

## Minutes of Meeting

**Date and Time:** 12-Jun-2012, 12:00 Noon

**Place:** At Deputy Commissioner's office chamber.

**Purpose of meeting:** Claims and objection procedure and other issues regarding ongoing SECC-2011(.

**Members present:** List enclosed

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### Brief discussions and outcome of the meeting:

At the outset Deputy Commissioner, Baksa briefed about the purpose of the meeting and reviewed the overall status from different charge officers.

After discussion with all the members, the following outcomes is noted and further course of action is advised by the Deputy Commissioner, Baksa.

- 1) Regarding Panchayat Level Officer(PLO) appointment, VCDC will be considered as the same level i.e. Panchayat level in case of Baksa district. Same VCDC may fall under two Circle area (i.e. Census Charge). Already the Census Village List is circulated to all the present members where respective VCDC name and Block name is mentioned. Now, Charge Officer will appoint by nominating names of PLO (Junior Engineer who is acting as Secretary of concerned VCDC / Accounts Assistant / Gram Sevak of Block working for a particular VCDC area may be nominated as PLO of a particular VCDC). The charge officer will also discuss with respective BDOs / Addl. Charge Officers so that duplicate appointment is not made in case of Same VCDC falling under Two/Three Circle area. PLO should be properly trained by the respective Charge Officers / BDOs / Addl. Charge Officers so that after publication of Draft List he/she can hold a Gram Sabha under Guidance of respective BDOs and Charge Officers where Draft List will be displayed and explained and a resolution of that Gram Sabha should be submitted to respective Block Level Officers. PLO is also responsible for receiving claims and objection. So, PLOs should be properly briefed as per revised guidelines for Claims and Objection which has already been circulated.
- 2) Block Level Officers (Preferably BDOs / EO) should be nominated by the respective Charge Officers for disposal of claims and objection. BLOs are responsible for disposal of claims and objection. PD, DRDA and CO, Barama suggested that in order to minimize the harassment to public, concerned BLO may fix hearing place for disposal of claims and objection at the VCDC by maintaining a time schedule for each VCDC. Concerned Charge Officers will decide in consultation with respective Block Level Officers for this kind of arrangement. In case of Tamulpur charge, Nagrijuli BDO should be appointed as Block Level Officers for the VCDC area falling under Nagrijuli Dev. Block.
- 3) The Caste / Sub-Caste information if not collected in the required format must be collected with the help of the Govt. enumerators in the Hard Copy. And after receiving instruction from Govt. regarding payment issue of Computer Staff for this additional work, those data will be edited at charge level. Those who are already doing the 100% caste updation/correction work is very much appreciated.
- 4) Regarding Payment of already executed enumeration/supervision work, Lyra consultancy will release all the pending payments within two days for smooth functioning of the SECC work.


Finally, the Deputy Commissioner, Baksa sought co-operation from everyone and to keep the momentum for early and smooth completion of the work.

  
Deputy Commissioner,  
Baksa

Memo No. BCC-1/2011/108-A Dtd. 13-Feb-2012

Copy to:

- 1) The Principal Secretary to the Govt. of Assam, P&RD Dept., Dispur for information.
- 2) The Commissioner & Secretary to the Govt. of Assam, P&RD for information.
- 3) To Charge Officer for information and n/a.
- 4) District in-charge, ECIL. For information.
- 5) Lyra Consultancy for information and n/a.
- 6) Office file

  
Deputy Commissioner,  
Baksa