

**MINUTES OF THE DDC MEETING FOR THE MONTH OF JULY, 2022 HELD ON 18/08/2022 AT  
11:00 AM IN THE SUKAFI CONFERENCE HALL OF DEPUTY COMMISSIONER'S OFFICE,  
SIVASAGAR**

Members present: List enclosed.

The DDC meeting for the month of **July, 2022** was held on 18/08/2022 which was chaired by Sri Subhan Goala, ACS, DDC, Sivasagar.

Thereafter, all the reports and Power point presentations received from various departments were reviewed and all inter and intra departmental issues were discussed and the following actionable points were emerged in the DDC meeting.

**A. Agriculture Department :**

1. The department will henceforth ensure active involvement of the PRI institutions during selection of new beneficiaries in all the departmental schemes so that a wide section of new beneficiaries could be covered. The HoDS of all the other departments will take similar steps as regards to selection of beneficiaries.
2. The DAO, Sivasagar will take up with CEO, ZP for creating awareness among the farmers about multiple cropping.
3. The DAO will involve all ADOs to ensure 100% seeding of AADHAAR.
4. As grievances are repeatedly received against some millers regarding purchasing of rice at a lower price from the farmers, the DAO, Sivasagar will cause an enquiry and submit report within 10 (ten) days.

**(Action: CEO, ZP, Sivasagar, DAO, Sivasagar and all HoDs, Sivasagar)**

**B. Power Department (APDCL) :**

1. As the APDCL authority has already submitted an estimate amounting to Rs. 30.00 Lakh for a dedicated power line for Sivasagar Civil Hospital, the Jt. Director of Health Services/DPM, NHM will do the needful.
2. The Department will do the needful for completion of electricity connection in all remaining Schools/ AWCs in consultation with IS/DEEO/DSWO.

**(Action: DGM, APDCL, Sivasagar, JDHS, Sivasagar, I.S/DEEO/DSWO, Sivasagar, DPM, NHM, Sivasagar)**

**C. Industries and Commerce Department (DICC) :**

1. As discussed in the last DDC meeting, the GM, DICC will take necessary steps for increase of at least 2 (two) millers per LAC to expedite the Paddy procurement process.
2. It is reiterated that the GM, DICC will involve his extension officers for identification of land for godown and submit proposal through the Circle Officers concerned.

**(Action: Circle Officer(all), Sivasagar and GM, DICC, Sivasagar)**

**D. Veterinary Department :**

1. The Department will fully operationalize the Demow Duck hatchery with community participation by end of August, 2022 without fail.
2. The department will complete all types of vaccination as per schedule.
3. The Department will carry up special camp with the help of PRI institutions to create awareness among public about JE/ ASF.
4. The Dist. A.H. & Vety Officer, Sivasagar will take up with LDM, Sivasagar as regards to disposal of pending KCC issues at bank level.

**(Action: Dist. A.H. & Vety Officer, Sivasagar and LDM, Sivasagar)**

**E. Education (Elementary and Secondary) Department :**

1. The DEEO/Inspector of schools will share the list of schools that were left from electrification and drinking water facility with the APDCL and PHE department.
2. In spite of repeated instructions given from time to time, some schools/ AWCs of border areas were not electrified and not connected with drinking water facility. The DEEO/IS will cause a survey and submit the list of such schools before the next DDC meeting positively.

**(Action: DEEO/ Inspector of Schools, Sivasagar)**

**F. Public Health Engineering Department :**

1. The Department will ensure drinking water facilities in all the remaining Tea garden model schools/Schools/ AWCs within August, 2022.
2. The EE, PHE will submit the list of toilets constructed under CSR fund by 25/08/2022.

**(Action: EE, PHE, Sivasagar & AEE, PHE, Nazira)**

**G. Public Works Department:**

1. As directed in the last DDC meeting, the department will ensure geo-tagging of all roads as advised by the Govt. in the recent past.

**(Action: EE, PWD Sivasagar-Thowra/Amguri-Nazira Territorial Road Divisions)**

**H. Food, Civil Supplies and Consumer affairs Department :**

1. The Department will give emphasis in increasing paddy procurement.
2. The Superintendent i/c, FCS & CA will complete the remaining AADHAAR seeding of Ration Cards by next DDC meeting. ADC (i/c FCS&CA) will monitor the works and provide adequate support.

**(Action: The ADC (i/c), FCS & CA, Sivasagar and Supdt.(i/c), FCS & CA, Sivasagar)**

**I. Water Resources Department :**

1. The EE, WR Division, Sivasagar will immediately start the remaining works in vulnerable embankment and dykes after the flood season preferably by end of September, 2022.
2. It is reiterated that the EE, WRD, Sivasagar will prepare and submit an artificial flood mitigation proposal for Sivasagar town and submit the same to the Deputy Commissioner. The EO, SMB will support.

**( Action: The EO, SMB, Sivasagar and EE, WRD, Sivasagar)**

**J. Forest Department :**

1. Henceforth, all tree trimming activities in offices, other Govt. installations will be taken up by the respective departments after taking an NOC from the DFO(T), Sivasagar.

**(Action: DFO(T), Sivasagar)**

**K. Fishery Department :**

1. It is reiterated that the DFDO will immediately take necessary step for netting, catching and distribution of Guppy fishes in the interest of destruction of mosquito larvae causing many vector borne diseases.

**(Action: DFDO, Sivasagar)**

**L. Rural/ Urban Livelihood (ASRLM):**

1. The DPM, ASRLM will arrange a mega credit camp by September, 2022.

**(Action: DPM, ASRLM, Sivasagar)**

**M. Soil Conservation Department :**

1. The Department must involve the PRI institutions while implementation of the schemes as no co-ordination is found in field level with the stake holding departments.

**(Action: Divisional Officer, Soil Conservation, Jorhat.)**

**N. Pollution Control Department :**

1. The Department will henceforth carry out awareness programme involving the PRI institutes.
2. The departments will immediately close the Hotels having no ETP.

**(Action: EOs of all BMs and APCB, Sivasagar)**

**O. Sericulture Department :**

1. The ADS will take up with CEO, ZP, Sivasagar for development of Community Muga reeling at Bokota as discussed in earlier meeting.
2. ADS will submit the details of departmental farms within 7 (seven) days.

**(Action: ADS, Sivasagar)**

**P. Handloom & Textile Department :**

1. It is reiterated that the Department will take up with National Institute of Design, Jorhat to impart training of design to the desirous persons and submit action taken report by end of this month.

**(Action: Asstt. Director, H&T, Sivasagar)**

**Q. State Archaeology Department :**

1. The Sr. C.O, State Archaeology will submit a report in connection with the approach road issue of Archaeological site at Kalugaon.

**(Action: Sr. C.O, Zonal Office, Directorate of Archaeology, Na-Pukhuri, Sivasagar)**

**R. Archaeological Survey of India :**

1. It is reiterated that the Sr. C.A, ASI, Sivasagar Sub-Circle will take up proposal on illumination for Ranganath Dol and Ghanashyam's House under Assam Darshan in consultation with Sri Bitupan Neog, ACS, ADC, Sivasagar.

**(Action: Sr. C.A, ASI, Sivasagar Sub-Circle)**

**S. Tourism Department :**

1. The TIO, Sivasagar will take up with the major tour operators before the start of tourist season to increase the footfall of domestic and international tourists in the district.

**(Action: TIO, Sivasagar)**

**T. Public Works Department (Buildings)**

1. The EE, PWD (B), Sivasagar will do the needful to complete the GNM Hostel at Sivasagar Civil Hospital.

**(Action : EE, PWD(B), Sivasagar)**

**U. Labour Department :**

1. The ALC, Sivasagar with the help of Tea Garden Managements will identify the list of TGL people which were not enrolled in AADHAAR and enroll them by end of this month.

**(Action: ALC, Sivasagar)**



**V. Social Welfare Department**

1. Subject to availability of adequate infrastructure, the DSWO, Sivasagar will do the needful for shifting to AWCs in consultation with the DEEO/IS to adjacent schools closed due to amalgamation  
(Action: DEEO/IS, Sivasagar & DSWO, Sivasagar)

**W. Health & Family Welfare Department**

1. The Joint Director of Health Services, Sivasagar will personally monitor all preventive measures to be taken up to control/ mitigate the vector borne diseases.  
(Action: JDHS, Sivasagar)

**General Discussion and actionable points:**

1. All concerned Departments will submit report for District Monitorable Index for the month by 2<sup>nd</sup> day of next month without fail.
2. It is reiterated that all the heads of departments must submit their report and Powerpoint presentation 5 (five) days ahead of the next DDC meeting without fail.  
With a request to all heads to work as a team with inter-departmental coordination, the DDC meeting was ended with a vote of thanks from the chair.

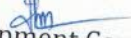
  
Dist. Development Commissioner,  
Sivasagar

Dated: Sivasagar, the 30<sup>th</sup> August, 2022

Memo No: SIV(P).07/2019/154 (A)

Copy to:-

1. The Guardian Secretary, Sivasagar District for favour of kind information.
2. The Commissioner, Upper Assam Division, Jorhat for favour of kind information.
3. The Director (Evaluation and Monitoring), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
4. The Director (DCP), Transformation & Development Department, Assam, Dispur, Guwahati-6 for kind information.
5. P.S. to the Hon'ble Education Minister of Assam and Guardian Minister, Sivasagar for information and kind appraisal of Hon'ble Minister.
6. The DIO (i/c), NIC, Sivasagar for uploading in the District website.
7. The members of District Development Committee for information and necessary action.
8. The CA to DC, Sivasagar for kind appraisal of Deputy Commissioner, Sivasagar.

  
Dist. Development Commissioner,  
Sivasagar