00 lakh.</li> </ul>	District Fishery Development Officer (DFDO), Udalguri PD, DRDA
	<ul style="list-style-type: none"> <li>DFDO, Udalguri to submit potential list of Sites for Amrit Sarovar, to Addl. Deputy Commissioner (P&amp;RD), Udalguri at the earliest.</li> </ul>	
	<ul style="list-style-type: none"> <li>The Chairman further directed DFDO, Udalguri to expedite all developmental projects under Fishery department.</li> </ul>	
Animal Husbandry & Veterinary	<ul style="list-style-type: none"> <li>District Animal Husbandry &amp; Veterinary Officer (DAH&amp;VO), Udalguri briefly informed the house regarding progress of HS&amp;BQ, FMD, and Brucellosis vaccination and assured that FMD vaccination will be completed by 23<sup>rd</sup> December, 2022.</li> </ul>	District Animal Husbandry & Veterinary Officer (DAH&VO), Udalguri
Health	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to take appropriate action against ASHAs whose performance is below average and where Home deliveries are very high.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to ensure monitoring of attendance of all CHOs/ANMs and to direct them for daily uploading of pictorial evidence of attendance along with date &amp; time in a WhatsApp group created under the supervision of ADC (Health), Udalguri.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
	<ul style="list-style-type: none"> <li>All Circle Officers, Udalguri &amp; All Assistant Commissioners cum Executive Magistrates, Udalguri to make physical monitoring of Health Sub-Centers in a frequent manner.</li> </ul>	All COs/ ACs, Udalguri District
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to submit monthly progress report of all activities and projects being undertaken by the Department in next DDC meeting.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri.
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri instructed to critically examine the below average performance of concerned ASHAs and their Supervisors in reducing home delivery and affix</li> </ul>	Joint Director of Health Services (JDHS), Udalguri.



	responsibility on them. The Chair also directed Shri Nihir Boro, BTR Development Fellow also to work on the matter and to submit status report to ADC (Health), Udalguri.	
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to go through the provisions of PCPNDT ACT, 1994 and take necessary action against the 4 (four) nos. of non-functioning Ultrasound Centres at the earliest.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri.
	<ul style="list-style-type: none"> <li>JDHS, Udalguri to recheck and coordinate with DFO, Dhansiri Forest Division, Udalguri regarding the Elephant corridor issue cited by ASHAs and to find out a solution for increasing institutional deliveries in those villages.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to analyze the causes of Maternal Deaths (MMR) &amp; Child Death (IMR) and try to find out whether the cases were preventable or not. The Chair also directed JDHS, Udalguri to give a break up of "Other Causes" as mentioned in the PPT in next DDC Meeting for better remedial action.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
	<ul style="list-style-type: none"> <li>The Chair directed JDHS, Udalguri to make a Medical analysis, Geographical analysis &amp; Community analysis of Maternal Deaths &amp; Child Deaths and try to include those findings in the Annual Action of Plan.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to share list of villages/ areas where Ambulance is not reachable with Circle Officer, Harisinga Rev. Circle, Tangla &amp; EE, PWD (Roads), Udalguri at the earliest.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri EE, PWD (Roads)
	<ul style="list-style-type: none"> <li>Joint Director of Health Services (JDHS), Udalguri to provide 3 to 4 hrs refresher training regarding benefits of institutional delivery to ASHAs for strict implementation.</li> </ul>	Joint Director of Health Services (JDHS), Udalguri
Sports & Youth Welfare	<ul style="list-style-type: none"> <li>Sub-divisional Sports Officer, Udalguri informed the house that projects against which final installment has already been released will be completed within December, 2022.</li> </ul>	Sub-divisional Sports Officer, Udalguri
	<ul style="list-style-type: none"> <li>The Chair directed Sub-divisional Sports Officer, Udalguri to immediately expedite financial &amp; physical progress of the projects.</li> </ul>	Sub-divisional Sports Officer, Udalguri
District Industries & Commerce Centre (DICC)	<ul style="list-style-type: none"> <li>General Manager, DICC, Udalguri informed that the house regarding Bodoland Industrial Policy, 2019 and status of PMEGP (Prime Minister's Employment Generation Programme) 2022- 23; PM Formalization of Micro Food Processing Enterprise (PMFME) for the Year 2022-23; MSME Units under DICC, Udalguri with Employment Generation and other activities being implemented by the department.</li> </ul>	General Manager, DICC, Udalguri
	<ul style="list-style-type: none"> <li>The Chair directed GM, DICC, Udalguri to focus specially on the Food Processing Industries and prepare a plan for exploring the potentiality of the district in that aspect.</li> </ul>	General Manager, DICC, Udalguri
Irrigation	<ul style="list-style-type: none"> <li>The chairman directed Executive Engineer, Udalguri-Mazbat Division (Irrigation), to expedite all the ongoing project/ schemes implemented by both Divisions during this working season.</li> </ul>	Executive Engineer, Udalguri-Mazbat Division (Irrigation),
Public Health & Engineering	<ul style="list-style-type: none"> <li>The Chairman directed PHE Department, Tangla to share the complete list of schools where water supply is provided/ not provided.</li> </ul>	EE, PHE, Tangla Division
	<ul style="list-style-type: none"> <li>PHE Department, Tangla to expedite work and submit status report of 4 nos. of schools where water supply connection is still under progress before next DDC meeting to ADC (PHE), Udalguri.</li> </ul>	EE, PHE, Tangla Division
	<ul style="list-style-type: none"> <li>The Chairman directed PHE Department, Tangla to achieve FHTC target for the month of December, 2022.</li> </ul>	EE, PHE, Tangla Division
	<ul style="list-style-type: none"> <li>The Chairman also instructed the Department to complete pending 4 (four) nos. of Joint visit under Mazbat &amp; Borsola Dev. Block immediately for Water Users' Committee.</li> </ul>	EE, PHE, Tangla Division
	<ul style="list-style-type: none"> <li>PHE department to expedite the account opening process of Water Users' Committee and complete in stipulated time frame.</li> </ul>	EE, PHE, Tangla Division



District Child Protection Unit	<ul style="list-style-type: none"> <li>District Child Protection Officer, Udalguri to make a plan for convening at least 2 (two) nos. of awareness camps specially in Tea Garden areas every week in coordination with Syed Wasbir Subhani, ACS, Assistant Commissioner, Udalguri. The Chair also instructed SDO (Sadar), Udalguri to supervise the whole process.</li> </ul>	SDO (Sadar), Udalguri Syed Wasbir Subhani, ACS, Assistant Commissioner, Udalguri. DCPO, Udalguri
PWD (Building)	<ul style="list-style-type: none"> <li>AEE, PWD (Building), Udalguri to make necessary arrangement for inauguration of District Library Building in the first week of January, 2023.</li> </ul>	AEE, PWD (Building), Udalguri
	<ul style="list-style-type: none"> <li>AEE, PWD (Building), Udalguri to issue necessary instructions to PWD (Electrical) to complete electrification in 3 (three) nos. of Model Schools at the earliest.</li> </ul>	AEE, PWD (Building), Udalguri
Excise	<ul style="list-style-type: none"> <li>Superintendent of Excise, Udalguri to send official letter to Excise Department, Assam for providing additional breath analyzer for the district at the earliest.</li> </ul>	Superintendent of Excise, Udalguri
	<ul style="list-style-type: none"> <li>The Chairman instructed Superintendent of Excise, Udalguri to continue the massive enforcement drive against illicit liquor throughout the district in collaboration with the DTO, Udalguri and district administration.</li> </ul>	Superintendent of Excise, Udalguri
FCS&CA	<ul style="list-style-type: none"> <li>Dy. Director, FCS&amp;CA, Udalguri to make physical visit in Paddy Procurement Centres which are lagging behind and ensure timely achievement of the target set by the State government. The Chair also instructed Dy. Director, FCS&amp;CA, Udalguri to ensure that all PPC In-Charges should regularly visit the respective PPCs.</li> </ul>	Dy. Director, FCS&CA, Udalguri
Employment Exchange	<ul style="list-style-type: none"> <li>Employment Exchange Department informed the house regarding the status of vacancy notified and filled up in the year 2022.</li> </ul>	District Employment Officer, Udalguri
	<ul style="list-style-type: none"> <li>Shri Bhaskar Jyoti Mazumder, ACS, Assistant Commissioner, Udalguri to make physical visit to the Employment Exchange Office, Udalguri.</li> </ul>	Shri Bhaskar Jyoti Mazumder, ACS, AC, Udalguri
Water Resource	<ul style="list-style-type: none"> <li>The Chairman directed AEE, Water Resource Sub-Division, Udalguri to expedite the implementation of schemes/projects taken up under SDRF and NABARD.</li> </ul>	AEE, Water Resource Sub-Division, Udalguri
Soil Conservation	<ul style="list-style-type: none"> <li>Divisional Officer, Soil Conservation, Udalguri to expedite the various works of developmental projects being implemented.</li> </ul>	Divisional Officer, Soil Conservation, Udalguri
Handloom & Textile	<ul style="list-style-type: none"> <li>The Chairman directed Assistant Director, Handloom &amp; Textile, Udalguri to expedite the implementation process of schemes/ projects under taken by Handloom &amp; Textile Department, Udalguri.</li> </ul>	Assistant Director, Handloom & Textile, Udalguri
	<ul style="list-style-type: none"> <li>Assistant Director, Handloom &amp; Textile, Udalguri to share complete details of loan proposals rejected by Banks under MUDRA scheme with ADC (H&amp;T), Udalguri for further action at the earliest.</li> </ul>	Assistant Director, Handloom & Textile, Udalguri
Sericulture	<ul style="list-style-type: none"> <li>Assistant Director of Sericulture, Udalguri informed the house regarding monthly progress of activities taken up in the district under sericulture department. The chairman also instructed Assistant Director of Sericulture, Udalguri to ensure their timely completion.</li> </ul>	Assistant Director, Sericulture, Udalguri
Transport	<ul style="list-style-type: none"> <li>District Transport Officer (DTO), Udalguri to ensure completion of registration of Scooters distributed to the meritorious students in the district in coordination with IS, UDC, Udalguri within the district itself. ADC (Magistracy), Udalguri to send official letter to DTO, Udalguri to make necessary arrangement for the same.</li> </ul>	ADC (Magistracy), Udalguri District Transport Officer (DTO), Udalguri
	<ul style="list-style-type: none"> <li>District Transport Officer (DTO), Udalguri to carry out awareness activities in all Educational Institutions against Drunken Driving, non-wearing of Helmet etc.</li> </ul>	District Transport Officer (DTO), Udalguri
	<ul style="list-style-type: none"> <li>District Transport Officer (DTO), Udalguri also to collect a database of students having two wheelers from IS, UDC, Udalguri, if any.</li> </ul>	District Transport Officer (DTO), Udalguri
	<ul style="list-style-type: none"> <li>District Transport Officer (DTO), Udalguri to continue massive enforcement drive in all accident prone areas.</li> </ul>	District Transport Officer (DTO), Udalguri

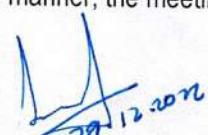


Town & Country Planning	<ul style="list-style-type: none"> <li>Assistant Director, T&amp;CP, Udalguri informed the house regarding GIS based draft Master plan of Tangla Town for 2041 which covers 18 nos. of villages with a population of 36716.</li> </ul>	Assistant Director, T&CP, Udalguri
	<ul style="list-style-type: none"> <li>Executive Officer, Tangla Municipal Board to coordinate with Assistant Director, T&amp;CP, Udalguri regarding Draft Master plan of Tangla Town.</li> </ul>	Assistant Director, T&CP, Udalguri
	<ul style="list-style-type: none"> <li>Assistant Director, T&amp;CP, Udalguri also to make physical visit to review the progress of PMAY-HFA (U) under Tangla Municipal Board &amp; Udalguri Municipal Board on regular basis &amp; submit the findings to the Chair.</li> </ul>	Assistant Director, T&CP, Udalguri
Tangla Municipal Board (TMB)	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to send pending 15 nos. of FTO for 2<sup>nd</sup> installment &amp; 33 nos. of FTO for 3<sup>rd</sup> installment under 1<sup>st</sup> DPR and 24 nos. FTOs for 2<sup>nd</sup> installment &amp; 34 nos. of FTOs for 3<sup>rd</sup> installment under 2<sup>nd</sup> DPR of PMAY-HFA (U) at the earliest after complying with all rules/ guidelines and submit compliance report before next DDC meeting.</li> </ul>	Executive Officer, TMB, Tangla
	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to complete pending Geo-tagging of Houses at completed level within next 5 (five) days and submit compliance report before next DDC Meeting.</li> </ul>	Executive Officer, TMB, Tangla
	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to mention date of 1<sup>st</sup> Installment, 2<sup>nd</sup> Installment &amp; FTO sent in next DDC meeting.</li> </ul>	Executive Officer, TMB, Tangla
	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to ensure that CPM, Udalguri attends Tangla Municipal Board for least 3 (three) days in a week.</li> </ul>	Executive Officer, TMB, Tangla
	<ul style="list-style-type: none"> <li>All Assistant Commissioners, Udalguri to make physical visit to review the progress of PMAY-HFA (U) at the earliest.</li> </ul>	All ACs, Udalguri
	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to recheck about the contingency for Geo-tagging of houses and engage more Geo-taggers, if needed.</li> </ul>	Executive Officer, TMB, Tangla
	<ul style="list-style-type: none"> <li>Executive Officer, TMB, Tangla to send official letter to Mission Director, PMAY (U), Assam with a request to ensure regularity in attendance of CPM, Udalguri and to mark a copy to Deputy Commissioner, Udalguri.</li> </ul>	Executive Officer, TMB, Tangla
Udalguri Municipal Board (UMB)	<ul style="list-style-type: none"> <li>Executive Officer, UMB, Udalguri to give complete details of PMAY-HFA (U) including date of 1<sup>st</sup> installment, 2<sup>nd</sup> installment, FTO from next DDC meeting.</li> </ul>	Executive Officer, UMB, Udalguri
	<ul style="list-style-type: none"> <li>Executive Officer, UMB, Udalguri to ensure completion of remaining 5 nos. of houses under 1<sup>st</sup> DPR at the earliest.</li> </ul>	Executive Officer, UMB, Udalguri
	<ul style="list-style-type: none"> <li>Executive Officer, UMB, Udalguri to ensure that remaining 5 nos. of beneficiaries under 2<sup>nd</sup> DPR will get the 1<sup>st</sup> installment at the earliest after complying with rules/guidelines and submit compliance report before next DDC meeting.</li> </ul>	Executive Officer, UMB, Udalguri
	<ul style="list-style-type: none"> <li>Executive Officer, UMB, Udalguri to send official letter to Mission Director, PMAY (U), Assam with a request to ensure regularity in attendance of CPM, Udalguri and to mark a copy to Deputy Commissioner, Udalguri.</li> </ul>	Executive Officer, UMB, Udalguri
APDCL	<ul style="list-style-type: none"> <li>AGM, APDCL, Udalguri to ensure complete electrification of remaining AWCs and Primary Schools under "Sonali Xaishab Bikkashit Axom under Ashtadash Mukutor Unnoyonee Maala Scheme" in coordination with the Heads of the Line Departments.</li> </ul>	AGM, APDCL, Udalguri
	<ul style="list-style-type: none"> <li>Smt. Nilakhi Baishya, ACS, Assistant Commissioner, Udalguri to make physical visit in Dimakuchi Model School to recheck the status of electrification and other basic facilities being availed and to submit the report before next DDC meeting.</li> </ul>	Smt. Nilakhi Baishya, ACS, Assistant Commissioner, Udalguri
ASLRM	<ul style="list-style-type: none"> <li>DPM, ASLRM to share the report of joint verification of FHTCs by SHGs with ADC (PHE) before next DDC meeting.</li> </ul>	DPM, ASLRM



Legal Meteorology	<ul style="list-style-type: none"> <li>The Assistant Controller of Legal Metrology, Udalguri explained briefly about the activities taken up by Legal Metrology in the District.</li> </ul>	Assistant Controller of Legal Metrology, Udalguri
Skill Development	<ul style="list-style-type: none"> <li>DPM, ASDM, Udalguri informed the house regarding details of training being provided in the district.</li> </ul>	DPM, ASDM, Udalguri
GST, Tangla Unit	<ul style="list-style-type: none"> <li>The Chairman directed Superintendent of Taxes, Tangla to check randomly big commercial establishments in Tangla Town area so that the cases of tax evasions can be detected.</li> </ul>	Superintendent of Taxes, Tangla
Miscellaneous	<ul style="list-style-type: none"> <li>All Heads of Offices to ensure that all Officers and Staffs of all Offices in district should wear Helmet &amp; Seat-Belt while travelling to/ from Office.</li> </ul>	All Head of Offices, Udalguri

With an urge to all the members present in the meeting to execute the things in a speedy manner, the meeting ended with vote of thanks from the Chair.

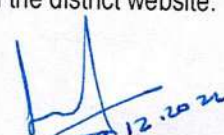
  
 Deputy Commissioner, Udalguri &  
 Secretary, BTR.

Date... 29.12.2022

Memo No.UDP/65/DDC/2022/31/5377

Copy to-

1. The Principal Secretary, BTR, Kokrajhar for favour of kind information.
2. The Staff Officer to Chief Secretary, Assam for kind appraisal.
3. The Secretary to the Government of Assam, Transformation & Development Department, Dispur, Guwahati-06 for kind information.
4. All Addl. Deputy Commissioners, Udalguri for information and necessary action.
5. The Sub-Divisional Officer (Sadar), Udalguri for information and necessary action.
6. All Assistants Commissioners, Udalguri 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.

  
 Deputy Commissioner, Udalguri &  
 Secretary, BTR.