

**MINUTES OF THE DDC MEETING HELD ON 29/ 03/2023 AT 10-30 AM IN THE OFFICE CONFERENCE HALL OF THE DEPUTY COMMISSIONER, GOLAGHAT FOR THE MONTH OF MARCH/2023.**

The meeting was chaired by the Deputy Commissioner, Golaghat Dr. P. Uday Praveen, IAS, held in presence of various Heads of Development Departments of the district.

At the very outset the Deputy Commissioner, Golaghat welcomed the members present in the meeting and exhorted them to complete the ongoing and new schemes on stipulated time.

The points of discussion and action to be taken as instructed by the Chair are as mentioned below.

| SL.NO. | NAME OF DEPARTMENT                   | ACTION TO BE TAKEN   |
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| 1      | WOMEN & CHILD DEVELOPMENT DEPARTMENT | <ul style="list-style-type: none"><li>➤ The Deputy Commissioner instructed the CDPOs to hold at least 2 recipe demonstrations programme in a month using locally grown nutritious food for children and pregnant and lactating mothers.</li><li>➤ The Deputy Commissioner instructed the CDPOs to compile sector-specific data on women without Aadhar Cards and encourage them to emphasise the importance of the Aadhar generation process.</li><li>➤ The Deputy Commissioner instructed the CDPOs to organise inter-block POSHAN Vatika competition and to plant nutritional food trees, medical trees and seasonal food trees as soon as possible.</li><li>➤ The CDPOs were also instructed to update the POSHAN tracker during the first 10 days of each month and strive for 100% growth monitoring update.</li><li>➤ The Deputy Commissioner also suggested that convergence meeting to be convened with representatives from other departments, including the BDO, Agriculture Department and PHE to discuss about POSHAN VATIKA or Nutri Garden and Jal Jeevan mission connections.</li></ul> |



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|   |                        | <ul style="list-style-type: none"> <li>➤ The Deputy Commissioner instructed the CDPOs to provide the requirement of Growth Charts, immunization registers, Take Home Ration Registers, Home Visit Registers, Pregnant and Lactating Mother Registers and Survey Registers for each AWC.</li> </ul>  |
| 2 | SERICULTURE DEPARTMENT | <ul style="list-style-type: none"> <li>➤ The Asstt. Director, Sericulture Department informed that the project for livelihood of forest communities for Eri Sector and Silk Samagra-]2 has been submitted to the Directorate of Sericulture for approval. He also informed that the word bank project APART is also included in sericulture department in Bokakhat Sub-Division which will be started from May/2023 onwards.</li> </ul>   |
| 3 | AGRICULTURE DEPARTMENT | <ul style="list-style-type: none"> <li>➤ The meeting reviewed the present status of paddy procurement. The Deputy Commissioner instructed to issue certificate to eligible farmers as much as possible. He opined that it will increase confidence amongst the farmers and it will help in long run. The SDO(C), Dhansiri informed the house that they have organized camps in different locations and got positive response.</li> <li>➤ All ADOs to organize camps in their circles and speed up certification process.</li> <li>➤ At least 3000 farmers in Sarupathar Sub-Division have to be issued certificate.</li> <li>➤ Certificate to be given to all PMKISAN beneficiaries.</li> <li>➤ The house reviewed the ADO wise allocation of Millet demonstration. It was observed that farmers are getting entire inputs (seed, fertilizer) under APART but only seed in case of NFSM &amp; DM, SDO© opined that as a pilot project it would have been better if the farmers are provided with required fertilizer &amp; other inputs. The deputy Commissioner asked about</li> </ul> |



marketing and he was informed that government is planning for buy back of the product. He emphasised on establishment of market linkage.

- DAO will think for all possible support to millet growers. Asstt. Commissioners will monitor the demonstration plots and related issues.
- The house reviewed the achievement of PMFBY (Rabi 2022-23), 1369 nos. of Mustard growers were insured under PMFBY and out of them 17 nos. had lost their crop in hailstorm. The Deputy Commissioner was informed that Department and Insurance Company have made joint verification and claim has been placed for settlement. The representative of Reliance Insurance Company informed that the list has to be approved by DLMC. He also informed that the company will release the insured amount only after receiving the government share.
- Agriculture Department informed that the company made lots of mistakes in previous years in portal entry of farmers. It created lots of problem in verification.
- The Deputy Commissioner instructed DAO to intimate all concern regarding wrong portal entry.
- A letter regarding the same to be proceeded intimating the issue to the company with a copy to Director of Agriculture.
- Meeting discussed regarding e-KYC pending, IPPB bank account opening and aadhar authentication status.
- All ADOs are asked to aware the farmers about different unavoidable steps of farmers for getting benefit of PMKISAN.
- DAO is asked to appoint more manpower for aadhar excel sheet update.
- The Deputy Commissioner appealed all officers from District Administration and



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|   |                   | <p>Agriculture Department to work as a team. He entrusted three Asstt. Commissioners for three sub-divisions to look after the works of Agriculture.</p>   |
| 4 | HEALTH DEPARTMENT | <ul style="list-style-type: none"> <li>➤ Requirement from Morangi and Bhagyapur MPHCs to be submitted to the Deputy Commissioner as instructed after the visit of these HIs by the Deputy Commissioner.</li> <li>➤ Repairing works at the delivery points of Soneswazr Bora and Bilgaon MPHCs will start by 17<sup>th</sup> March/2023. Concerned SDM&amp;HOs should orient the staff to conduct deliveries kat these HIs.</li> <li>➤ Reviewed in BPHCs to be done on the basis of PIP conditionality, NITI Aayog, Key Deliverables.</li> <li>➤ SC wise immunization data to be submitted to SDO(Civil), Bokakhat.</li> <li>➤ Strengthen ANMOL App usage by ANMs specially in Golaghat Urbanb 66.6%. Missamora 63.6% and Sarupathar 45.9%. SDM&amp;HOs to review the performance of the AM regularly and monitor the data on ANMOL. Special orientation to ANMs who are non-performers and submit list of non-performers to the Deputy Commissioner.</li> <li>➤ ANMOL updating status to be shared in Golaghat Health WhatsApp group for 5 BPHCs and Morangi reporting unit every Friday and concerned Block WhatsApp groups on Wednesday.</li> <li>➤ Self-Cell Phone number of PW recorded low in RCH portal. (Sarupathar 79.28%). It is important that individual phone number of pregnant women is entered in RCH registers and portal as valuable information are shared on lath ese phone numbers from programmes like kilkari.</li> <li>➤ The various indicators and performance of the blocks and Morongi reporting unit to be shared regularly on Golaghat Health WhatsApp group so that SDM&amp;HO can monitor the activities.</li> </ul> |



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|  |  | <ul style="list-style-type: none"><li>➤ Service delivery to Teenage Pregnancy should be dealt with carefully considering the sensitivity.</li><li>➤ ASHA wise Eligible Couple list to be prepared and the type of contraception being accepted to be mentioned against the couple.</li><li>➤ Identification of HRPW was very less in Morangi (3.54%), Sarupaathar (4.25%), Golaghat Urban (2.03%). Various indicators of HRPW to be oriented for the frontline workers and health staff on regular basis.</li><li>➤ Identification of PW with Severe Anemia is less. Anemia Screening camps to be conducted at all Blocks.</li><li>➤ SDO (Civil), Bokakhat and Sarupathar Sub-Division to be called to their respective Block review meetings and ADC(Health) to be informed about meetings in other blocks for which officers will be deputed. The schedule of Block review meetings to be shared in the Golaghat Health WhatsApp.</li><li>➤ Regarding the 4<sup>th</sup> ANC service to the PW, it was less in Kamarbondha Ali, Sarupathar and Morangi.</li><li>➤ Targets to be set for the ABPMs and review of the performance to be done once a week by the SDM&amp;HO and BPM.</li><li>➤ The low performers in the various indicators to be called to the district every week for review.</li><li>➤ The low performing ABPMs of Bokakhat BPHC, Kamargaon MPHC and Mahuramukh MPHC to be called for a meeting with SDO (Civil), Bokakhat and performance to be shared with the Deputy Commissioner.</li><li>➤ Murphuloni PPP Tea Garden not administering Zero dose and not collecting the vaccines from Bhagyapur MPHC. Such type of issue to be monitored in every tea garden and a report to be submitted to the Deputy Commissioner.</li></ul> |
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|  |  | <ul style="list-style-type: none"><li>➤ Requirement of equipment for TG hospitals to be collected.</li><li>➤ Mapping of all TG hospitals with Cold Chain points to be done.</li><li>➤ Three days duty to Medical Officers to be allotted against those Health institutions which do not have any Medical Officers.</li><li>➤ The plan of rationalization of all health staff to be placed before the Deputy Commissioner.</li><li>➤ Downward trend of delivery to be analysed and reasons to be cited for such trend.</li><li>➤ During the visit by the Deputy Commissioner, Laboratory at Merapani CHC was found to be non-functional. It is compulsory that laboratories where LTs are posted must conduct the tests as per the type of HI.</li><li>➤ List of health institutions facing running water and electricity issue to be prepared and submitted to the Deputy Commissioner.</li><li>➤ Reasons for Home Delivery in areas like Rongbong (3), Dhundasham (3), Herheri (4), Tengahola (3) to be prepared and submitted to the Deputy Commissioner.</li><li>➤ Reasons for still birth need to be analyzed.</li><li>➤ Treatment for PW with Hypertension, (675 new cases detected -615 provided with treatment). Orientation to Medical Officers on Hypertension Management protocol to be done.</li><li>➤ Orientation on Administration of Ante Natal Corticosteroid, PIH management to be done for all Medical Officers.</li><li>➤ Show cause notice to all staff of Delivery point at Sarupathar CHC for not maintaining registers. The Deputy Commissioner instructed the SDM&amp;HO not to release salary until the registers are updated.</li><li>➤ All newborns to be weighed at birth.</li></ul> |
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|  |  | <ul style="list-style-type: none"><li>➤ The percentage of full HBNC as compared to Penta-1 is less which should be analysed against Live Birth.</li><li>➤ Performance of sterilization to be reviewed separately. Sterilization camps to be planned on camp mode at the prospect of hiring surgeon from another district (JMCH) to be pondered upon.</li><li>➤ List of Vector borne disease prone areas to be submitted to the Deputy Commissioner.</li><li>➤ Action plan for NVBDCP to be prepared and shared with the Deputy Commissioner.</li><li>➤ Patient's complaint received regarding irresponsible behaviour of few nursing staff at MCH; during Deputy Commissioner's maternal death review.</li><li>➤ Sample collection for JE to be done at Bokakhat SDCH and Sarupathar CHC.</li><li>➤ List of 27 persons suffering from Elephantiasis should be given to ADC (Orunodoi) immediately.</li><li>➤ During the April to September period blood slide collection to be increased and awareness activities on vector borne diseases to be done.</li><li>➤ Target for bed net impregnation to be increased in the district. Any requirement for this activity to be submitted to the Deputy Commissioner.</li><li>➤ E-KYC updatio0n status to be provided on daily basis.</li><li>➤ Blood storage unit at Sarupathar CHC and Dergaon CHC to be utilized optimally and be filled up to its capacity.</li><li>➤ A chart to be prepared by the dietician on nutrition for PW and children to be used at the VHSND sessions.</li><li>➤ Deputy Commissioner asked all to be proactive in providing the services to the beneficiaries and any support/intervention required from Administration will be provided accordingly. He asked the SDM&amp;HO to orient the periphery Medical</li></ul> |
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|  |  | Officers on various protocols so that service delivery is strengthened. |
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The meeting ended with vote of thanks from the Chair.

  
Deputy Commissioner  
Golaghat.

Dated Golaghat the 29<sup>th</sup> March/2023

Memo No.GDP.40/DDC/2017-18/PT/

Copy to:-

- 1) The Commissioner & Secretary to the Govt. of Assam, Transformation and Development Department, Dispur-6 for kind information.
- 2) The Commissioner, Upper Assam Division, Jorhat for kind information.
- 3) The Secretary top the Govt. of Assam, Transformation and Development Department, Dispur-6 for kind information.
- 4) The Director (DCP), Transformation and Development Department, Assam, Dispur-6 for kind information.
- 5) The Director, Monitoring and Evaluation, Transformation Department, Dispur-6 for kind information.
- 6) The Sub-Divisional Officer (Civil), Bokakhat/Dhansiri for information and necessary action.
- 7) All Circle Officers/BDOs for information and necessary action.
- 8) All concerned members for information and necessary action.

  
Deputy Commissioner  
Golaghat