

MINUTES OF THE DISTRICT DEVELOPMENT COMMITTEE (DDC) MEETING FOR THE MONTH OF AUGUST 2026	
Subject	Minutes of the Meeting of District Development Committee, Hailakandi District
Date & Time	27 th August, 2026, 11:00AM
Venue	Conference Hall of O/o the District Commissioner, Hailakandi
Participants	Annexure-1

The meeting was presided over by Shri Jay Vikas, IAS, District Commissioner, Hailakandi.

At the outset, the District Development Commissioner, Hailakandi, welcomed the District Commissioner, Hailakandi, all Heads of Departments and the concerned officials present in the meeting. During the meeting, the District Commissioner emphasized that all Heads of Departments (HoDs) should ensure timely implementation of schemes, avoid pendency of works, and strictly adhere to the prescribed timelines. He further instructed all departments to submit Action Taken Reports (ATRs) on the resolutions of the previous DDC meeting promptly and add a slide of the ATR on the PPT.

Then department wise review started and recorded as follows:

Category-A: Department specific

Sl No.	Administrative Department	Decision/Action to be taken	Agency responsible & Timeline
1	Skill Development	The Chair reviewed the status of the DSDP Plan, and the DPM informed that the plan will be submitted by next week. The DPM further informed that the Skill Development Project under ADP is presently under the tendering process and is expected to commence shortly. The DC directed that success stories related to skill development be highlighted and incorporated in the PPT for the next DDC meeting. A detailed status of Government Polytechnics, ITIs and PMKVK Centers shall also be presented in the next DDC meeting. The Private RPL Centre was reviewed, and its ongoing activities shall be presented in detail in the next review meeting.	DPM, ASDM, Hailakandi
2	ASRLM	The District Commissioner reviewed the status and activities of ASRLM, including Lakhpati Didi, Farmer Producer Companies, Integrated Farming Cluster (IFC)–Pineapple Project, mushroom cultivation and the Soya Paneer Project, and directed that SHG grading be initiated immediately. The status of 328 Producer Groups (PGs) was also reviewed. Details regarding the LOKOS App, non-farm livelihoods, and the performance and activities of Jeevika Sakhis shall be presented in the next review meeting. A meeting shall also be held with the Inspector of Schools, regarding the handover of unutilized school buildings arising from amalgamation to ASRLM, Hailakandi.	DPM, ASRLM AND Inspector Of Schools, Hailakandi
3	NULM	The District Commissioner reviewed the status of SHGs and noted that the last SHG grading was conducted in 2022. The DC directed to: 1. Conduct fresh grading of all SHGs and prepare an updated list. 2. Identify a suitable location for establishing a “She Mart” and submit a proposal to the DC. 3. Facilitate online platform linkages for SHGs to improve market access and visibility.	CPM, NULM, Hailakandi

4	DICC	The meeting reviewed the overall progress and activities of DICC, including staff position, implementation of CMAAA 1.0 and 2.0, PM Vishwakarma, PMEGP and PMFME schemes, with emphasis on beneficiary selection, training, financial assistance, loan sanctions and pending cases. The development of Rajma as the second ODOP of Hailakandi District was also discussed, with the overall focus on promoting entrepreneurship, local industries, rural livelihoods and sustainable economic development.	GM, DICC
5	Social Welfare	The District Commissioner reviewed the status of Pradhan Mantri Matru Vandana Yojana (PMMVY). As on 25.08.2026, 1,367 beneficiaries were entered in the District Portal, against 1,079 enrolled beneficiaries, leaving a gap of 288. Issues relating to Aadhaar seeding and NPCI mapping were highlighted. The DC directed that the gap be brought down to ZERO through special camps and field visits on priority basis.	DSWO, Hailakandi
6	P&RD	The District Commissioner reviewed the GP-wise dashboard and directed that all relevant indicators, including JJM, Swachh Bharat Mission and PMAY-G, be incorporated. He further instructed to club the indicators and prepare a consolidated ranking of GPs for better monitoring and performance assessment.	CEO, Zilla Parishad Hailakandi
7	Sports	The District Commissioner reviewed the functioning of the Sports Department, Hailakandi, including its annual activity schedule and cadre strength. The Department was directed to ensure timely implementation of the scheduled activities and effective utilization of available manpower.	DSO, Hailakandi
8	Transport	The Chair reviewed the status of E-Rickshaws operating in Lala and Hailakandi Municipal Board areas. The DTO informed that the required data had been shared with both Municipal Boards as directed in the previous DDC meeting. The Municipal Boards and DTO were directed to prepare a traffic congestion and parking management plan, which will be reviewed in the next DDC meeting. The respective Municipal Board meetings will decide on the NOC and other necessary measures for operation of E-Rickshaws within the municipal areas. The DC directed the DTO to ensure that details of all newly registered E-Rickshaws in both Municipal Board areas are regularly updated and shared with the respective Municipal Boards. The DTO reported that against target of Rs. 19.68 Cr., the total collection upto the month of August 2026 is Rs. 06.54 Cr.	DTO, Hailakandi and Lala & Hailakandi Municipal Board
9	Legal Metrology	The progress of verification and re-verification of weights and measures, inspection of commercial establishments, enforcement activities, and revenue collection under the Legal Metrology Act was reviewed. The District Commissioner directed the department to prepare a monthly inspection plan, conduct regular inspections accordingly, and submit the compliance report to the District Commissioner.	Inspector, Legal Metrology, Hailakandi
10	Food Public Distribution & Consumer Affairs	The Chair reviewed the e-KYC status and noted the low e-KYC performance of Lalpani FV Indane Gramin Vitrak, at 18%. The DC directed the department to take immediate steps to improve the e-KYC coverage, which will be reviewed in the next DDC meeting. The DC also directed the department to conduct regular market inspections in view of complaints regarding price rise and submit the inspection findings and compliance report immediately.	ADS, FPD& CA, Hailakandi

11	Forest	The DFO informed the Chair that “Brikhya Bandhu” plantation program was conducted from 10th–14th August 2026 and 336 schools/colleges, 61,923 students and 3,71,538 seedlings were covered. The DC directed submission of portal upload status. The DC directed the Circle Officers of Algapur and Lala to find land for berry cultivation and also Directed to submit the status of field verification reports. The status of Biodiversity Management Committees (BMCs) under the Biological Diversity Act was reviewed, and the Forest Department, in coordination with the CEO, Zilla Parishad, was directed to ensure block-wise coordination and monitoring for effective constitution, functioning and maintenance of BMCs. All Gram Panchayats shall be instructed to ensure strict compliance with the prescribed rules and provisions relating to the constitution, functioning and management of BMCs. All Line Departments were directed to clear pending Forest Royalty dues and ensure timely payment of Forest Royalty. Further, all concerned departments shall submit a project-wise statement of Forest Royalty payable and already paid, along with a compliance report, to the District Commissioner for review and monitoring.	CEO, Zilla Parishad, Concerned Circle Officers, DFO and all concerned Line Departments, Hailakandi
12	Sericulture	The Chair reviewed the status of ongoing sericulture activities, including Eri and Mulberry rearing, Somand Kesseru plantation, cocoon and seed cocoon production, distribution of Erilayings, and the activities undertaken at Government ECCs, Mohanpur and Boldaboldi. He also reviewed the functioning of the 6 Sericulture centers in Hailakandi district. The department was directed to submit centre-wise plantation data for review and further monitoring.	Asst. Director, Sericulture, Hailakandi
13	Fishery	The DC reviewed the implementation of PM Matsya Sampada Yojana (PMMSY) and the status of KCC (Fishery). A total of 251 KCC applications have been submitted during 2023–2026, of which only 5 applications were submitted in 2026, and all are pending with the banks for approval. The District Fishery Development Officer informed that approximately 10,000 fish farmers are expected to be registered. The DC directed the department to submit more KCC applications, while the LDM was directed to collect the relevant data and take necessary action for timely disposal. The DC also reviewed the status of 13 Beels, including the remaining unregistered Beels, and directed the department to submit the rules and procedure for Beel registration and communicate the same to the concerned Circle Officers for necessary action.	DFDO & LDM, Hailakandi
14	Animal Husbandry & Veterinary	The DC reviewed the monitoring and grading of Veterinary Centres and directed the department to conduct a survey and prepare indicator-wise grading of all Veterinary Centres. The consolidated grading report shall be submitted for review in the next DDC meeting.	DVO, Hailakandi
15	Health	The DC directed the department that the Janani Suraksha Yojana (JSY) performance shall be regularly reviewed, and daily progress report is to be shared with the District Administration for monitoring with proper action plan in place to improve implementation and outcomes. Wage Compensation pendency shall be reduced on a priority basis, with a daily progress report to be submitted to the District administration for monitoring. The Joint Director of Health Services, Hailakandi informed the	JDHS, Hailakandi

		Chair that the present availability of blood in the Blood Bank is 79 units. A Blood Donation Camp will be organized during September. The District Commissioner directed all departments to ensure maximum participation and submit their department-wise number of participants for the camp for compliance.	
16	PWD (NH)	The EE, PWD (NH), Hailakandi, apprised the chair regarding the progress of National Highway works in Hailakandi district. The District Commissioner directed that the Hailakandi Zero Point to Jankibazar road project be executed with due emphasis on quality. The DC will personally monitor the progress and quality of the work. A comprehensive map indicating all ongoing and pending road projects, along with their present status and work locations, shall be prepared and presented in the next DDC meeting for review and monitoring.	EE, PWD (NH)
17	Education	The Inspector of Schools, Hailakandi, apprised the chair regarding the status of various educational programmes and initiatives in the district. The DC directed the IS, Hailakandi, to ensure regular monitoring of student and teacher attendance in schools and submit a compliance report to the DC for review.	Inspector of Schools, Hailakandi
18	Agriculture	The Chair reviewed the status of various ongoing schemes and activities under Agriculture Department. Regarding NMEO-OP (National Mission on Edible Oil–Oil Palm), the District Commissioner directed the Agriculture Development Officer, Hailakandi, to explore possibilities for area expansion and take necessary measures to achieve the prescribed target. In the next review meeting, the District Commissioner will review the status and progress of Farmer Producer Organisations (FPOs) in Hailakandi district.	DAO, Hailakandi
19	Municipal Boards	The Chair reviewed the schematic progress and functionality of the ULBs. The District Commissioner directed Lala Municipal Board, Hailakandi Municipal Board and Katlicherra Town to prepare a comprehensive drainage network map of their respective areas, clearly indicating the drainage flow direction, existing network, and nature of drains (Pucca/Kachha) through distinct colour coding. The map shall also highlight blockages, waterlogging, encroachments, inadequate carrying capacity and other drainage-related issues, along with existing and proposed culverts and locations requiring intervention. A detailed PPT covering the drainage map, flow pattern, present status, identified issues and proposed/future drainage and culvert works shall be prepared and presented in the next review meeting.	EO, Lala & Hailakandi Municipal Board & BDO Katlicherra
20	Irrigation	The DC reviewed the status of irrigation schemes and directed the department to ensure restoration of repairable schemes and optimum utilisation of irrigation potential. The department was further directed to submit maps showing LAC-wise and construction-wise details of the schemes.	EE, Irrigation, Hailakandi
21	APDCL	The DC reviewed the status of power supply, ongoing projects and smart metering in the district and directed APDCL to submit an updated network map showing the 33 kV network, DSS and major distribution infrastructure.	AGM, APDCL, Hailakandi
22	PWD (B)	The progress of ongoing PWD Building projects in Hailakandi District was reviewed, with emphasis on expediting delayed works, resolving pending payment and approval issues, and ensuring timely completion of projects under health, education, administrative and other infrastructure schemes.	EE, PWD (B), Hailakandi

23	PWD (Roads)	The progress of ongoing road infrastructure works under various schemes was reviewed. Under Asom Mala, the ongoing works under Phases 1.0, 2.0 and 3.0 were discussed, with directions to expedite execution, resolve pending land acquisition and eviction issues, and closely monitor progress, particularly where works are affected by rainfall and slow physical progress.	EE, PWD (Roads), Hailakandi
24	PHE	The progress of JJM, Hailakandi and Lala Town Water Supply Schemes, and SBM(G) works was reviewed. It was noted that dysfunctional water supply schemes have been reduced, while ongoing works and remaining implementation issues require close monitoring and timely completion.	EE, PHE, Hailakandi
25	Employment Exchange	The activities of the District Employment Exchange, Hailakandi were reviewed, including online registration, career counselling and vocational guidance programmes, inspection of skill training centres, implementation of the Chief Minister's Jibon Prerana Scheme, and the PM Internship Scheme, with emphasis on strengthening career guidance, skill development and employment opportunities for the youth.	Employment Officer, DEE, Hailakandi
26	Handloom & Textile	The Chair reviewed the progress of various Handloom & Textiles schemes including Swanirbhar Naari, distribution of modern looms, Weaver Mudra Loans, artisan training, insurance schemes and Kumar Shashakti karan Yojana, with emphasis on timely beneficiary support, loan sanction and completion of ongoing activities.	Supdt. H&T
27	Co-operatives	The progress of the department was reviewed, including statutory audit, PACS computerization, Central Sector Schemes, cooperative society activities and membership drives, with emphasis on expediting audit completion, strengthening recovery, and promoting digitalization and business diversification of cooperative societies.	ARCS, Hailakandi
28	Taxation	The Superintendent of Taxes informed the Chair that SGST collection was ₹1.57 crore in August and ₹8.15 crore up to August (56.01% of annual target), while Non-SGST collection was ₹0.42 crore and ₹2.38 crore respectively (29.11%). The progress was reviewed with emphasis on improving revenue collection and strengthening enforcement activities.	Supdt. of Taxes, Hailakandi
29	Excise	The Superintendent of Excise informed the Chair that the total Excise revenue target (Wholesale) for FY 2026–27 is ₹8.44 crore, against which an achievement of ₹1.72 crore has been recorded, representing 20.43% of the target, compared to 23.07% during the corresponding period of FY 2025–26. In respect of Retail Excise revenue, against the annual target of ₹47.52 crore, an achievement of ₹10.66 crore (including VAT of ₹5.95 crore) has been recorded, representing 22.43% of the target, compared to ₹10.13 crore (including VAT of ₹5.66 crore) during the corresponding period of FY 2025–26. The Chair reviewed the overall progress of the department, including revenue collection against targets, detection and enforcement activities, raids and patrolling, and consumption trends. Emphasis was laid on improving revenue collection and intensifying enforcement measures against excise-related offences.	Supdt. of Excise Hailakandi
30	Soil Conservation	The progress of the Soil Conservation Department was reviewed, including implementation of PMKSY 2.0 and the Land Development Project at Gobil under RIDF-XXIX. The meeting emphasized timely completion of ongoing soil and water conservation works and effective utilisation of available funds.	DO, Soil Conservation, Hailakandi

31	Water Resources	The progress of ongoing Water Resources schemes was reviewed, including flood protection, dyke restoration, embankment construction and anti-erosion works under SOPD-G and PDNA. Emphasis was laid on expediting ongoing works and resolving land-related issues to ensure timely completion of the schemes.	EE,WRD, Hailakandi
32	Labour	The DC directed the Labour Department to prepare a Tea Garden-wise status and grading based on specific Health and Education indicators, with special emphasis on these two sectors, in coordination with the concerned departments- Education & Health, and present the consolidated grading/status in the next DDC meeting. The Labour Department was further directed to provide the status of beneficiaries covered under the NIRMAN SAKHI Scheme, including details of benefits provided, for review in the next DDC meeting.	LO, I.S. & JDHS, Hailakandi

At the end of the meeting, the District Commissioner issued the following general directions to all concerned departments-

- All Heads of Departments were directed to submit Action Taken Reports (ATRs) on the resolutions of the previous DDC meeting promptly and include a separate slide on the ATR in their respective PPTs one day before the meeting both in hard and soft copies.
- The LDM, Hailakandi was directed to submit a PPT for the DDC meeting.
- Further, the Superintendent of Jail, Hailakandi, the Station Officer, Fire & Emergency Services, Hailakandi, and the District Librarian, Hailakandi were directed to attend the DDC meeting accordingly.

The meeting ended with vote of thanks from the Chair.

District Commissioner,
Hailakandi

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Copy to:

1. The 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.
3. All Head of 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