



Administrative Calendar 2015



Government of West Bengal



सत्यमेव जयते

GOVERNMENT OF WEST BENGAL

ADMINISTRATIVE CALENDAR

2015



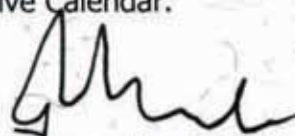


Foreword

Last year, my government, launched an entirely new experiment in effective governance. The Administrative Calendar, 2014 was prepared and distributed throughout the government machinery. It was supposed to be an easily accessible reference point for all government activities for the calendar year, 2014. It was also aimed at streamlining the state administration and provide time-bound services to the people.

I am happy to note that at the close of year 2014, the Administrative Calendar turned out mostly a success. It enabled regular monitoring of departmental activities by the Secretary and the Minister-in-Charge. It allowed focussed periodic reviews by the Chief Secretary. It also provided my office with a very useful template for supervision, monitoring and evaluation.

Our vision is to have hundred percent success. In government, the key to ensuring success and long-term sustainability, is to firmly embed it in the regular functioning of the government. To my mind, the Administrative Calendar meets both the criteria. I have no doubt that this volume for the year 2015 will once again meet the objectives set out for the Administrative Calendar.


(Mamata Banerjee)

A brief update on the achievements of the Government

Administrative Calendar-2014 listed out various development activities based on targets of different departments of the Government of West Bengal. Those were carefully monitored throughout the implementation period. Substantial progress was achieved. An update of the main achievements is given below:

- Tough, purposeful policing and a whole-hearted pro-people development thrust ensured that Jangal Mahal continued to be peaceful. There were no LWE-related incidents and deaths.
- The situation in Darjeeling improved substantially. The repeated visits of Hon'ble CM set the tone for a renewed thrust on development.
- Government order was issued regarding introduction of self-assessment & self-declaration in lieu of attestations and affidavits – services can now be availed with self-attestation/ self-declaration.
- An IAS coaching centre was commissioned at the Administrative Training Institute, West Bengal .
- In 2013-14, West Bengal could reach an all-time high in implementation of MGNREGA by generating 23.15 crores person-days. The State received the SKOCH Award for outstanding initiatives in convergence in MGNREGA.
- Under PMGSY, 6804 KM of roads were constructed during 3 years and 9 months i.e. 2011-12 to 2014-15 (till December, 2014), out of which 1738 km road could be constructed during 2014 itself. As many as 1356 habitations could be connected during 2013-14 – a fact that gave us recognition as the best in the country.
- Food grains production has been all time high during 2014. West Bengal has bagged the Krishikarman Award of the Ministry of Agriculture and Co-operation, Government Of India for three years in a row. The Award brings to the State a cash reward of Rs.2.0 crores , a Citation and a trophy. More than Rs. 2500 crores of crop loan will be disbursed during 2014 against a target of Rs. 2339 crores.
- Total 162 Rural Piped Water Supply Schemes were commissioned against the target of 147.
- 2,578 rig bored tubewells were sunk in the districts of Purulia, Bankura, Paschim Medinipur, Birbhum, Darjeeling and Jalpaiguri against the total target of 1,993.
- 794 schools were provided with drinking water supply against the target of 185.
- 1,089 anganwadis were provided with drinking water supply against the target of 400.
- The State's Gross Enrolment Ratio (GER) rose from 12.8 in 2010 to 17.5.
- The commencement of reservation for OBC students in higher education institutions was a huge success. In 2014-15, the Higher Education Department succeeded in creating 73,309 additional seats at the UG and PG levels. A total of 59,612 OBC students were admitted in the academic session in 2014-15, accounting for 10.6% of the total admissions at the UG and PG levels.
- An additional 65 I.T.Is and 10 Polytechnics were operationalized.
- A massive scheme for upgradation of skill of 5,00,000 people across various Departments was taken up.
- 1000 Advanced Vocational Training Centres were set up as a part of holistic revamp of the class VIII + certificate interventions to bring them on par with the National Level Certifications.
- Against a target of 66495 for the Nijo Bhumi Nijo Griho Scheme , achievement was 92655.
- The New Town Campus of Aliah University equipped with all the modern facilities was put into operation on 11.11.14.

- About 25 lakh beneficiaries from minority communities were covered under loan & scholarship schemes.
- The Uttarkanya (Branch Secretariat) was inaugurated on 20-01-2014.
- targets were exceeded in most of the welfare scheme coverage for Handloom, handicraft and Khadi sectors
- New set up primary schools and upper primary schools exceeded the calendar target.
- Construction work of 20 Multi/Super Speciality Hospitals under Special BRGF started, finalising the turn-key contracts with large construction companies and the works progressed within the prescribed time lines.
- 280 SNCU, 19 CCU/HDU, 94 Fair price medicine Shops 15 Dialysis Services, 9 CT Scan, 4MRI Units and 3 Digital X-Rays were made functional as per the scheduled plan extending benefits to the general public. The State Policy for free health care of diagnostic and drug services to the patients from all government Hospitals was successfully implemented in 2014.
- Number of beneficiaries of the Kanyashree scheme crossed 20 Lakhs.

In addition, the following achievements during 2014 are also worth mentioning :

Re-excavation and renovation of Karatowa – Talma Canal System in Jalpaiguri, Kaliaghai river in Purba & Paschim Medinipur and Beliaghata Canal in Kolkata have been completed.

Universalization of electric connection to households was launched for the remaining 7 districts and unconnected areas in Sundarban & Municipal areas . The segregation of electric feeders for agriculture has been taken up.

Operationalisation of residential football academy was done at Kharda. Sports Hostel was constructed at Khatra, Kharidungai and Bankura. Major upgradation of Vivekananda Yuba Bharati Krirangan was done in view of Under 17 World Cup of 2017. Sports Academy was opened at Jhargram. and Purulia. Jalpaiguri Sports Complex (Phase-I) was inaugurated by Hon'ble CM on 03-12-2014.

Department of Statistics and Programme Implementation started publication of its periodical reports on its website and made these available on CDs for benefit of both general public and academic researchers.

Integrated Financial Management System (IFMS) comprising Computerised Treasury System (CTS) and integration of Budget management with treasury operations was introduced. Workflow-based File and Letter Tracking System (WFTS) and IMPACT (Computerisation of Commercial Taxes Directorate) were implemented. Both these initiatives have bagged CSI-Nihilent e-Governance Awards 2013-14. Recruitment of 1500 Excise constables and officers was made to strengthen preventive activities.

Production at State Dairy, Burdwan was started by Mother Dairy Calcutta after a long gap of 10 years with an expenditure of Rs.5.74 crores. SMS & Web based Reporting System of ARD activities from Grass Root level was launched with an expenditure of Rs.0.76 crores only. Inauguration of Faculty of Rural Management Studies (FRMS) at Haringhata was made by West Bengal University of Animal & Fishery Sciences at an estimated cost of Rs.9.80 crores. Establishment of New Bull Mother Farm at Kalyani, Nadia was made by ARD Department with 400 Mother with calf at an estimated cost of Rs.6.73 crores. Inauguration of an Embryo Transfer Laboratory at Salboni, Paschim Medinipur was made at an estimated cost of Rs.1.73 crores.

For the first time in India, West Bengal Distributed nutritionally balanced floating feed (5790 ton) along with fish fingerlings free of cost to 12,000 fish farmers. It is expected that for this initiative annual production of fish will increase and thus meet up the expected production target of 17.95 lakh MT during 2015-16 leaving no deficit in demand and supply.

For attracting investment in Fisheries Sector, Fisheries Department had adopted the West Bengal Fisheries Policy – 2015 which includes various fiscal incentives to private sector willing to invest in different areas of fisheries. Investment proposals worth Rs.987 Crores have already been received. MOUs will be signed during BGBS, 6-8 January, 2015.

There were major achievements related to setting-up of Post-Harvest Management Centre at Ramkrishna Mission, Narendrapur and construction of 242 Poly / Shed net houses for cultivation of high quality vegetables round the year.

Evaluation of nearly six lakh learners under the Sakhshar Bharat Programme was conducted. Two State aided universities (Bankura and Diamond Harbour) started classes just as seven new Government colleges became functional (Singur, Gaighata, New Town, Salboni, Jhargram, Nayagram and Lalgah). The State's first Hindi medium college commenced operations at Banarhat, Jalpaiguri.

Plantation was done in 10,995 ha of land by the Forest Department. Construction of 500 units of earthen dams, 25 units of boulder packed dams and 25 units of rainwater harvesting structures were other special achievements.

A scheme for running around 100 ITIs in PPP mode through collaboration with NSDC was finalized.

Against Revenue Collection Target of 335.00 crores of L&LR Deptt, Achievement was Rs.518.57 crores. Against Modern Record Room Target of 186, 150 completed.. Against the target of construction of 346 BL & LRO Office Buildings, 183 Nos have already been done. 139 are under construction. Collocation of Records has been Completed in respect of 6 districts viz Nadia, Murshidabad, Hooghly, Birbhum, Bankura & Coochbehar.

Cabinet has approved the New Township Policy. This policy will ensure large amounts of investments in creation of Private Townships in a planned manner. It will provide houses for the Economically Weaker Section of the society. It will create jobs in the earmarked areas of the market. Already 8 (eight) such applications have been received and 3 (three) others are in the pipeline. Land use restrictions have been relaxed in Sector – V in Salt Lake . Planned Urbanization – LUDCP is being made and updated in various development authorities including Newtown Rajarhat, Haldia, SSDA, Gangasagar, Bakkhali etc. This will result in sustainable urbanization and land utilization.

Numerous projects of various sectors have been implemented viz (a) Parama Park Circus Flyover (ongoing), (b) BRTS (ongoing), (c) Kamalgazi Flyover (ongoing), (d) 100 MGD Water Supply to Newtown / Salt Lake (ongoing), (e) Uluberia Water Supply Project (completed), (f) Nazrul Tirtha (Completed), (g) Mothers Wax Museum (Completed), (h) Digha Welcome Gate (Completed).

Jungle Mahal packages announced by Hon'ble Chief Minister consisting of Nine Schemes of total cost of Rs.1.86 crores have been completed in all respect in April, 2014. Construction of Black-top road in Ayodhya Hills in Purulia District has already been completed this year.

Widening and strengthening of road have been done from Taratala More to Joka Tram Depot. Via James Long Sarani in South 24-Parganas. Completion of improvement work has been done from Siliguri to Dhupguri section of NH-31D (km. 86.85 to 137.7) and from 674.175 km. to 692.10 km. of NH-31. Dhana Dhanya Project has been commenced at Alipore. Re – organization of PWD has been completed. 96 Nos. Toilet Block and 9 Nos. Pather Sathi has been completed.

The construction of the World Bank aided Multipurpose Cyclone Shelters reached a conclusive stage. The tenders have been finally floated for all the 25 sites under ICZMP and 101 out of 150 sites under NCRMP-II. The total project cost of ICZMP is Rs.95 crores and that of NCRMP-II is Rs.577.2 crores.

A new Municipality has been constituted at Haringhata in the District of Nadia. Comprehensive Water Supply project at 8 towns- Birnagar, Khirpai, Ramjibonpur, Kaliyaganj, Old Malda, Egra, Chandrakona and Sonamukhi have been commissioned which will benefit more than four lakhs people in these towns. Projects on Improvement & beautification of riverfront from Armenian Ghat to Millennium Park have been taken up.

In Swami Vivekananda Swanirbhar Karmasasthan Prakalpa (SVSKP), Govt. subsidy provided- Rs..166.06 Crores. Total project cost involved - Rs 514.78 Crores. No. of Entrepreneurs benefitted-24,746. In Swanirbhar Sahayak Prakalpa(SSP) : No. of SHGs provided subsidy -216151.

Digitization of ration card database, partial implementation of PDS Supply Chain management, creation of physical infrastructure at the district, sub-division and block food offices, notification and implementation of Public Services Delivery Act, 2013 and notification and implementation of Government policy on the adoption of the provision of “self-declaration’ in lieu of “affidavit’, have been done.

Thrust was given on the Lok Prasar Prakalpa for dissemination of Govt. messages through folk media, on the Integrated Film City project and on the creation of campus for the Tele Academy, “Sangeet Academy and Radha Studio.”

Introduction of regular helicopter services on Kolkata-Durgapur, Kolkata-Gangasagar, Kolkata-Shantiniketan, Kolkata-Malda and Kolkata- Balurghat routes. Completion of monetization process for Galiff Street, Kalighat and Kidderpore Depots of the Calcutta Tramways Company Ltd (CTC). Implementation of the first phase of Voluntary Retirement Scheme(VRS) involving about 800 employees of the STUs.

The Indian Institute of Information Technology has started academic session from a temporary campus.

Creation of Minor Irrigation potential of 57,000 hectares (approx) through more than 3500 nos. of Minor Irrigation installations including shallow/deep tubewell (2700), river lift irrigation (54), water harvesting tank, water retention structures(1910 equivalent tank), surface flow minor irrigation structures(34) have been achieved.

Setting up of the office of the State Commission for Protection of Child Rights (SCPCR). Launch of State Plan Of Action for Children (SPAC) 2014-2015. Mou with Maharashtra to prevent Inter- State Trafficking.

“Chetana Sathi” vehicles have been distributed to all District magistrates for conducting Legal Awareness Camps on atrocities against women, scheduled caste ,scheduled tribes, Hindu marriage, Hindu succession Act, Muslim Law on marriage and succession etc. Automated Litigation management Cell (SARTHAC-Systematised administration and Regulation of Tendering and handling of All Court Cases) has been launched in the High Court Premises. Annual Volume of West Bengal Acts was made available for the first time in electronic mode for the years 2009 to 2014 in the website, i.e. wb.gov.in/portal/wblaw.

Special incentive grant of Rs. 23.00 crore for Capacity Utilisation of E.S.I. Hospitals has been awarded by the Govt of India to our State for the first time. The “YUVASREE” Scheme has been successfully implemented, extending benefits to one lakh unemployed youth.

1.06 km RCC Bridge was constructed over River Mridangabhanga, connecting the Bolerhat (Mathurapur-II Block) and Uttar Dwarikapur (Patharpratima Block).The permanent Jetty was constructed at Lot No.8 over river Muriganga to connect the Sagar Island with the mainland catering to 8000 nos. pilgrims (approx.)

Medical Camp and Awareness Camp were organized at Babu Ghat in c/w transit camp of Gangasagar Mela – 2014 on and from 08-01-2014 to 18-01-2014. More than 5000 pilgrims were given medical aid in the medical camps. Boats / OBMs life saving equipments with manpower were detailed during Gangasagar Mela 2014. The arrangement will continue in Gangasagar Mela 2015.

State-of-the-art aerial ladders (sky lifts) used for fighting fire in high-rise buildings, were procured and delivered.

SANJAY MITRA

Chief Secretary

Government of West Bengal

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Department of Agricultural Marketing

Month	Commencement	Implementation	Monitoring
January	Commencement of Training at NSTIAM on Food Processing for SHG (20 nos. of participants 14 days duration)	Completion of construction work 2 Nos. of Krishak Bazar	Bagda (Phase 1) Saltora (Phase 1)
		Utilization of 90% of Core Budget Allocated to the Department. Preparation of RKVY 2015-16 plan and DPR	Price, Arrival and Market situation Cold storage Licensing and Monitoring Monitoring of POTATO FLAKES project. Implementation status of State Budget Schemes including RKVY and RIDF and financial progress
		Continuation of NSTIAM Training on Food Processing of SHG (1 Batch)	Preparation of documents related to budget 2015-16
January	Participation in Block level Krishi Mela	Attending Krishi Mela for Display and Sale of Aromatic Rice. Participation in MATI UTSAV	Visit of MIC in the District of Bankura and Purulia to monitor Departmental Schemes
		Research & Extension of Aromatic Rice project jointly with BCKV	Research on Seed of Aromatic Rice and Extension activities jointly with BCKV Display & sale of Aromatic rice at KHADYA BHAWAN Stall of WBECSC Meeting with Officials of BCKV on 2015-16 RKVY scheme selection
February	Commencement of Training at NSTIAM on Food Processing for SHG (20 nos. of participants 14 days duration)	Completion of construction work 4 Nos. of Krishak Bazar	Sabang (Phase 1) Garbeta I (Phase 1) Narayangarh (Phase 1) Chhatna (Phase 1)
		Utilization of 100% of Core Budget Allocated to the Department	Price, Arrival and Market situation Cold storage Licensing and Monitoring
		Utilization of 100% of RKVY allocation received by the Department	Monitoring of FPO proposals of SFAC
February		Implementation of NSTIAM Training on Food Processing for SHG (1 Batch) and training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (90 days)	Monitoring meeting of MIC on departmental schemes Visit of MIC in the District of Malda, North and South Dinajpur to monitor Departmental Schemes

Month	Commencement	Implementation		Monitoring
	Participation in District Level Krishi Mela	Research on Seed of Aromatic Rice and Extension activities jointly with BCKV Block level training for female SHG members on food preservation by departmental officers One day workshop with the trained SHG groups at NSTIAM		Display & sale of Aromatic rice at Krishi Mela & Agri Horti Festival Meeting with Officials of BCKV on RKVY scheme monitoring
March	Block level meeting with Government officials & others to select beneficiaries for 2015-16 NSTIAM training – 2 numbers (for 90 days training program of training on Market-led production, post-harvest management)	Implementation of AMAR FASAL AMAR CHATAL Scheme under BGREI Research on Seed of Aromatic Rice and Extension activities jointly with BCKV		Implementation status of State Budget Schemes including RKVY and RIDF and financial progress Price, Arrival and Market situation Cold Storage Licensing and Monitoring Monitoring of Krishak Bazar Activities Visit of MIC in the District of Murshidabad and Nadia to monitor Departmental Schemes
April	Block level meeting with Government officials & others to select beneficiaries for 2015-16 NSTIAM training – 2 numbers (for 90 days training program of training on Market-led production, post-harvest management)	Completion of construction work 2 Nos. of Krishak Bazar	Binpur II (Phase 1)	Price, Arrival and Market situation Cold storage Licensing and Monitoring. Monitoring of POTATO FLAKES project Preparation of pre-voting scrutiny documents of standing committee of WBLA Project Implementation and monitoring Workshop Review meeting of MIC on Administrative Calendar from Jan to March Visit of MIC in the District of jalpaiguri, Coochbehar, Alipurduar and Darjeeling to monitor Departmental Schemes
			Keshiary (Phase 1)	
		Release of 10% of Core Budget Allocated to the Department		
May	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration), and training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (60 nos. of participants 90 days duration) at NSTIAM Commencement of scheme for Amar Fasal Amar Gari and Amar Fasal Amar Gola for the F.Y 2015-16	Completion of construction work 10 Nos. of Krishak Bazar	Nawda (Phase 2) Khargram (Phase 2) Bharatpur I (Phase 2) Bharatpur II (Phase 2) Barwan (Phase 2) Suti II (Phase 2) Raghunathganj I (Phase 2) Krishnagar I (Phase 2) Baruipur (Phase 2) Amta (Phase 2)	Price, Arrival and Market situation Cold storage Licensing and Monitoring. Implementation status of State Budget Schemes including RKVY and RIDF and financial progress And Monitoring meeting of MIC on departmental schemes Monitoring of Krishak Bazar Activities

Month	Commencement	Implementation	Monitoring
June	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration)	<p>Patashpur (Phase 2) Raghunathganj II (Phase 2)</p> <p>Completion of construction work 3 Nos. of Krishak Bazar</p> <p>Bamongola (Phase 2) Habibpur (Phase 2) MSD Jalangi (Phase 2) Sainthia (Phase 2) Suti I (Phase 2) Deganga (Phase 2)</p> <p>Release of 25% of Core Budget Allocated to the Department</p> <p>Implementation of NSTIAM Training on Food Processing for SHG (1 Batch) and training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (90 days)</p>	<p>Price, Arrival and Market situation Cold storage Licensing and Monitoring</p> <p>Monitoring of Departmental schemes</p> <p>Monitoring of FPO proposals of SFAC</p> <p>Monitoring of training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price at NSTIAM</p>
July	Commencement of NSTIAM Training on Food Processing for SHG, Agri Business Management (15 nos. of participants 120 days duration) and Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration)	<p>Release of 1st instalment allocation of RKVY fund received</p> <p>Utilization of 25% fund under Amar Fasal Amar Gari and Amar Fasal Amar Gola.</p> <p>Implementation of NSTIAM Training on Food Processing for SHG (1 Batch) and training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (90 days)</p>	<p>Price, Arrival and Market situation. Monitoring of POTATO FLAKES project Cold Storage Licensing and Monitoring</p> <p>Project Implementation and Monitoring Workshop with departmental officers and engineers of WBSMB and RMC,s</p> <p>Monitoring of Krishak Bazar Activities</p> <p>Monitoring of training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price at NSTIAM</p> <p>Review meeting of MIC on Administrative Calendar from April to June</p> <p>Visit of MIC in the District of Pascim and Purba Medinipur to monitor Departmental Schemes</p>
August	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration)	<p>Completion of construction work 3 Nos. of Krishak Bazar</p> <p>Fulia (Phase 1) ContaiII (Phase1) Hura (Phase 2)</p> <p>Block level training for female SHG members on food preservation by departmental officers</p>	<p>Price, Arrival and Market situation Cold storage Licensing and Monitoring</p> <p>Monitoring meeting of MIC on departmental schemes</p>

Month	Commencement	Implementation	Monitoring
		Implementation of NSTIAM Training on Food Processing for SHG, Agri Business Management	Implementation status of State Budget Schemes including RKVY and RIDF and financial progress Visit of MIC in the District of Birbhum and Burdwan to monitor Departmental Schemes
September	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration) Block level meeting with Government officials & others to select beneficiaries for 2015-16 NSTIAM training – 2 numbers (for 90 days training program of training on Market-led production, post-harvest management)	Completion of Raninagar construction work (Mushidabad) I 2 Nos. of Krishak Bazar Purbasthali (Phase 2) Release of 50% of Core Budget Allocated to the Department Implementation of NSTIAM Training on Food Processing for SHG and Agri Business Management Block level training for female SHG members on food preservation by departmental officers	Price, Arrival and Market situation II Cold storage Licensing and Monitoring Monitoring of Departmental schemes Monitoring of NSTIAM Training on Food Processing for SHG, Agri Business Management
October	Block level meeting with Government officials & others to select beneficiaries for 2015-16 NSTIAM training – 2 numbers	Completion of construction work 1 No. of Krishak Bazar Illambazar (Phase II)	Price, Arrival and Market situation. Monitoring of POTATO FLAKES Project Cold storage Licensing and Monitoring Implementation status of State Budget Schemes including RKVY and RIDF and financial progress Monitoring of Krishak Bazar Activities
November	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration, training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (60 nos. of participants 90 days duration) and Agri business management at NSTIAM (15 nos. of participants, 120 days duration) Participation in the India International Tread Fair, New Delhi	Implementation of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration), and training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price at NSTIAM (60 nos. of participants 90 days duration)	Price, Arrival and Market situation Cold storage Licensing and Monitoring Review meeting of MIC on Administrative Calendar from July to October Visit of MIC in the District of North 24 Parganas and South 24 Parganas to monitor Departmental Schemes Project Implementation and Monitoring Workshop

Month	Commencement	Implementation	Monitoring
December	Commencement of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration)	<p>Basirhat II (Phase 1)</p> <p>Shyampur II (Phase 1)</p> <p>Bangaon (Phase 1)</p> <p>Mal-Lataguri (Phase 2)</p> <p>Kumargram (Phase 2)</p> <p>Memari II (Phase 2)</p> <p>Raina I (Phase 2)</p> <p>Raina II (Phase 2)</p> <p>Hingalganj (Phase 2)</p> <p>Polba-Dadpur (Phase 2)</p> <p>Garbeta II (Phase 2)</p> <p>Sagar (Phase 2)</p> <p>Egra I (Phase 2)</p> <p>Release of 75% of Core Budget Allocated to the Department</p> <p>Implementation of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration, training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (60 nos. of participants 90 days duration) and Agri business management at NSTIAM (15 nos. of participants, 120 days duration)</p> <p>Block level training for female SHG members on food preservation by departmental officers</p>	<p>Price, Arrival and Market situation</p> <p>Cold storage Licensing and Monitoring</p> <p>Implementation status of State Budget Schemes including RKVY and RIDF and financial progress</p> <p>Monitoring of Krishak Bazar Activities</p> <p>Monitoring of FPO proposals of SFAC</p> <p>Monitoring of Departmental schemes</p> <p>Monitoring of NSTIAM Training on Food Processing for SHG (40 nos. of participants 28 days duration, training on Market-led production, post-harvest management, value addition and direct marketing of produces, aiming at achieving maximum share in consumers' price (60 nos. of participants 90 days duration) and Agri business management at NSTIAM (15 nos. of participants, 120 days duration)</p>

Department of Agriculture

Month	Intervention	Season of Actions	Activities	Remarks
January	<ul style="list-style-type: none"> —Preparation Annual Action Plan 2015-16 for all Crops. Annual Extension. Final Demonstration Plan. —Preparation of Budget. Obtain approval of the State Planning Board. —Cash Book Analysis and review of TDS & submission of returns (Every Month) —Meeting of Inter-departmental Working Group (IDWG) for monitoring progress of RKVY schemes and ATMA —Intra-departmental review with Section Officers and related Officers of the Directorate. (To be repeated every month) 	Rabi	<ul style="list-style-type: none"> —Supply of Seed & Other Inputs —Monitoring, Visit & Surveillance —Trial & Evaluation Studies —Transplanting of Boro Paddy —Field visit by resource persons —Testing of Harvested seeds of Pre-kharif Crop —Soil sample collection and testing —Meeting of Governing Body of West Bengal Food Security Agency (WBSFSA) for discussing and accepting Annual Audit Report, administrative issues etc. —Crop Insurance – Kharif : preparatory works (January – March) —Release of Farmers' Old Age Pension release as per allocation (Every Quarter) —Desk review of works of Centrally sponsored Schemes like RKVY, BGREI, NFSM, INSIM, ISOPOM, Mini Mission II on Jute and Cotton and State Plan schemes (To be repeated Every Month) 	<p>Crops : Potato, Wheat, Maize, Mustard, Summer Paddy, Lentil, Sunflower, Gram, Ground Nut, Sesame.</p> <p>100 Ha Cluster DC :Boro Rice – 75 nos.HYV paddy – 55 nos.Wheat – 12 nos. Pulses – 80 nos.</p> <p>Seed Testing for Germination : 800samples/month(avg.)</p> <p>Soil Testing – 9000 samples per month</p>
February	<ul style="list-style-type: none"> —Meeting of State Level Sanctioning Committee (SLSC) for sanction, monitoring and fund release of schemes under RKVY (02.02.2015) —Transplanting of Boro Paddy & Ground truth survey by Remote Sensing along with ISRO 	Rabi	<ul style="list-style-type: none"> —Farmer's Training Meeting & Field Visit by Resource persons —Finalisation of Action Plan 2015-16 —Submission of reports to GoI —Final Drawal of fund —Final Release of fund —Issue Indent Order for Inputs 	<p>No. of Farmers' field School – 426 (to be repeated after 6 months).</p>
March	<ul style="list-style-type: none"> —Budget Preparation by Budget —Release and utilisation of Funds not sanctioned. —Distribution of critical inputs —Release off Subsidy on account of Farm Implements, Electrification. 	Rabi	<ul style="list-style-type: none"> —Field Visit by Specialists for surveillance of pests —Crop cutting for Estimation of Area & Productivity —Implementation of Site Specific Activity. 	<p>Harvesting of Pulses begin</p>

Month	Intervention	Season of Actions	Activities	Remarks
April	<ul style="list-style-type: none"> —Meeting of Inter-departmental Working Group (IDWG) for monitoring progress of RKVY schemes and ATMA (17.04.2015) 1. Review'2014-15 2. Annual Action Plan for 2015-16 	Summer	<ul style="list-style-type: none"> —Approval of Action Plan by State Level Sanctioning Committee (SLSC) followed by submission to GoI —Submission of reports to GoI —Physical allocation of D.C. 	Crops :Summer Paddy, Sunflower, Ground Nut, Sesame. Moong
May	<ul style="list-style-type: none"> —Crop Insurance - Issue of Notification for Kharif Crops —Begin Testing of H.Y.V. Paddy Seeds for Kharif sowing, Jute, Vegetables, Hybrid Maize, oilseeds, pulses Meeting of State Level Sanctioning Committee (SLSC) for sanction, monitoring and fund release of schemes under RKVY (06.05.2015) 	Summer	<ul style="list-style-type: none"> —Sanction & Release of Fund from Deptt. —Allocation of Fund & Schemes components to Districts —Distribution of critical inputs. —Distribution of Farm Implements. 	HYV Paddy –Agriculture Extension Services in field Harvesting of Summer Paddy in full scale Harvesting of summer paddy in full scale
June	<ul style="list-style-type: none"> —Distribution of inputs. —Submission of Crop Cutting Reports 	Summer	<ul style="list-style-type: none"> —Placement of indent for PP Chemicals. —Placement of Indent for Zn-Micronutrient as per Soil Testing report 	Crops : Paddy, Maize,Urd, Ground Nut,
July	<ul style="list-style-type: none"> —Meeting of Governing Body of West Bengal Food Security Agency (WBSFSA) on Annual Audit Report Performance Appraisal (15.07.2015) —Submission of reports to GoI 	Bhadai Kharif / Rabi	<ul style="list-style-type: none"> —Distribution of PP Chemicals and Zn-Micronutrient —Placement of indent for inputs under Boro/Rabi Block Demonstration to supplying agency 	Begin Testing of seeds for Kharif Paddy, Kharif Onion, Oilseeds & Pulses
August	<ul style="list-style-type: none"> — Quarterly Release of Budgetary Funds Plan & Non-Plan Funds —Crop Insurance – Issue of Notification for Rabi Crops 	Bhadai	<ul style="list-style-type: none"> —Selection of project area & Beneficiaries —Distribution of Farm Implements. —Identify Clusters for Hybrid/HYV Paddy/Wheat D.C. 	Crops : Kharif Paddy, Maize, Urd, Ground Nut, HYV Paddy D.C on field
September	<ul style="list-style-type: none"> —Preparation of Revised Estimates for FY –2015-2016 —Meeting of Inter-departmental Working Group (IDWG) for monitoring progress of RKVY schemes and ATMA (14.09.2015) 	Kharif Boro/ Rabi	<ul style="list-style-type: none"> —Sampling and Testing of inputs for Quality Control. —Training on Jute Retting. —Trial of mechanized Jute Decorticator 	Fertilizer sample collection & testing – 375 samples/month (avg.)

Month	Intervention	Season of Actions	Activities	Remarks
October	Demonstration Clusters for Hybrid/ HYV Paddy / Wheat on field	Kharif Boro/ Rabi	<ul style="list-style-type: none"> —Selection of project area & Beneficiaries —Soil Sample Collection —Supply Order of Wheat and Paddy Seed —Selection of project area & Beneficiaries —Soil Sample Collection —Distribution of Farm Implements. 	<ul style="list-style-type: none"> —Place Supply Order of Wheat & HYV Paddy Seed Wheat – 1955 MT Hybrid paddy–212MT Mustard – 14 MT Groundnut – 225 MT Sesamum – 21 MT Sunflower – 10 MT
November	—Meeting of State Level Sanctioning Committee (SLSC) for sanction, Monitoring and fund release of schemes under RKVY (18.11.2015)	Kharif Boro/Rabi	<ul style="list-style-type: none"> Distribution of inputs. Distribution of Farm Implements. Monitoring of Scheme. Crop Cutting of HYV Paddy Kharif Distribution of IPM materials to the farmers conducting IPM D/Cs. 	<ul style="list-style-type: none"> HYV Paddy, D.C.Hybrid/ HYV Paddy/Wheat D.C. Sowing of Mustard & Maize, distribution of Sunflower seed & inputs under ISOPOM.
December	—Meeting of Inter-departmental Working Group (IDWG) for monitoring progress of RKVY schemes and ATMA (07.12.2015)	Boro/Rabi	<ul style="list-style-type: none"> Distribution of inputs.Placement of indent for PP Chemicals. Placement of indent for Zn-Micronutrient Sampling of PP Chemicals and Zn-Micronutrient for Quality Control. Distribution of Farm Implements. 	

Department of Animal Resources Development

Month	Name of Deptt.	Target for Jan. to Dec., 2015 as per Administration Calender
Jan.'15	ARD Deptt. WBLDC DAH & VS WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Review Meeting with all Dy. Director & POs of the Districts. . Opening of sales Kiosk at SPF, Tollygunge. . Opening of Fair Price Chicken Shop-10 Nos. . Chick Distribution - 8 lakh. . Amendment of WBUAFS Act. and statute for appointment of VC, etc. . Recruitment of teaching staff. . Recruitment of personnel for 11 Ambulatory Clinic Vans (received from State Govt.) at Paschim Medinipur. . Opening of Guest House at Mohanpur (renovated RKVY Farmers'hostel). . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation
Feb.'15	ARD Deptt. WBLDC DAH & VS Dte. of Dairy Development WBD & PDCL MOTHER DAIRY	<ul style="list-style-type: none"> . Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH & VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. . Holding of meeting of State Animal Welfare Board. . Opening of Poultry Processing Plant at Haringhata , Nadia. . Opening of Fair Price Chicken Shop-15 Nos. . Establishment of Sales Counters for sale of Meat, Fish, Dairy Products, Horticultural products in front of ARD Campus, Salt Lake, Kolkata. . Establishment of Blast Freezer(1000 kg./hr. Cap) Chilkler Room(2Nos. 10,000kg.Cap) & Frozen Storage Room(1 no. 10,000kg. cap) at Meat Plant, Haringhata Farm, Nadia. . Chick Distribution - 9 lakh . Restructuring of Dairy Dte. by relocating them in various office under the Govt. . Replacement of Weigh Bridge at Kalyani Feed Milling Plant. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
March'15	ARD Deptt. WBLDC DAH & VS WBD & PDCL WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Review Meeting with all Dy. Director & POs of the Districts. . Fair Price Chicken shop at Kolkata and other districts :25 nos. . Chick Distribution - 9 lakh . Conversion of Mash Plant to Pellet Plant (33.5 MT Capacity) at Kalyani Feed Milling Plant. . Completion of RCC and bituminous road construction in front of Birla College at Mohanpur,. Face-lifting of adjoining area specially in front of two Birla Colleges at Mohanpur, . Campus illumination at Mohanpur. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
April'15	ARD Deptt. WBLDC DAH & VS WBD & PDCL PBGSBS WBCMPFL WBUAFS	<ul style="list-style-type: none"> . Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH&VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. . Establishment of Quality Control Laboratory at Haringhata Meat Plant, Nadia. . Chick Distribution - 1.00 lakh . Establishment of Mineral Mixer Plant at Kalyani Feed Milling Plant . Inauguration of Embryo Transfer Laboratory at Salboni, Paschim Medinipur. . Renovation of Bethuadahari Chilling Plant, Nadia. . Launching of Website for FRMS

Month	Name of Deptt.	Target for Jan. to Dec., 2015 as per Administration Calender
	MOTHER DAIRY	<ul style="list-style-type: none"> . Inauguration of Faculty of Rural Management Studies at Haringhata, Nadia. . Restructuring of MDC. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
May'15	ARD Deptt. DAH & VS Dte. of Dairy Development WBD&PDCL WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Review Meeting with all Dy. Director & POs of the Districts. . Holding of meeting of State Animal Welfare Board. . Chick Distribution - 2.00 lakh. . Completion of Renovation of work of Haringhata Dairy under RIDF-XVIII. . Renovation of existing godown at Kalyani Feed Milling Plant. . Implementation of decisions on asset bifurcation with BCKV. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
June'15	ARD Deptt. WBLDC DAH & VS WBD & PDCL PBGSBS WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH&VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. . Establishment of E.T.P. (Effluent Treatment Plant)at Haringhata1. Meat Plant, Nadia. . Foundation stone laying of Chicken Processing Plant at North Bengal (Siliguri). . Chick Distribution - 2.00 lakh . Establishment of Automatic Chain Conveyor (300 ft.) at Kalyani Feed Plant. . Commencement of Imported Embryo Transplantation project at Haringhata, Nadia. . Establishment of Anatomy Museum , . Inauguration of 2nd floor of Kadambini Girls hostel at Mohanpur, . Recruitment of teaching & non-teaching staff for FRMS. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation. . Restructuring of HIMUL
July'15	ARD Deptt. DAH&VS WBCMPFL WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Review Meeting with all Dy. Director & POs of the Districts. . Chick Distribution - 2.00 lakh . Completion of Renovation of State Dairy, Krishnanagar, Nadia. . Inauguration of KVK (New) at Murshidabad. . Commencement of Academic activities of FRMS. . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
Aug.'15	ARD Deptt. DAH & VS WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> . Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH & VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. . Holding of meeting of State Animal Welfare Board. . Chick Distribution - 3.00 lakh . Recruitment of non-teaching staff in different offices under the University (as per sanction). . Establishment of 20 nos of Mother Dairy Outlets at different districts for Self-employment generation.
Sept.'15	ARD Deptt. DAH & VS MOTHER DAIRY	<ul style="list-style-type: none"> . Review Meeting with all Dy. Director & POs of the Districts. . Chick Distribution - 3.00 lakh . Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation.
Oct.'15	ARD Deptt. DAH & VS WBD&PDCL	<ul style="list-style-type: none"> . Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH&VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. . Chick Distribution - 3.00 lakh . Establishment of Floating Feed Plant at Kalyani Feed Milling Plant.

Month	Name of Deptt.	Target for Jan. to Dec., 2015 as per Administration Calender
	WBCMPFL MOTHER DAIRY	<ul style="list-style-type: none"> Up-gradation of existing milk testing Laboratory in the Dist of Nadia, Howrah & North 24 Parganas. Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation
Nov.'15	ARD Deptt. DAH&VS WBD&PDCL WBCMPFL MOTHER DAIRY	<ul style="list-style-type: none"> Review Meeting with all Dy. Director & POs of the Districts. Holding of meeting of State Animal Welfare Board. Chick Distribution - 4.00 lakh Up-gradation of existing Lab at Kalyani Feed Milling Plant. Establishment of Dairy Plant of 6000 lt./day capacity at Keshiary, Paschim Medinipur. Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation
Dec.'15	ARD Deptt. DAH&VS Dte. of Dairy Development WBD&PDCL PBGSBS WBCMPFL WBUAFS MOTHER DAIRY	<ul style="list-style-type: none"> Monitoring Meeting with heads of organisation under the Deptt. i.e. DAH&VS; MC; CEO, PBGSBS; MD,WBCMPFL etc. Chick Distribution - 4.00 lakh . Production of Ice-cream at Central Dairy, Kolkata. Increase Godown space (20,000 sq.ft.) at Kalyani Feed Milling Plant. Start of Bull Mother Farm, Kalyani. Creation of Milk Chilling Infrastructure of 5000 lt./day capacity under Kishan Milk Union, Nadia. Inauguration of Industrial Livestock Farm Complex at Mohanpur. Establishment of 20 nos of Mother Dairy Outlets at different districts for self-employment generation. Infrastructure Development for Revival of State Dairy Durgapur (2nd Phase).

Department of Backward Classes Welfare

January	February	March	April
1) Payment of scholarship to 3 lakh students.	1) Celebration of Chhow Festival.	1) Release of share capital to the corporations under the Department.	1) Allocation of fund to the District Offices for educational Scholarship Schemes;
2) Selection of beneficiaries for security guard training -1500 beneficiaries;	2) Completion of construction of Girls Hostels under BJRCY in the District of Bankura;	2) Payment of scholarship to 4 lakh students.	2) Birth Day Celebration of Dr. B. R. Ambedkar.
3) Festivals: (i) Bhawaiya Sangeet: Finals at - Alipurduar-I Block, District Alipurduar.	3) Extending benefits to 3,000 SC beneficiaries - Income generation programmes.	3) Completion of construction of Girls Hostels under BJRCY in the District of Burdwan;	3) Submitting proposals to GoI for allocation of fund to various schemes.
(ii) Sri Sri Thakur Harichand Guruchand Award.	4) Selection of SC female beneficiaries for skill development – Ethnic Beauty Care. 1,500.	4) Completion of construction of Girls Hostels under BJRCY in the District of Bankura.	4) Selection of beneficiaries for IAS training - 25.
(iii) Gambhira Festival at Malda.	5) Celebration of Birth Anniversary of Thakur Panchanan Barma.	5) Extending benefits to 3,000 SC beneficiaries under Income generation programmes.	5) Completion of construction of Girls Hostels under BJRCY in the District of Purba Medinipur;
4) Extending benefits to 2,000 SC beneficiaries under Income generation programmes.	6) Commencement of Rehabilitation programme for Identified 98 Manual Scavengers after receipt of approval from NSKFD.	6) Quarterly report of skill development to Ministry of SJ&E, Govt. of India.	6) Initiation of process for selection of 500 SC students – JEE Coaching.
5) Commencement of Personal Development programme in 15 locations.	7) State Monitoring Committee Meeting – Implementation of Manual Scavenger Act, 2013.	7) Quarterly review meeting with WB Commission for Backward Classes to monitor the status of applications for inclusion in OBC.	7) Finalization of Action Plan – 2014-15 for Corporations.
6) State level review meeting of WB SC ST development and Finance Corporation.	8) Commencement of construction of Common facility centre for the Artisans at Bolpur.	8) Pre-Examination Training, 500 beneficiaries.	8) Disbursement of benefits to 2,000 SC beneficiaries under income generation programmes.
7) Submitting the statutory 6 monthly report to GOI on PCR/POA Act and Inter-caste marriage incentive.			9) Initiation of the Scheme of Shikshashree for 2015 - holding meeting with bankers and schools at district and block level.
8) Statutory State level Vigilance and Monitoring committee meeting.			

October and November	December	Regular schemes/ programmes executed every month throughout the year
<p>meritorious Madhyamik Passed SC students.</p> <p>3) Sponsoring of cases under Income generation programmes (MSY) - 5,000.</p> <p>4) Extending benefits to 5,000 beneficiaries under CD scheme – SCA to SCSP.</p> <p>5) Payment of Shikhashree fund for 5 lakh students.</p> <p>6) State level review meeting of WB SC ST Dev & Finance Corporation.</p> <p>7) Awareness Camp on ‘Right to Public Service Act’ / ‘Self Attestation’.</p>	<p>3) Monitoring of sanctioned fund of 2nd quarter and collection of UCs.</p> <p>4) Dignity -2015, Observance of the movement of 1873.</p> <p>5) Education Loan –120 cases.</p> <p>6) Submitting the statutory annual report to GoI on PCR/POA Act, and payment of incentive to Inter-caste marriage.</p> <p>7) Submission of Quarterly report of skill development Govt. of India.</p> <p>8) Quarterly Review meeting with West Bengal Commission for Backward Classes regarding inclusion in the OBC list.</p>	<ul style="list-style-type: none"> ● Issuance of Caste Certificate - coordination with District / Sub-Divisional Officer. ● Inspection of Hostels by District Offices by the designated officers; ● Conducting research on various Scheduled Castes; ● Granting of educational loans. ● Monthly meeting of PO-cum-DWOs of the district. ● Physical and financial progress of the schemes executed from the central fund is generally submitted in the month of December; ● Disbursement of scholarship under Shikhashree is targeted to be completed by December. ● Distribution of bi-cycles to girl students of 23 LWE Blocks, for SC/OBC and other girl students commences in the month of May onwards and continues till December/ January.

- Note:
1. The existing scheme of Ethic Beauty Care will be extended this year. So far 5,301 Scheduled Caste Women have been trained in the rural areas of Bengal.
 2. The Hostels under construction under the “Babu Jagjeevan Ram Chattra was Yojna” will be completed as per scheduled.
 3. The existing of system of Inspection of Hostels will continue.
 4. Pr. Secy. and Jt. Secy. will undertake quarterly tours to different districts in the following fashion-North Bengal in the 1st Quarter, Purulia, Bankura, Paschim Medinipur in the 2nd Quarter, South & North 24 Parganas, Howrah, Hooghly, Burdwan in the 3rd Quarter and Malda, Murshidabad in the 4th Quarter.

Department of Biotechnology

SI. No	Activities/ Schemes.	TARGET				REMARK
		January to March	April to June	July to September	October to December	
1.	Preparation of Biotech Policy	Departmental Approval	Cabinet approval	Implementation of Biotech Policy.	-	
2.	Microbial Composting in high-rise buildings.	Proposal for a Pilot Project and amendment of related Rules will be taken up with Urban Development Deptt. and Municipal Affairs Deptt.	Execution of Pilot Project on Microbial Composting in selected Complexes in collaboration with Urban Development Deptt. and Municipal Affairs Deptt.	Demonstration and scaling up efforts in collaboration with Urban Development Deptt. and Municipal Affairs Deptt.		
3.	Formation of Bio safety Committee	Department of Biotechnology, GOI to be approached for approval to the formation of the Committee		The committee will be formed with Scientists/ Experts from appropriate fields.		
4.	Formation of Institutional Animal Ethics Committee	Ministry of Environment and Forests, GOI to be moved for vetting.		The committee will be formed with Scientists/ Experts from appropriate fields.		
5.	DSIRCertificate for exemption of Custom Duties and Central Excise.	Department of Scientific & Industrial Research, GOI will be approached for the certificate.				
6.	Thrust on Patenting of Bio- diversified Indigenous Varieties of Crops.	Identification of location and species of Bio-diversified Crops	Project preparation and invitation of Expression of Interest of for finalisation of Executing Agencies.	Steps for execution of the Project		
7.	Infrastructural Development of Kolkata Biotech Park	Proposal with Detail Project Report will be prepared.	To be sent to Department of Biotechnology, Govt. Of India for approval and funding.	Implementation -50%	Implementation -50%	

SI. No.	Activities/ Schemes.	TARGET				REMARK
		January to March	April to June	July to September	October to December	
8.	Opening of School of Industrial biotechnology (Finishing School)	30%	30%	40%		
9.	Setting up of 3 (three) Regional Biotech Hub at Burdwan, Kalimpong and Bankura	DPR will be finalised.	10%	20%	20%	Total Budget-12 Cr. (apprx.), i.e 4 Cr. for each Hub. Expenditure to be met from H/A.” Promotion of Biotechnology” 50% of the work will be completed during 2015 as per Budgetary provision.
10.	Organising Innovation Meet on Biotechnology.	10%	50%	40%	20%	Total project cost of Rs. 10 lakh.
11.	Projects on awareness generation regarding biotechnological benefits to rural populace (Lab to Land) concept	30%	30%	30%	10%	Total project cost of Rs.3.5Cr.
12.	Organising Seminars/ Conferences/ Lectures for R&D and awareness generation on Biotechnology for common people.	30%	20%	20%	30%	Expenditure proposed Rs.10 lakh. Expenditure to be met from H/A.” Promotion of Biotechnology”

SI. No.	Activities/ Schemes.	TARGET				REMARK
		January to March	April to June	July to September	October to December	
13.	Implementation of Scheme entitled” Biotechnology Based Opportunities Offered to Science & Technology Departments” (BOOST).	40%	10%	20%	30%	State aided Colleges/ Universities teaching Biosciences will be provided fund for developing infrastructure. Expenditure to be met from H/A:” Promotion Biotechnology” to the tune of Rs.2 Cr.
14.	Funding on Research & Development Projects on Biotechnology	40%	20%	30%	30%	Expenditure to be met from H/A: “Scientific Research in Biotechnology”. Expenditure to be Rs.4 Cr.
15.	Upgradation of Common Instrumentation facility Centre with Highend Machines at Kolkata Biotech Park.	20%	30%	30%	20%	Total project cost of Rs.2Cr.
16.	Fellowship to Students and Teachers of Colleges/ Universities pursuing PhD.	40%	10%	20%	30%	3 (three) Fellowships for Students and 2(two) fellowship for Teachers. Expenditure is Rs.3.5 lakh
17.	Plan for establishing a regulatory risk assessment of GM Crops.	30%	30%	30%	10%	

SI. No.	Activities/ Schemes.	TARGET				REMARK
		January to March	April to June	July to September	October to December	
18.	Inspection of the Projects on biotechnology under implementation	2 inspections per month				
19.	Inspection of the Projects on Research and Development funded by DBT, WB to Colleges, Universities and Research Institution.	2 inspections per month				
20.	Meeting of Departmental Technical Committee (Research and Development)	3	3	3	3	
21.	Meeting of Technical Meeting of Committee (Ruralbio technology)	3	3	3	3	
22.	Meeting of BOOST (Biotechnology Based Opportunities Offered to Science & Technology Departments) Committee	3	3	3	3	
23.	Council and Executive Committee meetings	At least once in a year.				
24.	Allocation of Space to Startup Biotech Companies and Research Institutes in the Kolkata Biotech Park.	30% 8 (eight) Startup Biotech Companies to be provide with space of nearly 3000 Sq.ft. after screening	30%	30%	10%	Total space available is about 10,000 Sq.ft. in 3 floors in the Kolkata Biotech Park.

<i>SI. No.</i>	<i>Activities/ Schemes.</i>	<i>TARGET</i>				<i>REMARK</i>
		<i>January to March</i>	<i>April to June</i>	<i>July to September</i>	<i>October to December</i>	
25.	Strengthening of the staff pattern of the Department	Proposal for creation of 1 (one) section Officer, 1 (one) Head Assistant and 2(two) Upper Division Assistants to Finance Deptt. & P&AR Deptt.				

Department of Civil Defence

January 2015	
●	Supervision over rehearsal by Civil Defence contingents for participating in the Republic Day Parade 26 th Jan' 2015 and organizing MDC Training at Kalyani by Directorate of Civil Defence.
●	Annual Inspection of WWCD Complex and store by Directorate of Civil Defence.
●	Setting up Medical Camp and exhibition at Outram Ghat during Gangasagar Mela by Directorate of Civil Defence.
●	Supervision over WWCD & WBCEF deployed on Gangasagar Mela duties by Directorate of Civil Defence.
●	Taking follow-up action for allocation of fund under Centrally sponsored Schemes with Directorate CD/HG, MHA, New Delhi and its execution.
●	Coordination with other Govt. agencies/NGOs by Directorate of Civil Defence.
●	Visit to WBNVF units and Gangasagar by the appropriate authority of Directorate of Civil Defence.
●	Inspection of ongoing construction works at WWCD Kalyani & WBCEF , Howrah by Directorate of Civil Defence.
●	E-Tender for procurement of Modern Equipments and INF boats by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Annual Sports Meet to be conducted by DG & CG, HG, W.B.
●	Supervision of undergoing pending works of P.W.D. & Mackintosh Burn Ltd. by WBNVF Directorate.
●	Inspection of Training of WBNVF
●	Supervision of works of Guest House of W.B.N.VF Training Centre, Cooch Behar
●	Initiation of proposal for purchase of Projector Machine for WBNVF.
●	Inspection of Training / parade of 14th batch W.B.N.VF Trainee Volunteer.
February 2015	
●	Taking follow-up action with Civil Defence Deptt. for sanction of different proposals concerning filling up vacancies in WWCD and WBCEF by Directorate of Civil Defence.
●	Supervision over ongoing MDC training at WBNVF, Kalyani mobilizing CDVs from all the 19 districts including Kolkata @60 each by Directorate of Civil Defence.
●	Annual inspection of WBCEF by Directorate of Civil Defence.
●	To organize different training at CCDTI , Kolkata by Directorate of Civil Defence.
●	To visit and inspect the site of construction works under CD Directorate.
●	To exercise supervision over basic training being imparted to the newly enrolled WBNVF at different training centers by Directorate of Civil Defence.
●	Enrolment drive for Civil Defence Volunteers at three sub-areas and arranging their basic training by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence.
●	Mobilization Training for HG Volunteers at ADPC / HWH PC / BKP PC / BDN PC / HWH / HGLY / North 24 Prgs / South 24 Prgs / BNK / PLA / Purba MDP / Paschim MDP Districts.
●	Annual Sports-2015 for WBNVF.
●	Completion, charge taken and Inaguration of Officer Mess' of W.B.N.VF Training centre, Cooch Behar.
●	Passing out Parade of 14th Batch W.B.N.VF District Volunteers.

March 2015	
●	Visit & Inspection of WBNVF Training Centres, Kalyani, Halisahar, Coochbehar and Kursheong by Directorate of Civil Defence.
●	Supervision over ongoing training at WBNVF , Kalyani by Directorate of Civil Defence.
●	To step up efforts to implement /execute all the plans /projects under Centrally sponsored and state plan budget subject to approval of Finance Department, Government of West Bengal.
●	Visit to WWCD and WBCEF by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence.
●	Mobilization Training for HG Volunteers at BWN / MSD / NDA / BHM / MLD / UDNJ / DDNJ / JPG / DJG / CBR / SLG PC.
●	Progressive meeting with all officer and staff of WBNVF.
April 2015	
●	Visit to Multi Disciplinary Centre at Hatighisha, Siliguri, North Bengal by the appropriate authority of Directorate of Civil Defence.
●	Visit to Multi Disciplinary centre at Asansole by the appropriate authority of Directorate of Civil Defence.
●	Supervision over Multi Disciplinary Training at WBNVF, Kalyani by the appropriate authority of Directorate of Civil Defence.
●	Preparatory measures for deployment of Boats/ OBMs and Manpower of Water Wing Civil Defence and West Bengal Civil Emergency Force to different flood prone districts from June till October 2015 by Directorate of Civil Defence.
●	Mock drill, Training and repairing of boats and life saving equipments to be conducted by Directorate of Civil Defence.
●	Supervision over training at CCDTI by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence.
●	Basic Computer training for HG Volunteers of the Districts.
●	Meeting with High official regarding development work
May 2015	
●	Supervising and visit to all three sub-areas in Kolkata by the appropriate authority of Directorate of Civil Defence.
●	Preparatory measures and training of Manpower for deployment in flood-prone districts to be undertaken by Directorate of Civil Defence.
●	Mock drill to be organized by CDRVs in different districts.
●	Follow up action for allocation of fund under centrally sponsored scheme.
●	Visit to 1 st Bishwakarma Bn. at Durgapur by the appropriate authority of Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Driving Training for HG Volunteers of the Districts.
June 2015	
●	Supervision over ongoing training courses at CCDTI, Kolkata by Directorate of Civil Defence.
●	Deployment of boats/OBM/Manpower of WWCD & WBCEF to different flood prone districts by Directorate of Civil Defence.
●	Visit and inspection of Central Training Institute, Gutlu, Itahar, Uttar Dinajpur by the appropriate authority of Directorate of Civil Defence.
●	Inspection of Civil Defence Resource Centres, Pursurah, Hooghly by the appropriate authority of Directorate of Civil Defence.
●	Tour to different flood-prone districts by the appropriate authority of Directorate of Civil Defence.

●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers
July 2015	
●	Tour to different flood-prone districts and areas by the appropriate authority of Directorate of Civil Defence.
●	Supervision over ongoing training courses at CCDTI, Kolkata by Directorate of Civil Defence.
●	Taking follow-up action on the annual inspection report held on different wings and units during the year-2015 by the Director of Civil Defence.
●	Visit to different CD units like MDCs – Asansole, Hatighisha and CDR Centres Mohanpur and Basirhat by the appropriate authority of Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers.
August 2015	
●	Tour to flood-prone districts and area to ensure effective search and rescue work by WWCD/WBNVF personnel by the appropriate authority of Directorate of Civil Defence.
●	Supervision over ongoing courses at CCDTI, Kolkata by Directorate of Civil Defence.
●	Organising Medical Camps by the Casualty Service, Civil Defence and training by Directorate of Civil Defence.
●	Organising basic courses for enrolment of CDVs in all three sub-areas and warden courses by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Routine visiting & cleaning of Office / Camp under WBNVF.
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers.
September 2015	
●	Follow-up action on annual inspection by Directorate of Civil Defence.
●	Visit to different units of WBNVF by the appropriate authority of Directorate of Civil Defence.
●	Follow-up action for sanction of pending proposals.
●	Preparatory Measures for deployment of CDRVs and CDVs for Durga Puja, and coordination meeting with different Govt. agencies by Directorate of Civil Defence.
●	Organizing different refresher courses for QRT members at different Training Centres of WBNVF and MDC by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers
October 2015	
●	Follow-up action on annual inspection by Directorate of Civil Defence.
●	Visit to different units of WBNVF by the appropriate authority of Directorate of Civil Defence.
●	Follow-up action for sanction of pending proposals.
●	Preparatory Measures for deployment of CDRVs and CDVs for Kali Puja, Jagadhatri Puja and coordination meeting with different Govt. agencies by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Mock drill at CCDTI, Kolkata with QRT members to be conducted by Directorate of Civil Defence.

●	Supervision of construction Works of WBNVF Directorate
●	Routine visiting & cleaning of Office / Camp under WBNVF

November 2015

●	Follow-up action on annual inspection by Directorate of Civil Defence.
●	Visit to different units of WBNVF by the appropriate authority of Directorate of Civil Defence.
●	Follow-up action for sanction of pending proposals.
●	Supervision over the rehearsal of CD contingents participating in the 6 th December (Raising Day) Parade by Directorate of Civil Defence.
●	Preparatory Measures for organizing Annual Sports of CD, WB & meeting with different Govt. agencies by Directorate of Civil Defence.
●	Routine and normal work of the office.
●	Closing of WWCD and WBCEF Manpower stock-taking of boats & manpower from monsoon deployment by Directorate of Civil Defence.
●	Mobilization training of BWHG Personnel.
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers

December 2015

●	Supervision over the rehearsal of CD contingents participating in the 6 th December (Raising Day of CD & HG) Parade and Annual sports by Directorate of Civil Defence.
●	Follow-up action on annual inspection by Directorate of Civil Defence.
●	Visit to different units of WBCEF and WWCD by the appropriate authority of Directorate of Civil Defence.
●	Follow-up action for sanction of pending proposals.
●	Routine and normal work of the office.
●	To attend any disaster by the appropriate authority of Directorate of Civil Defence
●	Preparatory measures for deployment of WWCD & WBCEF personnel and boats/OBMs to Gangasagar Mela and setting up Medical Camps at Outram Ghat, Kolkata by Directorate of Civil Defence.
●	Assessment of overall performance of WBCD Dte. and initiating necessary measures to invigorate the Dte. for better performance.
●	Celebration of Raising Day of Home Guards.
●	Mobilization training of BWHG Personnel.
●	15(fifteen) days Refresher Course Training of WBNVF Volunteers

Proposals to be materialized subject to the approval of Finance Department, Govt. of West Bengal.

January 2015

●	Initiation of proposal for procurement of modern arms (INSAS etc.) for WBNVF.
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February 2015

●	Initiation of Proposal for renovation of old Guest House of W.B.N.V.F Training Centre, Kurseong.
●	Initiation of Proposal for Purchase of vehicle for the State Commandant, W.B.N.V.F.

April 2015

●	Shifting of Water Wing Civil Defence at Kalyani by Directorate of Civil Defence .
●	Initiation of proposal for purchase of vehicle for office use at the office of the State Commandant, W.B.N.V.F.
●	Initiation of proposal for purchase of vehicle for State Commandant, W.B.N.V.F.
●	Initiation of proposal for purchase of Ambulance for W.B.N.V.F. 2nd (Bk) Bn., Kalyani.

June 2015	
●	Initiation of Proposal for New Guest House at W.B.N.V.F.1St(BK)Bn., Durgapur.
●	Initiation of Proposal for purchase of light Vehicle for office use at the office of the Commandant, W.B.N.B.F.Trg.Centre, Halisahar and 1St(BK)Bn., Durgapur.
●	Initiation of Proposal for purchase of light Vehicle for office use at the office of the Commandant, W.B.N.B.F.Trg.Centre, Kalyani.
July 2015	
●	Renovation of Barracks/Quarters and fencing of W.B.N.V.F.Trg.Centre, Kurseong.
August 2015	
●	Initiation of Proposal for construction of Boundary wall of W.B.N.V.F.1st (BK)Bn., Durgapur.
●	Initiation of Proposal for construction of Boundary wall of W.B.N.V.F.Training Centre, Kurseong.
September 2015	
●	Initiation of Proposal for construction of Boundary wall of W.B.N.V.F.Trg.Centre, Halisahar.
●	Initiation of Proposal for construction of Boundary wall of W.B.N.V.F.Trg.Centre, Kalyani.
November 2015	
●	Initiation of Proposal for new Administrative Building(Double storied) for W.B.N.V.F.2nd(BK)Bn., Kalyani and Training Centre, Halisahar.

**Proposals to be materialized subject to the sanction of fund by Finance Department
under MPF Scheme of Government of India :-**

April 2015	
●	Laying of Foundation Stone for construction of Office-cum-Barrack for HG at Howrah (Rural) District.
May 2015	
●	Construction of Office-cum-Barrack for HG at Cooch Behar Dist.
●	Initiation of Proposal for big Barrack at W.B.N.V.F.Training Centre, Halisahar
●	Initiation of Proposal for Ambulance for W.B.N.V.F.Training Centre, Kalyani
June 2015	
●	Laying of Foundation Stone for construction of Office-cum-Barrack for HG at Hooghly District.
July 2015	
●	Laying of Foundation Stone for construction of Office-cum-Barrack for HG at Assansole-Durgapore Police Commissionerate.
August 2015	
●	Laying of Foundation Stone for construction of Office-cum-Barrack for HG at Barrackpore Police Commissionerate.
September 2015	
●	Laying of Foundation Stone for construction of Office-cum-Barrack for HG at Bidhannagar Police Commissionerate.
October 2015	
●	Laying of Foundation Stone for construction of Home Guards Holiday Home at New Digha.
November 2015	
●	Laying of Foundation Stone for construction of Home Guards Holiday Home at Dhali, Dist. Darjeeling .

Department of Commerce and Industries

Deptt/ Dte/Corp n.	Period/ Month	Activities
C&I	January to December	Disposal of cases (14Y & granted 14Y clearances) of previous month within 10th of the following Month.
		Allotment and Timely release of fund to WBIDC and WBIIDC for setting up and development of Industrial Parks.
		Monitoring of projects of WBIDC Ltd., WBIIDC, WBMDTC Ltd. on a regular basis.
		Monitoring Mechanism — Monthly review by 5th of every month for last months' achievement/shortfall against target for Administrative Calendar 2015.
		Preparation of DPRs & subsequent continuation for development of infrastructure of Changrabandha LCS, Hilli LCS & Solid Waste Management Project of Pineapple development centre at Bidhannagar, Siliguri.
	January	Commencement of procurment of stationary items by Superintendent of Stationary for various departments of State Government.
		Preparation of Economic Review 2015.
	February	Release of fund against Changrabandha LCS. To finalise the land issue of Panitanki LCS. To get study-report from DM, North 24 Pgs. on all the infrastructural as well as procedural bottle-necks in the area of Petrapole LCS.
		Preparation of Departmental Budget & Hon'ble Minister-in-Charge's Budget Speech. Digitization of old records under e-office in the C & I D.
	March	To get the vetted DPR against Panitanki LCS. Review on SWMPPDC, Bidhannagar, Siliguri. To release fund for the Project of Common Facility Centre at Mahesh, Serampore, Hooghly. Review of the project named Jem & Jewellery Park at Ankurhati, Howrah. Review of Water Supply Project at Plasto Steel Park at Barjora, Bankura.
		a) New registration of Societies b) Submission of Annual Returns c) Amendments The above services will be made online under e-District under the aegis of IT Department.
		Quarterly Review Meeting
		Review on Fulbari ICP & Hilli LCS. To finalise the land issue of Mahadipur LCS. Review on Panitanki LCS.
	April	Review on Fulbari ICP & Hilli LCS. To finalise the land issue of Mahadipur LCS. Review on Panitanki LCS.
	May	To communicate Transport Deptt. and others for preparation of a Master Plan regarding strengthening of car parking at Petrapole LCS and other aspects which will emerge out from DM's report.
	June	E-registration of Societies in the office of Registrar of Societies under e-district.
		Review on Mahadipur LCS and ILPA Training Centre. Financial assistance to the ILGF.
		Quarterly Review Meeting
	July	To complete procurement of land required for the purpose of Panitanki LCS.

Deptt/ Dte/Corpn.	Period/ Month	Activities
C & I	August	Digitization of old records will be done and be made compatible to the software for on-line services.
		Interim Review. Finalisation of Contractor/Agency for the development of infrastructure of CLCS, HLCS and SWMPPDC, Bidhannagar, Siliguri.
	September	Disposal of old and abandoned machines of the three Presses under Controller of Printing and Stationary.
		Publication of enactment of the West Bengal Minor Mineral Rules, 2014.
		Release of fund against Panitanki LCS.
	October	Quarterly Review Meeting.
	October	Review on Mahadipur LCS and Water Supply Project at Plasto Steel Park at Barjora, Bankura.
November	Review on Fulbari ICP & Hilli LCS.	
December	Quarterly Review Meeting	
DI	January to December	Receipt and Issue of RC-I, RC-II and CCP for old and new Incentive Schemes and Applications for Certificate amendment on monthly basis. (minimum expected registration of 20 units during this calendar year)
		Processing of Assistance to State for Infrastructure Development of Exports and Industrial Infrastructure Upgradation Schemes — monthly basis.
		Monitoring of Calcutta Leather Complex — Implementation of CETP V & VI, Solid Waste Management, etc.
		Issue of orders for installation of CETP units V and VI, Notification of Industrial Township Authority
January	Single window clearance system- online e-filing	
DMM	May	Commencement of investigation of Iron-Manganese mineralization at Belpahari PS in West Midnapore district, Phase-II subject to recommendation of report of Phase-I.
	April	Commencement of test Drilling for Apatite mineralization at PS: Boro in Purulia District.
	September	Development of Web-Portal of Directorate of Mines & Minerals, West Bengal, Receipt of on-line applications for prospecting licence, mining lease etc.
	December	Completion of estimation of reserve of Silica Sand and Clay in Bankura II and Barjora blocks of Bankura District.
WBIIDC	January to December	Allotment of land of different Growth Centres for which applications already received/to be received. (minimum expected allotment of plots = 10)
		Execution of Lease Deeds/ Agreement to Lease to Allottees; permission for mortgage/assignment, etc.
	January	Allotment of land for Govt. Projects at Bolpur & Falta Growth Centres [WBSEDCL - 3 acres Bolpur, Power Sub-Station), SSDA - 129 acres, Bolpur, Smart Industrial Township, WBEIDCL - 16+42 acres, Falta-IV & V, EMC-GoI Project, SBSTC-1.2 acres, Falta-III, Bus Terminus)
		Follow-up action against units that were allotted land, but satisfactory progress not made in implementation of the projects/ now not in operation.
		Development work relating to infrastructure facilities at Cooch Behar Jute Park.
	Initiation of preliminary work like Digital Survey etc. at Industrial Park at Falta (Sector V).	

Deptt/ Dte/Corpn.	Period/ Month	Activities
WBIIDC	February	Completion of allotment procedures like handing over formal possession, execution of Agreement of Lease etc. regarding allotment of land for Govt. Projects.
	March	Review of status of units already inducted in different Growth Centres (case to case basis)
	June	Completion of empanelment of Consultant for evaluating the techno-feasibility of the project proposals.
	September	Completion of "Ongoing" deposit works at Badalpur High School Hostel (Boys & Girls), construction of Hostel (Both Boys & Girls) Buildings at Aminpur, Dakshin Dinajpur, Rural Hospital at Harishchandrapur, Malda.
		Finalization of Annual Accounts for the year 2014-2015 and other routine works.
December	Completion of major development work at Falta Growth Centre and Cooch Behar Growth Centre.	
WBMDTCL	January	Commencement of 50,000 MT of black stone production at Pachami Project.
	January to December	Production of 25,000 MT at Mirmi Quartz & Feldspar Project.
	September	Commencement of production at Palsara-I Stone Project.
	October	Commencement of production at Palsara-II Stone Project and Granite Project.
WBPPDCL	July	Setting up of Drug Testing Laboratory by WBPPDCL, Kalyani.
WBIDC	January to December	Disposal of land applications received during previous month within 10th of next month. Possession of land within 7 days of payment of premium.
	January	Issuance of sale notice for the sale of R S Synthetic Ltd.
	February	Introduction of an electronically web based Single Window System.
	March	Work order for Street Light work at Panagarh Industrial Park.
	April	Work order for construction of Garment Park at Budge-Budge, Phase-I. Issuance of sale notice for the sale of Calcutta Edible Oil.
	May	Work order for execution of Social Infrastructure Facilities at Rishi Bankim Shilpodyan.
	August	Work order for development of Social Infrastructure work at Food Park, Phase-III.
	September	Work order for design/BOQ for Street Lighting at Haldia Industrial Park.
	October	Work order for the design/BOQ of Social Infrastructure work at Haldia Industrial Park.
	December	Implementation of schemes of about Rs. 10 cr. under ASIDE Scheme.
WBTDCL	January	Opening of financial bids and issuing Letter of Intent.
	February to May	Subsequent events like cancellation of existing lease, Fresh Lease Execution, Signing of Agreement with the buyer by WBTDCL and Handing over of Gardens.
	June	Validity of bids end.

Department of Consumer Affairs

Activity	Sub-activity	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15	July 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Remarks
1. Consumer Awareness	(i) Participation in Melas/Social gatherings for spreading Consumer Awareness	100 (including Kolkata Fair and other important Melas like Gangasagar Mela, Uttarbanga Utsav, Vivek Mela etc.)	80 (including Mukutmanipur Mela, Bishnupur Mela, Bidhannagar Mela, Digha Beach Festival, Raibaghini Mela, Bratachari Mela)	25 (including Jalpesh Mela, Uttardinajpur Boi Mela etc.)	50	40	20	20	20	30	200	20 Rash Mela	100 (including Poush Mela, New Town Mela)	
	(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show, Tableau & Grass root level interactive sessions	250	250	250	50	50	100	100	100	250	300	200	250	
	(iii) Work shop with Consumer Clubs	100	100				100	100						
	(iv) Regular Awareness Programme through Electronic Media like Doordarshan, FM Channels etc., Hoarding, Flex banner, CTC, State Transport Authorities etc.													Round the year

Activity	Sub-activity	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15	July 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Remarks
	(v) Special Awareness Programme			Observance of World Consumer Rights Day								Kreta Suraksha Mela	Observance of National Consumer Day	
	(vi) Review of Self attestation & Self Declaration													
2. Training	Training for Departmental Officers related to Consumer Affairs					Training from April, 2015 to December, 2015								
3. Departmental Coordination & Review Meeting														
4. Training of Presidents & Members of District Forums through WBNUJS							1st Batch			3rd Batch				
5. Training of Ministerial staff & DEO & DMA of District Forums & State Commission at ATI							2nd Batch					2nd Batch		In collaboration with the A.T.I.
6. LOKAD-ALAT in all District Forum & State Commission														To be arranged by District Fora & State Commission

Activity	Sub-activity	Jan 15	Feb. 15	Mar. 15	April 15	May 15	June 15	July 15	Aug. 15	Sep. 15	Oct 15	Nov 15	Dec 15	Remarks
7. Meeting of State Consumer Protection Council		↕	↕							↕				
8. Meeting of District Consumer Protection Council								All Districts					All Districts	Designated Officer : Assistant Director of the District Concerned
9. Standardization of Weights & Measures	(i) Verification of secondary standards used by Legal Metrology Laboratories from Regional Laboratories	↕	↕	20%					↕					
	(ii) Verification of working Standards used by Legal Metrology Officers			20%					60%			20%		
	(iii) Enforcement													Two in each month by each LMO
	(iv) Verification of Weights & Measures used by Traders													At least two verification camp by each LMO under his jurisdiction in every month
	(v) Awareness Programme													Along with the CA & FBP awareness programme
	(vi) Training of LMOs at ILM, Ranchi	↕				↕				↕				

Activity	Sub-activity	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15	July 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Remarks
10. West Bengal Right to Public Services Act, 2013	(i) Publicity through all types of Media													Round the year
	(ii) Participation in Melas/ Social gatherings for spreading awareness to the Public regarding WBRTPS Act, 2013													Round the year
	(iii) Training of Departmental Officials on WBRTPS Act, 2013					Training from April, 2015 to December, 2015								
	(iv) Review meeting of the Chief Secretary								↕					
	(v) Issue of Notification for formation of the West Bengal Right to Public Service Commission					↕								
	(vi) Appointment of Chief Commissioner of the West Bengal Right to Public Service Commission						↕							

Activity	Sub-activity	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15	July 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Remarks
	(vii) Appointment of Commissioners of the West Bengal Right to Public Service Commission					↕								
	(viii) Appointment of Ministerial Staff of the West Bengal Right to Public Service Commission					↕								
	(ix) Review meeting with the Nodal Officers of the Departments issued Notification under the WBRTPS Act, 2013		↕			↕			↕			↕		
	(x) Observance of Right to Public Service Day								↕					

Department of Co-operation
January-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (in No.)	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	31000
3.	Creation of new infrastructure (to be taken up) (in No.)	1
4.	Disbursement of Crop Loan (Rs. in lakh)	38000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	169800
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1000.00
7.	No. of SHGs to be financed (in No.)	2500
8.	Distribution of Agril. Inputs (Rs. in lakh)	4000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2400.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	120

February-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (Including review of implementation of self-attestation))	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	43500
3.	Creation of new infrastructure (to be taken up) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	21300.00
5.	No. of KCC beneficiaries to be given loan (in No.)	105600
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1050.00
7.	No. of SHGs to be financed (in No.)	2000
8.	Distribution of Agril. Inputs (Rs. in lakh)	2500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2200.00
10.	Storing of Potato (in MT)	40000
11.	Training Programme to be held (in No.)	130

March-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	50000
3.	Creation of new infrastructure (to be taken up) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	1100.00
5.	No. of KCC beneficiaries to be given loan (in No.)	8700
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1850.00
7.	No. of SHGs to be financed (in No.)	1000
8.	Distribution of Agril. Inputs (Rs. in lakh)	3000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2300.00
10.	Storing of Potato (in MT)	200000
11.	Training Programme to be held (in No.)	120

April-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (Including review of Right to Public Services)	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	37500
3.	Creation of new infrastructure (to be taken up) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	57800.00
5.	No. of KCC beneficiaries to be given loan (in No.)	299500
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1000.00
7.	No. of SHGs to be financed (in No.)	1000
8.	Distribution of Agril. Inputs (Rs. in lakh)	1000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2400.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	120

May-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	28000
3.	Creation of new infrastructure (to be taken up) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	11300.00
5.	No. of KCC beneficiaries to be given loan (in No.)	64500
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1550.00
7.	No. of SHGs to be financed (in No.)	2500
8.	Distribution of Agril. Inputs (Rs. in lakh)	1000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2300.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	130
12.	Publication of Administrative Report	1

June-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	28000
3.	Creation of new infrastructure (to be completed) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	9000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	51600
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1100.00
7.	No. of SHGs to be financed (in No.)	4000
8.	Distribution of Agril. Inputs (Rs. in lakh)	1500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2200.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	130

July-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	25000
3.	Creation of new infrastructure (to be completed) (in No.)	2
4.	Disbursement of Crop Loan (Rs. in lakh)	13100.00
5.	No. of KCC beneficiaries to be given loan (in No.)	75300
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1200.00
7.	No. of SHGs to be financed (in No.)	4000
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2400.00
10.	Storing of Potato (in MT) Nil	
11.	Training Programme to be held (in No.)	120
12.	Samabay Bhavan (Inauguration at Burdwan-III, Asansol)*	1

**This is a carried over project from the year 2014.*

August-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (Including review of self-attestation and Right to Public Services)	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	22000
3.	Creation of new infrastructure (to be completed) (in No.)	2
4.	Disbursement of Crop Loan (Rs. in lakh)	13700.00
5.	No. of KCC beneficiaries to be given loan (in No.)	79200
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1150.00
7.	No. of SHGs to be financed (in No.)	3000
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2500.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	130

September-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	3000
3.	Creation of new infrastructure (to be completed) (in No.)	2
4.	Disbursement of Crop Loan (Rs. in lakh)	24200.00
5.	No. of KCC beneficiaries to be given loan (in No.)	80900
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1500.00
7.	No. of SHGs to be financed (in No.)	3000
8.	Distribution of Agril. Inputs (Rs. in lakh)	3500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2600.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	120
12.	Samabay Bhavan (Inauguration at Paschim Medinipur)	1

October-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	Nil
3.	Creation of new infrastructure (to be completed) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	28000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	119600
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1000.00
7.	No. of SHGs to be financed (in No.)	2000
8.	Distribution of Agril. Inputs (Rs. in lakh)	3000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2600.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	120
12.	Samabay Bhavan (Inauguration at North 24-Pgs., Barasat)	1

November-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (Including review of self-attestation and Right to Public Services)	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	1000
3.	Creation of new infrastructure (to be completed) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	29000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	113500
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	1150.00
7.	No. of SHGs to be financed (in No.)	5000
8.	Distribution of Agril. Inputs (Rs. in lakh)	5000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2400.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	130

December-2015

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	6000
3.	Creation of new infrastructure (to be completed) (in No.)	3
4.	Disbursement of Crop Loan (Rs. in lakh)	33500.00
5.	No. of KCC beneficiaries to be given loan (in No.)	131900
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3450.00
7.	No. of SHGs to be financed (in No.)	5000
8.	Distribution of Agril. Inputs (Rs. in lakh)	5000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	2300.00
10.	Storing of Potato (in MT)	Nil
11.	Training Programme to be held (in No.)	130

Department of Correctional Administration

I. Regular interventions on capacity building and regulatory functions

1.	Basic Training Course for newly recruited Staff at Regional Institute of Correctional Administration.
2.	Vocational Training Course for Inmates.
3.	Processing of Parole of inmates.
4.	Participation of inmates in different Cultural Programmes like :- a) Drama, b) Dance c) Drawing, d) Art exhibition etc.
5.	Processing of renewal of contracts of Doctors, Pharmacists and other workers.
6.	Compliance of directions of National Human Rights Commission & West Bengal Human Rights Commission.
7.	Processing of Re-imburement claims under WBHS.
8.	Statistical Records of relevant data in respect of Correctional Homes.
9.	Processing of Tender for supply Dietary Articles.
10.	Processing of Appointment under die-in-harness category.
11.	Processing of Appointments/Promotions under regular vacancy.
12.	Processing of Transfer and Posting of Officers of Correctional Homes and Services.

II. Monthly/Quarterly review meetings

1.	Review Meeting on construction/renovation of works undertaken at different Correctional Homes.
2.	Monthly meeting with FNRI and Bangladesh Deputy High Commissioner etc. regarding repatriation/deportation of Bangladeshi Nationals (Jan Khalas).
3.	Review meetings in connection with administrative functions of the Correctional Homes.

January, 2015

1.	Installation of Cell-Phone Jammers in three Kolkata based Correctional Homes –Phase – I.
2.	Organizing Sports for prisoners in six Central and Alipore Women’s Correctional Home.
3.	Organizing 3 rd Inter- Central Correctional Home Football Tournament.
4.	Finalization of Warder Recruitment Rules.
5.	Launching of e-Prisons Suite, web-base software under e-Governance project by up-gradation of existing CHMS.
6.	Participation in Republic Day Celebration of the State Government.
7.	Starting of construction of Perimeter wall at Coochbehar District Correctional Home.
8.	Meeting of Central Executive Committee of West Bengal Prisoners Welfare Fund.

February, 2015

1.	Installation of Cell-Phone Jammers in three Kolkata based Correctional Homes –Phase- II
2.	Advertisement of Warder Recruitment.
3.	Madhyamik Examination of inmates.
4.	Organizing Sports of WB Correctional Services’ Officers and Staff.
5.	E-Registration under WBHS, 2008.
6.	Starting of construction of Boundary Wall of new Correctional Home at Nimtauri, Purba Medinipur.

March, 2015

1.	Installation of Cell-Phone Jammers in three Kolkata based Correctional Homes- Phase- III.
2.	CCTV installation (first phase).
3.	Leather Craft Course at Alipore Women Correctional Home.
4.	Starting of construction of new building of Subsidiary Correctional Home at Khatra, Bankura (first phase).
5.	Procurement of Walkie-Talkie.
6.	Correctional Home Festival.
7.	Processing of cases of life convicts for consideration for recommendation for premature release by the State Sentence Review Board.
8.	Review of implementation of 436A CrPC and other advisories/legislations which need periodical monitoring.

April, 2015

1.	Publication of Annual Administrative Report of the Department.
2.	Requisition of recruitment of Superintendent, District Correctional Homes & Deputy Superintendent of Central Correctional Homes to Public Service Commission, WB.
3.	Publication of WBCS (Release on Parole) Rules, 2014.
4.	Meeting of Central Executive Committee of West Bengal Prisoners Welfare Fund.
5.	Holding of Selection Board for transfer of eligible prisoners from Central Correctional Homes to Open Correctional Homes.

May, 2015

1.	Scholarship to meritorious wards of inmates studying in outside institutions.
2.	Celebration of Rabindra Jayanti.
3.	Tender for supply of blankets for the inmates.
4.	Communication to Dist. Magistrate, Malda for land for Subsidiary Correctional Home at Chanchal, Malda.
5.	Requisition for recruitment of Chief Controller to Public Service Commission, WB.

June, 2015

1.	Scholarship to meritorious wards of inmates studying in outside institutions.
2.	Review of progress of implementation of different schemes.
3.	Water storage and supply system at different Correctional Homes.
4.	Recruitment of Psychologist.
5.	Processing of cases of life convicts for consideration for recommendation for premature release by the State Sentence Review Board.
6.	Review of implementation of 436A CrPC and other advisories / legislations which need periodical monitoring.

July, 2015

1.	Tender for supply of Medicines for the inmates.
2.	Educational assistance by NGOs to inmates' children back home.
3.	Programme of Vocational Training and rehabilitation measures at different Correctional Homes.

4.	Installation of deep tube-well and pump motor at different Correctional Homes.
5.	Meeting of Central Executive Committee of West Bengal Prisoners Welfare Fund.
6.	Review of performances of Probation-cum-After Care Officers.

August, 2015

1.	Independence Day celebrations.
2.	Recruitment of Probation-cum-After Care Officer.
3.	Construction of adequate number of day toilets, night toilets and bathing cubicles as per standard scale according to Model Prison Manual.

September, 2015

1.	Procurement of X-Ray Baggage Scanner in District & Special Correctional Homes.
2.	Warder Recruitment.
3.	Providing Ambulance to some Correctional Homes.
4.	Processing of cases of life convicts for consideration for recommendation for premature release by the State Sentence Review Board.
5.	Review of implementation of 436A CrPC and other advisories/legislations which need periodical monitoring.

October, 2015

1.	Training of newly recruited warders/female warders.
2.	Starting of construction of new blocks at Jalpaiguri Central Correctional Home.
3.	Starting of construction of new blocks at Lalgola Open Correctional Home.
4.	Starting of construction of new barracks at Presidency Correctional Home.
5.	Meeting of Central Executive Committee of West Bengal Prisoners Welfare Fund.

November, 2015

1.	Training of newly recruited warders/female warders.
2.	Starting of construction of 10-bed Hospital at Suri Dist. Correctional Home.
3.	Starting of construction of new blocks at Durgapur Open Correctional Home.

December, 2015

1.	Training of newly recruited warders/female warders.
2.	Celebration of Christmas.
3.	Starting of construction of new blocks at Raiganj District Correctional Home.
4.	Starting of construction of new blocks at Krishnagar District Correctional Home.
5.	Starting of construction of new blocks at Howrah District Correctional Home.
6.	Processing of cases of life convicts for consideration for recommendation for premature release by the State Sentence Review Board.
7.	Review of performances of Probation-cum-After Care Officers.
8.	Review of implementation of 436A CrPC and other advisories/legislations which need periodical monitoring.

Departments of Child Development and Women Development & Social Welfare

Month	Activities	Funded by
January	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Meeting of State Council for ECCE	Gol
	One day orientation on Track Child 1.6 for Stakeholders	UNICEF/Gol
	Coordination meeting with Police Authorities	GoWB
	Seminars / workshops & interactive sessions on trafficking in Border Districts / Border Sub-Divisions	GoWB
	Paribarik Mahila LokAdalat (PMLA)	
2 & 3	World Braille Day on 4th January (<i>Day will be observed on 2nd January 2015 since 4th January being Sunday</i>)	GoWB
	Capacity Building of Protection Officer	GoWB
	Review meeting with Protection Officers under Domestic Violence Act	GoWB
22	Observation of National Girl Child Day	GoWB
	Capacity Building of Stakeholders under Kanyashree Prakalpa	GoWB
26	Presentation of Kanyashree Tableau	GoWB
	District Level Review Meeting by the Secretary, WDCD & WD Deptt	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
February		
	Orientation & Training programme of “ Open Shelter” staff and NGO personnel regarding launching of ‘Day Care Service ’in the Open Shelters	Gol
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Training of members of CWCs / JJBs	SCPS/UNICEF
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected Districts	Gol & GoWB
	Launch of Muktir Alo	GoWB
	ECCE Executive Committee Meeting	GoWB
	Review of IGMSY through meeting with District level IGMSY Steering and Monitoring Committee.	Gol
	Meeting on CARINGS with SAAs and DCPOs	SCPS/CARE
	Meeting of the Steering and Monitoring Committee for Kanyashree Prakalpa	GoWB
	Meeting on Trafficking Advisory Committee.	GoWB
	Training on guidelines on setting up and strengthening Village Level Child Protection Committee (VLCPC)	SCPS/UNICEF
	NHFDC review with DSWOs and others	NHFDC
	Training workshop on Women Empowerment for PRI members in Malda District	Gol
	Departmental Review Meeting by the HMOS(IC)	GoWB
March		
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Conduct Nutrition and Health Education (NHE) sessions at the AWC with the members of the Kishori Samooh under SABLA	Gol & GoWB
	Capacity building of Child Welfare Committee and Juvenile Justice Board members	SCPS/UNICEF
	Vocational training of targeted Adolescent Girls under SABLA	Gol & GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol & GoWB

Month	Activities	Funded by
	Project Sanctioning Committee of ICPS	Gol & GoWB
	One day orientation on Track Child 1.6 for Stakeholders	GoWB
	Capacity Building of ICDS Supervisors on IGMSY MIS and Digitization in Bankura	Gol
	Capacity Building of Stakeholders under Kanyashree Prakalpa	GoWB
	Training on guidelines on setting up and strengthening Village Level Child Protection Committee (VLCPC)	SCPS/UNICEF
	Workshop on importance of Gender Disaggregated data of Girl child	Gol
	Observance of International Women's Day	GoWB
	State Level Steering cum Monitoring Group cum State Empowered Programme Committee meeting	GoWB
	Work shop on formation of Child Protection Committees in North Bengal Districts	GoWB
April		
	Seminars / workshops & interactive sessions on Acid Attack	GoWB
2	International Autism Awareness Day on 2nd April 2015	GoWB
	Meeting of the Steering and Monitoring Committee for Kanyashree Prakalpa	GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Training of Sakhi Sahelis by NGOs under SABLA	Gol & GoWB
	Training of District Child Protection Officers	SCPS/UNICEF
	Paribarik Mahila LokAdalat (PMLA) at City Civil Court, Kolkata in collaboration with State Legal Services Authority (SLSA), W. B.	GoWB
	Executive Committee Meeting of SCPS	Gol & GoWB
	Coordination meeting with Police Authorities.	GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol & GoWB
	Workshop on Anti Human Trafficking	GoWB
	Meeting on State Coordination Committee under PWD Act,1995	GoWB
	Awareness campaign & fair with local self-employed women's group of Manikchak, Malda	Gol
	Swabalamban Review Meeting	GoWB
	District Level Review Meeting by the Secretary, WDCD & WD Deptt	GoWB
May		
	Orientation of the Managers of 10 Vagrants' Home,	GoWB
	State Executive Committee meeting under PWD Act,1995	GoWB
	Governing Body Meeting of SCPS	Gol & GoWB
	Job Training of Anganwadi workers and helpers through 25 Training Centres	Gol & GoWB
	Conduct Nutrition and Health Education (NHE) sessions at the AWC with the members of the Kishori Samooh under SABLA	Gol & GoWB
	Capacity building of Stake holders under Kanyashree	GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected Districts	Gol & GoWB
	One day orientation on Track Child 1.6 for Stakeholders	GoWB
	Refresher training of PSK staffs on PSK activities	Gol
	NHFDC PAC Meeting	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB

Month	Activities	Funded by
June		
	District Level Seminars on Sexual Harassment at Workplace	GoWB
	Meeting of the Steering and Monitoring Committee for Kanyashree Prakalpa	GoWB
15	World Elders” Abuse Awareness Day	GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected Districts	Gol & GoWB
	Workshop on Anti Human Trafficking	GoWB
	Meeting on State Mission Authority	Gol
27	Awareness Day on Deaf & Blind Disabled	GoWB
	Swabalamban PAC Meeting	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
July		
	Training Programme of “Shelters for Urban Homeless”	GoWB
	State level IGMSY Monitoring and Steering Committee Meeting	Gol
	Inauguration of New ICDS Directorate of ate Building	GoWB
	Capacity building of Stake holders under Kanyashree	GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected District	Gol & GoWB
	One day orientation on Track Child 1.6 for Stakeholders	GoWB
	Sishu Mela in all GPs Manikchak Block, Malda	Gol
	District Level Review Meeting by the Secretary, WDCD & WD Deptt	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
August		
	Observation of World Breast Feeding week	Gol & GoWB
	District Level Seminars on Sexual Harassment at Workplace	GoWB
	Job Training of Anganwadi workers and helpers through 25 Training Centres	Gol & GoWB
	Constitution of Transgender Welfare Board	GoWB
14	Kanyashree Day celebration	GoWB
15	Presentation of Tableau	GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol & GoWB
	Co-ordination meeting with Police Authorities.	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
September		
	Observation of National Nutrition Week	Gol & GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol & GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Fair with the products made by inmates of vagrants home	GoWB
	Meeting of the Steering and Monitoring Committee for Kanyashree Prakalpa	GoWB
	One day orientation on Track Child 1.6 for Stakeholders	GoWB
	NHFDC PAC Meeting	GoWB

Month	Activities	Funded by
	Seminar on PCPNDT Act	GoWB
	State level consultation workshop on relation between early child bearing & maternal mortality with H&FW Department	Gol
	Work shop on formation of Child Protection Committees in different districts	SCPS/UNICEF
	Departmental Review Meeting by the HMOS(IC)	GoWB
October		
1	Observation of International Day of Older Persons	GoWB
2	Observation of ICDS Foundation day	Gol & GoWB
	Conduct Nutrition and Health Education (NHE) sessions at the AWC with the members of the Kishori Samooh under SABLA	Gol & GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Workshop on causes & consequences of under nourishment among girl child up to 18 years	GoWB
	District Level Review Meeting by the Secretary, WDCD & WD Deptt	GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
November		
	Observance of International Day for Protecting of Violence against Women	GoWB
	CHILDLINE-se Dosti Week	GoWB
14	Celebration of Children's Day	GoWB
	Capacity building of Stake holders under Kanyashree	GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Meeting of the Steering and Monitoring Committee for Kanyashree Prkalpa	GoWB
	One day orientation on Track Child 1.6 for Stakeholders	GoWB
	Meeting of Executive Committee of State Mission Authority (SMA)	Gol
	Swabalamban PAC Meeting	GoWB
	Work shop on Child Protection Committees	SCPS/UNICEF
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol & GoWB
	Departmental Review Meeting by the HMOS(IC)	GoWB
December		
3-5	International Day of Persons with Disabilities and Rojgar Mela	Gol & GoWB
	Training of Supervisors/AWW on ECE Roll out at the model ECE project at selected districts	Gol
	Monitoring and Review of IGMSY of select districts	Gol & GoWB
	Conduct Nutrition and Health Education (NHE) sessions at the AWC with the members of the KishoriSamooh under SABLA	Gol & GoWB
	Job Training of Anganwadi workers and helpers	Gol & GoWB
	Sports with the children of open shelter scheme and Eradication and control of Juvenile Beggary & Vagrancy.	GoWB
	PMLA in collaboration with SLSA, Kolkata	GoWB
	Capacity Building of Stakeholders under Kanyashree Prkalpa	GoWB
	Workshop on Anti Human Trafficking	GoWB
	NHFDC Review Meeting	NHFDC
	Departmental Review Meeting by the HMOS(IC)	GoWB

Department of Disaster Management

Months	Name of the Project/Work	Description of Activities
January	Procurement of Relief Articles	Procurement for 2014-15 to be completed
	Flood Shelter (State Plan)	100% fund to be released.
	Relief Godown (State Plan)	100% fund to be released.
	Awareness Campaign on Disaster Management Activities	To participate in Kolkata Book Fair for awareness generation.
	Awareness Campaign & Capacity Building	Disaster Management Calenders to be published and distributed to all districts
	Training for Capacity Building at Tran Bhavan	60 Trainees to be trained and 50% fund to be utilised.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed. State Project Implementation Unit under NCRMP to become operational.
	National School Safety Programme (NSSP)	Preparation of DM plans for 200 schools.80% fund to be utilised.
	13th Finance Commission	80% fund to be released of previous year allocation.
	Incidence Response System by WEBEL	To commence at 4 districts and state Head Quarter through WEBEL. State Level Meeting to be held.
Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation.	
February	Procurement of Relief Articles	Tenders to be floated for 2015-16
	Training for Capacity Building at Tran Bhavan	30 more trainees to be trained and 75% fund to be utilised.
	Awareness Campaign & Capacity Building	20 CD volunteers to be trained in Deep Divers' Training.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	National School Safety Programme (NSSP)	Completion of DM Plans for 400 schools.90% fund to be utilised.
	13th Finance Commission	90% fund to be released from previous year's allocation.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation
	Hospital Disaster Preparedness and Response Training	Agreement to be signed.
Incidence Response System by WEBEL	District Level Meeting to be held.	

Months	Name of the Project/Work	Description of Activities
March	Procurement of Relief Articles	Work Orders to be issued.
	Training for Capacity Building at Tran Bhavan	30 more trainees to be trained and 100% fund to be utilised.
	Computerisation programme	66 blocks to be supplied with desktops & printers
	13th Finance Commission	100% fund to be released from current allocation.
	National School Safety Programme (NSSP)	100% completed.
	Review of Cyclone Shelter Projects	Progress of construction of MPCs under NCRMP, ICZMP & PMNRF to be reviewed.
	Hospital Disaster Preparedness and Response Training	To Commence.
	Review of Capacity Building Programmes	To review progress under Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation.
April	NGR Wheat, Leprosy GR	Allotment for first 6 months to be made.
	Release from Plan Fund	10% fund to be released.
	Verification of Relief Articles at Zonal Godowns	To begin.
	Flood Shelter (State Plan)	10% fund to be released
	Relief Godown (State Plan)	10% fund to be released
	Awareness Campaign & Capacity Building	20 more CD volunteers to be trained in Deep Divers' Training.
	Review of Cyclone Shelter Projects	Progress of construction of MPCs under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation.
May	Quarterly monitoring meeting on progress or work as per Administrative Callendar	To review progress of work as per Administrative Callendar
	Release from Plan Fund	20% fund to be released.
	Procurement of Relief Articles	Delivery of relief materials at GRS Kolkata.
	Pre Monsoon Preparedness Meeting at State Level	To be held.
	Flood Shelter (State Plan)	20% fund to be released
	Relief Godown (State Plan)	20% fund to be released
	Annual Administrative Report of the Department	To be prepared.
Verification of Relief Articles at Zonal Godowns	To be completed.	

Months	Name of the Project/Work	Description of Activities
May	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation.
June	Release from Plan Fund	30% fund to be released.
	Procurement of Relief Articles	Delivery of relief materials of MLA Quota for Eid.
	Flood Shelter (State Plan)	30% fund to be released
	Relief Godown (State Plan)	30% fund to be released
	Annual Administrative Report of the Department	To be published.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Website	Uploading of SDMP and DM plans of different districts.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation.
July	Release from Plan Fund	40% fund to be released.
	Flood Shelter (State Plan)	40% fund to be released
	Relief Godown (State Plan)	40% fund to be released
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Expenditure Report of SDRF for the year 2014-15	To be submitted to Ministry of Home Affairs, Govt of India.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Quarterly monitoring meeting on progress or work as per Administrative Callendar	To review progress of work as per Administrative Callendar
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation

Months	Name of the Project/Work	Description of Activities
August	Release from Plan Fund	50% fund to be released
	Flood Shelter (State Plan)	50% fund to be released
	Relief Godown (State Plan)	50% fund to be released
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation
September	Release from Plan Fund	60% fund to be released.
	Flood Shelter (State Plan)	60% fund to be released
	Relief Godown (State Plan)	60% fund to be released
	Meeting of Core Committee for Durga Puja	To be held.
	Relief Materials	Delivery of Relief Materials of MLA Quota for Durga Puja.
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Annual Report of SDRF for the year 2014-15	To be submitted to Ministry of Home Affairs, Govt of India.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation
	Quarterly monitoring meeting on progress or work as per Administrative Callendar	To be held.
October	NGR Wheat, Leprosy GR	Allotment for next 6 months to be made.
	Release from Plan Fund	65% fund to be released.
	Flood Shelter (State Plan)	70% fund to be released
	Relief Godown (State Plan)	70% fund to be released
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.

Months	Name of the Project/Work	Description of Activities
October	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Quarterly monitoring meeting on progress or work as per Administrative Callendar	To review progress of work as per Administrative Callendar
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation
November	Release from Plan Fund	70% fund to be released.
	Flood Shelter (State Plan)	80% fund to be released
	Relief Godown (State Plan)	80% fund to be released
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation
December	Release from Plan Fund	75% fund to be released.
	Flood Shelter (State Plan)	90 % fund to be released subject to clearance from Finance Department
	Relief Godown (State Plan)	90 % fund to be released subject to clearance from Finance Department
	Relief Materials	100% procurement of Relief Materials to be done.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
	Monthly Monitoring Meeting	Monthly meeting of DDMOs on progress of different schemes and normal relief operation

Department of Environment

A. West Bengal Pollution Control Board

Sl. No.	Activities	Target for 2015			
		Jan-Mar	Apl-Jun	Jul-Sep	Oct-Dec
1	Surveillance on industries (number of units)	800	800	800	800
2	Emission and effluent quality monitoring from industrial sources	800	800	800	800
3	Consent administration (number of industrial units)	2000	2000	2000	2000
4	Authorisation to health care facilities for bio-medical waste management	125	125	125	125
5	Authorisation to hazardous waste generating units for hazardous waste management	20	20	20	20
6	Monitoring of sewage treatment plants of municipal towns	3	3	3	3
7	Remediation of Dhapa municipal waste dumpsite and illegal hazardous waste dumpsites in Hooghly	Under progress			
8	Establishment of a pilot scale bio-degradable municipal solid waste treatment facility at Barasat Municipality	Under progress			
9	Installation of additional automatic ambient noise monitoring stations through CPCB	1	-	-	-
10	Celebration of World Environment Day	-	1	-	-
11	Workshop / training programme for industry representatives, students and police authorities	1	1	1	1
12	Awareness programme against use of loudspeakers and banned firecrackers	-	-	1	1
13	Publication of newsletter, annual report and awareness materials	2			
14	Setting up highway-site toilets in district towns through PWD	Under progress			
15	Installation of rainwater harvesting units in school	1		1	
16	Installation of solar energy exploitation units in school	20	30	30	20

B. West Bengal Biodiversity Board

Activities		January-March	April-June	July-September	October-December		
Constitution of BMCs and preparation of PBRs	Constitution of new Biodiversity Management Committees	2	2	2	2		
	Preparation of new Peoples' Biodiversity Registers	2	2	2	5		
Conservation activities	Conservation Oriented Activity	Declaration of Biodiversity Heritage Sites	-	1	-	-	
		Establishment of Seed / Gene Bank	-	-	1	1	
		Restoration of aquatic bodies with Indigenous Fishes & habitat restoration	1	-	1	-	
	Research	Documentation of fishes in different districts	Ongoing				
		Documentation of Sacred Groves	Ongoing				
		Project on valuation of Pond Ecosystem(Goods)	Ongoing				
		Project on valuation of Forest Ecosystem(Goods)	Ongoing				
		Project on Status Survey of a few small mammals			--	1	-
		Project on diversity and ecology of Macrofungi in Gangetic Plains of West Bengal	Ongoing				
	Awareness and Capacity Building	Celebration of International Day for Biodiversity	-	1	-	-	
		Field training programme on identification of animals	1	-	1	-	
		Nature study camp with the school students	-	1	1	1	
		Awareness generation campaign and workshop	1	1	1	1	
	Publications	Publication of e-newsletter	1	1	1	1	
		Publication of annual report			1		
Publication of awareness materials		As and when required					
Access and Benefit Sharing	Meeting with the commercial users of bio-resources	-	-	1	1		

Regulatory activities	Registration of Industries accessing bioresources	Ongoing			
Miscellaneous Activities	Meeting of the Board	1	1	1	1
	Meeting of Expert Committees	1	1	1	1

C. East Kolkata Wetlands Management Authority (EKWMA)

Activities	January - March	April- June	July – September	October December
Meeting of the East Kolkata Wetlands Management Authority	1	1	1	1
Celebration of World Wetlands Day	1	-	-	-
Publication of Annual Report and awareness materials	-	-	1	-
Boundary Demarcation of East Kolkata Wetlands area	1	1	-	1
Publication of Book : Birding in East Kolkata Wetlands area	-	1	-	-
Submission of Audited Report to West Bengal Legislative Assembly	1	1	-	-

D. Integrated Coastal Zone Management Project, West Bengal

Sl. No.	Activities	January- March	April- June	July – September	October- December
1	Total electrification of Sagar Island with grid power being executed by WBSEDCL	1	-	-	-
2	Sewerage Piping and Sewerage Treatment Plant (STP) in Digha being executed by DSDA	Ongoing	1	-	-
3	Construction of a Storm water drainage work in Digha being executed by DSDA	Ongoing	1	-	-
4	Digha Beach front development being executed by DSDA	Ongoing	1	-	-

Sl. No.	Activities	January-March	April-June	July – September	October-December
5	Construction of eco-tourism infrastructure in Sagar Island being executed by SIDCL, S.A. Deptt	Ongoing			1
6	Construction of twenty five Multipurpose Cyclone Shelters in South 24 Parganas being executed by Disaster Mgmt. Deptt.	Tender have been invited for the work			1
7	Income generating and entry point activities through Community Based Organizations in Sagar Island to be executed by WBSRLM, Deptt. of P & RD	Ongoing activities.			1

E. Institute of Environmental Studies and Wetland Management (IESWM)

Activities	January - March	April-June	July – September	October-December
Construction of Rain Water Harvesting Systems	1	2	2	2
Preparation of Coastal Regulation Zone (CRZ) maps	Completion of ongoing CRZ Maps for 86 Multi-Purpose Cyclone Shelter (MPCS) under NCRMP of Department of Disaster Management.	CRZ Projects as received by the Institute.	CRZ Projects as received by the Institute.	CRZ Projects as received by the Institute.
Coastal Zone Management Plan (CZMP), West Bengal	I. Draft CZMP (1:25000) of Purba-Medinipur District. II. Preliminary work for collection/procurement of Raster/Vector Data for North and South 24 Parganas as required.	I. Draft CZMP (1:4000) for Six Blocks of Purba-Medinipur District. II. Revision/ Updating of CZMP of Purba-Medinipur (1:25000) based on verification report from NCSCM, Chennai.	I. Draft CZMP (1:4000) for remaining four blocks of Purba-Medinipur District. II. Preparation of Base Map (Grid/ Administrative boundary) related to CZMP for North and South 24 Parganas (except Sagar).	I. Adding Hazard Line (Prepared and supplied by Survey of India) to the CZMP of Purba-Medinipur. II. Preparation of Thematic layers (Drainage / Geomorphology/Canal/ Embankment) related to CZMP for North and South 24 Parganas (except Sagar).

Time Line for the Department of Environment, Govt. of West Bengal

ANNEXURE-II

Organisation	Activity	Jan				Feb				March				Apr				May				June			
		wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4
EKWMA	Meeting of Mgmt. Authority					←————→								←————→											
	World Wetland Day				2/2																				
WBBB	International Bio-diversity Day																			22/5					
	Board Meeting												8/4												26/6
IESWM	Governing Body			21/1																					
WBPCB	Board Meeting						13/2																		
	World Environment Day																			14/5	5/6				
	Meeting on crackers and loud speaker																								
Deptt	WBCZMA			22/1				20/2				20/3				17/4				20/5				19/6	
	SEIAA		13/1		27/1			17/2			10/3		24/3		13/4		28/4		12/5		26/5		16/6		30/6
	SEAC	6/1		20/1			10/2		3/3		17/3		7/4		21/4		7/5		19/5		9/6		23/6		
	ICZM							18/2																	
	Deptt Monthly Meeting	5/1					5/2				6/3				6/4				5/5				5/6		
EKWMA		July				Aug				Sept				Oct				Nov				Dec			
	Meeting of Mgmt Authority	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4
	World Wetland Day																								
WBBB	International Bio-diversity Day																								
	Board Meeting												24/9												23/12
IESWM	Governing Body							19/8																	
WBPCB	Board Meeting																								
	World Environment Day																								
	Meeting on crackers and loud speaker												29/9												
Deptt	WBCZMA			17/7				21/8				18/9				16/10				20/11				18/12	
	SEIAA		14/7		28/7		11/8		25/8		15/9		30/9		13/10				9/11		24/11		8/12		22/12
	SEAC	7/7		21/7			4/8		18/8		8/9		22/9		6/10				3/11		18/11		1/12		15/12
	ICZM																								
	Deptt Monthly Meeting	6/7					5/8				7/9				5/10				5/11				7/12		

Department of Finance & Excise

JANUARY	Remarks
Finance	
Inspection of 6 Treasuries by Director of Treasuries (DTA)/ Joint Director of Treasuries (Jt. DTA)	
Quarterly meeting with Financial Advisors by Finance Secretary	
Issuance of Manual for Financial Advisors by Group - T	
Conversion of 26 Treasuries into Centralised Treasury System under Integrated Financial Management System (IFMS)	Ongoing project since 2014
Test run of e-pradan (e-payment) Module of IFMS in 3 Treasuries	Ongoing project since 2014
Introduction of Government Receipt Portal System (GRIPS) in 5 departments	Ongoing project since 2014
Commercial Tax Directorate	
Inspection of at least 2 Charge Offices by Commissioner/ Special Commissioner Commercial Taxes	
Initiation of assessment for return defaulters, detected cases of evasion on Bureau of Investigation/Central Section reports & Refund cases for 2012-13	
Camp & survey to be conducted by different ranges & units of profession tax (18 per month)	
Commencement of work by Revisional & Appealate Board, Siliguri	
Review meeting of Charge Officers by Commissioner Commercial Taxes	
Registration & Stamp Duty Directorate	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Centralised Registration System (e-Nathikaran) in 20 (twenty) registration offices.	Ongoing project since 2014
Introduction of simultaneous Registration-Mutation (NRLMP) in 20 (twenty) offices.	Ongoing project since 2014
Quarterly meeting with District Registrars	
On-line booking for registration time slot in selected registration offices.	
Excise Directorate	
Inspection of selected North Bengal and South Bengal Districts	
Introduction of new pack size of 90 ml in Foreign Liquor	
Completion of construction of Birbhum District Office	Ongoing project since 2014
Roll out of e-Return of Special Section licensees	
Roll out of e-application for new excise licenses	
Introduction of vacuum sealed packaging (tetrapack) in Foreign Liquor sector	
Disposal of appeal cases for the month	

FEBRUARY	Remarks
Finance	
Preparation and passing of Budget 2015-16	
Inspection of 6 Treasuries by DTA/Jt DTA	
Conversion of 26 treasuries into Centralised Treasury System under IFMS	Ongoing project since 2014
Pilot run of e-pradan (e-payment) Module of IFMS in 5 Treasuries	Ongoing project since 2014
Bringing 10 Departments / Directorates under GRIPS	Ongoing project since 2014
Commercial Tax Directorate	
Identification of cases for assessment for 2012-13.	
Perusal of sales-purchase mismatch of 2011-12 not included in assessment.	
Identification of return defaulters and dealers with low growth of tax during 2014-15.	
Disposal of <i>Suo Moto</i> Review cases for 2011-12.	
Roll out of e-appeal module to all offices/circles in Kolkata	
Camp & survey to be conducted by different ranges & units of profession tax (18 nos. per month)	
Registration & Stamp Duty Directorate	
Opening of one new registration office	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Centralised Registration System (e-Nathikaran) in 30 (thirty) registration offices.	Ongoing project since 2014
Introduction of simultaneous Registration-Mutation (NRLMP) in 20 (twenty) offices.	Ongoing project since 2014
Introduction of Integrated Queue Management System in 12 (twelve) registration offices.	Ongoing project since 2014
Provision for compulsory payment of stamp duty of more than 2 (two) lakhs through on-line / Over The Counter (OTC) in all registration offices	
On-line booking for registration time slot in selected registration offices.	
Excise Directorate	
Development, testing and deployment of Grievance Redressal Module	
Development of e-Passes for transport of Bulk Spirit within West Bengal	
Roll out of e-management of Miscellaneous Cases	
Training of Freshly recruited Sub-Inspectors / Asst. Sub-Inspectors	
Disposal of appeal cases for the month	
Inspection of Noorpur Distillery by Excise Commissioner/Addl. Excise Commissioner	

MARCH	Remarks
Finance	
Roll out of e-pradan (e-payment) Module of IFMS in 10 Treasuries	Ongoing project since 2014
Bringing 10 Departments / Directorates under GRIPS	Ongoing project since 2014
Special Meeting with Financial Advisors	
Commercial Tax Directorate	
Review meeting with Charge Officers on revenue mobilisation	
Initiation of assessment cases for 2012-13	
Preparation of the rules for budget proposals.	
Camp & survey to be conducted by different ranges profession tax (18 per month).	
Registration & Stamp Duty Directorate	
Centralised Registration System (e-Nathikaran) in 30 (thirty) registration offices.	Ongoing project since 2014
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Introduction of Integrated Queue Management System in 12 (twelve) registration offices.	Ongoing project since 2014
Simultaneous Registration-Mutation in 10 (ten) offices.	Ongoing project since 2014
On-line booking for registration time slot in selected registration offices.	
Special meeting with District Registrars on Revenue mobilization	
Inspection of selected North Bengal and South Bengal Districts.	
Excise Directorate	
Special meeting with District Superintendents on Revenue mobilization	
Development and testing of Daily Inventory Management Module of Bulk Spirit at Manufactories	
Piloting of Transport Pass Module for Bulk Spirit	
Completion of Barrackpore Division office	
Disposal of appeal cases for the month	
Quarterly review with Superintendents of Excise on Revenue Collection and Preventive Activities	
APRIL	Remarks
Finance	
Quarterly Review Meeting with all Financial Advisors	
Introduction of e-pradan (e-payment) Module of IFMS in 10 Treasuries	Ongoing project since 2014
Test run for introduction of e-Billing Module of IFMS in 2 Treasuries	Ongoing project since 2014
Bringing 10 Departments / Directorates under GRIPS	Ongoing project since 2014
Introduction of Treasury System in Works departments replacing Letter of Credit (LOC) System	

Commercial Tax Directorate	
Pursuing sale-purchase mismatch of 2011-12 not included in assessment.	
Identification of non-submission of Audit Report -Form 88 & action	
Introduction of online return for Registered Employer under Profession Tax Act in new module for profession tax	
Registration & Stamp Duty Directorate	
Centralised Registration System (e-Nathikaran) in 40 (forty) registration offices.	Ongoing project since 2014
Market value updation of 70 (seventy) offices.	
On-line searching facility of Legacy Records in 2 (two) registration offices.	
Introduction of LR plot based Market Value in 20 (twenty) registration offices.	
Simultaneous Registration-Mutation in 10 (ten) offices.	Ongoing project since 2014
On-line booking for registration time slot in selected registration offices.	
Excise Directorate	
Roll out of Daily Inventory Management of Bulk Spirit Module of Bulk Spirit at Manufactories	
Roll out of e-Passes for transport of Bulk Spirit within West Bengal	
Disposal of appeal cases for the month	
Inspection of two Foreign Liquor Manufactory by Excise Commissioner/Addl Excise Commissioner	
MAY	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt DTA	
Launching of e-pradan (e-payment) Module of IFMS in 20 Treasuries	Ongoing project since 2014
Pilot run of e-Billing Module of IFMS in 8 Treasuries	Ongoing project since 2014
Commercial Tax Directorate	
Meeting with chambers of commerce & trade bodies for profesion tax.	
Identification of unregistered dealers as per Data Analysis Wing (DAW) data	
Disposal of appeals for 2011-12 involving mismatch/Bureau of Investigation/Central Section reports.	
Sending of self appraisal reports/annual confidential reports for 2014-15.	
Revision of return filed of last quarter of 2014-15	
Registration & Stamp Duty Directorate	
Centralised Registration System (e-Nathikaran) in 40 (forty) registration offices.	Ongoing project since 2014
Opening of new registration offices – 1	
Market value updation of 70 (seventy) offices.	

Simultaneous Registration-Mutation in 20 (twenty) offices.	Ongoing project since 2014
On-line searching facility of Legacy Records in 2 (two) registration offices.	
Introduction of LR plot based Market Value in 20 (twenty) registration offices.	
On-line booking for registration time slot in selected registration offices.	
Inspection of selected North Bengal and South Bengal Districts.	
Excise Directorate	
Development and testing of Change in Management Module	
Development of Excise Retail Sales Accounting System for sales data capture	
Disposal of appeal cases for the month	
Completion of works of Muchipara Barrack (Heritage Bldg.) in Kolkata	
JUNE	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Roll out of e-pradan (e-payment) Module of IFMS in 20 Treasuries	Ongoing project since 2014
Roll out of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Testing of Human Resource Management System (HRMS) module of IFMS with 2 DDOs	Ongoing project since 2014
Commercial Tax Directorate	
Inspection of at least 4 charges offices in 1st quarter of 2014-15	
Completion of assessment for 2012-13 by assessing authorities	
Provisional assessment for quarter ending December, 2014.	
Completion of civil work of 4th building at Beliaghata	
Completion of civil work of Administrative Building at Bankura	
Registration & Stamp Duty Directorate	
Centralised Registration System (e-Nathikaran) in 40 (forty) registration offices.	Ongoing project since 2014
Opening of new registration offices – 2	
Market value updation of rest offices.	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Introduction of simultaneous Registration-Mutation (NRLMP) in 20 (twenty) offices.	Ongoing project since 2014
Introduction of Advanced Queue Management System in 10 (ten) registration offices	Ongoing project since 2014
On-line booking for registration time slot in selected registration offices.	
Review meeting of District Registrars.	
Review and analysis of best practices of registration vis-a-vis other States.	

Excise Directorate	
Roll out of Change in Managemnet Module	
Development and testing of software for Salesman Registration	
Roll out of Excise Retail Sales Accounting System	
Quarterly review with Superintendents on Revenue Collection & preventive activities	
Disposal of appeal cases for the month	
Inspection of one Brewery by Excise Commissioner/Addl. Excise Commissioner	
JULY	Remarks
Finance	
Quarterly Review Meeting of all Financial Advisors	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Roll out of e-pradan (e-payment) in 20 Treasuries	Ongoing project since 2014
Introduction of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Pilot run of HRMS module of IFMS with 10 DDOs	Ongoing project since 2014
Commercial Tax Directorate	
Quarterly meeting of tax consulatative committee with chambers etc.	
Review meeting with Charge Officers on revenue mobilization	
MIS for Tax Recovery Officer (TRO) module	
Completion of Civil work of New Administrative Building at Siliguri	
Registration & Stamp Duty Directorate	
Centralised Registration System (e-Nathikaran) in rest of the registration offices.	Ongoing project since 2014
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Simultaneous Registration-Mutation in 20 (twenty) offices.	Ongoing project since 2014
Introduction of Integrated Queue Management System in 15 (fifteen) registration offices	Ongoing project since 2014
On-line booking for registration time slot in selected registration offices.	
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Inspection of selected North Bengal and South Bengal Districts.	
Excise Directorate	
Development and testing of Revenue Generation and Analysis Module	
Integration of e-Abgari with GRIPS	
Disposal of appeal cases for the month	
Training of newly recruited Dy Excise Collectors	

AUGUST	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Introduction of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Introduction of HRMS module of IFMS with 100 DDOs / 5 Departments	Ongoing project since 2014
Commercial Tax Directorate	
Disposal of appeal cases for 2011-12 other cases.	
Camp & survey to be conducted by different ranges & units of profession tax (18 per month).	
Review of return filed of 1st quarter of 2015-16 and taking follow up action	
Registration & Stamp Duty Directorate	
Opening of new registration offices – 2	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
Introduction of simultaneous Registration-Mutation (NRLMP) in 20 (twenty) offices.	Ongoing project since 2014
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Review and analysis of Stamp Duty rates vis-a-vis other States.	
Excise Directorate	
Inspection of 2 CS Bottling Plant by Excise Commissioner/Addl. Excise Commissioner	
Development of User Management Module	
Roll out of Revenue Reconciliation and Analysis Module	
Disposal of appeal cases for the month	
SEPTEMBER	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Introduction of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Introduction of HRMS module of IFMS with 500 DDOs / 10 Departments	Ongoing project since 2014
Commercial Tax Directorate	
Completion of audit u/s 43 for 2012-13 by auditing authorities.	
Review of enquiry about dealers cancelled centrally from Information System Division	
Review of enquiry about dealers whose Registration Certificate has been cancelled for non-submission of return/non-payment of tax	
Completion of Structural work of Howrah New Administrative Building	
Registration & Stamp Duty Directorate	
Review meeting of District Registrars.	
Review and analysis of best practices of registration vis-a-vis other States.	

Mid-year review of market value of properties.	
Opening of new registration offices – 1	
Introduction of simultaneous Registration-Mutation (NRLMP) in 30 offices.	Ongoing project since 2014
On-line searching facility of Legacy Records in 2 (two) registration offices.	
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Excise Directorate	
Roll out of User Management Module	
Development of e-renewal module for Manufactories & Trades	
Pre-Puja review with Superintendents of Excise on Revenue Collection and preventive activities	
Disposal of appeal cases for the month	
OCTOBER	Remarks
Finance	
Quarterly Review Meeting with all Financial Advisors	
Introduction of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Introduction of HRMS module of IFMS with 1000 DDOs / 10 Departments	Ongoing project since 2014
Commercial Tax Directorate	
Review of status of assessment cases modified in appeal/revision.	
Review of status of set-aside cases arising out of revision cases	
CVN registration-detection of dealers & their registration and as well pursuing those to pay tax of 2015-16 who already hold CVN	
Review of status of pre-assessment refund cases	
Review meeting with Charge Officers on revenue mobilization	
Review of status of post-assessment refund cases.	
Provisional assessment for quarter ending March, 2015	
Registration & Stamp Duty Directorate	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
On-line booking for registration time slot in 20 (twenty) offices.	
Introduction of simultaneous Registration-Mutation (NRLMP) in 30 offices.	Ongoing project since 2014
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Excise Directorate	
Development and testing of software for Departmental Asset Management	
Roll out of geo-tagging of enforcement activities	
Disposal of appeal cases for the month	
Completion of civil work of new office of Asansol District Office	

NOVEMBER	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Introduction of e-Billing Module of IFMS in 10 Treasuries	Ongoing project since 2014
Introduction of HRMS module of IFMS with 2000 DDOs / 20 Departments	Ongoing project since 2014
Commercial Tax Directorate	
Reconciliation of demand register with appeal register of circle	
Review of status reply to audit.	
Review of status of cases sent by Data Analysis Wing	
Review of status of cases to Tax Recovery Officer (TRO).	
Session with officers on different aspects of VAT, Sales Tax, Profession Tax & Central Sales Tax law including amendments.	
Review of returns filed of 2nd quarter of 2015-16	
Registration & Stamp Duty Directorate	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
On-line booking for registration time slot in 50 (fifty) offices.	
Introduction of simultaneous Registration-Mutation (NRLMP) in 20 offices.	Ongoing project since 2014
Introduction of LR plot based Market Value in 30 (thirty) registration offices.	
Inspection of selected North Bengal and South Bengal Districts.	
Excise Directorate	
Development of e-Passes for transport of Overseases Spirits from Customs Bonded Warehouses	
Roll out of e-renewal module for Manufactories & Trades	
Disposal of appeal cases for the month	
Completion of Excise Office at Dalkhola	
DECEMBER	Remarks
Finance	
Inspection of 6 Treasuries by DTA/Jt. DTA	
Introduction of e-Billing Module of IFMS in 8 Treasuries	Ongoing project since 2014
Introduction of HRMS module of IFMS with 2000 DDOs / 20 Departments	Ongoing project since 2014
Commercial Tax Directorate	
Review of status of assistance under Industrial Promotion Assistance Scheme	
Review of status of cases under WB Incentive Scheme.	
Special audit of dealers for unsettled mismatch cases of 2012-13 [other than those taken up for assessment].	
Puruse of quarter-wise mismatch cases.	

Return defaulters-puruse of provisional assessment cases of 2013-14 and 2014-15	
Review of appeal cases for 2012-13 filed after assessment	
Registration & Stamp Duty Directorate	
Review meeting of District Registrars.	
On-line searching facility of Legacy Records in 2 (two) registration offices.	Ongoing project since 2014
On-line booking for registration time slot in rest offices.	
Simultaneous Registration-Mutation in remaining offices.	Ongoing project since 2014
Introduction of LR plot based Market Value in rest of the registration offices.	
Excise Directorate	
Roll out Departmental Asset Management Module	
Roll out of e-Passes for transport of Overseases Spirits from Customs Bonded Warehouses	
Quarterly review with Superintendents of Excise on Revenue Collection and preventive activities	
Disposal of appeal cases for the month	

Department of Fire & Emergency Services

JANUARY – 2015

Sl.No.	Target
1.	To initiate engagement on temporary basis of 402 Auxiliary Fire Personnel as permitted by the Government.
2.	Fire Service Contingent will participate at Indira Gandhi Sarani in connection with Republic Day Parade on 26 th January.
3.	Technical evaluation, Sample Testing, Opening of Financial bids of e-Tender (2014-15)
4.	Completion of issuance of A.O.C (online) of e-Tender-1 and e-Tender-2 of 2013-14.
5.	Renovation of 4 (four) nos. of old Fire Station building to be started.
6.	1 st Batch of External Sub-Officer Course, National Fire Service College, Nagpur shall be started at Institute of Fire Service.
7.	Initiation to be made by MSTC for condemnation of 171 number of vehicles.
8.	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
9.	The fund received from Central Government amounting to rupees Two Crores for purchase of Hazmat Van and Rescue Van, will be taken up for e-Tendering/DGS&D rate.
10.	To start retender process of e-Tender-1 and e-Tender-2.

FEBRUARY – 2015

Sl. No.	Target
1.	Award of Contract to be given to the eligible bidders of e-Tender (2014-15).
2.	Draft of West Bengal Fire & Emergency Service Bill to be sent to Law Department for vetting.
3.	Pilot Test for implementation of On-line Fire Licence and On-line Fire Safety Certificate to be initiated with existing system.
4.	Professional Duty cum Athletic Meet - 2015 (division-wise Tactical Exercise Competition) will be conducted, at a suitable venue.
5.	Special Appliances and Modern Equipments Training Programme will be conducted at Institute of Fire Service for departmental candidates.
6.	Workshop chaired by DG ,(Fire) with Indian Institute of Architects, who are one of the main stake holders in the Fire Safety Certificate process.
7.	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
8.	The tender process for the fund received from Central Government amounting to rupees Two Crores for purchase of Hazmat Van and Rescue Van, to be completed.
9.	The retender process of e-Tender-1 and e-Tender-2 to be completed.

MARCH – 2015

Sl. No.	Target
1	To complete the process of issuance of appointment to newly recruited 66 nos. of L.D.C.
2	Construction work of 3 (three) nos. of new Fire Station building to be started.
3	Procurement of Fire Appliances under 13 th Finance Commission to be completed.
4	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Navik Griha Samity.
5	Meeting with CREDAI Office bearers for exchange of views regarding principles of Fire Safety Certificate, since they are important stake holders.
6	At least 80% of the applications submitted for obtaining NOC for high rise buildings to be disposed of during this quarter.
7	Monthly meeting of inter disciplinary Fire Safety Audit Committee.

APRIL – 2015

Sl. No.	Target
1	An Exhibition in respect of Awareness Programme on Fire & Life Safety will be conducted at Academy of Fine Arts during Fire Service Week from 14 th April to 20 th April, 2015.
2	To process the filling up of vacant post of Maintenance Superintendent, Central Workshop, West Bengal Fire & Emergency Services.
3	To expedite the work of external renovation & internal decoration of Directorate Building by P.W.D. and WBSIDC respectively.
4	Review Meeting, within Directorate and with Senior Field Officers, to examine financial performance in the past financial year.
5	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
6	To observe Fire Service Week, widespread Awareness Programmes will be held in Schools, Colleges, Factories, Shopping Malls, Hospitals, Market Places throughout West Bengal.
7	Decentralization of the procedure for issuance and renewal of Fire Licence for all hazardous items including Kerosene Oil by delegation to the District Magistrates for the areas comprised in the concerned District.

MAY – 2015

Sl. No.	Target
1	Practical Training Programme for the students of Advance Diploma in Fire Management of IISWBM will be conducted at Institute of Fire Service in four batches.
2	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Navik Griha Samity.
3	Special Appliances and Modern Equipments Training Programme will be conducted at Institute of Fire Service for departmental candidates.
4	Internal Workshop of Senior Officers within Directorate as well as field formations to project requirements of Fire Fighting, Appliances, Fire Tenders and Equipments for proposed e-Tender of 2015- 2016
5	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
6	Obtaining concurrence of vetting of West Bengal Fire & Emergency Service Bill by Law Department.

JUNE – 2015

Sl. No.	Target
1	To review the work of interior renovation etc. of Directorate Building by W.B.S.I.D.C.
2	Refresher Course for Departmental Station Officers will be conducted at Institute of Fire Service.
3	1 st Batch of External Sub-Officer Course, National Fire Service College, Nagpur will be completed.
4	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under “F” Division
5	Fire Fighting Demonstration shall be conducted at various outdoor office campuses and school campuses for public awareness in respect of Fire and Life Safety.
6	Workshop chaired by DG,(Fire) with Indian Institute of Architects, who are one of the main stake holders in the Fire Safety Certificate process.
7	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
8	At least 80% of the applications submitted for obtaining NOC for high rise buildings to be disposed of during this quarter.
9	Obtaining approval of Cabinet regarding West Bengal Fire & Emergency Service Bill.

JULY – 2015

Sl. No.	Target
1	To complete the process of procurement and supply of equipments and appliances e-tender of which has been done in 2014-2015.
2	To start the process of filling up the remaining vacant posts of F.E.O.D.(266 nos.) 22 nd Batch of External Sub-Officer Course, National Fire Service College, Nagpur shall be conducted at Institute of Fire Service.
3	Construction work of 3 (three) nos. of new Fire Station building to be started.

4	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under “C” Division
5	Meeting with CREDAI Office bearers for exchange of views regarding principles of Fire Safety Certificate, since there important stake holders.
6	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
7	Introduction of West Bengal Fire & Emergency Service Bill before the Legislative Assembly.

AUGUST – 2015

Sl. No.	Target
1	To complete the process of condemnation and disposal of condemned vehicles lying at different Fire Stations.
2	Fire Service Contingent will participate at Indira Gandhi Sarani in connection with Independence Day Parade on 15 th August.
3	Renovation of 5 (five) nos. of old Fire Station building to be started.
4	Monthly meeting of inter disciplinary Fire Safety Audit Committee.

SEPTEMBER – 2015

Sl. No.	Target
1	To complete the documentation for submission to Staff Selection Commission for the recruitment of Fire Operators (1527 Nos.)
2	Fire Awareness Programme will conducted in all public places for coming festive season.
3	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samiti.
4	Refresher Course for Departmental Fire-Operator will be conducted at Institute of Fire Service.
5	Mock Drill Exercise and Fire Awareness programme to be organized in the area under “D & D2” Division.
6	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
7	At least 80% of the applications submitted for obtaining NOC for high rise buildings to be disposed of during this quarter.

OCTOBER – 2015

Sl. No.	Target
1	Fire Service stand-by duty will be performed during Durga Puja, Muharram at different -Police Stations and near big Puja Pandals.
2	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Navik Griha Samity.
3	Mock Drill Exercise and Fire Awareness programme to be organized in the area under “H & H2” Division.
4	Conducting regular training to different Puja Committee members at Kolkata, Howrah and adjacent districts.
5	Refresher Course for Departmental Sub- Officers will be conducted at Institute of Fire Service.
6	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
7	Issuance of NOC for temporary structure in connection with Durga Puja to be disposed of before the festival starts.

NOVEMBER – 2015

Sl. No.	Target
1	Practical Training Programme for the students of Advanced Diploma in Fire Management of IISWBM will be conducted at Institute of Fire Service in four batches.
2	Fire Service stand-by duty will be performed during Kali Puja, Jagadhatry Puja at Police Stations and near big puja pandals.
3	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samity.
4	Mock Drill Exercise and Fire Awareness programme to be organized in the area under “C” Division.
5	Refresher Course for Departmental F.E.O.Ds will be conducted at Institute of Fire Service.
6	Workshop chaired by DG,(Fire) with Indian Institute of Architects, who are one of the main stake holders in the Fire Safety Certificate process.
7	Monthly meeting of inter disciplinary Fire Safety Audit Committee.

DECEMBER – 2015

Sl. No.	Target
1	2 nd Batch of External Sub-Officer Course, National Fire Service College, Nagpur shall be completed.
2	Refresher Course for Departmental Leaders will be conducted at Institute of Fire Service.
3	Renovation of 9 (nine) nos. old Fire Station to be completed.
4	Mock Drill Exercise and Fire Awareness programme to be organized in the area under “G” Division.
5	Special Appliances and Modern Equipments Training Programme will be conducted at Institute of Fire Service for departmental candidates.
6	Meeting with CREDAI Office bearers for exchange of views regarding principles of Fire Safety Certificate, since there important stake holders.
7	Review meeting with Senior Field Officers of Fire Directorate regarding performance during Festive Season. Deficiencies to be pin-pointed, rectified and circulated through Minutes.
8	Monthly meeting of inter disciplinary Fire Safety Audit Committee.
9	At least 80% of the applications submitted for obtaining NOC for high rise buildings to be disposed of during this quarter.

Department of Fisheries

1. Director of Fisheries (DFWB)

Sl. No.	Name of the Scheme	1 st quarter			2 nd Quarter			3 rd Quarter			4 th Quarter			TOTAL UNIT
		Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
1	(i) Distribution of Fingerlings & Fisheries inputs including nutritionally balanced feed in water bodies		2648			2012		7430			3119			15209
	(ii) Production of fish in big reservoirs	1			1			1			1			4
2	Distribution of inputs (insulated box, Bi-cycle with insulated box, Matsyajjan - mobile van equipped with insulated box, weighing balance, fish cutter etc.)	2500			2250			1250			6000			12000
3	Training of Fish Farmers	6000			4000			2175			2675			14850
4	Extension activities	340 (Krishi Mela, Mati Utsav etc.)			1 (Wetland Day)			200 (Fish Farmers' Day & other extension activities)						541
5	HCRC: Awareness programmes	20			30			30			20			100
6	Production of big size fish in beels				15			15						30
7	Accreditation of Hatcheries	30			30			30			30			120
8	Investment Promotion Unit	1. Launching of Fisheries Policy 2. Investment seminar (one) 3. Signing of MOUs			Investment seminar (one)			Investment seminar (one)			1. Investment seminar (one) 2. Signing of MOUs			
9	Publications	1. Handbook/booklet on fisheries for fish farmers 2. Leaflet on Hilsa conservation 3. Hand book on Marine Fisheries 4. Fisheries News letter			1. Leaflet on wetland day conservation 2. Brochure on IPU activity 3. Fisheries News letter 4. Handbook of Water bodies			1. Annual report: 2013-14 2. Booklet on Hilsa conservation 3. Fisheries News letter			1. Hand book on Fisheries Statistics: 2013-14 2. Fisheries News letter			

10	Ranching of Fish in coal pit		10	10	
11	Tribal housing (TSP scheme)	Beneficiaries selection and tender formalities	45	45	90
12	Marine security measures (Distribution of Distress Alert Transmitter, Biometric Identity card)	DAT-1500		Biometric I card-30000	31500
13	(i) General Review meeting by MIC/ Principal Secretary (ii) Review meetings by Pr. Secretary on “Self-attestation and Right to Public Services Act.”		1	1	4
14	Zonal meeting by Director, Fisheries		1	1	4
15	(i) Field visits by MIC/ Principal Secretary/ D.F. (ii) Field visits to North Bengal districts		1	1	4
16	Amendment of Marine Fishing Regulation Rule 1995	Issue of notification for the amendment		Implementation	
17	Amendment of Rule 272 of L.R. Manual 1991	Issue of notification by L & L R Deptt.		Implementation	
18	West Bengal Inland Fisheries Act 1984		—	—	Issue of notification

2. BENFISH

Sl. no.	Name of the Scheme	1 st quarter			2 nd Quarter			3 rd Quarter			4 th Quarter			TOTAL UNIT	
		Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec		
1	Schemes under RKVY (Construction of Cold Storage-Diamond Harbour; Drydock-Kakdwip; Ice Plant-Fresergunj; Ice Plant-Kakdwip)			20% work			20% work			30% work			30% work		100% completed by December
2	Integrated Govt. outlets in ‘Ornamental Fish Market’ Salt Lake			20%			60%			20%					

3. West Bengal Fisheries Corporation (WBFC)

Sl. no.	Name of the Scheme	1 st quarter			2 nd Quarter			3 rd Quarter			4 th Quarter			TOTAL UNIT
		Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
1	Schemes under RIDF(Renovation of Bansdaha Beel, Purbadhali – I Improvement of navigability of Dubda Canal with Bay of Bengal, Egra – II 200 MT Cold storage at Petuaghat)		20%		10%		10%		10%		30%		70%	
			30%		0%		0%		0%		50%		80%	
			10%		10%		10%		10%		20%		50%	

4. Fisheries Mapping Centre

Sl. no.	Name of the Scheme	1 st quarter			2 nd Quarter			3 rd Quarter			4 th Quarter			TOTAL UNIT
		Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
1	Data Collection of water bodies		1.00 lakh No. of water bodies		1.00 lakh No. of water bodies		1.00 lakh No. of water bodies		0.50 lakh No. of water bodies		0.29 lakh No. of water bodies		2.79 Lakh water bodies	

5. State Fisheries Development Corporation (SFDC)

Sl. no.	Name of the Scheme	1 st quarter			2 nd Quarter			3 rd Quarter			4 th Quarter			TOTAL UNIT
		Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
1	Production in Fish in Fresh and Brackishwater Farm		450.0 M.T		400.0 M.T		400.0 M.T		600.0 M.T		510 M.T		1960 MT	
2	Renovation of Water bodies to augment Big size Fish Production at Goltala, Nalban and Jamunadighi (under RKVY)		15%		85%		—		—		100%			

Department of Food & Supplies

Sub-Activity		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
(i)	MIC, Food & Supplies Department	2	2	2	2	2	2	2	2	2	2	2	2	A.M. Chakrabarty, Additional Secretary	
(ii)	District visit by Principal Secretary	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(iii)	Director DDP&S	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(iv)	Director of Rationing	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(v)	Director of Consumer Goods	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(vi)	Director of Finance	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(vii)	MD WBECSC Ltd	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	
(viii)	MD WBSWC Ltd.	1	1	1	1	1	1	1	1	1	1	1	1	A.M. Chakrabarty, Additional Secretary	

A. Year-long programme of review meetings, districts tours by Ministers/ Secretaries/ other senior officers

B. Procurement & PDS														
Sub-Activity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
(i) Month wise collection of rice (in LMT)	3.3	3.7	3.7	2.74	1.8	1.1	1.1	1.24	1.24	0	0.6	1.48	S.Palit, Deputy Director DDP&S	22 LMT
(ii) Paddy Purchase Camps (No.s)	1910	1910	1910	1070	1070	748	748	748	748		1068	1910	S.Palit, Deputy Director DDP&S	13840 (need based)
(iii) Purchase of paddy from farmers at MSP (in lakh MT)	6.52	6.52	6.52	2.66	1.84	1.42	1.42	1.22	0	0	1.22	3.26	S.Palit, Deputy Director DDP&S	32.6 LMT
(iv) Amendment to MS & HSD Control Order			Preparation of Draft			Gazette Notification							R. Mukherjee, Deputy Director, Consumer Goods	
(v) Introduction of Basket of New & Branded Non-PD Items	15 items to be included in the PDS for distribution												Director Textiles & PDS	
(vi) Updation of Commercial Account of PDS				Finalisation of 2013-14 PDS Accounts			Finalisation of 2014-15 PDS Accounts						S.Das, Director of Finance	

C. Infrastructural Upgradation

Sub-Activity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
(i) Construction of 9 Khadya Bhavan at Uluberia, Egra, Tehatta, Basirhat Mathabhanga, Tufangunj, Jangipur, Jhargram, Domkal	50%	60%	70%	80%	90%	Complete 2								Including 4 carried over schemes. 2 to be completed by next year. Complete by August' 15
	20%	30%	40%	50%	60%	70%	80%	90%	Complete 3				A.M. Chakrabarty, Additional Secretary	
	10%	20%	30%	40%	50%	60%	70%	80%	Complete 2					
				Tender for 2 Units	Work order	5%	10%	15%	20%	25%	35%	45%	Secretary	
(ii) Planning for Construction of New Khadya Bhavan at District & Sub-division at Haldia, Rampurhat, Kurseong, Canning, Contai, Gangarampur, Kakdwip & Kharagpur (8 locations) to be completed by 2015-16	Identification of land, transfer of land and administrative approval												A.M. Chakrabarty, Additional Secretary	To be completed by FY 2015-16
							Tender	Work order	5%	10%	20%	25%		
(iii) Setting up of a new Khadya Bhavan at Head Quarter (Project Cost 59 crore subject to approval of Finance Deptt.)													A.M. Chakrabarty, Additional Secretary	To be completed by FY 2016-17 subject to availability of fund (project cost 60 crore)
				Work order by PWD	Work starts		5%							
		Tender by PWD									15%	20%		

C. Infrastructural Upgradation

Sub-Activity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
(iv) Construction of Model Ration Shop in closed Tea Garden (6 locations)(continuing scheme)	50%	36%	70%	80%	90%	Complete							Director DDP&s	Carried over schemes
(v) Setting up of 226 Inspector's Offices in BDO Office Premises	50% for 100 Units	60% for 100 Units	70% for 100 Units	80% for 100 Units	90% for 100 Units	Complete 100	50% for 126 units	60% for 126 units	70% for 126 units	80% for 126 units	90% for 126 units	Complete 126	A. Purakayasta, Deputy Secretary	Carried over schemes
(vi) Delivery of Computer & Peripherals to 491 F&S office units			Complete										S. Chakrabarty, Joint Secretary	Carried over schemes
(vii) WB SWAN Connectivity at 306 Block Inspectors Office units			Complete										S. Chakrabarty, Joint Secretary	Carried over schemes
(viii) Creation of Storage Capacity of 95000 MT in 19 locations under RIDF(continuing Scheme)	60%	80%	Complete										P.K. Bhattacharya, Director of Storage	Carried over schemes
(ix) Creation of 64000 MT Storage Capacity for Paddy storage 56 No	Tender to be floated for 28 units	Work order	10%	20%	30%	40%	50%	60%	70%	80%	90%	Complete	P.K. Bhattacharya, Director of Storage	
		Tender to be floated for 28 units	Work order	10%	20%	30%	40%	50%	60%	70%	80%	90%		

		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
(x)	Setting up of Regional Quality Control Laboratory at Burdwan (Continuing scheme)	40%	50%	70%	80%	90%	Complete							P. K. Bhattacharya, Director of Storage	Carried over schemes
(xi)	Civil Construction of Mini QC Lab at 18 govt. godowns	50%	70%	80%	90%	Complete								S.N.Bankura, Deputy Director, I&QC	
(xii)	Civil Construction of 25 Mini QC Lab along with Computer room				Tender Complete	Work starts	15%	30%	35%	40%	60%	80%	100%	S. N. Bankura, Deputy Director, QI&QC	
(xiii)	Purchase & Installation of QC equipment for 72 Govt. godowns including RIDF godowns	15%	15%	15%	15%	15%	15%	100% Complete						S.N.Bankura, Deputy Director, I&QC	Carried over schemes Percentage in terms of procurement of items
(xiv)	Installation of Weigh Bridge for 34 govt. godowns by WB SWC	Work Starts for 10 units	20%	40%	60%	80%	Complete							P.Sarkar, MD WBSWC	Carried over schemes
				Work Starts for 10 units		20%	40%	60%	80%	Complete					
							Work Starts for 14 units	20%	40%	60%	80%	Complete			

C. Infrastructural Upgradation

Sub-Activity		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
C. Infrastructural Upgradation	(xv) Construction/ Reconstruction/ Renovation of 10 godowns	Tender to be floated (4 godowns)	Work to be order to be issued (4 godowns)	10% Tender to be floated (6 godowns)	20% Work order to be issued (6 godowns)	30%	40%	50%	55%	60%	70%	80%	100%	P.K. Bhattacharya, Director of Storage	To be completed by current FY
	(i) Implementation of National Food Security Act				Implementation in 1 district	Implementation in 1 district	Implementation in 3 districts	Implementation in 3 districts	Implementation in 3 districts	Implementation in 3 districts	Implementation in 3 districts	Implementation in 3 districts		Sri S. Chakrabarty, Joint Secretary	Complete by November'15
D.PDS Reforms	(ii) Automation of FPS - Pilot 1000 FPS at Dakshin Dinajpur, Uluberia & Kolkata			Selection of agency and assignment of work.	Field study, preparation of S.R.S (Software Requirements Specification)	Development of software	Sub mission of software (Beta Version) & user acceptance	Supply of hardware	Software put in place			Hand holding to FPS dealer, necessary modification & development		S. Chakrabarty, Joint Secretary	Subject to certain specific action on the part of GOI such as software development
	(iii) Online lifecycle management of Ration Card At 306 Blocks in the First Phase.				Operation of online management of Ration card in 100 locations	Operation of online management of Ration card in 100 location	Operation of online management of Ration card in 106 locations							S. Chakrabarty, Joint Secretary	

Sub-Activity		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
D. PDS Reforms	(iv) Printing of Bar Coded Ration Card		Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	Printing and distribution of 50 lac Barcoded card	S. Chakrabarty, Joint Secretary	Total Printing and distribution of 5.50 crores
	(v) Online licence renewal of S.K Oil 30,000 Nos.	Continue	Continue	Complete										R. Mukherjee, Deputy Director, Consumer Goods	Carried over schemes
	(vi) Online licence renewal of Petroleum product other than S.K Oil	Continue	Continue	Complete										R. Mukherjee, Deputy Director, Consumer Goods	Carried over schemes
	(vii) Online Supply chain management	Training of 500 Distributor		Putting Supply chain management in operation to 100 Distributor	Putting Supply chain management in operation to 100 Distributor	Putting Supply chain management in operation to 100 Distributor	Putting Supply chain management in operation to 100 Distributor	Putting Supply chain management in operation to 100 Distributor	Putting Supply chain management in operation to 100 Distributor					S. Chakrabarty, Joint Secretary	
(viii) Accounting software for maintaining PDS A/C	Development of software of soft-ware at 18 locations	Completion of soft-ware at 18 locations	Installation of software, putting software in operation in 18 DCFS Offices & 6 JDR Offices.											S. Chakrabarty, Joint Secretary	

Sub-Activity	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Nodal Monitoring officer	Remarks
E. Departmental Reforms	(i) Publicity of different initiatives undertaken by the Depts/ public Grievance & Monitoring	Publication of Sangbad- nama News- letter Jan' 15	Publication of Sangbad- nama News- letter Feb' 15	Publication of Sangbad- nama News- letter Mar' 15	Publication of Sangbad- nama News- letter May' 15	Publication of Sangbad- nama News- letter Jun' 15 (i) Sangbad- nama News- letter Jun' 15 (ii) Annual Administrative Report 2014-15	Publication of Sangbad- nama News- letter Jul' 15	Publication of Sangbad- nama News- letter Aug' 15	Publication of Sangbad- nama News- letter Sep' 15	Publication of Sangbad- nama News- letter Oct' 15	Publication of Sangbad- nama News- letter Nov' 15	Publication of Sangbad- nama News- letter Dec' 15	S. Sil, Director of Textiles & PDS	
	(i) Formation of Vigilance Team and No. of visits/ raids on different PDS Agencies/ Rice Mills/ Other Agencies in different parts of the State	50	50	50	50	50	50	50	50	50	50	50	S. Debnath, Director of Transportation	600
F. Vigilance & Monitoring of PDS & Procurement														

Department of Forest

Admn.	January	February	March	April	May	June	July	August	September	October	November	December	
Directorate of Forest (General)			Amendment of Tree Protection Act (Draft Submission) State Forest Report, '13-'14	State Forest Policy Committee Formation				State Forest Policy Draft	Compilation of Notification of West Bengal Forest Manual (Vol - II)	State Forest Policy – Submission		State Forest Report, '14-'15	
		Review Meeting- Forest Protection	Publication of Monitoring Report	Review Meeting- Admin Calendar	Budget Meeting	Review Meeting- Admin Calendar		Review Meeting- Admin Calendar	Review Meeting- Forest Protection	Review Meeting- Plantations	Monitoring Meeting	Review Meeting- Wildlife Depredation	
		Budget Meeting							Budget Meeting	Review Meeting- Admin Calendar	Review Meeting- Admin Calendar	Review Meeting- Admin Calendar	
		Review Meeting- Admin Calendar							Review Meeting- Admin Calendar		Price Fixation Committee Meeting	Review Meeting- Admin Calendar	
	District Visit by PCCF/ Addl. PCCF in South Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal			District Visit by PCCF/ Addl. PCCF in South Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in South Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in South Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in South Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal
				13 th F.C., IFC & NAP – Project Submission					13 th F.C., IFC & NAP – Expected Approval				

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
Directorate of Forest (General)	Nursery advance work in North Bengal & South Bengal- 1,60,00,000 seedlings (8000 Ha. @ 2000/seedlings). Multiple shoot cutting- 2500 Ha; Mechanical thinning of 10-15 year old plantation- 900 Ha. Regeneration of degraded forest by coppicing- 900 Ha											
	Raising of seedlings for distribution 54 lakhs Building for Frontline Staff: 28 Nos. Renovation of forest rest house: 2 Nos.											
	Aranya Divas Seeding distribution 54 Lakhs seedlings											
	Forest Protection, Plantation Monitoring & Maintenance, JFM Support Activities, FPC Share distribution to members.											
	Regular training for Forest Guard											
	Construction of Forest Boundary pillars- 2000 Nos.											
	Ecotourism training to Dr/Fr.	Arms training of Forest Guards.								General refresher course for Dr/Fr	Ecotourism training to Dr/Fr.	Arms training of Forest Guards.
	Forest boundary survey 400km.											
	Regular training for Dy. Ranger/Forester.											
	Beautification, greening & maintenance of 70 nos. parks at different places in State. Landscaping & Maintenance works at DVC, WBHIDCO, NKDA, ECL.											
	Flower Shows - 4 No.	Flower Shows - 3 No.	Distribution of Staff uniforms & leverage									
	Flower Exhibitions - 9 No	Flower Exhibitions - 3 No	Landscaping Works at Buxa Fort									

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
Directorate of Forest (General)	Construction of State Forest Training Institute, Hijli - Director's Qtr, Staff Qtr, Academic Building, Hostel etc (Continuation from 2014). Renovation of existing bldgs at WBFS, Downhill (Continuation from 2014).											
	Coochbehar Division Working Plan Submission	Working plan of Bankura (N), Bankura (S), Panchet (S.C.) Submission		Forest Fire Report '14-'15								Working Plan of Jalpaiguri Division
Wild Life Wing	Protection of Forest Wildlife, Fight against illegal trade of Wildlife and other forest produce in Protected Areas. Rescue of Wildlife, Combating Wildlife Depredation and Wildlife Monitoring in Protected Areas. Cattle immunization around fringe areas.											
	Cut back and control burning of grass. Rhino estimation. Construction of New Protection camp at Kanksa in S.T.R. Construction of twin barracks in 24 Pgs. (South).			Sweet water ponds - 5 Nos. Construction of Jetties - 3 Nos. Irrigation channel - 5 Km. Anti poaching camp/barrack in B.T.R. (W). Distribution of usufruct sharing for JFMCs in all the divisions under Wildlife wing.								
	Solar lamps for villages - 25 Nos. Nylon net fencing works - 14 Km. Digging of Deep Tube-well - 4 Nos.			Solar lamps for villages - 15 Nos. Nylon net fencing works - 14 Km. Digging of Deep Tube-well - 5 Nos								
	Sweet water ponds - 10 Nos. Construction of Jetties - 5 Nos. Irrigation channel - 10 Km.			Nature interpretation centre in S.T.R.								
Advance work for mangrove plantation – 600 Ha.												
										Mangrove Plantation Adv. & Creation (200 ha).		Celebration of Wildlife Day.

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December	
Wild Life Wing	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in Sundarban	District Visit by PCCF/ Addl. PCCF in Sundarban	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in Sundarban	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in Sundarban	District Visit by PCCF/ Addl. PCCF in Bengal	District Visit by PCCF/ Addl. PCCF in Sundarban	District Visit by PCCF/ Addl. PCCF in North Bengal	District Visit by PCCF/ Addl. PCCF in Sundarban	
R M & D Wing	Evaluation of Plus Trees. Creation of new Seed Stands. Collection of quality planting material.		Survey, Demarcation & Inventarization of 7 MPCAs. Maintenance of Nursery & experimental plots & Germ Plasm Banks.		2 nd Inventarization of MPCAs. Creation & maintenance of experimental plantation. Laboratory maintenance & Creation of Seed storage.		Receipt of draft monitoring reports from Divisions & Circles. Compilation of draft monitoring report & discussion there by.		Creation & maintenance of Nurseries, Germ Plasm Banks. Collection of Quality Planting Material / QPM		Creation of final monitoring report, publication & distribution of the said report. Monitoring survey works of plantation created in 1 st , 3 rd & 5 th year.		
	Maintenance of Lloyd Botanical Garden & Germ Plasm Banks		Maintenance of Lloyd Botanical Garden, Darjeeling Compilation of field data of Plantation Monitored Circulation to DFOs.		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in South Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		
WB Forest & Biodiversity Conservation Project (JICA)	Selection of FPCs & EDCs – 320 nos.		Selection of NGOs for implementation of Income Generation activities in selected FPCs & EDCs		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in South Bengal		
	Production & maintenance of Quality planting material – 50 lakhs.		Production of Quality Planting Material – 10 lakhs.		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in South Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		District Visit by PCCF/ Addl. PCCF in North Bengal		
	Setting up of New Central Nurseries – 10 nos. Expansion of Existing Central Nurseries – 10 nos.												

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
WB Forest & Biodiversity Conservation Project (JICA)	<p>Base line survey (Socio economic & forest resources) – covering 6-10 districts. Research and Studies on selected research topics under biodiversity conservation component – (5 nos.) (to be continued) Finalisation of 280 micro-plans. Training & Capacity building of project implementing officials, Field & Official staffs, FPC members and other Stakeholders (6000 nos. Stake holders). Construction of 10 Buildings.</p>											
	RDF – 2500 Ha			General Body Meeting						General Body Meeting	Review Meeting of High Power Committee	
										Annual General Body Meeting		
WB FDC	Nursery work for 2000 Ha.											
												Plantation work for 2000 Ha.
	Round Timber = 20,000 m3, Cogging sleepers = 10 lakh, Firewood = 50,000 m3, Jaldhaka & Loleygaon eco-resorts (Cont. from last year)											
WB Pulpwood Development Corp.	Auction and sale of timber and other forest produce. Plantation in South Bengal 2000 ha.											
			Board Meeting			Board Meeting				Board Meeting		Board Meeting
			Board Meeting			Board Meeting				Board Meeting		Board Meeting
	Harvesting 120 Ha. Plantation in Private & Vested lands											
	Plantation in 120 Ha. in Private & Vested lands											

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
WB Waste Land Dev. Corporation		Board Meeting				Board Meeting			Board Meeting			Board Meeting
	Nursery Work – 56,000 seedlings plantation in Birbhum & Raigang						Plantation Work – 56,000 seedlings in Birbhum & Raigang					
West Bengal Zoo Authority	National Highway Felling 8274 trees.											
	Board Meeting						Board Meeting					
	Construction of Gates (2Nos) at Jharkhali.	Construction of Wooden Bridge at Jharkhali.	Completion of remodelling herbivores enclosure at Alipore Zoo.	Construction of Peasantry at Rasikbeel.	Construction of Peasantry at Garchumuk.	Boundary fencing at Surulia mini zoo.	Construction of Snow Leopard enclosure at Topkedhara, Darjeeling.	Re-modeling of Hippo enclosure at Alipore Zoo.	Food court at Alipore Zoo.	Herbivore safari at Siliguri.	Re-modeling of Elephant enclosure at Alipore zoo.	Tiger safari at Siliguri.
	Construction of Crocodile pond & Turtle Pond at Garchumuk.	Construction of Red Jungle fowl enclosure at Siliguri.	Construction of Jungle cat enclosure at Siliguri.	Construction of Barking Deer, Samber and Spotted deer enclosures at Burdwan.	Construction of Peasantry at Burdwan.	Spotted deer enclosure at Surulia mini zoo.	Construction of Crocodile Pond at Siliguri.	Boundary wall at Jhargram Zoo.	Construction of Leopard enclosure at Jhargram Zoo.			

Department of Food Processing Industries & Horticulture

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks
1	2	3	4	5
Jan-15	Participation in Fairs/Exhibitions/ Workshop	Participation in Bengal Global Summit and other events.		
	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level		
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved		
	Work related to NMFP	Updating of NMFP proposal details upto December 2014 on MOFPI portal.		
	Beneficiary selection for poly / shade net house (*1)	100		
	Capacity building of farmers through training (nos.)	20		
	Beneficiary selection for power tiller/ power machine (nos.)	100		
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs) (10 to 12 no. of farmers per FIGs)	75		
Cultivation of Hybrid Vegetables (area in ha.)	80			
Feb-15	Participation in Fairs / Exhibitions / Workshop	i. Participation in Agri Horti Food Fest		
		ii. Participation in Mati Utsab and other events.		
	Organizing TU sub-committee meeting under NMFP	Approval of 6 new TU proposals		
	Work related to NMFP	Meeting related to Abattoir/Primary Processing Centre/Refeer Vehicle etc.. Sub committee.		
		Follow up work related to January approvals.		
	Beneficiary selection of flower (area in ha.)	100		
	Beneficiary selection for vermicompost unit (*2) - permanent / polythene	1000		
	Capacity building of farmers through training (nos.)	20		
	Quarterly review meeting (no.)	1		
	Issue of work order for power tiller/ power machine (nos.)	100		
Growing of different fruit plants at 2 Nos. own Nursery and sale there of	Grafting of plants			
Selling of different fruit products and agri - inputs	Rs. 10 Lakh			

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks
1	2	3	4	5
Mar-15	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level		
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved		
	Work related to NMFP	i. Updating of NMFP proposal details upto February 2015 on MOFPI portal		
		ii. Creation/updation of physical inspection report [Units assisted upto 30.06.2014]		
		iii. Issue of sanction orders of February proposals.		
	Beneficiary selection of non perennial fruit (area in ha.)	500		
	Planting of flower (area in ha.)	100		
	Issue of work order for poly/shade net house (*1)	100		
	Construction of vermicompost unit (*2) - permanent/polythene	500		
Capacity building of farmers through training (nos.)	20			
Apr-15	Organizing TU sub-committee meeting under NMFP	Approval of 6 new TU proposals.		
	Monitoring of EDP proposals	Finalization of Terms of Reference.		
	Work related to NMFP	i. Follow up work related to March approvals.		
		ii. Holding of Joint meeting with F&S Department for rice mills.		
	Planting of non perennial fruit (area in ha.)	200		
	Construction of vermicompost unit (*2)-permanent/ polythene	500		
	Capacity building of farmers through training (nos.)	20		
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs) (10 to 12 no. of farmers per FIG)	75		
Cultivation of Hybrid Vegetables (area in ha.)	70			
May-15	Participation in Fairs/Exhibitions/ Workshop	Participation in Pragati Utsab (Exhibition of yearly Govt. performance) and other events.		
	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level		
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved		

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks
1	2	3	4	5
May-15	Work related to NMFP	i. Updating of NMFP proposal details upto April 2015 on MOFPI portal		
		ii. Issue of sanction orders of April proposals.		
		iii. Issue of tender notice for EDP monitoring		
	Beneficiary selection for vermicompost unit (*2) - permanent / polythene	1000		
	Capacity building of farmers through training (nos.)	20		
	Quarterly review meeting (no.)	1		
	Distribution of power tiller/power machine (nos.)	100		
	Planting of spices (area in ha.)	200		
Selling of different fruit products and agri - inputs	Rs. 7.5 Lakh			
Jun-15	Additional Infrastructure Development at Borjora Horticulture Farm, Bankura RIDF XIV	Completion of balance work		
	Infrastructure Development at Taldanga Horticulture Farm, Bankura RIDF XVI	Completion of balance work		
	Infrastructure Development at Mohitnagar Horticulture Farm, Jalpaiguri RIDF XVI	Completion of balance work		
	Infrastructure Development at Ayeshpur Horticulture Farm, Nadia	Evaluation of bids		
	Organizing TU sub-committee meeting under NMFP	i. Approval of 6 new TU proposals		
	Organizing HRD sub-committee meeting under NMFP	i. Approval of 1 new Degree/Diploma proposal		
		ii. Approval of 3 new EDP proposals		
		iii. Approval of 2 new FPTC proposals		
	Organizing Promotional activities sub-committee meeting under NMFP	Approval of 1 new Seminar/Workshop proposal		
	Work related to NMFP	i. Follow up work related to May approvals.		
		ii. Creation/updation of physical inspection report [Units assisted upto 31.12.2014]		
Beneficiary selection of perennial fruit (area in ha.)	600			
Completion of construction of poly/shade net house (*1)	100			
Construction of vermicompost unit (*2) – permanent / polythene	500			

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks	
1	2	3	4	5	
Jun-15	Capacity building of farmers through training (nos.)	20			
	Growing of different fruit plants at 2 Nos. own Nursery and sale there of	Sell of 25,000 nos. of Fruit Plants			
Jul-15	Additional Infrastructure Development at Borjora Horticulture Farm, Bankura RIDF XIV	Handing over of assets to Dir (H)			
	Infrastructure Development at Taldangra Horticulture Farm, Bankura RIDF XVI	Handing over of assets to Dir (H)			
	Infrastructure Development at Mohitnagar Horticulture Farm, Jalpaiguri RIDF XVI	Handing over of assets to Dir (H)			
	External Drainage and Approach Road of Malda Food Park	Evaluation of bids			
	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level			
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved			
	Work related to NMFP	i. Updating of NMFP proposal details upto June 2015 on MOFPI portal			
		ii. Issue of sanction orders of June proposals.			
		iii. Follow up work related to June approvals.			
	Planting of perennial fruit (area in ha.)	100			
	Beneficiary selection for poly / shade net house (*1)	100			
	Beneficiary selection for onion storage structure (*3)	30			
	Capacity building of farmers through training (nos.)	20			
Aug-15	Infrastructure Development at Ayeshpur Horticulture Farm, Nadia	Awarding work order			
	Organizing TU sub-committee meeting under NMFP	Approval of 6 new TU proposals			
	Work related to NMFP	i. Follow up work related to July approvals.			
		ii. Finalization of tender notice for EDP monitoring			
		iii. Meeting related to Abattoir/ Primary Processing Centre/Refer Vehicle etc.. Sub committee.			
Planting of perennial fruit (area in ha.)	200				
Construction of vermicompost unit (*2) - permanent / polythene	500				

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks	
1	2	3	4	5	
Aug-15	Capacity building of farmers through training (nos.)	20			
	Planting of perennial fruit (area in ha.)	200			
	Quarterly review meeting (no.)	1			
	Growing of different fruit plants at 2 Nos. own Nursery and sale there of	Sell of 80,000 nos. of Fruit Plants			
	Selling of different fruit products and agri - inputs	Rs. 15.5 Lakh			
Sep-15	External Drainage and Approach Road of Malda Food Park	Awarding work order			
	Participation in Fairs / Exhibitions / Workshop	Participation in MSME Synergy and other events.			
	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level			
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved			
	Work related to NMFP	i. Updating of NMFP proposal details upto August 2015 on MOFPI portal			
		ii. Issue of sanction orders of August proposals.			
		iii. Creation/updation of physical inspection report[Units assisted upto 30.03.2015]			
	Planting of perennial fruit (area in ha.)	100			
	Issue of work order for poly / shade net house (*1)	100			
	Beneficiary selection for vermicompost unit (*2) - permanent / polythene	500			
Capacity building of farmers through training (nos.)	20				
Issue of work order for onion storage structure (*3)	30				
Oct-15	Organizing TU sub-committee meeting under NMFP	Approval of 6 new TU proposals			
	Work related to NMFP	Follow up work related to September approvals.			
	Beneficiary selection of spices (area in ha.)	200			
	Beneficiary selection of flower (area in ha.)	200			
	Capacity building of farmers through training (nos.)	20			
	Planting of non perennial fruit (area in ha.)	100			

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks
1	2	3	4	5
Oct-15	Growing of different fruit plants at 2 Nos. own Nursery and sale there of	Sell of 20,000 nos. of Fruit Plants		
Nov-15	Infrastructure Development at Ayeshpur Horticulture Farm, Nadia	20% of work completion		
	Participation in Fairs / Exhibitions / Workshop	i. Participation in Upobhogta (Kreta) Surokha Mela		
		ii. Participation in Agro Protech and any other events.		
	Organizing Seminar/Workshop at Districts for awareness of NMFP	Organizing one Seminar at district level		
	Approval of proposals under NMFP for 2nd/3rd installment	Three such proposals to be approved		
	Work related to NMFP	i. Updating of NMFP proposal details upto October 2015 on MOFPI portal		
		ii. Issue of sanction orders of October approvals.		
		iii. Holding of Joint meeting with F&S Department for assesment of progress in rice mill matters.		
	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			
Infrastructure Development at Ayeshpur Farm, District Nadia under RIDF Scheme	Sell of 20,000 nos. of Fruit Plants			
Selling of different fruit products and agri - inputs	Rs. 12 Lakh			
Dec-15	External Drainage and Approach Road of Malda Food Park	20% of work completion		
	Website Development	i. Remodeling of existing Website www.wbfpigov.in		
		ii. Hosting of website on Government server		
	Organizing TU sub-committee meeting under NMFP	Approval of 6 new TU proposals		
	Organizing HRD sub-committee meeting under NMFP	i. Approval of 1 new Degree/Diploma proposal		
		ii. Approval of 3 new EDP proposals		
iii. Approval of 2 new FPTC proposals				
Organizing Promotional activities sub-committee meeting under NMFP	Approval of 1 new Seminar/Workshop proposal			

Period/ Month	Activities	Target for the month	Status/ Achievement	Remarks
1	2	3	4	5
Dec-15	Work related to NMFP and assembly matters	i. Follow up work related to May approvals.		
		ii. Creation/updation of physical inspection report [Units assisted upto 30.06.2015]		
	Planting of flower (area in ha.)	100		
	Completion of construction of poly / shade net house (*1)	100		
	Construction of vermicompost unit (*2) – permanent / polythene	500		
	Capacity building of farmers through training (nos.)	20		
	Completion of onion storage structure (*3)	30		
	Infrastructure Development at Ayeshpur Farm, District Nadia under RIDF Scheme	100% of the work completed		
<p>*1 One unit of Poly/ Shade Net House is 200 sq. mt.</p> <p>*2 Average size of one unit of vermicompost permanent/polythene is 60 cu.ft.</p> <p>*3 Capacity of one unit of onion storage is 25 M.T.</p>				

Department of Health & Family Welfare

Month	Sl.No.	Activities
January	1	Engagement of 18 district ASHA facilitators.
	2	Operationalisation of 10 SNSUs.
	3	Engagement of manpower for the 3 skill labs at North Bengal Medical College Dr.BC Roy PGIPS under college of Nursing ID & BG Hospital and Burdwan Medical College.
	4	Enrollment of RSBY and issue of 12 Lakhs cards. 10 RSKs in hospitals to be functional.
	5	EPrescription in 2 DHs, Online CE licensing in all Districts.
	6	6 CCU and 2 HDU to be opened.
	7	Supply and Certification of Scanning Electron Microscope at IPGME&R.
	8	Supply and Certification of Digital Radiography Machine including turnkey in 5 fair price Diagnostic Centers.
	9	Administrative sanction and release of Rs. 50 Crores for Six Superspeciality hospitals in Non BRGF Districts.
	10	Commencement of Work of 6 nos of Multi/Super Specialty Hospitals in Non BRGF Districts.
	11	Floating of e tender for General Drug for the year 2015-16 including JSSK drug.
	12	Monthly review of Vendors' performance under drug, equipment & OHC.
	13	Floating of e tender for Waste Hypo Solution for the year 2015-16.
	14	Rs. 2 crores for procurement of LLIN and Rs. 2 crores for Indoor Residual Spray Activity
	15	Samples of drug to be tested: 400 batches.
	16	Signing of MOU with SUDA regarding Urban Health Mission.
	17	Identification of site for U-PHC to be completed.
	18	Recruitment process for Clinical Instructors for Government College of Nursing (88 posts, Direct: 18 posts, Lateral: 70 posts).
	19	Recruitment process for Principal, Professor, Reader & Sr. Lecturers of Government College of Nursing.
	20	Advertisement for recruitment of RMO-Clinical Tutor-Demonstrator under MES (400 posts).
	21	Advertisement for recruitment of Director, State Drug Control & Research Laboratory (1 post).
	22	Advertisement for recruitment of Physicist cum Radiation Safety Officer (16 posts).
	23	Operationalisation of one (1) Fair Price Medicine Shop.
	24	Opening of two (2) Dialysis units and two (2) Digital X-Ray units.
February	1	Procurement and distribution of ASHA uniform to 54370 ASHAs.
	2	Operationalisation of 5 SNSUs.
	3	2 New Blood Banks to be opened, Claim of 2 nd instalment of 13 th FC incentive grants.

Month	Sl.No.	Activities	
February	4	10 ICTC to be functional.	
	5	Issue of 12 Lakhs RSBY cards, 10 RSKs to be functional.	
	6	5 CCU and 2 HDU to be opened.	
	7	Revised HMIS in all DHs.	
	8	Entrance Examination for Postgraduate Medical Admission.	
	9	Re-submission of proposal for recruitment of Specialists as per requirement.	
	10	Action of Rs. 59 lakh for capacity building of Medical Officers in Management of Snake Bite cases and printing of Module on management of Snake Bite cases.	
	11	Review of vendors' performance under drug, equipment and OHC.	
	12	Floating of e tender for Laboratory Kit, Chemicals and reagents.	
	13	Samples of drug to be tested: 400 batches.	
	14	Preparation of ToR for GIS Mapping in the Municipal Corporation and Municipalities.	
	15	Working guide line for UHND to be prepared by the state and to be communicated to the ULBs for its implementation.	
	16	Listing of Neighbored group in all the ULBS.	
	17	Release of fund for Indoor Residual Spray to control Kala-azar	
	18	Recruitment process for Clinical Instructors for Government College of Nursing (88 posts, Direct : 18 posts, Lateral : 70 posts).	
	19	Recruitment process for Principal, Professor, Reader & Sr. Lecturers of Government College of Nursing.	
	20	Recruitment process for RMO-Clinical Tutor-Demonstrator under MES (400 posts).	
	21	Recruitment process for Director, State Drug Control & Research Laboratory (1 post).	
	22	Recruitment process for Physicist cum Radiation Safety Officer (16 posts).	
	23	Issue of Interview letter for recruitment of Pharmacist (824 posts).	
	24	Advertisement for recruitment of Nursing Grade II SC/ST/OBC, PH (612 posts).	
	25	Operationalisation of two (2) Fair Price Medicine Shops.	
	26	Opening of two (2) Dialysis units and two (2) Digital X-Ray units.	
	27	Evaluation of technical bids of applicants for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.	
	28	Review of PPP projects eg. FPMS, CT Scan, Digital X-Ray, Dialysis with partners.	
	March	1	Orientation programme on Nursing Management for Ward Sister Gr.I (ii) and Senior Staff Nurse for approx. 1000 (One thousand).
		2	Completion of Recruitment Rules of Homeopathy
		3	Distribution of by-cycles to 500 newly recruited ASHAs in 23 LWE affected blocks.
4		Operationalisation of 5 SNSUs, 5 new Mobile Medical Units 5 & 34 RSK at MCH, DH, SDH & SGH.	
5		10 ICTC to be functional.	
6		Issue of 12 Lakhs RSBY cards. Enlistment of 200 RH/ BPHCs under RSBY.	
7		Re-submission of proposal for recruitment of GDMOs & BMOHs as per requirement.	
8		Declaration of Results of Departmental promotion.	

Month	Sl.No.	Activities	
March	9	Appointment of Demonstrators and Tutors in WBMES on the basis of WBHRB selection process.	
	10	Requisition for requirement to be placed to WBHRB.	
	11	Supply and Certification of machine including turnkey job for setting up of Pediatric Cardiology Unit at IPGME&R.	
	12	Supply and Certification of Machine with turnkey job for setting up of Cine Angiography Machine with other Cardiology equipments at Gandhi Memorial Hospital, Kalyani.	
	13	Supply and Certification of Blood Storage Unit for 23 units in the state	
	14	Rs.30 lakh for procurement of Anti TB Drug.	
	15	Mass Drug Administration for elimination of Lymphatic Filariasis in endemic districts.	
	16	Quarterly Review meeting of Superintendents.	
	17	Review of vendors' performance under drug, equipment and OHC.	
	18	Samples of drug to be tested: 400 batches.	
	19	HR recruitment at state level will be completed to expand SPMU and DPMU.	
	20	Recruitment process for RMO-Clinical Tutor-Demonstrator under MES (400 posts).	
	21	Recruitment process of Pharmacist, Grade III (824 posts).	
	22	Advertisement for Medical Officer for CCU, HDU etc (288 posts).	
	23	Recruitment process of Nursing staff, Grade II (612 posts).	
	24	Recruitment process for Physicist cum Radiation Safety Officer (16 posts).	
	25	Operationalisation of one (1) Fair Price Medicine Shop.	
	26	Opening of two (2) Dialysis units and two (2) Digital X-Ray units.	
	27	Evaluation of technical bids of applicants for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.	
	April	1	Distribution of umbrellas and LED torches to 54370 ASHAs
		2	2 ART centers to be functional
		3	Issue of 8 lakhs RSBY cards, Hospital workshops in 5 districts 10 RSK to be functional.
		4	Revised HMIS in all SDHs, DHs and MCHs.
		5	2 CCU and 9HDU to be opened.
		6	Rs.27 lakh for Tobacco Control.
		7	Preparation of rate schedule for surgical items in all categories.
		8	Review of vendors' performance under drug, equipment and OHC.
9		Release of fund for Indoor Residual Spray in high endemic areas to control Malaria	
10		Samples of drug to be tested: 400 batches.	
11		Initiation of activity for GIS mapping.	
12		At least 30 U-PHC will start to function under NUHM other will start to function in phases.	
13		Initiation of recruitment process of ASHA for URBAN area.	
14		Recruitment process of Pharmacist, Grade III (824 Posts).	
15		Issue of Interview letter to all categories of MT (Lab, ECG, X-Ray, EEG/EMG), MT (RD/RT), MT (Dialysis), MT (Cath Lab, MT (Critical Care), (971+149=1120 posts).	

Month	Sl.No.	Activities
April	16	Recruitment process of Nursing staff Grade II SC/ST/OBC, PH (612 posts).
	17	Recruitment process for Medical Officer for CCU, HDU etc (288 posts).
	18	Advertisement for Sr & Jr Scientific Officer for IPGME&R (2 posts)
	19	Operationalisation of four (4) Fair Price Medicine Shops.
	20	Opening of three (3) Dialysis units, one (1) CT scan unit and three (3) Digital X-Ray units.
	21	Opening of finance bids of technically qualified applicants for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.
	22	Preparation of draft scheme for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.
May	1	Procurement and installation of ELISA reader machines and High End Equipments in 10 Blood Banks.
	2	10 ICTC to be functional, Functioning of Blood Bank Software in all Blood Banks.
	3	Issue of 6 Lakhs RSBY cards.
	4	Undergraduate (MBBS & BDS) Counseling process starts.
	5	Rs. 1.50 crore for Health Camp for Elderly.
	6	Finalization of financial bid for Laboratory Kit, chemicals and reagents.
	7	Publication of rate schedule for General drugs and JSSK drugs.
	8	Floating of e tender for Medical gas.
	9	Monthly review of Vendors' performance under drug, equipment & OHC.
	10	UHND and Special outreach session will start to function.
	11	Release of fund for 2 nd Round of Indoor Residual Spray to control Kala-azar
	12	Starting of monthly rounds of house visits in selected municipal areas for prevention & control of Dengue (May to October)
	13	Preparation of plan estimate of the proposed U-PHC,U-CHC both for new construction and renovation
	14	Recruitment process of Pharmacist.
	15	Recruitment process of all categories of MT (1120 posts).
	16	Recruitment process for Medical Officer for CCU, HDU etc (288 posts).
	17	Recruitment process of Nursing staff Grade II SC/ST/OBC, PH (612 posts).
	18	Recruitment process for Sr & Jr Scientific Officer for IPGME&R (2 posts)
	19	Operationalisation of three (3) Fair Price Medicine Shops.
	20	Opening of three (3) Dialysis units, one (1) CT scan unit and three (3) Digital X-Ray units.
	21	Completion of selection of private partner for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.
	22	Preparation of draft scheme for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.
June	1	Orientation programme of Gr.I (i)b approx. 100(One hundred).
	2	Completion of 1 st phase of work of the Herbal Garden at Rajarhat.
	3	Engagement of 666 Block Community Mobilizer.
	4	Completion of schemes for up-gradation of maternal & child care services at 11 high cases load facilities having a annual delivery load of more than 6000.
	5	All 58 blood banks to be operational 24 × 7.
	6	Completion of Construction of 6 nos of Multi/ Super Specialty Hospitals under BRGF.

Month	Sl.No.	Activities	
June	7	Rs.10 crore for establishment of CDST Laboratory.	
	8	Publication of rate schedule for Laboratory Kit, chemical and reagents	
	9	HR recruitment at District level will be started.	
	10	Quarterly Review meeting of Superintendents.	
	11	1 CCU and 8HDU to be opened.	
	12	Processing of recruitment of all categories of MT (1120 posts).	
	13	Advertisement for recruitment of Asst Super (Non-Medical) (52 posts).	
	14	Recruitment process of Nursing staff Grade II SC/ST/OBC, PH (612 posts).	
	15	Issue of advertisement for Technical & Laboratory Asst. of Dept. of Dravvaguna Vigyan, IPGME&R (2 posts).	
	16	Issue of advertisement for Dy. DADHS (Transport) (2 posts).	
	17	Operationalisation of three (3) Fair Price Medicine Shops.	
	18	Opening of two (2) Dialysis units, four (4) Digital X-Ray units and one (1) MRI scan unit.	
	19	Formalities for issuance of offer letter to the selected private partner for diagnostic centre at S.N.Pandit Hospital.	
	20	Preparation of draft scheme for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospital.	
	July	1	Setting up of 8 Blood Storage Units.
		2	Completion of up-gradation of skill lab at National Nodal Center, NRS Medical College.
		3	Setting up of extended SNSU at Bankura MCH, Asansol DH & Islampur SDH.
		4	10 ICTC to be functional.
		5	Completion of Construction of 3 new Medical Colleges (Kamarhati, Malda, Murshidabad).
		6	Floating of re tender for General drugs, if any.
7		Finalization of financial bid for Medical Gas.	
8		Review of vendors' performance under drug, equipment and OHC.	
9		Another 20 U-PHC will start to function.	
10		3 CCU and 1HDU to be opened.	
11		Recruitment process of all categories of MT (1120 posts).	
12		Recruitment process of Asst Super (Non-Medical) (52 posts).	
13		Operationalisation of three (3) Fair Price Medicine Shops.	
14		Opening of two (2) Dialysis units, one (1) CT scan unit and five (5) Digital X-Ray units.	
15		Offer letter issued to the private partner selected for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.	
16		Finalisation of Scheme and floating of EoI for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.	
August	1	Operationalisation of Pediatric Cardiology unit at Medical College & Hospital, Kolkata	
	2	Operationalisation Mini Skill Lab at 5 ANM/ GNM Taining Schools.	
	3	Undergraduate (MBBS & BDS) Admission process through 2 nd and 3 rd round of Cancelling.	
	4	Completion of Construction of 3 nos of Mother and Child Hubs.	

Month	Sl.No.	Activities	
August	5	Release of fund for 2 nd Round of Indoor Residual Spray in high endemic areas to control Malaria	
	6	Review of vendors' performance under drug, equipment and OHC.	
	7	Selection of MAS from among the Neighborhood group.	
	8	2 CCU and 1HDU to be opened.	
	9	Recruitment process of Asst Super (Non-Medical) (52 posts).	
	10	Issue of advertisement for Inspector of Drug under Drug Control (59 posts).	
	11	Recruitment process for Technical & Laboratory Asst. of Dept. of Dravvaguna Vigyan, IPGME&R (2 posts).	
	12	Operationalisation of three (3) Fair Price Medicine Shops.	
	13	Opening of two (2) Dialysis units, one (1) CT scan unit, (1) MRI scan unit and three (3) Digital X-Ray units.	
	14	Legal agreement signing with the private partner selected for establishment of state of the art diagnostic centre through PPP at S.N.Pandit Hospital.	
	15	Pre Bid meeting for the Scheme for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.	
	September	1	Appointment of staff nurse.
		2	Setting up of SNSUs at Chanchal SDH.
		3	Operationalisation of Pediatric Nephrology unit at Burdwan MCH and Chittaranjan Seva Sadan, Kolkata.
		4	Operationalisation Mini Skill Lab at 5ANM/GNM Training Schools.
5		2 New Blood Banks starts.	
6		10 ICTC to be functional.	
7		18 RSKs to be functional.	
8		Commencement of DNB classes in 4 DHs.	
9		Declaration of results of Departmental Promotion in WBMES.	
10		Completion of Construction of 6nos of Multi/ Super Specialty Hospitals under BRGF.	
11		Review of vendors' performance under drug, equipment and OHC.	
12		Orientation of the ULBS.	
13		1 CCU to be opened.	
14		Quarterly Review meeting of Superintendents.	
15		Recruitment process of Asst Super (Non-Medical) (52 posts).	
16		Recruitment process for Inspector of Drug under Drug Control (59 posts).	
17		Starting of Online licensing and registration of Food Business Operators in all districts.	
18		Operationalisation of two (2) Fair Price Medicine Shops.	
19		Opening of two (2) Dialysis units and four (4) Digital X-Ray units.	
20		Revised Scheme following the pre-bid meeting and floating of EoI for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.	
21		Review of PPP projects eg. FPMS, CT Scan, Digital X-Ray, Dialysis with partners.	
October	1	AAFS of 75% State Plan to be issued.	
	2	2 ART centers to be functional.	
	3	Procurement of hardware out of State Plan utilizing 75 % Budget.	

Month	Sl.No.	Activities
October	4	Review of vendors' performance under drug, equipment and OHC.
	5	Community orientation by ULBs.
	6	Recruitment process for Inspector of Drug under Drug Control (59 posts).
	7	Establishment of Food Safety Appellate Tribunal under Section 70 of Food Safety and Standards Act, 2006.
	8	Opening of one (1) CT scan unit and four (4) Digital X-Ray units.
	9	Opening of the state of the art diagnostic centre through PPP at S.N.Pandit Hospital.
	10	Evaluation process of technical bids of private partners to be undertaken for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.
November	1	Setting up of 8 Blood Storage Units.
	2	Operationalisation Mini Skill Lab at 5 ANM / GNM Training Schools.
	3	2 ART centers to be functional. 130 screening camps for migrant population.
	4	Integration of HMIS & SMIS.
	5	Review of vendors' performance under drug, equipment and OHC.
	6	Selection of Cities for State NUHM PIP 2015-16
	7	Completion of GIS mapping of Urban areas eg. health facilities, Urban slums etc under NHM
	8	Processing of recruitment for Inspector of Drug under Drug Control (59 posts).
	9	Opening of four (4) Digital X-Ray units.
	10	Evaluation process of technical bids of private partners to be completed for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals
December	1	Orientation programme of Gr. I (i) b Approx.200(two hundred).
	2	2 nd installment of the Herbal Garden at Rajarhat will be released.
	3	Completion of work for up-gradation of maternal and child care services at 12 BPHCs/ RHs in high priority districts.
	4	Operationalisation Mini Skill Lab at 4 ANM/GNM Training Schools.
	5	10 ICTC will be functional.
	6	EPrescription in all SDHs, DHs and SMIS in all hospitals.
	7	Quarterly Review meeting of Superintendents.
	8	Completion of Construction of New Swasthya Bhawan Complex (G+7).
	9	Review of vendors' performance under drug, equipment and OHC.
	10	Formation of RKS for the U-PHCs working under NUHM.
	11	2 CCU and 3HDU to be opened.
	12	Processing of recruitment for Inspector of Drug under Drug Control (59 posts).
	13	Opening of three (3) Digital X-Ray units.
	14	Opening of finance bids of private partners to be completed for establishment of Clinical Laboratory (Pathology etc) through PPP at the level of Medical Colleges & Hospitals.

Department of Higher Education

January

1)	Publication of Gazette Notification of Raiganj University Act.
2)	Publication of Gazette Notification of West Bengal University of Teachers' Training, Education Planning and Administration Act.
3)	Formation of Monitoring Committees for Operationalising the new Government General Degree Colleges whose academic activities are scheduled to start from the academic session of 2015-16.
4)	Move detailed proposal to Public Service Commission, West Bengal for recruitment of teaching staff for new Govt. Colleges whose academic activities are scheduled to start from the academic session of 2015-16, indicating reservation for SC/ST/OBC.
5)	Regarding work under TEQIP-II: i) Field visit by SPFU officials to West Bengal University of Technology and Bankura Unnayani Institute of Engg; ii) Continuation of Faculty Development (Pedagogy) at IIT-KGP and Faculty & Staff Development Training (Management) at IIM-RAIPUR (4th and 5th batch) respectively; iii) 11th State Steering Committee Meeting.
6)	Obtaining status of Regulatory Authority (AICTE) regarding extension of approval/establishment of new institutes / introduction of new course / closure of institution etc. In respect of existing Technical Professional Colleges of the State.
7)	Move Finance Department for creation of the posts for the Regional Centers of NSOU.
8)	Start a 6-month Certificate Course /Chhou Centre under Performing Arts Department under Sidho-Kanho-Birsha University, Purulia.
9)	Move Finance Department for creation of the proposed BANGA BANDHU Chair in Calcutta University.
10)	Move Finance Department for creation of the posts of System Administrator, Accounts Officer & Development Officer of the Presidency University.
11)	Conduct of students' Union Elections (where due) in the State-aided Universities & Colleges.
12)	Issuance of the order for opening of the Department of Comparative Indian Language & Literature in Calcutta University.
13)	Review the physical progress of construction of new Govt. Colleges through PWD and PW (Social Sector) directorate.
14)	Sub-allot funds for furniture & fixtures for the new Government General Degree Colleges whose academic activities are scheduled to start with effect from the next academic session of 2015-16.
15)	Release of fund for the construction of new Govt. General Degree Colleges.
16)	Procurement of hardware to be completed by all Colleges/Universities for introduction of online admission into Under Graduate and Post Graduate Courses from Academic Year 2015-16.
17)	COSA to be implemented in all Govt. and Govt. Aided colleges from the year 2015 for release of salary and allowances for the teachers and employees of colleges under pay packet scheme.
18)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Boundary wall– Main gate, Painting & Finishing; ii) Administrative-cum-Common Academic Block – Brick Work of the Gr. Floor; iii) Academic Block – Gr. Floor – Slab casting and Brick work; iv) Guest House – Brick work.

19)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Boundary Wall – 60% Civil Works; ii) Academic Block – Gr. Floor –Roof Casting (50%); iii) Administrative Block – Foundation.
20)	Allotment of fund to five Directorates for payment of scholarship under Swami Vivekananda West Bengal Govt. Merit-cum-Means Scholarship Scheme.
21)	Finalization of draft annual plan for 2015-16.
22)	Collection and compilation of materials for preparation of the Budget Speech of Higher Education Departments, and speeches of Hon'ble Governor; Hon'ble Finance Minister and Hon'ble MIC.
February	
1)	To prepare the Bill for establishment of a College and University non-teaching Service Commission for recruitment of Non-teaching staff for Govt. Aided Colleges and Universities.
2)	Granting approval to the Statutes of Gaur Banga University for printing.
3)	Formation of University council of West Bengal University of Teachers' Training, Education Planning and Administration.
4)	Review academic activities of Banarhat Hindi Govt. College.
5)	Review the Joint Entrance Examination Board's preparation for conduct of West Bengal Joint Entrance Examination for Engineering and Medical (WBJEEM-15).
6)	Review progress of sanction of Scholarship under the Swami Vivekananda West Bengal Govt. Merit-cum-Means Scholarship Scheme.
7)	Meeting with the conveners of the Monitoring Committees to ensure start of academic activities of the New Govt. General Degree Colleges from the academic session of 2015-16.
8)	Regarding Work under TEQIP-II : i) 1st State Level Review meeting of all TEQIP II institutes; ii) 2nd performance audit and data audit for Govt. College of Engg. & Textile Technology, Berhampore and University Institute of Technology, Burdwan University (remaining program of 2014); iii) Field visit by SPFU officials to Govt. College of Engg. & Textile technology, Berhampore and Murshidabad College of Engg. & Technology.
9)	Introduction of the document (Letter & File) Tracking System in the Department of Higher Education.
10)	Appointment of First Vice Chancellor of West Bengal University of Teachers' Training, Education Planning and Administration.
11)	Moving a proposal for Opening of Head of Account of West Bengal University of Teachers' Training, Education Planning and Administration & Raiganj University to Finance Department.
12)	Move Finance Department for creation of Posts of Officers, Teaching & Non-Teaching Staff for the West Bengal University of Teachers' Training, Education Planning and Administration.
13)	Move Proposal for engagement of guards/watchmen for the new govt. Colleges.
14)	Gazette notification on setting up of the new Government Colleges at Nimtouri and Ranibandh.
15)	Preparation of software to be completed by all colleges/universities, for Online admission into under Graduate and Post Graduate Courses from Academic year 2015-16.
16)	To commence rationalization of posts of Assistant Professors in Govt. /Govt. aided colleges for the purposes of recruitment against the vacant posts.
17)	Allotment of fund to five Directorates for payment of scholarship under Swami Vivekananda West Bengal Govt. Merit-cum-means Scholarship Scheme.

18)	Regarding new Govt. Engg. College at Purulia, the following works will be done: i) Administrative-cum-Common Academic Block – Slab Casting of 1st Floor (50%); ii) Principal’s Quarters – Gr. Floor – Slab Casting; iii) Workshop – Fabrication & Flooring; iv) Review of final drawing, land conversion, land utilization certificate and site plan.
19)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Academic Block – Gr. Floor Column structure (Rest 50%); ii) Administrative Block – Gr. Floor – Primary Column Structure; iii) Review of final drawing, land conversion, Land Utilization Certificate and site plan.
20)	Liase with AICTE for grant of Approval for Existing /New Technical/Professional Colleges for the academic year 2015-16.
21)	To move Cabinet for creation of Teaching / Non-Teaching Posts for new Govt. Engg. Colleges at Purulia and Cooch Behar.
22)	Preparation of the Department’s State Plan Budget and online submission to the Finance Department

March

1)	Commence follow up action on the recommendations of the Education Commission.
2)	To move the Cabinet for approval of the Bill for establishment of a College and University non-teaching Service Commission and place it in the WBLA for enactment.
3)	Appointment of the First Vice Chancellor of Raiganj University.
4)	Formation of University Council of Raiganj University.
5)	Appointment of First Registrar, First Finance Officer, First Controller of Examination of West Bengal University of Teachers’ Training, Education Planning and Administration.
6)	Review ongoing construction of buildings of Cooch Behar Panchanan Barma University, Kazi Nazrul Islam University, 2nd Campus of University of North Bengal, Diamond Harbour Women’s University and Bankura University.
7)	Review progress of construction of buildings of Regional Centres of Netaji Subhas open University.
8)	Review the Monitoring committees to ensure start of academic activities of the new Govt. General Degree colleges from the academic session of 2015-16.
9)	Review academic activities of the Govt. Colleges at Gaighata, New Town and Singur.
10)	Review of the preparation for conduct of WBJEEM – 2015.
11)	Regarding work order TEQIP-II : i) 3rd State-Private Sector Advisory Group Meeting; ii) 1st Mentoring of TEQIP II institutes - 2015 starts, iii) 2nd State Level Review Meeting of Centre of Excellence.
12)	Move cabinet for creation of the posts in the Regional Centers of NSOU.
13)	Move Finance Department for creation of the posts of Officers, Teaching & Non-Teaching Staff for the Raiganj University.
14)	Move Cabinet for creation of the Posts of Officers, Teaching & Non-Teaching Staff for the West Bengal University of Teachers’ Training, Education Planning and Administration.
15)	Move Cabinet for creation of the posts of System Administrator, Accounts Officer & Development Officer of the Presidency University.

16)	Finalization of the Detailed Project Reports of Phase-II for Cooch Behar Panchanan Barma University, Kazi Nazrul Islam University, Diamond Harbor Women's University, Bankura University & Sidho-Kanho-Birsha University by PWD (Social Sector).
17)	Move Cabinet for creation of the proposed BANGA BANDHU Chair of Calcutta University.
18)	Gazette notification on setting up of the new Government Colleges at Mangallkote and Kalna.
19)	Ensure purchase of furniture & fixtures for the new Government General Degree Colleges whose academic activities are scheduled to start with effect from the next academic session of 2015-16.
20)	Plan the deployment of teachers in the new Govt. Colleges. From the existing teachers' pool as well as the panels recommended by the Public Service Commission, West Bengal.
21)	Release of Building Grant, Book Grant, Equipment Grant etc. To the Govt. Aided colleges.
22)	Commencement of admission process in B.ED colleges as per NCTE'S guidelines /Court's orders.
23)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Administrative-cum-Common Academic Block – Slab Casting of 2nd Floor (100%); ii) Principal's Quarters – Gr. Floor – Initiate construction of 1st floor; iii) Guest House – Complete brick work and slab casting; iv) Students Centre – Gr. Floor Slab Casting; v) Finalization of requirement of equipment, furniture, learning resources etc
24)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Academic Block – Gr. Floor column structure (50%); ii) Administrative Block column structure (50%).
25)	Liaise with AICTE for grant of Approval for Existing /New Technical/Professional Colleges for the academic year 2015-16.

April

1)	Appointment of First Registrar, First Finance Officer, First Controller of Examination of Raiganj University.
2)	Move Cabinet for creation of the posts of Officers, Teaching & Non-Teaching Staff for Raiganj University.
3)	Appointment of the Statute Committee for West Bengal University of Teachers' Training, Education Planning and Academic Administration and Raiganj University.
4)	In respect of work under TEQIP-II : i) 3rd Performance Audit & Data Audit starts; ii) Field visit by SPFU officials to University College of Technology-Calcutta University, Faculty of Engg. & Technology Jadavpur University; iii) Continuation of Faculty Development Training (Pedagogy) at IIT-KGP (5th batch)
5)	AG, WB be moved for approval of heads of account in respect of raiganj university.
6)	AG, WB be moved for approval of Heads of Account in respect of West Bengal University of Teachers' Training, Education Planning and Administration.
7)	Conduct of WBJEEM-2015 on 18th and 19th april.
8)	Conduct of Common Entrance Test, CEE-AMPAI-2015 by Association of Minority Professional Academic Institutions i.e. AMPAI for admission to Minority Engineering Colleges (including one Pharmacy college) of West Bengal.

9)	Undertake steps for appointing an agency to develop and maintain the Official Website of the Higher Education Department.
10)	Start the administrative exercises for affiliation of the colleges under Cooch Behar Panchanan Barma University and Kazi Nazrul Islam University.
11)	Release of fund for furniture & fixtures for the new Government General Degree Colleges whose academic activities are scheduled to start with effect from the next academic session of 2015-16.
12)	Apply for affiliation to the respective universities for the new Govt. General Degree colleges proposed to start from the academic session of 2015-16.
13)	Gazette notification on setting up of the new Government Colleges at Gorubathan and Hili.
14)	Software to be tested and made ready by colleges/universities for introduction of online Admission into Under Graduate and Post Graduate Courses from Academic Year 2015-16.
15)	To continue admission process in B.ED colleges as per NCTE's guidelines/Court's orders.
16)	Instruction to be sent to all colleges for preparation and submission of proposal for building grant / book grant / equipment grant etc.
17)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Administrative-cum-Common Academic Block – Gr. Floor Civil Work (100%); ii) Girl's Hostel – Gr. Floor Hostel Work and Slab casting; iii) Principal's Quarters – Complete Civil Work; iv) Guest House – Complete Civil works; v) Students Centre – Gr. Floor Slab Casting.
18)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Academic Block – Gr. Floor-Brick Work (50%); ii) Administrative Block Gr. Floor – Column Structure (50%); iii) Foundation work of Girls Hostel for 1st Year student; iv) Foundation work of Principals quarter.
19)	To finalize the Approval Process of the Existing/New Tech. / Professional Colleges for the academic year 2015-16.
20)	Preparation of Net-Grant Statement.
21)	Preparation of report for Budget Scrutiny by the W.B.L.A.'s Standing Committee.

May

1)	Review preparations undertaken by the Universities & Colleges for implementing OBC Reservation for the Academic Session 2015-16.
2)	Review progress of the construction of the building of Banarhat Hindi Govt. College being done by NBDD.
3)	Review the joint Entrance Examination Board's preparation for publication of result of WBJEEM- 2015.
4)	To review preparatory arrangement for starting on-line admission into Under-Graduate and Post-Graduate Courses of colleges/universities from Academic Year 2015-16.
5)	To review the matter of self-attestation of documents
6)	In respect of work under TEQIP-II : i) 2nd state Level Review Meeting of all TEQP II institutes; ii) Good Governance Workshop (expected); iii) Field visit by SPFU officials to College of Engg. & Management, Kolaghat and JIS College of Engineering, Kalyani

7)	Engagement of Security Guards for the new Govt. Colleges whose academic activities will start from Aug, 2014.
8)	Gazette Notification on setting up the new Government Colleges at Mohanpur, Kharagpur –II, dantan-II and Keshiary.
9)	Complete the deployment of teaching and non-teaching staff (by the Director of Public Instruction, West Bengal) in the new Govt. Colleges.
10)	Appointment of OICs in the new Govt. Colleges whose academic activities are scheduled to start from the academic session of 2015-16.
11)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Academic Block – Gr. Floor – Finishing of civil work and start of fabrication; ii) Administrative-cum-Common Academic Block (1st floor) – Civil Work – Finishing and start of fabrication; iii) Interior finishing of Principal’s Quarters; iv) Interior civil works of Guest House; v) Brick work of Gr. Floor of Students Centre.
12)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Completion of Brick Work of Academic Block – Gr. Floor; ii) Internal Civil Works (50%) of the Administrative Block – Gr. Floor; iii) Column structure of 1st Year Girls hostel; iv) Column structure of Principals quarter.
13)	To move Public Service Commission (PSC) for recruitment of Teaching Posts for new Govt. Engg. Colleges at Purulia and Cooch Behar.
14)	Allotment of Non-plan Fund to different Directorates.

June

1)	Review ongoing construction of buildings of Cooch Behar Panchanan Barma University, Kazi Nazrul University, 2nd Campus of University of North Bengal, Diamond Harbour Women’s University and Bankura University.
2)	Review Progress of construction of buildings of Regional Centres of Netaji Subhas Open University.
3)	Review progress of Monitoring committee to ensure start of academic activities of the new Govt. General Degree colleges from the academic session of 2015-16.
4)	Review matters under the Right to Public Services Act.
5)	Conduct of Entrance Examination for lateral entry -2015 (JELET-2015) and Entrance Examination for Master of Computer Application-2015 (JECA-2015).
6)	Conduct of counseling of CEE-AMPAI-2015.
7)	Recruitment of teaching staff in the new Govt. Colleges whose academic activities are scheduled to start from the academic session of 2015-16.
8)	In respect of work under TEQIP-II : i) 12th State Steering Committee meeting on TEQIP II; ii) Internal Audit for SPFU and participating institutes; iii) 1st Mentoring of TEQP II institutes completed.
9)	Gazette Notification on setting up the new Government Colleges at Chapra and Kaliganj.
10)	To start help line by the Deptt. For Admission into Under Graduate and Post Graduate Courses including B.ED.

11)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Internal finishing work of Gr. Floor of Academic Block; ii) Internal finishing work for Administrative-cum-Common Academic Block (1st floor); iii) Wiring / Electrical works and internal finishing of Principal's Quarter; iv) Completion of Guest House; v) Interior civil work for Students Centre.
12)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Interior and Exterior civil works of Academic Block – Gr. Floor; ii) Completion of internal civil works of Administrative Block of Gr. Floor; iii) Roof casting of 1st Year Girls Hostel; iv) Roof casting of Principals quarter.
13)	Publication of WBJEEM-2015 results by the West Bengal Joint Entrance Examinations Board.

July

1)	Tabling the West Bengal State Council of Higher Education (Amendment) Bill 2015 in the West Bengal Legislative Assembly.
2)	Review progress of admission in the new Govt. General Degree colleges starting from the academic session of 2015-16.
3)	Commencement of the operations of the Raiganj University as a Unitary University.
4)	Commencement of admission process in Under Graduate courses (after 10+2) in colleges.
5)	Commencement of on-line counseling in respect of WBJEEM – 2015.
6)	Gazette Notification on setting up the new Government College at Hastings, Alipore.
7)	Ensure start of academic activities in the new Govt. Colleges from the academic session of 2015-16.
8)	regarding work under TEQIP-II : i) 2nd Mentoring starts for all TEQIP II institutes; ii) 5th Joint Review Mission preparation; iii) 3rd State Level Review Meeting of all TEQIP II institutes.
9)	Help Line for on-line admission into Under Graduate courses will be run by the Department.
10)	Release of building grant / book grant etc. To govt. Aided colleges.
11)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Electrification/wiring of Academic Block – Gr. Floor; ii) Electrical works of Administrative-cum-Common Academic Block (1st Floor); iii) Interior of Guest House; iv) Interior works for Students Centre; v) Sanitary work of Phase-I Buildings.
12)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Internal Electrification and finishing of Academic Block – Gr. Floor; ii) Internal Electrification and finishing of Administrative Block – Gr. Floor; iii) Internal civil works of 1st year Girls Hostel; iv) Internal civil and electrical works of Principal's quarter.

August

1)	Submission of Statute by the Statute Committee of Raiganj University.
2)	Submission of Statute by the Statute Committee framed of the West Bengal University of Teachers' Training, Education Planning and Administration.
3)	Ensure that Cooch Behar Panchanan Barma University, Kazi Nazrul Islam University and Bankura University shift to their new Campus/ Buildings.
4)	Commencement of academic activities in the new Govt. Colleges subject to timely recruitment of teachers by the Public Service Commission, West Bengal.
5)	Completion of on-line counseling and starting of admission process for Engg. & Tech. And commencement of counseling of JELET – 2015 and JECA-2015 by WBJEEB.
6)	Regarding work under TEQIP-II : i) 3rd Performance Audit and Data Audit completed; ii) Field visit by SPFU officials to University Institute of Technology- Burdwan University and Narula Institute of Technology; iii) 4th Performance Audit and Data Audit starts.
7)	Release of plan fund for the ongoing construction of the new Govt. Colleges.
8)	Release of building grant / book grant etc. To Govt. Aided colleges.
9)	Admission into UG and PG programs to continue in colleges and universities.
10)	Help Line for ug and pg admission will continue.
11)	Regarding new Govt. Engg. College at Purulia, following works will be done : i) Final internal work of Academic Block – Gr. Floor; ii) Review for occupation of Principals Quarter; iii) Review for occupation of Guest House; iv) Completion of infrastructure of Students Centre; v) Sanitation work for Phase-I Buildings.
12)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Completion of Academic Block – Gr. Floor; ii) Completion of Administrative Block – Gr. Floor; iii) Completion of Electrical works of 1st Year Girls Hostel; iv) Internal civil and electrical works of Principal's quarter.

September

1)	Review ongoing Construction of buildings of Cooch Behar Panchanan Barma University, Kazi Nazrul Islam University, 2nd Campus of University of North Bengal, Diamond Harbour Women's University and Bankura University.
2)	Review Progress of Construction of buildings of Regional Centres of Netaji Subhas Open University.
3)	Review of IFMS and online admission in the new Govt. Colleges whose academic activities started in 2014-15.
4)	Meeting with the Monitoring Committee to review academic activities of the new colleges started in Aug, 2014.
5)	Forwarding draft statute of Raiganj University to Law Department.
6)	Forwarding draft statute of West Bengal University of Teachers' Training, Education Planning and Administration to Law Department.

7)	Publication of the advertisement for Swami Vivekananda West Bengal Govt. Merit cum Means Scholarship Scheme.
8)	Completion of counseling and admission of WBJEEM-2015, JELET- 2015 and JECA-2015 and registration of students under WBUT and other Affiliating Universities.
9)	Regarding work under TEQIP-II : i) Statutory Audit for SPFU and institutes starts; ii) Field visit to Bankura Unnayani Institute of Engineering and MCKV Institute of Engineering; iii) 4th State Level Review Meeting of all TEQIP II institutes.
10)	Release of building grant / book grants etc. To Govt. Aided colleges.
11)	Interviews by the West Bengal College Service Commission for recruitment of Assistant Professors / Librarians for Govt. Aided colleges will continue.
12)	Regarding new Govt. Engg. College at Purulia, following works will be done: i) Review of infrastructural development and corrective measures of Academic Block – Gr. Floor; ii) Review for infrastructural development and corrective measures of Administrative-cum-Common Academic Block – (1st Floor).
13)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Sanitary works of Academic Block Gr. Floor; ii) Sanitary works of Administrative Block – Gr. Floor; iii) Internal electrical and finishing works of 1st year Girls Hostel; iv) Sanitary works of Principal's quarter.

October

1)	Review the status of the OBC reservation for the Academic Session 2015-16.
2)	Review the status of the commencement of operations by Raiganj University and the WBUTIEPA.
3)	Review the academic activities in the new Govt. Colleges at Girls' wing of Jhargram Raj College, Salbani, Lalgah, Nayagram and Banarhat.
4)	Review the progress of the construction of the official buildings of the WBCSC and WBCHSE.
5)	Completion of entire registration process of freshly admitted students by the affiliating universities.
6)	Regarding work under TEQIP-II : i) Discussion on 5th Joint Review Mission (expected); ii) Visit to Birbhum Institute of Engg. & Technology; iii) 6th Joint Review Mission preparation.
7)	Collection of the materials for Non-Plan Budget – 2016-17.
8)	Discontinue/wind up of the Department's Admission's Help Line and Grievance Redressal System.
9)	Regarding new Govt. Engg. College at Purulia, following work will be done: i) Handover of Phase-I buildings.
10)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Review of infrastructural development of Academic Block-Gr. Floor; ii) Review of infrastructural development of Administrative Block-Gr. Floor; iii) Review of infrastructural development of 1 st Year Girls Hostel; iv) Review of infrastructural development of Principals Quarter.

November

1)	Review progress of the construction of buildings of Regional Centres of Netaji Subhas Open University.
2)	Review status of the academic activities in the new Govt. Colleges started in Aug, 2014.
3)	Review of preparation of the WBJEEB for conduct of WBJEEM – 2016.
4)	Meeting with the OICs of the new Govt. Colleges on infrastructural development of their institutions.
5)	Regarding work under TEQIP-II : i) 2nd Mentoring of all TEQIP II institutes completed; ii) Regional Workshop (expected); iii) 3rd State Level Review meeting on Centre of Excellence.
6)	Issuing order for opening of heads of accounts for West Bengal University of Teachers' Training, Education Planning and Administration on receiving approval of AG, West Bengal.
7)	Issuing order for opening of heads of accounts for Raiganj University on receiving approval of AG, West Bengal.
8)	Interviews by the West Bengal College Service Commission for recruitment of Assistant Professors / Librarians for Govt. Aided colleges will continue.
9)	Regarding new Govt. Engg. College at Purulia, following work will be done: i) Initiation of on-line form filling for obtaining approval of concerned Regulatory Authority.
10)	Regarding new Govt. Engg. College at Cooch Behar, following works will be done: i) Initiation of hand over of 1st Phase Buildings; ii) Initiation of procurement work
11)	Preparation of Non-Plan Budget for 2016-17 and Revised Estimate for 2015-16 for onward submission to Finance (Budget) Department.
12)	Preparation of the Economic Review Report.

December

1)	Submitting vetted Statute of Raiganj University to Chancellor for his approval.
2)	Submitting vetted Statute of West Bengal University of Teachers' Training, Education Planning and Administration to Chancellor for his approval.
3)	Review ongoing construction of buildings of Cooch Behar Panchanan Barma University, Kazi Nazrul Islam University, 2nd Campus of University of North Bengal, Diamond Harbour Women's University and Bankura University.
4)	Review preparation for publication of information brochure of WBJEEM-2016 by WBJEEB.
5)	Review expenditure/utilization of fund for the construction of buildings of Regional Centres of Netaji Subhas open University at Durgapur and Jalpaiguri.
6)	Regarding work under TEQIP-II : i) Field visit by SPFU officials to RCC Institute of Information Technology and Heritage Institute of Technology; ii) 4th meeting of the state private sector advisory group; iii) 4th performance audit and data audit completed
7)	Under OTACA, completion of 50% of civil construction at GCELT, kolkata and completion of 25% of civil construction at KGEC, kalyani.

8)	<p>Regarding new govt. Engg. College at purulia, following works will be done:</p> <ul style="list-style-type: none"> i) procurement work completion; ii) initiation of recruitment process of faculty and staff; iii) initiation of commissioning of laboratory equipment; iv) initiation of commissioning of workshop equipment; v) commissioning of class rooms, laboratories and office furniture; vi) placement of library books and journals.
9)	<p>Regarding new govt. Engg. College at cooch behar, following works will be done:</p> <ul style="list-style-type: none"> i) initiation of on-line form filling for obtaining approval of concerned regulatory authority; ii) initiation of commissioning of laboratory equipment; iii) initiation of commission of workshop equipment; iv) commission of class rooms, laboratories and office furniture; v) placement of library books and journals.
10)	<p>collection of materials for preparation of annual state plan 2016-17.</p>

Department of Hill Affairs

Legal and Statutory responsibilities under the Rules of Business and timelines for disposal:-

1. Promotion of social, economic, educational and cultural advancement of the people residing in the hill areas of the district of Darjeeling and financing, regulation and inspection of the bodies established for this purpose :-
 - a) Pursuing the Ministry of Home Affairs, Govt. of India, with the balance DPR.s to be submitted by the GTA, for the remaining “Additional Central Assistance” for projects **to develop the socio-economic infrastructure in GTA, as per the timelines in the Specific Milestones below.**
 - b) Pursuing the GTA and the NABARD for smooth execution of the **Social Sector projects** on educational institutions under RIDF programmes **within the timelines set by NABARD.**
 - c) Pursuing the Planning Commission, Government of India, and the State Finance Department on SCA **for release of fund for Development Programmes under HADP including Special Component Plan for Scheduled Castes and Tribal Area Sub-Plan, as per the timelines in the Specific Milestones below.**
 - d) Attending **meetings of the Standing Committee** of State Legislative Assembly.
2. All matters in connection with or in relation to the constitution and functioning of the GTA:-
 - a) Convening **Bipartite meetings** between the Government of West Bengal and the Gorkha Janamukti Morcha as would be called for **on mutually consented upon date(s)** and taking follow-up measures on all matters in connection with the function of GTA.
3. For Co-ordination of all development schemes and projects in hill areas of the district of Darjeeling.
 - a) Bi-monthly pursuance with all the concerned departments for disposal of the proposal of GTA for modifications in the notifications issued for transfer of subjects/institutions/offices.

Yearlong programme of review meetings, district tours by Ministers/Secretaries/other senior officers:-

- a) Convening **Tripartite Review Committee meetings** among the Government of India, the Government of West Bengal and the Gorkha Janamukti Morcha, as would be called for **on mutually consented upon date(s)** and taking follow-up measures.
- b) District tours by Minister-in-charge/Additional Chief Secretary:-

Specific Milestones regarding the State Government Schemes and the GOI Schemes:-

January, 2015	
1)	Convening Tripartite Review Committee meeting, if approved.
2)	Preparing Annual Action Plan under State Plan for 2015-16.
3)	Pursuing the Government of India for full allocation on SCA-2014-15, the project proposals of which have already been sent.— carried over from 2014
4)	Pursuing GTA for balance utilisation of ACA so as to send the claim for remaining amount from Government of India. — carried over from 2014
5)	Pursuing for quick completion of the projects of RIDF-XV- & -XVI-
6)	Pursuing for Non-Plan Budget 2015-16 from the GTA for sending to the Finance Department.
7)	Pursuing for release under SCA-2014-15— carried over from 2014
February, 2015	
1)	Collecting write-up from GTA on Annual Action Plan - 2015-2016.
2)	Preparation for Chief Minister’s Budget Speech for 2015-16.

3)	Finalisation and sending Annual Action Plan of State Plan and RIDF and Plan on SCA for 2015-2016 to the Finance Department and to the State Legislative Assembly with Budget Speech.
4)	Submitting write up on State Plan – 2015-2016 to the State Planning Commission.
5)	Pursuing for Sub-ordinate Service Selection Board — carried over from 2014
6)	Pursuing for release under SCA-2014-15. — carried over from 2014
7)	Pursing MHA for Constitutional Amendment. — carried over from 2014
8)	Follow up of the resolution of the Tripartite Review Committee meeting with GTA, if approved.

March, 2015

1)	Submission of Chief Minister's Budget Speech for 2015-16.
2)	Releasing Plan & Non-Plan fund for the last quarter of 2014-15.
3)	Completion of RIDF-XV- & -XVI-.
4)	Pursuing GTA for remaining Plan Proposals of ACA 2 nd Phase — carried over from 2014
5)	Pursuing/Issuing SCA allotment 2014-15. — carried over from 2014
6)	Pursuing for Draft Bill for Sub-ordinate Service Selection Board— carried over from 2014

April, 2015

1)	Pursuing progress for RIDF XVII, XVIII and XIX-.
2)	Uploading plan release of last quarter for 2014-2015-.
3)	Pursuing for finalisation of Rules of Business — carried over from 2014
4)	Releasing Non-Plan fund of 1 st Quarter of 2015-16 to GTA and the Hill Affairs Department.
5)	Review of Service matters of GTA employees.

May, 2015

1)	Addressing GTA on actions regarding pre-monsoon cyclone activities as would be instructed by Disaster Management Department.
2)	Attending to matters on Standing Committee meeting.
3)	Pursuing progress of RIDF XX.
4)	Convening Bipartite Meeting, if approved.
5)	Pursuing for “Rules of Business” for GTA. — carried over from 2014

June, 2015

1)	Following up RIDF XVII, XVIII and XIX-
2)	Follow up of the resolution of the Bipartite Meeting with GTA, if approved.
3)	Convening Tripartite Review Committee meeting, if approved.
4)	Pursing MHA for Constitutional Amendment. — carried over from 2014
5)	Pursuing Audit of Accounts of erstwhile DGHC for 1991-1992 to 2010-2011— carried over from 2014

July, 2015

1)	Uploading of plan release during 1 st quarter of 2015-2016.
2)	Follow-up of SCA proposals for 2015-2016 with Government of India.

3)	Pursuing for Sub-ordinate Service Selection Board for GTA. — carried over from 2014
4)	Pursuing for “Rules of Business” for GTA. — carried over from 2014
5)	Follow up of the resolution of the Tripartite Review Committee meeting with GTA, if approved.

August, 2015

1)	Follow up of Additional Central Assistance proposals. — carried over from 2014
2)	Following up of RIDF -XX- .
3)	Pursing MHA for Constitutional Amendment. — carried over from 2014
4)	Review of Service matters of GTA employees.
5)	Pursuing Audit of Accounts of GTA since inception.

September, 2015

1)	Review of Budget 2015-2016.
2)	Pursuing GTA for Revised Estimate 2015-2016 and Budget Estimates 2016-2017.
3)	Convening Bipartite Meeting, if approved.
4)	Releasing Non-Plan fund of 2 nd Quarter of -2015-16 to GTA and the Hill Affairs Department.
5)	Pursuing Audit of Accounts of erstwhile DGHC for 1991-1992 to 2010-2011. — carried over from 2014

October, 2015

1)	Uploading of plan release during 2nd quarter of 2015-2016-.
2)	Preparation of Revised Estimates 2015-2016 and Budget Estimates 2016-2017 on receipt from GTA.
3)	Pursuing for Sub-ordinate Service Selection Board for GTA.— carried over from 2014
4)	Follow up of the resolution of the Bipartite Meeting with GTA, if approved.
5)	Pursuing Audit of Accounts of GTA since inception.

November, 2015

1)	Follow up of RIDF XVII, XVIII and XIX-.
2)	Follow up of Special Central Assistance proposals — carried over from 2014
3)	Pursing MHA for Constitutional Amendment. — carried over from 2014
4)	Pursuing for “Rules of Business” for GTA. — carried over from 2014
5)	Preparation of Draft Administration Calendar 2016.

December, 2015

1)	Follow up of Additional Central Assistance proposals — carried over from 2014
2)	Seeking write-up for GTA on plan proposal for 2016-2017.
3)	Convening Bipartite Meeting with GTA, if approved.
4)	Finalisation of Administrative Calendar 2016.
5)	Pursuing Audit of Accounts of erstwhile DGHC for 1991-1992 to 2010-2011. — carried over from 2014.

Department of Home

January, 2015

1	Creation of 10 (ten) new Women Police Stations (carried over from 2014)
2	Issuing orders for filling up of 3200 plus vacant posts of Constables in WBP.
3	Permission to West Bengal Police Housing Corporation to create 49 posts.
4	Monthly meeting on Internal Security Issues.
5	Monthly meeting on VIP/VVIP Security
6	Review meeting on Coastal Security
7	Submission of Utilisation Certificate upto December, 2014 to GOI for BADP.
8	Submission of Quarterly Progress Report (QPR) upto December, 2014 to GOI for BADP.
9	Review of sanction of State Plan proposals and taking follow up measures.
10	Review of expenditure from Plan head.
11	Start of sanction of Police Infrastructure projects based on Model Plans (WBP).
12	Review of preparation of Mega City Policing Plan for submission to Govt. of India.
13	Review of progress of work of 'Fortification of Police Stations in LWE areas' projects.
14	Review of progress of work at State FSL regarding 'zero pendency'.
15	First meeting of FSL Board.
16	Review of all ongoing construction projects: scheme-wise and plan-wise.
17	Planning for computerized accounting of MPF fund releases.

February, 2015

1	Creation of 5 Cyber Crime Police Stations - one in each of the 5 Police Commissionerates.
2	Creation of a new police station in WBP area.
3	Issuance of order permitting CP, Kolkata for filling up of 1400 executive posts of Kolkata Police.
4	Issuance of order for restructuring of Intelligence Branch, West Bengal.
5	Monthly meeting on Internal Security Issues.
6	Monthly meeting on VIP/VVIP Security
7	Training for 2014-15 to start with a target of 9191 trainees as per the Action Plan sent to MHA towards skill development and capacity building under BADP. Evaluation and certification of Training for 2013-14.
8	Review of pending Special Infrastructure Scheme (SIS) works.
9	Moving MHA for sanction of additional plan proposals under MPF 2014-15.
10	Review of Plan of Action regarding restructuring of State FSL staff pattern.
11	Review of progress of construction projects by PWD.
12	Review of expenditure from Plan head.
13	Further sanction of Police Infrastructure projects based on Model Plans.
14	Review of implementation of MPF scheme projects of 'Non-plan' sector.

March, 2015

1	Creation of 1 (one) new police station in West Bengal Police.
2	Initiation of the process of filling up of 400 plus posts of Sub-Inspectors of Police in West Bengal Police from amongst Departmental candidates through Limited Departmental Examination.
3	Creation of 1000 plus posts for Spl. IR Battalion in WB Police.
4	Monthly meeting on Internal Security Issues.
5	Monthly meeting on VIP/VVIP Security.
6	Review meeting on Coastal Security.
7	Preparation of State Action Plan (SAP) on MPF Scheme 2015-16.
8	Review of sanction of State Plan proposals.
9	Review of utilization of Central Funds in schemes funded by Govt. of India.
10	Review of progress of construction work in RFSL, Durgapur.
11	Review of progress in /approval of Mega City Policing plans.
12	Final review of projects undertaken under the grants from the 13 th Finance Commission.
13	Listing of projects to be undertaken under the grants from the 14 th Finance Commission.
14	Collection of Utilisation Certificate for Border Roads Infrastructure Schemes under the 13th F.C. for BADP and submission of the same to MHA, GOI.
15	Launching of Work-Based File Tracking System.
16	Preparatory meeting for Dol Jatra / Holi Festival.

April, 2015

1	Monthly meeting on Internal Security Issues.
2	Monthly meeting on VIP/VVIP Security
3	Submission of Utilisation Certificate upto March, 2015 to GOI for BADP.
4	Submission of Quarterly Progress Report (QPR) upto March, 2015 to GOI for BADP.
5	SLSC Meeting for BADP.
6	Review of outstanding audit paras.
7	Review of progress of work with regard to computerized accounting of MPF fund releases.
8	Requesting the Police Directorates and the State FSL to start exercise on identifying non-utilization of funds released for projects in FY 2014-15.
9	Review of preparation of SAP 2015-16 on MPF Scheme.
10	A review of progress of work for revamping the FSL with the Adviser to the Government.
11	Utilization of funds in the Scheme of 'Fortification of Police Stations in LWE areas'.
12	Review of approvals given under construction projects based on Model Plans.
13	Review of old SIS projects.

May, 2015

1	Creation of 5 Women Police Stations in Kolkata Police area.
2	Completion of the process of selection of 400 Sub-Inspectors of Police from amongst Departmental candidates of WBP.
3	Monthly meeting on Internal Security Issues.
4	Monthly meeting on VIP/VVIP Security.
5	Monthly meeting on ongoing infrastructure and police modernisation schemes.
6	Preparation of computerized database on projects sanctioned and funds released in the FY 2014-15.
7	A review of the progress of work in the scheme 'PRATYASHA'.
8	Overall review of execution in all the schemes assisted by the Govt. of India.
9	Review of the Central Scheme of Compensation for victims of LWE attacks etc.
10	Review of the rehabilitation scheme for the surrendered LW Extremists.
11	Assessment of need for revalidation of sanctions in the last quarter of the FY 2014-15.
12	Review of sanction of infrastructure projects based on Model Plans.

June, 2015

1	Completion of selection process of 3200 plus posts of Constable in WBP.
2	Monthly meeting on Internal Security Issues.
3	Monthly meeting on VIP/VVIP Security.
4	Review meeting on Coastal Security.
5	A review of work on setting up of Police Public Model Schools on pilot basis.
6	Megacity Policing Project: a review of progress made.
7	Overall review of FSL projects: crime scene units, procurement of equipments etc.
8	Implementation of projects by the WBSPHC: a status review.
9	Implementation of projects by the KPHIDC: a status review.
10	A review of progress made in restructuring of recruitment rules for FSL officers.
11	An interaction with the Planning Department on progress on IAP.
12	Launching of Dynamic Website of Home Department.

July, 2015

1	Finalisation of recruitment rules for Sub-Inspectors of Police in WBP and KP.
2	Monthly meeting on Internal Security Issues.
3	Monthly meeting on VIP/VVIP Security.
4	Submission of Utilisation Certificate upto June, 2015 to GOI for BADP.
5	Submission of Quarterly Progress Report (QPR) upto June, 2015 to GOI for BADP.
6	Review of progress of utilization of 'Non-plan' funds under MPF scheme.
7	Preparation of a report to be placed before the FSL Board on revamping work.
8	Review of SAP of 2015-16 under MPF.
9	Review of utilization of 'Plan' funds under MPF 2011-12.
10	Review of fund availability and drawing up a plan for release of funds.
11	Preparatory meeting for Id-Ul-Fitre

August, 2015

1	Creation of 2 new Police Stations in WBP area as per priority list.
2	Monthly meeting on Internal Security Issues.
3	Monthly meeting on VIP/VVIP Security.
4	Review of projects planned for execution under grants of 14 th Finance Commission.
5	Review of status of restructuring of RFSL, Jalpaiguri.
6	Review of plans for setting up RFSL, Malda; and RFSL, Durgapur.
7	Obtaining status report on Scheme of 'Fortification of Police Stations in LWE areas'.
8	Review of sanction of construction projects under MPF 2013-14 and 2014-15.

September, 2015

1	Monthly meeting on Internal Security Issues.
2	Monthly meeting on VIP/VVIP Security.
3	Review meeting on Coastal Security.
4	Obtaining status report on implementation of projects under SIS.
5	Review of progress of utilization of 'Non-plan' funds under MPF 2011-12 and 2012-13.
6	Review on 'PRATYASHA'.
7	Preparation of Perspective Plans for WBPD and KPD.
8	Review of condemnation of Police Government vehicles and purchase plans.
9	Preparatory meeting for Id-Uz-Zuha

October, 2015

1	Creation of further 10 new Women Police Stations under WB Police.
2	Monthly meeting on Internal Security Issues.
3	Monthly meeting on VIP/VVIP Security.
4	Submission of Utilisation Certificate upto September, 2015 to GOI for BADP.
5	Submission of Quarterly Progress Report (QPR) upto September, 2015 to GOI for BADP.
6	Sending of plan for Training programme for 2015-16 to MHA, GOI for BADP.
7	Review of sanction of State Plan proposals and taking follow up measures.
8	Review of expenditure from Plan head.
9	Review of documenting decisions of the SLEC (MPF).
10	Preparatory meeting for Durga Puja and Muharram.

November, 2015

1	Creation of 1 (one) new Police Station in WB Police.
2	Filling up of 500 new posts of Sub-Inspector of Police by direct recruitment.
3	Monthly meeting on Internal Security Issues.
4	Monthly meeting on VIP/VVIP Security.
5	2nd meeting of SLSC for review of BADP and for preparation of AAP for 2016-17.

6	Review of pendency of compensation proposals.
7	Review of construction work in respect of Women Police Stations.
8	Review of execution of Police Infrastructure projects based on Model Plans (WBP).
9	Review of progress of construction projects by PWD.
10	Review of expenditure from Plan head.
11	Review of utilization of Central Funds in schemes funded by Govt. of India.
12	Review of progress in /approval of Mega City Policing plans.
13	Preparatory work for Administrative Calendar 2016.
14	Preparatory meeting for Kali Puja and Jagaddhatri Puja.

December, 2015

1	Creation of 2 new Police Stations under Kolkata Police.
2	Monthly meeting on Internal Security Issues.
3	Monthly meeting on VIP/VVIP Security.
4	Review of fund position and assessment of the quantum of fund release within March, 2016. Commencement of the work for preparation of Budget.
5	A review of progress of work for revamping the FSL: status of new units.
6	Review of the progress of work in the scheme 'PRATYASHA'.
7	A review of work on setting up of pilot Police Public Model Schools.
8	Implementation of projects by the WBSPHC: a status review.
9	Implementation of projects by the KPHIDC: a status review.
10	Review of procurement of arms and ammunitions under MPF scheme.
11	Review of work in respect of CIAT school.
12	Preparation of Administrative Calendar for 2016.

Department of Housing

January - 2015

1	Commencement of works for the Constn. of New Hostel for Working Women at Banamali Naskar Road, Behala.
2	Commencement of works for the Constn. of Night Shelter for the patient parties at Diamond Harbour District Hospital, South 24 Pgs.
3	Commencement of works for the Construction of 'ABASAN BHAVAN' at New Town.
4	Commencement of works for Construction of 112 nos. flat at New RHE Complex at Cooch Behar Rice Mill.
5	Introduction of engagement of Electrician, Plumbers, Sweepers etc. for 37 RHEs in and around Kolkata on contractual basis.
6	Identification of 4000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme if fund is available from Finance Department .
7	Issuance of Work Order by West Bengal Housing Board for Construction of 600 H.I.G. flats in Sun Ray Project.
8	District visit (Alipurduar, Jalpaiguri, North 24-Parganas, Bankura & Purba Medinipur) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".
9	Notification of the Annual Report of the West Bengal Housing Board u/s 32 of the West Bengal Housing Board Act.

February - 2015

1	Issuance of Work Order for Construction of 2 nos. New Rental Housing Estate at Sitla (Asansol) and Ghosali (Katwa) .
2	Issuance of Work Order for Construction of Motel at alternate site of Mecheda in place of Bagnan.
3	Issuance of Work Order for Construction of Working Women Hostel at Sahapur RHE campus.
4	Issuance of Work Order for Construction of Night Shelter at Medical College, Kolkata.
5	Identification of 4000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme if fund is available from Finance Department .
6	Commencement of works for construction of new RHE at Swyambhara complex for senior officers of State Government.
7	Review of "Geetanjali" scheme with all District Magistrates.
8	District visit (Malda, Murshidabad, South 24-Parganas, Nadia & Hooghly) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

March - 2015

1	Completion of Works for Construction of 4 nos. Motels at Jhargram, Debra, Narayangarh & Kharagpur.
2	Issuance of fresh work order for the construction of Motel at Farakka with revised estimate
3	Issuance of work order for the construction of New RHE at Barapathar, Paschim Medinipur.
4	Identification of 4000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme if fund is available from Finance Department .
5	Submission of Draft Report by PWC in respect to modernization & augmentation of production of modular brick through PPP model of Palta Mechanised Brick factory.
6	Production of 20 lakh bricks in Palta Mechanised Brick factory up to 31st March in Financial year 2014-15.
7	District visit (Kolkata, Dakshin Dinajpur, Uttar Dinajpur, Coochbehar & Darjeeling) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

April - 2015

1	Completion of works for Construction of 2 nos. Motels at Tarakeswar and Patiram.
2	Issuance of Work Order for Construction of Night Shelter at Baruipur Sub-Divisional Hospital.
3	Issuance of Work Order for Construction of Working Women Hostel at Baishnabghata.
4	Review meeting with all Districts to assess the performance of "Geetanjali" in 2014 - 15 and fixing up of target for 2015 - 16.
5	District visit (Howrah, Burdwan, Purulia, Birbhum & Paschim Medinipur) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

May - 2015

1	Issuance of Work Order for Construction of Working Women's Hostel at Becharam Chatterjee Street RHE campus
2	Issuance of Work Order for Construction of 2 nos. New Rental Housing at Mahesh (Hooghly) and A. K. Mukherjee Road.
3	Completion of Construction of 2 nos. Motels at Old Malda and Methapukur
4	Identification of 3000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme.
5	District visit (Alipurduar, Jalpaiguri, North 24-Parganas, Bankura & Purba Medinipur) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

June - 2015

1	Completion of works for Construction of 3 nos. Motels at Gaighata, Tapan and Hilli
2	Issuance of Work Order for Construction of Working Women Hostel at H. K. Seth Road.
3	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme.
4	Completion of project by West Bengal Housing Board at Silpakanan, Durgapur for construction of 384 HIG flats and 40 no. duplexes.
5	Submission of Annual Report & account of West Bengal Housing Board of the year, 2014 - 15. Admn Youth Affrise Department 2015
6	Review of "Geetanjali" scheme with all District Magistrates.
7	Expected date of sale of 247 different type of flats, 87 shops and 196 car parking spaces by West Bengal Housing Board
8	District visit (Malda, Murshidabad, South 24-Parganas, Nadia & Hooghly) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

July - 2015

1	Completion of works for Construction of Motel at alternate site of Bolpur in place of Rampurhat .
2	Issuance of Work Order for Construction of 2 nos. Working Women Hostels at 193, Andul Road and Mal Bazar.
3	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme.
4	District visit (Kolkata, Dakshin Dinajpur, Uttar Dinajpur, Coochbehar & Darjeeling) by team of officers to supervise different developmental activities going on in the districts including "Geetanjali".

August - 2015

1	Completion of works for Construction of 5 nos. Super-Speciality Hospital at (a) Rampurhat (b) Bishnupur (c) Domkal (d) Raghunathpur (e) Diamond Harbour.
2	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" scheme.

3	Review of “Geetanjali” scheme with all District Magistrates.
4	District visit (Howrah, Burdwan, Purulia, Birbhum & Paschim Medinipur) by team of officers to supervise different developmental activities going on in the districts including “Geetanjali”.

September - 2015

1	Completion of works for Construction of 4 nos. Motels at Pankhabari, Fulbari (Siliguri), Petrapole and Ashokenagar.
2	Issuance of Work Order for Construction of Rental Housing Estate at Borai, Hooghly.
3	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under “Geetanjali” scheme.
4	Calling of Tender by West Bengal Housing Board for the construction of 896 HIG flats in Prantik Phase-5B and 288 HIG flats in New Town.
5	District visit (Alipurduar, Jalpaiguri, North 24-Parganas, Bankura & Purba Medinipur) by team of officers to supervise different developmental activities going on in the districts including “Geetanjali”.

October - 2015

1	Completion of works for Construction of Working Women Hostel at Ibrahimpur Road RHE.
2	Issuance of Work Order for Construction of Rental Housing Estate at Jalaghata (Hooghly).
3	Completion of works for the Construction of Night Shelter for the patient parties at Diamond Harbour District Hospital, South 24 Pgs.
4	Completion of works for Construction of Super-Speciality Hospital at Mal.
5	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under “Geetanjali” scheme.
6	Review of “Geetanjali” scheme with all District Magistrates.
7	District visit (Malda, Murshidabad, South 24-Parganas, Nadia & Hooghly) by team of officers to supervise different developmental activities going on in the districts including “Geetanjali”.

November - 2015

1	Completion of works for the Construction of 48 nos. flat in New RHE Campus at Ghatal.
2	Completion of works for Construction of 30 nos. flat at New RHE campus at Gangarampur, Dakshin Dinajpur.
3	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under “Geetanjali” scheme.
4	District visit (Kolkata, Dakshin Dinajpur, Uttar Dinajpur, Coochbehar & Darjeeling) by team of officers to supervise different developmental activities going on in the districts including “Geetanjali”.

December - 2015

1	Completion of works for Construction of Super-Speciality Hospital at M. R. Bangur.
2	Completion of works for Construction of New RHE at Contai, Purba Medinipur (A & B type).
3	Completion of works for Construction of Motels at Sukhna and Mecheda .
4	Identification of 5000 beneficiaries and allotment of fund for the construction of dwelling units under “Geetanjali” scheme.
5	Completion of Housing project taken by West Bengal Housing Board at Krishnagar (80 upper MIG flats) and at Manicktala (36 HIG flats).
6	Review of “Geetanjali” scheme with all District Magistrates.
7	District visit (Howrah, Burdwan, Purulia, Birbhum & Paschim Medinipur) by team of officers to supervise different developmental activities going on in the districts including “Geetanjali”.

Department of Information and Cultural Affairs

Administrative Inputs	
Legal & Statutory obligations as per the Rules of Business	Action thereof
Information & Public Relations	Continuous process throughout the State through different subordinate offices
All matters connected with official language of the State and the Union	Implemented as per the decision of the State Government as well as the Union Government
All matters connected with cinemas, film industry, including products of films in particular, exhibitions and cultural programmes	Details are reflected in the activities below
Promotion of Art & Culture	Details are reflected in the activities below
Promotion of dance, drama, music, theatre, jatra & folk music	Details are reflected in the activities below
Cultural activities with other States in India & Inter-State exchange of cultural troupes	To be decided in due course
Centenary celebrations of former distinguished personalities in various fields	To be decided in due course
Administration of State institutions of cultural nature except as otherwise specified	Already exist
Management of Basumati Corporation Limited	Already exists
Control & Management of some Auditoriums	Already exist
Year-long programme of review meetings, district tours by Secretary & other senior officers	<ol style="list-style-type: none"> 1. At least once in a month by Directors of each Directorate with subordinate officers; 2. At least once in a month by Principal Secretary with senior officers; 3. Each district would be visited by any of the senior officers at least once in each month.
Specific milestones regarding State Government schemes	<ol style="list-style-type: none"> 1. Lok Prasar Prakalpa with target of enrollment is around 5000 folk artists per month; 2. Medclaim for Cine artists & technicians with target of enrollment is around 500 Cine artists/ technicians per month; 3. Milestones regarding other major Government Schemes has been reflected in the detailed Administrative Calender-2015.
Specific milestones regarding Government of India schemes	Reflected in the detailed Administrative Calender-2015.

Activities throughout the year	Sl. No.	Programme Details
	1.	Dissemination of general information through press releases, journals, exhibitions, advertisements, cultural programme etc. and conceptualising ideas and preparing designs for effective execution of publicity campaign to popularise the policies, programmes and activities of the State Government.
	2.	Lok Prasar Prokalpa- an initiative to provide regular income to folk artists and to preserve art and culture of Bengal. Enrolment target is around 60,000 in the current year.
	3.	Mediclaime for Cine-artistes & Technicians.
	4.	Financial assistance to distressed film technicians and artists (CCB).
	5.	Literary & Cultural Pension for eminent personalities.
	6.	Atlas project by CASTEL.
	7.	To identify and declare Heritage Buildings, Monuments etc. and their restoration & preservation

Month	Sl. No.	Month-wise Programme Details
January	1.	Jatra Utsav
	2.	Natya Mela with exhibition at Gaganendra Pradarshasala in Kolkata
	3.	Antarbanga Natya Utsav
	4.	Bahirbanga Natya Utsav
	5.	National Level Drama Festival by Minerva Natyasanskriti Charcha Kendro
	6.	Gopal Ghosh Memorial Lecture through Rajya Charukala Utsav
	7.	Classical Music Conference
	8.	Literary and Cultural programme of Rajbanshi Bhasa Academy
	9.	Saraswata Utsav by Rajbanshi Bhasa Academy
	10.	Participation in Kolkata Book Fair, setting up of West Bengal Pavilion with an exhibition at Mela Ground
	11.	Sahitya Utsav & Little Magazine Mela
	12.	Declaration of different awards under Paschimbanga Bangla Academy
	13.	Uttarbanga Kshatriya Samikha Gabeshak Sammelan through Folk & Tribal Cultural Centre
	14.	Rarh Banga Lok-O-Adibashi Sanskriti Utsav
	15.	State Level Music and Dance Competition 2015
	16.	7th Rajya Shishu Kishore Utsav
	17.	Publication of Chira Sabuj Lekha
	18.	Observance of Birth Anniversary of Swami Vivekananda, Netaji Subhash Ch. Bose & Madhusudan Dutt and Martyrs' Day
	19.	Observance of Republic Day throughout West Bengal
	20.	Uttar Banga Utsav

Month	Sl. No.	Month-wise Programme Details
	21.	Mati Utsav with two exhibitions at Panagarh
February	1.	Tele Awards
	2.	Dakshin Banga Kshatriya Samikha Gabeshak Sammelan
	3.	Observance of 150th Birth Anniversary of Thakur Panchanan Barma
	4.	Lila Majumder Children Literature Festival
	5.	Observance of Bhasha Dibas throughout West Bengal
	6.	Kabir Sangya Dekha through Paschimbanga Bangla Academy
	7.	Sangeet Mela with exhibition
	8.	Uttarbanga Little Magazine Mela
	9.	Publication of 3rd vol. of Bankim Rachanabali
	10.	State Level Music and Dance Competition 2015
	11.	Girish Janmotsav
	12.	National Seminar on Rajbanshi Bhasa by Rajbanshi Bhasa Academy
	13.	Paschimbanga Chaurkala Utsav
	14.	Repairing of galleries of State Archaeological Museum
	15.	Finalisation of bid of Film City Project.
March	1.	Financial Assistance to Natya/ Jatra/ Folk & Other Artistes
	2.	Nandalal Basu Memorial Lecture through Rajya Chaurkala Parshad
	3.	Janma Tithi of Sri Sri Ramkrishna
	4.	Death anniversary of Bhagat Singh
	5.	Publication of journal, seminar paper, books etc. by Rajbanshi Bhasa Academy
	6.	Annadasankar Roy Memorial Lecture & award giving ceremony
	7.	Kabiyal Mela through Folk & Tribal Cultural Centre with exhibition
	8.	Shasang Mela through Folk & Tribal Cultural Centre
	9.	Dance Appreciation Course
	10.	Foundation Day Celebration of West Bengal State Music Academy
	11.	Biswa Natya Divas through Paschimbanga Natya Academy
	12.	Completion of excavation of Moghalmari in Paschim Medinipur (2 nd Phase)
	13.	Finalisation of Project of Cultural Hub at Rabindra Sadan-Nandan Complex
April	1.	World Book Day Celebration through Paschimbanga Bangla Academy
	2.	Literary & Cultural Pension in favour of eminent personalities (round the year)
	3.	Barshapurti Anusthan throughout West Bengal
	4.	Workshop on Nazrulgiti through PB Kazi Nazrul Islam Academy
	5.	Celebration of birth anniversary of Dr.B.R. Ambedkar & De-rozio
May	1.	Bangabibhusan & Bangabhusan
	2.	Rabindra Janmotsav
	3.	Publication of Rabindra Rachanabali (Vol.-11)

Month	Sl. No.	Month-wise Programme Details
	4.	Nazrul Janmotsav
	5.	Award giving ceremony on behalf of different Akademi
	6.	Art Appreciation Course
	7.	Drawing & painting workshop on Upendra Kishore Roy Chowdhury
	8.	Celebration of birth anniversary of Satyajit Roy
	9.	Organising exhibition on excavation & exploration
June	1.	Memorial Lecture & Screening of documents through Rajya Charukala Parshad
	2.	Programmes on Rabindra Smaran
	3.	Workshop on Nazrul Geeti
	4.	Hool Dibas with exhibition
	5.	Observance of birth anniversary of Bankim Chandra Chattopadhyay & Sir Asutosh Mukhopadhyaya
	6.	Publication of Bankim Rachanabali (Vol.-IV)
	7.	Rabindra Nazrul Utsav
	8.	Workshop on Nazrulgiti through PB Kazi Nazrul Islam Academy
July	1.	Observance of birth anniversary of Tarasankar Bandyopadhyay D.L. Roy, Atul Prasad, Rajanikanta & Bhanu Bhakt
	2.	Workshop on Drama through Shishu Kishore Academy
	3.	Music Appreciation Course
	4.	Workshop for Jatra Artistes
	5.	Shishu Kishore Utsav
	6.	Mahanayaker Smarane
August	1.	Observance of Rabindra Prayan Divas with exhibition
	2.	Publication of "Jatra Darpan"
	3.	Observance of birth anniversary of Mother Teresa
	4.	Programmes in memory of Kazuo Azuma through PB Bangla Academy
	5.	Publication of Rabindra Rachanabali (Vol.-12)
	6.	Observance of Nazrul Prayan Divas
	7.	Workshop on painting & sculpture
	8.	Music Appreciation Course
	9.	District Level Workshops
	10.	Workshop on Sunirmal Basu through Shishu Kishore Academy
	11.	Workshop on Abanindra Nath Tagore through Shishu Kishore Academy
	12.	Workshop on Dance & Sangeet through Shishu Kishore Academy
	13.	Celebration of Independence Day throughout West Bengal
	14.	Shishu Kishore Utsav
	15.	Death anniversary of Martyr Khudiram Bose

Month	Sl. No.	Month-wise Programme Details
	16.	Film Appreciation Course
September	1.	Agamoni
	2.	Sharod Boiparban
	3.	Workshop on painting & sculpture
	4.	Seminar & Memorial programme on Drama through Paschimbanga Natya Academy
	5.	Observance of birth anniversary of Uttam Kumar, Bibhuti Bhushan Bandyopadhyaya, Sarat Chandra Chattopadhyaya & Iswar Chandra Vidyasagar
October	1.	Publication of Nazrul's works
	2.	Lalan Utsav
	3.	Hand over the cheque to Jatra Artistes
	4.	Seminar/Memorial Lecture through Rajya Charukala Parshad
	5.	Biswa Bangla Sharod Samman
	6.	Observance of birth anniversary of Mahatma Gandhi
November	1.	Lok Natya Utsav
	2.	Observance of Birsha Munda Divas
	3.	Workshop on painting & sculpture
	4.	Bahirbanga Natya Utsav (outer provinces)
	5.	Award giving ceremony of Biswa Bangla Sharod Samman
	6.	Publication of Chira Sabuj Lekha
	7.	21st Kolkata International Film Festival with exhibition
	8.	Observance of birth anniversary of C.R. Das, Abul Kalam Azad & Jawaharlal Nehru
	9.	Participation in India International Trade Fair
	10.	Digitisation of famous and old Bengali films
December	1.	5th Kolkata International Children Film Festival
	2.	Udaysankar Nritya Utsav
	3.	Poush Utsav
	4.	Publication of Rabindra Rachanabali (Vol.-13)
	5.	Annual Festival of Folk & Tribal Cultural Centre
	6.	Dakshin Banga Lok-O-Adibashi Sanskriti Utsav
	7.	Workshop on painting & sculpture
	8.	State Level Music and Dance Competition 2015
	9.	Natya Mela at Districts
	10.	Publication of Chira Sabuj Lekha
	11.	photography competition
	12.	Observance of birth anniversary of Ma Sarodamoni

Department of IT & Electronics IT Promotion

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments whom co-ordination-with whom is required	Design-ated Person/ Agency	Remarks
1	Siliguri IT Park (Ph-II)	Building will be made ready for possession	↓						↑						Panchayat	DGM (ID & M), WEBEL	Spill-over target from 2014
2	Durgapur IT Park (Ph-II)	Building ready for Possession	↓			↑									Durgapur Mpl. Corpn.	DGM (ID & M), WEBEL	Spill-over target from 2014
3	Asansol IT Park	Building ready for Possession	↓			↑									Asansol Mpl. Corpn., WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014
4	Barjora IT Park	Building ready for Possession	↓			↑									Panchayat, WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014
5	Rajarhat IT Park	Building ready for Possession	↓			↑									New Town Power Supply, NKDA	DGM (ID & M), WEBEL	Spill-over target from 2014
6	Kharagpur IT Park	Building ready for Possession	↓					↑							WBIDC, WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014
7	Bolpur IT Park	Building ready for Possession	↓					↑							Panchayat, WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014
8	Purulia IT Park	Building ready for Possession	↓												L & LR, Purulia Mpty., WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments / Districts with whom co-ordination is required	Designated Person/ Agency	Remarks	
9	Malda IT Park	Work Order to be issued	↙												L & LR, DM. WBSEDCL Malda Mpty.	DGM (ID & M), WEBEL	Spill-over target from 2014	
		40% of civil construction will be completed				↘								↗				
10	Haldia IT Park	Work Order to be issued	↙↘												Finance, Haldia Mpty. HDA, WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014	
		60% of civil construction will be completed												↗				
		Electrical & other work to start											↕					
11	Kalyani IT Park	Work Order to be issued	↙↘												L & LR, WBSEDCL	DGM (ID & M),	Spill-over target WEBEL from 2014	
		60% of civil construction will be completed												↗				
		Electrical & other work to start											↕					

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments / Districts with whom co-ordination is required	Designated Person/ Agency	Remarks		
12	Howrah IT Park	Work Order to be issued	↕												WBIDC Panchayat WBSEDCL	DGM (ID & M), WEBEL	Spill-over target from 2014		
		60% of civil construction will be completed		↙															
		Electrical & other work to start																	
13	Krishna-nagar IT Park	Work Order to be issued	↙			↗									L & LR, DM, WBSEDCL Krishna nagar Mpty.	DGM (ID & M), WEBEL	Spill-over target from 2014		
		45% of civil construction will be completed																	
		Electrical & other work to start																	
14	Bantala IT Park	Work Order to be issued	↕												Panchayat WBSEDCL Dev. Commissioner	DGM (ID & M), WEBEL			
		60% of civil construction will be completed		↙															
		Electrical & other work to start																	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments / Districts with whom co-ordination is required	Designated Person/ Agency	Remarks	
15	Taratala IT Park	Work Order to be issued	↕	↕											KMC, KoPT CESC, KIT	DGM (ID & M), WEBEL	Spill-over target from 2014	
		50% of civil construction will be completed			↕									↕				
		Electrical & other work to start												↕				
16	Sonarpur Hardware Park	Plots will be ready for allotment	↕		↕										WBSEDCL, Sonarpur Mpty.	DGM (ID&M), WEBEL	Spill-over target from 2014 Due to court cases, some part plots may not be allotted	
		Final Application Approval and Anchor investor selection														Gol (DeitY), Finance, WBIDC, SPV	DGM (NP), WEBEL	PPP scheme with Gol assistance. Spill-over target from 2014
17	EMC, Nailhati	Appointment of Engineering consultant	↕															

e-governance																	
Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Design-ated Person/ Agency	Remarks
1.1	e-District State-wide Roll out	Launching of 15e-District services from SDC production environment	Launching of 15 services												Labour, C&I (Registrar of Societies), L&LR, Finance (Registration) L&LR, Finance (Registration) Departments and 8 Districts	Webel (Nimal Ray) and SeMT (Ashwini Kumar) along with State Project Management Unit (SPMU) – M/s Pricewaterhouse Coopers	Carried over (Last target:Dec, 2014) Services already developed and hosted in SDC staging area. STQC audit and UAT under progress. Site preparation under in progress 8 Districts
1.2		Site Preparation with All Hardw are and LAN connectivity in all Districts upto Block level			Site preparation in remaining 3 Districts										Labour, C&I (Registrar of Societies), L&LR, Finance (Registration) Departments and all Districts	Webel (Nimal Ray) and SeMT (Ashwini Kumar) along with System Integrator (SI) – M/s CMC Ltd	Work under progress (79 Sites completed)

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
1.3		Launching of all 37 approved services in all Districts			Launching of remaining 22 services in SDC		Launching in first 8 Districts	Launching in remaining Districts							Labour, C&I (Registrar of Societies), L&LR, Finance (Registration), WCD&SW Departments and all Districts	Webel (NirmalRay) and SeMT (Ashwini Kumar) along with State Project Management Unit (SPMU) – M/s Pricewaterhouse Coopers	Dependent upon above activities
1.4		Identifying of additional services to be launched under e-District													Various Departments to be identified	SeMT (Ashwini Kumar)	Dependent upon completion of above activities
1.5		Launching of additional services under e-District													Various identified Departments	SeMT (Ashwini Kumar) and Webel (Nirmal Ray)	Dependent upon completion of above activities
2.1	State Portal -State Service Delivery Gateway (SP-SSDG)	Development, Testing and Launching of State Portal	Development	Testing & STQC Audit	Launching										I& CA Dept.	Webel (Nirmal Ray)	Launching of State Portal is currently being handled by I&CA. *

* Albeit SPL and SSDG are integral parts of the Mission Mode Project (MMP) SP-SSDG under NeGP.

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
2.2		Launching of 5 e-services of 2 Departments as per contract using SSDG	Launching												Tribal Affairs & Disaster Management Dept.	Webel (Nirmal Ray) and SeMT (Ayananshu Banerjee)	Deptt. Carried over
2.3		Launching of 4 e-services of Minority Affairs Dept. as per contract using SSDG	Final readiness Testing	Launching											Minority Affairs & Madrasah Dept.	Webel (Nirmal Ray) and SeMT (Ayananshu Banerjee)	Carried over
2.4		Launching of remaining 9 e-services of 3 Departments as per contract using SSDG	Testing	STQC Audit and Training	Completion of Site preparation and Launching										Fire & Emergency services, MSME, Food & Supplies Departments	Webel (Nirmal Ray) and SeMT (Ayananshu Banerjee)	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/Districts with whom coordination is required	Designated Person/ Agency	Remarks
2.5		Launching of 2 additional services regarding Single Window System of Directorate of Industries	Testing and Launching of Single Window Clearance service	Development of service for Registration of Industries	Testing and Launching of Registration of Industries service										C&I Dept. (Directorate of Industries)	Webel (Nirmal Ray) and SeMT (Ayananshu Banerjee)	For medium and large industries only
2.6		Identification of additional services of other Departments to be provided using SSDG				Coordination and Discussions with other Depts to identify services for SSDG									Various Departments to be identified	SeMT (Ayananshu Banerjee)	Depending upon Go-live of 23 services, additional services may be taken up subsequently
2.7		Development and Launching additional identified services in SSDG								Development of identified services		Testing and Launching of services			Various identified Departments	SeMT (Ayananshu Banerjee)	Dependent on above activity

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
3	State Data Centre (SDC) expansion	Completion of Expansion work	DPR approval and Tendering process		Selection of SI and Award of Contract	Implementation and completion of expansion work	Implementation and Completion of expansion work									- Webel/ SDC Composite Team (Nirmal Ray)	Carried over- Rendering required due to change of specifications from Power Distribution Unit (PDU) to Smart PDU
4	Cloud enablement in SDC	Completion of Work	Contract signing with SI	Implementation and completion of work												Webel/ SDC Composite Team (Nirmal Ray)	(Carried over) Tendering process completed. Accel Frontline selected as SI
5.1	e-Office	Proposal from NIC and Approval of Apex Committee on State Wide Implementation of Office in all Line Departments and all the Districts	Proposal from NIC	Approval from Apex Committee and identification of Departments and Districts												NIC	SIO, NIC

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
5.2	Procurement of Hardware and arrangement for hosting in SDC				Budgetary approval		Procurement and installation								Finance Dept.	NIC-SIO, Webel (Nirmal Ray), SeMT (Dr Subir Roy)	
5.3	Implementation in 4 Line Departments						Discussions with 4 Departments approved by Apex Committee		Implementation in 2 identified Departments		Implementation in 2 identified Departments				To Be Decided after proposal from NIC and approval of Apex Committee	NIC-SIO, Webel (Nirmal Ray), SeMT (Dr Subir Roy)	
5.4	Implementation in 2 Districts						Discussions with 2 District approved by Apex Committee		Implementation in 1 st District		Implementation in remaining 2 nd District				To Be Decided after proposal from NIC and Approval of Apex Committee	NIC-SIO, Webel (Nirmal Ray), SeMT (Dr Subir Roy)	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
6.1	m-Governance	e-Taxi and m-Taxi (Mobile and Web-based Taxi Booking)	Approval of fund from State Budget	Floating of tender	Selection of vendor and Award of Contract				Development, Implementation and Testing		Launch of Phase-I in one Commissionerate	Launch of Phase-II in one Commissionerate	Launch in one more commissionerate		Police commissionerates	SeMT (Abhishek Roy) and Webel (Nirmal Ray)	Phase-I: e-Taxi and Mobile app Phase-II: IVRS and USSD based Mobile booking
6.2		Launch of Complaint redressal services to handle Taxi refusal, Evt-teasing incidents using USSD infrastructure	Approval of fund from State Budget	Floating of tender	Selection of vendor and Award of Contract				Development, Implementation		Testing and Launching of services				Home Dept. (various Police Commissionerates)	SeMT (Abhishek Roy) and Webel (Nirmal Ray)	
6.3		Setting up of Infrastructure for Outbound dialers (OBD) in English language	Approval of fund from State budget	Floating of tender	Section of vender and contract of Award		Development and implementation	Testing and Launching of services								SeMT (Abhishek Roy) and Webel (Nirmal Ray)	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
6.4		Setting up of Infrastructure for Outbound dialers (OBD) in Bengali, Hindi & other languages						Development and implementation	Testing and Launching of services							SeMT (Abhishek Roy) and Webel (Nirmal Ray)	
6.5		Development of Computer telephony integration in the OBD for interactions with the Citizen/Data collection							Development and implementation	Testing and Launching of services						SeMT (Abhishek Roy) and Webel (Nirmal Ray)	
6.6		Launch of services on OBD infrastructure							Identification of services and Line Departments		Launch of services				Various Departments to be identified	SeMT (Abhishek Roy)	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
6.7		Launch of Pull based G2C services integrating with MSD	Introduction of concept to Departments and Identification of services for Line Departments			Development & Implementation		Testing Handover & Launch of Servies							Various Departments to be identified	SeMT (Abhishek Roy)	
7.1	Document Management System	Digitization of record rooms of remaining 6 Districts	Initiation and stabilization of process and Completion in 3 Districts					Completion in remaining 3 Districts							Remaining 6 Districts	Webel (Nirmal Ray)	Carried over – 6 out of 12 Districts completed Remaining 6 districts are Purba and Paschim Medinipur, South and North 24 Parganas, Bankura, Kolkata
7.2		Hosting digitized records of remaining 6 Districts on DMS							Initiation and stabilization of process and Completion in 3 Districts						Remaining 6 Districts	Webel (Nirmal Ray)	Same as above

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom co- ordination ation is required	Design- ated Person/ Agency	Remarks
8.1	West Bengal State Wide Area Network (WBSWAN)	Engage- ment of New Network Operator for WBSWAN for 2 Years	Processing of tender	Award of Contract											IT&E Dept.	Webel (Nirmal Ray)	Carried over (Last target: Dec, 2014) Tender under process. Contract will be awarded to the L1 bidder after closing of tender process by end January 2015
8.2		Upgrade of WBSWAN from P2P circuits to MPLS architecture	Approval by Deity and Fund sanction	Selection of Service Provider	Award of Contract										DEITY, GOI	BSNL & Webel (Nirmal Ray)	Letter requesting DEITY for approval of WBSWAN upgrade proposal @/ARC of Rs.11 Cr for 400+ circuits has been sent on 27.11.2014

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
8.3		Bandwidth Upgrade for WBSWAN Circuits	Approval by Deity and Fund sanction	Award of Contract to existing operator BSNL											DEITY, GOI	BSNL & Webel (Nirmal Ray)	Carried over (Last target: Dec, 2014) Letter for bandwidth upgrade proposal will be sent to DEITY along with bandwidth utilization reports of WBSWAN POPs after implementation of MPLS architecture
8.4		Upgrade of obsolete WBSWAN Infrastructure/ Facilities													IT&E Dept.	BSNL & Webel (Nirmal Ray)	To be done through tender process

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/Districts with whom coordination is required	Designated Person/ Agency	Remarks
8.5		WBSWAN connectivity of 1000 Horizontal Offices under 10-5-5 rule	Finalization of proposal	Budgetary approval from State as well as DeitY	Tendering process and Selection of vendor		Award of Contract	Implementation							10 Departments per DHQ and 5 Departments per SDHQ / BHQ as selected by the State Implementation committee	Single/ Multiple Network service providers	Carried over (Last target: Dec, 2014) Vendor to be selected through open tender process
9.1	Indian Institute of Information Technology	Getting 132KVHT Line shifted by WBSETCL					↕									Deputy Secretary, IT&E Dept.	
9.2		Preparation of Plan & Estimate for the new campus						Preparation of plan and estimate							CPWD/ L&LR/ WBSETCL	Deputy Secretary, IT&E	
9.3		Tendering for selection of Construction agency								Selection of Construction agency					CPWD	Deputy Secretary, IT&E Dept.	

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom coordination is required	Designated Person/ Agency	Remarks
9.4		Starting of Construction										↕			CPWD & Webel	Deputy Secretary, IT&E Dept.	
9.5		Starting of B-Tech. Course in Computer Science							↕						MHRD, Govt. of India	Deputy Secretary, IT&E Dept.	
	Monitoring mechanism	Weekly meetings/reviews of important items of work, including implementation of Self Attestation Orders and Right to Public Services Act at the level of Additional Chief Secretary, IT & E Deptt. and periodic reviews at the level of Hon'ble MIC.															

Department of Irrigation & Waterways

Irrigation & Waterways Department is responsible for management and development of surface irrigation from reservoirs / barrages or through intricate canal networking systems. Upkeep and improvement of around 10,400 km length of river and sea embankments and improvement of drainage channels to provide a reasonable degree of protection to the millions of people living in flood prone areas, almost 43% of the total geographical areas of the State is also another challenging task of this Department.

During last three and half years, Irrigation & Waterways Department has

Completed construction and renovation of irrigation canal for a total length of 979 km;

Completed improvement of flood embankments including anti-erosion works for a total length of 1055 km;

Completed re-excavation of rivers and drainage channels for a total length of 398 km;

Undertaken construction of 105 numbers of RCC road bridges on rivers and drainage channels. Many of those have been completed. Projects for construction of further 103 bridges, often in replacement of old and dilapidated wooden bridges have also been posed under various funding sources.

January-2015		
Brief Name of Works scheduled to be completed during the month	Length (km) / No.	District
1 Modernisation of minor irrigation schemes, i. Narathali-Kamakhyaguri (PS Kumargram) ii. Surti (PS Falakata) iii. Santal Colony (PS Samuktola)	8.5 km (Total)	Alipurduar
2 Construction of new check dams on Jhoras (Stream) in PSs Arsha (4 Nos.), Joypur (1 No.), Kotshila (1 No.), Purulia Sadar (1 No.), Para (2 Nos.), Barabazar (1 No.), Raghunathpur (1 No.) & Pancha (1 No.)	12 Nos.	Purulia
Other Activities & Time Schedule :		
1 Departmental review meeting on utilization of Plan fund and preparation of Budget Estimate for next financial year.		

February 2015		
Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 'Aila' affected embankment reconstruction (cluster of works) at Blocks – Hasnabad Patharpratima Namkhana Kakdwip Sagar (carried over from 2014)	0.58 km 7.20 km	North 24-Parganas South 24-Parganas
2 Distributary Nos.7, 12 & 17 of Simlapal Branch Canal and Distributary Nos.3, 4, 4A, 5, 15 (Part) & 17 of Bishnupur Branch Canal under Kangsabati Reservoir Project in PSs Onda, Simlapal & Taldangra.	18.26 km	Bankura
3 Branch canal and distributaries of Damodar Valley Project at Blocks – Burdwan-I Montesar Memari-II Bhatar Galsi Ausgram I & II (carried over from 2014)	161.00 km	Burdwan

4	Bridges over, i. Panipia Khal in PS Contai ii. Contai Nullah in PS Contai iii. Pichaboni Khal in PSs Ramnagar & Contai	1 No. 1 No. 1 No.	Purba Medinipur
5	Bridge over Tolly's Nullah at Shantinagar	1 No.	Kolkata
6	Bridge over SAMD Part-I at Radhanagar	1 No.	South 24-Parganas

Other Activities & Time Schedule :

- 1 District tours of Minister-in-charge with senior Officers for reviewing progress of works and inauguration of completed works.

March 2015

Brief Name of Works scheduled to be completed during the month	Length (km) / No.	District
1 Rupnarayan bank protection work at Jhumjhumi in PS Shyampur.	1.2 km	Howrah
2 Teesta & Karala embankment and spurs at Jalpaiguri Sadar Block. (carried over from 2014)	2.25 km + 0.225 km	Jalpaiguri
3 Punarbhaba & Mahananda bank protection works along international border at Habibpur Block. (carried over from 2014)	5.00 km	Malda
4 Sisamara embankment at Alipurduar-I Block. (carried over from 2014)	6.00 km	Alipurduar
5 New Cut – Keshtopur – Bhangarkata Khal System within KMC, New Town & adjoining areas.	33 km	Kolkata, North & South 24-Parganas
6 Baghai & Chandia re-excavation at Patashpur-I & Moyna Blocks. (carried over from 2014)	16.00 km	Purba Medinipur
7 Bridges over, i. Beta Khagda Khal in PS Egra ii. Orissa Coastal Canal in PS Marishda iii. Amirabad Khal in PS Contai	1 No. 1 No. 1 No.	Purba Medinipur
8 Bridge over Tolly's Nullah at Kudghat	1 No.	Kolkata
9 10-Vent Regulator cum Bridge at Sagar Block (carried over from 2014)	1 No.	South 24-Parganas
10 Karatia Pump House at Canning-II Block. (carried over from 2014)	1 No.	South 24-Parganas
11 Commencement of construction of new check dams on Jhoras (stream) in P.Ss, Joypur (5 Nos.), Arsha(3 Nos.), Kotshila(1 No.) and Purulia Mafasal (1 No.).	10 Nos.	Purulia

Other Activities & Time Schedule :

- 1 Inter departmental review meeting to assess requirement vis-a-vis availability of canal water for Boro irrigation in South 24-Parganas.

April 2015

Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 New Monikhali Khal under Maheshtala Municipality.	4.77 km	South 24-Parganas
2 Drainage sluices cum regulators cum bridges over, i. Argoal Drainage Cut Channel in PS Patashpur	1 No.	Purba Medinipur
ii. Jatranullah in PS Digha	1 No.	
iii. Sashiganj Khal in PS Chandipur	1 No.	

Other Activities & Time Schedule :

- 1 Departmental meeting on allocation of Plan and Non-Plan fund for 2015-16 among Offices under Irrigation & Waterways Directorate throughout the State.

May 2015

Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 Sundarban embankments other than 'Aila' affected areas within PSS, Hasnabad Minakhan Basirhat Hingalganj Sandeshkhali	1 km	North 24-Parganas
Kulpi Gosaba Basanti Kultali Sagar Kakdwip Namkhana Patharpratima	2 km	South24-Parganas
2 Rupnarayan and Mundeswari bank protection work at Uttar Bhatara, PS Joypur.	1.5 km	Howrah
3 Bridge over Tolly's Nullah at Keorapurkur within KMC area.	1 No.	Kolkata
4 Bridge over Hotor/Adiganga at Teka & Bhadrishal, PS Baruipur.	2 Nos.	South 24-Parganas
5 Completion of construction of new check dams on Jhoras (stream) in P.S.- Barabazar (1No.) and P.S.-Purulia Sadar (1 No.)	2 Nos.	Purulia
6 Commencement of construction of new check dams on Jhoras (stream) in P.Ss, Barabazar (1 No.), Purulia Mafasal (3 Nos.), Bagmundi(1 No.), Balarampur (1 No.), Kashipur(2 Nos.), Hura(1 No.), Joypur(1 No.), Rangunathpur(1 No.), Manbazar(2 Nos.).	13 Nos.	Purulia

Other Activities & Time Schedule :

- 1 Departmental meeting on flood preparedness, along with the concerned Central Government Departments/ Organizations (IMD / CWC / GFCC etc.).
 - a North Bengal
 - b South Bengal
- 2 Routine pre-monsoon maintenance work on embankment, irrigation canal, drainage channel etc. (entire month).

June 2015

Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 Sundarban embankments other than 'Aila' affected areas within PSs, Hasnabad Minakhan Basirhat Hingalganj Sandeshkhali	1 km	North 24-Parganas
Kulpi Gosaba Basanti Kultali Sagar Kakdwip Namkhana Patharpratima	2 km	South24-Parganas
2 Ajoy embankment protection at Nabakhanda, PS Galsi	0.9 km	Burdwan
3 Maja Damodar Channel (Ranjabar to Paschim Kalna) in PS Joypur.	14 km	Howrah
4 Bridges over Tolly's Nullah at Shani Mandir & Dakshin Dinesh Palli within KMC area	2 Nos.	Kolkata
5 Bridge over Adiganga in PS Sonarpur at, Kalitola	1 No.	South24-Parganas
Jagaddal	1 No.	
6 Bridge over Adiganga at Sasan, PS Baruipur	1 No.	South24-Parganas
7 Bridge over Kangsabati river at Amkola, PS Lalgargh. (carried over from 2014)	1 No.	Paschim Medinipur
8 Construction of Kangsabati Anicut structure for irrigation at Mohanpur, Midnapore Sadar & Kharagpur-II Blocks. (carried over from 2014)	1 No.	Paschim Medinipur

Other Activities & Time Schedule :

- Starting functions of Control Rooms for flood management at districts and also at headquarters.
- Completion of routine maintenance works related to flood management.
- District tour of Minister-in-charge in the accompaniment of senior Officers to monitor flood preparedness.

July 2015

Brief Name of Works scheduled to be completed during the month	Length (km)/ No.	District
1 Fulahar bank protection works at Miahhat & Khidirpur, PS Harischandrapur.	1.6 km	Malda
2 Bridge over Circular – Beliaghata Canal at Narkeldanga within KMC area.	1 No.	Kolkata
3 Completion of survey and DPR preparation for construction of new check dams on Jhoras(stream), in P.Ss, Hura(5 Nos.), Para(1 No.), Raghunathpur(5 Nos.), Purulia Sadar(6 Nos.), Barabazar(6 Nos.), Purulia Mafasal (2 Nos.), Hura(1 No.) and Purcha(2 Nos.) under the special funding of State Finance Department.	28nos. (out of Total 35 Nos.)	Purulia

Other Activities & Time Schedule :

- Patrolling of flood embankments and operating sluice gates (throughout the month) and undertaking emergent restoration. works, in case of disaster due to floods, cyclones etc.
- Keeping constant liaison with DVC and Government of Jharkhand to moderate flood release from reservoirs during the entire month.

August 2015		
Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 Modernisation of minor irrigation scheme, i. Manja (PS Naxalbari) ii. Taipu (PS Phansidewa)	10.78 km (Total)	Darjeeling
Other Activities & Time Schedule :		
1 Patrolling of flood embankments and operating sluice gates (throughout the month) and undertaking emergent restoration. works, in case of disaster due to floods, cyclones etc.		
2 Keeping constant liaison with DVC and Government of Jharkhand to moderate flood release from reservoirs during the entire month.		
September 2015		
Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 Bridge over Damodar Main Canal at Belgram, PS Burdwan.	1 No.	Burdwan
2 Completion of Survey and DPR preparation for construction of new check dams on Jhoras (stream) in P.Ss, Manbazar (6 Nos.), Hura (1 No.) under the special funding of State Finance Department.	7 Nos. (Balance out of 35 Nos.)	Purulia
Other Activities & Time Schedule :		
1 Patrolling of flood embankments and operating sluice gates (throughout the month) and undertaking emergent restoration. works, in case of disaster due to floods, cyclones etc.		
2 Keeping constant liaison with DVC and Government of Jharkhand to moderate flood release from reservoirs during the entire month.		
October 2015		
Brief Name of Works scheduled to be completed during the month	Length (km) / No.	District
1 Bridge over Kana Nadi at Samserpur, PS Tarakeswar	1 No.	Hooghly
Other Activities & Time Schedule :		
1 Patrolling of flood embankments and operating sluice gates (throughout the month) and undertaking emergent restoration. works, in case of disaster due to floods, cyclones etc.		
2 Keeping constant liaison with DVC and Government of Jharkhand to moderate flood release from reservoirs during the entire month.		
3 Half yearly departmental review meeting on Plan fund utilization.		
November 2015		
Brief Name of Works scheduled to be completed during the month	Length (km) / No.	District
1 Lower Bagjola Khal in New Town, Rajarhat, Bhangar & Haroa.	27.5 km	North & South 24-Parganas
2 Bridges over Tolly's Nullah KMC area at / near, i. Bharat Sevashram Sangha ii. CNI Boys' & Girls' School iii. Rathtala iv. Bansdroni	1 No. 1 No. 1 No. 1 No.	Kolkata

3	Commencement of construction of new check dams on Jhoras (stream) in P.Ss, Hura(5nos.), Barabazar(6 Nos.) under the special funding of State Finance Department.	11 Nos. (out of total 35 Nos.)	Purulia
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Other Activities & Time Schedule :

- 1 District level meeting for distribution of Rabi / Boro irrigation water in South & North Bengal.

December 2015

Brief Name of Works scheduled to be completed during the month	Length (km) /No.	District
1 'Aila' affected Sundarban embankments (cluster of works) within PSs, Hasnabad Hingaljanj Basanti Patharpratima Sagar Kakdwip	3 km 10 km	North 24-Parganas South 24-Parganas
2 Sundarban embankments other than 'Aila' affected areas within PSs, Hasnabad Minakhan Basirhat Hingaljanj Sandeshkhali Kulpi Gosaba Basanti Kultali Sagar Kakdwip Namkhana Patharpratima	3 km 6 km	North 24-Parganas South 24-Parganas
3 Cantonment Khal in Rajarhat & Dumdum areas	4.5 km	North 24-Parganas
4 Barjola Khal in PS Sankrail	10.35 km	Howrah
5 Intercepting Khal at Garfa & Tiljala within KMC area	4.1 km	Kolkata
6 SWF Channel in Bantala area	1.8 km	South 24-Parganas
7 Bridge over Intercepting Channel at Mondalpara within KMC area	1 No.	Kolkata
8 Bridge over Adiganga at Sekharbali, PS Baruipur	1 No.	South 24-Parganas
9 Bridge over Joynagar Khal at Dhanpota Mandir Bazar, PS Mograhat.	1 No.	South 24-Parganas
10 Completion of construction of new check dams on Jhoras (stream) in P.Ss, Joypur (5 Nos.), Arsha (3 Nos.), Kotshila (1 Nos.) and Purulia Sadar (1 No.)	10 Nos.	Purulia

Other Activities & Time Schedule :

- 1 State level meeting for distribution of Rabi / Boro irrigation water in South Bengal.
- 2 District tour of Minister-in-charge with senior Officers for reviewing progress of works and inauguration of completed works.

Judicial Department

Targets for January, 2015

•	Quarterly review on civil construction of South 24 Parganas, North 24 Parganas, Howrah and Hooghly
•	Quarterly review on trainings at State Judicial Academy
•	Meeting on High Court Budget/Infrastructure
•	Meeting with Director Prosecution on APP/PP shortfall

Targets for February, 2015

•	Quarterly review on civil construction of Nadia, Murshidabad, Burdwan and Birbhum
•	Review on progress of issuing marriage certificates at Registrar General of Marriages Office
•	Review on progress of new court creation scheme

Targets for March, 2015

•	Quarterly review on civil construction of Purulia, Bankura, Paschim Medinipur and Purba Medinipur
•	Meeting with Director Prosecution on training programmes
•	Review on progress of 13 th Finance Commission
•	Meeting with the Administrator General and Official Trustee.W.B.

Targets for April, 2015

•	Quarterly review on civil construction of Malda, Dakshin Dinajpur, Uttar Dinajpur, Jalpaiguri and Alipurduar
•	Review on progress of 14 th Finance Commission
•	Meeting on recruitment of APPN through PSC
•	Meeting with the W.B. National University of Juridical Sciences

Targets for May, 2015

•	Quarterly review on civil construction of Darjeeling and Coochbehar
•	Review on progress of new CBI Courts
•	Review on progress of Gram Nayalayas
•	Meeting on Advocate Welfare Trust Fund/W.B. Advocates Welfare Corporation

Targets for June, 2015

•	Quarterly review on civil construction of South 24 Parganas, North 24 Parganas, Howrah and Hooghly
•	Review on the progress of construction works of new Judicial Academy at Rajarhat
•	Review on the progress of Centrally Sponsored Schemes

Targets for July, 2015

•	Quarterly review on civil construction of Nadia, Murshidabad, Burdwan and Howrah
•	Meeting with State Legal Services Authority
•	Review on progress of new Court Creation Scheme

Targets for August, 2015

•	Review on progress of 14 th Finance Commission
•	Quarterly review on civil construction of Purulia, Bankura, Paschim Medinipur and Purba Medinipur
•	Meeting on Revised Budget Estimate of the Department/High Court etc.
•	Meeting on Advocates Welfare State Fund/W.B. Advocates Welfare Corporation

Targets for September, 2015

- Quarterly review on civil construction of Malda, Dakshin Dinajpur, Uttar Dinajpur, Jalpaiguri and Alipurduar
- Meeting with Recruitment of APPN through PSC
- Meeting with AGOT, W.B.

Targets for October, 2015

- Quarterly review on civil construction of Darjeeling and Coochbehar
- Review on progress of 14th Finance Commission
- Review on progress of Centrally Sponsored Schemes

Targets for November, 2015

- Meeting with Director Prosecution on APP/PP shortfall
- Meeting with State Legal Services Authority
- Quarterly review on training at State Judicial Academy
- Meeting on High Court Budget/Infrastructure

Targets for December, 2015

- Quarterly review on civil construction of Nadia, Murshidabad, Burdwan and Birbhum
- Meeting on creation of posts
- Review on the progress of construction works of new Judicial Academy at Rajarhat

Department of Labour

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
02.01.2015			Inauguration of social security month				
07.01.2015			Inauguration of ShramikMela at Asansol and Raghunathpur				
08.01.2015			Shramikmela at Berhampore and Bankura				
09.01.2015			Shramikmela at Howra and Chinsura				
12.01.2015			Shramikmela at Basirhat				
13.01.2015			Shramikmela at Malda and Raiganj				
14.01.2015			Inauguration of Shramikmela at Siliguri and Jalpaiguri				
16.01.2015			Shramikmela at Coochbehar and Balurghat		Upgradation of Eye and Dental Deptt. at Asansol ESI Hospital		
19.01.2015			Shramikmela at Barasat and Kalyani	Prashikshan-Shibir for domestic workers			
20.01.2015	Review Meeting of Gatidhara Scheme			-do-	Creation of Canteen facilities at Asansol ESI Hospital		
21.01.2015			Inauguration of Shramikmela at Howrah and Chinsurah	-do-			
22.01.2015			Shramikmela at Burdwan and Bolepur				
24.01.2015	Review Meeting on Self-Attestation and Self-declaration	Athletic Sports at South Bengal					

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
27.01.2015					Opening of Physiotherapy Unit at Durgapur ESI Hospital		
28.01.2015			Camps for benefit distribution	Career talk			
29.01.2015					Opening of Blood Storage Unit at Durgapur ESI Hospital		
30.01.2015					Opening of USG Unit at Durgapur ESI Hospital		Mock drill of the On-site Emergency Plan at IOC Ltd. and LPG Bottling Plant, Kalyani
02.02.2015	Review Meeting on Employment Bank			Special Coaching			
03.02.2015				-do-			
04.02.2015			Camps for benefit distribution	-do-			
05.02.2015			Meeting of State Level Monitoring Committee on child labour	-do-			
06.02.2015			Review of State labour institute	-do-			
11.02.2015			Camps for benefit distribution				
12.02.2015	Meeting on New Scheme for Welfare of Tea Plantation Workers		Meeting of West Bengal Unorganized Sector Workers' Welfare Board and Meeting of West Bengal Building and Other Construction Workers' Welfare Board				

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
15.02.2015				Mock test			
17.02.2015					Opening of NICU at Kamarhati ESI Hospital		
18.02.2015			Camps- Benefit distribution				
19.02.2015			Meeting of Minimum Wages Advisory Board				
20.02.2015	Quarterly Review by Chief Secretary on Closed Tea Gardens				Meeting of MPDS		Awareness for safety, health and Environment in factories around Kalyani
22.02.2015		Quiz/ Debate Competition					
24.02.2015			ESI day		Observation of ESI day		
25.02.2015	Review Meeting on Right to Public Services Act, 2013		Camps- Benefit distribution				
26.02.2015			Meeting of State Advisory Committee on Beedi				
02.03.2015				Motivation Camp for USKP			
03.03.2015				-do-			
04.03.2015			National Safety Day	-do-			Observance of National Safety Day
05.03.2015						Workshop on Boiler operation Engineers and Boiler Attendants' Exam. And Awarding	

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
						certificate to the successful trainees of the Welders' Training Centre	
06.03.2015						-do-	
11.03.2015			Camps- Benefit distribution				
12.03.2015			Meeting of Executive Council of W. B. Transport Workers' Social Security Scheme				
18.03.2015			Camps- Benefit distribution				
19.03.2015			Meeting of Tripartite Committee to oversee the implementations of Plantations of Labour Act				
23.03.2015					Opening of newly renovated Admn. Block at Maniktala ESI Hospital		
25.03.2015			Camps- Benefit distribution				
26.03.2015	Review Meeting for Developmental Schemes for Plantation Workers				Opening of new dedicated maternity wing at Maniktala ESI Hospital		
29.03.2015		Volley Ball Competition					
30.03.2015					Opening of USG unit at Gourhati ESI Hospital		
01.04.2015			Camps- Benefit distribution				

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
08.04.2015			Camps- Benefit distribution				
10.04.2015	Quarterly Review of Gatidhara Scheme	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance
21.04.2015				Career talk			
22.04.2015			Camps- Benefit distribution				
29.04.2015			Camps- Benefit distribution				
30.04.2015			Meeting of West Bengal Unorganized Sector Workers' Welfare Board and Meeting of West Bengal Building and Other Construction Workers' Welfare Board		Patient party facilitation centre at Maniktala ESI Hospital		
01.05.2015		May Day ' 15 (Central Programme)	Observation of May Day centrally				
06.05.2015			Camps for benefit distribution	Career talk			
07.05.2015			Meeting of W. B. State Social Security Board				
13.05.2015			Camps for benefit distribution				
14.05.2015			Award of Excellence of Labour Commissionerate				
17.05.2015	Meeting on New Scheme for Welfare of Tea Plantation Workers			Mock test			
20.05.2015			Camps for benefit distribution				
21.05.2015		May Day ' 15 (North Bengal)					

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
27.05.2015			Camps for benefit distribution				
28.05.2015			Meeting of State Advisory Committee on Beedi		Meeting of MPDS		
29.05.2015	Quarterly Review by Chief Secretary on Closed Tea Gardens						Awareness for safety, health and environment programme at Haldia
03.06.2015			Camps for benefit distribution				
10.06.2015			Camps for benefit distribution				
12.06.2015			Observation of International Day against child labour				
17.06.2015			Camps for benefit distribution				
22.06.2015	Quarterly Review of Employment Bank			Special Coaching			
23.06.2015				-do-			
24.06.2015			Camps for benefit distribution	-do-			
25.06.2015				-do-	Opening of modular OT complex in 2 nd floor at Maniktala ESI Hospital		
26.06.2015		Foot Ball Tournament (South Bengal)	Meeting of Executive Council of W. B. Transport Workers' Social Security Scheme	-do-			
28.06.2015	Review Meeting on Right to Public Services Act, 2013			Mock test			

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
30.06.2015					Opening of 10 bedded NICU at Maniktala ESI Hospital		
01.07.2015			Camps for benefit distribution				
07.07.2015				Career talk			
08.07.2015			Camps for benefit distribution				
09.07.2015	Review of Gatidhara Scheme		Meeting of West Bengal Unorganized Sector Workers' Welfare Board and Meeting of West Bengal Building and Other Construction Workers' Welfare Board				
10.07.2015	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance
13.07.2015				Prashikshan-Sibir for domestic workers			
14.07.2015				-do-			
15.07.2015			Camps for benefit distribution	-do-			
20.07.2015				Special Coaching			
21.07.2015				-do-			
22.07.2015			Camps for benefit distribution	-do-			
23.07.2015			Camps for benefit distribution	-do-			
24.07.2015				-do-			
25.07.2015		Foot Ball Tournament (North Bengal)					
27.07.2015	Review Meeting on Self-Attestation and Self-declaration				Vertical extension of nurses training centre building at Maniktala		

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
29.07.2015			Camps for benefit distribution				
30.07.2015			Meeting of minimum wages Advisory Board				
05.08.2015			Camps for benefit distribution	Prashikshan Sibir for domestic workers			
06.08.2015				-do-			
07.08.2015				-do-			
12.08.2015			Camps for benefit distribution				
13.08.2015				Career talk			
14.08.2015	Quarterly Review by Chief Secretary on Closed Tea Gardens	Cultural Programme at Asansol					
20.08.2015			Meeting of W. B. State Social Security Board				
23.08.2015				Mock test			
26.08.2015			Camps for benefit distribution				
28.08.2015			Meeting of State Advisory Committee on Beedi		Executive committee meeting		
01.09.2015				Parikshan Sibir for domestic workers			
02.09.2015			Camps for benefit distribution	-do-			
03.09.2015				-do-			
06.09.2015	Meeting on New Scheme for Welfare of Tea Plantation Workers	Sit & Draw Competition (South Bengal)					
07.09.2015				Special Coaching			
08.09.2015				-do-			
09.09.2015				-do-			

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
10.09.2015				-do-			
11.09.2015				-do-			
17.09.2015			Meeting of Executive Council of West Bengal Transport Workers' Social Security Scheme				
22.09.2015			Awareness Generation Camps for Transport Workers				
24.09.2015			General meeting on enforcement of labour laws and industrial relations				
25.09.2015	Review of Employment Bank				Opening of DMLT course at Serampore, Uluberia and Budgebudge ESI Hospital		
30.09.2015		Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance	Quarterly Review/ Monitoring of performance
07.10.2015				Prashikshan-Sibir for domestic workers			
08.10.2015			Awareness Generation Camps for SASPFUW	-do-			
09.10.2015				-do-			
14.10.2015			Camps for benefit distribution				
15.10.2015			Meeting of State Level Monitoring Committee on Child Labour				
28.10.2015			Camps for benefit distribution				
04.11.2015			Camps for benefit distribution				
14.11.2015	Review Meeting for Developmental Schemes for Plantation Workers	Carron Competition					

Date	Department	Labour Welfare Board	Labour Commissionerate	Employment Directorate	ESI(MB) Scheme Directorate	Boilers Directorate	Factories Directorate
18.11.2015			Camps for benefit distribution	Motivation camp for USKP			
19.11.2015				-do-			
20.11.2015				-do-			
23.11.2015				Career talk			
28.11.2015		Health Camp at North Bengal					
29.11.2015				Mock test			
02.12.2015	Quarterly Review by Chief Secretary on Closed Tea Gardens		Camps for benefit distribution	Prashikshan-Sibir for domestic workers			
03.12.2015				-do-			
04.12.2015				-do-			
09.12.2015			Camps for benefit distribution				
10.12.2015			Meeting for observance of social security month				
13.12.2015				Mock test			
16.12.2015	Review of Gatidhara Scheme		Camps for benefit distribution				
17.12.2015			Meeting of West Bengal Unorganized Sector Workers' Welfare Board and Meeting of West Bengal Building and Other Construction Workers' Welfare Board				
20.12.2015		Athletic Sports					
23.12.2015	Review of Employment Bank		Camps for benefit distribution				
28.12.2015		Quarterly Review/Monitoring of performance	Quarterly Review/Monitoring of performance	Quarterly Review/Monitoring of performance	Quarterly Review/Monitoring of performance	Quarterly Review/Monitoring of performance	Quarterly Review/Monitoring of performance
30.12.2015			Sports for the students of NCLP Schools				

Department of Land & Land Reforms

January

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 40 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 8 Mouzas and Re-surveys & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 3 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 6 blocks (out of annual target of 80)	DLR&S
5	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
6	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
7	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
8	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in Hooghly District.	DLR&S
9	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
10	Monitoring Meetings on Disposal of Government land	GE (M) Branch
11	Amendment of WBEA Rules- 1954	Policy Branch
12	Monitoring Meeting on Revenue Collection, performance of OTCs, Mutation & conversion and other citizen centric services, computerisation etc.	DLR&S
13	Issuance of orders of Promotion to the post of Revenue Inspectors	DLR&S
14	Foundation Training of newly selected Revenue Officers at ARTI Salboni	DLR&S
15	In-service Training of RO/ RI/ Amin	DLR&S
16	Distribution of Agri Patta (40 acres)	DLR&S
17	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

February

Sl .No.	Administrative Activity	Nodal Branch / Office
1	Collection of 60 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 7 Mouzas & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 3 blocks in the State.	DLR&S
4	Construction of Modern Record Rooms at 6 blocks (out of annual target of 80)	DLR&S
5	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
6	Scanning & Indexing of LR of 15 blocks (out of annual target of 200)	DLR&S
7	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
8	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in Hooghly and Coochbehar District.	DLR&S
9	Framing & publication of LA Rules w.r.t. Right to Fair Compensation & Transparency in LA, Rehabilitation & Re-settlement Act, 2013	Land Acq. Branch

Sl .No.	Administrative Activity	Nodal Branch / Office
10	Implementation of file Tracking system at secondary level of Sectt.	E-Governance Cell
11	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families.	DLR&S
12	Amendment of Land Reforms Manual 1991	Policy Branch
13	Monitoring Meeting on performance of e-Bhuchitra	DLR&S
14	Meeting of Departmental Promotion Committee	Establishment Branch (ISU)
15	Issuance of orders of Promotion to the post of Revenue Inspectors	DLR&S
16	Issuance of orders of Promotion to the post of Revenue Officer	Establishment Branch (ISU)
17	Foundation Training of newly selected Revenue Officers at ARTI Salboni	DLR&S
18	Foundation Training of Revenue Inspector at ARTI, Salboni & LMTC Murshidabad	DLR&S
19	Foundation Training of Amin	DLR&S
20	Review of Departmental Proceedings Cases	Establishment Branch (ISU)
21	Review of Expenditure in Plan	Budget Branch
22	Review of ACR Status of ROs / SRO-II	Establishment Branch (ISU Sectt.)
23	Review Meeting with the Technical Advisers of the districts	DLR&S
24	Distribution of Agri Patta (40 acres)	DLR&S
25	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

March

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of 70 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 4 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 6 blocks (out of annual target of 80)	DLR&S
5	Review of expenditure on Construction / Up-gradation of BL&LRO Office Buildings (out of annual target of 110)	DLR&S
6	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
7	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
8	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be completed in Hooghly and Coochbehar District.	DLR&S
10	Amendment of W.B. Premises Tenancy Rules, 1999	Policy Branch
11	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
12	Training / Sensitization of officials on Land Acquisition and Land Purchase	Land Acquisition Branch
13	Monitoring Meetings on ongoing Land Acquisition cases	Land Acq. Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
14	Facilitation and monitoring Meetings on Land Acquisition under Schedule IV of 2013 Act.	Land Acq. Branch
15	Review of Court Cases pertaining to LR & EA Act at District Courts, High Court and Supreme Court.	DLR&S
16	Review of Court Cases pertaining to Land Acquisition at District Courts, High Court and Supreme Court.	Land Acquisition Branch
17	Foundation Training of Amin	DLR&S
18	District Visit by ACS	
19	Review of status of Indo-Bangladesh Border Pillars	IBB directorate
20	Distribution of Agri Patta (40 acres)	DLR&S
21	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

April

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 40 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 3 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 7 blocks (out of annual target of 80)	DLR&S
5	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
6	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
7	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority. (out of annual target of 200)	DLR&S
8	Monitoring of tea garden lease as to renewal, determination, part resumption etc	Policy Branch
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in Howrah and Purulia District.	DLR&S
10	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
11	Monitoring Meetings on Disposal of Government land	GE (M) Branch
12	Monitoring Meeting on Revenue Collection, performance of OTCs, Mutation & conversion and other citizen centric services	DLR&S
13	Foundation Training of Revenue Inspector at ARTI, Salboni & LMTC Murshidabad	DLR&S
14	Foundation Training of Amin	DLR&S
15	In-service Training of RO/ RI/ Surveyor	DLR&S
16	Up-dation of Pension records of retired officials of Dept & Directorate	Establishment Branch (ISU/Seckt.)
17	Distribution of Agri Patta (40 acres)	DLR&S
18	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

May

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 50 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S

SI No.	Administrative Activity	Nodal Branch / Office
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 3 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 7 blocks (out of annual target of 80)	DLR&S
5	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
6	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
7	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
8	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in Howrah and Purulia District	DLR&S
9	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families.	DLR&S
10	Monitoring Meeting on performance of e-Bhuchitra	DLR&S
11	Meeting of Departmental Promotion Committee	Establishment Branch (ISU)
12	Issuance of orders of Promotion to the post of Revenue Officer	Establishment Branch (ISU)
13	Foundation Training of Revenue Inspector at ARTI, Salbony & LMTC Murshidabad	DLR&S
14	In-service Training of RO/ RI/ Amins	DLR&S
15	In-service Training on E-governance to Sectt. Staffs	E-Governance Cell
16	Review of Departmental Proceedings Cases	Establishment Branch (ISU/Sectt.)
17	Review of Expenditure in Plan Budget	Budget Branch
18	Up-dation of Pension records of retired officials of Dept. & Directorate	Establishment Branch (ISU/Sectt.)
19	Review Meeting with the Technical Advisers of the districts	DLR&S
20	Distribution of Agri Patta (40 acres)	DLR&S
21	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

June

SI No.	Administrative Activity	Nodal Branch / Office
1	Collection of 20 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 4 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 8 blocks (out of annual target of 80)	DLR&S
5	Review of expenditure on Construction / Up-gradation of BL&LRO Office Buildings (out of annual target of 110)	DLR&S
6	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
7	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
8	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S

Sl No.	Administrative Activity	Nodal Branch / Office
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be completed in Howrah and Purulia District.	DLR&S
10	Updation of gradation list of RO / SRO-II / SRO-I	District Establishment
11	Computerization of Thika Controller's, Kolkata office	Thika Controller
12	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
13	Monitoring Meetings on ongoing Land Acquisition cases	Land Acquisition Branch
14	Facilitation and monitoring Meetings on Land Acquisition under any other Act.	Land Acquisition Branch
15	Review of Court Cases pertaining to Land Acquisition at District Courts, High Court and Supreme Court	Land Acquisition Branch
16	Foundation Training of Revenue Inspector at ARTI, Salboni & LMTC Murshidabad	DLR&S
17	In-service Training of RO/ RI/ Amins	DLR&S
18	District Visit by ACS	
19	Review of status of Indo-Bangladesh Border Pillars	IBB directorate
20	Distribution of Agri Patta (40 acres)	DLR&S
21	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 50 blocks	DLR&S

July

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 40 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Construction of Modern Record Rooms at 8 blocks (out of annual target of 80)	DLR&S
3	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
4	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
5	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
6	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in North 24 Pgs District	DLR&S
7	Zoning of block-wise land use maps to be completed for all blocks of Bankura District	Land Use Board
8	Updation of gradation list of RI/ Amin/ BS / Clerical staffs in ISU	DLR&S
9	Amendment of West Bengal Land Reforms Act 1953	Policy Branch
10	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families.	DLR&S
11	Monitoring Meetings on Disposal of Government land	GE (M) Branch
12	Monitoring Meeting on Revenue Collection, performance of OTCs, Mutation & conversion and other citizen centric services, computerisation etc.	DLR&S
13	Review of Court Cases pertaining to LR & EA Act at District Courts, High court and Supreme Court.	DLR&S
14	In-service Training of RO/ RI/ Clerical staffs in ISU	DLR&S
15	In-service Training on E-governance to Sectt. Staffs.	E-Governance Cell
16	Review of Expenditure in Plan Budget	Budget Branch

Sl No.	Administrative Activity	Nodal Branch / Office
17	Review of Status of Declaration of Assets of officials of Dept. & Directorate.	Establishment Branch (ISU/Seect.)
18	Review of status of disposal of services under West Bengal Right to Public Services Act 2013	Establishment Branch
19	Review of status of disposal of application under Right to Information Act 2005	Establishment Branch (ISU/Seect.)
20	Distribution of Agri Patta (40 acres)	DLR&S
21	Collocation of L&LR Records in SDC & roll out of e-bhuchitra for 46 blocks	DLR&S

August

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 40 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Construction of Modern Record Rooms at 6 blocks (out of annual target of 80)	DLR&S
3	Allotment of fund for Construction / upgradation of 29 BL&LRO Office Buildings	DLR&S
4	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
5	Scanning & Indexing of LR records of 15 blocks (out of annual target of 200)	DLR&S
6	e-Integration of land records with registration of 15 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
7	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in North 24 Pgs and Nadia District	DLR&S
8	Monitoring of tea garden lease as to renewal, determination, part resumption etc].	Policy Branch
9	Zoning of block-wise land use maps to be completed for all blocks of Purulia District	Land Use Board
10	Updation of gradation list of RI/ Amin/ BS / Clerical staffs in ISU	DLR&S
11	Computerization of Rent Controller's, Kolkata office	Rent Controller
12	Operationalization of dedicated MIS Cell at District Office	E-Governance Branch
13	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families.	DLR&S
14	Physical Verification of Khasmahal Land	Khasmahal Section
15	Monitoring Meeting on performance of e-bhuchitra	DLR&S
16	Meeting of Departmental Promotion Committee	Establishment Branch (ISU)
17	Issuance of orders of Promotion to the post of Revenue Officer	DLR&S
18	In-service Training of RO/ RI/ Clerical staff in ISU	DLR&S
19	Review of ACR Status of ROs / SRO-II	Establishment Branch (ISU)
20	Review Meeting with the Technical Advisers of the districts	DLR&S
21	Distribution of Agri Patta (40 acres)	DLR&S

September

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 40 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S

Sl No.	Administrative Activity	Nodal Branch / Office
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 4 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 6 blocks (out of annual target of 80)	DLR&S
5	Review of expenditure on Construction / Up-gradation of BL&LRO Office Buildings of 10 BL&LRO Offices (out of annual target of 110)	DLR&S
6	Scanning & Indexing of RS records and register VIII of 20 blocks (out of annual target of 200)	DLR&S
7	Scanning & Indexing of LR records of 20 blocks (out of annual target of 200)	DLR&S
8	e-Integration of land records with registration of 20 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be completed in North 24 Pgs and Nadia District	DLR&S
10	Zoning of block-wise land use maps to be completed for all blocks of Burdwan District	Land Use Board
11	Updation of gradation list of RI/ Amin/ BS / Clerical staffs in ISU	DLR&S
12	Development of Interactive Website of L&LR Dept for web based G2G communication.	E-Governance Branch
13	Operationalization of dedicated MIS Cell at Sectt. & Directorate	E-Governance Branch
14	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
15	Physical Verification of Khasmahal Land	Khasmahal Section
16	Monitoring Meetings on ongoing Land Acquisition cases	Land Acq. Branch
17	Facilitation and monitoring Meetings on Land Acquisition under other Acts.	Land Acq. Branch
18	Review of Court Cases pertaining to Land Acquisition at District Courts, High court and Supreme Court.	Land Acquisition Branch
19	In-service Training of RO/ RI/ Clerical staff in ISU	DLR&S
20	District Visit by ACS	
21	Review of Departmental Proceedings Cases	Establishment Branch (ISU/Sectt.)
22	Review of status of Indo-Bangladesh Border Pillars	IBB directorate
23	Distribution of Agri Patta (40 acres)	DLR&S

October

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 30 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas & Traverse survey of 4 mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 5 blocks in the State.	DLR&S
4	Construction of Modern Record Rooms at 4 blocks (out of annual target of 80)	DLR&S
5	Allotment of fund for Construction / Upgradation of BL&LRO Office Buildings	DLR&S
6	Scanning & Indexing of RS records and register VIII of 15 blocks (out of annual target of 200)	DLR&S
7	Scanning & Indexing of LR records of 20 blocks (out of annual target of 200)	DLR&S

Sl No.	Administrative Activity	Nodal Branch / Office
8	e-Integration of land records with registration of 20 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in South 24 Parganas District	DLR&S
10	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiaries (out of annual target of 24000)	DLR&S
11	Physical Verification of Khasmahal Land	Khasmahal Section
12	In-service Training of RO/ RI/ Clerical staff in ISU	DLR&S
13	Distribution of Agri Patta (40 acres)	DLR&S

November

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 60 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas and Re-surveys & Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 5 blocks in the State	DLR&S
4	Construction of Modern Record Rooms at 12 blocks (out of annual target of 80)	DLR&S
5	Scanning & Indexing of RS records and register VIII of 20 blocks (out of annual target of 200)	DLR&S
6	Scanning & Indexing of LR records of 20 blocks (out of annual target of 200)	DLR&S
7	e-Integration of land records with registration of 20 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
8	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to be done in South 24 Parganas and Birbhum Districts	DLR&S
9	Zoning of block-wise land use maps to be completed for all blocks of Birbhum District	Land Use Board
10	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiary families	DLR&S
11	Monitoring Meetings on Disposal of Government land	GE (M) Branch
12	Monitoring Meeting on Revenue Collection, performance of OTCs, Mutation & conversion and other citizen centric services, computerisation etc.	DLR&S
13	Review of Court Cases pertaining to LR & EA Act at District Courts, High court and Supreme Court	DLR&S
14	Meeting of Departmental Promotion Committee	Establishment Branch (ISU)
15	Issuance of orders of Promotion to the post of Revenue Officer.	DLR&S
16	In-service Training of RO/ RI/ Amins	DLR&S
17	In-service Training on E-governance to Sectt. Staffs.	E-Governance Cell
18	Review of Expenditure in Plan Budget	Budget Branch
19	Review of ACR Status of ROs / SRO-II	Establishment Branch (ISU)
20	Preparation of Administrative Calendar 2016	Policy Branch
21	Review Meeting with the Technical Advisers of the districts	DLR&S
22	Distribution of Agri Patta (40 acres)	DLR&S

December

Sl No.	Administrative Activity	Nodal Branch / Office
1	Collection of 60 Cr Revenue (out of annual target of 550 Cr)	DLR&S
2	Survey of 5 Mouzas and Traverse survey of 4 Mouzas (out of annual target of 50 & 40 respectively)	DLR&S
3	Identification of secondary and tertiary control point, construction of pillar thereon, in 6 blocks in the State.	DLR&S
4	Construction of Modern Record Rooms at 12 blocks (out of annual target of 80)	DLR&S
5	Review of expenditure on Construction / Up-gradation of BL&LRO Office Buildings of 10 BL&LRO Offices (out of annual target of 110)	DLR&S
6	Scanning & Indexing of RS records and register VIII of 120 blocks (out of annual target of 200)	DLR&S
7	Scanning & Indexing of LR records of 20 blocks (out of annual target of 200)	DLR&S
8	e-Integration of land records with registration of 20 blocks as per convenience of Registration Authority (out of annual target of 200)	DLR&S
8	Monitoring of tea garden lease as to renewal, determination, part resumption etc]	Policy Branch
9	Reconnaissance survey of lands for mill, factory or workshop retained u/s 6(1)(g) of the WBEA Act and resumption proposals u/s 6(3) of the Act to to be completed in South 24 Parganas and Birbhum Districts	DLR&S
10	Zoning of block-wise land use maps to be completed for all blocks of Paschim Midnapore District	Land Use Board
11	Distribution of Nijo Griha Nijo Bhumi patta to 2000 eligible beneficiaries (out of annual target of 24000)	DLR&S
12	Monitoring Meetings on ongoing Land Acquisition cases	Land Acquisition Branch
13	Facilitation and monitoring Meetings on Land Acquisition under other Acts.	Land Acquisition Branch
14	Review of Court Cases pertaining to Land Acquisition at District Courts, High court and Supreme Court	Land Acquisition Branch
15	Monitoring Meeting on performance of e-bhuchitra	DLR&S
16	Joint Settlement Training of WBCS / IAS	DLR&S
17	District Visit by ACS	
18	Preparation and Submission of Budget / Supplementary Budget	Budget Branch
19	Review of status of Indo-Bangladesh Border Pillars	IBB directorate
20	Review of status of disposal of services under West Bengal Right to Public Services Act 2013	Estt. Branch
21	Review of status of disposal of application under Right to Information Act 2005	Estt. Branch (RTI)
22	Preparation of Administrative Calendar 2016	Policy Branch
23	Distribution of Agri Patta (40 acres)	DLR&S

Department of Law

Law Department is responsible for drafting of legislations, examination, settlement of sub-ordinate legislations and rendering advices as to the feasibility of proposed legislation or legality of amendments to an enactment, including drafting of amendments, opinions, publication of West Bengal Codes and management of court cases amongst other functions throughout the year. Law Department is also the cadre controlling Department in respect of Law Officers under the West Bengal Legal Service (WBLs).

Date & Time	Subject / Programme / Meeting	Remarks
05-01-2015 at 2 p.m.	Review meeting on SARTHAC*/ co-ordination of various Departments in court cases	Court cases management Portal.
06-01-2015 to 13-01-2015	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.
14-01-2015 at 2 p.m.	Monitoring the progress of wb.gov.in/portal/wblaw under e-governance	Since all Acts of West Bengal from the years 2004 to 2008 and 2015, are to be incorporated in the site, regular monitoring is required to incorporate huge data.
15-01-2015 to 29-01-2015	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
30-01-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Final proof of the West Bengal Code (Volume XIII)
03-02-2015 at 2 p.m.	Review meeting on SARTHAC*/ co-ordination of various Departments in court cases	Court cases management Portal.
04-02-2015 to 13-02-2015	Vetting of various rules, regulations, statutes etc. & settlement and framing of Draft Bills	On the basis of the proposals forwarded by various Departments

Date & Time	Subject / Programme / Meeting	Remarks
16-02-2015 at 2 p.m.	Monitoring the progress of <i>wb.gov.in/portal/wblaw</i> under e-governance	Since all Acts of West Bengal from the year 2004 to 2008 and 2015, are to be incorporated in the site, regular monitoring is required to incorporate huge data.
Date & Time	Subject / Programme / Meeting	Remarks
17-02-2015 to 26-02-2015	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
27-02-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Final proof of the West Bengal Code (Volume XIII).
03-03-2015 at 2 p.m.	Review meeting on SARTHAC*/ co-ordination of various Departments in court cases	Court cases management Portal.
04-03-2015 to 31-03-2015	Finalisation and publication of Bills	Probable Budget Session (Phase I) of W.B.L.A.
01-04-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
02-04-2015 to 30-04-2015	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.

Date & Time	Subject / Programme / Meeting	Remarks
04-05-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
05-05-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Publication of West Bengal Code (Volume XIII).
Date & Time	Subject / Programme / Meeting	Remarks
06-05-2015 to 20-05-2015	Select Committee / Standing Committee meetings conducted by WBLA and vetting of various rules, regulations, statutes etc. & settlement and framing of Draft Bills / visit to the Official Language Branch (Nepali) at Darjeeling	On the basis of the proposals forwarded by various Departments.
21-05-2015	Monitoring the progress of <i>wb.gov.in/portal/wblaw</i> under e-governance	Since all Acts of West Bengal from the year 2004 to 2008 and 2015, are to be incorporated in the site, regular monitoring is required to incorporate huge data.
22-05-2015 to 29-05-2015	Form fill-up, issuing of Letter of Identification etc. for Departmental Examination or the Officers under West Bengal Legal Service/ Training of Law Officers under WBLA 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
02-06-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
03-06-2015 to 24-06-2015	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 the various Departments.
25-06-2015 at 2 p.m.	Meeting on publications of West Bengal Code	Proposed West Bengal Code (Volume XIV).

Date & Time	Subject / Programme / Meeting	Remarks
02-07-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
03-07-2015 to 29-07-2015	Finalisation and publication of Bills	Probable Budget Session (Phase II) of W.B.L.A.
30-07-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Proposed West Bengal Code (Volume XIV).
03-08-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
04-08-2015 to 12-08-2015	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.
13-08-2015 to 26-08-2015	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.
27-08-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Manuscript of West Bengal Code (Volume XIV).
28-08-2015	Monitoring the progress of <i>wb.gov.in/portal/wblaw</i> under e-governance	Since all Acts of West Bengal from the year 2004 to 2008 and 2015, are to be incorporated in the site, regular monitoring is required to incorporate huge data.
01-09-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
02-09-2015 to 23-09-2015	Vetting of various rules, regulations, statutes etc. & settlement and framing of Draft Bills /Meeting with 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

Date & Time	Subject / Programme / Meeting	Remarks
24-09-2015 at 2 p.m.	Meeting on publication West Bengal Code	First proof of West Bengal Code (Volume XIV).
01-10-2015 to 16-10-2015	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.
29-10-2015 at 2 p.m.	Committee meeting on publications of West Bengal Code	Finalisation of First proof West Bengal Code (Volume XIV).
03-11-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
05-11-2015 to 16-11-2015	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.
17-11-2015 to 24-11-2015	Finalisation and publication of Bills	Probable Winter Session of the W.B.L.A.
26-11-2015 at 2 p.m.	Meeting on publication of West Bengal Code	Publication First proof of West Bengal Code (Volume XIV).
01-12-2015	Review meeting on co-ordination of various Departments in court cases	On the basis of notice given to Departments.
02-12-2015 to 29-12-2015	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments during the Assembly is not in session.
30-12-2015 at 2 p.m.	Committee meeting on publications West Bengal Code	Reading of First proof of West Bengal Code (Volume XIV)

Notes—The Department intends to introduce a web-portal for court cases Management System i.e. Systematised Administration and Regulation of Tendering and Handling of All Court cases “(SARTHAC)” with the technical assistance from NIC, Government of India. And substantial progress in this respect has already been made and it will tentatively be started within a period of three months.

Department of Mass Education Extension & Library Services

JANUARY	
1)	Organising meeting of the Sub- Committee of State Library council.
2)	Review Meeting of literacy programme with the district officials.
3)	Completion of process of Advertisement regarding financial Assistance to Non Govt. and Non sponsored Libraries.
4)	Quarterly review meeting with the District Mass Education Extension Officers.
5)	Organising District Book Fairs in 9 districts.
6)	3 proposals for infrastructure development for Social Welfare Homes to be processed.
7)	Organising 1 st meeting of the West Bengal State committee for Implementation of Raja Rammohan Roy Library Foundation (RRRLF) in the year 2015.
8)	Release of funds against 20 proposals for Social Welfare Homes towards Maintenance Grant.
9)	Finalisation of selection of books by the Book Selection Committee.
10)	2 nd State level Annual Sports for Inmates of Social Welfare Homes to be organized.
11)	Organising 3 Seminar, Workshop & Awareness programme in Govt., Govt. Sponsored and Govt. Aided Libraries.
12)	Inspection of 3 aided Social Welfare Homes.
13)	Inspection of 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
14)	Release of Maintenance Grant to 5 Recognized Institutions.
15)	Setting up of 5 corners in Govt. Libraries for use as Netaji Subhas Open University Study Centres.
16)	Allotment of Fund towards Hostel Subsidy and Contingencies for the disabled students to 25 Sponsored Special Schools.
17)	Setting up of 5 Women's Corner in Govt., Govt. Sponsored and Govt. Aided Libraries.
18)	Organising Career Counseling in 5 Govt., Govt. Sponsored Libraries.
19)	Allotment of Non Plan Fund to the offices of the District Library Officers and Govt. Libraries.
20)	Release of Plan Fund to 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
21)	Processing of 20 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.

FEBRUARY	
1)	Organizing meeting of the High Powered Committee for implementation, monitoring, networking and computerization programme.
2)	Annual General Meeting of Governing Body of West Bengal State Literacy Mission Authority to be convened.
3)	Completion of Selection process for Financial Assistance to Non Govt. and Non Sponsored Libraries.
4)	Preparatory work for evaluation of about 10 lakh learners of Basic Literacy in 9 districts under Saakshar Bharat Programme will be taken up.
5)	Organising 6 Districts Book Fairs.
6)	21 st State Level Sports and Cultural Meet for learners and neo-literates of literacy programme to be organized.
7)	Organising Computer Training of Librarians of Rural Library/ Primary Unit Library/ Area Library.
8)	2 proposals for infrastructure development to Social Welfare Homes to be processed.
9)	Completion of selection of books by the Book Selection Committee.
10)	Release of Maintenance Grants for 20 Social Welfare Homes.
11)	Arrangement of user friendly facilities for physically challenged and Senior citizen readers in 5 Govt. Sponsored Libraries.
12)	2 proposals for Maintenance Grant for Special Schools to be processed for approval.
13)	Inauguration of Certificate Course of Librarianship at Janata College, Banipur.

FEBRUARY

14)	Release of Maintenance grant to 5 Recognized institutions.
15)	Inspection of 20 Govt., Govt. Sponsored and Govt. Aided Libraries.
16)	Release of grants towards Hostel Subsidy and Contingencies for the disabled students of 39 Sponsored Special Schools.
17)	Processing of the work of National Mission on Libraries in State Central Library and North Bengal State Library, Cooch Behar.
18)	Inspection of 2 Social Welfare Homes.
19)	Setting up of 3 corners in Govt. Libraries for use as Netaji Subhas Open university Study centres.
20)	Release of Non- recurring grants for 2 Social Welfare Homes.
21)	Release of Sanctioned Plan Fund to 20 Govt., Govt. Sponsored and Govt. Aided Libraries.
22)	Processing of 20 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
23)	Proposals for matching schemes to be sent to Raja Rammohon Roy Library Foundation (RRRLF).

MARCH

1)	Organizing the meeting of Sub- committee of State Library Council for review of Survey work of the libraries, sanctioning grant to Non Govt. Non Sponsored Libraries.
2)	Evaluation of learners including female learners of the age group 15 to 35 in 939 GPs selected for the purpose.
3)	Organising of Computer Training of Librarians of Rural Library/ Primary Unit Library/ Area Library.
4)	Survey for identifying learners for Saakshar Bharat Programme in the district of Paschim Medinipur
5)	Work order to be issued for selected books by the book Selection Committee.
6)	Release of Maintenance Grants for 12 Social Welfare Homes.
7)	Persuation of progress of Certificate Course of Librarianship at Janata College, Banipur.
8)	Inspection of 5 institutions for the students with disabilities.
9)	State level review with the District Library Officers on construction / repair / renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, collection of UCs & reconciliation of Accounts.
10)	Release of Maintenance Grant to 5 recognized Special Schools.
11)	Organising 5 Career Counselling in 5 Govt., Govt. Sponsored Libraries.
12)	10 proposals for non-recurring grants of Sponsored institutions to be processed.
13)	Organising the review meeting with WBEIDCL on the progress of modernisation programme of Govt., Govt. Sponsored and Govt. Aided Libraries.
14)	Grant for scholarship for about 2000 students with disabilities studying in Class IX onwards to be released.
15)	Starting of Retro Conversion work in 10 Govt. Sponsored Libraries.
16)	Inspection of 4 Social Welfare Homes.
17)	Arrangement of user friendly facilities for physically challenged and Senior citizen readers in 10 Govt., Govt. Sponsored Libraries.
18)	Release of Non-recurring grants for 2 Social Welfare Homes.
19)	Release of Plan Fund to 20 Govt., Govt. Sponsored and Govt. Aided Libraries.
20)	Educational Tour for the students of Sponsored special Schools to be organized.
21)	Processing of 30 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
22)	Sports for the students of Sponsored Special Schools to be organized.

APRIL

1)	Organising meeting of the State Library Council.
2)	Review meeting with district Officials for literacy programme.
3)	Selected books to be distributed to the Districts.
4)	Quarterly review meeting with the Districts Mass Education Extension Officers.
5)	Review meeting with the district Library Officers of the progress of survey work, Submission of utilization certificate, progress of infrastructure development work of the Public Libraries in the districts.
6)	Compilation of evaluation data and submission to National Institute of open Schooling for certification.
7)	Processing the work of publication of Bengali Granthapanji.
8)	Proposal for initial outfit grant of newly admitted inmates to be processed.
9)	Review of the work of the National Mission of Libraries.
10)	Initiation of proposal for maintenance grant for Social Welfare Homes for the first quarter.
11)	Setting up 10 women corners in Government, Government Sponsored and Government Aided Libraries.
12)	Collection of proposals for Non Recurring Grants from Sponsored Institutions.
13)	Inspection of 15 Government, Government Sponsored Libraries.
14)	Inspection of 10 Sponsored Special Schools.
15)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored and Government Aided Libraries.
16)	Processing of 10 Plan Fund proposals of in Government, Government Sponsored and Government Aided Libraries.
17)	Inspection of 5 social Welfare Homes.
18)	Orientation programme with the District Officers.

MAY

1)	Organising second meeting of the West Bengal State Committee for implementation of Raja Rammohan Roy Library Foundation (RRRLF) in the year 2015.
2)	Meeting with the authorities of Institutions and Social Welfare Homes.
3)	Review meeting with District Library Officers on construction/ Repair/Renovation work of the Government Sponsored and Government Aided Libraries, collection of U.C s and Reconciliation of accounts.
4)	Release of funds towards Maintenance Grants in favour of 27 Social Welfare Homes.
5)	Inspection of 15 Government, Government Sponsored and Government Aided Libraries.
6)	Release of Grants to 15 Social Welfare Homes from Non Plan Head.
7)	Organising of 5 Career Councelling in 2 Government, Government Sponsored Libraries.
8)	2 Proposals for Maintenance Grant for Recognised Institutions to be processed.
9)	Compilation of work for mapping/ Survey of Public Libraries will be started.
10)	Allotment of fund towards Hostel Subsidy and contingency for disabled students of 23 Sponsored special Schools.
11)	Setting up for 5 Women Corners in Government, Government Sponsored Libraries.
12)	Inspection of 4 Social Welfare Homes.
13)	Arrangement of users facilities for physically challenged and senior citizen readers in 5 Government, Government Sponsored Libraries.
14)	Inspection of 5 Institutions for the students with disabilities.
15)	Organising Computer Training of the librarians of Government Sponsored Libraries.
16)	Compilation of Administrative Report for the year 2013-14.
17)	Processing of 20 Plan Fund proposals of Government, Government Sponsored and Government Aided Libraries.

JUNE

1)	Organising of 5 seminar, workshop in Government, Government Sponsored and Government Aided Libraries.
2)	Meeting of Governing Body of West Bengal State Literacy Mission Authority to be held.
3)	Organising the meeting of subcommittee of State Library Council.
4)	Release of Fund towards Maintenance Grant in favour of 10 Social Welfare Homes.
5)	Inspection of 5 in Government, Government Sponsored and Government Aided Libraries.
6)	Inspection of 5 Government Aided Social Welfare Homes.
7)	Setting up of 5 Women Corners in Government, Government Sponsored Libraries.
8)	2 Proposals for Maintenance Grant for Special Schools to be processed.
9)	Setting up of 3 Information corners in Government, Government Sponsored Libraries.
10)	4 proposals for Non Recurring Grant for Special Schools to be processed.
11)	Organising the review meeting with WBEIDCL of the progress work of National Mission on Libraries.
12)	Release of Grants in favour of 30 Sponsored Special School towards Hostel Subsidy and contingency for disabled students.
13)	Release of Plan Fund to 10 Government, Government Sponsored and Government Aided Libraries.
14)	3 proposals for Non Recurring Grants Social Welfare Homes to be processed.
15)	Processing of 20 Plan Fund Proposals of Government, Government Sponsored and Government Aided Libraries.

JULY

1)	Organising meeting of the High Powered Committee for implementation, monitoring, networking and computerization programme.
2)	Organising the meeting of the Sub Committee for sanctioning grant to Non Government, Non Sponsored Libraries.
3)	Preparatory work for evaluation of learners of Basic Literacy to be taken up as per guideline of the scheme framed by the Ministry of Human Resource Development, Govt. of India.
4)	Inspection of 15 Government, Government Sponsored and Government Aided Libraries.
5)	4 Proposals of Non Recurring Grants for Social Welfare Homes to be processed.
6)	Workshop on mapping/ Survey work of Public Library will be held.
7)	Inspection of 4 Social Welfare Homes.
8)	Organising of Computer training of the Librarians of Government Sponsored Libraries.
9)	6 Proposals for Maintenance Grants for Special Schools to be submitted to Government for approval.
10)	Release of Plan Fund to 5 Government, Government Sponsored and Government Aided Libraries.
11)	4 Proposals for Non Recurring Grants to be processed for approval.
12)	Processing of 20 Plan Fund proposals of Government, Government Sponsored and Government Aided Libraries.
13)	Inspection of 5 Sponsored Special Schools.
14)	Preparation of Data Bank for Special Schools.

AUGUST

1)	Observance of the Public Library Day.
2)	Organising 3 rd meeting of the West Bengal State Committee for implementation of Raja Rammohan Roy Library Foundation (RRRLF) in the year 2015.
3)	Meeting of the Book Selection Committee.
4)	Evaluation of 10 lakh learners under Saakshar Bharat Scheme in 9 Districts.

AUGUST

5)	Proposals for upgradation of 2 Government Sponsored Libraries will be processed.
6)	Release of funds towards Maintenance Grant in favour of 27 Social Welfare Homes.
7)	Inspection of 15 Government, Government Sponsored and Government Aided Libraries.
8)	Inspection of 3 Social Welfare Homes.
9)	Organising 5 Career Counselling in Government, Government Sponsored Libraries.
10)	3 Proposals for Maintenance Grants for Special School to be processed.
11)	Organising 5 Seminar, Workshop, awareness programme in 5 Government, Government Sponsored Libraries.
12)	6 Proposals for Non Recurring Grants to be processed.
13)	Setting up of 5 Information Corners in Government, Government Sponsored Libraries.
14)	Inspection of 5 Sponsored Special Schools.
15)	Persuasion of progress of certificate course of Librarianship.
16)	State Level Review with the District Library Officers and Librarians of Government Library on construction, Repair, Renovation work of Government, Government Sponsored and Government Aided Libraries and collection of U.Cs.
17)	Release of Plan Fund to 10 Government, Government Sponsored and Government Aided Libraries.
18)	Processing of 20 Plan Fund proposals of Government, Government Sponsored and Government Aided Libraries.

SEPTEMBER

1)	Organising meeting for the District Book Fairs to be held in 2015-16.
2)	State level monitoring meeting for Mapping / Survey work of Public Libraries will be held.
3)	Monitoring meeting with Superintendents of State Welfare Homes will be held.
4)	Compilation of evaluation data and submission to National Institute of Open Schooling for certification.
5)	Observance of International Literacy Day at State level and in districts.
6)	Release of Plan Fund to 5 Govt., Govt. Sponsored and Govt. Aided Libraries.
7)	Organising 5 seminar, Workshop in Govt. & Govt. Sponsored Libraries.
8)	Lesson part of Certificate Course of Librarianship at Janata College, Banipur to be completed.
9)	Inspection of 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
10)	Setting up of 5 Women's Corners in Govt. & Govt. Sponsored Libraries.
11)	Arrangement of users friendly facilities for physically challenged and Senior citizen readers in 10 Govt. & Govt. Sponsored and Aided Libraries.
12)	Processing of 20 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
13)	Release of fund towards Maintenance Grant in favour of 25 Social Welfare Homes.
14)	3 proposals for Maintenance Grant for Special Schools to be processed.
15)	8 proposals for Non-recurring Grant for Special Schools to be processed.
16)	Inspection of 5 Sponsored Special Schools.

OCTOBER

1)	Organising meeting of the State Library Council.
2)	Meeting with the district officials.
3)	Process of selection of books by the Book Selection Committee will be started.
4)	Inspection of 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
5)	Initiation of admission process of inmates to the Social Welfare Homes.
6)	Release of Plan Fund to 10 Govt., Govt. Sponsored and Govt. Aided Libraries.

7)	Processing of 20 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
8)	5 proposals for Maintenance Grant for Special Schools to be processed.
9)	5 proposals for Non-recurring Grant for Special Schools to be processed.
10)	Inspection of 5 Sponsored Special Schools.
11)	Inspection of 5 Social Welfare Homes.
12)	3 proposals for Non-recurring Grants for Social Welfare Homes to be processed.

NOVEMBER

1)	Monitoring meeting with WBEIDCL on the computerization programme & work of National Mission on Libraries.
2)	Organising 5 Seminar, Workshop in Govt., Govt. Sponsored and Govt. Aided Libraries.
3)	Preparation of Revised Estimate for Non-Plan budget.
4)	Cases for re-appropriation of fund to be processed.
5)	Release of Plan Fund to 10 Govt., Govt. Sponsored and Govt. Aided Libraries.
6)	Inspection of the 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
7)	Organising of 5 Career Counseling in Govt. & Govt. Sponsored Libraries.
8)	Processing of 30 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
9)	Release of fund towards Maintenance Grant in favour of 6 Social Welfare Homes.
10)	Inspection of 5 Govt. Social Welfare Homes.
11)	5 Proposals for Maintenance Grant for Recognized Special Schools to be processed.

DECEMBER

1)	Organising meeting of the High Powered Committee on Computerisation.
2)	Organising 4 th meeting of the West Bengal State Committee for Implementation of Raja Rammohun Roy Library Foundation (RRRLF) in the year 2015.
3)	Review meeting with the district Library Officers and Librarians on Construction, Repair, Renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, Collection of UCs & Reconciliation of A/Cs.
4)	Organising the meeting of Sub- Committee of State Library Council.
5)	Organising 3 District Book Fairs.
6)	Finalization of admission of inmates to Social Welfare Homes.
7)	Organising computer training programme of the librarians of Govt. Sponsored Libraries.
8)	Felicitation Programme for disabled students and inmates of Social Welfare Homes who excel in Madhyamik / Higher Secondary Exams to be organized.
9)	Processing of 30 Plan Fund proposals of Govt., Govt. Sponsored and Govt. Aided Libraries.
10)	Process of Advertisement regarding Financial Assistance to Non Govt. and Non Sponsored Libraries will be made.
11)	Advertisement for the Certificate Course of Librarianship at Janata College, Banipur will be made.
12)	Inspection of 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
13)	Organising 5 Seminar, Workshop, Awareness programme in Govt., Govt. Sponsored Public Libraries.
14)	Release of Sanctioned Plan Fund to 15 Govt., Govt. Sponsored and Govt. Aided Libraries.
15)	Release of fund towards Maintenance Grant in favour of 10 Social Welfare Homes.
16)	Inspection of 2 State Social Welfare Homes.
17)	3 Proposals of Non-recurring Grant for Social Welfare Homes to be processed.
18)	Inspection of 3 Sponsored Special Schools.

Department of Minority Affairs and Madrasa Education

Sl No.	Organisation	January	February	March	April
1.	West Bengal Urdu Academy	<ul style="list-style-type: none"> To organize 8th All India Urdu Book Fair. Distribution of literary awards. 	<ul style="list-style-type: none"> Commencement of Free Coaching Centres for students of Urdu Medium schools/madrasahs (Class-V to X). Literary Seminar on famous Litterateurs. 	<ul style="list-style-type: none"> Disbursement of scholarship. Publication of Rooh-e-Adab-(literary journal) & “Sitara” – (Children Magazine). 	<ul style="list-style-type: none"> Commencement of Urdu & Arabic Language course Educational workshop.
2.	West Bengal Board of Madrasa Education	<ul style="list-style-type: none"> Preparation of H.M., Alim & Fazil examination. Distribution of text books to Madrasahs. Orientation Programme of English Teachers. 	<ul style="list-style-type: none"> Conduct of H.M., Alim & Fazil examination. Evaluation of Answer script. 	<ul style="list-style-type: none"> Review of curriculum & syllabus. Orientation Programme of Teachers of Mathematics/Science. 	<ul style="list-style-type: none"> Examination Calendar. Workshop with the Headmaster/Head Mistress of the Madrasah. Workshop of resource persons for English Language conducted by UNICEF.
3.	Directorate of Madrasah Education	<ul style="list-style-type: none"> Conduct of State Level Games and Sports Meet for students of all 614 Madrasahs and 497 SSKs/MSKs. 	<ul style="list-style-type: none"> Allotment of Drinking Water and Girls Toilet facilities to Madrasahs. Review of Legal Issues. 	<ul style="list-style-type: none"> Distribution of incentive to Girls Students of Madrasahs (Class IX-XII). 	<ul style="list-style-type: none"> Distribution of dress grant to Girls Students of Madrasahs (Class I-VII).
4.	West Bengal Minorities' Dev.& Finance Corp.	<ul style="list-style-type: none"> Disbursement of Different Scholarships (2.00 Lakh Students). Disbursement of Different Loan Schemes (10,000 Beneficiaries). 	<ul style="list-style-type: none"> Disbursement of Different Scholarships (2.00 Lakh Students). Review of Different Loan Schemes (10,000 Beneficiaries). 	<ul style="list-style-type: none"> Review & Disbursement of Scholarships & Loan Schemes (2.00 Lakh Students & 10,000 Beneficiaries). Preparation of Annual Action Plan. 	<ul style="list-style-type: none"> To invite applications for Free Coaching and Allied Scheme. Enlistment of VTPs .
5.	Aliah University	<ul style="list-style-type: none"> Advertisement for Auat-2015 for various academic programmes. 	<ul style="list-style-type: none"> Preparation for Skill Development Training Programme. Mid-Semester examinations. International conference. 	<ul style="list-style-type: none"> Preparation for conducting AUAT- 2015 examinations. Inauguration of Park Circus campus. 	<ul style="list-style-type: none"> Organising pre-placement training programme for the students & review of training & placement cell. End semester examinations.

SI No.	Organisation	January	February	March	April
6.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Receiving of Haj Passport Application-2015. Coordination with RPO Kolkata & Police Authority regarding issuance of Haj Passport. 	<ul style="list-style-type: none"> Receiving of Haj Application Forms. 	<ul style="list-style-type: none"> Review of Haj Application Forms. 	<ul style="list-style-type: none"> Training of Hajjis at different district. Receiving of Haj Passport Application for Haj -2016.
7.	Board of Wakf, West Bengal	<ul style="list-style-type: none"> Organizing Awareness Camp with mutawallis, Imams & Moazzins on Health & Education. 	<ul style="list-style-type: none"> Resource Mobilization Meeting of the Board. 	<ul style="list-style-type: none"> Organizing Lok Adalat at Office Premises on Wakf Matter. 	<ul style="list-style-type: none"> Yearly Review & Performance meeting of the Board.
8.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> 5th SLST (AT) :- Recommendation of waitlisted candidates. 6th SLST (HM) :- Counselling and recommendation of waitlisted candidates. Die-in-Harness :- Counselling. 	<ul style="list-style-type: none"> 6th SLST (AT) :- Conducting Personality Test. 7th SLST (HM) :- Issue advertisement. 	<ul style="list-style-type: none"> 7th SLST (AT) :- Publication of advertisement. 	<ul style="list-style-type: none"> 6th SLST (AT) :- Recommendation of finally selected candidates. 7th SLST (HM) :- Conduct of examination.
9.	West Bengal Minorities' Commission	<ul style="list-style-type: none"> Study Tour and Awareness camp to the District of Murshidabad. 	<ul style="list-style-type: none"> Study Tour and Awareness camp to the District of Hooghly. 	<ul style="list-style-type: none"> Study Tour and Awareness camp to the District of North 24 Pgs. 	<ul style="list-style-type: none"> Study Tour and Awareness camp to the District of Coochbehar & Alipurduar.
10.	Department & Dte. MDW	<ul style="list-style-type: none"> Review of Budget of the current Financial Year. Preparation of Budget for next Financial Year. Review of schemes with District Level Officers. Review of High Court cases. 	<ul style="list-style-type: none"> Review of Cybergram (e-Literacy of Madrasah Students), Loans and Scholarship release of fund, Budget. Review of schemes with District Level Officers. Review of Public Service Delivery. 	<ul style="list-style-type: none"> Reviewing release of fund and schemes with District Level Officers. Review of Self Attestation & Self Declaration in Govt. Schemes. 	<ul style="list-style-type: none"> Meeting of State Level Committee (SLC) on PM's New 15-point Programme and MsDP. Review of Cybergram (e-Literacy of Madrasah Students) & schemes with District Level Officers.

Sl No.	Organisation	May	June	July	August
1.	West Bengal Urdu Academy	<ul style="list-style-type: none"> Review of performance of Free Coaching centre & Bengali Language Study centre. Publication of result. Workshop in collaboration with UNICEF for girls empowerment. 	<ul style="list-style-type: none"> Workshop on Urdu Drama. To felicitate successful students from Free Coaching centre. Preparation of text books for classes IX and X. Workshop in collaboration with UNICEF for girls empowerment. 	<ul style="list-style-type: none"> Commencement of Computer Training Course. To provide on line facility to library users. Registration of students Review of curriculum & syllabus. 	<ul style="list-style-type: none"> Inviting application for scholarship class XI to M.A. Commencement of Kitabat Training Course. Conduct of Test Examination for external candidates of H.M. & Fazil. Orientation programme of Madrasah teachers on English Language.
2.	Board of Madrasa Education	<ul style="list-style-type: none"> Review of infrastructure of Madrasahs. 	<ul style="list-style-type: none"> Improvement of Madrasah building Provision of Grants. 	<ul style="list-style-type: none"> Distribution of Laboratory Equipments / Instruments to Madrasahs. 	<ul style="list-style-type: none"> Improvement of Library & Reading Room and distribution of Library Books to Madrasahs.
3.	Directorate of Madrasah Education	<ul style="list-style-type: none"> Inviting application for Skill Development Programme. Review of Loan Scheme. 	<ul style="list-style-type: none"> Advertisement and Awareness Program for different Scholarship/ Stipend. 	<ul style="list-style-type: none"> Data entry of Scholarship Application forms. Review of Loan Schemes. 	<ul style="list-style-type: none"> Review of Skill Development Training. Review of Loan Schemes (9,000 Beneficiaries).
4.	West Bengal Minorities' Dev. & Finance Corp.	<ul style="list-style-type: none"> Conducting AUAT-2015 at various centres. Declaration of end-semester results. Review of CVS activities. 	<ul style="list-style-type: none"> Declaration of AUAT results. Completion of admission process for Ph.d., M.tech. & B.ed programme. 	<ul style="list-style-type: none"> Counselling-cum-Admission process in various programme. 	<ul style="list-style-type: none"> Organising training programme for pre-placement for the students & review training & placement cell. Organise awareness programme for Net/Gate. Organise orientation programme.
5.	Aliah University	<ul style="list-style-type: none"> Training of Hajjis at different district. Receiving of Haj Passport Application for Haj-2016. 	<ul style="list-style-type: none"> Submission of Passports to Haj Committee of India, Mumbai for endorsement of VISA for Hajjis. 	<ul style="list-style-type: none"> Decentralised Vaccination programme for Hajjis-2015. 	<ul style="list-style-type: none"> State Level Haj Arrangement Meeting. Review of Vaccination programme for Hajjis-2015.
6.	West Bengal State Haj Committee				

SI No.	Organisation	May	June	July	August
7.	Board of Wakf, West Bengal	<ul style="list-style-type: none"> Organizing Awareness Camp with mutawallis, Imams & Moazzins. 	<ul style="list-style-type: none"> Organizing Lok Adalat at Office Premises on Wakf Matter. 	<ul style="list-style-type: none"> Disbursement of Idd-Grant to different wakf beneficiaries, caretakers etc. 	<ul style="list-style-type: none"> Organizing Awareness Camp with mutawallis, Imams & Moazzins.
8.	Madrasah Service Commission	<ul style="list-style-type: none"> 6th SLST (AT) :- Recommendation of finally selected candidates. 	<ul style="list-style-type: none"> 7th SLST (AT) :- Conduct of examination. 	<ul style="list-style-type: none"> 7th SLST (HM) :- Publication of result. 	<ul style="list-style-type: none"> 7th SLST (AT) :- Publication of result. 2nd SLST (NT) :- Publication of advertisement.
9.	West Bengal Minorities Commission	<ul style="list-style-type: none"> Study Tour and Awareness camp at South 24 Pgs & Malda 	<ul style="list-style-type: none"> Study Tour and Awareness camp at Burdwan & Nadia. 	<ul style="list-style-type: none"> Study Tour and Awareness camp at Purulia & Bankura. 	<ul style="list-style-type: none"> Study Tour and Awareness camp at Birbhum.
10	Department & Directorate	<ul style="list-style-type: none"> Review of MsDP/IMDP & Hostels with Districts. Review of Loans and Scholarship. 	<ul style="list-style-type: none"> Review of Cybergram, Marketing Hub (Karmatirtha) etc. with District. Review progress of Public Service Delivery. 	<ul style="list-style-type: none"> Review of ITI & Polytechnics and Skill Development Training Programme. Review progress of Self Attestation & Self Declaration in Govt. Schemes. 	<ul style="list-style-type: none"> Review of Cybergram, Loans and Scholarship MSDP and IMDP and other schemes with District Level office.
SI No.	Organisation	September	October	November	December
1.	West Bengal Urdu Academy	<ul style="list-style-type: none"> Literary awards ceremony Publication of Rooh-e-Adab-(literary journal) & "Sitara" – (Children Magazine). 	<ul style="list-style-type: none"> Review of performance of Free Coaching & Bengali Language Course study centre. 	<ul style="list-style-type: none"> Preparation of next All India Urdu Book Fair. Observe the Birth Anniversary of Allama Iqbal & Moulana Abul Kalam Azad. 	<ul style="list-style-type: none"> Disbursement of books to Urdu Libraries . Publication of Rooh-e-Adab- (literary journal) & "Sitara" –(Children Magazine)
2.	Board of Madrasa Education	<ul style="list-style-type: none"> Formation of District Level Advisory Committee. Conduct of the Board Meeting. 	<ul style="list-style-type: none"> Publication of the result of External test. Orientation programme of Mathematics/Science Teachers of Madrasah. 	<ul style="list-style-type: none"> Celebration of the Birth Day of Moulana Abul Kalam Azad/Education Day. Printing & publication of text books. Academic calendar & guidelines for evaluation system, publication of holiday list & book list. 	<ul style="list-style-type: none"> Workshop with Head Examiners & Examiners and Superintendents. Distribution of text books to recognised madrasahs, MSKs.

SI No.	Organisation	September	October	November	December
3.	Directorate of Madrasah Education	<ul style="list-style-type: none"> Computer support to Madrasahs. Review of Legal Issues. 	<ul style="list-style-type: none"> Review of New Set up Madrasahs. 	<ul style="list-style-type: none"> Distribution of equipments and furnitures in recognised Madrasahs. Upgradation of Madrasahs. 	<ul style="list-style-type: none"> Review of SSK/MSK.
4.	West Bengal Minorities' Dev. & Finance Corp.	<ul style="list-style-type: none"> Processing of application of Stipend/Scholarship. 	<ul style="list-style-type: none"> Scrutiny of on-line scholarship applications. Review & Processing of Scholarship Schemes (1.00 Lakh Students). 	<ul style="list-style-type: none"> Sending the proposal of Merit-cum-Means, Post-Matric, Pre-Matric to G O I. 	<ul style="list-style-type: none"> Review of Scholarships and Loans. (1.00 Lakh students and 10,000 Beneficiaries).
5.	Aliah University	<ul style="list-style-type: none"> Advertisement for Skill Development Programme. Mid-semester examinations. 	<ul style="list-style-type: none"> Completion of admission procedure in C V S. 	<ul style="list-style-type: none"> Intra-university sports. Awareness programme in the schools / madrasahs. End semester examinations. 	<ul style="list-style-type: none"> Review and follow-up of the performance of students particularly the weaker. Declaration of end-semester results.
6.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Coordination Haj Pilgrims' visit to Saudi Arabia. 	<ul style="list-style-type: none"> Coordination of Hajjis return from Saudi Arabia. 	<ul style="list-style-type: none"> Receiving of Haj Passport Application for Haj-2016. Awareness Camp for Haj Passport & Pilgrimage-2016. 	<ul style="list-style-type: none"> Receiving of Haj Passport Application for Haj-2016. Coordination with RPO and IB, WB regarding Haj Passport.
7.	Board of Wakf, West Bengal	<ul style="list-style-type: none"> Organizing Lok Adalat at Office Premises on Wakf Matter. 	<ul style="list-style-type: none"> Resource Mobilization Meeting of the Board. 	<ul style="list-style-type: none"> Organizing Awareness Camp with mutawallis, Imams & Moazzins. 	<ul style="list-style-type: none"> Disbursement of Stipend to Poor and meritorious students.
8.	Madrasah Service Commission	<ul style="list-style-type: none"> 7th SLST (AT) :- Publication of result. 2nd SLST (NT) :- Preparation of Examination. 	<ul style="list-style-type: none"> 7th SLST (HM) :- Counselling and recommendation of finally selected candidates. Collection of Vacancy report from D.I.s. 	<ul style="list-style-type: none"> 7th SLST (AT) :- Counselling and recommendation of finally selected candidates. 2nd SLST (NT) :- Conduct of examination. 	<ul style="list-style-type: none"> 2nd SLST (NT) :- Conduct of examination. Compilation of Final Vacancy report.
9.	West Bengal Minorities' Commission	<ul style="list-style-type: none"> Study Tour and awareness camp at Uttar and Dakshin Dinajpur. 	<ul style="list-style-type: none"> Study Tour and awareness camp at Howrah. 	<ul style="list-style-type: none"> Study Tour and awareness camp at Jalpaiguri & Darjeeling. 	<ul style="list-style-type: none"> Study Tour and awareness camp at Paschim Medinipur and Purba Medinipur.

SI No.	Organisation	September	October	November	December
10.	Department & Dte. MDW	<ul style="list-style-type: none"> • Review of works of WB-MDFC, DME, Urdu Academy, State Haj Committee. • Review of Loans and Scholarship and other schemes with District Level Officers. 	<ul style="list-style-type: none"> • Review of Cybergram (e-Literacy of Madrasah Students). • Review of schemes with District Level Officers. • Review of Public Services Delivery. 	<ul style="list-style-type: none"> • Review of Marketing Hub (Karmatirtha), ITI & Polytechnics and other schemes with Districts. • Review of Self Attestation & Self Declaration in Govt. Schemes. 	<ul style="list-style-type: none"> • Review of Hostels, release of fund. • Preparation of Administrative Calendar for next year. • Review of schemes with District Level Officers.

Department of Minority Affairs and Madrasa Education

Schedule of KARMATIRTHA, 2015

Minority Affairs & Madrasah Education Department

Month	Name of the District	Name of the Karmatirtha	No. of Karmatirtha to be completed during the month
February	Birbhum	1.Md. Bazar	1
March	Malda	1. Ratua-I	2
	North 24 Pgs.	1. Barasat-II	
April	Uttar Dinajpur	1. Goalpokhar-II	3
	Howrah	1. Bholsar-Bagnan-I	
	Birbhum	1. Murarai-II	
May	West Midnapur	1. Keshpur	2
	North 24 Pgs.	1. Barasat-I	
June	North 24 Pgs.	1. Swarupnagar, 2. Deganga, 3. Barasat-I	10
	Malda	1. Ratua-II, 2. Chanchal-II, 3. Harishchandrapur-II	
	Nadia	1. Chapra, 2. Tehatta-I,	
	Burdwan	1. Purbasthali-II, 2. Ranigunj	
July	Uttar Dinajpur	1.Karandighi,	7
	Howrah	1. Maheshpur,	
	Burdwan	1. Galsi-I, 2. Bhatar, 3. Burdwan-I, 4. Ketugram-I	
	Jalpaiguri	1. Mal Bazar	
August	Malda	1. English Bazar, 2. Manikchak,	7
	Nadia	1. Krishnanagar-II	
	Burdwan	1. Raina-I	
	Dakshin Dinajpur	1. Gangarampur, 2. Kumarganj, 3. Tapan	
September	Nadia	1. Ranaghat-II, 2. Kaligunj, 3. Palashi	6
	Bankura	1. Barjora, 2. Patrasayor, 3. Bishnupur	
October	North 24 Pgs.	1. Rajarhat	18
	East Midnapur	1. Kolaghat, 2. Panskura-I	
	Howrah	1. Udaynarayanpur, 2. Jagatballabhpur, 3. Sankrail, 4. Uluberia-I, 5. Uluberia-II,	
	Burdwan	1. Jowanpur-Memari Municipality	
	Birbhum	1. Murarai-I, 2. Nalhati-I, 3. Rampurhat-I, 4. Rampurhat-II, 5. Mayureswar-I, 6. Suri-II, 7. Labpur, 8. Nanoor, 9. Dubrajpur	

Month	Name of the District	Name of the Karmatirtha	No. of Karmatirtha to be completed during the month
November	East Midnapur	1. Patashpur-II, 2. Sutahata-I	21
	Purulia	1. Jaipur, 2. Purulia-II	
	Bankura	1. Onda, 2. Simlapal	
	Burdwan	1. Kalna-I	
	Coochbehar	1. Sitalkuchi, 2. Coochbehar-I	
	Dakshin Dinajpur	1. Kushmundi, 2. Harirampur	
	Birbhum	1. Suri-I, 2. Nalhati-II	
	Hooghly	1. Arambagh, 2. Dhaniakhali, 3. Balagahr, 4. Chanditala-I, 5. Jangipara, 6. Khanakul-I, 7. Banshberia, 8. Haripal	
December	Nadia	1. Haringhata,	8
	Purulia	1. Purulia-I, 2. Para	
	Howrah	1. Khalisani, 2. Amta-I	
	Burdwan	1. Jamalpur, 2. Asansol-Municipality, 3. Kanksa	

Few Noteworthy Achievements of MA & ME Department : 2014

The government has been incessantly trying towards socio-economic development of minorities. Many of the significant social or economic shortcomings cited by the Sachar Committee have been addressed during the past three years.

1. **Aliah University:**

New Campus of Aliah University on 20 Acres of land at New Town involving around Rs. 236 Cr. was inaugurated by Hon'ble Chief Minister on 11.11.2014.

Further, construction work of Aliah University Campus at Gorachand Road involving Rs. 62 Cr. will also be put to operation shortly.

Two Hostels [One for Girls' (830) and another for Boys' (1240) for accommodating about 2070 students are also being constructed at New Town.

2. **Minority Bhaban:**

Minority Bhabans have been constructed in all the districts to ensure easy access for the minorities by providing a single window facility. Till now 15 such Bhabans have started functioning. Rests are expected shortly.

3. **Stipend & Scholarship :**

Scope for Stipend & Scholarship to the poor & low income group Minority Students have been increased manifold. Rs. 991 crores has been disbursed as different types of Stipend & Scholarship to around 57.00 lakh Students belonging to Minority community so far.

Some of the proposed Agenda of MA & ME Department for the year 2015

1. **Digital Literacy of Students of Madrasah :**

A new programme has been initiated for providing basic knowledge of computer operation to all Students (Class-VI and above) of Madrasahs. 39 hour Basic Computer Concepts (BCC) syllabus of National Institute of Electronics & Information Technology (NIELIT) will be imparted followed by certification by NIELIT. This will enable them to use Information & Communication Technology (ICT) at their day to day life (Target is to cover around 4.00 Lakh Students).

2. **Aliah University :**

New Town Campus of Aliah University equipped with all the modern facilities has been put into operation on 11.11.14 and will definitely take a leading role to enhance scope of Higher Studies at different fields.

3. **Hostels for Boys & Girls :**

Construction work for 279 hostels have been taken up. Some more are also on the anvil. This will have a positive impact on Higher Education.

4. **Skill Development Training :**

More structured Skill Development training programme has been initiated. The target is to impart Vocational Training to around 25,000 trainees at different trades across the state. The skill training will facilitate wage employment opportunities in different sectors.

5. **Loan & Scholarship :**

All possible avenues are being explored to enhance scope for scholarships & loans. While scholarships will encourage Higher Education, loan will increase the possibility of self employment. The twin intervention will ultimately improve the socio economic condition of the minority community. About 25 lakh beneficiaries from minority communities will come under these programmes.

Department of Micro, Small & Medium Enterprises & Textiles

I. Major Trainings / Capacity Development Intervention

1.	Training of IDOs – April - May, 2015
2.	Training of IDOs – August - September, 2015
3.	Training of Assistant Directors/Managers – February - March, 2015
4.	Training of General Managers, DIC /Dy. Directors – January, September, 2015
5.	Training/Orientation of Directorate of Handloom Development Officers – February, September, 2015.
6.	Training of WBKVIB District in Charge, Circle Inspectors and Chief Organizers – January, August, 2015.

II. Monthly/Quarterly Review Meetings

1.	Finance Clinic – in every district on 15 th of every month
2.	District Level Monitoring Committee meeting in every district on 10 th of every month
3.	Conference of GM, DICs on 28 th of every month
4.	Quarterly Departmental Review meeting on progress of plan schemes in January, April, September, December.
5.	Review meeting on progress of implementation of Natural Fibre Mission and CDP Project on 25 th of every month.
6.	Quarterly review meetings and training on MSME Facilitation Centre.

III. Welfare Schemes for Handloom, Handicrafts and Khadi : Targets and Plan

1.	Old Age Pension to artisans and weavers: To be provided to 3000 artisans and 4,375 weavers per month.
2.	Weavers' credit card: 1,200 new weavers to be covered per month.
3.	Artisans' credit card : 10,000 new artisans to be covered during the year
4.	Artisans' Identity card :Balance 15,000 to be covered during the year
5.	Janashree Beema Yojna : 3500 Khadi artisans to be covered every quarter
6.	Khadi and Polly Vastra Trust: 6000 Khadi artisans to be covered during the year.

IV. Milestones (launching / inauguration)

January, 2015

(a)	Launch of MSME Facilitation Centre in the districts of Kolkata, Howrah, North 24 Parganas and South 24 Parganas.
(b)	Launch of MSME Equity Fund.
(c)	Opening of Biswa Bangla showroom at Biswa Bangla Haat, Rajarhat.
(d)	Opening of Purulia Rural Haat.
(e)	Foundation stone laying of Rural Handloom Haat Complex, Udaynarayanpur, Howrah.
(f)	Foundation stone laying of Industrial Estate, Khasjungle, Paschim Medinipur.
(g)	Launch of www.msmebengalinvest.in -Financial Support portal for MSME.

February, 2015

(a)	Launch of Biswa Bangla Marketing Corporation.
(b)	Opening of Bishnupur Rural Haat.
(c)	Foundation stone laying of Industrial Estate at Bolpur –II.
(d)	Launch of CFC at Bishnupur Handloom Cluster and Raghunathpur Handloom Cluster.
(e)	Launch of Project Baluchuri at Sonamukhi, Bankura.
(f)	Launch of Club Muslin, Kolkata.
(g)	Launch of Rural Craft cum Cultural Tourism Hub of Dokra at Dariyapur, Burdwan.

March, 2015

(a)	Launch of MSME Facilitation Centre in the districts of Bankura, Purulia and Hooghly, Malda, Burdwan and Siliguri.
(b)	Foundation stone laying of Industrial Estate at Dabgram –II, Jalpaiguri.
(c)	Launch of ISDS under National Handloom Development Programme
(d)	Launch of noa ornaments cluster at Udaynarayanpur, Howrah.
(e)	Launch of Rural Craft cum Cultural Tourism Hub of Dokra at Bikna, Bankura.
(f)	Foundation stone laying of Karmatirtha at Mangal Bari and Kumargram, Jalpaiguri.

April, 2015

(a)	Launch of MSME Facilitation Centre in the districts of Nadia, Murshidabad, Uttar Dinajpur and Dakshin Dinajpur
(b)	Foundation stone laying of Industrial Estate at Shaktigarh-II, Burdwan.
(c)	Launch of CFC of Shyamsundarpur Handloom Cluster, Paschim Medinipur.
(d)	Foundation stone laying of Karmatirtha at Karandighi, Uttar Dinajpur.
(e)	Launch of Rural Craft cum Cultural Tourism Hub of Wooden Doll, Natungram, Burdwan.
(f)	Opening of Biswa Bangla Showroom at Esplanade.

May, 2015

(a)	Foundation stone laying of Biswa Kshudra Bazar, Bolpur
(b)	Launch of MSME Facilitation Centre in the districts of Birbhum, Purba Medinipur and Paschim Medinipur
(c)	Launch of CFC of Debipur Handloom Cluster, Burdwan.
(d)	Launch of Automatic Silk Cocoon Drier at Kaliachak Cocoon Market, Malda.
(e)	Launch of Rural Craft cum Cultural Tourism Hub of Sitalpati at Cooch Behar.
(f)	Foundation stone laying of Karmatirtha at Englishbazar and Chanchal-I, Malda.

June, 2015

(a)	Launch of MSME Facilitation Centres in the districts of Cooch Behar, Darjeeling
(b)	Launch of Murlu Roofing Tiles Cluster, Bankura.
(c)	Launch of Plastic Processing Cluster, Jalpaiguri.
(d)	Foundation stone laying of Karmatirtha at Narayangarh, Nayagram, Jamboni and Gopiballavpur-I, Paschim Medinipur.
(e)	Foundation stone laying of Industrial Estate at Beliaghata, Kolkata
(f)	Launch of Rural Craft cum Cultural Tourism Hub of Wooden Mask, Kushmundi, Dakshin Dinajpur.
(g)	Launch of Sal Leaf Project, WBKVIB at Purulia, Bankura, Paschim Medinipur, Birbhum.

July, 2015

(a)	Opening of Biswa Bangla Showroom at Bagdogra Airport.
(b)	Launch of CFC of Kenjakura Handloom Cluster, Bankura.
(c)	Foundation stone laying of IT Hub at Behala Industrial Estate.
(d)	Operationalization of Scientific Godowns in Government Sericulture farms in Cooch Behar, Nadia, Malda, Murshidabad, Birbhum.
(e)	Foundation stone laying of Karmatirtha at Raghunathganj-I and Murshidabad-Jiaganj, Murshidabad.
(f)	Launch of Automatic Silk Filature under Murshidabad Mega Handloom Cluster

August, 2015

(a)	Foundation stone laying of Eco Tourism Park, Banarhat.
(b)	Launch of Karmatirtha at Ranibandh, and Bankura -I, Bankura

(c)	Launch of CFC of Abhadanga Handloom Cluster, Birbhum.
(d)	Launch of Rural Craft cum Cultural Tourism Hub of Patachitra, Pingla, Paschim Medinipur.
(e)	Foundation stone laying of Industrial Estate at Kalyani-III, Nadia.
(f)	Foundation stone laying of Industrial Estate, Durgpur-II, Burdwan.
(g)	Start of civil work of Silk Park, Malda.

September, 2015

(a)	Launch of CFC of Foundry Cluster, Howrah
(b)	Launch of Karmatirtha at Gangarampur and Tapan, Dakshin Dinajpur.
(c)	Launch of CFC of Radhamoni and Brojoballavpur Handloom Cluster, Purba Medinipur.
(d)	Launch of the Restructured Mulberry Grainage, Sagarpara, Murshidabad.
(e)	Start of civil work of Eco Tourism Park, Banarhat.

October, 2015

(a)	Launch of Mustard Oil Cluster, Uttar Dinajpur.
(b)	Launch of Karmatirtha at Ambari-Falakata, Jalpaiguri.
(c)	Launch of Rural Craft cum Cultural Tourism Hub of Clay Doll, Krishnanagar, Nadia.
(d)	Launch of Rice Mill Cluster, Burdwan.
(e)	Launch of Cashewnut Cluster, Contai, Purba Medinipur.

November, 2015

(a)	Launch of Plastic Product Cluster, Murshidabad.
(b)	Launch of Karmatirtha at Aluabari, Uttar Dinajpur.
(c)	Launch of CFC of CMCB Handloom Cluster, Charmajdia, Nadia.
(d)	Launch of CFC of Madhya Dakshin Serampur Handloom Cluster, Kalna, Burdwan.
(e)	Launch of CFC of Nasratpur, Handloom Cluster, Burdwan.
(f)	Launch of mechanized Silk Worm Egg Incubation Chamber at Siliguri, Malda and Berhampore.
(g)	Foundation stone laying of Garment Hub at New Town.

December, 2015.

(a)	Foundation stone laying of Integrated Textile Park, Belur.
(b)	Opening of Jhargram Rural Haat
(c)	Launch of Karmatirtha at Khasjungal, Paschim Medinipur.
(d)	Launch of CFC of Nadai and Gopinathpur Handloom Cluster.
(e)	Start of civil work of Biswa Kshudra Bazar.

V. Events

Time	Event	Place
January	West Bengal State Handicraft Expo	Burdwan Town.
	Gandhi Shilpa Bazar (GoI sponsored)	Durgapur Haat.
February	West Bengal State Handicraft Fair	Haldia, Purba Medinipur.
	Heritage Craft Fair	Mumbai.
	Craft Bazar (GoI sponsored)	Biswa Bangla Haat, Shantiniketan.
March	Craft Bazar (GoI sponsored)	Durgapur Haat, Durgapur.
	Bishnupur Festival	New Delhi.
	Tant Bastra Mela	Purba Medinipur and Burdwan

April	West Bengal Handicrafts Fair	EZCC, Salt Lake.
	Gift & Premium Fair	Hong Kong.
	Special Handloom Expo	New Delhi
May to December, 2015.	Bi-monthly Handicrafts Fair	Dilli Haat, Janakpuri, New Delhi.
June	China South Asia Exposition / Africa Big Seven, Saitex Africa.	Kunming, China / South
July	Giftex, Stationex & Jutex (Corporate Fair)	Mumbai.
August	Bengal Festival	Dilli Haat, New Delhi.
September	Bengal, Silk, Kantha & Baluchari Fair	EZCC, Salt Lake, Kolkata.
	Autumn Fair at Birmingham / House & Gift Fair	Birmingham, U.K. / Sao Paulo, Brazil.
	Banglar Tanter Haat	Milan Mela, Kolkata
October	International Handicrafts and Gifts Fair	Expo Mart, Greater Noida, New Delhi.
	CII Trade Fair	Chandigarh.
November	India International Trade Fair (IITF) 2015	New Delhi.
	West Bengal State Handicrafts Expo (Nov.-Dec.)	Milan Mela, Kolkata.
December	International Trade Fair	Europe.
	West Bengal State Handicrafts Expo	Siliguri / Jalpaiguri.
	India International Mega Trade Fair	Science City, Kolkata.
	BNCCI Industrial India Trade Fair	Kolkata.
	National Handloom Expo	Kolkata
	Katwa Tant Bastra Mela	Burdwan

Department of Municipal Affairs

JANUARY, 2015

- Constitution of a **Municipality at Buniadpur**, Dakshin Dinajpur
- **Amendment of Kolkata Municipal Corporation Act, 1980** regarding Assessment of Properties, Trades and Businesses, Building Permit etc.
- Publication of **Final Valuation List for Englishbazar Municipality**
- Holding of **Review and Monitoring Meeting** with the concerned Urban Local Bodies for implementation of UIDSSMT & IHSDP projects.
- Commissioning of **Water Supply project at Sonamukhi under Special BRGF**
- Construction of 0.5MG capacity **Semi-Underground Reservoir cum Pumping Station** and Ancillary building at Baishnabghata, ward no. 110 by Kolkata Municipal Corporation
- **Training on Capacity Building** of the municipal employees of Burdwan, Murshidabad, Purba Medinipur, Purulia and Paschim Medinipore Districts
- Sanction of 250 dwelling units under **State Sponsored Housing for Urban Poor scheme**

FEBRUARY, 2015

- Publication of **Final Valuation List for Dalkhola Municipality**
- **Review meeting on CCBP** of 15 RPMC Municipal towns
- Completion of construction of **4 Overhead Reservoirs of Kharagpur Water Supply Scheme** under Special BRGF
- Finalization of **Slum Free City Plan of Action in North Barrackpore Municipality** under Rajiv Awas Yojana
- Completion of **2 MGD capacity of BPS at G.J. Khan Road** in ward no.66 by Kolkata Municipal Corporation
- Completion of the **construction of Ring Road** of Nabadiganta
- Training on **Accounting Reforms** to the municipal employees of Darjeeling, North 24 Parganas and Hooghly District

MARCH, 2015

- **Review & Monitoring Meeting** for implementation of NULM
- Publication of **Final Valuation List for Nabadwip**

- Finalization of **Slum Free City Plan of Action in Hooghly Chinsurah Municipality** under Rajiv Awas Yojana
- **Finalization of Slum Free City Plan of Action in Murshidabad Municipality** under Rajiv Awas Yojana
- Establishment of **State RPMC Cell under Comprehensive Capacity Building Programme**. Laying of foundation stone of Slum improvement Project in **Kalyani Municipality** under Rajiv Awas Yojana
- Laying of foundation stone of Slum improvement Project in **Chandannagar Municipal Corporation** under Rajiv Awas Yojana
- Construction of **combined ESR and 0.5 MGD capacity Semi-Underground Reservoir cum Pumping Station** and Ancillary building at Mukundapur, ward no 109 by Kolkata Municipal Corporation
- Training on **Accounting Reforms** to the municipal employees of Nadia, South 24 Parganas and Burdwan District
- **Training of Trainers** on Municipal Legislation and Legal Framework under **Comprehensive Capacity Building Programme**
- Sanction of 350 dwelling units under **State Sponsored Housing for Urban Poor scheme**.
- Completion of 750 dwelling units for urban poor under **IHSDP**

APRIL, 2015

- Constitution of a **Municipality at Belda**, Paschim Medinipur
- Publication of **Final Valuation List for Ashoknagar-Kalyangarh Municipality**
- **Review meeting on CCBP** of Municipal Towns
- Completion of schemes of **Haldibari Municipality** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** in under JNNURM
- Finalization of **Slum Free City Plan of Action** in Barasat Municipality under **Rajiv Awas Yojana**
- Construction of **Booster Pumping Station at Convent Park**, ward no 55 by Kolkata Municipal Corporation
- Development of **215A Bus Terminus** at Nabadiganta

- Training on **Accounting Reforms** to the municipal employees of Hooghly, Purba Medinipore, Purulia, Paschim Medinipore and Darjeeling District
- Training of Trainers on Change Management and Community Management under **Comprehensive Capacity Building Programme**

MAY, 2015

- Publication of **Final Valuation List** for Naihati Municipality
- **Review & Monitoring Meeting** for implementation of **Rajiv Awas Yojana Programme & IHSDP**
- Completion of 2 **Overhead Reservoirs of Purulia Water Supply** scheme under Special BRGF
- Completion of schemes of **Kharagpur (phase III) Municipality** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** under JNNURM
- Establishment of **City RPMC at RPMC cities** under **Comprehensive Capacity Building Programme**
- Introduction of **National Urban Health Mission** in 20 ULBs
- **Beautification of embankment** of the water bodies adjacent to Ring Road to Promote Ecotourism

JUNE, 2015

- Launching of **Nirmal Bangla Abhiyan** for urban areas
- Publication of **Final Valuation List** for Dubrajpur
- **Review meeting on CCBP** of 15 Municipal Towns
- Completion of 3 **Overhead Reservoirs Purulia Water Supply** scheme under Special BRGF
- Completion of **Water Treatment Plant of Ranaghat Water Supply** scheme under UIDSSMT
- Commissioning of **comprehensive Water Supply project** at **Diamond Harbour** under UIDSSMT (JNNURM)
- Commissioning of **comprehensive Drainage Project at Balurghat** under UIDSSMT (JNNURM)
- Laying of foundation stone of **Slum Improvement Project** in Hooghly Chinsurah Municipality under **Rajiv Awas Yojana**
- Completion of schemes of **Dubrajpur Municipality** sanctioned under **Integrated Housing and Slum**

Development Programme (IHSDP) under JNNURM

- Laying of foundation stone of construction of **Shelter for Urban Homeless at Englishbazar** under NULM
- Construction of **110 MGD capacity Jetty and Raw water Pumping Station** within Gardenreach water works including **50 MGD Water Treatment Plant** by Kolkata Municipal Corporation
- Foundation stone of **construction of 'Wetlands Interpretation Centre'** at Nabadiganta

JULY, 2015

- **Review & Monitoring Meeting** for implementation of **Rajiv Awas Yojana Programme & NULM**
- Completion of schemes of **Kharagpur (Phase I) Municipality** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** of under JNNURM
- Commissioning of **Slum Improvement Project** in **Bhatpara** under **Rajiv Awas Yojana**
- Establishment of **Urban Management Cell (UMC) at ILGUS** under **Comprehensive Capacity Building Programme**
- Training of municipal employees on schemes for Infrastructure, Environment and Social Development under **Comprehensive Capacity Building Programme**

AUGUST, 2015

- Holding of **Review and Monitoring Meeting** with the concerned Urban Local Bodies for implementation of UIDSSMT & Special BRGF Project
- Completion of schemes of **Raiganj Municipality** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** under JNNURM
- Upgradation of **Man entry Brick Sewer** and allied works in Rashbehari Avenue under Br. VII and Br. VIII by Kolkata Municipal Corporation
- Beautification work for **Face Lifting in the SSKM Hospital Campus** in ward no. 71, Br. IX by Kolkata Municipal Corporation
- Training to the **newly elected councilors** of 4 ULBs
- Sanction of 150 dwelling units under **State Sponsored Housing for Urban Poor** scheme

SEPTEMBER, 2015

- Publication of **Final Valuation List** for Midnapore Municipality
- Holding of **Review and Monitoring Meeting** with the concerned Urban Local Bodies for implementation of IHSDP projects
- Completion of **2 Overhead Reservoirs** of Panskura Water Supply scheme under UIDSSMT
- Completion of schemes of **Kharagpur (Phase II)** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** under JNNURM
- Training to the **newly elected councilors** of 5 ULBs
- Training of **municipal employees** on Project Management under Comprehensive Capacity Building Programme
- Completion of 600 dwelling units for urban poor under IHSDP

OCTOBER, 2015

- Publication of **Final Valuation List** for **Mal and Titagarh Municipality**
- **Review meeting on CCBP** of Municipal towns
- Completion of **3 Overhead Reservoirs of Nabadwip Water Supply scheme** under UIDSSMT
- Completion of schemes of **Ranaghat (Phase II)** sanctioned under **Integrated Housing and Slum Development Programme (IHSDP)** under JNNURM
- Commencement of **construction of 'Ecotourism View Point'** at Nabadiganta
- **Training of elected representative and municipal employees** on Urban Reforms under Comprehensive Capacity Building Programme
- Training to the newly Elected councilors of 2 ULBs

NOVEMBER, 2015

- Publication of **Final Valuation List** for Bolpur and Panihati
- **Review & Monitoring Meeting** for implementation of **Rajiv Awas Yojana Programme**
- Commissioning of **comprehensive water supply project at Joynagar Mozilpur** under UIDSSMT
- Completion of 3 Overhead Reservoirs of Ranaghat Water Supply scheme under UIDSSMT
- Completion of schemes sanctioned under Integrated Housing and Slum Development Programme (IHSDP) of Jhargram (Phase II) under JNNURM

- Procurement of 4 nos of movable compactor with tipcart for south zone and 7 nos for central zone of Kolkata by Kolkata Municipal Corporation
- Training of elected representative and municipal employees on e-governance under **Comprehensive Capacity Building Programme**
- Training to the newly Elected councilors of 6 ULBs
- Sanction of 300 dwelling units under **State Sponsored Housing for Urban Poor scheme**
- Construction of 50 seated Night Shelter building for shelterless person in Englishbazar Municipality

DECEMBER, 2015

- Publication of **Final Valuation List** for **Kurseong and Chandrakona**
- **Review meeting on CCBP** of 15 RPMC Municipal Towns
- Commissioning of **comprehensive Water Supply project at Raiganj** under UIDSSMT
- Commissioning of **comprehensive Water Supply project at Balurghat** under UIDSSMT
- Commissioning of Water Supply Project in **Bishnupur Municipality** under Special BRGF Programme
- Commissioning of Water Supply Project in **Raghunathpur Municipality** under Special BRGF Programme
- Construction of **boy's and girl's hostel at 20, Piyari Mohan Roy Road** in ward no 82 by Kolkata Municipal Corporation
- Construction of **Single Span Bridge at Babughat** by Kolkata Municipal Corporation
- Construction of **Booster Pumping Station at Prafulla Park** in ward no 113 by Kolkata Municipal Corporation
- Construction of **3 MG capacity Semi Underground Reservoir cum Booster Pumping Station** at Senpally, Behala, ward no 129 by Kolkata Municipal Corporation
- Completion of construction of **1.2 km Link Road** as an alternate route from **Nabadiganta to New Town**
- Training to the newly Elected councilors of 6 ULBs
- Training of elected representative and municipal employees on constitutional provisions under **Comprehensive Capacity Building Programme**
- Construction of **50 seated Night Shelter building** for shelterless person in **Krishnanagar Municipality**

Department of North Bengal Development

Sl. No.	Projected Targets
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January

1	Commence construction work of Auditorium at Coochbehar
2	Completion of the beautification & river protection works of river Mujnai
3	Finalisation of the tender process of Agriculture College at Tapan, Dakshin Dinajpur
4	Observance of 4 th Chapter of Uttar Banga Utsav, 2015
5	Completion of the construction works of ITIs at Chopra, Kumarganj & Kushmandi
6	Completion of the extension works of Dewanhat & Baxirhat Colleges at Coochbehar
7	Completion of the construction of road and guide bandh at Kholachand Fafri
8	Completion of the improvement of road from Salugarah main road (opposite Gumpha Mandir) to Eastern By Pass (Nirmala School)
9	Completion of the improvement of road from Hathi More to Agrani Club via Netaji Boys' School, under SMC
10	Commence construction work of road from Oodlabari to Patharjhora via Manabari, Block- Malbazar, Dist-Jalpaiguri
11	Completion of the construction of Concrete Road from Old 18 Mile to Natun Hat under Birnagar 1 GP under Kaliachak III Block (BRGF)
12	Commence repair & renovation work of Ghosepukur-Fulbari Road

February

1	Completion of the construction works of Rajganj College
2	Publication of Annual Administrative Report of 2013-14
3	Completion of improvement work of drainage capacity of Gadadhar Channel at Jalpaiguri
4	Completion of the construction of Administrative Building Annexe at Uttarkanya
5	Completion of the construction works of Engineering College at Coochbehar (Phase-I)
6	Completion of the construction of Panchanan Barma University at Coochbehar in the district of Coochbehar (Phase-I)
7	Completion of the construction of Atiabari bridge (Monibhita) over river Sarini under Goalpokher -I Block, Uttar Dinajpur
8	Construction of RCC bridge over river Fuleswari at Ward No. 34 of SMC
9	Completion of the improvement of road, including mastic works, from Children Park to Pakurtala More, Haren Mukherjee road under SMC
10	Completion of the construction of new road from Zamindarguri to Junglebusti, Naxalbari Block
11	Completion of the improvement of road from ISKCON Mandir Hygiene Care more to Vivekananda Statue & road of Pranami Mandir under SMC
12	Completion of the improvement of road in front of Dinabandhu Mancha, Siliguri
13	Observance of 150 th Birth Anniversary of Rai Saheb Thakur Panchanan Barma
14	Review Meeting with District Magistrates (of Jalpaiguri Division) regarding the progress of NBDD works

Projected Targets	
March	
1	Completion of the construction works of Banarhat, Dhugguri, Chopra, Ghoksadanga, Nishiganj & Kumarganj Colleges
2	Completion of the construction of bridge at Partapur over river Siriani, Goalpokhar-I Block (BRGF)
3	Completion of the construction work of bridge over river Jhumur
4	Completion of infrastructure development of Ekramia Isale Saoab Mazaharsharif (Huzur Saheb) at Haldibari
5	Completion of the construction works of Auditorium at Uttarkanya
6	Completion of the construction of bridge over river Dima near Aurobindonagar on Alipurduar Patkapara road
7	Completion of improvement of road from Milonpally more to NJP main road & Sukantapally main road, Siliguri
8	Up-gradation of existing stadium (East & West Block) including S&P works, internal pathways of Jalpaiguri Sports Complex
9	Co-ordination meeting with PWD

April

1	Completion of improvement of road from Newlands TG to Kumargram under Alipurduar District (1.40 Km)
2	Completion of the construction of RCC bridge over river Lochka
3	Completion of the construction of RCC Bridge over river Bataria
4	Completion of the construction of Bridge at Paraharipur over Sui river, Uttar Dinajpur
5	Completion of the balance work of RCC bridge at Darikamari under Bahadur GP within Sadar Block, Dist. Jalpaiguri
6	Co-ordination meeting with the Malda Highway Division, PW (Roads) to review the progress of Bhutni Bridge over river Fulahar at Manikchak
7	Completion of construction of blacktop road from Paranpur PHE pumping station to Gorkha via Abdul Halim more Dalaltala under Ratua-I & Ratua II Block (BRGF)
8	Completion of the improvement of Raja Rammohan Roy road from Bidhan road to Gakul Saha more, Siliguri
9	Commence construction work of underground parking facilities in front of the District Collectorate, Malda
10	Commence construction work of Rabindra Bhawan at Alipurduar
11	General Body meeting of Uttar Banga Unnayan Parshad

May

1	Completion of the construction of bridge over river Punarbhaha at Balipukur - Kardaha Ghat Road, Dakshin Dinajpur
2	Completion of the improvement of Nazrul Sarani from Sevoke road to Kali Saha more (via Pakurtala more), Siliguri
3	Completion of the construction of bridge at Kahalai under Hemtabad Block (BRGF)
4	Completion of the construction of bridge near Kachua High Madrasa over river Gamari under Itahar Block (BRGF)
5	Completion of the work of the widening & strengthening of road from NH 34 (Marnai More) to Marnaighat via Rajkot under Itahar Block

Sl. No.	Projected Targets
6	Completion of the work of the construction of road from Chakla High School to Nahanipur under Itahar Block
7	Completion of construction of blacktop road from Kaiatala Kali Mandir to Chandmoni Gouripur via Lakrigolaghat in Paranpur and Chandmoni GP in Ratua I & Ratua II Block (11 Km) (BRGF)
8	Commence construction work of Bus Terminus at Alipurduar
9	Completion of DPRs of all major schemes of the Department to be taken up for execution during the year
10	Completion of construction work of bridge over river Kumlai
11	Review meeting by Hon'ble MIC, NBDD with MPs, Sabhadipatis of ZPs, MLAs & with other elected representatives

June

1	Co-ordination meeting with Forest Department
2	Co-ordination meeting with Tourism Department
3	Completion of construction of road from NH 31 Gandhi More to Boroputia via Kamala Bagan under Ghosepukur GP in Phansidewa Block
4	Completion of the construction of rigid pavement & drainage system & renovation of boundary wall & gate at FCI Godown complex at Bagrakote, Siliguri
5	Completion of construction of G+5 storeyed Guest House of NBDD at Himachal Vihar, Matigara

July

1	Review meeting with Darjeeling, Jalpaiguri, Coochbehar & Alipurduar District
2	Review meeting with Uttar Dinajpur, Dakshin Dinajpur & Malda District
3	Review meeting with Irrigation Department
4	Review meeting with Health Department
5	Review meeting with PSUs who have been nominated by the Department for the execution of different projects
6	Completion of development of Eco-tourism and picnic spot surrounding Demdima Jheel at Bhogrampur, Coochbehar

August

1	Review meeting with MLAs for ongoing and new schemes
2	Review meeting with Terai Dooars Development Board
3	Co-ordination meeting with Mayel-Lyang Lepcha Development Board
4	Review meeting by MIC, NBDD with Sabhadhipatis, Chairpersons of Municipalities, Mayor, SMC
5	Completion of construction work of Manikchak College

September

1	Completion of the balance work for construction of Dhupguri Girls College, Dhupguri, Dist. Jalpaiguri
2	Completion of the balance works of construction of additional classroom, toilet block, boundary wall, internal pathway and connecting road from NH 31 C for Demdima Fatima High School at Birpara
3	Completion of the construction of RCC Box culvert at Balikapurghat, Dakshin Dinajpur
4	Completion of the construction of premix carpet road from the house of Narayan Mondal to Ramkrishna Ashram at Paschim Badra, Raniganj-Panishali GP, Khoribari (PMGSY)
5	Completion of the construction of Siliguri Gate
6	Completion of the balance work for construction of Banarhat Hindi College, Jalpaiguri
7	Completion of the balance work for construction of Ghoksadanga College, Coochbehar
8	Completion of the balance work for construction of Nishiganj College, Coochbehar

Sl. No.	Projected Targets
October	
1	Completion of improvement & widening of main road from Andu Basti more to Dakshin Mendabari more (NH 31C) via Lakra road along with composite bridge & two nos. slab culverts at Chilapata under Kalchini Block
2	Completion of special repair and renovation including allied works of the Sukna Forest Rest House
3	Completion of improvement of road from Pundibari Ushapati Lahiri road to Sonarpur Baburhat at Bi;rarangrash GP, Coochbehar
4	Completion of construction works of Central Bus Terminus, Malda
5	Completion of construction of road from Dakshin Baruapara (Paharpur more) to Chhat Gomosto Para connecting Naya sarak to Naoapara (5.5 Km)
6	Completion of improvement of Vivekananda road from Vivekananda Statue to Mahabiristhan Rail gate with BM & Mastic Asphalt, Siliguri
7	Completion of improvement of road from Mahabiristhan to Fuleswari Rail Gate via NTS More under SMC
8	General Body meeting of Uttar Banga Unnayan Parshad
November	
1	Completion of construction of 37 nos. Anganwari Centers, including kitchen shed, store & toilet at different locations in Matigara, Khoribari & Naxalbari Blocks, Darjeeling
2	Completion of renovation works of Rabindra Mancha at Shaktigarh, Siliguri
3	Completion of construction of Electric Crematorium at Balurghat
4	Completion of improvement of road from Thana more to Sreema Sarani via L.B. Shastri School at Gate Bazar, NJP.
5	Completion of construction work of of black top road from Nuri Chowk to Khatgaon Mazar under Chopra A/C.
6	Completion of construction of pucca road from Kelabari railway line to Adhikary Haat Khola via Barasatvita (2.0 Km), Raniganj Panishali GP, Khoribari
7	Completion of construction of road from Khoribari Deveganj road to Uraljote connecting PMGSY road under Binnabari GP, Khoribari Block
8	Review Meeting with District Magistrates (of Jalpaiguri Division) regarding the progress of NBDD works
December	
1	Completion of water supply scheme for Budhsingh Mouza and its adjoining areas under Khoribari Block
2	Completion of water supply scheme for Mouza Bhisti, Bhubangurir chat, Chaupukuria, Dalur Chat, & Hallal under Phansidewa Block
3	Completion of construction of Ground Floor Building of the Gangarampur Market Complex (2 nd Phase)
4	Completion of construction of Bridge over river Kurakhal
5	Completion of infrastructure development & construction of building for class rooms, exam halls, boys & girls common rooms etc at Netaji Subhas Mahavidyalaya at Haldibari
6	Completion of construction of road from Panighata PWD road to Kilaram PMGSY road via Kumar Singh FP School, Block-Naxalbari, Dist-Darjeeling
7	Construction of road from Petla Bazar to Natun Baxirhat Bazar via Pakhihaga Chowpathi Banshtola Bazar via Barovita Bazar under Dinhata-I Block, Dist-Coochbehar
8	Completion of the construction of Boundary Wall/Barrier for mixed herbivore Safari near Salugara, Siliguri
9	Completion of vertical extension of Vivekananda Bhawan (3 rd floor), Siliguri
10	Review meeting by Hon'ble MIC, NBDD with MPs, Savadipatis of ZP, MLAs & with other elected representatives

Office of The Legal Remembrancer

January :	<ol style="list-style-type: none"> 1. We have to ascertain from the District Magistrates concerned if they can provide space (atleast 500 Sq.ft. each) for office rooms for the G.P. and P.P. either in District Magistrate office campus or at any place nearer the district courts. DMs will be requested to obtain P.Ps and G.Ps view regarding the suitability of the space. 2. To ascertain the disposal of cases from the districts (Civil/Criminal).
February :	<ol style="list-style-type: none"> 1. After getting feedback from the District Magistrates concerned, we will approach the District Magistrates to ascertain the probable cost of installation of atleast two PCs, printers (having broadband internet connection), installation of A.C. in those offices and to send the same to this end. District Magistrates are requested to consult with the P.P. and G.P. concerned also. 2. Steps to be taken for payment of pending bills of lawyers.
March :	<ol style="list-style-type: none"> 1. After getting all the particulars as above, District Magistrates will be asked to take up the issue with the PWD for ascertaining probable estimate of P.P. office/G.P. office and to send the same to this end. 2. Status of the cases pending in Supreme Court and Green Tribunal, to be ascertained.
April :	<ol style="list-style-type: none"> 1. In this month we will conduct a meeting with the District Magistrates or their nominated officers (not below the rank of Deputy Magistrate) to see if the existing office rooms of P.P. and G.P. can be renovated and widened so as to computerization can be made therein. After ascertaining the estimates sent by the District Magistrates, we will prepare the entire probable cost and to obtain the approval from the Finance Deptt. through Judicial Deptt. If sufficient budgetary provision cannot be made in that case we will work phasewise. 2. Ascertain the performance of P.P.s and G.P.s.
May :	<ol style="list-style-type: none"> 1. Initially our target is to construct/renovate G.P. and P.P. office at Alipurduar, Jalpaiguri, Darjeeling, Coochbehar and computerization thereof. 2. Steps to be taken for holding Special Lok Adalat regarding Death-cum-Retirement Benefit matters.
June :	In this month our target is to construct/renovate G.P. and P.P. office at Uttar Dinajpur, Dakshin Dinajpur, Malda and computerization thereof.
July :	Our target is to construct/renovate G.P. and P.P. office at Murshidabad, Nadia, Hooghly and computerization thereof.
August :	<ol style="list-style-type: none"> 1. Our target is to construct/renovate G.P. and P.P. office at Purba Medinipur and Paschim Medinipur and computerization thereof. 2. Meeting with District level officers.
September :	<ol style="list-style-type: none"> 1. Our target is to construct/renovate G.P. and P.P. office at Burdwan and Birbhum and computerization thereof. 2. Meeting with District level officers.
October :	Our target is to construct/renovate G.P. and P.P. office at Bankura and Purulia and computerization thereof.
November :	Our target is to construct/renovate G.P. and P.P. office at Howrah and North 24-Parganas and computerization thereof.
December :	Our target is to construct/renovate G.P. and P.P. office at Kolkata and South 24-Parganas and computerization thereof.

These apart, we will send 10,000 leaflets each to the District Magistrates for wide circulation in connection with legal awareness camps. These leaflets will bear the purpose of legal awareness, who is entitled to get legal aid free of cost and in case of urgency to whom they will approach for establishing their legal right. Bengali version of important Acts to be distributed with the help of Law Department, such as, atrocities against women, Scheduled Caste and Scheduled Tribes, Hindu Marriage Act, Hindu Succession Act, Mohamman Law on Marriage and Succession, etc.

District Magistrates concerned will send the names of recognized NGO, who work for the cause of juvenile orphans/destitute women/physically handicapped persons and with the help of those NGOs will organize the awareness camp. The District Magistrate will be requested to send the quarterly report about the no. of awareness camps held in the districts, name of Panchayat Samity where it was held. They will be further requested to give suggestion and opinion so that we can render service in a more effective way.

Department of Panchayats & Rural Development

Month	Major Events during 2015
January 2015	<ul style="list-style-type: none"> ● Quarterly review of the major Rural Development Programmes by MIC & the Principal Secretary with Sabhadhipatis & District Magistrates ● Review of the major events included in the Annual Administrative Calendar for 2014 ● Monthly review of the major Rural Development Programmes with the senior officers from Districts by the Department ● Submission of Labour Budget for MGNREGA implementation in 2015-16 to the Ministry of Rural Development, Government of India ● Operationalization of the State IPPE portal to share developments in the identified 124 IPPE Blocks of the State under MGNREGA ● Review of implementation of MGNREGA with senior District level officers ● Publication of the State Strategy for Mission Nirmal Bangla and sensitization of senior District officers on the policies and processes ● Review of PMGSY works by MIC and the Principal Secretary ● Construction of Composite Administrative building at Salt Lake for WBCADC, STARPARD and PBRSSM : starting of construction of basement and pile cap ● Publication of draft Gradation List for Panchayat Development Officers and Panchayat Audit & Accounts Officers ● Submission of DPRs in respect of projects under RIDF-XX to NABARD as per target ● Submission of proposals under BRGF for 2nd Instalment for 2014-15 for ten Districts which got 1st instalment in October / November ● Observance of Book Day on 2nd January under Paschim Banga Rajya Sishu Siksha Mission ● Meeting of the Executive Committee of Paschim Banga Rajya Sishu Siksha Mission ● Annual General Meeting of the Paschim Banga Rajya Sishu Siksha Mission ● Preparation for meeting of the Standing Committee of the West Bengal Legislative Assembly on P&RD (2014-15) to take evidence of the Department in respect of the ELA Paras for 2011-12 ● Preparing Draft Annual Action Plan of WBSRLM for 2015-16 ● Submission, Appraisal of draft Annual Action 2015-16 of WBSRLM to the Ministry of Rural Development, Government of India ● Training of State Level Trainers' Team on NRLM and its components ● Training and immersion of Sangha (Cluster Federation at GP level), leaders on Micro Investment Plan and use of Community Investment Fund (CIF) under Anandadhara ● Kingchoom Daarmit Rural Livelihood Development Programme in collaboration with Mayel Lyang Lepcha Development Board (MLLDB) – launch of a pilot project for making it operational throughout year under Anandadhara ● Initiation of a special livelihood programme in closed tea gardens in Jalpaiguri under Anandadhara ● Kolkata SARAS fair to be held from January 31 – February 12, 2015 at Central Park, Salt Lake ● Submission of Annual Action Plan under Din Dayal Upadhaya-Gramin Kaushlya Yojana (DDU-GKY) to the Ministry of Rural Development under Anandadhara ● Roll out of four sanctioned projects under Aajeevika Skills ● Implementation of interest subvention and e-reimbursement to SHGs through PFMS under Anandadhara

Month	Major Events during 2015
January 2015	<ul style="list-style-type: none"> ● Immersion of District and sub-District level staff and community leaders from Resource Blocks in SERP (National Resource Organization) areas under Anandadhara ● Finalization of strategy and Action Plan for home-grown models under Anandadhara ● Orientation of Bank Branch Managers on SHG Bank Linkage in three Intensive Districts ● Proposals on pilot project on Anti-human Trafficking activities in 3 blocks, evaluated and finalised ● Raft publication of Gradation List of the Joint BDOs as on 01.01.2015 ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) programme with the District Nodal Officers, SPMU and DPMUs ● Annual General Meeting and Governing Body Meeting of the Society for Training & Research on P&RD (STARPARD) ● Publication of Z-File (Digitised finally published list) relating to Socio Economic and Caste Census (SECC) in respect of four pending Districts (Murshidabad, Burdwan, North 24-Parganas and South 24-Parganas) ● GPMS new version (Accounting) field testing in 120 GPs; training on GPMS new version (Accounting) & training of Master Trainers ● Mapping of accounts heads for Zilla Parishads with National Accounting Code ● State Guideline for NSAP to be submitted to the Government of India ● Uploading of disbursement of NSAP Pension in web portal ● Verification and social audit of NSAP pensioners to get started ● Aadhar seeding of NSAP beneficiaries ● Data entry in Area Profiler to start in 900 GPs ● GPS-based mobile based monitoring to be started ● Training of 50 PRI employees / Elected Representatives on Basic Computer Course ● Preparation of IEC plan in respect of NSAP ● Board Meeting of WBCADC ● Construction of Composite Administrative Building at Salt Lake for WBCADC, STARPARD & PBRSSM : inception of the construction of superstructure of the building
February 2015	<ul style="list-style-type: none"> ● Review of progress of Gram Sabha meetings across the State ● State level Workshop on e-FMS for material payments in MGNREGA after successful conversion of all Districts to e-FMS for payment of wages to unskilled workers ● Consultative Workshop with the Line Departments on Convergence in MGNREGA in 2015-16 ● Post-national level meeting with the Empowered Committee of the Ministry of Rural Development, State-level interaction with the Districts on finalization of the Labour Budget in respect of 2015-16 ● Meeting of the State Employment Guarantee Council ● Setting up of the State Mission for 'Mission Nirmal Bangla' as part of the National Swachh Bharat Mission ● Finalization of the NGO partnership strategy on Mission Nirmal Bangla and State-level Consultation on NGO association in Mission Nirmal Bangla

Month	Major Events during 2015
February 2015	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary, Zilla Parishads ● Submission of DPRs for projects under RIDF-XX to NABARD as per target ● Release of fund to all the eligible Districts for special development interventions in the identified backward villages ● Laying of ELA report in the West Bengal Legislative Assembly for 2012-13 ● Final submission of Annual Action Plan, 2015-16 of WBSRLM to NMMU, NRLM, Ministry ● Model Partnership Blocks (NGO Partnership) to be initiated under Anandadhara ● Model Partnership Blocks (Sangha/Maha-Sangha Partnership) to be initiated under Anandadhara ● Complete Operational Manual for SHGs to be printed and distribution started under Anandadhara ● Capacity building of District and Block representatives under DDU-GKY under Anandadhara ● Bank Mitra policy finalization under Anandadhara ● Pilot project on Anti-human Trafficking activities in 3 blocks initiated ● Review of implementation of Kanyashree Prakalpo for girl learners of Madhyamik Siksha Kendras under Paschim Banga Rajya Sishu Siksha Mission ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from Districts by the Department ● Submission of Annual Plan for RGPSA for 2015-16 ● Construction of Composite Administrative Building at Salt Lake for WBCADC, STARPARD & PBRSSM : construction of basement and pile cap ● GPMS new version (Accounting) – testing in 120 GPs; GPMS new version (Accounting) security audit to start (phase 1); GPMS new version (Accounting) - training of District and Block level officials; GPMS new version (service delivery) security audit to start ● Mapping of accounting heads for Panchayat Samitis with NAC to start ● NSAP verification to continue ● Training of 50 PRI employees / Elected Representatives on Basic Computer Course ● Completion of uploading of finally published lists under Socio Economic Caste Census (SECC) for to all Districts
March 2015	<ul style="list-style-type: none"> ● Monthly review of the major Rural Development Programmes with the senior officers from Districts by the Department ● Observance of International Women’s Day at each Gram Sansad through Participatory Reading & Learning process on gender issues and issues related to development of women ● Organizing a special multimedia campaign on Mission Nirmal Bangla ● Meeting of the State Vigilance & Monitoring Committee ● State wide roll-out of Grievance Redress Mechanism application for all untied funds ● Completion of PMGSY projects for a total road length of approximately 3500 km. across the State (provided Programme Fund is received from the Ministry of Rural Development, Government of India) ● Submission of DPRs for projects under RIDF-XX to NABARD as per target

Month	Major Events during 2015
March 2015	<ul style="list-style-type: none"> ● Approval of District Plan for 2015-16 by the DPCs in respect of BRGF Plans ● Implementation of the recommendation of the Standing Committee of the West Bengal Legislative Assembly on P&RD as contained in the ELA report for 2011-12 ● Approval and sanction of Annual Action Plan (2015-16) of WBSRLM by Empowered Committee of NRLM from the Ministry ● Training of District Level Trainers' Team on NRLM and its components ● Resource Block strategy would be initiated in One more Block of Malda district under Anandadhara ● Capacity Building of Community Cadres would be initiated under Anandadhara ● Tracking and Monitoring of all the sanctioned skill development projects under DDU-GKY under Anandadhara ● Web based in-house MIS to be initiated under Anandadhara ● Identification and orientation of Bank Mitra/Sakhi in select Block as per NMMU module – pilot will be initiated under Anandadhara ● Mapping of NRLM-compliant SHG portal to be completed ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) programme with the District Nodal Officers, SPMU and DPMUs ● GPMS new version (Accounting) - field testing in 120 GPs; GPMS new version (Accounting) security audit compliance (phase 1); GPMS new version (Accounting) security audit compliance (phase 2); GPMS new version (Accounting) - training of Master Trainers; GPMS new version (Accounting) - training of GP employees at Block level; GPMS new version (Accounting) installation, customization and use in all GPs; GPMS new version (Accounting) - training of District and Block level officials ● Demonstration of new version of GPMS to ELA and auditors ● Training to AG auditors on GPMS new version (service delivery), security audit ● GPMS new version (service delivery) roll out in all GPs ● Mapping of heads for Panchayat Samitis ● Linking with PRIASOFT for PS Data migration in NSAP ● MIS for all the Districts to be completed ● Completion of Local Government Directory (LGD) ● Completion data of 900 GPs to be entered in Area Profiler (phase 1) ● Uploading of Plan at PlanPlus at ZPs ● Meeting of MAS Committee to be held
April 2015	<ul style="list-style-type: none"> ● Quarterly review of the major Rural Development Programmes by MIC & Principal Secretary with Sabhadhipatis & District Magistrates ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Quarterly review of the major events included in the Annual Administrative Calendar for 2015 ● Review of MGNREGA implementation in 2014-15 and consultation on strategic focus for MGNREGA in 2015-16

Month	Major Events during 2015
April 2015	<ul style="list-style-type: none"> ● Review of achievements under Mission Nirmal Bangla in 2014-15 ● Review of Rural Housing Programmes with the senior District-level officers ● Disbursement of Performance Linked Incentive (Block) Grant to 986 qualified Gram Panchayats under the Institutional Strengthening of Gram Panchayats Project (ISGPP) ● State-wide roll-out of Training MIS through STARPARD ● Initiation of Impact Evaluation study of ISGPP ● Review of PMGSY works by MIC and the Principal Secretary ● Fixation of targets for PMGSY roads across the State ● Publication of final Gradation List for Panchayat Development Officers and Panchayat Audit & Accounts Officers ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary, Zilla Parishads ● Meeting of the Standing Committee on P&RD, L&LR & Sundarban Development to take evidence of this Department in respect of ELA Para of 2011-12- 2 nos. ● Baseline Study of WBSRLM to be completed ● Initiation of Capacity Building of Sangha / Upa-Sangha Leaders to be initiated under Anandadhara ● Web-based SHG database detailed up to member level to be hosted ● Review of the Mapping of NRLM-compliant SHGs to be completed ● Immersion Training of Bankers from the Resource Blocks where implementation process is going on ● Final publication of Gradation List of the Joint BDOs as on 01.01.2015 ● Institution based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of 3-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Board Meeting of WBCADC ● Administrative conference with representatives of all the Projects/KVKs under WBCADC ● GPMS new version security audit (phase II) to start; and GPMS new version : training of GP employees and customization and roll out in 1000 GPs ● Mapping of accounting heads of Panchayat Samitis with NAC to be completed ● Uploading of accounts of 5 ZPs in PRIASOFT ● Identification and disbursement of NSAP pension to new beneficiaries ● Data of 1500 GPs to be entered in Area Profiler ● Uploading of plans of 5 ZPs in Plan Plus ● Submission of AABY forms using service plus ● Training of 100 GP employees on Basic Computer course
May 2015	<ul style="list-style-type: none"> ● Formal introduction of the Call Centers and grievance related to the expenditure of funds at Gram Panchayat level including MGNREGA ● Consultation on Direct Benefit Transfer (DBT) to the households and other stakeholders in Mission Nirmal Bangla ● Meeting of the State Employment Guarantee Council ● Review of Rural Housing, especially Indira Awas Yojana with the senior District-level officers

Month	Major Events during 2015
May 2015	<ul style="list-style-type: none"> ● Roll-out of GPS (mobile apps) based concurrent monitoring and tracking system in 1000 Gram Panchayats under the Institutional Strengthening of Gram Panchayats Project ● Communication to the districts and the West Bengal Comprehensive Area Development Corporation for allocation of grants for 2014-15 for development interventions in identified backward villages ● Submission of DPRs for projects under RIDF-XXI to NABARD as per target ● Review Meeting at State Level on BRGF ● Submission of proposals for first Instalment for 2015-16 in respect of BRGF Districts ● Field Visits to monitor the progress of works undertaken in BRGF ● Printing and publication of the Audit Report along with the Accounts including Balance Sheet of the WBCADC for 2012-13 ● 15% of the Sanghas will be registered under Cooperative Act under Anandadhara ● Immersion training of District, sub-District level staff and community leaders from Resource Blocks in SERP areas under Anandadhara ● Orientation of Bank Branch Managers on SHG Bank Linkage, five programs in five non-intensive Districts under Anandadhara ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● GPMS new version customization and roll out in all GPs ● Uploading of accounts of ten ZPs in PRIASOFT ● Training of 100 GP employees on Basic Computer Course ● Uploading of plans of five ZPs in Plan Plus ● Data of 2000 GPs will be entered in Area Profilier ● Training of 200 elected representatives of PRIs on Basic Computer Course
June 2015	<ul style="list-style-type: none"> ● Review of progress of Gram Sansad meetings across the State ● Submission of DPRs for projects under RIDF-XXI to NABARD as per target ● Review of implementation of the convergence between MGNREGA and NRLM and the CFT Strategy ● Release of a document containing case studies and success stories in implementation of MGNREGA ● Continuing the process for submission of proposals for first instalment of 2015-16 for BRGF Districts ● Preparation of Annual Action Plan for the CB component of BRGF and submission of the same to the Ministry of Panchayati Raj ● Submission of proposals in respect of 2015-16 by the Districts under backward village initiative ● Resource Block strategy would be initiated in two more Blocks under Anandadhara ● Release of CIF to eligible Sanghas under Anandadhara ● Review and revision of Performance Based Incentive System to Sangha/Cluster under Anandadhara

Month	Major Events during 2015
June 2015	<ul style="list-style-type: none"> ● Orientation of Bank Branch Managers on SHG Bank Linkage, five programs in five non-intensive Districts under Anandadhara ● Orientation on SHG Bank Linkage for Staff particularly those directly working in the area in five non-intensive Districts under Anandadhara ● Monthly review meeting on NSAP/Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Meeting of the Standing Committee on P&RD, L&LR & Sundarban Development to take evidence of this Department in respect of ELA Para of 2011-12- 2 nos. ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Administrative conference with representatives of the North Bengal Projects under WBCADC ● Roll out of GPMS new version in all GPs ● Uploading accounts of all ZPs and 100 PS in PRIASOFT ● Training of 100 GP employees on Basic Computer Course ● Uploading of plans of ZPs in Plan Plus ● Workshop on findings of Social Audit for NSAP ● Training of 200 elected representatives of PRIs on Basic Computer Course ● Board Meeting of WBCADC
July 2015	<ul style="list-style-type: none"> ● Quarterly review of all Rural Development programmes by MIC & Principal Secretary with Sabhadhipatis & District Magistrates ● Quarterly review of the major events included in the Annual Administrative Calendar for 2015 ● Review of PMGSY works by MIC & the Principal Secretary ● Submission of DPRs for projects under RIDF-XXI to NABARD as per target ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Laying of audit report along with accounts including balance sheet of the WBCADC for the year 2012-13 ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Review of IPPE implementation in MGNREGA with the senior District-level officers ● Special review of Rural Housing Programmes with senior District-level officers ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary, Zilla Parishads ● Exposure Visit for field level officers / functionaries / ERs to areas of good practices under Anandadhara

Month	Major Events during 2015
July 2015	<ul style="list-style-type: none"> ● Bankers immersion in Andhra Pradesh / Telengana under Anandadhara ● Compilation and finalization of annual accounts of the WBCADC Projects ● Administrative conference with representatives of the South Bengal Projects of WBCADC ● Training of DIAs of ZP on Panchayat MIS ● Training of 200 elected representatives of PRIs on Basic Computer Course
August 2015	<ul style="list-style-type: none"> ● Review of implementation of Mission Nirmal Bangla with the District-level officers ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Satellite-based review of the major Rural Development Programmes with representatives of Panchayats across the State by the senior officers of the Department ● Submission of DPR for projects under RIDF-XXI to NABARD as per target ● Review of e-FMS, introduction and roll out in the remaining districts under MGNREGS ● Submission of DPR for RIDF-XX projects to the Finance Department ● Institution based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of 3-tier Panchayats on various issues ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Compilation and finalization of the annual accounts of the WBCADC Projects ● Preparation and submission of budget of WBCADC for the year 2016-17 ● Meeting of MAS State level Committee ● Refresher Training on e-Panchayat at district level ● Uploading of accounts of 200 PSs in PRIASOFT ● Uploading of contents of all PRIs in NPP ● Domain registration of all GPs ● Security audit of GPMS and Monitoring site will be completed ● Training of 200 elected representatives of PRIs on Basic Computer Course
September 2015	<ul style="list-style-type: none"> ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) programme with the District Nodal Officers, SPMU and DPMUs ● Submission of DPR for projects under RIDF-XXI to NABARD as per target ● Completion of Impact Evaluation study of ISGPP ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Review of IPPE implementation in MGNREGA with the senior District-level officers ● Mid-year review of MGNREGA ● Mid-year review workshop on Rural Housing ● Completion of Impact Evaluation of ISGPP ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary, Zilla Parishads ● Review Meeting at State Level on BRGF ● Refresher Training on PlanPlus and ActionSoft ● 15% of the Sanghas under Anandadhara to be registered under Cooperative Act

Month	Major Events during 2015
September 2015	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Monthly review of the major rural Development Programmes with the senior officers from districts by senior officers of the Department ● Satellite-based review of the major Rural Development Programmes with representatives of Panchayats across the State by the senior officers of the Department ● Review of e-FMS, introduction and roll out in the remaining districts under MGNREGS ● Submission of DPR for RIDF-XX projects to the Finance Department ● Institution based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of 3-tier Panchayats on various issues ● Observance of Teachers' Day on 5th September Paschim Banga Rajya Sishu Siksha Mission ● State-wide observance of Teachers' Day at Gram Sansad level through Participatory Reading & Learning Sessions across the State ● Administrative conference with representatives of the South Bengal Projects of WBCADC ● Training on e-Panchayat for block level officials ● Uploading accounts of all PS in PRIASOFT ● Regional workshop on e-Panchayat ● Training of BIOs (2 batches) ● Training of 200 elected representatives of PRIs on Basic Computer Course
October 2015	<ul style="list-style-type: none"> ● Quarterly review of the major Rural Development programmes by MIC & Principal Secretary with Sabhadhipatis & District Magistrates ● Quarterly review of the major events included in the Annual Administrative Calendar for 2015 ● Review of PMGSY works by MIC & the Principal Secretary ● Special campaign on Mission Nirmal Bangla ● Meeting of the State Employment Guarantee Council ● Submission of DPRs for projects under RIDF-XXI to NABARD as per target ● Institution based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of 3-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Training of BIOs (in two batches)
November 2015	<ul style="list-style-type: none"> ● Preparation of draft Annual Administrative Calendar for 2016 ● Celebration of the World Toilet Day (19 November) ● Hosting of a regional review meeting on MGNREGA ● Meeting of the State Vigilance & Monitoring Committee ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary, Zilla Parishads ● Submission of proposals for second instalment of 2015-16 in respect of the BRGF Districts ● Review Meeting at State Level for monitoring the activities initiated under the backward village initiative ● Field Visit for review the progress of works in respect of activities under the backward villages ● Laying of ELA report for 2013-14 in the West Bengal Legislative Assembly

Month	Major Events during 2015
November 2015	<ul style="list-style-type: none"> ● Bankers' Immersion in Andhra Pradesh under Anandadhara ● Institution-based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of three-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Submission of DPR for projects under RIDF-XXI to NABARD as per target ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Training of AG auditors on new version of GPMS and IFMS ● Training of internal auditors on new version of GPMS and IFMS ● Training of 200 elected representatives of PRIs on Basic Computer Course
December 2015	<ul style="list-style-type: none"> ● Finalization of Annual Administrative Calendar for 2016 ● Review of progress of Gram Sansad meetings across the State ● Institution based face to face training, satellite-based training, tutorial-based training and mobile training for elected members and functionaries of 3-tier Panchayats on various issues ● Satellite-based review of rural development programmes with the Panchayats by senior officers of the Department ● Monthly review meeting on NSAP / Finance Commission with District Panchayat & Rural Development Officers / Secretary Zilla Parishads ● Review of CB Component of BRGF and Rajiv Gandhi Panchayat Sashaktikaran Abhiyan programme with the District Nodal Officers, SPMU and DPMUs ● Monthly review of the major Rural Development Programmes with the senior officers from districts by the senior officers of the Department ● Quarterly review of MGNREGA ● Quarterly review of Rural Housing, special emphasis on IAY ● Submission of Demand 25 of Budget publication for 13th and 3rd Finance Commission Grants, NSAP, PROFLAL, AABY, Grant in aid allotment for the Panchayat establishments etc. ● Submission of DPRs for projects under RIDF-XXI to NABARD as per target ● Submission of proposals for second instalment of 2015-16 for the BRGF Districts ● Release of fund to the Districts under BRGF ● Review of BRGF at State Level ● Release of implementation of development interventions under backward villages to the Districts ● Review meeting with FC&CAO and DPRDOs ● 20% of the Sanghas under Anandadhara to be registered under Cooperative Act ● Preparation for AAP in respect of 2016-17 for Anandadhara ● Submission of Demand 25 of Budget publication for 13th & 3rd Finance Commission, NSAP, PROFLAL, AABY, Grant in aid allotment for the Panchayat establishments

Department of Personnel & Administrative Reforms

Month	Important works to be done	Cell (Wing)	Remarks
January	Review of the progress of the execution of construction works being implemented in different districts under the supervision of the DMs.	AR	This may be done through video-conference.
	Processing the promotion of SCS and Non-SCS officers to IAS based on the recommendation of State Government, UPSC and DoP&T, GoI.	IAS	
	Reorganisation of the offices under the P& AR (General Cell) Department.	General	
	Commencement of the induction level training for WBCS (Exe) probationers belonging to 2013 batch.	ATI and WBCS	
	Processing of all the medical reimbursement cases received and disbursement of the same to the incumbent.	Establishment	
	Complete release of Plan-fund received for the final phase of 2014-15.	AR	
	Review of self attestation and self declaration and of Right to Public Services Act, 2013.	AR	
	To ensure that all the requisite information for 'Service Record Monitoring Project' for IAS, WBCS (Exe), WBSS and CC is made available.	IT and IAS, WBCS, General and CC	
	Conducting 24 training sessions at ATI/RTCs.	ATI	This can be finalised once all the proposals of training programmes are received.
	Revisiting Syllabus of WBCS (Exe) etc. Examination in Consultation with P.S.C.	AR Cell	
	Complete release of Non-Plan fund received for final phase of 2014-15	General	
Review of Departmental Proceedings Cases	Vigilance		
February	Preparation of supplementary budget if any.	AR/Estt.	
	Procurement of computer and other related accessories for the purpose of speedy computerisation of all the cells of the P&AR Department.	Establishment	
	Training of the employees associated with the vigilance cell on DPs and vigilance matters	Vigilance and Training.	
	Conducting 18 training programmes at ATI/RTCs.	ATI and Training.	This can be finalised once all the proposals of training programmes are received.
	Revisiting Syllabus of WBCS (Exe.) etc. Examination in Consultation with P.S.C.	AR Cell	
March	Final release of Plan and Non- Plan fund to attached offices.	AR and General.	
	Submission of report on employees who are not attending office for a long time.	CC and General.	
	Conducting 10 training programmes by ATI. All are to be sponsored by the Govt. of India.	ATI and Training.	
	To update the pension records of AIS officers.	SR&Account	
	Revisiting Syllabus of WBCS (Exe.) etc. Examination in Consultation with P.S.C.	AR Cell	

Month	Important works to be done	Cell (Wing)	Remarks
April	Sending the ACRs of the IAS officers to respective appropriate Authorities	IAS	
	Sending the ACRs of WBCS (Exe) officers to respective appropriate authorities.	WBCS	
	To submit the policy with regard to creation of posts in many small but expanding departments like Tourism, PUA, NBD, FPI&H, MA&ME, Youth Services, Sports etc.	CC	
	Sending a report to the Hon'ble High Court and seeking concurrence on creation of newly carved districts/ administrative units.	AR	
	Review of self attestation and self declaration and of Right to Public Services Act, 2013	AR	
	To complete the data loading of the ongoing Service Record monitoring Project for IAS, WBCS(Exe), WBSS and CCW.	IT and IAS, WBCS, General and CC.	
	To conduct 10 training programmes at ATI.	ATI and Training.	This can be finalised once all the proposals of training programmes are received.
May	Review on the status of execution of work in different districts for which funds have been released out of SP.	AR	
	Conducting 12 training programmes at ATI.	ATI and Training.	This can be finalised once all the proposals of training programmes are received.
	Training of the officials on using the software for handling the departmental website.	IT	
	Conducting training programme for newly appointed Assistant Secretaries.	General, Training and ATI.	
	Refresher training of cadres belonging to LDA, UDA, HA, and Typist categories on 4:4:1:1 basis.	CCW, Training and ATI.	
	Release of Plan and Non-Plan funds for the 1 st phase (April – June) of 2015-16.	AR and General.	
June	Review of the work of the new administrative complex along with residential buildings for officers/officials and the work of ground water supply at Nimtouri, Purba Medinipur.	AR	
	Review of the work of construction of Sub-Divisional Administrative Buliding at Egra, Purba Medinipur.	AR	
	Review of status on declaration of assets for officers in IAS, WBCS(Exe.) and WBSS.	IAS, WBCS and General	
	Conducting 24 training programmes by ATI/RTCs.	ATI and Training.	This can be finalised once all the proposals of training programmes are received.
	Continuation of the training programme of the officials for the purpose of effective use of software Service record monitoring.	IT	
	Refresher training of cadres belonging to LDA, UDA, HA and Typist categories on 4:4:1:1 basis.	CC, Training and ATI	

Month	Important works to be done	Cell (Wing)	Remarks
July	Ground work towards creation of infrastructure for common Administrative Building at district headquarters, Alipurduar.	AR	
	Issuing notification for Kolkata district if clearance from Judicial Department is obtained by then.	AR	
	Review of self attestation and self declaration and of Right to Public Services Act,2013	AR	
	Sending proposals to UPSC and DoPT for promotion of SCS/non-SCS officers to IAS Cadre.	IAS	
	Updating leave particulars of all serving IAS and WBCS (Exe.) officers.	SR&A	
	Periodical updating of the departmental website.	IT	
	Release of user manual for using the website for the "Service Record Monitoring Project".	IT	
	Conducting 18 training programmes by ATI/RTCs. Of these, 3 programmes to be sponsored by the P&AR department and the rest to be sponsored by the Govt of India.	ATI	This can be finalised once the Training Calendar of ATI is published.
	To finalise the policy on departmental examinations for employees.	CC	
	Release of all Plan and Non-Plan funds received during the first phase of 2015-16.	AR and General.	
	Finalisation of policy to form group-D Common Cadre in the Secretariat.	CC	
	Refresher training of cadre belonging to LDA, UDA, HA and Typist categories on 4:4:1:1 basis and also to make arrangements for in-service training for all the employees.	CC, Training and ATI.	
	Step towards compulsory induction training for all category of employees.	Training with help of ATI	
Annual review of Departmental Proceeding cases.	Vigilance		
August	Putting in place the on line process for submission "Declaration of Assets" for IAS/WBCS (Exe)/WBSS officers.	Vigilance	
	Prospective initiation of the appointment/directly recruited WBCS(Exe)officers belonging to the 2014 batch (subject to declaration of final results by PSC, WB)	WBCS	
	Conducting 30 training programmes by ATI/RTCs. Of these 6 programmes (one each by the P&AR Department, West Bengal Tourism Development Corporation Ltd, School Education/Higher Education Department, Consumer Affairs Department, Food & Supplies Department and Urban Development Department) to be sponsored by the Govt of West Bengal, 3 programmes to be sponsored by the DVC and the rest by the Govt. of India.	ATI and Training.	This can be finalised once the Training Calendar of ATI is published.
	Conducting training programmes for newly appointed Assistant Secretaries.	General, Training and ATI.	
	Refresher training of cadres belonging to LDA, UDA, HA and Typist categories on 4:4:1:1 basis.	CC, Training and ATI.	
	Computerisation of leave related matters of employees once the relevant software (by WTL) is available.	Establishment.	

Month	Important works to be done	Cell (Wing)	Remarks
September	Collection of ACRs from the department of feeder services to PSC for promotion to WBCS (Exe).	WBCS	
	Conducting 30 training programmes by ATI/RTCs. Of these, 6 (one each by the Finance Department (Commercial Tax Directorate), School Education/ Higher Education Department, Food & Supplies Department, Consumer Affairs Department, Disaster Management Department and Home Department) to be sponsored by the Govt. of West Bengal and the rest by the Govt. of India.	ATI	This can be finalised once the Training Calendar of ATI is published.
	Refresher training of cadres belonging to LDA,UDA,HA and Typist categories on 4:4:1:1 basis	CC, Training and ATI.	
	Preparation of revised budget.	AR and General.	
	Sending proposal for mid-career training of IAS officers to LBSNAA and to DoPT	IAS and Training.	
	Training on DDOs and employees associated with the office of the DDO.	Establishment and Training.	
	Annual review of ACR status of IAS,WBCS(Exe.) and WBSS officers.	IAS,WBCS and General	
	Annual review of the function of ATI, Centre for Excellence in Management Studies(IAS Training Centre), WBSSC, WBIC, ACB	AR,Vigilance and General	
October	Conducting 12 training programmes by ATI/RTCs. Of these 4 (one each by the Agriculture Department, Finance Department (Commercial Tax Directorate), Food & Supplies Department and School Education/Higher Education Department) to be sponsored by the Govt. of West Bengal and the rest to be sponsored by the Govt of India.	ATI	This can be finalised once the Training Calendar of ATI is published.
	Continuation of the work for creation of infrastructure for setting up of new districts.	AR	
	Review of self attestation and self declaration and of Right to Public Services Act,2013	AR	
	Refresher Training of cadres belonging to LDA,UDA,HA and Typist categories on 4:4:1:1 basis	CCW, Training and ATI.	
November	Review on the status of execution of work in different districts for which funds have been released out of SP.	AR	
	Review of the work of the new administrative complex along with residential buildings for officers/officials and ground-water supply work at Nimtouri in Purba Medinipur.	AR	
	Conducting 30 training programmes at ATI and different RTCs. Of these 6 programmes to be sponsored by the Govt of West Bengal (One each by the Food & Supplies Department, Finance Department, Disaster Management Department, H&FW Department, Environment Department and Power &NES Department) and the rest to be sponsored by the Govt of India.	ATI	This can be finalised once the Training Calendar of ATI is published.

Month	Important works to be done	Cell (Wing)	Remarks
November	Integration of Service Records to BAMS.	Establishment.	
	Refresher training of cadres belonging to LDA, UDA, HA and Typist categories on 4:4:1:1 basis.	CCW, Training and ATI.	
	Release of all Plan and Non-Plan funds for the 2 nd phase (August – December) of 2015-16.	AR and General.	
December	Up-to-date disbursement of medical advances relating to WBHS-2008.	Establishment.	
	Meeting of Departmental Promotion Committee for promotion of IAS officers to different scales of pay	IAS	
	Review of the attached offices of the Department, excepting ATI, WBSSC and ACB.	General.	
	Refresher Training of cadres belonging to LDA, UDA, HA and Typist categories on 4:4:1:1 basis	CC, Training and ATI.	
	Up-to-date disposal of all pending cases and report thereon.	Law.	
	Notifying the vacancies for WBCS (Exe) officers to the PSC for the year 2017 and submission of report on cadre-review.	WBCS	
	Conducting 32 training programmes at ATI/RTCs. Of these 8 (one each by the School Education/ Higher Education Department, Municipal Affairs Department, Disaster Management Department, Food & Supplies Department, P&AR Department, Law/Judicial Department, Minority Affairs & Madrasah Education Department, IT Department) are to be sponsored by the Govt of West Bengal and the rest by the Govt. of India.	Training and ATI.	This can be finalised once the Training Calendar of ATI is published.
	Review of status on declaration of assets for officers in IAS, WBCS(Exe.) and WBSS.	IAS, WBCS and General	
	Preparation of all proposals of augmentation and re-appropriation w.r.t. budgetary provisions for the financial year of 2015-16.	AR and General with help of all.	This may be done in consultation with the Financial Advisor of the Department; provided all the attached offices submit such proposals within the 3 rd week of December, 2015.

Department of Parliamentary Affairs

The Parliamentary Affairs Department discharges functions which are of both statutory and non-statutory nature.

In the statutory category, the Parliamentary Affairs Department deals with the matters which take care of the relationship between the Executive and Legislature in a Parliamentary System of Government. These matters are dealt with and most expeditiously disposed of by the Department as and when the issues come and it is hardly possible to fix the target or set dates for such activities.

In the non-statutory category of activities the Parliamentary Affairs Department runs the Schemes of Youth Parliament Competition. The Scheme comprises holding competition in Mock Parliament, Quiz Contest, Extempore Speech Competition and also the State Level Essay Competition both for school and college students. The broad object of these schemes is to acquaint the young generation with the parliamentary procedure and practices in the country and to instill in the young minds a sense of respect and commitment to the institutions of Parliamentary Democracy in the country and to prepare them to play the role of responsible citizens and leaders in a Parliamentary Democracy. The ultimate goal is to strengthen the roots of Parliamentary Democracy in the country and to make it more effective in solving the socio-political and economic problems of the country.

Rules of Business of the Department :

1. Regulation of relation between the Executive and the Legislature and summoning and prorogation of the West Bengal legislative Assembly and programme of business of the Assembly.
2. Notification of assent to Bills.
3. Matters relating to the Commonwealth Parliamentary Association.
4. Matters relating to the establishments of the Legislative Assembly Secretariat.
5. Scrutiny of and advice on procedure in the Legislature.
6. Administration of the office of the Chief Government Whip.
7. Matters relating to Youth Parliament Scheme for Schools and Colleges.

This Deptt. does not have any Subordinate Office below the State Secretariat. However, the scheme is implemented with the active help and direct involvement of District Magistrates, District Inspectors of Schools (SE) and Director of Public Instruction, West Bengal. Continuous review of the activities is made through telephonic interaction with the Officers of Education Department at District and State levels and general administration of the District.

Workshop/training is arranged in July/August in Kolkata for preparatory activities of the year. This is followed by Workshops in the District.

We do not have any GOI Scheme.

The calendar of the Department is set below:

Month	Targeted/ Proposed Activity of Parliamentary Affairs Department	Remarks
January, 2015	(1) Completion of District level Youth Parliament Competition and Quiz Contest for schools/colleges, wherever may be pending. (2) Holding of Division level Youth Parliament Competition and Quiz Contest for schools/colleges, 2014-15. (3) Finalization of result of State level Essay Competition, 2014-2015.	The implementation of the scheme as mentioned in Administrative Calendar is monitored throughout the year by the officers of the Deptt. through close and regular interaction with district authorities and also through field visit when necessary.
February, 2015	(1) Felicitation of winners in Division level Youth Parliament Competition and Quiz Contest for schools/colleges, 2014-2015. (2) Felicitation of winners in State level Essay Competition, 2014-2015.	

Month	Targeted/ Proposed Activity of Parliamentary Affairs Department	Remarks
March, 2015	(1) Preparation of action plan for the next year work. (2) Smooth completion of year ending work. (3) Documentation of the current year's work.	
April, 2015	(1) Notification for State Level Essay Competition, 2015-2016. (2) Finalization of Scheme and Guidelines for Youth Parliament Scheme for 2015-16. (3) Collection and consolidation of Utilization Certificates and squaring up all accounts matter.	
May, 2015	(1) Preparatory work for Youth Parliament Competition and Quiz Contest, 2015-16. (2) Publication of Annual Report.	
June, 2015	(1) Printing of books, guidelines, certificates for Youth Parliament Scheme, 2015-16.	
July, 2015	(1) Organizing State Level Meeting and Workshop on Youth Parliament Scheme, 2015-16. (2) Despatch of books, guidelines, certificates to districts.	
August, 2015	Holding of District Level Workshop on Youth Parliament Competition and Quiz Contest for schools	
September, 2015	Holding of Youth Parliament Competition and Quiz Contest at school and colleges.	
October, 2015	Holding of Youth Parliamentary Competition and Quiz Contest at Block /Municipality/College level.	
November, 2015	Holding of District level Youth Parliamentary Competition and Quiz contest for colleges.	
December, 2015	Holding of District level Youth Parliament Competition and Quiz Contest for schools.	

Department of Paschimanchal Unnayan Affairs

MONTH	ACTIVITY CALENDAR
JANUARY 2015	<ul style="list-style-type: none"> ● Monthly monitoring meeting at district level with all implementing agencies & concerned line departments by all concerned District Magistrates. ● Field level inspection for quality monitoring & impact assessment.
	PROJECT CALENDAR
	<ul style="list-style-type: none"> ● Construction of check dam at Mahesna G.P. under Chhatna Block of Bankura District. ● Construction of Rural Bridge at Hat-Ashuria under Barjora Block of Bankura District.
ACTIVITY CALENDAR	
FEBRUARY 2015	<ul style="list-style-type: none"> ● Preparation of Financial budget for 2015-16 and Preparation of budget speech for 2015-16. ● Review of project implementation status & fund utilization status.
	PROJECT CALENDAR
	<ul style="list-style-type: none"> ● Construction of Ekchala Bridge at Ekchala under Gangajalghati Block of Bankura District. ● Construction of pipe causeway on Baital Khal under Garhbeta-II Block of Paschim Medinipur District.
ACTIVITY CALENDAR	
March 2015	<ul style="list-style-type: none"> ● Collection of up-to-date utilization certificates from all concerned implementing agencies. ● Strengthening of area offices of PUP at Jhargram and Medinipur with special emphasis to cater the needs of Jungle Mahal Blocks. ● Monitoring meeting of Administrative Calendar by Hon'ble Minister-in-Charge with the Senior Departmental Officers and CEO, PUP, Bankura .
	PROJECT CALENDAR
	<ul style="list-style-type: none"> ● Construction of classroom, library and girls' common room at Golar Sushila Vidyapith under Keshpur Block of Paschim Medinipur District. ● Construction of approach road to Nayagram College in Nayagram Block of Paschim Medinipur District.
ACTIVITY CALENDAR	
APRIL 2015	<ul style="list-style-type: none"> ● Preparation of Annual Action Plan for the year 2015-16 giving special emphasis on soil & water conservation, augmentation of irrigation potentiality, drinking water, rural infrastructures, promotion of rural tourism. ● Budget scrutiny for standing Committee of the West Bengal Legislative Assembly.
	PROJECT CALENDAR
	<ul style="list-style-type: none"> ● Construction of concrete road of Barpat Gramin Road in Patina Gramin Panchayat, Nayagram, Paschim Medinipur District. ● Construction of bituminous road from Ratanpur to Krishnanagar at Onda Block of Bankura District.
ACTIVITY CALENDAR	
MAY 2015	<ul style="list-style-type: none"> ● Approval of Annual Action Plan 2015-16 by the Executive Committee of PUP (1st Meeting of Executive Committee of PUP). ● Preparation and selection of schemes in different sectors for allotment of fund for 74 blocks from the Plan Budget during 2015-16.
	PROJECT CALENDAR
	<ul style="list-style-type: none"> ● Construction of 11 nos. of ICDS centre in Neturia Block of Purulia District. ● Construction of 17 nos. of ICDS centre in Baraboni Block of Burdwan District.

MONTH	ACTIVITY CALENDAR
JUNE 2015	<ul style="list-style-type: none"> Allotment of fund to the PUP from the 1st quarter (25%) of budget allotment (2015-16). All implementing agencies including PUP to prepare plan & estimates of specific schemes as per their action plan 2015-16. Monitoring meeting of Administrative Calendar by Hon'ble Minister-in-Charge with the Senior Departmental Officers and CEO, PUP, Bankura .
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> Construction of 9 nos. PCC road in Lalgarh area of Binpur-I Block of Paschim Medinipur District. Construction of SC/ ST Hostel Building of Kesikocha High School under Simlapal Block of Bankura District.
ACTIVITY CALENDAR	
JULY 2015	<ul style="list-style-type: none"> Review Meeting with DMs and BDOs of five districts in connection with different schemes sanctioned to them. Scrutiny and thereafter sending the proposals to Finance Department under RIDF 2015-16.
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> Construction of gated structure i.e. barrage system at Tentuldanga over Nahar Khal, Binpur-I Block in Paschim Medinipur District. Construction of 3 nos. ICDS centre at Para Block and 10 nos. ICDS centre at Joypur Block of Purulia District.
ACTIVITY CALENDAR	
AUGUST 2015	<ul style="list-style-type: none"> Preparation of draft bill with the view to introduce an Act on Paschimanchal Unnayan Parshad Employees' Recruitment, Services, & Retirement & framing Rules thereof. Field level inspection by departmental officers: Birbhum & Burdwan.
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> Construction of ground floor of school building of Balarampur Abhay Ashram Naitalim Vidyapith under Kharagpur-II Block of Paschim Medinipur District. Construction of proposed ground floor and first floor of new building of Kiaboni High School under Garhbeta-III Block of Paschim Medinipur District.
ACTIVITY CALENDAR	
SEPTEMBER 2015	<ul style="list-style-type: none"> Release of fund/ issuance of sanction order against 2nd qtr. allotment (2015-16) in favour of all PUP blocks & PUP or other implementing agencies. Field level inspection by departmental officers: Paschim Midnapore, Purulia & Bankura. Monitoring meeting of Administrative Calendar by Hon'ble Minister-in-Charge with the Senior Departmental Officers and CEO, PUP, Bankura .
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> Construction of 5 nos. ICDS centre at Kashipur Block and 4 nos. ICDS centre at Hura Block of Purulia District. Construction of 7 nos. ICDS centre at Raghunathpur-I Block and 5 nos. ICDS centre at Manbazar-II Block of Purulia District.
ACTIVITY CALENDAR	
OCTOBER 2015	<ul style="list-style-type: none"> Meeting of Executive Committee (2nd Meeting of Executive Committee of PUP) and Annual General Body Meeting of PUP. Review of Scheme wise allotment of fund from the Plan Budget 2015-16 and utilization thereof.
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> Construction of 11 nos. ICDS centre at Andal Block and 5 nos. ICDS centre at Raniganj Block of Burdwan District . Construction of 5 nos. ICDS centre at Santuri Block and 7 nos. ICDS centre at Balarampur Block of Purulia District .

MONTH	ACTIVITY CALENDAR
NOVEMBER 2015	<ul style="list-style-type: none"> ● Release of fund/ issuance of sanction order against 3rd qtr. allotment (2015-16) in favour of all PUP blocks & PUP or other implementing agencies. ● Video conferencing with District Magistrates of all five Districts on project implementation review.
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> ● Construction of 2 nos. ICDS centre at Jhalda-I Block and 10 nos. ICDS centre at Joypur Block of Purulia District. ● Construction of additional class room at Pairachali Adibasi Junior High School under Manbazar-I Block of Purulia District.
	<p style="text-align: center;">ACTIVITY CALENDAR</p>
DECEMBER 2015	<ul style="list-style-type: none"> ● Holding “Jungle Mahal Mela 2015” showcasing the achievements made by department on foundation day of PUP in Bankura District. ● Review of fund release status for the year 2015-16. ● Monitoring meeting of Administrative Calendar by Hon’ble Minister-in-Charge with the Senior Departmental Officers and CEO, PUP, Bankura .
	<p style="text-align: center;">PROJECT CALENDAR</p> <ul style="list-style-type: none"> ● Construction of RCC box bridge at Telant over Tarki Khal under Gopiballavpur-I of Paschim Medinipur District. ● Construction of 10 nos. ICDS centre at Kanksa Block and 10 nos. ICDS centre at Ausgram-I and Ausgram-II Block of Burdwan District.

Department of Planning

January

●	Quarterly Review Meeting with the district officials on BEUP.
●	Submission of performance reports on BEUP from all districts to Chairman, Assembly Committee.
●	Review Meeting of MPLADS.
●	Meeting with all Departments regarding preparation of Annual Plan (2015-2016) of 12th Five Year Plan as per the guidelines of Planning Commission and collection of Annual Plan (2015-16) documents.
●	Review Meeting (First Quarter) of One Time Additional Central Assistance (OTACA) with the concerned Departments.
●	Review of District Plan Fund (DPF) utilisation for the quarter ending at December, 2014.
●	Review of District Innovation Fund (DIF) utilisation for the quarter ending at December, 2014.
●	Submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).

February

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Discussion and Compilation of Annual Plan Document (2015-2016) of 12th Five Year Plan under the guidelines of Planning Commission, Government of India, on basis of the Annual Plan documents received from all departments.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of NRDMS progress.

March

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Discussion of Plan Document 2015-16 with the members of State Planning Board (SPB) and preparation of the Draft Annual Plan Document 2015-16.
●	Review of progress of EMM works.

April

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Quarterly Review Meeting with the districts officials on BEUP.

●	Review Meeting of BEUP.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Review of District Plan Fund (DPF) utilisation for the quarter ending at March, 2015.
●	Review of District Innovation Fund (DIF) utilisation for the quarter ending at March, 2015.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of E-Shamiksha.
●	Review of NRDMS.

May

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).

June

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of NRDMS.
●	Review of E-Shamiksha.

July

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Quarterly Review Meeting with the districts officials on BEUP.
●	Review of MPLADS.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Review Meeting (Third Quarter) of One Time Additional Central Assistance (OTACA) with the concerned Departments.
●	Review of District Plan Fund (DPF) utilisation for the quarter ending at June, 2015.
●	Review of District Innovation Fund (DIF) utilisation for the quarter ending at June, 2015.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Publication of Annual Plan Document 2015-16 of 12 th Five Year Plan.

August

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.

●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of progress of EMM works.

September

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of NRDMS.
●	Review of E-Shamiksha.

October

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Quarterly Review Meeting with the districts officials on BEUP.
●	Review of MPLADS.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Review Meeting (Fourth Quarter) of One Time Additional Central Assistance (OTACA) with the concerned Departments.
●	Review of District Plan Fund (DPF) utilisation for the quarter ending at September, 2015.
●	Review of District Innovation Fund (DIF) utilisation for the quarter ending at September, 2015.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).

November

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of NRDMS.
●	Review of E-Shamiksha.

December

●	Collection, compilation and submission of performance reports of BEUP from all the districts to Chairman, Assembly Committee.
●	Collection, compilation and submission of performance reports of Integrated Action Plan (IAP) from three districts under IAP viz. Paschim Medinipur, Bankura and Purulia.
●	Review of District Plan Fund (DPF) utilisation for the quarter ending at December, 2015.
●	Review of District Innovation Fund (DIF) utilisation for the quarter ending at December, 2015.
●	Collection, compilation and submission of Monthly Progress Report on MPLADS to the Ministry of Statistics & Programme Implementation (MOSPI).
●	Review of progress of EMM works.

Department of Power & NES

Activity

- A Electricity for all**
B Commissioning of Power Plant
C Commissioning of Transmission Line (220 KV/132 KV)
D Completion of Sub-Station (220 KV/ 132 KV)
E Completion of Sub-Station (33 KV/ 11 KV)

January 2015			May 2015		
Activity	Name of work	District	Activity	Name of work	District
C	Diversion of Medinipur-Hizlee 132 KV D/C line at Vidyasagar Park.	Paschim Medinipur	C	i) Jeerat- Mohispota 132 KV D/C Line	i) 24-Paraganas(N)
			D	132/33 KV Sub-Station at: Ujanoo	Darjeeling
			E	33/11KV Sub-Station at : Ramnagar	Burdwan
February 2015			June 2015		
Activity	Name of work	District	Activity	Name of work	District
A	Electricity for all at	i) Dakshin Dinajpur ii) Malda	B	Commissioning (coal synchronisation) of Unit no. -3 at Sagardighi Thermal Power Station. *	Murshidabad
D	132 KV Sub-station at	i) Khejuria GIS i) Malda	C	i) Gokarna-Krishnanagar 220KV D/C line. * Nadia ii) Kharagpur-Vidyasagar Park 220 KV D/C line.*	i) Murshidabad, ii) Paschim Medinipur
E	33/11 KV Sub-station at: Kalikapur	Burdwan	D	220/132 KV Sub-Station at : Dharampur GIS	Nadia
			E	33/11KV Sub-Station at : Pathar pratima (Dakshin Shibganj)	24-Paraganas(S)
March 2015					
Activity	Name of work	District			
E	33/11 KV Sub-Station at : Phuljhore *	Burdwan			
April 2015					
Activity	Name of work	District			
B	Commissioning (coal synchronisation) of BTPS Unit-5 after completion of renovation & modernisation	Hooghly			
C	Conversion of Laxmikantapur- Sirakol 132KV S/C line to D/C line	24-Paraganas(S)			
D	i) 132/33 KV Sub-Station at Najirpur GIS ii) Installation of 220/33 KV 50MVA Transformer at Bakreswar TPS	i) Nadia ii) Birbhum			

July	2015	
Activity	Name of work	District
C	i) LILO of 2nd circuit of New Town AA III Salt-lake GIS 132KV line at New Town AAI ii) 132 KV D/C UG Cable between Khejuria & Farakka switching Station iii) 132 KV D/C line from Mathabhanga to Tapping point of Birpara-Moinaguri line	i) 24 - Paraganas(N) ii) Malda, Murshidabad iii) Coochbehar
D	132 KV Sub-Station at: Mathabhanga GIS	Coochbehar
E	33/11KV Sub-Station at Amjhuri(Hirbandh)	Bankura

August	2015	
Activity	Name of work	District
A	Electricity for all at Paschim Medinipur	Paschim Medinipur
E	33/11 KV Sub-Station at: i) Medinipur(Police line) ii) Bholagochh/TCF (phase-III)	i) Paschim Medinipur ii) Uttar-Dinajpur

September	2015	
Activity	Name of work	District
A	Electricity for all at Purba Medinipur	Purba Medinipur
C	i) Domjur Chanditala 132 KV D/C line ii) 132 KV D/C line from Tapping point of Birpara-Moinaguri line to Moinaguri. *	i) Howrah ii) Jalpaiguri
D	220 /132/33 KV Sub-Stations at : Vidyasagar Park GIS	Paschim Medinipur
E	33/11 KV Sub-Stations at : i) Shyamchak (Bar Gokulpur) ii) Gajoldoba iii) Patpur	i) Paschim Medinipur ii) Jalpaiguri iii) Bankura

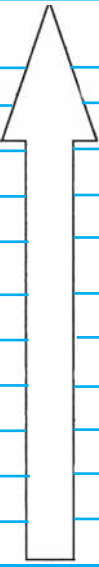
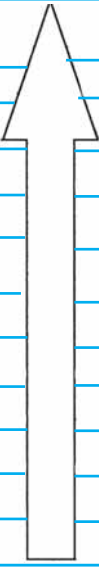
October	2015	
Activity	Name of work	District
A	Electricity for all at Jalpaiguri	Jalpaiguri
D	132 KV Sub-Station at Alipurduar	Alipurduar
E	33/11 KV Sub-Stations at: i) Bidhannagar B-Switching , BC Block ii) Ambari-Falakata Industrial Estate	i) 24-Paraganas(N) ii)Jalpaiguri

November	2015	
Activity	Name of work	District
A	Electricity for all at i) Birbhum ii) Purulia	i) Birbhum ii) Purulia
C	Gokarna-Sagardighi TPS 400 KV D/C Line	Murshidabad
E	33/11 KV Sub-Station at : i) Sundarihat(Uttar Laxminarayanpur) ii) Fulberia iii) Santuri	i) 24-Paraganas(S). ii)Paschim-Medinipur iii) Purulia

December	2015	
Activity	Name of work	District
A	Electricity for all at i) Uttar-Dinajpur ii) 24-Paraganas(S) (under BRGF Special) iii) Bankura	i) Uttar Dinajpur ii) 24-Paraganas(S) iii) Bankura
B	Commissioning (oil synchronisation) of Unit No.- 4 at Sagardighi Thermal Power Station	Murshidabad
C	Coochbehar-Mathabhanga 132KV D/C line	Coochbehar
E	33/11 KV Sub-Stations at: i) Bidhannagar A-13, AC Block ii) Panagarh Ind. Park iii) Pirakata	i) 24-Paraganas(N) ii)Burdwan iii) Paschim Medinipur

Note: * - includes target carried over from 2014 Calendar.

	<p>B2: <u>Extension of Relief/concession to BIFR Cases</u> Extending admissible relief / concession as per extant policy guidelines of West Bengal Industrial Renewal Scheme 2001, (which is likely to be modified) to the sick companies in terms of BIFR sanctioned scheme in consultation with the Finance Deptt. and other relevant departments.</p> <p>B3: Recovery of outstanding loan given to sick industries- Regular interaction with the defaulting companies ; exploring legal avenues etc. for recovery of loan.</p> <p>B4: Monitoring of implementation of sanctioned schemes for revival of sick industries: Monitoring meetings with the Banks/Financial Institutional Investors and sick industries following the direction issued by the BIFR.</p> <p>B5: <u>Administering of West Bengal Relief Undertaking (Special Provisions) Act 1972:</u> Extension of legal protection by declaring the eligible sick industries as 'Relief Undertaking' under the said Act.</p> <p>B6: <u>Representations in Legal Proceeding</u> Follow up of different legal proceeding before the various court of law including High Court/Supreme Court.</p>	<p>J.S / C.O.F / D.S</p> <p>J.S / C.O.F / D.S</p> <p>J.S / C.O.F / D.S</p> <p>J.S / C.O.F / D.S</p> <p>J.S / C.O.F / D.S</p>	<p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p>	<p>[Through Transaction Advisor]</p> <p>Action for utilization of workforce (Permanent & Contractual) without any job displacement through the process of redeployment following the guidelines issued under F.D. Memo No. 3161-F(p) dated 17.06.2014 and No. 3967 - f(p) dated 01.08.2014 has already been initiated. * Expected to continue beyond current year.</p>
<p>2.a)</p>	<p>One time activity As per the Decision taken by the Standing Committee on Industry, Infrastructure & Employment of Cabinet in April, 2013 Restructuring of the following 4 (four) critically sick PSEs</p> <p>(a) National Iron & Steel Co. Ltd. (NISCO) (b) Neo Pipes & Tubes Ltd. (NPT) (c) Lily Products Ltd.(LPL) (d) Durgapur Chemicals Ltd.(DCL) has been undertaken.</p> <p>The activities in this regard are as follows:</p> <p>(i) voluntary closure process for the 3 (three) critically sick State PSEs, namely, NISCO, NPT and LPL, involving all the legal, financial and administrative as per provisions of Company Act, 2013.</p> <p>a. Engagement of Transaction Advisor(s) for providing consultancy service and implementation there of. b. Submission of reports by transaction Advisor(s) c. Processing and/ decision to be taken regarding reports of TA(s) d. Implementation.</p>	<p>Commissioner</p>	<p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p> <p>Runs throughout the year</p>	<p>Commissioner</p> <p>* Expected to continue beyond current year.</p>

2.c)	Formulation of Action Plan and implementation.			Preliminary discussion with L&LR Department has been made in November 2014. A mechanism involving identification and recovery / resumption of unused (surplus / idle) land after determining their character etc. in terms of the provisions of Land Acts (WBEA Act. 1953, WBLR Act. 1956 and ULCR Act. 1976) in consultation with the L & LR Department will be devised.
3.	<u>Monitoring Mechanism</u> Periodio review meetings by Addl. Chief Secretary, Commissioner and Joint Secretary and occsional review meeting by the Minister-in-Charge.			

Department of Public Health Engineering

1. Commissioning of Rurals Piped Water Supply Scheme/Bottling Plant/Deposit Works/Deposit Works of Other Deptts.
2. Sinking of Hand Pump/ Rig Bored Tubewells
3. Commissioning of Water Supply Schemes of Schools/ Anganwadis
4. Testing of Water Samples
5. Capacity Building
6. IEC Activity
7. Public Health Engineering Department Govt. of West Bengal

Sl. No.	EVENT	Jan. 2015	Feb. 2015	Mar. 2015	Apr. 2015	May 2015	June 2015
1.	Commissioning of Rural Piped Water Supply Scheme / Bottling Plants/ Deposit Works of other Deptts. (Population Benefitted) (No. of Schemes)	(2,32,713) (21)	(1,38,017) (14)	(3,75,169) (51)	(96,386) (7)	(86,517) (8)	(2,64,174) (21)
2.	Sinking of Hand Pump/ Rig Bored Tube Wells (Nos.)	425	460	524	235	265	237
3.	Provision of Drinking Water Supply in different Schools / Anganwadis (Nos.)	199	213	220	151	148	158
4.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	20,000	20,000	20,000	20,000	20,000	20,000
5.	Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers likeASHA, ICDS/SGH Members / NGOs and other Stakeholders related to Water, Sanitation and its Health Issues (Persons Trained)	1,589	2,560	1,652	1,558	190	850
6.	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 Printing, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population Coverage)	8,53,120	7,82,136	9,89,536	1,86,342	2,12,846	4,48,169

Sl. No.	EVENT	Jan. 2015	Feb. 2015	Mar. 2015	Apr. 2015	May 2015	June 2015
	Review Meetings / District Tours by Senior Officers (Nos) :-						
	a) Principal Secretary, PHE Deptt. (once in every 3 months)	1	1				
7.	b) Engineer-in-Chief, PHE Deptt. (once in a month)	1	1	1	1	1	1
	c) Chief Engineers, PHE Dte., (once in a month)	1	1	1	1	1	1
	d) Superintending Engineers, PHE Dte. (twice in a month)	2	2	2	2	2	2

Sl. No.	EVENT	July. 2015	Aug. 2015	Sep. 2015	Oct. 2015	Nov. 2015	Dec/ 2015
1.	Commissioning of Rural Piped Water Supply Scheme / Bottling Plants/ Deposit Works of other Deptts. (Population Benefitted) (No. of Schemes)	(96,325) (7)	(1,31,535) (11)	(1,14,461) (9)	(1,00,267) (11)	(35,648) (2)	(6,83,817) (28)
2.	Sinking of Hand Pump/ Rig Bored Tube Wells (Nos.)	205	235	233	206	280	295
3.	Provision of Drinking Water Supply in different Schools / Anganwadis (Nos.)	146	164	180	140	165	166
4.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	20,000	20,000	20,000	20,000	20,000	20,000
5.	Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS/SGH Members / NGOs and other Stakeholders related to Water, Sanitation and its Health Issues (Persons Trained)	498	321	1,781	1,952	2,763	1,923
6.	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,	6,14,280	1,49,371	94,521	97,680	9,19,632	9,76,216

Sl. No.	EVENT	Jan. 2015	Feb. 2015	Mar. 2015	Apr. 2015	May 2015	June 2015
	Announcement on PA, Exhibition, Social Mobilisation, Wall Printing, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population Coverage)						
	Review Meetings / District Tours by Senior Officers (Nos) :-						
	a) Principal Secretary, PHE Deptt. (once in every 3 months)	1			1		
7.	b) Engineer-in-Chief, PHE Deptt. (once in a month)	1	1	1	1	1	1
	c) Chief Engineers, PHE Dte., (once in a month)	1	1	1	1	1	1
	d) Superintending Engineers, PHE Dte. (twice in a month)	2	2	2	2	2	2

Department of Public Works

Month	Sl. No.	Description of works
January		<i>Projects scheduled to commence</i>
	1	Strengthening of Midnapore - Anandanagar - Chandra - Dheruaghat Road from 12.00 to 24.30 km in the district of Paschim Medinipur. (Rs. 14.92 Cr.)
	2	Widening and stengthening of Gopiballavpur - Nayagram Road from 30.00 to 41.60 km in the district of Paschim Medinipur. (Rs. 19.41 Cr.)
	3	Widening and strengthening of Gopiballavpur - Fekoghat Road from 0.00 to 12.00 kmp in the district of Paschim Medinipur. (Rs. 17.79 Cr.)
	4	Strengthening to Bengal to Bengal Road of length 58.00 km starting from NH-31 at Dhantala to NH-34 at Chownagra (Domohana) in the district of Uttar Dinajpur. (Rs. 37.45 Cr.)
	5	Widening & Strengthening from intermediate lane to standard 2 lane Highway of Changrabandha - Mathabhanga - Coochbehar Road from 18.00 kmp to 64.00 kmp and strengthening from 64.00 to 93.40 km in the district of Coochbehar. (Rs. 175.27 Cr.)(Carried over from earlier targeted starting month which was March, 2014)
	6	Strengthening of existing two lane carriageway from 330 km (Kochujor) to 348 km, 348 km to 355 km, 360 km to 363 km and 363 km to 374 km of NH - 60 . (Rs. 107.21 Cr.)
	7	Widening & strengthening of existing carriageway to two lane from 75.60 km (Kulpi) to 78.86 km (Karanjali) of NH - 117 . (Rs. 20.07 Cr.)
	8	Improvement of Pundibari - Baxirhat Section (770.85 to 815.435 km of NH - 31) (Rs. 269.70 Cr.)
	9	Construction of Bridge over river Nepati at 12th km of Gosala More to Belacoba in the district of Jalpaiguri. (Rs. 6.87 Cr.)
	10	Construction of Asansol Youth Hostel in the district of Burdwan. (Rs 15.21 Crore)
	11	Construction of Durgapur Youth Hostel in the district of Burdwan. (Rs 8.55 Crore)
	12	Construction of Memari Stadium in the district of Burdwan. (Rs 6.01 Crore)
	13	Construction of Model School at Madarihut in the district of Jalpaiguri & Model School at Harish Chandrapur-I in the district of Malda . (Rs 9.06 Crore)
	14	Construction of Regional Labour office at Dagapur in Siliguri in the district of Darjeeling. (Rs. 7.32 Cr.)
	15	Setting up of Mother & Child Hub at Suri Sadar Hospital in the district of Birbhum. (Rs. 14.97 Cr.)
	16	Construction of Tertiary Health Care Hospital at Falakata in the district of Jalpaiguri. (Rs. 38.99 Cr.)
	17	Preparation of DPR's for construction of check dams in the district of Birbhum for WRIDD. (Nodal Officer : Chief Engineer, West Zone, PWD)
	18	Construction of 10 Nos. Pay & Use Toilet Block .
January		<i>Projects scheduled to complete</i>
	1	Widening & strengthening of Taki - Murarisha - Bhebia - Chaital Road (SH-2) from 12.00 kmp to 20.80 km in the district of North 24 Parganas. (Rs. 20.39 Cr.)
	2	Widening and strengthening of Dholahat - Milan More - Patharpratima (Ramganga) with extension from Milan More to Roypur road from 0.00 to 23.85 km in the district of South 24 Parganas. (Rs. 23.20 Cr) (Carried over from earlier targeted completion month which was June, 2014)

Month	Sl. No.	Description of works
January	3	Strengthening of Kanthalberia to Chunakhali Road from 0.00 kmp to 12.00 kmp in the district of South 24 Parganas. (Rs. 12.50 Cr.) (Carried over from earlier targeted completion month which was December, 2014)
	4	Strengthening of Contai - Belda Road from 35 to 55 km in the district of Paschim Midnapore. (Rs. 20.92 Cr.)
	5	Improvement of Burdwan - Arambag Road from 0.00 kmp to 32.625 km in the district of Burdwan and Hooghly. (Rs. 28.59 Cr.)
	6	Widening & strengthening of Suri - Sainthia Road from 0.00 Kmp to 7.00 Kmp and Construction of unpaved shoulder from 7.0 kmp to 18.0 kmp in the District of Birbhum. (Rs. 12.10 Cr.).
	7	Construction of Balance work of Bridge on Dwarakeswar at Samrooghat at 10th km of Kotulpur - Indus Road in the district of Bankura. (Rs. 8.52 Cr.)
	8	Construction of last Milestone connectivity to Gazoldoba Tourism Hub in the district of Jalpaiguri. (Rs. 36.48 Cr.)
	9	4 Nos. Pather Sathi
February		<i>Projects scheduled to commence</i>
	1	Improvement of Dhamdhami More to Katiahat Road from 0.00 to 9.40 km in the district of North 24 Parganas. (Rs. 32.08 Cr.)
	2	Widening and strengthening of Khirpai - Ramjibanpur Road (SH - 7) from 9.00 to 18.00 kmp in the district of Paschim Medinipur. (Rs. 13.38 Cr.)
	3	Widening & Strengthening of Damda - Chakoltore - Daradi - Kendra - Manbazar Road from 18.00 to 24.00 kmp in the district of Purulia. (Rs. 9.14 Cr.)
	4	Widening and Strengthening of Manbazar - Bandwan - Kuilipal Road from 22.00 to 27.50 km & from 30.00 to 35.00 kmp in the district of Purulia. (Rs. 18.41 Cr.)
	5	Widening and Strengthening of Kholapota - Baduria - Maslandpur - Habra Road from 24.40 to 32.00 kmp in the district of North 24 Parganas. (Rs. 21.42 Cr.).
	6	Strengthening of Bolpur - Purandarpur Road from 4.0 to 27.70 kmp in the district of Birbhum. (Rs. 22.46 Cr.)
	7	Construction of drain including approach culvert along Eastern & Western side of B.T. Road from 17.00 to 19.05 kmp in the district of North 24 Parganas. (Rs. 15.00 Cr.)
	8	Widening in stretches to two lane and Strengthening of Burdwan - Katwa Road from 0.10 km to 54.00 km in the district of Burdwan. (Rs. 77.21 Cr.)
	9	P.R. Work from KM 50.48 to 83.13 (Except Contai Bypass and BRGF Zone of Contai - Digha Road) of NH - 116B . (Rs. 24.77 Cr.)
	10	IRQP from km 40.00 to km 59.60 of NH - 35 . (Rs. 14.25 Cr.)
	11	Construction of ROB under N.F. Railway in between Alipurduar Junction and Salsabari Railway Station on Buxa Feeder Road (SH - 12A) in the district of Alipurduar. (Rs. 36.14 Cr.)
	12	Construction of a Road over Bridge (ROB) near Kamarkundu Railway Station on Baidyabati - Tarakeswar Road (SH - 2) in the district of Hooghly. (Rs. 52.57 cr.)
	13	Construction of a Road over Bridge (ROB) near Naihati Railway Station on Naihati - Jirat Road in the district of North 24 Parganas. (Rs. 26.48 Cr.)

Month	Sl. No.	Description of works
February	14	Construction of Youth Hostel at Nabadwip in the district of Nadia. (Rs 5.44 Crore)
	15	Floating the tender for construction of check dams in the district of Birbhum for WRIDD. (Nodal Officer : Chief Engineer, West Zone, PWD)
	16	Construction of 20 Nos. Pay & Use Toilet Block.
February		<i>Projects scheduled to complete</i>
	1	Construction of 4 - lane Elevated Corridor along Kazi Nazrul Islam Sarani (VIP Road) from Kestopur to Zora Mandir (total length 1870 m) in the district of North 24 Parganas. (Rs. 313.35 cr.) (Carried over from earlier targeted completion month which was July, 2014)
	2	Widening and Strengthening of Berachampa - Baduria Road for a length of 11.20 km for connecting Gojadanga land at Indo - Bangladesh Boarder in the district of North 24 Parganas. (Rs. 29.82 Cr.)
	3	Construction of Road from Jangipur Barrage to ADB Road including RCC Bridge under BADP Scheme in Suti - I Block in the district of Murshidabad. (Rs. 11.16 Cr.)
	4	Widening and strengthening of Bankura - Saltora Road from 0.00 to 44.96 km in the district of Bankura. (Rs. 88.82 Cr.)
	5	Strengthening of Kumargram - Jorai road from 0.00 to 25.00 kmp in the district of Alipurduar. (Rs. 13.28 Cr.)
	6	Construction of multistoried (G+7) office building & Group D Staff Quarter within Sales Tax Complex, Beliaghata in the district of Kolkata. (Rs. 25.83 Cr.)
	7	2 Nos. Pather Sathi
March		<i>Projects scheduled to commence</i>
	1	Widening and Strengthening of Hatuganj - Usthi Road from 0.00 to 8.34 km in the district of South 24 Parganas. (Rs. 11.81 Cr.)
	2	Improvement of Ghojadanga - Sangrampur Road from 0.00 kmp to 8.70 km in the district of North 24 Parganas. (Rs. 81.89 Cr.)
	3	Widening & Strengthening of Birohi - Madanpur - Kalyani Road from 0.00 to 13.275 km in the district of Nadia. (Rs. 31.20 cr.)
	4	Strengthening & Improvement of Nalhati - Rajgram Road (SH - 7) from 0.00 kmp (Nalhati) to 15.00 kmp (Murarai) in the district of Birbhum. (Rs. 39.87 Cr.)
	5	Strengthening & Improvement of Murarai - Mitrapur Road from 0.00 to 13.15 km in the district of Birbhum. (Rs. 24.26 Cr.)
	6	Widening and Strengthening of Mollarpur - Majipara - Bolpur Road (SH - 13) from 33.86 to 49.46 km in the district of Birbhum. (Rs. 33.09 Cr.)
	7	Widening and Strengthening of Suri - Ahmedpur Road from 0.00 to 20.00 kmp in the district of Birbhum. (Rs. 38.31 Cr.)
	8	Rehabilitation and improvement to 2 lane with paved shoulder of Bankura - Purulia section of NH - 60A from 0.00 to 84.00 kmp. (Rs. 394.00 Cr.)
	9	Widening and strengthening of existing carriageway from km 0.00 (Gazole) to km 23.00 (Samsi) of NH - 81. (Rs. 95.41 Cr.)
	10	Construction of Bridge over river Katakhal at Hasnabad for linking Taki Road (SH - 2) with Hasnabad - Hingalganj Road in the district of North 24 Parganas. (Rs. 64.98 Cr.)
	11	Construction of a Road over Bridge (ROB) near Uluberia Railway Station on Link Road between NH - 6 & Orissa Trunk Road in the district of Howrah. (Rs. 34.12 Cr.)

Month	Sl. No.	Description of works
	12	Construction of College Service Commission office at New Town in the district of North 24 Parganas. (Rs 19.68 Crore)
	13	Construction of Netaji Subhas Open University at Durgapur in the district of Burdwan. (Rs. 8.57 Cr.)
	14	Construction of Netaji Subhas Open University in the district of Jalpaiguri. (Rs 4.90 Cr.)
	15	Construction of Model School at Kalchini, Matteli, Nagracata & Mal in the district of Jalpaiguri (Rs 18.12 Cr.)
	16	Construction of Model School at Goalpokhar - I, Goalpokhar - II & Kaliangang in the district of Uttar Dinajpur. (Rs 13.59 Cr.)
	17	Construction of new Khadya Bhaban (G+7) storied at Mirza Galib Street, Kolkata. (Rs. 59.92 Cr.)
	18	Start of work for construction of check dams in the district of Birbhum for WRIDD. (Nodal Officer : Chief Engineer, West Zone, PWD)
	19	Finalization of DPR of composite Administrative Building for Alipurduar District.
	20	Construction of 20 Nos. Pay & Use Toilet Block.
March		<i>Projects scheduled to complete</i>
	1	Improvement and Strengthening of Joynagar (Burorghat)- Moydah- Jibanmondalhat- Mahismarihat road from 0.00 kmp to 18.53 kmp in the district of South 24 Parganas. (Rs. 12.44 Cr.)
	2	Strengthening of Egra - Bajkul Road from 15.00 kmp to 30.00 kmp in the district of Purba Medinipur. (Rs. 11.77 Cr.)
	3	Construction of alternate route to existing Siliguri - Jalpaiguri Road (NH 31D) from 0.00 to 20.61 km in the district of Jalpaiguri. (Package - I) (Rs. 58.91 Cr.)
	4	Construction of alternate route to existing Siliguri - Jalpaiguri Road (NH 31D) from 20.61 to 46.50 km in the district of Jalpaiguri. (Package - II) (Rs. 61.99 cr.)
	5	Widening and strengthening of Barakar – Purulia Road from 19.00 to 22.25 km including strengthening from 32.00 k.m. to 33.50 km & widening from 41.25 km to 74.00 km in the district of Purulia. (Rs. 26.99 Cr.)
	6	Strengthening of Howrah - Amta Road from 12.50 km to 34.00 kmp including widening of the narrow existing Minor Bridges, Culvert & cross drainage structures in the district of Howrah. (Rs. 20.91 Cr.)
	7	Widening and strengthening of Sitarampur - Rupnarayanpur Road (0.0 to 12.00 km) in the district of Burdwan. (Rs. 19.76 Cr.)
	8	Strengthening of Baidyabati - Tarakeswar - Champadanga Road from 10.00 kmp to 27.50 km in the district of Hooghly. (Rs. 17.72 Cr.)
	9	IRQP work from 23.00 kmp (Samsi) to 34.00 kmp, 38.00 to 40.00 kmp, 42.00 (Chanchol) to 44.00 kmp of NH - 81. (Rs. 10.02 Cr.)
	10	Construction of New Polytechnic College at Kaligunge in the district of Nadia. (Rs. 10.49 Cr.)
	11	Construction of New Polytechnic College at Tufangunj in the district of Coochbehar. (Rs. 9.60 Cr.)
	12	Construction of New ITI College at Kumargram in the district of Jalpaiguri. (Rs. 5.00 cr.)
	13	Construction of New Schools Buildings with Hostels in riverine areas at Block- Basanti (Chunakhali G.P.) & Block- Pathar Pratima in the district of South 24 Parganas. (Rs. 24.50 Cr.) (Pathar Pratima carried over from earlier targeted completion month which was September, 2014)

Month	Sl. No.	Description of works
March	14	Construction of 6 storied Urology Department's Building at SSKM Hospital in the district of Kolkata. (Rs. 11.76 Cr.)
	15	4 Nos Pather Sathi
April		<i>Projects scheduled to commence</i>
	1	Strengthening of Kachua - Rajberia Road from 0.00 to 15.22 km in the district of North 24 Parganas. (Rs. 17.98Cr.)
	2	Strengthening and providing paved shoulder including hard shoulder of Bankura - Durgapur Road from 0.00 to 39.602 kmp in the district of Bankura and Burdwan. (Rs. 70.92 Cr.)
	3	Construction of the Bridge over river Churni at 9th km of Bajitpur - Shibnibas Road in the district of Nadia. (Rs. 9.62 Cr.)
	4	Construction of a Bridge over river Bhairav Banki at 21st km of Krishnapur - Raipur - Phulkusma - Benagaria Road in the district of Bankura. (Rs. 5.24 Cr.)
	5	Construction of proposed Bridge over river " Sali " at 30th km of Bishnupur - Sonamukhi - Rangamati Road in the district of Bankura. (Rs. 13.43 Cr.)
	6	Construction of Bridge over river Basra at 17th km of Rajabhatkhawa - Jaygaon Road in the district of Alipurduar. (Rs. 9.47 Cr.)
	7	Construction of PSC Girder Bridge over river Hinglow at ch. 309.80 km on NH - 60 . (Rs. 18.42 Cr.)
	8	Construction of Girder Bridge over river SAL at km. 314.33 km on NH - 60 . (Rs. 17.77 Cr.)
	9	Construction of Youth Hostel at Mayapur in the district of Nadia. (Rs. 5.15 Crore)
	10	Construction of 20 Nos. Pay & Use Toilet Block .
April		<i>Projects scheduled to complete</i>
	1	Improvement of riding quality of Panagarh - Moregram Road (SH 14) from 25.00 to 48.00 kmp in the district of Birbhum. (Rs. 58.47 Cr.)
	2	Improvement of riding quality falling within 0.00 km (Panagarh) to 25.00 km (Illambazar) of Panagarh - Moregram Road (SH - 14) in the district of Birbhum. (Rs. 76.73 Cr.) (Carried over from earlier targeted completion month which was November, 2014)
	3	Strengthening of Ghoshpara road from 0.00 to 18.00 kmp in the district of North 24 Parganas. (Rs. 17.09 Cr.)
	4	Strengthening and widening to 2 lane with paved shoulder from km 743.00 to km 768.945 of Falakata - Pundibari Realignment of NH - 31 . (Rs. 64.27 Cr.)
	5	Construction of the Bridge over river Mundeswari at Digruighat on Pursurah - Radhanagar Road in the district of Hooghly. (Rs. 19.01 Cr.)
	6	4 nos. Pather Sathi
7	5 Nos. Pay & Use Toilet Block .	
May		<i>Projects scheduled to commence</i>
	1	Widening and strengthening of Beliatore - Sonamukhi - Patrasayar Road (SH-8) from 0.00 to 20.00 kmp in the district of Bankura. (Rs. 42.34 Cr.)
	2	Strengthening of Keorapukur - Julpia Road from 0.00 to 12.00 kmp in the district of South 24 Parganas (Rs. 13.89 Cr.)
	3	Strengthening of Barrackpur - Barasat Road from 2.00 to 12.90 km (Except 10.00 to 11.00 kmp) in the district of North 24 Parganas. (Rs. 9.57 Cr.)
	4	Improvement of road by providing concrete pavement from Ajodhya (Hatinada) to Khamar via Teliyabhas, Bitapani, Bamni Jora and Pititiri in the district of Purulia. (Rs. 20.72 Cr.)
	5	Widening & strengthening of Chandrakona - Goaltore - Sarenga - Simlighat Road from 29.00 to 31.80 km and from 36.60 to 40.00 kmp. in the district of Bankura (Rs. 11.04 Cr.)
6	Strengthening of Dahijuri - Binpur - Silda - Hatiari Road from 8.00 to 12.75 km and from 23.00 to 31.50 km in the district of Paschim Medinipur. (Rs. 17.12 Cr.)	

Month	Sl. No.	Description of works
May	7	Widening & strengthening of Belpahari - Banspahari Road from 12.00 to 23.73 km in the district of Paschim Medinipur. (Rs. 16.66 Cr.)
	8	Construction of Bridge over river Kangsabati at Kechendaghat on Bankura - Ranibandh Road in the district of Bankura. (Rs. 9.22 Cr.)
	9	Construction of 10 Nos. Pay & Use Toilet Block.
May		<i>Projects scheduled to complete</i>
	1	Improvement of Garidhura - Mirik - Simanabusty Road from 0.00 kmp to 50.0 kmp in stretches in the district of Darjeeling. (Rs.17.94 Cr.)
	2	Widening and Strengthening of Raina - Damunya Road from 0.00 to 12.05 km with a link to Aherbelma - Pahalanpur Road from 0.00 to 5.187 km in the district of Burdwan. (Rs. 12.69 Cr.)
	3	Improvement of Upper Rishi Road from 17.0 kmp to 30.0 kmp in the district of Darjeeling. (Rs. 11.18 Cr.)
	4	Strengthening of G.T.Road from 628.00 kmp to 668.30 Km in the district of Hooghly. (Rs. 55.05 Cr.)
	5	Construction of Academic Building of Aliah University in the district of Kolkata. (Rs. 59.29 Cr.)
	6	Construction of Commercial Tax Directorate Office Complex at Matigara in the district of Darjeeling. (Rs. 10.20 Cr.)
	7	Construction of Singur College in the district of Hooghly. (Rs. 5.71 Cr.)
	8	3 Nos. Pather Sathi
9	5 Nos. Pay & Use Toilet Block.	
June		<i>Projects scheduled to commence</i>
	1	Widening and strengthening of Memari - Monteswar Road from 0.00 to 31.30 kmp in the district of Burdwan. (Rs. 67.15 Cr.)
	2	Construction of Acharya Prafulla Roy Polytechnic in the district of South 24 Parganas. (Rs 7.19 Crore)
3	Construction of 10 Nos. Pay & Use Toilet Block.	
June		<i>Projects scheduled to complete</i>
	1	Widening & Strengthening of Ranaghat - Krishnagar Road from (SH-11) 0.00 kmp to 25.162 km in the district of Nadia. (Rs. 46.62 Cr.)
	2	Widening and strengthening of Simlupal - Sarenga - Bamundiaghat Road from 0.00 to 9.00 kmp in the district of Bankura. (Rs. 11.03 Cr.)
	3	Widening and strengthening of Bishnupur - Kotulpur - Jayrambati - Kamarpukur Road from 0.00 to 36.00 km in the district of Bankura. (Rs. 53.28 Cr.)
	4	Widening & Strengthening of Soutanchak - Tengrakhali Road from 0.00 to 11.80 km in the district of Purba Medinipur. (Rs. 9.89 Cr.)
	5	Widening, strengthening and improvement of Jibanti - Sherpur Road from 0.00 to 19.00 kmp in the district of Murshidabad. (Rs. 36.73 Cr.) (Carried over from earlier targeted completion month which was December, 2014)
	6	Widening and Strengthening of Garia - Mathurapur Road from 37.00 to 45.00 km, 00 to 54.00 kmp(width 5.50 - 7.00m), 55.29-57.317 kmp(3.80 to 5.50 m) and Strengthening 46.00 to 51.00, 54.00 to 55.29 kmp in the district of South 24 Parganas. (Rs. 21.11 Cr.)
7	Widening & strengthening of existing intermediate lane carriageway to two lane carriageway of Krishnagar - Karimpur - Jalangi Road (SH-11) with 0.75m hard shoulders on both side from 77.00 Kmp to 93.615 Km in the district of Nadia. (Rs. 25.08 Cr.)	

Month	Sl. No.	Description of works
June	8	IRQP from km 40.00 to km 59.60 of NH - 35. (Rs. 14.25 Cr.)
	9	Construction of 3 nos. College at Tehatta, Kaliganj & Nakashipara in the district of Nadia. (Rs. 14.87 Cr.)
	10	Construction of Gaighata Govt. College in the district of North 24 Parganas. (Rs. 5.27 Cr.)
	11	Construction of New School Building with Hostels in riverine areas at Block- Kakdwip in the district of South 24 Parganas. (Rs. 12.25 Cr.)
	12	Construction of 2 nos. College at Kalna-I & Mangalkote in the district of Burdwan. (Rs. 11.55 Cr.)
	13	Construction of 2 nos. College at Ranibandh & Mejia (Gopalpur) in the district of Bankura. (Rs. 13.40 Cr.)
	14	Construction of Manbazar-II College in the district of Purulia. (Rs. 5.00 Cr.)
	15	Construction of 4 nos. College at Dantan-II, Keshiary, Kharagapur-II & Gopiballavpur-II in the district Paschim Medinipur. (Rs. 20.43 Cr.)
	16	Construction of New Schools Buildings with Hostels in LWF affected Blocks at Darpassila & Binpur-II , in the district of Paschim Medinipur. (Rs. 10.21 Cr.) (Darpassila carried over from earlier targeted completion month which was September, 2014)
	17	Construction of new Govt Engineering & Technical college (1st Phase) in the district of Purulia. (Rs. 29.66 Cr.)
	18	3 Nos. Pather Sathi
19	5 Nos. Pay & Use Toilet Block.	
July		<i>Projects scheduled to commence</i>
	1	Construction of Binpur I.T.I. in the district of Paschim Medinipur. (Rs 5.22 Crore)
	2	Construction of Matelli Youth Hostel in the district of Jalpaiguri. (Rs. 5.72 Crore)
	3	Construction of Marketing Hub at Amal Handa in Kolaghat, Dakshin Gopalpur in Panskura in the district of Purba Medinipur. (Rs 6.49 Crore)
	4	Construction of 4 Nos. Pay & Use Toilet Block.
July		<i>Projects scheduled to complete</i>
	1	Construction of Govt. College at Newtown, Rajarhat. (Rs. 16.04 Cr.)
	2	Construction of new Academic Building of IPGME&R at SSKM Hospital compound in the district of Kolkata. (Rs. 18.27 Cr.)
	3	2 Nos. Pather Sathi
	4	5 Nos. Pay & Use Toilet Block.
August		<i>Projects scheduled to commence</i>
	1	Construction of Model School at Harish Chandrapur - II, Ratua - I, Ratua - II & Habibpur in the district of Malda. (Rs. 18.12 Crore)
August	2	Construction of Marketing Hub at Purulia - I, Purulia - II, Joypur & Para in the district of Purulia. (Rs. 14.27 Crore)
		<i>Projects scheduled to complete</i>
	1	Construction of Sports Complex at Uluberia Stadium in the district of Howrah. (Rs. 9.37 Cr.)
	2	2 Nos. Pather Sathi
	3	10 Nos. Pay & Use Toilet Block.

Month	Sl. No.	Description of works
September		<i>Projects scheduled to complete</i>
	1	Construction of New Polytechnic College at Baghmundi in the district of Purulia (Rs. 3.76 Cr.)
	2	Construction of New I.T.I. building at Harirampur , in the district of Dakshin Dinajpur. (Rs. 4.49 Cr.)
	3	2 Nos. Pather Sathi
	4	10 Nos. Pay & Use Toilet Block.
October		<i>Projects scheduled to commence</i>
	1	Strengthening work of Diamond Harbour Road from Taratala to Joka on Eastern Flank from 7.00 to 14.50 km in the district of South 24 Parganas (Rs. 66.32 Cr.)
	2	Widening & strengthening of Chandrakona - Ghatal Road from 30.00 to 43.00 kmp. in the district of Paschim Medinipur. (Rs. 20.64 Cr.)
	3	Strengthening of Ramjibanpur - Palita - Palitpur - Natunhat Road from 100.00 to 125.07 km of SH - 6. in the district of Burdwan. (Rs. 68.37 Cr.)
	4	Strengthening of Panskura - Durgachak Road from 62.10 to 68.44 km in the district of Paschim Medinipur. (Rs. 9.92 Cr.)
	5	Strengthening of Dalgaon - Gumtu (Bhutan) Road from 0.00 to 10.00 kmp. in the district of Alipurduar. (Rs. 9.81 Cr.)
	6	Strengthening of Alipurduar - Patlakhowa Road from 0.00 to 14.50 km in the district of Alipurduar. (Rs. 9.01 Cr.)
7	Construction of Major Bridge on the river Phulahar at Nakatti point on NH - 131A for connecting Mahanandatola in the district of Malda. (Rs. 289.69 Cr.)	
October		<i>Projects scheduled to complete</i>
	1	Construction of new Hostel Building at ATI Complex , Salt Lake. (Rs. 11.37 Cr.)
	2	Setting up of Mother & Child Hub at Krishnagar Dist. Hospital in the district of Nadia. (Rs. 12.32 Cr.)
	3	Construction of Academic block 2 for Sidhu Kanhu Birsa University in the district of Purulia. (Rs. 19.65 Cr.)
	4	2 Nos. Pather Sathi
5	10 Nos. Pay & Use Toilet Block.	
November		<i>Projects scheduled to commence</i>
	1	Widening of Asansol - Barakar Road (G.T. Road) from 455.10 to 461.00 km and strengthening from 439.60 to 461.00 km (excluding 445.00 to 446.60 km) in the district of Burdwan. (Rs. 56.41 Cr.)
	2	Widening & strengthening of Burdwan - Kalna Road from 28.00 to 52.00 kmp in the district of Burdwan. (Rs. 44.83 Cr.)
	3	Widening and strengthening of SH - 10 from 45.30 to 56.50 km i.e. Ratua to Samsi in the district of Malda. (Rs. 23.35 Cr.)
	4	Widening & strengthening of Coochbehar - Baneswar - Alipurduar Road (SH - 12A) from 0.00 to 19.20 km in the district of Coochbehar. (Rs. 35.61 Cr.)
5	Widening & strengthening of Mirzapur - Banshihari Road from 22.09 to 32.09 km in the district of Dakshin Dinajpur. (Rs. 24.15 Cr.)	
November		<i>Projects scheduled to complete</i>
	1	Strengthening of SH-13 from 611.00 kmp to 627.70 km in the district of Hooghly. (Rs. 34.38 Cr.)
2	Widening and strengthening of Damda - Chakoltore - Daradi - Kenda - Manbazar Road from 32.00 kmp to 46.00 kmp in the district of Purulia. (Rs. 9.94 cr.)	

Month	Sl. No.	Description of works
	3	Widening & strengthening of Manbazar - Bundwan - Kuilapal Road from 0.00 to 11.00 kmp in the district of Purulia. (Rs. 9.93 cr.).
	4	Widening & strengthening of Manbazar - Bundwan - Kuilapal Road from 11.00 to 22.00 kmp in the district of Purulia. (Rs. 9.89 cr.).
	5	Widening & Strengthening of Rasulpur - Khandaghosh - Chakpurohit Road from 0.00 kmp to 16.00 kmp in the district of Burdwan. (Rs. 32.26 Cr.)
	6	Widening & Strengthening of Muchipara - Shibpur Road from 0.00 kmp to 19.60 km in the district of Burdwan. (Rs. 27.37 Cr.)
	7	Widening & Strengthening of Mirzapur - Kaligram - Kusumgram - Nandanghat - Samudraghar Road from 2.00 kmp to 7.00 kmp & 12.00 to 15.00 kmp in the district of Burdwan. (Rs. 14.72 Cr.)
	8	Widening and strengthening for providing Double lane (7.00m) & slow lane (2.50m) footpath (1.50m) on either side of Englishbazar - Kotwali Road from 0.00 to 2.00 kmp & Widening & Strengthening from 2.00 to 8.20 km in the district of Malda. (Rs. 10.64 Cr.) (Carried over from earlier targeted completion month which was March, 2014)
	9	widening & strengthening of Baruipur - Canning Road from 0.00 to 25.00 kmp in the district of South 24 Parganas. (Rs. 46.22 Cr.) (Carried over from earlier targeted completion month which was December, 2014)
	10	Strengthening of B.T. Road from 6.20 Km to 12.00 kmp & 17.00 kmp to 23.95 km and surfacing from 12.00 kmp to 17.00 kmp including construction of drain in stretches in the district of North 24 Parganas. (Rs. 45.15 Cr.)
	11	Strengthening of existing two lane carriageway from 330 km (Kochujor) to 348 km, 348 km to 355 km, 360 km to 363 km and 363 km to 374 km of NH - 60 . (Rs. 107.21 Cr.)
	12	Construction of Bridge over river Karala in the district of Jalpaiguri. (Rs. 9.15 Cr.)
	13	Construction of Bridge over river Chawai in the district of Jalpaiguri. (Rs. 7.27 Cr.)
	14	Setting up of Mother & Child Hub at Bankura Sammilani Medical College Hospital in the district of Bankura. (Rs. 11.47 Cr.)
	15	Construction of Tertiary Health Care Hospital at Chatna in the district of Bankura. (Rs. 45.27 Cr.)
	16	Construction of 2nd campus of North Bengal University at Jalpaiguri . (Arts, Science & Technology Building.) (Rs. 18.80 Cr.)
	17	Construction of G+5 ANM Training School for Auxiliary Nurses & Midwives at Lalgah in the district of Paschim Medinipur. (Rs. 20.01 Cr.)
	18	2 Nos. Pather Sathi
	19	20 Nos. Pay & Use Toilet Block .
December		<i>Projects scheduled to complete</i>
	1	Widening & strengthening of Naihati - Jirat Road from 0.00 to 13.00 km in the district of Noth 24 Parganas. (Rs. 29.99 Cr.)
	2	Widening & strengthening of Habra - Kumra Road from 0.00 kmp to 10.68 km in the district of Noth 24 Parganas. (Rs. 24.64 Cr.)
	3	Widening & Strengthening of Karjana - Muratipur - Natunhat Road from 0.00 kmp to 19.00 kmp in the district of Burdwan. (Rs. 27.30)
	4	Strengthening of Uluberia - Shyampur Road from 0.00 kmp to 11.60 km in the district of Howrah. (Rs. 19.20 Cr.)
	5	Strengthening of Kumarganj - Samjhia Road from 0.00 to 13.80 kmp in the district of Dakshin Dinajpur. (Rs. 11.35 Cr.)

Month	Sl. No.	Description of works	
	6	Construction of drain including approach culvert along eastern & Western side of B.T. Road from 17.00 to 19.05 kmp in the district of North 24 Parganas. (Rs. 15.00 Cr.)	
	7	Strengthening of Bolpur - Purandarpur Road from 4.0 to 27.70 kmp in the district of Birbhum. (Rs. 22.46 Cr.)	
	8	Widening of existing intermediate lane carriageway to two lane carriageway from 2.00 Kmp to 77.00 Kmp of Krishnagar - Karimpur - Jalangi Road (SH-11) in the district of Nadia. (Rs. 34.69 Cr.)	
	9	Widening and Strengthening of Islampur - Amaljhari - Sonamoti Road from 0.00 to 14.00 kmp in the district of Paschim Medinipur (Rs. 10.34 Cr.).	
	10	Widening & strengthening of existing carriageway to two lane from 75.60 km (Kulpi) to 78.86 km (Karanjali) of NH - 117 (Rs. 20.07 Cr.)	
	11	P.R. Work from KM 50.48 to 83.13 (Except Contai Bypass and BRGF Zone of Contai-Digha Road) of NH - 116B (Rs. 24.77 Cr.)	
	12	Widening and strengthening work from km 115.25 (Chowrangee More) to km 126.00 (kerani Chati) alongwith paved shoulder i.e. 10 m width) of NH - 60 . (Rs. 34.67 Cr.)	
	13	Widening and strengthening work from km 156.00 (Chandrakona Road) to km 162.00 km (Keyaboni) alongwith paved shoulder i.e. 10 m width) of NH - 60 . (Rs. 33.37 Cr.)	
December	14	Construction of Bridge over river Jorapani in the district of Japaiguri. (Rs. 8.19 Cr.)	
	15	Construction of the Super structure system of Bridge over river Gadadhar at KM 225 / 650 on NH - 31C . (Rs. 7.41 Cr.)	
	16	Construction of Chapra College in the district of Nadia. (Rs. 5.69 Cr.)	
	17	Construction of State aided University in the district of Bankura. (Rs. 19.95 Cr.)	
	18	Construction of Kazi Najrul Islam University at Churulia in the district of Burdwan. (Rs. 18.56 Cr.)	
	19	Construction of New Polytechnic College at Matiganj in the district of Malda. (Rs. 10.44 Cr.)	
	20	Construction of 2 Nos. New Polytechnic College at Murarai & Nalhati in the district of Birbhum (Rs. 23.27 Cr.)	
	21	Construction of New ITI College at Makhliganj in the district of Coochbehar. (Rs. 4.49 Cr.)	
	22	Construction of New Polytechnic College at Islampur in the district of Uttar Dinajpur. (Rs. 12.38 Cr.)	
	23	Construction of 18 nos. Cottages with Reception & Dining Block and other infrastructural works at Jhargram Rajbari Complex , Jhargram in the district of Paschim Medinipur. (Rs. 4.96 cr.)	
	24	Construction of multistoried office building for commercial taxes Dte in the district of Howrah (Rs. 10.44 Cr.)	
	25	Construction of new court building at Tamluk in the district of Purba Medinipur. (Rs. 13.31 Cr.)	
	26	Construction of Tertiary Health Care Hospital at Onda in the district of Bankura. (Rs. 48.86 Cr.)	
	27	Construction of Tertiary Health Care Hospital at Islampur in the district of Uttar Dinajpur. (Rs. 54.75 Cr.)	
	28	Construction of college at Gorubhtan and Pedong in the district of Darjeeling (Rs. 10.60 Cr.)	
		29	4 Nos. Pather Sathi
		30	24 Nos. Pay & Use Toilet Block .

Department of Refugee Relief & Rehabilitation

Sl. No.	Nature of Activities	Remarks	Projection			
			January – March	April – June	July – September	October – December
1.	Issuance of FHTDs (Free Hold Title Deeds)	To continue for the entire State of West Bengal except the district of Purba Medinipur and Purulia where there is no Refugee Colony. Till date 15691 FHTDs are to be prepared and handed over. The whole matter relating to FHTDs is handled by the districts. Only a very few cases are dealt with by R.R.& R Dte. FHTDs of 4399 cases out of 15691 would be taken up by the respective districts including the Directorate for issuance. Target is shown herein.	500 Nos.	500 Nos.	500 Nos.	500 Nos.
2.	Bon Hooghly Housing Project, Baranagar, Dist. North 24-Parganas	The Department has taken up the project on PPP basis at Baranagar in association with Eden Realty Ventures Pvt. Ltd. Construction of new flats has been started.			About 50% of construction work will be completed by Dec, 2015. A shopping complex will also be constructed to accommodate existing shops	
3.	Running of Production Centres	(1) The Department has three production Centers. In the production centres Saree, Dhuti, Than, Blouse, Chemis and Shirts are made for meeting the requirement of the inmates of the Eight Camps & Homes free of cost. Quarterly target for production of each of the items shall be fixed. (2) Three Production Centres will be modernized by installing new looms, sewing machines and repairing of premises etc.	Sarees : Dhuties : Blouses : Shirts :	200 150 175 100	200 150 175 100	200 175 175 100
			The margin money so earned out of outsourcing business will be utilized for modernization purpose.			

Sl. No.	Nature of Activities	Remarks	Projection			
			January - March	April - June	July - September	October - December
4.	Execution of schemes: Infrastructure works under State Plan Fund and Govt. of India Fund.	<p>Schemes are prepared - Tender floated and work orders issued. To ensure speedy implementation visit at the work site by the Engineers of the R.R.& R Dte. shall be worked out. Engineers of the R.R.& R. Dte. shall coordinate with the Panchayet functionaries for speedy implementation.</p> <p>In brief work orders issued involving an amount of Rs.31 crore. Work is under progress.</p> <p>Out of Rs. 35 crores under State Plan Work, work order issued for an amount of Rs. 21 crores. Work is under progress for all the schemes under Govt. of India Plans.</p>	5 colonies	5 colonies	5 Colonies	5 colonies
			Expenditure @ Rs. 15 Crore proposed to be spent in each Quarter.			
5.	Construction of Administrative Building at Alipore, Kolkata- 700027.	Construction of Administrative Building for accommodation of R.R. & R. Department and Directorate will be taken up at Surjaseen Bastuhara Colony, Alipore, Kolkata - 27.	Building Plan is under preparation by the Chief Architect, P.W. Department, Govt. of West Bengal. There has been a budget provision of 6 crores for the purpose.			
6.	Development of Infrastructure facilities in rural plots for displaced persons' colonies in West Bengal (Under Gol Scheme)	Likely to receive Rs. 18.00 crore against our proposal.	—	20%	40%	40%
7.	Meetings/Tours					
	Review Meeting/Tours by MIC/Secy		1	1	1	1
	Review Meetings/Tours by Director (DyRC)		1	1	1	1

Department of School Education

January	February	March
<ul style="list-style-type: none"> • Start of classes for academic session 2015 on 2nd January • Distribution of free Text Book to students of pre-Primary, Class I to VIII • Up-gradation of 10 Secondary Schools • Up-gradation of 10 Jr. High Schools • Sanction of 10 New Set Up Upper Pry. Schools • Sanction of 10 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of more than 25 Kitchen sheds • Supply of Ladies Bicycle to Jungle Mahal girls students • Library grant to 5 non-science schools • Laboratory grant to 5 science schools • Supply of school uniforms to Primary schools • Video Conference with DMs over Madhyamik Exam • Classes of 10 new Model schools will start • 34 girls hostels in LWE Blocks will start Functioning 	<ul style="list-style-type: none"> • Up-gradation of 10 Secondary Schools • Up-gradation of 10 Jr. High Schools • Sanction of 10 New Set Up Upper Pry. Schools • Sanction of 10 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 20 Kitchen sheds • Supply of Ladies Bicycle to Jungle Mahal girls students • Library grant to 5 non-science schools • Laboratory grant to 5 science schools • Supply of school uniforms to Primary schools • Conduct of Madhyamik Exam • Video Conference with DMs over H.S Exam • 282 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 211 Boys toilets to schools • 84 girls toilet to schools 	<ul style="list-style-type: none"> • Up-gradation of 10 Secondary Schools • Up-gradation of 10 Jr. High Schools • Sanction of 10 New Set Up Upper Pry. Schools • Sanction of 10 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 20 Kitchen sheds • Library grant to 5 non-science schools • Laboratory grant to 5 science schools • Supply of school uniforms to Primary schools • Conduct of H.S Exam • 339 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 30 Boys toilets to schools • 167 girls toilet to schools • Construction of 10 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary)

January	February	March
<ul style="list-style-type: none"> Assessment of printing for new Text Books 334 Addl. Class Rooms will be constructed 5 Drinking water facility to schools 158 Boys toilets to schools 111 girls toilet to schools Construction of 10 New schools buildings (Upper Primary) Construction of 8 new schools buildings (Primary) Under BRGF Project construction of 1 PTTI, 5 NSB & 2 Girls Hostels will be completed Preparation of Budget Speech for 2015-16 Induction level training of SI of Schools Inservice Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI Observance of Book Day-Jan 2nd Disposal of Court cases/ hearings/ appeals Distribution of Aids and appliances amongst identified CWSN Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA Review of Self Attestation Act Review of Public Services Act 	<ul style="list-style-type: none"> Construction of 10 New schools buildings (Upper Primary) Construction of 8 new schools buildings (Primary) Under BRGF Project construction of 1 PTTI & 5 Girls Hostels will be completed Inservice Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI Printing of Budget Speech for 2015-16. Disposal of Court cases/ hearings/ appeals Distribution of Aids and appliances amongst identified CWSN Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 	<ul style="list-style-type: none"> Under BRGF Project construction of 2 PTTI, 2 NSB & 5 Girls Hostels will be completed. Inservice Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI Under Model School Scheme 1 Nos. of Schools will be completed Disposal of Court cases/ hearings/ appeals 2nd yr. course for Un-Trained Primary Regular Teachers of 2 yrs. D. El. Ed. Course to be continued. Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA

April	May	June
<ul style="list-style-type: none"> Up-gradation of 12 Secondary Schools Up-gradation of 15 Jr. High Schools Sanction of 10 New Set Up Upper Pry. Schools Sanction of 10 New Set Up Primary Schools Sanction of 10 unaided private schools Secondary Schools under ICT programme More than 75 lakhs Primary students will be covered under Mid-Day-Meal More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal Construction of 10 Kitchen sheds 339 Addl. Class Rooms will be constructed 5 Drinking water facility to schools 264 Boys toilets to schools 174 girls toilet to schools Construction of 30 New schools buildings (Upper Primary) Construction of 8 new schools buildings (Primary) Under BRGF Project construction of 1 PTTL, & 5 Girls Hostels will be completed In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI Disposal of Court cases/ hearings/ appeals 	<ul style="list-style-type: none"> Up-gradation of 12 Secondary Schools Up-gradation of 15 Jr. High Schools Sanction of 10 New Set Up Upper Pry. Schools Sanction of 10 New Set Up Primary Schools Sanction of 10 unaided private schools Secondary Schools under ICT programme More than 75 lakhs Primary students will be covered under Mid-Day-Meal More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal Construction of 10 Kitchen sheds 494 Addl. Class Rooms will be constructed 5 Drinking water facility to schools 209 Girls toilets to schools 370 Boys toilets to schools Construction of 30 New schools buildings (Upper Primary) Construction of 8 new schools buildings (Primary) Under BRGF Project construction of 2 NSB & 5 Girls Hostels will be completed Inservice Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI 	<ul style="list-style-type: none"> Up-gradation of 12 Secondary Schools Up-gradation of 15 Jr. High Schools Sanction of 20 New Set Up Upper Pry. Schools Sanction of 10 New Set Up Primary Schools Sanction of 10 unaided private schools Secondary Schools under ICT programme More than 75 lakhs Primary students will be covered under Mid-Day-Meal More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal Construction of 10 Kitchen sheds Printing of Text Books 452 Addl. Class Rooms will be constructed 5 Drinking water facility to schools 264 Boys toilets to schools 167 Girls toilet to schools Construction of 30 New schools buildings (Upper Primary) Construction of 8 new schools buildings (Primary) Under BRGF Project construction of 2 NSB & 5 Girls Hostels will be completed Inservice Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI

April		May		June	
<ul style="list-style-type: none"> • Completion of teachers' training at District and Sub-divisional level • Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. • 'Nirmal Vidyalaya Abhiyan' will be carried out both in Elementary and Secondary schools across the State. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA • Review of Self Attestation Act • Review of Public Services Act 	<ul style="list-style-type: none"> • Process of evaluation of performance of students • Disposal of Court cases/ hearings/ appeals • Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. • 'Nirmal Vidyalaya Abhiyan' will be carried out both in Elementary and Secondary schools across the State • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 	<ul style="list-style-type: none"> • Process of evaluation of performance of students • Disposal of Court cases/ hearings/ appeals • Pre-service D.EL.Ed training for Primary teachers :- Training of Primary teachers will be continued. • 'Nirmal Vidyalaya Abhiyan' will be carried out both in Elementary and Secondary schools. Holding meetings at state level for monitoring progress of works of BRGF/ Model schools /RMSA/ SSA/ MDM/ Girls Hostels • Felicitation of passed-out meritorious students (Class-X & XII). • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 			
July		August		September	
<ul style="list-style-type: none"> • Up-gradation of 12 Secondary Schools • Up-gradation of 15 Jr. High Schools • Sanction of 20 New Set Up Upper Pry. Schools • Sanction of 10 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal 	<ul style="list-style-type: none"> • Up-gradation of 12 Secondary Schools • Up-gradation of 15 Jr. High Schools • Sanction of 20 New Set Up Upper Pry. Schools • Sanction of 10 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 20 Kitchen sheds 	<ul style="list-style-type: none"> • Up-gradation of 12 Secondary Schools • Up-gradation of 15 Jr. High Schools • Sanction of 20 New Set Up Upper Pry. Schools • Sanction of 5 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal 			

July	August	September
<ul style="list-style-type: none"> • Construction of 30 Kitchen sheds • Library grant to 20 non-science schools • Laboratory grant to 20 science schools • Printing of Text Books • 508 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 264 Boys toilets to schools • 209 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary) • Under BRGF Project construction of 5 Girls Hostels will be completed • In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Preparation of Data Bank for WBES (Inspection) officers • Disposal of Court cases/hearings/appeals • Pre-service D.E.L.Ed training for Primary teachers :- Training of Primary teachers will be continued. • 'Nirmal Vidyalaya Abhiyan' will be carried out. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 	<ul style="list-style-type: none"> • Library grant to 20 non-science schools • Laboratory grant to 20 science schools • Sanction of 2400 additional teachers for Jr. High/Upper Pry (New Set up) schools • Sanction of 1600 additional teachers for upgraded H.S. (old+new) schools • Printing of Text Books • 536 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 423 Boys toilets to schools • 418 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary) • In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Preparation of Data Bank for WBES (Teaching) officers • Disposal of Court cases/hearings/appeals • 'Nirmal Vidyalaya Abhiyan' will be carried out. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA • Review of Self Attestation Act • Review of Public Services Act 	<ul style="list-style-type: none"> • Construction of 20 Kitchen sheds • Library grant to 20 non-science schools • Laboratory grant to 20 science schools • Printing of Text Books • 452 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 634 Boys toilets to schools • 279 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary) • Under BRGF Project construction of 1 NSB will be completed • In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Disposal of Court cases/hearings/appeals • Pre-service D.E.L.Ed training for Primary teachers :- Training of Primary teachers will be continued. • 'Nirmal Vidyalaya Abhiyan' will be carried out. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA

October	November	December
<ul style="list-style-type: none"> • Up-gradation of 12 Secondary Schools • Up-gradation of 10 Jr. High Schools • Sanction of 20 New Set Up Upper Pry. Schools • Sanction of 5 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 10 Kitchen sheds • Library grant to 20 non-science schools • Laboratory grant to 20 science schools • Despatch of Text Books to the districts • 644 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 687 Boys toilets to schools • 488 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary) • Under BRGF Project construction of 1 PTTI & 2 NSB will be completed • Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Holding of district level school games and sports • Disposal of Court cases/ hearings/ appeals • Holding of NTSE Examination • 'Nirmal Vidyalaya Abhiyan' will be carried out both in Elementary and Secondary schools across the State. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Construction of 3 Model schools will be completed. • Taking steps for admission of students from the next academic year. • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 	<ul style="list-style-type: none"> • Up-gradation of 12 Secondary Schools • Up-gradation of 30 Jr. High Schools • Sanction of 20 New Set Up Upper Pry. Schools • Sanction of 5 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 30 Kitchen sheds • Library grant to 20 non-science schools • Laboratory grant to 20 science schools • Despatch of Text Books to the districts • 931 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 392 Boys toilets to schools • 357 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 8 new schools buildings (Primary) • Under BRGF Project construction of 3 NSB will be completed • In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Disposal of Court cases/ hearings/ appeals • Celebration of Education Day-11th Nov • Distribution of Jamini Roy award, Sishu Mitra Vidyalaya Puroskar • Holding of State level School games and sports in different disciplines • Participation in National School Games in different disciplines in different states • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA 	<ul style="list-style-type: none"> • Up-gradation of 24 Secondary Schools • Up-gradation of 30 Jr. High Schools • Sanction of 30 New Set Up Upper Pry. Schools • Sanction of 5 New Set Up Primary Schools • Sanction of 10 unaided private schools • Secondary Schools under ICT programme • More than 75 lakhs Primary students will be covered under Mid-Day-Meal • More than 44 lakhs Upper Primary students will be covered under Mid-Day-Meal • Construction of 30 Kitchen Sheds • Library grant to 30 non-science schools • Laboratory grant to 30 science schools • Distribution of Text Books to the students • 400 Addl. Class Rooms will be constructed • 5 Drinking water facility to schools • 400 Boys toilets to schools • 200 Girls toilet to schools • Construction of 30 New schools buildings (Upper Primary) • Construction of 12 new schools buildings (Primary) • Under BRGF Project construction of 1 PTTI & 2 NSB will be completed • In-service Training of SI/AI/DI/ADI/Directorate and Departmental employees at ATI • Publication of Gradation list of WBES officers (inspection and teaching branch) • Disposal of Court cases/ hearings/ appeals • Madhyamik Exam (RMV) • 'Nirmal Vidyalaya Abhiyan' will be carried out. • Construction of 4 Model schools will be completed. • Holding meetings at state level for monitoring progress of works of BRGF/ Model schools / RMSA/ SSA/ MDM/ Girls Hostels • Visit of monitoring team of SSA to district offices, CLRC, CRC, Schools, and KGBV for inspection of different schemes of SSA • Review of Self Attestation Act • Review of Public Services Act

Department of Science & Technology

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	Targets	Ongoing Research Projects will continue in 2015											
	Total 70 ongoing Research Projects & 25 new Research Projects.	New Research Projects to be taken up :											
	(i) To coordinate with the Universities, Colleges & Research Institutes.												
	(ii) Meetings with the Experts & Evaluation Committee.												
1 Scientific Research Projects		2	3	2	1	1	1	2	2	2	3	3	3
2 WBDST-FIST Programme	A new initiative titled West Bengal DST Fund for Improvement of Science and Technology Infrastructure in higher educational institutions of this State has been started which aims at developing and strengthening science and technology infrastructure and laboratory facilities for the colleges, universities, educational institutions etc. The Scheme will continue for three years.	As per proposals received from interested institutions											

Activities	Targets	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
3 Science Popularization Programmes	Total 20 Nos. for disseminating scientific knowledge in the life of the common people through seminars, workshops, documentary film, publication related to book on rare scientific topic, popular science, magazine etc.	2	1	1	1	1	2	2	1	1	3	3	2
4 Science & Technology Congress		28 th February-1 st March, 2015 at North Bengal University											
5 Science Camp	Total 6 Residential Science Camps for School Children from the Backward & Remote areas of a district.	Nil	1	Nil	Nil	Nil	1	Nil	1	1	Nil	1	1
6 Intellectual Property Facilitation Centre (IPFC)	(i) Deliberation of service, facilitation related to Trademark, Geographical Indication, Patent, Design etc. (ii) Survey of Intellectual Property Right need for MSMEs in district level	As per applications from the Micro, Small & Medium Enterprises											

Patent and Geographical Indication Related activities

Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	(i) 4 nos. Workshop Sensitization/IPR Congress and Outreach activities.	1			1			1			1	
	(ii) Strengthening the existing 5 IPR cell at different Universities with training and other r e f r e s h e r programme and financial grant.	1			1			1			1	
	(iii) IP analysis and publication. Four reports based on recent research activities.	1										1
7 Patent Information Centre (PIC)	(iv) 10-15 Patent Search Facility based on proposals from Universities, grassroot innovators, etc. and facilitate filing											
	(v) Facilitation and protection of Geographical Indications and other forms of IPR viz. Design, Copyright, Trademark etc. based on request/proposals received from various quarters											

As and when proposals received throughout the year

As and when proposals received throughout the year

Geoinformatics and Remote Sensing Cell Activities

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	Ongoing Projects to continue during 2015:											
	(i) Space based Information support for de-centralized planning.											
	(ii) 5 th Minor Irrigation Census with landuse and cadastral input											
	(iii) Rajiv Gandhi National Drinking Water Mission-phase IIIB & IV											
	(iv) State Spatial Data Interface (SSDI)											
	(v) Application of High Resolution Data (World View) on plot -wise vegetables, fruit orchards and crop discrimination.											
	(vi) GIS based Spatial Mapping of Kolkata Police area.											
	(vii) Rural Drinking Water Supply Coverage in West Bengal (Request programme from PHED, GoWB)											
	Ongoing Projects initiated in 2014 or earlier and with project duration of 2/3 years will continue in 2015											
	New projects likely to be taken up as request programs from line departments or sponsored programs of GOI / GoWB.											
8 Geoinformatics & Remote Sensing												

Department of Self Help Group & Self Employment

MONTH		
JANUARY	ACTIVITIES	REMARKS
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 17 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 20 SHGs.	
Training (Vocational Training / Skill Development Training)	10 Training programmes on Poultry Farming, Goat Farming, Vermicompost, Jori Craft, Beauty Care & Tailoring by WBSCL. 4 Training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 Training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Training Cum Marketing Complex / Karmatirtha	Foundation stone laying of one Training cum Marketing Complex (Karmatirtha) for SHGs at Patashpur, Purba Medinipur District.	
Setting up of CFC / Training Institute / Retail Outlet	Up-gradation of one Training Centre in Birbhum in collaboration with Ramakrishna Mission Samaj Sevak Sikshan Mandir, Belur Math, Howrah District.	
Note		
Out of budgetary allocation for Subsidy of SVSKP amounting to Rs. 179.85 crores, so far we have received Rs. 134.88 crores. Plan for the last quarter i.e., from January 2015 to March 2015 is made in anticipation of actual receipt of the balance amount of Rs. 44.97 crores.		

FEBRUARY	ACTIVITIES	REMARKS
Review Meeting	With District SHG & SE Officers and Bankers.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 18 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 15 SHGs.	
Training (Vocational Training / Skill Development Training)	6 training programmes on Poultry Farming, Goat Farming, Beauty Care, Hospitality Management & Unarmed Security Guard by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Training Cum Marketing Complex / Karmatirtha	Foundation stone laying of one Training cum Marketing Complex (Karmatirtha) for SHGs at Dhaluabari, Coochbehar District.	
Note		
Out of budgetary allocation for Subsidy of SVSKP amounting to Rs. 179.85 crores, so far we have received Rs. 134.88 crores. Plan for the last quarter i.e., from January 2015 to March 2015 is made in anticipation of actual receipt of the balance amount of Rs. 44.97 crores.		

MARCH	ACTIVITIES	REMARKS
Monitoring Meeting	Departmental monitoring meeting regarding performance on administrative calendar.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 19 crore.	
WBSSP	Release of Interest Subsidy to 20000 SHGs amounting to Rs. 3 crore.	
Muktidhara	Training of 15 SHGs. Extension of "Muktidhara" in two Blocks of Purulia District.	
Training (Vocational Training / Skill Development Training)	4 training programmes on Poultry Farming, Tailoring, Beauty Care & Marketing Associate by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Training Cum Marketing Complex / Karmatirtha	Foundation stone laying of one Training cum Marketing Complex (Karmatirtha) for SHGs in Nadia District.	
Setting up of CFC / Training Institute / Retail Outlet	Setting-up of one Training Cum Production Centre on 'Kitchen Garden' in collaboration with Ramakrishna Math, Naora, South 24 Pgs. District.	
Setting up of Zonal Office	Setting-up of one Zonal Office at Murshidabad District.	

Note

Out of budgetary allocation for Subsidy of SVSKP amounting to Rs. 179.85 crores, so far we have received Rs. 134.88 crores. Plan for the last quarter i.e., from January 2015 to March 2015 is made in anticipation of actual receipt of the balance amount of Rs. 44.97 crores.

APRIL	ACTIVITIES	REMARKS
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 16 crore.	
WBSSP	Release of Interest Subsidy to 20000 SHGs amounting to Rs. 3 crore.	
Muktidhara	Training of 15 SHGs.	
Training (Vocational Training / Skill Development Training)	6 training programmes on Goatery, Beauty Care & Unarmed Security Guard by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Training Cum Marketing Complex / Karmatirtha	Foundation stone laying of one Training cum Marketing Complex (Karmatirtha) for SHGs in Nadia District.	

MAY	ACTIVITIES	REMARKS
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 17 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Training of 15 SHGs.	

MAY	ACTIVITIES	REMARKS
Training (Vocational Training / Skill Development Training)	6 training programmes on Poultry Farming, Tailoring, Computer Application & Tailoring by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Training Cum Marketing Complex / Karmatirtha	Foundation stone laying of one Training cum Marketing Complex (Karmatirtha) for SHGs in South 24 Parganas District.	
Setting up of CFC / Training Institute / Retail Outlet	Setting-up of one Training Centre at Bamangola Block, Malda with the assistance of District SHG & SE Office, Malda District.	

JUNE	ACTIVITIES	REMARKS
Review Meeting	With District SHG & SE Officers and Bankers	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 17 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 15 SGHs.	
Training (Vocational Training / Skill Development Training)	6 training programmes on Tailoring, Poultry Farming & Food Processing by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	

JULY	ACTIVITIES	REMARKS
Monitoring Meeting	Departmental monitoring meeting regarding performance on administrative calendar.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 17 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 15 SGHs.	
Training (Vocational Training / Skill Development Training)	4 training programmes on Computer Application, Poultry Farming & Tailoring by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Setting up of CFC / Training Institute / Retail Outlet	Setting-up of one Training Institute Cum Retail Outlet in collaboration with Ramakrishna Math, Baghbazar, Kolkata.	
Setting up of Zonal Office	Setting-up of one Zonal Office at Darjeeling District.	

AUGUST	ACTIVITIES	REMARKS
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 17 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Training of 20 SHGs.	
Training (Vocational Training / Skill Development Training)	8 training programmes on Zari Craft, Computer Application, Goat Farming & Tailoring by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Seminars/ Awareness Camp	Seminar on Sales & Marketing for the SHG members in 2 nos. of Blocks, each of Alipurduar, Burdwan, Coochbehar & Darjeeling.	

SEPTEMBER	ACTIVITIES	REMARKS
Review Meeting	With District SHG & SE Officers and Bankers.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 12 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Training of 10 SHGs.	
Training (Vocational Training / Skill Development Training)	8 training programmes on Tailoring, Poultry Farming & Computer Application by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Setting up of CFC / Training Institute / Marketing Outlet	Setting-up of one Common Facility Centre Cum Retail Outlet at Kakdwip, South 24 Pgs. with the assistance of District SHG&SE Office, South 24 Pgs. District.	

OCTOBER	ACTIVITIES	REMARKS
Monitoring Meeting	Departmental monitoring meeting regarding performance on administrative calendar.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 10 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Training of 20 SHGs.	
Training (Vocational Training / Skill Development Training)	4 training programmes on Tailoring, Gaotery & Computer Application by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	

NOVEMBER	ACTIVITIES	REMARKS
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 10 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 20 SHGs.	
Fairs & Exhibitions	a) Participation in IITF'2015 at New Delhi. b) Organising District Level Sabala Mela - 2015 in 10 Districts of West Bengal.	
Training (Vocational Training / Skill Development Training)	10 training programmes on Computer Application, Jori Work, Poultry Farming, Tailoring, Floriculture & Vermicompost Production by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	
Setting up of CFC / Training Institute / Retail Outlet	Setting-up of one Training Centre in Collaboration with Ramakrishna Mission, Nivedita Educational & Cultural Centre, Darjeeling District.	

DECEMBER	ACTIVITIES	REMARKS
Review Meeting	With District SHG & SE Officers and Bankers.	
Monitoring Meeting	Departmental monitoring meeting regarding performance on administrative calendar.	
SVSKP	Release of Govt. subsidy under SVSKP amounting to Rs. 10 crore.	
WBSSP	Release of Interest Subsidy to 6000 SHGs amounting to Rs. 1 crore.	
Muktidhara	Credit linkage of 20 SHGs.	
Fairs & Exhibitions	a) Organising District Level Sabala Mela - 2015 in 9 Districts of West Bengal. b) Organizing State Level Sabala Mela-2015. c) Participation in State Level SARAS Mela - 2015. d) Participation in Industrial India Trade Fair at Kolkata. e) Participation in India International Mega Trade Fair at Science City Complex.	
Training (Vocational Training / Skill Development Training)	10 training programmes on Tailoring, Goatery & Computer Application by WBSCL. 4 training programmes in Jungle Mahal Areas will be conducted by the SSEUY, WB. 1 training programme in areas other than Jungle Mahal will be conducted by the SSEUY, WB.	

Note

* SSEUY, WB: Society for Self Employment of Unemployed Youth, West Bengal.* WBSCL: West Bengal Swarojgar Corporation Limited.

Department of Sports

January	
1.	Distribution of Club grant.
2.	Felicitation of eminent Sports persons.
3.	Participation in National Level RGKA Competition.
4.	Painting of Balurghat District Level Stadium.
5.	Preparation for participation in National Games.
6.	Meeting / VC with DMs / DYOs.
7.	Meeting with State Level Sports Association.
8.	Publication of draft gradation list for all ex-cadre employees.

February	
1.	Completion of repair & renovation of eastern ground at Chinsura.
2.	Selection of trainees for Jhargram Sports Academy.
3.	Commencement of non-residential coaching camp in various disciplines in all districts.
4.	Commencement of 1 st phase of construction of office of the North Bengal Board for Development of Sports & Games.
5.	Administrative approval for sanction of grant for construction of swimming pool at Baruipur.
6.	Participation in National Level RGKA Competition.
7.	Distribution of stipend to needy sports persons.
8.	Publication of final gradation list for all ex-cadre employees as on 01/01/2015.

March	
1.	Completion of 1 st phase of construction of sports academy at Khatra.
2.	Painting of Malda DSA Stadium.
3.	Completion of development of Nabadwip stadium ground.
4.	Construction of mini-indoor stadium at Purulia.
5.	Placement of man power at Jhargram sports academy.
6.	Commencement of upgradation of Buniadpur Stadium.
7.	Finalization of future plan for upgradation/renovation of Netaji Indoor Stadium (NIS), Vivekananda Yuba Bharati Krirangan (VYBK) and Rabindra Sarovar Stadium (RSS) through PPP model.
8.	Commencement of work at Canning Swimming Pool.

April	
1.	Operationalisation of Jhargram Sports Academy.
2.	Operationalization of swimming academy at Beliaghata Subhas Sarovar.
3.	Completion of Stadium at Bhatar.
4.	Repair & renovation of Aurobindo stadium at Contai.
5.	Development of play ground at Egra Municipality.
6.	Painting of Raiganj Stadium.
7.	Administrative approval for upgradation of Bolpur Stadium.
8.	Administrative approval of upgradation of Lake Town swimming pool.

May	
1.	Commencement of reconstruction of play ground at VYBK.
2.	Administrative approval and financial sanction for additional bucket seats of VYBK.
3.	Completion of installation of new fire fighting system at NIS Stadium.
4.	Preparation of evacuation plan at VYBK.
5.	Commencement of new round of non-residential coaching camps in the district.
6.	Commencement of construction of Memary Stadium.
7.	Start of work of swimming pool at Baruipur.
8.	Administrative approval and sanction of grant for renovation of Kalna Aghore Nath Park Stadium.
9.	VC / Meeting with DMs & DYOs.

June	
1.	Completion of Renovation of Spandan Sports ground at Burdwan.
2.	Completion of Upgradation of Suri Stadium.
3.	Completion of 1 st phase of upgradation of Uluberia stadium.
4.	Completion of repair of Satya Chawdhuri Indoor Stadium at English Bazaar.
5.	Administrative approval and sanction of grant for renovation of Shantipur stadium.
6.	Completion of Construction of Swimming Pool at Udayani Bayam Samity.

July

1. Administrative sanction for flood lights at RSS.
2. Completion of upgradation of Subhas Sarovar Swimming Pool.
3. Administrative approval and sanction of grant for construction of stadium at Mograh, (Hooghly Distt.) and Islampur.
4. Construction of spectators gallery of Ranaghat Stadium.
5. Construction of club house and Gallery at Bibhuti Club at Birnagar.
6. Meeting / VC with DMs / DYOs.

August

1. Repair of cantilever roof of VYBK.
2. Completion of ground development work of Kishore Bharati Stadium.
3. Selection of trainees of sports academy at Purulia.
4. Holding block level RGKA competition.
5. Meeting with State Level Sports Association.

September

1. Operationalization of sports academy at Purulia.
2. Completion of 1st phase of sports academy at Khatra.
3. Completion of overhauling of plumbing & drainage system at VYBK.
4. Completion of Nayagram stadium.
5. Administrative approval and sanction of fund for extension of gallery at Kalyani Stadium.

October

1. Holding District Level Competition under RGKA.
2. Completion of ground development of VYBK.
3. Completion of preparation of practice ground at VYBK.
4. Commencement of upgradation work of Lake Town swimming pool.
5. Meeting / VC with DMs / DYOs.

November

1. Completion of installation of bucket seat at VYBK.
2. Commencement of painting of VYBK.
3. Holding State Level Competition under RGKA.
4. Conferment of Khel Samman award.
5. Distribution of Club grant.

December

1. Completion of upgradation of Balurghat Indoor Stadium.
2. Completion of 1st phase of construction of swimming pool at Canning.
3. Holding Camps for National Games , National RGKA Sports.

Department of Statistics and Programme Implementation

Sl. No.	Activity	January	February	March
		A. Activities under Rules of Business		
1.	Estimation of State Domestic Product (SDP)	Compilation & Validation of 3rd quarter, 2014-15 and Release of Annual Report on SDP, 2013-14	Release of Advance Estimate 2014-15 & 3rd quarter, 2014-15	Compilation & Validation of 4th quarter, 2014-15
2.	Estimation of Index of Industrial Production (IIP) and Consumer Price Index (CPI)	Release of Report November, 2014	Release of Report December, 2014	Release of Report January, 2015
3.	Publication of Economic Review, 2014-15		Publication of Economic Review, 2014-15	
4.	Publication of State Statistical Handbook, 2014	Collection	Collection	Collection
5.	Publication of Statistical Abstract, 2013	Compilation	Compilation	Compilation
6.	Publication of District Statistical Handbook, 2014	Collection & Compilation	Collection & Compilation	Collection & Compilation
7.	Estimation of Gross Fixed Capital Formation (GFCF), Public Sector	Compilation & Validation of 2014-15	Compilation & Validation of 2014-15	Compilation & Validation of 2014-15
8.	Conducting Annual Survey of Industries (ASI)	Data Entry of 2012-13	Scrutiny & Compilation of 2012-13	Compilation & Validation of 2012-13
9.	Estimation of Production and Yield Rate of 19 Major Insured Crops	Field work of Rabi Crops & compilation of winter crops	Field work of Rabi Crops & compilation of winter crops	Field work of Rabi Crops & compilation of winter crops
10.	Conducting National Sample Survey (NSS)	Field work of 3 rd SR of 72 nd round	Field work of 3 rd SR of 72 nd round	Field work of 3 rd SR of 72 nd round
11.	Publication of Municipal Statistics, 2013-14	Collection & Compilation	Collection & Compilation	Collection & Compilation
12.	Production of Progress Reports of schemes under Twenty Point Programme (TPP)	Transmission of Quarterly Performance Report to MoSPI, Govt. of India	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.
13.	Departmental intervention based on District Level Monitoring Committee (DLMC) Reports	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention

Sl. No.	Activity	January	February	March
		14.	Budget Analysis	Release of Report 2014-15
15.	Collection of Staff Census Records (State Govt. Employees), 2014-15	Form distribution	Collection & Coding	Collection, Coding, Compilation & Entry
B. ACTIVITIES UNDER GOVT. OF INDIA SCHEMES				
1.	Conduct of 6th Economic Census	Schedule 6A, 6B & 6C compilation & validation	Schedule 6A, 6B & 6C compilation & validation	Schedule 6A, 6B & 6C compilation & validation
2.	Activities under 13th Finance Commission Grants-in-Aid			
a.	Software Systems Design & Development	STQC Audit for IIP, UAT of CCE	GO-LIVE for IIP, STQC for CCE	GO-LIVE for CCE, Software Dev. of Staff Census
b.	Collection of Local Bodies Accounts	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
3.	WB State Strategic Statistical Plan			
a.	Publication of Labour and Employment Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
b.	Publication of Education and Literacy Statistics, 2014-15	Preparation of Draft Report, 2013-14	Draft Report finalization, 2013-14	Publication of Report, 2013-14
c.	Publication of Housing Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
d.	Publication of Water Supply and Sanitation Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
e.	Publication of Electricity Production and Distribution Statistics, 2014.	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
f.	Environment and Forestry Statistics, 2014-15	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
4.	Urban Statistics for HR & Assessment (USHA)	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India
C. ACTIVITIES UNDER STATE GOVT. SCHEMES				
1.	State Plan			

Sl. No.	Activity	January	February	March
		a.	Construction of District Statistical Office in Districts	Work is in progress in Burdwan, South 24 Pgs., North 24 Pgs., Birbhum, D.Dinajpur, Bankura, Paschim Medinipore & Howrah
b.	Installation of LAN & EPABX	Installation is in progress in all the districts		
c.	Infrastructural development at HQ	Construction works is in progress for Conference Hall and Library		Construction of Library will be completed
d.	Conduct of training & workshops		Computer Training of 20 officials	
D. REVIEW ACTIVITIES				
1.	Review Meetings at Departmental/Directorate level	Review meeting with District & Headquarter officers at Dept.		
2.	District Tours by Hon'ble MIC/Pr. Secy/Deptt. or Dte. Officers	Two districts will be visited	Two districts will be visited	Two districts will be visited
3.	Review of progress of activities detailed in Administrative Calender, 2015 at Departmental level	Yearly meeting will be held by 10th 2015, to review the activities of 2014	Monthly review of works by 10th February, to review the activities of January	Monthly review of works by 10th March, to review the activities of February
Sl. No.	Activity	April	May	June
A Activities under Rules of Business				
1.	Estimation of State Domestic Product (SDP)	Compilation & Validation of 4th quarter, 2014-15	Release of SDP Estimate 2014-15 4th quarter	Compilation & Validation of 1st quarter, 2015-16
2.	Estimation of Index of Industrial Production (IIP) and Consumer Price Index (CPI)	Release of Report February, 2015	Release of Report March, 2015	Release of Report April, 2015
3.	Publication of Economic Review, 2014-15			
4.	Publication of State Statistical Handbook, 2014	Collection	Collection	Collection
5.	Publication of Statistical Abstract, 2013	Compilation	Preparation of Draft Report	Finalization of Report
6.	Publication of District Statistical Handbook, 2014	Collection & Compilation	Collection & Compilation	Collection & Compilation
7.	Estimation of Gross Fixed Capital Formation (GFCF), Public Sector	Release of Report 2014-15	Collection & Compilation of 2015-16	Collection & Compilation of 2015-16
8.	Conducting Annual Survey of Industries (ASI)	Compilation & Validation of 2012-13	Compilation & Validation of 2012-13	Compilation & Validation of 2012-13

Sl. No.	Activity	April	May	June
		9.	Estimation of Production and Yield Rate of 19 Major Insured Crops	Field work of Rabi crops & submission of Final estimates to Agri. Dept. for Bhadui & Winter Crops
10.	Conducting National Sample Survey (NSS)	Field work of 4 th SR of 72 nd round	Field work of 4 th SR of 72 nd round.	Completion of field work of 72 nd round. Finalization of Draft report on "Drinking Water, Sanitation, Housing condition 2012" of 69 th round.
11.	Publication of Municipal Statistics, 2013-14	Collection & Compilation	Collection & Compilation	Collection & Compilation
12.	Production of Progress Reports of schemes under Twenty Point Programme (TPP)	Transmission of Quarterly Performance Report to MoSPI, Govt. of India	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.	Collection of Monthly Progress Report(MPR) from districts/ departments; Compilation of data and analysis of performance.
13.	Departmental intervention based on District Level Monitoring Committee (DLMC) Reports	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention
14.	Budget Analysis	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16
15.	Collection of Staff Census Records (State Govt. Employees), 2014-15	Collection, Coding, Compilation & Entry	Collection, Coding, Compilation & Entry	Collection, Coding, Compilation, Entry & Validation
B. ACTIVITIES UNDER GOVT. OF INDIA SCHEMES				
1.	Conduct of 6th Economic Census	Schedule 6A, 6B & 6C compilation & validation	Schedule 6A, 6B & 6C compilation & validation	Table generation
2.	Activities under 13th Finance Commission Grants-in-Aid			

Sl. No.	Activity	April	May	June
		a.	Software Systems Design & Development	Software Dev. of Staff Census & TPP
b.	Collection of Local Bodies Accounts	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
3.	WB State Strategic Statistical Plan			
a.	Publication of Labour and Employment Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
b.	Publication of Education and Literacy Statistics, 2014-15	Collection & Compilation of data, 2014-15	Collection & Compilation of data, 2014-15	Collection & Compilation of data, 2014-15
c.	Publication of Housing Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
d.	Publication of Water Supply and Sanitation Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
e.	Publication of Electricity Production and Distribution Statistics, 2014.	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
	Environment and Forestry Statistics, 2014-15	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
4.	Urban Statistics for HR & Assessment (USHA)	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India
C. ACTIVITIES UNDER STATE GOVT. SCHEMES				
1.	State Plan			
a.	Construction of District Statistical Office in Districts			
b.	Installation of LAN & EPABX			Installation will be completed
c.	Infrastructural development at HQ	Construction of Conference Hall will be completed		
d.	Conduct of training & workshops	Computer Training of 20 officials		Computer Training of 20 officials
D. REVIEW ACTIVITIES				
1.	Review Meetings at Departmental/Directorate level	Review meeting with District & Headquarter officers at Dept.		

Sl. No.	Activity	April	May	June
		2.	District Tours by Hon'ble MIC/Pr. Secy/Deptt. or Dte. Officers	Two districts will be visited
3.	Review of progress of activities detailed in Administrative Calender, 2015 at Departmental level	Monthly review of works by 10th April, to review the activities of March	Monthly review of works by 10th May, to review the activities of April	Monthly review of works by 10th June, to review the activities of May
Sl. No.	Activity	July	August	September
		A. Activities under Rules of Business		
1.	Estimation of State Domestic Product (SDP)	Compilation & Validation of 1st quarter, 2015-16	Release of SDP Estimate 1st quarter, 2015-16	Compilation & Validation of 2nd quarter, 2015-16
2.	Estimation of Index of Industrial Production (IIP) and Consumer Price Index (CPI)	Release of Report May, 2015	Release of Report June, 2015	Release of Report July, 2015
3.	Publication of Economic Review, 2014-15			
4.	Publication of State Statistical Handbook, 2014	Collection	Validation & compilation	Validation & compilation
5.	Publication of Statistical Abstract, 2013	Collection for 2014	Release of Report, 2013 and Collection for 2014	Collection for 2014
6.	Publication of District Statistical Handbook, 2014	Collection & Compilation	Collection & Compilation	Collection & Compilation
7.	Estimation of Gross Fixed Capital Formation (GFCF), Public Sector	Collection & Compilation of 2015-16	Collection & Compilation of 2015-16	Collection & Compilation of 2015-16
8.	Conducting Annual Survey of Industries (ASI)	Table generation of 2012-13	Table generation of 2012-13	Table generation of 2012-13
9.	Estimation of Production and Yield Rate of 19 Major Insured Crops	Field work of Bhadui Crops & compilation of Rabi & Summer crops	Field work of Bhadui crops; Compilation of Summer crops & submission of Final estimates to Agri. Dept. for Rabi Crops	Field work of Bhadui crops & Compilation of Summer Crops
10.	Conducting National Sample Survey (NSS)	Field work of 73rd round. Finalization of Draft Report on "Particulars of Slums in West Bengal 2012" of 69th round.	Field work of 73rd round. Draft Report of "Unincorporated Non-agricultural Enterprises (Excl. Construction), 2011-12" of 67th round.	Field work of 73rd round & Publication of report on "Drinking Water, Sanitation, Housing condition 2012" of 69th round.

Sl. No.	Activity	July	August	September
		11.	Publication of Municipal Statistics, 2013-14	Collection & Compilation
12.	Production of Progress Reports of schemes under Twenty Point Programme (TPP)	Transmission of Quarterly Performance Report to MoSPI, Govt. of India	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.	Collection of Monthly Progress Report(MPR) from districts/ departments; Compilation of data and analysis of performance.
13.	Departmental intervention based on District Level Monitoring Committee (DLMC) Reports	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention
14.	Budget Analysis	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16
15.	Collection of Staff Census Records (State Govt. Employees), 2014-15	Collection, Coding, Compilation, Entry & Validation	Collection, Coding, Compilation, Entry & Validation	Draft Report Preparation
B. ACTIVITIES UNDER GOVT. OF INDIA SCHEMES				
1.	Conduct of 6th Economic Census	Table generation	Table generation	Preparation of State Level Draft Report
2.	Activities under 13th Finance Commission Grants-in-Aid			
a.	Software Systems Design & Development	Software Dev. of CPI & SDP, STQC for TPP	UAT of CPI & SDP,GO-LIVE of Staff Census & TPP	STQC for CPI & SDP, Software Dev. of ASI
b.	Collection of Local Bodies Accounts	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
3.	WB State Strategic Statistical Plan			
a.	Publication of Labour and Employment Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
b.	Publication of Education and Literacy Statistics, 2014-15	Collection & Compilation of data, 2014-15	Collection & Compilation of data, 2014-15	Collection & Compilation of data, 2014-15

Sl. No.	Activity	July	August	September
		c.	Publication of Housing Statistics, 2014	Collection & Compilation of data
d.	Publication of Water Supply and Sanitation Statistics, 2014	Collection & Compilation of data	Collection & Compila-tion of data	Preparation of Draft Report
e.	Publication of Electricity Production and Distribution Statistics, 2014.	Collection & Compilation of data	Collection & Compila-tion of data	Preparation of Draft Report
f.	Environment and Forestry Statistics, 2014-15	Collection & Compilation of data	Collection & Compila-tion of data	Preparation of Draft Report
4.	Urban Statistics for HR & Assessment (USHA)	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India
C. ACTIVITIES UNDER STATE GOVT. SCHEMES				
1.	State Plan			
a.	Construction of District Statistical Office in Districts			
b.	Installation of LAN & EPABX			
c.	Infrastructural development at HQ			
d.	Conduct of training & workshops		Computer Training of 20 officials	
D. REVIEW ACTIVITIES				
1.	Review Meetings at Departmental/Directorate level	Review meeting with District & Headquarter officers at Dept.		
2.	District Tours by Hon'ble MIC/Pr. Secy/Deptt. or Dte. Officers	Two districts will be visited	Two districts will be visited	Two districts will be visited
3.	Review of progress of activities detailed in Administrative Calender, 2015 at Departmental level	Monthly review of works by 10th July, to review the activities of June	Monthly review of works by 10th August, to review the activities of July	Monthly review of works by 10th September, to review the activities of August
Sl. No.	Activity	October	November	December
		A. Activities under Rules of Business		
1.	Estimation of State Domestic Product (SDP)	Compilation & Validation of 2nd quarter, 2015-16	Release of SDP Estimate 2nd quarter, 2015-16	Compilation & Validation of 3rd quarter, 2015-16
2.	Estimation of Index of Industrial Production (IIP) and Consumer Price Index (CPI)	Release of Report August, 2015	Release of Report September, 2015	Release of Report October, 2015

Sl. No.	Activity	October	November	December
		3.	Publication of Economic Review, 2014-15	
4.	Publication of State Statistical Handbook, 2014	Validation & compilation	Draft Report preparation	Publication of Report
5.	Publication of Statistical Abstract, 2013	Collection for 2014	Collection for 2014	Collection for 2014
6.	Publication of District Statistical Handbook, 2014	Collection & Compilation	Collection & Compilation	Report will be published for all districts
7.	Estimation of Gross Fixed Capital Formation (GFCF), Public Sector	Collection & Compilation of 2015-16	Collection & Compilation of 2015-16	Collection & Compilation of 2015-16
8.	Conducting Annual Survey of Industries (ASI)	Table generation of 2012-13	Publication of Report, 2012-13	Compilation & Validation of 2013-14
9.	Estimation of Production and Yield Rate of 19 Major Insured Crops	Field work of Bhadui crops & Submission of Final estimate to Agri. Dept. of Summer crops.	Field work of Winter crops & Compilation of Bhadui Crops	Field work of Winter crops & Compilation of Bhadui Crops
10.	Conducting National Sample Survey (NSS)	Field work of 73rd round & Publication of Report on "Particulars of Slums in West Bengal 2012" of 69th round	Field work of 73rd round & Publication of Report of "Unincorporated Non-agricultural Enterprises (Excl. Construction), 2011-12" of 67th round.	Field work of 73rd round
11.	Publication of Municipal Statistics, 2013-14	Publication of Report	Collection & Compilation	Collection & Compilation
12.	Production of Progress Reports of schemes under Twenty Point Programme (TPP)	Transmission of Quarterly Performance Report to MoSPI, Govt. of India	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.	Collection of Monthly Progress Report (MPR) from districts/ departments; Compilation of data and analysis of performance.
13.	Departmental intervention based on District Level Monitoring Committee (DLMC) Reports	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention	Collection of Monthly Resolution Report from districts and taking up issues with concerned department, which require State Level Intervention
14.	Budget Analysis	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16	Compilation & Validation of 2015-16

Sl. No.	Activity	October	November	December
		15.	Collection of Staff Census Records (State Govt. Employees), 2014-15	Publication of Report
B. ACTIVITIES UNDER GOVT. OF INDIA SCHEMES				
1.	Conduct of 6th Economic Census	Preparation of State Level Draft Report	Finalization of State Level Report	Publication of State Level Report Report
2.	Activities under 13th Finance Commission Grants-in-Aid			
a.	Software Systems Design & Development	Software Dev. of ASI, GO-LIVE of CPI & SDP,	UAT of ASI, Software Dev. of SESO	STQC of ASI, Software Dev. of SESO
b.	Collection of Local Bodies Accounts	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data
3.	WB State Strategic Statistical Plan			
a.	Publication of Labour and Employment Statistics, 2014	Collection & Compilation of data	Collection & Compilation of data	Publication of Report
b.	Publication of Education and Literacy Statistics, 2014-15	Data validation & table generation	Data validation & table generation	Data validation & table generation
c.	Publication of Housing Statistics, 2014	Preparation of Draft Report	Draft Report finalization	Publication of Report
d.	Publication of Water Supply and Sanitation Statistics, 2014	Preparation of Draft Report	Draft Report finalization	Publication of Report
e.	Publication of Electricity Production and Distribution Statistics, 2014.	Preparation of Draft Report	Draft Report finalization	Publication of Report
f.	Environment and Forestry Statistics, 2014-15	Preparation of Draft Report	Draft Report finalization	Publication of Report
4.	Urban Statistics for HR & Assessment (USHA)	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India	Collection & Compilation of data and transmission to NBO, Govt. of India
C. ACTIVITIES UNDER STATE GOVT. SCHEMES				
1.	State Plan			
a.	Construction of District Statistical Office in Districts			
b.	Installation of LAN & EPABX			
c.	Infrastructural development at HQ			
d.	Conduct of training & workshops	Computer Training of 20 officials		Computer Training of 20 officials

Sl. No.	Activity			
		October	November	December
D. REVIEW ACTIVITIES				
1.	Review Meetings at Departmental Directorate level	Review meeting with District & Headquarter officers at Dept.		
2.	District Tours by Hon'ble MIC/Pr. Secy/Deptt. or Dte. Officers	Two districts will be visited		
3.	Review of progress of activities detailed in Administrative Calender, 2015 at Departmental level	Monthly review of works by 10th October, to review the activities of September	Monthly review of works by 10th November, to review the activities of October	Monthly review of works by 10th December, to review the activities of November

Department of Sundarban Affairs

Targets in Administrative Calendar from January, 2015 to December, 2015 Target as per Administrative Calendar

Sl. No.	Particulars	Unit (K.m./ Nos. Ha.)	January	February	March	April	May	June	July	August	September	October	November	December	Ccumulative upto December, 2015	Remarks
1	Review Meeting	Nos.	1	1	1	1	1	1	1	1	1	1	1	1	12	
2	District Tours by Ministers/ Secretaries/ Other Senior Officers		1	3	1	3	1	3	1	3	1	3	3	3	26	

Infrastructural Development :

3	Brick Paved Road	K.m.	32.05	58.13	110.71	31.52	38.30	26.91	4.91	3.65	2.59	9.57	31.01	38.91	388.26	
4	Cement Concrete Road		1.76	3.55	8.65	3.55	4.20	2.44	1.26	0.76	1.80	2.80	5.14	5.80	41.71	
5	Bituminous Road		0.80	0.90	3.90	2.80	4.19	3.93	0.40	0.40	0.30	3.65	5.45	5.61	32.33	
6	R.C.C. Jetty (Spillover from 2014)	Nos.	1												1	1 Jetty spillover from 2014 will be completed

Sl. No.	Particulars	Unit (K.m./ Nos. Ha.)	January	February	March	April	May	June	July	August	September	October	November	December	cumulative upto December, 2015	Remarks
																in January, 2015
	R.C.C. Jetty (New Schemes)		4	2	3	2	4	3	1	2	1	1	4	4	31	
7	Bridge (Spill over)								1						1	1 Bridge Spillover from 2014 will be completed in July, 2015
	Bridge (New Schemes)		3	3	1										7	Works will commence in the respective month
	Bridge (New Schemes for (2015 - 16)														5	DPR being prepared by HRBC. List of Bridges enclosed in Annexure-A
8	Culvert					1						1	1	1	4	
Agricultural Input (No. of Beneficiary)																
9	Distribution of Hand Sprayer		5000	5000	5000										15000	

Sl. No.	Particulars (Ha.)	Unit (K.m./Nos.)	January	February	March	April	May	June	July	August	September	October	November	December	cumulative upto December, 2015	Remarks
10	Distribution of Elephant Foot Yam		3500	5000											8500	
11	Distribution of Paddy Thresher		1000	500	500										2000	
12	Distribution of Oil Seeds Bigha (Sunflower)	Per Bigha											2000	8000	10000	
13	Distribution of Oil Seeds (Til)		3000	2000											5000	
14	Distribution of Pulse (Moong)		8000	3000											11000	
15	Distribution of Vegetable Seeds									1000	1000				2000	
16	Distribution of Boro Paddy Seeds											8500	3500		12000	
17	Agril. Inputs assistance to Betel Vine Farmers	Nos.	500	500							250	250	250	250	2000	

Sl. No.	Particulars	Unit (K.m./ Nos. Ha.)	January	February	March	April	May	June	July	August	September	October	November	December	cumulative upto December, 2015	Remarks
18	Training on integrated Farming		200	200	200	200	200	200							1200	
19	Other Activities															
a	Distribution of Ladies' Bicycles						5000	5000	5000	5000	5000	5000	3000		33000	
b	Awareness Programme													Sundarban Divas, 2015 on 11/12/15		Sundarban Divas is an IEC Programme of the S.A. Department, observed in December every year
Fisheries (No. of Beneficiary)																
20	Distribution of Fish Feed & Lime (Spillover from 2014)	Nos.	2000	2000	1000				Market survey of the rates of fisheries inputs and preparing/ submission of new proposals to the Sundarban Affairs Department						5000	
	Distribution of Fish Feed & Lime (New Schemes)									1500	1500	1500	1500		7500	Will commence from August, 2015
21	Training Programme		175	700	350	75	300	175							1775	Spillover programme

Sl. No.	Particulars (Ha.)	Unit (K.m./Nos.)	January	February	March	April	May	June	July	August	September	October	November	December	cumulative upto December, 2015	Remarks
	(Spillover from 2014)															from 2014 will be completed by June, 2015
	Training Programme (New Schemes)								Preparation of new proposals and submission to the S.A. Department	250	250	250	250	250	1250	Will commence from August, 2015
22	Brackish Water Culture (Spillover from 2014)	12 Ha. Cultivation throughout the whole year		60000	60000	60000	60000	60000	50000						350000	Tiger Prawns Seeds will be released in the respective months, to be completed in July, 2015
23	Brackish Water Culture (New Schemes)								Preparation of new proposals and submission	50000	40000	40000			130000	The ponds will dry up in phases

ANNEXURE – A

LIST OF PROPOSED 5 (FIVE) NOS. OF BRIDGES TO BE TAKEN UP DURING 2015 – 2016 BY THE SUNDARBAN AFFAIRS DEPARTMENT

A. Names of Bridge and their connecting Blocks:

1. Construction of R.C.C. Bridge at Mandirghat over River Gobadia connecting Durbachati Gram Panchayat of Patharpratima Block and Ramgopalpur Gram Panchayat in Kakdwip Block under South 24 – Parganas.
2. Construction of R.C.C. Bridge at Nebukhali over River Kalindi in Gram Panchayat Dulduli of Hingalganj Block under North 24 – Parganas.
3. Construction of R.C.C. Bridge at Nazrul Setu over Gundakata Khal connecting Rabindra Gram Panchayat of Kakdwip Block and Purnachandrapur – Srinarayanpur Gram Panchayat of Patharpratima Block under South 24 – Parganas.
4. Construction of R.C.C. Bridge over Hrod Bill Canal in Murarisha Gram Panchayat of Hasnabad Block under North 24 – Parganas.
5. Construction of R.C.C. Bridge over Gomti River near Hemnagar Coastal Police Station in Jogesganj Gram Panchayat of Hingalganj Block under North 24 – Parganas.

B. Approximate Cost of 5 Bridges – Rs. 65 Crore (Rupees Sixty Five Crore)

- C. **Funding** – Schemes for construction of the above mentioned five Bridges have been taken into consideration in anticipation of approval of proposed allocation of **Rs. 350 Crore** (Core Plan – Rs. 270 Crore + R.I.D.F. – Rs. 80 Crore) submitted by the Sundarban Affairs Department to the Finance Department for the Fiscal Year, 2015 – 2016.

Department of Technical Education & Training

Implementation Timeline	Sl No.	Events	Implementation Cell
January - March	1	Policy Announcement for upcoming ITIs in PPP mode of the state	DIT
	2	Signing of MoU with NSDC	DIT
	3	Adoption of New ITIs by NSDC throughout the year	DIT
	4	New ITIs to be adopted in State PPP mode throughout the year	DIT
	5	Initiation of MES Course in 46 new ITIs - Finalization of VTP through RFP	DIT & SSDIS
	6	Take over 65 new ITIs (within the year)	DIT
	7	Reorganize schedules for ITIs and introduce MES classes in 2nd half	DIT
	8	PBSSD - RFP for registration of VTPs	DIT
	9	PBSSD - Registration as Assessing Body	DIT
	10	RPL - Direct Assessment - Start for Gems and Jewellery and Plumbing Sectors	
	11	Re - registration of VTPs under SSDID	DIT & SSDIS
	12	Skill Development Initiative (Non-Institutional)[Vocational-150000, MES-55000, Raymonds - 680, ASSOCHAM(Gem & Jewellery) -1000,Berger-5000, CAPSI - 10,000 and newer sectors from time to time] (Yearly - 2,30,000)	SSDIS, DVET, WBSCVE&T
	13	Takeover 04 Polytechnics of the state	DTET
	14	Finalizee - learning interventions	DTET
	15	Completion of 1st phase of e-Yantra programme	DTET
	16	Setting up of 100 Advance VTCs	DVET & WBSCVET
	17	Operation of 20 new Skill Training Centers (STCs) & continuation of 50 Old Skill Training Centers (STCs) under Handloom Circuit Development Scheme.	DVET & WBHDEPS
	18	Upscaling of 1000 existing VTCs	DVET & WBSCVET
	19	Sensitisation Programme in GRIPS	All Dtes.
April-June	1	Assessment training by NSDC	DIT & NSDC
	2	Organising Employment Oriented Training programme for Diploma students	DTET
	3	Industry Academic Conference	DTET
	4	Takeover 01 Polytechnic of the state	DTET
	5	Takeover 03 Womens' Hostel at Polytechnics	DTET
	6	Implementation of e-Granthhalaya	DTET
	7	Setting up of 100 Advance VTcs	DVET & WBSCVET
	8	Upscaling of 1000 existing VTCs	DVET & WBSCVET

Implementation Timeline	Sl No.	Events	Implementation Cell
April-June	9	Operation of 22 new Skill Training Centers (STCs) & continuation of 70 Old Skill Training Centers (STCs) under Handloom Circuit Development Scheme.	DVET & WBHDEPS
	10	Operationalise 50 Siemens-CAD/CAM Centres	DVET
July-September	1	Skill Development Initiative(Institutional)[ITIs - 25000 & Polytechnics-30000]	DIT & DTET
	2	Takeover 01 Polytechnic of the state	DTET
	3	Takeover 01 Womens' Hostel at Polytechnics	DTET
	4	Introduction of 5 new disciplines in Govt. Polytechnics	DTET
	5	Introduction of e-streaming of lectures to institutes	DTET
	6	Completion of 2nd phase of e-Yantra programme	DTET
	7	Setting up of 300 Advance VTCs	DVET & WBSCVET
	8	Revamping of X+2 curriculum of HS Vocational of WBSCVET	DVET & WBSCVET
October - December	1	Forging Academic collaboration with MSBTE	DTET
	2	Workshop on Accreditation of Polytechnics	DTET
	3	Installation of Infrastructure for online test facilities for T&P activities in one polytechnic	DTET
	4	Takeover 02 Polytechnic of the state	DTET
	5	Takeover 01 Womens' Hostel at Polytechnics	DTET
	6	Setting up of 200 Advance VTcs	DVET & WBSCVET
	7	Setting up of 6 nos CoE-SDCs (Handloom)	DVET & WBSCVET
	8	Setting up of 1 no. CoE-SDCs (Garment)	DVET & WBSCVET

Department of Tourism

Month	Activities	Time Schedule	Status
January			
	Participation in IITTE, Mumbai	13.01.2015 to 15.01.2015	
	Improvement of surrounding and development of Eco-Tourism facilities near Kankrajhore and Inauguration of Destination	3rd week of January	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Development of EcoTourism complex cum destination at Sajnekhali - Completion of 1st phase of Construction of Interpretation Center	Last week of January	
	Initiation of project Home stay Eco Tourism at Takdah	Last week of January	
	Initiation of project Home stay EcoTourism at Gossainhat Forest Village, Jalpaiguri Division.	Last week of January	
	Training for personal skill development for front office management (Phase I)	Last week of January	
	Participation in Holiday Expo, Coimbatore	23.01.2015 to 25.01.2015	
	Republic Day, Tableau	26.01.2015	
	Participation in SATTE, New DELHI	29.01.2015 to 31.01.2015	
	Participation in FITUR Travel Fest, Madrid	29.01.2015 to 01.02.2015	
	Review meeting for implementation of self attestation and self declaration and right to Public Services Act.		
	IITM Kochi		
	Publicity through FM outstaion	Throughout the month	
	Publicity through regional and national TV channels	Throughout the month	
	Publicity through different magazines in domestic and international sector	Throughout the month	
	Publicity through LED Billboard in NSCI Airport, Kolkata	Throughout the month	
	Publicity through social media	Through out the month	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
February			
	Quarterly Review Meeting with District Level Officer/ Other Implementing Agency	1st Week	
	Participation in TTF, Mumbai	4-6 February	
	“Participation and patronage of Destination East” to be held at Town Hall, Kolkata	5-6 February	
	Participation in TTF, Delhi	10-12 February	

Month	Activities	Time Schedule	Status
	Inauguration of Destination Tourism at Buxaduar Eco-Cottages at Jayanti/Nimati	2nd week of February	
	Home stay Eco-Tourism project at Chimney Forest Village in Kurseong - (Initiation of project)	3rd week of February	
	Home stay Eco-Tourism at Pokhriator in Kurseong. (Initiation of project)	3rd week of February	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Participation in Bengal Travel Mart in Siliguri	20-22 February	
	Publicity through LED Billboard in NSCI Airport, Kolkata	Publicity through LED Billboard in NSCI Airport, Kolkata	
	Publicity through social media	Throughout the month	
	Publicity through FM outstation	Throughout the month	
	Publicity through regional and national TV channels	Throughout the month	
	Publicity through Outdoor Hoarding in different metros & B-category towns	Thoroughout the month	
	Training for personal skill development for front office management (Phase II)		
	Development of Protocol for ecosensitive zone		
	Publicity through different magazines in domestic and international sector		
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
March			
	Participation in ITB, Berlin	3rd to 8th March	
	Participation in GITB, Jaipur	18th to 20th March, 2015	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Participation in ITM, Chandiarh	21st-23rd March	
	Publicity through FM (Outstaion)	Thoroughout the month	
	Publicity through regional and national TV channels	Thoroughout the month	
	Publicity through LED Billboard in NSCI Airport, Kolkata	Throughout the month	
	Development of Home stady Eco Tourism at Tinchuley, Darjeeling - (Initiation of project) Preparation of DPR by DFO		
	Review of Eco-Tourism activities as per ammended T & CP Act in co-ordination with Forest Department		
	Development of Home-stay EcoTourism at Shipchu F.V., Jalpaiguri Division. (Initiation of project)		
	Renovation of old Military Road in Darjeeling Dist. to connect eco-tourism centers at Kurseong and Darjeeling. (Initiation of project)		
	Publicity through different magazines in domestic and international sector		
	Preparation of TVC as per the recommendation of the creative agency		

Month	Activities	Time Schedule	Status
	Publicity through social media		
	Foundation Stone Laying of Hotel at Puri		
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
	Integation of online reservation system of Tourist Lodges with guest houses of PHE, Forest Department etc.		
April			
	Tree House Camp at Khutimari Range (Initiation of project)		
	Preparation of TVC as per the recommendation of the creative agency		
	Publicity through TVC in international TV channels		
	Publicity through social media		
	Publicity through different magazines in domestic and international sector		
	Review meeting for implementation of self attestation and self declaration and right to Public Services Act.		
	Initiation of Tereti Bazar Project		
	Foundation Stone Laying of Unified office building of Tourism Deptt. at the premises of Udayachal Tourist Lodge, Saltlake		
	Application of mobile technology for Tourist Information		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
May			
	Quarterly Review Meeting with District Level Officer/ Other Implementing Agency	1st Week	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	FM campaign within the state	Throughout the month	
	Home stay eco-tourism at Rikisum. (Initiation of project)		
	Development of Mendabari EcoTourism center (Initiation of project)		
	Review of Protocal of Ecosensitive zone		
	Publicity through different magazines in domestic and international sector		
	Review of Eco-Tourism activities as per ammended T & CP Act in co-ordination with Forest Department		
	Publicity through TVC in international TV channels		

Month	Activities	Time Schedule	Status
	Branding in overhead luggage bins in selected airlines		
	Publicity through social media		
	Promotion through running of TVC during intervals in different cinema halls both within and outside the state		
	Joypur Samudra Bundh Eco-Tourism Project in Bankura (Initiation of project)		
	Procurement of one new vessels for WBTDCL (Initiation of Procurement procedured)		
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
June			
	Socio economic evaluation of Home stay project at Lamahata		
	Publicity through different magazines in domestic and international sector		
	Publicity through regional and national TV channels		
	Review of online common reservation system of Tourist Lodges and guest houses of PHE, Forest Department etc.		
	Publicity through social media		
	Purulia Pamp Storage Eco-Tourism Project - Laying of Foundation Stone		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
July			
	Development of Home stay Eco-Tourism at Bagora, Darjeeling. (Initiation of project)		
	Circuit - Bankura - Jhilimili - Mukutmonipur		
	Review meeting for implementation of self attestation and self declaration and right to Public Services Act.		
	Participation in IITM, Chennai		
	Participation in IITM, Bangalore		
	Publicity through different magazines in domestic and international sector		
	Publicity through social media		
	Publicity through FM outstation		
	Art & Craft & Bengal Cuisine Tourism Project at Bratacharigram at Thakurpukur		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	

Month	Activities	Time Schedule	Status
August			
	Quarterly Review Meeting with District Level Officer/ Other Implementing Agency	1st Week	
	Participation in TTF, Kolkata	31st July to 2nd August	
	Development of Tourism camp at Kalash, Sundarban (Initiation of project)		
	Eco- Tourism cottages at Loleygaon in Kalimpong. (Initiation of project)		
	Review of Protocol of Ecosensitive zone		
	WB Tourism Tableau on Independence Day		
	Publicity through different magazines in domestic and international sector		
	Puja Campaign through FM stations		
	Publicity through social media		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
September			
	Observance of World Tourism Day	27.09.2015	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Fresergunj - Bakkhali - Henry Island - Jambu Dweep : Preparation of DPR for Circuit Tourism		
	Development of Gophgorh Eco Parks in Paschim Medinipur Dist. (Initiation of project)		
	Review of online common reservation system of Tourist Lodges and guest houses of PHE, Forest Department etc.		
	Development of Home stay eco-tourism at Gulma, Kurseong (Initiation of project)		
	Participation in TTF, Ahmedabad		
	Participation in TTF, Surat		
	Publicity through social media		
	Publicity through different magazines in domestic and international sector		
	Review of Eco-Tourism Acts		
	Participation in IATO Convention		
	Puja campaign thorough TV		
	Participation in IITM , Guragaon		
	Participation in Buddhist Conclave		
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	

Month	Activities	Time Schedule	Status
October			
	Participation in TTF, Pune		
	Participation in ITB, Asia		
	Installation of signages for Durga Puja in association with Kolkata Police		
	Review meeting for implementation of self attestation and self declaration and Right to Public Services Act.		
	Publicity through social media		
	Publicity through different magazines in domestic and international sector		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
November			
	Quarterly Review Meeting with District Level Officer/ Other Implementing Agency	1st Week	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Participation in Guwahati, TTF	20-22 November	
	Review of Protocol of Ecosensitive zone		
	Participation in IITF, Delhi	14-27 November	
	Participation in WTM, London		
	Publicity through social media		
	Publicity through different magazines in domestic and international sector		
	Participation in IITM, Hyderabad		
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	
December			
	Organization of Christmas Festival		
	Participation in India International Trade Fair, Kolkata		
	Participation in Mega Trade Fair, Kolkata		
	Publicity through different magazines in domestic and international sector		
	Publicity through social media		
	Puja Campaign through FM stations		
	Publicity through regional and national TV channels		
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2015	4th Week	

Department of Transport

January

Sl. No.	Activity	Remarks
1.	Issuance of 75 permits for Luxury Taxi and Contract Carriage as well as 15 Stage Carriage permits for buses and minibuses	
2.	Effective commissioning of the Airport in Andal in the district of Burdwan.	
3.	Introduction of Fixed Wing Aeroplane Service on Kolkata -Cooch Behar via Durgapur route.	
4.	Introduction of 20 (twenty) new Semi Low Floor buses under JnNURM (Extended) by the NBSTC	Spill-over from the Administrative Calendar of 2014
5.	Start of the process of monetization of idle surplus land of Neilganj Depot of the CSTC to reduce its dependence on the State Exchequer as well as to unlock land assets for more productive purpose.	
6.	Commissioning of New Pontoon Jetty at Gadiara by the West Bengal Infrastructure Development Corporation	
7.	Completion of the construction of New Bus Terminus at Santragachi, Howrah.	
8.	Issuance of Notification on the 2nd phase of VRS in the State Transport undertakings	
9.	Completion of the development work of Balaka Bus Terminus in New Town.	Spill-over from the Administrative Calendar of 2014
10.	Commencement of the work for concretization of the Tram-track along Surya Sen Street.	
11.	Start of the repair work of Hasnabad and Par Hasnabad Jetty.	

February 2015

Sl. No.	Activity	Remarks
1.	Issuance of 70 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
2.	Introduction of 20 (twenty) Semi Low Floor new buses under JnNURM by the NBSTC.	Spill-over from the Administrative Calendar of 2014
3.	Floating of Tender towards implementation of Automated Fare Collection and Intelligent Transport System for better management of the transport fleet by the CSTC.	
4.	Floating of re-tender notice for monetization of idle land assets at Tollygunge and Belgachia Depots of CTC.	Spill-over from the Administrative Calendar of 2014
5.	Commencement of the development work in respect of Salt Lake International Bus Terminus	

March 2015

Sl. No.	Activity	Remarks
1.	Issuance of 65 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
2.	Introduction of 16(sixteen) new Midi and 25 (twenty-five) new Semi Low Floor buses by NBSTC under State Plan 2014-15.	Spill-over from the Administrative Calendar of 2014
3.	Start of the process of online submission of application for driving license.	
4.	Start of delivery of service in digitized format in respect of Contract Carriage permit.	
5.	Floating of tender notice under RFP (Module-II) for monetization of idle land assets in 3 Depots of CSTC and CTC.	Spill-over from the Administrative Calendar of 2014
6.	Commencement of the renovation work of the Jetty Ghat at Metiaburz.	
7.	Disposal of 100 (one hundred) condemned buses by CSTC.	
8.	Disposal of 100 (one hundred) condemned buses by CSTC.	
9.	Completion of the construction work of new Bus Terminus at Behala (No.14 Stand).	Spill-over from the Administrative Calendar of 2014
10.	Commencement of the work for development of Depots at Garia, Lake and Belgharia by CSTC.	

April 2015

Sl. No.	Activity	Remarks
1.	Issuance of 65 permits for Luxury Taxi and Contract Carriage as well as 15 Stage Carriage permits for buses and minibuses.	
2.	Introduction of 11 (eleven) new buses by the North Bengal region out of State Plan Fund, 2014-15.	
3.	Floating of tender for digitization of legacy data of all RTO / ARTO offices in the State of West Bengal.	
4.	Introduction of Smart Cards for commuters and start of automated fare collection system by CSTC.	
5.	Commencement of the work for development of the Depots at Howrah, Thakurpukur and Neilgunj by CSTC.	
6.	Commencement of the renovation work of the Jetty Ghat at Fairlie, Kolkata.	
7.	Completion of work of the Bus Terminus at Habra.	
8.	Initiation of the process of development of Joka Tram Depot by CTC	
9.	Floating of tender for procurement 100 (one hundred) new buses by CTC to serve Howrah, Hooghly, Nadia and North 24 Parganas districts.	

May 2015

Sl. No.	Activity	Remarks
1.	Issuance of 60 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
2.	Commencement of the extension work of Kasba Depot.	
3.	Completion of work of the construction of Bus Terminus at Kharar.	
4.	Commencement of the development of Howrah Depot of West Bengal Surface Transport Corporation.	
5.	Completion of the developmental work of Tollygunge Depot by CTC.	
6.	Completion of development of service roads around Kasba Depot of CSTC.	

June 2015

Sl. No.	Activity	Remarks
1.	Issuance of 70 permits for Luxury Taxi and Contract Carriage as well as 12 Stage Carriage.	
2.	Finalization of Tender process for Tollygunge and Belgachia Depots of CTC.	Spill-over from the Administrative Calendar of 2014
3.	Completion of the work of Intelligent Transport System by the CSTC.	
4.	Issuance of work order for 50 (fifty) new buses under the State Plan, 2015-16, by NBSTC.	
5.	Procurement of 50 (fifty) new buses by CTC towards strengthening of services in Howrah, Hooghly, Nadia and North 24 Parganas.	
6.	Commencement of the renovation work of the Jetty at Ratan Babu Ghat, Kolkata	
7.	Commencement of the development work of Joka Depot of CTC. Issuance of work order for permits for buses and minibuses	

July 2015

Sl. No.	Activity	Remarks
1.	Issuance of 60 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
2.	Installation of LED Boards at different Bus Terminuses and important Bus Stops for public information on the movement of CSTC buses.	
3.	Introduction of real time bus tracking system using mobile phones by CSTC.	
4.	Completion of the work of construction of workshop at Jalpaiguri Depot under JnNURM by NBSTC.	
5.	Completion of the work of infrastructural development for enhancing passengers' facilities at Howrah Jetty.	
6.	Floating of tender for development of Barasat Depot by CTC.	
7.	Commencement of the renovation of the Jetty Ghat at Cossipur, Kolkata	

August 2015

Sl. No.	Activity	Remarks
1.	Issuance of 70 permits for Luxury Taxi and Contract Carriage as well as 15 Stage Carriage permits for buses and minibuses.	
2.	Issue of work order for procurement of 50 (fifty) new buses towards strengthening the CTC bus services in Howrah, Hooghly	
3.	Completion of the construction of workshop at Matigara Depot under JnNURM by NBSTC.	
4.	Completion of the development work at Joka Depot by CTC.	
5.	Completion of the development work at Howrah Depot by WBSTC	
6.	Commencement of the renovation work of the Jetty at Bagbazar Ghat and Armenian Ghat, Kolkata, Nadia and North 24 Parganas.	

September 2015

Sl. No.	Activity	Remarks
1.	Comprehensive amendments to the West Bengal Motor Vehicles Tax Act, 1979 and the West Bengal Additional Tax and Onetime Tax on Motor Vehicles Act, 1989.	
2.	Issuance of 65 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
3.	Finalization of tender process for 3(three) Depots under RFP Module- II.	
4.	Shifting of the divisional set-up of NBSTC from its existing locations to the newly created facilities at Central Bus Terminus, Cooch Behar.	
5.	Completion of the civil construction of the Jetty at Garulia Ghat, Dist. North 24 Parganas and renovation work of the Jetty at Chandpal Ghat-I, Kolkata.	
6.	Completion of the work for the improvement of passengers' amenities at Esplanade Tram Terminus, Kolkata.	
7.	Commencement of the development work for the Barasat Depot by CTC	

October 2015

Sl. No.	Activity	Remarks
1.	Issuance of 70 permits for Luxury Taxi and Contract Carriage as well as 12 Stage Carriage permits for buses and minibuses.	
2.	Roll-out of 20 (twenty) small buses by CSTC for plying in narrow and congested roads in Kolkata.	
3.	Roll-out of 25 (twenty-five) new buses purchased out of State Plan Fund, 2015-16 by NBSTC.	
4.	Completion of the construction of the Jetty at Bhadreswar Ghat, Dist. Hooghly and commencement of the renovation work of the Jetty at Sovabazar Ghat, Kolkata.	
5.	Completion of the repair work of Hasnabad and Par Hasnabad LCT Jetty.	

November 2015

Sl. No.	Activity	Remarks
1.	Issuance of 70 permits for Luxury Taxi and Contract Carriage as well as 10 Stage Carriage permits for buses and minibuses.	
2.	Roll-out of 25 (twenty-five) new buses purchased under State Plan fund 2015-16 by NBSTC.	
3.	Completion of construction of 2 (two) Steel Vessels and 2 (two) Wooden Vessels by WBTIDC.	
4.	Completion of the development of Barasat Depot by CTC.	
5.	Completion of the concretization work of the Tram track in Tollygunge Tram Depot.	
6.	Construction of one workshop shed with Inspection Pit at Salt Lake Depot by WBSTC.	

December 2015

Sl. No.	Activity	Remarks
1.	Issuance of 75 permits for Luxury Taxi and Contract Carriage as well as 15 Stage Carriage permits for buses and minibuses.	
2.	Roll-out of SMART Card based Registration Certificates (RC) and Driving Licenses (DL) throughout the State.	
3.	Introduction of ICT based Financial and Inventory Management System by NBSTC.	
4.	Completion of construction of 2 (two) Steel Vessels and 2 (two) Wooden Vessels by WBTIDC.	
5.	Completion of the work of concretization of Tram-tracks along Surya Sen Street by CTC.	
6.	Opening of PVD, Behala Unit Office.	
7.	Opening of Driving Testing Track at Behala.	
8.	Procurement of 72 (seventy-two) new buses out of State Plan fund, 2015-16, by SBSTC.	
9.	Renewal of Tram-track on Sealdah Flyover.	

MONITORING OF THE IMPLEMENTATION OF THE ACTIVITIES INCLUDED IN THE ADMINISTRATIVE CALENDAR

Multi-layered monitoring system will be put in place to continually monitor the activities included in the Administrative Calendar so that the targets set for the year are achieved both in physical and financial terms. The first layer monitoring and review of the activities will be done by the executing organisations i.e. the State Public Sector Undertakings, the Directorate(s) and the subordinate offices under the administrative control of the Department. The second layer of monitoring and review of progress of implementation of the activities will devolve on the Additional Secretary /Commissioner(s) in the Department looking after different Branches of the Transport Department. The third layer monitoring will be done by the Principal Secretary, Transport Department, in monthly review meeting(s) with all the officers of the Department, Heads of the State Public Sector Undertakings, Directorates and other subordinate offices under the administrative control of the Department. Monitoring and review of the activities at the level of the Minister-in-charge of the Department will be undertaken once in a quarter. Weaknesses, if any, in implementation of any of the activities will be identified and remedial steps taken.

MONTHLY REPORT ON PROGRESS OF IMPLEMENTATION OF ACTIVITIES INCLUDED IN THE CALENDAR

Report on the pace of progress of implementation of the activities included in the Calendar will be obtained from all the implementing Bodies/Organisations by the 7th of every month. Data received from the SPSUs, Directorate(s) and the subordinate offices will be analysed at the State HQ, and they will be suitably advised to make course corrections, if needed, so that there is no shortfall in achieving the targets -both physical and financial.

PHYSICAL SUPERVISION AT GROUND LEVEL

Visits by the senior officers of the Department will be undertaken to physically monitor work at the ground level and to have interface with the public to make assessment of the impact of the activities undertaken by the Department, the quality of service being catered and the level of satisfaction of the people. Based on the inputs received from the ground level policy initiatives will be taken to make mid-term course corrections, if felt necessary.

Department of Tribal Development

January	February	March	April
1) Payment of scholarship to 25,000 students.	1) Observance of Tea and Tribal Festival in North Bengal.	1) Release of share capital to corporations.	1) Allocation of fund to the District Offices for educational Scholarship Schemes.
2) Release of fund of final quarter to ST beneficiaries (1.3 lakh) under Old Age Pension Scheme.	2) Observance of Chhau Festival at Purulia.	2) Monitoring of funds & collection of UCs.	2) Allocation of fund to the District Offices for Old Age Pension Scheme for first quarter.
3) Festivals: (i) One Act Drama Competition in all Tribal districts. (ii) Gunijans Sambardhana for Tribal Gunijans.	3) Payment of Scholarship to 25,000 students.	3) Utilization Certificates to GoI for SCA to TSP & Art. 275(1) Scheme.	3) Selection of 200 students – Pre Examination Training for Joint Entrance Examination (JEE).
4) Disbursement under Micro Credit Finance (MCF) scheme - 500 beneficiaries.	4) Extending benefits to 5,000 ST beneficiaries under TSP/ Micro credit.	4) Payment of scholarship to 50,000 Students.	4) Finalization of Action Plan – Corporation/ WBTDCC Ltd.
5) Eye-care Training for SHG - 150 beneficiaries.	5) Skill Development training in bamboo /leather / wood / tailoring /mobile repairing/ photography– 300 beneficiaries.	5) Extending benefits to 5,000 beneficiaries under TSP/ MCF.	5) Disbursement of benefits under TSP – 2,000 beneficiaries.
6) Training-cum-workshop for - 30 ST painters.	6) Submitting Micro Credit Finance proposal to (MCF) NSTFDC.	6) Release of grants to Kendu leaves collectors.	6) Initiation of the Scheme of Shikshashree for 2015 - meeting with bankers and schools at district and block level.
7) Skill development training of 400 ST candidates, including security Guard.	7) Commencement of 2 nd phase of Ethnic Beauty care (skill development programme) 500 Beneficiaries.	7) Submission of Quarterly report on implementation of FRA to MOTA Government of India.	7) Submitting Annual Report of TSP & Art 275 (1) to MOT A.
8) Capacity building of LAMPS Staff.	8) Monitoring of Special coaching training of tribal candidates for IAS and Civil Services at ATI.	8) Commencement of Pre-examination training 500 candidates.	8) Completion of Jhora Improvement Scheme.
9) Commencement of Personal Development programme of in 15 locations.	9) Selection of site and Commencement of Jhora improvements at Darjeeling.	9) Disbursement of fund and Commencement of Housing for Tamang Beneficiaries.	
10) Submission of cases under Forest Rights Act (FRA).	10) Selection of beneficiaries for Tamang Housing.		
11) Commencement of construction of Housing for Lepcha Community.			

May	June	July	August and September
<ol style="list-style-type: none"> 1) Commencement of Ethnic Beauty care training - 500 beneficiaries. (1st Phase) 2) Allocation of fund under SCA to TSP and Art.275 (1) to the district. 3) Commencement of Security Guard Training – 500 ST beneficiaries. 4) Release of fund for income generation schemes - 1st installment. 5) Sending proposals of Micro Credit Finance to NSTFDC. 6) Invitation of application from candidates for Shikshashree. 7) Awareness camp on right to Public services Act and Self Attestation. 	<ol style="list-style-type: none"> 1) Observance of Hul Dibas. 2) Submitting proposals to Government of India for allocation of fund to various schemes. 3) Inviting applications for scholarships from ST students (Pre Matric). 4) Career Aptitude Test - 625 awardees of Ambedkar Medha Puraskar. 5) Capacity building training LAMPS Staff. 6) Quarterly report on implementation of FRA to MOTA Gol. 	<ol style="list-style-type: none"> 1) Submitting proposals of Central Hostels to Gol. 2) Selection of 200 trainees for Plastics Engineering and Technology training – Central Institute for Plastic Engineering Training. 3) Submitting proposals to Apex corporations for self-employment schemes through NSTFDC. 4) Disbursement of MCF cases – SHGs. 350 SHGs. 5) Commencement of skill Training through GOI Institutes - 350 beneficiaries. 	<ol style="list-style-type: none"> 1) Release of 2nd installment of funds under various development schemes; 2) Release of fund for Old Age Pension for next two quarter; 3) Inviting applications for scholarships from ST students (Post Matric). 4) Payment of Shikshashree fund to 25,000 students. 5) Upkeep of Hostels - 50. 6) Selection of candidates for Ethnic Beauty care course, 350 beneficiaries. 7) Skill development training for SHGs 200 SHGs. 8) Capacity building training for LAMPS Staff. 9) Submission of Quarterly report on implementation of FRA to MOTA Gol.
<p>October and November</p> <ol style="list-style-type: none"> 1) Preparatory work for awarding B. R. Ambedkar Medha Puraskar to meritorious Madhyamik ST students. 2) Payment of Shikshashree to 50,000 students. 3) Workshop on Tribal Cultural especially on tribal mantras / rhymes. 4) Adibasi Utsav at District level. 			
<p>December</p> <ol style="list-style-type: none"> 1) Distribution of B. R. Ambedkar Medha Puraskar to ST students. 2) Monitoring of sanctioned fund of 2nd quarter and collection of UCs. 3) Sanction of Education Loan – 50 cases. 4) Celebration of Adibasi Utsav. 			
<p>Regular schemes/ programmes executed every month throughout the year</p> <ul style="list-style-type: none"> • <i>Monitoring implementation of reservation norms - by different Departments of the State Government.</i> • <i>Verification and authentication of Register of Appointments – of various State Government Departments, school and colleges etc.</i> • <i>Issuance of Caste Certificate – Monitoring of performance of District / Sub-Divisional and block Offices.</i> • <i>Distribution of 30000 bi-cycles to ST girl's students from March to December.</i> 			

October and November	December	Regular schemes/ programmes executed every month throughout the year
5) To cover 1,000 ST beneficiaries through livelihood programme under SCA to TSP.	5) Payment of Shikshashree fund to remaining applicants.	• <i>Collection of Kendu leaves by the LAMPS is done from June to March;</i>
6) Distribution of 5000 bi-cycles to ST Girls students of Jungle Mahal area.	6) Quarterly report on implementation of FRA to MOTA.	• <i>Inspection of Hostels by the designated officers of Districts.</i>
7) Awareness camp on right to Public services Act and Self Attestation.	7) Monitoring of disbursement of scholarship under Shikshashree.	• <i>Review and monitoring of Management and running of EMRS;</i>
		• <i>Review studies and research conducted by CRI on Scheduled Tribes;</i>
		• <i>Monitoring of Granting of Community and Individual Forest Rights;</i>
		• <i>Monitoring of Granting of educational loans.</i>
		• <i>Monthly meeting of District Tribal Development Officers and Branch/ Regional Managers of WBTDCCCL.</i>

Note: -	1. It shall be ensured that more than 5,000 tribal Beneficiaries (mostly women) will be covered under Tribal Sub Plan and Micro Credit Scheme.
	2. Department will give stress in implementation of Reservation Norms and monitor Special Recruitment Drive.
	3. Pr. Secy. and Jt. Secy. will undertake quarterly tours to districts preferably in the following fashion-North Bengal in the 1 st Quarter, Purulia, Bankura, Paschim Medinipur in the 2 nd Quarter, South & North 24 Parganas, Howrah, Hooghly, Burdwan in the 3 rd Quarter and Malda Murshidabad in the 4 th Quarter.
	4. Ashram Hostels will also be visited quarterly and the construction of new hostels will be monitored.

Department of Urban Development

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
JANUARY	KMDA
	Completion of construction of OT complex at JNM Hospital at Kalyani, Nadia.
	HIDCO
	Completion of construction of internal road in AA-IIIF.
	Completion of excavation of peripheral canal in AA-IIIB.
	Completion of street No. 128 & 215 (phase - II).
	NKDA
	Commencement of construction of 'Upasana Griha' (Near Immersion Ghat at I-D).
	SJDA
	Completion of development of tarmac and upgradation of approach road at Tenzing Norgy Bus Terminus, Siliguri.
	HDA
	Completion of construction of concrete road from Namalokha bus stop to NH-41.
	ADDA
	Completion of construction of cement concrete road & drainage system at Birudiha Passing through Ruidaspara, Baruipara and other area within Kankasa Block.
	Completion of widening and strengthening of Blue Factory road from NH-2 to Gouri River Bridge with provision of footpath.
	KMDA
	Completion of construction of rigid pavement from Mira House to Ansar Hotel at Meheboob Nagar, Ward No. 4 under Kharagpur Municipality.
KIT	
Completion of construction of 220 nos. dwelling units under BSUP at Plot Nos. 231,232 & 233 in KIT Sch. No. VII-M Ultadanga (Phase – I).	
SALT LAKE PROJECT	
Completion of modification and thorough renovation of Inspection Bungalow of Urban Development Department, Salt Lake.	
FEBRUARY	DEPARTMENT
	Amendment of the West Bengal Town and Country (Planning and Development) Act, 1979 for Formation of Eco-tourism Board.
	KMD
	Completion of storm water drainage scheme for Kamarhati Municipality, Kolkata.
	Completion of procurement of sludge cleaning mechanical device for Bansberia and Hooghly-Chinsurah Municipality.
	HIDCO
	Completion of construction of community building block at Senior Citizen park at AA-IB Newtown, Kolkata.
SJDA	
Completion of improvement of road from Charu Sanyal Sarani to Joga Maya Kalibari, Jalpaiguri.	

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
FEBRUARY	HDA
	Completion of renovation & development of Mecheda bus stand.
	ADDA Completion of construction of cement concrete road & drainage system at Molandighi village under Molandighi G.P. within Kankasa Block.
MARCH	
	DEPARTMENT
	Video Conference with Development Authorities to review progress of LUDCP and monitor schemes in the Administrative Calendar 2015 followed by visit to Development Authorities for inspection of schemes.
	Meeting with competent authorities to review proper application of ULC Act and vesting status followed by inspection of vested land.
	KMDA
	Completion of works for emergent road restoration and drainage work at the vicinity of Science City-Milan Mela along the VIP corridor.
	Completion of Diamond Harbour Govt. Polytechnic College under Multi Sectoral Development Programme of Minority Affairs & Madrasa Education Dept.
	Completion of ITI at Falta, Dakshin Sargoria, 24 Pgs (S) under Multi Sectoral Development Programme of Minority Affairs and Madrasa Education Dept.
	Completion of ITI at Canning Holapara, 24 Pgs (S) under Multi Sectoral Development Programme of Minority Affairs and Madrasa Education Dept.
	Completion of ITI at Kulpi Holapara, 24 Pgs (S) under Multi Sectoral Development Programme of Minority Affairs and Madrasa Education Dept.
	Completion of ITI at Magrahat, 24 Pgs (S), under Multi Sectoral Development Programme of Minority Affairs and Madrasa Education Dept.
	Completion of ITI at Mandir Bazar, 24 Pgs (S), under Multi Sectoral Development Programme of Minority Affairs and Madrasa Education Dept.
	Completion of construction of 24 residential quarters (4-storied) for upper subordinates of Kolkata Police at Cossipore Police Station campus.
	Completion of surface water supply scheme for Bally Municipality.
	Completion of comprehensive distribution network within the command zone of 30 MGD Dhapa Water Treatment Plant.
	Completion of storm water drainage scheme in Chandannagar Municipal Corporation Area.
	Completion of Nonadanga Housing Project under BSUP.
	Completion of construction of two storied ITI. building along with staff quarters, boundary wall and electrical sub-station building at Bauria, Uluberia-II, Howrah.
	HIDCO
	Completion of construction of bridge over Bagjola canal connecting East- West MAR (Street No-3333) to North- South Corridor near Mass Housing in Newtown, Kolkata.
	NKDA
	Completion of set up of 12 KW Roof Top Solar Power Plant with grid connection at NKDA Building.
	SJDA
Commencement of construction of road & drain at Horijon Basti, Jalpaiguri.	

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
MARCH	Commencement of construction of road from Sevoke Road to Pateswari Bidyalaya, Siliguri.
	Completion of construction of road from Chat Hut Vimagachh Rail Gate to Telligachh PMGSY Road, Dist. Darjeeling.
	ADDA
	Completion of construction of concrete cement road from Domohoni Adbasipara to ISML road & Domohoni by pass junction.
	BDA
	Completion of construction of bituminous road from NH2 to Belkash via Nala: 1 st Phase.
	GBDA
	Completion of connecting road from Bakkhali Bus Stand (NH-117) to sea shore at Bakkhali.
	Completion of development of Nag Sarobar with temple at Gangasagar.
	KIT
	Completion of infrastructural development and environment improvement of Rabindra Sarobar, Subhash Sarobar and Vivekananda Park.
	Completion of renovation of Rabindra Sarobar Stadium.
	HIT
	Completion of de-silting sludge pond at HMC Garbage Yard, Belgachia, Howrah under State Plan.
	SALT LAKE PROJECT
	Completion of upgradation and mastic asphalt works on different roads of Salt Lake city from water tank No. 12 to RBI Housing Estate via KB-KC to Broadway including 5 lanes, water tank no. 13 to Labony Housing Estate via Bhartiya Vidya Bhavan, water tank no. 13 to EM Bye pass and surrounding roads of Lalkuthi, State Guest House, Nirman Bhavan and Inspection Bungalow of UD Department Area.
Completion of upgradation and mastic asphalt works on different roads of Salt Lake city from Netaji Island to Karunamoyee, PNB-more to Broadway via Labony Housing Estate, Labony Housing Estate to Bidhannagar Municipality and GD island to ED channel bridge.	
APRIL	
	KMDA
	Completion of four lane flyover at Kamalgazi Intersection on EM Bypass connector at the starting point of Adi Ganga in Kolkata.
	Completion of shifting of 1200 mm dia storm water drainage pipe from DJ-5 at Salt Lake City in connection with the proposed World Trade Centre to be developed by K.M.D.D.L.
	Completion of drainage and sewerage project in Bidhannagar, Kolkata.
	NKDA
	Completion of construction of II-B Market.
	HDA
	Completion of construction of bituminous road on southern embankment to Medinipur canal from Panskura Banamali College end to dumping ground.
	Completion of construction of concrete road from Geonkhali Bazar to P.H.E. Colony.
	MKDA
	Completion of construction of bituminous Road at Talbagicha- 2 nd Phase, Kharagpur.
KIT	
Completion of illumination of internal roads surrounding Nazrul Mancha at Rabindra Sarobar in KIT, Scheme No.LXXIV.	

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
APRIL	HIT
	Completion of construction of 1 st floor of Satyabala ID Hospital(Balance part).
	Commencement of construction of old age Home at HIT Scheme VI, Ghosuri, Howrah.
	SALT LAKE PROJECT
	Completion of construction of 02 nos. four storeyed residential building type-C (Building No. C/48 & C/52) in Baisakhi Abasan, Sector-II of Bidhannagar.
	Completion of setting up of 80 KWP grid connected solar p.v. power plant at Nagarayan & Nirman Bhavan.
MAY	KMDA
	Completion of repair & renovation of machineries, equipment including civil works of 30 MGD WTP at Padmapukur, Howrah.
	Completion of laying of concrete rigid pavement for the approach road from B.T. Road to Sagar Dutta Medical College.
	Completion of construction of steel bridge over circular canal connecting canal east road & Harinath Dey road near Bagmari bridge.
	Completion of construction of ROB near bridge no. 4 connecting elevated corridor from Park Circus to EM Bypass at both ends.
	Completion of construction of ramp in the area of KoPT adjacent to Rabindra Setu.
	GBDA
	Completion of connecting road from 2no. road to 1no. road by the side of nullah at Gangasagar.
JUNE	DEPARTMENT
	Video Conference with Development Authorities to review progress of LUDCP and monitor schemes in the Administrative Calendar 2015 followed by visit to Development Authorities for inspection of schemes.
	Meeting with competent authorities to review proper application of ULC Act and vesting status followed by inspection of vested land.
	KMDA
	Completion of flyover from Parama to Park Circus Ph-I (One lane from Bartaman office to 7 point crossing).
	Completion of 24×7 water supply scheme for Panihati Municipality.
	Completion of alternative arrangement for discharging waste sludge at 1.5 MGD WTP through installation of centrifuge at Baranagar Jute factory in Baranagar Municipality .
	Completion of construction of proposed (G+8) storied building of Park Street Police Station-cum-Residence of Kolkata Police at 89, Park Street, Kolkata.
	Completion of water supply project (Ph- II) for Uluberia Municipality.
	Completion of installation of 12 nos. Deep Tube Well & interconnection with existing water supply grid line in Maheshtala Municipality.
	Completion of housing project at Barrackpore Phase-II.
	SJDA
	Completion of water supply scheme(pipeline) at Himanchal Vihar (Phase iii & iv),Siliguri.
	Completion of consultancy services for preparation of transportation system management including congestion pricing with Intelligent Transportation System (ITS) in Siliguri.
	Completion of LUDCP in CBD area of Siliguri.

MONTH		WORK PLAN FOR THE CALENDAR YEAR 2015	
JUNE	HDA	Completion of LU&DCP (U/S 31-88) for part of Mahishadal Block (36 Mouza) of Nandakumar Block (41 Mouza) with extended HPA.	
	DSDA	Completion of beautification and drainage system of Gate Way of Digha.	
	HIT	Completion of construction of 3-storied building for rehabilitation of slum clearance dwellers in Scheme-I of HIT Block-I, Dumurjala, Howrah.	
		Completion of construction of 3-storied building for rehabilitation of slum clearance dwellers in Scheme-II of HIT Block-I, Dumurjala, Howrah.	
JULY	HDA	Completion of construction of Sahid Matangini Hazra Govt. Degree college for women (Phase-I) at Nimtouri, Tamluk, Purba Medinipur.	
		Completion of construction of Multipurpose Sports & Cultural Complex at Rakhal Memorial Foot Ball Ground, Tamluk (Phase-II) .	
	DSDA	Completion of installation of street light system through the high power LED light on 8 mt. long octagonal pole from Jagadishpur to Ramnagar .	
		Completion of construction of bus bay at Central Bus Stand at North side-(Phase-VII).	
AUGUST	KMDA	Completion of Rail Over Bridge (RoB) on A.P. Banerjee Road connecting Ghosh Para Road, Kalyani Highway in ward No 5,6,7,8 of Bhatpara Municipality within Kolkata Metropolitan Area.	
		Completion of augmentation of 2.5 MLD SW Treatment Plant at Baranagar Municipality.	
	NKDA	Completion of set up of 20 KW roof top solar power plant at I-C Community Market.	
	SJDA	Completion of construction of connecting road of 4 th Mahananda Bridge.	
	DSDA	Completion of construction of hawkers rehabilitation center-cum beach beautification near Aparajita cottage complex at Old Digha.	
SEPTEMBER	DEPARTMENT	Video Conference with Development Authorities to review progress of LUDCP and monitor schemes in the Administrative Calendar 2015 followed by visit to Development Authorities for inspection of schemes.	
		Meeting with competent authorities to review proper application of ULC Act and vesting status followed by inspection of vested land.	
	KMDA	Completion of construction of Women's college for minority at 7, Mayurbhanj Road, Kolkata-23.	
	SJDA	Completion of construction of bituminous road from Murikhawa Battala to Matigara Canal at Chat Hut, Dist. Darjeeling.	

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
OCTOBER	
	SJDA
	Completion of construction of road from NH 31 to Milanpally, Dist. Darjeeling.
	BDA
	Completion of existing land use survey and preparation of LUDCP of BDA.
	DSDA
	Completion of installation of street light from Foreshore road to Bye- Pass road via Sibalaya Road.
	Completion of renovation of bituminous sea approach road near SBSTC Bus Stand at New Digha.
	GBDA
	Completion of road from PWD road to Henry Project and tourist spot at Henry Project at Bakkhali.
NOVEMBER	KIT
	Completion of construction of 560 nos. dwelling units under BSUP at Ultadanga in KIT Sch. No. VII-M (Phase –II).
	KMDA
	Completion of trans-municipal water supply project for Municipal Towns of Madhyamgram, New Barrackpore and Barasat.
	Completion of trans-municipal water supply project for Municipal Towns of Titagarh and Khardah.
	NKDA
Completion of construction of ID Market.	
DECEMBER	HIT
	Completion of construction of 4-storied rehabilitation building at 60 (P) Brindaban Mullick Lane in HIT Scheme-II, Dumurjala.
	DEPARTMENT
	Video Conference with Development Authorities to review progress of LUDCP and monitor schemes in the Administrative Calendar 2015 followed by visit to Development Authorities for inspection of schemes.
	Meeting with competent authorities to review proper application of ULC Act and vesting status followed by inspection of vested land.
	KMDA
	Completion of Vivekananda Road Flyover (Ph -1) from Howrah Bridge to CR Avenue.
	Completion of surface water supply scheme for Barrackpore & North Barrackpore Municipal Areas.
	Completion of augmentation of water supply at Baruipur Municipality.
	Completion of supply of surface water in Naihati Municipality.
Completion of rejuvenation of 30 MGD water treatment plant at Baranagar-Kamarhati Water Works.	
HDA	
Completion of LU&DCP (U/S 31-88) for part of Nandigram-I&II blocks, LU&MR (U/S 28-29) for new planning area (remaining parts of Nandakumar block & remaining blocks of Tamluk, Moyna, Panskura-I, Kolaghat, Chandipur and the Municipalities of Tamluk & Panskura) .	

MONTH	WORK PLAN FOR THE CALENDAR YEAR 2015
DECEMBER	ADDA
	Completion of construction of G+2 ADDA office building at Kanyapur, Asansol, opposite to DAV school (civil & sanitary and plumbing works).
	SSDA
	Completion of widening & strengthening of Rabindra Bithi bye pass bituminous road , Ph-I, Ph-II & Ph-III (Plan Grant) .
	GBDA
	Completion of construction of Yatri Nibas at Ganga Sagar.
	SALT LAKE PROJECT
Completion of improvement & upgradation of B.S.T. Plant (A Non-JNNURM WORK)".	

Department Of Water Resources Investigation & Development

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December	
Activities and Routine Statutory Functions	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	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	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	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	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	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	Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks
Review meetings	Collection of Hydro-meteorological data by rain gauges situated in different districts throughout the year												
	Providing irrigation water to the Agricultural field on demand of farmers through 7430 nos. Departmentally operated Minor Irrigation Installations covering about 5.96 Lakh Hectare												
State level meeting by Hon'ble Minister-in-Charge/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/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/Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/Engineer-in-Chief & Ex Officio Secretary/Secretary/Hon'ble Minister-in-Charge	State level review meeting by Hon'ble Minister-in-Charge/Secretary/Engineer-in-Chief & Ex Officio Secretary

Program/Activity	January	February	March	April	May	June	July	August	September	October	November	December	
Creation of irrigation facilities under special programme for Arid region (Birbhum, Bankura, Purulia & Paschim Medinipur District)	Construction/ Revival of Minor Irrigation(MI) Installation: 75 nos. including 5 nos. Water Detention Structures; Creation of MI Potential: 75 Hectare	Construction/ Revival of MI Installation: 7nos. including 5 Water Detention Structures; Creation of MI Potential: 187 Hectare	Construction/ Revival of MI Installation: 111 nos. including 38 Check Dam/ Water Detention Structures; Creation of MI Potential: 2656 Hectare	Construction/ Revival of MI Installation: 36nos. including 13 Check Dam/ Water Detention Structures; Creation of MI Potential: 1402 Hectare	Construction/ Revival of MI Installation: 32 nos. including 13 Check Dam/Water Detention Structures; Creation of MI Potential: 1183 Hectare and Improvement of Field Channels: 30 Km; Culturable Command Area (C.C.A)2000 Hectare	Construction/ Revival of MI Installation: 52 nos. including 10 Check Dam/ Water Detention Structures; Creation of MI Potential: 2340 Hectare	Construction/ Revival of MI Installation: 30 nos.; Creation of MI Potential: 1300 Hectare	Construction/ Revival of MI Installation: 8 nos.; Creation of MI Potential: 388 Hectare	Construction/ Revival of MI Installation: 10 nos.; Creation of MI Potential: 540 Hectare	Construction/ Revival of MI Installation: 38 nos.; Creation of MI Potential: 840 Hectare	Construction/ Revival of MI Installation: 34 nos. including 14 Water Detention Structures; Creation of MI Potential: 1118 Hectare	Construction/ Revival of MI Installation: 108 nos. including 20 Check Dam/ Water Detention Structures; Creation of MI Potential: 4645 Hectare	Construction/ Revival of MI Installation: 108 nos. including 20 Check Dam/ Water Detention Structures; Creation of MI Potential: 4645 Hectare
	Review of implementation of self - declaration in lieu of Affidavit and self - attestation in lieu of Attestation by Gazetted Officers and others; and Review of implementation of West Bengal Right to Public Services Act, 2013.												
	Construction of 121 nos. Check Dam/ Water Detention Structures by other Departments: Public Works Department in Birbhum District(Target- 21 nos.), Panchayat & Rural Development Department in Bankura District(Feasibility Survey going on for 44 sites), Irrigation & Waterways Department in Purulia District(Target- 27 nos.), Department of Paschimanchal Unnayan Affairs in Paschim Medinipur District(Target- 21 nos.) and Forest Department in the forest area of the said districts(Target- 8 nos. in Purulia District)												

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Creation of irrigation facilities under different programmes for districts other than Arid region	Construction/Revival of MI Installation: 142 nos. including 1 Water Detention Structure; Creation of MI Potential: 2379 Hectare	Construction/Revival of MI Installation: 195 nos. including 1 Water Detention Structure; Creation of MI Potential: 3548 Hectare	Construction/Revival of MI Installation: 363 nos. including 7 Water Detention Structures; Creation of MI Potential: 6687 Hectare	Construction/Revival of MI Installation: 104 nos.; Creation of MI Potential: 1960 Hectare	Construction/Revival of MI Installation: 150 nos. including 3 Water Detention Structures; Creation of MI Potential: 2866 Hectare	Construction/Revival of MI Installation: 102 nos. including 2 Water Detention Structures; Creation of MI Potential: 2430 Hectare	Construction/Revival of MI Installation: 70 nos.; Creation of MI Potential: 1540 Hectare	Construction/Revival of MI Installation: 92 nos.; Creation of MI Potential: 1172 Hectare	Construction/Revival of MI Installation: 76 nos.; Creation of MI Potential: 1104 Hectare	Construction/Revival of MI Installation: 126 nos.; Creation of MI Potential: 2106 Hectare	Construction/Revival of MI Installation: 165 nos. including 1 Water Detention Structures; Creation of MI Potential: 8789 Hectare	Construction/Revival of MI Installation: 401 nos. including 5 Water Detention Structures; Creation of MI Potential: 8789 Hectare
	Formation of Water Users' Association : 21 nos. covering 1470 beneficiary-families	Formation of Water Users' Association : 34 nos. covering 2380 beneficiary-families	Formation of Water Users' Association : 32 nos. covering 2240 beneficiary-families	Formation of Water Users' Association : 15 nos. covering 1050 beneficiary-families	Formation of Water Users' Association : 20 nos. covering 1400 beneficiary-families	Formation of Water Users' Association : 18 nos. covering 1260 beneficiary-families	Formation of Water Users' Association : 6 nos. covering 420 beneficiary-families	Formation of Water Users' Association : 5 nos. covering 350 beneficiary-families	Formation of Water Users' Association : 6 nos. covering 420 beneficiary-families	Formation of Water Users' Association : 7 nos. covering 490 beneficiary-families	Formation of Water Users' Association : 3 nos. covering 210 beneficiary-families	Formation of Water Users' Association : 5 nos. covering 350 beneficiary-families
Water Users' Association, Demonstrations and Training programmes under WBADMIP & CAD&WM	Demonstrations (Agri/Horti/Fishery) : 110 nos. covering 2200 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 75 nos. covering 1500 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 7 nos. covering 140 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 7 nos. covering 140 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 7 nos. covering 140 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 75 nos. covering 1500 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 125 nos. covering 2500 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 13 nos. covering 260 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 13 nos. covering 260 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 13 nos. covering 260 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 85 nos. covering 1700 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 90 nos. covering 1800 beneficiary-families

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Water Users' Association, Demonstrations and Training programmes under WBADMIP & CAD&WM	Training Programmes of Farmers : 21 nos. covering 690 trainees	Training Programmes of Farmers : 23 nos. covering 750 trainees	Training Programmes of Farmers : 17 nos. Covering 510 trainees	Training Programmes of Farmers : 14 nos. covering 420 trainees	Training Programmes of Farmers : 16 nos. covering 480 trainees	Training Programmes of Farmers : 15 nos. Covering 450 trainees	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 16 nos. covering 480 trainees	Training Programmes of Farmers : 24 nos. covering 800 trainees	Training Programmes of Farmers : 24 nos. covering 800 trainees
Activities under 'Jal Dharo Jal Bharo'		Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 42 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 119nos(Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 95 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 95 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 95 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes: 3 nos (Tank equivalent)			Excavation/ Re-exavation/ Creation of Water bodies under different programmes :208 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes :338 nos (Tank equivalent)	Excavation/ Re-exavation/ Creation of Water bodies under different programmes :1069 nos (Tank equivalent)
	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos.& Percolation Tank - 1 no	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos.& Percolation Tank-4 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 7 nos.& Percolation Tank-4 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 3 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos.& Percolation Tank - 1 no	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos.& Percolation Tank - 1 no	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 2 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 3 nos	Rain Water Harvesting & Artificial Recharge to Ground Water: Roof Top Rain Water Harvesting - 4 nos.& Percolation Tank - 1 no

Program/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Activities under 'Jal Dharo Jal Bharo'	Mass awareness campaign on water conservation: 7 nos.	Mass awareness campaign on water conservation: 8 nos.	Mass awareness campaign on water conservation: 10 nos.	Mass awareness campaign on water conservation: 2 nos.	Mass awareness campaign on water conservation: 3 nos.	Mass awareness campaign on water conservation: 3 nos.	Mass awareness campaign on water conservation: 4 nos.	Mass awareness campaign on water conservation: 4 nos.	Mass awareness campaign on water conservation: 4 nos.	Mass awareness campaign on water conservation: 5 nos.	Mass awareness campaign on water conservation: 6 nos.	Mass awareness campaign on water conservation: 6 nos.
Development of CCA under CAD&WM Programme	Construction of Field Channels: 15 Km; Development of Culturable Command Area (C.C.A.): 260 Hectare	Construction of Field Channels: 20 Km; Development of C.C.A.: 410 Hectare	Construction of Field Channels: 40 Km; Development of C.C.A.: 860 Hectare	Construction of Field Channels: 20 Km; Development of C.C.A.: 335 Hectare	Construction of Field Channels: 10 Km; Development of C.C.A.: 190 Hectare	Construction of Field Channels: 10 Km; Development of C.C.A.: 190 Hectare	Construction of Field Channels: 7 Km; Development of C.C.A.: 120 Hectare	Construction of Field Channels: 4 nos.	Construction of Field Channels: 4 nos.	Construction of Field Channels: 4 nos.	Construction of Field Channels: 10 Km; Development of C.C.A.: 190 Hectare	Construction of Field Channels: 23 Km; Development of C.C.A.: 455 Hectare
Providing irrigation water to the Agricultural field on demand of farmers through 572 nos. Departmentally operated Minor Irrigation Installations covering about 43200 Lakh Hectare												
Activities of West Bengal State Minor Irrigation Corporation Ltd.	Revival of MI Installation: 2 nos.; Creation of MI Potential: 120 Hectare	Revival of MI Installation: 2 nos.; Creation of MI Potential: 120 Hectare	Revival of MI Installation: 2 nos.; Creation of MI Potential: 120 Hectare								Revival of MI Installation: 2 nos.; Creation of MI Potential: 120 Hectare	Construction/Revival of MI Installation: 5 nos.; Creation of MI Potential: 220 Hectare
Agro Industries Corporation Ltd.	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 15.64 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 7.14 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 7.14 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.13 Crore

Department of Youth Affairs

Month	Activities
January	1. Organizing Vivek Chetana Utsab at Block/Municipality, District level
	2. Organizing Student Youth Festival at Block/Municipality, District level
	3. Organizing Subhash Utsab at Block/Municipality, District level
	4. Inauguration of renovated Madarihat Youth Hostel / Rangamati Youth Hostel
	5. Administrative approval for setting up of Youth Hostel at Bally, Sundarban
	6. Contractual appointment of Data Entry Operator, IT Coordinator and Training Coordinator for WBSME
	7. Release of schematic fund for Mini Indoor Games Complex / Multigym
	8. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	9. Review Meeting of departmental activities by Secretary, Youth Services
	10. Meeting of Nodal Officers, WBSME
	11. Meeting / VC with DMs & DYOs in connection with Implementation of Departmental programme
	12. Finalizing Gradation of Staffs & Officers
	13. Finalizing Promotion of Staffs & Officers
February	1. Organizing State level Student Youth Festival
	2. Finalization of Youth Policy
	3. Inauguration of newly renovated Kanchanjangha / Malda Youth Hostel
	4. Administrative approval of setting up of Youth Hostel at Moore Avenue, Kolkata
	5. Setting up of separate office at Bangla Yuba Kendra for WBSME
	6. Schematic work of construction of Mini Indoor Games Complex / Multigym
	7. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	8. Review Meeting of departmental activities by Secretary, Youth Services
	9. Meeting of Executive Committee, WBSME
March	1. 1 st phase of construction of new Youth Hostel at Jaychandi, Digha, Lalbagh
	2. Schematic work of construction of Mini Indoor Games Complex / Multigym
	3. Finalization of manning for Bangla Yuba Kendra
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Nodal Officers, WBSME
April	1. Mountaineering and Adventure programme
	2. Coastal Trekking programme
	3. Schematic work of construction of Mini Indoor Games Complex / Multigym
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Nodal Officers, WBSME
May	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Invitation of application for Vocational Training
	3. Administrative approval for setting up of new Youth Hostel at Gazoldoba
	4. Completion of 1 st phase of work of Multi Facility Centre at Malda
	5. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	6. Review Meeting of departmental activities by Secretary, Youth Services
	7. Meeting of Executive Committee, WBSME

Month	Activities
June	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Felicitation of successful mountaineers
	3. Completion of Annex Building at Digha
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Nodal Officers, WBSME
July	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Radhanath Shikdar, Tenzing Norgay & Chhanda Gayen Bravery Award giving Ceremony
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review Meeting of departmental activities by Secretary, Youth Services
	5. Meeting of Nodal Officers, WBSME
	6. Gradation of Staffs & Officers
	7. Promotion of Staffs & Officers
August	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Celebration of Rakshabandhan Utsab at Block & State level
	3. Organizing Science Fair at District level
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Executive Committee, WBSME
September	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Completion of 1 st phase of construction of new Youth Hostel at Bishnupur, Durgapur & Ayodhya Hills
	3. West Bengal State Student Youth Science Fair
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Nodal Officers, WBSME
October	1. Schematic work of construction of Mini Indoor Games Complex / Multigym
	2. Completion of 1 st phase of construction of new Youth Hostel at Mayapur
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review Meeting of departmental activities by Secretary, Youth Services
	5. Meeting of Nodal Officers, WBSME
November	1. Completion of 1 st phase of construction of new Youth Hostel at Nabadwip
	2. Schematic work of construction of Mini Indoor Games Complex / Multigym
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review Meeting of departmental activities by Secretary, Youth Services
	5. Meeting of Executive Committee, WBSME
December	1. Organizing Block & District level Student Youth Festival
	2. Distribution of Sports Goods
	3. Schematic work of construction of Mini Indoor Games Complex / Multigym
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Secretary, Youth Services
	6. Meeting of Nodal Officers, WBSME

* HMI Meeting is held twice a year.

* Meeting of Project Implementation Cell of Mountaineering Foundation is held thrice a year as per requirement.

* Organizing State level Mountaineering Competition.

* Establishment work of Department, Directorate & Regional Offices.



Administrative Calendar 2015

Government of West Bengal



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