



**GOVT. OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER: BAKSA: MUSHALPUR**

**Model DDC/CDC minutes of meeting format**

Subject	Minutes of the Meeting of District Development Committee, Baksa
Date & Time	Date: 10-07-2023 & Time: 11:00 A.M.
Venue	Conference Hall of the District Commissioner, Baksa
Participants	Enclosed at Annexure - 1.1
Absentees	Nil
Fund receipt & Utilisation	Enclosed Department wise as per prescribe Annexure A & B (Copy enclosed)
Physical Progress	Enclosed Department wise as per prescribe Annexure C & D (Copy enclosed)

The meeting was chaired by the District Commissioner, Baksa

The decisions of the meeting are as follows:

Category- A: Department specific

Sl. No.	Sector	Administrative Department	Scheme/ Project/ Programme	Discussions	Decision/ Action to be taken by	Agency responsible & Timeline
1.	Economic Development	Agriculture	1. PM-KISAN	DAO briefed about PM-KISAN, Aadhaar authentication. The DAO, Baksa informed the house that total nos. of e-KYC completed is 36,223 and Total Aadhaar authenticated, land seeding, PFMS accepted and e-KYC done is 33, 788.	Action will be taken up by Agriculture Dept. to expedite the same.	As per Govt provided timeline (Agency responsible -DAO)
			2. Millet Mission	DAO intimated the house that Baska Block has been taken up for Millet Mission	Action will be taken up by Agriculture Dept.	
			3. ODOP (One District One Product)	DAO briefed about ODOP and intimated the house about the efforts being taken up in encouraging Bee Keeping in Baksa District.	To make efforts for promotion and marketing of ODOP Products. (Action- DAO, Baksa).	

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			4. PM- Fasal Bima Yojana	DAO informed that the Govt. has been instructed to take up two crops under PMFBY - one is Paddy Crops and Mustard Crops. Total Target of PMFBY for Baksa is 14000 Hectares and about 15,000 Forms has been distributed till now. Presently, covered about 2,700 Hectares crop lands.	DAO to expedite as per Govt. timeline and Instructions.	As per Govt provided timeline and Agency responsible -DAO)
			5. Mission Saturation PM-KISAN	DAO informed the house that about 60% e-KYC has done in the district. He also informed that 145% IPPB Accounts opened with Aadhaar authenticated beneficiaries.	DAO to expedite as per Govt. timeline and Instructions.	As per Govt. provided timeline and Agency responsible -DAO, Banks, IPPB, CSCs
2.	Economic Development	Cooperation	PACS (Primary Agricultural Societies)	The SRCS on behalf of DRCS, Baksa informed the house that total 12 nos. of PACS has been registered as Common Service Centers (CSC) as a part of National e-Governance Plan (NeGP) to deliver Government to Citizen e-Service (G2C) to its shareholders and to facilitate the members to avail the benefit provided by the system amongst them 7(seven) nos. of PACS were activated. The District Commissioner instructed to involve PACS for Jan Aus hadi Kendras.	Action to be taken by DRCS, Baksa	As per Govt provided timeline and Agency responsible -Dy. RCS)
3.	Economic Development	DICC	PMEGP and PMFME	The GM, DICC apprised the house about the progress of PMEGP and PMFME. The District Commissioner instructed each and every banks pertaining to Baksa district to engage an official who can be SPOC (Single Point of Contact) for PMEGP and PMFME and also to forward the applications who have sound business model to the Banks. She also instructed GM, DICC to encourage for establishment of Pradhan Mantri Formalisation of Micro food processing Enterprises (PMFME)	Action to be taken by GM, DICC and LDM, Baksa	As per Govt provided timeline and Agency responsible -DICC).
4.	Economic Development	DRDA	a) Amritsarovar	a) The PD, DRDA informed the house that out of 110 nos. of Amrit Sarovar Project, 108 nos. of Projects Plantations have been completed. He also assured to complete the plantation projects as per timeline provided by the Govt. The District Commissioner instructed the complete the Projects under MGNREGA and PMAY-G as per time line fra	Action to be taken by PD, DRDA and BDOs	As per Govt provided timeline and Agency responsible PD, DRDA and BDOs)

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			b) Bal Panchayat	med by the Govt. The District Commissioner also b) The District Commissioner instructed to organize Bal Panchayats (Child Marriage) awareness camps at VCDC level at the earliest.		
5.	Economic Development	Soil Conservation		The DO Soil Conservation apprised the house that many Gully Control projects have been destroyed during last flood under Jalah Circle. The District Commissioner instructed to submit the proposals for the damaged projects immediately.	Action to be taken by DO Soil Conservation, Baksa	As per Govt. instructions and Agency responsible - DO, Soil Conservation)
6.	Economic Development	DICC	PMEGP and PMFME	The GM, DICC apprised the house about the progress of PMEGP and PMFME. The District Commissioner instructed each and every banks pertaining to Baksa district to engage an official who can be SPOC (Single Point of Contact) for PMEGP and PMFME and also to forward the applications who have sound business model to the Banks. She also instructed GM, DICC to encourage for establishment of Pradhan Mantri Formalisation of Micro food processing Enterprises (PMFME)	Action to be taken by GM, DICC and LDM, Baksa	As per Govt. Instructions and Agency responsible – GM, DICC)
7.	Economic Development	Handlooms & Textiles	1. Swanirbhar Naari	The Asstt. Director, H&T informed the house that procurement of 14nos. of benchmark items under the scheme of Swanirbhar Naari will be started very shortly as soon as a declaration receives from Govt. Registration of individual weavers is going on.	Action will be taken by AD, H&T, Baksa	As per Govt provided timeline and Agency responsible -H andloom & Textiles)
8.	Economic Development	Fishery	1. Fish Seed Village	The District Commissioner informed the house that a Fish Seed Village is going to be taken up under Aspirational District Programme for modernization of existing Fish Farmers Ponds and instructed DFDO to execute the scheme immediately.	Action will be taken by DFDO, Baksa	As per Govt provided timeline and Agency responsible - District Fishery )
10.	Economic Development	Animal Husbandry & Veterinary	1. Vaccination & Artificial Insemination	The DVO, Baksa informed the house that vaccination and artificial insemination is going on in the district. Total - 142 nos. of Male Calf and 159 nos. of Female Calf have been born in the district. The District Commissioner	Action to be taken by DVO	As per Govt provided timeline and Agency responsible -DVO).

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				instructed to continue the process of Artificial Insemination and regular vaccination.		
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11.	Reforms, Governance Facilitation & Regulation	Forest	Amrit Brikhshya Andolan - Plantation of 1 Crore Commercial Value Trees.	The District Commissioner informed the house that Baksa district has been given a target of <b>3,74,632</b> saplings for Amrit Brikhshya Andolan. The District Commissioner also apprised the house that storage capacity for Tamulpur sub-division target has been fixed upto 1 Lakh , Kumarikata areas 1 Lakh, Batabari area -1 Lakh , Salbari Sub-Division -50,000 thousand and Divisional Office of Forest will be targeted for 25,000. The District Commissioner instructed the DFO to chalk out a distribution plan of saplings.	Action to be taken by the DFO, Inspector of Schools, DSWO, Joint Director Health and DPM, ASRLM	As per Govt provided timeline and Agency responsible - (DFO)
12.	Reforms, Governance Facilitation & Regulation	Excise	Revenue collection	The Superintendent of Excise apprised the house that last year Rs 69,00,000 Lakh was collected as Excise revenue. The District Commissioner assured any cooperation for Excise raid will be provided from Administration side.	Action to be taken by Supdt. Excise.	As per Govt provided timeline and Agency responsible – (Supdt. Excise)
13.	Social Sector	Education	Adopt a School Campaign	a) The District Commissioner informed the house that all Magistrates & HoDs should adopt at least two schools. b) The District Commissioner also instructed Inspector of Schools to form Academic Support Groups for the schools which have received C& D grades in Gunotsav.	Action to be taken by ADC (Education), Baksa and Inspector of Schools, Baksa	As per minutes of the DC Conference held at Tinsukia.
14.	Social Sector	Social Welfare	a) Adopt a AWC. b) Providing electricity connection in AWCs.	District Commissioner instructed the house that all the HoDs should adopt an AWC and also instructed DSWO to	Action to be taken by DSWO, All HoDs and	As per Govt. instructions and timeline and Agency responsible - (DSWO)

				share the list of AWCs to all HoDs of line departments. Further, the District Commissioner instructed APDCL authority to provide electricity connection in all AWCs in consultation with the DSWO.		
15.	Social Sector	FCS & CA	a) Data entry of newly selected beneficiaries in the RCMS portal and selection of new NFSA Beneficiaries.	The I/c Dy. Director, FCS & CA informed the house that 34 nos. of Data Operators are engaged out of 46 nos. operators. The District Commissioner instructed BDOs to convene Gram Sabhas for selection of new NFSA beneficiaries in consultation with Shri Arun Kr. Brahma, ACS, ADC (Supply), Baksa. She also instructed to communicate with higher authority for printing of NFSA cards.	Action to be taken by ADC (Supply), I/c Dy. Director, FCS& CA, Baksa and BDOs (All)	As per Govt provided timeline and Agency responsible -Dy. FCS&CA)
16.	Social Sector	Health	a) PMJAY  b) Nikshay Mitra  c) Mission Indradhanush	a) The District Commissioner was disappointed with regard to distribution of PMJAY Cards. She instructed Joint Director, Health and DPM, NHM to handover the PMJAY Cards to the DPM, ASRLM immediately and instructed to complete the distribution process by 15 <sup>th</sup> August, 2023. For any kind assistance, she instructed to take help from Circle Officers and BDOs.  b) The District Commissioner instructed the ADC (Health) and JDHS, Baksa to cover all HoDs of Line Departments under the scheme Nikshay Mitra and they	Action to be taken by ADC (Health Baksa), JDHS, Baksa and DPM, Baksa	As per Govt provided timeline and Agency responsible -Jt. Director Health Services)

				<p>should be mapped with the TB Patients.</p> <p>c) The District Commissioner apprised the house about Mission Indradhanush which was launched by the Ministry of Health and Family Welfare (MOHFW) on 25th December 2014 with the aim of expanding immunization coverage to all children across India. Children across socio-economic, cultural and geographical spectrums in India are being immunized under this program. She also instructed the JDHS and DPM, NHM, Baksa to improvise the immunization process under Mission Indradhanush in the district and also instructed JDHS to take out an order with regard to day and night duty rosters of Doctors for the District Civil Hospital. The Deputy Commissioner also instructed JDHS to notify Medical Executive Officer immediately.</p>		
17.	Social Sector	Sports	Khel Maharan	<p>The DSO apprised the house about the preparation of Khel Maharan and Tea Tribe Football Tournament in Baksa district. He also apprised the house about the house that Khel Maharan will be held in VCDC Level, LAC Level and District Level. The District Commissioner instructed all BDOs to cooperate with</p>	<p>Action to be taken by M.L Handique, ACS, AC, Baksa , DSO, Baksa and BDOs</p>	<p>As per Govt. instructions and timeline and Agency responsible - DSO, BDOs)</p>

				the Block Level Committees for Khel Maharan and Sanskritik Maha Sangram.		
18.	Infrastructure	APDCL	Electricity connection to AWCs (Anganwadi Centres)	The District Commissioner instructed to provide Electricity connection in the all AWCs immediately.	Action to be taken by the APDCL authority.	As per Govt provided timeline and instructions and Agency responsible - APDCL)
19..	Infrastructure	PHED	1. FHTCs saturation under Jal Jeevan Mission 2. Har Ghar Jal	The District Commissioner instructed the PHED Officials, DPM, ASRLM along with LDM for of Account Opening expediting Water Users Committees. The issue regarding the incomplete works are highlighted in the meeting. Out of 600 villages of Baksa district, 169 villages still remains incomplete under JJM. The Chairperson of the meeting directed the PHED to complete the remaining villages works in three months. Har Ghar Jal programme is not in progress since 11 months, still only 4 villages completed under this project, which is only 9% of progression percentage. The Chairperson instructed the PHED to expedite the same at the earliest.	Action to be taken by the PHED, DPM, ASRLM and LDM	As per Govt provided timeline and Agency responsible - PHED, DRDA, ASRLM, LDM)
20.	Infrastructure	PWD (Roads)		The District Commissioner instructed EE, PWD (Roads) to repair the damaged roads due to flood immediately for better communication.	Action to be taken by EE, PWD (Roads)	As per Govt provided timeline and Agency responsible -EE ,PWD(Roads) .
21.	Infrastructure	Water Resource		The EE, WR informed the house that the restoration work of Jartaluk and Alagjar and Charanpara Projects are going on. The District	Action to be taken by EE, WR Division.	

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				Commissioner instructed to submit the list of Flood Repair and Renovation works immediately.		
22.	Infrastructure	Transport	Road Safety Measures	The District Commissioner instructed DTO, Baksa for frequent naka checking of overloaded vehicles and take all the immediate measures as discussed by Hon'ble Chief Minister to prevent Road Accidents and reduce fatalities in the District.	Action to be taken by DTO, Baksa.	As per VC taken by Hon'ble Chief Minister, Assam
23.	Infrastructure	Irrigation(Barama-Chapaguri Division)		The District Commissioner instructed the EE, Irrigation (Barama-Chapaguri) Division to complete all the ongoing schemes immediately. She also instructed to submit the list of Projects restored during last flood season.	Action to be taken by EE, Irrigation (Barama-Chapaguri) Division.	As per Govt. instructions

#: (Social Sector/Economic Development/ Infrastructure/ Finance &amp; Planning/ Regulatory/ Reforms).

Category- B: Theme specific

Sl.No	Theme				
	Follow up of DCs conference	The Minutes of the DCs Conference held at Tinsukia Chaired by HCM, Assam has been circulated amongst all HoDs and point wise discussions was held in the last DDC Meeting held in the month of June,2023 and instructed to submit follow up action from their end immediately.			
	Sabka Saath Sabka Vikas Sabka Vishwas Sabka Prayaas	The District Administration instructed all HoDs to implement all the schemes both state/central pertinent to their respective departments and expedite scheme saturation at the earliest. The Senior Officials of District Administration are regularly monitoring at District and Grass root level in connection with			



		the Govt. schemes. The District Administration instructed all HoDs to visit at field level for proper monitoring of the scheme and ensuring that all community of the society should be benefitted.			
	Coordination across Deptt.	The various HoDs are working in coordination with other departments e.g PHED has been working with P&RD Department for the implementation of Swachh Bharat Mission-G, Social Welfare with APDCL, Education with APDCL for ensuring electrification of all AWCs and schools; and PHED, Forest with P&RD for implementation of Amrit Brikshya Andolan etc.			

**e-Signed**

Secretary BTC & District Commissioner,  
Baksa, Mushalpur

Memo. No.Dev-36/373/2023-LD-BAK/84809-A  
Copy to :

Dated: 23/8/2023

1. The Principal Secretary to the Govt. of Assam, Transformation and Development Department, Dispur, Guwahati-6 for favour of information.
2. PS to Smt. Nandita Gorlosa, Hon'ble Guardian Minister for Baksa for kind appraisal of the Hon'ble Minister.
3. SSO to CEM, BTR, Kokrajhar for kind appraisal of the Hon'ble CEM.
4. P.S to Principal Secretary, BTC, Kokrajhar for kind appraisal of Principal Secretary, BTC, Kokrajhar.
5. All members for information and necessary action.

Secretary BTC & District Commissioner,  
Baksa, Mushalpur