

ADMINISTRATIVE CALENDAR 2021

GOVERNMENT OF WEST BENGAL

ADMINISTRATIVE CALENDAR

2021



মমতা ব্যানার্জী
ममता बैनर्जी
ممتا بنرجی
Mamata Banerjee

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CHIEF MINISTER, WEST BENGAL

PREFACE

I am glad that the 8th edition of the Annual Administrative Calendar, for the year 2021, is being brought out. The comprehensive document is a compendium of the development works, delivery schedule of schemes and projects chalked out by various Departments of the State Government, for implementation during the year 2021.

Periodic and regular monitoring, right upto the highest echelons of administration, is of paramount importance, as it ensures that the benefits of development reach all sections of the population. The Administrative Calendar facilitates a reporting framework for assessing the progress of projects under implementation, which not only assists in the time-bound completion of schemes, but also disseminates the department-wise vision of the State Government amongst its various stakeholders.

The utility of the Administrative Calendar as a monitoring mechanism has assumed even more importance in recent years after the State Government has launched a flurry of individual beneficiary schemes for a large section of the population with a robust grievance redressal mechanism to address possible deficiencies at the time of implementation. It has been proved that the twin objectives of targeted implementation and addressing the shortfalls during such implementation have been addressed well, thanks to the coordinating role played by the Administrative Calendar- one of the most important monitoring tools of our Government.

I am optimistic that the current issue of Administrative Calendar 2021 will aid the Departments in realising their targeted activities within the prescribed time limits and will facilitate the delivery of services in an effective and time bound manner.

I extend my heartiest greetings and best wishes to all concerned.

(Mamata Banerjee)

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A BRIEF NOTE ON THE ACHIEVEMENTS OF THE GOVERNMENT DURING 2020

An update on the achievements in various sectors during 2020 in given below:

Administrative Reforms :

- Integrated Administrative Complex and Residential Complex at Nimtouri, Purba Medinipur has been completed and made functional with an overall project cost of Rs. 163 Crore (approx.).
- Administrative approval has been given for construction of Administrative Building for the newly created Jhalda and Manbazar Sub-Division in the district of Purulia with a total estimated cost of Rs. 32.50 Crore.

Industry, Commerce & Enterprises :

- **Land allotment:** 239.08 acres of land has been allotted in different Industrial Parks of WBIDC Ltd. to different entrepreneurs with proposed investment of Rs. 2391.55 crore (Approx.) and generation of employment of 4833 in 2020.
- Bengal Gas Company Ltd. (BGCL), a JVC between GAIL and GCGSC Ltd., has started building of two CNG stations at Garia and Rajarhat New Town. Total cost of City Gas Distribution Project is Rs.6900 Crore.
- WBIIDC has completed the physical infrastructure development work at Sector V of Falta Industrial Growth Centre in the district of South 24 Parganas.

Higher Education :

- Academic activities started in three new state aided universities Viz. Rani Rashmoni Green University at Tarakeswar, Kanyashree University at Krishnanagar and Mahatma Gandhi University at Tamluk.
- Implemented West Bengal Health Scheme for the teachers of Govt.-aided colleges started.
- Total 1,35,989 students received Swami Vivekananda Merit-Cum-Means Scholarship including Kanyashree-III component for academic year 2019-20.

Roads and Bridges :

- Completed Electrical Crematorium with double furnace facility for Civil works under BAITARANI SCHEME at Gangarampur.
- Re-construction of bridges in replacement of three old narrow weak bridges of Chandrakona-Ghatal Road (SH-4).
- Improvement of Riding Quality of Kumarganj - Samjhia Road.
- Rehabilitation & Strengthening of total 11 nos. bridges and 04 nos. culverts in the District of Nadia.

Transport :

- Under GATIDHARA scheme, 14,282 nos. cases have been sanctioned and subsidy given to 10,925 unemployed youths.
- Itahar Bus Terminus, Uttar Dinajpur, Ariadaha Bus Terminus, North 24 Pgs, Gadiara and Tikiapara Bus Terminus in Howrah, Khirpai Bus Terminus, Paschim Medinipur, Rampurhat Bus Terminus, Birbhum, Katwa Bus stand, Purba Burdwan and Nungi jetty at Budge Budge and Sarenga Jetty in Howrah have been completed and inaugurated.
- Gangway cum pontoon jetty at Dhamakhali, Sandeshkhali, Tushkhali, Dulduli in North 24 Parganas have been completed.

Land :

- Digitization of cadastral maps: In total, 3,370 maps have been scanned.
- *Agri Patta: Pattas* distributed to beneficiaries involving an area of 1350 acre.
- Free Hold Title Deed (RR *Patta*): 9500 nos. of FHTD (RR *Patta*) have been distributed in 2020.
- Automatic mutation has been launched during the year 2020 resulting significant increase of mutation cases to the tune of 34,90,423.

- Inter Departmental Transfer of 478.15 acres (January-October, 2020) of land has been completed.

Information and Cultural Affairs:

- More than 1.90 lakh folk artists are enrolled under **Lok Prasar Prakalpa (LPP)** scheme and the State Government has enhanced the annual budgetary provision to more than Rs. 250 crore for livelihood maintenance of these folk artists.
- 96 retired journalists above 60 years of age and facing acute financial distress are receiving the monthly pension @ Rs. 2500/- under **"West Bengal Pension Scheme for the Journalists, 2018"** scheme regularly.
- State Government pays full premium for extending Group Health Insurance coverage, covering more than 6 thousand Cine and Television Artistes/ Technicians /Workers. The scheme also provides Personal Accident coverage of one lakh for the members.

Food:

- Food Security provided with adequate quantity and quality of food-grains by a robust delivery mechanism catering about 10.18 crore people under **'Khadya Sathi'** Scheme.
- Despite 'Covid-19' pandemic situation and 'Amphan', ensured smooth running of Public Distribution System. Distribution of free food grains will continue till June, 2021.
- Provided food grains to 45.89 lakh migrants, 5000 SAM children, stranded migrants, deprived women (sex workers) and transgender persons etc. **free of cost** to mitigate their plight during 'Covid-19' situation.
- Procured 48.58 LMT paddy from 12.43 lakh small and marginal farmers at minimum support price and ensured 'no-distress sale' of paddy.

Housing:

- **CHAA SUNDARI Housing Scheme** introduced with allotment of pucca house to 1491 permanent tea garden workers who do not possess a pucca house.
- Under **"NIJASHREE" HOUSING SCHEME"** accordingly work started at 7(seven) sites to provide housing among the LIG and MIG families.
- Construction of 6 (Six) Night Shelters completed during 2020 in various Hospital in the state.
- Construction of Pathasathi at i) Sagar Island and ii) Canning-II completed during 2020.

Minority Development :

- Around 37 lakhs students were provided scholarship under "Aikyashree" a scheme for minority students fully funded by State Government.
- 1732 students were provided with Education Loan of Rs. 19.36 crores for pursuing technical and professional courses in India and abroad.
- 300 units of Smart Class (ICT enabled Education) have been provided in 150 Govt. aided High Madrasahs, Computer Lab has been set up in 65 Government aided Jr. High & High/Higher Secondary Madrasahs during this year.
- 18,911 no. of destitute minority women have been provided with housing/dwelling units.

Correctional Services :

- 803 nos. of candidates have provisionally been selected for appointment to the post of Warder and Female Warder under the Directorate of Correctional Services, West Bengal.
- Video Surveillance System has been Installed in 06 (Six) District Correctional Homes at Bankura, Cooch Behar, Darjeeling, Howrah, Purulia and Raiganj for enhancement of the security surveillance system of the Correctional Home.

Irrigation & Waterways :

- 2,650 Nos Minor Irrigation Schemes have been Created/ Revived against Target of 1,828 Nos.
- 61,125 Hectare of Irrigation Potential has been Created/Revived against Target of 47,305 Hectare.

- 12,401 Nos Equivalent Tanks have been Excavated/Re-excavated / Created under Jal Dharo-Jal Bharo Programme against Target of 4,170 Nos.

Information Technology :

- **West Bengal State Data Centre (WBSDC):** Successfully implemented migration of applications from Old Cloud Enabled Platform to New Cloud Enabled Platform. Up-gradation of SDC link Bandwidth from 1Gbps link speed to 10 Gbps Link speed through NKN.
- **Cyber Security Centre of Excellence (CS-CoE)** has completed several training programmes for 2691 officials and Awareness Generation Program for 4351 participants.
- **IT PARKS:** 17 (seventeen) Nos. IT Parks across the State are operational and the employment count is approx 20,615.

Power :

- 4.12 lacs new consumers have been added reaching consumer base to 2.02 Crore and 16 new 33/11 KV Sub-station commissioned across the state with the increase the Sub-transmission capacity to 267.15MVA.
- 4 nos. 132/33 KV substations namely Salt Lake Stadium (North 24 Parganas), Debra (Paschim Midnapur), Salar (Murshidabad) & Harischandrapur (Malda) have been commissioned with capacity addition of 490 MVA.
- Commissioned the largest floating solar power plant (5 MW) in the country at Sagardighi Thermal Power Plant in 2020.

Drinking Water :

- 95 (ninety five) piped water supply schemes have been commissioned during 2020-21 benefitting a rural population of 10.02 Crores. 4,392 nos. of Hand pump Tube wells / Rig Bored Tube wells have been sunk throughout the State during 2020. 736 nos. of Schools and Anganwadis have been covered by drinking water facility.
- 3.10 lakh water sources have been tested for chemical and bacteriological contamination so that safe water can be supplied to the rural Bengal.

Disaster Management :

- The department proactively implemented "Sneher Paras" a special financial assistance of one-time ex-gratia payment to migrant workers of Bengal stranded at different parts of the country due to COVID-19 restriction. A total of **Rs 44.0029 Cr.** has been released to the bank account of 4,40,029 stranded migrant workers.
- The Super cyclone Amphan made landfall near Sagar islands on 20th May 2020. The department supervised massive evacuation of more than 10.7 lakh people and provided Rs 2.47 crores as ex-gratia to family of 99 persons who died in Super cyclone Amphan. Rs 1948 crores as House Builing Grant was provided to more than 21.3 lakh families.

Agricultural Marketing :

- Paschimbanga Agri-Marketing Corporation Ltd (PAMCL) has procured 20432.47 MT of paddy from 5562 small and marginal farmers.
- Potato at subsidized rate @ Rs. 25/- kg sold from 450 temporary counters spreading across the State and from 328 no. permanent counters of Sufal Bangla during the crisis period.

Judicial Administration :

- Construction of Court Buildings at Barrackpore, Tamluk, Tehatta and Jalpaiguri G.R.O. Section, Child Friendly Courts at Paschim Medinipur and Purulia have been completed.

Rural Development :

- Out of 15521 km. of rural roads taken up under Pathasree Abhiyaan for construction / maintenance more than 6000 km. of road works have been completed during 2020.

- Total number of rural houses completed in the 2020 is 6,18,164.
- New sanction given for 6,97,589 rural houses.

Anandadhara :

- During Covid-19 pandemic, large number of Sanghas / SHGs are producing masks and sanitizers, facilitating quarantine facilities at Sangha Buildings, supplying food to the quarantined people: production of masks – 10943330 numbers by 9,568 SHG members and production of sanitizers - 1,05,812.5 litre produced by 2,554 SHG members.

MGNREGA :

- In current FY provided works to 70 lakhs households and one core workers till November, 2020, which is all time high.
- Completed 1534 Anganwadi Centres and 14885 Water conservation and harvesting structure.

Women & Child Development and Social Welfare :

- Since its inception Kanyashree Prakalpa has covered 67.26 lakh beneficiaries till 2020 and annual family income ceiling of Rs. 1,20,000/- waived.
- Under Rupashree Prakalpa 6.73 lakh beneficiaries given assistance since its launch in 2018.
- Quota for the Old Age Pensions increased from 83,738 to 4,49,657 pensioners and the benefit increased from Rs. 750/- to Rs. 1,000/- per month from 01.04.2020.
- Quota for Widow Pension increased from 49,687 to 2,60,564 with increase in benefit from Rs. 750/- to Rs. 1,000/- per month from 01.04.2020.
- The Department's innovative Home-based Early Childhood Care & Education outreach programme received "Gold Skoch Smart Governance Award 2020".

Co-operation Deptt :

- Crop Loan to the tune of Rs.2833.56 crore disbursed against a target of Rs.3210.00 crore registering 88.27% achievement.
- 3.35 lakh MT potato stored in Cooperative Cold Storages in 2020.

Home and Hill Affairs :

- WBPHIDCL completed 26 new projects, including 4 Model Police Station buildings, 6 Barracks, 64 Lower Subordinate/Upper Subordinate quarters and a 500-capacity lady trainees hostel building.

Technical Education, Training & Skill Development :

- Construction of 4 new Govt. polytechnics are going on at Mirik, Alipurduar , Dasnagar and Ulluberia.
- Two instructors of ITI Tollygunge and Women ITI Kolkata received prestigious **"Kaushalacharya Award" of, Govt. of India** for their contribution in training.

Tourism :

- **Home Stay Development:-** Sanctioned Rs.36,00,000/-under home stay incentive. The total registered home stay owners so far is 296.

Health & Family Welfare :

- The Department was in the forefront to combat the pandemic **Covid 19.**
- Under **"Swasthya Sathi"** every citizen except some specified categories of the state are being enrolled through **Duare Sarkar**, since 1st December, 2020. More than 43 lakh families have already been enrolled.
- Number of **Government Medical Colleges and Hospitals** have increased from 10 to 24 and Private Medical Colleges from 1 to 6.
- **MMR** in the State Reduced considerably from 113 per 1 lakh Live Birth in 2011 to **98. Infant Mortality Rate (IMR)** reduced to 22 per 1000 Live Birth.

Finance :

- Introduced of e-Deed & e-Registration facility.
- Completed EoDB initiatives- Database Integration with KMC, KMDA & UDMA (for Automation), Digitisation of legacy deeds and introduction of Independent Grievance Redressal Mechanism etc.
- 100% online e-Application for Profession Tax Enrolment and/or Registration with online payment facility done. Instant grant of Demat enrolment / registration certificate after auto-verification of PAN has been made available which is considered as best practice in Ease of Doing Business Report.
- Rollout & Implementation of Digital Life Certificate of Pensioners / family pensioners of Treasuries.

Mass Education Extension & Library Services :

- Bangla Sahayata Kendras (BSKs) opened in 750 Govt. Sponsored Public Libraries in State.
- 770 libraries given computers.

School Education :

- 100% Govt./Aided/Sponsored Schools in the State covered under the Mid-Day Meal programme and 112.72 lakh students provided with Mid-Day Meal e in spite of the pandemic situation and lockdown.

Agriculture :

- Production of food grains, pulses and oilseeds enhanced to 196.19 LMT, 4.48 LMT and 11.66 LMT respectively during 2020.
- Under Krishak Bandhu (Assured Income) component assistance given to **89.27 lakh farmers** and **Rs. 2040.87 Crore** disbursed.
- Under Krishak Bandhu (Death benefit) **15,933 families** were assisted and spent **Rs. 318.66 Crore.**
- **Jai Bangla Scheme 2020** introduced.
- Cocoon production increased to 309.8 MT in 2020.

Urban Development :

- Online ULC Clearance portal (ulcudma.wb.gov.in) created and developed.
- Land identified in 82 ULBs for establishment of wet waste processing plant, material recovery facility for dry waste and sanitary landfill site.

Animal Resource Development :

- Started Meat Plant at Phansidewa and Darjeeling having meat production capacity of 15 MT chicken / Day and 2.5 MT pork / Day.
- Started running of Modernized Pig Breeding Farm at Haringhata, Nadia having 400 Parent Stock and 250 grower pigs.
- Started running of Duck Breeding Farm at Kalyani, Nadia having 5,000 layer duck capacity from where 5.00 lakh ducklings will be produced annually.
- Started operation of Broiler Breeding Farm at Jotiakali, Jalpaiguri having production capacity of 30 Lakh Broiler chicks annually.
- The artificial insemination for 34.70 lakh cattle & Buffalo done.

Backward Classes and Tribal Development :

- In 2020 - 5,23,082 SC and OBC Caste Certificates issued online.
- Under **Taposili Bandhu** monthly pension scheme @ of Rs. 1000/- to all eligible SC persons of 60 years 9, 77,276 persons benefitted with involvement of Rs. 922.00 Crores.
- Annual Scholarship of Rs 800/- under Sikshashree disbursed in the DBT mode. 8,90,841 SC students benefitted and Rs. 71.44 Crores spent.
- 4,25,178 SC students covered under pre and post matric (XI-Ph.D level) scholarships; financial involvement is Rs. 157.47 crores.

- Under **Sabooj Sathi** around 12 lakh students provided bi-cycles in 2020.
- **During 2020 "Sabooj Sathi Online 3.0" has been selected 'Winner' in category ICT applications benefits in all aspects of life—E-Government by "World Summit on the Information Society Forum 2020" (WSIS).**

Fisheries :

- Fish production in 188763 ponds excavated under Jal Dharo Jal Bharo project. It is expected that by 31.12.2020, about 2.0 lakh ponds under JDJB will be brought under pisciculture.
- Implemented Alampur Fisheries Project, Purba Medinipur (Project cost : Rs.41.87 Cr.).
- 38633 nos. of Kisan Credit Cards sponsored in the fisheries sector during 2020.

Water Resources :

- 6,697 Nos. Tanks excavated/re-excavated / dreated under Jal Dharo-Jal Bharo Programme.
- 1,890 Nos. Minor Irrigation Schemes (including 429 Water Detention Structures) created/ revived.

Micro, Small and Medium Enterprises :

- **Production of COVID-19 safety items, procurement and supply:**
- *Tantuja* mobilized MSMEs and SHGs and arranged for production of COVID-19 safety items like hand sanitizer, face masks, PPE kits, Face shields etc. for Health and Government Departments. Over 3.64 crore COVID-19 safety items were supplied by *Tantuja*.
- WBSIDC supplied 3.5 lakh litre hand sanitizer to different Government Departments and another 3.8 lakh litre to other organizations. As recognition of Tantuja's inspirational efforts towards combating COVID-19, SKOCH Group honored the organization with **SKOCH Platinum Award 2020.**
- More than 60,000 enterprises have come under registration fold with an employment figure of about 4,80,000.
- **Banglashree for MSMEs** (fiscal incentives to Bengal's MSMEs) and **Karma Sathi Prakalpa** (generation of employment among the youth and aspiring entrepreneurs through setting up of manufacturing enterprises and small business including services and trading).

Youth Services & Sports :

- 12,462 Clubs were given this year's instalment of Club Grant.
- 47 eminent sports personalities awarded in Khel Samman.
- Stadium at Surer Math, North 24 Parganas inaugurated.
- Renovation work of Kishore Bharati Stadium completed.

Environment Department :

- Under the World Bank-funded "Capacity Building for Industrial Pollution Management" project, the WBPCB has completed the remediation project of the Dhapa municipal waste dumpsite.
- Published 'Integrated Coastal Zone Management Plan' for Digha Sankarpur and Sagar islands.
- West Bengal Pollution Control Board started 'Re-greening of Kolkata' to compensate for the unprecedented loss of green cover in super cyclone Amphan.

Fire and Emergency Services :

- 6 New Fire Stations inaugurated in (i) Pujali (South 24-Pgs.) (ii) Sainthia (Birbhum) (iii) Goalpokher (Uttar Dinajpur) (iv) Boxirhat (Cooch Behar) (v) Fulbari (Jalpaiguri) and (vi) Jaigaon (Alipurduar).

(Alapan Bandyopadhyay)
Chief Secretary

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Department of Agricultural Marketing

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
January, 2021	Budget Meeting and General Board Meeting	1	Meeting of Hon'ble Members of WBSAMB for (i) approval of Budget of WBSAMB for the FY 2021-22 (ii) other issues.		
	Meeting with Engineers	2	AEs/SAEs		
	Visit to RMC	3	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		
	Civil work for Development of Market Shed for Installation of cleaning, Shorting, Grading and Packaging Facilities in e-NAM Market	4	Completion of one project - Development of Market Shed for Installation of Cleaning, Sorting, Grading and Packaging Facilities in e-NAM Market		
	Completion of Repairing work of Market Link Road/ Other Roads	5	Completion two schemes - Repairing work of Market Link Road/ Other Roads		
	Training of Stakeholders on eNAM and e-Permit activities	6	Completion of Five Stakeholders' Training		
	Visit to RMC markets and stakeholder meet for awareness build up (Traders, FPOs and Farmers including processors etc.) on e-Permit and eNAM activities	7	3 each at North Bengal and South Bengal		
	e-NAM and e-Permit activities	8	Installation of 16 Large Format LED Display Monitors at 8 eNAM markets and seed grain analyzer in 18 assaying laboratories		
	Setup of Video Conferencing room	9	Completion of Video Conferencing room at Board		
	Training of RMC officials to be conducted by NSTIAM	10	20 number of RMC officials in 1 batch		
	Post-Harvest Management Training to be conducted by NSTIAM	11	20 number of participants from FPO/ FPC/SHGs in 01 batch		
	e-NAM training to be conducted by NSTIAM	12	20 numbers of participants 1 batch		
	Subsidy Schemes "Amar Fasal Amar Gola"	13	Initiation of selection process (delayed due to COVID)		
	"Subsidy Scheme ""Amar Dhan Amar Chatal""	14	Accomplishment of 75% of the total sanctioned amount for 2020-2021		
	Post Harvest Management Trainings on Processing and Preservation of vegetables	15	Initiation of training progammes (delayed due to COVID)		
	State Level Meetings (SLM) with the District level Officers of the Directorate	16	To discuss the progress report of the schemes and other Directorate Activities		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
January, 2021	Participation in Block Level Krishi Melas for the year 2020-2021	17	90% Participation		
	Monitoring of Cold Storages-Cold Storage Disinfection	18	60% accomplishment for the year 2021-2022		
	Monitoring of markets, data collection and record	19	Daily		
	Participation in krishi mela for display and sale of aromatic rice through SUFAL BANGLA	20	As and when required		
	Procurement of Paddy	21	Procurement target 3000 MT. Review meeting for the proposed paddy procurement will be conducted with the officials of Bankura and Hoogly districts.		
	Opening of Sufal Bangla Outlet	22	Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		
February, 2021	Meeting with RMC Officials	1	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	2	AEs/SAEs		
	Visit to RMC	3	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites and e-NAM markets.		
	Civil work for Development of Market Shed for Installation of Cleaning, Shorting, Grading and Packaging Facilities in e-NAM Market	4	Completion of two schemes - Development of Market Shed for Installation of Cleaning, Sorting, Grading and Packaging Facilities in e-NAM Market		
	Training of Stakeholders on eNAM and e-Permit activities	5	Completion of Five Stakeholders' Training		
	Workshop on eNAM and e-Permit activities with the Stakeholders and officers	6	1 each at Northern Range, Eastern Range and Western Range		
	e-NAM and e-Permit activities	7	Purchase of tabs and quick assaying machines in assaying labs for eNAM markets		
	Training of RMC officials to be conducted by NSTIAM	8	20 number of RMC officials in 1 batch		
	Post-Harvest Management Training to be conducted by NSTIAM	9	20 number of participants from FPO/ FPC/SHGs in 01 batch		
	e-NAM training to be conducted by NSTIAM	10	20 numbers of participants 1 batch		
	Subsidy Schemes "Amar Fasal Amar Gola"	11	Continuation of scheme implementation (delayed due to COVID)		
	Subsidy Scheme "Amar Dhan Amar Chatal"	12	Accomplishment of 85% of the total sanctioned amount for 2020-2021		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
February, 2021	Post Harvest Management Trainings on Processing and Preservation of vegetables	13	Continuation of training progammes (delayed due to COVID)		
	Mati Mela and Other Various Agricul -tural Fairs	14	100 % Participation		
	Monitoring of Cold Storages-Cold Storage Disinfection	15	100% accomplishment for the year 2021-2022		
	Monitoring of markets, data collection and record	16	Daily		
	Procurement of Paddy	17	3000 MT		
	Participation in krishi mela for display and Agri-Horti fest for sale of aromatic rice through SUFAL BANGLA	18	Monitoring meeting with franchisee of SUFAL BANGLA to review their performance in respect of backward linkage, quality and price management.		
	Opening of Sufal Bangla Outlet	19	Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		
March, 2021	General Board Meeting	1	Meeting of Hon'ble Members of WBSAMB for approval of RMC Budget.		
	Meeting with Engineers	2	AEs/SAEs		
	Completion of Repairing work of Market Link Road/ Other Roads	3	Completion of three - Repairing work of Market Link Road/ Other Roads		
	e-NAM and e-Permit activities	4	Purchase and setup of cleaning, grading, sorting and packaging machine in 03 eNAM markets		
	e-NAM training to be conducted by NSTIAM	5	20 numbers of participants 1 batch		
	Training of RMC officials to be conducted by NSTIAM	6	20 number of RMC officials in 1 batch		
	Subsidy Schemes "Amar Fasal Amar Gola"	7	Completion of scheme implementation (delayed due to COVID)		
	Subsidy Scheme "Amar Dhan Amar Chatal"	8	1. Accomplishment of 100% of the total sanctioned amount for 2020-2021 2. Evaluation of execution 3. Submission of UC for the year 2020-21 4. Preparation & submission of schemes for the year 2021-2022.		
	Post Harvest Management Trainings on Processing and Preservation of vegetables	9	1. Completion of training programmes (delayed due to COVID) 2. Preparation & submission of schemes for the year 2021-2022.		
	State Level Meetings with the District level Officers of the Directorate	10	Review the progress of the schemes and other Departmental activities		
	Cold Storage Loading	11	100% completion of loading in South Bengal districts and at least 80% completion of loading in North Bengal districts for the year 2021-2022		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
March, 2021	Cold Storage License Renewal	12	90% for the year 2020-2021.		
	Monitoring of Markets, data collection and Record	13	Daily		
	Procurement of Paddy	14	Procurement target 3000 MT. Review meeting for the proposed paddy procurement will be conducted with the officials of Bankura and Hoogly districts.		
	Opening of Sufal Bangla Outlet	15	1. Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility. 2. Opening of Honey procuring centre at BCK. 3. Monitoring meeting with franchisee of SUFAL BANGLA to review their performance		
April, 2021	Meeting with RMC Officials	1	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	2	AEs/SAEs		
	Visit to RMC	3	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites and e-NAM markets.		
	Completion of Repairing work of Market Link Road/ Other Roads	4	Completion of seven schemes - Repairing work of Market Link Road/ Other Roads		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development-1st phase	5	Sending of Training Proposals		
	Preparatory work for 2021-22 NSTIAM training on Post-harvest Management	6	Sending of Training Proposals		
	Subsidy linked schemes like Amar Fasal Amar Gola	7	Sensitise the schemes at block level for the year 2021-2022		
	Post Harvest Management Trainings on Processing and Preservation of vegetables	8	Sensitise the schemes at block level for the year 2021-2022		
	Cold Storage Loading	9	100% completion of loading in North Bengal districts for the year 2021-2022.		
	Cold Storage License Renewal	10	70% for the year 2021-2022.		
	Estimation of stock of potato in cold storages	11	80% accomplishment		
	Monitoring of Markets, data collection and Record	12	Daily		
	Procurement of Paddy	13	3000 MT		
	Opening of Sufal Bangla Outlet	14	1. Opening of Mustard Oil procuring centre at BCKV 2. Monitoring meeting with franchisee of SUFAL BANGLA to review their performance		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
May, 2021	Meeting with Engineers	1	AEs/SAEs		
	Visit to RMC	2	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs two Krishak Bazars/working sites and e-NAM markets		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	3	Selection of Blocks for trainees		
	Preparatory work for 2021-22 NSTIAM training on Post-harvest Management	4	Selection of Blocks for trainees		
	Subsidy linked schemes like Amar Fasal Amar Gola	5	Organising group meetings with the officials towards implementation of the schemes for the year 2021-2022		
	Post Harvest Management Trainings on Processing and Preservation of vegetables	6	Organising group meetings with the officials towards implementation of the schemes for the year 2021-2022		
	Estimation of stock of potato in cold storages	7	100% accomplishment		
	Monitoring of Markets, data collection and Record	8	Daily		
	Procurement of Paddy	9	Procurement target 3000 MT. Review meeting for the proposed paddy procurement will be conducted with the officials of Bankura and Hoogly districts.		
	Opening of Sufal Bangla Outlet	10	Opening of Pulse procuring centre at Ranaghat Krishak Bazar and Spices procuring centre at BCKV		
June, 2021	Board Meeting	1	Meeting of Hon'ble Members of WBSAMB		
	Meeting with RMC Officials	2	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	3	AEs/SAEs		
	Visit to RMC	4	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites and e-NAM markets		
	Training of Stakeholders on eNAM and e-Permit activities	5	Completion of Nine Stakeholders' Training (Farmers/FPOs/Traders & officials)		
	e-NAM and e-Permit activities	6	Purchase and setup of cleaning, grading, sorting and packaging machine in 14 eNAM markets		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	7	Selection of Trainees		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
June, 2021	Preparatory work for 2021-22 NSTIAM training on Post-harvest Management	8	Selection of Training Provider		
	Subsidy linked schemes like Amar Fasal Amar Gola	9	Commencement of selection of beneficiary for the year 2021-2022		
	Post Harvest Management Trainings on Processing and Preservation of vegetables	10	Commencement of selection of beneficiary for the year 2021-2022		
	State Level Meetings with the District level Officers of the Directorate	11	Review the progress of different schemes and other Directorate Activities		
	Monitoring of Markets, data collection and Record	12	Daily		
	Procurement of Paddy	13	3000 MT		
	Opening of Sufal Bangla Outlet	14	1. Opening of Rice Mill at Uttar Dinajpur 2. Monitoring meeting with franchisee of SUFAL BANGLA to review their performance		
July, 2021	Meeting with Engineers	1	AEs/SAEs		
	Visit to RMC	2	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		
	Development of Rural Market	3	Completion of one project - Development of Rural Market		
	Setting up of Rice Mill	4	Completion of one project - Setting up of Rice Mill at Karnojora, Dist. Uttar Dinajpur.		
	Visit to RMC markets and stakeholder meet for awareness build up (Traders, FPOs and Farmers including processors etc.) on e-Permit and eNAM activities	5	Visit to two RMC markets and stakeholder meet		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development-1st phase	6	Selection of Training Provider		
	Commencement of NSTIAM Training on Post Harvest Management	7	Pre-training interactions with trainees at block		
	Subsidy linked schemes like Amar Fasal Amar Gola	8	Finalisation of beneficiary list and commencement of execution of schemes for the year 2021-2022		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading Etc	9	Finalisation of beneficiary list and commencement of execution of schemes for the year 2021-2022		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
July, 2021	Monitoring of Markets, data collection and Record	10	Daily		
	Opening of Sufal Bangla Outlet	11	1. Opening of Rice Mill at Ranaghat Krishak Bazar and BCKV 2. Monitoring meeting with franchisee of SUFAL BANGLA to review their performance in respect of backward linkage, quality and price management.		
August, 2021	Meeting with Engineers	1	AEs/SAEs		
	Visit to RMC	2	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		
	Development of Rural Market	3	Completion of one scheme - Development of Rural Market		
	Visit to RMC markets and stakeholder meet for awareness build up (Traders, FPOs and Farmers including processors etc.) on e-Permit and eNAM activities	4	Visit to two RMC markets and stakeholder meet		
	Training of Stakeholders on eNAM and e-Permit activities	5	Completion of Nine Stakeholders' Training (Framers/FPOs/Traders & officials)		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 1st phase	6	80 numbers of participants from Young Members of Farm families		
	Commencement of NSTIAM Training on Post Harvest Management	7	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Subsidy linked schemes like Amar Fasal Amar Gola	8	50% completion of schemes and release of fund as per fund receivable for the year 2021-2022.		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading etc	9	50% completion of schemes and release of fund as per fund receivable for the year 2021-2022.		
	Monitoring of Markets, data collection and Record	10	Daily		
	BCKV work supervision	11	Monitoring meeting with officials of BCKV on RKVY schemes by PAMCL		
	Opening of Sufal Bangla Outlet	12	Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		
September, 2021	Board Meeting	1	Meeting of Hon'ble Members of WBSAMB		
	Meeting with RMC Officials	2	Administrative Review Meeting with all RMC Officials		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
September, 2021	Meeting with Engineers	3	AEs/SAEs		
	Visit to RMC	4	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		
	Visit to RMC markets and stakeholder meet for awareness build up (Traders, FPOs and Farmers including processors etc.) on e-Permit and eNAM activities	5	Visit to two RMC markets and stakeholder meet		
	Training of Stakeholders on eNAM and e-Permit activities	6	Completion of Two Stakeholders' Training		
	Training at NSTIAM	7	80 numbers of participants from Young Member of Farm families (continuing from previous month)		
	Commencement of NSTIAM Training on Post Harvest Management	8	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Subsidy linked schemes like Amar Fasal Amar Gola	9	60% completion of the schemes and release of fund to the beneficiary for the year 2021-2022.		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading etc.	10	60% completion of the schemes.		
	Monitoring of Markets, data collection and Record	11	Daily.		
	State Level Meetings with the District level Officers of the Directorate	12	Review the progress of different schemes and other Directorate Activities		
	Opening of Sufal Bangla Outlet	13	1. Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility 2. Review of operations of Sufal Bangla static and mobile outlets with operators.		
October, 2021	Training at NSTIAM	1	Completion of 1st phase training on Entrepreneurship and Marketing Chain Development		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development –2nd phase	2	Selection of Trainees		
	Subsidy linked schemes like Amar Fasal Amar Gola	3	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2021-2022.		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading etc	4	100% completion of the schemes.		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
October, 2021	Monitoring of Markets, data collection and Record	5	Daily		
	BCKV work supervision	6	Monitoring meeting with officials of BCKV on RKVY schemes by PAMCL		
	Opening of Sufal Bangla Outlet	7	1. Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		
November, 2021	Meeting with Engineers	1	AEs/SAEs		
	Visit to RMC	2	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		
	Visit to RMC markets and stakeholder meet for awareness build up (Traders, FPOs and Farmers including processors etc.) on e-Permit and eNAM activities	3	Visit to two RMC markets and stakeholder meet		
	Workshop on eNAM and e-Permit activities with the Stakeholders and officers	4	Completion- 1 at Eastern Range		
	Preparatory work for 2021-22 NSTIAM training on Entrepreneurship and Marketing Chain Development – 2nd phase	5	Selection of Trainees		
	Commencement of NSTIAM Training on Post Harvest Management	6	Pre-training interactions with trainees at block		
	Subsidy linked schemes like Amar Fasal Amar Gola	7	Finalisation of the beneficiary list against rest of the target for the year 2021-2022		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading etc	8	Finalisation of the beneficiary list against rest of the target for the year 2021-2022		
	Monitoring of Markets, data collection and Record	9	Daily		
	Opening of Sufal Bangla Outlet	10	1. Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility 2. Review of operations of Sufal Bangla static and mobile outlets with operators		
December, 2021	Budget Meeting of the Board	1	Meeting of Hon'ble Members of WBSAMB for discussion on Budget of WBSAMB for the FY 2021-22		
	Meeting with RMC Officials	2	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	3	AEs/SAEs		
	Visit to RMC	4	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs and Krishak Bazars/working sites.		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
December, 2021	Workshop on eNAM and e-Permit activities with the Stakeholders and officers	5	Completion - 1 each at Northern Range and Western Range		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 2nd phase	6	80 numbers of participants from Young Member of Farm families		
	Commencement of NSTIAM Training on Post Harvest Management	7	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Subsidy linked schemes like Amar Fasal Amar Gola	8	50% completion of the schemes against 2nd phase allotment receivable for the year 2021-2022.		
	Post Harvest Management Trainings on Processing and Preservation of vegetables, Jute Grading etc.	9	50% completion of the schemes against 2nd phase allotment receivable for the year 2021-2022. 50% completion of the schemes against 2nd phase allotment receivable for the year 2021-2022.		
	State Level Meetings with the District level Officers of the Directorate	10	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and Record	11	Daily		
	BCKV work supervision	12	Monitoring meeting with officials of BCKV on RKVY schemes by PAMCL		
	Opening of Sufal Bangla Outlet	13	Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
January	i	Submission of Complete Closure Report of Batch-III PMKSY-WDC projects	To be submitted		
	ii	Completion of Statutory Audit of WBSWDA for FY 2019-20	To be submitted		
	iii	Estimation of Area under Winter Crops (Paddy & Maskalai) for 2020-21	Completion		
	iv	2nd Advance Estimate for major & minor crops for 2020-21	Completion		
	v	Release of advance premium subsidy of Crop Insurance for Rabi season, 2020-21	To release		
	vi	Organising Mati Utsab	To be organised		
	vii	Distribution of pre-Kharif seeds for ground nut, hybrid maize as per approved programme	Completion		
	viii	Trial and Demonstration on Crop Residue Management	To be organised		
February	i	Governing Body Meeting of WBSWDA for FY 2019-20	To be convened		
	ii	Estimation of yield rate and Production of Bhadoi crops (Aus, Maize, Jute & Mesta) for 2020-21	Completion		
	iii	Estimation of Area, yield rate and Production (AYP) of Bhadoi minor crops 2020-21	Completion		
	iv	Erection of Productivity Enhancing Chain Link Fencing on 3 (three) Government Sericulture Farms at Bankura, and Jhargram under RKVY 2020-21	Completion		
	v	Release of balance premium subsidy for Kharif 2020 and Rabi 2020-21	Release		
	vi	Finalising Kharif Cropping Plan of Government Farms	To be organised		
	vii	Distribution of pre-Kharif seeds for Moong, Til as per approved programme	Completion		
	viii	Allocation of breeder seed of potato for next season to Seed Producing Organizations	Completion		
March	i	3rd Advance Estimate for major & minor crops for 2020-21	Commence-ment		
	ii	Estimation of Yield rate & Production (AYP) of Winter crops (Aman Paddy & Maskalai) 2020-21	Completion		
	iii	Support for motorized charkha to dissuade child labour among the Mulberry Reelers from Murshidabad and Birbhum of Silk Samagra, 1st Phase	85 (Eighty Five) nos.		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
	iv	Meeting of State Level Coordination Committee on Crop Insurance (SLCCCI) for Kharif 2021 season	To convene		
	v	Release of balance premium subsidy for Kharif 2020 and Rabi 2020-21	To release		
	vi	Completion of soil sample collection and analysis	60,000		
	vii	Release of subsidy for Farm Mechanization (Power Operated Machineries, Tractor, Power Tiller, Pump Sets etc.)	Completion		
	viii	Preparation and distribution of jute seed	Completion		
	ix	Board meeting of WBSSC Ltd.	To be convened		
	x	State Level Standing Committee Meeting of RKVY, BGREI, PMKSY, and ATMA	To be convened		
April	i	3rd Advance Estimate for major & minor crops for 2020-21	Completion		
	ii	Estimation of area under Rabi crops for 2020-21	Completion		
	iii	Organisation of Pending Price Fixation Committee (PFC) and Project Monitoring Committee (PMC) meeting	To be organised		
	iv	Notification of Crop Insurance Scheme for Kharif season, 2021	Notification		
	v	Completion of printing and distribution of Soil Health Cards (SHCs)	1 lakh SHCs (cumulative)		
	vi	Meeting of State Variety Release Committee (SVRC)	To be organised		
	vii	Meeting of Farm Price Fixation Committee	To be organised		
May	i	Estimation of Yield rate of potato (notified blocks and GPs) for 2020-21	Commence-ment		
	ii	Preparatory works for Krishak Bandhu (AI) scheme during Kharif 2021	Completion		
	iii	Completion of soil sample collection and analysis	1 lakh (cumulative)		
	iv	Allocation of breeder seed of Kharif paddy, Kalai & Jute to Seed Producing Organisations	Completion		
	v	Contingency plan against natural calamity on the basis of forecast report by IMD	Finalisation		
	vi	Distribution of Kharif Paddy Seed and Critical inputs for demonstration	Commence-ment		
	vii	Finalising Kharif Cropping Plan of Govermment Farms	Finalization		
	viii	Organisation of PPIC meeting	To be organised		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
June	i	Estimation of Yield rate of potato (notified blocks and GPs) for 2020-21	Completion		
	ii	Estimation of Yield rate and Production of Rabi crops 2020-21	Completion		
	iii	Financial support to the farmers under Krishak Bandhu (AI) scheme during Kharif 2021	Commence-ment		
	iv	Completion of printing & distribution of Soil Health Cards (SHCS)	2 lakh SHCs (cumulative)		
	v	Surveillance of status of Kharif seed bed	Completion		
	vi	Distribution of Kharif Paddy Seed and Critical inputs for demonstration	Completion		
	vii	Completion of Statutory Audit of WBSWDA for FY 2020-21	To be submitted		
	viii	Board Meeting of WBSSC Ltd.	To be convened		
July	i	4th Advance Estimate for major and minor crops for 2020-21	Completion		
	ii	Training and registration of field level workers assigned for conducting CCEs for Kharif season, 2020	Completion		
	iii	Estimation of AYP of Rabi Minor crops 2020-21	Completion		
	iv	Financial support to the farmers under Krishak Bandhu (AI) scheme during Kharif 2021	Completion		
	v	Review of Kharif Crop coverage	Assessment		
	vi	Finalizing Rabi & Rabi Summer Cropping Plan of Govt. Farms	Initiaton		
	vii	Public notification for Implement distribution under Farm Mechanisation scheme	Initiation		
August	i	Release of advance premium subsidy for Kharif season, 2021 under BSB	To release		
	ii	Distribution of Black Gram seeds under different schemes	Completion		
	iii	Assessment of Rabi and Rabi-summer input requirement schematic works	Completion		
	iv	Review of Kharif Crop coverage	Assessment		
	v	Finalising execution plan & TRFA	Finalisation		
	vi	Public notification for Implement/Tool distribution under Farm mechanization	Finalisation		
	vii	Half yearly Governing Body meeting of WBSWDA	To be convened		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
September	i	1st Advance Estimate for major & minor crops for 2021-22	Completion		
	ii	Buniyaad Reeling Machine at Bankura, Jhargram and Paschim Burdwan under Silk Samagra would come into operation under Silk Samagra, 2nd Phase	42 (Forty Two) nos.		
	iii	Support for improved Vanya Silk Reeling & Twisting Machines namely UNNATHI under Silk Samagra, 2nd Phase	10 (Ten) nos.		
	iv	Meeting of State Level Coordination Committee on Crop Insurance (SLCCCI) for Rabi 2021-22 season	To convene		
	v	Distribution of seed & input for Toria	Completion		
	vi	Allocation of breeder seed of different Rabi crops to Seed Producing Organisation	Completion		
	vii	Review of Kharif Crop coverage	Completion		
	viii	Assesment of requirement/availability of seed potato in Govt. sector	Assessment		
	ix	Finalising Rabi & Rabi Summer Cropping Plan of Govt. Farms	Finalisation		
	x	Board Meeting of WBSSC Ltd.	To be convened		
October	i	Estimation of AYP of summer minor crops for 2020-21	Completion		
	ii	Notification of Crop Insurance Programme for Rabi season of 2021-22	Notification		
	iii	Preparatory works for Krishak Bandhu (AI) scheme during Rabi 2021-22	Completion		
	iv	Organisation of PPIC meeting	To be organised		
	v	Pre-positioning and distribution of Rabi Crops	Initiation		
	vi	Publicity & Awareness of Crop Residue Management	To organise		
November	i	Meeting of the Governing Body of WBSWDA	To be convened		
	ii	Estimation of Yield rate and Production of Summer crops 2020-21	Completion		
	iii	Financial support to the farmers under Krishak Bandhu (AI) scheme during Rabi 2021-22	Commence-ment		
	iv	Pre-positioning and distribution of Rabi crops	Completion		
	v	Sale of seed potato through Fair Price Shop by WBSSC Ltd.	Commence-ment		
	vi	Training of farmers and farm women under State plan	To organise		
	vii	Publicity & Awareness of Crop Residue Management	To organise		

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
December	i	Estimation of Area under Bhadoi crops 2020-21	Completion		
	ii	Selection of Mouzas for crop survey 2022-23	Completion		
	iii	Financial support to the farmers under Krishak Bandhu (AI) scheme during Rabi 2021-22	Completion		
	iv	Completion of soil sample collection and analysis	1.43 lakh (cumulative)		
	v	Completion of distribution of Soil Health Cards (SHCs)	3 lakh SHCs (Cumulative)		
	vi	Block Krishi Mela	To organise		
	vii	Distribution of seed and critical inputs for different scheme (Boro paddy & Gram)	Completion		
	viii	Allocation of breeder seed of Boro paddy, sesame, summer pulses etc. to Seed Producing Organization	Completion		
	ix	Board meeting of WBSSC Ltd.	To be convened		
	x	Trial & Demonstration on Crop Residue Management	To be organised		

Department of Animal Resources Development

Month	Name of the Directorate / Organization	Target for January, 2021 to December, 2021
January, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 4.00 Lakh
		Goat Distribution- 10,000 Nos.
		No. of Vaccination to be done- 20.00 Lakh
		Animal Health Camp-2000 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Engagement of Haringhata Meat Franchisee -4 nos.
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation - 1 no.
February, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 4.00 Lakh
		Goat Distribution- 10,000 Nos.
		No. of Vaccination to be done- 20.00 Lakh
		Animal Health Camp - 2000 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.25 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Broiler Integration Programme in and around Siliguri & Jalpaiguri
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation- 1 no.
March, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 2.00 Lakh
		Goat Distribution- 10,000 Nos.
		No. of Vaccination to be done- 20.00 Lakh
		Animal Health Camp- 1500 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Broiler Integration Programme in and around Kalyani.
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation - 1 no.
April, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 1.00 Lakh
		No. of Vaccination to be done- 16.00 Lakh
		Animal Health Camp- 1600 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.25 Lakh
		Production of Frozen Semen Straws - 3.75 Lakh
	WBLDC	Start production of Duckling at Duck Breeding Farm, Kalyani, Nadia.

Month	Name of the Directorate / Organization	Target for January, 2021 to December, 2021
May, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 1.00 Lakh
		No. of Vaccination to be done- 16.00 Lakh
		Animal Health Camp- 1600 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.25 Lakh
		Production of Frozen Semen Straws -3.50Lakh
	WBLDC	Start running of extended capacity Durgapur Feed Plant, Paschim Burdwan
June, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 2.00 Lakh
		No. of Vaccination to be done- 22.00 Lakh
		Animal Health Camp- 1900 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws -3.50Lakh
	WBLDC	Start production of Broiler Chicks at Broiler Breeding Farm, Jotiakali, Jalpaiguri
July, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 3.00 Lakh
		Goat Distribution- 1,500 Nos.
		No. of Vaccination to be done- 24.00 Lakh
		Animal Health Camp- 1900 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws -3.50 Lakh
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation- 1 no.
	WBLDC	Start running of one Haringhata Meat sale counter at Kolkata
August, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 5.00 Lakh
		Goat Distribution- 3000 Nos.
		No. of Vaccination to be done- 24.00 Lakh
		Animal Health Camp- 2000 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws- 3.50 Lakh
	WBLDC	Engagement of EPIC Feed Franchisee -4 nos.
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation - 1 no.

Month	Name of the Directorate / Organization	Target for January, 2021 to December, 2021
September, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 4.00 Lakh
		Goat Distribution- 5,000 Nos.
		No. of Vaccination to be done- 24.00 Lakh
		Animal Health Camp - 2000 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.25 Lakh
		Production of Frozen Semen Straws -4.00 Lakh
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation- 1 no.
October, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 3.00 Lakh
		Goat Distribution- 3,000 Nos.
		No. of Vaccination to be done - 18.00 Lakh
		Animal Health Camp- 1600 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 2.75 Lakh
		Production of Frozen Semen Straws -2.75 Lakh
	WBLDC	Engagement of Haringhata Meat Franchisee -4 nos.
November, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 5.00 Lakh
		Goat Distribution- 6,000 nos
		No. of Vaccination to be done- 24.00 Lakh
		Animal Health Camp- 1900 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.25 Lakh
		Production of Frozen Semen Straws -3.50 Lakh
	WBLDC	Start running of Hygienic Dressing Chicken Unit at Kolkata Municipal Corporation - 10 nos.
December, 2021	Dte. of AR & AH	Ducklings/Chicks Distribution- 5.00 Lakh
		Goat Distribution- 10,000 nos.
		No. of Vaccination to be done- 24.00 Lakh
		Animal Health Camp- 2000 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws- 4.00 Lakh
	WBLDC	Start operation of Bio-Gas Plant at Pig Breeding Farm, Mohitnagar, Jalpaiguri
	MOTHER DAIRY	Establishment of Mother Dairy Outlets for self-employment generation - 1 no.

Department of Backward Classes Welfare

Sl. No.	Particulars	January		February		March		Cumulative upto December	Remarks
		Programms	Targ.	Programms	Targ.	Programms	Targ.		
1	Payment of Educational Scholarship	Opening of Pre-MS Portal for 2021. Payment of Educational Scholarship to SC students for the 2021	 2 Lakh	Meeting with the district authorities, bankers and schools for Scholarship and Identification of Nodal Officer for Scholarship Programme.		Payment of Pre and Post-Matric Scholarship to remaining SC students.			
2	Skill training in different sectors	Commencement of Skill training different sectors.	500 Person	Commencement of Selection process of Service Providers for Skill development activities for 2021.	500 Person	Commencement of Selection process of Service Providers for Skill development activities for 2021.	500 Person		
3	Income Generations Scheme	Extending benefits SC to Income Generation Scheme	2000 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	2000 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	1500 Beneficiaries		
4	Mela / Seminar/ Award ceremony	Arts of Bengal- ethnological heritage reapprisal 2020-21		State Level Bhawaiya Sangeet Competition. Birthday celebration of Thakur Panchanan Barma in Coochbehar	 	(1) Shri Shri Harichand Guruchand Award Ceremony. (2) Baul Festival (3) Dignity 2020-21			
5	Sanction of Educational Loan	Sanction of Educational Loan Applications of rest of the applicant	100 Person	Disbursement of 1st installment of Education Loan.	100 Person				
6	Hostel Monitoring			Review of Hostel Monitoring System.		Finalization of the vacancy position of Hostels at District Level. Finalization of repair & renovation proposals of Departmental Hostels from district level for administrative sanctions.			

Sl. No.	Particulars	January		February		March		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
7	Sikhashree Scholarship	Maintenance of the Sikhashree Portal		Finalization of the modalities of scholarship District level meeting with stake holders.		District Level meeting with stake holders.			
8	Development Boards			Inviting of Developmental Plan (AAP)		Submission of AAP.			
9	PCR / POA Act & Inter Caste Marriage	Review of the programme through half-yearly meeting of SLV & MC. Conduct of refresher programme by CRI				Quarterly report to GoI on POA Act			
10	Sabooj Sathi	Initiation of proposal for class-IX students of AY 20-21 (Phase-VII)	12.75 Lakh			Initiation of fresh tender for procurement (Phase - VII)			
11	Taposili Bandhu			Sending proposal to Finance Department for allotment of fund for disbursement of pension.	10 Lakh				
12	Sending report / Proposal to MOSJ&E, GoI	Progress report and UC for SCA to SCSP (Phase I)							
13	Annual Budget and Administrative Budget								
14	Training	Training on E-Governance, WBRTPS Act		Reservation Act & Rules including roster writing		Right to Information Act, Government e-marketing			

Sl. No.	Particulars	April		May		June		Cumulative upto December	Remarks
		Programms	Targ.	Programms	Targ.	Programms	Targ.		
1	Payment of Educational Scholarship	Review of progress of departmental Scholarship programme.		Inviting applications for Post-Matric scholarship for SC students.		Preparation for sending of the scholarship proposals for SC & OBC to GoI.			
		National Allocation of fund to Districts for Pre-MS and PMS.							
2	Skill training in different sectors	Commencement of Selection process of Service Providers for Skill development activities for 2021.	500 Person	Initiation of selection process for Skill training					
				Finalization of modalities with the service providers.					
3	Income Generations Scheme	Extending benefits to SC beneficiaries under Income Generation Scheme.	1,000			Extending benefit to SC beneficiaries under Income Generation Scheme.	1,500		
						Review of the progress.			
4	Mela / Seminar/ Award ceremony	Birthday celebration of Dr. B.R. Ambedkar.							
5	Sanction of Educational Loan								
6	Hostel Monitoring	Receiving of vetted estimates and documents for the essential repairs.		Review through Hostel Monitoring System and determination of admission position.					
		Inviting application for filling up of Vacancies.							

Sl. No.	Particulars	April		May		June		Cumulative upto December	Remarks
		Programs	Targ.	Programs	Targ.	Programs	Targ.		
7	Sikhashree Scholarship					Release of first instt. of fund for Sikhasree schl. for students.	6 lakh		
8	Development Boards	Finalization of Auditions and audit programmes for the Boards.		Review of performance of Boards under the Department and approval of Annual Action Plan.		Release of developmental fund - 1st tranche. Release of administrative cost - 1st tranche.			
9	PCR / POA Act & Inter Caste Marriage								
10	Sabooj Sathi	Commencement of Registration of eligible students through portal.		Closing of registration process. Finalization of requirement		Issuing supply order for phase VII			
11	Taposili Bandhu	Sending proposal to Finance Department for allotment of fund for disbursement of pension.				Sending proposal to Finance Department for allotment of fund for disbursement of pension.			
12	Sending report / Proposal to MOSJ&E, GoI			Sending annual action plan for SCA to SCSP 2021-22		Initiate preparation of Annual Administrative Report 2019-20. Submission of annual proposal for all scholarships to GoI. Quarterly report to GoI Quarterly & Half-Yearly report to GoI on PCR / POA Act and Inter-Caste Marriage.			
13	Annual Budget and Administrative Budget	Finalisation of Action Plan of WB SC, ST&OBC Dev & Fin Corporation.		Circulation of AAP of the Corporation to District					
14	Training	Induction Training, LDA /UDA [Sectt. Manual, Drafting, Notings, Redressal of Grievance.]		Refresher training on Audit Budget		Training on Pension rules & pensionary benefits			

Sl. No.	Particulars	July		August		September		Cumulative upto December	Remarks
		Programms	Targ.	Programms	Targ.	Programms	Targ.		
1	Payment of Educational Scholarship	Payment of scholarship for SC and OBC students.	1 Lakh	Release of 2nd Instal. of fund under various educational schemes.		Release of payment of scholarship to SC and OBC students.	2 Lakh		
2	Skill training in different sectors	Issuing LOI to service providers	500 Persons	Commencement of skill training	500 Persons	Commencement of skill training.	1000 Persons		
3	Income Generations Scheme	Commencement of sponsoring of cases by the district		Sponsoring of cases under Income Generation Scheme	500	Sponsoring of cases under Income Generation Scheme	1500		
4	Mela / Seminar/ Award ceremony	Celebration of Gambhira festival in Malda district.							
5	Sanction of Educational Loan	Disbursement of 2nd Installment of Education Loan.	150			Commenecement of online application for AY 2021			
6	Hostel Monitoring	Review of the admission position.				Review of the vacancy position.			
		Updating of HRMS.				Review of the progress of repair and maintenance.			

Sl. No.	Particulars	July		August		September		Cumulative upto December	Remarks
		Programms	Targ.	Programms	Targ.	Programms	Targ.		
7	Sikhashree Scholarship	Release of second installment of fund for Sikhashree for 6 lakh students.		Review of status of payment of scholarship at department level. Meeting at district level with stake holders.					
8	Development Boards					Review of progress of development boards.			
9	PCR / POA Act & Inter Caste Marriage	Review of the programme through half-yearly meeting of SLVMC							
10	Sabooj Sathi	Commencement of supply distribution		Supply and distribution phase VII		Supply and distribution phase VII			
11	Taposili Bandhu			Sending proposal to Finance Department for allotment of fund for disbursement of pension.					
12	Sending report / Proposal to MOSJ&E, GoI	Sending proposals to Apex Corporations for Implementation of MOSJ&E, GoI.		Quarterly report to GoI on POA Act.		Sending proposal for Central Share capital to MOSJ&E. Quarterly report to GoI on Skill development.			
13	Annual Budget and Administrative Budget								
14	Training	Vigilance Training, Disciplinary Proceedings		Cyber Security & Grievance redressal		Refresher Training of E-governance GeM			

Sl. No.	Particulars	October		November		December		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship			Payment to SC and OBC students for Pre and Post-Matric Scholarship.	2 lakh	Payment of Pre and Post-Matric scholarships to SC and OBC students.	4 lakh		
2	Skill training in different sectors	Commencement of Skill Training	500 Person	Commencement of skill training	3,000 Persons	Commencement of skill training	3,000 Persons	8,000 Persons	
		Review of Progress				Review of the progress.			
3	Income Generations Scheme	Sponsoring of cases under Income Generation Scheme.	2,000	Sponsoring of cases under Income Generation Scheme	3,000	Sponsoring of cases under Income Generation Scheme	3,000	Disbursement-8000, sponsoring-1000	
4	Mela / Seminar/ Award ceremony	Celebration of Arts of Bengal.		Block level awareness programme for Schemes of WB SC, ST, OBC Dev. & Fin. Corporation.		Award Ceremony for B. R. Ambedkar Medha Puraskar to 750 meritorious Scheduled Caste Students in Madhyamik/ ICSE / CBSE/ Madrasa Board examination.			
						Celebration of Baul festival.			
5	Sanction of Educational Loan					Sanctioning of Educational Loan Cases	100	Disbursement-100 cases	
6	Hostel Monitoring	Review - Hostel Monitoring System.							

Sl. No.	Particulars	October		November		December		Cumulative upto December	Remarks
		Programms	Targ.	Programms	Targ.	Programms	Targ.		
7	Sikhashree Scholarship	Review of the programme.				Release of fund for rest number of students under Sikshasree Scholarship Scheme.			
8	Development Boards			Review of performance appraisal of Boards under the Department. Release of 2nd tranche of development fund.					
9	PCR / POA Act & Inter Caste Marriage	Refresher training for the Inspectors, BCW&TD on aspects of the programme.							
10	Sabooj Sathi	Supply and distribution phase VII		Completion of Phase VII distribution					
11	Taposili Bandhu	Sending proposal to Finance Department for allotment of fund for disbursement of pension.				Sending proposal to Finance Department for allotment of fund for disbursement of pension.			
12	Sending report / Proposal to MOSJ&E, GoI					Quarterly report on Skill Development to MOSJ&E. Quarterly and Annual report to GoI on PCR/POA Act and Inter-Caste Marriage.			
13	Annual Budget and Administrative Budget	Preparation and finalization of Annual budget for the next financial year.				Statutory State Level Vigilance & Monitoring Committee meeting.			
14	Training	Refresher Training Audit and Budget		Refresher Training of Reservation Act & Rules (including roster writing)		Refresher training of LDA / UDA [Sectt. Manual, Drafting, Notings, Redressal of Grievance.]			

**** Victims of atrocity and beneficiaries of ICM are paid compensation and incentive respective throughout the year.**

Department of Consumer Affairs

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
1. Consumer Awareness	(i) Participation in Melas/ Social gatherings for spreading Consumer Awareness	170 (including Kolkata Book Fair, Gangasagar Mela, Vivek Mela, Bidhannagar Mela, Sabala Mela, Dooars Utsav, Joydeb Mela, Newtown Mela, Uttar Banga Utsav & Kreta Suraksha Mela)	120 (including Mukut-manipur Mela, Raibaghani Mela, Kreta Suraksha Mela alongside Sabala Mela)	10 (including Jalpesh Mela, Uttar Dinajpur Boi Mela)	20	30	200 (including Islampur Expo Mela)	200	110	130	450 (including Kreta Suraksha Mela alongside Sabala Mela)	250 (including State level Sabala Mela, Ras Mela, Kreta Suraksha Mela alongside Sabala Mela)	250 (including Inter-national Mega Trade Fair, Pous Mela, Bishnupur Mela, Dum Dum Mela, Birbhum Zila Nritya O Gaan Mela)	
	(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	160	150	40	10	10	190	190	160	290	300	200	250	
	(iii) Tableau	3 (of 10 days each)	2 (of 10days each)	NIL	NIL	NIL	6 (of 10 days each)	7 (of 10 days each)	10 (of 10 days each)	9 (of 10 days each)	11 (of 10 days each)	11 (of 10 days each)	11 (of 10 days each)	

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
	(iv) Grass root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	200	150	30	20	20	350	350	350	500	650	250	250	
	(v) Work shop with Consumer Clubs	NIL	30	NIL	NIL	NIL	170	170	170	140	NIL	70	NIL	
	(vi) Regular Awareness Programme through Electronic Media like Doordarshan, FM Channels, Local Cable Channels, etc., Hoarding, Flex banner, CTC, State Transport Authorities etc.													Regular Awareness through AIR, FM, TV, News Paper, Metro Railways will be taken up exclusively from CA & FBP Dte. HQs. (Round the year)
	(vii) Special Awareness Programme	Kreta Suraksha Mela		Observance of World Consumer Rights Day on 15th March									Observance of National Consumer Day on 24th December	

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
2. Establish-ment of Sub-Divisional Offices throughout the State under CA & FBP Directorate	Establishment of 15 (fifteen) Sub-Divisions													Establish-ment of new offices is as per decision of the Govt. and subject to creation of Posts
3. Training	Training for Departmental Officers related to Consumer Affairs						Training for Depart-mental Officers related to Consumer Affairs						Training for Depart-mental Officers related to Consumer Affairs	
4. Depart-mental Co-ordination & Review Meeting including Video Conference														
5. Setting up of District Fora for New District														

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
6. Training of Presidents & Members of District Forums through WBNUJS		1st Batch			2nd Batch				3rd Batch				4th Batch	At WBNUJS
7. Training of Ministerial staff & DEO & DMA of District Forums & State Commission at ATI								1st Batch				2nd Batch		At ATI or Auditorium of C.A. Deptt.
8. LOK ADALAT in all District Fora & State Commission														**To be decided in consultation with SLSA, W.B.**
9. Meeting of State Consumer Protection Council														**Meeting will be held on set up of SCPC as per C.P.Act, 2019**

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
10. Meeting of District Consumer Protection Council		1) 24 Pgs (S) 2) Uttar Dinajpur	1) 24 Pgs (N) 2) Purba Medinipur 3) Dakshin Dinajpur 4) Purulia	1) Howrah 2) Paschim Medinipur 3) Malda 4) Bankura	1)Hooghly 2) Purba Bardha-man 3) Murshi-dabad 4) Kalim-pong	1) Nadia 2) Paschim Bardha-man 3) Darjee-ling 4) Jalpai-guri	1) Birbhum 2) Jhargram 3) Cooch-behar 4) Alipur-duar	1) 24 Pgs (S) 2) Uttar Dinajpur	1) 24 Pgs (N) 2) Purba Medinipur 3) Dakshin Dinajpur 4) Purulia	1) Howrah 2) Paschim Medinipur 3) Malda 4) Bankura	1) Hooghly 2) Purba Bardhaman 3) Murshi-dabad 4) Kalim-pong	1) Nadia 2) Paschim Bardhaman 3) Darjeeling 4) Jalpaiguri	1) Birbhum 2) Jhargram 3) Cooch-behar 4) Alipur-duar	Meeting will be held on forma-tion of District Council as per C.P.Act, 2019
11. Stand-ardization of Weights & Meas-ures	(i) Verification of secondary standards used by Legal Metrology Laboratories from Regional Laboratories			30%			30%			20%			20%	
	(ii) Verification of Working Standards used by Legal Metrology Officers			30%			30%			20%			20%	
	(iii) Enforcement	02 raids in each month by each Inspector of Legal Metrology												
	(iv) Verification of Weights & Measures used by Traders	03 markets coverage / camps by each Inspector of Legal Metrology in each month												
	(v) Awareness Programme	Along with the CA & FBP awareness programme												
	(vi) Training of LMOs at IILM, Ranchi	As and when required												

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
	(vii) e-Governance Project of Legal Metrology													
12. West Bengal Right to Public Services Act, 2013	(i) Publicity through all types of Media	Along with the CA & FBP Awareness Programme												Round the year
	(ii) Participation in Melas/ Social gatherings for spreading Awareness to the Public regarding WBRTPS Act, 2013	Along with the CA & FBP Awareness Programme												Round the year
	(iii) Training of Departmental Officials on WBRTPS Act, 2013	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	1) 24 Pgs (S) 2) Uttar Dinajpur	1) Howrah 2) Purulia	
	(iv) Review meeting with the Nodal Officers of the Departments issued Notification under the WBRTPS Act, 2013	Along with the CA & FBP Awareness Programme												Round the year

Activity	Sub-activity	Jan. 2021	Feb. 2021	Mar. 2021	April 2021	May 2021	June 2021	July 2021	Aug. 2021	Sep. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Remarks
13. Construction of Integrated Buildings		Construction work will be completed for 1 (one) District – Uttar Dinajpur Completion of work at Bankura			Construction of civil work for 10 (ten) Districts – Jalpaiguri, Birbhum, Bankura, Malda, Nadia, Purulia, Dakshin Dinajpur, Coochbehar, Paschim Bardhaman and Murshidabad (Round the year) Initiation of work at Murshidabad, Asansol, Purulia, Jalpaiguri, Nadia, Dakshin Dinajpur, Birbhum. Initiation of work at Malda, S 24 pgs & Siliguri circuit bench. If suitable land or buildings may be found.								Construction work will be completed for 1 (one) District – Uttar Dinajpur

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DEPARTMENT OF CO-OPERATION

Sl.	Activity	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	TOTAL
1	Review Meeting with Range, Zone & Apex Societies	1	2	1	2	2	2	2	2	1	1	2	2	**20**
2	Procurement of Paddy & other Agricultural Produce through Cooperatives (in MT)	300000	350000	350000	300000	250000	100000	100000	55000	0	0	15000	25000	**1845000**
3	Creation of Infrastructure (to be taken up/completed) (in No.)	14	11	12	15	12	11	5	7	6	8	9	10	**120**
4	Disbursement of Crop Loan (Rs. in lakhs)	60000	34000	3000	93000	17000	16000	19000	22000	41000	44000	44000	66000	**459000**
5	No. of KCC Beneficiaries to be given loan (in No.)	195000	126000	10000	280000	55000	46000	95000	98000	116000	155000	165000	195000	**1536000**
6	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	14500	18600	10500	9000	8000	9500	10500	12500	8600	7500	8700	8700	**126600**
7	No. of SHGs to be Financed	5500	4400	3800	3800	5500	6600	7700	5500	5500	5500	9900	9900	**73600**
8	Distribution of Agricultural Input (Rs. in lakhs)	5200	4100	3600	1700	1700	4000	6000	5000	5300	4000	7000	7000	**54600**
9	Storing of Potato (in MT)	0	162000	162000	0	0	0	0	0	0	0	0	0	**324000**
10	Training Programme (in No.)	160	150	130	150	160	150	160	150	150	100	150	150	**1760**

Department of Correctional Administration

January, 2021

Sl. No.	Target
1	Publication of Quarterly Newsletter 'Metamorphosis' from the Directorate of Correctional Services
2	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
3	Online Training Programme for Officers at RICA, Dum Dum
4	Online Training on International Rules and Standards in Law for Correctional Services Officers at RICA, Dum Dum
5	Taking up the project of Modernization of General Kitchen at Malda DCH

February, 2021

Sl. No.	Target
1	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
2	Taking up the Project of Construction of LPG godown at Malda DCH
3	Online Refresher Course of Officers at RICA, Dum Dum
4	Taking up the project of Construction of remaining portion of perimeter wall at Malda DCH
5	Completion of the basic structure of Baruipur Central Correctional Home Phase-II
6	Taking up the project of 2nd Cable Laying through Micro Tunnelling Micro at Baruipur Central Correctional Home, Tongtola, Dhopagachhi, Baruipur in the Dist. of South 24 Pgs.

March, 2021

Sl. No.	Target
1	Meeting of State Sentence Review Board
2	Hosting of Official website of the Department of Correctional Administration
3	Quarterly Administrative Meeting of Correctional Services Officers through VC and review of security, ongoing development schemes, work programmes and reformative schemes
4	Quarterly Meeting of Executive Committee of West Bengal Prisoners' Welfare Fund
5	Quarterly Meeting of West Bengal Correctional Services Welfare Board and Review of earlier proceedings.

April, 2021

Sl. No.	Target
1	Publication of Quarterly Newsletter 'Metamorphosis' from the Directorate of Correctional Services
2	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
3	Taking up the project of Construction of G + 1 Officers Mess within the campus of Burdwan Central Correctional Home
4	Completion of Construction of Basic Structure of two storied building for 150 inmates in Krishnanagar DCH

May, 2021

Sl. No.	Target
1	Compilation of Prison Statistics for the year 2019 as per NCRB format
2	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
3	Awarding State Level Correctional Services Medal for the year 2019
4	Taking up the scheme of Construction of new Entrance Gate (3rd Gate) at the C. Home at Cooch Behar District Correctional Home

June, 2021

Sl. No.	Target
1	Meeting of State Sentence Review Board
2	Publication of Annual Compendium of Orders-2019
3	Quarterly Administrative Meeting of Correctional Services Officers through VC and review of security, ongoing development schemes, work programmes and reformative schemes
4	Quarterly Meeting of Executive Committee of West Bengal Prisoners' Welfare Fund
5	Quarterly Meeting of West Bengal Correctional Services Welfare Board and Review of earlier proceedings
6	Completion of basic structure of Presidency Correctional Home Phase-I at Baruipur.

July, 2021

Sl. No.	Target
1	Publication of Quarterly Newsletter 'Metamorphosis' from the Directorate of Correctional Services
2	Taking up the Security Audit in all Correctional Homes throughout the State
3	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
4	Taking up the project of Installation of Video Surveillance System in Siliguri Special Correctional Home and Alipurduar District Correctional Home
5	Taking up the scheme of Renovation of Ward No. 1 to 4 & 5 to 8 and Hospital & Female Ward inside the CH premises & providing view cutter between C4, C7 & 8 Warders' Quarter to Ward No. 4 & 7 of the CH at Asansol Special Correctional Home

August, 2021

Sl. No.	Target
1	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
2	Taking up the scheme of Construction of Manufacturing Unit Building at Balurghat Central Correctional Home with a cubical for sitting facility & a set of Latrine, Urinal with a Storeroom inside the Jail Premises at the C. Home
3	Taking up the scheme of Renovation of Prisoners' Cell on 1st Floor with modification of old eye ward & old SNCU ward at Baruipur Sub-Divisional Hospital, South 24 Pgs

September, 2021

Sl. No.	Target
1	Taking up the scheme of Vertical Extension of Male Ward No.-2 (Balance Part West Side) in the C. Home at Jangipur Sub Correctional Home
2	Meeting of State Sentence Review Board.
3	Quarterly Administrative Meeting of Correctional Services Officers through VC and review of security, ongoing development schemes, work programmes and reformative schemes.
4	Quarterly Meeting of Executive Committee of West Bengal Prisoners' Welfare Fund.
5	Quarterly Meeting of West Bengal Correctional Services, Welfare Board and Review of earlier proceedings.
6	Taking up the project of Construction of proposed 02 storied building with 03 storied foundation for accommodation of officers of Jhargram Special Correctional Home

October, 2021

Sl. No.	Target
1	Publication of Quarterly Newsletter 'Metamorphosis' from the Directorate of Correctional Services
2	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes.
3	Completion of Construction of Basic structure of new District Correctional Home at Nimtouri, Tamluk, Purba Medinipur.

November, 2021

Sl. No.	Target
1	Monthly Administrative Meeting with senior officers and Superintendents of Central Correctional Homes through VC mode.
2	Completion of Construction of basic structure of new Subsidiary Correctional Home at Chanchal, Malda.
3	Taking up the project of Construction of horizontal and vertical extension of Ward No.-4 along with common stair well at the C. Home at Siliguri Special Correctional Home
4	Construction of basic structure of (a) 20 headed Sweeper's Barrack, (b) Vertical Extension of Staff Barrack, (c) Additional 24 Interview Counters, (d) Public Address System, (e) Modular Furniture & (f) CCTV Surveillance System at Baruipur Central C. Home

December, 2021

Sl. No.	Target
1	Meeting of State Sentence Review Board.
2	Quarterly Administrative Meeting of Correctional Services Officers through VC and review of security, ongoing development schemes, work programmes and reformative schemes.
3	Quarterly Meeting of Executive Committee of West Bengal Prisoners' Welfare Fund.
4	Quarterly Meeting of West Bengal Correctional Services Welfare Board and Review of earlier proceedings.
5	Taking up the project of 03(Three) storied building for 200 capacity inmates at Raiganj District Correctional Home.

Department of Disaster Management and Civil Defence

Months		Target Description	Target Remarks
January	1	Review of Relief material stock	
	2	Review - Construction of Flood Shelter, Relief Godown, QRT	
	3	Draft Budget for 2021-22 & Budget Speech of DM & CD	
	4	Functioning of State EOC round the clock	
	5	Awareness Campaign on Disaster Management	
	6	Review of Multipurpose Cyclone Shelter Project	
	7	Conducting Training Programme on Disaster Management & DRR	
	8	Monitoring of Daily Incident Report	
	9	Review of Ex-gratia / Compensation	
	10	Special Control room for Ganga Sagar Mela at Nabanna & Civil Defence set-up at Outram Ghat & Ganga Sagar Mela	
	11	Website updation	
	12	Organize Republic Day parade - CD & WBNVF	
	13	Review Recruitment process	
February	1	Monitoring of Daily Incident Report	
	2	Awareness Campaign on Disaster Management	
	3	Review of NCRMP	
	4	Conducting Training Programme on Disaster Management & DRR	
	5	Functioning of State EOC round the clock	
	6	Monthly review meeting	
	7	Review of Ex-gratia / Compensation	
	8	Website Updation	
	9	Review Recruitment process	
	10	Organize Combined Annual Sports Meet, 2020 – WBNVF	
March	1	Verification of Relief Articles at Zonal Godowns	
	2	Functioning of State EOC round the clock	
	3	Awareness Campaign on Disaster Management	
	4	Review of NCRMP	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monthly review meeting	
	7	Allotment of MLA Quota Relief articles to districts	

Months		Target Description	Target Remarks
	8	Monitoring of Daily Incident Report	
	9	Review of Ex-gratia / Compensation	
	10	Review of Relief Articles stock	
	11	Publication of SDMP & DDMP	
	12	Conducting Mock drill / FAMAX - 4 locations target population -100	
	13	Website Updation	
April	1	Allotment of NGR Wheat, Leprosy GR	
	2	Release fund to districts from Plan Fund	
	3	Verification of Relief Articles at Zonal Godowns	
	4	Review of Relief Articles stock	
	5	Functioning of State EOC round the clock	
	6	Review of NCRM Project	
	7	Conducting Training Programme on Disaster Management & DRR	
	8	Monthly review meeting	
	9	Monitoring of Daily Incident Report	
	10	Review of Ex-gratia / Compensation	
	11	Awareness Campaign on Disaster Management	
	12	Website Updation	
	13	Preparatory measures for deployment of Boats/OBMs and manpower of WWCD and WBCEF to different flood prone districts from June to October	
	14	Conducting Mock drill / FAMEX - 4 locations target population -100	
May	1	Pre Monsoon Preparedness Meeting at State Level	
	2	Awareness Campaign on Disaster Management	
	3	Functioning of State EOC round the clock & Activation of DEOCs for round the clock	
	4	Conducting Training Programme on Disaster Management & DRR	
	5	Training of CD volunteers – Basic 150 trainees, Warden 30 trainees, Advanced 40 trainees.	
	6	Monthly review meeting	
	7	Monitoring of Daily Incident Report	
	8	Review of Ex-gratia / Compensation	
	9	Review of NCRMP	
	10	Website updation	
	11	Recruitment process review	

Months		Target Description	Target Remarks
June	1	Monitoring Flood Preparedness	
	2	Functioning of State EOC round the clock	
	3	Conducting Training Programme on Disaster Management & DRR	
	4	Monthly review meeting	
	5	Monitoring of Daily Incident Report	
	6	Review of Ex-gratia / Compensation	
	7	Allotment of Relief articles	
	8	Conducting Mock drill / FAMEX - 4 locations target population -100	
	9	Deployment of boats / OBM / Manpower of WWCD & WBCEF to different flood prone districts.	
	10	Awareness Campaign on Disaster Management	
	11	Review of NCRMP	
	12	Website updation	
July	1	Monitoring Flood Preparedness	
	2	Review of Relief Article stock	
	3	Review - Construction of Flood Shelter, Relief Godown, QRT	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monthly review meeting	
	7	Monitoring of Daily Incident Report	
	8	Review of Ex-gratia / Compensation	
	9	Conducting Mock drill / FAMEX - 4 locations target population -100	
	10	Awareness Campaign on Disaster Management	
	11	Review of Multipurpose Cyclone Shelter Projects	
	12	Website updation	
August	1	Monitoring Flood Preparedness	
	2	Awareness Campaign on Disaster Management	
	3	Monthly review meeting	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Conducting Mock drill / FAMEX - 4 locations target population -100	
	9	Allotment of MLA Quota Relief articles to districts	
	10	Website updation	

Months		Target Description	Target Remarks
September	1	Monitoring Flood Preparedness	
	2	Awareness Campaign on Disaster Management	
	3	Monthly review meeting	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Website updation	
October	1	Monitoring Flood Preparedness	
	2	Awareness Campaign on Disaster Management	
	3	Monthly review meeting	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Review of NCRM Project	
	9	Special Control Room for Durga Puja and Kali Puja at Nabanna	
	10	Website updation	
November	1	Procurement of Relief Articles	
	2	Monthly review meeting	
	3	Verification of Relief Articles at Zonal Godowns	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Review of NCRMP	
	9	Conducting Mock drill / FAMEX - 4 locations target population -100	
	10	Website updation	
	11	Printing of Diary & Calendar	

Months		Target Description	Target Remarks
December	1	Monthly review meeting	
	2	Functioning of State EOC round the clock	
	3	Conducting Training Programme on Disaster Management & DRR	
	4	Monitoring of Daily Incident Report	
	5	Review of Ex-gratia / Compensation	
	6	Review of Relief Articles stock	
	7	Review of NCRM Project	
	8	Conducting Mock drill / FAMEX - 4 locations target population -100	
	9	Website updation	

Department of Environment

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
January	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	Water Sprinkling on Road using Tankers / Vehicles	24
		13	AETC Inspection	5
		14	Public Hearing for Environmental Clearance Projects	8
		15	Environment Fair in Gangasagar Mela	1
		16	Resultant Waste Management in Gangasagar Mela as per SLWM Rules.	1
		17	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	10
		2	Conservation initiatives	2
		3	Development of Biodiversity Park	2
	EKWMA	1	Release of the Book: Biodiversity Profile of East Kolkata Wetlands	1
February	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	Publication of newsletter, annual report and awareness materials	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Inspection	5
		14	Water Sprinkling on Road using Tankers / Vehicles	24
		15	Public Hearing for Environmental Clearance Projects	4
		16	Complaint Cases Hearing	25
	WBBB	1	of PBR preparation /up gradation	10
		2	Conservation initiatives	2
		3	Development of Biodiversity Park	
		4	Biodiversity awareness initiative	2
	EKWMA	1	Celebration of World Wetlands Day	1
		2	Finalisation of East Kolkata Wetlands Management Plan 2021-2026	1
March	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Inspection	5
		13	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	15
		2	Conservation initiatives	2
		3	Biodiversity awareness initiative	2
	EKWMA	1	Assessment of Heavy Metals present in Fishes and Vegetables grown in the East Kolkata Wetlands	1
		2	Laying of separate Audit Report and Annual Accounts for 2017-18 to WBLA	1
April	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	152
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	Publication of newsletter, annual report and awareness materials	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Inspection	5
		14	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	15
		2	Conservation initiatives	2
		3	Technical Support to Biodiversity Park	2
May	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Inspection	5
		13	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	25
		2	Conservation initiatives	2
		3	Celebration of International Day of Biological Diversity 20	1
	IESWM	1	Updation of CZMP, all areas of 1 coastal block of North 24 Parganas district	1
		2	Refinement of CRZ boundary of 3 coastal blocks of North 24 Parganas district	1
		3	Segregation of CRZ-IIIA and CRZ-IIIB based on Census data of 2011	1
		4	Updation of CRZ categories based on HTL, LTL and ESA as per CRZ Notification 2011	1
June	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Celebration of World Environment Day	6
		10	Workshop / training program for industry representatives, students and Police authorities	2
		11	Awareness program against use of loudspeakers and banned firecrackers	3

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		12	Publication of newsletter, annual report and awareness materials	1
		13	SEAC Meeting for Environmental Clearance Process	2
		14	AETC Inspection	5
		15	Implementation of Green School Projects	10
		16	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		17	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		18	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	52
		2	Conservation initiatives	2
		3	Biodiversity awareness initiative	2
		4	Development of Biodiversity Park	4
		5	Initiatives for Biodiversity Heritage Site declaration	2
July	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Inspection	5
		13	Public Hearing for Environmental Clearance Projects	2
		14	Implementation of Green School Projects	10
		15	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		16	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		17	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	5
		2	Conservation initiatives	2
		3	Development of Biodiversity Park	5
		4	Biodiversity awareness initiative	2
	EKWMA	1	Laying of separate Audit Report and Annual Accounts for 2018-19 to WBLA	1
August	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	Publication of newsletter, annual report and awareness materials	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Inspection	5
		14	Public Hearing for Environmental Clearance Projects	2
		15	Implementation of Green School Projects	10
		16	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		17	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats	2
		18	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	5
		2	Conservation initiatives	2
		3	Technical Support to Biodiversity Park	2

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
September	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Inspection	5
		13	Public Hearing for Environmental Clearance Projects	2
		14	Implementation of Green School Projects	10
		15	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		16	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		17	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	5
		2	Conservation initiatives	2
		3	Biodiversity awareness initiative	2
		4	Development of Biodiversity Park	5
October	WBPCB	1	Surveillance on industries (number of units)	100
		2	Emission and effluent quality monitoring from industrial sources	80
		3	Consent administration (number of industrial units)	200
		4	Authorization to health care facilities for bio-medical waste management	30
		5	Authorization to hazardous waste generating units for hazardous waste management	5
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	152

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	Publication of newsletter, annual report and awareness materials	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Inspection	5
		14	Public Hearing for Environmental Clearance Projects	2
		15	Implementation of Green School Projects	10
		16	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		17	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		18	Complaint Cases Hearing	15
	WBBB	1	Facilitation of PBR preparation /up gradation	2
		2	Development of Biodiversity Park	5
		3	Conservation initiatives	1
	EKWMA	1	Preparation of Annual Report of 2020-21	1
November	WBPCB	1	Surveillance on industries (number of units)	200
		2	Emission and effluent quality monitoring from industrial sources	200
		3	Consent administration (number of industrial units)	350
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	8
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93 different locations
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Inspection	5
		13	Water Sprinkling on Road using Tankers / Vehicles	30
		14	Public Hearing for Environmental Clearance Projects	2
		15	Implementation of Green School Projects	10
		16	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		17	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2

Month	Name of the Executing Parastatals under Env Deptt.	Sl. No	Name of the Scheme	Target
		18	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	2
		2	Development of Biodiversity Park	5
		3	Conservation initiatives	1
	IESWM	1	Determination of Heavy metals in Vegetables, Irrigation water and soil in Jhargram and Purba Medinipur districts	1
December	WBPCB	1	Surveillance on industries (number of units)	300
		2	Emission and effluent quality monitoring from industrial sources	270
		3	Consent administration (number of industrial units)	740
		4	Authorization to health care facilities for bio-medical waste management	85
		5	Authorization to hazardous waste generating units for hazardous waste management	12
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	3
		11	Publication of newsletter, annual report and awareness materials	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Inspection	5
		14	Water Sprinkling on Road using Tankers / Vehicles	30
		15	Public Hearing for Environmental Clearance Projects	2
		16	Implementation of Green School Projects	10
		17	Infrastructure Support to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		18	Imparting hands on training on Waste Management to selected Urban Local Bodies and Peri-Urban Gram Panchayats.	2
		19	Complaint Cases Hearing	25
	WBBB	1	Facilitation of PBR preparation /up gradation	5
		2	Conservation initiatives	2
		3	Biodiversity awareness initiative	2
		4	Technical Support to Biodiversity Park	2
		5	Support to benefit claimers/BMCs from ABS Share	5
		6	Publications	2
		7	Development of Biodiversity Park	5
		8	Research Initiatives	3
	IESWM	1	Image processing of recent satellite imagery for the coastal districts of West Bengal	1

Department of Finance

JANUARY	
Sl. No.	**Department/Directorates**
	Budget
1	Preparation of Supplementary Estimates for FY 2020-2021
2	Resource planning for budget
3	Finalising the Budget size for State Development Schemes including Central Sector Schemes
4	Meeting with all the Departments for finalising the budget for State Development Schemes including Central Sector Schemes
5	Placement of Vote on Account Budget for 2021-2022 in the WBLA
6	Preparation of Draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement
7	Review of RIDF, Externally Aided Projects (EAP) & expenditure in CSS / State Development Schemes
8	Review of CSS / CN schemes with Nodal Officers
	Commercial Tax Directorate
1	Commencement of GST Audit for 2017-2018
2	Monthly Review of Collection of Revenue
3	Inspection of five circles to review performance
4	Review of LTU Service Sector
5	Training of Officers on GST BO
6	Review of cases of Bureau of Investigation
7	Review meeting on Profession Tax
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 6 Treasuries
2	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 31.01.2021
2	Disposal of all the family pension cases received in this office within 31.12.2020.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.01.2021.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.01.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.12.2020
6	Implementation of Corrigendum sub-module of e-pension portal.
	e-Governance & IFMS
1	Seamless Integration between IFMS with Jai Bangla Portal for Tantibandhu scheme of MSME Department
2	Generation of HRMS ID for wage earners of institutions like GTA where the salary/wages were disbursed from deposit account earlier and disbursement of salary through HRMS

3	Work Flow Chain Management as per Official hierarchy for flow of request of leave, loan in HRMS
4	Introduction of category wise DFPR in AAFS
5	Sanction Inbox facility for preparation of bills in TR 50/ 37 in DDO login
6	Updation of MIS Matrix of IFMS available in the Portal
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Implementation of LR Plot based Market Value Data Base for the district of Dakshin Dinajpur
3	Implementation of online Market Value (MVDB)Revision Module in e-Nathikaran
4	Georeferencing of mouza maps for GIS based automation, part of Alipurduar & Coochbehar Districts
5	Refresher training for officers by Legal Cell
6	Integration of e-Nathikaran with ARCGIS Map server
7	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
8	File Nomenclature standardisation process for Directorate e-office
	Excise
1	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Development and Testing of software for generation of Election Expenditure Monitoring Reports for Liquor
3	Training for Inspectors of Excise from different Excise Districts
4	Inspection of 2 (two) Foreign Liquor Manufactories by Addl. Excise Commissioner / Jt. Commissioner
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Meeting on Special drive to Revenue mobilisation under GST Act
2	Review on the performance of Investigating Officers
3	Review on the work on GST Service Sectors
4	Monthly Review of collection of Revenue from Enforcement cases
	FEBRUARY
Sl. No.	**Department/Directorates**
	Budget
1	Finalization of Supplementary Estimates for FY 2020-2021
2	Preparation for Approporiation (Supplementary) Bill
3	Preparation of draft Appropriation Bill No.2 and Vote on Account Bill
4	Publication of all volumes of Budget documents
5	Publication and Placement of draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement to the WBLA
6	Preparation of write up of State Finance for the publication of Economic Review 2019-2020

	Commercial Tax Directorate
1	Review of status of Adjudication Cases
2	Monthly meeting on Revenue mobilisation
3	Review of appeal and revision cases
4	Inspection of five Charges to review performance
5	Review of Progress of Registration
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 6 Treasuries
2	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 28.02.2021.
2	Disposal of all the family pension cases received in this office within 31.01.2021.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.02.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 22.02.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.01.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31/01/2021
	e-Governance & IFMS
1	Sanction and Bill details into IFMS and generation of bill through IFMS-WBHS Integration
2	Implemenation of GRIPS comprehensive grievance management system
3	Generation of Arrear bill and supplementary salary bills with the facility of preparing due-drawn statement for GTA in HRMS
4	Facility of generating part salary in HRMS
5	SBMS integration with CTS & ebill
6	Placement of revised PF Rule for Non-Govt Institutions for approval of Govt
7	Starting Development of PF Module for Non-Government Organisations
	Directorate of Registration & Stamp Revenue
1	To introduce Centralised payment from DR office for PPP service providers for maintenance of computerised systems of registration at Registry offices
2	Shifting of mode of integration between e-Nathikaran and GRIPS - from 'internal' to 'external'
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars
4	Georeferencing of mouza maps for GIS based automation, part of Alipurduar & Coochbehar Districts
5	Digitization of additional layers and attribute population for the Alipurduar District
6	Preparation of draft Data Analytics Framework document for e-Nathikaran System
7	Procurement of additional hardware and software for resource augmentaiton of the GIS division
8	Introduction of e-office in ADSR offices (Part)

	Excise
1	Roll out of software for generation of Election Expenditure Monitoring Reports for Liquor
2	Development and testing of software for Micro-warehousing and Retail
3	Training of new batch of Revenue Service officers allotted to the Excise Directorate
4	Video Conferencing with Additional District Magistrates & Collectors of Excise of all districts
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Review on the progress of cancellation of Registration of fake & false business entitie
2	Review on the performance of Investigating Officers
3	Review on action taken on the reports received from Central GST authority
4	Monthly Review of collection of Revenue from Enforcement cases
	MARCH
Sl. No.	**Department/Directorates**
	Budget
1	Re-appropriation and release of funds to Administrative Departments including final receipts of balance CSS funds for 2020-2021
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes
3	Review & Monitoring of Administrative Expenditure & State Development Schemes of all Departments
4	Review of tagging of different Schemes in Centralised Budget Monitoring System (CBMS) under IFMS
	Commercial Tax Directorate
1	Review of status of Audit
2	Review of GST refund position
3	Monthly Review on Collection with Circles
4	Review meeting on performance of Appellate Authorities
5	Survey of Unregistered dealers under GST
	Directorate of Treasuries & Accounts,WB
1	Infrastructure Upgradation of 2 Treasuries
2	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.03.2021.
2	Disposal of all the family pension cases received in this office within 28.02.2021.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.03.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.03.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 28.02.2021

6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 28.02.2021.
	e-Governance & IFMS
1	Development of RIDF Project facility with Statement P generation in AAFS
2	Introduction of API call facility at the time of transmission of e-PPO from DPPG to IFMS portal
3	Availibility of MIS Reports on GRIPS comprehensive grievance management system at all level for all stakeholders
4	Work Flow Chain Management as per Official hierarchy for flow of request of TA/DA/HTC/LTC and exit management in HRMS
5	Deployment of four(4) no(s) of Additional Reports in mIFMS
6	Completion of all feedback received from DPPG,WB for enhancement of GPF Module
	Directorate of Registration & Stamp Revenue
1	Extension of agreements with the existing Private Partners for a period of one year
2	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
3	Implementation of an online module in e-Nathikaran for administration of Audit Reports and Audit Paras
4	Georeferencing of mouza maps for GIS based automation, part of Coochbehar District
5	Digitization of additional layers and attribute population for the CoochBehar District
6	Training of officers of DoRSR related to GIS project on Statistical Analysis (theory and handling of necessay software)
7	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
	Excise
1	Development and testing of software for Initial Grant of F.L Manufactory License(s)
2	Roll out of software for Micro-warehousing and Retail
3	Training of S.Is of Excise from different Excise Districts and Divisions
4	Inspection of 2 (two) Country Spirit Bottling Plants by Addl. Excise Commissioner / Jt. Commissioner
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Meeting on Special drive to Revenue mobilisation
2	Meeting on work related to seizure of goods in warehouse etc
3	Review on the performance of Investigating Officers
4	Monthly Review of collection of Revenue from Enforcement cases
	APRIL
Sl. No.	**Department/Directorates**
	Budget
1	Release of 1st instalment of budgetary funds for FY 2021-2022 to Administrative Departments
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2021-2022

	Commercial Tax Directorate
1	Annual Review of performance of the CTD
2	Review of anti-evasion activities with units of Bureau and IIU
3	Training of officers on Case Studies of Service Tax
4	Review of status of Audit
5	Training of Officers on changes in GST Law
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.04.2021
2	Disposal of all the family pension cases received in this office within 31.03.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.04.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.04.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.03.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31.03.2021
7	Implementation of e-Pension for the Municipality employees
	e-Governance & IFMS
1	Generation of Sanction Order in SBMS
2	Increase in the trasanction count of IFMS services in eTaal Portal by incorporating more services from IFMS like Mobile app, eSE services.
3	Rollout of IFMS-GeM Integration functionalities
4	Transfer order generation in HRMS and Work Flow Chain Management as per Official hierarchy for processing and generation of transfer orders and online charge hand-over and take over facility in HRMS
5	Detagging of wrong challan with Project in AAFS
6	Deployment of remaining four(4) no(s) of Additional Reports in m IFMS
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Upgradation of the existing refund process to paperless refund
3	Implementation of LR Plot based Market Value Data Base for the districts of Alipurduar and Coochbehar
4	Georeferencing of mouza maps for GIS based automation part of the North 24 Parganas District
5	Introduction of Online processing of Renewal applications of Deed Writers, MMRs , Copy Writers
6	Introduction of e-office in ADSR offices (Part)

	Excise
1	Annual Review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Initiation of work for Publishing updated West Bengal Excise Acts,1909 and Rules under the said Act
3	Piloting of software for Initial Grant of F.L Manufactory License(s)
4	Development and testing of software for Initial Grant of C.S Bottling Plant License(s)
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Annual Review on the performance of DRI&E in Enforcement cases
2	Meeting on the proposed work in the coming months
3	Review on action taken on the reports received from Central GST authority
4	Review on the progress of cancellation of Registration of fake & false business entities
	MAY
Sl. No.	**Department/Directorates**
	Budget
1	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2021-2022
2	Review & Monitoring of CSS/ RIDF Expenditure of all Departments
3	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary
	Commercial Tax Directorate
1	Survey of dealers for registration in GST and PT
2	Monthly review meeting on Revenue collection
3	Monitoring of GST audit for 2017-2018
4	Review of appeal and revision cases
5	Review of anti-evasion activities with units of Bureau
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Review Meeting to Assess Treasury Performance
3	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.05.2021
2	Disposal of all the family pension cases received in this office within 30.04.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.05.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 24.05.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 30.04.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 30.04.2021
	e-Governance & IFMS
1	Seamless Integration between IFMS with Khadyashati Portal of Food & Supplies Department

2	Devlopment of functionality for activating/deactivating of Head of Account and input of Head of Account in CBMS for budget estimation purpose
3	Recruitment, Manpower Planning and confirmation in HRMS along with Work Flow Chain Management
4	Opening of Bank Accounts by Scheme implementing Department for the Institutions not under the direct control of that Scheme implementing Department in SBMS.
5	Inculsion of Out of Budget Component in AAFS Projects
6	Integration with the middleware server of AGWB for online submission of monthly accounts from treasuries.
	Directorate of Registration & Stamp Revenue
1	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars
2	Georeferencing of mouza maps for GIS based automation part of the North 24 Parganas District
3	Preparation of Functional Requirement Specification for Data Analytics Framework for e-Nathikaran System
4	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
5	Inclusion of a separate HR information module in e-Nathikaran
6	Registration Website restructuring with dashboard and additional features
	Excise
1	Piloting of software for Initial Grant of C.S Bottling Plant License(s)
2	In service training of Officers of the newly developed eAbgari & eBevco modules already deployed
3	Roll out of software for Initial Grant of F.L Manufactory License(s)
4	Inspection of 1 (one) distillery by Addl. Excise Commissioner / Jt. Commissioner
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Review of the progress of Enforcement cases
2	Review on the progress of the work on GST Service Sectors
3	Review on the action taken by Central GST authority on the basis of our reports
4	Monthly Review of collection of Revenue from Enforcement cases
	JUNE
Sl. No.	**Department/Directorates**
	Budget
1	Start of preparation of administrative report of Finance Department with data collection and compilation from different Directorate of the Finance Department and data from the Statistic & PI Department
2	Review & Monitoring of Administrative Expenditure & Expenditures of State Development Schemes for 2021-2022
3	Review of Externally Aided Projects (EAP)
4	Budget preparation work for 2021-2022
	Commercial Tax Directorate
1	Review meeting with Circles and Large Taxpayers' Unit on Revenue Collection
2	Review of status of Audit
3	Review of status of Adjudication Cases

4	Inspection of five charges to review performance
5	Review of LTU goods sector
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Infrastructure Upgradation of 2 Treasuries
3	Implementation of Cheque Truncation System in 6 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.06.2021
2	Disposal of all the family pension cases received in this office within 31.05.2021.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.06.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.06.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.05.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31.05.2021
	e-Governance & IFMS
1	Revised modalities of online compliance of Objection and Resubmission of bills in eBilling
2	Facility to view Training Attended Details in mIFMS
3	Non Functional Promotion for Govt. Employees along with Work Flow Chain Management in HRMS
4	Facility of increment for non govt. institutions like GTA in HRMS
5	Capture of Scheme wise Balance & Linked Account details in SBMS
6	Cheque Management in SBMS
	Directorate of Registration & Stamp Revenue
1	Implementation of a module in e-Nathikaran for administration of Court Case Matters
2	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
3	In Service Refresher Training of Registering Officers
4	Georeferencing of mouza maps for GIS based automation, part of the North 24 Parganas District
5	Digitization of additional layers and attribute population for part of North 24 parganas District
6	Initiation of the recruitment process for GIS skilled manpower on internship basis for expediting the georeferencing and GIS database preparation
7	Incorporation of additional parameters like explanatory variables etc. in scientific framework
	Excise
1	Development and testing of software for ePOS at Retail
2	Roll out of software for Initial Grant of C.S Bottling Plant License(s)
3	Development and testing of software for eRetail

4	Refresher training for ASIs of Excise from different Excise Districts
	Directorate of Revenue Intelligence & Enforcement
1	Discussion on changes and amendments of GST Law & Rules
2	Review on action taken on the reports received from Central GST authority
3	Review on the progress of cancellation of Registration of fake & false business entities
4	Monthly Review of collection of Revenue from Enforcement cases
	JULY
Sl. No.	**Department/Directorates**
	Budget
1	Reappropriation of funds as per requirement of Administrative Departments
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2021-2022
3	Review & Monitoring of CSS/ RIDF Expenditure of all Departments
4	Placement of Budget for 2021-2022
5	Placement of Appropriation Bill
	Commercial Tax Directorate
1	Monthly Review Meeting with Circles and Charges on Revenue Collection
2	Inspection of five charges to review performance
3	Review of anti-evasion activities with units of Bureau
4	Review of status of Audit
5	Review meeting on performance of Appellate Authorities
6	Training of Officers on changes in GST Law
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.07.2021
2	Disposal of all the family pension cases received in this office within 30.06.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.07.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.07.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 30.06.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 30.06.2021
	e-Governance & IFMS
1	Online Payment to the Service Provider for payment of Bills of BSNL, Power Utility, etc. from the deposit accounts
2	Functional Promotion for Govt. Employees along with Work Flow Chain Management in HRMS
3	e-advice & e-payment in SBMS

4	Print Payment Advice through SBMS
5	Bank reconciliation facility in SBMS
	Directorate of Registration & Stamp Revenue
1	Georeferencing of mouza maps for GIS based automation part of the North 24 Parganas
2	Implementation of LR Plot based Market Value Data Base for the district of North 24 Parganas
3	Digitization of additional layers and attribute population for part of North 24 Parganas District
4	GIS Manpower recruitment completion
5	Introduction of few additional services in Mobile App
6	Revision of rates of cost of construction to align with present PWD rates
7	Introduction of online process for application , renewal & transfer of Franking machines
8	Introduction of e-office in ADSR offices (Part)
	Excise
1	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Piloting of software for ePOS at Retail
3	Training of Excise Constables from different Excise districts
4	Development and testing of software for Initial Grant of Brewery License(s)
	Directorate of Revenue Intelligence & Enforcement
1	Meeting on Special drive to Revenue mobilisation under GST Act
2	Review on the performance of Investigating Officers
3	Review on the work on GST Service Sectors
4	Monthly Review of collection of Revenue from Enforcement cases
	AUGUST
Sl. No.	**Department/Directorates**
	Budget
1	Release of second instalment of budgetary funds to all Administrative Departments
2	Re-appropriation of funds as per the requirement of Administrative Departments
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Review of status ofAdjudication Cases
3	Inspection of five charges to review performance
4	Review of LTU
5	Training of Officers on changes in GST Law
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Infrastructure Upgradation of 2 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.08.2021

2	Disposal of all the family pension cases received in this office within 31.07.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.08.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 26.08.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.07.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31.07.2021
	e-Governance & IFMS
1	Roll Out of GRIPS 2.0 with existing features
2	Implementation of eKuber receipt version 2.0
3	Integration of HRMS with AG portal for GPF account slip and PPO generation
4	Upgradation of Training Module for Cadre Controlling Authority in HRMS
5	Generation of New MIS Report in AAFS
6	MIS & dashboard facility for Admin users of GRIPS with Phase-I Reports
7	Development of Balance capture Functionality of Non Gov PF Module
	Directorate of Registration & Stamp Revenue
1	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars
2	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
3	Georeferencing of mouza maps for GIS based automation part of North 24 Parganas district
4	Digitization of additional layers and attribute population for part of North 24 Parganas district
5	Training of the GIS skilled manpower for the SOP to be follwed for georeferencing of Mouza sheets, additional layer digitisation
6	Testing of Scientific Framework & validation of the paraemeters in Pilot district
7	Implementation of Model Facilitation Center through PPP mode at one location
	Excise
1	Publication of Administrative Report
2	Pioliting of software for Initial Grant of Brewery License(s)
3	Development and Testing of software for re-structured accounting MIS for WBSBCL
4	Inspection of 2 (two) F.L Manufactories by Addl. Excise Commissioner / Jt. Commissioner
	Directorate of Revenue Intelligence & Enforcement
1	Review on the progress of cancellation of Registration of fake & false business entities
2	Review on the performance of Investigating Officers
3	Review on action taken on the reports received from Central GST authority
4	Monthly Review of collection of Revenue from Enforcement cases

SEPTEMBER	
Sl. No.	**Department/Directorates**
	Budget
1	Re-appropriation of funds as per the requirement of Administrative Departments
2	Review of utilization of funds received under the 15th Finance Commission
3	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2021-2022
4	Mid-Year Review of Release of Funds by Administrative Departments as released to them by Finance Department in April and August
5	Mid-Year Review of Tax Collection by various Directorates
6	Reconciliation of Accounts of last Financial Years with A.G., West Bengal
7	Review & Monitoring of CSS/ RIDF Expenditure of all Departments
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Review of anti-evasion activities with units of Bureau
3	Review meeting on performance of Appellate Authorities
4	Review of status of Audit
5	Training of Officers on BO
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Infrastructure Upgradation of 2 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.09.2021
2	Disposal of all the family pension cases received in this office within 31.08.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.09.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.09.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.08.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31.08.2021
	e-Governance & IFMS
1	Pension bank account validation with banks through web service
2	Inclusion of Defacement of Paid Challans in GRIPS
3	Introduction of Bulk ECS Cancel facility in IFMS
4	Generation of Bonus/Festival advance bill for GTA and like offices in HRMS
5	Generation of UC submission through SBMS
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with all Registering Officers in the State

2	Implementation of LR Plot based Market Value Data Base for the district of Jalpaiguri
3	Georeferencing of mouza maps for GIS based automation part of the Jalpaiguri district
4	Digitization of additional layers and attribute population for part of the Jalpaiguri district
5	Migration of the e-Nathikaran GIS portal from the open source platform to the ARCGIS server platform
6	Introduction of online module for consolidated stamp duty payments and e-Stamping
	Excise
1	Piloting of software for re-structured accounting MIS for WBSBCL
2	Review of eGovernance initiatives and achievements by Excise Commissioner / Addl. Excise Commissioner
3	Roll out of software for Initial Grant of Brewery License(s)
4	Coordination meeting on NDPS with all units on preparedness to ensure Zero cultivation of contraband Opium and Cannabis
	Directorate of Revenue Intelligence & Directorate
1	Review on the progress of GST Enforcement cases
2	Review on the progress of the work on GST Service Sectors
3	Review on the action taken by Central GST authority on the basis of our reports
4	Monthly Review of collection of Revenue from Enforcement cases
	OCTOBER
Sl. No.	**Department/Directorates**
	Budget
1	Collection and Compilation of Budget Material from all the Administrative Departments
2	Re-appropriation of funds as per the requirement of Administrative Departments
3	Review of Externally Aided Projects & RIDF
4	Entry of Actual expenditure figure of 2020-2021 as provided by A.G.(A&E), West Bengal
5	Entry/ Exit Conference with the Office of A.G.(A&E), West Bengal
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Inspection of five charges to review performance
3	Review of status of Adjudication Cases
4	Review of progress of anti evasion activities in charges
5	Training of Officers on changes in GST Law
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 2 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.10.2021
2	Disposal of all the family pension cases received in this office within 30.09.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.10.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.10.2021

5	Issuance of Revised authority of Pension under ROPA 2019 received upto 30.09.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 30.09.2021
	e-Governance & IFMS
1	Preparation and submission of online Sub-Vouchers to the DDOs and their subsequent onward transmission to the A.G., W.B.
2	Facility for Online Refund application in GRIPS 2.0
3	Developing Departmental Proceedings module in HRMS
4	Bringing all such institution in HRMS for whom salary/wages are paid from Deposit Account/Bank Account
5	Generation and Sanction of GISS claim in HRMS
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Implementation of LR Plot based Market Value Data Base for the district of Malda
3	Georeferencing of mouza maps for GIS based automation, part of Jalpaiguri districts
4	Digitization of additional layers and attribute population for part of Jalpaiguri district
5	Refresher training for registering officers on audit related procedure
6	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
7	Introduction of e-office in ADSR offices (Part)
	Excise
1	Roll out of software for re-structured accounting MIS for WBSBCL
2	Pre-puja review with Superintendents of Excise on revenue collection and enforcement activities
3	Review meeting with Depot Managers & Nodal Officers of FL Depots of WBSBCL
4	Development and testing of software for re-credit of stocks marked as expired or unfit following shelf life extension
	Directorate of Revenue Intelligence & Enforcement
1	Review on the progress of cancellation of Registration of fake & false business entities
2	Review on the performance of Investigating Officers
3	Review on action taken on the reports received from Central GST authority
4	Monthly Review of collection of Revenue from Enforcement cases
	NOVEMBER
Sl. No.	**Department/Directorates**
	Budget
1	Re-appropriation of funds as per the requirement of Administrative Departments
2	Collection and Compilation of Budget Material from all the Administrative Departments
3	Review of File Disposal Rate
4	Completion of incorporation of actual data for the Financial Year 2020-2021, including receipts and expenditure, as received from A.G., West Bengal for Budget Publication
5	Review of Tax Collection by various Directorates

	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Review of status of Audit
3	Review of anti-evasion activities with units of Bureau
4	Review of status of Adjudication Cases
5	Review meeting on performance of Appellate Authorities
6	Review of LTU
7	Publication of Annual Administrative Report
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Review Meeting to Assess Treasury Performance
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.11.2021
2	Disposal of all the family pension cases received in this office within 31.10.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.11.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.11.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 31.10.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 31.10.2021
	e-Governance & IFMS
1	Facility for online payment by stamp vendors in GRIPS 2.0
2	Project wise Advice generation for LF/PL Deposit Acoount in AAFS
	Directorate of Registration & Stamp Revenue
1	Bifurcation of Jurisdiction of one Registration Office in the district of Malda
2	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars
3	Implementation of LR Plot based Market Value Data Base for the part of Hooghly district
4	Georeferencing of mouza maps for GIS based automation, part of Hooghly districts
5	Draft PMU Handover plan submission by consultants
	Excise
1	Review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Pioliting of software for re-credit of stocks marked as expired or unfit following shelf life extension
3	Coordination meeting on NDPS with all units
4	Roll out of software for ePOS at Retail
	Directorate of Revenue Intelligence & Enforcement
1	Review on the disposal of pending Enforcement cases
2	Review on the action taken by Central GST authority on the basis of our reports

3	Meeting on work related to seizure of goods in warehouse etc
4	Monthly Review of collection of Revenue from Enforcement cases
	DECEMBER
Sl. No.	**Department/Directorates**
	Budget
1	Release of 3rd instalment of budgetary funds to all the Administrative Departments
2	Preparation & publication of administrative report of Finance Department
3	Re-appropriation of funds as per the requirement of Administrative Departments
4	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2021-2022
5	Review of Tax Collection by various Directorates
6	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary for RIDF projects
7	All preliminary works relating to preparation of Budget for 2022-2023
8	Review & Monitoring of CSS/ RIDF Expenditure of all the Departments
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Inspection of five charges to review performance
3	Review of status of Adjudication Cases
4	Training of Officers on changes in GST Law
	Directorate of Treasuries & Accounts,WB
1	Online / Physical Inspection of 5 Treasuries
2	Infrastructure Upgradation of 2 Treasuries
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.12.2021
2	Disposal of all the family pension cases received in this office within 30.11.2021
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.12.2021
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 26.12.2021
5	Issuance of Revised authority of Pension under ROPA 2019 received upto 30.11.2021
6	Issuance of e-PPO of Special Category Family Pension Sub-Module under E-Pension received through e-mode upto 30.11.2021
	e-Governance & IFMS
1	Forward/Approve/Reject of Tour Diary and Claim in mIFMS
2	Upgradation of GRIPS Mobile app with GRIPS 2.0. features
3	MIS & dashboard facility for Admin users of GRIPS with Phase-II Reports
4	Start exploring new areas of improvements of HRMS
5	Failed Transaction Management in SBMS
6	Development of Loan and Final payment Withdrawal of Non-Govt PF Module

	Directorate of Registration & Stamp Revenue
1	Georeferencing of mouza maps for GIS based automation part of Hooghly District
2	Digitization of additional layers and attribute population for part of Hooghly district
3	Implementation of LR Plot based Market Value Data Base for rest of the districts
4	Bifurcation of Jurisdiction of one Registration Office in the district of Murshidabad
5	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
6	Implementation of Model Facilitation Center through PPP mode at one location
7	Introduction of e-office in ADSR offices (Part)
	Excise
1	Roll out of software for re-credit of stocks marked as expired or unfit following shelf life extension
2	Inspection of 2 (two) Breweries by Addl. Excise Commissioner / Jt. Commissioner
3	Training of officers from different district on Government eMarketplace
	Directorate of Revenue Intelligence & Enforcement
1	Preparation of Road map for the works to be done in coming three months
2	Meeting on work related to seizure of goods in warehouse etc
3	Discussion on changes and amendments of GST Law & Rules
4	Monthly Review of collection of Revenue from Enforcement cases

Department of Fire & Emergency Services

JANUARY – 2021

Sl.No.	Target
1	Fire Service Mechanised Contingent will participate at Indira Gandhi Sarani in connection with Republic Day Parade on 26th January, 2021 and at district and sub-division Level.
2	1st Batch of External Sub-Officer Course, National Fire Service College, Nagpur shall be conducted at Institute of Fire Service.
3	Stand-by duty at Ganga Sagar Mela, 2021.
4	One new Fire station to be inaugurated.
5	Stand-by duty at Book Fair, 2021.
6	General transfer of Ministerial Staff (Directorate / Divisional) will be completed.
7	Condemnation process of old and unserviceable Fire Appliances & Fire Equipment to be initiated.
8	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
9	Candidates will be deputed for undergoing Divisional Officers / Station Officers / Sub-Officers Course at NFSC from various rank.
10	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
11	Proposals for procurement of various Fire Fighting Equipment / Appliances to be sent to the Deptt. for approval.
12	Proposal for promotion to the post of DFO to be sent to the Deptt.
13	Professional Duty-cum-Athletic Meet-2021 (Division-wise Tactical Exercise Competition) will be conducted at a suitable venue.
14	Technical Expert Committee Meeting will be conducted weekly.

FEBRUARY – 2021

Sl.No.	Target
1	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
2	Special Appliances and Modern Equipments Training Programme will be conducted at Institute of Fire Service for departmental candidates.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Refresher Course for Sub-Officer and Station Officer will be conducted.
5	Purchase of Fire Equipment through e-Tender /GEM.
6	Review Meeting on Audit Queries to be held.
7	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
8	Pending disciplinary proceedings will be reviewed.
9	General transfer process of all operational staff to be initiated.
10	Technical Expert Committee Meeting will be conducted weekly.
11	One new Fire station to be inaugurated.

MARCH – 2021

Sl.No.	Target
1	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under North Kolkata, South Kolkata, North 24 Pgs. & South 24 Pgs. Divisions.
2	Meeting with all Divisional Fire Officers to be conducted.

3	Construction work of one new Fire station building to be completed.
4	General transfer of all categories will be completed or may be completed after forthcoming Assembly Election-2021.
5	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
6	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
7	Special Meeting will be conducted to review the Court Cases.
8	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
9	Technical Expert Committee Meeting will be conducted weekly.

APRIL – 2021

Sl.No.	Target
1	An Exhibition in respect of Awareness Programme on Fire & Life Safety will be conducted at Academy of Fine Arts or any other places during Fire Service Week from 14th April to 20th April, 2021.
2	Review Meeting within Directorate and with Senior Field Officers, to examine financial performance in the past financial year.
3	Construction work of one new Fire station building to be completed.
4	Condemnation process of old and unserviceable fire appliances and fire equipment to be sent to Administrative Department for approval.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Refresher Course for Sub-Officer and Station Officer will be conducted.
7	Appointment process of New Fire Operator expected to be started.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Process for recommendation for President's Fire Service Medal on the Occasion of Independence Day-2021 to be started.

MAY– 2021

Sl.No.	Target
1	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
2	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Nadia, Bankura, Purulia, Purba Bardhaman & Paschim Bardhaman Divisions.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Repair & renovation work of 1 (one) No. existing F.S. To be completed.
5	Meeting with all Divisional Fire Officers to be conducted.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	Pending disciplinary proceedings will be reviewed.
8	Proposals for procurement of various Fire Fighting Equipment / Appliances to be sent to the Deptt. for approval.
9	Construction work of one new Fire station building to be completed.
10	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
11	Technical Expert Committee Meeting will be conducted weekly.

JUNE– 2021

Sl.No.	Target
1	Refresher Course for Sub-Officer and Station Officer will be conducted.

2	1st Batch of External Sub-Officer Course, National Fire Service College, Nagpur will be completed.
3	Repair & renovation work of 1 (one) No. existing F.S. to be completed.
4	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
5	Construction work of one new Fire station building to be completed.
6	Special Meeting will be conducted to review the Court Cases.
7	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Recommendation for President's Fire Service Medal on the Occasion of Independence Day-2021 to be completed.
10	Candidates will be deputed for undergoing Divisional Officers / Station Officers / Sub-Officers Course at NFSC from various rank.
11	1st phase appointment of new Fire Operator expected to be started.

JULY– 2021

Sl.No.	Target
1	2nd Batch of External Sub-Officer Course, National Fire Service College, Nagpur will be commenced at Institute of Fire Service.
2	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
3	Meeting with all Divisional Fire Officers to be conducted.
4	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Technical Expert Committee Meeting will be conducted weekly.
7	2nd phase appointment of new Fire Operator expected to be started.

AUGUST– 2021

Sl.No.	Target
1	Fire Service Contingent will participate at Indira Gandhi Sarani in connection with Independence Day Parade on 15th August 2021.
2	Refresher Course for Sub-Officer and Station Officer will be conducted.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Repair & renovation work of 1 (one) No. existing F.S. To be completed.
5	Purchase of Fire Equipment through e-Tender /GEM.
6	Pending disciplinary proceedings will be reviewed.
7	Construction work of one new Fire station building to be completed.
8	3rd phase appointment of new Fire Operator expected to be started.
9	Technical Expert Committee Meeting will be conducted weekly.
10	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
11	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.

SEPTEMBER– 2021

Sl.No.	Target
1	Fire Awareness Programme will be conducted in all public places for coming festive season.
2	Meeting with all Divisional Fire Officers to be conducted.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Repair & renovation work of 1 (one) No. existing F.S. to be completed.
5	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	Special Meeting will be conducted to review the Court Cases.
8	4th phase appointment of new Fire Operator expected to be started.
9	Technical Expert Committee Meeting will be conducted weekly.
10	Construction work of one new Fire station building to be completed.

OCTOBER– 2021

Sl.No.	Target
1	NOC under Section 23A of The West Bengal Fire Services Act, 1950 regarding erection of temporary structures or pandals in connection with Durga Puja, Kali Puja, etc. would be issued following Single Window System (Aasaan) / by other means.
2	Fire Service stand-by duty will be performed during Durga Puja at different Police Stations and big Puja Pandals.
3	Fire Service stand-by duty will be performed during Kali Puja & Jagaddhatri Puja at different Police Stations and big Puja Pandals.
4	Process for recommendation for President's Fire Service Medal on the Occasion of Republic Day-2022 to be started.
5	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues, including Court Cases.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	5th phase appointment of new Fire Operator expected to be started.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Refresher Course for Sub-Officer and Station Officer will be conducted.

NOVEMBER– 2021

Sl.No.	Target
1	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
2	Meeting with all Divisional Fire Officers to be conducted.
3	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
4	Repair & renovation work of 1 (one) No. existing F.S. to be completed.
5	The name of Fire Officers / Fire Personnel will be finally recommended for President's Fire Service Medal on the Occasion of Republic Day-2022.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
8	Pending disciplinary proceedings will be reviewed.
9	Technical Expert Committee Meeting will be conducted weekly.
10	Construction work of one new Fire station building to be completed.

DECEMBER– 2021

Sl.No.	Target
1	2nd Batch of External Sub- Officer Course, National Fire Service College, Nagpur shall be completed.
2	Refresher Course for Sub-Officer and Station Officer will be conducted.
3	Special Appliances and Modern Equipment Training Programme will be conducted at Institute of Fire Service for departmental candidates.
4	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
5	Special Meeting will be conducted to review the Court Cases.
6	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
7	Technical Expert Committee Meeting will be conducted weekly.
8	Last phase appointment of new Fire Operator expected to be completed.

DEPARTMENT OF FISHERIES, AQUACULTURE, AQUATIC RESOURCES & FISHING HARBOURS

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
1	Replication of "Moina Model" scheme (1 unit=2 hectare)				Tender process to be completed		25%	60%			15%			50	
2	Distribution of Fingerlings & Fisheries inputs including nutritionally balanced feed in water bodies (in Ponds)				Tender process to be completed		25%	60%			15%			22000	
3	Distribution of inputs (accessories) (in Unit)	300	300		Tender process to be completed		500	900	1000	1000	500	500		5000	
4	Brakish water fish farming in coaltal Districts (in Hectare)		20% (previous year)		Tender process to be completed		20%	45%			15%			310	
5	Pisciculture activity (spawn to fingerlings production) through SHG/FPG (nos.)		50	50	100	100	100							400	
6	Pisciculture (scampi culture in canal) activity through SHG/FPG/Water User Association (nos.)		15	15										30	
7	Pisciculture (pabda culture) activity through SHG/FPG (nos.)		15	15	20									50	
8	Setting up of Hatchery for small indigenous fish through SHG/FPG (nos.)		15	15										30	
9	Setting up of Mini feed mill through SHG/FPG (nos.)		8	7										15	
10	Setting up of Ornamental Fishery units (nos.)			25			25			25			25	100	
11	Training of Fish Farmers (no.)					500	500	500	500	400	500	600	1500	5000	
12	HCRC:Awareness "Programmes (no.)"					10	10	10	10	10	10	10	10	80	

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
13	Production of big size fish in big water bodies (in hectare)				Tender process to be completed		25%	60%			15%			100	
14	Ranching of Fish in Coal pit (in hectare)				Tender process to be completed		25%	60%			15%			40	
15	Review meeting, (State, Directorate, Zonal, Miscellanious)	2	3	2	2	3	2	2	3	2	2	3	2	28	
16	Production of Fish in Fresh, Brackish Water, Sewage Fed Fish Farms. (Traditional & New Technology)	632.50 MT			518 MT			755 MT			641.30 MT			2546.80 MT	
		264 MT	253 MT	115.50 MT	172 MT	171 MT	175 MT	242 MT	258.50 MT	254.50 MT	246 MT	195.3 MT	200 MT		
17	Stocking in Indian Major Carp Seed for culture (73.37 Lakh Fry)	8.58 Lakh Fry			25.85 Lakh Fry			24.97 Lakh Fry			13.97 Lakh Fry			73.37 Lakh Fry	
		3.50 Lakh	3.08 Lakh	2.00 Lakh	8.35 Lakh	8.46 Lakh	9.04 Lakh	9.10 Lakh	8.26 Lakh	7.61 Lakh	5.00 Lakh	5.50 Lakh	3.47 Lakh		
18	Stocking of Big Fish advance Fingerlings For Big Fish culture (13.20 Lakh Advance Fingerlings)	3.08 Lakh			3.92 Lakh			4.22 Lakh			1.98 Lakh			13.20 Lakh	
		0.85 Lakh	1.10 Lakh	1.13 Lakh	1.20 Lakh	1.37 Lakh	1.35 Lakh	1.55 Lakh	1.37 Lakh	1.30 Lakh	0.87 Lakh	0.66 Lakh	0.45 Lakh		
19	Stocking of High Yield Species (165 Lakh Fry)	22.20 Lakh (Pangasius/GIFT Tilapia)			(Pangasius/GIFT Tilapia/Seabass)			(Pangasius/GIFT Tilapia/Seabass)			37.25 Lakh (Pangasius/GIFT Tilapia)			165 Lakh	
		6.00 Lakh	8.10 Lakh	8.10 Lakh	12.00 Lakh	18.32 Lakh	21.93 Lakh	15.45 Lakh	17.35 Lakh	20.50 Lakh	12.95 Lakh	13.00 Lakh	11.30 Lakh		
20	Stocking of L.vannamei & shrimp (77 Lakh Post Larvae)	5.50 Lakh	7.01 Lakh	11.70 Lakh	14.85 Lakh	13.04 Lakh	14.34 Lakh	6.05 Lakh	2.31 Lakh	2.20 Lakh				77.00 Lakh (Post Larvae)	

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
21	Innovative new species culture (60.50 Lakh Fry & Post Larvae)	13.15 lakh (Thai, Sol,Nona Tangra, Magur & Singhi)			25.90 Lakh (Chanos Chanos, Mugil, Cephalus, Ompak, Pabda)			21.45 Lakh (Mystus Gulio, Amoor, Vietnam Koi, P Sarna						60.50 Lakh Fry	
		3.70 Lakh	4.50 Lakh	4.95 Lakh	7.69 Lakh	8.64 Lakh	9.57 Lakh	8.94 Lakh	7.54 Lakh	4.97 Lakh					
22	Enhancement of Freezing facilities at 200 MT capacity cold storage at Deshapran Fishing Harbour, Petuaghat, Purba Medinipur.				Sanctioned amount P: Rs.299.89 Lakh										Work in Progress
		20%	20%	30%											
23	Beel Balli Fishery Project at Swarupnagar, North 24 Parganas.				Sanctioned amount P: Rs.792.13 Lakh										15% work done during, 2020
		10%	15%	15%	10%	5%	5%	5%	10%	10%					
24	Re-excavation work of Ponds at Henry's Island Fisheries Project (Section - A), South 24 Parganas.	Sanctioned amount P: Rs.78.14 Lakh													70% work done during, 2020
		15%	15%												
25	Re-excavation work of Ponds at Henry's Island Fisheries Project (Section - B), South 24 Parganas.	Sanctioned amount P: Rs.99.50 Lakh													70% work done during, 2020
		15%	15%												
26	Re-excavation work of Ponds at Fresergunj Fisheries Project, South 24 Parganas.	Sanctioned amount P: Rs.85.36 Lakh													60% work done during, 2020
		15%	15%	10%											
27	Re-excavation of ponds at Jamunadighi Fisheries Project, Dist. Purba Bardhaman.	Sanctioned amount P: Rs.107.24 Lakh													80% work done during, 2020
		20%													

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
28	Improvement of Shankarpur Fishing Harbour, Dist. Purba Medinipur, West Bengal.	Sanctioned amount P: Rs.984.13 Lakh													
		20%	20%	20%	20%	10%									10% work done during, 2020
29	Construction of fish market at Balpai Daulatchak Sadharan Pathagar at Balpai under Natibpur-II G.P. in Khanakul-II of Hooghly	Sanctioned amount P: Rs.34.00 Lakh													
		20%	20%	20%	20%	10%									10% work done during, 2020
30	Construction of fish market ata Sankrail Dev. Block Howrah.	Sanctioned amount P: Rs.34.00 Lakh													
		20%	20%	20%	20%	10%									10% work done during, 2020
31	Construction of 10 MT Blast Freezer at Contai, Purba Medinipur	10%	20%	20%	20%	15%	15%								
32	Construction of 10 MT Blast Freezer at Kakdwip Fishing Harbour, South 24 Pgs under FIDF	10%	20%	20%	20%	15%	15%								
33	Construction of 250 MT Multipurpose Fish Cold Storage at Englishbazar, Maldah under FIDF	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
34	Construction of 250 MT Multipurpose Fish Cold Storage at Siliguri, Darjeeling under FIDF	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
35	Construction of 25 MT Ice Plant at Canning, South 24 Pgs under FIDF	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
36	Construction of 25 MT Ice Plant at Malancha, North 24 Pgs under FIDF	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		
37	Construction of 25 MT Ice Plant at Soula Purba Medinipur under FIDF	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		
38	Construction of 10 MT Blast Freezer at Diamond Harbour, South 24 Parganas under RKVY	10%	20%	20%	20%	15%	15%								
39	Construction of 250 MT Multipurpose Fish Cold Storage at Chakgaria, South 24 Parganas under RKVY	5%	10%	15%	15%	10%	15%	10%	10%	10%					
40	Construction of 25 MT Ice Plant at Rajendra -nagar, Basirhat, North 24 Pgs under RKVY	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		
41	Construction of Fish Landing Center at Raidighi, South 24 Parganas under RKVY	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
42	Construction of Fish Landing Center at Namkhana, South 24 Parganas under RKVY	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
43	Re-excavation and fish culture in the water body of 4No Bhery FCS Ltd, at Nowbhanga, North 24 Parganas under NCDC				10%	10%	10%	10%	10%	10%	15%	15%	10%		

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Taget for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
44	Re-excavation and fish culture in the water body of Bonhooghly FCS Ltd, at Bonhooghly, North 24 Parganas under NCDC.				10%	10%	10%	10%	10%	10%	15%	15%	10%		
45	Construction of 250 MT Multipurpose Fish Cold Storage at Raidighi, South 24 Parganas under State Budget.	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		
46	Construction of 250 MT Multipurpose Fish Cold Storage at Udayrampur, Amtala, South 24 Parganas under State Budget.	5%	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	5%		

Department of Food & Supplies

January

Sl. No.	Target
1	Implementation of e-Office in all Directorates under Food & Supplies Department
2	Preparation of supplementary estimate for Financial Year 2020-21
3	Paddy procurement for 9 LMT and CMR recovery 1.75 LMT
4	Organisation of 2000 paddy procurement camps
5	Construction of 1 no. of godown of 1000 MT capacity and 1 no. of godown 2000 MT capacity
6	Development of software for real time monitoring of paddy procurement, farmer's payment & CMR delivery
7	Inspection of 50 CPCs by State Level Officers
8	Disposal of 400 cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground
9	Inspection of 25 FPS by State Level Officers

February

Sl. No.	Target
1	Paddy procurement for 8 LMT and CMR recovery 4.69 LMT
2	Organisation of 2500 paddy procurement camps
3	Disposal of 300 cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground
4	Construction of 1 no. of godown of 1000 MT capacity and 1 no. of godown 5000 MT capacity
5	Implementation of online application for all services related with Digitized Ration Cards
6	Inspection of 50 CPCs by State Level Officers
7	Inspection of 25 FPS/ SK Oil Shops by State Level Officers

March

Sl. No.	Target
1	Paddy procurement for 8 LMT and CMR recovery 5.00 LMT
2	Organisation of 2000 paddy procurement camps
3	Disposal of 300 cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground
4	Construction of 1 no. of godown of 5000 MT capacity
5	Construction of new warehouse of 20000 MT capacity at Haldia under RIDF/ State Plan (75% to be completed)
6	Development of software for online godown inventory management
7	Completion of recruitment process of about 900 sub-inspectors of food
8	Quarterly review meeting with the district level officers of Food & Supplies Department
9	Training of QC Inspectors (1st Batch)
10	Inspection of 50 CPCs by State Level Officers
11	Inspection of 25 FPS/ SK Oil Shops by State Level Officers

April

Sl. No.	Target
1	Paddy procurement for 7 LMT and CMR recovery 4.5 LMT
2	Organisation of 2000 paddy procurement camps
3	Construction of 1 no. of godown of 1000 MT capacity 1 no. of godown 2000 MT capacity and 2 nos. of godown of 5000 MT capacity
4	Introduction of a system of SMS alert to PDS beneficiaries
5	Inspection of 30 nos. of SK Oil depots of Agents and Shops of Dealers
6	Disposal of 200 cases for engagement/ reconstitution of FPS/ SKOil Dealers on Compassionate Ground

May

Sl. No.	Target
1	Paddy procurement for 5 LMT and CMR recovery 3.00 LMT
2	Organisation of 1500 paddy procurement camps
3	Disposal of 200 cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground
4	Construction of 1 no. of godown of 1000 MT capacity 2 no. of godown 5000 MT capacity and 1 no. of godown 10000 MT capacity each
5	Introduction of 1 no. of retail outlet (Roudra Bristi) in Municipality area

June

Sl. No.	Target
1	Paddy procurement for 2 LMT and CMR recovery 3.00 LMT
2	Disposal of all cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground (applied within 31.12.2020)
3	Construction of 1 no. of godown of 2000 MT capacity 1 no. of godown 3000 MT capacity and 1 no.of godown of 25000 MT capacity each
4	Development of software for online rice acceptance by rice millers
5	Training of QC Inspectors (2nd Batch)
6	Quarterly review meeting with the district level officers of Food & Supplies Department
7	Preparation and compilation of Annual Accounts of 2015-16 by SARAL PDS

July

Sl. No.	Target
1	Paddy procurement for 0.25 LMT and CMR recovery 3.00 LMT
2	Construction of 1 no. of godown of 5000 MT capacity 1 no. of godown 10000 MT capacity and 1 no. of godown 25000 MT capacity
3	Development of software for online WQSC generation
4	High Power Committee Meeting for introduction of Non-PD Items in PDS network
5	One month induction training of newly recruited WBF&Ss Officers
6	Digitization of database of SKO beneficiaries and last mile allocation through the web portal

August

Sl. No.	Target
1	Paddy procurement for 0.25 LMT and CMR recovery 2.33 LMT
2	Construction of 1 no. of godown of 10000 MT capacity and 1 no. of godown 25000 MT capacity
3	Construction of boundary wall at Alipurduar warehouse
4	Introduction of online Certificate generation for enrollment under West Bengal Health Scheme (WBHS)
5	Inspection of 4 Flour Mills and 4 Rice Mills by State level Officers
6	Disposal of all cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground (applied within 31.03.2021)

September

Sl. No.	Target
1	Paddy procurement for 0.25 LMT and CMR recovery 0.69 LMT
2	Construction of 1 no. of godown of 15000 MT capacity
3	Introduction of 1 no. of retail outlet (Roudra Bristi) in Municipality area
4	Development of software for online submission and disposal of claim under WBHS
5	Training of QC Inspectors (3rd Batch)
6	Training of Officials on HRMS
7	Quarterly review meeting with the district level officers of Food & Supplies Department

October

Sl. No.	Target
1	Paddy procurement for 0.25 LMT and CMR recovery 0.51 LMT
2	Construction of Khadya Bhawan at Tamluk
3	Disposal of all cases for engagement/ reconstitution of FPS/ SK Oil Dealers on Compassionate Ground (applied within 30.06.2021)
4	Construction of 1 no. of godown of 5000 MT capacity
5	Inspection of 4 Nos. Distributors Godowns by State level Officers
6	Inspection of 25 FPS/ SK Oil Shops by State Level Officers

November

Sl. No.	Target
1	Paddy procurement for 1.5 LMT and CMR recovery 0.31 LMT
2	Organisation of 1000 paddy procurement camps
3	Construction of 1 no. of godown of 1000 MT capacity and 1 no. of godown 2000 MT capacity
4	Construction of Khadya Bhawan at Asansol
5	Introduction of 1 no. of retail outlet (Roudra Bristi) in Municipality area
6	Inspection of 50 CPCs by State Level Officers
7	Review meeting with the distributor / dealers

December

Sl. No.	Target
1	Paddy procurement for 4.5 LMT and CMR recovery 2.5 LMT
2	Organisation of 2000 paddy procurement camps
3	Construction of 6 nos. of godown of WBSWC
4	Training of QC Inspectors (4th Batch)
5	Training of Officials on HRMS
6	Disposal of all cases for engagement/ reconstitution of FPS/ SKOil Dealers on Compassionate Ground (applied within 30.09.2021)
7	Inspection of 50 CPCs by State Level Officers
8	Preparation and compilation of Annual Accounts of 2016-17 through TALLY
9	Quarterly review meeting with the district level officers of Food & Supplies Department

Forest Department

Month	Item of Works	Sub-office
January	Sabujshree Seedling Distribution	DTE
	Maintenance & Development of 56 nos. Parks in South & North Bengal	
	Bird Festival at Buxa Tiger Reserve-1 no	WL
	Release of Captive Born Vulture in BTR-8 nos	
	Soil Moisture conservation works	RMD
	Testing Soil Samples for Soil mapping	
	Thinning of Seed Stand Plantation	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process) : 85 nos	WBFDC
	Renovation of Cottages	
	Landscape & Beautification of Tourist Lodges of Tourism Department in North Bengal and South Bengal	
	Maintenance of Landscaping & Beautification of Majia Thermal Power Station (MTPS), Durgapur Steel Thermal Power Station & Raghunathpur Thermal Power Station under DVC, WBEIDCL (Webel), WBSIDCL, Coal India Ltd. Residential Complex at Newtown, Rajarhat, Kolkata.	
	Afforestation in Over Burden Areas of Eastern Coal Fields Ltd. over 100 ha (Approximately)	
February	Sabujshree Seedling Distribution	DTE
	Rehabilitation of Captive Born Salt Water Crocodile in natural habitat in STR-25 nos	WL
	Thinning of Seed Stand Plantation	RM & D
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 95 nos.	WBFDC
	Completion of Renovation of Cottages	
	Translocation of surplus 30 nos. Chital Deer from Zoos to Forest area and other zoos.	WBZA
March	Sabujshree Seedling Distribution	DTE
	Plantation advance work of 2 Crores (2,00,00,000) no of seedlings	
	Raising of seedlings under DPN of 3000 ha, 60 lakhs seedlings	
	Completion of Advance work- 558.007 ha	CAMPA
	Completion of Compensatory Afforestation Creation- 122.422 ha Maintenance- 580.719 Completion of NPV- Creation- 151 ha Maintenance- 328 ha. Fire protection- 70 ha. Silvicultural Activity- Upgradation of Mist Chamber- 5 nos. Maintenance of clonal hedge Garden- 3 nos.	
	Development of mobile App for Wild Animal Tracking & Database of HWC-1 no	WL

Month	Item of Works	Sub-office
	Soil Moisture conservation works	RM & D
	Finalization of Draft State Forests Monitoring Report	
	Collection & Supply of QPM	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 95 nos.	WBFDC
	BOD Meeting	
April	Sabujshree Seedling Distribution	DTE
	Launching & Implementation of Pilot Project in North Bengal on Human-Leopard Conflict-1 no	WL
	NPV- Plantation maintenance- 625.67 ha Fire protection- fire line 500 km	CAMPA
	Compensatory Afforestation-Creation- 558.007 ha. Maintenance- 708.214 ha	
	Testing Soil Samples for Soil mapping	RM & D
	Induction Training of Forest Guards	
	Inventorization of New MPCA Jhalda	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)-90 nos.	WBFDC
May	Sabujshree Seedling Distribution	DTE
	Completion of Plantation advance work of 2 Crores seedlings	
	Training Program in WL Management & Rescue Operation- 1 nos	WL
	Completion of Inventorization of New MPCA Jhalda	RM & D
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)-90 Nos.	WBFDC
	Completion of Sunderban Honey Collection-32000 kgs.	
	Green Project Wing, WBFDC Ltd: Completion of Landscape & Beautification of Tourist Lodges of Tourism Department in North Bengal and South Bengal under Green Project Wing.	
	Completion of Maintenance of Landscaping & Beautification of Majia Thermal Power Station (MTPS), Durgapur Steel Thermal Power Station & Raghunathpur Thermal Power Station under DVC, WBEIDCL (Webel), WBSIDCL, Coal India Ltd. Residential Complex at Newtown, Rajarhat, Kolkata.	
	Completion of Afforestation in Over Burden Areas of Eastern Coal Fields Ltd. over 100 ha (Approximately)	
	Completion of Construction of Visitor's path in South Khairbari Mini Zoo, Alipurduar	WBZA
June	Sabujshree Seedling Distribution	DTE
	Starting of Plantation Creation 6000 ha	
	Completion of Raising of seedlings under DPN of 3000 ha, 60 lakhs seedlings	
	Completion of Launching & Implementation of Pilot Project in North Bengal on Human-Leopard Conflict-1 no	WL
	Workshop on HWC in the State	
	Creation of Seed Stand Plantation in Hills	RM & D
	Creation of clonal hedge in Hills	
	Extension of Herbal garden, Salugara	

Month	Item of Works	Sub-office
	Completion of Harvesting Operation Harvesting : 6924.90 ha Production of Round Timber = 20,925 m^3 Appx. Production of Poles = 19 Lakh Appx. Production of Cogging Sleepers = 7 Lakh Appx. Production of Firewood = 77,175 m^3	WBFDC
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 90 nos.	
	BOD Meeting	
July	Sabujshree Seedling Distribution	DTE
	Creation of Fodder Plantations in NP, WLS & Tiger Reserves- 150 ha	WL
	Creation of Seed Stand Plantation in Plains	RM & D
	Creation of clonal hedge in Plains	
	Afforestation and Nursery - Creation and Maintenance of 76,50,000 nos. seedlings	WBFBCP
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)-80 Nos.	WBFDC
August	Sabujshree Seedling Distribution	DTE
	Completion of Creation of Fodder Plantations in National Parks, Wildlife Sanctuaries & Tiger Reserves- 150 ha	WL
	Creation of clonal hedge	RM & D
	Maint. of Seed Stand Plantation	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 90 nos.	WBFDC
	Completion of Construction of Veterinary Unit at Topkeydara in Darjeeling district under Padmaja Naidu Himalayan Zoological Park	WBZA
September	Sabujshree Seedling Distribution	DTE
	Completion of Plantation Creation 6000 ha	
	Completion of 2 (two) batches of Forest Guard Training at State Forest Training Institute, Hijli with 60 (Sixty) nos. of trainees in each batch of 6 (Six) months duration each.	
	Completion of 1(one) batch of Forest Guard Training at State Forest Training Institute, Dowhill with 40 (Forty) nos. of trainees in each batch, of 6 (six) months duration.	
	Completion of Creation of clonal hedge	RM & D
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)-90 Nos.	WBFDC
	BOD Meeting	
October	Sabujshree Seedling Distribution	DTE
	Monitoring of Plantations	RM & D
	Maint. of Seed Stand Plantation	
	Harvesting Meeting	WBFDC
	Mining Companies Meeting	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)-70 Nos	
	Completion of Construction of new Herbivore Enclosure at Padmaja Naidu Himalayan Zoological Park	WBZA

Month	Item of Works	Sub-office
November	Sabujshree Seedling Distribution	DTE
	Immunisation of Cattle in fringe villages of National Parks, Wildlife Sanctuaries & Tiger Reserves-5,000 nos.	WL
	Soil Moisture conservation works	RM & D
	Monitoring of Plantations	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 70 nos	WBFDC
December	Sabujshree Seedling Distribution	DTE
	2 (two) batches of Forest Guard Training at State Forest Training Institute, Hijli with 60 (Sixty) nos. of trainees in each batch, of 6 (six) months duration.	
	1(one) batch of DR/Fr. Training at West Bengal Forest School, Dowhill with 40 (Forty) nos. of trainees of 6 (six) months duration each.	
	Completion of Maintenance & Development of 56 nos. Parks in South & North Bengal	DTE
	Completion of Eco-development Activities in Fringe Villages of National Parks, Wildlife Sanctuaries & Tiger Reserves-5 nos (Sept-Dec)	WL
	Immunisation of Cattle in fringe villages of National Parks, Wildlife Sanctuaries & Tiger Reserves-5,000 nos.	
	Monitoring of Plantations	RM & D
	Soil Moisture conservation works	
	Thinning of Seed Stand Plantation	
	Maint. of Seed Stand Plantation	
	Advance work- 5.647 ha	CAMPA
	Completion of Compensatory Afforestation- Creation- 558.007 ha. Maintenance- 708.214 ha	
	Completion of NPV- Plantation maintenance- 625.67 ha Fire protection- fire line 500 km	
	Auction and Sale of Timber and Other Forest Produce - Auction to be conducted (Ongoing Process)- 90 nos	WBFDC
	BOD Meeting	
	Completion Preparation including marking of areas for 2021 - 22 harvesting season in North & South Bengal	
	Completion of Construction of Snow Leopard Enclosure at Topkeydara in Darjeeling District under Padmaja Naidu Himalayan Zoological Park.	WBZA
	Completion of Training Workshop for Zoos' Staff regarding capture of animals and tranquilisation.	

Department of Food Processing Industries & Horticulture

Period/ Month	Office	Activities	Target for the month
Jan-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Capacity building of farmers through training (nos.)	20
		Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	30
		Cultivation of Hybrid Vegetables (area in ha.)	60
	Cinchona	Distribution of 500 nos. of saplings of Cymbidium Orchids to each beneficiaries	163 beneficiaries
		Collection, Tendering and watering of Cinchona seedlings	30 ha
		Extraction of Cinchona Bark from Cinchona Blocks.	25000 kg
		Maintenance and watering of Ipecac Nursery,	20,000 kamras.
		Sale of Dry Cinchona Bark	20,000 kg
		Harvest of Mandarine Orange	500 KG
		Maintenance of Rubber Block and nursery	20 ha.
		Maintenance of Other Horticulture crops like Coffee, Cardamom, temperate fruits and Medicinal Plants	5 ha
		Maintenance of drinking Water Supply in different plantation units	15 km
		Maintenance of Dhuras (Labour House)	10 Model Houses
		Collection of Leaf soil from high forest	370 quintals
		Implementation of MGNREGA Schemes	2 schemes
	WBSFPHDCL	Raising of different fruit plants/ Horticultural plants by the Corporation — as PIA under MGNREGA Scheme (Root Stock raising / air - layering)	15 lakhs
		Raising of Hybrid Papaya Seedlings (Red Lady variety)	15 lakhs
		Restructuring and renovation of existing Hi-Tech Poly House	3 nos.
		Restructuring and renovation of existing Glass House, Shade net house including irrigation system	2 nos.
		Tender procedure for operationilzation of Tissue Culture Laboratory at Ayeshpur	To be completed
		Production of Processed Food Products at Rajpur unit	250 dozen
		Tender procedure for selection of Agency for advance procurement of planting materials at Mohitnagar Farm, Jalpaiguri	To be completed
		Tender procedure for Operation, maintenance and management of integrated Pack House at Barasat, Dist-North 24 Parganas	To be completed
		Raising of applications from Sweet Meat Confectioners of West Bengal for GI of Banglar Rasogolla	100 nos.

Period/ Month	Office	Activities	Target for the month
Feb-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Capacity building of farmers through training (nos.)	20
		Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	40
		Quarterly review meeting (no.)	1
		Cultivation of Hybrid Vegetables (area in ha.)	70
	Cinchona	Maintenance of Orange Block.	30 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	20 ha
		Harvesting of Cymbidium cut flowers	1,000 sticks
		Maintenance of Rubber Block and nursery	30 ha
		Harvesting of Strawberry	0.2 ha
		Collection of Leaf soil from high forest	250 Quintals
		Implementation of MGNREGA Schemes	2 schemes
		Construction of 100 nos. of Vermi Composting unit in Farmers fields	100 beneficiaries
		Collection, Tendering and watering of Cinchona seedlings	5 ha, 5 Kg seeds
		Extraction of Cinchona Bark from Cinchona Blocks.	20000 kg
		Maintenance and watering of Ipecac Nursery Dhuras (Labour house)	16,000 kamras and 20
	WBSFPHDCL	Raising of different fruit plants/ Horticultural plants by the Corporation - as PIA under MGNREGA Scheme (Root Stock raising/ air - layering)	15 lakhs
		Operationalization of T.C. Lab at Ayeshpur Farm, Nadia	Production to be started
		Supply of Hybrid Papaya Seedlings (Red Lady variety) to the different districts of West Bengal	8 lakhs
		Production of Different vegetables (Summer Crop) at different Farms of this Corporation	10 mt
		Production of Processed Food products at Rajpur unit	10 dozen
		Participation in different fairs in West Bengal	4 nos.
		Raising of different Fruit plants at Mohitnagar Farm, Jalpaiguri	3 lakhs
Mar-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Planting of flower (area in ha.)	50
		Cultivation of Hybrid Vegetables (area in ha.)	90
		Capacity building of farmers through training (nos.)	20
	Cinchona	Construction of 71 nos. of Vermi Composting Units within the Directorate	71 nos.
		Transplantaion of Ipecac	10,000 kamra
		Maintenance of Rubber Block and nursery	20 ha
		Maintenance of Orange Block	30 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	45 ha

Period/ Month	Office	Activities	Target for the month
	Cinchona	Implementation of MGNREGA Schemes	2 schemes
		Sale of Rubber and Ipecac	5 M.T., 500 KG
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 145 ha, 35
		Maintenance of Cymbidium Orchids	2.5 ha
	WBSFPHDCL	Grafting of different fruit plants/ Horticultural plants by the Corporation — as PIA under MGNREGA Scheme	10 lakhs
		Sell of Hybrid Papaya Seedling (Red Lady variety)	15 lakhs
		Production of Processed Food products at Rajpur unit	50 dozen
		Raising of different Fruit plants at Barjora Farm through selected Agency	7 lakhs
		Raising of applications from Sweet Meat Confectioners of West Bengal for GI of Banglar Rasogolla	100 nos.
Apr-21	FPI	Inspection of Food Processing Industries	05 units
		Publication of revised booklet on Food Processing Industries in West Bengal (Infrastructure/Potential and opportunities)	Publication of booklet
	Horticulture	Planting of non perennial fruit (area in ha.)	100
		Construction of vermicompost unit* 2-permanent/ polythene	100
		Capacity building of farmers through training (nos.)	20
		Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	60
		Distribution of power tiller/power machine (nos.)	20
		Cultivation of Hybrid Vegetables (area in ha.)	80
	Cinchona	Maintenance of Rubber Block and nursery	30 ha
		Construction of Model House, repairing of Bunglows, Model houses etc	10 model house, repair of two officer bunglows
		Preparation of Land for cultivation of Cinchona, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants and Other Horticulture crops	55 ha
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 145 ha, 35
		Extraction of Rubber Latex continued	15 ha
		Maintenance of Rubber Block and nursery	30 ha
	WBSFPHDCL	Grafting of different fruit plants/ Horticultural plants by the Corporation — as PIA under MGNREGA Scheme (Root Stock raising)	15 lakhs
		Starting of Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Sell of Processed Food products	50 dozen
		Protected cultivation of Orchid/ gerbera under poly house	3000 sq. mtr.

Period/ Month	Office	Activities	Target for the month
May-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Capacity building of farmers through training (nos.)	20
		Quarterly review meeting (no.)	1
		Cultivation of Hybrid Vegetables (area in ha.)	90
	Cinchona	Selection of farmers for cultivation of Medicinal and Aromatic plants	400 beneficiaries
		Selection of farmers for cultivation of exotic vegetables and temeperate fruits	200 beneficiaries
		Maintenance of Orange Block.	30 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	67 ha
		Preparation of Land for cultivation of Cinchona, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants	37 ha
		Construction of Labour Model House	15 model house
		Preparation of Nurseries for extension of Wild Medicinal Plants	2 nos. of poly houses
		Field preparation for Cultivation of Coffee	20 ha
		Extraction of Rubber Latex continued	25 ha
		Extension of Cinchona Blocks	40 ha
	WBSFPHDCL	Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Sell of Processed Food products	50 dozen
Jun-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Completion of construction of poly / shade net house (Unit*1)	100
		Construction of vermicompost unit* 2 - permanent/polythene	200
		Cultivation of Hybrid Vegetables (area in ha.)	110
		Capacity building of farmers through training (nos.)	20
	Cinchona	Distribution of saplings and seeds of various high valued medicinal plants for socio-economic upliftment of the farmers	200 beneficiaries
		Distribution of saplings of aromatic plants to the farmers	200 beneficiaries
		extension of Orange Blocks	3 ha
		Construction of Model House	20 model house
		Extension of essentail oils bearing Plants	5 ha
		Procurement and Planting of Wild Medicinal Plants (Continued scheme) Implementation of MGNREGA Schemes	in 2 poly houses 2 schemes
		Extension of Other Horticulture Crops	15 ha
		Cultivation of Coffee (Continued scheme)	12 ha
		Extraction of Rubber Latex continued	25 ha
		Extension of Cinchona Blocks	35 ha

Period/ Month	Office	Activities	Target for the month
	WBSFPHDCL	Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Production of Hi-Tech vegetables and flowers at Poly House at Ayeshpur Farm	Vegetables-5 mt Flower-10000 pcs
		Production of Processed Food products at Rajpur unit	50 dozen
Jul-21	FPI	Inspection of Food Processing Industries	05 units
		EDP training on Food Prpcessing	1 No.
	Horticulture	Planting of perennial fruit (area in ha.)	250
		Distribution of power tiller/power machine (nos.)	20
		Capacity building of farmers through training (nos.)	20
	Cinchona	Selection and distribution of sapling of exotic vegetables and temeperate fruits to the farmers for livelihood generation	100 farmers
		Extension of Rubber Block	10 ha
		Extension of Ipecac	6 ha
		Construction of Model House	20 model house
		Afforestation programme	10 ha
		Implementation of MGNREGA Schemes	2 schemes
		Extension of Other Horticultural activities	5 ha
		Extension of Large Cardamom	5 ha
		Extraction of Rubber Latex continued	25 ha
		Maintenance of Coffee Plantation	22 ha
		Maintenance of Roads and path	5 km
	WBSFPHDCL	Supply of different fruit plants/ Horticultural plants to the different implementing agencies	8 lakhs
		Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Maintenance of Hi-Tech vegetables and flowers at Poly House	Vegetables-5 mt Flower-10000 pcs
		Supply of different Fruit plants from Barjora Farm	4 lakhs
Aug-21	FPI	Inspection of Food Processing Industries	05 units
		Publication of revised booklet on Food Processing Industries in West Bengal (Infrastructure/Potential and opportunities)	Publication of booklet
	Horticulture	Planting of perennial fruit (area in ha.)	250
		Construction of vermicompost unit *2 — permanent/polythene	300
		Capacity building of farmers through training (nos.)	20
		Planting of non perennial fruit (area in ha.)	100
		Quarterly review meeting (no.)	1
	Cinchona	Selection and distribution of sapling of exotic vegetables and temeperate fruits to the farmers for livelihood generation	100 farmers
		Land preparation for Strawberry cultivation	0.2 ha
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour“House)	18,000 kamras, 145 ha, 35

Period/ Month	Office	Activities	Target for the month
	Cinchona	Maintenance of Rubber Block and nursery	115 ha
		Construction of Model Labour House	10 model house
		Implementation of MGNREGA Schemes	2 schemes
		Sickling and weeding of all plantation field	1550 ha
		Harvesting of Citrolnella,Lemon grass	4 ha
	WBSFPHDCL	Supply of different fruit plants/ Horticultural plants to the different implementing agencies	12 lakhs
		Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Production of Processed Food products at Rajpur unit	50 dozen
		Supply of different Fruit plants from Barjora Farm	5 lakhs
		Raising of applications from Sweet Makers of West Bengal for GI of Banglar rasogolla	100 nos.
Sep-21	FPI	Inspection of Food Processing Industries	05 units
		EDP training on Food Processing	1 No.
	Horticulture	Planting of perennial fruit (area in ha.)	350
		Planting of non perennial fruit (area in ha.)	150
		Capacity building of farmers through training (nos.)	20
	Cinchona	Organizing training programme on the cultivation techniques of medicinal & aromatic plants, temperate fruits and exotic vegetables	2 training programme
		Harvesting and drying of Large Cardamom (continued scheme)	400 kg
		Sickling and weeding of all plantation field	1550 ha
		Maintenance of Cymbidium Orchids	2.5 ha
		Extraction of Rubber Latex continued	25 ha
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 145 ha, 35
		Construction of Labour Model House	10 nos.
		Maintenance of Rubber Block and nursery	50 ha
		Cultivation of Strawberry	0.2 ha
		Implementation of MGNREGA Schemes	2 schemes
		Cultivation of Mushroom	10 production unit
		Sale of Dry Cinchona Bark	20,000 kg
		Harvest and drying of large cardamom (Continued scheme)	2000 kg
		Extraction of Rubber Latex continued	25 ha
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 145 ha, 35
		Construction of Labour Model House	5 model house
	WBSFPHDCL	Supply of different fruit plants/ Horticultural plants to the different implementing agencies	5 lakhs

Period/ Month	Office	Activities	Target for the month
Sep-21	WBSFPHDCL	Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Sell of Hi-Tech vegetables and flowers grown at Poly House	Vegetables-5 mt Flower-10000 pcs
		Raising of applications from Sweet Makers of West Bengal for GI of Banglar rasogolla	100 nos.
Oct-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Capacity building of farmers through training (nos.)	20
		Distribution of power tiller/power machine (nos.)	20
		Planting of non perennial fruit (area in ha.)	150
	Cinchona	Organizing training programme on the cultivation techniques of medicinal & aromatic plants, temperate fruits and exotic vegetables	2 training programme
		Implementation of MGNREGA Schemes	2 schemes
		Maintenance of Aromatic Plants	5 ha
		Sale of Dry Cinchona Bark	20,000 kg
		Maintenance of Water Supply in different plantation units	155 km
		Maintenance of Large Cardamom	20 ha
		Construction of Labour Model House	60 model house (will continue next month)
		Extraction of Rubber Latex continued	25 ha
		Maintenance of Srawberry	0.2 ha
	WBSFPHDCL	Raising of different fruit plants/ Horticultural plants at the Ayeshpur Farm managed by the Corporation — as PIA under MGNREGA Scheme (Root Stock raising)	10 lakhs
		Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Production of Processed Food products at Rajpur unit	50 dozen
Nov-21	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Planting of non perennial fruit (area in ha.)	200
		Planting of flower (area in ha.)	100
		Capacity building of farmers through training (nos.)	20
		Quarterly review meeting (no.)	1
	Cinchona	Organizing training programme on the cultivation techniques of medicinal & aromatic plants, temperate fruits and exotic vegetables	2 training programme
		Augmentation of Water Supply	Water pipe Line in all Plantation units of the Directorate
		Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 145 ha, 35
		Construction of Plantation roads and paths	2.5 km
		Maintenance of Rubber Block and nursery	105 ha
		Sale of Dry Cinchona Bark	20,000 kg

Period/ Month	Office	Activities	Target for the month
Nov-21	Cinchona	Implementation of MGNREGA Schemes	2 schemes
		Collection of Rubber seeds from Rubber Plantation area	10000 nos.
		Maintenance of Large Cardamom	20 ha
	WBSFPHDCL	Raising of different fruit plants/ Horticultural plants by the Corporation - as PIA under MGNREGA Scheme	8 lakhs
		Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Production of Hi-Tech vegetables and flowers at Poly House	Vegetables-5 mt Flower-10000 pcs
		Sell of Processed Food products	50 dozen
Dec-21	FPI	Inspection of Food Processing Industries	05 units
		EDP training on Food Prpcessing	1 No.
	FPIH	Remodelling of Departmental website	Hosting of modified webportal with citizen centric services
	Horticulture	Planting of flower (area in ha.)	100
		Completion of construction of poly/shade net house (Unit*1)	150
		Construction of vermicompost unit* 2 - permanent/polythene	400
		Capacity building of farmers through training (nos.)	20
		Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	70
	Cinchona	Selection of farmers and construction of poly houses in farmers fields for cultivation of tropical and Cymbidium Orchids	150 beneficiaries
		Augmentation of Water Supply	Water pipe Line in all Plantation units of the Directorate
		preparation of land for Ipecac seed nursery	5500 kamra
		Harvesting of Coffee	10000 kg (fruits)
		Sale of Dry Cinchona Bark	20,000 kg
		Construction of Staff Quarter	2 nos
		Maintenance of Rubber Block and nursery	105 ha
		Harvesting of Oranges	40000 nos.
		Implementation of MGNREGA Schemes	2 schemes
		Fencing of Ipecac, Orange, Rubber plantation and watch towers	2.5 km, 5 nos.
	WBSFPHDCL	Production of Tissue Culture Banana Plants at Ayeshpur T.C Lab	50000
		Sell of Hi-Tech vegetables and flowers grown at Poly House	Vegetables-5 mt Flower-10000 pcs

*** 1 One unit of Poly/ Shade Net House is 200 sq. mt.**

*** 2 Average size of one unit of vermicompost permanent/polythene is as per norms**

DEPARTMENT OF HEALTH & FAMILY WELFARE

January

Branch	Training / Meeting
Nursing	In-Service Training of 60 (Sixty) of Staff Nurse, Gr.II on Skill Development
Nursing	Post Course Evaluation of 340 Nursing Personnel posted at different Mental Hospital under MSDE- UKERI Project III
AYUSH	Orientation of 240 Ayurvedic Medical Officers on Diabetes Mellitus
MERT	Induction training programme for AYUSH Medical Officers
NHM	Training of 52 rural ASHAs in Induction round
NHM	Training of 1607rural ASHAs and 316 ANMs in NCD
NHM	Training of 2061rural ASHAs and 385 ANMs in HBYC
NHM	Training of 40 Managerial Staff (at CPMU, DPMU & ULB level) under NUHM on CPHC with special emphasis on NPCDCS.
NHM	Training of 20-PHC Medical Officers on DMHP activities in all the 10 DMHP districts.
NHM	Training of 1st batch of 50 ASHAs from each DMHP district on Screening of Common Mental Illnesses
SAPCS	Training of 50 counsellors in Integrated Counsellors' training module- January'21

Branch	Event/Observance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
Swasthya Sathi	Enrolment of 30 lakh beneficiary families after Universalization of Swasthya Sathi scheme
Food Safety	Organizing 5 (five) Awareness Programme and collection of 100 (one hundred) food Samples in Districts
NHM	Observation of SPARSH Leprosy Awareness Campaign on 30th January
NHM	Celebration of National Girl Child Day on 24th January

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Completion of infrastructure work of RT PCR Lab at Asansol District Hospital
WBMSCL	Completion of MGPS project and O&M services at Coochbehar DH and Alipurduar DH
HS (MS)	Implementation of Facility Management Service at Sambhunath Pandit Hospital and Khidirpur Maternity Home, Kolkata
SAPCS	Rolling out of 1 new FSW-TI Project in Murshidabad District

February

Branch	Training / Meeting
Nursing	Teacher's Training of 60 (Sixty) of Nursing Educators on Skill Development
Food Safety	Organizing Registration Mela and Training Programme for food Business Operators (30 FBOs) and collection of Food Samples 100 (One Hundred)
MERT	Induction training to Medical Officers
MERT	Induction training programme for AYUSH Medical Officers
NHM	Training of 36 rural ASHAs in Induction round
NHM	Training of 1958 rural ASHAs and 364 ANMs in HBYC
NHM	Training of 1505 rural ASHAs and 290 ANMs in NCD
NHM	Divisional workshop on "PC & PNDT Act" of Two Division(Presidency & Maldah)

February

Branch	Events/Observance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)
MERT	Beginning of new academic session of MBBS (academic session 20-21)
AYUSH	Observance of National Unani Day
NHM	RCS camp at Jalpaiguri District Hospital
SAPCS	Inspection of STI Clinic by State Level Officials
NHM	Observance of World Cancer Day

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Start of construction activities of MCH at Uluberia
WBMSCL	Completion of Infrastructure work of Mother & Child Hub at Canning, South 24 Pgs.
IT	Implementation of Computerized system at Shambhunath Pandit Hospital
AYUSH	Operationalization of 06 (six) AYUSH -HWC
MERT	Post creation for setting up of 3 medical colleges at Arambagh, Tamluk, Barasat
SAPCS	Rolling out of 1 new Transgender-TI Project in Uttar Dinajpur District
NHM (NUHM)	Operationalisation of 1600 Sub Centre- Su-Swasthya Kendras.

March

Branch	Training/Meeting
AYUSH	Orientation of 100 Ayurvedic Medical Officers attached to AYUSH-HWC on PRAKRITI PRASHIKHON
MERT	Induction training to Medical Officers
MERT	Induction training programme for AYUSH Medical Officers
NHM	Training of 1561 rural ASHAs and 285 ANMs in NCD
NHM	Training of 2192 rural ASHAs and 460 ANMs in HBYC
NHM	Training of ASHAs on Population Based Screening for NCD activities in select blocks of Jhargram, Coochbehar, Nadia, Dakshin Dinajpur and Purulia
Swasthya Sathi	Stakeholders Meeting for grievance redressal

Branch	Events/Observance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
PHP	Observance of World Hearing Day on 3rd March
Food Safety	Inspection and Collection of Food Samples 100 (One Hundred)
NHM (NPPCD)	Observation of World Hearing Day (National Hearing Awareness Campaign) on 03rd March' 2021.
NHM (NPPCD)	Initiation of Home Based Care for Young Child activities by ASHAs in select blocks of Malda, Coochbehar, Murshidabad and Uttar Dinajpur
NHM (NPPCD)	Observation of World Glaucoma Week from 08.03.21 to 14.03.21 in all MCH, District & Sub District Hospital with Ophthalmology unit
Swasthya Sathi	Engagement of new ISA for claim management

March

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Completion of Infrastructure work of Mini Mother & Child Hub at Silampur, Malda
WBMSCL	Completion of MGPS project and O&M services at Purulia DH and Kalna SDH.
HS (MS)	Completion of construction of CMOH office at Alipurduar.
HS (MS)	Completion of construction of two storied 60 bedded Rural Hospital at Kamarpukur, Hooghly
MERT	CB PHEM (CAPACITY BUILDING IN HEALTH EMERGENCIES MANAGEMENT)
NHM	Operationalisation of 3 new District Treatment Centers for Viral Hepatitis at Calcutta National MCH, Burdwan MCH and Raigunj Govt. MCH
NHM	Operationalisation of 45 NOHP centres in 16 districts and 4 Health districts
D&E	Completion of Microbiology laboratory at SDCRL
SAPCS	Rolling out of 1 IDU TI Project in North 24 Parganas District

April

Branch	Training/Meeting
Nursing	In-Service Training of 60 (Sixty) of Nursing Personnel on Skill Development
Nursing	In-Service Training of 60 (Sixty) of Nursing Administrators and Nursing Educators on Leadership Skill Development
Food Safety	Awareness and Training programme for Food Business Operators
AYUSH	Observance of National Homoeopathy day & Homoeopathy week
MERT	Dental Teachers Training
MERT	Induction Training of BMOH
NHM	Workshop on Management of Morbidity & Disability Prevention of Elephantiasis patients in Purulia, Bankura, Paschim Bardhaman and Birbhum District
Swasthya Sathi	Stakeholders Meeting for grievance redressal

Branch	Events/Observance of Days
Nursing	Observation of the World Health Day on 7th April in all Teaching institutions and Hospitals
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
MERT	Completion of process of Bi-annual Departmental Promotions of WBMES officers with cut-off date as on 31.12.2020
NHM	Operationalisation of Eye Bank at Burdwan MCH

Branch	Infrastructure works/ Foundation stones/ Operationalisation
HS (MS)	Completion of construction of DRS at Bolpur SDH Birbhum
IT	Rollout of online availability of Diagnostic reports at North 24 Pgs District Hospital
SAPCS	Starting of New STIs & RTIs Clinic at Habra State General Hospital

May

Branch	Training/Meeting
Nursing	In-Service Training of 60 (Sixty) of Nursing Personnel on Infection Control
Food Safety	Special Awareness and Training Programme for Food Business Operators
MERT	Reorientation of Medical Teachers as per NMC guidelines
MERT	CB-PHEM training
MERT	Induction training of BMOHs

May

Branch	Events/Observance of Days
Nursing	Observation of the Nurses Day on 12th May in all Teaching institution and Hospitals
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
MERT	Completion of counseling for PG Medical and Dental seats 2020 and admission process
NHM	State Internal Evaluation on RNTCP of districts of Coochbehar and North 24 Pgs
NHM	Celebration of World Thalassaemia Day on 8th May
NHM	Observation of World No Tobacco Day on 31st May
SAPCS	Inspection of STI Clinic Visit by State Level Officials

Branch	Infrastructure works/ Foundation stones/ Operationalisation
IT	Rollout of online availability of Diagnostic reports at Jalpaiguri District Hospital
AYUSH	Operationalisation of 15 (fifteen) AYUSH -HWC

June

Branch	Training/Meeting
Nursing	In-Service Training of 60 (Sixty) of Nursing Personnel on Infection Control
Nursing	Training on Research Methodology for 30 (Thirty) College Faculties
Food Safety	Special drive for sampling of Edible Oils and Spices
MERT	Induction training of Medical Officers
MERT	Dental Teachers Training
NHM	Capacity Building of 600 ANMs on ANC & PNC

Branch	Events/Observance of Days
NHM	Special programme of Biannual Vitamin A supplementation
NHM	First round IRS for Kala Azar
NHM	Transmission Assessment Survey (TAS) at Murshidabad, Paschim Bardhaman, Bankura & Bishnupur
SAPCS	Observance of World Blood Donor Day on 14th June

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Completion of MGPS project and O&M services at Katwa SDH
D&E	Upgradation of SDCRL by supplying new equipments
HS (MS)	Completion of construction of Khejurberia BPHC, Purba Medinipur
IT	Rollout of Computerized Blood Bank Management System at Kolkata based RBTCs
MERT	Submission of Application for "Letter of Permission" for setting up medical college at Arambagh, Tamluk & Barasat
NHM	Operationalisation of 6 DEICs at Purulia Govt. MCH, Burdwan MCH, Balurghat DH, North Bengal MCH, Bankura Sammilani MCH and B.C.Roy, PGIPS
AYUSH	Operationalisation of 15 (fifteen) AYUSH -HWC
AYUSH	Operationalisation of 15 (fifteen) AYUSH -HWC
SAPCS	Starting New STIs & RTIs Clinic at Nabadwip SG Hospital, Nadia

July

Branch	Training/Meeting
Nursing	In-Service Training of 60 (Sixty) of Nursing Personnel on Infection Control
Food Safety	Collection of Food Samples (Milk Products) and Inspection of High Risk food items
MERT	Nursing Teachers Training
MERT	Induction Training of BMOH
SAPCS	Training of 60 Medical Officers of Blood Banks/BCSUs (Online / Physical)

Branch	Events / Observance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
NHM	First round IRS for Malaria
NHM	State Internal Evaluation on RNTCP of districts of Purulia and Birbhum (Could not be done due to Covid pandemic)
SAPCS	Inspection of STI Clinic Visit by State Level Officials

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Repair and renovation of 16 Qtr. (Type- IV) and Nursing Hostel of Berhampore Mental Hospital regarding rehabilitation of cured Mental Patients in the District of Murshidabad
HS (MS)	Completion of construction of G+2 storied proposed up-gradation of Illambazar BPHC to 80 bedded Rural Hospital
HS (MS)	Completion of upgradation of 10 bedded to a 30 bedded PHC at Lalgarh, Jhargram
IT	Completion of Internet connectivity at Student Hostels of 1. COM & Sagar Dutta, 2. Midnapore Medical College, 3. KALYANI MEDICAL COLLEGE & HOSPITAL, 4. Dr. R. Ahmed Medical College
AYUSH	Operationalization of 30 (thirty) Model AYUSH OPD
NHM	Operationalisation of Eye Bank at Bankura Sammilani MCH.

August

Branch	Events/Observance of Days
Food Safety	Awareness and Training Programme for Food Business Operators/School Canteen
AYUSH	Orientation training of 630 Medical Officers (230 from Ayurvedic & 400 from Homoeopathy) regarding service related matters
MERT	Capacity building and special Induction training of Medical Officers
NHM	Hands on training on updated guidelines of DOTs administration for 3000 Treatment supporters.
Nursing	Advertisement for Admission of B.Sc.(Nursing), Post Basic B.Sc.(Nursing), M.Sc.(Nursing), ANM and GNM Courses
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
MERT	Submission of application to WBHRB for recruitment of Tutors/ Demonstrators in WBMES
MERT	Beginning of PG Course for session 21
MERT	Completion of UG Counseling

Branch	Infrastructure works/ Foundation stones/ Operationalisation
NHM	State Internal Evaluation on RNTCP of districts of East Medinipur and Nandigram.
NHM	Observation of National Eye Donation Fortnight on 25.08.2021 in all MCH, Districts & Sub District Hospital with Ophthalmology unit.
IT	Rollout of online availability of Diagnostic reports at Purulia District Hospital
SAPCS	Starting New STIs & RTIs Clinic at College of Medicine, Sagar Dutta Hospital, North 24 Parganas

September

Branch	Training/Meeting
Nursing	Verification process for Admission of different courses
Food Safety	Awareness cum Help Desk Programme for Food Business Operators
MERT	Induction training to BMOH
MERT	Nursing Teachers Training
NHM	Capacity Building of 1200 ANMs on ANC & PNC
SAPCS	Training of 60 MT(Lab) of Blood Banks/BCSUs (Online / Physical)

Branch	Events / Observance of Days
PHP	National Eye Donation Fortnight between 25 Aug-9 Sept
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
D&E	New License for Sale-121 (DDC)
D&E	Retention License for Sale-238 (DDC)
NHM	Second round IRS for Malaria.
SAPCS	Observation of Elimination of Mother to Child Transmission week- September '21
SAPCS	Inspection of STI Clinic Visit by State Level Officials

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Completion of infrastructure work of Belda SSH
WBMSCL	Completion of MGPS project and O&M services at Tufanganj SDH, Uluberia SDH & Durgapur SDH
HS (MS)	Upgradation of non-bedded Harma PHC to a 10 bedded facility including residential quarter at Harma PHC, Paschin Medinipur
HS (MS)	Construction of 10 bedded new PHC at Rasakundu, Paschin Medinipur.
IT	Rollout of Computerized Blood Bank Management System at North Bengal Medical College & Hospital
AYUSH	Operationalisation of 10 (ten) Model AYUSH OPD
AYUSH	Operationalisation of 50 (fifty) AYUSH -HWC
Nursing	Opening of New 4(Four)College of Nursing for B.Sc.(Nursing), Post Basic B.Sc.(Nursing), M.Sc.(Nursing) courses at Murshidabad Medical College/Diamond Harbour Health District/ Sagar Dutta College of Medicine/Tamluk DH
D&E	Upgradation of SDCRL (Supply of Calibration kit)
SAPCS	Operationalisation of new RBTC at Midnapore MC&H and Murshidabad MC&H

October

Branch	Training/Meeting
Nursing	Training on Research Methodology for 30 (Thirty) College Faculties
AYUSH	Orientation of 220 Homoeopathy Medical Officers on Life style disorder

Branch	Events / Observance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
PHP	Observance of World Mental Health Day on 10 October
MERT	Completion of Process of Bi-annual Departmental Promotion of WBMES officers with cut -off date on 30.06.2021
MERT	Beginning of Academic Session MBBS (Academic session 21-22)
NHM	Initiation of Population Based Screening of Diabetes, Hypertension and Common Cancer (Breast, Cervical and Oral) in 4 districts i.e. Bishnupur, Darjeeling, Kalimpong, Hooghly.
SAPCS	Observance of National Voluntary Blood Donation Day on 1st October

Branch	Infrastructure works/ Foundation stones/ Operationalisation
IT	Rollout of online availability of Diagnostic reports at Cochbehar Medical College & Hospital

November

Branch	Training/Meeting
Food Safety	Organizing 15 numbers of meeting of District Level Advisory Committee
AYUSH	Celebration of Ayurveda Day
MERT	Medical Teachers Training
MERT	Induction Training of Medical Officers
SAPCS	Training of 60 Counselors of Blood Banks/BCSUs (Online / Physical)

Branch	Events / Observance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
NHM	Multi Drug Administration (MDA) for Filaria
NHM	Initiation of Population Based Screening of Diabetes, Hypertension and Common Cancer (Breast, Cervical and Oral) in 4 districts i.e. Malda, Murshidabad, Bankura & Nandigram
NHM	State Internal Evaluation of NTEP districts - Nandigram, East Medinipur, North 24 Pgs

Branch	Infrastructure works/ Foundation stones/ Operationalisation
HS (MS)	Construction of a new hospital building for upgradation of 10 bedded PHC to 30 Bedded PHC in Nishiganj, Coochbehar.
IT	Internet connectivity at Student Hostels of 1. BURDWAN MEDICAL COLLEGE, 2. BANKURA MEDICAL COLLEGE
SAPCS	Operationalisation of new RBTC at Malda MC&H and Coochbehar Govt. (MJN) MC&H

December

Branch	Training/Meeting
Nursing	In-Service Training of 60 (Sixty) of Nursing Administrators and Nursing Educators on Leadership Skill Development
Nursing	2 days Training for Nursing at Gr. Fl. Conference Hall (23.09.2021-24.09.2021)
MERT	Dental Teachers Training
MERT	CB-PHEM
MERT	Induction Training of BMOH
NHM	Capacity Building of 600 ANMs on ANC & PNC
Food Safety	Organising FIVE Melas

Branch	Events / Observance of Days
NHM	Divisional workshop on "PC & PNDT Act" of Two Division (Medinipur & Burdwan)
SAPCS	Observance of World AIDS Day on 1st December
SAPCS	Inspection of STI Clinic by State Level Officials

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Commencement of OPD services at Yoga & Naturopathy Hospital, Belur
WBMSCL	Completion of infrastructure work of Ladies Hostel at the campus of Patipukur Ayurvedic Hospital
HS (MS)	Completion of construction of four storied building with G+7 foundation at Amta, Howrah
IT	Provision of internet connectivity at Student Hostels of 1. NORTH BENGAL MEDICAL COLLEGE and 2. R G Kar Medical College
AYUSH	Operationalisation of 30 (thirty) AYUSH- HWC
NHM	Operationalisation of Coochbehar UPHC 2 Ward No. 4 East Kameswari Road Bidhan Sangha
NHM	Operationalisation of Purulia UPHC 1 Ward No. 12 Namopara Durga Mandir
NHM	State Internal Evaluation of NTEP districts - Coochbehar, Purulia and Birbhum
D&E	Improvement of Drug Testing through procurement of 3 UPLC system with PDA detector at Drug Testing Laboratory
SAPCS	Operationalisation of new Regional Blood Transfusion Council at Nadia District Hospital

Department of Higher Education

January – 2021	
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Diamond Harbor Women University, West Bengal State University, MAKAUT and Rani Rashmoni Green University.
2	Review of building construction status of different state aided universities.
3	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
4	Review of construction works towards establishment of Alipurduar Government Engineering and Management College.
5	Review of status of plan and non-plan fund allotment and utilisation in respect of Directorate and Government Engineering & Technology colleges.
6	Review of approval process of AICTE for the academic year 2021-22.
7	Starting of the process for release of salary grant to Govt.-aided colleges.
8	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
February – 2021	
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Gour Banga University, Burdwan University.
2	Review of building construction status of different state aided universities.
3	Initiation of the process for Publication of Information Brochure for the WBJEE-2021.
4	Review of status of SVMCM Scholarship distribution in respect of professional technical courses.
5	Release of Scholarship to students under Swami Vivekananda Merit-Cum-Means Scholarship Scheme for academic year 2020-21.
6	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
7	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
8	Panel publication, counselling for the post of Principal in General Degree Colleges.
March – 2021	
1	Review of status of implementation of WBFS (West Bengal Free-ship Scheme).
2	Release of Scholarship under Hindi Scholarship Scheme for the Academic year 2020-21.
3	Review of building construction status of different state aided universities.
4	Review of plan fund release status by different branches.
5	Review of fund utilization status of different RUSA Projects,with the Universities and Colleges.
April – 2021	
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Presidency University.
2	Review of building construction status of different state aided universities.
3	Review of disbursement status in respect of SVMCM Scholarship.
4	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.

5	Starting of the process for release of salary grant to Govt.-aided colleges.
6	Commissioning of Admissions Helpline for 2020-21.
7	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
	May – 2021
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Jadavpur University.
2	Review of building construction status of different state aided universities.
3	Initiation of the process for conduct of separate Common Entrance Examination in respect of minority professional technical colleges for the academic Session of 2021-22.
4	Review of preparatory arrangements for starting Online Admission in different Under Graduate and Post Graduate Courses for the Academic year 2021-2022.
5	Commencement of admission process in B. Ed. colleges.
6	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
	June – 2021
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Bankura University, Vidyasagar University.
2	Review of building construction status of different state aided universities.
3	Taking steps for preparation of Seat Matrix-2021 for U.G. Level of Engineering & Technology, Pharmacy, Architecture, etc. Courses by the Directorate of Technical Education.
4	Starting of the process for release of grant to Govt.-aided colleges.
5	Initiation of the process for Online Admission process for Under Graduate and Post Graduate Courses held for the Academic year 2021-2022.
	July – 2021
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Calcutta University & Kannyashree University.
2	Review of building construction status of different state aided universities.
3	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
4	Commencement of admission process in under graduate courses in the colleges of this state.
5	Reviewing of performance of Swami Vivekananda Merit-cum-Means Scholarship Scheme for academic year 2021-22.
6	Starting of online registration for submission of application for the post of Assistant Professor & Librarian.
	August – 2021
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of NSO University & Raiganj University.
2	Review of building construction status of different state aided universities.
3	Review of the e-counselling process for admission to U.G. level professional technical colleges in 2021.
4	Review of the counselling process for admission to minority Professional Technical Colleges in 2021.
5	Review of disbursement status of Scholarships for the SVMCM Scholarship Scheme.

6	Taking steps for issuance of circular to all professional technical colleges towards anti-ragging measures in academic session of 2021-22.
7	Starting of the process for release of salary grant to Govt.-aided colleges.
8	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
9	Review of the status of fund utilization status of different RUSA Projects, with the Universities and Colleges.
	September – 2021
1	Review of the e-counselling process for admission to U.G. level professional technical colleges in 2021.
2	Review of the counselling process for admission to minority Professional Technical Colleges in 2021.
3	Meeting with the Universities and Colleges to review the progress of NAAC Accreditation.
4	Review of building construction status of different state aided universities.
5	Review of NAAC Accreditation status of the Universities and Colleges.
6	Observation of NSS day on 24th September at Educational Institutions.
	October – 2021
1	Review of building construction status of different state aided universities.
2	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
	November – 2021
1	Preparation of Revised Non-Plan Budget estimate for 2020-21 and Non-Plan Budget Estimate for 2021-22.
2	Review of status of establishment of new Alipurduar Government Engineering and Management College.
3	Review of online application under Swami Vivekananda Merit -cum -Means Scholarship Scheme.
4	Review of building construction status of different state aided universities.
5	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
6	Observation of NCC day on 22nd November.
	December – 2021
1	Review of fund allotment vis-a-vis utilisation under Plan Head in respect of all Govt. Engineering & Technical Colleges.
2	Review of status of anti-ragging measures taken in respect of professional technical colleges.
3	Holding of review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
4	Review of building construction status of different state aided universities.
5	Field visit to check and verify the progress of work under RUSA Project in concerned Universities and Colleges.

Department of Home and Hill Affairs

Sl.No.	Activities
	January – 2021
1	Framing of Modernisation of Police Forces State Action Plan 2021-22 for submission to Ministry of Home Affairs.
2	Review of the progress made on new DNA Section of FSL, W.B.
3	Submission of Utilisation Certificates and Quarterly Progress Report for Border Areas Development Programme up to December, 2020.
4	Sanction and release up to 75% of Plan Fund against Finance Department's release for 2020-21.
5	Head wise allocation of Plan Fund after receiving Plan size from the Finance Department for the year 2021-22.
6	Submission of Draft Budget Speech of Hon'ble Chief Minister and Minister-in-Charge of Home and Hill Affairs Department, West Bengal for 2021-22.
7	Submission of Draft Speech to be delivered by Hon'ble Governor under Article 176 of the Constitution.
8	Commencement of Digitization of minimum 2,500 manuscripts/ 20,000 images (contained in both side of folio) of manuscripts of storage in DVD in Acharya Jogesh Chandra Purakriti Bhaban, Bishnupur (AJCPB), to be completed within May, 2021.
9	Commencement of Metadata creation in AJCPB, Bishnupur; to be completed within May, 2021.
10	Delivery of Software Requirement Specification (SRS) in the AJCPB, Bishnupur.
11	Development and Installation of Digital Object Repository using open Source Software in AJCPB, Bishnupur.
	February – 2021
1	Review of utilisation of Central Fund of Safe City Project (under Nirbhaya Fund).
2	Review of the position of land matters for Police Stations.
3	Review of utilisation of funds released to the West Bengal Police Housing & Infrastructure Development Corporation Ltd. (WBPHIDCL).
4	Review Meeting of BADP regarding preparation of schemes for Annual Action Plan (AAP) for 2021-22.
5	Finalisation and sending Annual Action Plan of State Development Scheme of GTA for 2021-22 to the Finance Department.
6	Review of activities/ achievements of Directorate of Economic Offences, West Bengal.
	March – 2021
1	Meeting of the State Level Screening Committee (SLSC) of BADP for approval of Annual Action Plan (AAP), 2021-22 and submission of the same to Ministry of Home Affairs, Government of India.
2	Instalation of computer sets at the remaining Cells of Foreigners' Branch including Authentication Cell.
3	Sanction and release of 100% of Plan Fund against Finance Department's release for 2020-21.
4	Finalisation of Annual Action Plan, 2021-22 for Border Areas Development Programme. Estimated Plan Size Rs. 190.00 Cr.
5	Work relating to General Election to WBLA.
6	Review of fund position due to closure of the Financial Year.
7	Issuing advisory for smooth and peaceful celebration of Doljatra.
	April – 2021
1	Submission of Utilisation Certificates and QPR for Border Areas Development Programme up to March, 2021.
2	Release of 1st instalment of Administrative Expenditure Fund (Erstwhile Non-Plan) released by the Finance Department to the Directorates/ Offices for the financial year 2021-22.

Sl.No.	Activities
3	Releasing fund under Administrative Expenditure of 1st Quarter of 2021-22 to the GTA, the HADLO and the DDO, Hill Affairs Branch.
4	Review of status of FSL issues.
5	Quarterly Meeting with Coastal SPs of Baruipur/ Sundarban/ Diomond Harbour/ Basirhat Police District.
6	Review Meeting with stakeholders regarding Joint Patroling related to Coastal Security.
7	Works related to compliance with Audit Paras.
8	Work relating to General Election to WBLA.
9	Completition of digitisation and uploading of Service Book of employees in the Department.

May – 2021

1	Overall review of Crime and Criminal Tracking Networks and Systems (CCTNS) and utilisation of funds.
2	Reconciliation of Departmental Annual Accounts for 2020-21 with A.G. (A&E), W.B.
3	Addressing GTA on actions regarding pre-monsoon cyclone activities as would be instructed by Disaster Management Department.
4	Uploading of 25,000 Digitized contents in Repositary Computer and on the Hosting Server http://wbsl.gov.in.
5	Issuing advisory for smooth and peaceful celebration of ld-Ul-Fitar.
6	Work relating to General Election to WBLA.
7	Statutory and non-statutory work following completion of the proces of General Election to WBLA, 2021.

June – 2021

1	Review of audit of the present GTA Accounts.
2	Application Software and Online Portal ready to be ready for GO LIVE in Foreigners' Branch.
3	Review of filling up of vacancies for police personnel.
4	Conduct of training programme for Technical Staff operating Flat Bottom Vessels and Jet Ski.
5	Appointment of Executive Assistants to Hon'ble Ministers.

July – 2021

1	Preparation of Annual Report of GTA.
2	Releasing fund under Administrative Expenditure of 2nd Quarter of 2021-22 to the GTA, the HADLO and the DDO, Hill Affairs Branch.
3	Release of 1st instalment of BADP funds received from Ministry of Home Affairs, Government of India and project wise entries to be made in AAFs under IFMS Module of Finance Department.
4	Submission of Utilisation Certificates and Quarterly Progress Report for Border Areas Development Programme up to June, 2021.
5	Assessment of utilisation of fund sanctioned during 1st quarter of financial year 2021-22.
6	Holding of Departmental Audit Committee (DAC) meeting with the officials of A.G. (W.B.) for settlement of pending audit paras.
7	Basic design of the Application Software for No Obligation to Return to India (NORI) in Foreigners' Branch to be finalized.
8	Release of 2nd instalment of fund for Administrative Expenditure (Erstwhile Non-Plan) to the Directorates/ Offices according to the order of the Finance Department.
9	Issuing advisory for smooth and peaceful celebration of Id-Ud-Zoha.
10	Appointment of Executive Assistants to Hon'ble Ministers.

August – 2021

1	Entire Authentication procedure in the Foreigners' Branch to be done through the Application Software.
2	Review of activities/ achievements of Directorate of Economic Offences, West Bengal.

Sl.No.	Activities
3	Review of status of FSL issues.
4	Works related to compliance with Audit Paras.
5	Issuing advisory for smooth and peaceful celebration of Muharrum.
6	Appointment of Executive Assistants to Hon'ble Ministers.

September – 2021

1	Review of the progress of RIDF-XXIV.
2	Release of 2nd instalment of fund received from Ministry of Home Affairs, Government of India.
3	Meeting with AC(CS)/ Inspector and other officers of the office of ADG&IGP, Coastal Security.
4	Review of activities/ achievements of Directorate of Economic Offences, West Bengal.
5	Review of status of Modernisation of Police Forces Funds.
6	Works related to compliance with Audit Paras.

October – 2021

1	Preparation of Revised Estimates 2021-22 and Budget Estimates 2022-23 on receipt from GTA under Major Head '2551'.
2	Submission of Utilisation Certificates and Quarterly Progress Report for Border Areas Development Programme up to September, 2021.
3	Submission of Utilisation Certificates of Border Areas Development Programme. Target of Rs. 40.00 Cr.
4	Assessment of utilisation of fund sanctioned up to 2nd quarter of financial year 2021-22 to ensure utilisation of 50% of Finance Department's release.
5	Issuing advisory for smooth and peaceful celebration of Durga Puja.

November – 2021

1	Preparatory work for Administrative Calendar 2022.
2	Preparation and online submission of revised budget estimate for 2021-22 and budget estimate for 2022-23.
3	Conduct of Coastal Security Exercise by Indian Coast Guard with all stakeholders.
4	Review of activities/ achievements of Directorate of Economic Offences, West Bengal.
5	Review status of FSL issues.
6	Issuing advisory for smooth and peaceful celebration of Kali Puja, Chhat and Jagaddhatri Puja.

December – 2021

1	Review of Plan fund position and assessment of quantum of fund which may be released within January 2022.
2	Commencement of the work for preparation of Budget.
3	Seeking write-up from GTA on State Development Scheme proposal for 2022-23.
4	2nd Meeting of the State Level Screening Committee (SLSC) for Border Area Development Programme to review utilisation and progress of works.
5	Completion of all APR/ ACR related works for 2020-21.
6	Analysis of Plan Fund release vis-a-vis utilisation thereof up to 70% of Budget Provision and to ascertain the requirement of fund for last quarter of financial year 2021-22.
7	Holding of Departmental Audit Committee (DAC) meeting with the officials of A.G. (W.B.) for settlement of pending audit paras.
8	Application Software for No Obligation for Return to India (NORI) - DEMO version to be ready.
9	Works related to compliance with Audit Paras.

Department of Housing

Reporting Month	Target
JANUARY, 2021	1. RHE : Completion of work of 1 RHE.
	2. RHE :- a) Commencement of Work at 2 RHEs.
	3. NIGHT SHELTER: Completion of Work at District Hospital.
	4. NIGHT SHELTER : Commencement of Work at 2 (two) Hospitals.
	5. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
	6. 1st Quarterly Review Meeting on Nijashree Housing Schemes.
FEBRUARY, 2021	1. RHE :- Commencement of Work at a RHE.
	2. RHE :- Completion of one RHE
	3. NIGHT SHELTER:- Completion of Night Shelter at a Hospital.
	4. Karmanjali (WWH) :- Completion of Karmanjali at two sites.
	5. Monthly Project Review Meeting with field engineers on , CHAA SUNDARI, RCFA & other major development schemes
MARCH, 2021	1. RHE :- Completion of Work at a RHE.
	2. Nijashree : Completion of work at two sites.
	3. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes
APRIL, 2021	1. NIGHT SHELTER :- Completion of Work at a Medical College & Hospital.
	2. Monthly Project Review Meeting with field engineers on, CHAA SUNDARI, RCFA & other major development schemes.
	3. 2nd Quarterly Review Meeting on Nijashree Housing Schemes.
MAY, 2021	1. NIGHT SHELTER :- Completion of Work at a District Sadar Hospital.
	2. RHE : Commencement of Work at a site.
	3. Nijashree : Completion of work at a site.
	4. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
JUNE, 2021	1. RHE :- Completion of Work at a RHE.
	2. Monthly Project Review Meeting with field engineers on RCFA & other major development schemes.
JULY, 2021	1. NIJASHREE :- Completion of work at a site.
	2. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
	3. 3rd Quarterly Review Meeting on Nijashree Housing Schemes

Reporting Month	Target
AUGUST, 2021	1. NIJASHREE :- Approval, lottery & commencement of work at two sites.
	2. NIGHT SHELTER:- Completion of Night Shelter at a Sub-Division Hospital.
	3. NIGHT SHELTER:- Completion of Night Shelter at a District Hospital.
	4. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
SEPTEMBER, 2021	1. NIGHT SHELTER:- Completion of Night Shelter at a District Hospital.
	2. NIJASHREE : Completion of work at a site.
	3. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
OCTOBER, 2021	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
	2. 4th Quarterly Review Meeting on Nijashree Housing Schemes
NOVEMBER, 2021	1. NIGHT SHELTER:- Completion of Night Shelter at a District Hospital.
	2. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
DECEMBER, 2021	1. RHE :- Completion of work for vertical extension at a RHE.
	2. NIGHT SHELTER:- Completion of Night Shelter at two Hospitals.
	3. Nijashree : Completion of work at two sites.
	4. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.

Department of Information and Cultural Affairs

Month-wise Programme Details

Month	Sl. No.	To be Organised by	Programmes
January	1	Film Directorate	26th Kolkata International Film Festival
	2	Information Directorate	Organising special rally on Netaji Birthday from Shyambazar (5 point crossing) to in front of Netaji Statue Red Road in connection with 125th Birth Anniversary Celebration of Netaji Subhash Chandra Bose.
	3	Information Directorate	Republic Day Parrade at Red Road and throughout West Bengal including State level programme
	4	Culture Directorate	Observance of Birthday of Netaji Subhas Chandra Bose in each District, Block & Municipality
	5	Information Directorate	Participation in Ganga Sagar Mela in South 24 Parganas
	6	Akademi	Classical Music Conference by Rajya Sangeet Akademi
	7	Akademi	Sahitya Utsav & Little Magazine Mela by Paschimbanga Bangla Akademi
	8	Akademi	Dalit Literary Conference at Malda
	9	Akademi	Jatra Utsav by Paschimbanga Jatra Akademi
	10	Culture Directorate	Shraddhanjali
	11	Culture Directorate	Kenduli Baul Mela at Kenduli, Birbhum
	12	Culture Directorate	Observance of Birthday of Michael Madhusudan Dutta at Madhusudan Mancha
	13	Information Directorate	Observance of Birth anniversary of Swami Vivekananda (12th), Nelli Sengupta (12th), Shyamal Mitra (14th), Netaji Subhash Chandra Bose (23rd at Darjeeling & Kolkata), Michael Madhusudan Dutta (25th) and Janma Tithi of Ma Sarada (5th) as State Ceremonies
	14	Information Directorate	Observance of death anniversary of Mahatma Gandhi (30th), Masterda Surya Sen (12th) and Rash Behari Bose (21st) as State Ceremonies
	15	Information Directorate	Observance of Martyrs' Day (30th) throughout West Bengal including State level programme at Barrackpore Gandhi Ghat
February	1	Information & Culture Directorate	Vernacular Day (21st) as State Ceremony
	2	Akademi	National Drama Festival by Minerva Natya Sanskriti Charcha Kendra
	3	Akademi	Adibasi Kabiyal Mela
	4	Akademi	Observance of Birthday celebration of Poet Subhas Mukhopadhyay at Paschimbanga Bangla Akedemi
	5	Akademi	Observance of Birthday celebration of Thakur Panchanan Barma by Rajbanshi Bhasa Akademi
	6	Akademi	Observance of Birthday celebration of Jibanananda Das by Paschimbanga Bangla Akademi

Month	Sl. No.	Name of the Department / Organisation	Programmes
	7	Akademi	Foundation day of Kamtapuri Bhasa Akademi
	8	Akademi	Dalit Literary Conference at Jhargram
	9	Akademi	Hindi Utsav by Hindi Akademi at Kolkata
	10	Culture Directorate	Shraddhanjali
	11	Culture Directorate	Observance of Birthday celebration of Girish Chandra Ghosh at Girish Mancha
	12	Directorate of Archaeology & Museums	Archaeological Excavation Work at Haraktore, Dist Purulia
	13	Information & Culture Directorate	Observance of Bhasha Divas (21st) throughout West Bengal
	14	Information Directorate	Observance of death anniversary of Bhabani Bhattacharya (3rd), Dr. Meghnad Saha (16th), Hemanta Bose (20th) and Sharat Chandra Bose (20th) as State Ceremonies
	15	Information Directorate	Observance of 2nd Uprising of Indian Soldiers against British Rule as State Ceremony
	16	Information Directorate	Observance of Birth anniversary of Binode Bihari Mukhopadhyay (7th), Poet Subhash Mukhopadhyay (12th), Poet Jibanananda Das (17th), Jatindra Mohon Sengupta (22nd) and Girish Chandra Ghosh (28th) as State Ceremonies
March	1	Akademi	Kabita Utsav by Paschim Banga Kabita Akademi
	2	Akademi	Foundation day of Sangeet Akademi at Rajya Sangeet Akademi
	3	Akademi	Biswa Natya Divas by Paschim Banga Natya Akademi
	4	Information Directorate	Observance of Birth anniversary of Martyr Surya Sen (22nd) and Leslie Claudius (25th) as State Ceremonies
	5	Information Directorate	Observance of death anniversary of Martyr Bhagat Singh (23rd) and Satin Sen (25th) as State Ceremonies
	6	Information Directorate	Observance of Janma Tithi of Sri Sri Ramkrishna (15th) as State Ceremony
April	1	Directorate of Archaeology & Museums	World Museums Day on 18th May
	2	Information Directorate	Observance of Birth anniversary of Ustad Bade Ghulam Ali Khan (2nd), Suchitra Sen (6th), Pt. Ravi Shankar (7th), Prafulla Chandra Sen (10th), Jamini Roy (11th), Dr. B. R. Ambedkar (14th), Satin Sen (15th) and Henry Louis Vivian Derozio (18th) as State Ceremonies
	3	Information Directorate	National Maritime Day (5th) and commemoration of Jalalabad War (22nd) as State Ceremony
	4	WB Heritage Commission	World Heritage Day and Seminar by West Bengal Heritage Commission
May	1	Culture Directorate	Kabi Pranam at Rabindra Sadan

Month	Sl. No.	Name of the Department / Organisation	Programmes
May	2	Culture Directorate	Bangabibhusan & Bangabhusan Award Ceremony
	3	Akademi	Celebration of Birth anniversary of Kazi Nazrul Islam by Paschimbanga Kazi Nazrul Islam Akademi
	4	Culture Directorate	Celebration of Birth anniversary of Rabindranath Tagore at Cathedral Road
	5	Culture Directorate	Celebration of Birth anniversary of Kazi Nazrul Islam and conferring of Akademi Awards
	6	Information Directorate	Rabindra Janmotsav with exhibition throughout West Bengal including State Level programme in Kolkata
	7	Information Directorate	Observance of Birthday of Rabindranath Tagore (25e Baishak) as State Ceremonies.
	8	Information Directorate	Observance of Kazi Nazrul Islam Janmotsav with exhibition throughout West Bengal including State Level programme in Kolkata
	9	Information Directorate	Observance of Birth anniversary of Manna Dey (1st), Satyajit Ray (2nd), Preetilata Waddedar (5th), Pankaj Kumar Mullick (10th), Gurusaday Dutta (10th), Kazi Nazrul Islam (11th Joistha), Upendrakishore Ray Chowdhury (12th), Manik Bandyopadhyay (19th), Raja Rammohan Roy (22nd), Ramkinkar Baij (25th) and Rash Behari Bose (25th) as State Ceremonies
	10	Information Directorate	Observance of death anniversary of Prafulla Chaki (2nd) and Sir Asutosh Mukhopadhyay (25th) as State Ceremonies
June	1	Akademi	"Notun Juger Bhore"- a programme with young artists by Rajya Sangeet Akademi
	2	Akademi	Observance of Birth anniversary of Bankim Chandra Chattopadhyay at Paschimbanga Bangla Akademi
	3	Akademi	Residential Jatra Workshop by P.B. Jatra Akademi
	4	Akademi	Central Workshop by Rajya Sangeet Akademi
	5	Culture Directorate and Information Directorate	Observance of Hool Divas with exhibition.
	6	Directorate of Archaeology & Museums	Installation of audio visual Kiosk for visitors at State Archaeological Museum
	7	Directorate of Archaeology & Museums	Conservation and Restoration and work at Rasmandir at Begunkoder, Purulia
	8	Film Directorate	Film Appreciation Course at Cinema Centenary Building
	9	Information Directorate	Observance of Birth anniversary of Hemanta Mukhopadhyay (16th), Bankim Chandra Chattopadhyay (26th), Rahul Dev Burman (27th), Sir Asutosh Mukhopadhyay (29th) and Dr.Prasanta Chandra Mahalanabis (29th) as State Ceremonies
	10	Information Directorate	Observance of death anniversary of Leela Roy (11th), Deshbandhu Chittaranjan Das (16th), Martyr Anil Kumar Das (17th), Dr.Shyamaprasad Mukhopadhyay (23rd) and Michael Madhusudan Dutta (29th) as State Ceremonies

Month	Sl. No.	Name of the Department / Organisation	Programmes
June	11	Information Directorate	Observance of Hool Divas (30th) as State Ceremonies at Head Quarters and throughout the State in collaboration with the BCW Department.
July	1	Film Directorate	Mahanayak Smarane: Uttam Kumar Award Ceremony
	2	Akademi	Workshop on Jatra by Paschimbanga Jatra Akademi
	3	Akademi	Publication of Jatra Darpan Prakash-o-Pradarshani and Jatra Pala on the day of Rathayatra by Paschimbanga Jatra Akademi
	4	Akademi	Observance of Birth Anniversary of Tarashankar Bandyopadhyay by Paschimbanga Bangla Akademi
	5	Akademi	Workshop for Young talented Dalit writers by P.B. Dalit Sahitya Academy
	6	Akademi	Workshop on Hindi Literature by P.B. Hindi Academy
	7	Akademi	Barsha Mangal by Rajya Sangeet Akademi
	8	Akademi	Kabita Corner by Paschimbanga Kabita Akademi
	9	Akademi	Workshop on Classical Music by Rajya Sangeet Akademi
	10	Akademi	Art Appreciation Course by Rajya Charukala Parshad
	11	Culture Directorate	Observance of Birth anniversary of Nepali Poet Bhanubhakt in Darjeeling
	12	Culture Directorate	Kothai o Gaane - Remembering Dwijendralal, Rajanikanta, Atulprasad at Rabindra Sadan
	13	Culture Directorate	Observance of Birth and Death anniversary of Dr. Bidhan Chandra Roy at Mahajati Sadan
	14	Information Directorate	Observance of Birth anniversary of Nepali Poet Bhanubhakt (13th) in Darjeeling district as well as at WBLA and at Nabanna as State ceremonies
	15	Information Directorate	Observance of Death anniversary of Asit Ranjan Bhattacharya (2nd), Jatindra Mohon Sengupta (22nd), Mahanayak Uttam Kumar (24th), Kanailal Bhattacharya (27th) and Iswar Chandra Vidyasagar (29th) as State Ceremonies
	16	Information Directorate	Observance of Birth anniversary of Dr. Bidhan Chandra Ray (1st-death anniversary also), Dr. Shyamaprasad Mukhopadhyay (6th), Satya Ranjan Bakshi (16th), Keshab Chandra Nag (10th), Dwijendralal Ray (19th), Tarasankar Bandopadhyay (23rd), Rajanikanta Sen (26th) and Kalpana Dutta (27th) as State Ceremonies.
August	1	Information and Culture Directorate	Observance of Independence Day (15th) throughout the State including State level programme at Red Road, Gandhi Ghat, Kolkata Information Centre with exhibition.
	2	Akademi	Observance of Nazrul Prayan Dibas by Paschimbanga Kazi Nazrul Islam Akademi
	3	Akademi	Workshop on Abanindranath Tagore “Mati Niye Khela” by Sishu Kishore Akademi
	4	Akademi	Nritya Natya Utsav by West Bengal Dance Akademi
	5	Akademi	Memorial lecture on Kajuo Azuma at Paschimbanga Bangla Akademi

Month	Sl. No.	Name of the Department / Organisation	Programmes
August	6	Akademi	Memorial lecture on Lila Roy at Paschimbanga Bangla Akademi
	7	Akademi	Kabita Corner at Paschimbanga Kabita Akademi
	8	Culture Directorate	Observance of Rabindra Prayan Divas throughout the State including State Level programme and Barsha Mangal Programme with exhibition
	9	Culture Directorate	Shraddhanjali
	10	Culture Directorate	Observance of death anniverasry of Rabindranath Tagore at Rabindra Sadan
	11	Culture Directorate	Foundation Day celebration by Mahajati Sadan
	12	Directorate of Archaeology & Museums	Photographic Exhibition & Awareness Programme at School level students at Barasat, North 24 PGS
	13	Information Directorate	Birth anniversary of Acharya Prafulla Chandra Roy (2nd), Kishore Kumar (4th), Abanindranath Tagore (7th), Rishi Aurobinda (15th), Sukanta Bhattacharya (15th), Rajiv Gandhi (20th), Jyotirindra Nandy (20th), Gostha Pal (20th), Debabrata Biswas (22nd), Sambhu Mitra (22nd), Beena Das (24th), Mother Teresa (26th), Rituparno Ghosh (31st) and Birendra Krishna Bhadra (4th) as State Ceremonies
	14	Information Directorate	Observance of Martyrs Day (31st - Food Movement) as State Ceremony
	15	Information Directorate	Observance of Martyrs Day (9th - Quit India Movement-1942) as State Ceremony
	16	Information Directorate	Death anniversary of Rabindranath Tagore (22nd Shraban), Martyr Khudiram Basu (11th) and Kazi Nazrul Islam (29th) as State Ceremonies
September	1	Film Directorate	Tele Academy Award Ceremony
	2	Akademi	Observance of death anniversary of Thakur Panchanan Barma at Rajbanshi Bhasa Akademi
	3	Akademi	Observance of Birth anniversary of Bibhutibhusan Bandyopadhyay by Paschim Bango Bangla Akademi
	4	Akademi	Observance of Birth anniversary of Sarat Chandra Chattopadhyay by Paschimbanga Bangla Akademi
	5	Akademi	Recitation workshop by P.B. Kabita Academy
	6	Akademi	Competition on Nazrulgeeti by P.B. Kazi Nazrul Academy
	7	Akademi	Hindi Kabi Sammellan by P.B. Hindi Academy
	8	Akademi	Memorial Lecture & Drama show by P.B. Natya Academy
	9	Akademi	National Threatre Seminar at Minerva Natya Charcha Kendra
	10	Akademi	District Level Song, Dance & Musical Instrument Competition by Rajya Sangeet Academy
	11	Akademi	State Level Song, Dance & Musical Instrument Competition by Rajya Sangeet Academy

Month	Sl. No.	Name of the Department / Organisation	Programmes
	12	Directorate of Archaeology & Museums	Opening of two new Galleries at State Archaeological Museum
	13	Directorate of Archaeology & Museums	Proposed Restoration and Conservation work at Buddhist monastery at Jagjibanpur, Malda
	14	Information Directorate	Observance of Birth anniversary of Sailen Manna (1st), Mahanayak Uttam Kumar (3rd), Dr. Sarvapalli Radhakrishnan (5th), Sarat Chandra Bose (6th), Sunil Gangopadhyay (7th), Bibhutibhushan Bandyopadhyay (12th), Sarat Chandra Chattopadhyay (15th), Gour Khyapa (15th), Gaganendranath Tagore (18th), Suchitra Mitra (19th), Iswar Chandra Vidyasagar (26th) and Rani Rashmoni (28th) as State Ceremonies
	15	Information Directorate	Death anniversary of Ustad Alauddin Khan (6th), Bagha Jatin (10th), Jatin Das (13th), Pritilata Waddedar (24th) and Raja Ram Mohan Roy (27th) as State Ceremonies
	16	Information Directorate	Observance of Baleswar Day (9th) at Hedua Park as State Ceremony
	17	Information Directorate	Commemoration of David Hare Day (1st) at College Square as State Ceremony.
	18	Information Directorate	Observance of Hijli Day (16th) at Keoratala as State Ceremony.
	19	Information Directorate	Observance of death anniversary of Martyr Matangini Hazra (29th) as State Ceremony.
October	1	Information and Culture Directorate	Red Road Carnival (Immersion Ceremony), at Red Road, Kolkata
	2	Information and Culture Directorate	Prize distribution of Biswa Bangla Sharod Samman in Kolkata and different districts of the State
	3	Akademi	Observance of Rajbanshi Bhasa Divas at Rajbanshi Bhasa Akademi
	4	Akademi	Seminar by Manbhum Cultural Akademi
	5	Akademi	Memorial Lecture & Drama show by P.B. Natya Academy
	6	Culture Directorate	Shraddhanjali
	7	Information and Culture Directorate	Biswa Bangla Sharod Samman in Kolkata and different districts of the State
	8	Information Directorate	Birth anniversary of Dr. Nilratan Sarkar (1st), Sachin Dev Burman (1st), Mahatma Gandhi (2nd), Leela Roy (2nd), Hemanta Bose (5th), Dr.Meghnad Saha (6th), Chhabi Bandyopadhyay (6th), Begum Akhtar (7th), Jaiprakash Narayan (11th), Atulprasad Sen (20th), Sister Nivedita (28th) and Sukumar Roy (30th) as State Ceremonies

Month	Sl. No.	Name of the Department / Organisation	Programmes
October	9	Information Directorate	Observance of INA Day (21st) as State Ceremony
	10	Information Directorate	Observance of death anniversary of Hemchandra Ghosh (31st) as State Ceremony
November	1	Film Directorate	27th Kolkata International Film Festival
	2	Akademi	Natya Mela in Kolkata and different districts by Paschimbanga Natya Akademi
	3	Akademi	Paschimbanga Charukala Utsav by Rajya Charukala Parshad
	4	Akademi	Seminar & Cultual programme by Kamtapuri Bhasa Akademi
	5	Akademi	Birsha Jayanti by FTCC
	6	Akademi	Adibashi Dance Programme by FTCC
	7	Akademi	Observance of Birthday of Poet Sakti Chattopadhyay at Paschimbanga Bangla Akademi
	8	Culture Directorate	Observance of Bangla Moder Garbo in districts
	9	Film Directorate	Organising Social Communication Cinema Conference in different districts by Roopkala Kendra in collaboration with Director Information (date may vary)
	10	Information and Culture Directorate	Participation in India International Trade Fair (IITF), New Delhi.
	11	Information Directorate	Observance of Birth anniversary of Ritwik Ghatak (4th), Deshbandhu Chittaranjan Das (5th), Haradhan Bandyopadhyay (6th), Abul Kalam Azad (11th), Pandit Jawaharlal Nehru (14th), Indira Gandhi (19th), Salil Chowdhury (19th), Debaki Kumar Basu (25th) and Acharya Jagadish Chandra Bose (30th) as State Ceremonies
	12	Information Directorate	Observance of Remembrance Day (2nd Sunday of November) as State Ceremony
	13	WB Heritage Commission	Observance of Birsha Munda Dibas by West Bengal Heritage Commission
	14	WB Heritage Commission	World Heritage week by West Bengal Heritage Commission
December	1	Culture Directorate	Bangla Sangeet Mela and conferring of Sangeet Samman & Sangeet Mahasamman Award
	2	Akademi	Uday Shankar Nritya Utsav by West Bengal Dance Akademi
	3	Akademi	Workshop on local Folk Form by Manbhum Cultural Akademi
	4	Akademi	Rajya Sishu Kishore Utsav by Sishu Kishore Akademi
	5	Culture Directorate	District Folk Festival and Jatra Utsav in different districts
	6	Culture Directorate	Biswa Bangla Lok Sanskriti Utsav - 2020
	7	Culture Directorate	Observance of Bangla Moder Garbo at all districts

Month	Sl. No.	Name of the Department / Organisation	Programmes
December	8	Culture Directorate	Poush Utsav
	9	Information Directorate	Observance of Birth anniversary of Martyr Khudiram Bose (3rd), Martyr Jatindranath Mukherjee (8th), Jatileswar Mukhopadhyay (13th), Uday Shankar (8th) and Martyr Prafulla Chaki (10th) as State Ceremonies
	10	Information Directorate	Observance of death anniversary of Dr. B.R. Ambedkar (6th) and Henry Louis Vivian Derozio (26th) as State Ceremonies
	11	Information Directorate	Observance of Benoy Badal Dinesh Day (8th) in front of Writers' Buildings as State Ceremony

Department of Information Technology & Electronics

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
1	Rajarhat IT Park (Ph II)	To complete (balance portion) Civil work.														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion) Service works.															
		Completion of Finishing work.															
2	Kalyani IT Park (Ph II)	To complete (balance portion) Civil work.														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion) Service works.															
		Completion of Finishing work.															
3	BN-9 IT Park (Sector-V)	To complete (balance portion) Civil work.														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion) Service works.															
		Completion of Finishing work.															
4	BN-4/1 IT Park (Sector-V)	To complete (balance portion) Civil and Structural work.														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion) Service works.															
		Completion of Finishing work.															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
5	BN-6 IT Park (Sector-V)	Administrative Approval / approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	New works
		Completion of Contractor Selection process & Civil Structural Work incl. foundation 60% to complete															
		Service Work 15 % to complete															
6	DP-6/1 IT Innovation Centre (Sector-V)	Administrative Approval/ approval of vetted DPR/estimate															New works
		Completion of Contractor Selection process & Civil Structural Work incl. foundation 70% to complete .															
		Service Work 15 % to complete															
7	IT CoE at Bengal Silicon Valley Hub	In Principle Approval of the project															New works
		Selection of combined cosultant for DPR and engg. consultancy															
		Preliminary works, soil test survey															
		Vetting of DPR by PWD and placing to Dept. for approval															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Administrative Approval/ approval of vetted DPR/estimate															
		Completion of Contractor Selection Process & Civil Structural Work incl. foundation 20% to complete															
8	Belur IT Park	Administrative Approval / approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	New works
		Completion of Contractor Selection Process & Civil Structural Work															
		To complete 70 % of Service works															
		Completion of 20 % Finishing work															
9	Durgapur IT Park (Ph-III)	Administrative Approval/ approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	New works
		Preliminary works, soil test survey															
		Completion of Contractor Selection Process & Civil Structural Work to complete															
		65% Service works to complete															
		10 % Completion of Finishing Works															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
10	Darjeeling IT Park	Administrative Approval/ approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	New works
		Completion of Contractor Selection Process & Civil Structural Work incl. foundation 65% to complete															
		Service Work 15 % complete															
11	Kalimpong IT Park	Administrative Approval/ approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	
		Approval of vetted DPR/estimate from IT&E Deptt.															
		Completion of Contractor Selection Process & Civil Structural Work incl. foundation 65 % to complete															
		Service Work 15 % complete															
12	EMC, Naihati	Completion of Main Entry Gate (balance portion)														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion of Road/															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		drainage/culvert/cable trench/UGR/Pump House etc.) Infrastruc-ture Development work subject to fund availability															
		To complete (balance portion)of finishing works (civil & allied) in facility buildings subject to fund availability															
		To complete (balance portion) of finishing works (electrical & fire fighting) in facility buildings.															
		To complete 20% plot filling work subject to approval															
13	EMC, Falta	To complete (balance portion) Infrastructure Development work														Advisor (ID & M) Projects, WEBEL	On going works
		To complete (balance portion) of finishing works (civil & allied) in facility buildings															
		To complete 70 % Plot filling work subject to approval															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
14	IT Park at Siliguri (Ph-IV)	In Principle Approval of the project	■													Advisor (ID & M) Projects, WEBEL	New works
		Placing of the PWD vetted DPR to the Dept. and administrative approval of the project/ vetted DPR/estimate		■	■												
		Selection of consultant for engg. consultancy				■	■										
		Completion of Contractor Selection Process & Civil Structural Work incl. foundation 50% to complete						■	■	■	■	■	■	■			
		Service Work 10% to complete												■			
15	IT Park at Taratala (Ph-II)	In Principle Approval of the project	■													Advisor (ID & M) Projects, WEBEL	New works
		Selection of combined cosultant for DPR and engg. consultancy		■	■												
		Preliminary works, soil test survey				■											
		Vetting of DPR by PWD and placing to Dept. for approval					■	■									
		Administrative Approval/ approval of vetted DPR/estimate							■								

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Completion of Contractor Selection Process & Civil Structural Work incl. foundation 20% to complete.															
16	Webel Digital University	Preparation of concept note and submission to the Dept.														Advisor (ID & M) Projects, WEBEL	New works
		Land application-allotment formalities with HIDCO															
		In Principle Approval of the project															
		Selection of combined cosultant for DPR and engg. consultancy															
		Preliminary works, soil test survey															
		Vetting of DPR by PWD and placing to Dept. for approval															
		Administrative Approval / approval of vetted DPR/estimate															
		Completion of Contractor Selection process & Civil Structural Work incl.															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		foundation 5 % to complete for Admin. Building / Education Building / Faculty Quarter / Hostel															
		Housing of the University set up at alternate place till completion of the main project															
17	Kalyani Hardware Park	Administrative Approval / approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	New works
		Selection of engg. consultant															
		Completion of Contractor Selection Process & 35 % of Civil Infrastructural Work to complete															
		To complete 10 % of Service works															
18	WBSWAN	Upgrade of WBSWAN MPLS Bandwidth (Continuation from 2019- 2020)													IT&E / BSNL	WTL	
		Upgrade/ replacement of WBSWAN Servers (eoL)													IT&E		

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Upgradation of WBSWAN Mailing System													IT&E	WTL	Necessary broadband connection required for implemen-tation of SDWAN from L&LR dept
		Upgradation of WBSWAN Video Conferencing server (From 100 to 200 concurrent HD participants)													IT&E / Home		
		Implementation of WBSWAN Connectivity & VC system in WB Police officesPhase I - (32 offices)													WB PD		
		Implementation of WBSWAN Connectivity & VC system in WB Police offices Phase II-100 offices													Home Dept		
		Implementation of internet based video conferences at the Gram Panchayat level													IT&E		
		Providing Internet connectivity at 500 Horizontal offices through WBSWAN													IT&E		
		Implementation of SDWAN as alternative connectivity in 159 L&LR offices													L&LR Dept.		

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Creation /Implementation of Wi Fi zone in important Government Offices / District Campus													IT&E dept/ Respective Districts		
		Implementation of IP Telephony in Govt. Depts. / Districts													IT&E dept/ Respective Districts		
		Implementation of Horizontal Connectivity in Govt. Depts. (200 Offices)															
		Implementation of Redundant connectivity in RTO Offices under Transport Dept.													Transport Dept.		
19	WBSDC (Transformation of State Data Centre with enhanced scope & data centre infrastructure services)	Augmentation of existing Computing infrastructure of Openstack Cloud Enabled Platform by additional 264 core & 3TB RAM and onboarding of application infrastructure with states														DGM (SDC), WTL	
		Augmentation of existing All Flash SAN Storage storage capacity (usable) from 120TB to 170TB to															

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		accommodate increased storage need of onboarded applications															
		Upgradation of storage system with Hybrid strage 300TB (usable) with mixture of SSD, SAS & NL-SAS cdisk to accommodate increased storage need of applications in the pipe line															
		Implementation of Openshift based Platform-As-A-Services (PAAS) to facilitate Data Centre Infra-structure Services for hosting of Containerised Application e.g. KMC applications, proposed revamped eDistrict Application etc.															
		Migration of remaining application infrastruc-ture (CCTNS) from Old 1st Floor Server Farm area to 2nd floor revamped Server farm area															
		Setting up of remaining computing infrastructure for the Disaster															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Recovery site of SDC at DR Site and deploy-ment of application level DR as well as storage replication of existing applications hosted at primary site															
		Implementation of Application Centric Infrastructure (ACI) through setting up Software Defined Network using existing Leaf & Spine Network architecture & SDN Controller															
		Setting up 4th Cold Aisle Containment to accommodate upcoming colocated application infrastructure															
		Augmentation of cloud enabled platform to additional 500 core with 6 TB RAM to accommodate at least 2000+ Vcpu															
		Augmentation of Storage to 2.5 PetaBytes (PB) to accommodate storage															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		need of cloud hosted applications as well as migration of application infrastructure from physical platform to cloud platform															
		Setting up 5th Cold Aisle Containment to accommodate upcoming colocated application infrastructure															
		Augmentation/renewal of existing licenses (backup software license, end point security license, EMS licenses, SQL Server license, etc.) & backup devices															
		Revamping DG set exhaust pipe lines, radiators maintenance and other non-IT related activities															
		Platform for maintenance work of PAC outdoor units installed at the 2nd floor															
		Repair/replacement of AC/DC capacitor banks of old UPS systems of 1st floor															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
20	Cyber Security Centre of Excellence (CS-CoE)	First Responder Training (FRT) For 500 in-service Police officials from WB Police and Kolkata Police													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	JS, IT&E Department	
		Detailed Responder Training (DRT) For 400 in-service Police Officers (of Inspector & above rank) from WB Police and Kolkata Police.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		On the Job Training (OJT) For 5000 in-service Government employees from all Departments, Directorates and District administrative units													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Cyber Security Orientation Training (CSOT) 500 Direct Recruit Officers of West Bengal Police													Police Commissionerates, Home(Police), District Administration, Other State Govt. Depart-ments		

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Online training of police personnel on CDR/ IPDR forensic tools For 100 in-service Police officials from Cyber PS of WB Police and Kolkata Police.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Web Application Security Assessment (WASA) 50 Web Portals													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		ICT Infrastructure Security Assessment (ISA) For 0 Govt. Dept.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Cyber Swadhinata Programme (CSP) For 600 Government officials, teachers etc.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Data Privacy Counselling Service For Rolling out GDPR Counselling Service													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Awareness Generation Programme of citizens For Participants targeted 5000													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		CSIRT For Rolling out CSIRT													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		SOC as a Service For Rolling out SOC													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Automated Vulnerability Assessment Scanner For Setting up an Automated Vulnera-bility Assessment Scanner at SDC and other departmental data centres													Police Commissionerates, Home(Police), District Administartion, Other State Govt. Departments		
21	Society for Natural Language Technology Research (SNLTR)	Linguistic Diversity Dashboard of West Bengal Version. II Extension of Digital Archive; Bi-directional Bangla-English Electronic Dictionary System: Translation Tools & MRD; Audio & e-book													All Departments and citizens Schools under WBBSE All Departments and citizens PWD, UD and MA, Panchayat Dept., Telecom companies All Departments and various organizations All Departments and citizens	JS, IT&E Department	
		e-Braille:Convert 2500 Book pages of WBBSE in Braille, 500 Tactile															
		Karmo Bhumi (Version – II):State Skill Registry of the Government of West Bengal in IT/ITeS sector															
		Online Single Window Clearance System															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig-nated Person/ Agency	Remarks
		Guidelines for Right of Way clearance and permission to set up BTS and laying of OFC															
		Online Event Management Portal-Version 2 organizing various events/ workshops/webinars															
		Self Scan version 2 Designing and Development, Launching, maintenance															

Department of Irrigation & Waterways

January-2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Re-construction of single lane road bridge over Bhairab Banki Tarafeni Main Canal at Hamirpur under Block Binpur-II in P.S Belpahari	1 No.	Jhargram
2 Improvement of Ghatal Branch Canal by re-sectioning and CC lining at mouzas Chakbishnubankati, Dinapur, Ramchak and ten others within Sandhipur, Bhagabantapur and Laxmipur GPs under Blocks Garbeta-I, Chandrakona-I&II, in P.Ss Garbeta and Chandrakona	7.53 km	Paschim Medinipur
3 Construction of a RCC road bridge over Pratapkhali Khal within Mouza Chaksimulia under Block & P.S Nandakumar	1 No.	Purba Medinipur
4 Construction of CC inspection road from Ramchandrapur Hospital point up to Mohanpur wooden bridge on Kherai-Buxi khal right bank under Block & P.S Moyna	2.30 km	Purba Medinipur
5 Resuscitation of Patchanda Khal from Kalidan bridge point at Pastubi Khal in Block & P.S Pingla	5.60 km	Paschim Medinipur
6 Resuscitation of Churial Main Canal including bank protection work at various chainages under Blocks Bishnupur-I, Budge-Budge-I, KMC, Thakurpukur-Mahestala & Budge Budge Municipality in P.Ss Thakurpukur, Maheshtala & Budge Budge	17.35 km	South 24 Parganas
7 Protection work on the right embankment of Dehaty Khal by concrete block pitching from Mechagram Sub-Station to Dakshin Mechagram wooden bridge at Panskura-I & Siddha-II G.Ps under Block Panskura & Kolaghat in P.S Panskura	1.50 km	Purba Medinipur
8 Protection work on the Buxi left embankment at Mouzas Radhaban, Narui & Gopinathchak under Block & P.S Panskura	0.48 km	Purba Medinipur

Other Activities & Time Schedule :

1 District field visits of the ACS/Secretary/other senior officials to review ongoing schemes.

2 Departmental review meeting on utilization of budgetary allocation of 2020-21 and preparation of detailed budget for next financial year of 2021-22.

February-2021			
	Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1	Protection work of Bashbari on the left bank of river Gheesh under Block & P.S Mal	0.63 km	Jalpaiguri
2	Protection work on the left bank of river Manjha at Sebdella Basty at Mouza Sebdella under Block & P.S Naxalbari	1 km	Darjeeling
3	Protection work on the right bank of River Buri Balason near Mount-Olive School and on the upstream end of Dobanuchi at Kantivita area under Block & P.S Phansidewa	0.68 km	Darjeeling
4	Protection work on the left bank of river Jayanti at Arjunpara area (Mahedrabundh) at Mouza-Choto Pukuria under Block-Alipurduar-II in P.S Samuktala	1.09 km	Alipurduar
5	Improvement of Kopai South Main Canal by re-sectioning and CC lining at Mouza Kurumba of Bipratikuri GP under Block & P.S Labhpur	3.10 km	Birbhum
6	Improvement of Kotulpur Branch Canal of Kangsabati Reservoir Project by re-sectioning and CC lining under Block & P.S. Joypur & Kotulpur	13.18 km	Bankura
7	Resuscitation of Singda Canal from Signda More to Pratapdighi including improvement of inspection path under Block Patshpur-I & II in P.S Pataspur	9 km	Purba Medinipur
8	Resuscitation of Ghatua Canal from Kharto Chak-Bhabani including improvement of inspection path under Block Egra-II & Patashpur-II in P.S Egra and Patashpur	9 km	Purba Medinipur
9	Resuscitation of Kanta Khali Drainage Canal along with protection of its banks at different stretches under Blocks Falta & Bishnupur - II	22.34 km	South 24 Parganas

Other Activities & Time Schedule :

1 District field visits of the ACS/Secretary/other senior officials to review ongoing schemes.

2 Departmental meeting on internal allocation of fund (1st round) for routine pre-monsoon maintenance works of 2021-22, sanction of schemes and invitation of tenders.

March 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Protection work along the left bank of river Mujnai at Madhya Deogaon, Paschim Deogaon and Ganga Mondaler Ghat within Deogaon G.P under Block & P.S Falakata	2.57 km	Alipurduar
2 Rehabilitation of Bhairab Banki Barrage under Blocks Ranibundh & Raipur in P.S Barikul	1 No.	Bankura
3 Improvement by re-sectioning and CC lining of Tarafeni South Main Canal (North) of Kangsabati Reservoir Project including renovation of downstream Cross Regulator gate and inlet on left bank at Mouzas Chatabadhi & Orgoda under Block Binpur-II in P.S Belpahari	1.52 km	Jhargram
4 Improvement of Bishnupur Branch Canal by re-sectioning and C.C lining and renovation of structures at Mouzas Valuka, Tulderia, Ashnasundarpur, Geriadaha & Manikmara under Blocks & PSs-Taldangra, Onda	8.70 km	Bankura
5 Construction of cement concrete road over left embankment of river Kapaleswari from Mohinibazar Kheya to Masumpur Kheya Narayanbarh to Masumpur under Block & P.S Sabang	4 km	Paschim Medinipur
6 Construction of RCC bridge on Guniagachhi Branch Channel within Ward no. 109 of Kolkata Municipal Corporation in P.S. Purba Jadavpur	1 No.	South 24 Parganas
7 Improvement of Kanjore Minor Irrigation Scheme comprising re-sectioning and CC lining under Block & P.S Barjora	3.05 km	Bankura
8 Improvement of Ajoy Right Embankment including renovation of inspection path and protection to embankment and berm under Block & P.S Ausgram II	3.70 km	Purba Bardhaman
9 Improvement of Sapjola khal under Block Burdwan-I in P.S Burdwan	13.70 km	Purba Bardhaman

Other Activities & Time Schedule :

1 District field visits of the ACS/Secretary/other senior officials to review ongoing schemes.

2 Departmental meeting for 2nd round of internal allocation of maintenance fund for 2021-22 Commencement of pre-monsoon maintenance works of 2021-22.

April 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Protection work along the right bank of river Raidak-I at Banshraja-II under Block Tufanganj-I in P.S. Tufanganj	0.73 km	Cooch Behar
2 Protection work along the right bank of river Raidak-I at Madhya Dwiperpar and Nayarchar Ghoshpara areas under Block Tufanganj-I in P.S Tufanganj	1.21 km	Cooch Behar
3 Protection work along the left bank of river Karala beside pucca road near Bairagipara Primary school under Sadar Block in P.S Jalpaiguri Sadar	0.48 km	Jalpaiguri
4 Protection work on the left bank of river Atrai at Chandpur under Block & P.S Kumarganj	0.80 km	Dakshin Dinajpur
5 Raising and strengthening of the left embankment of river Dwarka at village Jhulanpur and Kumarkhara under Block & P.S Nabagram	0.59 km	Murshidabad
6 Rehabilitation of RCC bridges at different chainages of Kopai South Main Canal under Blocks Bolpur-Sriniketan, Nanoor, Ketugram-I & Bharatpur-I in P.Ss Bolpur-Sriniketan, Nanoor, Ketugram & Bharatpur	11 Nos.	Birbhum, Purba Bardhaman & Murshidabad
7 Construction of Check Dam over Misirdih Jore at Mouza-Misirdih under Block & P.S Arsha	1 No.	Purulia
8 Improvement by re-sectioning and CC lining of Distributary No. 26L of Midnapore Branch Canal including renovation of fall structures and inspection paths at Mouza Patharpara and others under Block & P.S Salboni	5.04 km	Paschim Midnapore
9 Reconstruction of sluice structure at Garpurosottompur over river New Cossye under Block & P.S Panskura	1 No.	Purba Medinipur
10 Protection of Lower Bagjola Khal by CC Block lining on both banks from Naskarhati towards downstream side under Block Rajarhat in P.S Newtown	8 km	North 24 Parganas

Other Activities & Time Schedule :

Routine pre-monsoon maintenance of embankments, barrages, sluices etc.

May 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Protection work on the right bank of river Punarbhaba at Chhoto Guriapara under Block & P.S Gangarampur	0.97 km	Dakshin Dinajpur
2 Protection work on the right bank of river Bhagirathi at village Sungai under Block & P.S Berhampore	0.80 km	Murshidabad
3 Protection work on the right bank of river Ganga at Khodabandapur and Sankhopara under Block & P.S Farakka	0.25 km	Murshidabad
4 Construction of Check Dam over Bhabanipur Jore at Mouza Simulhir in Joradih G.P under Block Raghunathpur-II	1 No.	Purulia
5 Construction of Check Dam over Batka Jore at Mouza Batka in Balitora G.P under Block Santuri	1 No.	Purulia
6 Construction of cement concrete road over left embankment of river Kaliaghai & right embankment of Kharika khal from Nedhuya (Deuli outfall) to Kuleswaribazar via Dhamsai Kharika wooden bridge at Mouza-Nedhuya, Dhamsai & Chaulkhola under Block & P.S Sabang	5.60 km	Paschim Medinipur
7 Construction of cement concrete inspection road from Bijoyramchak wooden bridge to Chaitanyapur concrete road over Piyanjkhali right embankment under Block & P.S Panskura	1.65 km	Purba Medinipur
8 Protection work by CC block lining along both banks of Lower Bagjola Khal in between Jatragachhi and Naskarhati under NKDA area in P.S New Town	3.50 km	North 24 Parganas
9 Resuscitation of Sonai Khal & extended portion of Sonai Khal within North Dum Dum & South Dum Dum Municipalities in P.Ss Nimta & Dum Dum	4.75 km	North 24 Paraganas

Other Activities & Time Schedule :

1 Departmental meeting on flood preparedness with the Central Government Departments / Organizations (IMD / DVC / CWC etc.) for North Bengal districts.

2 Routine pre-monsoon maintenance work on embankment, irrigation canals, drainage channels etc.

June 2021			
	Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1	Improvement of Lipaniajore Minor Irrigation Scheme by re-sectioning and CC lining of its Left Bank Main Canal and Dy-1, Dy-3, Dy-4, Minor-1,2,3,4,5,6,7 of Dy-3 and Minor -1 & 2 of Dy-4 under Block & P.S.- Para	30.62 km	Purulia
2	Construction of RCC bridge at Simultala over Ganapat Khal at Mouza Bhemua-Khorai under Block & P.S Sabang	1 No.	Paschim Medinipur
3	Modernisation of Kowari Minor Irrigation Scheme by resectioning including CC lining and renovation of structures and inspection path under Blocks Jhargram and Gopiballavpur-II in P.Ss Jhargram and Beliabera	11.31 km	Jhargram
4	Improvement of Rangametia Minor Irrigation Scheme by re-sectioning and cement concrete lining along with renovation of inspection path and structures under Block Binpur-II in P.S Belpahari	13.60 km	Jhargram
5	Construction of RCC bridges over Guniagachhi Branch Channel within Ward No. 109 of Kolkata Municipal Corporation under P.S. Survey Park	2 Nos.	South 24 Parganas
6	Resuscitation of river Sunti including CC block slope pitching for a length of 300 M near Ramkrishna Math under Block Barasat-I & II in P.S Barasat	12.74 km	North 24 Parganas
7	Anti erosion work along the left bank of river Damodar at Mouza Puratan Gram under Block Galsi-I in P.S Galsi	0.48 km	Purba Bardhaman
8	Arambagh Master Plan (Phase-I) for removal of drainage congestion of the channels : Kana Mundeswari, Kata Khal, Kana Darakeswar, Maloypur Khal, Bhomra Khal & Arora Khal) under Blocks Arambagh, Khanakul-I&II, in P.S Arambagh & Khanakul	53.26 km	Hooghly
9	Protection work on the right bank of river Darakeswar at Horpur under Ward no. 12 of Arambagh Municipality in P.S Arambagh	0.45 km	Hooghly
10	Protection to the eroded left bank of river Mundeswari at Natibpur Mansamandir and Doleshchak under Block-Khanakul-II in P.S Khanakul	0.49 km	Hooghly

Other Activities & Time Schedule :

1 Departmental meeting on flood preparedness with the Central Government Departments / Organizations (IMD/ DVC / CWC etc.) for South Bengal districts.

2 Opening of Central Flood Control Room at the HQ in Kolkata, Regional Flood Control Rooms at Jalpaiguri and Malda and District Flood Control Rooms in all the districts.

3 Completion of routine pre-monsoon maintenance work related to flood management for the North Bengal districts.

4 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month with close monitoring of North Bengal rivers considering early arrival of monsoon there.

July 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Improvement of Bhairab Banki Tarafeni Main Canal of Kangsabati Reservoir Project by re-sectioning and CC lining in different reaches under Blocks Raipur, Ranibundh & Binpur II in P.Ss Barikul, Raipur & Belpahari	9.63 km	Bankura & Jhargram
2 Improvement by re-sectioning and CC lining of Distributary - 1L of Bhairab Banki Tarafeni Main Canal at Fulkusuma and three other villages under Block Raipur in P.S Barikul	2.40 km	Bankura
3 Improvement by re-sectioning and CC lining of Distributary - 7L of Tarafeni South Main Canal (North) at Golasuli and seven other villages under Block Binpur-I in P.S Binpur	3.90 km	Jhargram
4 Improvement of Putrangi Minor Irrigation Scheme by re-sectioning and cement concrete lining along with renovation of inspection path and structures under Blocks Jhargram & Gopiballavpur-II in P.Ss Jhargram & Beliabera	10.71 km	Jhargram
5 Improvement of Jhilli Minor Irrigation Scheme by re-sectioning and cement concrete lining along with renovation of inspection path and structures under Block Gopiballavpur-I in P.S Gopiballavpur	6.65 km	Jhargram
6 Protection work along the right bank of river Sutunga near Chitiadanga in P.S Mekhliganj	0.53 km	Coochbehar
7 Protection work on the left bank of river Karatowa at downstream of Rajganjhat at Karatowa bridge to Chatt puja ghat in Sukhani G.P under Block & P.S Rajganj	0.50 km	Jalpaiguri

Other Activities & Time Schedule :

1 Completion of routine pre-monsoon maintenance work related to flood management activities for the South Bengal districts.

2 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.

3 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water release from DVC/ Jharkhand reservoirs during the entire month.

August 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Protection work on the left bank of river Rasulpur at Boga under Block Khejuri-II in P.S Khejuri	0.80 km	Purba Medinipur
2 Protection work along the right bank of river Haldi at Dinobandhupur under Block Nandigram-I in P.S Nandigram	1.10 km	Purba Medinipur
3 Resuscitation of river North Saraswati in between Nasibpur and Tribeni under Blocks Singur, Polba-Dadpur, Chinsurah, Mogra & Bansberia Municipalities and Chandannagar Municipal Corporation in P.Ss Singur, Polba, Chinsurah, Mogra and Chandannagar	36.15 km	Hooghly
Other Activities & Time Schedule :		
1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.		
2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/ Jharkhand reservoirs during the entire month.		

September 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Protection of Brindabanchak Ex-zamindary bundh (Daspara and Poddarpara) at Mouza Brindaban chak under Block & P.S Kolaghat	0.45 km	Purba Medinipur
2 Resuscitation of Tengua Khal from Khodambari to Tengua under Blocks Nandigram-I & II in P.S Nandigram	7 km	Purba Medinipur
3 Protection of the Sea-dyke at Gopalpur-Bhogpur area under Block Deshapran in P.S Junput Coastal	0.67 km	Purba Medinipur
4 Resuscitation of Kholachak canal from Madhyabila to Kantapukuria under Block Bhagabanpur-II in P.S Bhupatinagar	7 km	Purba Medinipur
Other Activities & Time Schedule :		
1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.		
2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/Jharkhand reservoirs during the entire month.		

October 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Improvement of Khatra Main Canal (Lower) by re-sectioning and C.C. lining at Sarulia under Block & P.S Sarenga	1.49 km	Bankura
2 Installation, of state-of-the-art Supervisory Control And Data Acquisition System (SCADA) based Dam Reservoir operation and control including Refurbishment of Hydro-mechanical and electrical drive systems and six years operation cum maintenance of Messanjore Dam (Canada Dam) of Mayurakshi Reservoir Project located at Messanjore, P.S Dumka	1 No.	Dumka, Jharkhand
3 Protection work along both banks of river Baniadaha at Bhagni-II & Nigam Nagar under Block Dinhat-II, P.S Dinhata	0.45 km	Cooch Behar
4 Protection work along both banks of river Baniadaha at Shiv Prasad Musthafi Sit Mahal and Telikuthi areas under Block Dinhata-II in P.S Dinhata	0.86 km	Cooch Behar

Other Activities & Time Schedule :

1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damage due to flood, cyclones, heavy discharge passage etc.

2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood release from DVC/ Jharkhand reservoirs during the entire month.

November 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Strengthening of Ex-zamindary embankment on the right bank of river Silabati at Mouza Kadamtala under Block Chandrakona-II in P.S Chandrokona	0.56 km	Paschim Medinipore
2 Protection work on left bank eroded berm of river Silabati at Mouza Lakshyatapal under Block Garbeta-I in P.S Garbeta	0.50 km	Paschim Medinipur
3 Raising strengthening and improvement of Sundarban Embankment along with armouring by 20 cm thick dry brick pitching on left bank of river Baro-Kalagachhi at Mouza Sitalia under Block Sandeshkhali-II in P.S Sandeshkhali	0.73 km	North 24 Parganas
4 Raising strengthening and improvement of Sundarban Embankment along with armouring by 20 cm thick dry brick pitching at Mouza Charalkhali in Sahebkhali G.P. on the right bank of river Kalindi under Block & P.S Hingalganj	0.30 km	North 24 Parganas
5 Raising strengthening and improvement of Sundarban Embankment along with armouring by 20 cm thick dry brick pitching at Atapur Hatkhola in Mouza Tushkhali along the right bank of river Baro-Kalagachhi under Block Sandeshkhali-II, P.S. Sandeshkhali	0.26 km	North 24 Parganas
6 Protection work along the right bank of river Raidak-I at Barmanpara area under Block Tufanganj-I in P.S. Tufanganj	0.10 km	Coochbehar
Other Activities & Time Schedule :		
1 District field visits of the ACS/Secretary/other senior officials to review ongoing schemes		

December 2021		
Name of works scheduled to be completed during the month	**Length in km/ No.**	**District**
1 Improvement of Khatra Main Canal (Lower) of Kangsabati Reservoir Project by re-sectioning & C.C lining at Mouza Pirargari under Block & P.S Sarenga	0.73 km	Bankura
2 Protection work along the eroded right bank of Hurhura Khal at Natibpur, upstream of Muchighata Bridge, Narendrapur, Nimtala Ghat, Talgopalbalpai, Balpai Pipirgola, Balpai Santrapara and Balpai Gajalpara under Block Khanakul- II, P.S Khanakul	0.60 km	Hooghly
3 Raising strengthening and improvement of Sundarban Embankment along with armouring by 20 cm thick dry brick pitching on the right bank of river Sahebkhali at Mouza Sitalia under Block Sandeshkhali-II in P.S Sandeshkhali	0.40 km	North 24 Parganas
4 Raising strengthening and improvement of the Sundarban Embankment at mouza Gobardhanpur facing Bay of Bengal under Block Patharpratima in P.S Gobardhanpur Coastal	0.65 km	South 24 Parganas
Other Activities & Time Schedule :		
1 Meeting for distribution of Rabi / Boro Irrigation water for South Bengal districts.		
2 District field visits of the ACS/Secretary/other senior officials to review ongoing schemes		

Department of Judicial

Targets for January, 2021
• Completion of works amounting to Rs.527.73 lakhs for construction of G+6 storied Building for twelve numbers of Type 1 (Residential) Quarters for Judicial Officers at Bishnupur, Bankura.
• Completion of the works amounting to Rs 189.61 lakhs towards construction of new six Residential Quarters (Type A) for Judicial Officers at Bankura.
• Completion of G+2 storied Court Building at Bishnupur, Bankura amounting to Rs. 1265.13 lakhs
• Review on civil/electrical/IT works of Asansol, North 24 Parganas, Howrah and Hooghly districts.
• Drawing up of draft litigation policy.
• Meeting on High Court Budget/Infrastructure.
• Review meeting on broadening the access of Justice to common people.
Targets for February, 2021
• Review on civil/electrical/IT works of Purulia, Bankura, Paschim Bardhhaman , Purba Bardhhaman and Birbhum districts.
• Review on the progress of Centrally Sponsored Schemes.
• Review of functioning of Murshidabad Estate.
• Review on the progress of computerization, e-Office etc. of LR Office.
• Completion of works amounting to Rs 474.95 lakh for Construction of Criminal Court Building at Bolpur, Birbhum.
• Completion of works amounting to Rs. 1330.73 lakhs for Construction of new Court Building at Tamluk, Purba Medinipur..
• Completion of two additional Commercial Courts for Calcutta jurisdiction at Church Lane, Kolkata.
Targets for March, 2021
• Completion of the works amounting to Rs 45.90 lakh for construction of Family Court at Lalbag, Murshidabad.
• Completion of the works amounting to Rs. 1,16,21,263/- towards construction of two storied GRO Section Malkhana at Jalpaiguri.
• Completion of civil works amounting to Rs. 55.12 lakh towards vertical extension, electrical and other related works at Dubrajpur, Birbhum.
• Review on civil construction works of Murshidabad, Dakhshin Dinajpur, Uttar Dinajpur and Alipurduar.
• Review with Director of Prosecution on training programme and performance of lawyers representing the State.
• Meeting with State Legal Services Authority underscoring the need to include Right to Services Act in its awareness programmes.
• Meeting with the Administrator General and Official Trustee, W.B.
• Review on digitization of Service Books of Judicial Officers.
• Completion of Fund allotment for 2020-21 as per availability.

Targets for April, 2021	
•	Review on construction works of Nadia, Malda, Paschim Medinipur, Purba Medinipur, Jalpaiguri and Jhargram.
•	Review on matters relating to the W.B. Judicial Academy.
•	Review on progress of CBI Courts.
Targets for May, 2021	
•	Completion of balance works amounting to Rs. 4760.51 lakh at the District Judge Court Compound at Purulia.
•	Review on civil/electrical/IT works of Darjeeling, Coochbehar and Kalimpong districts.
•	Review on progress of new Court creation schemes.
•	Review on progress of geo-tagging of Court Rooms/ Judicial Residential Quarters in the NYAYA VIKAS portal.
•	Meeting on Advocates' Welfare Trust Fund/W.B. Advocates' Welfare Corporation matters.
Targets for June, 2021	
•	Construction works of three numbers of four storied buildings for Type -1 Residential Quarters of Judicial Officers at Purulia.
•	Completion of construction of proposed new child rest room at POCSO Court at Katwa, Purba Barddhaman amounting to Rs11,88,002/-.
•	Completion of balance construction works amounting to Rs. 28 lakh for POCSO Court at Barasat, North 24 Parganas.
•	Completion of construction of three-storied building for Garage and Library Room within the District Judge Court Compound at Balurghat, Dakshin Dinajpur amounting to Rs. 58.24 lakh.
•	Review on progress of repair and renovation works at Bijan Bhaban.
•	Review on digitization of Service Books of Judicial Officers.
Targets for July, 2021	
•	Review on broadening the access to Justice of citizens.
•	Review meeting on making functional 123 numbers of Fast Track Courts in the State.
•	Meeting on High Court Budget/Infrastructure.
•	Completion of works for B+G+5 Judicial cum residential Court Complex at Bidhan Nagar amounting to Rs. 1,53,27,830/-.
Targets for August, 2021	
•	Completion of the works for construction of Composite Court Building and Judicial Officers'Quarters at Tehatta, Nadia amounting to Rs. 634.65 lakhs.
•	Construction of ACJM Court at Dantan, Paschim Medinipur amounting to Rs. 5,83,51,000/-.
•	Construction works Districts and Sessions Judge's Court at Asansol amounting to Rs. 3,61,64,178/-.
•	Meeting on construction works of Calcutta High Court and other sub-ordinate courts.

Targets for September, 2021	
•	Construction of Malda Court Building phase II, at an estimated cost of Rs. 7,66,00,000/-
•	Construction works of Judicial Officers' Quarters, Alipurduar at an estimated cost of Rs. 1,64,06,082/-.
•	Construction works of Amta Court Building and Judicial Officers' Residential Quarters at Amta, Howrah amounting to Rs. 14,71,91,655/-.
•	Meeting with A.G.O.T. Office
Targets for October, 2021	
•	Construction works of integrated District Court Complex at Jhargram at an estimated cost of Rs. 88,05,56,143/-.
•	Review on civil/electrical/IT works of Darjeeling and Coochbehar.
•	Review on progress of Central Sponsored Schemes.
•	Review on workings of four Commercial Courts.
Targets for November,2021	
•	Review on civil construction works of South 24 Parganas.
•	Meeting on State legal Services Authority.
•	Review on the progress of works of new Judicial Academy at Rajarhat.
•	Meeting on works of Circuit Bench of Calcutta High Court at Jalpaiguri. Works amounting to Rs. Five crore out of the phased amount are to be executed
Targets for December, 2021	
•	Meeting on creation of posts for various relevant Offices under Judicial Department.
•	Meeting on Juvenile Justice Boards and other related matters.
•	Construction of 40 numbers of Family Courts.
•	Construction of Composite Court Building at Domkol, Murshidabad for Rs. 27,21,90,600/-.
•	Construction of G+4 storied Sub-divisional Court Building amounting to Rs. 23,84,44,745/- at Paschim Bardhaman.

Department of Labour

Month	Proposed Target	Implementing Authority under this Department	Remarks
January	Organising Shramik Melas	**Labour Commissionerate**	
	Workshop with EODB Stakeholders		
	Workshop for Framing of Draft Rules relating to Labour Codes		
	Preparation of Draft Budget for the Commissionerate		
	Review Meeting of Labour Commissionerate		
	Publication of Shramik Barta	**State Labour Institute**	
	Workshop on Labour Codes		
	Starting of Online Classes of PGD HRD & LW Academic Session 2020-2021		
	Starting of Courses under WTC		
	Initiation of admission process for "Advanced Diploma Course on Construction-Safety"		
	Prashikshan Shibir for Domestic workers	**Directorate of Employment**	
	Mock Test (Online)		
	Special Coaching for competitive Exam		
	Career Talk in Schools & Colleges		
	A road for Fire Engine at the backside of the Manicktala ESI Hospital	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	NIL	**Directorate of Factories**	
	Introduction of e-Office	**Labour Welfare Board**	
February	Observance of Social Security Fortnight (LWFC wise)	**Labour Commissionerate**	
	Special drive on collection of feedback on EODB		
	Meeting of Three Boards – WBUSWWB, WBBOCWWB, WBTWSSS		
	Initiation of study/research work on Labour Migration/ Gender Studies/ Child Labour/ POSH at Workplace	**State Labour Institute**	
	Preparation of Draft Rules on Labour Codes		
	Training program on Basic Computer Knowledge		
	Training Program on WBHS		
	Workshop on EoDB		
	Prashikshan Shibir for Domestic workers	**Directorate of Employment**	
	Mock test (Online).		
	Special Coaching for competitive Exam		
	Career Talk in Schools / Colleges / Institutions.		
	Non-communicable disease prevention camp at factory campus by Durgapur ESIH	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Sit & Draw Competition	**Labour Welfare Board**	

Month	Proposed Target	Implementing Authority under this Department	Remarks
March	Reconciliation of Utilizations under different heads of expenditure	**Labour Commissionerate**	
	Workshop for discussing guidelines on BMSSY		
	Registration of land for construction of Shramik Bhavan at Haldia		
	Distribution of benefits under Social Security Schemes		
	Training Program on Labour Code	**State Labour Institute**	
	Gender Sensitivity & Women Empowerment Program		
	Collaborative Program on Social Security for unorganized workers		
	NIL	**Directorate of Employment**	
	Training programme on Dengue management at Manicktala ESI	**ESI (MB) Scheme**	
	Certification of 400 registered Boilers	**Directorate of Boilers**	
	Observation of National Safety Day by National Safety Council, West Bengal Chapter	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Sit & Draw, Carrom, Badminton & Volleyball Competition	**Labour Welfare Board**	
April	Workshop on process re-engineering on EODB	**Labour Commissionerate**	
	Distribution of benefits under Social Security Schemes		
	Publication of Shramik Barta	**State Labour Institute**	
	Inauguration of Advanced Diploma Course on Construction -Safety (Session 2021-22)		
	Seminar on " Domestic Workers and Labour Legislations– issues and prospects		
	Training Program on Advanced Computer Knowledge		
	Training Program on DDO Functioning		
	Prashikshan Shibir for Domestic workers	**Directorate of Employment**	
	Mock test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for Competitive Exams		
	Career Talk in Schools & Colleges		
	Training on RNTCP at Manicktala ESI Hospital	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Carrom, Badminton & Volleyball Competition	**Labour Welfare Board**	
May	Implementation of e-Office framework in JLC Offices	**Labour Commissionerate**	
	Follow-up meeting on process re-engineering on EODB		
	Training Program on "Good Governance"		
	Internal assessment of 1st Semester of PGD HRD & LW	**State Labour Institute**	
	Training Program on Leadership Development		

Month	Proposed Target	Implementing Authority under this Department	Remarks
	Prasikshan Shibir for Domestic Workers	**Directorate of Employment**	
	Mock test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for competitive Exam		
	Career Talk in Schools & Colleges		
	Setting up of ICU at Asansol & Serampore ESI Hospital	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	May Day Celebration	**Labour Welfare Board**	
June	Awarness Generation on EODB	**Labour Commissionerate**	
	Observation of World Day against Child Labour on 12th June		
	1st Semester examination of PGD HRD & LW	**State Labour Institute**	
	Training Program on BMSS		
	Training program on Labour Codes (zone wise)		
	Training Program on Ensuring Safety, Health & Welfare at workplace		
	Publication of Special Gazette—Labour Codes & Rules		
	Prasikshan Shibir for Domestic Workers	**Directorate of Employment**	
	Mock test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for competitive Exam		
	Career Talk in Schools & Colleges		
	Setting up of ICU at Budge Budge & Kamarhati ESI Hospital	**ESI (MB) Scheme**	
	Certification of 400 registered Boilers	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Football Tournament	**Labour Welfare Board**	
July	Awareness Generation on BMSSY	**Labour Commissionerate**	
	Steps towards development of an online module of FAWLOI		
	Training Program on Behavioural Skills	**State Labour Institute**	
	Publication of Shramik Barta April-June, 2021 issue		
	Workshop on Role of Conciliation officers in relation to NCLT		
	Workshop on Skill Development of Women for Employability and Entrepreneurship		
	Prashikshan Shibir for Domestic workers	**Directorate of Employment**	
	Mock Test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for competitive Exam		
	Career Talk in Schools & Colleges		

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Setting up of C.T. Scan unit at Gourhati, Asansol & Ulberia ESI Hospital	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Football Tournament	**Labour Welfare Board**	
August	Review meeting on Labour Codes	**Labour Commissionerate**	
	Steps towards development of an online module of FAWLOI		
	Sensitisation programme on women, migrant and adolesencent worker		
	Training Program on Role and functions of Quasijudicial authorities in perspective of Labour Codes	**State Labour Institute**	
	Training Program on BMSS		
	Training Program for officers of DoE		
	Prasikshan Shibir for Domestic Workers	**Directorate of Employment**	
	Mock test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for competitive Exam		
	Career Talk in Schools & Colleges		
	Opening of tie-up Service Dispensary at Alipurduar Duar Town & Raghunathpur Town	**ESI (MB) Scheme**	
	Online approval of Manufacturing Certificate	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Quize/ Debate Competition	**Labour Welfare Board**	
September	NIL	**Labour Commissionerate**	
	Training program on Labour Code(Zone wise)	**State Labour Institute**	
	Training Program on Facilitating Gender Sensitive Environment		
	Training Program on WBHS		
	Prasikshan Shibir for Domestic workers	**Directorate of Employment**	
	Mock test (online)		
	Motivation cum Awareness Camp		
	Special Coaching for competitive exams		
	Career Talk in Schools & Colleges		
	Opening of tie-up Service Dispensary at Purulia Town	**ESI (MB) Scheme**	
	Certification of 400 registered Boilers	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Nil	**Labour Welfare Board**	

Month	Proposed Target	Implimenting Authority under this Department	Remarks
October	Preliminery Meeting on EoDB 2021-22	**Labour Commissionerate**	
	Distribution of benefits for unorganised workers		
	Publication of Shramik Barta July –September, 2021 issue	**State Labour Institute**	
	Workshop on sensitization & Awareness generation on prevention, rescue and rehabilitation of Child and bonded labour		
	Inaguration of MCC Budge Budge	**Directorate of Employment**	
	Career Talk in Schools & Colleges		
	Non-communicable disease prevention camp at Factory campus by Durgapur ESIH	**ESI (MB) Scheme**	
	NIL	**Directorate of Boilers**	
	NIL	**Directorate of Factories**	
	NIL	**Labour Welfare Board**	
November	Inaguration of Shramik Bhavan at Bolpur	**Labour Commissionerate**	
	Meeting of Three Boards – WBUSWWB, WBBOCWWB, WBTWSSS		
	Preparatory meeting of Observance of Social Security Month		
	Training Program on Labour Codes	**State Labour Institute**	
	Training Program on RTI Act		
	Training Program on BMSS		
	Prasikhan Shibir for Domestic workers	**Directorate of Employment**	
	Mock Test (Online)		
	Motivation cum Awareness Camp		
	Inaguration of MCC, Krishnanagar, Durgapur and Berhampur		
	Special Coaching for competitive exams		
	Career Talk in Schools & Colleges		
	Training of Pharmacists at Central Medical Store	**ESI (MB) Scheme**	
	Online system for Testing of Materials	**Directorate of Boilers**	
	Safety Awareness Programme/ Seminar	**Directorate of Factories**	
	Mock-drill of the Onsite Emergency Plan		
	Zonal Cultural Competition	**Labour Welfare Board**	
Deccember	Review Meeting of Labour Commissionerate	**Labour Commissionerate**	
	Workshop with the EODB Stakeholders		
	Internal Assessment –2nd Semester PGD HRD & LW	**State Labour Institute**	
	Training Program on Social Security Code (Collaborative with NLI)		
	Training Program on Managing Work Effectively : A Behavioural approach (Collaborative prog. with NLI)		

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Prasikshan Shibir for Domestic Workers	**Directorate of Employment**	
	Inaguration of MCC Siliguri, Burdwan, Haldia, Khidirpur		
	Development for Apps for Domestic Workers		
	Mock test (Online)		
	Motivation cum Awareness Camp		
	Special Coaching for Competitive Exam		
	Opening of tie-up Service Dispensary at Balurghat Town, Raiganj Town	**ESI (MB) Scheme**	
	Certification of 400 registered Boilers	**Directorate of Boilers**	
	NIL	**Directorate of Factories**	
	Annual Sports/ State Level Annual Sports	**Labour Welfare Board**	

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

January 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 65 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 275000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S
8	Disposal of 11,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (10 acre)	DLR&S
10	Construction of 5 nos. Modern Record Room	DLR&S
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
14	Proposal for amendment of WBLR Rules, 1965	LP Branch
15	Proposal for amendment of Land Allotment Policy ,2012	LP Branch
16	Extension of time limit for receiving application of post facto conversion	LP Branch
17	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
18	Long term settlement of land	GE(M) Branch
19	Inter Departmental Transfer of land	GE(M) Branch
20	Government of India related transfer of land	GE(M) Branch
21	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
22	Issuance of 11518 Free Hold Title Deeds	RR&R Branch
23	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

February 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 65 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 8 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 280000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S
8	Disposal of 9,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (11 acre)	DLR&S
10	Construction of 5 nos. Modern Record Room	DLR&S
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
14	Proposal for amendment of WBLR Rules, 1965	LP Branch
15	Proposal for amendment of Land Allotment Policy ,2012	LP Branch
16	Extension of time limit for receiving application of post facto conversion	LP Branch
17	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
18	Long term settlement of land	GE(M) Branch
19	Inter Departmental Transfer of land	GE(M) Branch
20	Government of India related transfer of land	GE(M) Branch
21	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
22	Field Inspection to be conducted for 2nd Phase for distribution of Free Hold Title Deeds	RR&R Branch
23	District Level Review Meeting	DLR&S
24	State Level Conference	Department/ DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

March 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 25 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 8 days	DLR&S
3	Distribution of Agri Patta (20 acre)	DLR&S
4	Disposal of 150000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
8	Disposal of 6,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (12 acre)	DLR&S
10	Construction of 5nos. Modern Record Room	DLR&S
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
14	Proposal for amendment of WBLR Rules, 1965	LP Branch
15	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
16	Extension of time limit for receiving application of post facto conversion	LP Branch
17	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
18	Long term settlement of land	GE(M) Branch
19	Inter Departmental Transfer of land	GE(M) Branch
20	Government of India related transfer of land	GE(M) Branch
21	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
22	Field Inspection to be conducted for 2nd Phase for distribution of Free Hold Title Deeds	RR&R Branch
23	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

April 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 20 Cr. Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 8 days	DLR&S
3	Disposal of 50000 no. of Mutation petitions	DLR&S
4	Land to be freed from Court Cases (8 acre)	DLR&S
5	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
6	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
7	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
8	Proposal for amendment of WBLR Rules, 1965	LP Branch
9	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
10	Extension of time limit for receiving application of post facto conversion	LP Branch
11	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Field Inspection to be conducted for 2nd Phase for distribution of Free Hold Title Deeds	RR&R Branch
17	District Level Review Meeting	DLR&S
18	State Level Conference	Department/ DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

May 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 10 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 6 days	DLR&S
3	Disposal of 50000 no. of Mutation petitions	DLR&S
4	Land to be freed from Court Cases (9 acre)	DLR&S
5	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
6	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
7	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
8	Proposal for amendment of WBLR Rules, 1965	LP Branch
9	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
10	Extension of time limit for receiving application of post facto conversion	LP Branch
11	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Field Inspection to be conducted for 2nd Phase for distribution of Free Hold Title Deeds	RR&R Branch
17	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

June 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 45 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 15 days	DLR&S
3	Distribution of Agri Patta (10 acre)	DLR&S
4	Disposal of 150000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Land to be freed from Court Cases (8 acre)	DLR&S
7	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
8	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
9	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
10	Proposal for amendment of WBLR Rules, 1965	LP Branch
11	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
12	Extension of time limit for receiving application of post facto conversion	LP Branch
13	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
14	Long term settlement of land	GE(M) Branch
15	Inter Departmental Transfer of land	GE(M) Branch
16	Government of India related transfer of land	GE(M) Branch
17	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
18	Field Inspection to be conducted for 2nd Phase for distribution of Free Hold Title Deeds	RR&R Branch
19	District Level Review Meeting	DLR&S
20	State Level Conference	Department/ DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

July 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 55 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 15 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 270000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
8	Disposal of 9,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (10 acre)	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
13	Proposal for amendment of WBLR Rules, 1965	LP Branch
14	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
15	Extension of time limit for receiving application of post facto conversion	LP Branch
16	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
17	Long term settlement of land	GE(M) Branch
18	Inter Departmental Transfer of land	GE(M) Branch
19	Government of India related transfer of land	GE(M) Branch
20	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
21	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
23	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

August 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 65 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 15 days	DLR&S
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 275000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
7	Disposal of 11,000 no. of Conversion petitions	DLR&S
8	Land to be freed from Court Cases (12 acre)	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBLR Rules, 1965	LP Branch
13	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
14	Extension of time limit for receiving application of post facto conversion	LP Branch
15	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
16	Long term settlement of land	GE(M) Branch
17	Inter Departmental Transfer of land	GE(M) Branch
18	Government of India related transfer of land	GE(M) Branch
19	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
20	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
21	District Level Review Meeting	DLR&S
22	State Level Conference	Department/ DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

September 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 65 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 15 days	DLR&S
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 280000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
7	Disposal of 12,000 no. of Conversion petitions	DLR&S
8	Land to be freed from Court Cases (12 acre)	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act,1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBLR Rules, 1965	LP Branch
13	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
14	Extension of time limit for receiving application of post facto conversion	LP Branch
15	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
16	Long term settlement of land	GE(M) Branch
17	Inter Departmental Transfer of land	GE(M) Branch
18	Government of India related transfer of land	GE(M) Branch
19	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
20	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
21	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

October 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 20 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (5 acre)	DLR&S
4	Disposal of 100000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Amalgamation of stages and Final publication of LR ROR of 2 Mouzas	DLR&S
7	Disposal of 6,000 no. of Conversion petitions	DLR&S
8	Land to be freed from Court Cases (2 acre)	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBLR Rules, 1965	LP Branch
13	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
14	Extension of time limit for receiving application of post facto conversion	LP Branch
15	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
16	Long term settlement of land	GE(M) Branch
17	Inter Departmental Transfer of land	GE(M) Branch
18	Government of India related transfer of land	GE(M) Branch
19	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
20	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
21	District Level Review Meeting	DLR&S
22	State Level Conference	Department/ DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

November 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs.65 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 21 days	DLR&S
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 150000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
8	Disposal of 9,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (14 acre)	DLR&S
10	Construction of 3 nos. of Modern Record Room	DLR&S
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act,1955 as and when received from DLR & S, W.B.	LP Branch
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
14	Proposal for amendment of WBLR Rules, 1965	LP Branch
15	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
16	Extension of time limit for receiving application of post facto conversion	LP Branch
17	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
18	Long term settlement of land	GE(M) Branch
19	Inter Departmental Transfer of land	GE(M) Branch
20	Government of India related transfer of land	GE(M) Branch
21	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
22	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
23	District Level Review Meeting	DLR&S

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

December 2021

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 70 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 21 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 170000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S
8	Disposal of 12,000 no. of Conversion petitions	DLR&S
9	Land to be freed from Court Cases (12 acre)	DLR&S
10	Construction of 3 nos. of Modern Record Room	DLR&S
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act,1955 as and when received from DLR & S, W.B.	LP Branch
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
14	Proposal for amendment of WBLR Rules, 1965	LP Branch
16	Proposal for amendment of Land Allotment Policy, 2012	LP Branch
17	Extension of time limit for receiving application of post facto conversion	LP Branch
18	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch
19	Long term settlement of land	GE(M) Branch
20	Inter Departmental Transfer of land	GE(M) Branch
21	Government of India related transfer of land	GE(M) Branch
22	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
23	Distribution of FHTDs to be done on the basis of Field inspection	RR&R Branch
24	District Level Review Meeting	DLR&S
25	State Level Conference	Department/ DLR&S

SYNOPSIS

Sl. No.	Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
1	Collection of 570 Cr Revenue (in Rs.)	DLR&S	65	65	25	20	10	45	55	65	65	20	65	70	570	
2	In-Service Training of SRO-II/RO/RI/Amin (in days)	DLR&S	10	8	8	8	6	15	15	15	15	10	21	21	152	
3	Distribution of Agri Patta (in acre)	DLR&S	40	40	20	0	0	10	40	45	45	5	45	40	330	
4	Disposal of Mutation petitions	DLR&S	2,75,000	2,80,000	1,50,000	50,000	50,000	1,50,000	2,70,000	2,75,000	2,80,000	1,00,000	1,50,000	1,70,000	22,00,000	
5	Traverse Survey/ Re-survey of Mouza	DLR&S	2	2	2	0	0	0	2	0	0	0	2	2	12	
6	Digitisation of CS Map (Scanning)	DLR&S	200	200	200	0	0	200	200	200	200	200	200	200	2,000	
7	Amalgamation of stages and Final publication of LR ROR	DLR&S	6	6	5	0	0	0	5	5	5	2	5	6	45	
8	Disposal of Conversion petitions	DLR&S	11,000	9,000	6,000	0	0	0	9,000	11,000	12,000	6,000	9,000	12,000	85,000	
9	Land to be freed from Court Cases (in acre)	DLR&S	10	11	12	8	9	8	10	12	12	2	14	12	120	
10	Construction of Modern Record Room	DLR&S	5	5	5	0	0	0	0	0	0	0	3	3	21	
11	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act,1955 as and when received from DLR & S, W.B.	LP Branch														As per proposal received
12	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch														As per proposal received

Sl. No.	Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
13	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch														As per proposal received
14	Proposal for amendment of WBLR Rules, 1965	LP Branch														As per proposal received
15	Proposal for amendment of Land Allotment Policy, 2012	LP Branch														As per proposal received
16	Extension of time limit for receiving application of post facto conversion	LP Branch														As per proposal received
17	Process application for Tea Tourism and or Allied Business Activity within Tea Garden Land	LP Branch														As per proposal received
18	Long term settlement of land	GE(M) Branch														As per proposal received
19	Inter Departmental Transfer of land	GE(M) Branch														As per proposal received
20	Government of India related transfer of land	GE(M) Branch														As per proposal received
21	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch														As per proposal received
22	Issuance of Free Hold Title Deeds	RR&R Branch	11,518	Field inspection to be conducted for 2nd Phase					Distribution of FHTDs to be done on the basis of Field inspection						11,518	
23	District Level Review Meeting	DLR&S	3 districts in each month													
24	State Level Conference	Department/ DLR&S		To be held in every alternative month												

Law Department

Date & Time	Subject / Programme / Meeting	Remarks
January	Publication or re-printing of **Acts** as assented to by the Hon'ble Governor/the Hon'ble President	Bills as passed in the previous session of the Assembly.
	Review meeting of State Law Commission, West Bengal*	On developmental works
	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
February	Vetting of various rules, regulations, statutes etc. & settlement and framing of **Draft Bills**	On the basis of the proposals forwarded by various Departments
March	Review meeting of The West Bengal National University of Juridical Sciences, Kolkata*	On developmental works
	Attending Select Committee / Standing Committee meetings conducted by WBLA and vetting of various rules, regulations, statutes etc. & settlement and framing of **Draft Bills**	On the basis of the proposals forwarded by various Departments
April	Finalisation and publication of **Bills**	Probable Budget Session (Phase I) of W.B.L.A.
	Review meeting of SARTHAC*	On developmental works
May	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
	Review meeting of Marriage and Notary Cell*	On developmental works
	Select Committee / Standing Committee meetings conducted by WBLA and vetting of various rules, regulations, statutes etc. & settlement and framing of **DraftBills/** visit to theOfficial Language Branch (Nepali) at Darjeeling	On the basis of the proposals forwarded by various Departments.
	Review meeting of State Law Commission, West Bengal*	On developmental works
June	Form fill-up, issuing of Letter of Identification etc. for Departmental Examination for the Officers under West Bengal Legal Service/ Training of Law Officers under WBLS on Legislative Drafting, conducted by the Ministry of Law and Justice at New Delhi, if any.	Departmental Examination will be conducted by Public Service Commission, West Bengal
	Review meeting of The West Bengal National University of Juridical Sciences, Kolkata*	On developmental works
July	Select Committee / Standing Committee meetings conducted by WBLA and vetting of various rules, regulations, statutes etc. & settlement and framing of **DraftBills**	On the basis of the proposals forwarded by the various Departments.
August	Finalisation and publication of Bills	Probable Budget Session (Phase II) of W.B.L.A.
	Review meeting of SARTHAC*	On developmental works
	Publication or re-printing of **Acts** as assented to by the Hon'ble Governor/the Hon'ble President	Bills as passed in the previous session of the Assembly.

Date & Time	Subject / Programme / Meeting	Remarks
September	Select Committee / Standing Committee meetings conducted by WBLA and settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
October	Vetting of various rules, regulations, statutes etc. & settlement and framing of **DraftBills**/Meetingwith the Official Languages Advisory Committee for settlement of Central Acts in Bengali at New Delhi	On the basis of the proposals forwarded by the various Departments
	Select Committee / Standing Committee meetings conducted by WBLA and settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
November	Form fill-up, issuing of Letter of Identification etc. for Departmental Examination for the Officers under West Bengal Legal Service/ Finalisation/ Updation of Gradation List of the members of the West Bengal Legal Service	Departmental Examination will be conducted by Public Service Commission, West Bengal.
	Settlement, framing and publications of **Ordinances** / settlement and framing of **Draft Bills**	On the basis of the proposals forwarded by the various Departments
	Review meeting of SARTHAC*	On developmental works
December	Review meeting of Marriage and Notary Cell*	On developmental works
	Finalisation and publication of **Bills**	Probable Winter Session of the W.B.L.A.
	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments during the Assembly is not in session.

Department of Industry, Commerce, Enterprises

Activity/Target
January – 2021
Approval of Mining Plans on Riverbed Sand, Brick Earth materials and in-situ minor mineral deposits.
Scrutiny of District Survey Report of Mineral Deposit.
Selection of a suitable GIS software for geological work.
Operation of Web Portal for online auction of mining lease on minor minerals.
Uploading of DSR of Birbhum district in IMAS, WB portal.
Geological exploration for Blackstone Resource through outsourcing and report preparation.
Phase-I DPR for NH-34 access connectivity to Haringhata Industrial Park, Nadia.
Engagement of Electrical Maintenance Agency at Panagarh Industrial Park,Paschim Bardhaman.
Engagement of Contractor and PMC for Truck Terminals at Panagarh Industrial Park,Paschim Bardhaman.
Call for Expression of Interest (EoI) for Development of Tajpur Port.
Tender for Electrical Contractor for Uluberia Industrial Park, Howrah.
Commencement of Production at Mokdamnagar China Clay & Fire Clay Mine, Birbhum.
Execution of Mining Lease Deed for Hatgacha Stone Mine, Birbhum.
February – 2021
Commencement of Mine Development at Hatgacha-Jethia Stone Mine, Birbhum.
Approval of Mining Plans of Riverbed Sand, Brick Earth materials and in-situ minor mineral deposits.
Scrutiny of District Survey Report of Mineral Deposit.
Operation of Web Portal for online issuance of LOI.
Uploading of approved DSR of Bankura district in IMAS, WB portal.
Engagement of Electrical Contractor for Uluberia Industrial Park, Howrah.
Commencement of Civil works for Rest House at Vidyasagar Industrial Park, Kharagpur.
Completion of Road work for Road No. 2, 3(part), 7 at Panagarh Industrial Park, Paschim Bardhaman.
Commencement of Production at Hatgacha-Jethia Stone Mine, Birbhum.
Completion of MDO Selection for Gourangdih ABC Coal Mine, Paschim Bardhaman.
March – 2021
Finalisation of District Survey Report of mineral deposit for 12 districts.
Operation of Web Portal for regular function.
Obtain Land Availability Reports in connection to 5 minor mineral blocks.
Uploading of approved DSRs of Purulia, Jhargram and Paschim Bardhaman districts in IMAS, WB portal.
Milan Mela Rejuvenation - Completion of Super Structure at Milan Mela ground.
Reconstruction of internal road by PWD at Rishi Bankim Shilpaudyan, Naihati.
Completion of boundary wall construction work at Goaltore Industrial Park,Paschim Medinipur.
Completion of Architectural Gate Structure Work at Panagarh Industrial Park,Paschim Bardhaman.
Completion of Road and Drainage Work at Uluberia Industrial Park, Howrah.
Completion of Scrubber Work at Gems & Jewellery Park at Ankurhati, Howrah.
Commencement of Mine Development at Hatgacha Stone Mine, Birbhum.
Commencement of Mine Development at Palsara Mine, Purulia.
Execution of Coal Mining Agreement with Selected MDO for Gourangdih ABC Coal Mine, Paschim Bardhaman.

April – 2021

Quarterly Staff Training on Noting/Drafting/Office Procedures.
Operationalization of Web Portal.
Identification of mineralised freehold areas to undertake geological exploration on silica sand and dimensional stone.
Renovation of Fire Hydrant system including pumps and pipe lines at SDF-I&II at Shilpangan, Salt Lake.
Submission of DPR for construction of internal road at Barjora IP,Ph-III, Bankura.
E-tendering for selection of contractor for costruction of boundary wall at Raghunathpur Industrial Park (RSAIP-I), Purulia.
Completion of Electrical Repairing and Rectification Work at Southern Zone of Panagarh Industrial Park,Paschim Bardhaman.
Completion of Design work for restructuring of Road work for Road No. 9 at Southern Zone at Panagarh Industrial Park,Paschim Bardhaman.
Completion of Electrical Work at Uluberia Industrial Park.
Completion of Intercom and EPBX Work at Gems & Jewellery Park at Ankurhati, Howrah.
Completion of Repairing Works for Gems & Jewellery Park at Ankurhati, Howrah.
Switching over to Web Based computerised Accounting System from manual and standalone process of Accouning.
Commencement Exploration of Silica Sand in Bankura District.

May, 2021

Scrutiny of District Survey Report of Mineral Deposit for 5 districts.
Laying of exit sewarage pipe line from Pump house to discharge point at Food Park Ph-III, Howrah.
Completion of construction work at Ph-I of Budge Budge Garment Park,South 24 Pgs.

June, 2021

Review of winding up of Loss Making PSUs/JVCs.
Proposal to Govt. to accord approval for inviting bidding for composite licence in 5 minor mineral blocks.
Proposal for approval to undertake exploration of major minerals by MECL using NMET fund.
Uploading of approved DSRs of 5 districts in IMAS, WB portal.
Engagement of Agency for Landscaping and Beautification work at Panagarh Industrial Park, Paschim Bardhaman.

July, 2021

Review of e-governance and e-office.
Committee framing for fixation of base price and tender in connection to 5 minor mineral blocks.
Repairing work at SDF-I & II along with two nos. main entry gate at Shilpangan, Salt Lake.
Completion of the construction work of architectural gate at NH-6 entry point to Vidyasagar Industrial park, Kharagpur.
Switching over to e-office system by complete adoption of web based Document management System in official processes.

August, 2021

Quarterly Staff Training on Noting/Drafting/Office Procedures.
Tender in connection to 5 minor mineral blocks.
Commencement of internal road construction work at Ph-III of Barjora IP, Bankura
Call for RFQ-cum-RFP for Development of Tajpur Port.

September, 2021

Staff training on e-governance.
Review of winding up of Loss Making PSUs/JVCs including valuation of shares.
Review of website functions.
Completion of construction work at Ph-II of Budge Budge Garment Park,South 24 Pgs.
Phase-I DPR for infrastructure development works at Haldia Industrial Park(Temporary site office, road & drainage works,boundary wall and entry gate structure), Purba Medinipur.
Floating of RFP for selection of contractor and PMC for Ph-I infrastructure development works at Haldia Industrial Park, Purba Medinipur.

October, 2021

Departmental Budget Review Meeting.
Completion of Distribution Pipeline Laying Work by PHE Dte. for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.

November, 2021

Quarterly Staff Training on Noting/Drafting/Office Procedures.
Geological exploration for silica sand and dimensional stone.
Issuance of work order in connection to 5 minor mineral blocks.
Completion of the construction work of another entry point from NH-60 to Vidyasagar Industrial Park, Kharagpur.

December, 2021

Review Meeting on winding up of Loss Making PSUs/JVCs including valuation of shares.
Approval of Mining Plans on Riverbed Sand, Brick Earth materials and in-situ minor mineral deposits.
Geological exploration on silica sand and dimensional stone.
Supervision of outsourcing in connection to 5 minor mineral blocks.
Completion of Water Treatment Plant by PHE Directorate for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.
Milan Mela Rejuvenation - Completion of interior works at Milan Mela ground.
Completion of Civil works for Rest House at Vidyasagar Industrial Park, Kharagpur.
Complete switching over to Computerised Web based HR and land management system in maintaining all HR and land records in digital format as well as carrying out various processes related to Human Resource and land management for WBIIDC.

OFFICE OF THE LEGAL REMEMBRANCER
WEST BENGAL

Month	Activities
January	We have to conduct the training programme of the Government Pleaders, Assistant Government Pleaders, Senior Government Advocates, Junior Government Advocates, including Government Panel Lawyers of different districts.
February	Steps to be taken regarding payment of pending bills of Government Panel Lawyers, including Retainers. Fund utilization report has to be obtained from all districts.
March	Status of the cases pending in Supreme Court and National Green Tribunal are to be ascertained. Panel to be reviewed.
April	Ascertain the performance of Public Prosecutors and Government Pleaders of all districts. Meeting with District Magistrates.
May	Steps to be taken for holding training programme of Public Prosecutors and Government Pleaders of all districts. Steps to be taken regarding monitoring of the status of different cases pending before Hon'ble High Court, Calcutta, and early disposal of cases.
June	Steps to be taken for holding Special Lok Adalat regarding Death-cum-Retirement Benefit matters, including initiating Special Drive for payment of professional fees of the State advocates.
July	Review regarding the payment made so far and ascertain the dues with reference to the budgetary provision.
August	Special training programme of the Public Prosecutors and / or Assistant Public Prosecutors regarding POCSO Act at district level.
September	Meeting with District level officers of all al districts.
October	Legal Awareness Camps at different districts with the help of local administration. To follow up the direction of Hon'ble High Court in different cases.
November	Ascertaining performances of Public Prosecutors all districts.
December	Holding Awareness Camps with the help of recognized N.G.O.s who work for the juvenile orphans/ destitute women / physically handicapped persons. Steps to be taken regarding monitoring of the status of different cases pending before Hon'ble High Court, Calcutta, as well as Hon'ble Supreme Court of India and early disposal of cases.

Department of Mass Education Extension & Library Services

Month 2021	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
January	1) Proposal for Non-Recurring (NR) Grant to 5 Special Schools to be processed. 2) Proposals for NR grant for 2 Welfare Homes to be processed. 3) Inspection of 4 Special Schools. 4) Process for release of Maintenance Grants under the Sector, State Development Scheme (erstwhile State Plan Head) for 11 Welfare Homes. 5) Allotment of Fund towards Hostel Subsidy and Contingency for the disabled Students of 5 Sponsored Special Schools.	1) Review meeting with District Library Officers on construction/Repair/Renovation work of the Government Sponsored and Government Aided Libraries, collection of U.Cs and Reconciliation of accounts and development of Bangla Sahayata Kendra. 2) Completion of process of advertisement regarding financial assistance to Non Government and Non Sponsored Libraries. 3) LLA Meeting in some Districts. 4) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.
February	1) Sports for the inmates of Social Welfare Homes at State Level. 2) Release of Maintenance Grants for 20 Welfare Homes. 3) Release of NR grant to 5 Special Schools. 4) Process for releasing non recurring grants for 2 Welfare Homes. 5) Release of grants towards Hostel Subsidy and Contingency for the disabled Students of 35 Sponsored Special Schools. 6) Inspection of 5 Social Welfare Homes and 5 Special Schools by the Directorate.	1) Meeting with District Library Officers for Audit Report, Court Matter & development of Bangla Sahayata Kendra. 2) Completion of Selection process for financial assistance to Non Government and Non Sponsored Libraries. 3) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 4) LLA Meeting in some Districts.
March	1) Organization of Sports for the students with special needs at district level. 2) Release of Maintenance Grants towards reference book for the students with special need. 3) Educational Tour for the inmates of welfare Home will be organized. 4) Release of Maintenance Grants for 19 Welfare Homes. 5) Grant for scholarship for about 3000 students with special need studying in Class IX and onwards to be released under the Sector, State Development Scheme (erstwhile State Plan Head). 6) Educational Tour for the students of Sponsored Special Schools to be organized. 7) Release of grants towards Hostel Subsidy and Contingency for the disabled students of 34 Sponsored Special Schools.	1) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2) Review meeting with District Library Officers for Development Proposals.

Month 2021	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
April	1) Release of maintenance grants under the Sector, State Development Scheme (erstwhile State Plan Head) for the inmates of 25 Welfare Homes for the first quarter. 2) Collection of proposals for Non recurring Grants for Sponsored Special Schools & Welfare Homes. 3) Allotment of fund towards Hostel Subsidy and Contingency for disabled students of 37 Sponsored Special Schools. 4) Inspection of 5 Sponsored Special Schools and 5 Welfare Homes by the Directorate.	1) Meeting with District Library Officers for Budget Allocations for the year 2021 - 2022. 2) LLA Meeting in some Districts.
May	1) Release of Maintenance Grants for 25 Welfare Homes. 2) Release of grants towards Hostel Subsidy and Contingency for the disabled Students of 37 Sponsored Special Schools. 3) Review meeting with the District Mass Education Extension Officers. 4) Review Meeting with Superintendent of Homes.	1) Review meeting with District Library Officers on construction/Repair/Renovation work of the Government Sponsored and Government Aided Libraries, collection of U.Cs and Reconciliation of accounts. 2) Processing of development proposals. 3) Organising awareness programme to the organizers of CLICs.
June	1) 10 proposals for Non-recurring grants for Welfare Homes to be processed. 2) 10 proposals for Non-recurring Grant for Special Schools to be processed. 3) Inspection of 2 Welfare Homes and 2 Special Schools by the Dte. 4) Updation of data base of the employees of Sponsored Special Schools and Welfare Homes for implementation of e-Pension. 5) Advertisement inviting proposals from NGOs towards recognition of Special Schools.	1) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2) LLA Meeting in some Districts. 3) Review meeting with District Library Officers for Public Grievance and Court matters.
July	1) Advertisement inviting application from Non Recognised, Non-Sponsored Institutions for Specially abled students and Welfare Homes for release of ONE TIME GRANT (OTG) to be published. 2) Updation of data bank for students & employees of Special Schools and Welfare Homes. 3) 10 proposals of Non-recurring Grant for Welfare Home to be processed. 4) Inspection of 6 Welfare Homes and 4 Special Schools by the Dte. 5) 10 proposals for NR Grant for Special Schools to be processed.	1) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 3) LLA Meeting in some Districts. 4) Meeting with District Library Officers for Observance of Public Library Day on 31.08.21

Month 2021	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
August	1) Advertisement inviting applications from eligible students with disabilities and inmates of Welfare Homes for Felicitation Programme to be published. 2) Processing of proposal towards grants for festival garments and winter garments for student with special need and inmates of Welfare Homes. 3) Release of fund towards Maintenance Grant in favour of 50 Welfare Homes under the Sector, State Development Scheme (erstwhile State Plan Head). 4) Release of fund for Hostel Subsidy & Contingency for 74 Special Schools. 5) 10 proposals for NR Grant for Special Schools to be processed. 6) Inspection of 4 Welfare Homes and 6 Special Schools by the Dte.	1) Observance of Public Library Day in all District and at the State Level on 31/08/2021. 2) Processing of Development proposals. 3) Review meeting with the District Library Officer and Librarians on Construction Repair Renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, collection of U.Cs & Reconciliation of A/cs.
September	1) Observance of International Literacy Day, 2020 at State, District Level etc. 2) Felicitation Programme for specially abled students and inmates of Welfare Homes who excelled in Madhyamik Pariksha & Higher Secondary Examination held in 2020. 3) Inspection of 4 Sponsored Special Schools and 4 Welfare Homes by the Dte. 4) 5 proposals for releasing NR Grants for Special Schools to be processed. 5) Advertisement inviting application from eligible specially abled students, studying in Class IX and onwards for awarding Scholarship to be published.	1) Organising meeting with the Publishers and Book sellers Associations for District Book Fair Calender 2021-22. 2) LLA meeting in some Districts. 3) Processing of Development proposals.
October	1) Release of Grants towards Festival garments and winter garments for the Students with special need and the Inmates of Welfare Homes under the Sector, State Development Scheme (erstwhile State Plan Head). 2) Processing of proposals towards Recognition of Special Schools. 3) 4 proposals for NR Grant for Special Schools to be processed. 4) 5 proposals for Non-recurring Grants for Welfare Homes to be processed.	1) Organising meeting for the District Book fairs, 2021-22 with Publishers Associations. 2) Organising Seminar, Workshop, awareness programme in Government , Government Sponsored Libraries. 3) Meeting with the District Library Officers for District Book Fair. 4) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 5) LLA meeting in some Districts.

Month 2021	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
November	1) Review meeting with the District Mass Education Extension Officers. 2) Processing for release of ONE TIME GRANT (OTG) for non-recognised, non Sponsored Special Schools and Social Welfare Homes under the Sector, State Development Scheme (erstwhile State Plan Head). 3) 4 proposals for Maintenance Grant for Special Schools to be processed. 4) Release of fund to 20 Special Schools for Hostel Subsidy and Contingency. 5) Inspection of 4 Welfare Homes and 6 Special Schools by the Dte.	1) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 2) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3) Review meeting with the District Library Officer and Librarians on Construction Repair Renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, collection of U.Cs & Reconciliation of A/cs.
December	1) Updation of data base of the employees of Sponsored Special Schools and Welfare Homes for implementation of e-Pension. 2) Release of Grants towards School Shoes and Bags for the Inmates of Welfare Homes & the Students with special need under the Sector, State Development Scheme (erstwhile State Plan Head). 3) Inspection of 4 Sponsored Special Schools and 3 Welfare Homes by the Dte. 4) Finalization of proposals, towards recognition of Special Schools. 5) Processing for release of grants under the Sector, State Development Scheme (erstwhile State Plan Head) for Scholarship to the Specially abled students studying in Class IX & onwards. 6) Home wise Sports and Cultural competition amongst the inmates of Welfare Homes to be organized. 7) 5 proposals for Non-recurring Grant for Welfare Homes to be processed.	1) Process for advertisement for admission in certificate course in Library and Information science at Peoples Janata College, Banipur, North 24 PGS. Organising of District Book Fairs in some Districts. 2) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 3) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.

Department of Minority Affairs and Madrasah Education

Sl No.	Organisation Name	January	February	March	April
1.	**West Bengal Minorities' Development & Finance Corporation**	• Scholarship of Aikyashree (Pre-Matric, Post-Matric and Merit-cum-Means) will be distributed directly to the Students. • Distribution of TSP & SVMCM Scholarship out of state fund for 2020-21. • Sanction and distribution of 100 Education Loan, 500 Term Loan and Self Help Group Loan (DLS) to 5000 SHG members. • Organizing Education Loan counselling camps and review of recovery of different loan schemes. • Online Coaching for Combined Services for 500 candidates.	• Disbursement of residual scholarships under Aikyashree (Pre-Matric, Post-Matric and Merit-cum-Means scholarship). • Distribution of residual TSP & SVMCM scholarship out of state fund. • Counselling of Students for Education Loan. • Sanction and distribution of 200 Education Loan, Sanction of residual cases of Term Loan & Self Help Group Loan (DLS). • Milan Utsav for 7 days with 5,00,000 visitors & 200 stalls depending upon the approval of the appropriate authority. • Skill Training in MSME Tool Room for 200 candidates. • Skill Training in NIFT for 140 candidates. • Online Coaching for Combined Services for 500 candidates.	• Release of scholarship to left out applicants of all scholarship (2020-21), if any. • Preparation of Annual Action Plan of WBMDFC for 2021-22. • Finalizing the yearly Target of different Loan schemes for 2021-22. • Training on EDP for 100 candidates • Sanction & Distribution of Students Education Loan - 300, Self Help Group (DLS)-residual of 2020-21.	• Action plan of "Aikyashree" (Pre-Matric, Post-Matric and Merit-cum-Means), TSP and SVMCM scholarships. • Review meeting with School Education Deptt., Bank etc. for scholarship. • Organizing 2 days' Orientation-cum-Training to all the staff-members of Education Section and Education Supervisors of WBMDFC. • Training of Office Staff for office procedure and accounts etc. • Training to all Field Staff for Loan Schemes. • Training on EDP for 100 candidates • Sanction & Distribution of 100 Students of Education Loan.

Sl No.	Organisation Name	January	February	March	April
2.	**Director of Madrasah Education**	• Setting up of Smart Classes/ICT facilities in 150 Madrasahs. • Distribution of Bag & Shoes to the students of class I to VIII of aided Madrasah /MSKs/SSKs. • Distribution of Dress to all students of class I-VIII of 615 recognized aided Madrasahs & 497 MSKs/SSKs.	• Holding of Coaching Camps for Madrasah Students in a) Football, b) Swimming. • Distribution of incentive to all girl students (141293) of class IX-XII of 615 recognized aided Madrasahs. • Games and Sports of Madrasah students of 615 Madrasahs & 497 MSKs & SSKs.	• Review of facilities available in English Medium Model Madrasahs. • Holding of Coaching Camps in Badminton, Volleyball, Kabaddi & Khokho.	• Release of fund for improvement of facilities in English Medium Model Madrasahs.
3.	**West Bengal Urdu Academy**	• Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. • Releasing of Published Books. • Organizing functions of Shaam-e-Adab. • Organizing Workshop on creative writing in Urdu. • Commencement of Free Coaching Centres.	• To participate in the World Book fair organized by National Book Trust. • Inviting application for Grant to Urdu Libraries. • Inviting application for subsidy on manuscript. • Inviting the applications for manuscript to be published under the scheme of own publication. • Inviting applications for scholarship for class VI to X.	• Organizing functions of Shaam-e-Adab	• Disbursement of scholarship for class VI to X. • Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. • Commencement of 1 yr Urdu Language course. • Commencement of 1 yr Arabic Language course. • Commencement of 2 year Kitabat Training Course.

Sl No.	Organisation Name	January	February	March	April
4.	**Aliah University**	• Preparation of norms and regulations for conducting AUAT-2021 examinations • 7 day faculty development programme on online content creation and teaching tools • Student Development Programme (Soft-skill & Aptitude) for pre-placement	• Appointment of chairman & vice-chairman for AUAT-2021 • Meeting of academic council • Meeting of finance committee • Meeting of executive council • Organizing 4th international conference on management & business practices – icmbp-2021	• Advertisement for admission to undergraduate and postgraduate programmes through AUAT-2021 • Placement drive(s) for students of Engineering, Science and Humanities	• Online application process of AUAT-2021 • Placement drive(s) for students of Engineering, Science and Humanities
5.	**West Bengal Board of Madrasah Education**	• Conduct of examination related preparatory meetings in different districts of West Bengal. • Review of Curriculum & Syllabus — One workshop to be organised for Bengali subject.	• Conduct of examination related preparatory meetings in different districts of West Bengal. • Conduct of High Madrasah, Alim & Fazil Examination, 2021 subject to decision of the Govt. • Distribution of Admit Cards for Alim, Fazil and High Madrasah Examination. • Development of Module in relation to teachers training. (including Head of Madrasahs)	• Entry of answer scripts and distribution to the Head Examiners. • Training of 50 teachers including H.M.	• Conduct of Fazil 1st year (11th class) Examination of 72 Senior Madrasahs. • Training of 50 teachers including H.M. • Evaluation of answer scripts of High Madrasah, Alim & Fazil Examination, 2021. • Meeting on development of Bengali Text Book for Classes VI, VII, VIII.

Sl No.	Organisation Name	January	February	March	April
	West Bengal Madrasah Service Commission	• Written Test of 6th State Level Selection Test (AT) 2013 - Work Education and Physical Education subjects • Written Test of 7th State Level Selection Test (HM/Super) • Notification for General Transfer	• Conduction of examination process of 6th State Level Selection Test (AT) 2013 - Work Education and Physical Education subjects • Conduct of examination process of 7th State Level Selection Test (HM/Super) • Counselling of Mutual Transfer cases applied through proper channel (if any). • Verification of Died-in-harness cases • Receipt of General Transfer Applications through proper channel	• Result of Written Test of 6th State Level Selection Test (AT) 2013 - Work Education and Physical Education subjects. • Result of Written Test of 7th State Level Selection Test (HM/Super) • Personality Test of 6th State Level Selection Test (AT) 2013 in Work Education and Physical Education subjects • Personality Test of 7th State Level Selection Test (HM/Super) • Compilation of vacancies and processing of data of General Transfer applicants • Counselling and Recommendation of DIH Candidates.	• Final result of 7th State Level Selection Test (HM/Super) • Final result of 6th State Level Selection Test (AT) 2013, for recommendation of Assistant Teachers in Work Education and Physical Education subjects. • Counselling and Recommendation of Empanelled Candidates of 7th State Level Selection Test (HM/Super) • Counselling and Recommendation of Empanelled Candidates of 6th State Level Selection Test (AT) 2013 in Work Education and Physical Education subjects • Counselling and Recommendation of General Transfer Candidates.
6.	**West Bengal State Haj Committee**	• If necessary Qurrah (Lottery) for selection of Pilgrims to be held. • Opening of Aikatan Ladies Hostel for boarders.	• Selection of Trainers for Training of Trainers for Haj-2021 (District Wise) at Kolkata. • Selection of Khadim-ul Hujjaj for Haj-2021.	• Training Programmes of Haj Pilgrims at District Level. • Submission of original passports of Pilgrims along with payment receipt of 1st instalment to HCoI, Mumbai.	• Training Programmes of Haj Pilgrims at District Level. • Completion of renovation works and furniture installation at all the three (3) buildings of Madinat-ul-Hujjaj, New Town. • Haj preparedness meeting to be chaired by Chief Secretary.

Sl No.	Organisation Name	January	February	March	April
7.	**Board of Auqaf, West Bengal**	• Review of the Wuqaf Estates under Direct Management. • Review of Administration, Protection, Supervision and Development of Wuqaf Scheme 2013.	• Review of functioning of Wakf Hostels. • Review of disbursement of honorarium of Imams & Moazzins. • Review of lease matters of the Waqf Estates.	• Review of legal matters of Board. • Review of e-office working in the Board. • Review of collection of wakf contribution as per Section 72 of the Wakf Act.	• Yearly review and performance meeting of the Board. • Disbursement of Eid grant and beneficiaries allowances.
8.	**West Bengal Minorities Commission**	• Study Tour at Murshidabad District • Study Tour at Hooghly District	• Study Tour at North 24 Parganas District • Study Tour at South 24 Parganas District	• Study Tour at Malda District • Study Tour at Dakshin Dinajpur District • Study Tour at Uttar Dinajpur District	• Study Tour at Darjeeling District • Study Tour at Jalpaiguri District • Study Tour at Kalimpong District
9.	**Department & Directorate, MDW**	• Review of implementation of Madrasah schemes including distribution of text books. • Review meeting with Districts for proper utilization of funds. • Review of Budget of the current financial year. • Preparation of budget for next financial year. • Review of construction work of hostels by PWD(SS) & District authorities. • Review of preparation of Alim/Fazil/High Madrasah Examination.	• Review of MsDP Schemes with District level Officers. • Review of computer aided learning & ICT in Madrasahs. • Review of scholarship schemes of WBMDFC. • Review of the functioning of Urdu Academy including operationalisation of Regional Office of Urdu Academy at Asansol. • Release of 2nd instalment of fund under IMDP, Boundary Wall around Graveyard, DMWRP & MDW Schemes. • Review of IMDP Scheme and Loan Schemes.	• Review of the functioning of women Hostels under Board of wakf. • Review of the progress of construction works in Madrasahs, including ACRs, Toilets, drinking water, Incentive grant and setting up of laboratories. • Release of fund under Scheme for infrastructure development through assistance to NGO • Review of disbursement under Term Loans and DLS. • Review of all schemes with the DMs, ADMs & DOMAs.	• Review of IMDP, MsDP, DMWRP, Boundary Wall & MDW Schemes. • Preparation of action plan for scholarship & loan schemes. • Review of the working of Madrasah Board. • Action plan for waqf development projects.

Sl No.	Organisation Name	May	June	July	August
1.	**West Bengal Minorities Development & Finance Corporation**	• Advertisement of different scholarship & students Education Loan is important daily Newspapers & other important Places at District, Sub-division & Blocks and school level. • Sanction and distribution of 500 Term loan • Review meeting with district level Officers for scholarship & loan. • Sanction & Distribution of Education Loan -150 Students, Self Help Group Loan (DLS) - 2000 SHG members.	• Holding meetings with Nodal teachers of minority dominated institutions along with concerned BDO&DI/SI of school education departments. • Sanction & distribution of Self Help Group Loan (DLS) -9000 SHG members &Education Loan- 150 students. • Review meeting with district level Officers for scholarship & students Education Loan.	• Intensive awareness campaign on scholarships, loan at district level and block level. • Review of progress of different loan with district level officials. • Organising special recovery camp at the Minority Concentrated Districts (MCDs) • Sanction and distribution of Education Loan-150 Students, Term Loan - 1000 nos. & Self Help Group Loan (DLS)- 4000 members.	• Distribution of scholarship of Haji Mohammed Mohsin to 100 nos. of Meritorious Students (of Madhyamik, High Madrasah and Alim Examination-2021) • Review and monitoring on the progress of different scholarships. • Coaching for Police Constable of 3000 candidates. • Sanction & distribution of Term Loan to 1000 persons. Self Help Group Loan (DLS) - 10000 members, Education Loan to 300 Students.
2.	**Director of Madrasah Education**	• Distribution of laboratory equipments/ instruments in aided Madrasahs.	• Review of infrastructure of 615 Madrasahs and MSKs/SSKs.	• Allotment of girls' toilet & drinking water facilities to aided Madrasahs & MSKs/SSKs.	• Improvement of library & reading room & distribution of library books to all 615 Madrasahs.
3.	**West Bengal Urdu Academy**	• Inviting applications for Book Grant from Madhyamik, High Madrasah and Higher Secondary Passed students • Inviting applications from Colleges & Universities for grant for seminar.	• To felicitate the successful students of Free Coaching Centre. • Functioning of Shaam-e-Adab. • Distribution of Grant for Seminars to 10 educational institutions.	• Disbursement of Book Grant to Madhyamik, High Madrasah and Higher Secondary passed students • Commencement of Computer Training Course. • Organizing National level Seminar.	• Inviting application for scholarship for Class XI to M.A. • Purchase of books for Central Urdu Library.

Sl No.	Organisation Name	May	June	July	August
4.	**Aliah University**	• Conducting AUAT-2021 examinations for admission to various academic programmes • End–semester examinations • Meeting of academic council • Meeting of finance committee • Meeting of executive council	• Declaration of AUAT-2021 results • Organising training programme for pre-placement for the students • Declaration of end-semester results • Advertisement for Ph.D. programme • Placement drive(s) for students of engineering, science and humanities	• Completion of admission procedure for undergraduate and postgraduate programmes • Placement drive(s) for students of Engineering, Science and Humanities	• Orientation programme and fresher's welcome for new academic session • Meeting of academic council • Meeting of finance committee • Meeting of executive council • Placement drive(s) for students of engineering, science and humanities
5.	**West Bengal Board of Madrasah Education**	• A workshop to be organised in relation to the development of Fiqh for Classes VII, VIII • Preparation for evaluation of answer scripts.	• Publication of result of High Madrasah, Alim & Fazil Examination, 2021. • Meeting regarding the review of existing Text Books	• Training of 50 teachers including H.M. • Conduct of Annual General Meeting of the Board. • Post Publication Review & Scrutiny, 2021.	• Training of 50 teachers including H.M. • Registration for High Madrasah/Alim Examination (Approx. 75000 students).
6.	**West Bengal Madrasah Service Commission**	• Notification for 7th State Level Selection Test (AT/UG) • Recommendation of Mutual Transfer cases applied through proper channel (if any). • Recommendation of Died-in-harness cases (if any)	• Notification for 7th State Level Selection Test (AT/UG) • Recommendation of Mutual Transfer cases applied through proper channel (if any). • Recommendation of Died-in-harness cases (if any)	• Receipt of applications for 7th State Level Selection Test (AT/UG) • Recommendation of wait listed candidates of 7th State Level Selection Test (HM/Super) • Recommendation of wait listed candidates of 6th State Level Selection Test (AT) 2013, Work Education and Physical Education subjects	• Written Test of 7th State Level Selection Test (AT/UG) 2021

Sl No.	Organisation Name	May	June	July	August
7.	**West Bengal State Haj Committee**	• Preparation for City-check-in at Madinat-ul-Hujjaj. • Inspection of infrastructure at Airport and other issues relating to Haj Operations-2021. • Arrangement of Vaccination Camps at Sub-Divisional Level.	• Departure intimations to Pilgrims, also informing them about COVID-19 Protocol. • Receiving of Passports from Haj Committee of India after Visa endorsement. • Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj-2021.	• Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj-2021. • Arrival preparation.	• Return flights / arrival of Hajis from Kingdom of Saudi Arabia. • Facilitating of Passport Application for Haj-2022.
8.	**Board of Auqaf, West Bengal**	• Review of progress of Development of Wakf Properties. • Preparation for felicitations to Imam & Moazzins by Hon'ble CM in Eid.	• Review of functioning of Wuqaf Hostels. • Review of applications for registration of Waqf Estates and appointment of Mutwallis.	• Organizing awareness camp with Mutawallis, Imams & Moazzins. • Review, disbursement of honorarium to Imams and Moazzin.	• Organizing Lok Adalat at office premises on Waqf matter. • Review of survey of Waqf Estates. • Review of development of Waqf Estates and preparation of action plan.
9.	**West Bengal Minorities Commission**	• Study Tour at Jhargram District	• Study Tour at Nadia District	• Study Tour at Birbhum District	• Study Tour at Purba Bardhaman District • Study Tour at Paschim Bardhaman District

Sl No.	Organisation Name	May	June	July	August
10.	**Department & Directorate, MDW**	• Examination of Schemes submitted under MsDP/ IMDP by districts. • Review of functioning of Hostels including timely disbursement of Maintenance Allowance • Review of Action plan (2020-21) of Urdu Academy • Review of all schemes with the DMs, ADMs & DOMAs.	• Review of implementation of Right to Public Service Delivery Act. • Release of budgetary fund to parastatal organisation. • Setting target for Housing Scheme for Destitute Women. • Release of fund under IMDP. • Review of Coaching and Skill Dev. Schemes of WBMDFC. • Submission of proposals under MsDP to Govt. of India.	• Review of the functioning of Sadbhav Mandaps. • Setting up the targets for construction of ACR, Drinking water facility, Toilets, Provision of computers in Govt. aided Madrasahs/SSKs /MSKs • Review of all schemes with the DMs, ADMs & DOMAs.	• Review of Loans and Scholarships, MSDP and IMDP and other schemes with district level officers. • Review of Madrasah matter including smart class room scheme. • Review of the functioning of Board of Wakf. • Review of Minority Dev. & Welfare schemes. • Review of the functioning of e-office in department and parastatal organizations.

Sl No.	Organisation Name	September	October	November	December
1.	**West Bengal Minorities Development & Finance Corporation**	• Disbursement of Self Help Group Loan (DLS) - 10000 Members, and Term Loan to 1000 persons. • Sanction & Distribution of Education Loan -300 Students. • Training on EDP for 100 candidates.	• Review and monitoring of scrutiny of online scholarship applications at Institution/district level for Aikyashree TSP & SVMCM Scholarship. • Sanction & distribution of Term Loan (500 nos.), Self Help Group Loan (DLS) -5000 members & Education Loan -250 Students. • Review and monitoring of the progress of different Loan schemes at district level.	• Review of scrutiny of "Aikyashree" scholarship scheme TSP and SVMCM Scholarships. • Training on EDP for 100 candidates. • Disbursement of Education Loan- 250 Students, Term Loan 1000 & Self Help Group Loan (DLS) -15000 SHG members. • Completion of Internal Audit of the Corporation for 2020-21.	• Disbursement of Pre-Matric, Post-Matric and Merit-cum-Means scholarship under Aikyashree and TSP & SVMCM Scholarship schemes. • Awareness-cum-distribution camp of loan at the district (Term Loan-1000, Self Help Group Loan (DLS) - 10,000 SHG members & Education Loan-300 Students.) • Recovery Camps at the poor recovery areas at different Blocks/Panchayet. • Training on EDP for 100 candidates.
2.	**Director of Madrasah Education**	• Improvement of building of Jr. High/High & H.S. Madrasahs including Alim/ Fazil Madrasahs & MSKs/ SSKs.	• Review of infrastructure of 497 MSKs/SSKs and improvement of infrastructure wherever required	• Distribution of Equipments & furniture in recognized aided Madrasahs & Upgradation of Jr. High Madrasahs	• Printing/Distribution of Text Books to all students of Govt. Aided Madrasahs/ MSKs/ SSKs.
3.	**West Bengal Urdu Academy**	• Organizing functions of Shaam-e-Adab.	• Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal.	• Disbursement of scholar-ship for class XI to M.A. • To start the process for next All India Urdu Book Fair. • To observe the Birth anniversary of Allama Iqbal & Maulana Abul Kalam Azad. • Inviting applications from Colleges and Universities for grant for Seminar	• Disbursement of books to Urdu Libraries under the scheme of Grant to Urdu libraries. • Organizing functions of Shaam-e-Adab. • Disbursement of Grants for Seminar to 10 educational institutions.

Sl No.	Organisation Name	September	October	November	December
4.	**Aliah University**	• Completion of admission process for Ph.d. • organising awareness programme for NET/ GATE • Placement drive(s) for students of Engineering, Science and Humanities	• Review of the performance of students particularly the weaker students and follow-up • Review of training & placement cell	• End-semester examinations • Organising training programme for placement of students • Meeting of academic council • Meeting of finance committee • Meeting of executive council • Memorial lecture on Abul Kalam Azad.	• Submission of report for AUAT-2021 • Declaration of end-semester results • Student Development Programme (Soft-Skill & Aptitude) for pre-placement
5.	**West Bengal Board of Madrasah Education**	• Training of 50 teachers including H.M. • Review and correction of existing 30 Books upto Class VIII.	• Distribution of Registration Certificates.	• Centre formation and appointment of Centre Superintendents/Custodians for High Madrasah /Alim/ Fazil Exam-2022 • Review and correction of existing 30 Books upto Class VIII. • Review and correction of existing 30 Books upto Class IX, X & Preparation of New 08 Books. • 133rd Birth Day celebration of Maulana Abul Kalam Azad.	• Appointment of Examiners and Head Examiners for High Madrasah /Alim/Fazil Exam-2022 • Review of Curriculum & Syllabus - One meeting to be organised.
6.	**West Bengal Madrasah Service Commission**	• Conduct of examination process of 7th State Level Selection Test (AT/UG)	• Conduct of examination process of 7th State Level Selection Test (AT/UG) continued	• Publication Result of Written Test of 7th State Level Selection Test (AT/ UG), 2021 • Personality Test of 7th State Level Selection Test (AT/UG), 2021	• Final Result of 7th State Level Selection Test (AT/UG), 2021 • Counselling and Recommendation of Empanelled candidates of 7th State Level Selection Test (AT/UG), 2021.

Sl No.	Organisation Name	September	October	November	December
7.	**West Bengal State Haj Committee**	• Awareness Programmes for Haj Pilgrimage-2022. • Facilitating of passport application for Haj-2022.	• Awareness Programmes for Haj Pilgrimage-2022. • Facilitating of passport application for Haj-2021. • Facilitating online HAF for Haj-2022.	• Monitoring and facilitating Online HAF -2022 and its ongoing process.	• Selection of Trainers for Training of Trainers for Haj-2022 (District Wise) at Kolkata.
8.	**Board of Auqaf, West Bengal**	• Resource mobilization meeting of the Board. • Review of functioning of Wakf Hostels. • Review of the Wakf Estates under Direct Management.	• Inviting applications for stipend to the poor and meritorious students. • Review of legal matters of Board.	• Organising LokAdalat at office premises. • Organizing awareness Camp with Mutawallis, Imams & Moazzins.	• Disbursement of stipend to the poor and meritorious students. • Review of the working of all sections of Wakf Board.
9.	**West Bengal Minorities' Commission**	• Study Tour at Bankura District • Study Tour at Purulia District	• Study Tour at Howrah District • Study Tour at Kolkata District	• Study Tour at Alipurduar District • Study Tour at Coochbehar District	• Study Tour at Purba Medinipur District • Study Tour at Paschim Medinipur District • Observation of Minorities' Rights Day on 18th December, 2021.
10.	**Department & Directorate, MDW**	• Review of Court Cases. • Review of the progress of Housing scheme for destitute minority women & submission of UC. • Review of functioning of English Medium Model Madrasahs. • Review of fund requirement of Parastatal Organisations. • Review of all schemes with the DMs, ADMs & DOMAs.	• Review of progress of various infrastructural works in Madrasahs. • Review of Public Services Delivery Act. • Review of Computer Aided learning and ICT at Madrasahs. • Review of Term Loan & DLS. • Review of scholarship enrolment status. • Review of the scheme for financial assistance to NGOs and sanctioning of new proposals. • Review of the functioning of Minority Hostels.	• Review of the implementation of different schemes of the MAME Deptt. & Directorate of MDW. • Release of fund for schemes under MsDP/ IMDP/MDW.	• Preparatory meeting on Madrasah Sports. • Review of court cases. • Review of Minorities Development and Welfare schemes. • Preparatory meeting for Budget.

DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISES & TEXTILES

I. Major Trainings / Capacity Development Intervention

1.	Training of newly recruited IDOs (from PSC Set-up)- November-December, 2021
2.	Training Programme on skill development of artisans under Handicraft items like Kanthastitch, Embroidary, Dry flower making, Artificial crystal ornaments making, Handmade paper bag making etc will be continuing throughout the year.
3.	Training of Officers at IIFT Kolkata to enable them to provide handholding support to Exporting MSMEs by August 2021.
4.	Training of the Staffs regarding Accounts & GST - January 2021
5.	Training Programme on skill development of artisans under Project Muslin, Ready Made Garments - 24-Pgs (N), Mat, Sabai, Khes and Hand Gloves, E-Commerce/E-Marketing, Weaving etc Project will be continuing throughout the year.

II. Monthly/Quarterly Review Meetings

1.	Finance Clinic - in every district on 15th of every month
2.	Conference of GM, DICs on 28th of every month
3.	Weekly and Monthly Departmental Administrative Review meetings
4.	Handlooms - District level monthly review meeting in every district on 10th of every month
5.	Qtrly review meeting with the Zonal and field level officers of this Directorate at H.Q - 2nd / 3rd week of March, June, September & December
6.	KVIB - Monthly review meeting with District Officers.

III. Welfare Schemes: Targets and Plan

1.	Old Age Pension @Rs 1000 p.m. to artisans: To be provided to 3200 artisans
2.	Old Age Pension to handloom weavers @Rs 1000 per month for 6000 weavers under Joy Bangla Scheme
3.	Janashree Beema Yojna 4000 Khadi artisans to be covered every quarter.
4.	Khadi and Polly Vastra Trust: 8500 Khadi artisans to be covered during the year.

IV. Milestones (launches / inauguration)

January, 2021	
(a)	Launch of Soft Intervention under Cluster Development Programme of Steel Almirah Cluster, Barrackpore-II, North 24 Pgs.
(b)	Launch of Soft Intervention under Cluster Development Programme of Steel Almirah Cluster, Basirhat, North 24 Pgs.
(c)	Inauguration of Common Production Centre on Rural Craft and Cultural Hub on Bhawaiya at Tufanganj, Coochbehar.
(d)	Commencement of Boundary Wall of Agro Industrial Park at **Singur**, Hooghly
(e)	Completion of Upgradation of infrastructure work at **Kalyani IE-I & II**
(f)	Completion of Upgradation of infrastructure work at **Khidderpore IE**
(g)	Completion of Upgradation of infrastructure work at **Kharagpur IE**
(h)	Completion of Repairing work of Office of Commercial Taxes at **Berhampore CE**

February, 2021	
(a)	Soft Intervention under Cluster Development Programme of Comb Manufacturing Cluster, Bangaon, North 24 Pgs.
(b)	Operationalization of CFC in Silver Filigree Cluster, Magrahat, South 24 Pgs.
(c)	Operationalization of Common Production Centre on Mekhla at Baxirhat, Coochbehar.
(d)	Commencement of the work of Upgradation of Infrastructure at **Santoshpur IE**
(e)	Commencement of Grid Roof Top Solar Power Plant at **Behala IE**
(f)	Completion of Upgradation of infrastructure at **Howrah Maidan IE-cum-CE**
(g)	Completion of **Integrated Silk Park, Malda at East Block**
(h)	Completion of new Industrial Estate at **Khasjungle IE** under RIDF-XXII
(i)	Completion of Upgradation of infrastructure work at **Durgapur RIP**
(j)	Land Allotment Process for the applications received up to 31st December 2020

March, 2021	
(a)	Completion of CFC Building in Jhalda Shellac Cluster, Purulia.
(b)	Commencement of the work of Development of Industrial Estate at **Ethelbari IE**
(c)	Completion of Additional work of KARMA TIRTHA at Nandakumar, Purba Medinipur
(d)	Completion of Business Hub (Phase-II) at Biswa Khudra Bazar (BKB), Birbhum
(e)	Completion of Upgradation of infrastructure work at **Kasba IE**

April, 2021	
(a)	Completion of CFC Building in Tikarbeta Brass & Bell Metal Cluster, Birbhum.
(b)	Commencement of Work of Mela Ground & Amenity Zone (Phase-III) at Biswa Khudra Bazar (BKB), Birbhum
(c)	Completion of Repairing of Building No. II & III at **Behala IE**
(d)	Completion of Construction of Boundary Wall for the project of Mega Powerloom Cluster at Banipur, Habra

May, 2021	
(a)	Completion of CFC Building in Shantiniketan Leather Cluster, Birbhum.
(b)	Completion of Upgradation of infrastructure work at **Dabgram IE-I** under IID scheme
(c)	Completion of Upgradation of infrastructure work at **Bolpur IE-I** under IID scheme
(d)	Completion of Upgradation of infrastructure work at **Saktigarh IE-I** under IID scheme

June, 2021	
(a)	Launching of Karma Tirtha at Shyampur-I, Howrah
(b)	Distribution of Tool Kits in Zari Cluster, Uluberia, Howrah.
(c)	Launching of Karma Tirtha at Dubrajpur, Birbhum.
(d)	Inauguration of Khadi Gramin Outlet at Mani square, Kolkata.
(e)	Inauguration of 5500 mts link roads in weavers concentrated area of Bhogpur GP under Purbasthali I Block, Purba Bardhaman

(f)	Inauguration of 5200 mts link roads in weavers concentrated area under Santipur Block, Nadia
(g)	Inauguration of Common Production Centre on Kadma & Batasa Cluster at Kalna, Purba Burdwan
(h)	Inauguration of Khadi Gramin Outlet at Jhargram
(i)	Foundation Stone of Common Production Centre on Honey Processing Unit at Kalimpong.
(j)	Inauguration of the Extension of Muslin Tirhta at Krishnanagar, Nadia.
(k)	Distribution of Tool Kits in Sheherabazar Zari Zardausi Cluster, Purba Bardhaman.
(l)	Distribution of Tool Kits in Joypur Wooden Furniture Cluster, Howrah.
(m)	Commencement of the work of Development of Industrial Estate at **Jaigaon IE**
(n)	Inauguration of 800 mts link road under Ketugram -II block, Purba Bardhaman
(o)	Inauguration of Own Production Centre at Kalyani, Nadia.
(p)	Inauguration of Khadi Gramin Outlet at Sodepur, 24 Paragnas (North)
(q)	Inauguration of 1125 mts link road under Krishnagar-II PS, Nadia
(r)	Inauguration of Marketing Complex at Lavpur, Birbhum.
(s)	Inauguration of Muslin Training cum Production Centre at Hooghly.
(t)	Commencement of the work of Development of Industrial Estate at **Gangajalghati IE**

July, 2021

(a)	Operationalization of CFC in Balarampur Shellac Cluster, Purulia.
(b)	Completion of CFC Building in Sheherabazar Zari Zardausi Cluster, Purba Bardhaman.
(c)	Completion of electrification work of Karma Tirtha at Shyampur-II, Howrah
(d)	Completion of Civil Work of CFC in Brass & Bell Metal Cluster, Kalyanpur, Purba Medinipur.
(e)	Inauguration of CFC of Madhya Dakshin Srirampur Handloom Cluster Satgachhi, Purba Bardhaman
(f)	Inauguration of Own Production Centre of Khadi at Mohandi, Purulia
(g)	Inauguration of Own Production Centre at Bari, Purulia.
(h)	Commencement of Development work of **Shaktigarh IE-II**
(i)	Commencement of the work of Development of Industrial Park at **Balurghat IE**
(j)	Completion of Upgradation of infrastructure at **Haldia IE**
(k)	Completion of Upgradation of infrastructure work at **Malda CE**
(l)	Completion of Upgradation of infrastructure work at **Durgapur EPIP**
(m)	Completion of Upgradation of infrastructure work at **Kalyani IE-III**
(n)	Completion of CFC Building at **Baruipur Surgical Cluster**

August, 2021

(a)	Operationalization of 1st phase CFC in Refractory Bricks Cluster, Kulti, Salanpur, Paschim Bardhaman.
(b)	Advanced Training Programme in Plastic Processing Cluster, Dabgram, Jalpaiguri.
(c)	Inauguration of 1600 mts link road under Bishnupur Municipality, Bankura
(d)	Inauguration of Common Production Centre on Readymade Garments at Haroa, 24 Parganas (North)
(e)	Commencement of work for setting up of new Industrial Estate at **Bolpur IE-II**
(f)	Completion of extension project of Biswa Bangla Shilpi Haat at Santiniketan.

September, 2021	
(a)	Launching of Karma Tirtha at Ketugram-II, Purba Bardhaman
(b)	Operationalization of 1st phase CFC in Vegetable Oil Cluster, Kaliaganj, Uttar Dinajpur.
(c)	Operationalization of Karma Tirtha at Narayangarh, Paschim Medinipur
(d)	Inauguration of 2200 mts link road under Egra-II & 2500 mts under Bhagawanpur-II block, Purba Medinipur.
(e)	Foundation Stone of 04 Nos. of Common Production Centre on Mat Weaving at Purba Medinipur.
(f)	Commencement of Upgradation of infrastructure work at **Baruipur IE**
(g)	Completion of Upgradation of infrastructure work at **Ashokenagar IE**
(h)	Completion of Fire Fighting Reservoirs in connection with the Firefighting works at **Kasba IE**
(i)	Completion of building of CFC of Janbazar Leather Cluster.
(j)	Inviting tender process for machinery part at Janbazar Lather Cluster CFC.

October, 2021	
(a)	Training on lean manufacturing in Comb Manufacturing Cluster, Bangaon, North 24 Pgs.
(b)	Launching of Karma Tirtha at Baraboni, Paschim Bardhaman
(c)	Launching of Karma Tirtha at Mayureswar-II, Birbhum
(d)	Inauguration of CFC of Dakshinbati Handloom Cluster at Rahatpur, Purbasthali-I, Purba Bardhaman.
(e)	Inauguration of CFC of Dakshin Dhatrigram Handloom Cluster at Dakshin Dhatrigram, Kalna-I, Purba Bardhaman.
(f)	Inauguration of Common Production Centre on Khesh at Lavpur, Birbhum.
(g)	Commencement of Upgradation of infrastructure work at **Bauria IE**

November, 2021	
(a)	Operationalization of 1st phase CFC of Jhalda Shellac Cluster, Purulia.
(b)	Operationalization of 1st phase CFC of Tikarbeta Brass & Bell Metal Cluster, Birbhum.
(c)	Launching of Karma Tirtha at Kolaghat, Purba Medinipur
(d)	Inauguration of CFC of Stationpara Dhatrigram Handloom Cluster at Stationpara, Kalna-I, Purba Bardhaman
(e)	Inauguration of CFC of Paschim Nasaratpur Handloom Cluster at Nasaratpur, Purbasthali-I, Purba Bardhaman.
(f)	Inauguration of CFC of Lochanmata Handloom Cluster at Kalabagan, Purbasthali-I, Purba Bardhaman.
(g)	Foundation Stone of Rural Craft and Cultural Hub at Gorbhanga, Nadia.
(h)	Completion of Upgradation of infrastructure at **Phears Lane CC & Manicktala IE**

December, 2021	
(a)	Operationalization of 1st phase CFC of Shantiniketan Leather Cluster, Birbhum.
(b)	Completion of Annual report on Pollution by December, 2021 for the calendar year.
(c)	Launching of Karma Tirtha at Domjur, Howrah
(d)	Inauguration of CFC of Dhatrigram Udbastu Handloom Cluster at Bibirjole, Kalna-I, Purba Bardhaman
(e)	Inauguration of CFC of Kuthiedanga Handloom Cluster at Kutirdanga, Purbasthali-I, Purba Bardhaman.
(f)	Inauguration of CFC of Dhatrigram Malotipur Handloom Cluster at Malotipur, Kalna-I, Purba Bardhaman
(g)	Inauguration of Common Production Centre on Kenjakura Weaver's Cluster at Kenjakura, Bankura.
(h)	Inauguration of Common Production Centre on Honey Processing Unit at Hingalganj, 24 Paragnas (North).
(i)	Commencement of Allotment of Stalls (Business Hub) at Biswa Khudra Bazar (BKB), Birbhum.
(j)	Completion of **Integrated Silk Park, Malda at West Block**
(k)	Completion of Fire Hydrant Networks in connection with the Firefighting works at **Kasba IE**

V. Events	
1.	Celebration of Handicraft Week & Handicraft Competition in All Districts- September to November 2021
2.	Participation in Dooars Utsav, 2021, Alipurduar
3.	Tant Bastra Mela, 2021, Bankura
4.	Participation in Jalpesh Mela, 2021, Jalpaiguri
5.	Prak Nababarsha Tant Bastra Mela,2021, Purba Bardhaman
6.	Chaitra Tant Bastra Pradarshoni-o-Mela, at Tamluk, Purba Medinipur
7.	Tant Bastra Pradarshoni-o- Mela at Contai, Purba Medinipur
8.	Banglar Tanter Haat, 2021, Saltlake
9.	Tant Bastra Mela, 2021, Chinsurah, Hooghly
10.	Prak Puja Tant Bastra Mela, 2021, Purba Bardhaman
11.	Tant Bastra Pradarshoni-o-Mela at Medinipur, Pashchim Medinipur
12.	Participation in Rash Mela, 2021, Coochbehar
13.	State Level Khadi Mela at Kolkata
14.	Zonal Level Khadi Mela at Burdwan (Durgapur)
15.	Zonal Level Khadi Mela at 24 Paragnas (North)
16.	Zonal Level Khadi Mela at Murshidabad
17.	Zonal Level Khadi Mela at Howrah
18.	Zonal Level Khadi Mela at Bankura
19.	Zonal Level Khadi Mela at Birbhum
20.	West Bengal State Handicrafts Expo at Space C_2 and D of Eco Park (near Gate No. 1), New Town, Kolkata
21.	Mango Fair (Organise by Resident Commissioner, New Delhi) at Dilli Haat, Janpath, New Delhi
22.	Giftex (Corporate Fair) at Nehru Centre, Worli, Mumbai
23.	West Bengal Handicrafts Fair at EZCC, Salt Lake, Kolkata
24.	Bengal Silk, Kantha & Baluchari Fair at EZCC, Salt Lake, Kolkata
25.	International Autumn Fair at Birmingham, U.K.
26.	Banglar Tanter Haat, Kolkata at Central Park Mela Ground, Bidhannagar
27.	Pre-Puja Handloom & Handicrafts Fair (organise by Resident Commissioner, New Delhi) at Handloom Haat, Janpath, New Delhi.
28.	International Handicrafts & Gifts Fair at Expo Mart, Greater Noida, New Delhi
29.	CII Trade Fair (Oct-Nov) at Parade Ground, Chandigarh
30.	West Bengal State Handicraft Expo, Asansol (Oct & Nov) at Polo Ground, Asansol
31.	Aahare Bangla, Food Fair at Kolkata
32.	India International Mega Trade Fair at Janta Maidan, Bhubaneswar, Orissa
33.	West Bengal State Handicrafts Expo, Kolkata (Nov-Dec) at Space C_2 and D of Eco Park (near Gate No. 1), New Town, Kolkata
34.	India International Trade Fair at Pragati Maidan, New Delhi
35.	West Bengal State Handicrafts Expo (Dec'21 -Jan'22) at Biswa Bangla Shilpi Haat, Siliguri
36.	India International Mega Trade Fair at Science City Ground, Kolkata
37.	Industrial India Trade Fair organised by BNCCI at New Town, Kolkata

Department of North Bengal Development

Sl. No.	Projected Targets
	January
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of RSJ Bridge over River Kurondo of Nichulam and Lembutari near Bhoj Narayan Tea Estate, Phansidewa Block, P.S: Phansidewa, Dist.: Darjeeling. (Length 120 mtr road with one RSJ Bridge and Protection work for few meter stretch)
3	Completion of the Construction of Road from NH-55 near I.I.A.S. School of Management at Dagapur, to Matigara Main Road near Hawa Sing Bridge via Gyanjoti College and to Matigara Main Road near Gyan Thapa House along with Drain (3550 Mtr), Protection Work and 4 Nos. R.C.C. Box Culvert under Patharghata G.P., Matigara Block in the district of Darjeeling. (Length: 3.250 km)
4	Completion of the Construction of 2 Nos. Tribal Community Hall at Kadopani, Bagdogra in the district of Darjeeling and Lokenathpur Tutturi under Alipurduar-II in the district of Alipurduar during the year 2017 - 18.
5	Completion of the Construction of G+2 storied two nos. (Block-A & Block-B) School building of foundation G+3, demolishing the existing dilapidated building of Malbazar Adarsha Boys High School, Malbazar, District-Jalpaiguri.
6	Completion of the Construction of proposed stadium at falakata in the Dist. of Alipurduar (Gallery Block III, IV, V, Boundary wall & site development)
7	Completion of the Construction of Road from Kakribandha Pry. School to Mathurapur Swashan Ghat via Swastika Cinema Hall in Mathurapur G.P. under Manikchak Block in the District of Malda.(Length-2.05km, Width-3.75m).
8	Completion of the Flood restoration work for the work named 'Black top road from Eklakhi to Dighirpar via Panu Saha more Ramnagar High Madrasah Kutubpur, Kilabad under Gazole Block in the district of Malda. (Length : 8.00 km).
9	Completion of the Construction of Crematorium and Waiting Shed at Darivit Samsan (Pandipota-II G.P) under Islampur Block in The District of Uttar Dinajpur.
	February
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Composite Bridge over River Karala near Sunitibala Girl's School at Jalpaiguri, district Jalpaiguri.(Length of Bridge 54.9 mtr. Length of approach slab 3.5 m on both side and approach road length 35.0 m)
3	Completion of the Construction of Paver Block road from NH-31 at Chell line near Oodlabari Rail Gate to Paschim Damdim PWD Road under Mal Police Station in the Dist. of Jalpaiguri. (Length: 4.50 km).
4	Completion of the Construction of 3 (Three) Nos. Hostels in the campus of Alipurduar Govt. Engineering & Management College in the District of Alipurduar, West Bengal
5	Completion of the Construction of road from Kaljani Bazar to Gadadhar Joist Bridge via Balaram Temple and Natabari High School under Tufanganj-I block in the district of Coochbehar. (length -8200 m)
6	Completion of the Face lifting, Renovation, Modernization and Electrical Work including General lighting, Ventilation, Stage lighting, Sound system, Fire alarm system, Hi-wall split unit, DG set and Submersible pump for the Auditorium at Sitai in the district of Coochbehar. (Civil and Electrical works)
7	Completion of the Face lifting, Renovation, Modernization and Electrical Work including General lighting, Ventilation, Stage lighting, Sound system, Fire alarm system, Hi-wall split unit, DG set and Submersible pump for the Auditorium at Sitalkuchi in the district of Coochbehar. (Civil and Electrical works)

Sl. No.	Projected Targets
	March
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Abutment for the installation of Bailey Bridge over Barabak River at Khagenhat under Dhanirampur-II G.P. in the Block Falakata, Dist. Alipurduar (For Span 36.576 m and 41 m Approach Road)
3	Completion of the Construction of Joist Bridge over river Nepati Jhora at Kolabaria along with Approach Road (Both Side) under Salkumar Hat-II G.P. in the District of Alipurduar. (12 mtr Span Joist Bridge including 900 mtr approach road [Both Side])
4	Completion of the Construction of Gymnasium at Coochbehar Government Engineering College in the District of Coochbehar. (Civil & Electrical)
5	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.
	April
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Paver Block road from Uttar Chakoakheti Forest Village to Nathuatari (PMGSY Road) within Kalchini Block in the District of Alipurduar. (Length: 5.50 km)
3	Completion of the Construction of Maruganj hat(G+1) in the premises of Maruganj Market including construction of drain under Tufanganj-I Block in the district of Coochbehar.
4	Completion of the Construction of Joist Bridge over river Dara at Chaodanga at Modak Para under Khapaidanga G.P. in the district of Coochbehar (2 × 12=24 mtr Span including 150 mtr approch road)
5	Completion of the Construction of Joist Bridge over River Mora Torsa at connecting Jhinaidanga to Saheb Colony and Panchanan Barma University at Guriahati-I and Dawaguri in the District of Coochbehar (Length: 4 × 12 mtr Span Joist Bridge including approach road 100 m on L/B and 770 m on R/B)
6	Completion of the Construction of Building of Mathabhanga College (G+2), at Mathabhanga-I Block in the district of Coochbehar.
7	Completion of the Construction of School Building (G+1) of Nishiganj Nishimayee at Nishiganj under Mathabhanga-II PS, District-Coochbehar.
8	Completion of the Construction of New Classroom for Natabari Girl's High School (G+2) at Natabari G.P., District- Coochbehar.
	May
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Community Hall along with Boundary Wall and Public Toilet Block including S & P works at Patharghata G.P. under Matigara Block in the District of Darjeeling.
3	Completion of the Construction of Community Hall at Dagapur in Matigara Block in the District of Darjeeling. Proposed by Task Force for upliftment of Tribal Communities of Dooars Terai Region.
4	Completion of the Construction of Proposed Four storied College Building of P.D. Women's College at Jalpaiguri, District- Jalpaiguri.
5	Completion of the Construction of Classrooms of Falakata College Building (G+2) Falakata in the district of Alipurduar.
6	Completion of the Construction of Marketing Complex at Durgabari Hatkhola in Ward No.11 Alipurduar Municipality in the District of Alipurduar.

Sl. No.	Projected Targets
7	Completion of the Construction of Science Block at Birpara College, Birpara in the district of Alipurduar, West Bengal (G+1 Storied).
8	Completion of the Construction of Black Top & Cement Concrete Road from the shop of Ajit Barman to Sanyastali more via Bastipara, Balurghat Block in the district of Dakshin Dinajpur.
9	Completion of the Construction of Pucca Road from Masjid More to Balihara, Saidpur GP under Harirampur Block in the District of Dakshin Dinajpur.

June

1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Foot Bridge over River Hulia from Airport More to Loknath Nagar, District of Darjeeling (60 mtr road with both side and RSJ Bridge and Protection work for few meter stretch)
3	Completion of the Construction of Proposed Auditorium at Dhupguri in the District of Jalpaiguri. (Civil & Electrical)
4	Completion of the Construction of (G+2) Storied Building at Saheed Kshudiram College at Kamakhyaguri in the District of Alipurduar.
5	Completion of the Construction of Concrete road with Drain from main road to Cooch Behar Government Engineering College at Harinchawra in the District of Coochbehar. (Length: 510 mtr Road).
6	Completion of the Construction of RSJ Bridge over River Khutamara at Baman Para under Gosairhat GP at Sitalkuchi block in the district of Coochbehar (Length : 4×12 mtr. Span Joist Bridge including 200 mtr. of approach road on both sides)
7	Completion of the Construction of Bus stand at Kalibari Chowpathi in Tufanganj in the District of Coochbehar.
8	Completion of the Construction of Black top road from Deor Bazar to Saranjabari via Jharamore to Niren Tigga ST Para under Kumarganj Block in the District of Dakshin Dinajpur.
9	Completion of the Construction of Blacktop road from Erenda to Gopalnagar via Paschim Nimpur, Gurail G.P. under Tapan P.S. and Tapan Block in the District of Dakshin Dinajpur.
10	Completion of the Construction of Black top & Cement Concrete Road from Nazirpur Giren Mahato house to near Taraganj Metal road under Balurghat Block in the district of Dakshin Dinajpur.
11	Quarterly Review meeting with the Tribal Board, Khas Development Board and GorkhaDevelopment Board.

July

1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Community Hall near Temple premises, Roopsing Jote, Mamta Nagar, Lower Bagdogra GP, Dist.- Darjeeling.
3	Completion of the Construction of Two Stroied Banarhat Market Complex with foundation (G+2) at Banarhat in the district of Jalpaiguri.
4	Completion of the Construction of Vocational Traning Centre, Computer Class, Student Room, Coaching and Adult Female Education etc. (G+2) at Ramkrisna Math in the district of Coochbehar.
5	Completion of the Construction of New Classroom for Cooch Behar College(G+3) at 2 no. Kalighat road District - Coochbehar.
6	Completion of the Construction of Road from Khante Primary School to Malsabad Village under Sadlichak GP. Harishchandrapur-II Block in the district of Malda.(Length 5.80km).

Sl. No.	Projected Targets
7	Completion of the Construction of Paver Block road from Sankartola Bundh to Bhutni PHC via BGVB undre Manikchak Block of Malda District. (Length- 6.50 km, Width- 3.75 mtr.)
8	Completion of the Construction of R.C.C Box Bridge (5.00m × 5.00m) × 8 nos. at Kuranikum near Mandapara (Connecting of Kardaha Bridge over Punarbhaba River) in the Dist. of Dakshin Dinajpur.
9	Completion of the Construction of the proposed approach road including underpass on both sides of bridge near Kachua High Madrasah over river Gamari under Itahar Block in the district of Uttar Dinajpur. [Length 384 mtr (approx.)]
10	Completion of the Construction of Bituminous and Paver Block Road from Kachakali bazar to Nayabari via Congress Colony under Majhiali G.P., Chopra Block, Uttar Dinajpur district (Length - 6.4 km).
11	Completion of the Construction of Paver Block road from Lalganj Bridge to Khendum Club, Surjapur - II and Bidyanandpur GP under Goalpokhar -II Block in the district of Uttar Dinajpur. (Length:-2.8 km, Width :- 3.75 mtr.)
12	Completion of the Construction of RCC Bored Pile Bridge over River Dolancha at Darivit under Islampur block in the district of Uttar Dinajpur.
13	Completion of the Construction of RS Joist Bridge over river Srimati at Parameshwarbati under Joyhat GP, Itahar Block in the district of Uttar Dinajpur (Length :- 24.0 m)

August

1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Chalsa Mangalbari Bazar at Chalsa under Meteli Block, Dist- Jalpaiguri. (Civil & Electrical)
3	Completion of the Construction of Composite/RCC Bridge over river Bamnia (Saltia) at Uttar Kodalkheti (Manik Adhikary Ghat) at Nishiganj-II GP under Mathabhanga-II Block in the district of Coochbehar.
4	Completion of the Construction of RSJ Bridge over Kashikhari at Pulinda under Gangarampur P.S. in the District of Dakshin Dinajpur.
5	Completion of the Completion of the Construction of RSJ Bridge at Paschim Nimpur Khari with approach road, Tapan Block in the District of Dakshin Dinajpur.
6	Construction of RSJ Composit Bridge over Kashikhari on the route of Sree Rampur to Krishnabati under Tapan Block in the District of Dakshin Dinajpur (4 nos. x 12.0 m span).
7	Completion of the Construction of Paver Block road from Hatipaw L.K Shil house to Simalia via Basatpur connecting Kanki Goagaon road under Goalpokhar-II Block in the district Uttar Dinajpur (Length-2.7 Km, Width: 3.75 mtr.)
8	Completion of the Construction of Bridge at Tukrabari over Ratua River (60 mtrs.) in the district of Uttar Dinajpur.
9	Completion of the Construction of Bridge at Norihat over river Srimati under Itahar P.S in the district of Uttar Dinajpur. (Total length of Bridge 42mtr)
10	Completion of the Construction of Pile Bridge over Gamari river at Durlavpur under Itahar Block in the district of Uttar Dinajpur. (Total length of Bridge 37mtr)
11	Completion of the Construction of RCC Bored Pile Bridge at Panikhuagach Ghat over River Dolancha on 2nd km Matikunda to Nachanakula under Matikunda GP in PS- Islampur in the district of Uttar Dinajpur. (Total length of Bridge including approach slab on both sides 62 mtr)

Sl. No.	Projected Targets
	September
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Proposed G+3 Storied Academic Building including Parking Space at Suryasen Mahavidyalaya, Siliguri, District- Jalpaiguri.
3	Completion of the Construction of Office Complex of Hon'ble Chief Minister, West Bengal, near Richmond Hill at Darjeeling.
4	Completion of the Construction of proposed out house at Bangdubi forest Bunglow Campus, Repair and Renovation of Existing Forest Bunglow at Bangdubi including Sanitary and Plumbing, Construction of Proposed Boundary wall at Bangdubi Forest Guest House Campus etc. at Bangdubi Forest Guest House under Darjeeling Dist.
5	Completion of the Construction of Ground Floor & First floor of proposed G+4 storied Science block of Ananda Chandra College at College Para, Jalpaiguri.
6	Completion of the Construction of Hostel Building (G+2) at Ramkrishna Mission with the Cooch Behar Municipality in the district of Coochbehar.
7	Completion of the Construction of New Boy's Hostel (G+3) No. 02 in the premises of Panchanan Barma University, in the district of Coochbehar (Civil + Electrical)
8	Completion of the Construction of New Boys Hostel (100 Double Seater Rooms) at Uttarbanga Krishi Viswavidyalaya, Pundibari, Coochbehar. (Phase-I)
9	Completion of the Construction 1(One) No. Hostel in the Campus of Panchanan Barma University in the district of coochbehar, West Bengal.
10	Completion of the Construction of bridge at Imamnagar of Salaidanga GP at Gazole Block in the district of Malda
11	Completion of the Construction of Paver Block road from Baggaon Madrasa to Bochagiri via Gamari, Goti G.P. under Goalpokhar-I Block in the district of Uttar Dinajpur (Length - 3.8 km, Width:- 3.75 mtr.)
12	Completion of the Construction of Paver Block road from NH-31 Ramganj more to Dohra and Dohra more to Panchagachia village more under Ramganj - II G.P. of Islampur Block in the district of Uttar Dinajpur (Length- 4.50 km, Width - 3.75 mtr.)
13	Completion of the Construction of RCC Bore Pile Bridge Singhanath Ghat over River Pitanu on 2nd KM of Singhanath to Uttar Sahapur GP-II in P.S- Goalpkhur-I, District Uttar Dinajpur. (Span- 43mtr)
14	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.
	October
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of RSJ/ Composite Bridge on Lalpani River at Mairadanga in Mairadanga G.P. within Falakata Block in the District of Alipurduar. (Length - 4 × 13 m = 52 m)
3	Completion of the Construction of RSJ/Composite Bridge over Chelo River at Uttar Simlabari in Patlakhawa G.P. in Alipurduar-I Block in the District of Alipurduar. (Length-: 3 × 13m = 39m)
4	Completion of the Construction of RSJ/ Composite Bridge on Khatajani River at Rajadoba, Tatpara-II G.P. in Alipurduar-II Block in the district of Alipurduar. (Length-: 3 ×12 m = 36m)
5	Completion of the Construction of Community Hall at Bharnobari T.E & Satali T.E in Malangi G.P., Mechpara T.E. in Chuapara G.P. and Gangutia T.E. in Garopara G.P. within Kalchini Block in the district of Alipurduar (Civil Works and S & P Works)

Sl. No.	Projected Targets
6	Completion of the Construction of Community Hall at Kartika T.E. in Raidak G.P. & at Kumargram Forest village in Newland Kumargram Sankosh G.P. within Kumargram Block in the district of Alipurduar during the year 2017-18(Civil Portion and S&P Works)
7	Completion of the Construction of Alipurduar Govt. Engg. & Management College(Administration Block) in the Dist. of Alipurduar.
8	Completion of the Construction of Infrastructure at Panchanan Barma University at Cooch Behar. - Administrative Building, Student Activity Centre, Electric Sub Station, Boundary Wall.
9	Completion of the Construction of Bridge over Baromasia Khal between Sonapur and Paranpur under Harischandrapur-II and Chanchal-II block in Malda district.
10	Completion of the Construction of Bituminous road from Dhamdhol to Shyamganj PMGSY Road via Hematpur Junior High School under Patirajpur G.P. Itahar Block in the District of Uttar Dinajpur (Length 3500 Mtr. Width 3.75 mtr.)
11	Completion of the Construction of RCC Bore Pile Bridge with both side approach road over Nagor River at Nimtola Ghat on 1st K.M of Bhitihar to Anantopur road in P.S Raiganj, Block Raiganj, Dist. Uttar Dinajpur, West Bengal. (Total span - 95.90 mtr.)

November

1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Bituminous Road, Surface Drain & Concrete Road Connecting from Nouka Ghat Road (Uttar Banga Kshetriya Gramin Bank) via Apnaghar to Kalamjote to Durga Mandir at Kawakhari, Matigara- I G P. in the district of Darjeeling. (Length - 3.318 Km. Bituminous Road with 115 mtr. Concrete Road)
3	Completion of the Construction and Placing truss for Jalpaiguri Sports Complex Gallery A and Gallery B, Jalpaiguri.
4	Completion of the Construction of Approach Road, both side of Jhumur Bridge (2.45 km + 0.70 km) from Railway under pass of Purba Altagram to Bagritala at Magurmari-II GP Dhupguri PS, in the district of Jalpaiguri.
5	Completion of the Construction of G+2 storied Building of foundation G+3, demolishing the existing dilapidated building of Malbazar Subhasini Girl's High School, Malbazar, District- Jalpaiguri.
6	Completion of the Construction of RCC Bridge over Jorai River Near Volka High School Between Volka-I G.P. & Volka-II G.P. under Kumargram Block in the District of Alipurduar. (Span - 39 mtr and 240 mtr approach road)
7	Completion of the Proposed G+2 Storied College Building of Jaigaon College under Kalchini Block in the District of Alipurduar.
8	Completion of the Construction of Alipurduar Govt Engg & Management College (Academic Block) in the Dist. of Alipurduar.
9	Completion of the Modernization & Renovation of Rabindra Bhawan, Coochbehar in the district Coochbehar.
10	Completion of the Construction of New Girl's Hostel (G+3) in the premises of Panchanan Barma University, in the district of Coochbehar (Civil + Electrical)
11	Completion of the Construction of R.C.C Bore pile Bridge over river Bhagirathi at Joth Priti under Narhatta G.P., English Bazar Block in the district of Malda (Length :- 60.0 M).
12	Completion of the Construction of Internal road with concrete Paver Block including Culvert & Car parking area within the Uttar Banga Krishi Viswavidyalaya at Majhian Campus in the District of Dakshin Dinajpur.
13	Completion of the Construction of Boundary Wall and Gate with 1.50 mtr wide Brick on edge inside pathway within the Uttar Banga Krishi Viswavidyalaya at Majhian Campus in the District of Dakshin Dinajpur under Phase-II.

Sl. No.	Projected Targets
	December
1	Review meeting of Secretary with technical and non-technical officers.
2	Completion of the Construction of Four Storied Community Hall and Bhawan at Bidhan Nagar-I Gram Panchayat, under Phansidewa Block, Sub-Division-Siliguri, in the district of Darjeeling.
3	Completion of the Construction of Auditorium at Malbazar in the district of Jalpaiguri.
4	Completion of the Construction of Composite Bridge over Dudary River at Gokulnagar near the H/O Tamijuddin Miya under Falakata Block, District - Alipurduar. (Span 26.5 mtr and 163 mtr. Approach road)
5	Completion of the Construction of Bridge over Jayanti River under Samuktala G.P, Alipurduar-II Block in the Dist. of Alipurduar.
6	Completion of the Construction of Marketing complex at falakata . In the District of Alipurduar (civil & electrical)
7	Completion of the Construction of Pundibari Hat (G+2) and Fish stall near Pundibari Hat, Harimandir at Pundibari, District - Coochbehar.
8	Completion of the Construction of Truck Terminus at NH-31 at Khagrabari in the District of Coochbehar.
9	Completion of the Construction of New Boy's Hostel (G+3) No. 03 in the premises of Coochbehar Govt. Engineering College, Coochbehar (Civil + Electrical)
10	Completion of the Construction of New Boy's Hostel (G+3) No. 04 in the premises of Coochbehar Govt. Engineering College, Coochbehar (Civil + Electrical)
11	Completion of the Construction of Swimming Pool within the Stadium in the district of Coochbehar (Civil & Electrical).
12	Completion of the Construction of Academic Building G+4 (Extension) of Faculty of Technology, Uttarbanga Krishi Viswavidyalaya, Coochbehar. (Civil & Electrical)
13	Completion of the Construction of Bridge over tributary of river Raidak-I at Dhalpal under Tufanganj-I Block in the district of Coochbehar in connection with the construction of Heritage Road.
14	Completion of the Construction of Bridge over river Raidak-I at Dhalpal under Tufanganj-I Block in Cooch Behar District. (Length of Bridge : 225.72 mtr).
15	Completion of the Construction of Bridge over River Raidak-I at Ullarkhawa, P.S. Tufanganj in the district of Coochbehar.
16	Completion of the Construction of RCC Bore pile Bridge over river Kalindri at Nagharia Phulbari Ghat under English Bazar Block in the district of Malda. (Length:- 111.04 mtr.)
17	Completion of the Construction of RCC Bore Pile Bridge over river Suie at Barabilla Ghat on 4th KM. of Kumedpur to Gulandhar GP-II in P.S. Itahar in the district of Uttar Dinajpur (Span 67 mtr.)
18	Completion of the Extension of Shree Agrasen Mahavidyalaya, Dalkhola G +3 structure in the district of Uttar Dinajpur, West Bengal. (Civil Portion)
19	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

Department of Panchayats & Rural Development

Month	Cell	Plan
January	BGSY	• Review of BGSY works by the additional Chief Secretary & Joint Secretary of P&RD Deptt. & Empowered Officer of WBSRDA • Completion of DLP maintenance of BGSY works
	Directorate of P&RD	• Publication of Draft Gradation List of PDO/APO/PAAO • Publication of Cadre wise Draft Gradation List for the employee of Directorate • Intimation of process of Financial Audit of 2020-21 to DPRDOs
	ISGPP-II	• Initiation of the process of Annual Performance Assessment (APA 2020) of all GPs for FY 2019-20 • Completion of first round of Risk based Internal Audit for high risk GPs
	Mahatma Gandhi NREGA	• SEGC (State Employment Guarantee Council) Meeting • Review on Mahatma Gandhi NREGA Annual Action Plan 2021-22 and Labour Budget with all the Districts • Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA through Video Conference / Meeting • Virtual meeting with District for incorporating more blocks under GIS planning. • Workshop (virtual) on Mahatma Gandhi NREGA Annual Action Plan shared from Plan Plus to NREGA Soft and resolving of issues related to sharing. • Preparing state presentation of AAP 2021-22 to be presented before MORD. • Meeting on implementation of Cluster Facilitation Project with DNOs And CSO • Workshop on MIS for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREGA etc. issues.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Refresher Training of the Gram Panchayat Employee on Procurement, e-tender, Internal Audit System
	WBSRLM (Anandadhara)	• Monthly review of credit linkage with Districts & application submission status to be reviewed on virtual mode. • Awareness campaign on Ensuring education of all children including Girl Child/ Prevention of early marriage & early pregnancy - availing of Kanyashree benefits • Training of 2.5 lakh SHG members on ARD
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Training of members of VHSNC/"Citizen's Task Force for management of VBD" regarding preparation of Gram Sansad wise vulnerability area mapping
	Mission Nirmal Bangla	• State level Meeting MNB

Month	Cell	Plan
February	BGSY	• Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	• Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers • Confirmation of PDO, APO & PAAO
	ISGPP-II	• Disbursement of World Bank and State Govt. assisted Performance based Grants of FY 2020-21 to the eligible GPs to the tune of Rs. 450 crore approx
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Review on Progress on UNNATI implementation • State level Workshop with line departments on convergence with Mahatma Gandhi NREGA to finalize State Convergence plan. • District visit by State MIS co-ordinators and GIS co ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preparation & entry etc. issues. • Finalisation of state presentation of AAP 2021-22 to be presented before MORD. • Road map and preparation of GIS based plan for CFP blocks. • Preparing for Programme Review Committee meet for the FY 2020-21
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Training on different service delivery by the Panchayats through e governance
	WBSRLM (Anandadhara)	• Draft Credit Plan for 2021-22 will be placed before the Authority and finalized for placing before SLBC. • Workshop and training on Community Managed Training Centre under NRETP • Submission of Annual Action Plan for 2021-22 to MoRD for approval
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Training of members of VHSNC/"Citizen's Task Force for management of VBD" of all GPs regarding preparation of Gram Sansad wise vulnerability area mapping • Training of workers of Control of VBD programme regarding "Dry Season Activities"
	Mission Nirmal Bangla	• Meeting to finalize the AIP for 2020-21 under MNB
March	BGSY	• Video Conference with PIUs during last fortnight to monitor progress • Completion of BGSY-I road Projects • Project submission under BGSY
	Directorate of P&RD	• Preparation of Annual Statement of NSAP & PROFLAL • Submission of UC of NSAP for 2020-21
	ISGPP-II	• No Training / Workshop

Month	Cell	Plan
March	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Review on Progress on UNNATI implementation • Training of supervisor for proper management in the field and maintain COVID-19 protocol • District Visit by State coordinator Training & IEC for proper implementation of CIB, 7 Register, Work file etc. • Observing Gram Rozgar Divas • Review on CFP implementation • Monitoring visit of State Quality Monitor to districts
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Exposure visit of the Women Elected Representatives to the best performing Gram Panchayat and social institutions
	WBSRLM (Anandadhara)	• Annual Credit plan for 2021-22 will be placed before the SLBC for approval.
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Training of members of VHSNC/"Citizen's Task Force for management of VBD" regarding preparation of Gram Sansad wise vulnerability area mapping • Training of workers of Control of VBD programme regarding "Dry Season Activities" & Survey Formats
	Mission Nirmal Bangla	• Finalization of the State AIP for 2020-21 under MNB • Training cum planning workshop on SLWM
April	BGSY	• Yearly target allocation of BGSY works based on work in hand and sanction from MoRD • Tender process of BGSY works
	Directorate of P&RD	• Publication of Final Gradation List for APOs • Commencement of Financial Audit with respect to the fund of NSAP at district & Block level • Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers
	ISGPP-II	• Completion of assessment of ISGPP-II achievement in FY 2019-20 related to i) Technical / formal training support for GP employees & ERs, ii) Mentoring input hours spent for each GP per year and iii) I.T. system development & usages support given to GPs
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Discussion on deliverables of CSO on implementation of CFP • Monitoring visit of State Quality Monitor to districts • Training of GRS for quality improvement (phase 1) • Training of supervisor for proper management in the field maintain COVID-19 protocol

Month	Cell	Plan
April	MGNREGA	• Workshop on Good Governance & Gram Rojgar Divas with all District Training & IEC Coordinator • State level Workshop on GIS planning and Implementations with all Districts • Massive awareness generation campaign among the job seekers on their rights and entitlements in Mahatma Gandhi NREGA, planning and collection of ATR from Districts thereof.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• No Training / Workshop
	WBSRLM (Anandadhara)	• Assessment of MCLFs (44 in NRETP and 13 in non-NRETP areas
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Orientation of all Officials and functionaries on "Comprehensive Action Plan 2021-22"
	Mission Nirmal Bangla	• State level Meeting on progress of SLWM
May	BGSY	• Project clearance under BGSY
	Directorate of P&RD	• Publication of Final Gradation List for PDOs
	ISGPP-II	• No Training / Workshop
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Review on CFP implementation • Monitoring visit of State Quality Monitor to districts • Training of supervisor for proper management in the field maintain COVID-19 protocol • Workshop on SECURE • Review on Progress on UNNATI implementation • Finalisation of State Auditor Farm and collection of details of district auditors as engaged by districts. • District Visit by State MIS co-ordinators and GIS co ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preparation & entry etc. issues.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• No Training / Workshop
	WBSRLM (Anandadhara)	• Workshop on Module development
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Training of workers engaged under Control of VBD programme of all GPs at Block level on "Comprehensive Action Plan 2021-22" and their responsibilities
	Mission Nirmal Bangla	• Construction of 500 Community Sanitary Complex

Month	Cell	Plan
June	BGSY	• Video Conference with PIUs during last fortnight to monitor progress • Tender process of BGSY works
	Directorate of P&RD	• Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers • Confirmation of PDO, APO & PAAO
	ISGPP-II	• Completion of Risk based Internal Audit of Gram Panchayats for all GPs
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Monitoring visit of NREGA State Quality Monitors to districts • Training of GRS for quality improvement (phase 2) • Meeting with DNOs implementation and CSOs for CFP • Training of supervisor for proper management in the field maintain COVID-19 protocol • Releasing Audio Visual documents on Mahatma Gandhi NREGA success stories • District Visit by NREGA State MIS co-ordinators and GIS co-ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG,.GIS based plan preparation & entry etc. issues.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Refresher Training of Karmadhakhaya of the Standing Committee of the Zilla Parishad and Panchayat Samiti • Refresher Training of Sanchalak and Members of the Upa-Samitis of the Gram Panchayat • State level Workshop on rolling out of the Panchayat Development Plan of the 3-tier Panchayats • Training on Leadership quality and professional excellence
	WBSRLM (Anandadhara)	• First phase of CIF for 2021-22 will be released on June 2021. • Awareness campaign on Ensuring education of all children including Girl Child/ Prevention of early marriage & early pregnancy - availing of Kanyashree benefits
	Health	1. House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) 2. Observation of 1st week as "Village Cleanliness Week" 3. Training of workers engaged under Control of VBD programme of all GPs at Block level on "Comprehensive Action Plan 2021-22" and their responsibilities • Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring
	Mission Nirmal Bangla	• Completion of construction of IHHL under LOB/NOLB Category • State level consultation on ODF sustainability and ODF plus

Month	Cell	Plan
July	BGSY	• Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	• Estimate of Vacancy of PDO, APO & PAAO subject to due requisition from PSC • Preparation of Budget for current year
	ISGPP-II	• Online Gram Panchayat Works Manual for preparation for standardized DPR preparation will go live for all GPs
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Special campaign on Individual Benefit Works in Mahatma Gandhi NREGA • Monitoring visit of State Quality Monitor to districts • Special campaign for building sustainable assets through Mahatma Gandhi NREGA • Orientation of Panchayat representatives on Mahatma Gandhi NREGA • Meeting with all districts on the issue of Financial Audit for previous FY 2020-21 and UC thereof. • Review on Progress on UNNATI implementation • Aranya Saptaha Celebration
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• District level Workshop on quality plan preparation of the three-tier system • Refresher Training of the District Master Trainers (IT & Web) on e-gramswaraj / GPDP Portal • Refresher Training of Karmadhakhaya of the Standing Committee of the Zilla Parishad and Panchayat Samiti • Refresher Training of Sanchalak and Members of the Upa-Samitis of the Gram Panchayat • Training on Leadership quality and professional excellence
	WBSRLM (Anandadhara)	• Review cum training of 110 Producers group on marketing activities • SHG member (5000) training on fisheries
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring • Orientation of all Officials and functionaries on analysis of report generated from Web portal and monitoring of the activities
	Mission Nirmal Bangla	• Implementation of Solid Waste Management in at least 30 GPs
August	BGSY	• Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	• Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers • Publication of cadre wise Final Gradation List for the employees of Directorate

Month	Cell	Plan
August	ISGPP-II	• Completion of Annual Performance Assessment 2020 (APA 2020) and grant announcement
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Monitoring visit of NREGA State Quality Monitor to districts • Orientation of Panchayat representatives on Mahatma Gandhi NREGA • Review on progress on CFP implementation • Special Convergence Week on Mahatma Gandhi NREGA • SEGC (State Employment Guarantee Council) meeting
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Refresher Training of the Elected Representatives & Functionaries on Sustainable Development Goals (SDGs) in tune to local development goals • Refresher Training of Karmadhakhaya of the Standing Committee of the Zilla Parishad and Panchayat Samiti • Refresher Training of Sanchalak and Members of the Upa-Samitis of the Gram Panchayat • Refresher Training of the District Master Trainers (IT & Web) on e-gramswaraj / GPDP Portal.
	WBSRLM (Anandadhara)	• Awareness campaign on 'Exclusive breast feeding till 6 months including feeding of colostrum' & 'Importance of first 1000 days of life' • Training of BOD of 57 Model Sanghas
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Orientation of all Officials and functionaries on analysis of report generated from Web portal and monitoring of the activities • Training of Trainers (ToT) for training of Members of PRI & VHSNC/ Citizens' Task Force
	Mission Nirmal Bangla	• State level review meeting on MNB
September	BGSY	• Video Conference with PIUs during last fortnight to monitor progress • Conference with all PIUs
	Directorate of P&RD	• Confirmation of PDO, APO & PAAO • Tally of Financial Audit Report of NSAP with Annual Statement
	ISGPP-II	• No Training / Workshop
	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Monitoring visit of State Quality Monitor to districts • Orientation of Panchayat representatives on Mahatma Gandhi NREGA • Meeting of the State Convergence Committee on Mahatma Gandhi NREGA to review progress

Month	Cell	Plan
September	MGNREGA	• District Visit by NREGA State MIS co-ordinators and GIS co-ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preparation & entry etc. issues. • Preparation of presentation for Mid term Review at MORD. • Workshop with CSO and districts officials on deliverables (achievements) on CFP • Submission of Award [proposal from districts and state to Award Committee at Delhi] • Workshop on GPDP -Plan Plus on Mahatma Gandhi NREGA initiatives
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Refresher Training of General Members of the Zilla Parishad • Sectoral Training of the General Member of the Gram Panchayat on Climate Change and Livelihood • Special Training on Digitization of the Primary Data through Mobile Application for development of the Human Development Indices Report of the Gram Panchayat • Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan • Refresher Training of the Elected Representatives & Functionaries on Sustainable Development Goals (SDGs) in tune to local development goals. • Orientation Training Sectoral Workshop Group on preparation of sector based activity at Panchayat Samity and Zilla Parishad. • Training on different web portals and professional excellence.
	WBSRLM (Anandadhara)	• Awareness campaign on Nutrition issues 'Healthy Feeding Practices' through meeting at Sangha and SHG level • Training on Organic certification in 6 organic cluster block
	Health	1. House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) 2. Observation of 1st week as "Village Cleanliness Week" 3. Training of Trainers (ToT) for training of Members of PRI & VHSNC/ Citizens' Task Force) • One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Mission Nirmal Bangla	• State level review meeting on MNB
October	BGSY	• Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	• Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers • Preparation of Draft Revised Budget of current year
	ISGPP-II	• Disbursement of World Bank and State Govt. assisted Performance based Grants of FY 2021-22 to the eligible GPs

Month	Cell	Plan
October	MGNREGA	• Observing special Gram Sabha for Mahatma Gandhi NREGA • Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Monitoring visit of State Quality Monitor to districts • Publications on Mahatma Gandhi NREGA success stories • Special meeting with DNOs issuing guidance on AAP 2021-22 preparation from Gram Sabha and GIS planning thereof. • Finalization of Audit report for the FY 2020-21 and submission of Utilisation certificate to MORD for 2nd tranche of Fund. • Workshop with districts on entry of Mahatma Gandhi NREGA AAP in Plan Plus and other related process
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Identification & Selection of the Gram Panchayat with good case studies • Selection and Finalization of the 3 Economic & Income Enhancement Projects at Gram Panchayat • Refresher Training of General Members of the Zilla Parishad • Sectoral Training of the General Member of the Gram Panchayat on Climate Change and Livelihood. • Special Training on Digitization of the Primary Data through Mobile Application for development of the Human Development Indices Report of the Gram Panchayat • Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan • Orientation Training Sectoral Workshop Group on preparation of sector-based activity at Panchayat Samity and Zilla Parishad.
	WBSRLM (Anandadhara)	• Assessment of 44 MCLFs
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Mission Nirmal Bangla	• State level review meeting on MNB
November	BGSY	• Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	• Preparation of Draft Budget estimate for 2021-22 • Preparation or UC for 2nd instalment of fund under NSAP
	ISGPP-II	• No Training / Workshop
	MGNREGA	• Preparation of state level and district level presentation before the award committee at Delhi • District Visit by NREGA State MIS co-ordinators, IEC co-ordinator, GIS co-ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preperation & entry etc. issues.

Month	Cell	Plan
November	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • Visit of CFP districts by State officials • Review on UNNATI implementation. • Intensive Planning exercise for Mahatma Gandhi NREGA 2021-22 with District Nodal Officers
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Exposure Visit of the Elected Representatives to different best performing Panchayats • Orientation Training of Sectoral Working Group on preparation of sector-based activity at Panchayat Samiti and Zilla Parishad • Special Training of the Elected Women Representative of Panchayat Samiti. • Sectoral Training of the General Member of the Gram Panchayat on Climate Change and Livelihood • Special Training of the Pradhan and Upa-Pradhan on Digital Literacy • Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan. • Exposure Visit of the Elected Representatives to different best performing panchayats. • Identification and Selection of the Gram Panchayat with good case studies. • Selection and Finalization of the 3 Economic & Income Enhancement Projects at Gram Panchayat
	WBSRLM (Anandadhara)	• Formation of ten (10) new Producers Organization on farm produces • Credit linkage review.
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community • Training of all workers of Control of VBD programme regarding "Post Monsoon Activity"
	Mission Nirmal Bangla	• Capacity building workshop on post ODF activities
December	BGSY	• Completion of BGSY-II road Projects • Video Conference with PIUs during last fortnight to monitor progress • Conference with all PIUs
	Directorate of P&RD	• Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers • Confirmation of PDO, APO & PAAO
	ISGPP-II	• No Training / Workshop

Month	Cell	Plan
December	MGNREGA	• Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode • District Visit by NREGA State MIS co-ordinators, IEC co-ordinator, GIS co-ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preparation & entry etc. issues. • Monitoring visit of NREGA State Quality Monitor to districts • Training of GRS for quality improvement (phase 3) under Mahatma Gandhi NREGA • Field visit by State Officials in CFP implementation blocks • Review on Convergence initiatives under Mahatma Gandhi NREGA • Review on Project UNNATI implementation • Revisiting the success stories under Mahatma Gandhi NREGA
	Rashtriya Gram Swaraj Abhiyan (RGSA)	• Special Training of the Elected Women Representative of Panchayat Samiti. • Special Training of the Pradhan and Upa-Pradhan on Digital Literacy • Special Training on Digitization of the Primary Data through Mobile Application for development of the Human Development Indices Report of the Gram Panchayat. • Exposure Visit of the Elected Representatives to different best performing panchayats.
	WBSRLM (Anandadhara)	• Supply of base line data on SHG formation and credit linkage to NABARD for preparing Annual Credit Plan for the State.
	Health	• House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) • Observation of 1st week as "Village Cleanliness Week" • Implementation of Post Monsoon Activity
	Mission Nirmal Bangla	• State level Review Meeting of MNB Chaired by the Hon'ble MIC P&RDD with all DMs and Sabhadhipaties • Training of stakeholders on MNB

PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT
2021

Month	Important works to be done	Cell / Wing	Remarks
January	Review of progress of various construction works being implemented in different districts under the supervision of the DMs.	AR Cell	
	Complete release of Plan-fund received for the final phase of 2020-21.		
	a) Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	b) Promotion and posting of officers under WBSS cadre.		
	c) Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	d) Submission of report on employees who are not attending office for a long time.		
	a) Preparatory work for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service subject to completion of appointment procedure to IAS according to last year select list.	IAS Cell	
	b) Promotion order of IAS officers to different grades of pay to be issued.		
	Prospective initiation for appointment of promote /directly recruited WBCS (Exe.) officers belonging to the 2021 batch and commencement of induction level training of these officers.	WBCS Cell	
	Monthly Monitoring of ACRs of WBCS(Exe.) officers.		
	Sending the requisition to Saraswaty Press Ltd. for printing of Plastic Service Identity Cards to WBCS(Exe.) officers.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Updating of leave records in the service books of the employees.	Establishment Cell	
	Finalisation of tender process for AMC of IT infrastructure.		
	Training programme for Head Assistants.	Training Cell	
	Refresher training for UDAs.		
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Conducting 16 Training Programmes at ATI/RTCs	ATI	
	Conducting Type Test for LDCs/LDAs		

Month	Important works to be done	Cell / Wing	Remarks
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Updating of Service Books of the staff of CCW.		
	Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.		
February	Preparation of supplementary budget, if any	AR Cell	
	Road map to fill up the vacancies in the newly created districts.	AR Cell	
	Land identification for Housing Scheme for the WBCS Officers.		
	Sending a report to the Hon'ble High Court and seeking concurrence on creation of newly carved districts/sub-divisions/ blocks.		
	Review of requirement of IT hardware for procurement in the next Financial year. Payment of all pending bill related to Stationary items, IT items and services.	Establishment Cell	
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Training programme for Head Assistants.	Training Cell	Schedule depends on availability of slots at ATI
	Refresher training for UDAs.		
	Conducting 13 Training Programmes at ATI/RTCs	ATI	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers.	WBCS Cell	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 55 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.		
March	Final release of Plan and Non-Plan fund to attached offices and districts.	AR	
	Road map to fill up the vacancies in the newly created districts.		

Month	Important works to be done	Cell / Wing	Remarks
	Review of payment position regarding payment of bills for the financial year 2020-21.Review of process of Medical Reimbursement bills under WBHS and other related WBHS matters.	Establishment Cell	
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Training programme for Deputy Secretaries.	Training Cell	Schedule depends on availability of slots at ATI
	Conducting 6 training programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Finalisation of section I of PAR formats of the IAS officers for the year 2020-2021 to be done.	IAS Cell	
	Proposal for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service to DoPT.		
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.17.		
	Distribution of New Plastic Identity Cards to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 65 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Change of surname and residential address and up-gradation of qualification of employees of different Deptts.		
	Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.		
April	Allotment of fund for 1st quarters of Financial Year 2021-22	AR Cell	.
	Review of pension cases and revision of pension cases.	Establishment Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	On-line Performance Appraisal Reports (PAR) formats for the IAS officers of the State Cadre are to be sent to the concerned officers.	IAS Cell	
	Sending the ACRs of WBCS(Exe.) officers to respective appropriate authorities	WBCS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.18.		
	Sending requisition to Saraswaty Press Ltd. for printing of Plastic Service Identity Cards to WBCS(Exe.) officers.		
	Publication of Service Directory, 2020 of WBCS(Exe.) officers.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 45 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Training programme for Section Officers.	Training Cell	Schedule depends on availability of slots at ATI
	Conducting 7 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Wanting APRs for preparation of panel for promotion of different cadres.	C C Wing	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.		
	Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.		
May	Complete the process of release of Plan and Non-Plan funds for the 1st phase (April-June) of 2021-22.	AR Cell .	
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		

Month	Important works to be done	Cell / Wing	Remarks
	Training programme for Deputy Secretaries.	Training Cell	Schedule depends on availability of slots at ATI
	Refresher training of UDAs.		
	Confirmation proposal for IAS officers appointed on promotion to be sent to DoPT subject to completion of mandatory training of probationers.	IAS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.19.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 65 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Conducting 4 Training Programmes at ATI/RTCs.	ATI	
	Conducting Half-yearly Departmental Examination for IAS and WBCS(Exe.) Officers.		
	Review on progress on the implementation of various modules of HRMS.	Establishment Cell	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Publishing of updated Gradation Lists of different cadres.		
	Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.		
June	Review of the work of New Administrative Building of Alipurduar District HQ.	AR Cell	
	Land allocation for Housing Scheme for the WBCS Officers		
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Review of nomination records of the employees. (GISS/GPF/Gratuity)	Establishment Cell	
	Training programme for newly appointed Assistant Secretaries.	Training Cell	Schedule depends on availability of slots at ATI
	Training programme for OSDs/Registrars/Spl. Officers.		
	Updating of Service Records/APRs of employees.		

Month	Important works to be done	Cell / Wing	Remarks
	Conducting 15 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Declaration of estimated vacancies for recruitment in the WBCS(Exe.) Service on promotion from SRO- II/Jt. BDO/ACROs.		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.21.		
	Distribution of New Plastic Identity Cards to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 50 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.		
July	Continuation of work for creation of Infrastructure for setting up of newly created districts of Jhargram, Paschim Bardhaman and Kalimpong and new Sub-division of Mirik.	AR Cell	
	Review of the work of Construction of Integrated Administrative Complex, Jhargram in the district of Jhargram.		
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Training programme for newly appointed Assistant Secretaries.	Training Cell	Schedule depends on availability of slots at ATI
	Training programme for Section Officers.		
	Conducting 14 Training Programmes at ATI/RTCs.	ATI	
	Conducting Type Test for LDCs/LDAs		
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Complete proposal in prescribed formats for promotion of SCS officers of the State to Indian Administrative Service against the vacancies of 2020 is to be sent to UPSC and DoPT subject to confirmation of vacancies.	IAS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers.	WBCS Cell	
	Sending requisition to Saraswaty Press Ltd. for printing of Plastic Service Identity Cards to WBCS(Exe.) officers		

Month	Important works to be done	Cell / Wing	Remarks
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 65 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Updating of leave records in the service books of the employees.	Establishment Cell	
	Induction training programme for qualified fresh LDA candidates.	C C Wing	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.		
	Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.		
August	Review of the work of the New Hostel Building at ATI Complex, Salt Lake, Kolkata.	AR Cell	
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Complete proposals in prescribed formats for promotion of Non-SCS officers of the State cadre to the IAS against the vacancies of 2020 are to be sent to UPSC and DoPT subject to confirmation of vacancy.	IAS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.17.	WBCS Cell	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Review updating of service books of the employees and sending service books of employees posted in other Cells.	Establishment Cell	
	Training programme for Section Officers.	Training Cell	Schedule depends on availability of slots at ATI.
	Refresher training for UDAs.		
	Conducting 14 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Updating of Service Books of the staff of CCW.	C.C.Wing	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.		
	Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.		

Month	Important works to be done	Cell / Wing	Remarks
September	Preparation of Revised Budget.	AR Cell	
	Review of the Construction of New Office Building and Residence of the Divisional Commissioner, Medinipur Division.		
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Meeting to be convened for Intensive Review of Service Records of IAS officers as per Rule 16(3) of AIS(DCRS) Rules, 1958.	IAS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Collection of ACRs from the Department of feeder services and furnish the same to the PSC, WB for promotion to WBCS(Exe.) Cadre.		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.18.		
	Distribution of New Plastic Identity Cards to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 75 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Arrangement for payment of Bonus and festival advance to the employees of P&AR Department.	Establishment Cell	
	Conducting training programmes for Section Officers.	Training Cell	Schedule depends on availability of slots at ATI
	Refresher training for UDAs.		
	Updating of Service Books of employees.		
	Conducting 14 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Refresher training programme for the Section Officers.	CCWing	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.		
	Change of surname and residential address and up-gradation of qualification of employees of different Deptts.		
	Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.		

Month	Important works to be done	Cell / Wing	Remarks
October	Review of work of the New Administrative Building-II at Barasat, North 24-Parganas.	AR Cell	
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		
	Training programme for OSDs/Registrars/Spl. Officers.	Training Cell	Schedule depends on availability of slots at ATI
	Conducting 2 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers.	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.19.		
	Sending requisition to Saraswaty Press Ltd. for printing of Plastic Service Identity Cards to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 30 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Review of the working of e-office module.	Establishment Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.		
November	Review of the work of New Administrative Building of Kalimpong District HQ.	AR Cell	
	Release of Plan and Non-Plan funds for the 2nd phase (August-December) of 2021-22		
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		

Month	Important works to be done	Cell / Wing	Remarks
	Training programme for Head Assistants.	Training Cell	Schedule depends on availability of slots at ATI
	Conducting 11 Training Programmes at ATI/RTCs.	ATI	
	Conducting Half-yearly Departmental Examination for IAS and WBCS(Exe.) Officers.		
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Advance planning for the year 2022.	Establishment Cell	
	Proposal for confirmation of vacancies in different grades of IAS in terms of Rule 3(2)(ii) & (iii) of IAS (Pay) Rule, 2016, to be sent to DoPT.	IAS Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers.	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.21.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 35 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Refresher Training programme for Head Assistants/Upper Division Assistants.	C C Wing	
	Wanting APRs for preparation of panel for promotion of different cadres.		
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.		
	Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.		
December	Review of the status of execution of work in different districts for which funds have been released out of State-Plan.	AR Cell	
	Review of the work of the Kakdwip Administrative Building and SDO Bungalow in South 24-Parganas.		
	Review of Construction of a new Administrative Building within Midnapore Collectorate Compound in the District of Paschim Medinipur.		
	Training of newly appointed OSDs/Registrars/Spl. Officers/ Deputy Secretaries/Assistant Secretaries from WBSS Cadre.	General Cell	
	Promotion and posting of officers under WBSS cadre.		
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Submission of report on employees who are not attending office for a long time.		

Month	Important works to be done	Cell / Wing	Remarks
	Meeting of Departmental Promotion Committee (DPC) for promotion of IAS officers of the State Cadre to different scales of pay is to be convened.	IAS Cell	
	Notifying the vacancies for WBCS(Exe.) officers to the PSC, WB for WBCS(Exe.) etc. Examination, 2021.	WBCS Cell	
	Distribution of New Plastic Identity Cards to WBCS(Exe.) officers.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 45 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Training programme for OSDs/Registrars/Spl. Officers. Refresher training for UDAs.	Training Cell	Schedule depends on availability of slots at ATI
	Conducting 14 Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters	Vigilance Cell	
	Review of payment of pension cases. Preparation for AMC of IT hardware.	Establishment Cell	
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	C C Wing	
	Issuing NOCs for obtaining International Passports for employees under Secretariat Common Cadre.		

Department of Parliamentary Affairs

Month	Targeted/ Proposed Activity
January, 2021	1 Routine & Statutory works of the Department. 2 Dealing with West Bengal Legislative Assembly matters, if referred.
February, 2021	1 Special attention to the entitlement related matters of MLAs and Ex-MLAs referred to the Department by West Bengal Legislative Assembly. 2 Routine & Statutory works of the Department.
March, 2021	1 Preparation of action plan for the next year work covering 4112nos. of Schools and 430 nos. of Colleges in the state. 2 Clearing up of accounts related matters at State and district levels. 3 Smooth completion of year ending work. 4 Finalization of Scheme and Guidelines for Youth Parliament Competition, 2021-22. 5 Dealing with the files which may be referred from West Bengal Legislative Assembly.
April, 2021	1 Routine and statutory works of the Deptt. 2 Collection and consolidation of Utilization Certificates and squaring up all accounts matter. 3 Sending proposal to the Finance Department for financial approval of YPC, 2021-22. 4 Preliminary preparation for implementation of Youth Parliament Competition Scheme, 2021-22. 5 Works related to W.B.L.A.
May, 2021	1 Routine and statutory works of the Deptt. 2 Publication of Annual Report. 3 Persuasion with the District Authorities for pending Utilization Certificates.
June, 2021	1 Statutory and routine works of the Deptt. relating to West Bengal Legislative Assembly. 2 Despatch of books, guidelines and certificates to districts. 3 Release of fund for the programme of the year. 4 Printing of books, guidelines, certificates for Youth Parliament Competition Scheme, 2021-22. 5 Notification of State Level Essay Competition, 2021-22. 6 Organizing State Level Meeting and Workshop on Youth Parliament Scheme, 2021-22. 7 Despatch of books, guidelines, certificates to districts. 8 Release of fund for the programme of the year.
July, 2021	1 Routine and statutory works of the Deptt. 2 Persuasion with the district authorities for implementation of the programme. 3 Holding of District Level Workshop on Youth Parliament Scheme for schools. 4 Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at schools and colleges. 5 Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at Block/Municipality/College level.
August, 2021	1 Persuasion with the district authorities for implementation of the programme. 2 Work of State level Essay Competition.

Month	Targeted/ Proposed Activity
August, 2021	3 Routine and statutory works of the Deptt. 4 Holding of District level Competitions for Colleges/Schools. 5 Works related to W.B.L.A.
September, 2021	1 Monitoring of implementation of programme at different levels. 2 Work of State Level Essay Competition. 3 Holding of District level Competitions for Colleges/Schools. 4 Collection and compilation of result of District level competitions for Colleges. 5 Routine and statutory work of the Deptt.
October, 2021	1 Routine and statutory works of the Deptt. 2 Arranging for examination of the essays received in the State Level Essay Competition, 2021-22.
November, 2021	1 Examination of essays received in State Level, Essay Competition. 2 Holding of Division level Youth Parliament Competitions for schools. 3 Holding of Division level Competitions for colleges. 4 Routine and statutory work of the Deptt.
December, 2021	1 Holding of Division level Youth Parliament Competitions for schools. 2 Holding of Division level Competitions for colleges. 3 Collection and compilation of result of Division level Competitions for Colleges/Schools. 4 Preparation for final stage of State Level Youth Parliament Competition, 2021-22. 5 Routine and statutory work of the Deptt.

DEPARTMENT OF PASCHIMANCHAL UNNAYAN AFFAIRS

MONTH	ACTIVITY CALENDAR
JANUARY 2021	• CONSTRUCTION OF BITUMINOUS ROAD FROM GOBAG MORE TO GARPANCHAKOTE TOURISM PROJECT, NETURIA, PURULIA. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS AND FIELD LEVEL INSPECTION FOR MONITORING PROJECTS AND ASSESSMENT. • MONITORING MEETING AT DISTRICT LEVEL WITH ALL IMPLEMENTING AGENCIES & CONCERNED LINE DEPARTMENTS BY ALL CONCERNED DMs. • COLLECTION OF SCHEMES UNDER AAP, ZP MEGA SCHEMES & JAP (34 BLOCKS) FROM THE 74 BLOCKS OF 7 PUP DISTRICTS FOR GETTING APPROVED BY THE CMO. • HOLDING "JUNGLE MAHAL UTSAB 2020" SHOWCASING THE ACHIEVEMENTS OF STATE GOVERNMENT AND DEPARTMENT OF PASCHIMANCHAL UNNAYAN AFFAIRS.
MONTH	**ACTIVITY CALENDAR**
FEBRUARY 2021	• CONSTRUCTION OF BITUMINOUS ROAD FROM PATHRA BRIDGE TO PALJAGUL PMGSY ROAD VIA MAHATABNAGAR VILLAGE (CH. 4.00 KM TO CH. 8.00 KM), MEDINIPUR SADAR, PASCHIM MEDINIPUR. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • PREPARATION OF BUDGET SPEECH FOR 2021-22. • REVIEW OF PROJECT IMPLEMENTATION & FUND UTILISATION STATUS.
MONTH	**ACTIVITY CALENDAR**
MARCH 2021	• CONSTRUCTION OF BOX BRIDGE OVER BIJLI KHAL AT DHOLBHANGA, BINPUR- II, JHARGRAM. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS.
MONTH	**ACTIVITY CALENDAR**
APRIL 2021	• CONSTRUCTION OF RCC DRAIN (LENGTH APPROX. 1200M) AND BALANCE PORTION OF PCC (M 20) (LENGTH APPROX. 440M) FROM BHEDUASOLE TO SAYERBAKHRA, ONDA, BANKURA. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • MONITORING MEETING WITH DEPARTMENTAL OFFICERS AND PUP OFFICIALS.
MONTH	**ACTIVITY CALENDAR**
MAY 2021	• CONSTRUCTION OF BOUNDARY WALL, TOILET AND DORMITORY FOR PILGRIMS IN FAVOUR OF SABAR NAKHA SONAMOHIN SANAT DAHI GHAT, NAYAGRAM, JHARGRAM. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • COLLECTION OF UP-TO-DATE UTILIZATION CERTIFICATES FROM ALL CONCERNED IMPLEMENTING AGENCIES. • MONITORING MEETING OF ADMINISTRATIVE CALENDER BY HON'BLE MIC WITH THE SENIOR DEPARTMENTAL OFFICERS & CEO PUP, BANKURA.

MONTH	ACTIVITY CALENDAR
JUNE 2021	• RE-EXCAVATION OF TANK AT DUMURIA POOL BUNDH, GIDHNI GP, JAMBONI, JHARGRAM. • RE-EXCAVATION OF TANK AT NUNIA MOORUM KHALI, GIDHNI GP, JAMBONI, JHARGRAM. • RE-EXCAVATION OF TANK AT TULSIBONI BUNDH, GIDHNI GP, JAMBONI, JHARGRAM. • RE-EXCAVATION OF TANK AT SARGERIA BUNDH (DUMURIA), GIDHNI GP, JAMBONI, JHARGRAM. • FIELD-LEVEL INSPECTION OF SCHEMES BY DEPARTMENTAL OFFICERS. • REVIEW MEETING WITH DMs & BDOs OF 7 PUP DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	**ACTIVITY CALENDAR**
JULY 2021	• CONSTRUCTION OF PCC ROAD FROM RAIBUNDH MORE TO NAZRUL BALIKA VIDYALAYA, SONAIJURI G.P., PURULIA-I, PURULIA. • REVIEW MEETING WITH DMs & BDOs OF 7 DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	**ACTIVITY CALENDAR**
AUGUST 2021	• CONSTRUCTION OF PCC ROAD FROM LAKA MORE TO PALASHBONI, BARABAZAR, PURULIA. • REVIEW MEETING WITH BOTH DEPARTMENTAL & PUP OFFICIALS.
MONTH	**ACTIVITY CALENDAR**
SEPTEMBER 2021	• CONSTRUCTION OF PCC ROAD AT SIDARA GRAM, GANGAJALGHATI, BANKURA (LENGTH-1085M). • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • SCRUTINY AND THEREAFTER SENDING THE PROPOSALS TO NABARD UNDER RIDF 2021-22 AS PER HIGH POWER COMMITTEE ALLOCATION. • MONITORING MEETING OF ADMINISTRATIVE CALENDAR BY HON'BLE MINISTER-IN-CHARGE WITH THE SENIOR DEPARTMENTAL OFFICERS AND CEO, PUP, BANKURA.
MONTH	**ACTIVITY CALENDAR**
OCTOBER 2021	• CONSTRUCTION OF CONCRETE ROAD AND DRAINAGE SYSTEM AT CHAMERI BASTI AREA, AILAKUNDI MOUZA, BANKURA-I, BANKURA. • REVIEW OF SCHEME WISE ALLOTMENT OF FUND FROM THE PLAN BUDGET 2021-22 AND UTILIZATION THEREOF. • FIELD-LEVEL INSPECTION BY DEPARTMENTAL OFFICERS.

MONTH	ACTIVITY CALENDAR
NOVEMBER 2021	• CONSTRUCTION OF PCC ROAD FROM LACHIPUR MAIN ROAD TO ADIBASIPARA, J.L. NO.- 571, NEPURA G.P., BINPUR- I, JHARGRAM. • CONSTRUCTION OF PCC ROAD FROM DHAJKIDANGA MORE TO SHAKTI AGUAN HOUSE, J.L. NO.- 468, NEPURA G.P., BINPUR- I, JHARGRAM. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • SENDING PROPOSAL FOR AUGMENTATION OF BUDGET 2021-22 FOR THE PENDING PROJECTS, IF ANY.
MONTH	**ACTIVITY CALENDAR**
DECEMBER 2021	• CONSTRUCTION OF PCC ROAD FROM KOGRAM DIGHUPAR TO KAMRUL HOUSE NEAR SAMABAY, KAITHA- II G.P., NALHATI- I, BIRBHUM. • SCHEME-VISIT BY DEPARTMENTAL OFFICERS. • REVIEW OF FUND RELEASE STATUS FOR THE YEAR 2021- 22. • MONITORING MEETING OF ADMINISTRATIVE CALENDER BY HON'BLE MINISTER-IN-CHARGE WITH THE DEPARTMENTAL OFFICERS AND CEO, PUP, BANKURA.

DEPARTMENT OF PLANNING & STATISTICS

A. Planning

January

- Collection, Compilation and Submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
- Review and Monitoring of BEUP Progress
- Collection and Compilation of Monthly Progress Report of MPLAD
- Monitoring of MPLAD Scheme
- Monitoring conduct of District Level Development Monitoring Committee meetings

February

- Collection, Compilation and Submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
- Departmental Inspection for BEUP works
- Collection and Compilation of Monthly Progress Report of MPLAD
- Monitoring of MPLAD Scheme
- Monitoring submission of reports of Twenty Point Programme by the districts

March

- Collection and Compilation of Monthly Progress Reports of MPLAD
- Monitoring of MPLAD Scheme
- Initiative for bank account closure pertaining to 16th Lok Sabha
- Monitoring conduct of District Level Development Monitoring Committee meetings

April

- Collection and Compilation of Monthly Progress Reports of MPLAD
- Monitoring of MPLAD Scheme
- Follow-up action for bank account closure of 16th Lok Sabha

May

- Collection and Compilation of Monthly Progress Reports of MPLAD
- Monitoring of MPLAD Scheme

June

- Collection and Compilation of Monthly Progress Reports of MPLAD
- Monitoring of MPLAD Scheme
- Review and Monitoring of State & District Spatial Data Centres Progress

July	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Review and Monitoring of BEUP Progress
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme

August	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Departmental Inspection for BEUP works
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme

September	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme
•	District Level Review Meetings

October	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Review and Monitoring of BEUP Progress
•	Departmental Inspection for BEUP works
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme
•	Training will be arranged to the District Officials for PFMS (EAT) module and implementation of revamped Web Portal of MPLAD Scheme

November	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme
•	Initiative for bank account closure pertaining to Ex Rajya Sabha Members

December	
•	Collection, Compilation and Submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
•	Departmental Inspection for BEUP works
•	Collection and Compilation of Monthly Progress Reports of MPLAD
•	Monitoring of MPLAD Scheme
•	District Level Review Meetings
•	Departmental inspection for MPLAD works
•	Review and Monitoring of State & District Spatial Data Centres Progress

Department of Planning and Statistics
B. Statistics

Sl. No.	Item/Activity	January	February	March	April	May	June	July	August	September	October	November	December
1	Estimation of State Domestic Product (SDP)	Compilation for 2020-21 (AE) and Revision work for 2018-19 & 2019-20	Release of Advance Estimate of 2020-21	Revision work for 2018-19, 2019-20 & 2020-21	Revision work for 2018-19, 2019-20 & 2020-21	Joint Discussion for Finalization of 2018-19 and Revision of 2019-20 & 2020-21	Preparation of Estimates for 2018-19 and 2019-20 for Uploading and Revision of 2020-21	Preparation of Estimates for 2018-19 and 2019-20 for Uploading and Revision of 2020-21	Release of Estimates of 2018-19, 2019-20 and 2020-21	Revision work for 2019-20 & 2020-21	Revision work for 2019-20 & 2020-21	Revision work for 2018-19, 2019-20 & 2020-21 and compilation for 2021-22 (AE)	Revision work for 2018-19, 2019-20 & 2020-21 and compilation for 2021-22 (AE)
2	Preparation of District Domestic Product (DDP)	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1
3	Estimation of Index of Industrial Production (IIP)	Release of Report of October, 2020	Release of Report of November, 2020	Release of Report of December, 2020	Release of Report of January, 2021	Release of Report of February, 2021	Release of Report of March, 2021	Release of Report of April, 2021	Release of Report of May, 2021	Release of Report of June, 2021	Release of Report of July, 2021	Release of Report of August, 2021	Release of Report of September, 2021
4	Conducting Annual Survey of Industries (ASI)	Compilation, Scrutiny & Validation for 2017-18 and Data collection for 2018-19	Compilation, Scrutiny & Validation for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Compilation, Scrutiny & Validation for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Compilation, Scrutiny & Validation for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Provisional Table generation for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	RSE calculation for estimates of 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Final Table generation for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Preparation of Draft Report for 2017-18 and Data collection, Data entry & Scrutiny for 2018-19	Compilation, Scrutiny and validation for 2018-19. Preparatory work of Data collection of ASI, 2019-20.	Compilation, Scrutiny and validation for 2018-19. Data collection for 2019-20.	Compilation, Scrutiny and validation for 2018-19. Data collection for 2019-20.	Provisional Table generation for 2018-19. Data collection, Compilation, Scrutiny & Validation for 2019-20.

Sl. No.	Item/Activity	January	February	March	April	May	June	July	August	September	October	November	December
5	Estimation of Production and Yield Rate of 19 Major Insured Crops	Field work of Rabi crops, 2020-21. Compilation of Summer Crops, 2019-20 and Bhadui & Winter Crops, 2020-21.	Compilation of Summer Crops, 2019-20. Field work of Rabi Crops, 2020-21. Compilation of Bhadui and Winter Crops, 2020-21.	Submission of final estimate of Summer Crops, 2019-20 to Agriculture Department. Field work of Rabi Crops, 2020-21. Compilation of Bhadui and Winter Crops 2019-20.	Field work of Rabi and Summer Crops, 2020-21. Compilation of Bhadui and Winter Crops 2020-21.	Submission of final estimate of Bhadui Crops, 2020-21 to Agriculture Department. Field work of Summer Crops, 2020-21. Compilation of Winter and Rabi Crops 2020-21.	Field work of Summer Crops, 2020-21. Compilation of Rabi Crops, 2020-21. Compilation of Winter Crops, 2020-21.	Submission of final estimate of Winter Crops, 2020-21 to Agriculture Department. Compilation of Rabi and Summer Crops 2020-21. Field work of Bhadui Crops, 2021-22.	Compilation of Rabi and Summer Crops 2020-21. Field work of Bhadui Crops, 2021-22.	Compilation of Rabi and Summer Crops 2020-21. Field work of Bhadui Crops, 2021-22. Release of Agriculture Report, 2019-20.	Submission of final estimate of Rabi Crops 2020-21. Compilation of Summer Crops 2020-21. Field work of Bhadui Crops, 2021-22.	Compilation of Summer Crops, 2020-21 and Bhadui Crops 2021-22. Field work of Winter Crops, 2021-22.	Compilation of Summer Crops, 2020-21 and Bhadui Crops 2021-22. Field work of Winter Crops, 2021-22.
6	Statistical Abstract	Data Validation & Compilation for 2018. Data collection for 2019.	Data Validation & Compilation for 2018. Data collection for 2019.	Data Validation & Compilation for 2018. Data collection for 2019.	Data Validation & Compilation for 2018. Data collection for 2019.	Draft Report preparation for 2018. Data collection for 2019.	Draft Report preparation for 2018. Data collection for 2019.	Finalisation of Report preparation for 2018. Data collection for 2019.	Data collection for 2019	Data validation for 2019	Data validation for 2019	Draft Report preparation for 2019	Finalisation of report of 2019
7	Publication of State Statistical Handbook	Data Validation & Compilation for 2019. Data collection for 2020	Data Validation & Compilation for 2019. Data collection for 2020	Data Validation & Compilation for 2019. Data collection for 2020	Data Validation & Compilation for 2019. Data collection for 2020	Draft Report preparation for 2019. Data collection for 2020	Draft Report preparation for 2019. Data collection for 2020	Publication for 2019. Data collection for 2020	Data collection for 2020	Data collection for 2020	Data collection for 2020	Data collection for 2020	Data collection for 2020
8	Conducting National Sample Survey (NSS) and Pooling of Central and State sample survey data	Table generation of 75th Round. Data validation of 76th Round. Data validation of 77th Round.	Table generation of 75th Round. Data validation of 76th Round. Data validation of 77th Round.	Draft Report preparation of 75th Round. Data validation of 76th Round. Data validation of 77th Round.	Finalisation of Report of 75th Round. Data validation of 76th Round. Data validation of 77th Round.	Data validation of 76th Round. Data validation of 77th Round.	Data validation of 76th Round. Data validation of 77th Round.	Table generation of 76th Round. Data validation of 77th Round.	Table generation of 76th Round. Data validation of 77th Round.	Draft Report preparation of 76th Round. Table generation of 77th Round.	Finalisation of Report of 76th Round. Table generation of 77th Round.	Draft Report preparation of 77th Round.	Finalisation of Report of 77th Round.

Department of Power & Department of Non-Conventional Energy Services

#Month: January			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSETCL	Subhasgram (PGCIL)- Baruipur 220KV D/C line	North 24 Parganas	Spill Over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Pingla & Kakdwip.	West Medinipur & South 24 Parganas	Spill Over

#Month: February			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	Conversion of overhead network to UG Cable network (153 KM HT UG Cable & 288 KM LT UG Cable) at Chinsurah Town, SIP	Hooghly	Spill over
WBSETCL	Moinaguri - Mathabhanga 132 kV D/C line from tapping point to Birpara - Moinaguri line	Jalpaiguri	Spill over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Domjur.	Howrah	Spill Over
	Replacement of existing conductor by HTLS/AL59 conductor i.r.o different 132 kV Transmission lines (97.50 Km).	Purba Medinipur, South 24 Parganas, North 24 Parganas, Murshidabad	Spill Over
WBPDCL	Barjora (North) Coal Mine: The work for shifting of 220 kV High Tension (HT) line will be expected to be completed in the year 2021.	Bankura, West Bengal	New
	Barjora (North) Coal Mine: The procurement of land for obtaining the Forest Clearance (FC) is going on and will be obtained soon.	Bankura, West Bengal	New
	Barjora (North) Coal Mine: Presently the coal is evacuated from Barjora (North) coal mine through PFPD Railway Siding to the different Power Plants of WBPDCL. Another, railway siding situated in Bakura will expectedly start in January, 2021. It is expected that the transportation of coal to KTPS and STPS will become easy and railway freight will become cheaper as compared to PFPD siding, after starting of the Bankura Railway Siding.	Bankura, West Bengal	New
	Wet ash evacuation with PLC-Unit#3, KTPS	Purba Medinipur	Spill Over

#Month: March			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	10MW Solar PV Project at Kotaldih (Phase-I), Asansol.	Paschim Burdwan	Spill over
	GIS Mapping of all 33 kV & 11 kV Network throughout the State.	All over West Bengal	Spill over
	33/11 kV S/S at Mohispota, IPDS.	North 24 Parganas	Spill over
	33/11 kV S/S (O&M) at Uttara Housing, Siliguri.	Darjeeling	New
WBSETCL	Burdwan 132/33 kV GIS S/S.	Purba Burdwan	Spill over
	D/C LILO of 132 kV Satgachia-Mahachanda transmission line at Burdwan 132 kV GIS using UG cable.	Purba Burdwan	Spill over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Uluberia, Hizli, Sonarpur, Laxmikantapur, Adisaptagram, Berhampore, Gokarna, Kalyani, Dharampur, Contai & Asansol.	Howrah, West Medinipur, South 24 Parganas, Hooghly, Murshidabad, Nadia, East Mednipur, Paschim Burdwan.	Spill Over
	Capacity augmentation of 132/33 kV Transformer from 2 × 50 MVA to 3 × 50 MVA, 132/33 kV Transformer at New Town AA- I S/S.	North 24 Parganas	Spill Over
WBPDCL	Tara (E&W) Coal Mine: The Diversion of road from Churulia to Jaynagar village is under process and will be completed soon.	Paschim Bardhaman, West Bengal	New

#Month: April			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	Conversion of overhead network to UG Cable network (162 kM HT UG Cable & 219 KM LT UG Cable) at Krishnanagar Town, SIP.	Nadia	Spill Over
WBSETCL	132 kV D/C UG cable line from Kasba 220 kV S/S to Salt Lake Stadium 132 kV GIS.	North 24 Parganas	Spill over
	D/C LILO of Krishnanagar - Bongaon at Bagula 132/33 kV S/S.	Nadia	Spill Over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Barasat, Mankar, Raina, Kalna, Satgachia, Mohishpota & Subhasgram.	North 24 Parganas, Purba Burdwan, South 24 Parganas	Spill Over
	Replacement of Existing conductor by HTLS conductor i.r.o 220kV Transmission lines (31.00 km).	Hooghly	Spill Over
WBPDCL	Pachhwara (North) Coal Mine : Execution of R&R activity at Bishunpur village will be started soon.	Pakur Jharkhand	New

#Month: April			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBPDCL	Pachhwara (North) Coal Mine : Procurement for CA Land for compliance of Stage-I to obtain Stg-II Forest Clearance is under process.	Pakur Jharkhand	New
	Pachhwara (North) Coal Mine: Presently the coal is evacuated from Pachhwara (North) coal mine via Amrapara-Pakur road up to Pakur Railway Siding which is situated at a distance of 55 km from the mine. As the present evacuation route is very congested WBPDCL is planning to transport the coal through Sahebganj-Dumka State Highway. Accordingly, WBPDCL will establish the Dumka Railway Siding for evacuation of more number of rakes from Pachhwara (North) coal mine to meet the requisite production from the mine.	Pakur Jharkhand	New
	Pachhwara (North) Coal Mine: Widening and strengthening the existing Coal Road from Amrapara DPL more to Pakur Railway siding through RCD Jharkhand.	Pakur Jharkhand	New
	Pachhwara (North) Coal Mine: Procurement of 11.22 Acre of land for R&R colony is going on.	Pakur Jharkhand	New

#Month: May			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Kasba, Raiganj, IPDS	Uttar Dinajpur	New
	33/11 kV S/S at Arrjabb Industrial Park, Dankuni, (O&M)	Hooghly	New
WBSETCL	Belmuri 220/132 kV GIS S/S.	Hooghly	New
	220 kV S/C LILO of Arambagh- New Chanditala S/C line at Belmuri 220/132 kV S/S.	Hooghly	New
	132 kV D/C line from Tarakeswar 132 kV S/S to Jangipara 132 kV S/S	Hooghly	Spill over
	Installation of 400kV, 125 MVAR Reactor at Gokarna 400 kV Substation.	Murshidabad	New
	Capacity Augmentation of 31.5 MVA, 132/33kV, transformer by 50 MVA, 132/33 transformer at Bongaon.	North 24 Parganas	New

#Month: June			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at South City, Bhangar-I, (O&M)	South 24 Parganas	Spill over
	33/11 kV S/S at Alipurduar, IPDS.	Alipurduar	New
WBSETCL	Kona 132/33 kV GIS	Howrah	Spill over
	LILO of Gokarna-Rampurhat 132 kV S/C Transmission line at Kuli 132 kV GIS	Murshidabad	New
	Capacity Augmentation of 400/220 kV transformer from 2×315 MVA to 3×315 MVA at Gokarna 400 kV S/S.	Murshidabad	Spill over
	Installation of 400 kV, 125 MVAR Reactors at Kharagpur 400 kV S/S.	West Medinipur	New
	Establishment of Permanent 33 kV System at Kalimpong 66 kV S/S.	Kalimpong	New
WBPDCL	Technical Building-2-SgTPP	Murshidabad	Spill over
	Upgradation of ABT (Availability Based Tariff) System at Kolaghat, Bakreswar, Sagardighi, Bandel, Santaldih TPS & Corporate Office.	Purba Medinipur, Birbhum, Murshidabad, Hooghly, Purulia & North 24 Parganas.	Spill over

#Month: July			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Palshanda, SEEDN.	Murshidabad	Spill over
	33/11 kV S/S at Ideal Aquaview, Bidhannagar, IPDS	North 24 Parganas	New
	33/11 kV S/S at Kanyapur, Asansol, IPDS	Paschim Burdwan	New
WBSETCL	Manbazar 132/33 kV GIS S/S.	Purulia	New
	132 kV D/C line from Hura 220/132 kV SS to Manbazar 132/33 kV GIS S/S.	Purulia	New
	Baruipur 220/132 kV GIS S/S.	South 24 Parganas	Spill over
	Serakol-Baruipur 132 kV D/C line.	South 24 Parganas	Spill over
	Capacity Augmentation of 31.5 MVA, 132/33 kV, transformer by 50 MVA, 132/33 transformer at Raiganj.	Uttar Dinajpur	Spill over
WBPDCL	Ash lagoon-SgTPP	Murshidadad	Spill Over

#Month: August			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Moyna, SEEDN	Bankura	Spill over
	33/11 kV S/S at Hemsila, Durgapur, IPDS	Paschim Burdwan	New
WBSETCL	Labhpur 132/33 kV GIS S/S.	Birbhum	New
	132 kV D/C line from Bolpur 132 kV S/S to Labhpur 132 kV GIS.	Birbhum	Spill over
	Minakhan 132/33 kV GIS S/S.	North 24 Parganas	New
	132 kV D/C line from Subhasgram 220 kV S/S to proposed Minakhan 132 kV S/S.	North 24 Parganas South 24 Parganas	New
	Capacity Augmentation of 31.5 MVA, 132/33kV transformer by 50 MVA, 132/33 transformer at Moynaguri.	Jalpaiguri	New
WBPDCL	Hydrogen Generation Plant - SgTPP	Murshidadad	Spill Over

#Month: September			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Bhabta, (O&M)	Murshidabad	Spill over
	33/11 kV S/S at Siliguri (near TB Hospital), Siliguri, IPDS	Darjeeling	New
	10MW Solar PV Project at Sankrail	Jhargram	New
WBSETCL	Ramnagar 132/33 kV GIS S/S.	Purba Medinipur	New
	Bagula 132/33 kV GIS.	Nadia	Spill over
	Installation of 400kV, 125 MVAR Reactor at Durgapur 400 kV S/S.	Paschim Burdwan	New
	Capacity Augmentation of 31.5 MVA, 132/33kV, transformer by 50 MVA, 132/33 transformer at Subhasgram.	South 24 Parganas	New
	Capacity Augmentation by 31.5 MVA, 132/33kV, transformer at Serakol.	South 24 Parganas	New

#Month: October			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at DTC, Behala, (O&M)	South 24 Parganas	New
	33/11 kV S/S at Rampurhat, IPDS	Birbhum	New
WBSETCL	Renia 132/33kV GIS S/S.	South 24 Parganas	Spill over
	D/C LILO of 132 kV Kasba-Sonarpur-Behala line at Renia 132 kV GIS S/S.	South 24 Parganas	Spill over

#Month: November			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Barasat, IPDS	North 24 Parganas	New
WBSETCL	Kharagpur- Jhargram 132 kV D/C line.	Paschim Medinipur	Spill over
	Panchami 132/33 kV GIS S/S.	Birbhum	New
	Sadaipur -Panchami 132 kV D/C line	Birbhum	New
	Installation of 400kV, 125 MVAR Reactor at New Chanditala 400 kV S/S.	Hooghly	New

#Month: December			2021
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	33/11 kV S/S at Bongpur, Burdwan, IPDS	Purba Burdwan	New
	33/11 kV S/S at DSS, Newtown, IPDS	North 24 Parganas	New
	33/11 kV S/S at Boro Andulia, (O&M)	Nadia	New
WBSETCL	Rajarhat 400 kV substation of PGCIL to New Town -IIC 220 kV D/C line.	North & South 24 Parganas	Spill over
	New Tow-IIC 220 kV GIS S/S.	North 24 Parganas	Spill over
	Kushmundi 132/33 kV GIS S/S.	Uttar Dinajpur	New
	LILO of Raiganj-Gangarampur-132 kV S/C line at Kushmundi 132 kV GIS.	Uttar Dinajpur	New
	Replacement of Existing conductor by HTLS conductor i.r.o 220 kV New Town- New Town (PG) Transmission lines (8.00 km).	Uttar Dinajpur	New
	Replacement of Existing conductor by HTLS conductor i.r.o 220kV Howrah- New Chanditala Transmission lines (25.47 Km).	Howrah & Hooghly	New
	Capacity Augmentation of 400/220kV transformer from 2×315 MVA to 3×315 MVA at Durgapur 400 kV S/S.	Paschim Burdwan	New
	Capacity Augmentation by 50 MVA, 132/33 transformer at A_Zone.	Paschim Burdwan	New
	Capacity Augmentation by 31.5 MVA, 132/33 kV, transformer at Bighati.	Hooghly	New

Department of Public Health Engineering

Sl. No.	Event	January, 2021	February, 2021	March, 2021	April, 2021	May, 2021	June, 2021
1.	Commissioning of Rural Piped Water Supply Scheme						
a)	No. of Schemes Commissioned	5	6	25	6	8	5
b)	Population to be benefitted by commissioned schemes	49,928	95,869	10,11,191	72,530	67,464	70,097
2.	No of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. **(Nos.)**	1,50,000	1,60,000	1,60,000	1,60,000	1,60,000	1,60,000
3.	Sinking of Hand Pumps / Rig Bored Tube Wells **(Nos.)**	130	120	120	130	135	120
4.	Provision of Drinking Water Supply in different Schools / Anganwadis **(Nos.)**	400	500	600	600	500	400
5.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits **(Nos.)**	30,000	30,000	30,000	30,000	30,000	30,000
6.	Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS / SHG Members / NGOs and other Stakeholders related to Water, Sanitation and its Health issues **(Persons to be trained)**	390	1,956	3,907	782	182	91
7.	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. **(Population coverage)**	31,560	90,100	76,720	9,450	1,370	1,072
8.	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	82%	90%	95%	2%	8%	12%
9.	Review Meetings / District Tours by Senior Officers **(Nos.)**						
	a) Principal Secretary, PHE Deptt. **(thrice in a month)**	3	3	3	3	3	3
	b) Engineer-in-Chief, PHE Deptt. **(thrice in a month)**	3	3	3	3	3	3
	c) Chief Engineers, PHE Dte. **(six in a month)**	6	6	6	6	6	6
	d) Superintending Engineers, PHE Dte. **(twelve in a month)**	12	12	12	12	12	12

Department of Public Health Engineering

Sl. No.	Event	July, 2021	August, 2021	September, 2021	October, 2021	November, 2021	December, 2021
1.	Commissioning of Rural Piped Water Supply Scheme						
a)	No. of Schemes Commissioned	6	8	5	10	8	10
b)	Population to be benefitted by commissioned schemes	2,54,893	2,70,158	47,848	1,13,219	1,28,640	2,96,262
2.	No. of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. **(Nos.)**	1,60,000	1,70,000	1,75,000	1,75,000	1,90,000	2,00,000
3.	Sinking of Hand Pumps / Rig Bored Tube Wells **(Nos.)**	90	95	90	70	80	120
4.	Provision of Drinking Water Supply in different Schools / Anganwadis **(Nos.)**	500	500	500	500	500	500
5.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits **(Nos.)**	30,000	30,000	30,000	30,000	30,000	30,000
6.	Capacity Building of Engineers/ VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS / SHG Members / NGOs and other Stakeholders related to Water, Sanitation and its Health issues **(Persons to be trained)**	57	1,952	3,950	127	470	2,226
7.	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. **(Population coverage)**	520	5,379	78,273	39,420	64,723	1,74,923
8.	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	20%	35%	45%	55%	65%	75%
9.	Review Meetings / District Tours by Senior Officers **(Nos.)**						
	a) Principal Secretary, PHE Deptt. **(thrice in a month)**	3	3	3	3	3	3
	b) Engineer-in-Chief, PHE Deptt. **(thrice in a month)**	3	3	3	3	3	3
	c) Chief Engineers, PHE Dte. **(six in a month)**	6	6	6	6	6	6
	d) Superintending Engineers, PHE Dte. **(twelve in a month)**	12	12	12	12	12	12

PUBLIC WORKS DEPARTMENT

Month	Activity	Target for the month
January 2021	Commencement of the project	7
	Balighai- Mohanpur - Solpatta Road - Chainage from 17.000 km to 31.600 km - widening & strengthening. under Midnapur Division, P.W.Dte. in the District of Paschim Medinipur.	Completion
	Sabrakone to Morar Road from 0.00 kmp to 12.70 km, widening & strengthening work under Bankura Highway Division in the district of Bankura.	Completion
	Kandi Bharatpur Salar Road ,0.00 to 27.665 km(Except 12.996 km to 13.152 km), widening and strengthening work under Murshidabad Highway Division No. II in the district of Murshidabad.	Completion
	Berhampore-Hariharpara-Amtala Road from 0.00 kmp to 17.00 kmp widening & strengthening under Murshidabad Highway Division No-I in the district of Murshidabad.	Completion
	Panchgram - Nabagram - Lalbagh Road from 0.00 kmp to 13.80 km, Strengthening work.	Completion
	Sindri-Manbazar Road, from 0.00 kmp to 5.00 kmp & from 9.00 kmp to 18.00 kmp and Manbazar-Bansa Road, from 0.00 kmp to 5.70 km., widening & strengthening work.	Completion
	Widening & Strengthening of Kolkata Basanti Road (SH-3A) from 60.00 kmp to 68.00 km.	Completion
	Badu-Kharibari Road from 0.12 km to 7.40 km, Strengthening work under Barasat Highway Division No. I in the district of North 24 Parganas.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
February 2021	Commencement of the project	8
	Neamatpur-Rupnarayanpur Road - Ch from 0.00 kmp. to 14.60 km. – widening & strengthening including resectioning from 3.97 km to 9.47 km under Asansol Division, P.W.D. in the District of Paschim Bardhaman during the year 2018-19.	Completion
	Kolaghat-Gopalnagar-Jashar Road & O.T. Road – Ch. from 0.00 kmp to 11.10 kmp- widening and strengthening work under Tamluk Division, P.W.D. in the District of Purba Medinipur.	Completion
	Jagatpur-Dharampota Road-Chainage from 0.00 kmp to 24.6 kmp-Strengthening work under Hooghly Construction Division PWD in the District of Hooghly during the year 2018-19.	Completion
	Bridges over river Buri Torsha, Kumai-I and Kumai-II at 0.84 km, 1.20 km and 1.60 km respectively of Sonapur - Hasimara Road (via Chilapota Forest), Construction in replacement of existing narrow and weak bridges.	Completion
	Fulbari to Dhainagar Road from 0.00 kmp to 13.50 km, widening & strengthening work.	Completion
	Kanupur-Bahutali Road, from 0.00 kmp to 19.80 km, widening & strengthening work.	Completion
	Berachampa-Haroa Road from 0.0 kmp to 10.40 km, widening & strengthening work.	Completion

Month	Activity	Target for the month
	Widening and Strengthening of Chandrakona – Goaltore – Serenga – Simlighat Road (SH-4) from 0.00 kmp to 19.50 km, Midnapore Highway Division in the district of Paschim Medinipur, West Bengal.	Completion
	Keshpur Narajole Road from 0.00 kmp to 17.68 km, widening & strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
	Visual inspection of bridges by the Executive Engineers.	All bridges under the department
March 2021	Commencement of the project	8
	Bolpur-Palitpur Road from 1.2 kmp to 12.7 kmp widening and strengthening under Birbhum Division, PWD in the district of Birbhum.	Completion
	Construction of bridge in replacement of existing narrow bridge over Kethia Khal at 28th km of Chandrakona-Ghatal Road (SH-4) in the district of Paschim Medinipur.	Completion
	Nandigram-Malda Road (Widening & strengthening of Nandigram-Malda Road from 0.00 kmp to 13.60 kmp in the District of Purba Medinipur under Tamluk Division, PWD.	Completion
	Chenchuria More to Bishnupur (SH-2) from 0.00 kmp to 28.600 km [Erstwhile Chenchuria to Ranigunj Medinipur Road via Asansol (0.00 kmp to 23.4 km) and Bishnupur Bypass (0.00 kmp to 5.2 km)] for widening and strengthening work under Bishnupur Division, PWD in the district of Bankura.	Completion
	Construction of proposed five nos. of two lane bridges adjacent to existing old narrow bridges over Nowai Khal (Langoalpota), Haroa Khal, Moja Khal, Choto Khal and Boro Khal at chainages 2.80 km, 5.450 km ,5.92 km,8.87km and 9.42km respectively on Bishnupur-Beliaghata Road in the district of North 24 Parganas,West Bengal.	Completion
	Construction of Pedestrian Underpass by Box Jacking Technique at Laketown Crossing of K.N.I. Avenue (V.I.P. Road) under Barasat Highway Division No. I in the District of North 24 Parganas.	Completion
	Widening and strengthening of Keshpur – Chandrakona Town Road (SH-7) from 0.000 kmp to 21.250 km, under Midnapore Highway Division, in the district of Paschim Medinipur, West Bengal [CRF Job No. CRF-WB-2018-19/66]	Completion
	Sirkabad - Ajodhya - Bagmundi Road, from 0.00 kmp to 27.462 kmp. with a link to PPSP upper dam, Youth Hostel at Ajodhya and Hatinada (Link road length 5.90 km), total project - 33.362 km widening & strengthening, under Purulia Highway Division in the district of Purulia.	Completion
	Mirzapur-Banshihari Road (SH-10) from 0.00 kmp to 22.09 kmp, widening & strengthening work under Malda Highway Division.	Completion
	Kakdwip - Patharpratima Road from 0.00 kmp to 12.30 km, widening & strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
April 2021	Commencement of the project	0
	Jahaldah to Dantan Road from 0+000 kmp to 23+621 km–widening and strengthening work in the district of Paschim Medinipur, West Bengal.	Completion

Month	Activity	Target for the month
	Kunjapur-Talpatti (Pherirghat) Road (from 0.00 kmp. to 7.25 kmp.), Construction of new flexible pavement, in the district of Purba Medinipur.	Completion
	Proposed Toilet block and attendant's room, beautification & development of car parking area along with renovation of existing waiting Shed at Joyrambati Matri Mandir within the district of Bankura during the year 2019-20.	Completion
	Construction Proposed Bridge over River Ajoy at 22nd kmp. on Panagarh-Illambazar road SH-14 adjacent to the existing bridge under Birbhum Highway Division No.-II in the district of Birbhum, West Bengal.	Completion
	Construction of the Proposed Bridge Over River Kuyea on 14th km. of Ahmedpur- Kirnahar-Ramjibanpur Road (SH-6) in the District of Birbhum.	Completion
	Bagnan Srikol Kamalpur Road, from 0.00 kmp to 20.60 km, widening & strengthening.	Completion
	Manikpara-Khalseuli Road, from 0.00 kmp to 10.00 kmp, widening & strengthening.	Completion
May 2021	Commencement of the project	0
	Sainthia Sultanpur Road (SH-11) from 1.00 kmp to 8.00 kmp strengthening work by flexible pavement & 8.00 kmp to 19.00 kmp improvement by rigid pavement under Birbhum Division, PWD in the district of Birbhum.	Completion
	2400 seater Indoor Auditorium at Alipore, Kolkata. (Dhana Dhanya Project) - Construction of superstructure and infrastructure along with balance works of Sub Structure for 2400 seater Indoor Auditorium works at Alipore, Kolkata.	Completion
	Strengthening of road from NH2 at Tildang to Silampur Road via Sandhipur from 0.00 to 24.25 km & widening and strengthening of road from Panagarh Bazar to Rondiha from 0.00 to 8.226 km under PWD, Asansol Division in the District of Paschim Bardhaman.	Completion
	Gangajalghati to Enayetpur Road from 0.00 kmp to 16.0 kmp widening & strengthening work.	Completion
	Aminpur Battala More to Dehaband Road via Katason, Sarala from 0.00 kmp to 15.450 km, widening & strengthening work.	Completion
	Mecheda Tamluk Road from 0.515 km to 14.40 km and Tamluk Diversion Road from 0.00 kmp to 3.415 km, allied works to the strengthening work including improvement of Approach Road at Maniktala, Service Road, widening of Junction Road at Hospital More (Tamluk-Moyna Road from 0.45 km to 4.50 km).	Completion
	Muthadanga Batanol Pahlanpur Road, from 0.00 kmp to 9.46 km., widening & strengthening.	Completion
	Kalyani-Rathtala-Bagherkhal Road via Kalyani Main Station Road from 0.95 km to 10.20 km, widening & strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
	Visual inspection of bridges by the Executive Engineers.	All bridges under the department

Month	Activity	Target for the month
June 2021	Commencement of the project	2
	Vikdas -Mangalghanti Road -ch 5.00 km -Proposed composite Bridge under Hooghly Construction Division, P. W. Dte. in the district of Hooghly.	Completion
	Bridge over river Mayurakshi near Gunutia Ferryghat at 9.363 km of Lavpur-Ramnagar-Kotasur Road, construction (Balance Work).	Completion
	Widening & strengthening of Dharsa – Belpahari Road from 3.00 km to 16.30, Belpahari Road from km 0.00 to km 12.00 & Banspahari – Paradi road from km 0.00 to km 3.50, Under Jhargram Highway Division in the district of Jhargram, West Bengal [CRF Job No. CRF – WB – 2018-19/64].	Completion
	Balia Rasullapur Road via Sreerampur from 0.00 kmp to 13.60 km, widening and strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
July 2021	Commencement of the project	1
	Widening & strengthening, Conversion of Double Lane in to Four Lane of Raiganj – Kaliyaganj - Buniadpur Road (SH-10A) from 22.725 km. to 27.925 km. in Kaliyaganj Town portion in the district of Uttar Dinajpur under Public Works Department, Uttar Dinajpur Division during the year 2018-19.	Completion
	Indpur (Bangla) to Godapathar via boga Molian road Chainage from 0.00 km to19.70 km- widening & strengthening work under Bankura Division, PWD in the District of Bankura.	Completion
	Kandi-Panchthupi Road from 1.130 kmp. to 11.30 kmp. -widening & strengthening work under PWD Berhampore Division No.-I in the district of Murshidabad during the year 2018-19.	Completion
	Narayangarh Bye Pass Road - Construction of single cell box Culvert (6.00Mx6.00M) in replacement of existing damaged Arch Culvert at 4.20 km. under Midnapore Division, PWD in the District of Paschim Medinipur.	Completion
	Bishnupur-Lowada-Chakripan Road, widening and strengthening works from 0.00 kmp to 15.20 km and balance work of bridge over river Cossai at Lowada at Ch. 5.503 km including both side approach road.	Completion
	Kolmijore Gopiganj Road, from 0.00 kmp to 14.50 km, widening & strengthening.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
August 2021	Commencement of the project	0
	Repairing & rehabilitation Northern Viaduct of western approach of Bally Bridge under Howrah Div., PWDte during the year 2020-21.	Completion
	Repairing & rehabilitation Southern Viaduct of western approach of Bally Bridge under Howrah Div., PWDte during the year 2020-21.	Completion
	Kalaberia-Pirakata Dhansole Lalgarh Road, from 0.00 kmp to 12.00 kmp., widening & strengthening.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
	Visual inspection of bridges by the Executive Engineers.	All bridges under the department

Month	Activity	Target for the month
September 2021	Commencement of the project	0
	Repairing & rehabilitation Balanced Cantilever Arch Bridge over Bally Khal on GT road under Howrah Div., PWDte.	Completion
	Repairing & rehabilitation Chandmari R.O.B. Approaches on GT Road (North) under Howrah Div., PWDte.	Completion
	Odlabari - Kranti Road from 0.00 kmp to 25.00 kmp , Widening & Strengthening.	Completion
	Jaldhaka - Ranirhat Road from 0.00 kmp to 8.30 km, strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
October 2021	Commencement of the project	0
	Construction of proposed bridge in replacement of existing vented causeway over river Gandheswari at Satighat on 2nd km of Bankura-Durgapur Road in the district of Bankura.	Completion
	Multiple Layer Car Parking with office space and food court at Alipore, West Bengal (G+6) storied building with the provision of (G+10) storied foundation.	Completion
	Construction of new bridge in replacement of old dilapidated bridge (N.C. Pal Bridge) at Ch. 4.80 km of B.G.R.S. Road under Howrah Division, P.W.D.	Completion
	Construction of new bridge in replacement of old dilapidated culvert (Hatgacha culvert) at Ch. 5.30 km of B.G.R.S Road under Howrah Division, P.W.D.	Completion
	Construction of new bridge in replacement of old dilapidated culvert (Hanumantala culvert) at Ch. 6.50 km of B.G.R.S Road under Howrah Division, P.W.D.	Completion
	Widening and strengthening of Ukhra Haripur Road from 0.00 km to 5.00 km under Asansol Division, P.W.D. in the district of Paschim Bardhaman.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
November 2021	Commencement of the project	1
	Widening (partly at 23rd km) & strengthening of Kumargram - Jorai Road From 0.00 km to 25 km under Alipurduar Division, PWD.	Completion
	Mahisbathan-Murutia Road to K.N.N. Road - Chainage from 0.00 kmp to 11.203 km - strengthening work under Nadia Division, P.W.D. in the district of Nadia during the year 2019 - 20.	Completion
	Lataguri Kranti Road, from 0.00 kmp to 8.00 kmp, widening & strengthening work.	Completion
	Kashemnagar-Nutanhat-Srikhanda Road to Majigram Health Centre Road from 0.00 kmp to 2.50 km, strengthening work, (B) Majigram Health Centre to Katwa-Churpuni-Billeswar Road from 0.00 kmp to 11.40 km, strengthening work and (C) Katwa-Churpuni-Billeswar-Palita Road from 0.00 kmp to 3.60 km, widening & strengthening work.	Completion
	Saptagram- Tribeni - Kalna- Katwa (STKK) Road from 33.88 km. to 83.00 kmp., widening & strengthening work under Burdwan South Highway Division in the district of Purba Bardhaman.	Completion

Month	Activity	Target for the month
	Mundamari-Pingla-Paramanandapur-Moyna Road, from 22.00 kmp to 30.00 kmp, widening & strengthening work.	Completion
	Churamon Itahar Kushmondi Road 7.15 km to 17.20 km and Natun Bazar More to Madhabpurghat Road from 0.00 kmp to 4.00 kmp widening & strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
December 2021	Commencement of the project	0
	Strengthening of Garia Mathurapur road from 13.00 kmp to 26.00 kmp under South 24 Parganas Division in the district of South 24 Parganas, in the year 2020 - 21.	Completion
	Widening & strengthening of Hoomgarh to Amlasuli Road from 0+000 kmp to 10+800 kmp in the district of Paschim Medinipur.	Completion
	Rongtong Maldiram Road via Shivakhola - Chainage from 0.00 kmp to 17.10 kmp - Improvement work, P.W.D. in the district of Darjeeling.	Completion
	Jirat Habra Road from 0.00 kmp to 9.50 km, widening & strengthening (4-lanning) and 9.50 km to 14.40 km, widening & strengthening (2-lanning) and link road to Building More on NH-35 from 0.00 kmp to 1.50 km, widening & strengthening work.	Completion
	Review meeting with the Engineer officers for monitoring of projects.	One meeting
	Visual inspection of bridges by the Executive Engineers.	All bridges under the department

DEPARTMENT OF SCHOOL EDUCATION

JANUARY

1. Start of classes for academic session 2021 subject to Govt. decision
2. Observance of Book Day after Govt. decision is taken for re-opening of schools
3. Distribution of free text books
4. Holding TET examination
5. Recruitment of 16,500 primary teachers
6. Disbursement of Rs. 10,000/- to each student of class-XII for purchasing tabs/smartphone
7. More than 112 lakh students to be covered in Mid-Day Meal programme
8. Library Grant to 10 Schools
9. Laboratory Grant to 10 Schools
10. Management of e-Office
11. Assessment for printing of Text Books
12. Preparation of Budget Speech for 2021-22
13. Monitoring of Court cases
14. Monitoring of SSA/MDM
15. Supply of Braille Books for blind students after Govt. decision is taken for re-opening of schools
16. Construction of 45 ACRs
17. Construction of 8 additional toilets
18. Construction of 4 new school buildings
19. Monitoring of construction of ACRs
20. Arrangement for sanction of Swami Vivekananda scholarship
21. Monitoring construction under BRGF
22. Scrutiny of papers for NOC to private schools

JANUARY

23. Monitoring of Santhali medium teacher selection
24. Monitoring of transfer of Primary teachers
25. Dealing of issues of health and safety measures for school children
26. Preparatory work for State level school sports
27. Monitoring of audit paras
28. Review meetings at Secretariat

FEBRUARY

1. More than 112 lakh students to be covered in Mid-Day Meal programme
2. Construction of 9 additional toilets
3. Construction of 2 new school buildings
4. Monitoring of construction of ACRs
5. Library Grant to 10 Schools
6. Laboratory Grant to 10 Schools
7. Implementation of ICT programme after Govt. decision is taken for re-opening of schools
8. Construction of 44 ACRs
9. Upgradation of software systems
10. Orientation on e-Office
11. Printing of Budget Speech for 2021-22
12. Training of DI/ADI/SI/AI
13. Training for D. El. Ed.
14. Monitoring of construction under BRGF
15. Monitoring of Court cases
16. Monitoring of SSA/MDM

FEBRUARY

17. Scrutiny of papers for NOC to private schools
18. Preparatory work for Madhyamik Pariksha 2020
19. Monitoring of audit paras
20. Training of HMs
21. Monitoring of work for supply, installation and commissioning of children rides
22. Upgradation of 10 schools
23. Submission of Budget Speech for 2020-21
24. Review meetings at Secretariat

MARCH

1. More than 112 lakh students to be covered in Mid-Day Meal programme
2. Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
3. Construction of 3 new Schools
4. 11 additional toilets to Schools
5. Construction of 46 ACRs
6. Library Grant to 10 Schools
7. Monitoring of construction of ACRs
8. Laboratory Grant to 10 Schools
9. Implementation of ICT programme after Govt. decision is taken for re-opening of schools
10. Management of e-Office
11. Conduct of HS Examination 2021 subject to Govt. decision
12. Training of DI/ADI/SI/AI

MARCH

13. Training for D. El. Ed.
14. Monitoring of Court cases
15. Monitoring of SSA/MDM
16. Arrangement for sanction of Swami Vivekananda scholarship
17. Monitoring of audit paras
18. Scrutiny of papers for NOC to private schools
19. Monitoring of work under Capital Grant disbursed
20. Monitoring of Vidyasagar Science Olympiad
21. Construction of 70 kitchen sheds for MDM
22. Review meetings at Secretariat

APRIL

1. More than 112 lakh students to be covered in Mid-Day Meal programme
2. Supply of Aids and Appliances to CWSN students
3. 'Nirmal Vidyalaya Abhiyan' in Schools
4. Construction of 45 ACRs
5. Management of e-Office
6. Implementation of ICT programme after Govt. decision is taken for re-opening of schools
7. Monitoring of construction under BRGF
8. Monitoring of construction of ACRs
9. Printing of Text Books
10. Translation of Text Books and training materials
11. Training of DI/ADI/SI/AI
12. Training for D. El. Ed.
13. Monitoring of Court cases
14. Monitoring of SSA/MDM
15. Review of audit paras
16. Scrutiny of papers for NOC to private schools
17. Review meetings at Secretariat

MAY

1. More than 112 lakh students to be covered in Mid-Day Meal programme
2. 'Nirmal Vidyalaya Abhiyan' in Schools
3. Implementation of ICT programme after Govt. decision is taken for re-opening of schools
4. Management of e-Office
5. Monitoring of construction of ACRs
6. Translation of Text Books and training materials
7. Printing of Text Books
8. Monitoring of Court cases
9. Monitoring of SSA/MDM
10. Review of audit paras
11. Monitoring construction under BRGF
12. Scrutiny of papers for NOC to private schools
13. Review meetings at Secretariat

JUNE

1. More than 112 lakh students to be covered in Mid-Day Meal programme
2. Supply of Aids and Appliances to CWSN students
3. Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
4. Construction of 49 ACRs
5. Construction of 9 additional toilets
6. Construction of 3 new school buildings
7. Conduct of Madhyamik Pariksha 2021
8. Conduct of HS Examination 2021
9. 'Nirmal Vidyalaya Abhiyan' in Schools

JUNE

10. Implementation of ICT programme after Govt. decision is taken for re-opening of schools
11. Management of e-Office
12. Printing of Text Books
13. Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling subject to Govt. decision
14. Training of DI/ADI/SI/AI
15. Training for D. El. Ed.
16. Monitoring of Court cases
17. Monitoring of SSA/MDM
18. Scrutiny of papers for NOC to private schools
19. Monitoring of construction of ACRs
20. Holding district level sports competitions
21. Library Grant to 10 Schools
22. Laboratory Grant to 10 Schools
23. Construction of 70 kitchen sheds for MDM
24. Review meetings at Secretariat

JULY

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. Implementation of ICT programme
3. Management of e-Office
4. Library Grant to 10 Schools
5. Laboratory Grant to 10 Schools
6. Construction of 45 ACRs
7. Upgradation of 10 Schools
8. 'Nirmal Vidyalaya Abhiyan' in Schools

JULY

9. Preparation of list of 'Siksha Ratna' awardees
10. Construction of 11 additional toilets
11. Construction of 4 new school buildings
12. Construction of 45 ACRs
13. Translation of Text Books and training materials
14. Monitoring of work under Capital Grant disbursed
15. Monitoring of construction under BRGF
16. Monitoring of construction of ACRs
17. Training of DI/ADI/SI/AI
18. Monitoring of SSA/MDM
19. Monitoring of Court cases
20. Review of audit paras
21. Training of HMs
22. Holding Subroto Cup football tournament
23. Holding State level sports competitions
24. Review meetings at Secretariat

AUGUST

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. Implementation of ICT programme
3. Management of e-Office
4. Library Grant to 10 Schools
5. Laboratory Grant to 10 Schools
6. Construction of 44 ACRs
7. Construction of 12 additional toilets
8. Construction of 2 new school buildings

AUGUST

9. Preparation of list of 'Siksha Ratna' & National level awardees
10. Felicitation of toppers of class-X and class-XII
11. Printing of Text Books
12. Translation of Text Books and training materials
13. Monitoring of construction of ACRs
14. Training of DI/ADI/SI/AI
15. Training for D. El. Ed.
16. Training of HMs
17. Review of audit paras
18. Scrutiny of papers for NOC to private schools
19. Monitoring of work for supply, installation and commissioning of children Rides
20. Monitoring of work under fund released for Furniture Grant
21. Holding Subroto Cup football tournament
22. Holding Jawaharlal Nehru Hockey tournament
23. Holding State level sports competitions
24. Monitoring of Vidyasagar Science Olympiad
25. 'Kala Utsav' (District Level)
26. 'Nirmal Vidyalaya Abhiyan' in Schools
27. Monitoring of SSA/MDM
28. Monitoring of Court cases
29. Review meetings at Secretariat

SEPTEMBER

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. Construction of 70 kitchen sheds for MDM
3. Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students

SEPTEMBER

4. Holding of assessment camps for CWSN students
5. 'Nirmal Vidyalaya Abhiyan' in Schools
6. Implementation of ICT programme
7. Management of e-Office
8. Construction of 46 ACRs
9. Upgradation of 10 Schools
10. 8 additional toilets to Schools
11. Library Grant to 10 Schools
12. Laboratory Grant to 10 Schools
13. Celebrating 'Teachers Day' and awarding 'Siksha Ratna'
14. 'Kala Utsav' (State Level)
15. Printing of Text Books
16. Translation of Text Books and training materials
17. Despatch of Text Books to Districts
18. Monitoring of construction of ACRs
19. Training of DI/ADI/SI/AI
20. Training for D. El. Ed.
21. Monitoring of SSA/MDM
22. Monitoring of Court cases
23. Training for D. El. Ed.
24. Construction of 3 new schools
25. Review meetings at Secretariat

OCTOBER

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. 'Nirmal Vidyalaya Abhiyan' in Schools
3. Implementation of ICT programme

OCTOBER

4. Management of e-Office
5. Library Grant to 10 Schools
6. Laboratory Grant to 10 Schools
7. Construction of 49 ACRs
8. 9 additional toilets to Schools
9. Construction of 4 new schools
10. U-DISE Survey
11. Holding NTSE examination
12. Despatch of Text Books to Districts
13. Review of audit paras
14. Scrutiny of papers for NOC to private schools
15. Monitoring of work under Capital Grant disbursed
16. Holding State level sports competitions
17. Printing and despatch of exercise books
18. Steps for admission of students for the next academic year
19. Monitoring of construction of ACRs
20. Training of DI/ADI/SI/AI
21. Training for D. El. Ed.
22. Monitoring of SSA/MDM
23. Monitoring of Court cases
24. Review meetings at Secretariat

NOVEMBER

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. 'Nirmal Vidyalaya Abhiyan' in Schools
3. Implementation of ICT programme
4. Management of e-Office
5. Library Grant to 5 Schools

NOVEMBER

6. Laboratory Grant to 10 Schools
7. Construction of 48 ACRs
8. Construction of 11 additional toilets
9. Construction of 2 new schools
10. U-DISE data compilation
11. Delivery of text books and exercise books to circle level
12. Holding of NTSE and NMMSE examinations
13. Training of DI/ADI/SI/AI
14. Training for D. El. Ed.
15. Training of HMs
16. Review of audit paras
17. Scrutiny of papers for NOC to private schools
18. Monitoring of work for supply, installation and commissioning of children Rides
19. Holding National school games in one discipline
20. Monitoring of Court cases
21. Monitoring of SSA/MDM
22. Participation in National School Games & Sports
23. Review meetings at Secretariat

DECEMBER

1. More than 112 lakh students to be covered in Cooked Mid-Day Meal programme
2. Construction of 64 kitchen sheds for MDM
3. Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
4. Holding of assessment camps for CWSN students
5. 'Nirmal Vidyalaya Abhiyan' in Schools

DECEMBER

6. Implementation of ICT programme
7. Management of e-Office
8. Upgradation of 10 Schools
9. Construction of 49 ACRs
10. 12 additional toilets to Schools
11. Construction of 3 new Schools
12. Preparation of Annual report of SSA
13. Library Grant to 5 Schools
14. Laboratory Grant to 15 Schools
15. Delivery of Text Books and exercise books to school level
16. Publication of Test Papers of WBBSE
17. Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling
18. Monitoring of construction of BRGF Schools
19. Training of DI/ADI/SI/AI
20. Training for D. El. Ed.
21. Monitoring of SSA/MDM
22. Monitoring of Court cases
23. Monitoring of BRGF construction
24. Arrangement of State level committee meeting for NOC to private schools
25. Review meetings at Secretariat

DEPARTMENT OF SCIENCE & TECHNOLOGY AND BIOTECHNOLOGY

January, 2021

Sl. No.	Activity
1.	Submission of materials for Governor's Speech & Budget Speech
2.	Online Call for submission of R&D Project Proposal for the year 2021-22
3.	Administrative approval and release of fund for 5 R&D projects (Ongoing)
4.	Monitoring of 2 R&D projects online/ at Implementing Institutions by R&D Conveners
5.	Evaluation of 5 ongoing R&D projects by Expert Committee
6.	Finalisation of manuscript of 1 Book by Book Committee
7.	Submission of status PTC Labas on 31.12.2020
8.	Go Live of Departmental Schemes on new Digital Platform
9.	Call for Technology Hunt programme
10.	Continuation of Orientation Programme for PIs of Departmental R&D projects on translational research
11.	Online call for submission of proposal for Research Fellowship Award and Research Grant Award
12.	Steps to fill up of vacant posts in S&T Council (WBSCST)
13.	Formation of West Bengal Society for Biotechnology

February, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for 5 R&D projects (Ongoing)
2.	Monitoring of 2 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Evaluation of 5 ongoing R&D projects by Expert Committee
4.	Finalisation of manuscript of 1 Book by Book Committee
5.	Organising P.C. Mahalanobis Memorial Lecture
6.	Short Term (Two weeks) Course on Remote Sensing & GIS (For Government Departments and Faculties)
7.	Technology Hunt Programme-Idea pitching
8.	Initial steps for implementation of Skill Vigyan Programme
9.	Formation of West Bengal Society for Biotechnology
10.	Launching of maiden issue of Departmental e-Magazine

March, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for remaining R&D projects
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Printing of 2 Books by Department & finalisation of manuscript of remaining 4 Books by Book Committee
4.	Initiation of Pre-incubation/Incubation programme for TDAC
5.	Initiation of modified ABCD Programme for 2021-22
6.	ATR on status of PTC submitted in January, 2021
7.	Inspection of PTC & Report thereon by Departmental Officers
8.	First meeting of the Executive Committee of West Bengal Society of Biotechnology
9.	Administrative approval and release of fund for new Batch of Research Fellowship Award and Research Grant Award

April, 2021

Sl. No.	Activity
1.	Online Call for submission of Science Popularisation Proposals for the year 2021-22
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Process of appointment of CEO of Kolkata Biotech Park
4.	Repair & Renovation of Green House
5.	Launching of all Departmental Programmes on Digital Platform
6.	Inventorisation of PTC Lab

May, 2021

Sl. No.	Activity
1.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Receipt of proposal from JBNSTS on student scholarship
4.	Process of appointment of CEO of Kolkata Biotech Park
5.	Inventorisation of PTC Lab
6.	Assessment & finalization of fund requirement under Skill Vigyan Programme (SVP)

June, 2021

Sl. No.	Activity
1.	Evaluation of 20 R&D Projects by Expert Committee
2.	Administrative approval and release of fund for 10 R&D projects
3.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
4.	Evaluation of Science Popularisation Proposals by Committee
5.	Printing of remaining 4 Books of Book Committee by Department
6.	Bengal Science Lecture Series
7.	Appointment of CEO of Kolkata Biotech Park
8.	Preview of ABCD proposals
9.	Submission of ATR on PTC
10.	Departmental Meeting on holding of Regional S&T Congress & State S&T Congress

July, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for 20 R&D projects
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Bengal Science Lecture Series
4.	Newspaper Advertisement for Admission into 2nd Batch of Certificate, Advanced Certificate and PG Diploma Course on IPR and Technology Business Management for 2021-22
5.	Online Call for Science Camp Proposals for the year 2021-22
6.	Release of fund to partner Institutions under SVP (1st year)
7.	Call for proposal under BIRAC
8.	Assessment of all projects under BOOST
9.	Distribution of different variety of plants/ Orchid from PTC to academic Institutions
9.	Selection of partner Institutes in connection with Regional & State S&T Congress
10.	Publication of newspaper advertisement in connection with Regional & State S&T Congress

August, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for 20 R&D projects
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Administrative approval and release of fund for 2 Science Popularisation Programmes
4.	Administrative approval and release of fund for JBNSTS Student Scholarship
5.	Assessment of all projects under BOOST
6.	Finalisation of proposals under BIRAC
7.	Commencement of 1 year PG Diploma/ 2 year M.Tech in Geoinformatics for 2020-21
8.	Commencement of 2nd Batch of Certificate, Advanced Certificate and PG Diploma Course on IPR and Technology Business Management for 2021-22
9.	Bengal Science Lecture Series
10.	Evaluation of progress of data transmission of various programmes on Digital Platform
11.	Release of fund to partner Institutions under SVP (1st year)
12.	Meeting with host Institutes on Regional S&T Congress
13.	Handing over of GIS based maps showing fallow land area along with potential zone for future cropping to Agriculture Department under TRFA programme

September, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for 20 R&D projects
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Monitoring of Science Popularisation Programme
4.	Advanced course (One week) in Geoinformatics
5.	Preparation of Action Plan for 2021-22 by Book Committee
6.	Evaluation of BOOST, BIRAC & ABCD Programmes
7.	Brain Storming Session on Role of Intellectual Property Rights in promoting Translational Research
8.	Bengal Science Lecture Series
9.	Commissioning of PTC Lab at Kolkata Biotech Park
10.	Visit by respective teams to host Institutes in connection with Regional S&T Congress & finalization of Budget

October, 2021

Sl. No.	Activity
1.	Administrative approval and release of fund for 10 R&D projects
2.	Monitoring of 3 R&D projects online/ at Implementing Institutions by R&D Conveners
3.	Administrative approval & Release of fund for 2 Science PopularisationProgramme
4.	Finalisation on publication of Books for 2021-22
5.	Invitation of proposals in the Incubation Centre of Kolkata Biotech Park
6.	Release of fund to host Institutes for organizing Regional S&T Congress
7.	Bengal Science Lecture Series
8.	Improvement/ strengthening of infrastructure of PTC Lab

November, 2021

Sl. No.	Activity
1.	Administrative approval & Release of fund for 20 R&D projects
2.	Monitoring of 5 R&D projects online at Implementing Institutions by R&D Conveners
3.	Administrative approval & Release of fund for 2 Science Popularisation Programmes
4.	Monitoring of 1 Science Popularisation Programme
5.	Invitation of proposals in the Incubation Centre of Kolkata Biotech Park
6.	Finalization of WB State Biotech Policy
7.	Preview meeting of District Level Residential Science Camp and Selection of new Institutions (with the Departments/ Organisations)
8.	Bengal Science Lecture Series
9.	Organising visits to Green House & Kolkata Biotech Park by students of nearby Academic Institutions
10.	Release of fund to host Institutes for organizing Regional S&T Congress

December, 2021

Sl. No.	Activity
1.	Holding of Regional S&T Congress
2.	Monitoring of 5 R&D projects online/ at Implementing Institutions
3.	Allotment of Space in the Incubation Unit of Kolkata Biotech Park
4.	Release of fund under ABCD & BIRAC programmes
5.	New Technology Hunt Programme for entry into TDAC
6.	Bengal Science Lecture Series
7.	Visit to partner Institutes under SVP
8.	Administrative approval & Release of fund for 20 R&D projects
9.	Finalisation Budget & activities related to State S&T Congress, 2022
10.	Submission of manuscripts by Book Committee for publication by Department
11.	Revision & finalisation of Departmental Guidelines on R&D and all other S&T Programmes

Department of Self Help Group & Self Employment

January 2021

- Review with the District Officers via Google meet on status of implementation of micro-projects in convergence, felt need of training interventions, sale proceeds and product marketability analyses in respect of the State Sabala Mela and District Sabala Melas.
- Releasing the first tranche of WBSSP interest subvention though online portal.
- Distribution of Financial Assistance under JAAGO to all the eligible beneficiaries enlisted on the portal.
- Release of audio visual documents on Departmental initiatives on Jaago and Convergent Action Plan.
- Preparation of district wise product directory & launching.

February 2021

- Holding Sabala Melas in District in convergence with P&RD, MSME&T, Tourism Department.
- Launching of an online platform for marketing support to the SHGs and entrepreneurs.
- Meeting of the SLBC Sub Committee on status of release of interest subvention.

March 2021

- Review of Departmental programmes with the District Officers and WBSCL.
- Release of fund flow in Samaj Sathi Scheme.
- Year-end financial review with follow up of fund released within December 2020.
- Collection of convergent micro-projects as shelve of schemes in respect of FY 2021-22 and administrative approval thereof.

April 2021

- Review of Budget provision for 2021-2022.
- Review of Training interventions by the WBSCL.
- Release of funds to the Districts for convergent micro-projects.
- Review of the Departmental web-portal to involve comprehensive data sets.

May 2021

- Review of Departmental programmes with the districts.
- Release of one set of audio visual documentation on Departmental initiatives.

June 2021

- Review of Departmental programmes with the districts.
- Developing comprehensive study on sale data vis-à-vis products with the experiences of Sabala Mela held.
- Review of the district-wise product directory for planning on marketing.
- Review of Performance of all the portals.
- Impact assessment on sustainability of the convergent micro-projects commenced in FY 2020-21.

July 2021

- Review of Departmental initiatives with the districts and WBSCL.
- Quarterly financial review.
- Release of Individual Benefit projects in convergence with the other Departments.

August 2021

- Review of Departmental programmes with the districts.
- Operationalization of online marketing mechanism for SHG & SE products.

September 2021

- Review of Departmental programmes with the districts.
- Meeting of the SHG & SE Sub Committee of SLBC.
- Study on utilization of infrastructure created by this department.

October 2021

- Review of Departmental programmes with the districts.
- Quarterly financial review.

November 2021

- Review of Departmental programmes with the districts.
- SVSKP review meeting with stakeholders.

December 2021

- Review of Programs of this department with the districts.
- State Sabala Mela.
- Kolkata Sabala Mela.
- District Sabala Mela and other awareness programmes in the districts.

Sundarban Affairs Department

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Jan-21	Infrastructure Development	Brick Paved Roads	30.97 k.m.	
		Cement concrete Roads	33.48 k.m.	
		Bituminous Roads	7.35 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	200	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	1000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Feb-21	Infrastructure Development	Brick Paved Roads	40.30 k.m.	
		Cement concrete Roads	31.35 k.m.	
		Bituminous Roads	12.15 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	1000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	20000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Mar-21	Infrastructure Development	Brick Paved Roads	46.69 k.m.	
		Cement concrete Roads	29.82 k.m.	
		Bituminous Roads	10.75 k.m.	
		R.C.C. Bridges	1 no.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	11800	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	36000	
	Fishries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Apr-21	Infrastructure Development	Brick Paved Roads	19.00 k.m.	
		Cement concrete Roads	13.10 k.m.	
		Bituminous Roads	5.35 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	1000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	The fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
May-21	Infrastructure Development	Brick Paved Roads	18.50 k.m.	
		Cement concrete Roads	7.90 k.m.	
		Bituminous Roads	4.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	500	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Jun-21	Infrastructure Development	Brick Paved Roads	5.31 k.m.	
		Cement concrete Roads	6.04 k.m.	
		Bituminous Roads	0.50 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	300 h.a.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Jul-21	Infrastructure Development	Brick Paved Roads	3.50 k.m.	
		Cement concrete Roads	2.20 k.m.	
		Bituminous Roads	0.00 k.m.	
		RCC Bridges	1 no.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	6500	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	The fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	0	
	Social Forestry Schemes	Advance Soil Work for creation of Plantation	300 h.a.	
Aug-21	Infrastructure Development	Brick Paved Roads	3.00 k.m.	
		Cement concrete Roads	3.30 k.m.	
		Bituminous Roads	0.00 k.m.	.
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	500	Fisheries activities is seasonal and would commence from August 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	
	Social Forestry Schemes	Creation of Plantation	300 h.a.	
Sep-21	Infrastructure Development	Brick Paved Roads	2.90 k.m.	
		Cement concrete Roads	5.50 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Sep-21		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	6000	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	
	Social Forestry Schemes	Creation of Plantation	300 h.a.	
Oct-21	Infrastructure Development	Brick Paved Roads	4.90 k.m.	
		Cement concrete Roads	8.70 k.m.	
		Bituminous Roads	0.50 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	2000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	5000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	3000	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	2	
	Social Forestry Schemes	Maintenance of Plantation	300 h.a.	
Nov-21	Infrastructure Development	Brick Paved Roads	14.10 k.m.	
		Cement concrete Roads	13.50 k.m.	
		Bituminous Roads	2.00 k.m.	
		R.C.C. Bridges	2 Nos.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	3000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	6000	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	
	Social Forestry Schemes	Maintenance of Plantation	300 h.a.	
Dec-21	**Infrastructure Development**	Brick Paved Roads	18.40 k.m.	
		Cement concrete Roads	15.31 k.m.	
		Bituminous Roads	3.00 k.m.	
		R.C.C. Jetties	4 Nos.	
		R.C.C. Bridges	1 Nos.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	5000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Awareness Programmes	Awareness Programmes	Sundarban Divas, 2021 on 11.12.2021	Sundarban Divas is an IEC programme of the S.A. Department, observed in December every year.
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Fliating Fish Feed]	2500	Fisheries activities are seasonal and would commence from August, 2021
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	
	Social Forestry Schemes	Maintenance of Plantation	300 h.a.	

Department of Technical Education, Training and Skill Development

Target Month	Target Description	Concerned Office
January	Conducting 56th State Skill Competition for ITI Trainees	DIT
	Decemberlaration of results of D-VOC courses	WBSCTVESD (TED)
	Issuance Mark sheets of even semester diploma examinations	WBSCTVESD (TED)
February	Issuance of diploma certificates	WBSCTVESD (TED)
	Conducting All India Trade Test for ITI Trainees	DIT
	Exhibition of models prepared at ITIs and Industry Institution Interaction Session	DIT
	Framing of Policy for Admission & Counselling	WBSCVT
	Holding of AITT (Practical & Engineering Drawing)	WBSCVT
March	Issuance of diploma certificates	WBSCTVESD (TED)
	Conduct of Odd Semester Examinations of Polytechnics	WBSCTVESD (TED)
	Conduct of D-VOC examinations	WBSCTVESD (TED)
	Commencement of Registration Process for Admission 2021	WBSCVT
	Holding of AITT (CBT)	WBSCVT
April	Centralised evaluation of answer scripts of odd semester diploma examinations	WBSCTVESD (TED)
May	Publication of results of odd semester examinations	WBSCTVESD (TED)
	Conducting examination under National Apprenticeship Training Scheme	DIT
	Completion of infrastructure set-up for E-Office at Directorate of Industrial Training	DIT
June	Commencement of Short Term Courses-ALO HUB, Chandannagar, Hooghly	WBSCVT
	Conduct of examinations non-AICTE courses like Fire & Safety, Industrial Safety etc.	WBSCTVESD (TED)
	Conduct of STVT/BOCE examinations	WBSCTVESD (TED)
	Online transfer of students of Government polytechnics	WBSCTVESD (TED)
	Madhyamik Examination,2021 by WBBSE in vocational papers of Retail, Automotive, Security, Healthcare, IT & ITeS, Plumbing, Electronics, Tourism and Hospitality, Construction, Iron & Steel, Apparel, Power and Agriculture under Centrally Sponsored Scheme - Vocationalisation of School Education	DVET
	Higher Secondary Examination,2021 by WBCHSE in vocational papers of Retail, Automotive, Security, Healthcare and IT & ITeS under Centrally Sponsored Scheme - Vocationalisation of School Education	DVET
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD/ WBSCTVESD
	Conference with various stakeholders connected with various courses undertaken by the Council and Convergence	WBSCVT

Target Month	Target Description	Concerned Office
July	Conducting Entrance Examination for ITIs - CET 2020	DIT
	Conduct of even semester examinations for diploma courses including Pharmacy	WBSCTVESD (TED)
	Conduct of D-VOC examinations	WBSCTVESD (TED)
	Conducting Entrance Examination for admission in Polytechnics (JEXPO-2021 & VOCLET 2021)	WBSCTVESD (TED)
	Conducting VIII+ / X + Level STC Examinations	WBSCTVESD
	Conducting Higher Secondary (Vocational) Examination,2021	WBSCTVESD
	Conducting of examination for STC (NQR courses) in AVTCs	WBSCTVESD
	Publication of result of CET 2020	DIT
	Conducting All India Trade Test for ITI Trainees	DIT
	Conducting Skill Assessment for Madhyamik and Higher Secondary 2021 under Centrally Sponsored Scheme - Vocationalisation of School Education	DVET
	Commencement of Counselling for Admission 2021	WBSCVT
August	Publication of result of JEXPO 2021 & VOCLET 2021	WBSCTVESD (TED)
	Centralised evaluation of answer scripts of even semester diploma examinations	WBSCTVESD (TED)
	Completion of Counselling & Admission to ITIs	DIT
	Commencement of Agriculture based Short Term Courses at Govt. ITI Howrah Homes, Siliguri & Alipurduar	DIT
	Holding of Skill Competition, Problem solving competition for Trainees & Instructors	WBSCVT
September	Commencement of Counselling of students for admission in Polytechnics in AY 2021-22	WBSCTVESD (TED)
	Publication of results of Even Semester Examinations of Polytechnics	WBSCTVESD (TED)
	Publication of results of D-VOC	WBSCTVESD (TED)
	Publication of result of VIII+ / X+ Level STC Examination	WBSCTVESD
	Publication of results of Higher Secondary (Vocational) Examination, 2021	WBSCTVESD
	Publication of results for STC (NQR courses) in AVTCs	WBSCTVESD
	Skill Development Initiatives (Institutional) : HS Vocational & Centrally Sponsored Scheme - Vocationalisation of School Education- 74000	DVET
	Operationalization of new ITIs	DIT
	Initiation of training at Solar Technician & Bio-Technician Courses in ITIs under Dual mode	DIT
	Skill Development Initiatives (Institutional) : Polytechnics- 27,000	DTET
October	Conducting Supplementary Examination of Polytechnics	WBSCTVESD (TED)
	Publication of results of Pharmacy course	WBSCTVESD (TED)
	Completion of yearly inspection of all ITIs in the State	DIT

Target Month	Target Description	Concerned Office
November	Publication of results of supplementary examinations	WBSCTVESD (TED)
	Conducting examination under National Apprenticeship Training Scheme	DIT
	Enrolment of 3000 candidates under National Apprenticeship Promotion Scheme	DIT
	Completion of yearly inspection of all Polytechnics	DTET
	Completion of yearly inspection of ITI	WBSCVT
December	Conduct of Odd Semester Examination of Polytechnics	WBSCTVESD (TED)
	Conduct of STVT/BOCE examinations	WBSCTVESD (TED)
	Conducting Skill Assessment for Madhyamik and Higher Secondary 2022 under Centrally Sponsored Scheme - Vocationalisation of School Education	DVET
	Industry Institution Interaction Event to enhance placement & prize distribution to best ITI trainees	DIT
	Conducting Prize Distribution Ceremony to the best students of Polytechnics	DTET
	Training under Skill Development Initiatives (Short Term) of 3,00,000 candidates	PBSSD/ WBSCTVESD
	Industry Institute Interaction to enhance placement & prize distribution to best ITI Trainee	WBSCVT
	Award Ceremony for Instructors with Exemplary Performance	WBSCVT
	Completion of Grading of ITIs	WBSCVT

Department of Tourism

Month	Activities	Time Schedule	Status
January			
	Participation in Bengal Travel Mart in Siliguri	Second Week of the Month	
	Publicity through social media	Throughout the Month	
	Making of Video Film for publicity and promotional purpose	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Erection of approx 50 nos. of illuminated gate on the occasion of Gangasagar Mela	Third week of the Month	
	Participation of West Bengal Tourism in Joydeb Mela	First week of the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	Kolkata International Film Festival	Any Week of the Month	
	District Tourism Information Fair	Any Week of the Month	
	Bishnupur Classical Music Festival	Any Week of the Month	
February			
	Publicity through social media	Throughout the Month	
	Making of Video Film for publicity and promotional purpose	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	District Tourism Information Fair	Any week of the Month	
March			
	Participation in Isale Sawab at Furfura Sharif	5th to 7th March	
	Publicity through social media	Throughout the Month	
	Participation in Urs Utsav	23rd to 30th March, 2019	
	Making of Video Film for Publicity and Promotional Campaign of	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
April			
	Publicity through social media	Throughout the Month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Making of Video Film for Publicity and Promotional purpose	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	

Month	Activities	Time Schedule	Status
May			
	Publicity through social media	Throughout the Month	
	Co-ordination meeting with WBTDCL	Last Week	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	Kabipakshya as publicity campaign venue	from 2nd week to last Week of the Month	
June			
	Publicity through social media	Throughout the Month	
	Participation of West Bengal Tourism in Mango Festival	2nd Week	
	Participation of West Bengal Tourism in Ramkeli Mela, Malda	5th to 19th June	
	SHARADOTSAV PUBLICITY – Through Newspaper , FM Radio,Social Media & in International & National Newspaper	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Capacity building training of Cooks and other staff of tourist resorts	Throughout the Month	
	Training of Tour Guide under Utkarsha Bangla	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
July			
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Participation in TTF, Kolkata	6th to 8th July	
	Making of Video Film for Publicity and Promotion of West Bengal Tourism	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Capacity building training of COOKS and other staff of tourist resorts	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	Training of Tour Guide under Utkarsha Bangla	Throughout the Month	
August			
	Publicity through different magazines in domestic and international sector for Durga Puja	Throughout the Month	
	Publicity through social media	Throughout the Month	
	SHARADOTSAV PUBLICITY – Through Newspaper, FM Radio,Social Media & in International & National Newspaper	Throughout the Month	

Month	Activities	Time Schedule	Status
	District Tourism Information Fair	Any week	
	Campaign at Kolkata Airport and Bagdogra Airport	Through out the month	
	Online Publicity through empannelled websites / social media portals of I&CA Department	Through out the month	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media & in international & national Newspaper	Throughout the Month	
September			
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Publicity through social media	Throughout the Month	
	SHARADOTSAV PUBLICITY – Through Newspaper, FM Radio,Social Media, Gate, Banners, Hoardings & in International & National Newspaper	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	SHARADOTSAV PUBLICITY – Through Newspaper, FM Radio,Social Media & in International & National Newspaper	Throughout the Month	
October			
	Installation of temporary signages for Durga Puja in association with Kolkata Police	During Durga Puja	
	Sharadotsab Puja packages by WBTDCL	During Durga Puja	
	Durga Puja Immersion Carnival at Red Road, Kolkata	During Durga Puja	
	Publicity through social media	Throughout the Month	
	Review of performance vis-a-vis Administrative Calendar - 2020	Last Week	
	Making of Video Film Durga Puja for Publicity purpose of Deptt and TDCL	Throughout the Month	
	Publicity Campaign during Durga Puja, Kali Puja and Bhai phota across the State	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Online Publicity through empanelled websites/ social media portals of I&CA Department	Throughout the month	
	Participation in TTF-MUMBAI	First Week of the Month	
November			
	Review Meeting with District Level Officer/ Other Implementing Agency	First week of the Month	
	District Tour for Scheme visit by the Senior Officers	Third Week of the Month	
	Travel East by CII	Third Week of the Month	
	Publicity through outstation FM Channels	Throughout the Month	
	Publicity through social media	Throughout the Month	

Month	Activities	Time Schedule	Status
	Campaign through FM Radio	Throughout the Month	
	Publicity Campaign during Jagaddhatri Puja, across the State	Throughout the Month	
	Campaign at Kolkata Airport and Bagdogra Airport	Throughout the Month	
	Online Publicity through empanelled websites / social media portals of I&CA Department	Throughout the month	
	District Tourism Information Fair	Any week	
December			
	Draft plan and Budget proposal 20-21		
	Publicity through social media	Throughout the Month	
	Participation in Dooars Utsav in Alipurduar	Last Week	
	Organization of Christmas Festival in Kolkata and across the State	3rd & 4th Week	
	Illumination in Siliguri on the occasion of Christmas & New Year	3rd & 4th Week	
	Publicity through Local Newspaper & National Newspaper	Throughout the Month	
	Participation of West Bengal Tourism in "Destination East", Kolkata	Second Week of the Month	
	TV Campaign - National, Regional & International Channels	Throughout the Month	
	District Tourism Information Fair	Any week	
	Online Publicity through empanelled websites/ social media portals of I&CA Department	Throughout the month	

DEPARTMENT OF TRANSPORT

JANUARY

Sl. No.	Activity
1.	Commencement of construction of depot cum bus terminus at Manbazar and Bandowan, Dist. Purulia by WBTIDCL.
2	Completion of the colour coated steel sheet roofing works on the roof of the Paribahan Bhawan building at Coochbehar by NBSTC.
3	Inauguration of Kalipahari Bus Terminus by SBSTC.
4	Inauguration of Crew rest room at Bardhaman depot by SBSTC.
5	Inauguration of Crew rest room at Jhargram depot by SBSTC.
6	Inauguration of Canteen at Asansol depot by SBSTC.
7	Inauguration of Crew rest room at Midnapur depot by SBSTC.
8	Inauguration of Crew rest room at Belghoria depot by SBSTC.
9	Completion of infrastructure development at Sarsuna Bus Terminus by WBTC.
10	Completion of infrastructure development at Khidderpore bus depot, Phase-I, by WBTC.
11	Commencement of work of five old double bogie tram renovation & painting by WBTC.
12	Commencement of construction of two steel pontoon (30m × 9m) by WBTC.

FEBRUARY

Sl. No.	Activity
1	Completion of construction of jetty at Itinda, Ghojadanda side, Dist. North 24 Parganas by WBTIDCL.
2	Completion of the repairing and renovation works of NBSTC depot office at Darjeeling by NBSTC.
3	CNG Station inauguration in SBSTC Head Quarter.
4	Commencement of works relating Hub at Palshit by SBSTC.
5	Commencement of works relating Hub at Umarpur by SBSTC.
6	Commencement of works relating Hub at Mongolkote by SBSTC.
7	Commencement of works relating Hub at Kolaghat by SBSTC.
8	Inauguration of Berhampur Bus Terminus by SBSTC.
9	Completion of rigid pavement work within Belgharia Central Workshop by WBTC.
10	Completion of renovation of 40 JNNURM bus body by WBTC.
11	Commencement of construction of two steel pontoon (30m × 10m) by WBTC.

MARCH

Sl. No.	Activity
1	Completion of construction of jetty at Itinda, Basirhat side, Dist. North 24 Parganas by WBTIDCL.
2	Commencement of the repairing and renovation works of the parking yard of NBSTC bus stand at Raiganj by NBSTC.
3	Completion of infrastructure development at Maniktala depot, Phase-I, by WBTC.
4	Construction of boundary wall, repair of shed & allied civil work at Nilgunge depot by WBTC.
5	Completion of work of five old double bogie tram renovation & painting by WBTC.

APRIL

Sl. No.	Activity
1	Completion of construction of jetty at Taragunia, Dist. North 24 Parganas by WBTIDCL.
2	Commencement of renovation of 80 buses of CSTC by WBTC.
3	Commencement of work of two New AC tram body by WBTC.

MAY

Sl. No.	Activity
1	Completion of construction of jetty at Fatullapur, Dist. North 24 Parganas by WBTIDCL.
2	Implementation of Integrated Traffic Management Software for Digitalisation of service books, Automated tyre and engine cards, Workshop Maintenance Module by SBSTC.
3	Completion of infrastructure development at Bashirhat Bus Terminus by WBTC.
4	Commencement of work of five old double bogie tram renovation & painting by WBTC.
5	Completion of construction of two steel pontoon (30m × 9m) by WBTC.

JUNE

Sl. No.	Activity
1	Completion of construction of jetty at HulorGhat, Dist. Nadia by WBTIDCL.
2	Introduction of smart card in NBSTC bus services (2nd phase) by NBSTC.
3	Inspection of RTO/ARTO/AETC/MTS in South Zone by Tr. Dte.
4	Completion of infrastructure development at Habra depot, phase-I, by WBTC.
5	Completion of construction of two steel pontoon (30m ×10m) by WBTC.

JULY

Sl. No.	Activity
1	Completion of construction of jetty at Prachin Mayapur, Dist. Nadia by WBTIDCL.
2	Inspection of RTO/ARTO/AETC/MTS in Kolkata Zone by Tr. Dte.
3	Commencement of work of five old double bogie tram renovation & painting by WBTC.
4	Initiation of tender process for construction of two 300PAX steel Ferry Vessel by WBTC.
5	Initiation of tender process for construction of one Gangway 30m × 3m by WBTC.
6	Commencement of reconstruction of Gangway cum Pontoon jetty at Chinsurah and Serampore, Dist. - Hooghly under the West Bengal Inland Water Transport, Logistics and Spatial Development Project (World Bank Assisted) by WBTIDCL

AUGUST

Sl. No.	Activity
1	Completion of re-construction of jetty at Nandigram, Dist. Purba Medinipur by WBTIDCL.
2	Completion of the major repairing and renovation works of the Depot Administrative building of NBSTC at Berhampore by NBSTC.
3	Initiation of condemnation process of 10 pool vehicles and other spares like tyres, batteries etc. by Pool Car Office.
4	Inspection of RTO/ARTO/AETC/MTS in Central Zone by Tr. Dte.
5	Commencement of construction of one gangway (30m × 3m) by WBTC.

SEPTEMBER

Sl. No.	Activity
1	Completion of renovation of jetty at Dakhineswar, Dist. North 24 Parganas by WBTIDCL.
2	Inspection of RTO/ARTO/AETC/MTS in South Zone by Tr. Dte.
3	Completion of infrastructure development at Belgachia bus depot, phase-I, by WBTC.
4	Commencement of work for infrastructure development of Lot-8 terminus, phase-I, by WBTC.
5	Completion of work of two new AC tram body by WBTC.
6	Commencement of construction of 100 PAX Steel Hull passenger ferry Vessels under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL.

OCTOBER

Sl. No.	Activity
1	Completion of renovation of jetty at Diamond Harbour, Dist. South 24 Parganas by WBTIDCL.
2	Roll-out of 30 new buses by NBSTC.
3	Publication of Administrative Report 2020-21 by Tr. Dte.
4	Inspection of RTO/ARTO/AETC/MTS in North Zone by Tr. Dte.
5	Inauguration of modern SBSTC bus terminus at Ranibandh by SBSTC.

NOVEMBER

Sl. No.	Activity
1	Completion of construction of jetty at Mayapur, Dist. Nadia by WBTIDCL.
2	Inspection of RTO/ARTO/AETC/MTS in North Zone by Tr. Dte.
3	Commencement of infrastructure development work at Titagarh bus terminus, by WBTC.
4	Commencement of construction of Longitudinal 100 PAX Steel Hull passenger ferry Vessels under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL.

DECEMBER

Sl. No.	Activity
1	Completion of building of the wooden vessel of capacity 100 Pax by WBTIDCL.
2	Roll-out of 30 new buses by NBSTC.
3	Inspection of RTO/ARTO/AETC/MTS in North Zone by Tr. Dte.
4	Commencement of infrastructure development at Thakurpukur bus depot,phase-II, by WBTC.
5	Completion of construction of one gangway (30m × 3m) by WBTC.
6	Commencement of reconstruction of Gangway cum Pontoon jetty at Chandpalghat-1, Kolkata and Fuleswar, Dist. - Howrah under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL.

Department of Tribal Development

January	February	March	April
1. Aathing K.P. Tamang Birth Anniversary will celebrate on 19th January, 2021 (WBMLLD).	1. Aathing Sangdo Tshering Archery Competition will be held on 20th February, 2021 (WBMLLD)	1. Mook-Jyek-Ding Rum Faat (prayers and offerings to Mother Nature) on 20th March, 2021(WBMLLD)	1. Lyang Rum Faat (prayers and offerings to Mother Earth) on (WBMLLD)
2. Rongnue Rongnit Aasung (Prayer at confluence of Teesta and Rongeet) will perform on 31st January, 2021. (WBMLLD)	2. 5th foundation Day Celebration of WBLDB. (WBLDB)	2. Field visit at various places for 2nd installment. (WBLDB)	2. Field visit Continuation. (WBLDB)
3. Imanshing Chemjong Birth Anniversary Celebration. (WBLDB)	3. Field visit at various place. (WBLDB)	3. Closure of account for the Financial Year 2020-21. (WBLDB)	3. Medical Camp. (WBLDB)
4. Document Verification completion of 125 Yakthung Heem. (WBLDB)	4. Selection and field verification of Major Schemes (WBSCB)	4. Field verification of Sherwi Khangba (WBSCB)	4. Field inspection of Homestay, Sherwi Khangba & Schemes. (WBSCB)
5. 1st installment of beneficiary fund release (WBLDB)	5. Field verification of remaining Homestay. (WBSCB)	5. Complete documentation & Field verification of Sherwi Khangba under Darjeeling & Kalimpong District. (WBSCB)	5. Field visits and opening of different Schemes. (WBSCB)
6. Limbu New Year Celebration at Bijanbari (WBLDB)	6. Complete documentation & Field verification of remaining Homestay under Darjeeling & Kalimpong District. (WBSCB)	6. Release of Fund of Sherwi Khangba 2020-21. (WBSCB)	6. Skill training of 250 ST youth completed in Security & surveillance trade WBSCSTOBC & DFC.
7. Field verification of 500 Home Stay. (WBSCB)	7. Release of fund of remaining Homestay.	7. Benefit extended to 700 ST families in floriculture and horticulture under TSS WBSCSTOBC & DFC.	7. Annual plan of the Corporation drafted and placed for approval. WBSCSTOBC & DFC.
8. Complete documentation & Field verification of 500 Homestay under Darjeeling & Kalimpong District (WBSCB)	8. Cultural Programme of Losar "Buddha New Year" (WBSCB)	8. Skill training of 350 ST youths completed in Self employed tailor and beautician trades WBSCSTOBC & DFC.	8. Release of TSS Scheme to 100 ST beneficiaries by WBTDCC.
9. Release of fund of 385 Sherpa Homestay (WBSCB)	9. Field verification of E-tender. (WBSCB)	9. Extending Benefits to 200 ST beneficiaries under TSS/MCF done by WBTDCC	9. Disbursement of MCF Loan to 100 Groups by WBTDCC.
10. Celebration of 6th Foundation Day in WBSCB	10. Tender process of E-tender (WBSCB)	10. Adibasi Samraddhi Rrin Yojana (ASRY) Loan disbursement to the approved cases by WBTDCC	10. Skill Development Training for 180 Scheduled Tribe beneficiaries by WBTDCC.
11. Field Verification of Emergent 13 nos. of below 5 Schemes. (WBSCB)	11. SKILL Training of 250 ST youths started in solar equipment and LED Technician trades WBSCSTOBC & DFC.		11. Capacity Building Training for Employees of LAMPS issues related co-operative management for 30 ST beneficiaries by WBTDCC.
12. Tender of Emergent Schemes. (WBSCB)	12. Benefit extended to 750 ST families under TSP scheme WBSCSTOBC & DFC.		12. Collection of Saal Leaves / Saal Seeds under Minimum Support Price Scheme by WBTDCC.
	13. Promotion of Self help groups		

January	February	March	April
13. Skill training commenced with 250 ST youths at CIPET WBSCSTOBC & DFC	WBTDCC.	11. Release of benefits to registered beneficiaries of WBKLCSSS by WBTDCC	13. Review meeting for discussing the progress of the work CRI
14. Benefit extended to 1200 ST beneficiaries under TSP WBSCSTOBC & DFC	14. Benefits to 150 ST beneficiaries - TSs by WBTDCC	12. Disbursement to MCF Loan done by WBTDCC	14. Initiate report writing for CSS projects CRI
15. Release of Micro Credit Finance to 300 ST by WB Tribal Dev. Coop. Cop. Ltd. (WBTDCC)	15. Skill Development Training for 180 beneficiaries done by WBTDCC	13. Capacity Building Training of Board of Directors (BOD) members of LAMPS for 30 directors by WBTDCC	15. Preparation of bulletin of Cultural Research Institute.
16. Skill Development Training for 120 ST by WBTDCC	16. Capacity Building for Employees of LAMPS issues related co-operative management for 30 ST beneficiaries organized by WBTDCC	14. Community Halls –WBTDDB	16. Preparation for publishing monographs on STs CRI
17. Release of fund to 10 LAMPS for construction of hall/toilet/drinking water by WBTDCC Ltd.	17. Sonam Lochar Celebration Celebration of Tamang New Year at Tinchulay, R.R. Block, Darjeeling on 6th & 7th Feb, 2021 WBTDDB	15. Organise research methodology workshop CRI	17. Observation of Pavitra Din, 2021 (Birth Anniversary of Dr. B.R. Ambedkar) BCW&TD Dte.
18. Collection of Kusum/ LAC/ Amla/ Tarmarind/ Haritaki to commence under Minimum Support Price (MSP), by WBTDCC, if required.	18. Damphu playing competition Damphu Competition will be held at Tinchulay along with Tamang Lochar on 6th and 7th February, 2021.	16. Organise training programme of CSS 19-20 CRI	18. Compilation of monthly report of ST Castes Certificates BCW&TD Dte.
19. Hyangla Dhim Housing Scheme 99 Houses First Installment of Rs. 100,000/- each disbursed to 99 Beneficiaries.	19. Initiate research projects of CSS 2019-20 CRI	17. Completed and submitted budget provision for year 2021-22 CRI	19. No. of ST awardees of Shikhashree up to April, 2021 BCW&TD Dte.
20. Construction of Women's Hostel E-Tender to be flowed.	20. Literature review of research projects in progress CRI	18. Preparation of utilization certificate by CRI	20. Updation of Student data of EMRS BCW&TD Dte
21. Annual General Meeting AGM of Tamang Board held on 8th Jan 2021.	21. Initiate field work for research projects CRI	19. Updation of students data of Belpahari RGGHS BCW&TD Dte.	
22. Preparation of Budget Speech CRI	22. Disbursement of Post-Matric Scholarship upto 40,000 and Pre-Matric upto 22,000 ST Students BCW&TD Dte.	20. Compilation of monthly report of ST Castes Certificates BCW&TD Dte.	
23. Attended training regarding tribal repository of ministry of tribal affairs on 11.01.2021. CRI		21. Updation of students data through Hostel Monitoring System BCW&TD Dte.	
24. Completed process of registration at TRI portal, MoTA. CRI			

January	February	March	April
25. Organised successfully one act drama and cultural programme of Department. CRI 26. Completed decoration work of tribal museum at Adivasi Bhawan CRI 27. Disbursement of Post-Matric Scholarship upto 38,000 and Pre-Matric upto 18,000 ST students BCW&TD Dte. 28. Updation of students data through Hostel Monitoring System BCW&TD Dte. 29. Observance of Chhou Festival BCW&TD Dte. 30. Compilation of monthly report of ST Castes Certificates of Districts BCW&TD Dte.	23. Starting of Field inspection on research methodology by CRI BCW&TD Dte. 24. Compilation of monthly report of ST Castes Certificates BCW&TD Dte.		

May	June	July	August
1. Rulee Ruknu Oongyaot Sam Sa (Prayers at confluence of Relli Pala) on 15th May 2021 (WBMLLD)	1. Tree Plantation Clean and Green Darjeeling (WBMLLD)	1. Theekoong General G.B. Mainwaring Birth Anniversary on 18th July. (WBMLLDB)	1. Tunggraong Hlo Rum Faat (Prayers and Offerings to Tendong Hlo Mountain.) WBMLLDB
2. Field Visit Continuation. (WBLDB)	2. Aathingnyoo Aasem Rebeeca Namchumoo Song and Dance Competition. (WBMLLD)	2. Tree plantation continuation. (WBLDB)	2. Tree plantation continuation. (WBLDB)
3. Celebration of Everest victory & Tenzing Sherpa Birthday. (WBSCB)	3. Tree plantation 25000 sapling. (WBLDB)	3. 2000 tree plantation at Darjeeling and Kalimpong district. (WBSCB)	3. 4000 tree plantation at Darjeeling and Kalimpong District. (WBSCB)
4. Conducting of Blood Donation and medical camps at remote areas (WBSCB)	4. Social useful and productive work for 3 days (WBLDB)	4. Payments of Schemes. (WBSCB)	4. Field visits and opening of different schemes, Sherwi Khangba, Homestay. (WBSCB)
5. Field visits and opening of different schemes. (WBSCB)	5. 2000 Tree plantation at Darjeeling and Kalimpong District (WBSCB)	5. Field visits and opening of different Schemes, Sherwi Khangba, Homestay. (WBSCB)	5. Payments of Schemes. (WBSCB)
6. Benefit extended to 750 ST families under Horticulture and fisheries scheme - TSP WBSCSTOBC & DFC.	6. Field visits and opening of different Schemes Sherwa Khangba, Homestay. (WBSCB)	6. Skill Training of 200 youths under TSS by WBSCSTOBC & DFC.	6. Sponsor of 50 Nos advance & basic Special course of Mountaineering of HMI
7. Sending proposals of Micro Credit Finance to NSTFDC by WBTDCC	7. Capacity Building Training for LAMPS staff by WBTDCC	7. Extending benefits of Micro Credit Finance to 300 ST beneficiaries by WBTDCC	7. Benefit extended to 250 ST families in animal and bird rearing schemes - TSS WBSCSTOBC & DFC
8. Release of fund for Income Generating Schemes to LAMPS by WBTDCC	8. Release of MCF loan to 400 ST beneficiaries by WBTDCC Ltd.	8. Skill Development Training for 100 beneficiaries by WBTDCC	8. Skill training of 200 ST youths under TSS by WBSCSTOBC & DFC.
9. Capacity Building Training for Newly elected BOD members of LAMPS for 30 ST by WBTDCC.	9. Capacity Building Training for Employees of LAMPS issues related co-operative management for 30 ST beneficiaries by WBTDCC Ltd.	9. Capacity Building Training for Newly elected BOD members of LAMPS for 30 ST Candidates done by WBTDCC	9. Skill Development Training for 200 ST Beneficiaries by WBTDCC
10. Release of benefit under WBKLCSSS by WBTDCC	10. Collection of Kusumi LAC/ Kalmegh by WBTDCC	10. Review meeting of progress of research work CRI	10. Capacity Building Training for Newly elected Board member of LAMPS by WBTDCC Ltd.
11. Collection of Neem Seeds/Mahua Seeds by WBTDCC	11. Selection of WBCS training Candidates. WBTDCC	11. Publication of bulletin of CRI	11. Block and District Level Organisation of Sports tournaments (Football and Volleyball) by WBTDDB
	12. Block Level Sit an Draw competition on environmental Theme WBTDDB	12. Release of Hostel Charge to School attached ST Hostels and Ashram Hostels BCW&TD Dte	
	13. Tree Plantation at Kalimpong and Darjeeling District.WBTDDB	13. Compilation of monthly report of ST Castes Certificates of the Districts BCW&TD Dte.	

May	June	July	August
12. Celebration of Buddha Purnima at various Monasteries of Darjeeling and Kalimpong by WBDDB	14. Review meeting to monitor progress of work CRI	14. Disbursement of Shikshashree Scholarship to 25,000 ST Students upto July, 2021 BCW&TD Dte	12. Block Level Tamang Folk Dance Competition (Male and Female) WBTDDB
13. Draft report of CSS projects 2019-20 CRI	15. Review meeting to discuss different financial issues of CRI.	15. Imparting refresher & training to Junior Engineers, BCW& TD	13. Preparation for publication of monograph CRI
14. Uploading of reports at CRI website and tribal repository	16. Review meeting regarding publication of bulletin of CRI		14. Preparation to organize seminar CRI
15. Inviting applications for Post Matric Scholarships for ST students BCW&TD Dte.	17. Compilation of monthly report of ST Castes Certificates of the Districts BCW&TD Dte		15. Preparation to update the website of CRI.
16. Progress of pending Castes Certificates BCW&TD Dte.	18. Updation of students data through HMS BCW&TD Dte		16. Assessment of Hostel Students through HMS BCW&TD Dte.
17. Compilation of monthly report of ST Castes Certificates BCW&TD Dte.	19. Observation of 'Hul Festival'– 2021 BCW&TD Dte		17. Release of Hostel Grant and Hostel Charge to ST Ashram Hostel and school attached hostel for ST BCW&TD Dte.
			18. Compilation of monthly report of ST Castes Certificates of the Districts BCW&TD Dte.
			19. Holding of Dr. B.R Ambedkar Medha Puraskar for ST Students BCW&TD Dte.

	September
1.	WBMLLDB foundation day on 3rd September, 2021
2.	Completion of yakthung Heem (Housing scheme). WBLDB
3.	Medical camp WBLDB
4.	Field visit of all schemes (WBSCB)
5.	Opening of different Schemes, Sherwi Khangba, Homestay. (WBSCB)
6.	Cultural, Dance, Language Classic & Music coaching Classes. (WBSCB)
7.	Payments of Schemes. (WBSCB)
8.	Conducting of Blood Donation and medical camps at Remote Areas (WBSCB)
9.	Initiation of skill Training for 300 ST youths under TSS done by WBSCSTOBC & DFC.
10.	Sending 400 MCF application to NSTFDC by WBTDCC Ltd.
11.	Capacity Building Training for Employees of LAMPS related co-operative management for 30 ST beneficiaries by WBTDCC Ltd.
12.	Benefits to 200 ST beneficiaries-TSS by WBTDCC Ltd.
13.	Competitive examination Course for Tamang Youths (New Batch) by WBTDDB

	October
1.	Theekoong Dr. Ongden Raongaong Lepcha Memorial Service on 16th October. (WBMLLDB)
2.	Naamtho Naamthaar Day (Lepcha Manuscripts Day) WBMLLDB
3.	Submission of new beneficiaries List to TDD. WBLDB
4.	Field visit of all schemes opening of different schemes,Sherwi Khangba, Homestay (WBSCB)
5.	Eye camp, health camp & blood donation camp in different remote areas of Darjeeling and Kalimpong District. (WBSCB)
6.	Payments of schemes. (WBSCB)
7.	Initiation of skill Training for 200 ST Youths under TSS by WBSCSTOBC & DFC
8.	Release of fund for pruning and collection of Kendu Leaves to LAMPS by WBTDCC
9.	Disbursement of 400 MCF loan by WBTDCC Ltd.
10.	State level Adibasi Cultural Programme on Dance / song / musical instruments at LAMPS and District Level by WBTDCC

	November
1.	Chyoo Rum Faat (Prayers for Prosperity) will celebrated on 20th Nov. 2021 WBMLLDB
2.	Sakyoo Rum Faat (Prayers for Prosperity) on 28th Nov. 2021. (WBMLLDB)
3.	Limbu youth Cultural sports. (WBLDB)
4.	Selection of 500 Sherwi Khangba & 500 Homestay for 2021-22 (WBSCB)
5.	Preparation of list for 500 pilgrimage Tour for poor Sherpas. (WBSCB)
6.	Field visit of all Schemes & Payments. (WBSCB)
7.	Benefit under TSP scheme extended to 1500 ST families in stressed tea garden area of North Bengal. WBSCSTOBC & DFC
8.	Initiation of Skill Training for 1500 ST youths by WBSCSTOBC & DFC.
9.	Capacity Building Training for newly elected BOD members of LAMPS for 30 ST candidates by WBTDCC
10.	Benefits to 200 ST beneficiaries-TSS by WBTDCC Ltd.

	December
1.	Naambun, Naam Aaal, Naamsoong (Lepcha new Year) WBMLLDB
2.	Lepcha King Gaeboo Aachyok Birth Anniversary Celebration on 20th Dec. 2021.WBMLLDB
3.	Coaching classes for students appearing for Board Examination (Dec 20 to Jan 14) WBLDB
4.	Tender process for 2021-22 (WBSCB)
5.	Tender process for 2021-22 (WBSCB)
6.	Cultural, dance, language, Classes & Music coaching classes (WBSCB)
7.	Skill Training for 1,500 ST youths by WBSCSTOBC & DFC
8.	Benefit extended to 1550 ST families in ARD scheme - TSS WBSCSTOBC & DFC.
9.	Extending benefits of ASRY loan to 50 beneficiaries by WBTDCC
10.	Bodhgaya Pilgrimage tour 3000 pilgrims will be taken to Bodhgaya by WBTDDB
11.	International Guest visit to Tamang Villages at Darjeeling and Kalimpong Districts by WBTDDB

September	
14.	Organize Seminar by CRI
15.	Review meeting for work of progress by CRI
16.	Status of Joint Entrance coaching Centers with No. of ST Students BCW&TD Dte.
17.	Implementation of E-Office by September, 2021 BCW&TD Dte.
18.	Status of construction of ICDS centers for which fund received from TDD BCW&TD Dte.
19.	Disbursement of Shikshashree Scholarship to 55,000 ST students upto September-2021 BCW&TD Dte
20.	Payment of scholarship to 12,000 ST students upto September - 2021 BCW&TD Dte

October	
11.	Preparation for organizing training programme by CRI
12.	Organization of training programme CRI
13.	Finalization of enrollment of ST Hostellers BCW&TD Dte
14.	Refresher Training to the Inspectors, BCW&TD BCW & TD Dte.
15.	Payment of Shikshashree Scholarship to 60,000 ST students upto October -2021 BCW&TD Dte.

November	
11.	Annual Magazine printing 1000 Magazine to be printed by WBTDDB
12.	Organization of training programme CRI
13.	Preparation for draft submission for research projects CRI
14.	Review meeting to discuss different issues of the institute CRI
15.	Payment of Scholarship to 40,000 ST students upto November - 2021 BCW&TD Dte.
16.	No. of Proposals collected for repair/renovation of hostel BCW&TD Dte.
17.	Hostel monitoring & inspection up to November, 2021 BCW&TD Dte.
18.	District / Zonal level competition for Tribal One Act Drama for, 2021 BCW&TD Dte.

December	
12.	Calendar of W.B.T.D & C. B 1000 Calendar to be printed WBTDDB
13.	Preparation and submission of draft research projects by CRI
14.	Payment of scholarship to 45,000 ST Students upto December, 2021 BCW&TD Dte.
15.	Selection of recipient for Pandit Ragunath Murmu award, Lal Sukra Oraon award, Ramchand Murmu award, Sidhu-Kanu and Birsha Munda awards ("Gunijan Sambardhana") BCW&TD Dte.
16.	Compilation of ST Castes Certificates of the districts
17.	Progress made with regard to pending Audit Para during the month by BCW&TD Dte.

Department of Urban Development and Municipal Affairs

Urban Development Branch

MONTH	ACTIVITY / PROJECT
JANUARY	**DEPARTMENT**
	Launching of Online ULC Clearance web portal for the KMC areas(CA, Kolkata and CA, Alipore)
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Augmentation of Water Supply Scheme at Serampore Municipality under AMRUT.
	Construction and Maintenance of Foot over bridge with Stair Case & Provision of escalator facilities from Chaulpatty Road to Jala Vayu Vihar from West to East, extended up to Major Arterial adjacent to Eastern drainage Canal.
	Construction of underground drain coming from Chilkana road to BB Ghosh road under Serampore Municipality
	Augmentation of Water Supply Scheme at Baidyabati Municipality under AMRUT.
FEBRUARY	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Augmentation of Water Supply Scheme at DumDum Municipality under AMRUT.
	Augmentation of Water Supply Scheme at Hooghly-Chinsurah Municipality under AMRUT.
	Construction of underground drain coming from Chilkana road to BB Ghosh road up to Rly Subway no. 14 and 1 No. lifting station cum pump house under Serampore Municipality.
	Augmentation of Water Supply Scheme of Bansberia Municipality under AMRUT.
	Construction of underground Drainage network with allied works like Roadways to improve the Storm Water Drainage System at Ward No-27 under Rajpur-Sonarpur Municipality.
	Augmentation of Water Supply Scheme of Kanchrapara Municipality under AMRUT.
	Augmentation of Water Supply Scheme of Baruipur Municipality
	Storm Water drainage Project for Konnagar Municipality
	Construction of underground Drainage network with allied works like Roadways to improve the Storm Water Drainage System at Ward No-27 under Rajpur-Sonarpur Municipality
	Augmentation of Water Supply Scheme at Baidyabati Municipality under AMRUT.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Supply, Erection, Testing and commissioning of 19 (Nineteen) Nos. 16 Mtr. Mini High Hast under Siliguri Mahakuma Parishad Area, Dist. Darjeeling. (under Green City Mission).
MARCH	**DEPARTMENT**
	Inclusion of 70 ULBs in the OPTICS module
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Augmentation of Water Supply Scheme at Uttarpara-Kotrung Municipality under AMRUT
	Storm water drainage project for Naihati Municipality.
	Water Supply Scheme for Bhadreswar Municipality under JNNURM.
	Augmentation of Water Supply Scheme at Bhadreswar Municipality under AMRUT.

MONTH	ACTIVITY/PROJECT
	Augmentation of Water Supply Scheme of Chandannagar Municipal Corporation under AMRUT
	Storm water drainage project for Panihati Municipality.
	Drainage project for Madhyamgram Municipality under AMRUT.
	Construction of storm water drains along Sodepur Madhaymgram Road within Barrackpore-II Block, under North 24 Parganas.
	Construction and Maintenance of Foot overbridge with Stair Case & Provision of escalator facilities from Chaulpatty Road to Jala Vayu Vihar from West to East, extended up to Major Arterial adjacent to Eastern drainage Canal.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of Bituminous road from Srirampur Ghat to Ramchandrapur High School under Moyna Panchayat Samity.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Plantation along the median of the Shastri Avenue, Durgapur under DMC area in the District of Paschim Bardhaman.**(Rolled over from 2019)**
	Construction, widening & strengthening of bituminous road and cement concrete pavement including LED Street light at rest portion of Kalyanpur Satellite Township, Asansol in the District of Paschim Bardhaman. **(Rolled over from 2020)**
	Repairing of bituminous road with open surface masonry drain from Raksha Kail Mandir to Rahamatnagar More, ward No.83 under Asansol Municipal Corporation AMC in the district Paschim Bardhaman.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of road near Mother and Child Hospital Main Road to Ushosi via Zilla School at Ward No. 1,3 and 23 under Jalpaiguri Municipality.
APRIL	**DEPARTMENT**
	Launching of online Mutation/Assessment module for the ULBs
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Storm water drainage project for Barrackpore Municipality.
	10 MGD capacity WTP with1 MG CWR with all electromechanical equipments at Padmapukur with in Howrah Municipal Corporation area under Special Infrastructure Fund (State Fund)
	Augmentation of Water Supply Scheme at Bhatpara Municipality under AMRUT.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Construction of PCC road from Southern end of S.D.O. Office to water tank under Asansol Municipal Corporation
	Construction of Public Relation Centre at Sodepur village in the permission of Laxmi Mandir ward no. 102 under AMC in the district Paschim Bardhaman.
	Construction of cement concrete road along with side drain from Bahula Netaji Statue to Borokhuli village under Bahula Gram Panchayet within Pandaveswar Block.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of Road and Drain from Netaji Bazar to Jermel's Academy school at Majhabrai under Debgram II GP, Siliguri.

MONTH	ACTIVITY/PROJECT
MAY	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Strengthening work of Southern By-pass Road starting from Kamalgazi Flyover End to Baruipur/ Padmapukur More (Both Eastern and Western Flanks) in the District of South 24Parganas under South Division, Road & Bridge Sector (PART-A) & Repairing, Renovation work of wearing course of Kamalgazi flyover portion for improvement of riding quality(PART-B).
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Construction of cement concrete road along with side drain from Sadhan Nandi's house to Chotokhuli village via S.D. Mondal House under Bahula Gram Panchayet within Pandaveswar Block.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of Road at College Para via PHE Water Tank to 5 No. Gumti Ward No. 20, 21,22, and 23 under Jalpaiguri Municipality.
	Construction of Pucca road from Paharpur Uttor Baruapara Co-operative more to the H/O Sri Satyen Roy to Dhanaimali Road (H/O Sri Madhu Roy)including culvert, and Guard Walls, Paharpur GP Sadar Block, Jalpaiguri.
JUNE	**DEPARTMENT**
	Upgradation of Online ULC Clearance portal for other Competent Authorities of the State.
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Construction of G+5 storied Logistic Hub at Garden Reach.
	Trans-Municipal Water Supply scheme of Uttarpara, Konnagar, Rishra, Dankuni, Serampore, Baidyabati & Champdani and its adjoining peri-urban areas under Special Infrastructure fund (State fund)
	Augmentation of Water Supply Scheme of South DumDum Municipality under State fund.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of Pucca road from NH-6 By-pass Kansai Bridge to Mahapur Ganga Mandir under Panskura -I Block.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Construction of ground for proposed 3 storied annex building of B.C. College at Asansol, at Paschim Bardhaman.
	Widening and strengthening of bituminous road from NH-2(J.K. Nagar more) to J. K. Nagar Market up to Railway crossing at Jemari G.P. within Raniganj Block.
JULY	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Construction of 3 major RCC bridges at three locations viz. Metropolitan (Ch KM 5+282), Laskharhat (Ch KM 9 +150), and Kalikapur(Ch KM 11+150) on EM By-pass Kolkata.
	Augmentation of Water Supply Scheme of Panihati Municipality under State fund.
	Augmentation of Water Supply Scheme of Madhyamgram Municipality under State fund.
AUGUST	**HDA [HALDIA DEVELOPMENT AUTHORITY]**
	Construction of Concrete road from Jhaupathra Barabandh to Madhyahingly HT Canal parh under Mahishadal Block.

MONTH	ACTIVITY/PROJECT
SEPTEMBER	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Construction of Auditorium Hall (1000 capacity) at Amtala.
	Construction of G+7 New Administrative Building - II at Barasat, North 24 Pgs. W.B.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of road from Shibrampur Bazar to Shibrampur Primary School under Nandigram-II Panchayat Samity.
OCTOBER	**DEPARTMENT**
	Inclusion of 80 ULBs in the OPTICS module
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of concrete road from Khanchi Paschim Para Battala to Dakshin Hatgachia via Kumirpota under Nandakumar Panchayet Samity.
NOVEMBER	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Augmentation of Water Supply Scheme of Chandernagore Municipal Corporation under State fund
DECEMBER	**DEPARTMENT**
	Covering all the Development Authorities , Directorates and parastatals of the Department in the e-office system
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Drainage project for Bhatpara Municipality under AMRUT.
	Integrated Septage Treatment Plant for Baranagar , North Dum Dum and Dum Dum Municipality within existing STP campus (Promod Nagar Colony)
	Storm Water drainage at Durgapur Municipal Corporation
	Augmentation of surface water supply for construction of Intake Jetty and installation of electromechanical equipment at 30 MGD capacity Jetty mounted pump house of Baranagar-Kamarhati Water Supply Project (Ph-I)
	ECO Park adjacent to WTP, Panihara at Madhyamgram, North 24 Parganas
	Augmentation of Water Supply Scheme under Baranagar Municipal area under State fund
	Storm water drainage project Halisahar Municipality (Phase - II).
	WBHIDCO [WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT COMPANY LTD.]
	Construction of 4.1 m. wide cross over Bridge over Bagjola Canal joining AA-I, New Town and Gouranga Nagar.

MONTH	ACTIVITY/PROJECT
	MUNICIPAL AFFAIRS BRANCH
JANUARY	Completion of Shelter for Urban Homeless Project under NULM with in 2 Nos. Municipalities
	Completion of Water Supply Project under UIDSSMT with in 1 No. Municipality
	Bioremediation works for treating drains before discharging to River Korala at under NGT within 1 No. Municipality
	Bioremediation works for treating drains before discharging to River Kaljani at Shovaganj, Palashbari and Bakribari under NGT with in 1 No. Municipality
	4000 Dwelling Units will be completed.
	Completion of 5 Green Space Development Project
	Completion of Water Supply Project with in Dum Dum Municipality .
	10 ULBs to be declared as ODF
	10 lakh Household Bins (Blue and Green Coloured) to be supplied.
	Segregation of Waste to be achieved in 20 ULBs.
	Door to Door Collection of Waste to be achieved in 20 ULBs.
FEBRUARY	Rain Water Harvesting Project with in 1 No. Municipality
	Completion of construction of UPHC Building under NUHM with in 2 Nos. Municipalities
	Completion of Shelter for Urban Homeless Project under NULM with in 1 No. Municipality
	Bioremediation works for treating drains before discharging River Jalangi under NGT with in 1 No. Municipality
	Bioremediation works for treating drains before discharging River Kansabati under NGT with in 1 No. Municipality
	4000 Dwelling Units will be completed.
	Completion of 10 Green Space Development Project
	Completion of Water Supply Project within Baidyabati Municipality .
	10 ULBs to be declared as ODF
	Segregation of Waste to be achieved in 20 ULBs.
	Door to Door Collection of Waste to be achieved in 20 ULBs.
	10 lakh Household Bins (Blue and Green Coloured) to be supplied.
	Vehicle for transportation of solid waste to be supplied to 10 ULBs.
MARCH	Bioremediation works for treating drains before discharging River Shilabati under NGT with in 1 No. Municipality
	Bioremediation works for treating drains before discharging River Dwarakeswar under NGT with in 1 No. Municipality
	Completion of Water Supply Project under AMRUT with in 1 No. Municipality
	Completion of Water Supply Project under UIDSSMT with in 1 No. Municipality

MONTH	ACTIVITY/PROJECT
	Completion of Shelter for Urban Homeless Project under NULM with in 1 No. Municipality
	Water Supply Project (House Service Connection) under BRGF(Spl.) with in 2 nos. Municipality
	4000 Dwelling Units will be completed.
	2 rounds of Vector Control activities to be conducted in all ULBs
	Launching of an App for real time monitoring and management of Dengue.
	Completion of 10 Green Space Development Project
	Completion of Water Supply Project with in Habra (Phase-I) Municipality.
	Completion of Water Supply Project with in Bongaon (Phase-I) Municipality.
	Completion of Water Supply Project with in Bhatpara Municipality.
	Completion of Water Supply Project with in Bankura (Phase-II) Municipality.
	Completion of Water Supply Project with in Bhadreswar Municipality.
	Completion of Water Supply Project with in Kolkata (9 MGD) Municipality.
	Completion of Water Supply Project with in Kolkata (3 MGD) Municipality.
	Completion of Water Supply Project with in Chandennagar Municipal Corporation.
	Completion of Water Supply Project with in Bansberia Municipality.
	Completion of Storm Water Drainage Project with in Panihati Municipality.
	Completion of Storm Water Drainage Project with in Madhyamgram Municipality.
	10 lakh Household Bins (Blue and Green Coloured) to be supplied.
	Vehicle for transportation of solid waste to be supplied to 10 ULBs.
	Segregation of Waste to be achieved in 20 ULBs.
	Door to Door Collection of Waste to be achieved in 20 ULBs.
APRIL	Hospital Beautification Work within 2 nos. Municipality
	3000 Dwelling Units will be completed.
	2 rounds of Vector Control activities to be conducted in all ULBs
	Completion of 10 Green Space Development Project
	10 ULBs to be declared as ODF
	Supply of Household Bins (Blue and Green Coloured) to be completed in all ULBs.
	Segregation of Waste to be achieved in 10 ULBs.
	Door to Door Collection of Waste to be achieved in 10 ULBs.
	Vehicle for transportation of solid waste to be supplied to 5 ULBs.

MONTH	ACTIVITY/PROJECT
MAY	Completion of construction of UPHC Building under NUHM with in 1 No. Municipality
	Completion of Shelter for Urban Homeless Project under NULM with in 1 No. Municipality
	Hospital Beautification Work with in 3 nos. Municipalities
	Bioremediation works for treating drains before discharging River Rupnarayan under NGT within 1 No. Municipality
	3000 Dwelling Units will be completed.
	2 rounds of Vector Control activities to be conducted in all ULBs
	Completion of 5 Green Space Development Project
	Completion of Water Supply Project with in Basirhat (Phase-I) Municipality.
	Completion of Water Supply Project with in Burdwan (Phase-I) Municipality.
	Completion of Water Supply Project with in Jalpaiguri (Phase-I) Municipality .
	Completion of Water Supply Project with in Medinipur (Phase-I) Municipality.
JUNE	Construction of Electric Crematorium with in 1 no. Municipality
	Completion of Water Supply Project under AMRUT with in 1 No. Municipality
	2nd Augmentation of Water Supply Scheme under state plan with in 1 No. Municipality
	Operationalization of Water Supply Project under AMRUT with in 1 No. Municipality
	4000 Dwelling Units will be completed.
	4 rounds of Vector Control activities to be conducted in all ULBs
	Completion of 10 Green Space Development Project
	Completion of Water Supply Project with in North Dum Dum Municipality.
	Completion of Water Supply Project with in Krishnanagar (Phase-II) Municipality.
	Completion of Water Supply Project with in Hooghly-Chinsurah Municipality.
	20 ULBs to be declared as ODF
	Vehicle for transportation of solid waste to be supplied to 10 ULBs.
	Segregation of Waste to be achieved in 10 ULBs.
	Door to Door Collection of Waste to be achieved in 10 ULBs.
JULY	Completion of Shelter for Urban Homeless Project under NULM with in 1 No. Municipality
	Completion of construction of UPHC Building under NUHM with in 1 No. Municipality
	4000 Dwelling Units will be completed.
	4 rounds of Vector Control activities to be conducted in all ULBs

MONTH	ACTIVITY/PROJECT
	Completion of 5 Green Space Development Project
	5 ULBs to be declared as ODF
	Vehicle for transportation of solid waste to be supplied to 5 ULBs.
	Segregation of Waste to be achieved in 20 ULBs.
	Door to Door Collection of Waste to be achieved in 20 ULBs.
AUGUST	Completion of Shelter for Urban Homeless Project under NULM with in 7 Nos. Municipalities
	4000 Dwelling Units will be completed.
	4 rounds of Vector Control activities to be conducted in all ULBs
	Completion of Shelter for Urban Homeless Project under NULM in 1 ULB.
	Completion of 5 Green Space Development Project
	Vehicle for transportation of solid waste to be supplied to 5 ULBs.
	Segregation of Waste to be achieved in 25 ULBs.
	Door to Door Collection of Waste to be achieved in 25 ULBs.
SEPTEMBER	Water Supply Project (House Service Connection) under BRGF(Spl.) with in 1 no. Municipality
	Completion of Shelter for Urban Homeless Project under NULM with in 2 Nos. Municipalities
	4000 Dwelling Units will be completed.
	4 rounds of Vector Control activities to be conducted in all ULBs
	Completion of Shelter for Urban Homeless Project under NULM in 1 ULB.
	Completion of Water Supply Project with in Kamarhati Municipality.
	Completion of Water Supply Project with in Rajpur-Sonarpur (Phase-I) Municipality.
	Vehicle for transportation of solid waste to be supplied to 100% ULBs.
OCTOBER	Completion of Shelter for Urban Homeless Project under NULM with in 1 No. Municipality
	4000 Dwelling Units will be completed.
	4 rounds of Vector Control activities to be conducted in all ULBs
	Completion of Shelter for Urban Homeless Project under NULM in 2 ULBs.
	Completion of 10 Green Space Development Project
NOVEMBER	Water Supply Project (House Service Connection) under UIDSSMT with in 1 no. Municipality
	4 rounds of Vector Control activities to be conducted in all ULBs
	Completion of Shelter for Urban Homeless Project under NULM in 2 ULBs.
	Completion of 10 Green Space Development Project
	Completion of Sewerage Management Project with in Maheshtala Municipality .

MONTH	ACTIVITY/PROJECT
DECEMBER	Completion of construction of UPHC Building under NUHM with in 1 No. Municipality
	Completion of Shelter for Urban Homeless Project under NULM with in 2 Nos. Municipalities
	Operationalization of Water Supply Project under AMRUT with in 4 Nos. Municipalities
	4000 Dwelling Units will be completed.
	Completion of Shelter for Urban Homeless Project under NULM in 2 ULBs.
	Completion of 5 Green Space Development Project
	Completion of Sewerage Management Project with in Khardah Municipality.
	Completion of Water Supply Project with in Jangipur Municipality.
	Completion of Water Supply Project with in Basirhat (Phase-II) Municipality.
	Completion of Water Supply Project with in Ashoknagar-Kalyangarh (Phase-I) Municipality.
	Completion of Water Supply Project with in Darjeeling Municipality.
	Completion of Storm Water Drainage Project with in Bhatpara Municipality.
	Completion of Storm Water Drainage Project with in Halisahar (Phase-II) Municipality.

WATER RESOURCES INVESTIGATION & DEVELOPMENT DEPARTMENT

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Statutory Functions and Routine Activities	**Implementation of 'West Bengal Ground Water Resources (Management, Control and Regulation) Act, 2005' and Issuance of Permit/Registration for extraction of Ground Water**											
	Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks			**Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks & water quality in different blocks**				**Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks**			**Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks & water quality in different blocks**	
	Collection of Hydro-meteorological data by rain gauges situated in different districts throughout the year											
	Periodic maintenance of 7427 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 6.22 Lakh Hectare by WRDD											
Review meetings	State level review meeting by Hon'ble Minister -in -Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in -Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	State level review meeting by Hon'ble Minister -in -Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in -Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	State level review meeting by Hon'ble Minister -in -Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in -Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer- in -Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	State level review meeting by Hon'ble Minister -in -Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in -Chief & Ex-Officio Secretary

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Creation of irrigation facilities under different programmes (viz- JALATIRTHA, WBADMIP, RIDF, CORE SECTOR, RKVY etc.) for Arid region (Birbhum, Bankura, Purulia, Jhargram & Paschim Medinipur Districts)	Construction/ Revival of Minor Irrigation (MI) Installation: 25 nos. including 25 Water Detention Structures; Creation of MI Potential: 436.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 47 nos. including 47 Water Detention Structures; Creation of MI Potential: 704.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 60 nos. including 47 Water Detention Structures; Creation of MI Potential: 1153 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 52 nos. including 34 Water Detention Structures; Creation of MI Potential: 752.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 53 nos. including 35 Water Detention Structures; Creation of MI Potential: 754.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 48 nos. including 26 Water Detention Structures; Creation of MI Potential: 620.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 34 nos. including 24 Water Detention Structures; Creation of MI Potential: 413.4 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 14 nos. including 2 Water Detention Structures; Creation of MI Potential: 270 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 40 nos. including 2 Water Detention Structures; Creation of MI Potential: 1150 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 33 nos. including 6 Water Detention Structures; Creation of MI Potential: 1239 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 74 nos. including 20 Water Detention Structures; Creation of MI Potential: 2008 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 92 nos. including 34 Water Detention Structures; Creation of MI Potential: 2495 Hectare
Creation of irrigation facilities under different programmes (viz- WBADMIP, RIDF, CORE SECTOR, RKVY, JALATIRTHA etc.) for districts other than Arid region	Construction/ Revival of Minor Irrigation (MI) Installation: 190 nos. including 6 Water Detention Structures; Creation of MI Potential: 3037.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 257 nos. including 9 Water Detention Structures; Creation of MI Potential: 4343.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 573 nos. including 52 Water Detention Structures; Creation of MI Potential: 9017.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 74 nos. including 10 Water Detention Structures; Creation of MI Potential: 2192.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 102 nos. including 9 Water Detention Structures; Creation of MI Potential: 2238.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 88 nos. including 10 Water Detention Structures; Creation of MI Potential: 2285.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 36 nos. including 4 Water Detention Structures; Creation of MI Potential: 1061.6 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 29 nos. including 1 Water Detention Structures; Creation of MI Potential: 1125 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 111 nos. including 9 Water Detention Structures; Creation of MI Potential: 2911 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 85 nos. including 3 Water Detention Structures; Creation of MI Potential: 2418 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 191 nos. including 18 Water Detention Structures; Creation of MI Potential: 4916.6	Construction/ Revival of Minor Irrigation (MI) Installation: 240 nos. including 25 Water Detention Structures; Creation of MI Potential: 5393.6 Hectare

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Water Users' Association, Demonstrations and Training programmes under WBADMIP	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 10 nos. covering 300 beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 10 nos. covering 300 beneficiaries.		
	Demonstrations (Agri/ Horti/ Fishery) : 230 nos. covering 460 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 153 nos. covering 234 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 254 nos. covering 254 beneficiary-families		Demonstrations (Agri/ Horti/ Fishery) : 250 nos. covering 710 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 723 nos. covering 2208 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 1091 nos. covering 3906 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 715 nos. covering 2930 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 430 nos. covering 1760 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 206 nos. covering 676 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 505 nos. covering 695 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 210 nos. covering 390 beneficiary-families
	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers: 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees	Training Programmes of Farmers : 15 nos. covering 450 trainees	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 25 nos. covering 750 trainees

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Activities under 'Jal Dharo Jal Bharo'	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 350 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 590 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 2450 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 250 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 330 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 200 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 100 nos. (Tank equivalent)			Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 100 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 150 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 804 nos. (Tank equivalent)
	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -2 no.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting - 2 no.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting - 8 no.								Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting - 2 no.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -2 no.
	Mass awareness campaign on water conservation: 10 nos.	Mass awareness campaign on water conservation: 10 nos.	Mass awareness campaign on water conservation: 20 nos.					Mass awareness campaign on water conservation: 20 nos.				

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Activities of West Bengal State Minor Irrigation Corporation Ltd.	**Periodic maintenance of 391 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 0.086 Lakh Hectare**											
Activities of West Bengal Agro Industries Corporation Ltd.	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 12 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 14 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 1 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 4 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 6 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 8 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 9 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 12 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 14 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 12 Crore

Department of Women & Child Development and Social Welfare

Month	Activities
January	
	Observance of World Braille Day on 4th January
	Observance of National Girl Child Day on 24th January
	Review meeting of Kanyashree with HOI of Schools under DPMU, Kolkata
	Review meeting of Kanyashree with HOI of Colleges under DPMU, Kolkata
	Meeting with NGOs & DSWOs for monitoring of Swadhar Homes/Ujjwala Homes & Old age Homes
	Meeting with NGOs & DSWOs for monitoring of DDRS/Drug De-Addiction Centres
	District Visit by WBCW
	Seminar on Cyber Crime by WBCW
	Co-ordination meeting with Police Authorities by WBCW
	Participation in Little Magazine Mela by WBCPCR
	Operating Child Friendly Corner at International Kolkata Book Fair by WBCPCR
	Operating Child Friendly Corner at Gangasagar Mela by WBCPCR
	One meeting on RTE Act by WBCPCR
	One Meeting on JJB by WBCPCR
	Capacity building on Track CHILD/MIS
	Launching of Foster Care Guideline
	Inauguration of G-SAA at Alipurduar
	Review meeting on functioning of Open Shelter with Officials and different stake holders
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders
	Monitoring of Kanyashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
	Monitoring of Rupashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
February	
	Review meeting with CDPOs of Kolkata District for Kanyashree
	District Visit by WBCW
	Seminar on Domestic Violence by WBCW
	Review meeting with NGOs by WBCPCR
	Review meeting with Police by WBCPCR
	Two workshops on POCSO Act in schools and madrasahs by WBCPCR
	One media workshop to sensitize journalists on POCSO Act, JJ Act & other child rights by WBCPCR
	Review meeting with DSWOs
	Capacity building programme on RRRI
	Training on counselling techniques for JJB Counsellors
	Initiation of Aftercare/Skill Training programme under UTKARSHA BANGLA
	Orientation and training programme of staff and Case Worker of Eradication & Control of Juvenile Beggary and Vagrancy
	Awareness Generation Initiatives on Kanyashree Club Guidelines at the Institution Level with HOIs and Nodal Teachers
	Awareness generation among prospective applicants about Rupashree Prakalpa at Block/ Municipality and District level

Month	Activities
March	
	Observance of International Women's Day on 8th March
	District Visit by WBCW
	Paribarik Mahila Lok Adalat (PMLA) by WBCW
	Seminar on Human Trafficking by WBCW
	Release of 'WBCPCR Children Magazine – Hullor'
	One Inter-State Workshop on POCSO Act in schools and Madrasahs by WBCPCR
	One Inter-State Workshop on Child Marriage and Child Trafficking by WBCPCR
	One meeting on SOP with the Committee Members on Migrant Labourers by WBCPCR
	Orientation programme for CWCs on different child protection issues/POCSO Act and Rules
	Meeting of WBTF on RRRI
	Governing Body Meeting of SARA
	Inauguration of G-SAA at Jalpaiguri
	Monitoring of Kanyashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
	Monitoring of Rupashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
April	
	Observance of World Autism Awareness Day on 2nd April
	Review meeting with the Head of Institutions on Kanyashree under DPMU, Kolkata
	District Visit by WBCW
	Seminar on Prevention of Rape by WBCW
	Co-ordination meeting with police authorities by WBCW
	Two workshops on POCSO Act in schools and madrasahs by WBCPCR
	Two workshops on Missing Children by WBCPCR
	One meeting on street children by WBCPCR
	Review meeting with DSWO
	Quarterly Publication of Sphuran
	Capacity building on Track CHILD/MIS
	ToT on CPC/Refresher Training of Support Persons
	Review meeting on functioning of Open Shelter with Officials and different stake holders
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders
	District monitoring visit for review of activities of Kanyashree Prakalpa
	District monitoring visit for review of activities of Rupashree Prakalpa
May	
	Review meeting with CDPOs of Kolkata District for Kanyashree
	District Visit by WBCW
	Seminar on problems of Senior Citizens by WBCW
	One review meeting with Principals of schools and madrasahs by WBCPCR
	Review cum orientation on non institutional care (Adoption)/foster care/ aftercare
	Ond day meeting with DSWOs and DCPOs

Month	Activities
May	
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes
	Orientation and training programme of Open Shelter staff, NGO personnel and Govt, officials for improved implementation of the scheme
	VC with Addl. District Magistrates & DPMUs regarding modalities for celebration of Kanyashree Day 2021
	Training and orientation of Nodal Officers of Rupashree Prakalpa
June	
	Observance of State Child Protection Day on 9th June
	Observance of World Elder Abuse Awareness Day on 15th June
	Observance of Deaf Blind Day on 27th June
	District Visit by WBCW
	Seminar on prevention of acid attack by WBCW
	Co-ordination meeting with police authorities by WBCW
	Release of 'WBCPCR Children Magazine – Hullor'
	Two workshops on POCSO Act
	Public Hearing on Child Marriage in the district of Malda
	Meeting of SCPS Governing Body
	State Advisory Committee Meeting on Prevention of Trafficking
	Orientation and training programme of Shelter for Urban Homeless staff, NGO personnel and Govt, officials for improved implementation of the scheme
	District monitoring visit for review of activities of Kanyashree Prakalpa
	District monitoring visit for review of activities of Rupashree Prakalpa
July	
	Review Meeting with the Head of Institutions of Schools on Kanyashree under DPMU, Kolkata
	District Visit by WBCW
	Paribarik Mahila Lok Adalat (PMLA) by WBCW
	Seminar on Sexual Harassment at workplace by WBCW
	One workshop on Cyber Safety by WBCPCR
	One workshop with care givers of CCIs by WBCPCR
	Two workshops on POCSO Act in schools and madrasahs by WBCPCR
	One workshop on Mental Health by WBCPCR
	Awareness programme on Child Protection Issues
	Meeting of WBTF on RRRI
	Swawlamban PAC Meeting
	Review meeting on functioning of Open Shelter with Officials and different stake holders
	Review meeting on functioning of Shelter for Urban Homeless With Officials and different stake holders
	VC with Addl. District Magistrates & DPMUs regarding modalities for celebration of Kanyashree Day 2021
	Training and orientation of Accountants and Data Entry Operators of Rupashree Prakalpa

Month	Activities
August	
	Observation of Breast Feeding Week (First week of August)
	Celebration of Kanyashree Day on 14th August
	Review Meeting with the Head of Institutions of Colleges on Kanyashree under DPMU, Kolkata
	District Visit by WBCW
	Seminar on prevention of Dowry torture by WBCW
	Two workshops on Child Marriage, Trafficking and Missing in Purulia and Bankura By WBCPCR
	Two Workshops on POCSO Act By WBCPCR
	Publication of Quarterly Sphuran
	Workshop with Registered Organisation
	Capacity building on Track CHILD/MIS
	Outreach Programme in vulnerable blocks/wards
	District monitoring visit for review of activities of Kanyashree Prakalpa
	District monitoring visit for review of activities of Rupashree Prakalpa
September	
	National Nutrition week (1st - 7th September)
	Review meeting with NGO's for monitoring of Swadhar Homes/Ujjawala Homes/Old Age Homes/ DDRS/Drug De-Addiction Centers
	Co-ordination meeting with police authorities by WBCW
	Release of 'WBCPCR Children Magazine – Hullor'
	One meeting on Street Children
	Launching a project on Child Labour Free Housing Society
	Review Meeting with DSWOs
	Training of LCPOs
	Training of CPCs
	Performance review with DPMUs & Addl. District Magistrates looking after Kanyashree Prakalpa through VC
	Performance review with DPMUs & Addl. District Magistrates looking after Rupashree Prakalpa through VC
	Board meeting of WBTGPDB
October	
	Observance of International Day for Older Persons on 1st October
	Observance of International Girl Child Day on 11th October
	Awarness camp on property matters-legal issues and legal rights by WBCW
	One workshop on World Mental Health Day on 10th October by WBCPCR
	One meeting with DSWOs and NGOs
	Puja Parikrama with Persons with Disabilities
	Staff Meeting
	Review on LFA Pendency and Court Case Pendency regarding Adoption
	Awareness programme on Child Protection Issues
	Review meeting on functioning of Open Shelter with Officials and different stake holders

Month	Activities
October	
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders
	District monitoring visit for review of activities of Kanyashree Prakalpa
	District monitoring visit for review of activities of Rupashree Prakalpa
November	
	Observance of ECCe Day on 27th November
	Observance of Child Rights Week and International Child Rights Day starting from 14th November and ending on 20th November
	Meeting with the DSWOs to review disposal of GIA proposals
	Co-ordination meeting with police authorities by WBCW
	Two workshops on POCSO Act in schools and madrasahs by WBCPCR
	Selection of State Awardees for empowerment of Persons with Disabilities
	Review meeting with Registered Organisations
	State Advisory Committee Meeting on Prevention of Trafficking
	Orientation training for JJBs
	Monitoring of Kanyashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
	Monitoring of Rupashree Prakalpa with concerned Addl. District Magistrates & DPMU through VC
	Meeting of State Coordination Committee
December	
	Observance of International Day for Persons with Disabilities on 3rd December
	Rojgar Mela 2020-on 4th & 5th December
	Review meeting with the Head of Institutions of schools on Kanyashree under DPMU, Kolkata
	Review meeting with the Head of Institutions of Colleges on Kanyashree under DPMU, Kolkata
	Paribarik Mahila Lok Adalat (PMLA)
	Release of 'WBCPCR Children Magazine – Hullor'
	Two workshops on Child Marriage, Trafficking and Missing with police and panchayat by WBCPCR
	Two Health Awareness Programmes by WBCPCR
	Operating Child Friendly Corner at Poush Mela in Birbhum
	Publication of Sfuran (Yearly compendium).
	Meeting of WBTF on RRRI
	Training of CPCs
	Capacity building on Track CHILD/MIS
	Fair with products made by inmates Vagrants Worries: arid trainee children under-ErMi,cation & Control of Juvenile-Beggary, and Vagrancy Scheme, Open Shelter and cultural programme by them
	Sports with children under Eradication & Control of Juvenile Beggary and Vagrancy Scheme, Open Shelter
	District monitoring visit for review of activities of Kanyashree Prakalpa
	District monitoring visit for review of activities of Rupashree Prakalpa
	Swawlamban PAC Meeting

DEPARTMENT OF YOUTH SERVICES AND SPORTS

Month	Activities
January	1. Meeting with State Level Sports Associations. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 4. Meeting of the Advisory Board and Working Committee of WBSCS. 5. Organizing Vivek Chetana Utsab at Block/Municipality, District level. 6. Organizing Subhash Utsab at Block/Municipality, District level. 7. Khel Samman & Distribution of Club Grant. 8. Release of schematic fund for Mini Indoor Games Complex / Multigym/Playground. 9. Meeting of Project Implementation Committee of WBMASF. 10. Inauguration of Kishore Bharati Stadium. 11. Inauguration of Gajoldoba Youth Hostel. 12. Online examination of Y.C.T.C. 13. Inauguration of Tehatta Stadium, Nadia
February	1. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Meeting of Advisory Committee of VYBK. 5. Inauguration of Asansol Youth Hostel. 6. Inauguration of Bally Youth Hostel. 7. Inauguration of Bolpur Youth Hostel. 8. Inauguration of Balurghat Youth Hostel. 9. Inauguration of Karnajora Youth Hostel. 10. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 11. Construction work of Chennai Youth Hostel to start. 12. Completion of renovation works at Barasat Stadium.
March	1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 5. Meeting of Project Implementation Committee of WBMASF. 6. Sports Climbing competition of WBMASF. 7. Inauguration of Bhutanghat Youth Hostel.

Month	Activities
April	1. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Meeting of Advisory Committee of VYBK. 5. Mountaineering and Adventure programme - Survival Camp in Dooars. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground. 7. Online examination of Y.C.T.C.
May	1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground. 5. Meeting of Project Implementation Committee of WBMASF.
June	1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground
July	1. District visits for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 3. Meeting of the Advisory Board and Working Committee of West Bengal State Council of Sports. 4. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. 5. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground 6. Meeting of Project Implementation Committee of WBMASF. 7. Slot booking for Rock Climbing.
August	1. Meeting with State Level Sports Associations. 2. 1st Meeting for inviting nomination for Khel Samman Awards. 3. District visit for monitoring of ongoing sports infrastructures by Departmental Officers 4. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 5. Meeting of the Advisory Board and Working Committee of West Bengal State Council of Sports. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 7. Celebration of Rakhibandhan Utsab at Block & State level. 8. Organizing Block/ Municipal/ Municipal Corporation/ Borough level Student Youth Science Fair, 2021. 9. Organizing District level Student Youth Science Fair, 2021. 10. WBMASF sponsored Mountaineering Expedition for male & female Mountaineers.

Month	Activities
September	1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 3. Meeting of the Advisory Board and Working Committee of WBSCS. 4. Organizing State level Student Youth Science Fair, 2021. 5. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 6. Meeting of Project Implementation Committee of WBMASF.
October	1. Meeting of selection committee for scrutiny of nominations for Khel Samman Awards. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 4. Meeting of the Advisory Board and Working Committee of West Bengal State Council of Sports. 5. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground.
November	1. Meeting for finalization of Khel Samman Awardees. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 4. Meeting of the Advisory Board and Working Committee of W.B.S.C.S. & V.Y.B.K. 5. Orientation Camp of Rock Climbing for instructors at Susunia, Bankura. 6. Radhanath Sikdar -Tenzing Norgay Adventure Award giving Ceremony. 7. Block / Municipal / Municipal Corporation / Borough level Student Youth Festival, 2021. 8. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 9. Meeting of Project Implementation Committee of WBMASF.
December	1. Preparation of final list of the club/organization eligible for grants. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Pricipal Secretary & all Officers of the Department. 4. Meeting of the Advisory Board and Working Committee of West Bengal State Council of Sports. 5. Organizing District level Student Youth Festival, 2021. 6. Organizing State level Student Youth Festival, 2021. 7. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground.

GOVERNMENT OF WEST BENGAL