



GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER:: SRIMANTA SANKARDEV NAGAR::HOJAI
(Transformation & Development Branch)
E-mail : devhojai2018@gmail.com



Subject	Minutes of the District Level Review Meeting cum DDC Meeting for the month December, 2024 and January, 2025
Date & Time	20/01/2025 at 09.30 A.M.
Venue	Conference Hall of O/o the District Commissioner, Hojai.
Members Present	as per list at Annexure-I

Sri Bidyut Bikash Bhagawati, ACS, District Commissioner, Hojai welcomed all the members present in the District Review Meeting. He discussed about the upcoming Republic Day celebration preparedness and requested all the District Heads to extend coordination. All the HoDs are requested to take prior approval before the leaving Head Quarter as the review Meeting by the Hon'ble Governor of Assam will be scheduled shortly and also requested to expedite the physical progress of work and complete the work within a stipulated time. After a threadbare discussion following decisions were taken.

Sl. No	Sector	Administrative Department	Scheme/ Project/ Programme	Decision Taken	Agency Responsible & Timeline
1.	Economic Development	P&RD	Sachchata Drive	<ul style="list-style-type: none">➤ The Chair requested to maintain sawachhta drive on the eve of celebration of Republic Day in rural areas.➤ Market Area, GP Offices, Block Offices and other Government office etc. to be cleaned.	CEO, Zila Parishad, All BDOs

2.	Economic Development	Municipal Board	Sachchata Drive	<ul style="list-style-type: none"> ➤ The Chair requested for specific focus on garbage dumping. ➤ The Chair asked the EOs to follow the Recent Action Plan as per DoHUA and submit the progress report time to time. ➤ The Chair asked the EOs for active campaign in Social media for increase awareness regarding cleanliness and best practices. ➤ Special focus have to be given to cleanliness of the market area, public offices, Thana, Circuit House, IB, vacant places, parks, drains etc. ➤ EOs are requested to supervise the entire exercise with special coordination with police personal 	All EOs
3.	Social Sector	Health & Family Welfare	JDHS Office	<ul style="list-style-type: none"> ➤ The Chair asked for submission of list of scrappable/off-road ambulances, medical vehicles etc to the Office of DC and also coordinate with DTO, Transport Department, Hojai. ➤ The chair asked for focus on action plan for TB elimination. ➤ In respect of detect and test, community mobilization and involvement of line department should be encouraged for TB MUKT ASSAM. 	Jt. Director, H&FW, Hojai
4.	Social Sector		Sewa Setu	<ul style="list-style-type: none"> ➤ COs are requested to take necessary steps for 6% of pending cases of Public Service Delivery under Sewa-Setu as per the Portal. ➤ Regarding Asaam Darshan Scheme, CO Dabaka, Hojai & Lanka are requested to take immediate step for release of final installment and submission of UC. 	Circle Officers
5.	Economic Sector	Finance	Orunodoi	<ul style="list-style-type: none"> ➤ All EOs are requested to attend the training/VC for uploading of data correctly in the portal on 20th January, 2025. 	EOs

6.	Social Sector	T&D	Untied Fund	<ul style="list-style-type: none"> ➤ ADC(Dev) and SDO is requested to take step for refund of interest and unutilized amount to the government immediately as per Govt Direction. ➤ Further requested to check thoroughly all unutilized/pending schemes before return of unutilized amount. 	SDO, T&D
7.	Administration	Co-District	Governance	<ul style="list-style-type: none"> ➤ CDC is requested to organize Republic Day in the CDC Office with a communication to SP. ➤ Special Cultural programme along with March-Past in a befitting manner. ➤ MLA and Prominent Dignitaries to be invited in the programme. 	CDC
8.	Economic Development	Archaeology	Maintenance of Archaeological sites	<ul style="list-style-type: none"> ➤ The Chair instructed to submit report why Rajbari Archaeological site is famous and why should people visit the said site so that Government project may be taken up in the site has been discussed in the last meeting but till date no report has been received. ➤ In this regard submit the report immediately. ➤ The chair also requested to submit proposal on religious tourism by covering religious circuit, Borduwa, Mahamrityunjai, Akashiganga Rajbari etc. 	Archeology Department
9.	Administration	All HoD		<ul style="list-style-type: none"> ➤ All HoDs are requested to verify the petitions filed for mutual transfer of Grade-III & Grade-IV employees, applied through Swagata Satirtha Portal. ➤ All HoDs are requested to submit list of Scrappable/Off-Road Vehicles to the Office of DC for further Disposal. 	All HOD

The meeting ended with vote of thanks from the Chair.



District Commissioner
Srimanta Sankardev Nagar, Hojai

e-Memo No: 120188/HJD. 6/2016/DDC/PT-I/39-A

Dated the 20th January 2025

Copy to-

1. Chief of Division, Evaluation and Monitoring Division, Transformation & Development Department, Dispur, Guwahati-6 for kind information.
2. DIO, NIC, Hojai (i/c) for information and necessary action.
3. All the concerned officers for information & necessary action as per minutes.
4. Office file.



District Commissioner
Hojai