

**Minutes of the Review Meeting Held in the office chamber of Hon'ble Minister, Department of Housing & Urban Affairs and Irrigation on 10<sup>th</sup> August, 2021.**

<b>Sl. No.</b>	<b>Date of Origin</b>	<b>Issues Discussed</b>	<b>Decisions Taken</b>	<b>Action By</b>
1	10-08-2021	Providing Post Attached SIM for the Engineers of Irrigation Department.	Possibilities of providing Post Attached SIM Card to the Sub-Divisional Officers (AEFs), Executive Engineers, Superintending Engineers, Additional Chief Engineers and Chief Engineer are to be explored. These SIM Cards will be issued to officers/engineers against their official designation and solely used for official purpose. In the event of transfer, the engineer concerned will hand over the SIM card to the succeeding engineer. Further, if possible, last number of the sim should be chronological for convenience in record keeping.	Chief Engineer, Irrigation Department.
2	10-08-2021	Need Based Irrigation Project.	Works related to flow irrigation should not be brought for consideration for the time being. Further, the engineers proposed to be transferred at various places, after joining at their new places of posting, will survey their respective area of operation and assess the need based projects required to be taken up for consideration & implementation.	Chief Engineer and Engineers concerned, Irrigation Department
3	10-08-2021	New Offices for Irrigation Deptt.	If there is shortage of offices in various places, Senior Most Secretary of Veterinary Department may be communicated requesting the department to provide spaces for the offices of Irrigation Department as it has been reported that many offices of Veterinary Department are presently laying vacant. Department may also examine the possibilities of exchanging offices if there are needs in both the departments. In this regard the engineers proposed to be transferred in different areas will conduct survey for the vacant offices of other departments under Govt. of Assam to accommodate the offices of Irrigation Department. Hiring of private buildings on rent basis is not allowed.	Chief Engineer, Irrigation Department

4	10-08-2021	Report of District Monitoring Committee	Principal Secretary will write to the DCs asking to submit the report of District Monitoring Committee on ongoing schemes.	Principal Secretary, Irrigation Deptt.	
5	10-08-2021	Restructuring of Grade - II & III employees.	Restructuring proposal for Grade - II and Grade - III employees is to be prepared and placed in the next Review Meeting.	Chief Engineer Irrigation Deptt.	
6	10-08-2021	List of Vacated Buildings	A list of Vacated buildings after restructure is to be prepared and submitted.	Chief Engineer, Irrigation Deptt.	
7	10-08-2021	Meeting with the Executive Engineers	A meeting is to be convened with all the 51 newly transferred SE and Executive Engineers on 17 <sup>th</sup> August, 2021 at 10:30 am in Assam Administrative Staff College. For the purpose, necessary agenda of the meeting and checklist for the Engineers may be prepared accordingly.	Chief Engineer Irrigation Deptt.	
8.	10-08-2021	Auction of scrap material	Auction of scrap materials in all the departmental offices should be completed by 30 <sup>th</sup> September.	Addl. C.E. I/c Auction	
9.	10-08-2021	Call Centre	Call Centre to be established to monitor PMKSY & other Schemes at the earliest.	Chief Engineer Irrigation Deptt	
10	10-08-2021	Central Monitoring Cell	List of Officers who are placed in Central Monitoring Cell is to be prepared and submitted to Department and Honble Minister's office within 2(two) days	Chief Engineer Irrigation Deptt	

11	10-08-2021	Estimates pertaining to Civil, Mechanical & Electrical	All estimates of the same scheme may be clubbed for accordance of Administrative Approval & Technical sanction. Bill may be prepared accordingly.	Chief Engineer Irrigation Deptt	
12	10-08-2021	Fore closure of the scheme	AIBP schemes which are below 5 (five) crore and are incomplete for more than double the original time for completion of the scheme, may be foreclosed.	Chief Engineer Irrigation Deptt	

Memo No. IG(N/W)101/2021/26

Copy to:

1. The Commissioner and Secretary to the Govt. of Assam, Irrigation Department, Guwahati-06 for favour of kind information.
2. The Chief Engineer, Irrigation Department, Assam, Guwahati-03 for information and necessary action
3. All Addl. Chief Engineer, Irrigation Department, Assam, Guwahati-03 for information and necessary action.
4. All Superintending Engineer, Irrigation Dept. for information and necessary action.
5. All Executive Engineer, PMKSY (Ph-I) for information and necessary action.
6. P.S. to Hon'ble Minister, UDD, GDD, Irrigation, Assam, Dispur, Guwahati-6 for kind appraisal of the Hon'ble Minister.
7. P.S. to the Principal Secretary, Irrigation etc. to the Govt. of Assam, Irrigation Department, Dispur, Guwahati-6 for kind appraisal of the Principal Secretary.

(Ashok Singhal)  
Minister,  
H&UA & Irrigation Department,  
Dispur, Guwahati - 6.

Dated : 11/08/2021.

Deputy Secretary to the Govt. of Assam,  
Irrigation Department,  
Dispur, Guwahati - 6.

*(Signature)*  
13/8/21