

MINUTES OF THE MEETING OF DISTRICT LEVEL OFFICERS (DLOs) OF THOUBAL DISTRICT HELD ON 4TH MARCH, 2016 AT 11.00 A.M. IN THE CONFERENCE HALL OF DEPUTY COMMISSIONER, THOUBAL WITH SHRI T. RANJIT SINGH, IAS, DEPUTY COMMISSIONER, THOUBAL IN THE CHAIR:

List of Officers present – Annexure “A”.

List of Officers absent – Annexure “B”.

DC/Thoubal welcomed all the officers present and expressed his thanks to the Police Administration, ADM/Thoubal, all SDOs/SDMs & Executive Magistrates for assisting the concerned Officers/Officials of the Council of Hr. Sec Education, Manipur & Board of Sec. Education Manipur by conducting inspections/visits at all the Private Examination Centres of the ongoing COHSEM & BOSEM Examinations. He informed the Officers present that Hon'ble Chief Minister, Manipur is launching a programme on implementation of Block Level Handloom Cluster (Integrated Skill Development Scheme) organised by Project Manager, Handloom under the Directorate of Commerce & Industries, Govt. of Manipur at BASU Ground, Khangabok on 05-03-2016 as the Chief Guest and other high ranking dignitaries and requested the Officers to be present at the function.

2. Then, the following issues were taken up and discussed one after another. After a threadbare discussion and deliberation on various issues raised by some DLOs and exchange of views/comments/suggestions amongst the Officers present and after obtaining clarification on the issues raised from DC/Thoubal and other concerned Officers, the following decisions were taken:

- i) As the Financial Year, 2015-2016 is almost coming to an end, DC/Thoubal directed the ADC/ADM, Thoubal to ensure that all development schemes being undertaken by DRDA/Thoubal & other line Departments are completed in time and necessary UCs etc should be submitted at the earliest to their respective concerned authorities well in time. All other Officers such as BDOs, POs-II & III, EE/DRDA, all AEs etc. should be advised/briefed appropriately and they should assist the ADC/PD, DRDA, Thoubal. **[Action: ADC, all SDOs, BDOs, all DLOs, Project Officers concerned, EE/DRDA]**
- ii) Regarding the collection of land revenues, SDOs were directed to expedite/gear up their collection drive and the consolidated collection figures month wise along with the supporting Challan copies and the same be submitted to DC/Thoubal on a regular basis preferably on or before 4th of every month. **[Action: All SDOs & AC-II(Rev)]**
- iii) Regarding Biometric capturing of data, the percentage of data captured as on 28-02-2016 was 86.18% and total Aadhaar generated is 88.75% w.r.t. BME captured. All SDOs/Charge Officers were directed to expedite capturing of the remaining population in consultation with the concerned officers/officials of In-Media. **[Action all SDOs/Charge Officers & BO/Census, DC Office]**
- iv) DYASO/Thoubal was directed to submit a status report to DC/Thoubal at the earliest as the Hon'ble CM is taking a Review Meeting on 12 March 2016 at 2.00 p.m. in connection with construction of District Sports Complex at Thoubal. **[Action: DYASO/TBL]**
- v) As desired by Planning Department, all DLOs were directed to prepare a brief note on the achievement made during the last 15 years in respect of their respective offices/departments and the same should be submitted to DC/Thoubal (both in soft & hard copy) latest by 19 March 2016. **[Action: All DLOs]**
- vi) As regards uploading of details of arms licences issued in the District on the NDAL Website of MHA, New Delhi, BO(Arms)/DC Office was directed to expedite the matter. **[Action: BO(Arms), DC Office, TBL]**
- vii) District Magistrates & Additional District Magistrates have been declared as Controllers and Deputy Controllers of Civil Defences in their respective districts by the Secretariat: Relief & DM Department, Govt. of Manipur vide Order No.20/3/2014(RLF/DM)/Pt dated 18-02-2016 as per the provisions of Section 4 (1) of the Civil Defence Act, 1968. AC-I (Relief & DM)/DC Office was directed to examine and take up necessary follow up action accordingly. **[Action: AC-I (Relief & DM)/DC Office, TBL]**
- viii) Regarding implementation of Sexual Harassment of Women at Workplace Act 2013, it was informed that SW Dept wants the following information: (i) Details of Local Complaints Committees constituted under the Act & (ii) Number of cases registered, disposed off and pending after 90 days as per the information submitted to District Officers (from 1st January 2014 to 31st December 2015). All DLOs were directed to submit the necessary information (if any) to the office of DC/Thoubal at the earliest. **[Action: All DLOs]**
- ix) For implementation of National Food Security Act, 2013 in the district, DSO(CAF & PD)/Thoubal was directed to complete printing of Ration Cards both for AAY and PHH categories. Further, he was also directed to expedite appointment of Rationing Agents & S K Oil Sub-Dealers as per standing instructions of the CAF & PD Department **[Action: DSO(CAF & PD)/TBL]**
- x) For preparation of District Irrigation Plan (DIP) of Thoubal District under Pradhan Mantri Krishi Sinchayee Yojana (PMKSY), PD/ATMA (Member Secretary) was directed to co-ordinate with all concerned Officers/Departments and expedite the matter. **[Action: Project Director, ATMA, Thoubal]**

- xi) For uploading details of IAY Beneficiaries such as Bank A/C, other particulars etc. in IAY Awaassoft, the concerned Project Officer-II, DRDA, Thoubal, two BDOs of TBL & KCG Blocks & other concerned were directed to expedite and complete the uploading exercise at the earliest. ADC/PD, DRDA, TBL will monitor & supervise. **[Action: ADC/PD, DRDA, TBL, all BDOs & PO-II (IAY), TBL].**
- xii) In view of the epidemic diseases spread in animals at Lilong Haoreibi Turel Ahanbi & Non availability of Vety Staff there, JD(Vety. & AH), TBL was directed to ensure to depute their staff to the affected village. Further, CMO/TBL was directed to organise a special medical camp there at the earliest under intimation to DC/Thoubal. **[Action: CMO/TBL & JD(Vety & AH), TBL].**
- xiii) The officer concerned of ICPS/TBL was directed to take up immediate necessary action for initiation of CHILDLINE - 1098 service in Thoubal District & Role following the meeting held on 19 January 2016 at 10 am at the Conf. Hall of DC/TBL, where Mr. Sabyasachi from Childline India Foundation/Kolkata, Prof. Jivankumar, Deptt of Anthropology, MU (State Nodal Officer) & others were also present. **[Action: ICPS Officers concerned].**
- xiv) After a joint physical inspection conducted by DC/Thoubal & District & Session Judge & his team on 1st March, 2016, the eastern wing on the 2nd floor of Mini Secretariat Building located at the southern Side has been earmarked for setting up of the newly proposed Family Court, Thoubal District. **(Action: DC/Thoubal & Law Deptt).**
3. Before concluding, DC/Thoubal informed all Officers present that the next DLOs Meeting will be held **on 4th April, 2016 at 11.00 A.M.** as usual in the Conference Hall of DC/Thoubal.
4. The meeting ended with vote of thanks from the Chair.


(T. Ranjit Singh, IAS)
Deputy Commissioner/DM, Thoubal

Memo No. 12/129/DC(TBL)/98(Pt):

Thoubal, the 11th March, 2016.

Copy to:-

1. Secretary to the Hon'ble Chief Minister, Manipur.
 2. Staff Officer to Chief Secretary, Govt. of Manipur.
 3. Director General of Police, Manipur.
 4. Addl. Chief Secretary (Home/Finance), Govt. of Manipur.
 5. Principal Secretaries (Social Welfare/CAF & PD/RD & PR), Govt. of Manipur.
 6. Commissioners (Com & Ind/YAS/Revenue/Education-S), Govt. of Manipur.
 7. Secretary (Relief & DM/Agri), Govt. of Manipur.
 8. DIG Range-II, Chandel & Thoubal stationed at Wangbal.
 9. Superintendent of Police, Thoubal.
 10. Chairman, Council of Higher Secondary Education, Manipur.
 11. Director (Census Operation), Manipur.
 12. Director (Education-Schools), Manipur.
 13. Director (Social Welfare), Manipur.
 14. ADM/PD, DRDA, Thoubal for information and necessary follow-up action on the decisions taken.
 15. All SDOs/SDMs, Thoubal District.
 16. Assistant Commissioners to DC/Thoubal District.
 17. All BDOs, Thoubal District.
 18. Secretary, Board of Secondary Education, Manipur.
 19. State Informatics Officer (NIC), Manipur, Imphal.
 20. DIO (NIC), Thoubal with a request to upload the Minutes of the DLOs Meeting in the official website of the District.
 21. DIO (Info), Thoubal.
 22. SDE (Telephone), BSNL, Thoubal.
 23. All Project Officers, DRDA, Thoubal.
 24. All other District Level Officers, Thoubal District for information and compliance
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25. SDC (HQ), DC's Office, Thoubal.
 26. Relevant File/Guard File.
- Copy also to:-
Hon'ble Adhyaksha, Thoubal Zilla Parishad, Thoubal.


(T. Ranjit Singh, IAS)
Deputy Commissioner/DM, Thoubal

ANNEXURE-A

List of the Officers present in the in District Level Officers Meeting held on 04-03-2016 under the Chairmanship of DC/Thoubal:-

Sl. No.	Name of the Officer	Designation
1	Ksh. Lemba Singh, MCS	ADC/ ADM, Thoubal
2	N. Madhunimai Singh, MPS	Addl. SP/Thoubal
3	L. Bobi Singh, MCS	SDO/Thoubal
4	Md. Ajjur Rahaman, MCS	SDO/Lilong
5	Th. Charanjeet Singh, MCS	SDO/Kakching
6	Dr. M. Veto Singh, MCS	SDO/Waikhong
7	Ksh. Umananda Singh, MCS	BDO/Thoubal
8	Ng. Jogendra Khumancha, MCS	AC to DC, Thoubal
9	Yumnam Nelson, MCS	AC to DC, Thoubal
10	Md. Imran Khan, Jr.MCS	BO/DC Thoubal
11	H. Sukumar Singh, Jr.MCS	BO/DC Thoubal
12	A. Subol Singh, SDC	Sub-Registrar, Thoubal
13	S. Ibomcha Singh, SDC	BO/DC Thoubal
14	H. Kesho Singh, SDC	BO/DC Thoubal
15	S. Gojendro Singh, SDC	BO/DC Thoubal
16	Md. Hesamuddin	SDC(HQ) DC Office/Thoubal
17	I. Joybi Singh	DGM,MSPDCL/Thoubal
18	L. Selungba Singh	DGM,MSPDCL/Kakching
19	Dr. N. Jayantakumar	CMO/Thoubal
20	M. Gambhir Singh	AS & SO, Thoubal-I
21	L. Bimol Singh	DSO (Statistics), Thoubal
22	Md. Hifjur Rahman	PD, ATMA/ Thoubal
23	T. Sanatomba Singh	Addl. DIO/Thoubal
24	M. Shyamkishor Singh	SDAO, Thoubal
25	Y. Laksman Singh	DYC,NYK/Thoubal
26	Ksh. Birachandra	District Officer, Horticulture and Soil Conservation/Thoubal
27	Dr. N. Akendra Singh	DFWO/Thoubal
28	Ksh. Kulahari Singh	D.I./ZEO, Thoubal
29	P. Virdhwaja Singh	DSO/CAF&PD, Thoubal
30	Th. Subhash Kumar Singh	DEO/Exchange, Thoubal
31	R.K. Jayantakumar Singh	DTO/Thoubal
32	S. Shamungou Singh	Deputy Ranger, TFO/Thoubal
33	S. Lemba Singh	Jr. Pathologist, Rice Breeder/ Wangbal
34	Th. Iboyaima Singh	Principal, Lilong Hr. Secondary, Madrassa
35	K. Dilip Singh	AC/3 rd IRB, Thoubal
36	K. Anita	DCPO, Thoubal
37	Dr. Kh. Homeshwar Singh	DLO/Thoubal
38	Th. Surendra Singh	AE,MI/Thoubal
39	Dr. P. Gojendro Singh	Jt. Director, DVO/Thoubal
40	L. Deben Singh	A.E.II/PHED, Thoubal
41	Th. Nilakumar Singh	DSWO/ Thoubal
42	W. Shridhambi Singh	FM(Credit),DIC/Thoubal
43	Md. Habibulah	OC, Fire Station /Thoubal
44	M. Memcha Devi	CDPO/Kakching
45	K. Biju	Treasury officer/Thoubal
46	Ch. Tombi Devi	Project Manager/ Handloom& Textiles Office Thoubal
47	Dr. K.C. Luwang	District Malaria Officer/Thoubal
48	W. Babu Singh	PO/AE Supervisor, Thoubal
49	Ch. Noyon Singh	DIO (Info)/Thoubal
50	I. Purnimashi Devi	District Youth Affairs & Sport Officer, Thoubal
51	R.K. Ranjan Singh	For Principal/ACTC, Thoubal
52	Md. Sirajahamad Khan	For, AGM Khandsari Sugar Factory, Wangbal

53	L. Sharat Singh	Asst. Research Officer, District Planning Office/ Thoubal
54	Dr. Ksh. Memcha Devi	District TB Officer/Thoubal
55	Y. Kumar Singh	PO/DRDA, Thoubal
56	Kh. Muhindro Singh	PO/ DRDA/Thoubal
57	Reena Chanu M	Legal cum Probation Office (DCPU)/Thoubal
58	M. Borchand	AE ,FCD-III,IFCD/Thoubal
59	L. Thambou Singh	AE-II,PWD/Thoubal
60	Kai David	PO,DRDA/Thoubal

ANNEXURE - B

List of Officers found absent in District Level Officers Meeting held on 04-03-2016 under the Chairmanship of DC/Thoubal:-

Sl. No	Name of the Officers	Remarks
1	D.I. Lilong	All these absentees Officers should attend the next DLOs meeting being held on 4 th April, 2016 positively without fail.
2	District Weight & Measures Officer, Thoubal	
3	DSO (Sericulture), Thoubal	

R. M. S. S.