

MINUTES OF THE MEETING OF DISTRICT LEVEL OFFICERS (DLOs) OF THOUBAL DISTRICT HELD ON 4TH OCTOBER, 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"

At the outset, the Deputy Commissioner welcomed all the officers present and informed that tremendous progress related to Banking Services has been made in Thoubal District during the last few months time. He informed that the total number of Nationalised/Scheduled Commercial Banks and other Banks opened so far in the District has risen to 14 (fourteen), with the recent opening of one Bank of India (BOI) along with one ATM Booth at Thoubal and the total numbers of ATM Booth have also risen to 14 (fourteen) in the District. He also informed the members present that one more Bank of Central Bank of India (CBI) is also coming up in the next few months time at Thoubal HQ (near Mela Ground). As most of the decisions taken in the last DLOs meeting had already been acted upon by the concerned officers, the Minutes of the last DLOs Meeting was conformed by the Officers present.

2. Thereafter, DC/Thoubal made a power point presentation recalling the decisions taken in the last DLOs Meeting held on 4th September, 2013 and the following various issues were discussed and deliberated upon. Finally, after a thorough study and discussion on the issues and exchange of views/comments/suggestions amongst the officers, the following decisions were taken unanimously by the officers present:-

- i) *For the ongoing Spl. Summary Revision-2014, all SDOs/EROs were directed to conduct proper hearings of all claims/objections etc and should ensure to prepare a defect free Photo Electoral Rolls, 2014 w.r.t. 01-01-2014 as the qualifying date. As per direction of ECI, mobile numbers & e-mail IDs of the electors/applicants should be collected/incorporated as far as possible with the help of BLOs and BLAs.*
- ii) *All SDOs/ROs should ensure that the list of newly published list of Polling Stations for all 10 (ten) A.C.s of Thoubal District be shared with the authorised representatives of recognised Political Parties at the earliest. DIO, NIC/Thoubal to upload the list of newly notified list of Polling stations in the District Website at the earliest.*
- iii) *All SDOs/ROs should ensure presence of the authorised representatives of recognised Political Parties functioning in the District during conduct of the First Level Checking of EVMs by the concerned Technical Staff from BEL, which will be held from 21st to 23rd October, 2013. EO/Thoubal to co-ordinate with all concerned along with her supporting staff.*
- iv) *DC/DEO, Thoubal to consult the concerned Technical Officers/Staff of CEO's office regarding filling up of relevant data on "PGR Portal" under the link "Election Planning" by login into "PGR Portal".*
- v) *DSO(CAF & PD)/Thoubal to expedite Digitization of all Ration Cards by furnishing the required information/documents to DIO/NIC, Thoubal and to expedite taking up all necessary action for implementation of the provisions given in the National Food Security Act, 2013.*
- vi) *SDC/HQ, DC Office to collect the sale proceeds (after adjustment of the incidental/contingency charges) from SDO/Kakching & DSO/Thoubal of the confiscated rice seized by the Pallel P.S. which was sold to the general public by an Order of the DM/Thoubal as per the provisions of the Essential Commodities Act, 1955.*

- vii) All SDOs of Thoubal District were reminded once again to expedite submission of report in the prescribed proforma regarding identification of site/State land measuring about 8.00 acres for construction of Kendriya Vidyalaya in Thoubal District. As for the temporary arrangement for starting the said Kendriya Vidyalaya, DC informed that necessary follow up actions have already been taken up and the approval of the State Government has already been sought for shifting some of the Govt. Offices/Departments located at Thoubal District HQ (on the eastern side of NH-2) adjacent to District Horti & SC Office inside the Mini Secretariat Complex.
- viii) Regarding eviction of encroachers on either side of the National Highway No-2, all SDOs were advised to complete the eviction process at the earliest after proper verification and observing all due formalities so as to ensure that no legal complications have arisen in the near future. The AS & SOs and Circle SDCs concerned to assist the SDOs in the eviction drive.
- ix) Regarding the required information pertaining to Clan-wise population of Bishnupriya Community permanently settled in Thoubal district, the defaulting SDOs were directed to expedite submission of the desired information without any further delay.
- x) 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.
- xi) BO(Revenue), DC Office, Thoubal to expedite sending of a nil report to the State Revenue Department regarding submission of Quarterly Progress Report (Cumulative) on the implementation of Land Ceiling Laws (Distribution of Ceiling Surplus Lands) for the Quarter ending December, 2012, as all SDOs have submitted a nil report.
- xii) The SDOs are to submit their verification report for all the assets created by the Tourism Department during 10th and 11th Plan to DC/Thoubal, as the Tourism Department is pressing hard for the same.
- xiii) SDO/Lilong to enquire and report on the application dated 03-10-2013 filed by Md. Nawab Ali and six others regarding land compensation of the affected Road Expansion National Highway No.-2, if any, provided it is admissible under the Rules.
- xiv) BO(Revenue), DC Office/Thoubal was directed to prepare the list of villages for which relevant land records are to be obtained from DS & LR, Manipur. Director (S & LR) to be reminded to submit the relevant land records of the remaining villages.
- xv) ADC/Thoubal in consultation with BO(Revenue), DC Office/Thoubal 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.
- xvi) The status/progress of capturing of Biometrics data by the authorised staff of In-Media to be monitored and supervised personally by the SDOs/Charge Officers and the feedback be submitted to DC/Thoubal on a fortnightly basis. An urgent meeting with all SDOs/Charge Officers, DYC/NYK, DIO/NIC, all CSCs Entrepreneurs & all concerned to be held at the earliest. SDC/HQ to obtain the appropriate date & time of the meeting.
- xvii) All pending land acquisition cases to be disposed of/completed at the earliest. 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. BO (Revenue) to expedite compilation of all land schedules likely to be affected by the proposed widening of NH No.-2 and the proposal for notification under Section 4 (1) of the Land Acquisition Act, 1894 to be sent immediately to Commissioner (Revenue) at the earliest.

- xviii) ADM/Thoubal to work out the modalities and put up self contained proposal for registration of un-organized workers u/s 10 of the Unorganized Workers' Social Security Act, 2008 in view of many applications submitted in this regard. If necessary, the concerned line department i.e. Labour & Employment Department to be consulted.
- xix) DIO/NIC was advised to complete compilation of the Thoubal District Profile and the same be uploaded to the District Website in consultation with DC/Thoubal at the earliest.
- xx) DIO/NIC was directed to complete computerisation of land records in consultation with the SDOs, AS & SO, Thoubal-I & II, Circle SDCs concerned latest by 31st October, 2013 without fail.
- xxi) As desired by the National Commission for Protection of Child Rights (NCPCR), SP/Thoubal was requested to furnish a clear/legible copy of his inquiry report in c/w FIR No.46 (4) 2011 Kakching P.S.
- xxii) To comply fully with the Order dated 03-05-2013 passed by District Judge, Manipur West, Imphal (T. Nollulo Singh & 3 Others –Vrs- The State of Manipur & Others) in Original Suit (Land Acquisition) No.Q1 of 2011, SP/Thoubal was requested to deposit the balance amount of Rs.8,96,444/- immediately to DC/Collector, Land Acquisition, Thoubal to avoid any kind of legal complicacies in the near future.
- xxiii) As directed by State Home Department, a meeting of the District Level Committee Meeting will be convened at the earliest to discuss/deliberate on "objective of achieving "Zero area under illicit opium poppy cultivation" – destruction of poppy cultivation in respect of Thoubal District and ATR will be intimated to the State Home Department.
- xxiv) All concerned PD, BDOs, EE, POs, APOs etc of DRDA/Thoubal were advised to keep all relevant records/papers/documents ready & arrange accommodation for the audit party of the office of the Accountant General (Audit), Manipur in connection with the proposed audit of DRDA/Thoubal beginning from 16-11-2013 onwards.
- xxv) GM/DIC, Thoubal and his concerned responsible staff were directed to have a separate meeting with DC/Thoubal immediately in c/w the holding of interview for identification of PMEGP beneficiaries for the year, 2013-14.
- xxvi) A status report to be submitted to Commissioner (Power) by DC/Thoubal in consultation with EE/Electricity, Thoubal Division and Executive Engineer. RED, Electricity Divn No.-II, Kakching regarding implementation of RGGVY in Thoubal District. EE/Electricity and Executive Engineer. RED, Electricity Divn No.-II, Kakching to take up necessary follow up action as per decision taken in the Thoubal District Level Committee Meeting held on 18-09-2013.
- xxvii) EE (Electricity Div-II)/, PWD, Thoubal was requested to depute at least one official attached with the office of DC Office, Thoubal for meeting any emergent nature of electricity problems. And EE (Electricity), Thoubal Division was also requested to depute/attach one official at DC Office/Thoubal to meet any eventuality such as frequent break down of electricity, very low voltage of electricity (100-150 volts), thereby rendering malfunctioning of very important equipments such as computers, laptops etc.
- xxviii) EE/PHED, Thoubal Division was directed to give a brief status report on all Schemes implemented by the Deptt 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.
- xxix) As per direction of RD & PR, ED/DRDA, Thoubal is to nominate 2(two) officials and at least 25 SHGs/Stalls (receiving benefits under SGSY Schemes) for participation in the 7th Regional SARAS Fair, 2013 being held from 24 Oct to 4 Nov 2013 at Hapta Kangjeibung. PO-II of DRDA/Thoubal to ensure compliance of the Government direction.

- xxx) BM/SBI, Thoubal Branch was requested 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.
- xxxii) As Regional Electronic Clearing Service (Debit Clearing) for payment of pay & allowances for the month of September had successfully implemented in respect of 8(eight) offices viz. DC/TBL, SDO/TBL, SDO/LIL, Principal/Lilong Haoreibi College, TO/TBL, Principal, Y.K. College/Wangjing, BDO/TBL & Commandant/3rd IRB on a trial basis, the other remaining DDOs of Thoubal district to implement the same for the pay & allowances for the month of October, 2013 payable in November, 2013. TO/Thoubal may be consulted in this regard.
- xxxiii) As the necessary survey works of the 3(three) Water Bodies in respect of Thoubal district had already been conducted, EE (IFCD), Thoubal Division was directed to submit the detailed report to DC/Thoubal for onward submission to Principal Secretary (IFCD).
- xxxiiii) 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. MS was also directed to furnish a status report to DC/Thoubal regarding allotment of Quarters/Rooms to MOs, Staff Nurse etc.
- xxxv) As no report has been received till date, DPO/ICDS, TBL was advised once again to expedite furnishing of the detailed report regarding the complaint lodged by Smt. M. Renubala Devi & 49 others against the CDPO/ICDS, Kakching.
- xxxvi) DSWO/Thoubal was directed to release the entitled pension amount under NSAP & MOAP Schemes to the remaining beneficiaries, who have opened their Bank Accounts by D-EBT. He was also directed to tie up with the concerned Banks to obtain the ATM Cards by the beneficiaries under NSAP/MOAP Schemes, as the Banks have already been directed to do so by DC/Thoubal quoting/enclosing the relevant instructions of RBI.
- xxxvii) Regarding organization of 3 Days Book Fair (including Quiz competition, Essay Competition & Debate competition) at District Level under RMSA, ZEO/Thoubal and DPM/RMSA, Thoubal was directed to organize the same in consultation with the NYC/NYK, Thoubal.
- xxxviii) As advised by Agriculture Department, DC will hold separate meeting with District Agriculture Officer/TBL and monitor various programmes taken up by Agriculture Deptt in the District at least once in a month.

3. Before concluding the meeting, DC/Thoubal informed the Officers present that the next DLOs Meeting will be held on 4th November (Monday) 11.00 a.m. as usual. Lastly, he directed DLOs present to ensure that the Regional Electronic Clearing Service (Debit Clearing) for payment of pay & allowances for the month of October, 2013 for the remaining DDOs be implemented without fail and 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.

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


(T. Ranjit Singh)
Deputy Commissioner, Thoubal

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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 Secretaries (Finance/Planning), Govt. of Manipur.
5. Chief Electoral Officer, Manipur.
6. Principal Secretaries (Election/Com & Ind/Tourism/Works/Home/Education-S/RD & PR & SW/ PHED/IFCD/Health & FW), Govt. of Manipur.
7. Commissioner (Revenue/Power/Hr & Tech Edn/CAF & PD), Govt. of Manipur.
8. Secretary (Law), Govt. of Manipur.
9. DIG Range-II, Wangbal.
10. Director (Hr & Tech Education), Manipur.
11. Director (Census Operation), Manipur.
12. Director (Education-Schools), Manipur-cum State Project Director, RMSA, Manipur.
13. Director (CAF & PD), Manipur.
14. Director (Commerce & Industries), Manipur.
15. Director (Settlement & Land Records), Manipur.
16. Director (Relief & Rehabilitation), Manipur.
17. Director (Tourism), Manipur.
18. Director, State Health Society, Manipur.
19. Director (Treasuries & Accounts), Manipur.
20. Director (Institutional Finance), Manipur.
21. Director (Social Welfare), Manipur.
22. Director (Health Services), Manipur.
23. Chief Engineers (PWD/Power), Manipur.
24. State Informatics Officer, NIC, Manipur.
25. Superintendent of Police, Thoubal.
26. ADM/Thoubal for information and necessary follow-up action on the decisions taken.
27. All SDOs/SDMs, Thoubal District.
28. Assistant Commissioner to DC/Thoubal District.
29. Executive Engineer, National Highways Division No.-II, (PWD), Manipur.
30. Executive Engineer. RED, Electricity Divn No.-II, Kakching.
31. OSD (IT), Manipur.
32. ✓ DIO (NIC), Thoubal with a request to upload the Minutes of the DLOs Meeting in the official website of the District.
33. Manager, SBI Thoubal Branch. He is requested to expedite setting up/installation of Clearing House at the earliest.
34. All other District Level Officers, Thoubal District for information and compliance of the decision taken in the meeting.....
35. SDC (HQ), DC's Office, Thoubal.
36. 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.
37. Relevant File/Guard File.

Copy also to:-

Hon'ble Adhyaksha, Thoubal Zilla Parishad, Thoubal.


(T. Ranjit Singh)

Deputy Commissioner, Thoubal

ANNEXURE-A

List of the Officers present in the monthly DLOs Meeting held on 04-10-2013 under the Chairmanship of DC/Thoubal:


Sl. No.	Name of the Officer	Designation
1	L. Nabakishwar Singh, IAS	ADC/ADM, Thoubal
2	Ak. Jhalajit Singh, MPS	SP/Thoubal
3	Y. Rajen Singh, MCS	SDO/Thoubal
4	Ng. Norenkumar Singh, MCS	SDO, Lilong
5	Th. Charanjeet Singh, MCS	SDO/Kakching
6	N. Bandana Devi, IAS	AC to DC, Thoubal
7	S. Somorendro Singh, MFS	TO/Thoubal
8	Bholanath Sharma, MFS	R.O. Planning
9	L. Joychandra Singh	E.E.(Electricity), Thoubal
10	N. Devananda Singh	E.E./TPD-IV/IFCD
11	L. Dilipkumar Singh	Jt. Director (Veterinary), Thoubal
12	A.Kunjabihari Singh	DEO/Employment, Thoubal
13	Dr. Kh. Radheshyam Singh	CMO/Thoubal
14	Dr. H. Ranjit Singh	M.S./Dist. Hospital, Thoubal
15	L. Selungba Singh	E.E. (RED-I), Kakching
16	M. Shyamkishore Singh	Dist. Co-Operative Officer, Thoubal
17	Y. Dorendra Singh	D.O.(Horti & SC), Thoubal
18	Kh. Amuba Singh	ZEO/Thoubal
19	Keisam Biju Singh	ATO, Thoubal
20	M. Nalindrakumar Singh	ATO/Kakching
21	Th. Nilakumar Singh	DSWO/Thoubal
22	E. Sulochana Devi	DFO (Fishery), Thoubal
23	Th. Sarat Sharma	DIO (Information), Thoubal
24	I.Bilasini Devi	DSO (Statistics)/ Thoubal
25	Abdul Kayam Khan	DIO (NIC), Thoubal
26	T. Sanatomba Singh	Addl. DIO(NIC), Thoubal
27	L. Muhindro Singh	RFO (Forest), Thoubal
28	Angam Karoung Kom	BDO, Kakching
29	Nungsijao Kabui	For DTO/Thoubal
30	L. Deven Singh	A.E.-IV/PHED, Thoubal
31	Md. Sabir Ahmad	GM (DIC), Thoubal
32	Md. Abdul Halim	SDC (HQ), Lilong
33	L. Somorendro Singh	DSO/CAF&PD, Thoubal
34	A.Subol Singh	Sub-Registrar, Thoubal
35	L. Dilip Singh	D.I., Lilong
36	Kh. Muhindro Singh	P.O (DRDA), Thoubal
37	W. Ingobi Singh	A.E./M.I.D/ Thoubal
38	N. Bhrigumani Singh	E.O (Dev), BDO office, Thoubal
39	H. Ibomcha Singh	for, DSO (Seri), Thoubal
40	W. Kumarjit Singh	AES (Election), Thoubal

41	B. Umeshwori Devi	Supdt (P), DYASO, Thoubal
42	Md. Habibulla	O.C/Fire Service, Thoubal
43	Y. Indrajit Singh	S.O (PWD), Thoubal
44	Y. Priyokumar Singh	i/c SIB, Thoubal
45	P. Sukumar Singh	DPM (SSA), Thoubal
46	L. Bijeta Devi	ADPM (RMSA), Thoubal
47	Ch. Basanta Singh	DPO/NYK/TBL
48	Md. Siraj Ahmad Khan	LDC, KSF, Khangabok

ANNEXURE –“B”

List of Officers found absent in the monthly DLOs Meeting held on 04-10-2013 under the Chairmanship of DC/Thoubal.

Sl. No	Name of the Officers	Remarks
1	DPO/ICDS, Thoubal	Out of Station & took permission
2	District Agriculture Officer, Thoubal	Took permission
3	ZEO/Kakching	All these absentees Officers should attend the next DLOs meeting being held on 4 th November, 2013 positively without fail.
4	ACTC, Thoubal	
5	E.E. IFCD-III/Thoubal	
6	Rice Breeder, Wangbal	


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