

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

Date: 27th January, 2023

Time: 10.30 AM

Venue: Conference Hall, Deputy Commissioner's Office, Udalguri

Members Present: 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. Thereafter, the Chairman went through the Actions Taken by each department on the Minutes of previous District Development Committee (DDC) meeting held on 19th December, 2022.

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

Department	Decision Taken	Action to be taken by
Education	The Chairman directed Inspector of Schools, UDC, Udalguri to give special emphasis on rationalisation of teachers in a best possible manner so that the problem of single teachers can be reduced which will further help in imparting quality education to the students.	IS, UDC, Udalguri
	The Chairman also directed IS, UDC, Udalguri to give stress on obtaining clearance from the state government regarding distribution of school uniform for left out students before next DDC Meeting.	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri informed the house regarding present status of ongoing schemes under Civil Works Component, SSA Udalguri, 2021-22. Thereafter, EE, PHE, Tangla informed the house that work of water supply connection in 13 nos. of left out schools has already been started and work in 7 nos. of schools is yet to be started. Further the Chairman directed EE, PHE, Tangla division, Tangla to immediately start the work in those 7 nos. of schools & instructed to complete water supply connection in all 20 nos. of schools on or before 8th February, 2023.	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri to re-verify the submitted list of schools where drinking water facility is not available and submit the updated list to ADC (Education) if any.	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri to submit an enquiry report regarding broken floor of Bhairabkunda LP School within next 5 (five) days.	IS, UDC, Udalguri
	The Chairman instructed IS, UDC, Udalguri to prepare a plan of action regarding Bank Account opening of students at the earliest and submit the same before next DDC Meeting.	IS, UDC, Udalguri
	The Chairman directed IS, UDC, Udalguri that Mid Day Meal should be regular in schools. He also instructed IS, UDC, Udalguri to send official letter addressing all Head Teachers to ensure regularity of Mid Day Meal in schools and to submit compliance report within next 7 (seven) days	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri to issue an official order for checking regularity of Mid Day Meal engaging DPOs & SIs to visit 5(five) schools every day for one week during Mid Day Meal session and upload daily report along with pictorial evidence in the group. The Chairman also directed IS, UDC, Udalguri to select Schools for daily visit and to prepare a standard checklist for the said visit at the earliest.	IS, UDC, Udalguri
	The Chairman directed IS, UDC, Udalguri to conduct Mock Test in all Schools which are due for examination and to motivate Principals & Head Teachers to improve their performance. He also instructed IS, UDC, Udalguri to prepare a complete plan of action for improving the overall result of the district and submit the same by evening on 27th January, 2023.	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri to ensure that the all those schools whose result is poor in the Matriculation & Higher Secondary Examinations should have a double session i.e., Morning & a Evening Special session of minimum 3 (three) hrs. The Chairman further directed IS, UDC, Udalguri to fix that responsibility on Head Teachers & Principals of such Schools and to issue an official order for the same.	IS, UDC, Udalguri

Education	The Chairman requested all Officers of District Administration & Head of Offices, Udalguri to visit one school each whose result is poor and which is due for High School and Higher Secondary examination. He also urged all Officers present in the meeting to motivate the students for coming out of mental barriers & to work hard specially in subject in which they are weak. IS, UDC, Udalguri to prepare a complete plan of 1 (one) month covering all govt. schools by mentioning Date of Visit, Name of Officers, Name of School & contact details of Head Teachers/ Principals accordingly at the earliest.	IS, UDC, Udalguri
	The Chairman also directed IS, UDC, Udalguri to constitute a core team of 5 (five) teachers to find out easy/ moderately easy questions of that specific paper in which students are weak so as to help them to pass the examination.	IS, UDC, Udalguri
	The Inspector of Schools, UDC, Udalguri to prepare a Solved Answer Sheet of previous 5 (five) years question papers and to share among the students within a stipulated time frame of 1(one) week.	IS, UDC, Udalguri
	The Chairman directed IS, UDC, Udalguri not to sanction any leave of the Teachers of those Govt. Schools which have High School and Higher Secondary examinations for next 1 (one) month except in medical or family emergency and ask them to prepare a list of students along with the name of subject they are likely to fail in the examination.	IS, UDC, Udalguri
SOCIAL WELFARE	The District Social Welfare Officer, Udalguri to immediately process for fund release of 1st installment of 5 nos. of New Model AWCs viz Gersong, No.1 Panimudi, Daimajuli, Angrajuli, Kachubil Nepaligaon	DSWO, Udalguri
	The District Social Welfare Officer, Udalguri to submit month wise progress of PMMVY before next DDC meeting. The Chairman also directed DSWO, Udalguri to closely monitor the performance of the district under PMMVY.	DSWO, Udalguri
	The Chairman directed Smt. Kranti Devi, ACS, AC, Udalguri to visit One Stop Centre, Udalguri and to check Cases registered, Pendency, Attendance, Indoor occupancy etc and submit compliance Report before next DDC meeting	Smt. Kranti Devi, ACS, AC, Udalguri DSWO, Udalguri
	The District Social Welfare Officer, Udalguri to ensure that work under all projects shall continue and to visit remaining AWCs under construction before next DDC meeting.	DSWO, Udalguri
P&RD	The Chairman directed Project Director, DRDA, Udalguri to improve the performance in respect of Person Days generation under MGNREGA which has significantly fallen in the month of January, 2023. He also directed all BDOs, Udalguri District and specially BDOs of Bhergaon/ Kalaigaon/ Udalguri Dev Block which had a major fall compared to other Blocks in the month of January, 2023 to push up the performance on the same.	PD, DRDA, Udalguri All BDOs, Udalguri district
	The Chairman directed PD, DRDA, Udalguri & BDO, Mazbat Dev Block to complete remaining 9(nine) nos. of project under Amrit Sarovar at the earliest.	PD, DRDA, Udalguri BDO, Mazbat Dev. Block
	The Project Director, DRDA, Udalguri to start the work and generate the bill against 17 nos. of DPR which are already approved at the earliest.	PD, DRDA, Udalguri
	The Block Development Officer, Mazbat Dev. Block is instructed to complete the gap in 1st installment i.e. 83 under PMAY-G (Old PWL) within next 5 (five) days.	PD, DRDA, Udalguri BDO, Mazbat Dev. Block
	The Block Development Officer, Udalguri Dev. Block is instructed to complete gap in 1st installment i.e. 22 under PMAY-G (Old PWL) within next 5 (five) days.	PD, DRDA, Udalguri BDO, Udalguri Dev. Block
	The Chairman directed all BDOs, Udalguri district to call the beneficiaries in the office itself to resolve the issue regarding mismatch of bank account under PMAY-G and to solve the same immediately. He also instructed BDOs to facilitate opening of new bank account, if matter cannot be rectified.	PD, DRDA, Udalguri All BDOs, Udalguri
	The Chariman further directed BDO, Mazbat/ Udalguri Dev. Block to immediately expedite in completing gap in 2nd installment i.e., 206 & 184 under PMAY-G (Old PWL) respectively. He also directed BDOs to push the beneficiaries to complete the house upto the level after which 2nd installment can be released.	PD, DRDA, Udalguri BDO, Udalguri Dev. Block BDO, Mazbat Dev. Block

	The Chairman directed all BDOs, Udalguri district to take Daily review of the progress under MGNREGA, PMAY-G etc at block level and make that a general routine which will eventually help in increasing the overall District performance.	PD, DRDA, Udalguri All BDOs, Udalguri
P&RD	The Block Development Officer, Bhergaon/Kalaigaon/ Rowta Dev. Block to push up the performance under Kutcha House for the year 2021-22 and to substantially reduce the gap between 3rd installment & completed which currently stands at 1997, 1343, 1102 respectively before next DDC Meeting.	PD, DRDA, Udalguri BDO, Kalaigaon Dev. Block BDO, Bhergaon Dev. Block
	The Chairman directed BDO, Udalguri Dev Block to increase the performance of the block for PMAY-G under Kutcha House for the year 2021-22 as it is currently stands below Average.	BDO, Udalguri Dev. Block
	The Project Director, DRDA, Udalguri to re-check the monthwise achievement percentage of Aadhar seeding and segregate it properly before next DDC meeting	PD, DRDA, Udalguri
	All BDOs, Udalguri District to complete 100% Aadhar seeding under NSAP at the earliest. The Chairman directed all BDOs, Udalguri district to mobilise & utilise BTR Development Fellows in monitoring of Aadhar seeding.	PD, DRDA, Udalguri All BDOs, Udalguri
Agriculture	The District Agriculture Officer, Udalguri to share the list of 6605 nos. of farmers with LDM, Udalguri against which PM KISAN e-KYC is pending for necessary updation.	DAO, Udalguri
	The District Agriculture Officer, Udalguri to include achievement of PMKSY in the PPT from next DDC Meeting	DAO, Udalguri
	The Chairman directed DAO, Udalguri to continue Agriculture Call Centres and to closely monitor their Daily progress.	DAO, Udalguri
	The Chairman directed DAO, Udalguri to collect the report regarding Nos./ list of farmers getting benefit under PM KISAN before next DDC meeting .	DAO, Udalguri
	The District Agriculture Officer, Udalguri to chalk out a complete plan to cover all the remaining farmers of the District under PM-KISAN. The Chairman further instructed DAO, Udalguri to coordinate with Shri Biraj Boruah, ACS,ADC, Udalguri; Syed Wasbir Subhani, ACS, AC, Udalguri & all Circle Officers, Udalguri district for the same .	DAO, Udalguri
ASLRM	The Chairman directed DPM, ASLRM to expedite the SHG Bank loan disbursement process in coordination with LDM, Udalguri	DPM, ASLRM, Udalguri
Animal Husbandry & Veterinary	The District Animal Husbandry & Veterinary Officer (DAH&VO), Udalguri to share daily progress report of FMD Vaccination under NADCP with Shri Biraj Boruah, ACS, ADC, Udalguri. The Chairman directed the team to expedite the FMD Vaccination in the district.	DAH&VO, Udalguri
Sports	The House noted the absence of District Sports Officer, Udalguri in DDC Meeting and with no prior intimation.	ADC (Dev.), Udalguri
	The Chairman directed Sub-Divisional Sports Officer (SDSO), Udalguri to share Monthwsie progress report of each projects being implemented by the Department with Shri Biraj Boruah, ACS, ADC, Udalguri by evening 7.30 PM on 27th January, 2023.	DSO, Udalguri SDSO, Udalguri
	The Sub-Divisional Sports Officer (SDSO), Udalguri to send letter to the Construction Committees to submit Bills, Vouchers, Utilization Certificate, Completion Report etc for release of final installment at the earliest.	DSO, Udalguri SDSO, Udalguri
Excise	The Superintendent of Excise, Udalguri informed the house regarding nos. of case detection, nos. of person arrested & revenue collected in the month of December, 2022. The Chairman directed the team for effective enforcement by Excise officials.	Superintendent of Excise, Udalguri
PWD (Building)	Executive Enginner, PWD, Building & NH, Udalguri-Baksa Territorial Building division, Udalguri informed the house that "Construction of Grade-III & Grade-IV Staff Quarter 12 units with earth filling and Community Hall at DC Office Campus", Udalguri will be completed within next 2 (two) months.	Executive Enginner, PWD (Building & NH), Udalguri-Baksa district Territorial Building division, Udalguri
PWD (Building)	Executive Enginner, PWD, Building & NH, Udalguri-Baksa Territorial Building division, Udalguri informed the house that District Library has already been handed over to the concerned authority.	

Handloom & Textile	The Assistant Director, Handloom & Textile, Udalguri informed the house regarding monthly progress of various schemes being implemented in the district under Handloom & Textile Department. The Chairman directed Assistant Director, Handloom & Textile, Udalguri to expedite the implementation of all projects.	
Public Health Engineering	Executive Engineer, PHE, Tangla division, Tangla informed the house that Jal Jeevan Survekshan is completed in all villages except 1 (one) village in Kalaigaon Dev. Block & 2 (two) villages in Bechimari Dev. Block. The Chairman accordingly instructed EE, PHE, Tangla to complete the same at the earliest.	EE, PHE, Tangla division, Tangla
Sericultre	The Chairman directed Assistant Director of Sericulture, Udalguri to ensure the timely completion of various schemes being implemented in the district under Sericulture Department.	Assistant Director of Sericulture, Udalguri
GST (Tangla) Unit	The Assistant Commissioner of Sales Tax, Tangla to submit collection of revenue under GST & Non- GST head in the month of December, 2022 at the earliest.	Assistant Commissioner of Sales Tax, Tangla
Soil Conservation	Divisional Officer, Soil Conservation, Udalguri informed the house regarding monthly progress of various schemes being implemented in the district under the Department. The Chairman directed Divisional Officer, Soil Conservation, Udalguri to ensure their timely completion.	Divisional Officer, Soil Conservation, Udalguri
Forest	Divisional Forest Officer, Dhansiri Forest Division, Udalguri to showcase status report of implementation of Forest Rights Act.2006 seperately in the next DDC Meeting	DFO, DFD, Udalguri
	The Chairman also informed that a special review meeting on implementation of Forest Rights Act. 2006 will be held on 30th January, 2023 and directed DFO, Udalguri to attend the same along with all up to date relevant reports.	DFO, DFD, Udalguri
	The house also took cognizance of the poor performance of the Department in implementation of FRA.2006 and the Chairman directed DFO, Udalguri to expedite the implementation immediately.	DFO, DFD, Udalguri
APDCL	AGM, APDCL, Udalguri informed the house regarding progress of various schemes being implemented in the district under the Department. The Chairman directed AGM, APDCL, Udalguri to ensure their timely completion.He also directed AGM, APDCL, Udalguri to attend the meeting on 30th Janary, 2023 at 11AM to discuss the issue of pending forest clearence from DFO in respect of Bargaon.	AGM, APDCL, Udalguri
Cooperation Department	The District Deputy Registrar of Cooperative Societies, Udalguri informed the house that 7 nos. of Office branches under ABSS have been seized & sealed and Audit has already been completed against 6 nos. of office branches. The Chairman accordingly directed District Deputy Registrar of Cooperative Societies, Udalguri to complete the audit against pending 1 (one) number Office branch at the earliest.	District Deputy Registrar of Cooperative Societies, Udalguri
Town & Country Planning	Assistant Director, T&CP, Udalguri to follow up the matter of recruitment of City Project Officer (CPO) in Udalguri Municipal Board & Tangla Municipal Board with Shri Ractim Buragohain, ACS, ADC (Dev), Udalguri. The Chairman also requested Shri Ractim Buragohain, ACS, ADC (Dev), Udalguri to send official letter to Principal Secretary, BTR, Kokrajhar for the same.	Shri Ractim Buragohain, ACS, ADC (Dev), Udalguri Assistant Director, T&CP, Udalguri
Udalguri Municipal Board	The Executive Officer, UMB, Udalguri informed the house that out of pending 5(five) nos. of houses under 1st DPR, 2 nos. of houses have been completed. The Chairman accordingly directed Executive Officer, UMB, Udalguri to complete the remaining 3 nos. of houses at the earliest.	Executive Officer, UMB, Udalguri
Udalguri Municipal Board	The Executive Officer, UMB, Udalguri to submit total nos. of houses completed in the month of December, 2022 & January, 2023 in next DDC meeting.	Executive Officer, UMB, Udalguri
Tangla Municipal Board	The Executive Officer, TMB, Tangla informed the house that 15(fifteen) nos. of houses have been completed in the month of December, 2023 under PMAY-HFA (U).	
Health	The Chairman expressed dissatisfaction over the non-compliance with the instruction of the authority to complete the 27 (twenty seven) nos. of pending Maternal Death Review till date and directed JDHS, Udalguri to complete the 27 (twenty seven) pending Maternal Death Review and submit compliance report at the earliest.	JDHS, Udalguri

Irrigation, Udalguri-Mazbat Division	The Chairman directed Executive Engineer, Irrigation, Udalguri-Mazbat Division to expedite ongoing projects/ Schemes implemented by the Division during this working season.	EE, Irrigation, Udalguri-Mazbat Division
Irrigation, Panery-Kalaigaon Division	The Chairman directed Executive Engineer, Irrigation, Panery-Kalaigaon Division to expedite ongoing projects/ Schemes implemented by the Division during this working season.	EE, Irrigation, Panery-Kalaigaon Division
FCS&CA	The Chairman requested Shri Biraj Boruah, ACS, ADC (FCS&CA), Udalguri to convene a separate meeting with Officials of FCS&CA Department along with In-Charge, Bhakatpara/ Rowta/ Tangla/ Kalaigaon PPC & All Millers Association on 30th January, 2023 at 12.00 Noon regarding Paddy procurement, installation FRK rice Blending machines etc.	Shri Biraj Boruah, ACS, ADC (FCS&CA), Udalguri Dy. Director, FCS&CA, Udalguri
	The Chairman directed Deputy Director, FCS&CA, Udalguri to expedite ongoing projects/ Schemes implemented by the Department during this working season.	Dy. Director, FCS&CA, Udalguri
Transport	The District Transport Officer, Udalguri to submit Road Safety Report for the month of January, 2023 at the earliest.	DTO, Udalguri
	The District Transport Officer, Udalguri to critically analyse the reasons of accidents/ fatality etc. in the district for the month of January, 2023 for submission of speed breaker proposals to the Executive Engineer, PWD, National Highway Division, Rangia.	DTO, Udalguri
LDM	LDM, Udalguri to submit realistic figures of the district in respect of schemes being implemented by the Department before next DDC meeting.	LDM, Udalguri
RSETI	The Director, RSETI, Udalguri informed the house regarding details of training being provided & nos. of persons being trained in the district.	
Water Resource	The Chairman directed Assistant Executive Engineer, Water Resource Sub-Division, Udalguri to expedite ongoing projects/ Schemes implemented by the Division during this working season and also directed to mention tentative date of completion of the projects in next DDC Meeting.	AEE, Water Resource Sub-Division, Udalguri
Legal Meterology	The Assistant Controller of Legal Meterology, Udalguri explained briefly about the activities taken up by the department in the district.	
108 Services	The District Manager, 108 Services informed the house regarding the performance of EMRI GREEN Health Services in the district, trip per ambulance per day and Response time in Rural & Urban areas of the district. The Chairman directed to improve the Response time in Rural & Urban areas of the district accordingly.	District Manager, 108 Services
PWD (Roads)	Executive Engineer, PWD (Roads), Udalguri informed the house that work under PMGSY will be completed by 31st March, 2023.	Executive Engineer, PWD (Roads), Udalguri
Industry & Commerce	The Chairman directed General Manager, DICC, Udalguri to bring Bank & Branch wise pending details of PMEGP in the next DDC meeting.	GM, DICC, Udalguri
Library	The District Librarian, Udalguri informed the house regarding various activities being undertaken by the department.	
Skill Development	DPM, ASDM, Udalguri informed the house regarding details of training being provided in the district.	
Fishery	The District Fishery Development Officer, Udalguri informed the house that 1 (one) new pond will be completed within next 10 (ten) days under PMMSY, 2021-22	DFDO, Udalguri

With an urge to all the members present in the meeting to work collectively for bridging the gap in implementation of various developmental works, the meeting ended with vote of thanks from the Chair

**Sd/-**  
Deputy Commissioner,  
Udalguri &  
Secretary, BTR.  
Dated:0410212023.

Memo No.UDP/65/DDC/2022/46

**Copy to:-**

1. Hon'ble CEM, BTR for kind information.
2. Hon'ble Chief Secretary, Assam for kind information.
3. The Principal Secretary, BTR, Kokrajhar for favour of kind information.

4. The Secretary to the Government of Assam, Transformation & Development Department, Dispur, Guwahati-06 for kind information.
5. All Addl. Deputy Commissioner, Udalguri District for information and necessary action.
6. The Sub-Divisional Officer (Sadar), Udalguri for information and necessary action.
7. All Head of Offices, Udalguri District for information and necessary action.
8. All members present for necessary action.
9. The District Informatics Officer (DIO), NIC, Udalguri. He is requested to upload the minutes in the district website.
10. Office copy.

**Sd/-**

Deputy Commissioner,  
Udalguri &  
Secretary, BTR.