

**MINUTES OF DDC MEETING, BISWANATH DISTRICT
HELD ON 08-10-2021 AT 12.00 NOON
IN THE CONFERENCE HALL OF
OFFICE OF THE DEPUTY COMMISSIONER, BISWANATH**



ATTENDANCE AT ANNEXURE-I

The DDC meeting was held under the Chairmanship of the Deputy Commissioner, Biswanath, on 08/10/2021 at 12.00 noon in the Conference hall of the office of the Deputy Commissioner, Biswanath. The meeting was attended by CEO, Biswanath Zilla Parishad, Biswanath, ADC (Rev.) Biswanath, Smti. Ananya Lahkar, ACS, Assistant Commissioner, Biswanath, Dr. Bhupali Kashyap, ACS, Assistant Commissioner, Biswanath and officials of all the departments in Biswanath District.

➤ After detailed discussion, the following resolutions have been taken department wise :

Sl. No.	Department	Resolutions
1	AGRICULTURE	<ul style="list-style-type: none"> ➤ Till date 23100 PM-KISAN forms have been verified. DAO, Biswanath is directed to conduct farmer's awareness camp on PM-KISAN in the areas of Tea Garden & Char areas. ➤ Tea management group may be created to seek co-operation from the tea gardens regarding document submission with regard to PM-KISAN. ➤ DAO, Biswanath is further directed to publish untraceable beneficiaries in one daily News Paper. ➤ DAO is further directed to complete all the field verification on PM-KISAN by 15th Oct. 2021. He is directed to give direction to ADOs for achieving the target if not completed. ➤ Regarding Paddy Procurement Center, farmer's awareness in standardized manner on registration, Payment, Sale, MSP etc. may be conducted ADO Circle wise. Concrete plan must be created for execution of paddy procurement awareness etc. throughout the district. PRI members should be included during awareness program on paddy procurement. ➤ The proposal for one rake point at Biswanath Chariali to be sent to the Directorate for smooth procurement of fertilizers. Proposal for FPC on organic cultivation also be sent to the director. A meeting on organic farmers should be convened within 15 days from the issue of the minutes. ➤ Identify items to be exported and to increase the quantity of products to be exported. ➤ District export committee on agriculture should be convened. ➤ Payment to vendors must be disbursed immediately. ➤ DAO, Biswanath is directed to inspect whether tractors distributed under CMSGUY is used by the respective groups or has been used for personal use and submit a report to the Deputy Commissioner, Biswanath. ➤ All the PM-KISAN beneficiaries must get KCC for availing benefits.
2	PHE	<ul style="list-style-type: none"> ➤ The Executive Engineer, PHE, Biswanath Chariali Division, is directed to conduct cross departmental verification with the help P&RD technical staff on the schemes taken up by PHE and submit a report to the Deputy Commissioner, Biswanath. ➤ Regarding 97 nos. of schemes in the Tea Gardens under JJM, identification of areas as per co-ordinates, location, Dag and Patta no. may be done. ➤ The water supply schemes in schools in Biswanath District must be completed by November 15, 2021 and in Anganwadi Centers must be completed by end of November 2021. ➤ Water testing in the district may be increased.
4	HEALTH	<ul style="list-style-type: none"> ➤ The AEE, PWD (B), Biswanath Chariali is directed to monitor the progress of District Hospital, Biswanath and submit report to the Deputy Commissioner, Biswanath. ➤ The Joint Director of Health Services, Biswanath is directed to conduct joint review meeting with the tea Garden management giving special focus on


		<p>health camp and take necessary steps for severely malnourished identified by Social Welfare department. He is further directed to bring status report of Atal Amrit Abhiyan and Pradhan Mantri Ayushman Bharat scheme in every DDC meeting.</p> <ul style="list-style-type: none"> ➤ The Joint Director of Health is directed to hold interaction with Doctors, GNMs, ANMs etc. Death audit must be properly monitored. Monitoring of IMR & MMR in Biswanath District must be done immediately. ➤ With regard to Anemia special focus must be given to Tea Garden areas. Health camps to be organized. ➤ The Joint Director of Health services, Biswanath is directed to move Health Department for appointment of District TB Officer and District Malaria Officer for Biswanath District. ➤ The Deputy Commissioner directed that officers may be deputed to inspect health institutions in Biswanath District regarding health facilities and hygiene.
5	PWD(R)	<ul style="list-style-type: none"> ➤ The Executive Engineer is directed to get NOC from Gingia Tea Estate regarding construction of PMGSY road. While having discussion with tea garden matters, the issues of PWD (R) may be discussed. ➤ The EE, PWD (R), Biswanath is directed to construct speed breakers at all the approach road connecting to National Highway.
6	PWD (B)	<ul style="list-style-type: none"> ➤ The EE, PWD (B), Tezpur Division is directed to complete the Stadium at Ghahigaon. The meeting with concerned contractors for the delayed works must be conducted. The Deputy Commissioner, Biswanath directed EE, PWD (B), Tezpur Division to gear up the works under his jurisdiction and every month review must be done and submit report to the Deputy Commissioner, Biswanath.
7	IRRIGATION	<ul style="list-style-type: none"> ➤ The AEE, Irrigation, Biswanath is directed to identify the existing schemes for renovation under MGNREGA for irrigation under his jurisdiction. He is further directed to monitor the scheme and ensure that the quality of the scheme is maintained. ➤ Meeting of vigilance and monitoring committee to be convened immediately.
8	ENVIRONMENT & FOREST	<ul style="list-style-type: none"> ➤ The Deputy Commissioner, Biswanath directed to submit the list regarding planting 75 Saplings in each school, college, offices etc. The office under Biswanath District may take up necessary steps for planting 75 saplings in their respective offices. The meeting for DMFT may be conducted at an early date.
9	TRANSPORT	<ul style="list-style-type: none"> ➤ The Deputy Commissioner, Biswanath directed DTO Biswanath to achieve the assigned target on revenue collection. He is further directed to ensure that the registration of vehicles of Biswanath District is registered under DTO Biswanath and if any vehicles registered under other district may be transferred under DTO Biswanath. A transfer drive may be conducted in the district to increased registration under Biswanath District. A formal communication may be given to all the dealers dealing with 2,3, & 4 wheelers.
10	POWER	<ul style="list-style-type: none"> ➤ The AGM, APDCL is directed to communicate with the authority of NHIDCL for speedy removal of poles in National Highways (4 Lane). He is further directed to ensure that the bulbs in all the offices, Anganwadi Centres and all LP Schools of Biswanath District is replaced by LED bulbs.
11	FISHERY	<ul style="list-style-type: none"> ➤ The District Fishery Officer is directed to identify the area of Wetland through remote sensing to be done. He is directed to hold GP level meeting on One Community Pond in each village. The Hon'ble MLAs are to be consulted regarding One Community Pond in each village.
12	SOCIAL WELFARE	<ul style="list-style-type: none"> ➤ The ADC (Rev.), Biswanath is directed to allot land for One Signature Home for Children of 100 capacity. A proposal may be sent to the Deputy Commissioner, Biswanath. ➤ The DSWO, Biswanath is directed to ensure construction of Anganwadis as

		<p>per assigned target. Rationalization & Geotagging of Anganwadis must be ensured as per assigned target. All CDPOs are directed to ensure 100% rehabilitation of Severely and Acutely Malnourished Children.</p> <p>➤ The DSWO, Biswanath is further directed to ensure 100% timely grant of conditional cash transfers of all three installments to pregnant and lactating mothers under PM Matru-Vandana Yojana.</p>
13	EDUCATION	<p>➤ The Inspector of Schools, Biswanath, is directed to furnish reasons for drop out students from Class 8 to 9. He is requested to exercise rationalization of teachers based on PTR in elementary schools.</p> <p>➤ The Inspector of Schools, Biswanath, is requested to ensure rationalization of teachers based on PTR and subjects, in secondary level high and higher secondary schools.</p> <p>➤ Regarding minority Girls' Scholarships the department is directed to verify and submit report on false cases.</p> <p>➤ The ADC (Education), Biswanath, is directed to make formal communication with all the schools with regard to functional drinking water facility and electricity connection.</p>
14	WATER RESOURCES	<p>➤ Proposal to be sent for the Singimari project under Water Resources department.</p>
15	EMPLOYMENT	<p>➤ Awareness program to be conducted regarding online registration in Employment Exchanges.</p>

- The Assistant Commissioner, Biswanath, Assistant Planning Officer, Biswanath and Research Assistant, T&D Branch, Office of the Deputy Commissioner, Biswanath are responsible for preparing minutes of the DDC meeting and submit to the undersigned within 3 (Three) days from the commencement of the meeting. The Assistant Planning Officer, Biswanath is directed to collect the action taken report from the respective departments and make all necessary arrangements to conduct DDC meeting for Biswanath on every 8th day of the month.

The Chairman asked all concerned HODs to complete the targets and sort out issues with relevant solutions and requested the departments to bring to the notice of the issues which are yet to be solved.

The meeting ended with the vote of thanks from the Chairman.


Deputy Commissioner,
Biswanath.

Date: 19 /10/2021

Memo No. BND-28/2016/ 320-A

Copy to :

1. The Commissioner & Secretary to the Govt. of Assam, T & D department, Dispur Guwahati, Assam for favour of kind information.
2. The CEO, Biswanath Zilla Parishad, Biswanath Chariali for information.
3. All the ADCs, Biswanath for information.
4. All the Assistant Commissioners, Biswanath, for information.
5. All the HODs, Biswanath for information.
6. The Assistant Planning Officer, Biswanath for information and necessary action.
7. Office copy.


Deputy Commissioner,
Biswanath.