

MINUTES OF THE MEETING OF DISTRICT LEVEL OFFICERS (DLOs) OF THOUBAL DISTRICT HELD ON 4TH SEPTEMBER, 2015 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 sincere thanks to the concerned Officers who have extended their maximum help and assistance to the flood affected victims/families during the recent massive floods occurred in the last part of July and early parts of August, 2015. He also expressed his special thanks to all Officers for the successful conduct of Patriot's Day and Independence Day Celebrations, 2015. He informed that 336.93 acres of lands of Village No.44-Yaithibi Khunou of Thoubal Sub-Division, Thoubal District was handed over formally from YAS/Manipur to the Ministry of YAS, Govt. of India on 27 August 2015.

2. 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) ADC/PD, DRDA, Thoubal to ensure & monitor all Development schemes being undertaken by DRDA/Thoubal & to expedite all cases including furnishing of required UCs to the concerned Authorities. All other Officers such as BDOs, POs-II & III, EE/DRDA, all AEs etc. should be advised/briefed appropriately. **(Action: ADC/PD, DRDA, TBL)**
- ii) 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. **(Action: ADC/TBL & BO/Revenue, DC Office, Thoubal)**.
- iii) All SDOs of Thoubal district have been directed to expedite submission of their reports to DC/Thoubal regarding preparation of Constituencies Atlas based on Census 2011. The Directorate of Census Operations, Manipur, Govt. of India is preparing a Base Map of Manipur showing the boundaries of Parliamentary and Assembly Constituencies separately based on "Delimitation of Parliamentary and Assembly Constituencies Order, 2008 dated 26 November 2008" and "Final Electoral Rolls for Special Summary Revision, 2015". **(Action: All SDOs, Thoubal District)**.
- iv) Regarding the ongoing Special Summary Revision of Photo Electoral Rolls, 2016 w.r.t. 01-01-2016 as the qualifying date; DC/DEO, Thoubal advised SDOs/EROs, Thoubal, Kakching & Lilong, all concerned SDCs/AEROs and others concerned to pay their personal attention to ensure that a defect free, clean and transparent Photo Electoral Rolls, 2016 could be published on 11-01-2016 as per schedule fixed by ECI. **(Action: SDOs/EROs, Thoubal District)**.
- v) SDOs/Charge Officers of Thoubal/Kakching/Lilong were reminded once again to expedite capturing of biometric data of the left out eligible persons in consultation with the concerned IN-MEDIA Personnel and also to link the AADHAR Cards with the existing electoral roll Data Base in connection with the ongoing National Electoral Rolls Purification and Authentication Programme (NERPAP) exercise, being conducted in the District as per direction of the ECI and CEO, Manipur. **(Action: SDOs/Charge Officers, Thoubal District & BO(Census)/Thoubal)**.

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- vi) 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 & BO(Rev)**.
- vii) As requested by the Addl. Chief Engineer-I, PWD; demarcation of land along NH-137 A (IMI road) from Kakching Lamkhai (NH-102 (N) upto Sekmajin Bridge point on NH-137 A is to be conducted. SDO/Kakching and SDO/Waikhong and concerned Officers of Directorate of Settlement & Land Records, Manipur were informed that a formal letter in this regard will be sent to them soon for doing the necessary demarcation. **Action: SDOs/Kakching & Waikhong & AS & SOs concerned**.
- viii) A comprehensive report on damages caused by the recent floods in respect of Thoubal District is to be submitted to the Relief & DM Department, in the prescribed Proforma as per direction of State Govt. letter No.20/3/2014-(RLF/DM) dated 01-09-2015, for which all concerned Officers/Offices such as all SDOs of Thoubal District, PWD, IFCD, PHED, Health, MI, Vety & AH, Fisheries, Horti & Soil Conservation, DIC, Power, Forest, Education, Agriculture have been directed to submit their respective reports to the office of DC/Thoubal at the earliest. SDOs and concerned Officers were also directed to submit the relevant APRs & relevant supporting documents for distribution of flood relief materials in connection with the recent massive floods occurred in Thoubal District. **Action: All concerned SDOs, DLOs**.
- ix) In connection with one NHRC Case filed by Shri Suhas Chakma, Director, NCPT, New Delhi regarding the alleged extra judicial killing of Karung Thoiba of Chandel District by the Manipur Police Commandos and 21st Assam Rifles at Wabagai Leirak Achouba under Kakching P.S. in Thoubal District, Manipur on 19-01-2009; DM/Thoubal has been directed to submit a copy of the Magisterial Enquiry Report. In this connection, SP/Thoubal was requested to furnish status of the FIR Case No.11(1)09 KCG P.S. u/s 307/34 IPC, 25 (1-C) A. Act & 20 UA (P) Act, '04 registered at Kakching P.S. **Action: SP/Thoubal**.
- x) National Level Painting & Essay Writing Competitions for School Children to promote awareness on Conservation of Petroleum Products with prizes as Trip to Japan, Laptops and cash prizes of Rs.15,00,000/- are required to be conducted, for which painting competition on the theme: "Fuel Conservation - Self, Family, Society and Nation" for the students of 6th to 9th standard and Essay Competition on the themes: (1) Why should I conserve Fuel and how?, (2) How to make Fuel Conservation a habit & (3) Role of Children in making Fuel Conservation a National Movement and these competitions are required to be conducted during any day upto 30 Sept 2015. DC/Thoubal advised ZEOs, Thoubal & Kakching, D.I./Lilong and DYC/NYK, Thoubal to organise the same within the prescribed given timeline in consultation with DC/Thoubal. **Action: DYC/NYK, Thoubal, ZEOs/Thoubal & Kakching & D.I., Lilong**.
- xi) District Vigilance Committee and Sub-Division Vigilance Committee have since been constituted under Section 24(1) (2) & (3) of the Prohibition of Employment of Manual Scavengers and their Rehabilitation Act, 2013 vide Govt. Order dated 25-08-2015 of Tribal Affairs Hills & Scheduled Castes Development Department, Govt. of Manipur. DC/Thoubal advised all concerned Officers more particularly the BO/Census to take up immediate necessary action in consultation with DC/Thoubal. **Action: BO/Census, DC office, Thoubal**.
- xii) DC/ED, DRDA informed all concerned Officers that administrative expenses of MGNREGS should not be utilised for any civil works as recommended by the Public Accounts Committee and violation of the standing instruction will render the erring officials for strict disciplinary actions. He advised them to comply strictly with the standing instructions of the State Government. **Action: PD/DRDA, BDOs/Thoubal & Kakching, EE/DRDA, Project Officers/DRDA etc**.

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- xiii) Regarding distribution of Old Aged Pensions under NSAP, DSWO/Thoubal was directed to submit a detailed status report to DC/Thoubal at the earliest preferably latest by 25th September, 2015 positively **(Action: DSWO/Thoubal)**.
- xiv) The Ministry of Water Resources, River Development & Ganga Rejuvenation is celebrating "Jai Kranti Abhiyan" during the year, 2015-2016 in order to popularise water conservation and management in the country through a holistic and integrated approach involving all stakeholders. All SDOs, EE(IFCD)/Thoubal and DYCN/NYK, Thoubal were directed to take up immediate necessary action to ensure that the objectives of "Jai Kranti Abhiyan" are carried out successfully with co-operation of all concerned. **(Action: All SDOs, EE/IFCD/Thoubal & DYCN/NYK, Thoubal)**.
- xv) To expedite all pending cases related to recommendation of the District Relief, Rehabilitation & Redressal Committee and recommend those deserving & eligible cases to Social Welfare Department for sanction of funds, the DPO/ICDS, Thoubal was directed to put up all such pending cases along with all relevant papers at the earliest preferably on or before 26th September, 2015 positively. **(Action: DPO(ICDS)/Thoubal)**
- xvi) DPO(ICDS)/Thoubal were directed to take up necessary advance action for the proposed establishment of Nirbhaya Centre (One Stop Crisis Centre for Women) in Thoubal District as the first such Centre in the State. **[Action: DSWO and DPO(ICDS)/Thoubal.]**
- xvii) DSO (CAF & PD)/Thoubal was directed to take up immediate necessary action regarding matters related to the progress of digitization for implementation of NFSA, 2013. Further, he was also reminded once again to make all necessary arrangement for conduct of the Consumers Rights Day as per direction of the State Government at an earlier convenient date in consultation with DC/Thoubal. **(Action: DSO (CAF & PD), Thoubal)**.
- xviii) All line Departments including the DRDA, BDOs, NHM, 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. **(All DLOs, PD/DRDA, POs/DRDA, all BDOs, DPM/NHM & DPM/SSA)**
- xix) BO(Arms)/Thoubal was directed to complete data entry of all relevant particulars of arms licences on National Database for Arms Licenses (NDAL Portal) and complete the exercise latest by 15 October, 2015. **(Action: BO(Arms), DC Office, Thoubal)**
- xx) DIO(NIC), Thoubal was directed to open one Common Service Centre at Hayel Hangoon G.P. at the earliest, which been selected as the Model Village under the newly launched Saanshad Adrash Gram Yojana (SAGY) in consultation with DC/Thoubal and concerned Pradhan of Hayel Hangoon G.P. **(Action: DIO(NIC), Thoubal)**.
- xxi) Lastly, DC/Thoubal requested all DLOs concerned to observe the Cleanliness Day at their respective Offices on 2nd October, 2015 with full participation of all the Officers/Officials working in their respective offices without fail. **(Action: All DLOs)**
3. Before concluding, DC/Thoubal informed all Officers present that the next DLOs Meeting will be held on 5th October, 2015 at 11.00 A.M. in the Conference Hall of DC/Thoubal as 4th Oct, 2015 falls on Sunday.
4. The meeting ended with vote of thanks from the chair.


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

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Memo No. 12/129/DC(TBL)/98(Pt): 11346

Thoubal, the 11th September, 2015.

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 (Election), Govt. of Manipur.
5. Chief Electoral Officer, Manipur.
6. Principal Secretaries (Home/Finance/Social Welfare/CAF & PD//RD & PR), Govt. of Manipur.
7. Secretaries (Revenue/Education-S/Relief & DM), Govt. of Manipur.
8. DIG Range-II, Chandel & Thoubal stationed at Wangbal.
9. Superintendent of Police, Thoubal.
10. Director (Census Operation), Manipur.
11. Director (Education-Schools), Manipur.
12. Director (Social Welfare), Manipur.
13. ADM/PD, DRDA, Thoubal for information and necessary follow-up action on the decisions taken.
14. All SDOs/SDMs, Thoubal District.
15. Assistant Commissioners to DC/Thoubal District.
16. State Informatics Officer (NIC), Manipur, Imphal.
17. All BDOs, Thoubal District.
18. DIO (NIC), Thoubal with a request to upload the Minutes of the DLOs Meeting in the official website of the District.
19. DIO (Info), Thoubal.
20. SDE (Telephone), BSNL, Thoubal.
21. All Project Officers, DRDA, Thoubal.
22. All other District Level Officers, Thoubal District for information and compliance

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23. SDC (HQ), DC's Office, Thoubal.

24. Relevant File/Guard File.

Copy also to:-

Hon'ble Adhyaksha, Thoubal Zilla Parishad, Thoubal.


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

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ANNEXURE - A

List of the Officers present in the in District Level Officers Meeting held on 04-09-2015 under the Chairmanship of DC/Thoubal.

Sl. No.	Name of the Officer	Designation
1	Ksh. Lemba Singh, MCS	ADC/ADM, Thoubal
2	Th. Charanjeet Singh, MCS	SDO/BDO, Kakching
3	Md. Ajjur Rahman, MCS	SDO/Lilong
4	L. Bobi Singh, MCS	SDO/Thoubal
5	Dr. M. Veto Singh, MCS	SDO/Waikhong
6	Th. Sangkar Deba, MPS	SDPO/Thoubal
7	T. Thangjapao, MPS	Dy. CO, 3 rd IRB
8	Ng. Jogendra Khumancha, MCS	AC to DC, Thoubal
9	Yumnam Nelson, MCS	AC to DC, Thoubal
10	L. Jayarani, MCS (Prob.)	Attached to DC, Thoubal
11	Chandam Bobo, MCS (Prob.)	Attached to DC, Thoubal
12	K. Biju Singh, MFS	Treasury Officer, Thoubal
13	Bholanath Sharma, MFS	RO/Planning
14	H. Sukumar Singh, Jr. MCS	BO(Census)/DC Office, Thoubal
15	Md. Ziaur Rahaman, Jr. MCS	SDC/Lilong
16	Kherdananda Potsangbam, Jr. MCS	SDC/Heirok
17	Md. Abdul Halim	SDC(HQ)/SR, Lilong
18	Dr. N. Jayantakumar Singh	Chief Medical Officer, Thoubal
19	Dr. L. Arke Singh	Medical Supdt., Dist. Hospital, Thoubal
20	L. Ibomcha Singh	EE/PWD, Thoubal
21	L. Selungba Singh	DGM, MSPDCL, Kakching
22	I.Joibi Singh	DGM, MSPDCL, Thoubal
23	Th. Gyaneshwor Singh	Dist. Agri. Officer, Thoubal
24	Y. Shanti Singh	DFO (Fisheries)/Thoubal
25	L. Bimol Singh	DSO (Statistics), Thoubal
26	Y. Raghmani Singh	GM (DIC), Thoubal
27	Y. Laksman Singh	DYC/NYK, Thoubal
28	P. Virdhwaja Singh	DSO (CAF & PD), Thoubal
29	Ch. Noyon Singh	DIO (Info)/Thoubal
30	T. Sanatomba Singh	Addl. DIO (NIC), Thoubal
31	Th. Subhash Kumar Singh	DEO/Exchange, Thoubal
32	S. Ranjtkumar Singh	D.O. (Horti & SC), Thoubal
33	K. Sanaton Singh	Rice Breeder, Wangbal
34	R.K. Jayantakumar Singh	DTO/Thoubal
35	R.K. Sanatombi Devi	E.O. (Election), Thoubal
36	S. Ibomcha Singh	SDC/DC, Office, Thoubal
37	H. Kesho Singh	SDC/DC, Office, Thoubal
38	M. Gambhir Singh	AS & SO, Thoubal-I
39	A.Subol Singh	Sub-Registrar, Thoubal
40	L. Deven Singh	A.E./PHED, Thoubal
41	Kh. Dineshchandra Singh	A.E./TPD-IV, IFCD, Thoubal

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42	Md. Tafsir Alam	A.E./IFCD-III, Thoubal
43	Ch. Tombi Devi	P.O. (Handloom), Thoubal
44	A.Mitanjoy Sinfgh	S.O/IFCD-III, Thoubal
45	Md. Habibullah	OC/Fire Service, Thoubal
46	W. Babu Singh	P.O.(AE), Thoubal
47	H. Rishikesh Sharma	DPM/NRM, Thoubal
48	P. Sukumar Singh	DPM/SSA, Thoubal
49	Reena Chanu Moirangthem	LPO, DCPU, Thoubal
50	Konjengbam Anita	DCPO, Thoubal
51	R.K. Ranjan	for Principal, ACTC, Thoubal

ANNEXURE - B

List of Officers found absent in District Level Officers Meeting held on 04-09-2015 under the Chairmanship of DC/Thoubal.

Sl. No	Name of the Officers	Remarks
1	DSWO/Thoubal	All these absentees Officers should attend the next DLOs meeting being held on 5 th October, 2015 positively without fail as 4 th October, 2015 falls on Sunday. Further, they are directed to bring their justified reasons/explanation call reply when they come for the next DLOs meeting.
2	Dist. Veterinary Officer, Thoubal	
3	DPO/ICDS, Thoubal	
4	D.I. Lilong	
5	A.E./MI, Thoubal	
6	District Wight & Measures Officer, Thoubal	
7	CDPO/ICDS, Thoubal	
8	CDPO/ICDS, Kakching	
9	ZEO/Thoubal	
10	ZEO/Kakching	
11	DSO (Sericulture), Thoubal	
12	DYASO (Sports), Thoubal	

R. Manu