

MINUTES OF THE MONTHLY DEVELOPMENT MEETING IN DHALAI DISTRICT.

DATE- 05-02-2009

VENUE:- CONFERENCE HAL OF CIRCUIT HOUSE.

TIME :- 10:00 AM.

List of the participants is given in the Annexure-‘A’.

At the beginning of the meeting all the participants introduced to each other. The District Magistrate & Collector, Dhalai welcomed all the participants and highlighted importance of each of the department in development work and requested for cooperation from all the officers present in the meeting. He also requested all the officers present to put some extra efforts for completion of all ongoing works by the end of March, 2009.

The main points of the meeting are as follows:-

1. NREGA :-

- The BDOs to take photographs of registered house holds and upload the same in the website from their end.
- The BDOs to ensure 100% distribution of job cards to the registered families by **end of February,2009.**
- The BDOs to conceptualize atleast **5(five) big projects** which will work as **landmark projects** in each Block. Each BDO will take the sole responsibility for execution of these projects.
- The BDOs to fill up all vacant posts of GRS by **20-02-2009.** Sr. Dy. Magistrate, Dhalai will issue the appointment letter to the vacant post of Technical Assistant from among the waiting list.
- Progress of opening of NREGA accounts was not satisfactory. BDOs to call meeting with bank officials and formulate a plan for covering atleast 60% of the registered house holds by end of February, 2009.

- Line departments to send block wise expenditure incurred by them alongwith physical & financial progress report **by 20-02-2009.**
- All the implementing agencies including line department to send utilization certificates, adjustment and filled muster rolls either to DM office or to BDO offices **by 20-02-2009.**
- Now onwards, no fund will be directly given to the line departments under NREGA. The BDOs will issue work orders making officials of line department as I/O as per the project submitted by them.
- The Dy. Director, Horticulture to submit a project for setting up of a big central nursery (coconut) in Dumburnagar RD Block **within 10(ten) days.**
- The BDOs to focus on completing projects under material component for 2008-09.
- The BDOs to send **list of all the projects taken up under material** component under NREGA by next monthly meeting.
- The BDOs to review filled up muster rolls in each Panchayet and send them for uploading in DM office. Atleast 60% of the expenditure should be uploaded **by end of February, 2009.**
- Now onwards, no work for individual benefit will be taken up under Block and District level fund. However, any such individual work will not utilize more **than Rs.40,000/-** for a single beneficiary.
- Maximum of 10% of total fund under NREGA could be utilized in works for individual beneficiaries.
- The BDOs to take up works covering 2/3 Panchayets or 2/3 Blocks under Block level and District level fund.

2. I A Y :-

- Display of IAY Permanent Wait List / Wall painting in each Panchayat should be completed immediately.
- Sanitary Toilet and Smokeless Chullah should be constructed in each new IAY house.

- BDOs are to speed up, construction under of IAY houses within March 2009.

3. Drinking Water :-

- All BDOs to have a close watch on the coming dry season. Any fund requirement for constructing new sources can be placed with EE, DWS.
- BDOs should send uc's of ARWSP fund of 2005-06 and 2006-07.

4. TSC:

- All the BDO's are asked to place their requisition for up-gradation of household latrines. They are also advised to take initiative to motivate the beneficiaries for making proper use of the squatting plates supplied for household latrines.
- A fund for RS.5.2 lakhs will be given to BDO's for demonstrative works under TSC. programme.

5. BADP:-

- The old structure of Harinchara Sub centre under Ambassa Block will be dismantled and a new Sub-centre will be constructed under BADP during 2008-09 at the cost of Rs. 09 lakhs only (new norm).
- Dy. Director, Agriculture reported that the Mini Cold Storage for preservation of Vegetable and fruit etc. at Chawmanu Market and Gandachara Market are not economically viable. The fund will be withdrawn and new projects will be taken up with this Rs.61.50 lakhs.
- DFO. Ambassa to submit project proposal on Eco-Park at Ambassa under BADP fund.

6. MPLADS:-

- U.C. and completion report to be submitted before inaugurating completed MPLAD projects.
- Progress report of works under MPLADS projects to be sent by BDO's.

7. DRDA:-

- P.D. Dhalai to arrange engagement of RDO's/Motivators as per TSSP guidelines.

8. CONSTRUCTION OF BUILDINGS:-

- All ongoing construction are to be geared up & should be completed within stipulated time.
- The following HS Schools viz Bakchera and Bhaibhon chera HS under Chawmwnu, Balaram HS under Ambassa and East Daluchera HS under Salema Block are yet to start. EE, RD to speed up the work.

9. CASH VERIFICATION & CASH ANALYSIS:

- All the BDOs to send cash analysis by 25th of every month.

10. RSVY/BRGF:-

- DGM, TSCL will be provided with Rs.1.00 crore for extension of 11 KVA special grid line from Ambassa to Jawharnagar
- BRGF fund will be placed for power connection to new SDM office building at Longtharai Valley.

11. MANU DEV PLAN:-

- Construction of Manu Development plan to be completed by **October 2009.**

12. PANCHAYAT:-

- The DPO(Secretary, Zilla Parishad) Dhalai is to take necessary steps for submission of pending U/C immediately.
- All BDO s are requested to submit pending U.C. of PDF/RGSY & TFC.

13. BLOCK PROFILE:-

- All the BDOs to submit Block profile consisting of small write up on block, photographs & panchayet profiles.

14. INSPECTION REPORT:-

- Inspections are to be conducted regularly by all IAs and report should be submitted. BDOs to submit compiled report to DM Office.

15. MISC :-

- BDO's to prepare projects for developing/establishing regrouped village in the form of developed colonies having all the basic minimum facilities.
- The small quantity of materials not available with RD store may be procured from the market at RD approved rate for expediting the implementation works. The fund placed with RD for the materials may be adjusted with other items.
- DFO. Manu will submit his MR to the BDO, Chawmanu by second week of **February 2009**. DFO. Ambassa will submit his pending adjustment immediately to the BDO concerned under NREGA.
- All I.O's of line Departments to submit the monthly reports to the respective BDO's and status of fund utilization placed to them with un-utilized fund position within 10(ten) days.
- ZDO, Dhalai to submit the action plan of Ganganagar by 09-02-2009.
- Dy. Director, Agriculture to place necessary instruction to all Agri Super. for submitting the action plan for re-grouped villages as proposed at Hatimatha under Dumburnagar Block, Bijoy master para of Labancharra under Manu Block.

The meeting ended with thanks to all.

(Brijesh Pandey)
District Magistrate & Collector
Dhalai District, Ambassa

**MINUTES OF THE MEETING HELD WITH SDMS, SP AND SDPOS IN CONNECTION
WITH THE PREPARATION OF LOK SABHA ELECTION, 2009.**

Venue:-Circuit House, Ambassa **Time :-** 3.00 pm. **Date:-** 12.03.2009.

1. The requirement of vehicles for polling personnel and security personnel sent by the SDMs was not found to be appropriate. The SDMs in consultation with the SDPOs to send a fresh requirement of vehicles by 13-03-2009 (afternoon) for security personnel and polling parties.

(Action by SDMs/SDPOs)

2. The Superintendent of Police, Dhalai to send requirement of vehicles for Sector Officers.

(Action by SP, DLI)

3. The SDMs to ensure that requirement of police wireless set for polling parties and Sector Officers is to send well in advance.

(Action by SDMs)

4. SDPO's to identify probable locations for setting up of para military forces. The list will be provided to the concerned SDMs who will take steps to provide drinking water, sanitation facilities etc. well in advance.

(Action by SDMs)

5. The SP, Dhalai raised the issue for providing temporary accommodation to the Commandants of adhoc Battalions of paramilitary forces. The Sr. Dy. Magistrate to look into the matter.

(Action by Sr. Dy. Magistrate)

6. It was requested to provide extra fund for porters for carrying luggage of polling personnel and security personnel separately to some of the remote polling stations. SDMs to work out the requirement of funds for porters and send it to DM office.

(Action by SDMs)

7. The physical verification of polling stations should be completed immediately by the SDMs and the requirement of drinking water, toilet, sheds for polling stations etc. should be identified immediately. The BDOs will be requested to take up construction work in advance.

(Action by SDMs/BDOs)

8. The SDMs to send the request for purchase polythene sheets for the polling parties.

(Action by SDMs)

9. During training of polling personnel & security personnel, advance briefing will be done so that they maintain close coordination with each other on the day of poll.

10. The SDM, GNC requested for setting up of 5(five) nos. temporary TSR camps at Girchandra para (Bhagirathpara GP), Natun Dalpati, & Biswarampara under Gandacherrra PS and Ramani Reang Para & Ananda Roaja Para under Ganganagar PS. The SP, Dhalai to establish temporary camps as per security requirement.

(Action by SP,DLI/SDMS)

11. The SDMs to complete vulnerability mapping of polling stations in consultation with the SDPOs, O/C's of concerned Police Stations, political parties etc. and send the confidential report by 20-03-2009.

(Action by SDMs/SDPOs/O/Cs)

12. A detail discussion took place for providing postal ballot to the security personnel. The main points of proposal to be sent for consideration by the election department are as follows:-

a. It was reported that many of the TSR camps are located in very remote places where the postal staffs do not visit due to security concerns. If required the security will be provided by SP,DLI for distributing postal ballots to the concerned security personnel.

(Action by SP,DLI)

b. The list of security personnel for deployment in election duty will be compiled by the SDPO's and send it to SDM offices after taking approval from SP for issue of postal ballots. For TSR Jawans list may be submitted either in SDM office or in DM office for postal ballots.

((Action by SP,DLI)

13. The SDMs; SP,DLI; SDPOs; Co. TSR to appoint respective nodal officers who will be responsible for collection of Form No.12, preparation of postal ballots. SDM's to supply adequate number of Form No.12 to concerned Nodal Officers.

(Action by SDMs/SP,DLI/SDPOs)

14. The list of nodal officers will be exchanged with the civil and police deptt. for close coordination.

15. The SDMs to call meeting of nodal officers of civil and police deptt. for their training and awareness generation relating to the distribution of postal ballots.

(Action by SDMs)

16. The CEO, Tripura will be requested to allow keeping of one drop box for receiving postal ballot in each ARO office (SDM Office) in addition to the office of R.O. This will help in dropping of postal ballots after casting by the polling personnel and the security personnel. **(Action by SDMs)**

17. The SP, Dhalai and SDPOs reported that jungle cutting is required in certain areas for easy movement of the vehicles. The SP, DLI to send list of the roads where jungle cutting is required so that the BDOs can take up the works. **(Action by SP,DLI)**

18. The SDPOs to send the list of work to be taken up for repair of roads and critical bridges which are necessary for smooth conduct of election. The list will be compiled by the SDMs and send to this office for issuing instructions to the PWD/RD Deptt for taking up the work. **(Action by SDMs/SDPOs)**

19. The vehicles required for carrying out of incoming CPMF & BSF from other state will be arranged by the State Police HQ as done during last election.

20. The SP, Dhalai to issue appointment of Police Sector Officers having jurisdiction co-terminus with the Civil Sector Officers immediately.

21. It was observed in last election that few polling parties were eager to leave polling stations without clearance from the security cell, which is totally undesirable. All AROs (SDMs) are requested to bring to the notice of all concerned polling parties that without Clearance of security cell no polling parties shall start their movement from their respective dispersal centres.

22. All AROs(SDMs) are to constitute a team to enforce model code of conduct immediately in which a police official may be inducted as a team member . At the district level team, Addl. SP(OPS), Sri Dilip Debbarma is named as team member.

23. SDMs to return back all EVMs by 16th March,2009 which were supplied to them for awareness campaign for the period from 1st March to 15th March,2009

(Brijesh Pandey)
District Magistrate & Collector,
Dhalai District : Ambassa

**GOVERNMENT OF TRIPURA
OFFICE OF THE DISTRICT MAGISTRATE DHALAI
DISTRICT. AMBASSA & Collector.**

No.F.10(3)-DM(D)/CON/09/

Dt:-13th March,2009.

Copy to:-

- The SP, Dhalai.
- The SDMs, ABS/GNC/KMP/LTV.
- The BDOs, ABS/DBN/MNU/CMN/SLM.
- The SDPOs, ABS/CMN/GNC/MNU/KMP.

Copy also forwarded to the:-

The CEO, Tripura for favour of kind information.

(Brijesh Pandey)
District Magistrate & Collector,
Dhalai District : Ambassa