

**MINUTES OF DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING OF SOUTH SALMARA MANKACHAR DISTRICT FOR THE MONTH OF NOVEMBER, 2023**

Subject	Minutes of the District Development Committee meeting for the month of November, 2023
Date & Time	6 <sup>th</sup> November, 2023 at 11:30 AM
Venue	Conference Hall, DC's Office, South Salmara Mankachar
Members Present	Annexure-1

The meeting was presided over by **Shri Rahul Kumar Gupta, IAS, District Commissioner**, South Salmara Mankachar District.

At the outset, the Chairman welcomed all the members present in the meeting and explained briefly about the agenda of the meeting.

Thereafter, the Chairman went through the action taken by each department on the minutes of the previous District Development Committee (DDC) meeting held on 11/10/2023

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

**Category-A: DEPARTMENT SPECIFIC**

Sl. No.	Sector	Administrative Department	Scheme/Project /Programme	Issues discussed/Decisions taken	Action to be taken by	
1	ECONOMIC DEVELOPMENT	P&RD	Panchayat Development Index(PDI)	The Chair instructed all the line departments to notify 1(one) nodal officer at GP, Block & District level for providing relevant data in respect of Panchayat Development Index (PDI) at earliest.	CEO,ZP;All HoDs & BDOs, SSM	
			Beautification of Amrit Sarovar	The Chairman and CEO, ZP, SSM, instructed BDOs to complete all the works against the released installment, including tree plantations on the banks and the beautification works of 68 Amrit Sarovar, and take steps to develop, where feasible, recreational parks for transforming into tourism spots.	BDOs, Fekamari/Mankachar/South Salmara	
			PMAY-G		The Chairman instructed CEO/Dy. CEO, ZP, SSM to expedite the process of PMAY-G.	CEO/Dy. CEO,ZP,SSM
				Solid Waste Management (SWM) under 15 <sup>th</sup> F.C.	The Chairman instructed BDOs to engage Lessy to collect waste from villages to the mini MCF, identify specific areas or markets where waste is produced, and arrange for transportation to the nearest MCF for disposal.	BDOs, Fekamari/Mankachar/South Salmara
				Completion of the target of Soak pit	The Chairman instructed all BDOs to complete the target of soak pit and submit the action taken within a week; otherwise, show cause notice will be issued to all BDOs accordingly, with a copy to the Commissioner, P&RD.	BDOs, Fekamari/Mankachar/South Salmara
				Geo-tagging of Assets	The Chairman instructed to ensure geo-tagging of all assets under 15 FC.	-do-

I/129651/2023

2	INFRASTRUCTURE	PWD(Roads)	PMGSY-III	EE, PWD (Roads), SSM informed the house that 4 roads have been completed out of 6 roads under PMGSY-III & remaining 2nos. to be completed within Nov,23.	EE,PWD(R),SSM
			Present status of various schemes	The Chairman instructed EE, PWD (Roads), SSM to submit the present status of under construction roads in the district.	EE,PWD(R),SSM
				The Chair instructed ADC & EE, PWD (Roads), SSM to make a list of all roads yet to be started and to intimate the status of each work respectively to DC. As the working season started, no works should be at zero level of progress & EE will be answerable for such progress.	ADC(HM) / EE,PWD(R),SSM  EE,Water Resources,SSM & EE,PWD(R),SSM
				The Chairman instructed EE, Water Resources to communicate with PWD (Roads) to assess the roads and technically assist the dept. accordingly.	
			Submission of Geo-tagged photographs	EE, PWD (Roads), SSM informed the house that Construction of road from South Salmara to Patakata will be completed by Nov. 2023.	EE,PWD(R),SSM
			Market Shed	The Chairman instructed EE, PWD (Roads), SSM to ensure submission of geo-tagged photographs from each site and to submit the allotment of works to Firms/individual with Mobile No. & address of each scheme.	CO, Mankachar, Rev.Circle
				EE, PWD (Roads), SSM informed the house that Pipulbari market shed will be completed by 30 <sup>th</sup> November, 2023.The Chairman instructed CO, Mankachar to inspect and cross- check the plan & estimate with the status of works(50% reported complete).	
3	INFRASTRUCTURE	PWD(B)	Absence of Officer	Due to absence of officer, the matter relating to departmental activities could not be discussed & decided to communicate the department to attend the next meeting. The Chairman instructed to issue a show cause notice to Officers and meet the District Commissioner immediately.	ADC(Dev),SSM
4	SOCIAL			The Chairman instructed JDHS, SSM to submit the intimation letter that has been communicated to state regarding the 95% progress of 32 Bedded dedicated paediatrics care unit.	JDHS, SSM & ACM&HO,SSM
			PM-ABHIM	ACM&HO, SSM informed the house regarding the status of new sub-centre under PM-ABHIM project. Out of which 6 Nos. of SC have already been started and 13 Nos. of SC are under process. The Chairman instructed ACH&HO, SSM to expedite the process at an earliest.	ACM&HO,SSM

I/129651/2023

		H&FW		Regarding status of Ayush Dispensary, it is stated that the matter is lying with Mission Director. The Chair instructed Assistant Commissioner to compile a report in this regard.	Assistant Commissioner (I.D.)
			Land for Buniyadi Swastha Kendra	The Chairman instructed ACM&HO, SSM to intimate JE, NHM and instruct JE, NHM to meet the District Commissioner, SSM tomorrow without fail.	ACM&HO,SSM
				ACH&HO, SSM informed the house that 2 (Two) bighas of land has been identified at Baladoba for Buniyadi Swastha Kendra & if budget is made available, tendering process will be initiated.	
				Regarding power line over Health Centre at Tangaon, the Chair instructed ADC (Dev) to take up with APDCL. The Chair instructed Health Deptt. to take departmental action against the in-charge of Sub Centre for irregularities as reported by Assistant Commissioner.	ADC (Dev)
5	Social		Bi-cycle distribution	DPO, SSA, SSM informed the house about the status of bicycle distribution to the students of class IX, an initiative of Govt. of Assam. Total 4161 bicycles will be provided to student SSM district. Out of which 3400 bicycles have already been distributed. The Chair instructed DPO, SSA, SSM to expedite the matter at an earliest so that it can help in reducing dropout rate in district.	DPO, SSA, SSM
			Survey to evaluate Dropout rate	DPO, SSA, SSM also informed the house that to evaluate the dropout rate at secondary level, a survey will be done in January, 2024.	
			School infrastructure project at Elementary level	DPE (Samagra Siksha), SSM Informed the house regarding various on-going school infrastructure projects in Elementary Education level. He informed that the 3 <sup>rd</sup> instalment of various projects will be released after submission of UC.	DPE (Samagra Siksha), SSM
			Completion of on-going projects sanctioned for FY 2022-23	The Chairman instructed to complete all on-going projects which have been sanctioned during the FY 2022-23 and submit the completion photographs and completion report accordingly.	DPE (Samagra Siksha), SSM
			Completion of Boys & Girls toilet	The Chairman instructed to complete the on-going girls and boys toilets within 30 <sup>th</sup> November, 2023 which have been sanctioned during the FY 2023-24.	DPE (Samagra Siksha), SSM
			Sending of Alternate proposals	The Chairman instructed to send alternate proposals to SSA and directed to ensure the regular follow up of that matter.	

I/129651/2023

	Education-School Education: Elementary & Secondary	Completion of ACRs under RIDF scheme	DPE (Samagra Siksha), SSM informed the house that under RIDF scheme, out of physical target of 175, total 63 Nos. of ACRs have been completed. He also informed the house that the fund has been released for 112 Nos. of ACRs which will be started from 15 <sup>th</sup> Nov, 2023. The Chairman instructed ADC (Edu), SSM to submit a report on weekly basis.	ADC(Edu),SSM
		School infrastructure project at Secondary level	DPE (Samagra Siksha), SSM informed the house that 60% progress has been achieved against Science building at Bhurakata High School which has been sanctioned during the FY 2013-14. He also informed the house that UCs will be submitted before 15 <sup>th</sup> Nov, 2023 and the 2 <sup>nd</sup> instalment will be released accordingly.	
		Earth filling works in South Salmara Public High School	The Chairman instructed BDO, South Salmara to complete the earth filling works in South Salmara Public High School (which has been sanctioned during the FY 2019-20) under MGNREGA. BDO, South Salmara apprised the house that action plan has already been approved but the estimate is yet to be approved. The CEO, ZP, SSM ensures to complete the approval process at an earliest.	BDO, South Salmara
		Attendance in schools	The Chairman instructed DPO, SSA, SSM to ensure improvement of attendance in school. The Chairman also instructed to form a sport team in each school.	DPO, SSA, SSM
		Formalities to be maintained by private schools	The Chairman instructed ADC (Edu), SSM to list down the name of private schools existing in SSM district and also instructed to ensure the formalities to be fulfilled by those private schools.	ADC (Edu) , SSM
		Optimal and adequate utilization of school machinery	The Chairman instructed ADC (Edu), SSM to ensure optimal and adequate utilization of school machinery.	ADC (Edu), SSM
		6	Economic Development	
Taking up need based training	The Chairman instructed DPM, ASRLM, SSM to take up need based training pertaining to this district (Mason/Carpentary) instead of retail training.			DPM, ASRLM,SSM
	The CEO, ZP, SSM instructed DY. CEO, SSM to look into submission of details of application of SHGs with bank accounts.			Dy. CEO,ZP,SSM

I/129651/2023

		ASRLM(P&RD)	Provide target & achievement of current financial year	The Chairman instructed DPM, ASRLM, SSM to provide target & achievement of current financial year along with cumulative target & achievement across various parameters including Household Mobilization under DAY-NRLM: ASRLM.	DPM, ASRLM,SSM
			Engagement of Bank Mitra, KRISHI SAKHI and JEEVIKA SAKHI	The Chairman also instructed DPM, ASRLM, SSM to ensure engagement of Bank Mitra, KRISHI SAKHI and JEEVIKA SAKHI in Aadhar seeding process of SHG members. DPM, ASRLM ensure the house to achieve more than 30% in Aadhaar seeding process of SHG members in Nov, 2023. (By using Sanjog app).	DPM, ASRLM,SSM
			Expedite process of PMSBY,PMJJBY	The Chairman instructed DPM, ASRLM to expedite the process of PMSBY, PMJJBY.	DPM, ASRLM,SSM
			SHG Credit Linkage	The Chairman instructed DPM, ASRLM, SSM to provide the data regarding achievement of SHG Credit Linkage as on date.	DPM, ASRLM,SSM
			Review the works of BPMs, ASRLM by BDOs	The Chairman & the CEO, ZP, SSM instructed BDOs to review the works of BPMs, ASRLM at block level.	BDOs, Fekamari/Manka char/South Salmara
				A statement regarding Fund for honorarium for training in detail (received/utilization) will be submitted.	
			Taking up plans for 3(Three) months	The Chairman instructed DPM, ASRLM, SSM to arrange training for livelihood generation by involvement of SHG members and also instructed to make plans for 3(Three) months and to take programme accordingly and submit it within 1(One) week to the District Commissioner, SSM.	DPM, ASRLM,SSM
				A statement on loan taken & examined by BDOs will be submitted to CEO, ZP, SSM before submission to DC.	
7	Economic Development		PLSDTP(Placem ent Linked Skill Development Training Program)	DPM, ASDM, SSM informed the house that 968 candidates have been enrolled and trained under PLSDTP. The Chairman instructed DPM, Skill Development, SSM to submit the details of running batch under PLSDTP.	DPM, ASDM, SSM
		5 Courses under PLSDTP	DPM, ASDM, SSM also informed the house that 5(Five) course names viz. Asstt. Electricians, Multi Skill Technician, vermicomposting producer, Makeup Artist & Electric Vehicle service technician have been identified under PLSDTP for conducting training at Assam Skill Training Provider, Kharuabandha.		

		Skill, Employment & Entrepreneurs -hip Development	JJM RPL training program	DPM, ASDM also informed the house that JJM RPL training under 3(three) categories viz. Mason, Plumber & Asstt. Electricians of 30 candidates have been successfully completed.	
			GURU scheme	DPM, ASDM, SSM informed the house that a proposal under the GURU scheme has been sent to the higher authorities of ASDM. As informed, the proposal will be executed in the 2 <sup>nd</sup> phase. Under this GURU scheme, 10(Ten) youths will be trained in the Traditional Artisan Trade. "Wooden Furniture" has been selected as Artisan trade for South Salmara Mankachar district.	
				The Chairman instructed DPM, ASDM, SSM to submit proposal for new job role to ASDM by conducting meeting of District Skill Committee.	DPM, ASDM, SSM
			Quality assessment of training program	The Chairman instructed DPM, ASDM, SSM for quality assessment of training program.	DPM, ASDM, SSM
8	Social	Social Welfare	Campaign on Persons with Intellectual Disabilities	DSWO, SSM informed the house that a campaign on Persons with Intellectual Disabilities will be convened from 14 <sup>th</sup> Nov, 2023 to 24 <sup>th</sup> Nov, 2023.	
			Participation from line departments	The Chair instructed all the line departments in general and Health, Social Welfare, Education & ASRLM in particular so that maximum no. of participation will be attained and make this campaign successful by large number of public assessment.	All HoDs,SSM
9	Economic Development	Fishery	Fish Hatchery	DFDO, SSM informed the house that 2(Two) Nos. of Fish Hatchery at Manullapara and Darua are going on.	
			Large Feed Mill under Blue revolution	DFDO, SSM informed the house that 1(one) Large Feed Mill has been constructed at Sri Rampara, SSM.	
			Administrative inconvenience	DFDO, SSM also informed the house regarding the problem faced by the department in discharging their service due to non-availability of Accountant & JE.	
10	Economic Development	Animal Husbandry & Veterinary	Inadequate man power & status of vaccines provided	DVO, SSM informed the house that 7 Dispensaries are running with only 3 doctors and 32% of three kinds of vaccines have been provided.	
11		Miscellaneous	Effort to Culminate positive & innovative mind	The Chairman instructed all the line departments to culminate a positive mind set and try to innovate new ideas and strategies pertaining to their department for the holistic development of South Salmara Mankachar district and bring to notice of any inter-departmental issues to be sorted out. The Chairman also asked all the line departments to maintain the decorum of the house from next DDC meeting.	All HoDs, SSM  ADC, SSM

I/129651/2023

			Detail report of Joint field inspection	The Chairman also instructed ADC, SSM to submit a detail report of Joint field inspection of various schemes by converging all the line departments in the district.	
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In concluding the meeting, the Chairman requested

1. To execute the works in a speedy manner.
2. Increase the personal involvement in monitoring the execution.
3. Submission of PPT 2(Two) days before the scheduled date.

The meeting ended with vote of thanks from the Chair.

District Commissioner  
South Salmara Mankachar  
Hatsingimari

Memo No.HDD-33/DDC/Meeting/2020/

Dated Hatsingimari the 17<sup>th</sup> Nov/2023

Copy for favour of information and necessary action to:-

1. The Principal Secretary to the Govt. of Assam, Transformation & Development department, Ghy-06.
2. The Joint Secretary to the Govt. of Assam, Transformation & Development department, Ghy-06.
3. The Director, DCP Division, Transformation & Development department, Ghy-06.
4. All members concerned of DDC.
5. The DIO, NIC, Hatsingimari. He is requested to upload the minutes in the District Website.
6. Office copy.

District Commissioner  
South Salmara Mankachar  
Hatsingimari