

## MINUTES OF THE DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING FOR THE MONTH OF AUGUST-SEPTEMBER, 2025

<b>Subject</b>	<b>Minutes of the Meeting of District Development Committee, Hailakandi District</b>
<b>Date &amp; Time</b>	2 <sup>nd</sup> September, 2025 at 11:00 A.M.
<b>Venue</b>	Conference Hall of O/o the District Commissioner, Hailakandi
<b>Participants</b>	Annexure- 1.1

The meeting was presided by Shri Abhishek Jain, IAS, District Commissioner, Hailakandi. At the outset, he welcomed all the members present in the meeting and requested all HoD to give more emphasis on take up all the scheme in a time bound manner and not to keep pending works. He also requested to resolve inter departmental issues, if any immediately so that no work is delayed.

Then department wise review started, and recorded as follows:

### Category-A: Department specific

Sl No.	Sector	Administrative Department	Scheme/ Project/ Programme	Decision/ Action to be taken	Agency responsible & Timeline
1	Reforms Governance Facilitation & Regulations		Dashboard /Portal	<p>The DC instructed the Data Cell to take responsibility for managing data feeding related to the Key Performance Indicators (KPIs) of the district in the concerned portals such as ADP (Champions of Change), CM Dashboard, e-Samiksha, etc.</p> <p>All concerned branch/cells/ departments are directed to provide updated data regularly so that timely entries can be made in the portal. This will ensure that the district's real-time performance is accurately reflected. It was emphasized that there must not be any gap between the actual work done and the data feeding.</p> <p>The DC instructed the Assistant Commissioner (Data Cell) to personally visit each department, understand the portals being maintained by them, and ensure that correct data feeding is being carried out.</p> <p>Concerned Heads of Departments (HoDs) have been instructed to familiarize themselves with the KPI indices calculation mechanism for schemes pertaining to their departments. They must also arrange and prepare data accordingly from now onwards for any future review meeting. It was further directed that henceforth, DDC or Departmental review meeting will commence with a presentation of KPI-based performance, followed by the departmental review.</p>	ADC, Data Cell & AC, Data Cell
2	Social	Education		The DC instructed that all out-of-school children must be identified and mainstreamed into the regular school education framework to ensure	ADC (Edu), IS, Hailakandi & BEEOs

				<p>inclusion in the curriculum. He further directed the ADC (Education), AC (Education), IS, and BEOs to regularly monitor school attendance. The IS has been instructed to issue intimation letters to all Head Teachers of High Schools and Higher Secondary Schools where student attendance is below 50%. The concerned Head Teachers must take necessary measures to improve attendance within one week of receiving the intimation.</p>	
3		Municipal Board	Hailakandi MB	<p>The EO, Hailakandi MB apprised the DC that under 15th Finance scheme, 6 nos. of schemes expected to be completed by Sept 2025. Remaining 3 nos. of schemes to be completed by November. Regarding PMAY-U, 97% houses completed and the remaining will be completed shortly. In case of PMAY 2.0 out of 1901 application received 253 nos. rejected, DPR submitted for 747 nos. and the remaining are under Land verification and online verification process. Under SBM (U), Shristi NGO has signed contract with the Board to clear daily fresh waste from Dumping Ground. Legacy waste tender has taken place from state and MRF plant foundation stone laying is expected by 15th October.</p>	E.O, HMB & LMB
			Lala MB	<p>The DC directed the EO, Lala MB to give report of the 15<sup>th</sup> Finance Fund in the next DDC meeting. The EO, Lala MB informed that, under PMAY-U, out of 1163 approved beneficiaries, 1130 nos. received 2<sup>nd</sup> Installment, 1089 nos. received 3<sup>rd</sup> Installment and completion of house stands at 97%.</p>	
5	Social	Sports & Youth Welfare		<p>The DC directed the DSO, Hailakandi to complete all the pending works of Playfield Development by December, 2025.</p>	DSO, Hailakandi
6	Infrastructure	Irrigation		<p>The EE, Irrigation informed that, irrigation census is going on and will be completed by October, 2025. The DC further directed the EE, Irrigation to submit the Action Taken Report as per direction given by the Addl. Chief Secretary during his visit to the district in the next MPR along with geo-tagged photographs.</p>	EE, Irrigation
7	Reforms Governance Facilitation & Regulations	Excise		<p>The Supdt. of Excise informed that, revenue collection for the period Aug/2025 is Rs. <b>1061220.60</b> and the cumulative for the FY 2025-26 is Rs.</p>	Supdt. of Excise, Hailakandi

				<b>13909192.50</b> Total No. of raids conducted for the month Aug, 2025 is 14 and no. of cases detected: 55. The DDC directed the Supdt. to conduct more raids particularly in TE area.	
8	Economic Development	Fisheries		The DFDO informed that, total fish production for the year 2025-26 is 3343 M.T. After reviewing the ongoing schemes the DC asked DFDO to complete all the activities under PMMSY within the month of December,25 and DDC also asked DFDO to ensure that all FD/FDOs frequently visit the field and submit monthly action taken report.	DFDO, Hailakandi
9	Infrastructure	APDCL		The progress of the ongoing 33/11 kV sub-station works was reviewed. During the review, the AGM (Projects) apprised that the works under the ADSELR Phase-I have been completed, while Phase-II is currently in progress at Burnie Brease and Bandukmara. DDC Hailakandi instructed to complete all the infrastructure related works by December 2025 With regard to the implementation of the PM SURYAGHAR scheme, AGM Projects mentioned that installation till date is 144 numbers. He also mentioned that awareness program at panchayat level is going on to expedite the numbers of installation.	AGM, APDCL
10	Economic Development	NULM		The City Project Manager (CPM) apprised the members that under the Mukhyamantri Mahila Udyamita Abhiyan-Nogoria cheque distribution programme is scheduled to be held in the month of October under 121-Hailakandi LAC. He also informed that DLMC has approved 1666 nos. of beneficiaries under Hailakandi ULB & 857 nos. of beneficiaries under Lala ULB. The CPM also highlighted the key parameters and achievements under DAY-NULM, and particularly mentioned the 100% target achievement under the PMSVANIDHI scheme. The District Commissioner instructed the City Project Manager (CPM) and the Lead District Manager (LDM) to take necessary steps for clearing the pendency in disbursal of PM SVANidhi loans at the earliest, so that eligible beneficiaries may receive timely support under the scheme.	CPM, NULM
11	Reforms Governance	Forest	Collection of Forest	The DFO, Hailakandi (T) informed that, Forest revenue collected for the FY	DFO, Hailakandi

	Facilitation & Regulations		Royalty	2025-26 is Rs. <b>144.30211</b> Lakhs. The DFO urged the works department to deposit the Forest Royalty prior to commencement of work through online portal so as to achieve the District Target. He further requested not to take up any development works in the reserved forest area as it violates Forest Conservation Act, 1980.	All BDOs & EE of Works Depts	
12	Infrastructure	PWD HDTRD		The EE, PWD HDTRD appraised the status of various ongoing projects. In this regard, the DC directed to expedite the progress and completed within the stipulated time. He further directed the EE to reflect the revised date of completion in the progress report for the next DDC Meeting.	EE, PWD HDTBD	
13	Infrastructure	PWD NH		The EE, PWD NH informed that repairing work of Dhaleswar Bypass to Hailakandi and Bowerghat to Caandrapur Bypass will be undertaken during Sept, 2025. In this regard, the DC directed the EE, PWD NH to complete the repairing works before Puja.	EE, PWD NH	
14	Revenue	Taxation	Revenue Collection	The Supdt. Taxes, Hailakandi informed the house regarding Revenue collection for the month of Aug/2025.	Supdt. of Taxes, Hailakandi	
				<b>Non GST (in Rupees)</b>		
				For the Month		3475000.00
				Up to the Month		22142000.00
				Annual Target		7.52 Cr
				Achievement		29.38%
				<b>GST Collection (in Rupees)</b>		
				For the Month		9203297.00
				Up to the Month		37040297.00
				Annual Target		14.00 Cr
Achievement	26.42%					
<b>Total collection (Non GST + GST)</b>		<b>5,91,82,297.00</b>				
26	Social	Labour		The LO (i/c) apprised about the Pradhan Mantri Cha Sramik Ashray Yojana (PMCSAY) where out of 19 Tea Estate, 9 nos. have proposed land for implementation of the scheme. In this regard, the DC directed the LO (i/c) to coordinate with remaining TE Manager to identify land for implementation of the scheme.	LO, Hailakandi	
27	Economic Development	Sericulture		The Asst. Director, informed that, One acre castor plantation at ECC MOHANPUR is under process. Rearing of 500 DFSLs of Muga seed is going on w.e.f 27/2/25 at VGR BOLDABOLDI. For implementation of ADP 24-25 a letter to Director of Sericulture Assam	Asst. Director, Sericulture	

				is written for re- estimate of the unit cost of the rearing house as the existing cost(2919-20) is not inflation adjusted with the information rate of 2024-25 and wait for further process.	
28	Infrastructure	Water Resources		The EE, Water Resources appraised about the 3 (three) nos. of ongoing project taken up under SOPD Scheme. He further informed that, Land dispute for 1 no. of scheme will be withdrawn shortly. The DC directed the EE to solve the remaining land issue in consultation with the local public.	EE, Water Resources
29	Infrastructure	PWD HDTBD		The EE, PWD HDTBD apprised about the various ongoing projects. The DC directed the EE, PWD HDTBD to expedite the progress of Circuit House and complete the project latest by December 2025 in order to be ready for inauguration.	EE, PWD HDTBD
30	Economic Development	Soil Conservation		The DO, Soil Conservation informs that, there is no new project approved during this FY. In this regard, the DC directed the DO to submit proposal in consultation with the Agriculture and Irrigation department to the Govt. so that farmers get the maximum benefit.	DO, Soil Conservation
31	Infrastructure	PHE		The DC directed the EE to specifically look into the KPI on water tariff collection and ensure proper compliance. The EE was further instructed to prepare a SDO-wise monthly performance report covering different indicators, to be presented from the next review meeting onwards. With reference to the electrification issue of the PWMU in Hailakandi block, the DC instructed the EE to coordinate with APDCL and resolve the matter, ensuring that the unit becomes functional at the earliest. For minor repairing of dysfunctional WSS under Hailakandi, the DC requested the CEO, Zilla Parishad to release the fund at the earliest.	CEO, Zilla Parishad, Hailakandi  EE, PHE
32	Rural Development	P&RD	MGNERGA PMAY-G	The CEO, ZP appraised about the mandays generation under MGNREGA. The DC instructed to improve mandays generation in the tea garden areas, as the numbers are comparatively low there. With respect to PMAY-G, the DC directed to resolve the pending issues and complete the sanction process. The CEO, ZP assured that most of the pending issues will be resolved once the PMAY portal-related issues are fixed by the concerned central technical staff.	CEO, Zilla Parishad

33	Revenue	Transport	Revenue Collection	As per monthly report submitted by DTO, Hailakandi, total revenue collected in Aug/2025 is Rs. 12249248.00 and the cumulative for the FY 2025-26 is <b>Rs. 60521769.00</b>	DTO, Hailakandi
34	Economic Development	DI&CC	CMAAA PMFME PMEGP	<p>The Assistant Manager (AM), DICC appraised the DC about the implementation status of CMAAA, PM Vishwakarma, PMEGP, and PMFME schemes.</p> <p>In reply to the DC's query, the AM informed that a total of ₹20 crore has been grounded so far by investors from the MoUs signed during Advantage Assam 2.0.</p> <p>The DC instructed to complete the Gram Panchayat (GP) onboarding process in line with the guidelines of the Industry Department under the PM Vishwakarma scheme, as new GP functionaries have been constituted.</p> <p>The DC further directed to hold a follow-up meeting with banks in the presence of the LDM to address the issue of the low rate of sanctioning of PMEGP and PMFME loans.</p>	GM, DICC  LDM, Hailakandi
35	Economic Development	Agriculture	PM KISAN PMFBY	<p>PM Kisan: DLC should be placed for deletion of ineligible beneficiary of PM KISAN.</p> <p>PMFBY: Discuss with the Insurance company and Claim settlement should be done against PMFBY beneficiaries of Sali Paddy.</p>	DAO, Hailakandi
36	Social	Co-operative Societies	Registration & Audit	<p>The Asstt. Registrar of Co-op Societies, Hailakandi informed that Audit and society registration in online portal is going on.</p> <p>The DC directed the Asstt. Registrar of Co-op. Societies to materialize the idea of one GP one PACS as per the departmental guidelines.</p>	ARCS, Hailakandi
37	Social	Women & Child Development		<p>The DC directed the DSWO to start the AWCs under NIDA Phase-II immediately under Algapur Dev. Block. He further directed to complete the construction works those schemes physically achieved 90% within 15 days.</p> <p>For distribution of Smartphone to AWWs, the DSWO was directed to initiate the matter with the Hon'ble Guardian Minister and obtain date for Ceremonial Distribution.</p> <p>He is also to submit the data pertaining to the WCD to the Data Cell on time.</p>	
38		Skill Development		DPM , Skill ASDM informed in DDC meeting that under PLSDTP state scheme for the FY-2025-26 , tender process from State Head office,	

				Guwahati Completed and soon after the receiving of work order, the training program will commence . Regarding implementation of indigenous PLSDTP GURU Scheme for the FY-2025-26, mobilization of 10 nos. of Tribal Reang village women completed and weaving on Rignai traditional Dress training program will get start after the receiving the official notification and work order. DC Hailakandi directed to commence the skill Development training as soon as the work order notified from state head office skill development Authority.	
39	Economic Development	ASRLM	MMUA	DPM, ASRLM appraised the house that Ceremonial distribution of Cheque to the approved beneficiaries under LAC-Hailakandi is scheduled during the month of October 2025. For that matter, he requested to the authority to conduct a meeting with all key stakeholder for finalization of venue etc. The DPM, ASRLM also appraised the house regarding organizing series of Block Level PMFME Credit Camp from 8th Sept. 2025 onwards. In this regard, he requested LDM to instruct the Bankers to participate to the Block Level Credit Camp with Disbursement letter.	
40	Social	Health		The DC reviewed the ADP indicators of Health & Family Welfare. He directed the Jt. DHS to submit ADP monthly report on time and asked the concerned officials of DC office to update the report on time. He further instructed that health department must review ADP & ABP indicators in DHS review meeting	Jt. DHS, Hailakandi
41	Social	Legal Metrology		The DC directed the Inspector, Legal Metrology to inspect the Shops regularly and cover the entire district as per direction of Hon'ble Minister, FPD&CA.	Inspector, Legal Metrology
42	Economic Development	Handloom & Textiles	Swanirbhar Nari 2.0  Mudra Loan	The Supdt, H & T informed that, under <b>Swanirbhar Nari :</b> Total applications received – 3053 nos. Approved- 2839 nos. Rejected : 214 nos. <b>Mudra :</b> During 2024-25 : Application received -78 nos. Sanctioned- 42 nos. Rejected 36 nos. All pending Mudra Loans shall be taken up with the LDM, Hailakandi and resolve the matter at the earliest.	Supdt, Handloom & Textiles Hailakandi  LDM, Hailakandi
45	Social	Food , Public		The ADS, FPD&CA Hailakandi informed	ADS,

		Distribution & Consumer Affairs		that, Aadhaar seeding in Ration cards under NFSA-150762 Nos. Aadhaar seeding of beneficiaries under NFSA-556323 Nos. The DC directed the ADS, FPD&CA to focus on the District ranking on the indicators – i. NFSA – Rice distributed against allotment & ii. NFSA Beneficiaries covered.	FPD & CA, Hailakandi
46	Finance	Finance ( Bank)	PMJJBY PMSBY APY	The LDM informed the achievement under the various schemes up to June, 2025 viz. PMJJBY - 55044 PMSBY - 173589 APY - 30888 PMJDY - 583212 the figures will be updated after September, 2025.	LDM, Hailakandi
47	Economic Development	AH & Veterinary	NADCP	The DC directed the DVO to motivate the interested farmers for Dairy Farming and awareness to be conducted for the same. Regarding MVU, log sheet to be maintained and monitored strictly. The DVO informed that a total of 1969 Nos. of Animal treated and 523 Nos. of case attended by the MVU during the current FY.	Dist. Vety Officer, Hailakandi
48	Social	Employment Exchange	Registration	Aadhaar Base Registration : 44969 Non Aadhaar Base Registration : 253 Total Registration : 45249	Employment Officer, Hailakandi

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

### Category-B: Theme specific

Sl. No	Theme	
1	Follow up of DCs Conference	In pursuance of the decision taken in DC's Conference/CS Review Meeting all concerned departments were requested to focus on follow up action and work in time bound manner to achieve targets.
2	Coordination across Depts.	All concerned departments are requested to submit any issue or problem faced by the department for discussion in the monthly DDC Meeting.

The meeting ended with vote of thanks from the chair.

District Commissioner,  
Hailakandi

**Copy to:**

1. The Addl. Chief Secretary to the Govt. of Assam, Transformation & Development Dept., Dispur-6 for favour of kind information.
2. The Director, De-centralized Planning Division, Transformation & Development Dept., Dispur-6 for favour of kind information. information and necessary action.
3. All District Heads of Development Departments of Hailakandi Dist. for information and necessary action.
4. The D.I.O NIC, Hailakandi. He is requested to upload the minutes in the District website.

***e-signed***  
District Commissioner,  
Hailakandi