

MINUTES OF THE MEETING OF DISTRICT LEVEL OFFICERS (DLOs) OF THOUBAL DISTRICT HELD ON 4TH DECEMBER, 2013 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 – Enclosed as Annexure 'A'

List of Officers absent – Enclosed as Annexure- "B"

The Deputy Commissioner welcomed all the officers present and recalled the decisions/resolutions taken in the last DLOs meeting held on 4th November, 2013. Thereafter, he reviewed the status of the ATR on the decisions taken in the last meeting.

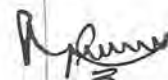
2. He informed the officers present that one special Guest namely Smt. L. Premlata Devi, Media & Communication Officer, Press Information Bureau, Ministry of Information & Broadcasting, Govt. of India was also present at the meeting in connection with the proposed 3(three) Days Public Information Campaign (PIC) being held at FINE Society Ground, Heirolk in Thoubal District from 17-12-2013 to 19-12-2013. After welcoming her, DC/Thoubal requested her to brief the officers present about the proposed PIC. Thereafter, Smt. L. Premlata Devi informed that the proposed Public Information Campaign will be on the theme of National Rural Health Mission, Sarva Shiksha Abhiyan & Universal Mid-Day-Meal Programme, Right to Information Act, National Rural Employment Guarantee Act, (NREGA), Integrated Child Development Scheme (ICDS), Total Sanitation Campaign (TSC), Bharat Nirmal Package (Rural Housing, Rural Drinking Water Supply, Rural Road Connectivity, Rural Telephone & Rural Electricity etc.). The said PIC will focus on the core flagship programmes of the National Common Minimum Programme of the UPA Government to be implemented by various Ministries and organisations to fuel rural growth. The main purpose of the PIC is to create awareness and disseminate information to the targeted beneficiaries particularly in the rural areas and will be under a thematic umbrella. As per the guidelines from the Information & Broadcasting Ministry, it is proposed to organise exhibitions focusing the flagship programmes of UPA Government by the concerned Central and State departments, speech by resource persons followed by interaction sessions with the public, journalist and media persons, highlighting for success stories by the NOGs about the various schemes to make the general public aware of the various programmes of the Government of India during the 3 days Campaign. She stated that the Departments/Offices concerning/dealing with the following matters/issues viz National Rural Health Mission (NRHM), Sarva Shiksha Abhiyan & Universal Mid-Day-Meal Programme, Right to Information Act, National Rural Employment Guarantee Act, (NREGA), Indira Awaaj Yojana (IAY), Integrated Child Development Scheme (ICDS), Pension Schemes, Total Sanitation Campaign (TSC), Bharat Nirmal Package (Rural Housing, Rural Drinking Water Supply, Rural Road Connectivity, Rural Telephone, Rural Electricity (RGGVY) etc are required to put up one exhibition stall at the main venue mentioned above from 17th to 19th December, 2013 in consultation with her. Press Information Bureau will provide and arrange for the required exhibition stalls and refreshment will be provided by the Organising Committee.

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

- i) SDOs/EROs of Thoubal, Kakching & Lilong were directed to ensure that a defect free Photo Electoral Rolls, 2014 of all 10(ten) Assembly Constituencies falling within the jurisdiction of Thoubal District be published on 6th January, 2014 positively as per the schedule fixed by the ECI w.r.t. 01-01-2014 as the qualifying date.
- ii) SDOs of Thoubal, Kakching and Lilong were directed to ensure that final list of the Socio Economic and Caste Census, 2011 in respect of Thoubal District be published on 5th January, 2014 positively, as the draft list of SECC, 2011 has already been published with the approval of RD & PR Department.

- iii) SDO/Thoubal was directed to submit the lone pending Magisterial Enquiry report in respect of (Late) Shri Ningthoujam Thokchao Singh (27 yrs) s/o Shri N. Shamu Singh of Nongpok Sekmai under Yairipok P.S., Thoubal District, Manipur to DC/Thoubal at the earliest preferably on or before the 31st December, 2013 without fail.
- iv) All SDOs were directed to expedite and mobilise their staff for maximum collection of Land Revenue by utilising the services of all SDCs and other supporting staff. They were also directed to take up the second round of capturing of Biometrics data immediately in consultation with the authorised staff of In-Media.
- v) In view of the inconvenience faced by the 3(three) SDOs of Thoubal District while discharging their official duties related to spot verification, magisterial duties/protocol duties for the Hon'ble Chief Minister, Other Ministers and VVIPs by using their official vehicles (Maruti Vans), it was also decided that the Revenue Department be requested to provide 3(three) Gypsies, one Gypsy each for the SDOs of Thoubal, Kakching & Lilong.
- vi) As desired by the SPD/SSA, SMA, Manipur, the SDOs of Lilong and Thoubal were directed to furnish the detailed schedule of lands to be acquired for construction of the proposed Residential School and KGBV (on permanent basis) at the earliest as the SPD/SSA, SMA, Manipur is pressing very hard.
- vii) ADC/Thoubal in consultation with BO(Revenue), DC Office/Thoubal were reminded once again to expedite formal allotment of lands in favour of those Departments/Offices (which have been in physical possession since the last many years), for which prescribed applications have already been received by DC Office, Thoubal as expeditiously as possible.
- viii) In view of irregular and erratic power supply available in the Mini Secretariat Complex of DC/Thoubal, it was resolved that the office of Chief Minister's Secretariat be requested to install one Solar Power Plant of 25 KWP each at the 2(two) Mini Secretariat Buildings lying on either side of the Main Mini Secretariat Building on the northern and southern side by tying up with the Directorate of Manipur Renewable Energy Development Agency (MANIREDA). The total estimated cost for installation of these 2(two) Solar Power Plants of 25 KWP capacity each works out to be around Rs.1.00 crore and out of this estimated amount, an approximate sum of Rs.23.50 lakhs is to be borne by the District Administration, Thoubal and the rest balance amount of Rs.76.50 lakhs will be available under the Central Financial Assistance (CFA) of the Ministry of New and Renewable Energy (MNRE), Govt. of India. Director (MANIREDA) be approached accordingly. It was also decided that the Planning Department be requested to allocate the required beneficiary share of Rs.23.50 lakhs out of the available Plan fund (if any) under SDF.
- ix) In view of the proposed setting up of the Kendriya Vidyalaya in Thoubal District on temporary basis pending the final allotment of land for construction of the Kendriya Vidyalaya, it was decided that the offices of DIC, PWD, Social Welfare, Arts & Culture, PHED, Forest and Agriculture be shifted inside the Mini Secretariat Building lying on the southern side at the earliest in consultation with DC/Thoubal.
- x) DSWO/Thoubal was directed to expedite opening of Bank Accounts for the remaining Beneficiaries under various schemes of NSAP and MOAP at the earliest to ensure that the beneficiaries do not suffer for getting their entitled pension. He was directed to tie up with the concerned Banks to obtain the ATM Cards by the beneficiaries under NSAP/MOAP Schemes, as the Banks had already been directed to do so by DC/Thoubal quoting/enclosing the relevant instructions of RBI. He was also directed to examine one representation dated 25th Oct, 2013 submitted by one Shri Thokchom Biren Singh of Khangabok Part-III Makha Leikai to take appropriate necessary action against his son namely Shri Th. Jackychand Singh serving as Constable, CRPF for giving financial assistance under the relevant provisions of the Maintenance and Welfare of Senior Citizens Act, 2007 and the Manipur Maintenance of Parents and Senior Citizens Rules, 2011.
- xi) All DLOs were also requested to deposit the amount collected to the Cashier (Revenue) of DC Office, Thoubal in connection with Flag Day on Communal Harmony for onward submission to the National Foundation for Communal Harmony, New Delhi.

- xii) All DLOs were directed to attend the inaugural function of the proposed 3(three) Days Public Information Campaign (PIC) being organized by the Press Information Bureau, Govt. of India from 17th to 19th December, 2013 at FINE Society Ground, Heirok under the instruction and guidance of the Ministry of Information & Broadcasting, Govt. of India. It was also decided that the Departments/Offices dealing with the following matters viz National Rural Health Mission (NRHM), Sarva Shikshya Abhiyan (SSA), Universal Mid Day Meal Programme (MDM), Right to Information Act, National Employment Guarantee Act (NREGA), Integrated Child development Scheme (ICDS), Total Sanitation Campaign (TSC), Bharat Nirmal Package (Rural Housing, Rural Drinking Water Supply, Rural Road Connectivity, Rural Telephony & Rural Electricity etc.) should put up at least one Exhibition Stall at FINE Society Ground, Heirok in consultation with Smt. Loitam Premlata Devi, Media & Communication Officer, PIB, GOI. Further, it was also resolved that the other Departments/Offices viz District Police, Agriculture, Horticulture, NYK, Veterinary & Animal Husbandry, KVK(DIC), Forest & NIC will also put up one Exhibition Stall in consultation with the Media & Communication Officer.
- xiii) All DLOs present were also instructed to comply with the directions/guidelines issued by the Secretariat: Social Welfare Department, GOM regarding prevention of fatal accidents of small children due to their falling into Abandoned Bore Wells and Tube Wells following the directions of Hon'ble Supreme Court of India vide Govt. OM No.9/7/2013-S(SW) dated 14-11-2013.
- xiv) Regarding realization of electrical energy charges from the salaries of the Government employees, DC/Thoubal drew the kind attention of all DLOs/DDOs and more particularly the Treasury Officer/Thoubal and Sub-Treasury Officer/Kakching to ensure compliance of the State Finance Department's OM No.7/3/2000-FC dated 08-11-2013 before passing any pay bill of Govt. employees.
- xv) DSO(CAF & PD)/Thoubal should complete Digitization of all Ration Cards by furnishing the required information/documents to DIO/NIC, Thoubal and it was decided to remind him once again to expedite taking up all necessary action for implementation of the provisions given in the National Food Security Act, 2013.
- xvi) As per directions of the RD & PR Department, all BDOs of Thoubal District were advised to take up immediate necessary action for uploading of IAY data on Awaassoft. If they have any difficulties in this regard, they may consult the office of DC/ED, DRDA, Imphal East.
- xvii) All line Departments including the DRDA, BDOs, NRHM, SSA etc should ensure that the sanctioned/released fund be utilised properly and at the earliest and the UCs be submitted in time so as to enable to claim further funds from the Central Government in time.
- xviii) As informed/directed earlier, all pending land acquisition cases to be disposed of/completed at the earliest as the Hon'ble Chief Minister is pressing hard. BO(Revenue), DC Office/Thoubal to co-ordinate with all concerned. All concerned line departments such as PWD, IFCD, Power, Commerce & Industries etc to be requested for mandatory publication of the Notices issued under the relevant sections of the Land Acquisition Act, 1894.
- xix) DIO/NIC was directed once again to complete computerisation of land records in consultation with the SDOs, AS & SO, Thoubal-I & II, Circle SDCs concerned latest by 31st December, 2013 without fail.
- xx) GM/DIC, Thoubal and his concerned responsible officers/staff were directed to ensure that the list of the recommended targeted number of PMEGP beneficiaries for the year, 2013-14 be notified at the earliest.
- xxi) EE (IFCD), TBL Divn-III & AS & SOs Nos.-I & II were reminded once again to expedite submission of the details of the cadastral maps of 3(three) Water Bodies viz (i) Waithoupat, (ii) Ikop and Kharungpat and (iii) Irum Water Bodies indicating the available areas of the respective Water Bodies as desired by the Superintending Engineer, Flood Management Circle, IFCD, Manipur and Director, Environment Directorate, Manipur immediately without any further delay.
- xxii) EE/PHED, Thoubal Division was directed to give a brief status report on implementation of various Scheme in the District. He was also advised to ensure supply of water to the general public & more particularly to all offices located within the Mini Secretariat Complex of DC Office, Thoubal.



- xxiii) District Youth Affairs & Sports Officer, Thoubal was directed to furnish a detailed report about the status of the construction of the District Sports Complex at Kodompokpi Wangjing and Kakching constructed under the SPA fund indicating both the physical and financial achievements to DC/Thoubal at the earliest preferably on or before the 31st December, 2013.
- xxiv) It was also decided that BM/SBI, Thoubal Branch be requested once again to expedite setting up of one Clearing House at Thoubal District HQ as necessary RBI's clearance had already been obtained and the required Space/Building (just adjacent to the SBI/Thoubal Branch) has also been given.
- xxv) TO/Thoubal and STO/Kakching were reminded once again to ensure that the Regional Electronic Clearing Service (Debit Clearing) for payment of pay & allowances for the remaining offices/DDOs are implemented/completed latest by 31st December, 2013. Defaulting DDOs were directed to tie up with TO/Thoubal and STO/Kakching accordingly.
- xxvi) CMO and MS/District Hospital, Thoubal, Khangabok were advised to ensure that the newly inaugurated Operation Theatres of the Hospital function properly and they should complete all required formalities/procedures for obtaining the licence for opening of the Blood Bank-cum-Blood Transfusion Unit, as decided in the Spl. DHS Meeting held recently.

4. Before concluding the meeting, DC/Thoubal informed the Officers present that the absence of some Officers without leave of the undersigned and without deputing any authorised Officer has been viewed very seriously and informed that show cause notice/Office Memorandum will be issued against these defaulting Officers under intimation to their controlling authorities. He informed further that the next DLOs Meeting will be held on **4th January, 2014 (Saturday) at 11.00 a.m.** and only the matters related to the **ensuing Republic Day Celebration-2014** will be discussed exclusively at this meeting. Lastly, he requested them to ensure that the decision taken in this DLOs Meeting are complied in letter and spirit and their ATR be brought in the next DLOs meeting.

5. The meeting ended with vote of thanks from the Chair.


(T. Ranjit Singh)
Deputy Commissioner, Thoubal

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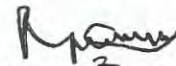
Thoubal, the 9th December, 2013

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 Secretaries (Finance/Planning), Govt. of Manipur.
5. Chief Electoral Officer, Manipur.
6. Principal Secretaries (Election/Com & Ind/Works/Home/Education-S/RD & PR & SW/PHED/IFCD/Health & FW), Govt. of Manipur.
7. Commissioner (Revenue/Power/YAS/CAF & PD/Sc & Tech), Govt. of Manipur.
8. DIG Range-II, Wangbal.
9. Deputy Commissioner/ED, DRDA, Imphal East. He is requested to assist/help the concerned Officers/officials of DRDA/Thoubal regarding implementation of IAY Awaassoft.
10. Director (Census Operation), Manipur.
11. Director (Education-Schools), Manipur.
12. State Project Director, SSA, SMA, Manipur.
13. Director (CAF & PD), Manipur.
14. Director (Settlement & Land Records), Manipur.
15. Director, State Health Society, Manipur.

16. Director (Institutional Finance), Manipur.
17. Director (Social Welfare), Manipur.
18. Director (Health Services), Manipur.
19. Director (MANIREDA), Manipur.
20. Superintendent of Police, Thoubal.
21. Chief Engineers (PWD/Power), Manipur.
22. ADM/Thoubal for information and necessary follow-up action on the decisions taken.
23. All SDOs/SDMs, Thoubal District.
24. Assistant Commissioner to DC/Thoubal District.
25. All BDOs, Thoubal District.
26. DIO (NIC), Thoubal with a request to upload the Minutes of the DLOs Meeting in the official website of the District.
27. Manager, SBI Thoubal Branch. He is requested to expedite setting up/installation of Clearing House at the earliest.
28. All other District Level Officers, Thoubal District for information and compliance of the decision taken in the meeting.....
29. SDC (HQ), DC's Office, Thoubal.
30. Shri Samiran Dutta, In-charge of In-Media for Biometrics enrolment in respect of Thoubal District. He is requested to tie up with DC/Thoubal immediately.
31. Relevant File/Guard File.

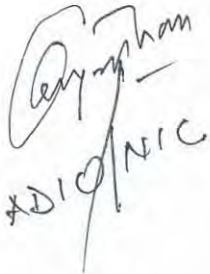
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Hon'ble Adhyaksha, Thoubal Zilla Parishad, Thoubal.



(T. Ranjit Singh)

Deputy Commissioner, Thoubal



ADIO/NIC



List of the Officers present in the monthly DLOs Meeting held on 04-12-2013 under the Chairmanship of DC/Thoubal

Sl. No.	Name of the Officer	Designation
1	L. Nabakishwar Singh, IAS	ADC/ADM, Thoubal
2	Y. Rajen Singh, MCS	SDO/BDO, Thoubal
3	Ng. Norenkumar Singh, MCS	SDO, Lilong
4	N. Bandana Devi, IAS	AC to DC, Thoubal
5	K. Meghachandra Singh, MPS	SDPO/Yairipok
6	S. Somorendro Singh, MFS	TO/Thoubal
7	Bholanath Sharma, MFS	R.O. Planning
8	M.A. Samad	EE (PHED), Thoubal
9	N. Devananda Singh	E.E./TPD-IV/IFCD
10	L. Dilipkumar Singh	Jt. (Veterinary), Thoubal
11	Dr. Kh. Radheshyam Singh	CMO/Thoubal
12	Th. Gyaneshwor Singh	Dist. Agri Officer, Thoubal
13	Dr. Kh. Homeshwar Singh	District Leprosy Officer, Thoubal
14	Dr. N. Jayantakumar Singh	DFWO , Thoubal
15	Kh. Amuba Singh	ZEO/Thoubal
16	Y. Laksman Singh	DYC/NYK, Thoubal
17	Th. Nilakumar Singh	DSWO/Thoubal
18	E. Sulochana Devi	DFO (Fishery), Thoubal
19	Th. Sarat Sharma	DIO (Information), Thoubal
20	I. Bilasini Devi	DSO (Statistics)/ Thoubal
21	Abdul Kayam Khan	DIO (NIC), Thoubal
22	T. Sanatomba Singh	Addl. DIO(NIC), Thoubal
23	Principal, ACTC, Thoubal	ACTC, Thoubal
24	N. Satyavama Devi	DPO/ICDS, Thoubal
25	R.K. Sanatombi Devi	Election Officer, Thoubal
26	Md. Abdul Halim	SDC (HQ), Lilong
27	M. Gambhir Singh	AS&SO), Thoubal-I
28	P. Tomba Singh	H.D.D. (Hort & SC), Thoubal
29	Th. Lokendro Singh	R.O/Thoubal Forest Divn.
30	A.Subol Singh	Sub-Registrar, Thoubal
31	L. Dilip Singh	D.I., Lilong
32	Kh. Gyaneshwar Singh	For, DTO/Thoubal
33	M. Kunjeshwar Singh	For, EE/IFCD, Thoubal
34	W. Damu Singh	Acct. NYK/Thoubal
35	N. Herangamba Singh	M.I.D/ Thoubal
36	N. Bhrigumani Singh	E.O (Dev) for BDO, Thoubal
37	H. Ibomcha Singh	for, DSO (Seri), Thoubal
38	W. Sanakhomba Singh	D.I.C., Thoubal
39	B. Umeshwori Devi	Supdt (P), DYASO, Thoubal
40	Md. Habibulla	O.C/Fire Service, Thoubal
41	Md. Amir Hamza	S.I (Employment Exchange), Thoubal
42	Y. Priyokumar Singh	i/c SIB, Thoubal
43	Md. Siraj Ahemad Khan	LDC, KSF, Khangabok
44	RK. Pishak Singh	For, DCO/Thoubal
45	Mazid Shaikh	For EE/Electricity, Thoubal
46	Premlata Loitam	MCo/PIB, Imphal
47	W. Urmila	IA/PIB, Imphal

ANNEXURE –“B”

List of Officers found absent in the monthly DLOs Meeting held on 04-12-2013 under the Chairmanship of DC/Thoubal.

Sl. No	Name of the Officers	Remarks
1	SDO/BDO, Kakching	On training
2	ZEO/Kakching	All these absentees Officers should attend the next DLOs meeting being held on 4th January, 2014 positively without fail.
3	DSO/CAF&PD, Thoubal	
4	STO/Kakching	
5	Rice Breeder, Wangbal	
6	M.S, District Hospital, Thoubal	
7	E.E./ PWD, Thoubal	
8	E.E./RED-II, Kakching	

