



ADMINISTRATIVE CALENDAR 2023

GOVERNMENT OF WEST BENGAL

**ADMINISTRATIVE
CALENDAR**

2023



মমতা বানার্জী
মমতা বনার্জী
ممتا بنرجی

Mamata Banerjee



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CHIEF MINISTER, WEST BENGAL

PREFACE

I am happy to know that the 10th edition of the **Annual Administrative Calendar** is now being brought out.


This annual initiative of the state government is an easily accessible reference point for all major activities taken up by the departments during the year and serves the purpose of a useful management tool for continuous monitoring of the set targets.

This edition of the administrative calendar too, will play a crucial role in our efforts to streamline the state administration and provide time-bound services to the citizens of the state. We believe this will improve the delivery of public services and facilitate implementation of projects and schemes in a holistic manner.

Over the years, this exercise has effectively helped the state government departments to ensure good governance at all levels of administration.

I hope the current edition of the Administrative Calendar will further raise the standards of governance and will be of immense help to all concerned.

My heartiest greetings and best wishes to all.


(Mamata Banerjee)

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A BRIEF NOTE ON THE ACHIEVEMENTS OF THE GOVERNMENT DURING 2022

Agriculture

- Under **Krishak Bandhu (Natun) Scheme** Rs. 2466.61 Cr. during Kharif 2022 disbursed to every enrolled farmer of Rs.10,000/- per annum for one acre or more of cultivable land and Rs.4000/- annum having less than one acre of land on pro rata basis. No. of Eligible numbers of beneficiaries are 88.92 Lakh (up to October, 2022).
- Under **Krishak Bandhu Death Benefit Scheme**, Rs. 459.04 Cr. provided to 22,952 nos. of bereaved families during January-September, 2022 to the eligible claimant(s) of the family of the deceased farmer or recorded Bhagchashi (Share Cropper) in the age group of 18-60 years.

Agricultural Marketing

- Under **Sufal Bangla project** the Deptt. sold about 90-95 MT of agricultural produces daily through Sufal Bangla outlets.

Animal Resource Development

- Banglar Dairy sets up of 526 Nos. of BD branded outlets and processed milk and milk products -1.40 lakh litre/day.
- **Banglar Dairy has received NCDFI award for Best Performing Dairy Co-operative (East and North-East Zone) 2022.**

Backward Classes

- Under **Sikhashree-Scheme**, 3,23,424 SC students studying in Classes V to VIII have received scholarship of Rs. 800/- with financial involvement of Rs. 25.87 Cr.
- Under '**Sabooj Sathi**' Scheme 12.27 Lakh bi-cycles has been distributed to all the Boys and Girls Students of Class IX in the State.
- Presently 10,26,982 SC persons of 60+ age group are getting monthly pension of Rs.1000/- under **Toposili Bandhu Scheme**.
- This year Digitally Signed Caste Certificates have been introduced in the State. The applicants are now able to download the DSC Certificates from the portal.

Co-operation Deptt

- There has been an achievement of 90.89% in 'Disbursement of Crop Loan'.

Correctional Services

- **e-Court** system has made it possible to produce 53,272 nos. of inmates before the Ld. Courts during the year 2022 (till September, 2022). This system is playing major role in safe and contactless court-production directly from the Correctional Homes.

Disaster Management

- Implemented different modern technological schemes i.g, CAP (Common Alerting Protocol), WebDCRA (Web-Based Dynamic Composite Risk Atlas), ERSS (Emergency Response Support System), VSAT (Very Small Aperture Terminal).

Environment

- The WBPCB has set up Integrated Command & Control Centre (CCC) for Noise and air Monitoring Terminals.
- Preparation of CRZ Maps for Temple Complex named "Jagannath Dham Sanskriti Kendra" at Digha, and Bridge over River Muriganga to connect Kachuberia, Sagar Island with Kakdwip in the district of South 24-PGS is completed.

Finance

- The state government has successfully implemented other 'Ease of doing business' (EoDB) initiatives such as the integration of the e-Nathikaran Registration System with Development Authorities of UDMA & with WBSEDCL.
- The Directorate of Registration and Stamp Revenue has received the **GEOSMART INDIA EXCELLENCE AWARD for the year 2022** for development of GIS based Market valuation and analytics system. The state treasury has also shifted to "Digitized cheque clearing system".

- The Excise Directorate has introduced a futuristic ICT driven Supply Chain system which has streamlined the liquor distribution chain on account of competitiveness and further investment by private players.
- The e-Abgari programme of West Bengal, which was the 2014 SKOCH award winning Governance initiative, has become a role model in Excise management for other States in the country. More than 12 states in the country are following the e-Abgari platform due to its robustness and ease of use.

Fire and Emergency Services

- 03 nos. of New Fire Station have been completed at (i) Purbasthali, Purba Bardhaman, (ii) Panskura, Paschim Medinipur and (iii) Sonamukhi, Bankura.

Fisheries

- **Considerable progress has been achieved in developing Nayachar into a Fishing Hub, 94 nos. of Cooperative have been formed for extensive Pisciculture in the island.**
- For ensuring access to institutional credit, 20222 cases have already been sponsored to different bank branches under **Matsya Jeebi Credit Card**.

Food

- To ensure Food Security through a robust delivery mechanism adequate quantity and quality of food-grains are distributed among 8.91 crore people under 'Khadya Sathi' Scheme. Now, 100% distribution is made through e-PoS.
- Under One Nation One Ration Card (ONORC) all beneficiaries whose ration card is linked with Aadhaar can lift food grains from any Ration shop in West Bengal.
- 44.60 LMT Paddy has been procured from 15,97,972 small and marginal farmers at minimum support price and ensured 'no-distress sale' of Paddy by farmers in the state.
- End to end Computerization of Supply Chain Management is done. It includes Online Procurement of Paddy linked to Godown Management and Distribution.

Forest

- Successful Vulture Breeding programme is going on at Rajabhatkhawa in Buxa Tiger Reserve. 10 no. white beaked vultures have been released in the wild with satellite communication device during July 2022.
- Forest Department has started Swet Chandan (Sandalwood) experimental plantation over 40 ha in 10 Forest Divisions in South West Bengal.

Food Processing Industries & Horticulture

- A new incentive scheme titled '**West Bengal Food Processing Industries Incentive Scheme (WBFPIIS)-2021**' has been approved to offer financial assistance for the setting up/expansion/ modernization of micro food processing industries in the form of credit-linked capital subsidy at 40% of the cost of plant and machinery, with a maximum ceiling of INR 10 lakh per unit.
- Participated in AHAR international-2022 at New Delhi, and BGBS-2022 at Kolkata.
- Received 50 proposals during BGBS-2022 from different food processing sectors with proposed investment of Rs.1956.62 Cr. and proposed employment of 160178. Out these, 5 units (Investment of Rs. 162.87 Cr. with 13355 employments started their production.
- Publication of Booklet "Food processed for thought" which is available at Departmental web portal (www.wbfpih.gov.in).
- Establishment of Dragon fruit orchard on 1 Acre land and Cultivation of Elephant foot yam was done on 1.5 acre at Ayeshpur Farm.

Health & Family Welfare

- Liquid Medical Oxygen (LMO) plants have been set up for smooth oxygen supply at 27 hospitals out of which 18 are already functional.
- PSA (Pressure Swing Adsorption) plants have also been installed at 77 Hospitals of which 68 have been commissioned.

- 2.41 crore families all over the State are covered at present. Total 2,485 hospitals and nursing homes are enlisted under the Scheme.
- Presently 117 Fair Price Medicine Shops (FPMS) are functional. 156 (18 MRI, 46 CT scan, 33 Digital X-rays, 13 Audio Vestibular Clinic and 01 PET Scan and 45 Dialysis Units) Fair Price Diagnostic Centers (FPDC) and Dialysis Centres are functional in the State.
- 27 new GNM training schools and Two Medical colleges are being established under PPP mode - one at Bolpur SDH is already functional and another one at Howrah for the next academic year (2022-23).
- Total 29482 congenital heart disease case and 3991 lip & cleft palate cases have been treated in the State.
- **The number of Medical Colleges in the state has increased to 33 in 2022. MBBS seats have increased to 4850 in 2022. MD/MS seats have increased to 1804 in 2022, DM/MCH seats have increased to 209 in 2022 and 378 DNB seats have been newly started in 58 DH/SDH/MCH across the state.**
- **3 (three) Tertiary Cancer Care** Centre are being established namely at College of Medicine Sagore Dutta Hospital, Burdwan Medical college and Murshidabad Medical College under National Tertiary Health Care Programme.
- Twenty Satellite Eye Operation Theatres (SEOTs) have come up for the cataract surgery services at Rural Hospitals.
- The Eye Bank at Murshidabad MCH has become functional on March'2022. Eye Bank at Bankura MCH, Burdwan MCH & Medinipur MCH are expected to be functional within this Financial Year.
- **Swasthya Ingit** (tele-medicine service) is operational at 5,233 Su-Swasthya Kendras, 225 PHCs & 460 UPHCs. **MoH&FW, GoI has awarded West Bengal for achieving Second Rank among States in conducting tele-consultations of AB-HWCs April, 2022. In October 2022, Tele-neurology was awarded Gold by FICCI under Patient Safety. Swasthya Ingit Telemedicine received Special Jury Recognition in category of Excellence in Service.**
- A Special project of Rs 121 Cr has been undertaken for strengthening of drug administration and modernization of State Drug Laboratory.

Higher Education

- Mahaprabhu Shri Chaitanya Sanskrita-Sanskriti Gabeshana Kendra under the Sanskrit College and University at Nabadwip, Nadia has been established.
- Regular classes started in the newly established Darjeeling Hills University.
- The Institute of Health Sciences started under the aegis of Presidency University at Rajarhat.

Home and Hill Affairs

- 5000 posts are created in the rank of Junior Constable under West Bengal Police for providing employment to the project affected people of Deocha-Pachami Coal Block under Md. Bazar in Birbhum District.
- Process is on for creation of "**Netaji Battalion**" under Kolkata Police with a strength of 1171 posts in different ranks including 01 (one) post of DCP (IPS) and 01 (one) post of DCP (Non-IPS).
- Process is on for creation of "**Winners Squad**" under Detective Department of Kolkata Police with strength of 600 Lady Constable. Also process has been initiated for filling up of 1420 Lady Constable for formation of "**Winners squad**" in different Police Districts including GRP Districts and Police Commissionerates.
- Bridge at Singla Road-Lebong valley JhepiKholra connecting Tukvar Valley and Lebong Valley has been completed. It will provide shortest route to Sikkim from Darjeeling.
- A new Tourist Destination with a lake and boating facility has been constructed at NokDara & MulKharka, Kalimpong.
- A Multipurpose Auditorium with seating capacity of 450, two Mini Halls, one Indoor Game Zone, Meditation Hall, Multi Gymnasium, Badminton Hall, Audio Visual Room/facilities etc. has been constructed at Mirik.

Housing

- **Under CHAA SUNDARI Housing Scheme** 1171 pucca houses out of 4022 approved single storied dwelling units in 17 sites covering 07 Tea Gardens in Alipurduar and Jalpaiguri have been completed to provide pucca house to permanent tea garden workers.

- **"NIJASHREE" HOUSING SCHEME** : Construction works are going on at 7(seven) sites to provide housing among the LIG and MIG families.
- **NIGHT SHELTER:** Construction of 02 (Two) Night Shelters at Bishnupur District Hospital, Bankura and Chinsurah Imambara Sadar Hospital, Hooghly has been completed.
- **KARMANJALI (WWH):** Construction work for WWH at Contai, Purba Medinipur (70 bedded single occupancy) and currently is in the final stage to provide accommodations on rental basis to the working women who are single.
- Construction work has been completed for RHE at Diamond Harbour, South 24 Pgs. (16 flats) to provide accommodations on rental basis to the state government employees.

Information and Cultural Affairs

- **Durga Puja of Kolkata** has been included in **UNESCO's 2021 list of 'Intangible Cultural Heritage of Humanity'**. To commemorate this achievement on 1st September, 2022 a mega rally comprised of around one lakh people led by the Hon'ble Chief Minister, West Bengal from Jorasanko to Red Road was organized.
- **28th edition of Kolkata International Film Festival (KIFF)** was inaugurated on December 15, 2022 with a colourful inauguration in star studded Netaji Indoor Stadium and continued till December 22.
- **"Durga Puja Carnival"** on 8th October, 2022 was organized on Red Road, Kolkata and first time at all other Districts on 7th October, 2022 through colourful tableaux, performance of flamboyant dancers, daredevil performance by Kolkata Police and feet-tapping musical performances by a host of artists. Ninety-five Puja Committees participated in the grand show.

Information Technology

- Cyber Security Centre of Excellence, Deptt. of IT & Electronics, GoWB received **i) Assocham Futuristic Technologies and 7th Technology Excellence Awards** for the Excellence and contribution to the Cyber Security Sector, **ii) Indian Express Digital Technology Sabha Award, 2022** under Enterprise Security category, **iii) TechSabha Excellence Award, 2022**, **iv) Cyber Security Defender Award, 2022 at Cyber Security Congress-2022** organised by Infosec Foundation and **v) 2nd Elets India Transformation Summit & Award for the project CYBER SAFE BENGAL, CYBER SAFE INDIA** under the category Cyber Security Initiative.

Irrigation & Waterways

- 62,930 acres of lost irrigation potential could be restored through rejuvenation of distressed old irrigation canals, appurtenant structures, dams and barrages to minimize water loss and ensure optimum utilization of available water resources.

Labour

- State Labour Institute at Asansol started its full fledged operation from the Shramik Bhaban at KSTP, Asansol.
- Reopened 9 Nos. closed Tea Gardens (Kanchan View T.E., and Orange Valley T.E. in Darjeeling District, Madhu T.E. and Bundapani T.E. in Alipurduar District and Dharanipur T.E., Red Bank T.E., Surendra Nagar T.E., Tota Para T.E. and Ghatia T.E. in Jalpaiguri District.

Land

- In this Calendar year 2022, 90,94,528 mutation cases have been disposed and 1,85,001 conversion cases have been cleared.
- **The website of the Department registered highest number of e-Transactions (100,06,53,063: source : <http://etaal.gov.in>) under land revenue in the country.**
- An e-Khajna module was launched by the Hon'ble Chief Minister on 11th April, 2022. This module allows people to deposit land revenue online from their homes. More than 9.40 lakhs raiyats of non-agricultural lands have availed the online services and voluntarily paid more than 38.09 crores without any need to visit any office.
- The Government has taken initiative to regularize settlements by issuing LR patta, NGNB patta and FHTD. In this year more than 10000 such pattas have been issued.

Industry, Commerce & Enterprises

- **The Bengal Global Business summit-2022** and Seminar on the opportunities of business partnerships between Italy and West Bengal has been organized.
- West Bengal Trade Promotion Organisation (WBTPO) had embarked on a project to set up a permanent international standard Exhibition Complex as Biswa Bangla Mela Prangan. The renovated and modernized Mela Prangan has been inaugurated.
- **Letter of Intent was issued to M/s. Adani Ports and SEZ for development of Tajpur Port.**
- Confederation of West Bengal Trade Association(CWBTA) with the Government of West Bengal organized a first of its kind landmark event-"**Bengal Global Trade Expo 2022**" (BGTE) at the Science City, Kolkata in April, 2022 to promote and showcase the potential of west Bengal as a trading hub.

Mass Education Extension & Library Services

- A Degree College for the physically challenged (Deaf & Dumb and Blind) students at Banipur, North 24 Pgs has been initiated.

Minority Affairs & Madrasah Education Department

- More than 43 lakhs students were provided with the **Aikyashree Scholarship** which is an all-time record.
- Rs. 43.07 crore has been released for Construction of Boundary Wall around 403 Graveyards.
- WBMDFC has organised weekly Career Guidance Programme on digital platform to guide the students to choose right stream for further studies and for right career on every Friday from 6pm to 8 pm.
- 9411 pilgrims in all set out for Haj from Kolkata embarkation point which included the pilgrims from Odisha (382 pilgrims), Bihar (1900), Jharkhand (1433), Assam (87), Manipur (295), Tripura (100) and West Bengal (5214).

Micro, Small and Medium Enterprises

- A modern powerloom unit has been established in Gurap, Hooghly under the Powerloom Incentive Scheme for MSMEs having production capacity of 40,000 (forty thousand) meter fabric per day.
- The powerloom units of the State have successfully woven 35.00 lakh meters of fabric as a part of the School Uniform Project in the present Academic Year, 2022 in which the Department has been able to supply fabric for two sets of school uniform for students of Pre Primary to Class VIII in Government Schools. 4925 schools of SED comprising 1,17,07,089 students and 1076 schools of MAME Department comprising 3,83,138 students were covered under this Project. Along with school uniform, 11,56,383 pairs of school shoes and 13,40,857 nos. school bags have been delivered.
- 02 nos. Export Facilitation Centres (EFC) have been set up, one at Ankurhati Gem & Jewellery Park and another at Paridhan Garment Park, both located in Howrah, to boost exports from the State.

NRES

- Rooftop Solar PV installations in 349 schools and 11 colleges have been completed. Works are continuing at 92 schools and 20 colleges.
- Installation of 220No. solar pumps have been done under livelihood programme at Purulia.

Rural Development

- **Srishteeshree** Pop-Up outlets opened at 3(three) shopping Mall at Kolkata.
- MoRD sanctioned two(02) new project on Dairy & Poultry covering 30000 SHG members.
- **Ranked as highest number of SHGs in the country as per National Portal.**
- **Awarded for National Award for Best CLF organized by NMMU - Lavpur block, Birbhum district.**
- 3,36,938 number of Houses completed under **Prodhan Mantri Grameen Awaz Yojana (PMAY).**
- Under **Mahatma Gandhi NREGA Programme**, 1582 ICDS Centres and 32,514 Water Harvesting structures were constructed, job provided to 111,21,683 workers and 36.42 Crore Person-days generated (135% achievement).
- Under **PMGSY** in 2022, 2289 Km. Rural Connectivity road were constructed and 38 no. of bridges were completed.

Administrative Reforms

- **The State of West Bengal has been awarded with SKOCH Semi Finalist for COVID Ex-gratia Online System.**
- The Govt. has accorded approval to designate 1600 existing BSKs to function as AADHAAR Enrolment and Up-dation Centres entirely free of cost.
- Completed construction of the New office Building and Residence of Divisional Commissioner, Medinipur.

Planning and Statistics

- **"Duare Sarkar"**, a flagship project of the State Government has received 'Digital India Awards' (Platinum) under Public Digital Platform of the Govt. of India during the year. During the 3rd phase of Duare Sarkar Campaign 79,464 camps were organised witnessing a footfall of 1,00,36,116 people and during the 4th phase, 55,629 camps were organized witnessing a footfall of 55,17,845 people.
- Also 17,198 Special camps were organised in continuation of the 4th phase having footfall of 8,73,635 people. Delivery of services under 3rd and 4th phase of Duare Sarkar Campaign was 97.39% and 96.54% respectively. Also 90.07% services were delivered under Special Camps.

Power

- 8 nos. new 33/11 KV Sub-station commissioned (1 in Birbhum), (3 in North 24 Parganas), (1 in Darjeeling), (2 in Paschim Burdwan) and (1 in Uttar Dinajpur).
- Total Unit generated 1322.06 MU out of which Hydel Power: 334.73 MU, Purulia Pumped Storage Project (PPSP): 909.28 MU and Solar projects: 78.05 MU.

Drinking Water

- **Under the Jal Jeevan Mission, West Bengal, 51.00 Lakh of households have been provided with Functional Household Tap Connections (FHTC).**
- **203 Water Testing Laboratories among the 219 Laboratories throughout 22 districts, have been accredited/ recognized by NABL putting our state again at the 1st position.**
- 137 (Eighty two) New Piped Water Supply Schemes have been commissioned during 2022-23 (upto November 2022) benefitting a rural population of 80.35 Lakh.

Roads and Bridges

- **Completed Construction of 743 meter long 4-Lane Tallah ROB (Hemanta Setu) along with 296 meter long one ramp at Chitpur side adjacent to Tallah Railway Station on B.T. Road within a remarkable period of 2 years within the approved cost of Rs. 504 crore.**
- **Construction of Unique Auditorium Structure in India as well as South East Asia with SANKHA 3D design of 2400 seated Indoor Auditorium at Alipore, Kolkata (Dhana Dhanya Project) with an administratively approved cost of Rs. 440 crore.**
- Construction of 3(three) Bridges and approach roads at Nyakhali, at Jalda (near Mandarmani) and at Saulat of Saikat Sarani Project in the district of Purba Midnapur to facilitate tourism and consequently to improve the economic condition of local habitants with an administratively approved cost of Rs. 161 crore.
- Widening upto 4 lane and strengthening of Bongaon-Chakdaha Road in the district of North 24 Parganas and Nadia with an administratively approved cost of Rs. 527 crore.
- Construction of 2 lane bridge (586 Mts) over river Ajoy on Panagarh- Illambazar Road to connect Birbhum district with neighbouring districts with an administratively approved cost of Rs. 115 crore.
- Construction of 2 lane Bridge (470 Mts) over river Kuye at Laghata in the district of Birbhum to connect Ahmedpur, Kirnahar and Ramjibanpur with an administratively approved cost of Rs. 42 crore.

School Education

- 3 girl children of West Bengal represented India in the Special Olympics Unified Football Tournament in USA as part of the Bronze medal winning team.
- **West Bengal ranked first among all States on Foundational Numeracy in the Foundational Learning Study 2022 conducted by the NCERT.**
- **Utsashree Portal of the Department has received Skotch Silver award.**

Science & Technology and Biotechnology

- To promote Scientific Research activities 117 R&D projects have been financial supported to Universities and Colleges within the State.
- Financial support of Rs.1,18,59,839/- has been provided during 2022 to Vigyani Kanya Medha Britti, Junior Talent Search, Senior Scholarship and Talent Enrichment Programmes under **Jagadis Bose National Science Talent Search (JBNSTS)**.

SHG & SE Department

- Sabala Melas held in 22 Districts and State Sabala Mela held in Kolkata. A fund of ` 3.51 Crore was released for the District Sabala Melas and State Sabala Mela in 2022.

Sundarban Affairs Department

- Construction of 5 nos. of RCC Jetty 1) at Monmottonagar ferry ghat over river Bidya in G.P.- Bipradaspur, Gosaba, 2) at Godkhali ferry ghat over river Bidya in G.P.- Masjidbati, Basanti, 3) at Koyal Bazar ferry ghat over river Jagaddal in G.P.- Sridharnagar, Patharpratima, 4) at Hatisur ferry ghat over river Jagaddal in G.P.- Achintyanagar, Patharpratima, 5) at Hamiltan Abad over river Duttal in G.P.- Lahiripur, Gosaba have been completed.
- Construction of RCC Bridge over river Bidyadhari at Boalghata connecting Haroa and Barasat-II Blocks has been completed.

Tourism

- West Bengal Homestay Tourism Policy, 2022 has been formulated. At present 1920 numbers of homestays have been registered and total incentive of Rs. 6.47 Cr. released till date.
- **The Department has introduced the "West Bengal Tourist Guide Certification 2021" scheme for selection, training, and certifications of West Bengal tourist guides.**
- The Department has introduced a QR based Special Pass for the foreign/inter-state tourists for viewing art, culture and festivity of Durga Puja, 2022 to the 50 (Fifty) leading Puja Committees in the Kolkata in collaboration with Kolkata Municipal Corporation and Kolkata Police. Over and above, 1400 foreign and inter-state tourists have availed this privilege.

Transport

- Integrated checkpoints with truck parking places/terminals at some international border checkpoints like Petrapole in North 24 Pgs, Hilli in Dakshin Dinajpur, Changrabandha in Coochbehar, Fulbari in Jalpaiguri, Lonkapara (Joygaon) in Alipurduar, Panitanki in Darjeeling district, Mahadipur in Malda, and Haldia in Purba Medinipur have been started.
- Out of 29 (twenty nine) jetties 7 (seven) jetties has been completed by Transport Department through WBTIDCL assisted by World Bank at Outram ghat jetty in Kolkata, Debitala jetty, Panihati jetty, Rashmoni ghat jetty in North 24 Pgs., Bansberia jetty, Gourhati jetty in Hooghly, and Gadiara jetty in Howrah.
- Smart gates have been installed at 15 (fifteen) jetty ghats out of 40 (forty) jetty ghats.
- **To improve the ambient air quality, 80 electric buses have been procured and under operation in Kolkata so far and 1180 electric buses will join the fleet soon in phases in OPEX model.**

Tribal Development Department

- Constitution of Lodha Sabar Development Board has been established.
- Three Santali Schools in the blocks of Keshpur, Debra and Ghatal in Paschim Medinipur District have been established.
- **Minimum Support Price of Kendu Leaves has been raised from Rs.70/- (Rupees Seventy) only per Chatta to Rs. 180/- (Rupees One Hundred and Eighty) only.**

Urban Development

- Online Building Plan System (e-Grihanaksha) has been implemented in Howrah Municipal Corporation.
- Commissioning of three Water Supply Projects at Krishnanagar under AMRUT Ph-I, Englishbazar under UIDSSMT and Asansol under AMRUT Ph-II.

- 407 Green Space Development Projects have been completed under AMRUT Scheme.
- Under '**MAA Programme**', 276 canteens are running successfully in 127 ULBs. Since inception 2.02 crore beneficiaries have availed the service.

Water Resources

- 8,643 Nos. Equivalent Tanks have been Excavated/ Re-excavated/ Created under Jal Dharo-Jal Bharo Programme against Target of 4,040 Nos.
- 15,418 Acre of land covered under micro-plan under Matir Shristi Programme against target of 9,750 Acre of land.

Women & Child Development and Social Welfare

- **Lakshmir Bhandar**, a scheme that actualizes the Hon'ble Chief Minister's pledge of putting a minimum basic income of Rs. 1000/- in the hands of every SC/ST woman and Rs. 500/- in the hands of every other woman and in the state, is reaching out to more than 1.8 crores women on a monthly basis.
- With a budget of Rs. 1859 Crore, annual Scholarships (K1) of Rs.1,000/- each, and One-Time Grant (K2) of Rs. 25,000/- each being disbursed to incentivise girls to continue their education under the **Kanyashree Flagship Programme**.
- In 2022-23, financial support of Rs. 25,000/- given to 1.46 lakh indigent women to cover the expenses of their first marriage, under '**Rupashree**' **Prakalpa**.
- Monthly Pensions of 1000/- for the year 2022-23 are being provided under Jai Bangla Pension to 15,00,564 Widow Pensioners, 16,89,657 Old Age Pensioners and 6,23,511 persons with disability of 40% or more as "**Manabik**" Pensions.
- '**Pratyay**' in Kolkata is a 100 bedded institution with separate wards for men and women was inaugurated on 7th July, 2022, which will acts as Half-Way homes for patients, who have recovered from mental illnesses and have no families to return to, discharged from Lumbini Park Mental Hospital and Pavlov Hospital. A similar home in Behrampur, Murshidabad, will cater to patients discharged from Behrampur and Purulia Mental Hospitals.

Department of Youth Services & Sports

- Asansol Youth Hostel, Haldia Youth Hostel & Kishore Bharati Stadium Youth Hostel inaugurated and made operational.
- One Badminton Academy & one Rifle Shooting Academy at Surer Math, DumDum has been proposed.
- Spectator's gallery at Santipur Stadium & Kharingdungri Sports Complex in Nadia & Bankura district respectively has been handed over to concerned District authority.

(Hari Krishna Dwivedi)
Chief Secretary

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Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
January, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	60% completion of the scheme against 2nd phase allotment receivable for the year 2022-2023		
	Post Harvest Trainings Programmes namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Training on Jute Grading for the F.Y 2022-2023	2	60% completion of the training programme against 2nd phase allotment receivable for the year 2022-2023		
	Formation & Promotion of FPOs in the districts	3	Completion of Cluster formation		
	Four nos State Level Meetings with the District level Officers and Training & Canning Officers of the Directorate	4	Review the progress of the schemes/Training programmes and other Departmental activities		
	Participation in Block Level Krishi Melas for the year 2022-2023	5	90% Participation.		
	Monitoring of Cold Storages-Cold Storage Disinfection Programme	6	80% accomplishment for the year 2023		
	Warehouse License Renewal	7	90% of the renewal due for the year 2023		
	Monitoring of markets, data collection and record	8	Daily		
	Board Meeting	9	Meeting of esteemed Board Members of WBSAMB for approval of Budget of WBSAMB for the FY 2023-24.		
	Meeting with Engineers	10	AEs/SAEs.		
	Visit to RMCs/ZRMCs	11	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	12	Five Training programmes.		
	Block level out-reach training program of NSTAIM (06 days)	13	90 numbers of participants 3 batches.		
	Commencement of NSTIAM Training on Post Harvest Management	14	18 numbers of participants from selected FPO/FPC/SHG in 1 batch.		
	Opening of Sufal Bangla Outlet	15	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
	Procurement of Paddy	16	Procurement target for the month:- 6000 MT; Cumulative target for the year:- 6000 MT		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
February, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	75% completion of the scheme against 2nd phase allotment receivable for the year 2022-2023		
	Post Harvest Trainings Programmes namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Training on Jute Grading for the F.Y 2022-2023	2	75% completion of the training programme against 2nd phase allotment receivable for the year 2022-2023		
	Formation & Promotion of FPOs in the districts	3	Engagement of CBBOs		
	Mati Mela (Tentative)	4	100% Participation.		
	Four nos State Level Meetings with the District level Officers and Training & Canning Officers of the Directorate	5	Review the progress of the schemes/ Training programmes and other Departmental activities		
	Warehouse License Renewal	6	100% of the renewal due for the year 2023		
	Monitoring of Cold Storages-Cold Storage Disinfection Programme	7	100% accomplishment for the year 2022-2023		
	Monitoring of markets, data collection and record	8	Daily		
	Meeting with RMC/ ZRMC Officials	9	Administrative Review Meeting with all RMC/ZRMC Officials.		
	Meeting with Engineers	10	AEs/SAEs.		
	Visit to RMCs/ZRMCs	11	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure at Krishak Bazar	12	Completion of one scheme.		
	Stakeholder training on eNAM / e-Permit	13	Three Training Programmes.		
	Block level out-reach training program of NSTAIM (06 days)	14	90 numbers of participants 3 batches.		
	Commencement of NSTIAM Training on Post Harvest Management	15	18 numbers of participants from selected FPO/FPC/SHG in 1 batch.		
	Opening of Sufal Bangla Outlet	16	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
	Procurement of Paddy	17	Procurement target for the month:- 6000 MT; Cumulative target for the year:- 12000 MT		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
March, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	100% Accomplishment for the year 2022-2023		
	Post Harvest Trainings Programmes namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Training on Jute Grading for the F.Y 2022-2023	2	Evaluation of execution		
		3	100% Accomplishment of the Training Programme		
		4	Evaluation of execution		
	Formation & Promotion of FPOs in the districts	5	Registration of FPOs by the concerned Implementing Agency through CBBOs		
	Four nos State Level Meetings with the District level Officers and Training & Canning Officers of the Directorate	6	Review the progress of the schemes/Training programmes and other Departmental activities		
	Cold Storage Loading	7	100% completion of loading in South Bengal districts and at least 80% completion of loading in North Bengal districts for the potato season 2023		
	Cold Storage License Renewal	8	85% of the renewal due for the year 2022-2023.		
	Monitoring of Markets, data collection and Record	9	Daily		
	Meeting with Engineers	10	AEs/SAEs.		
	Visit to RMCs/ZRMCs	11	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure at Krishak Bazar	12	Completion of one scheme.		
	Stakeholder training on eNAM / e-Permit	13	Three Training Programmes.		
	Workshop of trainees	14	20 numbers of participants 1 batch.		
	Opening of Sufal Bangla Outlet	15	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
	Procurement of Paddy	16	Procurement target for the month:- 6000 MT; Cumulative target for the year:- 18000 MT		
April, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Submission of UC for the year 2022-2023		
		2	Preparation & submission of schemes for the year 2023-2024		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
April, 2023	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain anagement on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	3	Submission of UC for the year 2022-2023		
		4	Preparation & submission of schemes for the year 2023-2024		
	Formation & Promotion of FPOs in the districts	5	Keeping pace with the accomplishment of the last Financial Year as per mandate		
	State Level Meeting with the District level Officers of the Directorate	6	Review the progress of the schemes and other Departmental activities		
	Cold Storage Loading	7	100% completion of loading in North Bengal districts for the potato season 2023		
	Estimation of stock of potato in cold storages	8	80% accomplishment		
	Monitoring of Markets, data collection and Record	9	Daily		
	Board Meeting	10	Meeting of esteemed Board Members of WBSAMB.		
	Meeting with RMC/ZRMC Officials	11	Administrative Review Meeting with all RMC/ ZRMC Officials.		
	Meeting with Engineers	12	AEs/SAEs.		
	Visit to RMCs/ ZRMCs	13	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Completion of Repairing work of Market Link Road / Other Roads	14	Completion of one scheme.		
	Stakeholder training on eNAM / e-Permit	15	Three Training Programmes.		
	Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	16	Formulation of Training Proposals.		
	Preparatory work for 2023-24 NSTIAM training on Post-harvest Management	17	Formulation of Training Proposals.		
	Opening of Sufal Bangla Outlet	18	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
Procurement of Paddy	19	Procurement target for the month:- 5000 MT; Cumulative target for the year:- 23000 MT			

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
May, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Sensitise the scheme at Block level for the year 2023-2024		
		2	Organising group meetings with the officials towards implementation of the schemes for the year 2023-2024		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	3	Sensitise the scheme at Block level for the year 2023-2024		
		4	Organising group meetings with the officials towards implementation of the training programme for the year 2023-2024		
	State Level Meeting with the Training & Canning Officers of the Directorate	5	Review the progress of the Training programmes under the Directorate		
	Final Estimation of stock of potato in cold storages	6	100% accomplishment		
	Monitoring of Markets, data collection and Record	7	Daily		
	Meeting with Engineers	8	AEs/SAEs.		
	Visit to RMCs/ZRMCs	9	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	10	Four Training programmes.		
	Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	11	Selection of Blocks for trainees.		
	Preparatory work for 2023-24 NSTIAM training on Post-harvest Management	12	Selection of Blocks for trainees. Selection of Blocks coordinating officers.		
	Opening of Sufal Bangla Outlet	13	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
	Procurement of Paddy	14	Procurement target for the month:- 3000 MT; Cumulative target for the year:- 26000 MT		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
June, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Commencement of selection of beneficiary for the year 2023-2024		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	Commencement of selection of beneficiary for the year 2023-2024		
	Formation & Promotion of FPOs in the districts	3	Keeping pace with the accomplishment of the last Financial Year		
	State Level Meeting with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Meeting with RMC Officials	6	Administrative Review Meeting with all RMC/ZRMC Officials.		
	Meeting with Engineers	7	AEs/SAEs.		
	Visit to RMCs/ZRMCs	8	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	9	Four Training programmes.		
	Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	10	Selection of Trainees.Selection of Training Provider. Pre-training interactions with trainees.		
	Preparatory work for 2023-24 NSTIAM training on Post-harvest Management	11	Selection of Trainees.		
	Opening of Sufal Bangla Outlet	12	Opening of 5 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
	Procurement of Paddy	13	Procurement target for the month:- 4000 MT; Cumulative target for the year:- 30000 MT		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
July, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Finalisation of beneficiary list and commencement of execution of schemes for the year 2023-2024		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	Finalisation of beneficiary list and commencement of execution of schemes for the year 2023-2024		
	State Level Meeting with the Training & Canning Officers of the Directorate	3	Review the progress of the Training programmes under the Directorate		
	Cold Storage License Renewal	4	85% of the renewal due for the year 2022-2023.		
	Monitoring of markets, data collection and record.	5	Daily		
	Meeting with Engineers	6	AEs/SAEs.		
	Visit to RMCs/ZRMCs	7	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	8	One Workshop for Stakeholders.		
	Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	9	Selection of Training Provider. Pre-training interactions with trainees at block.		
	Commencement of NSTIAM Training on Post Harvest Management	10	30 numbers of participants from selected FPO/FPC/SHG in 2 batches.		
	Opening of Sufal Bangla Outlet	11	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
August, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	50% completion of schemes and release of fund as per fund receivable for the year 2023-2024.		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits &	2	50% completion of schemes and release of fund as per fund receivable for the year 2023-2024.		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
August, 2023	Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024				
	Formation & Promotion of FPOs in the districts	3	Keeping pace with the accomplishment of the last Financial Year		
	State Level Meeting with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Board Meeting	6	Meeting of esteemed Board Members of WBSAMB.		
	Meeting with Engineers	7	AEs/SAEs.		
	Visit to RMCs/ZRMCs	8	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazers/working sites.		
	Stakeholder training on eNAM / e-Permit	9	One Workshop for Stakeholders.		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 1st phase	10	80 numbers of participants from Young Member of Farm families.		
	Commencement of NSTIAM Training on Post Harvest Management	11	30 numbers of participants from selected FPO/FPC/SHG in 2 batches.		
	Opening of Sufal Bangla Outlet	12	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
September, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	60% completion of the schemes and release of fund to the beneficiary for the year 2023-2024.		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	60% completion of the schemes and release of fund to the beneficiary for the year 2023-2024.		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
September, 2023	State Level Meeting with the Training & Canning Officers of the Directorate	3	Review the progress of the Training programmes under the Directorate		
	Monitoring of Markets, data collection and record	4	Daily		
	Meeting with RMC Officials	5	Administrative Review Meeting with all RMC/ZRMC Officials.		
	Meeting with Engineers	6	AEs/SAEs.		
	Visit to RMCs/ZRMCs	7	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM/ e-Permit	8	Four Training programmes.		
	Training at NSTIAM	9	80 numbers of participants from Young Member of Farm families (continuing from previous month).		
	Commencement of NSTIAM Training on Post Harvest Management	10	30 numbers of participants from selected FPO/FPC/SHG in 2 batches.		
	Opening of Sufal Bangla Outlet	11	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
October, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2023-2024.		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2023-2024.		
	Formation & Promotion of FPOs in the districts	3	Keeping pace with the accomplishment of the last Financial Year		
	State Level Meeting with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
October, 2023	Stakeholder training on eNAM / e-Permit	6	Two Training programmes.		
	Training at NSTIAM	7	Completion of 1st phase training on Entrepreneurship and Marketing Chain Development.		
	Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development – 2nd phase	8	Selection of Trainees.		
	Opening of Sufal Bangla Outlet	9	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
November, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Finalisation of the beneficiary list against rest of the target for the year 2023-2024		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	Finalisation of the beneficiary list against rest of the target for the year 2023-2024		
	Cold Storage License Renewal	3	90% of the renewal due for the year 2022-2023		
	State Level Meeting with the Training & Canning Officers of the Directorate	4	Review the progress of the Training programmes under the Directorate		
	Monitoring of Markets, data collection and record	5	Daily		
	Meeting with Engineers	6	AEs/SAEs.		
	Visit to RMCs/ZRMCs	7	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	8	Two Training programmes.		
Preparatory work for 2023-24 NSTIAM training on Entrepreneurship and Marketing Chain Development – 2nd phase	9	Selection of Trainees. Pre-training interactions with trainees.			

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
November, 2023	Commencement of NSTIAM Training on Post Harvest Management	10	30 numbers of participants from selected FPO/FPC/SHG in 2 batches.		
	Opening of Sufal Bangla Outlet	11	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		
December, 2023	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	50% completion of the schemes against 2nd phase allotment receivable for the year 2023-2024.		
	Post Harvest Trainings namely, (i) Block level Training on processing and preservation of fruits & vegetables, (ii) Entrepreneurship Development and Supply Chain Management on Processed Fruits & Vegetables involving Low cost preservation & Processing Technique, (iii) Training on Jute Grading & (iv) Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2023-2024	2	50% completion of the schemes against 2nd phase allotment receivable for the year 2023-2024.		
	Formation & Promotion of FPOs in the districts	3	Keeping pace with the accomplishment of the last Financial Year		
	State Level Meeting with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Board Meeting	6	Meeting of esteemed Board Members of WBSAMB for laying Budget of WBSAMB for the FY 2024-25.		
	Meeting with RMC Officials	7	Administrative Review Meeting with all RMC Officials.		
	Meeting with Engineers	8	AEs/SAEs.		
	Visit to RMCs/ZRMCs	9	Visit of CEO/Other Officers of WBSAMB to RMCs/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on eNAM / e-Permit	10	One Workshop for Stakeholders.		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 2nd phase	11	80 numbers of participants from Young Member of Farm families.		
	Commencement of NSTIAM Training on Post Harvest Management	12	30 numbers of participants from selected FPO/FPC/SHG in 2 batches.		
	Opening of Sufal Bangla Outlet	13	Opening of 10 nos. of Sufal Bangla Retail Outlets (Static & Mobile) as per feasibility.		

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Month		Activity	Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
January	i	Estimation of area under winter crops (Aman Paddy & Kharif Maskalai) for 2022-23	Completion		
	ii	2nd Advance Estimate for major and minor crops for 2022-23	Completion		
	iii	State Level Monitoring Committee Meeting of Crop Insurance for Rabi season 2022-23	To convene		
	iv	Trial and Demonstration on Crop Residue Management	To be organized		
	v	Distribution of pre-Kharif seeds for groundnut, hybrid maize as per approved programme	Completion		
	vi	Completion Activity on selection of beneficiaries both in Pre and Post Cocoon Sector under different components of Silk Samagra, 2022-23	Completion in respect of 10971 nos		
	vii	Organization of 2nd meeting of Project Monitoring Committee (PMC) for SILK SAMAGRA 2.0	To be organised		
	viii	Training on Farm Mechanization at Mati gantha	To be organised		
	ix	RKVY action plan 23-24	To be submitted		
February	i	Distribution of pre-Kharif seeds for Moong, Til as per approved programme	Completion		
	ii	Allocation of breeder seed of potato for next season to Seed Producing Organizations	Completion		
	iii	Estimation of Yield rate and Production of Bhadoi crops (Aus, Maize, Jute & Mesta) for 2022-23	Completion		
	iv	Estimation of Area, Yield & Production (AYP) of several Bhadoi minor crops of 2022-23	Completion		
	v	Release of balance premium subsidy for Kharif 2022	Completion		
	vi	Installation of 10-basin Multi end Reeling Machine under RKVY, 2022-23	Completion in respect of 10 nos		
	vii	Training on Farm Mechanization at Mati gantha	To be organised		
	viii	Convening of Annual Governing Body Meeting of WBSWDA for FY 2021-22	To be convened		
	ix	Convening of State Level Sanctioning Committee (SLSC) Meeting of BKSY-PMKSY-MIF scheme for FY 2023-24	To be convened		

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Month		Activity	Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
March	i	3rd Advance Estimate of major and minor crops of 2022-23.	Commencement		
	ii	Release of Subsidy for Farm Mechanisation (Power Operated machineries, Tractor, Power tiller, Pump sets etc.)	Completion		
	iii	Meeting of State Level Coordination Committee on Crop Insurance (SLCCCI) for BSB Kharif season 2023.	To Convene		
	iv	Estimation of Yield rate & Production of winter crops (Aman Paddy, Kharif Maskalai & Mesta) of 2022-23	Commencement		
	v	Support for motorized charka to the Mulberry Reeler from Murshidabad and Birbhum	Completion in respect of 60 nos		
	vi	Support for Chawki Rearing Centre for Mulberry Silkworm	Completion in respect of 20 nos		
	vii	Training on Farm Mechanization at Mati gantha	To be organised		
April	i	Meeting of State Variety Release Committee (SVRC) and West Bengal State Seed Committee for consideration of new variety release during 2020-21	To be organised		
	ii	3rd Advance Estimates of major and minor crops for 2022-23	Completion		
	iii	Estimation of area under Rabi crops for 2022-23	Commencement		
	iv	Estimation of AYP of Sunhemp for 2022-23	Completion		
	v	Convening of State Level Sanctioning Committee (SLSC) Meeting of RKVY, ATMA & PMKSY for FY 2023-24	To be convened		
	vi	Organization of Field Level Technical Committee meeting under Silk Samagra 2.0	To be organised		
	vii	Beneficiary Empowerment Programme for progressive mulberry & non-mulberry farmers at CSR&TI, Berhampore	Completion in respect of 440 nos		
	i	Allocation of breeder seed of Kharif paddy, Kalai & Jute to Seed Producing Organizations	Completion		
	ii	Contingency plan against natural calamity on the basis of forecast report by IMD	Finalisation		
	iii	Assessment of Kharif paddy seed and critical inputs for demonstration	Completion		

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Month		Activity	Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
May	iv	Estimation of Yield Rate of potato (notified blocks and GPs) for 2022-23	Commencement		
	v	Notification of Crop Insurance Programme for Kharif 2023 season	Completion		
	vi	Finalizing Kharif Cropping Plan of Government Farms	Finalisation		
	vii	Training on Farm Mechanization at Mati gantha	To be organised		
	viii	Support for setting up of Hot Air Driers, 100 kg capacity (Multifuel)	Completion in respect of 15 nos		
June	i	Surveillance of status of Kharif seed bed.	Completion		
	ii	Distribution of Kharif Paddy seed and critical inputs for demonstration	Completion		
	iii	Estimation of Yield Rate of potato (notified blocks and GPs) during 2022-23	Completion		
	iv	Estimation of Yield Rate and Production for Rabi crops for 2022-23	Commencement		
	v	Estimation of AYP of several Rabi minor crops for 2022-23	Completion		
	vi	Organization of 3rd meeting of Project Monitoring Committee (PMC) for Silk Samagra 2.0	To be convened		
	vii	Training on Farm Mechanization at Mati gantha	To be organised		
	viii	In service KPS training in ATCs (6 month duration)	To be Initiated		
July	i	Review of Kharif Crop coverage	Assessment		
	ii	4th Advance Estimate of major and minor crops for 2022-23	Completion		
	iii	Estimation of area under summer crops for 2022-23	Completion		
	iv	Estimation of Yield Rate and Production for Rabi crops for 2022-23	Completion		
	v	DBT of assistance for Kharif 2023 season under Krishak Bandhu Natun Scheme	Commencement		
	vi	Training on Farm Mechanization at Mati gantha	To be organised		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
August	i	Distribution of Black Gram seeds under different schemes	Completion		
	ii	Assesment of Rabi-Rabi summer input requirement for schematic works	Completion		
	iii	Review of Kharif Crop coverage	Assessment		
	iv	Finalizing execution plan for TRFA	Finalisation		
	v	Meeting of State Level Monitoring Committee on Crop Insurance.	To Convene		
	vi	Training on Farm Mechanization at Mati gantha	To be organised		
September	i	Distribution of seed & input for Toria	Completion		
	ii	Allocation of breeder seed of different Rabi crops to Seed Producing Organizations	Completion		
	iii	Review of Kharif Crop coverage	Completion		
	iv	Assessment of requirement /availability of seed potato in Govt. sector	Assessment		
	v	1st Advance Estimate for major and minor crops of 2023-24	Completion		
	vi	Meeting of SLCCCI for Rabi 2023-24 season	To convene		
	vii	DBT of assistance for Kharif season 2023, under Krishak Bandhu Natun Scheme	Completion		
	viii	Finalizing Rabi & Rabi Summer Cropping Plan of Government Farms	Finalization		
	ix	Organization of State Level Sericulture Coordination Committee Meeting (SLSCC)	To be organised		
	x	Training on Farm Mechanization at Mati gantha	To be organised		
October	i	Estimation of Yield Rate and Production of summer crops for 2022-23	Completion		
	ii	Notification of Crop Insurance programme for Rabi season of 2023-24	Completion		
	iii	Meeting of SLMC regarding Crop Insurance Programme for Rabi Season 2023-24	To Convene		
	iv	Supply of scientific Rearing Appliances to Mulberry farmers	1210 farmers to be benefited		Sericulture
	v	To initiate supply of Mulberry HYV planting materials [S1/S1635/C2038] and HYV Silkworm seeds to neighbouring Sericulture States	To initiate		

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
	vi	Training on Farm Mechanization at Mati gantha	To be organised		
	vii	Awareness programme on Crop Residue Management	To be organised		
November	i	Pre-positioning and distribution of Rabi crops (Wheat, Rabi Pulses, Mustard & Hybrid maize)	Completion		
	ii	Sale of seed potato through Fair Price Shop by WBSSC Ltd.	WBSSCL		WBSSCL
	iii	Block Krishi Mela 2022-23	Initiation		
	iv	Estimation of AYP of cotton for 2023-24	Completion		
	v	Assistance to Tasar and Muga farmers for development and maintenance of food plants under Silk Samagra and extra departmental convergence programme	Augmentation of 400 Acres [Tasar] 100		
	vi	Observation on Anti Crop Residue burning day	To be organised		
	vii	Training on Farm Mechanization at Mati gantha	To be organised		
	viii	In service KPS training in ATCs (6 month duration)	To be concluded		
December	i	Block Krishi Mela 2022-23	Completion		
	ii	Distribution of seed & critical inputs for demonstration centres (Boro paddy & Gram)	Completion		
	iii	Training of farmers and farm women under state plan	Completion		
	iv	Allocation of breeder seed of boro paddy, sesame, summer pulses etc to Seed Producing Organizations	Completion		
	v	Estimation of area under Bhadoi crops for 2023-24	Completion		
	vi	Meeting of SLMC for Crop Insurance Scheme	To Convene		
	vii	DBT of assistance for Rabi 2022-23 under Krishak Bandhu Natun Scheme	Commencement		
	viii	Completion of 1st Phase on farm training to Sericulturists in cluster mode disseminating latest technologies across the State with participatory approach as part of the HRD Programme	800 (Mulberry + Non Mulberry)		Sericulture
	ix	Commissioning of Cold Storage Plants (7 Ton capacity) at Matigara and Debra Sericulture Complex	02 nos		Sericulture
	x	Training on Farm Mechanization at Mati gantha	To be organised		

Department of Animal Resources Development

Month	Name of the Directorate / Organization	Target for January, 2023 to December, 2023
January, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 200 Nos
		No. of Vaccination to be done- 23 Lakh
		Animal Health Camp- 2300 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Completion of Installation of Water Softner Plant at Kalyani Duck Breeding Farm, Kalyani, Nadia
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 40.00 Lakh
February, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 200 Nos
		No. of Vaccination to be done- 23 Lakh
		Animal Health Camp - 2300 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Engagement of 4 nos. Haringhata Meat Franchisee
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 40.20 Lakh
March, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 200 Nos
		No. of Vaccination to be done- 25 Lakh
		Animal Health Camp- 1600 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 4.00 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start running of one Haringhata Meat Sale Kiosk cum Hygienic chicken dressing unit at Berhampore, Murshidabad
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 40.40 Lakh

Month	Name of the Directorate / Organization	Target for January, 2023 to December, 2023
April, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 2 Lakh
		Goat Distribution- 100 Nos
		No. of Vaccination to be done- 21 Lakh
		Animal Health Camp- 1500 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Start operation Environment Controlled Facilities at Rabbits sheds of SCLAB, Kalyani, Nadia.
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 40.60 Lakh
May, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 2 Lakh
		Goat Distribution- 100 Nos
		No. of Vaccination to be done- 21 Lakh
		Animal Health Camp- 1500 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Start Operation of Existing Bio-Gas Plant of Pig Breeding Farm, Haringhata, Nadia with extended capacity
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 40.80 Lakh
June, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 100 Nos
		No. of Vaccination to be done- 25 Lakh
		Animal Health Camp - 1500 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 4.00 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Engagement of 4 nos. EPIC feed franchisee.
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.00 Lakh
Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh	
	Goat Distribution- 200 Nos	

Month	Name of the Directorate / Organization	Target for January, 2023 to December, 2023
July, 2023		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 4.00 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Start running of one Haringhata Meat Sale Kiosk cum Hygienic chicken dressing unit at Medinipur
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.20 Lakh
August, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 500 Nos
		No. of Vaccination to be done- 21 Lakh
		Animal Health Camp- 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Start Operation of 30 MT Cold Store at Matigara, Siliguri
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.40 Lakh
September, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 1000 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp - 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 Lakh
		Production of Frozen Semen Straws - 4.25 Lakh
	WBLDC	Start Operation of 30 MT Cold Store of Berhampore, Murshidabad
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.60 Lakh
October, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 1000 Nos
		No. of Vaccination to be done- 20 Lakh
		Animal Health Camp- 1680 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.00 Lakh
		Production of Frozen Semen Straws -3.00 Lakh

Month	Name of the Directorate / Organization	Target for January, 2023 to December, 2023
	WBLDC	Start Operation of 30 MT Cold Store of Durgapur, Paschim Burdwan.
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.80 Lakh
November, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 1000 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 1995 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws -3.50 Lakh
	WBLDC	Start operation of New Poultry Feed Plant (200 Tons per day) at Kalyani, Nadia
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 41.90 Lakh
December, 2023	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 1000
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Modernized Animal House cum Contract Research Organization (CRO) at Sclab, Kalyani, Nadia
	BANGLAR DAIRY	Total sales of Milk & Milk products (In Rs) - 42.00 Lakh

Department of Backward Classes Welfare

Sl. No.	Particulars	January		February		March		Cumulative upto December 2019	Re-marks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship to SC & OBC students for the 2023 (Pre & Post Mat)	Payment of Educational Pre and Post Matric Scholarship to SC & OBC students for the 2023	2 Lakh	Meeting with the district authorities for Scholarship		Payment of Pre and Post-Matric Scholarship to remaining students.	2 Lakh		
2	Skill training in different sectors	Commencement of Skill training different sectors.	500 Person	Commencement of Selection process of beneficiaries for Skill development activities for 2023	500 Person	Commencement of Selection process of Service Providers for Skill development activities for 2023		8000 Person	
3	Income Generations Scheme	Extending benefits SC beneficiaries under Income Generation scheme.	1000 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	1500 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	2000 Beneficiaries	Disbursement 8000 sponsoring 1000	
4	Mela / Seminar/ Award ceremony	Arts of Bengal-ethnological heritage reappraisal 2022-23		State Level Bhawaiya Sangeet Competition. Birthday celebration of Thakur Panchanan Barma in Coochbehar		(1) Shri Shri Harichand Guruchand Award Ceremony.			
5	Sanction of Educational Loan	Sanction of Educational Loan Applications of rest of the applicant	100	Disbursement of 1st installment of Education Loan.	100				
6	Hostel Monitoring			Review of Hostel Monitoring System.		Finalization of the vacancy position of Hostels & finalization of repair & renovation proposals of Departmental Hostels at District Level			
7	Sikhashree Scholarship	Maintenance of the Sikhashree Portal		Finalization of the modalities of scholarship & district level meeting with stake holders.		District Level meeting with stake holders.			
8	Development Boards			Review the Developmental activities of Board		Submission of AAP.			

Sl. No.	Particulars	January		February		March		Cumulative upto December 2019	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
9	PCR / POA Act & Inter Caste Marriage	Review of the programme		Meeting with the district authorities		Quarterly report to GOI on POA Act			
10	Sabooj Sathi	Initiation of proposal for Class IX student of AY 22-23 (Phase VIII)	12.75 Lakh			Initiation of fresh tender for procurement (New Phase)			
11	Special Coaching to SC/ST Students and felicitation programme								
12	Taposili Bandhu	Releasing of fund for Last Month		Releasing of fund		Releasing of fund	10.15 Lakh beneficiaries		
13	Sending report / Proposal to MOSJ&E, GOI	Progress report and UC for PM-AJAY (Phase I)		Review the implementation of PM-AJAY Inf Schemes		Review meeting with the District regarding the progress of PM-AJAY Schemes			
14	Annual Budget and administrative Budget								
15	Training	Training on WBRTPS Act		Reservation Act & Rules including roster writing		Training on E-Office			

Sl. No.	Particulars	April		May		June		Cumulative upto December 2019	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship to SC Students (Pre & Post Mat)	Review of progress of departmental Scholarship programme.	1 Lakh	Inviting applications for Post-Matric scholarship for SC students.	1 Lakh	Submission of annual proposal for all scholarships to Gol.			
2	Skill training in different sectors	Finalization of selection of service providers		Initiation of selection process for Skill training and finalization of modalities with the service providers.					
3	Income Generations Scheme	Extending benefits to SC beneficiaries under Income Generation Scheme.	1,000			Extending benefit to SC beneficiaries under Income Generation scheme and Review of the progress.	1,500		
4	Mela / Seminar/ Award ceremony	Baul Festival		Birthday celebration of Dr. B.R. Ambedkar.					
5	Sanction of Educational Loan	Sanction of Educational Loan Applications of rest of the applicant.	150						
6	Hostel Monitoring	Receiving of vetted estimates and documents for the essential repairs.		Review through Hostel Monitoring System and determination of admission position.					
7	Sikhashree Scholarship					Release of first instt. of fund for Sikhashree schl. for students.	4 lakh		
8	Development Boards	Finalization of Auditions and audit programmes for the Boards.		Review of performance of Boards under the Department and approval of Annual Action Plan.		Release of developmental fund			

Sl. No.	Particulars	April		May		June		Cumulative upto December 2019	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
9	PCR / POA Act & Inter Caste Marriage			Training with Inspectors on POA & PCR					
10	Sabooj Sathi	Commencement of Registration of eligible students through portal.		Closing of registration process. Finalization of requirement		Issuing supply order for the new phase			
11	Special Coaching to SC/ST Students and felicitation programme			Identification of eligible students	700	Identification of eligible students	700		
12	Taposili Bandhu	Releasing of fund	10.15 Lakh beneficiaries	Releasing of fund	10.17 Lakh beneficiaries	Releasing of fund	10.2 Lakh beneficiaries		
13	Sending report / Proposal to MOSJ&E, GOI			Initiation of Preparation of Annual Action Plan for PM-AJAY 2023-24		Initiate preparation of Annual Administrative Report – 2023-24.			
14	Annual Budget and administrative Budget	Finalisation of Action Plan of WB SC, ST&OBC Dev & Fin. Corporation.		Circulation of AAP of the Corporation to District					
15	Training	Right to information Act				Traning on Pension rules & pensionary benefits			

Sl. No.	Particulars	July		August		September		Cumulative upto December 2019	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship to SC Students (Pre & Post Mat)	Payment of scholarship for SC and OBC students.	1 Lakh	Release of fund under various educational schemes.	1 Lakh	Release of payment of scholarship to SC and OBC students.	1 Lakh		
2	Skill training in different sectors	Issuing LOI to service providers	500 Persons	Commencement of skill training	500 Persons	Commencement of skill training	1000 Persons		
3	Income Generations Scheme	Commencement of sponsoring of cases by the district		Sponsoring of cases under Income Generation Scheme	500	Sponsoring of cases under Income Generation Scheme	1500		
4	Mela / Seminar/ Award ceremony	Celebration of Gambhira festival in Malda district.							
5	Sanction of Educational Loan	Disbursement of 2 nd Installment of Education Loan.	150			Commencement of online application for AY 2022			
6	Hostel Monitoring	Review of the admission position & updating of HRMS.				Review of the vacancy position & review of the progress of repair and maintenance.			
7	Sikhashree Scholarship	Release of fund for 3 lakh students.	3 lakh	Review of status of payment of scholarship at department level.					
8	Development Boards					Review of progress of development boards.			

Sl. No.	Particulars	July Programmes		August Programmes		September Programmes		Cumulative upto December 2019	Re-marks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
9	PCR / POA Act & Inter Caste Marriage	Review of the programme.							
10	Sabooj Sathi	Commencement of supply distribution		Review the Supply and distribution.		Review Supply and distribution			
11	Special Coaching to SC/ST Students and felicitation programme	Starting of Special Coaching for JEE/NEET students		Felicitation Programme of meritorious students	Target date 15.08. 2023	Review of the Programme			
12	Taposili Bandhu	Releasing of fund	10.22 Lakh beneficiaries	Releasing of fund	10.24 Lakh beneficiaries				
13	Sending report / Proposal to MOSJ&E, GOI	Sending proposals to MOSJ&E, GOI.		Review Quarterly report on POA Act.		Sending proposal for Central Share capital to MoSJ&E.			
14	Annual Budget and administrative Budget								
15	Training			Grievance redressal.					

Sl. No.	Particulars	October		November		December		Cumulative upto December 2019	Re-marks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship to SC Students (Pre & Post Mat)	Release of payment of scholarship to SC and OBC students.	1 lakh	Release of payment of scholarship to SC and OBC students.	1 lakh	Payment of Pre and Post-Matric scholarships to SC and OBC students.	2 lakh		
2	Skill training in different sectors	commencement of skill training and Review of the progress.	500 Person	Commencement of skill training	3,000 Persons	Commencement of skill training & Review of the progress.	3,000 Persons	8,000 Persons	
3	Income Generations Scheme	Sponsoring of cases under Income Generation Scheme.	2,000	Sponsoring of cases under Income Generation Scheme	3,000	Sponsoring of cases under Income Generation Scheme	3,000	Disbursement-8000, sponsoring-1000	
4	Mela / Seminar/ Award ceremony	Celebration of Arts of Bengal.		Block level awareness programme for Schemes of WB SC ST OBC Dev. & Fin. Corporation.		Award Ceremony for B. R. Ambedkar Medha Puraskar to 750 meritorious Scheduled Caste Students in Madhyamik/ ICSE / CBSE/ Madrasa Board examination.			
5	Sanction of Educational Loan					Sanctioning of Educational Loan Cases	100		
6	Hostel Monitoring	Review - Hostel Monitoring System.							
7	Sikhasree Scholarship	Review of the programme				Release of fund for rest number of students under Sikshasree scholarship scheme.			
8	Development Boards			Review of performance appraisal of Boards & release of development fund.					

Sl. No.	Particulars	October		November		December		Cumulative upto December 2019	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
9	PCR / POA Act & Inter Caste Marriage	Refresher training for the Inspectors, BCW&TD on aspects of the programme.				Review of the implementation of the programme			
10	Sabooj Sathi	Review Supply and distribution		Target of distribution at least 50 %		Competition of Distribution.			
11	Special Coaching to SC/ST Students and felicitation programme					Conducting Mock Test			
12	Taposili Bandhu	Releasing of fund	10.25 Lakh beneficiaries	Releasing of fund	10.25 Lakh beneficiaries	Releasing of fund	10.25 Lakh beneficiaries		
13	Sending report / Proposal to MOSJ&E, GOI			Quarterly and Annual report to GOI on PCR/POA Act and Inter-Caste Marriage.		Quarterly report on Skill Development to MOSJ&E.			
14	Annual Budget and administrative Budget	Preparation and finalization of Annual budget for the next financial year.				Statutory State Level Vigilance & Monitoring Committee meeting.			
15	Training			Refresher Training Audit and Budget					

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

Department of Consumer Affairs

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
January	1.	Administrative Review Meeting	Meeting with Directorate of CA & FBP			
	2.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Department			
			Officers of the Directorate of CA & FBP			
			Officers of the Directorate of Legal Metrology			
	3.	Finalization of allocation under State Development Scheme				
	4.	Consumer Awareness	Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	5 Melas		
			Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			Tableau	6 ROs		
			Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO		
	5.	Meeting of District Consumer Protection Council		2 Districts		
February	6.	Standardization of Weights & Measures	Verification of Working Standards used by Legal Metrology Officers	13 sets Weights, 13 Sets LM, & 13 sets CM		
			Enforcement	120-150		
			Verification of Weights & Measures used by Traders	10%		
	1.	Administrative Review Meeting	Meeting with Directorate of Legal Metrology			
	2.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Directorate of CA & FBP			
			Officers of the Directorate of Legal Metrology			

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
	3.	Consumer Awareness	(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups. (ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show (iii) Tableau (iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	2 Melas 5 Programmes at each RO 5 ROs 3 Programmes at each RO		
	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS				
	5.	Meeting of District Consumer Protection Council		4 Districts		
	6.	Standardization of Weights & Measures	i) Verification of Working Standards used by Legal Metrology Officers ii) Enforcement iii) Verification of Weights & Measures used by Traders	16 sets Weights, 16 Sets LM, & 16 sets CM 120 - 150 20%		
March	1.	Administrative Review Meeting	(i) Meeting with the Registrars, SCDRC & DCDRC			
	2.	Preparation of Budget				
	3.	Tours & visits to Regional Offices as well as Unit Offices	(i) Officers of the Directorate of CA & FBP (ii) Officers of the Directorate of Legal Metrology			
	4.	Consumer Awareness	(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups. (ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show (iii) Work shop with Consumer Clubs, Schools, Institutions, Libraries (iv) Special Awareness Programme	2 Melas 3 Programmes at each RO 3 Programmes at each RO Observance of WCR Day by RO		

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
April	5.	Meeting of District Consumer Protection Council		2 Districts		
	6.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	15 sets Weights, 15 Sets LM, & 15 sets CM	
			(ii)	Enforcement	120 - 150	
			(iii)	Verification of Weights & Measures used by Traders	30%	
	1.	Administrative Review Meeting	Meeting with Directorate of CA & FBP			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i)	Officers of the Department		
			(ii)	Officers of the Directorate of CA & FBP		
			(iii)	Officers of the Directorate of Legal Metrology		
	3.	Consumer Awareness	(i)	Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	2 Programmes at each RO with SHGs	
			(ii)	Awareness Campaign with Street Theatre, Puppet Show, Magic Show	2 Programmes at each RO	
			(iii)	Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO	
	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS				
	5.	Meeting of District Consumer Protection Council			3 Districts	
	6.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	8 sets Weights, 8 Sets LM, & 8 sets CM	
			(ii)	Enforcement	80 - 100	
			(iii)	Verification of Weights & Measures used by Traders	40%	

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
May	1.	Administrative Review Meeting	(i) Meeting with Directorate of Legal Metrology			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i) Officers of the Directorate of CA & FBP			
	3.	Consumer Awareness	(ii) Officers of the Directorate of Legal Metrology			
			(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	4 Programmes at each RO with SHGs		
			(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	2 Programmes at each RO		
			(iii) Tableau	2 ROs		
			(iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO		
	4.	Meeting of District Consumer Protection Council		4 Districts		
	5.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers	7 sets Weights, 7 Sets LM, & 7 sets CM		
			(ii) Enforcement	120 - 150		
		(ii) Verification of Weights & Measures used by Traders	50 %			
June	1.	Administrative Review Meeting	(i) Meeting with the Registrars, SCDRC & DCDCRC			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i) Officers of the Directorate of CA & FBP			
	3.	Consumer Awareness	(ii) Officers of the Directorate of Legal Metrology			
			(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	4 Programmes at each RO with SHGs		
			(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			(iii) Tableau	3 ROs		
			(iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	5 Programmes at each RO		

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
July	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS				
	5.	Meeting of District Consumer Protection Council		5 Districts		
	6.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers (ii) Enforcement (iii) Verification of Weights & Measures used by Traders	8 sets Weights, 8 Sets LM, & 8 sets CM 120 - 150 60 %		
	1.	Administrative Review Meeting	(i) Meeting with the Directorate of CA & FBP			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i) Officers of the Department (ii) Officers of the Directorate of CA & FBP (iii) Officers of the Directorate of Legal Metrology			
	3.	Consumer Awareness	(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups. (ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show (iii) Tableau (iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	4 Programmes at each RO with SHGs 3 Programmes at each RO 4 ROs 6 Programmes at each RO		
	4.	Meeting of District Consumer Protection Council		3 Districts		
	5.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers (ii) Enforcement (iii) Verification of Weights & Measures used by Traders	8 sets Weights, 8 Sets LM, & 8 sets CM 120 - 150 70 %		

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
August	1.	Administrative Review Meeting	Meeting with Directorate of Legal Metrology			
	2.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Directorate of CA & FBP			
	3.	Consumer Awareness	Officers of the Directorate of Legal Metrology			
			Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	5 Programmes at each RO with SHGs		
			Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			Tableau	5 ROs		
			Work shop with Consumer Clubs, Schools, Institutions, Libraries	4 Programmes at each RO		
	4.	Training for Departmental Officers related to Consumer Affairs / LM / W/BRTPS				
	5.	Meeting of District Consumer Protection Council		3 Districts		
	6.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers	9 sets Weights, 9 Sets LM, & 9 sets CM		
		(ii) Enforcement	120 - 150			
		(iii) Verification of Weights & Measures used by Traders	80 %			
September	1.	Administrative Review Meeting	Meeting with the Registrars, SCDRC & DCDRC			
	2.	Preparation of Revised Budget				
	3.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Directorate of CA & FBP			
	4.	Consumer Awareness	Officers of the Directorate of Legal Metrology			
		(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	5 programmes at each RO with SHGs			

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
October			(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			(iii) Tableau	4 ROs		
			(iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO		
	5.	Meeting of District Consumer Protection Council		4 Districts		
	6.	Training for Departmental Officers related to consumer Affairs / LM / WBRTPS				
	7.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers	6 sets Weights, 6 Sets LM, & 6 sets CM		
			(ii) Enforcement	100 - 120		
			(iii) Verification of Weights & Measures used by Traders	85%		
	1.	Administrative Review Meeting	(i) Meeting with Directorate of CA & FBP			
	2.	Preparation of Revised Budget				
	3.	Tours & visits to Regional Offices as well as Unit Offices	(i) Officers of the Department			
			(ii) Officers of the Directorate of CA & FBP			
			(iii) Officers of the Directorate of Legal Metrology			
	4.	Consumer Awareness	(i) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	6 programmes at each RO with SHGs		
			(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
		(iii) Tableau	5 ROs			
5.	Meeting of District Consumer Protection Council			2 Districts		

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks	
November	6.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers (ii) Enforcement (iii) Verification of Weights & Measures used by Traders	4 sets Weights, 4 Sets LM, & 4 sets CM 80 - 100 90%			
	1.	Administrative Review Meeting	Meeting with Directorate of Legal Metrology				
	2.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Directorate of CA & FBP				
	3.	Consumer Awareness	(i) Officers of the Directorate of Legal Metrology (ii) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups. (iii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show (iv) Tableau Work shop with Consumer Clubs, Schools, Institutions, Libraries	2 Melas 5 Programmes at each RO 5 ROs 2 programmes at each RO 4 Districts			
	4.	Meeting of District Consumer Protection Council					
	5.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers (ii) Enforcement (iii) Verification of Weights & Measures used by Traders	9 sets Weights, 9 Sets LM, & 9 sets CM 80 - 100 95%			
	1.	Administrative Review Meeting	Meeting with the Registrars, SCDRC & DCDRC				
	2.	Tours & visits to Regional Offices as well as Unit Offices	Officers of the Directorate of CA & FBP				
	3.	Consumer Awareness	(i) Officers of the Directorate of Legal Metrology (ii) Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	6 Melas			
	December	1.	Administrative Review Meeting				
		2.	Tours & visits to Regional Offices as well as Unit Offices				
		3.	Consumer Awareness				

Month	Sl. No.	Activity	Sub-activity	Target	Achievement	Remarks
			(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			(iii) Tableau	5 ROs		
			(iv) Work shop with Consumer Clubs, Schools, Institutions, Libraries	2 programmes at each RO		
	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS				
	5.	Meeting of District Consumer Protection Council		4 Districts		
	6.	Standardization of Weights & Measures	(i) Verification of Working Standards used by Legal Metrology Officers	9 sets Weights, 9 Sets LM, & 9 sets CM		
			(ii) Enforcement	120 - 150		
			(iii) Verification of Weights & Measures used by Traders	100 %		

DEPARTMENT OF CO-OPERATION

JANUARY – 2023

PART -A

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies (in No.)	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	320000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	06
4.	Disbursement of Crop Loan (Rs. in lakh)	36000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	95000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakh)	15600.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	5500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

FEBRUARY – 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	380000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	30000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	94000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	20000.00
7.	No. of SHGs to be financed (in No.)	4700
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Storing of Potato (in MT)	162000
10.	Training Programme to be held (in No.)	150

MARCH – 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	3
2.	Procurement of Paddy & other Agril. Produce (in MT)	380000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	40000.00

5.	No. of KCC beneficiaries to be given loan (in No.)	120000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	11200.00
7.	No. of SHGs to be financed (in No.)	3900
8.	Distribution of Agril. Inputs (Rs. in lakh)	4000.00
9.	Storing of Potato (in MT)	162000
10.	Training Programme to be held (in No.)	120

APRIL – 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	340000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	6
4.	Disbursement of Crop Loan (Rs. in lakh)	76000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	280000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	9800.00
7.	No. of SHGs to be financed (in No.)	4200
8.	Distribution of Agril. Inputs (Rs. in lakh)	1900.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

MAY– 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	3
2.	Procurement of Paddy & other Agril. Produce (in MT)	280000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	17000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	60000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	8800.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	2000.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

JUNE- 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	150000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	9
4.	Disbursement of Crop Loan (Rs. in lakh)	20000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	56000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	10500.00
7.	No. of SHGs to be financed (in No.)	6950
8.	Distribution of Agril. Inputs (Rs. in lakh)	4400.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

JULY- 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	500
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	22000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	90000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	11600.00
7.	No. of SHGs to be financed (in No.)	8250
8.	Distribution of Agril. Inputs (Rs. in lakh)	6500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

AUGUST- 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	1000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	4
4.	Disbursement of Crop Loan (Rs. in lakh)	26000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	100000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	14200.00

7.	No. of SHGs to be financed (in No.)	5750
8.	Distribution of Agril. Inputs (Rs. in lakh)	5500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

SEPTEMBER– 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	Nil
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	45000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	130000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	9300.00
7.	No. of SHGs to be financed (in No.)	5750
8.	Distribution of Agril. Inputs (Rs. in lakh)	5600.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

OCTOBER– 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	Nil
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	60000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	200000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	8200.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	100

NOVEMBER– 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	18500
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	6
4.	Disbursement of Crop Loan (Rs. in lakh)	48000.00

5.	No. of KCC beneficiaries to be given loan (in No.)	140000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	9800.00
7.	No. of SHGs to be financed (in No.)	10500
8.	Distribution of Agril. Inputs (Rs. in lakh)	7600.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

DECEMBER– 2023

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	3
2.	Procurement of Paddy & other Agril. Produce (in MT)	30000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	80000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	280000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	11000.00
7.	No. of SHGs to be financed (in No.)	10800
8.	Distribution of Agril. Inputs (Rs. in lakh)	8000.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

Department of Correctional Administration

January, 2023

Sl. No.	Target
1	Celebration of Birthday of Netaji Subhash Chandra Bose by the inmates of the Correctional Homes throughout the state.
2	Celebration of Republic Day in the Central Correctional Homes of West Bengal
3	Taking up the project for renovation & repairing work of mentally ill inmates ward of Haldia Sub C.Home

February, 2023

Sl. No.	Target
1	"Taking up the project for Bulk Power Supply at 11 KV at the proposed premises i.e, the Superintendent of the District Correctional Home, located at Ganapatnagar, Nimtouri, P.S. - Tamluk, Dist - Purba Medinipur.
2	Initiation of replacement works of damaged G.I. Water Storage Tanks with 7 nos. of 1812 ltrs Capacity G.I. Tanks and repairing of wooden door, grills & gratings of Barrackpore Special C.Home

March, 2023

Sl. No.	Target
1	Taking up the project for construction of reservoir to utilize the municipal water supply as well as to maintain ongoing excessive water demand in Uluberia Sub C.Home
2	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode.
3	Taking up the work for repair of one portion of the existing Hospital building of the Suri Dist C.Home for accomodation of Mentally ill inmates of the Correctional Home

April, 2023

Sl. No.	Target
1	Celebration of 'Poila Boisakh' (Bengali New Year Day) in the Correctional Homes of West Bengal
2	Initiation of installation works of emergency water pipeline at Male Ward, Female Ward, Barrack Jailor Quarter, Staff Quarter of Haldia Sub C. Home
3	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode.

May, 2023

Sl. No.	Target
1	Observance of Rabindra Jayanti by the inmates of the Correctional Homes of West Bengal
2	Taking up the scheme for emergent underground water boring work in Dinhata Sub C.Home

June, 2023

Sl. No.	Target
1	Initiation of vertical extension (i.e., 1st Floor) of Dispensary Ward at Serampore Sub C.Home
2	Process for creation of separate wing at Hospital Ward(One No.) for Mentally ill inmates at Baruipur Central Correctional Home

July, 2023

Sl. No.	Target
1	Meeting of Prisoner's Welfare Fund through VC (Video Conference) mode.
2	Taking up the work for laying underground pipeline to connect existing overhead reservoir outside the Krishnanagar District C.Home with the supply pipe network inside the C.Home

August, 2023

Sl. No.	Target
1	Celebration of Independence Day on 15th August by the staff and inmates of the Correctional Homes throughout West Bengal
2	Taking up of project for repair & renovation of the work of Male Ward No. - 2 for capacity enhancement of Dinhata Sub C. Home
3	Process for initiation of implementation of interviewing arrangement for better visibility & audibility for Ranaghat Sub C.Home

September, 2023

Sl. No.	Target
1	Celebration of Rakshabandhan in the Correctional Homes of West Bengal.
2	Taking up the work for converting a portion at 1st Floor of Hospital Building to ward for Mentally ill inmates at inside periphery of Burdwan Central Correctional Home

October, 2023

Sl. No.	Target
1	Celebration of 'Durga Puja' by the inmates of the Correctional Homes of West Bengal
2	Process for execution of repair & renovation to the existing Mental Treatment section of Hospital Ward within the premises of the Presidency C.Home
3	Taking up urgent electrical repairing work in connection with the damage due to flood situation at Ghatal Sub C.Home

November, 2023

Sl. No.	Target
1	Initiation of the project for conversion of Partly Open Meditation Centre to fully covered Library cum School cum Meditation Room in Bankura District Correctional Home
2	Process of scheme for renovation of Room No. 3/7 & 3/8 of Barrack-III for Mentally ill prisoners inside Dum Dum Central C.Home
3	Taking up the project for creating separate ward for mentally ill inmates at Purulia Dist. C.Home (Ward No. 9B will be converted for this purpose)

December, 2023

Sl. No.	Target
1	Taking up the project for construction of twin type-III (Three storied building) quarters with provision of 3rd floor for WO, Controller, Asstt. Controller and others in the outside premises of Krishnanagar District C.Home
2	Processing of scheme for special repair to Katwa Sub C.Home for arrangement of separate ward for Mentally ill inmates including extension of low guard wall.
3	Taking up the project for installation of compound and security illumination across the periphery, both internal and external to the boundary wall of the C.Home

Department of Disaster Management and Civil Defence

Month	Target Description	Target Remarks
January	001 - Functioning of State EOC round the clock.	
	002 - Review - Construction of Flood Shelter, Relief Godown, QRT.	
	003 - Draft Budget for 2022-23 & Budget Speech of DM & CD.	
	004 - Review of Relief Material Stock.	
	005 - Awareness Campaign on Disaster Management.	
	006 - Monitoring of Daily Incident Report.	
	007 - Review of Ex-gratia / Compensation.	
	008 - Special Control room for Ganga Sagar Mela at Nabanna & Civil Defence set-up at Outram Ghat & Ganga Sagar Mela.	
	009- Conducting Mock Drill / FAMEX/ Training.	
	010 - Organize Republic Day Parade - CD & WBNVF.	
	011 - Review of Aapada Mitra.	
February	001 - Monitoring of Daily Incident Report.	
	002 - Review of NCRMP.	
	003 - Functioning of State EOC Round the Clock.	
	004 - Monthly Review Meeting.	
	005 - Review of Ex-gratia / Compensation.	
	006 - Website Updation.	
	007- Conducting Mock drill / FAMEX/ Training.	
March	001 - Verification of Relief Articles at Zonal Godowns.	
	002 - Functioning of State EOC Round the Clock.	
	003 - Awareness Campaign on Disaster Management.	
	004 - Review of NCRMP.	
	005 - Monthly Review Meeting.	
	006 - Allotment of MLA Quota Relief Articles to Districts.	
	007 - Monitoring of Daily Incident Report.	
	008 - Review of Ex-gratia / Compensation.	
	009 - Review of Relief Articles Stock.	
	010 - Conducting Mock Drill / FAMEX/ Training.	
	011- Website Updation.	

Month	Target Description	Target Remarks
April	001 - Release Fund to Districts from Plan Fund.	
	002 - Allotment of NGR Wheat, Leprosy GR.	
	003 - Verification of Relief Articles at Zonal Godowns.	
	004 - Review of Relief Articles stock.	
	005 - Functioning of State EOC Round the Clock.	
	006 - Review of NCRM Project.	
	007 - Conducting Training Programme on Disaster Management & DRR.	
	008 - Monthly Review Meeting.	
	009 - Monitoring of Daily Incident Report.	
	010 - Review of Ex-gratia / Compensation.	
	011 - Awareness Campaign on Disaster Management.	
	012 - Website Updation.	
	013 - Preparatory Measures for Deployment of Boats / OBMs and Manpower of WWCD and WBCEF to Different Flood Prone Districts from June to October.	
May	001 - Pre Monsoon Preparedness Meeting at State Level.	
	002 - Awareness Campaign on Disaster Management.	
	003 - Functioning of State EOC Round the Clock & Activation of DEOCs for Round the clock.	
	004 - Conducting Training Programme on Disaster Management & DRR.	
	005 - Training of CD Volunteers - Basic training, Training for Wardens, Advanced Training.	
	006 - Monthly Review Meeting.	
	007 - Monitoring of Daily Incident Report.	
	008 - Review of Ex-gratia / Compensation.	
	009 - Review of NCRMP.	
	010 - Website Updation.	
	011 - Recruitment / Promotion Process Review DM & CD Wing.	
June	001 - Monitoring Flood Preparedness.	
	002 - Functioning of State EOC Round the Clock.	
	003 - Monthly Review Meeting.	
	004 - Monitoring of Daily Incident Report.	

Month	Target Description	Target Remarks
	005 - Review of Ex-gratia / Compensation.	
	006 - Allotment of Relief articles.	
	007 - Conducting Mock drill / FAMEX / Training.	
	008 - Deployment of Boats / OBM / Manpower of WWCD & WBCEF to Different Flood Prone Districts.	
	009 - Awareness Campaign on Disaster Management.	
	010 - Review of NCRMP.	
	011 - Website Updation.	
July	001 - Monitoring Flood Preparedness.	
	002 - Review of Relief Article Stock.	
	003 - Review - Construction of Flood Shelter, Relief Godown, QRT.	
	004 - Functioning of State EOC Round the Clock.	
	005 - Monthly Review Meeting.	
	006 - Monitoring of Daily Incident Report.	
	007 - Review of Ex-gratia / Compensation.	
	008 - Awareness Campaign on Disaster Management.	
	009 - Website Updation.	
August	001 - Monitoring Flood Preparedness.	
	002 - Awareness Campaign on Disaster Management.	
	003 - Monthly Review Meeting.	
	004 - Functioning of State EOC Round the Clock.	
	005 - Monitoring of Daily Incident Report.	
	006 - Review of Ex-gratia / Compensation.	
	007 - Allotment of MLA Quota Relief articles to Districts.	
	008 - Website Updation.	
September	001 - Awareness Campaign on Disaster Management.	
	002 - Monthly review meeting.	
	003 - Functioning of State EOC round the clock.	
	004 - Monitoring of Daily Incident Report.	
	005 - Review of Ex-gratia / Compensation.	
	006 - Website Updation.	

Month	Target Description	Target Remarks
October	001 - Monitoring Flood Preparedness.	
	002 - Awareness Campaign on Disaster Management.	
	003 - Monthly Review Meeting.	
	004 - Functioning of State EOC Round the Clock.	
	005 - Conducting Training Programme on Disaster Management & DRR.	
	006 - Monitoring of Daily Incident Report.	
	007 - Review of Ex-gratia / Compensation.	
	008 - Special control Room for Durga Puja at Nabanna.	
	009 - Website Updation.	
November	001 - Procurement of Relief Articles.	
	002 - Monthly Review Meeting.	
	003 - Verification of Relief Articles at Zonal Godowns.	
	004 - Functioning of State EOC Round the Clock.	
	005 - Monitoring of Daily Incident Report.	
	006 - Review of Ex-gratia / Compensation.	
	007 - Special control Room for Kali Puja/ Chhath Puja at Nabanna.	
	008 - Conducting Mock drill / FAMEX / Training.	
	009 - Website Updation.	
	010 - Printing of Diary & Calendar.	
December	001 - Monthly Review Meeting.	
	002 - Functioning of State EOC Round the Clock.	
	003 - Conducting Training Programme on Disaster Management & DRR.	
	004 - Monitoring of Daily Incident Report.	
	005 - Review of Ex-gratia / Compensation.	
	006 - Review of Relief Articles stock.	
	007 - Review of NCRM Project.	
	008 - Conducting Mock Drill / FAMEX .	
	009 - Website Updation.	

Department of Environment

Month	Executive Agency	Sl. No	Name of the Scheme	Target
January	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
		7	Surface Water / Ground Water Quality Monitoring	84
		8	Workshop / training program for industry representatives, students and police authorities	2
		9	Awareness program against use of loudspeakers and banned firecrackers	1
		10	SEAC Meeting for Environmental Clearance Process	2
		11	AETC Verification	4
		12	Public Hearing for Environmental Clearance Projects	2
		13	Complaint & Technical Hearing	25
	WBBB	14	Facilitation of PBR upgradation	3
		15	Preparation of new SOP for Biodiversity Park	1
		16	Conservation activity	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of North 24 Parganas.(Continuous Process)	1
		19	Preparation of brief documents for 23 wetlands in West Bengal.	2
	EKWMA	20	Preparatory works for implementation of Integrated Management Plan of East Kolkata Wetlands 2022-2027	1
	Environment Department	21	Core group formation with experts and nominations from stakeholder Departments and Core Group Meeting	1
		22	Help and guide District administration to organize Green Gangasagar Mela in environment friendly manner.	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
February	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations.	97
		7	Surface Water / Ground Water Quality Monitoring	84
		8	Workshop / training program for industry representatives, students and police authorities	2
		9	Awareness program against use of loudspeakers and banned firecrackers	1
		10	SEAC Meeting for Environmental Clearance Process	2
		11	AETC Verification	4
		12	Public Hearing for Environmental Clearance Projects	2
		13	Complaint & Technical Hearing	25
	WBBB	14	Facilitation of PBR upgradation	2
		15	Conservation of biodiversity through livelihood promotion	1
		16	Technical support to Biodiversity Park	1
		17	Meeting with District Officials/ BMCs/ Line Departments	2
	IESWM	18	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of North 24 Parganas. (Continuous Process)	1
		19	Preparation of brief documents for 23 wetlands in West Bengal.	2
EKWMA	20	Celebration of World Wetlands Day	1	
March	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	44

Month	Executive Agency	Sl. No	Name of the Scheme	Target	
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97	
		8	Surface Water / Ground Water Quality Monitoring	84	
		9	Workshop / training program for industry representatives, students and police authorities	2	
		10	Awareness program against use of loudspeakers and banned firecrackers	1	
		11	SEAC Meeting for Environmental Clearance Process	2	
		12	AETC Verification	4	
		13	Public Hearing for Environmental Clearance Projects	2	
		14	Complaint & Technical Hearing	25	
		WBBB	15	Facilitation of PBR upgradation	3
			16	Conservation activity	2
			17	Biodiversity awareness	2
			18	Meeting with District Officials/ BMCs/ Line Departments	2
		IESWM	19	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of North 24 Parganas. (Continuous Process)	1
			20	Preparation of brief documents for 23 wetlands in West Bengal.	2
	EKWMA	21	Desiltation of bheri within East Kolkata Wetlands area in collaboration with Fisheries Department, Govt. of West Bengal as per the Integrated Management Plan of East Kolkata Wetlands 2022-2027	1	
	Environment Department	22	Release of fund for Establishment of Biodiversity Park	1	
		23	Awareness programme on water pollution	1	
	April	WBPCB	1	Surveillance on industries (number of units)	250
			2	Emission and effluent quality monitoring from industrial sources	225
			3	Consent to industrial units / Projects	600
			4	Authorization to health care facilities for bio-medical waste management	50
			5	Authorization to hazardous waste generating units for hazardous waste management	10
			6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
7			Surface Water / Ground Water Quality Monitoring	152	
8			Workshop / training program for industry representatives, students and police authorities	2	
9			Awareness program against use of loudspeakers and banned firecrackers	1	
10			SEAC Meeting for Environmental Clearance Process	2	
11			AETC Verification	4	
12			Public Hearing for Environmental Clearance Projects	2	
13			Complaint & Technical Hearing	25	

Month	Executive Agency	Sl. No	Name of the Scheme	Target
	WBBB	14	Facilitation of PBR upgradation	2
		15	Conservation of biodiversity through livelihood promotion	1
		16	Technical support to Biodiversity Park	1
		17	Meeting with District Officials/ BMCs/ Line Departments	2
	IESWM	18	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of North 24 Parganas. (Continuous Process)	1
		19	Preparation of brief documents for 23 wetlands in West Bengal.	2
	EKWMA	20	Celebration of World Earth Day	1
	Environment Department	21	Core Group, Expert member meeting. Insights and data collection from stakeholders. Departments and resource persons for compilation of revised State Action Plan on Climate Change, West Bengal (SAPCC, WB) 2021-2030	1
		22	Review meeting on updation of District Environment Plan	1
	May	WBPCB	1	Surveillance on industries (number of units)
2			Emission and effluent quality monitoring from industrial sources	225
3			Consent to industrial units / Projects	600
4			Authorization to health care facilities for bio-medical waste management	50
5			Authorization to hazardous waste generating units for hazardous waste management	10
6			Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
7			Surface Water / Ground Water Quality Monitoring	84
8			Workshop / training program for industry representatives, students and police authorities	2
9			Awareness program against use of loudspeakers and banned firecrackers	1
10			SEAC Meeting for Environmental Clearance Process	2
11			AETC Verification	4
12			Public Hearing for Environmental Clearance Projects	2
13			Complaint & Technical Hearing	25
WBBB		14	Facilitation of PBR upgradation	2
		15	Conservation activity	1
		16	Celebration of International Day for Biological Diversity	1
		17	Publication/ awareness material	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
	IESWM	18	Meeting with District Officials/ BMCs/ Line Departments	2
		19	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas (Continuous Process)	1
		20	Preparation of brief documents for 23 wetlands in West Bengal.	2
June	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	44
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Celebration of World Environment Day	6
		10	Workshop / training program for industry representatives, students and police authorities	2
		11	Awareness program against use of loudspeakers and banned firecrackers	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Verification	4
		14	Public Hearing for Environmental Clearance Projects	2
		15	Complaint & Technical Hearing	25
	WBBC	16	Facilitation of PBR upgradation	3
		17	Conservation of biodiversity through livelihood promotion	1
		18	Technical support to Biodiversity Park	1
		19	Biodiversity awareness	1
		20	Support to benefit claimers/ BMCs from ABS share	1
		21	Meeting with District Officials/ BMCs/ Line Departments	2
	IESWM	22	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas. (Continuous Process)	1
		23	Preparation of brief documents for 23 wetlands in West Bengal.	2
	EKWMA	24	Celebration of World Environment Day	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
	Environment Department	25	Release of fund for Establishment of Biodiversity Park	1
		26	Awareness on sound pollution	1
July	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
		7	Surface Water / Ground Water Quality Monitoring	84
		8	Workshop / training program for industry representatives, students and police authorities	2
		9	Awareness program against use of loudspeakers and banned firecrackers	1
		10	SEAC Meeting for Environmental Clearance Process	2
		11	AETC Verification	4
		12	Public Hearing for Environmental Clearance Projects	2
		13	Complaint & Technical Hearing	25
	WBBB	14	Facilitation of PBR upgradation	2
		15	Conservation activity	3
		16	Meeting with District Officials/ BMCs/ Line Departments	2
		17	Activities towards Biodiversity Heritage Site declaration/management	1
	IESWM	18	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas (Continuous Process).	1
		19	Preparation of brief documents for 23 wetlands in West Bengal.	2
EKWMA	20	Afforestation programme within East Kolkata Wetlands area	1	
August	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10

Month	Executive Agency	Sl. No	Name of the Scheme	Target	
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97	
		7	Surface Water / Ground Water Quality Monitoring	84	
		8	Workshop / training program for industry representatives, students and police authorities	2	
		9	Awareness program against use of loudspeakers and banned firecrackers	1	
		10	SEAC Meeting for Environmental Clearance Process	2	
		11	AETC Verification	4	
		12	Public Hearing for Environmental Clearance Projects	2	
		13	Complaint & Technical Hearing	25	
		WBBB	14	Facilitation of PBR upgradation	3
			15	Conservation of biodiversity through livelihood promotion	1
			16	Technical support to Biodiversity Park	1
			17	Biodiversity awareness	1
			18	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	19	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas (Continuous Process).	1	
		20	Preparation of brief documents for 23 wetlands in West Bengal.	2	
	EKWMA	21	Preparatory works for erection of signages within East Kolkata Wetlands area as per the Integrated Management Plan of East Kolkata Wetlands 2022-2027	1	
		Environment Department	22	Preparation of Draft report of SAPCC 2021-2030	1
	23		Awareness on Air pollution	1	
	September	WBPCB	1	Surveillance on industries (number of units)	250
			2	Emission and effluent quality monitoring from industrial sources	225
			3	Consent to industrial units / Projects	600
			4	Authorization to health care facilities for bio-medical waste management	50
			5	Authorization to hazardous waste generating units for hazardous waste management	10
6			Monitoring of sewage treatment plants of municipal towns	44	
7			Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97	
8			Surface Water / Ground Water Quality Monitoring	84	
9			Workshop / training program for industry representatives, students and police authorities	2	
10			Awareness program against use of loudspeakers and banned firecrackers	1	

Month	Executive Agency	Sl. No	Name of the Scheme	Target
October		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	2
		16	Conservation activity	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas. (Continuous Process).	1
		19	Preparation of brief documents for 23 wetlands in West Bengal.	2
	Environment Department	20	Release of fund for Establishment of Biodiversity Park	1
	WBPCB	1	Surveillance on industries (number of units)	75
		2	Emission and effluent quality monitoring from industrial sources	50
		3	Consent to industrial units / Projects	200
		4	Authorization to health care facilities for bio-medical waste management	20
		5	Authorization to hazardous waste generating units for hazardous waste management	4
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97
		7	Surface Water / Ground Water Quality Monitoring	152
		8	Awareness program against use of loudspeakers and banned firecrackers	1
		9	SEAC Meeting for Environmental Clearance Process	1
		10	AETC Verification	2
11		Complaint & Technical Hearing	10	
WBBB		12	Facilitation of PBR upgradation	1
		13	Meeting with District Officials/ BMCs/ Line Departments	2
IESWM		14	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas. (Continuous Process).	1
		15	Preparation of brief documents for 23 wetlands in West Bengal.	1
EKWMA		16	Preparation of Annual Report of 2022-2023	1
November	WBPCB	1	Surveillance on industries (number of units)	200
		2	Emission and effluent quality monitoring from industrial sources	200
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50

Month	Executive Agency	Sl. No	Name of the Scheme	Target	
		5	Authorization to hazardous waste generating units for hazardous waste management	8	
		6	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97	
		7	Surface Water / Ground Water Quality Monitoring	84	
		8	Awareness program against use of loudspeakers and banned firecrackers	1	
		9	SEAC Meeting for Environmental Clearance Process	2	
		10	AETC Verification	2	
		11	Public Hearing for Environmental Clearance Projects	2	
		12	Complaint & Technical Hearing	25	
		WBBB	13	Facilitation of PBR upgradation	3
			14	Conservation activity	1
			15	Meeting with District Officials/ BMCs/ Line Departments	1
		IESWM	16	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas. (Continuous Process).	1
	17		Preparation of brief documents for 23 wetlands in West Bengal.	2	
	EKWMA	19	Preparatory works to establish of Nature Interpretation Centre as per the Integrated Management Plan of East Kolkata Wetlands 2022-2027	1	
		20	Workshop on Climate Change: Incorporation of all inputs, observations and feedbacks	1	
	Environment Department	21	Release of fund for Establishment of Biodiversity Park	1	
		22	Awareness on Hazardous chemical	1	
		23			
	December	WBPCB	1	Surveillance on industries (number of units)	250
2			Emission and effluent quality monitoring from industrial sources	225	
3			Consent to industrial units / Projects	600	
4			Authorization to health care facilities for bio-medical waste management	50	
5			Authorization to hazardous waste generating units for hazardous waste management	10	
6			Monitoring of sewage treatment plants of municipal towns	44	
7			Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal at different locations	97	
8			Surface Water / Ground Water Quality Monitoring	84	
9			Workshop / training program for industry representatives, students and police authorities	2	
10			Awareness program against use of loudspeakers and banned firecrackers	1	
11			Publication of newsletter, annual report and awareness materials	3	

Month	Executive Agency	Sl. No	Name of the Scheme	Target
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Verification	4
		14	Public Hearing for Environmental Clearance Projects	2
		15	Complaint & Technical Hearing	25
	WBBB	16	Facilitation of PBR upgradation	2
		17	Biodiversity awareness	1
		18	Board meeting/ expert committee meeting/ participation from the board in various programmes/ meetings	10
		19	Technical support to Biodiversity Park	1
		20	Support to benefit claimers/ BMCs from ABS share	1
		21	Publication/ awareness material	1
		22	Activities towards Biodiversity Heritage Site declaration/management	1
		23	Meeting with District Officials/ BMCs/ Line Departments	1
		IESWM	24	Updation of CZMP - 2011 as per CRZ Notification 2019 for the district of South 24 Parganas. (Continuous Process).
	25		Preparation of brief documents for 23 wetlands in West Bengal.	2
	EKWMA	26	Preparatory works for implementation of Integrated Management Plan of East Kolkata Wetlands 2022-2027	1
	Environment Department	27	Release of fund for Establishment of Biodiversity Park	1
		28	Final report of Revision of SAPCC 2021-2030	1
		29	Review meeting on updation of District Environment Plan	1

Department of Finance

JANUARY	
Sl. No.	Department/Directorates
Budget	
1	Preparation of Supplementary Estimates for FY 2022-2023
2	Resource planning for budget for the FY 2023-2024.
3	Finanlising the Budget size for the FY 2023-2024 for State Development Schemes (SDS) and State Development Schemes (Including Central Share).
4	Meeting with all the Departments for finalising the budget for the FY 2023-2024 for State Development Schemes (SDS) and State Development Schemes (including Central Share).
5	Preparation of Draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement for the FY 2023-2024.
6	Review of RIDF, Externally Aided Projects (EAP) & expenditure in CSS / State Development Schemes during the FY 2023-2024.
7	Review of CSS / CN schemes with Nodal Officers.
Commercial Tax Directorate	
1	Review of GST Audit for 2018-19 & 2019-20
2	Monthly Review of Collection of Revenue
3	Review of Anti-evasion work and MyTask
4	Inspection of Circles(1-North Bengal,2- South Bengal) to review performance
5	Review of LTU Service Sector
6	Training of Officers on changes in GST Law
7	Review of cases of Bureau of Investigation
8	Review of performace: Profession Tax
9	Review of Registration
10	Review of Refund
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.01.2023 and which is submitted within 31.12.2022
2	Disposal of all the family pension cases received in this office within 31.12.2022
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.01.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.01.2023
e-Governance & IFMS	
1	Confirmation Management
2	Pulling back of e-PPO facility

3	Integration with Bank inconnection with LC submission
4	Piloting of Integration with IFMS and AG Middleware Server
5	Generation of PF Account Numbers for Non-Govt Institutions
6	Completion of Payment Integration with all major Integrated Banks for making payment through SBMS
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Publication of GIS data for Jalpaiguri and Dakshin Dinajpur Districts in the WebGIS Portal hosted at WBSDC
3	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
4	Updation of Transaction MIS data with Mouza maps for Paschim Barddhaman District
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
Excise	
1	Quarterly Stock Audit of Distributor run depots
2	Piloting of software for publication of Criminal Intelligence e-Gazette
3	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
4	Change management of Label Registration Module with auto Cost Card build up
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Meeting on Special drive to Revenue mobilisation under GST Act.
2	Review on the performance of Investigating Officers.
3	Review on the work on GST Service Sectors.
4	Review on the action related to adjudication proceedings.
FEBRUARY	
Sl. No.	Department/Directorates
Budget	
1	Finalization of Supplementary Estimates for the FY 2022-2023
2	Preparation for West Bengal Appropriation (No.1) Bill, 2023 for supplementary estimates
3	Preparation of West Bengal Appropriation (No.2) Bill, 2022
4	Publication of all volumes of Budget documents for the FY 2023-2024
5	Publication and Placement of draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement to the WBLA
6	Preparation of write up of State Finance for the publication of Economic Review 2021-2022
Commercial Tax Directorate	
1	Review of status of Adjudication Cases

2	Monthly meeting on Revenue mobilisation
3	Review of appeal and revision cases
4	Inspection of 2 Circles to review performance
5	Review of Progress of Registration
6	Review of performance: Electricity Duty
7	Review of performance: Internal Audit
8	Review of GST Return Scrutiny
9	Review of recovery under legacy acts and GST
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 28.02.2023 and which is submitted within 31.01.2023
2	Disposal of all the family pension cases received in this office within 31.01.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.02.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 22.02.2023
e-Governance & IFMS	
1	Facility of making all rejected, cancelled, failed payment files of KP/ RP available directly to the Integrated Portals for reprocessing
2	Transfer Order Generation Functionality updation
3	Local Body integration with GRIPS 2.0 for Receipts and settlement through bank accounts/ deposit accounts of govt parastatals/Local body .
4	Facility for payment into local bodies and govt parastatals through mGRIPS
5	Online DTA Inspection
6	Generation of sanction letter in connection with prepaid electricity bill
7	PF Balance Capture facility for Non-Government Institution
8	Submission of UC through online
Directorate of Registration & Stamp Revenue	
1	Mouza map checking and attribute creation for Alipurduar District
2	RoR, MVDB & Transaction MIS data Integration with the GIS maps for Alipurduar District
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars
4	Field Visit to Alipurduar District to capture Market coordinates
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants

Excise	
1	Training of new batch of Revenue Service officers allotted to the Excise Directorate
2	Testing of software for Sub-Lessee operations at Foreign Liquor Manufacturing Units
3	Development and Testing of software of processing Export Order and Export Permit for Bulk Spirit
4	Inspection of 2 (two) Foreign Liquor Manufactories by Addl. Excise Commissioner / Jt. Commissioner
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Review on the progress of cancellation of Registration of fake & false business entities
2	Review on the performance of Investigating Officers
3	Review on action taken on the reports received from Central GST authority
4	Monthly Review of collection of Revenue from Enforcement cases
MARCH	
Sl. No.	Department/Directorates
Budget	
1	Re-appropriation and release of funds to Administrative Departments including final receipts of balance CSS funds for 2022-2023
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes
3	Review & Monitoring of Administrative Expenditure & State Development Schemes of all Departments
4	Review of tagging of different Schemes in Centralised Budget Monitoring System (CBMS) under IFMS
Commercial Tax Directorate	
1	Review of status of Audit
2	Review of GST refund position
3	Review of Anti-evasion work and MyTask
4	Review meeting on performance of Appellate Authorities
5	Survey of Unregistered dealers under GST
6	Review of Registration
Directorate of Treasuries & Accounts, WB	
1	Upgradation of 2 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.03.2023 and which is submitted within 28.02.2023
2	Disposal of all the family pension cases received in this office within 28.02.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.03.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.03.2023

e-Governance & IFMS	
1	Necessary additional development in Service Provider functionality in connection with introduction of prepaid smart meter at State Government Offices by WBSEDCL
2	Leave Encashment functionality of AIS Officers
3	MIS & dashboard facility for Admin users of GRIPS
4	Service Plus Integration/PoS Integration with GRIPS 2.0
5	Inclusion of Single Debit Multiple Credit in GRIPS 2.0 for settlement into bank accounts & HOA
6	Implementation of Aadhar based e-Signing in IFMS
7	Capturing of Flexi & Fixed deposit with all major integrated banks
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Creation of market layer of Alipurduar district from the coordinates captured from field survey
3	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
4	GIS enabled Calculation of distance of each plot in Alipurduar District from the nearby features such as roads, markets, schools, hospitals and transportation nodes.
5	Addition of GIS data for Paschim Barddhaman District in the WebGIS Portal hosted at WBSDC
6	Upgradation in the integration between e-Nathikarn & KMC
7	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
8	Calculation of distance of each plot in Alipurduar District from the nearby features such as roads, markets, schools, hospitals and transportation nodes.
Excise	
1	Development and Testing of Information Management System for newly recruited Excise Constables
2	Training of S.Is of Excise from different Excise Districts and Divisions
3	Roll out of software for publication of Criminal Intelligence e-Gazette
4	Inspection of 2 (two) India Made Liquor Bottling Plants by Addl. Excise Commissioner / Jt. Commissioner
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Meeting on Special drive to Revenue mobilisation.
2	Meeting on work related to seizure of goods in warehouse etc.
3	Review on the performance of Investigating Officers in Blocking of ITC.
4	Monthly Review of collection of Revenue from Enforcement cases.
APRIL	
Sl. No.	Department/Directorates
Budget	
1	Release of 1st instalment of budgetary funds for FY 2023-2024 to Administrative Departments.
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2023-2024.

Commercial Tax Directorate	
1	Annual Review of performance of the CTD
2	Review of anti-evasion activities with units Bureau and IIU
3	Training of officers on Case Studies of Service Tax
4	Monthly Review on Collection
5	Review of status of Audit
6	Review of Training of Officers on changes in GST Law
7	Review of performance: Electricity Duty
8	Review of performance: Internal Audit
9	Review of GST Return Scrutiny
Directorate of Treasuries & Accounts, WB	
1	Inspection of 2 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 30.04.2023 and which is submitted within 31.03.2023
2	Disposal of all the family pension cases received in this office within 31.03.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.04.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.04.2023
e-Governance & IFMS	
1	Out of Budget Component
2	Functional Promotion for Govt. Employees in HRMS along with its integration with Workflow Management, e-Service Book and Pay Fixation
3	Inclusion of Single Debit Multiple Credit in GRIPS 2.0 for settlement into bank accounts & HOA
4	Integration with IFMS and AG Middleware Server related to different TR forms
5	Different pending MIS Report
Directorate of Registration & Stamp Revenue	
1	Revision of MVDB of the Districts of Kolkata, South 24 Parganas, North 24 Parganas, Howrah & Hooghly
2	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
3	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
4	Mouza map checking and attribute creation for Nadia District
5	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
6	RoR, MVDB & Transaction MIS data Integration with the GIS maps for Nadia District

Excise	
1	Testing of software for Sub-Lessee operations at Breweries
2	Quarterly Stock Audit of Distributor run depots
3	Piloting of software for Sub-Lessee operations at Foreign Liquor Manufacturing Units
4	Annual Review meeting with Superintendents of Excise on revenue collection and enforcement activities
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Annual Review on the performance of DRI&E in Enforcement cases.
2	Meeting on the proposed work in the coming months.
3	Review on the action related to adjudication proceedings.
4	Review on the progress of cancellation of Registration of fake & false business entities.
MAY	
Sl. No.	Department/Directorates
Budget	
1	Review & Monitoring of CSS/ RIDF Expenditure of all Departments.
2	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary.
Commercial Tax Directorate	
1	Survey of dealers for registration in GST and PT.
2	Monthly review meeting on Revenue collection
3	Monitoring of GST audit for 2018-19 & 2019-20
4	Inspection of Circles(1-North Bengal,2- South Bengal) to review performance
5	Review of appeal and revision cases
6	Review of anti-evasion activities with units of Bureau
7	Review of performace: Profession Tax
8	Review of Registration
9	Review of Refund
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
2	Upgradation of 2 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.05.2023 and which is submitted within 30.04.2023
2	Disposal of all the family pension cases received in this office within 30.04.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.05.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.05.2023

e-Governance & IFMS	
1	Online sending of e-Service Book and Single Comprehensive Form to AGWB
2	Auto update of Scheme Master and HOA Master through iBudget and iFMS integration for Centrally Sponsored Schemes/ Central Sector Schemes.
3	Defacement of Paid Challans in GRIPS 2.0 for external integrated Departments /Non Govt Institutions
4	Complete Integration IFMS and AG Middleware Server
5	Book transfer of TDS from deposit accounts
6	PPA mode shall be done away with electronic mode only
Directorate of Registration & Stamp Revenue	
1	Revision of MVDB of the districts of Purba Bardhaman, Paschim Bardhaman, Darjeeling, Jalpaiguri, Paschim Medinipur & Purba Medinipur
2	Field visit to Nadia District to capture Market coordinates and creation of the market layer thereof on the basis of data so collected
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars
4	Meeting of SLMC Sub-Committee for revision of MVDB of the districts of Purba Bardhaman, Paschim Bardhaman, Darjeeling, Jalpaiguri, Paschim Medinipur & Purba Medinipur
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	In service training of Registering officers on Court Case and Legal matters
7	Calculation of distance of each plot of Nadia District from the nearby features such as roads, markets, schools, hospitals and transportation nodes
Excise	
1	Initiation of work for Publishing updated West Bengal Excise Acts, 1909 and Rules under the said Act
2	Testing of software for Sub-Lessee operations at India Made Liquor Manufacturing Units
3	In service training of Officers of the newly developed eAbgari & eBevco modules already deployed
4	Pilotting of software of processing Export Order and Export Permit for Bulk Spirit
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Annual Review on the performance of DRI&E in Enforcement cases
2	Meeting on the proposed work in the coming months
3	Review on the action related to adjudication proceedings
4	Review on the progress of cancellation of Registration of fake & false business entities
JUNE	
Sl. No.	Department/Directorates
Budget	
1	Start of preparation of administrative report of Finance Department with data collection and compilation from different Directorates of the Finance Department and data from the Statistics & PI Department
2	Review & Monitoring of Administrative Expenditure & Expenditures of State Development Schemes for 2023-2024
3	Review of Externally Aided Projects (EAP)

Commercial Tax Directorate	
1	Review meeting with Circles and Large Taxpayers' Unit on Revenue Collection
2	Review of Anti-evasion work and MyTask
3	Review of status of Audit
4	Review of status of Adjudication Cases
5	Inspection of Circles(1-North Bengal,2- South Bengal) to review performance
6	Review of LTU Goods Sector
7	Review of GST Return Scrutiny
8	Review of recovery under legacy acts and GST
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries.
2	Treasury review Meeting.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 30.06.2023 and which is submitted within 31.05.2023
2	Disposal of all the family pension cases received in this office within 31.05.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.06.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.06.2023
e-Governance & IFMS	
1	SNA HoA Auto Update
2	Employee HRA Declaration
3	Defacement of Paid Challans in GRIPS 2.0 for non-integrated Departments /Non Govt Institutions
4	Implementation of Vendor Management System
5	Implementation of online Death Register related to pension
6	Inclusion of Service provider in SBMS Portal
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Mouza map checking and attribute creation for the plains of Darjeeling District
3	Publication of GIS data for Nadia District in the WebGIS Portal
4	Revision of MVDB of the remaining districts
5	Changes in the mode of e-Service delivery in respect of certified copy of registered deed given through e-District portal
6	RoR, MVDB & Transaction MIS data Integration with the GIS maps for Plains area of Darjeeling District
7	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
8	Field visit to the plains of Darjeeling District to capture Market coordinates and creation of the market layer thereof on the basis of data so collected

Excise	
1	Inspection of 1 (one) distillery by Addl. Excise Commissioner / Jt. Commissioner
2	Piloting of software for Sub-Lessee operations at Breweries
3	Refresher training for ASIs of Excise from different Excise Districts
4	Roll out of Information Management System for newly recruited Excise Constables
Directorate of Revenue Intelligence & Enforcement	
1	Review on the work related to Blocking of ITC of Centre jurisdiction RTPs
2	Review on action taken on the reports received from Central GST authority
3	Review on the progress of cancellation of Registration of fake & false business entities
4	Monthly Review of collection of Revenue from Enforcement cases
JULY	
Sl. No.	Department/Directorates
Budget	
1	Reappropriation of funds as per requirement of Administrative Departments
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2023-2024
3	Review & Monitoring of CSS/ RIDF Expenditure of all Departments
Commercial Tax Directorate	
1	Monthly Review Meeting with Circles and Charges on Revenue Collection
2	Inspection of 2 Circles to review performance
3	Review of anti-evasion activities with units of Bureau
4	Review of status of Audit
5	Review meeting on performance of Appellate Authorities
6	Training of Officers on changes in GST Law
7	Review of performance: Internal Audit
8	Review of Registration
9	Review of Refund
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.07.2023 and which is submitted within 30.06.2023
2	Disposal of all the family pension cases received in this office within 30.06.2023
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.07.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.07.2023

e-Governance & IFMS	
1	SNA Master Report
2	Incorporation of PFMS and State codes in CBMS to be at par with PFMS
3	Introduction virtual wallet concept in AC-DC Bill
4	Incorporation of one time Gratuity payment of 3 HoAs under the perview of allotment in addition to sanction
5	Development of Loan and Final payment Withdrawal of Non-Govt PF Module
6	Transfer of Labour Cess through SBMS
Directorate of Registration & Stamp Revenue	
1	GIS enabled Calculation of distance of each plot of the plains of Darjeeling District from the nearby features such as roads, markets, schools, hospitals and transportation nodes.
2	Addition of GIS data for Alipurduar District & the plains of Darjeeling District in the WebGIS Portal hosted at WBSDC
3	In-service training of registering officers
4	Piloting of Scientific Valuation Framework in Part of Dakshin Dinajpur district
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	Introduction of e-office in ADSR offices (Part)
Excise	
1	Piloting of software for Sub-Lessee operations at India Made Liquor Manufacturing Units
2	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
3	Roll out of software of processing Export Order and Export Permit for Bulk Spirit
4	Quarterly Stock Audit of Distributor run depots
Directorate of Revenue Intelligence & Enforcement	
1	Meeting on Special drive to Revenue mobilisation under GST Act
2	Review on the performance of Investigating Officers
3	Review on the work on GST Service Sectors
4	Monthly Review of collection of Revenue from Enforcement cases
AUGUST	
Sl. No.	Department/Directorates
Budget	
1	Release of second instalment of budgetary fund to all the Administrative Departments
2	Re-appropriation of fund as per the requirement of the Administrative Departments
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue
2	Review of Anti-evasion work and MyTask

3	Review of status of Adjudication Cases
4	Inspection of charge to review performance
5	Review of LTU Service Sector
6	Review of performance: Profession Tax
7	Review of performance: Electricity Duty
8	Review of GST Return Scrutiny
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries
2	Upgradation of 2 Treasuries
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.08.2023 and which is submitted within 31.07.2023
2	Disposal of all the family pension cases received in this office within 31.07.2023
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.08.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 26.08.2023
e-Governance & IFMS	
1	Facility for Online Refund application in GRIPS 2.0 for those departments already have their online refund mechanism
2	Implementation of online global compliance of objected bills
3	Integration of HRMS with SBMS
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Mouza map Checking and Attribute creation for the plains of Cooch Behar District
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars
4	RoR, MVDB & Transaction MIS data Integration with the GIS maps for the plains area of Cooch Behar District
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	In service training of registering officers on Audit matters
7	Creation of one new registration office by bifurcation of one heavily loaded registration office
8	Field Visit to Cooch Behar District to capture Market coordinates
Excise	
1	Inspection of 2 (two) F.L. Manufactories by Addl. Excise Commissioner / Jt. Commissioner
2	Roll out of software for Sub-Lessee operations at Foreign Liquor Manufacturing Units
3	Publication of Administrative Report
4	Change Management of Public Grievance Redressal Management System

Directorate of Revenue Intelligence & Enforcement	
1	Review on the progress of cancellation of Registration of fake & false business entities
2	Review on the performance of Investigating Officers
3	Review on action taken on the reports received from Central GST authority
4	Review on the action related to adjudication proceedings
SEPTEMBER	
Sl. No.	Department/Directorates
Budget	
1	Re-appropriation of funds as per the requirement of Administrative Departments
2	Review of utilization of funds received under the 15th Finance Commission
3	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2023-2024
4	Mid-Year review of release of fund by Administrative Departments as released to them by Finance Department in April and August
5	Mid-Year review of collection of taxes by various Directorates under the Finance Department
6	Reconciliation of Accounts of last Financial Year with the Office of the Principal Accountant General, West Bengal
7	Entry/ Exit Conference with the Office of the Principal Accountant General, West Bengal
8	Sending letter to the Office of the Principal Accountant General, West Bengal for providing the Actuals relating to the FY 2022-2023
9	Review & Monitoring of CSS/ RIDF Expenditure of all Departments
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue
2	Review of anti-evasion activities with units of Bureau
3	Review meeting on performance of Appellate Authorities
4	Review of status of Audit
5	Inspection of 3 Circles to review performance
6	Review of Anti-evasion work and MyTask
7	Review of Registration
8	Review of Refund
Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 30.09.2023 and which is submitted within 31.08.2023
2	Disposal of all the family pension cases received in this office within 31.08.2023
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.09.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.09.2023

e-Governance & IFMS	
1	Departmental Proceedings module in HRMS and Its integration with e-Service Book
2	Income Tax Deduction Request
3	Implementation of modalities of auto surrender of fund from deposit accounts
4	Integration with Income Tax portal
Directorate of Registration & Stamp Revenue	
1	Creation of the market layer for Cooch Behar District from the market location coordinates collected during field visits
2	Calculation of distance of each plot of Cooch Behar District from the nearby features such as roads, markets, schools, hospitals and transportation nodes.
3	Introduction of e-office in ADSR offices (Part)
4	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
5	Piloting of Scientific Valuation Framework in Part of Paschim Bardhaman district
Excise	
1	Roll out of software for Sub-Lessee operations at Breweries
2	Review of eGovernance initiatives and achievements by Excise Commissioner / Addl. Excise Commissioner
3	Change management in work flow of different eAbgari modules with inclusion of Special Commissioner Revenue node
4	Coordination meeting on NDPS with all units on preparedness to ensure Zero cultivation of contraband Opium and Cannabis
Directorate of Revenue Intelligence & Directorate	
1	Review on the progress of GST Enforcement cases
2	Review on the progress of the work on GST Service Sectors
3	Review on the action taken by Central GST authority on the basis of our reports
4	Review on the work related to Blocking of ITC of Centre jurisdiction RTPs
OCTOBER	
Sl. No.	Department/Directorates
Budget	
1	Entry of Actual expenditure figure of 2022-2023 as provided by the Office of the Principal Accountant General, West Bengal
2	Collection and compilation of budget material from all the Administrative Departments
3	Re-appropriation of funds as per the requirement of Administrative Departments
4	Review of Externally Aided Projects & RIDF
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue
2	Inspection of charge to review performance

3	Review of status of Adjudication Cases
4	Training of Officers on changes in GST Law
5	Review of performance: Electricity Duty
6	Review of performance: Internal Audit
7	Review of GST Return Scrutiny
Directorate of Treasuries & Accounts, WB	
1	Upgradation of 2 Treasuries
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.10.2023 and which is submitted within 30.09.2023
2	Disposal of all the family pension cases received in this office within 30.09.2023
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.10.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.10.2023
e-Governance & IFMS	
1	Stamp Vendors management. Facility for online payment by stamp vendors through GRIPS 2.0
2	Availability of Challans in connection with ECS cancellation of failed transaction
3	MIS Report on next development
Directorate of Registration & Stamp Revenue	
1	Mouza map checking and attribute creation for Bankura District
2	RoR, MVDB & Transaction MIS data Integration with the GIS maps for Bankura District
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars
4	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	Addition of GIS data for Cooch Behar District in the WebGIS Portal hosted at WBSDC
Excise	
1	Quarterly Stock Audit of Distributor run depots
2	Roll out of software for Sub-Lessee operations at India Made Liquor Manufacturing Units
3	Pre-puja review with Superintendents of Excise on revenue collection and enforcement activities
4	Review meeting with Depot Managers & Nodal Officers of FL Depots of WBSBCL
Directorate of Revenue Intelligence & Enforcement	
1	Review on the progress of cancellation of Registration of fake & false business entities
2	Review on the performance of Investigating Officers
3	Discussion on latest changes and amendments in GST Law and Rules
4	Monthly Review of collection of Revenue from Enforcement cases

NOVEMBER

Sl. No.	Department/Directorates
	Budget
1	Re-appropriation of funds as per the requirement of Administrative Departments
2	Collection and compilation of budget material from all the Administrative Departments
3	Completion of incorporation of actual data for the Financial Year 2022-2023, including receipts and expenditure, as received from the Office of Principal Accountant General, West Bengal
4	Review of collection of taxes by various Directorates under the Finance Department
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue
2	Review of status of Audit
3	Review of anti-evasion activities with units of Bureau
4	Review of status of Adjudication Cases
5	Review meeting on performance of Appellate Authorities
6	Review of LTU
7	Publication of Annual Administrative Report
8	Review of Registration
9	Review of Refund
	Directorate of Treasuries & Accounts, WB
1	Inspection of 5 Treasuries
2	Treasury review Meeting
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 30.11.2023 and which is submitted within 31.10.2023
2	Disposal of all the family pension cases received in this office within 31.10.2023
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.11.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.11.2023
	e-Governance & IFMS
1	Customised MIS Report (CBMS)
2	Modification of CTS pension Module
3	Integration with GST portal
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars
2	Field Visit to Bankura District to capture Market coordinates

3	Creation of the market layer for Bankura District from the market location coordinates collected during field visits
4	Integration between e-Nathikaran and CESC
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
6	Implementation of online module for Consolidated Stamp Duty matters
7	Piloting of Scientific Valuation Framework in Part of Jalpaiguri district
Excise	
1	Development and Testing of software for Retail License Sub-Lease module
2	Review meeting with Superintendents of Excise on revenue collection and enforcement activities
3	Change Management in EVC module with provision for application by importer of Bulk Spirit under IPBS module
4	Coordination meeting on NDPS with all units
Directorate of Revenue Intelligence & Enforcement	
1	Review on the disposal of pending Enforcement cases
2	Review on the action taken by Central GST authority on the basis of our reports
3	Meeting on work related to seizure of goods in warehouse etc
4	Monthly Review of collection of Revenue from Enforcement cases
DECEMBER	
Sl. No.	Department/Directorates
Budget	
1	Release of 3rd instalment of budgetary funds to all the Administrative Departments
2	Preparation & publication of administrative report of Finance Department
3	Re-appropriation of funds as per the requirement of Administrative Departments
4	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2023-2024
5	Review of Taxes Collection by various Directorates
6	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary for RIDF projects
7	Review & Monitoring of CSS/ RIDF Expenditure of all the Departments
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue
2	Inspection of charge to review performance
3	Review of status of Adjudication Cases
4	Training of Officers on changes in GST Law
5	Review of Anti-evasion work and MyTask
6	Inspection of 2 Circles to review performance
7	Review of performace: Profession Tax
8	Review of GST Return Scrutiny
9	Review of recovery under legacy acts and GST

Directorate of Treasuries & Accounts, WB	
1	Inspection of 5 Treasuries
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.12.2023 and which is submitted within 30.11.2023
2	Disposal of all the family pension cases received in this office within 30.11.2023
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 24.12.2023
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 24.12.2023
e-Governance & IFMS	
1	MIS Reports of HRMS
2	Application for GPF Subscription Change
3	Separate Salary Advice Generation from LF/PL
4	Integration with PFMS portal
Directorate of Registration & Stamp Revenue	
1	Calculation of distance of each plot of Bankura District from the nearby features such as roads, markets, schools, hospitals and transportation nodes.
2	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars
3	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants
4	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee
5	Creation of one new registration office by bifurcation of one heavily loaded registration office
6	Upgradation in the mode of integration between e-Nathikaran and WBSEDCL
7	In service training of registering officers
8	Addition of GIS data for Nadia & Bankura Districts in the WebGIS Portal hosted at WBSDC
Excise	
1	Inspection of 2 (two) Breweries by Addl. Excise Commissioner / Jt. Commissioner
2	Piloting of software for Retail License Sub-Lease module
3	Development and Testing of software for transport pass of Special Denatured Spirit
4	Roll out of software for Retail License Sub-Lease module
Directorate of Revenue Intelligence & Enforcement	
1	Preparation of Road map for the works to be done in coming three months
2	Meeting on work related to seizure of goods in warehouse etc
3	Review on the action related to adjudication proceedings
4	Monthly Review of collection of Revenue from Enforcement cases

Department of Fire & Emergency Services

JANUARY – 2023

Sl.No.	Target
1	Fresh appointment of Lower Division Clerk will be started.
2	1st Batch of External Sub-Officer Course, National Fire Service College, Nagpur shall be conducted at Institute of Fire Service.
3	Stand-by duty at Ganga Sagar Mela, 2023.
4	Stand-by duty at Book Fair, 2023.
5	General transfer of Ministerial Staff (Directorate) will be completed.
6	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
7	Candidates will be deputed for undergoing Sub-Officers Course at NFSC.
8	Fire Audit will be conducted in the vulnerable buildings (High Risk/High Rise) throughout the state.
9	Proposals for procurement of various Fire Fighting Equipments/Appliances to be sent to the Deptt. for approval.
10	Professional Duty-cum-Athletic Meet-2023 (Division-wise Tactical Exercise Competition) will be conducted at a suitable venue.
11	Technical Expert Committee Meeting will be conducted weekly.

FEBRUARY – 2023

Sl.No.	Target
1	2nd phase of fresh appointment of Lower Division Clerk will be completed.
2	Special Appliances and Modern Equipments Training Programme will be conducted at Institute of Fire Service for departmental candidates.
3	Pending proposals for procurement of Fire Appliances / Equipments / Vehicles will be reviewed.
4	Refresher Course for Sub-Officer and Station Officer will be conducted.
5	Pending bills / vouchers in connection with reimbursement towards expenditure of medical treatment of employees / beneficiaries / pensioners / family pensioners will be reviewed.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	Technical Expert Committee Meeting will be conducted weekly.
8	Repair and renovation of an existing Fire station/Divisional Office/Directorate Office/ IFS Building to be started subject to release of fund.

MARCH – 2023

Sl.No.	Target
1	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under North Kolkata, South Kolkata, North 24-Pgs. & South 24-Pgs. Divisions.
2	Fresh appointment of Lower Division Clerk will be completed finally.
3	Pending bills of all categories will be reviewed and placed before Pay & Accounts for making payment subject to availability of fund.
4	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
5	Special Meeting will be conducted to review the Court Cases.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.

Sl.No.	Target
7	Technical Expert Committee Meeting will be conducted weekly.
8	Process for recommendation for President's Fire Service Medal on the Occasion of Independence Day-2023 to be started.

APRIL – 2023

Sl.No.	Target
1	Review Meeting within Directorate and with Senior Field Officers, to examine financial performance in the past financial year.
2	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
3	Refresher Course for Sub-Officer and Station Officer will be conducted.
4	Technical Expert Committee Meeting will be conducted weekly.
5	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the deptt. for approval.
6	Process for recommendation for President's Fire Service Medal on the Occasion of Independence Day-2023 to be started.
7	General transfer of Ministerial Staff (Divisional) will be completed.

MAY – 2023

Sl.No.	Target
1	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
2	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Nadia, Bankura, Purulia, Purba Barddhaman & Paschim Barddhaman Divisions.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Meeting with all Divisional Fire Officers to be conducted.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Pending disciplinary proceedings will be reviewed.
7	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the Deptt. for approval.
8	General transfer of Station Officers will be completed.
9	Technical Expert Committee Meeting will be conducted weekly.

JUNE – 2023

Sl.No.	Target
1	Refresher Course for Sub-Officer and Station Officer will be conducted.
2	1st Batch of External Sub-Officer Course, National Fire Service College, Nagpur will be completed.
3	Special Meeting will be conducted to review the Court Cases.
4	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
5	Technical Expert Committee Meeting will be conducted weekly.
6	Proposal for procurement of fire appliances / equipments / vehicles etc. will be sent to Deptt.
7	Process for deputation for undergoing Sub-Officers Course at NFSC will be started.

JULY – 2023

Sl.No.	Target
1	2nd Batch of External Sub-Officer Course, National Fire Service College, Nagpur will be commenced at Institute of Fire Service.
2	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
3	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
4	Technical Expert Committee Meeting will be conducted weekly.
5	General transfer of Sub-Officers will be initiated and completed.
6	Proposal for filling up the vacant posts of Lower Division Assistant in the Directorate Office will be sent to Deptt.
7	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the Deptt. for approval.
8	Candidates will be deputed for undergoing Sub-Officers Course at NFSC.
9	Process for recommendation for President's Fire Service Medal on the Occasion of Republic Day-2023 will be started.

AUGUST – 2023

Sl.No.	Target
1	Refresher Course for Sub-Officer and Station Officer will be conducted.
2	Pending cases of Right to Information Act will be reviewed.
3	Technical Expert Committee Meeting will be conducted weekly.
4	General transfer of Leader will be initiated and completed.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Process for recommendation for President's Fire Service Medal on the occasion of Republic Day-2023 will be completed.

SEPTEMBER – 2023

Sl.No.	Target
1	Fire Awareness Programme will be conducted in all public places for coming festive season.
2	Special Meeting with all Divisional Fire Officers will be conducted in connection with forthcoming Durga Puja / Kali Puja etc.
3	General Transfer of Fire Operators will be initiated and completed.
4	Repair & renovation work of 1 (one) No. existing F.S. To be completed subject to release of fund.
5	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	Special Meeting will be conducted to review the Court Cases.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the Deptt. for approval.

OCTOBER – 2023

Sl.No.	Target
1	NOC under Section 23A of The West Bengal Fire Services Act, 1950 regarding erection of temporary structures or pandals in connection with Durga Puja, Kali Puja, etc. would be issued following Single Window System (Aasaan)/by other means.
2	Fire Service stand-by duty will be performed during Durga Puja at different Police Stations and big Puja Pandals.
3	Procurement of fire appliances / equipments / vehicles etc. will be made through GEM subject to administrative approval & financial sanction of the Govt.
4	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues, including Court Cases.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Technical Expert Committee Meeting will be conducted weekly.
7	Refresher Course for Sub-Officer and Station Officer will be conducted.
8	Pending Audit Queries / Paras will be reviewed.
9	Pending court cases will be reviewed.

NOVEMBER – 2023

Sl.No.	Target
1	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
2	Meeting with all Divisional Fire Officers to be conducted.
3	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
4	Pending cases of medical bills / TA bills will be reviewed.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk/High Rise) throughout the state.
6	Special meeting with DFO, appliances / Equipment Officer(R/CD) will be conducted.
7	Technical Expert Committee Meeting will be conducted weekly.
8	Fire Service stand-by duty will be performed during Kali Puja & Jagatdhatri Puja at different Police Stations and big Puja Pandals.

DECEMBER – 2023

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

DEPARTMENT OF FISHERIES, AQUACULTURE, AQUATIC RESOURCES & FISHING HARBOURS

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
1	Brakish water fish farming (Tiger Shrimp) in coastal Districts (in Hectare)						20%	45%	15%				100	1. 20% completed (previous year). 2. Targeted achievement is subject to release of fund by Finance Deptt.	
2	Brakish water fish farming (Vennamei Shrimp) in coastal Districts (in Hectare)						20%	45%	15%				100	1. 20% completed (previous year). 2. Targeted achievement is subject to release of fund by Finance Deptt.	
3	Brakish water fish farming [Bagda (Tiger Shrimp) with Parse and Bhangon] in coastal Districts (in Hectare)						20%	45%	15%				100	1. 20% completed (previous year). 2. Targeted achievement is subject to release of fund by Finance Deptt.	
4	Old Age Pension under Jai Bangla	20000	20000	20000	20000	20000	20000	20000	20000	20000	20000	20000	20000		

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
5	HCRC : Awareness Programmes (No.)				10	10	10	10	10	10	10	10	10	80	
6	Improvement of Henrys Island Sector- A Fisheries Project, South 24 Parganas.	10%	10%	10%	10%									544.24 lakh	60% completed (previous year)
7	Improvement of Henrys Island Sector- B Fisheries Project, South 24 Parganas.	20%	10%	10%	10%	5%								589.43 lakh	45% completed (previous year)
8	Improvement of Fresergunj Fisheries Project, South 24 Parganas.	20%	15%	10%	10%	5%								539.36 lakh	40% completed (previous year)
9	Improvement of Digha Fisheries Project, East Midnapur.	10%	10%	10%	10%	5%	5%	5%	5%					512.24 lakh	35% completed (previous year)
10	Improvement of Goltola Fisheries Project, North 24 parganas.	10%	10%	10%	5%									632.63 lakh	65% completed (previous year)
11	Improvement of Nalban Fisheries Project, North 24 parganas.	20%	20%	10%	10%									978.02 lakh	40% completed (previous year)
12	Establishment of Brood Bank for Indian Major Carp at Kalyani Fish Farm, Nadia	10%	10%	10%	10%	5%	5%	5%	5%	5%	5%	5%	5%	562.92 lakh	20% completed (previous year)

Department of Food & Supplies

January

Sl. No.	Target
1.	Paddy procurement for 10 LMT and CMR recovery of 1 LMT
2.	Organisation of 5000 paddy procurement camps.
3.	Inspection of 25 CPCs by State Level Officers
4.	Disposal of 25 cases for engagement/reconstitution of FPS/ SK Oil Dealers on Compassionate Ground and engagement of 25 dealers against fresh / resultant vacancies.
5.	Inspection of 40 FPS /SK Oil Shops /Agents by State Level Officers
6.	Construction of one godown 5000 MT (Monteswar, PWD)
7.	Listing of Roudra Bristi products in e-retail platforms

February

Sl. No.	Target
1.	Paddy procurement for 10 LMT and CMR recovery 3 LMT
2.	Organisation of 5000 paddy procurement camps
3.	Disposal of 60 cases for engagement/reconstitution of FPS/ SK Oil Dealers on Compassionate Ground and engagement of 150 dealers against fresh / resultant vacancies.
4.	Inspection of 30 CPCs by State Level Officers
5.	Inspection of 30 FPS/SK Oil Shops/Agents by State Level Officers

March

Sl. No.	Target
1.	Paddy procurement for 10 LMT and CMR recovery of 5 LMT
2.	Organisation of 2000 paddy procurement camps
3.	Disposal of 60 cases for engagement/reconstitution of FPS/ SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
4.	Quarterly review meeting with the district level officers of Food & Supplies Department
5.	Inspection of 30 CPCs by State Level Officers
6.	Inspection of 40 FPS/SK Oil Shops/Agents by State Level Officers
7.	Construction of one godown of 25000 MT(Bhatar, WBSWC)
8.	Opening of 2 Roudra Bristi outlets in North Bengal

April

Sl. No.	Target
1.	Paddy procurement for 0.50 LMT and CMR recovery of 5.00 LMT
2.	Organisation of 500 paddy procurement camps
3.	Inspection of 25 nos. of SK Oil depots of Agents and Shops of Dealers
4.	Disposal of 40 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealers against fresh / resultant vacancies
5.	Inspection of 5 CPCs by State Level Officers
6.	1 st Batch of QC training of Inspecting Staffs /Officers of this Department regarding Quality Control Management

May

Sl. No.	Target
1.	Paddy procurement for 0.50 LMT and CMR recovery of 5.00 LMT
2.	Organisation of 500 paddy procurement camps
3.	Disposal of 50 cases for engagement/ reconstitution of FPS/SK Oil Dealers on Compassionate Ground engagement of 100 dealers against fresh / resultant vacancies
4.	Launching of web site for Roudra Bristi online sales

June

Sl. No.	Target
1.	Paddy procurement for 2.00 LMT and CMR recovery 5.50 LMT
2.	Organisation of 1300 paddy procurement camps
3.	Disposal of 40 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
4.	Implementation of ERP based accounting system.
5.	Quarterly review meeting with the district level officers of Food & Supplies Department

July

Sl. No.	Target
1.	Paddy procurement for 1.50 LMT and CMR recovery 3 LMT
2.	Organisation of 700 paddy procurement camps
3.	Disposal of 30 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
4.	Inspection of 25 nos. of SK Oil depots of Agents and Shops of Dealers
5.	Construction of one godown of 26700 MT(Bhagwanpur-II, WBSWC)
6.	2 nd Batch of QC training of Inspecting Staffs /Officers of this Department regarding Quality Control Management

August

Sl. No.	Target
1.	CMR recovery 2.00 LMT
2.	Inspection of 4 Flour Mills and 4 Rice Mills by State level Officers
3.	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
4.	Inspection of 20 nos. of SK Oil depots of Agents and Shops of Dealers

September

Sl. No.	Target
1.	CMR recovery 1.70 LMT
2.	Disposal of 40 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
3.	Inspection of 25 nos. of SK Oil depots of Agents and Shops of Dealers
4.	Construction of one godown of 2000 MT(Tapan, WBSWC)
5.	Opening of 2(Two) Roudra Bristi in South Bengal
6.	Quarterly review meeting with the district level officers of Food & Supplies Department

October

Sl. No.	Target
1.	Disposal of 40 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealers against fresh / resultant vacancies.
2.	Inspection of 4Nos. Distributors Godowns by State level Officers
3.	Inspection of 20 FPS/SK Oil Shops /Agents by State Level Officers
4.	Capacity building program for Societies, SHGs and FPOs

November

Sl. No.	Target
1.	Paddy procurement for 0.50 LMT.
2.	Organisation of 1000 paddy procurement camps
3.	Inspection of 25 nos. of SK Oil depots of Agents and Shops of Dealers
4.	3 rd Batch of QC training of Inspecting Staffs /Officers of this Department regarding Quality Control Management

December

Sl. No.	Target
1.	Paddy procurement for 5.00 LMT and CMR recovery 1.00 LMT
2.	Organisation of 3000 paddy procurement camps
3.	Disposal of 40 cases for engagement/ reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealers against fresh / resultant vacancies.
4.	Inspection of 40 CPCs by State Level Officers
5.	Quarterly review meeting with the district level officers of Food & Supplies Department
6.	Inspection of 20 nos. of SK Oil depots of Agents and Shops of Dealers
7.	4 th Batch of QC training of Inspecting Staffs /Officers of this Department regarding Quality Control Management.

Forest Department

Month	Item of Works	Sub-office
January	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee FG Training at Hijli	
	Preparation of APO for the F.Y. 2023-24 for Advance Works of CA and NPV plantations for the creation year 2023.	CAMPA
	Renovation of Aviary (4 nos.) at Harinalaya Mini Zoo, New Town	WBZA
	E-Auction of timber and other forest produce	WBFDC
February	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee FG Training at Forest training Centre, Rajabhatkhawa & Sukna (under WBFS/Dowhill)	
	Purchase of 150 CC & 200 CC Motorcycles	CAMPA
	(i) Renovation of A viary (3) at Harinalaya Mini Zoo, New Town	WBZA
	(ii) Improvement of Food Court including extension of Kitchen at North Bengal Animals' Park, Siliguri	
	Bird Festival at Buxa & Sundarban Tiger Reserves and estimation of migratory birds in BTR, SBR & STR (3 events)	WL
	E-Auction of timber and other forest produce	WBFDC
March	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee DR/Fr Training at Hijli	
	Raising of 80 lakhs seedlings under DPN of (4000 ha)	
	Compilation of State Monitoring Report	RMD
	(i) Construction of Paver Block Pathway in front of Administrative Block at North Bengal Animals Park, Siliguri	
	(ii) Construction of Multipurpose Road with Paver Block at Harinalaya Mini Zoo, New Town (Part-I)	WBZA
	(iii) Renovation of Mixed Flying Bird A viary at Zoological Garden, Alipore	
	Release of Red Panda under Red Panda augmentation programme with PNHZP, Darjeeling at Singalila NP (3 nos.)	WL
	Release of Himalayan Ghoral (6 nos.) & Red Jungle Fowl (20 nos.) in collaboration with PNHZP, Darjeeling in Mahananda WLS	
	E-Auction of timber and other forest produce	WBFDC
April	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee FG Training at Dowhill	
	Preparation of Annual Report for the F.Y. 2022-23	CAMPA
	(i) Construction of Concrete Road for visitors at Bardhaman Zoological Garden, Bardhaman	
	(ii) Construction of Bengal Fox Enclosure at Zoological Garden, Alipore	WBZA
	(iii) Construction of Paver Block at Zoological Garden, Alipore	
	a) CFC harvesting operation b) E-auction of timber and other forest produce	WBFDC

Month	Item of Works	Sub-office
May	Sabujshree Seedling Distribution	DTE
	Completion of Plantation advance work of 64 lakhs seedlings	
	(i) Renovation of Animal Hospital at Zoological Garden, Alipore	WBZA
	Publication of Annual Research Report – 2022-23	RMD
	Data analysis and preparation of final Monitoring Report, 2022	
	Tiger, mega herbivores & herbivores estimation, camera trapping, data analysis, report generation in Buxa, Sundarban Tiger Reserve, Jaldapara, Gorumara, Neora Valley NPs, Mahananda, Bethudahari and Bibhutibhusan WLS (5 events)	WL
	(a) Sundarban honey procurement (b) E-auction of timber and other forest produce	WBFDC
June	Sabujshree Seedling Distribution	DTE
	Completion of 6 (Six) month regular DR/Fr. Training Course at SFTI, Hijli	
	(i) Construction of Service Path & Paver Block at Harinalaya Mini Zoo, New Town (Part-II)	WBZA
	(ii) Construction of Over-Head Water Tank at Garhchumuk Deer Park, Howrah	
	E-auction of timber and other forest produce	WBFDC
July	Sabujshree Seedling Distribution	
	Completion of 6 (Six) month regular FG Training Course at WBFS, Dowhill	DTE
	Completion of Raising of 80 lakhs seedlings under DPN (4000 ha)	
	Creation of Landscape development works at North Bengal Animals Park, Siliguri	WBZA
	Publication of Book on Medicinal Plants of North Bengal Hills	RMD
	E-auction of timber and other forest produce	WBFDC
August	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee DR/Fr Training at Dowhill	
	(i) Enrichment of Snow Leopard Enclosures (2 nos.) at CBC, Topkeydara. (ii) Upgradation & Electrification works at Padmaja Naidu Himalayan Zoological Park, Darjeeling	WBZA
	Submission of Draft Monitoring Report	RMD
	E-auction of timber and other forest produce	WBFDC
September	Sabujshree Seedling Distribution	DTE
	(i) Construction of Deep Tube-well at Zoological Garden, Alipore (ii) Supply & Installation of Submersible Pump at Zoological Garden, Alipore	WBZA
	Creation & Maintenance of CA & NPV plantations (creation year 2023) and older plantations.	CAMPA
	E-auction of timber and other forest produce	WBFDC
October	Sabujshree Seedling Distribution	DTE
	Completion of Plantation Creation 4000 ha	
	Construction of Zoo Supervisor quarter at Garchumuk Deer Park, Howrah	WBZA
	E-auction of timber and other forest produce	WBFDC

Month	Item of Works	Sub-office
November	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee FG Training at Hijli	
	JFMC Share Distribution	
	Maintenance of Staff Quarters and Range Offices & Beat Offices.	CAMPA
	Publication of research report on Agro-forestry in South-West Bengal, Status report on medicinal plants in West Bengal	RMD
	Construction of Visitors Shed at Junglemahal Zoological Park, Jhargram	WBZA
	Release of captive born Vulture in wild in BTR (10 Nos.)	WL
	Creation of Mangrove Plantation in Sundarban (500 Ha.)	
	E-auction of timber and other forest produce	WBFDC
December	Sabujshree Seedling Distribution	DTE
	1 (One) month Promotee DR/Fr Training at Hijli	
	1 (One) month Promotee FG Training at Forest training Centre, Rajabhatkhawa & Sukna (under WBFS, Dowhill)	
	Completion of maintenance & Development of 56 no. of parks in North & South Bengal	
	Translocation of Chital Deer from Zoos to Forest area & other Zoo.	WBZA
	Publication of NTFP status report	RMD
	Release of Batagur Baska for habitat assessment and restoration study in Sundarbans in STR & SBR (2 events.)	WL
	E-auction of timber and other forest produce	WBFDC

Department of Food Processing Industries & Horticulture

Period/ Month	Office	Activities	Target for the Month
Jan-23	FPI	Inspection of Food Processing Industries/ WBFPI sanction	05 units/ 05 units
	Horticulture	Pollination support through bee-keeping	400 beehives/ colony
		Capacity building of farmers through training (nos.)	30
		Construction of protected structures	12 units
		Small mushroom production unit	30 units
		Cultivation of Hybrid Vegetables (area in ha.)	50
	Cinchona	Initiation of Mobile oil extraction unit	1 unit
		Harvesting of coffee cherry	2 M.T.
		Harvesting of dry Cinchona bark	100 M.T.
		Collection, Tendering and watering of Cinchona seedlings	250 ha
		Maintenance and watering of Ipecac Nursery	500 kamra
		Harvest and sale of Mandarin Orange	50000 pcs
		Maintenance of Rubber Block and nursery	35 ha
		Maintenance of Other Horticulture crops like Coffee, Cardamom, temperate fruits and Medicinal Plants	20 ha
		Harvesting of coffee cherry	700 kg
		Collection of Leaf soil from high forest	3 M.T.
	WBSFP HDCL	Raising of Papaya seedlings in Farm	400,000
Cultivation of vegetable Crops at Ayeshpur Farm		1.5 acre	
Feb-23	FPI	Inspection of Food Processing Industries	05 units
		Bengal Global Business Summit (BGBS)	Participation in BGBS
	Horticulture	Pollination support through bee-keeping	400 beehives/ colony
		Capacity building of farmers through training (nos.)	30
		Small mushroom production unit	30 units
		Construction of Protected Structure	4 units
		Cultivation of Hybrid Vegetables (area in ha.)	50
	Cinchona	harvesting of Honey bee	20 bottle
		Maintenance of Orange Block.	30 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	15 ha
		Harvesting of Cymbidium cut flowers	1000 pcs
		Operation of Phytochemistry Lab. at Mungpoo	1 unit
		Maintenance of Rubber Block and nursery	15 ha
		Collection of Leaf soil from high forest	3 M.T.
		Collection, Tendering and watering of Cinchona seedlings	50 ha
		Initiation of cultivation of tropical orchids in the Directorate	10 poly house
		Opening of Medicinal Plant Nursery at Mungpoo	1 unit
	Maintenance and watering of Ipecac Nursery	1000 kamra	
	WBSFP HDCL	Raising of different fruit plants in farms	80,000
		Distribution of Papaya Seedlings among beneficiaries	1,000,000
		Cultivation of vegetable Crops at Ayeshpur Farm	1.5 acre

Period/ Month	Office	Activities	Target for the Month
Mar-23	FPI	Inspection of Food Processing Industries/ WBFPIIS sanction	05 units/ 05 units
	Horticulture	Pollination support through bee-keeping	400 beehives/ colony
		Planting of flower (area in ha.)	50
		Cultivation of Hybrid Vegetables (area in ha.)	60
		Capacity building of farmers through training (nos.)	20
		Small mushroom production unit	30 units
	Cinchona	Transplantaion of Ipecac	5000 kamra
		Maintenance of Rubber Block and nursery	30 ha
		Maintenance of Orange Block.	25 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	10 ha
		Initiation of Mushroom Spawn Production Unit	1 unit
		Initiation of Mobile Oil Extraction Unit	1 unit
		Maintenance and watering of Ipecac Nursery, Orange Block,	17 ha
		Maintenance of Cymbidium Orchids	2.5 acres
		Harvesting of coffee cherry	2 M.T.
		Development of Planting material production nursery of Mandarin Orange	1 unit
	WBSFP HDCL	Raising of different fruit plants in farms	100,000
		Distribution of Papaya Seedlings among beneficiaries	400,000
		Cultivation of Elephant foot yam at Ayeshpur Farm	2 acre
	Apr-23	FPI	Inspection of Food Processing Industries
Horticulture		Development and hosting of e-service based portal under the web portal of the Department to receive, process and disposal of online applications under West Bengal State Food Processing Incentive scheme (WBSFPIS)	Hosting of portal
		Pollination support through bee-keeping	400 beehives/ colony
		Planting of non perennial fruit (area in ha.)	100
		Construction of vermicompost unit* 2-permanent/ polythene	100
		Capacity building of farmers through training (nos.)	30
		Distribution of power tiller/power machine (nos.)	20
		Cultivation of Hybrid Vegetables (area in ha.)	60
Cinchona		Maintenance of Rubber Block and nursery	15 ha
		Preparation of Land for cultivation of Artemisia annua, Chirata, mecedannia nut, Coffee, Aricanut, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants and Other Horticulture crops	10 ha
		Maintenance and watering of Ipecac Nursery, Orange Block,	2500 kamra, 20 ha,
		Extraction of Rubber Latex	2 M.T.
		Harvest of dry Ipecac root	1000 kg
		Maintenance of Rubber Block and nursery	25 ha
WBSFP HDCL		Raising of different fruit plants in farms	1,00,000
		Sowing of Coconut in nursery bed at Ayeshpur Farm	1,50,000

Period/ Month	Office	Activities	Target for the Month
May-23	FPI	Inspection of Food Processing Industries/ WBFPIIS sanction	05 units/ 05 units
	Horticulture	Meeting with FPO/FPCs	3
		Capacity building of farmers through training (nos.)	20
		Construction of Protected Structure	5 units
		Cultivation of Hybrid Vegetables (area in ha.)	80
	Cinchona	Maintenance of Orange Block.	20 ha
		Maintenance of Other Horticulture crops and Medicinal Plants	10 ha
		Preparation of Land for cultivation of Artemisia annua, Chirata, Coffee, Aricanut, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants and Other Horticulture crops	12 ha
		Extraction of essential oil	10 ltr
		Extraction of Rubber Latex	2 M.T.
	WBSFP HDCL	Raising of different fruit plants in farms	100,000
		Sowing of Coconut in nursery bed at Ayeshpur Farm	200,000
Jun-23	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Meeting with FPO/ FPCs	4
		Construction of poly / shade net house (Unit*1)	7 units
		Construction of vermicompost unit *2 - permanent/polythene	100
		Cultivation of Hybrid Vegetables (area in ha.)	100
		Capacity building of farmers through training (nos.)	20
	Cinchona	Extension of aromatic plants	10 acres
		Pilot scale cultivation of Artemisia annua	20 acres
		Extension of coffee cultivation	10 acres
		Extension of Other Horticulture Crops and medicinal plants	20 acres
		Extraction of Rubber Latex	2 M.T.
	WBSFP HDCL	Raising of different fruit plants in farms	400,000
Jul-23	FPI	Inspection of Food Processing Industries/ WBFPIIS sanction	05 units/ 05 units
	Horticulture	Small mushroom production unit	30 units
		Planting of perennial fruit (area in ha.)	200
		Distribution of power tiller/ power machine (nos.)	20
		Capacity building of farmers through training (nos.)	30
	Cinchona	Commercial cultivation of Cymbidium Orchids	62 farmers
		Extension of Ipecac	5000 kamra
		Afforestation programme	12 acre
		Extension of Cinchona Plantation	25 ha
		Extension of Other Horticulture Crops and medicinal plants	10 ha
		Extraction of Rubber Latex	2 M.T.
	WBSFP HDCL	Raising of different fruit plants in farms	5,00,000
Supply of different fruit plants to the beneficiaries		10,00,000	
Expantion of Progeny Orchard in farms		3 acre	

Period/ Month	Office	Activities	Target for the Month
Aug-23	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Small mushroom production unit	30 units
		Planting of perennial fruit (area in ha.)	200
		Construction of vermicompost unit * 2 - permanent/ polythene	100
		Capacity building of farmers through training (nos.)	20
		Planting of non perennial fruit (area in ha.)	100
		Construction of Protected Structure	5
	Cinchona	Maintenance and watering of Cinchona Block, Ipecac Nursery, Orange Block, Coffee Blocks	75 ha
		Maintenance of Rubber Block and nursery	30 ha
		Sale of Rubber Sheet and Scrap	10 M.T.
		Sickling and weeding of all plantation field	1000 ha
		Harvesting of Citrolnella, Lemon grass	10 ltr
	WBSFP HDCL	Raising of different fruit plants in farms	300,000
		Supply of different fruit plants to the beneficiaries	4,500,000
	Sep-23	FPI	Inspection of Food Processing Industries/ WBFPIIS sanction
Publication of revised booklet on Food Processing Industries in West Bengal (Infrastructure/ Potential and opportunities)			Publication of booklet
Horticulture		Small mushroom production unit	30 units
		Planting of perennial fruit (area in ha.)	350
		Planting of non perennial fruit (area in ha.)	100
		Capacity building of farmers through training (nos.)	20
Cinchona		Harvesting and drying of Large Cardamom	500 kg
		Sickling and weeding of all plantation field	700 ha
		Maintenance of Cymbidium Orchids	2.5 acres
		Extraction of Rubber Latex	2 M.T.
		Maintenance and watering of Ipecac Nursery, Orange Block	35 ha
		Maintenance of Rubber Block and nursery	20 ha
Sale of Dry Cinchona Bark		10 M.T	
WBSFP HDCL		Raising of vegetable saplings in farm	20,000
		Supply of different fruit plants to the beneficiaries	35,00,000
Oct-23	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Small mushroom production unit	30 units
		Capacity building of farmers through training (nos.)	40
		Distribution of power tiller/power machine (nos.)	20
		Planting of non perennial fruit (area in ha.)	150
	Cinchona	Construction of Vermi Composting Unit	20 unit
		Planting material production of Cardamom	10000 saplings
		Extraction of Rubber Latex	2 M.T.
		Extraction of essential oil	10 ltr
		Maintenance of cinchona, ipecac, mandarin orange, coffee, kiwi etc.	150 ha
	WBSFP HDCL	Cultivation of cool season Vegetable Crop in Ayeshpur Farm	1.5 acre

Period/ Month	Office	Activities	Target for the Month
Nov-23	FPI	Inspection of Food Processing Industries/ WBFPIIS sanction	05 units/ 05 units
	Horticulture	Small mushroom production unit	30 units
		Planting of non perennial fruit (area in ha.)	200
		Planting of flower (area in ha.)	100
		Capacity building of farmers through training (nos.)	20
		Pollination support through bee-keeping	400 beehives/ colony
		Construction of Protected Structure	5
	Cinchona	Augmentation of Water Supply	2 new scheme
		Maintenance and watering of Ipecac Nursery, Orange Block etc.	100 ha
		Construction of Plantation roads and paths	2 km
		Maintenance of Rubber Block and nursery	15 ha
		Sale of Dry Cinchona Bark	200 M.T.
		Sale of dry Ipecac Root	10000 kg
		Collection of Rubber seeds from Rubber Plantation area	50 kg
Harvesting of Chirata		500 kg	
Extraction of essential oil		from 60 quintal of grass	
Maintenance of Other Horticulture crops	15 ha		
WBSFP HDCL	Raising of Papaya seedlings in Farm	7,00,000	
Dec-23	FPI	Inspection of Food Processing Industries	05 units
	Horticulture	Small mushroom production unit	30 units
		Planting of flower (area in ha.)	50
		Construction of poly / shade net house (Unit*1)	150
		Construction of vermicompost unit*2 - permanent/ polythene	100
		Capacity building of farmers through training (nos.)	20
		Pollination support through bee-keeping	400 beehives/ colony
	Cinchona	preparation of land for Ipecac seed nursery	50 kamra
		Maintenance of Rubber Block and nursery	15 ha
		Extraction of essential oil	from 60 quintal of grass
		Maintenance of Other Horticulture crops	20 ha
		Construction of Model House	20 nos.
		Sale of Rubber Sheet and Scrap	10 M.T.
		Harvesting of Oranges	20000 pcs
Sale of essential oils	30 ltr		
WBSFP HDCL	Raising of Papaya seedlings in Farm	7,00,000	
* 1 One unit of Poly/ Shade Net House is 200 sq. mt.			
* 2 Average size of one unit of vermicompost permanent/ polythene is as per norms			

DEPARTMENT OF HEALTH & FAMILY WELFARE

January, 2023

Sl.	Branch	Training / Meeting
1.	NHM (ASHA)	Training of rural ASHAs in Induction round - Target 460
2.	NHM (ASHA)	Training of rural ASHAs and ANMs in NCD & HBYC Module Target 1800 ASHA & 300 ANM
3.	NHM (NMHP)	Outreach Camps up to BPHC level (Target-336 camps for 28 DMHP Districts)
4.	NHM (NMHP)	Targeted interventions at community level Activities & interventions targeted at schools, colleges, workplaces, out of school adolescents, urban slums and suicide prevention (Target-224 camps for 28 DMHP Districts)
5.	NHM (CH)	MUSQAN training for 20 facilities (Target-100 participants @ 5 participants/ facility)
6.	NHM (RKSK)	District level ToT on School Health Program (10 batch)
7.	AYUSH	Completion of virtual training of 269 HMO/SAMOs in newly approved Ayush Suswasthya Kendra
8.	HS(MS)	SLAC meeting for monitoring activities related to BMW management
9.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
10.	Nursing	Supportive Supervision for Sister In Charges for Quality Service
11.	Swasthya Sathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
12.	SPSRC- PPP	Quarterly review meeting of FPDC & Dialysis
13.	MERT	CHO Certificate Course for AYUSH Medical Officers
14.	MERT	Training Programme for Skills Development of Mental Health Staffs
15.	MERT	Programme on Infection Control for Nursing Staff
Branch	Activity /Events/Observance of Days	
16.	NHM (Immunization)	Measles Rubella vaccination Campaign from 9th January
17.	NHM(HA-QA)	NQAS State assessment FY '23-'24
18.	NHM(HA-QA)	LaQshya State assessment FY '23-'24
19.	D&E	Inspection of DRS by ADDC (Alipurduar, Coochbehar)
20.	AYUSH	Completion AYUSH fair in 20 Districts
21.	IT	Rolling out of Telemedicine through Swasthya Ingit in additional 1000 Su-Swasthya Kendras
22.	Food Safety	Organizing 10 (ten) Awareness Programme
23.	Food Safety	Organizing 200 (two hundred) food samples in Districts
24.	WBMSCL	Fire Mock Drill of SSHs/ AC and electric line testing of all SSHs & MCHs under WBMSCL
25.	MERT	Initiation of Recruitment to the vacant post of Assistant Professor and others (WBMS Cadre)
26.	MERT	Internship Counselling after FMGE
Branch	Infrastructure works/ Foundation stones/ Operationalisation	
27.	WBMSCL	Completion of AYUSH OPD at Hatagram & Simla of Bankura district
28.	WBSAP & CS(TI)	Rolling out of 1 IDU TI Project in Kolkata
29.	NHM (NPCB&VI)	10 Satellite Eye OT at Bankura (Raipur RH), Basirhat HD (Taki RH), Coochbehar (Sitalkuchi RH), Diamond Harbour HD (Rudranagar RH), Jhargram (Binpur RH), Nadia (Karimpur RH), Paschim Medinipur (Kewakole RH), Purulia (Bansgarh RH), South 24 Pgs (Jirangachha RH), Murshidabad (Beldanga RH)

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

February, 2023

Sl.	Branch	Training/Meeting
30.	NHM (Immunization)	150 Medical Officers Training on Routine Immunization
31.	NHM (Immunization)	400 ANM Training on Routine Immunization
32.	NHM (ASHA)	Training of rural ASHAs in Induction round - Target 450
33.	NHM (ASHA)	Training of rural ASHAs and ANMs in NCD & HBYC Module - Target 1700 ASHA & 285 ANM
34.	NHM (F B N C)	SNCU and NBSU mentoring & review meeting for 10 low performing SNCUs & NBSU
35.	NHM (CH)	MUSQAN training for 20 facilities (Target-100 participants @ 5 participants/ facility)
36.	NHM (NMHP)	Outreach Camps up to BPHC level (Target-336 camps for 28 DMHP Districts)
37.	NHM (NMHP)	Targeted interventions at community level Activities & interventions targeted at schools, colleges, workplaces, out of school adolescents, urban slums and suicide prevention (Target-224 camps for 28 DMHP Districts)
38.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
39.	Nursing	Training on Educational Technology for Clinical Instructors
40.	SPSRC- PPP	Quarterly review meeting of FPMS & Mechanised Laundry services
41.	D&E	Review Meeting on Drugs & Equipment with DRS and MCH
42.	WBSAP&CS (STI)	Training on SOCH Portal for Nursing staff of 24 State supported DSRCs
43.	MERT	Programme on Infection Control for Nursing Staff
44.	MERT	CHO Certificate Course for AYUSH Medical Officers
	Branch	Activity /Events/Observance of Days
45.	NHM (Immunization)	Measles Rubella vaccination Campaign
46.	NHM (HA-QA)	NQAS State assessment FY '23-'24

47.	NHM (HA-QA)	NQAS Document submission & validation FY '23-'24
48.	NHM (HA-QA)	LaQshya State assessment FY '23-'24
49.	NHM (HA-QA)	LaQshya Document submission & validation FY '23-'24
50.	NHM (NTEP)	Intensive Supervision, Monitoring & Evaluation of one poor performing district
51.	AYUSH	Observance of National Unani DAY
52.	Food Safety	Organizing Registration 10 Melas for FBOs
53.	Food Safety	Training Programme for food Business operators (40 FBOs) and collection of Food Samples 100 (one hundred).
54.	D&E	Inspection of DRS by ADDC (Jalpaiguri, Darjeeling Kalimpong)
55.	Swasthya Sathi	Performance Review Meeting with the Implementation Support agency (ISA);
56.	WBMSCL	Fire Mock Drill of MC&Hs
57.	MERT	Initiation of Departmental Promotion (with cutoff date 1st January, 2023)
58.	IT	Rolling out of Portal relating to Persons with Disability (PwD)
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
59.	HS(MS)	Completion of the upgradation works of Haripal RH to make it a 100-bedded hospital
60.	HS(MS)	Completion of the upgradation works of Amta RH to make it a 240-bedded hospital
61.	WBMSCL	Completion of MGPS project and starting of O&M services of Hybrid CCU at Kakdwip SDH
62.	WBMSCL	Completion of Ayush OPD at Bolla SHD at Dakshin Dinajpur District, Bindole SHD at Uttar Dinajpur District, Hooghly District, Howrah District, Jhargram District, North 24 Parganas District & Bankura District
63.	WBMSCL	Completion of construction of DEIC at Rampurhat Govt. MCH
64.	WBMSCL	Commissioning of AYUSH OPD at Latapara of Purulia district
65.	WBMSCL	Commissioning of AYUSH OPD at Chatumadar of Purulia district
66.	WBSAP&CS (Blood Safety)	Operationalization of new Blood Component Separation Unit at Mal SSH, Jalpaiguri
67.	NHM (NPCB&VI)	Eye Bank at Burdwan MCH & Medinipur MCH
ADDITIONAL ACTIVITIES		
a)	Monitoring of Audit Paras	
b)	Monitoring of Court Cases	
c)	Monitoring of DPs:-	
d)	Employment on Compassionate ground	
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)	

March, 2023

Sl.	Branch	Training/Meeting
68.	NHM (Immunization)	200 Medical Officers Training on Routine Immunization
69.	NHM (Immunization)	400 ANM Training on Routine Immunization
70.	NHM (ASHA)	Training of rural ASHAs in Induction round - Target 440
71.	NHM (ASHA)	Training of rural ASHAs and ANMs in NCD & HBYC Module - Target 1600 ASHA & 268 ANM
72.	NHM (NTCP)	Training at District Level (Training of Health Professionals, Orientation of Law Enforcers, other trainings)- Target 108
73.	NHM (NLEP)	Health Supervisor Training targeted for 2 batches
74.	NHM (NMHP)	Outreach Camps up to BPHC level (Target-336 camps for 28 DMHP Districts)
75.	NHM (NMHP)	Targeted interventions at community level Activities & interventions targeted at schools, colleges, workplaces, out of school adolescents, urban slums and suicide prevention (Target-224 camps for 28 DMHP Districts)
76.	NHM (NMHP)	Training of Medical Officers (Target-4 batches)
77.	NHM (Maternal Health)	State level ToT on SBA (Skilled Birth Attendant) training is to be undertaken
78.	AYUSH	Completion of CHO training of 271 AYUSH MOs at IIHW
79.	Food Safety	Inspection and Collection of Food Samples 100 (one hundred)
80.	Food Safety	Organizing 5 (five) Registration melas.
81.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
82.	Nursing	Supportive Supervision for Sister In Charges for Quality Service
83.	SPSRC- PPP	Quarterly review meeting of remaining PPP Projects
84.	WBSAP&CS (STI)	Training on STI/RTI for Medical Officers and Nursing Staff
85.	MERT	Programme on Infection Control for Nursing Staff
86.	MERT	Training on "How to rear a Child"
87.	MERT	Training Programme for Skills Development of Mental Health Staffs
	Branch	Activity /Events/Observance of Days
88.	NHM (Immunization)	Measles Rubella vaccination Campaign
89.	Swasthya Sathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
90.	Swasthya Sathi	Engagement of new ISA through e-tender
91.	WBMSCL	Fire Mock Drill of SSHs

92.	D&E	Preparation of Equipment List for inclusion in SMIS as CAT Items
93.	D&E	Preparation of Priority Project List of MCHs for the FY 2023-24
94.	D&E	Inspection of DRS by ADDC (Uttar Dinajpur, DakshinDinajpur)
95.	SPSRC-PPP	1.5 Tesla MRI at Balurghat DH under PPP mode
96.	MERT	Start of PG Medical and Dental Counseling (Tentative)
97.	MERT	Starting of DNB Counseling (Tentative)
98.	IT	Rolling out of Telemedicine through SwasthyaIngit in another 1000 Su-Swasthya Kendras
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
99.	HS(MS)	Completion of the upgradation works of Sainthia RH to make it a 100-bedded hospital
100.	HS(MS)	Completion of the upgradation works of 10-bedded Primary Health Centre at Samsing, Jalpaiguri
101.	WBMSCL	Operationalisation of Cath Lab Machine at Midnapore Medical College & Hospital
102.	WBMSCL	Completion of MGPS project and starting of O&M services at Purulia Night Shelter
103.	WBMSCL	Completion of Ayush OPD at Gopalpur SAD at Coochbehar District, Anguldekha SHD at Coochbehar District, Challon SHD at DakshinDinajpur District, Jharalagram SAD at Jalpaiguri District, Ramsai SHD at Jalpaiguri District Sujali SHD at Uttar Dinajpur District
104.	WBMSCL	Completion of Completion of Degree College of Yoga & Naturopathy in the premises of Belur State General Hospital
105.	WBMSCL	Completion of Mini Mother & Child Hub (G+3) at Anupnagar, Murshidabad
106.	WBMSCL	Completion of AYUSH OPD at PurbaMedinipur, Purulia, Hooghly, Jhargram, North 24 Pgs, South 24 Pgs. District.
107.	WBMSCL	Completion of AYUSH OPD at Sutahata & Gobra of Purba Medinipur district
108.	WBSAP&CS (TI)	Rolling out of 1 FSW TI Project in Paschim Barddhaman & Rolling out of 1 Core Composite/Hybrid (FSW+MSM+TG) TI Project in Birbhum (incl. Rampurhat) district
109.	WBSAP&CS (Blood Safety)	Operationalization of new Blood Centre at Salboni SSH, Paschim Medinipur
110.	NHM	Construction of new Su-Sasthya Kendra under RIDF XXVIII -Target for Operationalization - 100
111.	NHM	Construction of Su-SasthyaKendras -SSK under XV-FC Health Grants.- Target for Completion of Construction work - 50
112.	NHM	Setting up of Urban Health & Wellness Centres through upgradation/Rental under XV-FC Health Grants -Target for Completion of Construction work - 200
113.	NHM	Setting up of Urban POLYCLINICs (in UPHCs) under XV-FC Health Grants - Target for Completion of Construction work - 10

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

April, 2023

Sl.	Branch	Training/Meeting
114.	NHM (ASHA)	Training of rural ASHAs in Induction round- Target 430
115.	NHM (ASHA)	Training of rural ASHAs and ANMs in NCD & HBYC Module- - Target 770 ASHA & 90 ANM
116.	NHM (C H)	NRC mentor & review training
117.	NHM (C H)	NRC mentor review training for 26 NRCs
118.	NHM (FBNC)	SNCU and NBSU mentoring & review meeting for 10 low performing SNCUs & NBSU
119.	NHM (RKSK)	Block level Nodal Teachers training (Target 30 batch)
120.	NHM (Maternal Health)	Weeklong IEC campaign on 'Safe Motherhood' covering Kolkata, North 24 Parganas and South 24 parganas.
121.	NHM (NMHP)	Outreach Camps up to BPHC level (Target-336 camps for 28 DMHP Districts)
122.	D&E	Review of Essential Drugs List by the Expert Committee
123.	HS(MS)	SLAC meeting for monitoring activities related to BMW management
124.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
125.	Nursing	Soft skill Training on Communication Workshop for Staff Nurses
126.	WBMSCL	Assistant Engineers at HQ WBMSCL : In service training & physical discussion to develop the skill of work
127.	WBMSCL	Sub-Assistant Engineers at HQ WBMSCL : In service training & physical discussion to develop the skill of work
128.	SPSRC- PPP	Quarterly review meeting of FPDC & Dialysis
129.	MERT	Immunization, RCH & Induction Training of Block Medical Officers of Health of WBHS Cadre
130.	MERT	Programme on Infection Control for Nursing Staff (Online)
131.	MERT	Nursing Refresher Training Programme for Ward-In-charge

	Branch	Activity /Events/Observance of Days
132.	NHM (HA-QA)	Kayakalp IA for FY '23-'24
133.	AYUSH	Observance of World Homeopathy DAY
134.	D&E	Inspection of DRS by ADDC (Malda, Murshidabad, Birbhum, Rampurhat)
135.	Food Safety	Awareness and Training Programme for Food Business operators.
136.	Food Safety	Collection of Food Samples 100 (one hundred).
137.	PH&CD/PHP	Observance of World Anti-Malaria Day on 25th April
138.	Swasthya Sathi	Performance Review Meeting with the Implementation Support agency (ISA);
139.	WBMSCL	AC and electric line testing of all SSHs & MCHs under WBMSCL
140.	WBMSCL	Completion of Establishment of DIPHL for the year of 2021 and 2022.
141.	WBMSCL	Fire Mock Drill of MC&Hs
142.	WBMSCL	Inspection of Sites prior to preparation of Estimate for Establishment of DIPHL for the year of 2024
143.	IT	Commencement of Aadhaar linked Birth Registration through Janma MrityuTathya portal
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
144.	D&E	Commencement of Construction of New Building for Directorate of Drugs Control (Head Quarter) by PWD Dte at State Health Transport Office at 142 AJC Bose Road, Kolkata 700014. Civil and Electrical Cost of this project Rs 22 Cr.
145.	WBMSCL	Completion of MGPS project and starting of O&M services at G+8 Bulding of Burdwan MC&H
146.	WBMSCL	Completion of vertical extension of SwasthyaSathi Building
147.	WBMSCL	Completion of AYUSH OPD at Alipurduar, Coochbehar, Dakshin Dinajpur, Jalpaiguri, Howrah, Birbhum
148.	WBMSCL	Operationalisation of Cath Lab Machine at IPGMER and SSKM Hospital
149.	WBMSCL	Completion of AYUSH OPD at Raniganj&Panagarh of Paschim Bardhaman district
150.	WBMSCL	Completion of various items to rural & urban health facilities under 15th F.C. for the year 2021-22
151.	WBSAP&CS (Blood Safety)	Operationalization of new Blood Centre with Blood Component Separation Unit at Purulia Govt. MC&H,Purulia
152.	NHM (NPCB&VI)	Eye Bank at Bankura S MCH & North Bengal MCH
ADDITIONAL ACTIVITIES		
a)	Monitoring of Audit Paras	
b)	Monitoring of Court Cases	
c)	Monitoring of DPs:-	
d)	Employment on Compassionate grounds	
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)	

May, 2023

	Branch	Traing/Meeting
153.	NHM(ASHA)	Training of rural ASHAs in Induction round - Target 425
154.	NHM(ASHA)	Training of rural ASHAs and ANMs in NCD &HBYC Module - Target 860 ASHA & 100 ANM
155.	NHM(C H)	MUSQAN training for 20 facilities(Target-100 participants @ 5 participants/ facility)
156.	NHM (CH)	Orientation of Biannual Vit-A oil supplementation June round
157.	D&E	Review Meeting on Drugs & Equipment with DRS and MCH
158.	Food Safety	Special Awareness and Training programme for FBO
159.	Food Safety	Inspection of 50(fifty) High Risk Food Establishment
160.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
161.	Nursing	Training on Educational Technology for Sister Tutors
162.	Nursing	Supportive Supervision for Sister In Charges for Quality Service
163.	SPSRC- PPP	Quarterly review meeting of FPMS &Mechanised Laundry services
164.	WBSAP&CS (BSD)	Review meeting of ICTC counselors
165.	MERT	Training Prog. of Financial Literacy of Low - income group staffs
166.	MERT	Medico Legal Orientation Training regd. POCSO Act for Medical Officers & Police Officers
167.	MERT	Nursing Teachers Training
	Branch	Activity /Events/Observance of Days
168.	NHM(NTEP)	Intensive Supervision, Monitoring & Evaluation of one poor performing district
169.	D&E	Inspection of DRS by ADDC (Nadia, Asansol, Bardhaman)
170.	SwasthyaSathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
171.	WBMSCL	Fire Mock Drill of SSHs
172.	SPSRC- PPP	Mechanized Laundry project at North Bengal MCH
173.	WBSAP&CS(SI)	Completion of ANC surveillance for HIV in the state
174.	MERT	Completion of PG Medical and Dental Counselling (Tentative)
175.	MERT	Completion of DNB Counselling (Tentative)
176.	IT	Setting up of complete IT hardware infrastructure including LAN for implementation of IHMS (Integrated Health Management System) in 9 Medical Colleges and 10 District Hospitals

	Branch	Infrastructure works/ Foundation stones/ Operationalisation
177.	WBMSCL	Completion of Tamralipta Govt. Medical College
178.	WBMSCL	Completion of Prafulla Chandra Govt. Medical College
179.	WBMSCL	Completion of MGPS project and starting of O&M services of Hybrid CCU at Amtala TCU
180.	NHM	Construction of new Su-Sasthya Kendra under RIDF XXVIII -Target for Completion of Construction work -200
181.	NHM	Construction of Su-SasthyaKendras -SSK under XV-FC Health Grants.-Target for Completion of Construction work -100
182.	NHM	Construction of Block Public Health Units (BPHUs) under XV-FC Health Grants - Target for Completion of Construction work - 50
183.	NHM	Construction of Primary Health Centres(PHCs) under XV-FC Health Grants - Target for Completion of Construction work -2
184.	NHM	Setting up of Urban POLYCLINICs(in UPHCs) under XV-FC Health Grants - Target for Completion of Construction work - 20
185.	NHM(RBSK)	Infrastructure development of DEIC (2)

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

June, 2023

Sl.	Branch	Training/Meeting
186.	NHM (ASHA)	Training of rural ASHAs in Induction round - Target 415
187.	NHM (ASHA)	Training of rural ASHAs and ANMs in NCD & HBYC Module - Target 780 ASHA & 90 ANM
188.	NHM (C H)	IMSAM training of DPHNO of 26 districts(Target- 26 participants per Batch)
189.	NHM (RKSK)	Nodal Teachers training (Target:150 batches)
190.	D&E	Training of Pharmacist and Storekeeper on SMIS Software
191.	Food Safety	Special drive for sampling of Edible oils and spices
192.	Food Safety	Organizing 5 (five) Registration Melas.
193.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
194.	Nursing	Examination, Counselling of M.Sc(Nsg), B.Sc(Nsg), Post Basic B.Sc(Nsg), GNM and ANM students

195.	Nursing	Training for Teachers and College faculties on Monitoring of students
196.	SPSRC- PPP	Quarterly review meeting of remaining PPP Projects
197.	WBSAP&CS (STI)	Training on SOCH Portal for Counsellors
198.	MERT	Programme on Infection Control for Nursing Staff (Online)
199.	MERT	Trng. Prog. for Administrators under WBMES & WBHS
200.	MERT	GCP Training(Online)
201.	MERT	Training of Transplant Coordinators and Procedure for execution of Non transplant organ retrieval system
	Branch	Activity /Events/Observance of Days
202.	PH&CD/PHP	Observance of Anti-Malaria Month.
203.	D&E	Inspection of DRS by ADDC (Bankura, Bishnupur, Purulia, Jhargram)
204.	AYUSH	Observance of International Yoga DAY
205.	SwasthyaSathi	Performance Review Meeting with the Implementation Support agency (ISA);
206.	WBMSCL	Fire Mock Drill of MC&Hs
207.	Blood Safety	"World Blood Donor Day" observance on 14th June
208.	MERT	Starting of UG Medical and Dental Counselling
209.	IT	Setting up of LAN in North Bengal Medical College & Hospital
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
210.	AYUSH	Implementation of district AYUSH Telemedicine unit 22 revenue districts
211.	WBMSCL	Completion of Barasat Govt. Medical College & Hospital
212.	NHM(NLEP)	DPMR Camp targeted for 15 camps
213.	NHM (NPCB&VI)	Eye Bank at Malda MCH
214.	NHM (NPCB&VI)	10 Satellite Eye OT at PaschimBardhaman (Bahadurpur RH & Barakar RH), Purulia (Jhalda RH), Howrah (Jagatballavpur RH), Jalpaiguri (Sulkapara RH), Rampurhat HD (Murarai), PaschimMedinipur (Dwarigeria RH), PurbaBardhaman (Mankar RH), North 24 PGS (Bagdah RH), Malda (Harishchandrapur RH)
215.	NHM	Setting up of Urban Health & Wellness Centres through upgradation/Rental under XV-FC Health Grants - Target for Completion of Construction work- 100
ADDITIONAL ACTIVITIES		
a)	Monitoring of Audit Paras	
b)	Monitoring of Court Cases	
c)	Monitoring of DPs:-	
d)	Employment on Compassionate grounds	
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)	

July, 2023

Sl.	Branch	Training/Meeting
216.	NHM (ASHA)	Training of rural ASHAs in Induction round - Target 420
217.	NHM (HA-QA)	Kayakalp re- orientation & Infection control practices (2 per year)
218.	AYUSH	Completion of Training of ASHA/ANMs attached to 271 AYUSH HWCs
219.	Food Safety	Collection of Food Samples (Milk Products) and Inspection of High -risk food items.
220.	Food Safety	Organizing 5 (Five) Registration Melas.
221.	HS(MS)	SLAC meeting for monitoring activities related to BMW management
222.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
223.	Nursing	Admission of M.SC (Nsg), B.SC(Nsg), Post Basic B.SC(Nsg), GNM and ANM students
224.	Nursing	DDO ship Training Programme for New DDOs of School of Nursing & College of Nursing
225.	SPSRC- PPP	Quarterly review meeting of FPDC & Dialysis
226.	WBSAPCS (STI)	Training on SOCH Portal for Counsellors
227.	WBSAPCS (CST)	Review Meeting of ART Centres and Review Meeting of CSCs
228.	MERT	Programme on Infection Control for Nursing Staff(Online)
229.	MERT	Induction Trng. Prog. for Nursing Staffs
	Branch	Activity /Events/Observance of Days
230.	NHM(NTEP)	Intensive Supervision, Monitoring & Evaluation of one poor performing district
231.	PH&CD/PHP	Observance of Anti-Dengue Month.
232.	D&E	Inspection of DRS by ADDC (Paschim Medinipur, PurbaMedinipur, Nandigram)
233.	Swasthya Sathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
234.	Swasthya Sathi	Set up of in-house Claim Management Team
235.	WBMSCL	Fire Mock Drill of SSHs/ AC and electric line testing of all SSHs & MCHs under WBMSCL
236.	MERT	Start of AYUSH UG Counselling

237.	MERT	Start of AYUSH PG Counselling
238.	MERT	Internship Counselling after FMGE Clearance
239.	IT	Setting up of LAN in Sagar Dutta Medical College & Hospitals
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
240.	D&E	Review of Construction of New Building for Directorate of Drugs Control (Head Quarter)
241.	AYUSH	Completion of underground reservoir for firefighting at J B Roy State Ayurvedic MCH
242.	PH&CD/PHP	House-to-House Survey for checking of mosquito breeding sites in all Blocks and Urban Areas.
243.	WBMSCL	Completion of MGPS project and starting of O&M services of Hybrid CCU at Canning SDH, Starting of O&M services of MGPS at JNM MC&H
244.	MERT	Completion of all Civil Works of new Medical Colleges at Arambagh, Tamluk&Barasat
245.	NHM	Construction of new Su-Sasthya Kendra under RIDF XXVIII - Target for Completion of Construction work -200
246.	NHM	Construction of Su-SasthyaKendras -SSK under XV-FC Health Grants.- Target for Completion of Construction work -100
247.	NHM	Construction of Block Public Health Units (BPHUs) under XV-FC Health Grants - Target for Completion of Construction work -30
248.	NHM	Construction of Primary Health Centres(PHCs) under XV-FC Health Grants - Target for Completion of Construction work -2
249.	NHM	Setting up of Urban POLYCLINICs(in UPHCs) under XV-FC Health Grants - Target for Completion of Construction work - 30
250.	NHM (RKSK)	Operationalisation of Model AFHC (Target: 1site)

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

August, 2023

Sl.	Branch	Training/Meeting
251.	NHM(ASHA)	Training of rural ASHAs in Induction round Target 430
252.	NHM(HCP)	Training of Medical Officers, Thalassaemia Control Units - Target 01 batch
253.	NHM(CH)	1 batch SNCU Follow-up+ KMC training for Medical Officers(Target-30 MO per Batch)

254.	NHM(CH)	Performance review of Vit-A oil June round and Orientation of NDD Sept. round
255.	D&E	Review Meeting on Drugs & Equipment with DRS and MCH
256.	AYUSH	Completion of AYUSH gram activities in 8 districts
257.	Food Safety	Awareness and Training Programme for Food Business Operators/ School canteen.
258.	Food Safety	Surveillance drive on high risk food.
259.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
260.	Nursing	Soft skill Training on Communication Workshop for Staff Nurses
261.	SPSRC- PPP	Quarterly review meeting of FPMS & Mechanised Laundry services
262.	WBSAP&CS (STI)	Review Meeting for DSRC staff
263.	MERT	Programme on Infection Control for Nursing Staff
264.	MERT	Nursing Teachers Training
265.	MERT	Induction Trng. Prog. for Nursing Staffs
	Branch	Activity /Events/Observance of Days
266.	D&E	Inspection of DRS by ADDC (Howrah, Hooghly)
267.	SwasthyaSathi	Performance Review Meeting with the Implementation Support agency (ISA);
268.	WBMSCL	Fire Mock Drill of MC&Hs
269.	MERT	Likely completion of UG Medical and Dental Counselling 2023-24
270.	MERT	World Organ Donation Day (13th August)
271.	IT	Setting up of LAN in all 18 District Hospitals
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
272.	D&E	Construction of New Building for State Drugs Control & Research Laboratory (Head Quarter) by PWD Dte at 2 No Convent Lane, Kolkata 700015. Civil and Electrical Cost of this project Rs 27 Cr.
273.	AYUSH	Completion of passenger lift at Institute of PG Ayurvedic Education And Research
274.	HS(MS)	Completion of the upgradation works of Kunor BPHC to make it a 30-bedded facility
275.	WBMSCL	Completion of Night Shelter at Rampurhat Govt. MCH
276.	WBSAP&CS (CST)	Opening of ART Centre at CoM& JNM Hospital Kalyani and Opening of ART Plus Centre at North Bengal Medical College & Hospital with NACO approval.
277.	PH&CD/PHP	House-to-House Survey for checking of mosquito breeding sites in all Blocks and Urban Areas.

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

September, 2023

Sl.	Branch	Training/Meeting
278.	NHM (ASHA)	Training of rural ASHAs in Induction round Target 440
279.	NHM (CH)	REFRESHER TRAINING of NRC GNM Staff (Target28 GNM)
280.	NHM (CH)	MUSQAN training for 20 facilities (Target-100 participants @ 5 participants/ facility)
281.	NHM (FBNC)	SNCU and NBSU mentoring & review meeting for 10 low performing SNCUs & NBSU
282.	Food Safety	Awareness cum Help Desk Programme for Food Business Operators.
283.	Food Safety	50 (fifty) FBO inspection and 2 (two) FoSTAC training for FBOs.
284.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
285.	WBMSCL	Assistant Engineers at HQ WBMSCL : In service training & physical discussion to develop the skill of work
286.	WBMSCL	Sub-Assistant Engineers at HQ WBMSCL : In service training & physical discussion to develop the skill of work
287.	WBMSCL	Orientation training on GEM portal
288.	SPSRC- PPP	Quarterly review meeting of remaining PPP Projects
289.	MERT	Nursing Refresher Training Programme for Ward-in-charge
290.	MERT	Induction Training of Medical Officers of Health of WBHS Cadre
291.	MERT	Programme on Infection Prevention & Control for Nursing Staff
	Branch	Activity /Events/Observance of Days
292.	NHM (NTEP)	Intensive Supervision, Monitoring & Evaluation of one poor performing district
293.	NHM (HA-QA)	Kayakalp External Assessment for FY '23-'24
294.	NHM (HA-QA)	NQAS Document submission & validation FY '23-'24
295.	NHM (HA-QA)	LaQshya Document submission & validation FY '23-'24

296.	NHM (NPCDCS)	Training on VIA for CHOs & FLW - target: 30 batches
297.	D&E	Inspection of DRS by ADDC (North 24 Pgs, Basirhat)
298.	SwasthyaSathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
299.	WBMSCL	Fire Mock Drill of SSHs
300.	WBSAP&CS (IEC)	Rolling out of Folk media campaign
301.	WBSAP&CS (BSD)	Elimination of Mother To Child Transmission week observation
302.	MERT	Completion of AYUSH UG Counselling (tentative)
303.	MERT	Completion of AYUSH PG Counselling (tentative)
304.	MERT	Start of Diploma Pharmacy Counselling (tentative)
305.	IT	Setting up of Complete IT Hardware Infrastructure including LAN for rolling of IHMS in 35 more locations at SDs/SGHs/DHs/MCHs
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
306.	AYUSH	Completion of 44 Model OPDs
307.	PH&CD/PHP	House-to-House Survey for checking of mosquito breeding sites in all Blocks and Urban Areas.
308.	WBSAP&CS (CST)	Opening of ART Centre at JIMS, BudegeBudege with NACO approval and Opening of ART Centre at IQ City Medical College & Hospital, Durgapur with NACO approval.
309.	NHM	Construction of Block Public Health Units (BPHUs) under XV-FC Health Grants - Target for Completion of Construction work -10
310.	NHM	Setting up of Urban Health & Wellness Centres through upgradation/Rental under XV-FC Health Grants - Target for Completion of Construction work - 200
311.	NHM	Setting up of Urban POLYCLINICs(in UPHCs) under XV-FC Health Grants - Target for Completion of Construction work -50
ADDITIONAL ACTIVITIES		
a)	Monitoring of Audit Paras	
b)	Monitoring of Court Cases	
c)	Monitoring of DPs:-	
d)	Employment on Compassionate grounds	
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)	

October, 2023

Sl.	Branch	Training/Meeting
312.	NHM (ASHA)	Training of rural ASHAs in Induction round Target 330
313.	Food Safety	Collection of Food Samples 200 (Two Hundred)
314.	Food Safety	Awareness generation in puja melas and gatherings
315.	HS(MS)	SLAC meeting for monitoring activities related to BMW management
316.	MERT	Programme on Infection Prevention & Control for Nursing Staff
	Branch	Activity /Events/Observance of Days
317.	PH&CD	House-to-House Survey and Vector Control Activities for prevention of Dengue in all Blocks and Urban Wards
318.	NHM (NPCDCS)	Training on VIA for CHOs & FLW - target: 10 batches
319.	NHM (HA-QA)	Kayakalp Prize distribution at State
320.	SwasthyaSathi	Performance Review Meeting with the Implementation Support agency (ISA);
321.	WBMSCL	Fire Mock Drill of MC&Hs
322.	SPSRC- PPP	Quarterly review meeting of FPDC & Dialysis
323.	WBSAP&CS (Blood Safety)	"National Voluntary Blood Donation Day" observance on 1st October
324.	WBSAP&CS (IEC)	Rolling out of Folk media campaign
325.	MERT	Completion of Recruitment to the vacant post of Assistant Professor and others (WBMES Cadre)
326.	MERT	Completion of Departmental Promotion in WBMES Cadre.
327.	IT	Setting up of Complete Hardware Infrastructure for rolling out of IHMS (Integrated Health Management System) of all 341 BPHCs/RHs.
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
328.	AYUSH	Completion of Infrastructure development of 269 AYUSH HWCs
329.	WBMSCL	Completion of MGPS project and starting of O&M services of Hybrid CCU at Sreerampore SDH, Installation of MGPS and starting of O&M services at Uttarpara SGH
330.	WBMSCL	Completion of 100 bedded Two Storey Covid Ward/Hospital at Raghunathpur Super Speciality Hospital Compound in the District Of Purulia
331.	WBSAP&CS (CST)	Opening of Viral Load Centre at North Bengal Medical College & Hospital with NACO approval.

332.	PH&CD/PHP	House-to-House Survey for checking of mosquito breeding sites in all Blocks and Urban Areas.
333.	NHM (RKSK)	Operationalisation of Model AFHC (Target: 2 Sites)
ADDITIONAL ACTIVITIES		
a)	Monitoring of Audit Paras	
b)	Monitoring of Court Cases	
c)	Monitoring of DPs:-	
d)	Employment on Compassionate grounds	
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)	
November, 2023		
Sl.	Branch	Training/Meeting
334.	NHM (ASHA)	Training of rural ASHAs in Induction round Target 350
335.	NHM (CH)	1 batches of REFRESHER TRAINING of NRC staff (target 26 participants / batch)
336.	NHM (CH)	1 batch Training on supportive supervision on HBNC & HBYC (Target -30 participants/ batch)
337.	NHM (CH)	SAANS campaign workshop
338.	D&E	Review of Essential Drugs List by the Expert Committee
339.	AYUSH	Completion of Refresher Training of 271 AYUSH MOs as CHO
340.	Food Safety	Organizing 20 numbers of meetings of District Level Advisory Committee.
341.	Food Safety	Surveillance of Medium risk food categories.
342.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
343.	Nursing	Soft skill Training on Communication Workshop for Staff Nurses
344.	SPSRC- PPP	Quarterly review meeting of FPMS & Mechanised Laundry services
345.	WBSAP&CS	(STI) Training on STI/RTI for Counsellors/Nursing Staff
346.	MERT	Induction Trng. Prog. for Nursing Staffs
347.	MERT	Trng. on various Programmes under NHM
348.	MERT	Programme on Infection Prevention & Control for Nursing Staff
	Branch	Activity /Events/Observance of Days
349.	NHM(NTEP)	Intensive Supervision, Monitoring & Evaluation of one poor performing district
350.	D&E	Inspection of DRS by ADDC (South 24 Pgs, Diamond Harbour)
351.	AYUSH	Observance of National Ayurveda DAY
352.	SwasthyaSathi	Monitoring Review Meeting at least one district (virtual or physical mode whichever applicable) with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).

353.	WBMSCL	Fire Mock Drill of SSHs
354.	WBSAP&CS (IEC)	Rolling out of Folk media campaign
355.	MERT	National Organ Donation Day (27th November)
356.	IT	Rolling out of IHMS (Integrated Health Management System) post-training at all locations where complete IT Hardware Infrastructure including LAN has been set up
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
357.	D&E	Review of Construction of New Building for Directorate of Drugs Control (Head Quarter)
358.	D&E	Review of Construction of New Building for State Drugs Control & Research Laboratory (Head Quarter)
359.	AYUSH	Completion for Herbal garden in 22 CMOH/DMO office
360.	PH&CD/PHP	House-to-House Survey for checking of mosquito breeding sites in all Blocks and Urban Areas.
361.	WBMSCL	Completion of MGPS project and starting of O&M services at Mekhligunj SDH
362.	NHM (NPCB&VI)	Eye Bank at RG Kar MCH & CN MCH - Operationalisation
363.	NHM	Construction of new Su-Sasthya Kendra under RIDF XXVIII - Target for Completion of Construction work -200
364.	NHM	Construction of Block Public Health Units (BPHUs) under XV-FC Health Grants - Target for Completion of Construction work - 30
365.	NHM	Construction of Primary Health Centres(PHCs) under XV-FC Health Grants - Target for Completion of Construction work - 3
366.	NHM	Setting up of Urban Health & Wellness Centres through upgradation/Rental under XV-FC Health Grants - Target for Completion of Construction work -100
367.	NHM	Setting up of Urban POLYCLINICs(in UPHCs) under XV-FC Health Grants - Target for Completion of Construction work -25
368.	NHM (RBSK)	Infrastructure development of DEIC (Target 4 Sites)

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

December, 2023

Sl.	Branch	Training/Meeting
369.	NHM (ASHA)	Training of rural ASHAs in Induction round Target 450
370.	D&E	Review Meeting on Drugs & Equipment with DRS and MCH
371.	AYUSH	Completion of Training of 269 AYUSH MOs as CHO
372.	Food Safety	Organizing 5 (five) Registration Melas.
373.	Food Safety	Upgradation of Food Testing Laboratory in the State
374.	HS(MS)	Meeting with PWD engineers and CMOH officials for monitoring of infrastructural works
375.	Nursing	Training for Teachers and College faculties on Monitoring of students
376.	Nursing	In-Service Training for 30 (Thirty) of Nursing Administrators and Nursing Educators on Database handling of Nurses and Establishment work
377.	SPSRC- PPP	Quarterly review meeting of remaining PPP Projects
378.	WBSAP&CS (CST)	Review Meeting of ART Centres and Review Meeting of CSCs
379.	MERT	Induction Trng. Prog. for Nursing Staffs
380.	MERT	Induction Training of Medical Officers of Health of WBHS Cadre
381.	MERT	Programme on Infection Prevention & Control for Nursing Staff
382.	MERT	Training of Transplant Coordinators and Procedure for execution of Non transplant organ retrieval system
	Branch	Activity /Events/Observance of Days
383.	NHM(NPHCE)	Procurement of Physiotherapy Equipments for District Hospital and RH/BPHCs - 10 districts (Basirhat, Bishnupur, Diamond Harbour, Hooghly, Jalpaiguri, Jhargram, Malda, Nadia, PaschimBardhaman, PaschimMedinipur)- May be completed by March 2024
384.	NHM(NLEP)	DPMR Camp targeted for 84 camps
385.	NHM(NLEP)	RCS Camp - targeted for 15 patients
386.	SwasthyaSathi	Performance Review Meeting with the Implementation Support agency (ISA);
387.	WBSAP&CS (IEC)	"World AIDS Day" observance on 1st December and Rolling out of Folk media campaign
	Branch	Infrastructure works/ Foundation stones/ Operationalisation
388.	AYUSH	Completion for Herbal garden in 44 Model AYUSH
389.	WBMSCL	Completion of MGPS project and starting of O&M services at Suri DH
390.	WBMSCL	Completion of SwasthyaBhawan Annex Building
391.	WBMSCL	Completion of Vertical extension of one floor of Sagore Dutta MCH

392.	WBSAP&CS (Blood Safety)	Operationalization of new Blood Component Separation Unit at Darjeeling District Hospital, Darjeeling
393.	MERT	Completion of all Civil work at Jhargram Medical College, Jhargram.
394.	NHM (NTCP)	Renovation of Tobacco Cessation Centres- Target 5 nos. TCC
395.	NHM (NPCDCS)	Training on VIA for CHOs & FLW - target: 10 batches

ADDITIONAL ACTIVITIES

a)	Monitoring of Audit Paras
b)	Monitoring of Court Cases
c)	Monitoring of DPs:-
d)	Employment on Compassionate grounds
e)	Monitoring of Institutional Deliveries, Infant mortality(IMR), Maternal mortality (MMR)

The department wise total number of targets in the Administrative Calendar 2023 are-

1. NHM -117
2. MERT - 55
3. NURSING-14
4. WBMSCL - 50
5. AYUSH - 18
6. WBSAPCS - 26
7. FOOD SAFETY - 24
8. D&E- 24
9. HS(MS) - 20
10. SPSRC - 14
11. SWASTHYA SATHI - 14
12. IT - 11
13. PH&CD - 8

Department of Higher Education

January – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellors of Vidyasagar University.
2)	Review of building construction status of different state aided universities.
3)	Review of status of plan and non-plan fund allotment and utilisation in respect of Technical Education Directorate and Government Engineering & Technology colleges in the Financial Year 2022-2023.
4)	Initiation of process for application to the AICTE for obtaining Letter of Approval in regard to establishment of Alipurduar Government Engineering and Management College.
5)	Taking steps to conduct 24th State Eligibility Test by the West Bengal College Service Commission.
6)	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
7)	Review of progress of West Bengal Student Credit Card Scheme.
February – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellors of North Bengal University, Rani Rashmoni Green University and Murshidabad University.
2)	Review of building construction status of different state aided universities.
3)	Review of progress of Purchase of Equipments, Plants & Machineries, Books & Journals and Furniture towards starting of Alipurduar Government Engineering and Management College from the Academic Session 2023-2024.
4)	Participation of the West Bengal State Book Board in the International Kolkata Book fair 2023.
5)	Review of the status of disbursement of SVMCM Scholarship in respect of Professional Technical courses in the Academic year 2022-23.
6)	Conduct of Quarterly Review Meeting with the Government Engineering & Technology Colleges.
7)	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
8)	Review of progress of West Bengal Student Credit Card Scheme.
March – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellor Netaji Subhas Open University.
2)	Initiation of process for implementation of WBFS (West Bengal Free-ship Scheme) in respect of Private and Self-financing Engineering & Technology Colleges.
3)	Taking steps for Publication of Information Brochure in respect of WBJEE-2023.
4)	Review of building construction status of different state aided universities.
5)	Review of plan fund release and utilization status by different branches.
6)	Review of disbursement status in respect of SVMCM Scholarship for the year 2022-23.
7)	Review of fund utilization status of different RUSA Projects with the Universities and Colleges.
8)	Review of progress of West Bengal Student Credit Card Scheme.

April – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellor Rabindra Bharati University.
2)	Initiation for the process for conduct of 'JELET-2023' examination for direct admission to 2nd year in B Tech course through lateral entry scheme.
3)	Taking steps for Affiliation of Alipurduar Government Engineering and Management College from MAKAUT with effect from Academic Session 2023-2024.
4)	Review of the status of Purchase of Equipments, Plants & Machineries, Books & Journals and Furniture towards starting of Alipurduar Government Engineering and Management College from the Academic Session 2023-2024.
5)	To start the process for release of salary grant to State aided universities.
6)	Starting of the process for release of salary grant to Govt-aided colleges.
7)	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
8)	Review of progress of West Bengal Student Credit Card Scheme.
May – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellor of Jhargram University.
2)	Holding of Quarterly Review Meeting with Government Engineering & Technology Colleges.
3)	Taking steps for starting the process of admission in the General Degree courses at the Government, Government-aided General Degree Colleges including Unitary Universities.
4)	Taking steps for starting of the process admission in the Training Colleges at the Government, Government-aided General Degree and Self-financing Colleges including Unitary Universities.
5)	Review of building construction status of different state aided universities.
6)	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges
7)	Review of progress of West Bengal Student Credit Card Scheme.
June – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellor Sidhu Kanhu Birsha University.
2)	Review of the status of conduct of 'WBSEE-2023' by the West Bengal Joint Entrance Examinations Board.
3)	Review of status of plan and non-plan fund allotment and utilisation in respect of Technical Education Directorate and Government Engineering & Technology colleges.
4)	Review of building construction status of different state aided universities.
5)	Taking steps for issuance of notification for admission in the Under Graduate and Post Graduate Courses for the Academic year 2023-2024.
6)	Review of progress of West Bengal Student Credit Card Scheme.
7)	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
July – 2023	
1)	Review of building construction status of different state aided universities.
2)	Review of the status of approval of the U.G. Level professional technical programs by the AICTE for the academic session of 2023-24.

3)	Taking steps towards preparation of 'Seat Matrix in respect of U.G. Level Engineering & Technology, Pharmacy, Architecture, etc. Programs by the Directorate of Technical Education.
4)	Commencement of admission process to the Under Graduate courses in the colleges within this state.
5)	Reviewing of performance of Swami Vivekananda Merit-Cum-Means Scholarship Scheme.
6)	Initiation of process for observation of Teachers Day on 5th September.
7)	Review of progress of West Bengal Student Credit Card Scheme.
August – 2023	
1)	Initiation of the process for appointment / re-appointment of Vice Chancellor of Kanyashree University.
2)	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
3)	Initiation of process for conduct of e-counselling process for admission to the U.G. level Professional / Technical colleges by the WBJEEB.
4)	Taking steps for issuance of Circular in respect of 'Anti-Ragging Measures' to all Professional /Technical colleges in the academic session 2023-24.
5)	Review of building construction status of different state aided universities.
6)	Review of preparations for observation of Teachers Day on 5th September.
7)	Review of progress of West Bengal Student Credit Card Scheme.
8)	Review of the status of fund utilization status of different RUSA Projects with the Universities and Colleges
September – 2023	
1)	Taking steps for starting of admission and counselling process to the Minority Professional /Technical Colleges.
2)	Review of the Status of admission to the General Degree courses at the Government, Government-aided General Degree Colleges including Unitary Universities for the academic year 2023-2024.
3)	Observation of Teachers Day on 5th September.
4)	Review of building construction status of different state aided universities.
5)	Observation of NSS day on 24th September.
6)	Review of NAAC Accreditation status of the Universities and Colleges.
7)	Review of progress of West Bengal Student Credit Card Scheme.
October – 2023	
1)	Review of building construction status of different state aided universities.
2)	Review of the Status of admission in Govt. Engineering & Technology Colleges for the academic year 2023-2024.
3)	Taking steps for launching the portal for starting of fresh applications under Swami Vivekananda Merit cum Means Scholarship for the academic year 2023-24.
4)	Review of the Status of utilization of plan fund budget allotment.
5)	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges
6)	Review of progress of West Bengal Student Credit Card Scheme.

November – 2023	
1)	Preparation of Revised Non-Plan Budget estimate for 2023-24 and Non-Plan Budget Estimate for 2024-25.
2)	Holding of Quarterly Review Meeting with Government Engineering & Technology Colleges.
3)	Review of online application status under Swami Vivekananda Merit -Cum -Means Scholarship Scheme.
4)	Review of building construction status of different state aided universities.
5)	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges
6)	Review of progress of West Bengal Student Credit Card Scheme.
December – 2023	
1)	Review of fund allotment vis-a-vis utilisation under Plan Head in respect of all Govt. Engineering & Technical Colleges in the F.Y. of 2023-24.
2)	Holding of review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
3)	Review of building construction status of different state aided universities.
4)	Review of status of anti-ragging measures taken in respect of professional technical colleges.
5)	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
6)	Review of progress of West Bengal Student Credit Card Scheme.

Home & Hill Affairs Department

Sl.No.	Activities
January – 2023	
1.	Sanction and release up to 70% of Plan Fund against Finance Department's release for 2022-23.
2.	Release of fund up to 80% of Administrative Expenditure against Finance Department's release for 2022-23.
3.	Head wise allocation of State Development Scheme (erstwhile Plan Fund) after receiving Plan Size from the Finance Department for the year 2023-24.
4.	Review of Utilization of funds.
5.	Preparatory works for submission of Draft Budget Speech of Hon'ble Chief Minister and Minister-in-Charge of Home and Hill Affairs Department, West Bengal for 2023-24.
6.	Work on Preparation of Draft Address of Hon'ble Governor under Article 176 of the Constitution of India for the year 2023.
7.	Preparation of replies to Parliamentary Questions.
8.	Monitoring of disposal of public grievances.
9.	Matters relating to Eastern Zonal Council.
10.	Measures for peaceful celebration of Saraswati Puja.
11.	Monitoring of court cases and departmental proceedings cases.
12.	Monitoring of disposal of prayers for compassionate appointment.

February – 2023

1.	Monitoring of fund utilisation.
2.	Preparation of Annual Action Plan of BADP for 2023-24.
3.	Finalization and sending Annual Action Plan of State Development Scheme and RIDF for 2023-2024 to the Finance Department.
4.	Work on Preparation of Draft Address of Hon'ble Governor under Article 176 of the Constitution of India for the year 2023.
5.	Preparation of replies to Parliamentary Questions.
6.	Preparation of replies to Assembly Questions.
7.	Measures for peaceful conduct of Madhyamik Pariksha, 2023.
8.	Monitoring of court cases and departmental proceedings cases.
9.	Monitoring of disposal of prayers for compassionate appointment.

March – 2023

1.	Sanction and release of State Development Scheme over 90% against Finance Department's release for 2022-23.
2.	Meeting of the State Level Screening Committee (SLSC) for approval of Annual Action Plan (AAP), 2023-24 and submission of the same to Ministry of Home Affairs, Government of India through BADP OMS.
3.	Review of the action points as mentioned in the minutes of National Committee for Strengthening Maritime and Coastal Security (NCSMCS) Meeting.
4.	Review of fund position due to closure of the financial year 2022-23.
5.	Monitoring of construction of Model Urban Police Stations, Model Semi-Urban Police Station Buildings, and Model Rural Police Station Buildings.
6.	Preparation of replies to Assembly Questions.

Sl.No.	Activities
7.	Monitoring of disposal of public grievances.
8.	Matters relating to Eastern Zonal Council.
9.	Measures for peaceful celebration of Doljatra.
10.	Measures for peaceful conduct of Higher Secondary Examination, 2023.
11.	Monitoring of court cases

April – 2023

1.	Release of 1st instalment of Administrative Expenditure Fund released by the Finance Department to the GTA/Directorates/ Offices/ parastatals and DDO, Home and Hill Affairs Department for the financial year 2023-2024.
2.	Works related to compliance with Audit Paras.
3.	Review of the status of Action Points of Apex Committee Meeting.
4.	Preparation of replies to Parliamentary Questions.
5.	Review of the status of disposal of public grievances.
6.	Review of the status of land related problems of newly set up Police Stations/ other Field Offices.
7.	Issue permission for holding of the congregational prayer for peaceful celebration of Id-Ul-Fitar.
8.	Monitoring of court cases and departmental proceedings matters.

May – 2023

1.	Preparation for Departmental Audit Committee (DAC) meeting with the officials of A.G. (A&E), West Bengal for settlement of pending Audit Paras.
2.	Uploading of updated Service Books of employees of Home and Hill Affairs Department in HRMS.
3.	Monitoring of disposal of public grievances.
4.	Monitoring of infrastructure development by West Bengal Police Housing and Infrastructure Development Corporation Ltd.
5.	Matters relating to Eastern Zonal Council.
6.	Monitoring of disposal of prayers for compassionate appointment.
7.	Monitoring of departmental proceedings matters.

June – 2023

1.	Reconciliation of Departmental Annual Accounts for 2022-23 with A.G. (A&E), West Bengal.
2.	Meeting with Co-ordination Committee for management of goods and people across the land borders.
3.	Monitoring of infrastructure development by West Bengal Police Housing and Infrastructure Development Corporation Ltd.
4.	Monitoring of disposal of public grievances.
5.	Issue permission for holding of the congregational prayer for peaceful celebration of Id-Ud-Zoha and Rathayatra.
6.	Monitoring of court cases.

July – 2023

1.	Release of 2nd instalment of Fund for Administrative Expenditure to the Directorates/Offices/ parastatals, if released by the Finance Department.
2.	Meeting of Civil Military Liaison Conference-2023.
3.	Preparation of replies to Parliamentary Questions.
4.	Monitoring of disposal of public grievances.
5.	Matters relating to Eastern Zonal Council.
6.	Issue permission for traditional and religious procession for peaceful celebration of Muharrum.
7.	Monitoring of departmental proceedings matters.
8.	Monitoring of disposal of prayers for compassionate appointment.
9.	Review of status of pendency of outstanding Audit Paras.

Sl.No.	Activities
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August – 2023

1.	Tentative time for completion of development of application software for NORI (No Obligation to Return to India).
2.	Works related to compliance with Audit Paras.
3.	Preparation of replies to Parliamentary Questions.
4.	Matters relating to Eastern Zonal Council.
5.	Monitoring of court cases and departmental proceedings matters.
6.	Review of status of pendency of prayers for compassionate appointment.

September – 2023

1.	Preparation and online submission of Revised Estimates for 2023-2024 and Budget Estimates for 2024-2025 for Administrative Expenditure.
2.	UAT (User Acceptance Test) to be done for the web application.
3.	Works related to compliance with Audit Paras.
4.	Sending the list of Martyrs in connection with Police Commemoration Day Parade, 2023 for the period of 1st August, 2023 to 31st August, 2023 to IB, MHA.
5.	Preparation of Revised Estimates 2023-2024 and Budget Estimates 2024-2025 on receipt from GTA under Major Head '2551'.
6.	Preparation of Revised Estimates 2023-2024 and Budget Estimates 2024-2025 for Hill Affairs Branch under Major Head '3451'.
7.	Review Meeting with the DPLOs regarding utilization of Fund and progress of works under BADP in the districts.
8.	Monitoring of disposal of public grievances.
9.	Monitoring of infrastructure development by West Bengal Police Housing and Infrastructure Development Corporation Ltd.
10.	Monitoring of court cases.

October – 2023

1.	Assessment of utilization of fund sanctioned upto 2nd quarter of financial year 2023-24 to ensure utilization of 50% of Finance Department's release.
2.	Works related to compliance with Audit Paras.
3.	Matters relating to Eastern Zonal Council.
4.	Measures for peaceful celebration of Durga Puja, Lakshmi Puja.
5.	Monitoring of disciplinary proceedings matters.
6.	Monitoring of disposal of prayers for compassionate appointment.

November – 2023

1.	Works related to compliance with Audit Paras.
2.	Preparation of replies to Assembly Questions.
3.	Monitoring of disposal of public grievances.
4.	Measures for peaceful celebration of Kali Puja, Chhat Puja and Jagaddhatri Puja.
5.	Monitoring of court cases.

December – 2023

1.	Commencement of the work for preparation of Budget for State Development Scheme for the year 2024-25.
2.	Analysis of Plan Fund release vis-à-vis utilization thereof upto 70% of Budget Provision and to ascertain the requirement of fund for last quarter of financial year 2023-24.

Sl.No.	Activities
3.	Holding of Departmental Audit Committee (DAC) meeting with the officials of A.G. (A&E), West Bengal for settlement of pending Audit Paras.
4.	Meeting of the State Level Screening Committee (SLSC) for BADP to review utilisation and progress of works.
5.	Preparation of replies to Parliamentary Questions.
6.	Monitoring of infrastructure development by West Bengal Police Housing and Infrastructure Development Corporation Ltd.
7.	Measures for peaceful celebration of X-mass.
8.	Monitoring of disposal of prayers for compassionate appointment.
9.	Monitoring of court cases and departmental proceedings matters.

Department of Housing

Reporting Month	Target
JANUARY, 2023	1. Quarterly Review Meeting on Vacancy Reports of RHEs/PRHEs
	2. Monthly Project Review Meeting
FEBRUARY, 2023	1. CHAA SUNDARI Housing Scheme :- Completion of work at 02 (two) sites (110 units)
	2. Monthly Project Review Meeting
MARCH, 2023	1. CHAA SUNDARI Housing Scheme :- Completion of work at 02 (two) sites (478 units)
	2. Monthly Project Review Meeting
APRIL, 2023	1. Quarterly Review Meeting on Allotment Status of RHEs/PRHEs
	2. CHAA SUNDARI Housing Scheme :- Completion of work at 02 (two) sites (583 units)
	3. NIGHT SHELTER :- Completion of work at 01 (one) Hospital
	4. Monthly Project Review Meeting
MAY, 2023	1. Karmanjali (Working Women's Hostel) :- Completion of work at 01(one) site
	2. Monthly Project Review Meeting
JUNE, 2023	1. Nijashree :- Completion of work at 01 (one) Site
	2. Monthly Project Review Meeting
JULY, 2023	1. Rental Housing Estate :- Completion of extension work at 01(one) RHE
	2. Quarterly Review Meeting on Vacancy Reports of RHEs/PRHEs
	3. Monthly Project Review Meeting
AUGUST, 2023	1. Rental Housing Estate :- Completion of work at 01(one) RHE
	2. Monthly Project Review Meeting
SEPTEMBER, 2023	1. Rental Housing Estate :- Completion of work at 01(one) RHE
	2. Monthly Project Review Meeting
OCTOBER, 2023	1. Quarterly Review Meeting on Allotment Status of RHEs/PRHEs
	2. Monthly Project Review Meeting
NOVEMBER, 2023	1. Rental Housing Estate :- Completion of work at 01 (one) RHE
	2. Monthly Project Review Meeting
DECEMBER, 2023	1. Rental Housing Estate :- Completion of work at 01(one) RHE
	2. Monthly Project Review Meeting

Department of Information and Cultural Affairs

Month-wise Programme Details			
Month	Sl. No.	Programmes	To be Organised by
January	1	State Level observance of Birth Anniversary of Netaji Subhash Chandra Bose at the base of Netaji Statue at Red Road and observance of Birth Anniversary at District & Sub-Divisional Head Quarters in a beffiting manner	I&CA Department & Mahajati Sadan
	2	State Level observance of Republic Day Parade at Red Road and observance of Republic Day at District & at Sub-Divisional Head Quarters in a beffiting manner	Information Directorate
	3	State Level observance of Martyrs' Day- Death Anniversary of Mahatma Gandhi at Barrackpore Gandhi Ghat and Mayo Road and observance of Martyrs' Day- Death Anniversary of Mahatma Gandhi at Nabanna, Gandhi Bhaban, District & Sub-Divisional Head Quarters in a beffiting manner	Information Directorate
	4	State Level observance of Birth Anniversary of Swami Vivekananda at Nabanna and Vivekananda Park	Information Directorate
	5	Observance of Birth Anniversary of Michael Madhusudan Dutt	Information Directorate, Madhusudan Mancha & Paschimbanga Bangla Akademy
	6	Observance of Birth Anniversary of Soumitra Chatterjee, Shyamal Mitra, Supriya Devi, Nellie Sengupta as State Ceremonies	Information Directorate
	7	Observance of Death Anniversary of Masterda Surya Sen and Rash Behari Bose as State Ceremonies	Information Directorate
	8	Organisation of Classical Music Conference 2023	West Bengal State Music Academy
	9	Organisation of 'Kabita Corner'- Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	10	Organisation of State Level Jatra Utsav along with Seminar, Symposium & Exhibition	Paschimbanga Jatra Akademy
	11	Organisation of Sahitya Utsav & Little Magazine Mela	Paschimbanga Bangla Akademy
	12	Organisation of District Level Folk & Tribal Cultural Festival and Jatra Utsav in 22 Districts	Folk & Tribal Cultural Centre
	13	Organisation of Five day long Residential Workshop on Painting & Sculpture in district	Rajya Charukala Parshad
	14	Lecture Demonstration on Nritya Chetona	West Bengal Dance Academy
	15	Organisation of Rajya Sishu Kishore Utsav	Shishu Kishore Akademy
	16	Observation of Tusu festival at Purulia	Manbhum Cultural Academy

Month	Sl. No.	Programmes	To be Organised by
February	1	State level observance of Bhasa Divas at Deshapriya Park and observance of Bhasa Divas at Paschimbanga Bangla Akademi & Rajbangshi Bhasha Akademi in a beffiting manner	Culture Directorate, Paschimbanga Bangla Akademi & Rajbangshi Bhasha Akademy
	2	Organisation of National Theatre Festival	Minerva Natya Sanskriti Charcha Kendra
	3	Organisation of District Level Classical Music Conference at Durgapur and at Chandannagar	West Bengal State Music Academy
	4	Observance of Birth Anniversary of Jatindra Mohan Sengupta, Benode Behari Mukherjee as State Ceremonies	Information Directorate
	5	Observance of Birth Anniversary of Thakur Panchanan Barma	Rajbangshi Bhasha Akademy
	6	Observance of Birth Anniversary of Girish Chandra Ghosh	Information Directorate & Girish Mancha
	7	Observance of Death Anniversary of Sarat Chandra Bose, Dr. Meghnad Saha, Bhabani Bhattacharya and Hemanta Bose as State Ceremonies	Information Directorate
	8	Observance of 2nd Uprising Day at the base of the statue of Rash Behari Bose at Surendra Nath Park	Information Directorate
	9	Organisation of Kabita Utsav – 2023	Paschimbanga Kabita Akademy
	10	Organisation of 'Dui Shikhar'- Tribute to two renowned artists at State Level	West Bengal State Music Academy
	11	Organisation of Natya Mela (District Level and State Level)	Paschimbanga Natya Akademy
	12	Organisation of Workshop & Festival on Baul and Fakiri Song in Birbhum	Folk & Tribal Cultural Centre
	13	Organisation of 'Rarhbangla Utsab' at Purulia	Folk & Tribal Cultural Centre
	14	Organisation of Workshop & Festival on Folk Dance	Folk & Tribal Cultural Centre
	15	Observance of Birth Anniversary of Poet Jibanananda Das & Poet Subhash Mukhopadhyay	Information Directorate & Paschimbanga Bangla Akademy
	16	Organisation of 'Vidyasagar Smarak Speech'	Paschimbanga Bangla Akademy
	17	Organisation of State Level Jatra Utsav along with Seminar, Symposium & Exhibition	Paschimbanga Jatra Akademy
	18	Organisation of Five day long Residential Workshop on Painting & Sculpture in districts	Rajya Charukala Parshad

Month	Sl. No.	Programmes	To be Organised by
	19	Organisation of Workshop & Festival on Raibense Dance at Purba Bardhaman	Folk & Tribal Cultural Centre
	20	Observance of Birth Anniversary of Buddhadeb Dasgupta	Rajya Sangeet Akademy
	21	Observance of Birth Anniversary of Shankha Ghosh	Paschimbanga Bangla Akademy
	22	Observance of Birth Anniversary of Leela Majumdar	Shishu Kishore Akademy
	23	Seminar on promotion of Tribal Culture & Art in collaboration with University	Birsha Munda Akademy
	24	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appoinment	I&CA Department
March	1	Observance of World Theatre Day	Paschimbanga Natya Akademy
	2	Organisation of Cultural Programme at Jalpesh Mela in Jalpaiguri	Folk & Tribal Cultural Centre
	3	Observance of Birth Anniversary of Annadashankar Roy	Paschimbanga Bangla Akademy
	4	Observance of Birth Anniversary of Martyr Surya Sen and Leslie Claudius as State Ceremonies	Information Directorate
	5	Observance of Death Anniversary of Martyr Bhagat Singh and Satin Sen as State Ceremonies	Information Directorate
	6	Observance of Janmatithi of Sri Sri Ramakrishna as State Ceremony	Information Directorate
	7	Organisation of 'Shraddhanjali'- Tribute to renowned artistes, lyrists & music composers at State Level	Culture Directorate
	8	Organisation of District Level Sahitya Sabha	Paschimbanga Dalit Sahitya Akademy
	9	Observance of Foundation Day of Rajya Sangeet Academy	West Bengal State Music Academy
	10	Organisation of Rajya Kabiya Mela and Workshop in Murshidabad	Folk & Tribal Cultural Centre
	11	Organisation of Five day long Residential Workshop on Painting & Sculpture in districts	Rajya Charukala Parshad
	12	Organisation of Exhibition & Workshop by selected candidates from different District Level Art Camps	Rajya Charukala Parshad
April	1	Observance of World Heritage Day by West Bengal Heritage Commission	West Bengal Heritage Commission
	2	Organisation of 'Dalit Sahitya Utsav'	Paschimbanga Dalit Sahitya Akademy
	3	Observance of Birth Anniversary of Dr. B. R. Ambedkar, Pandit Ravi Shankar, Ustad Bade Ghulam Ali Khan, Henry Louis Vivian Derozio, Jamini Roy, Prafulla Chandra Sen, Satin Sen and Suchitra Sen as State Ceremonies	Information Directorate

Month	Sl. No.	Programmes	To be Organised by
	4	Observance of National Maritime Day and commemoration of Jalalabad War as State Ceremonies	Information Directorate
	5	Observance of Birth Anniversary of Sadhu Ramchand Murmu	Folk & Tribal Cultural Centre
	6	Seminar on production of Tribal Culture & Art in collaboration with University	Birsha Munda Academy
	7	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appointment	I&CA Department Secretariate
May	1	State level observance of Birth Anniversary of Kabiguru Rabindranath Tagore at Rabindra Sadan Campus for 15 days and observance of Birth Anniversary of Kabiguru Rabindranath Tagore at District & Sub-Divisional Head Quarters in a beffiting manner	I&CA Department, Rabindra Sadan & Mahajati Sadan
	2	Organisation of District Level Folk Artistes' Conference in 22 districts	Folk & Tribal Cultural Centre
	3	Organisation of Workshop on Folk Dramas/ Folk Dances, which are on the verge of extinction in Kolkata	Folk & Tribal Cultural Centre
	4	Observance of Birth Anniversary of Raja Ram Mohan Roy, Satyajit Ray, Kazi Nazrul Islam, Ramkinkar Baij, Pritilata Waddedar, Rash Behari Bose, Gurusaday Dutt, Manna Dey, Manik Bandopadhyay and Pankaj Kumar Mullick as State Ceremonies	Information Directorate
	5	Observance of Death Anniversary of Sir Ashutosh Mukherjee and Prafulla Chaki as State Ceremonies	Information Directorate
	6	Observance of Birth Anniversary of Upendrakishore Ray Chowdhury	Information Directorate & Shishu Kishore Akademy
	7	State Level observance of Birth Anniversary of Kazi Nazrul Islam at Rabindra Sadan Nandan Campus and observance of Birth Anniversary of Kazi Nazrul Islam also at District & Sub-Divisional Head Quarters in a beffiting manner	Paschimbanga Kazi Nazrul Islam Akademy & Culture Directorate
June	1	Observance of Hool Divas inside Nabanna	Information Directorate
	2	Organisation of Central Workshop at Academy Bhawan	West Bengal State Music Academy
	3	Organisation of National Theatre Seminar	Minerva Natya Sanskriti Charcha Kendra
	4	Organisation of Yearly award conferring ceremony	Paschimbangla Natya Akademy
	5	Observance of Birth Anniversary of Bankim Chandra Chattopadhyay, Sir Ashutosh Mukherjee, Dr. Prasanta Chandra Mahalanobis, Hemanta Mukhopadhyay and Rahul Dev Burman as State Ceremonies	Information Directorate

Month	Sl. No.	Programmes	To be Organised by	
	6	Observance of Death Anniversary of Michael Madhusudan Dutt, Deshbandhu Chittaranjan Das, Dr. Shyamaprasad Mukhopadhyay, Leela Roy and Martyr Anil Kumar Das as State Ceremonies	Information Directorate	
	7	Organisation of 'Rabindra Nazrul Smarane' Programme	Shishu Kishore Akademy	
	8	Organisation of 'Nutan Juger Bhore'- Platform for new talents	West Bengal State Music Academy	
	9	Organisation of 'Kabita Corner'- Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy	
	10	Organisation of 'Shraddhanjali'- Tribute to renowned artistes, lyrists & music composers at State Level	Culture Directorate	
	11	Organisation of District Level Folk Artistes' Conference on Popular Folk Forms of the Respective Districts in 22 districts	Folk & Tribal Cultural Centre	
	12	Organisation of District Level Sahitya Sabha	Paschimbanga Dalit Sahitya Akademy	
	13	Seminar on production of Tribal Culture & Art in collaboration with University	Birsha Munda Akademy	
	14	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appointment	I&CA Department Secretariate	
	July	1	Organisation of District Level Dance Workshop	West Bengal Dance Academy
		2	Organisation of District Level Music Workshop	West Bengal State Music Academy
		3	Organisation of District Level Competition of Rabindrasangeet & Adhunik Bangla Gaan	West Bengal State Music Academy
		4	Organisation of 'Mahanayak Uttam Kumar Smarane' programme at State Level	Film Directorate
		5	Organisation of Art Appreciation Course at State Level	Rajya Charukala Parshad
6		Organisation of Appreciation Course on 'Kabita'	Paschimbanga Kabita Akademy	
7		Observance of Birth Anniversary of Nepali Poet Bhanubhakta in Darjeeling district as well as at Legislative Assembly and at Nabanna as State ceremonies	Information Directorate	
8		Observance of Birth Anniversary of Dr. Shyamaprasad Mukhopadhyay, Dwijendralal Ray, Satya Ranjan Bakshi, Keshab Chandra Nag, Rajanikanta Sen and Kalpana Dutta as State Ceremonies.	Information Directorate	
9		Observance of Death Anniversary of Ishwar Chandra Vidyasagar, Jatindra Mohan Sengupta, Kanailal Bhattacharya and Asit Ranjan Bhattacharya as State Ceremonies	Information Directorate	
10		Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy	

Month	Sl. No.	Programmes	To be Organised by
	11	Organisation of Workshop & Festival on Kirtan at Nadia	Folk & Tribal Cultural Centre
	12	Organisation of Various programmes on the day of Rathjatra for wide publicity of the 'Jatrapala'	Paschimbanga Jatra Akademy
	13	Organisation of 15 days long Residential Workshop on Jatra acting	Paschimbanga Jatra Akademy
	14	Organisation of 'Nutan Juger Bhore'- Platform for new talents at State Level	West Bengal State Music Academy
	15	Observance of Birth Anniversary of Dr. Bidhan Chandra Roy	Information Directorate & Mahajati Sadan
	16	Observance of Birth Anniversary of Sunirmal Basu	Shishu Kishore Akademy
	17	Observance of Birth Anniversary of Tarashankar Bandopadhyay	Information Directorate & Paschimbanga Bangla Akademy
	18	Organisation of Three days long residential workshop with fifty Bauls from different districts at Baul Akademy	Paschimbanga Baul Akademy
	19	Organisation of Workshop on making of dolls at Kolkata	Folk & Tribal Cultural Centre
August	1	Organisation of Dance Drama Festival	West Bengal Dance Academy
	2	Organisation of Binodini Natya Utsav	Minerva Natya Sanskriti Charcha Kendra
	3	Organisation of District Level Music Workshop	West Bengal State Music Academy
	4	Organisation of State Level Music Competition	West Bengal State Music Academy
	5	Organisation of State Level Dance Competition	West Bengal Dance Academy
	6	Organisation of District Level Dance Workshop	West Bengal Dance Academy
	7	Organisation of Foundation day of Mahajati Sadan on the 19th August, 2023	Mahajati Sadan
	8	State Level observance of Death Anniversary of Kabiguru Rabindranath Tagore at Rabindra Sadan Campus for 3 days and observance of Death Anniversary of Kabiguru Rabindranath Tagore at District & Sub-Divisional Head Quarters in a beffiting manner	I&CA Department & Rabindra Sadan
	9	State Level observance of Independence Day at Barrackpore Gandhi Ghat and Red Road and observance of Independence Day at Kolkata Information Centre with exhibition, District & Sub-Divisional Head Quarters in a beffiting manner.	Information Directorate

Month	Sl. No.	Programmes	To be Organised by
	10	Observance of Birth Anniversary of Mother Teresa, Abanindranath Tagore, Rishi Aurobindo, Acharya Prafulla Chandra Ray, Rajiv Gandhi, Kishore Kumar, Sukanta Bhattacharya, Jyotirindranath Nandi, Gostha Pal, Debabrata Biswas, Sombhu Mitra, Bina Das, Rituparno Ghosh and Birendra Krishna Bhadra as State Ceremonies	Information Directorate
	11	Observance of Martyrs' Day (Quit India Movement-1942) as State Ceremony	Information Directorate
	12	Observance of Death Anniversary of Martyr Khudiram Bose as State Ceremonies	Information Directorate
	13	Observance of Martyrs' Day (Food Movement) as State Ceremony	Information Directorate
	14	Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	15	Organisation of 'Kathai-O-Ganee'- A musical programme remembering Shri Rajanikanta Sen, Shri Atul Prasad Sen and Shri Dwijendralal Ray	Rabindra Sadan
	16	Organisation of 'Nutan Juger Bhore'- Platform for new talents	West Bengal State Music Academy
	17	Organisation of Three day long Residential Workshop on Kabita in district	Paschimbanga Kabita Akademy
	18	State level observance of Death Anniversary of Kazi Nazrul Islam at Rabindra Sadan Nandan Campus	I&CA Department & Paschimbanga Kazi Nazrul Islam Akademi
	19	Organisation of Cultural Competition	Shishu Kishore Akademy
	20	Organisation of 'Shraddhanjali'- Tribute to renowned artistes, lyrists & music composers	Culture Directorate
	21	Organisation of District Level Sahitya Sabha	Paschimbanga Dalit Sahitya Akademy
	22	Nandalal Basu Memorial Lecture	Rajya Charukala Parshad
	23	Organisation of Theatre Workshop	Paschimbanga Natya Akademy
	24	Organisation of Conference on Field Workers and Researcher on Folk related issues at Barasat, North 24 Pgs	Folk & Tribal Cultural Centre
25	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appoinment	I&CA Department Secretariate	
September	1	Organisation of Tele Academy Award Ceremony	Film Directorate
	2	Organisation of Bangabibhusan & Bangabhusan Award Ceremony	I&CA Department
	3	Organisation of District Level Music Workshop	West Bengal State Music Academy
	4	Organisation of State Level Music Competition	West Bengal State Music Academy

Month	Sl. No.	Programmes	To be Organised by
	5	Organisation of State Level Dance Competition	West Bengal Dance Academy
	6	Organisation of District Level Dance Workshop	West Bengal Dance Academy
	7	Organisation of Binodini Natya Utsav	Minerva Natya Sanskriti Charcha Kendra
	8	Observance of Birth Anniversary of Ishwar Chandra Vidyasagar	Information Directorate
	9	Observance of Birth Anniversary of Dr. Sarvepalli Radhakrishnan, Rani Rashmoni, Mahanayak Uttam Kumar, Gaganendranath Tagore, Premendra Mitra, Sunil Gangopadhyay, Sailen Manna, Sarat Chandra Bose, Gour Khyapa and Suchitra Mitra as State Ceremonies	Information Directorate
	10	Observance of Death Anniversary of Raja Ram Mohan Roy, Martyr Matangini Hazra, Ustad Alauddin Khan, Bagha Jatin, Jatin Das and Pritilata Waddedar as State Ceremonies	Information Directorate
	11	Observance of Baleswar Day at Hedua Park as State Ceremony	Information Directorate
	12	Commemoration of David Hare Day at College Square as State Ceremony.	Information Directorate
	13	Observance of Hijli Day at Keoratala as State Ceremony.	Information Directorate
	14	Observance of Birth Anniversary of Bibhutibhusan Bandyopadhyay & Sarat Chandra Chattopadhyay	Information Directorate & Paschimbanga Bangla Akademy
	15	Observance of Death Anniversary of Thakur Panchanan Barma	Rajbangshi Bhasha Academy
	16	Organisation of Five day long Residential Workshop on Painting & Sculpture in district	Rajya Charukala Parshad
	17	Organisation of Three day long Residential Workshop on Kabita in district	Paschimbanga Kabita Akademy
	18	Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	19	Organisation of Workshop involving University students on Folk related issues at Alipore, South 24 Pgs	Folk & Tribal Cultural Centre
	20	Seminar on production of Tribal Culture & Art in collaboration with University	Birsha Munda Academy
	21	Organisation of 'Nutan Juger Bhore'- Platform for new talents	West Bengal State Music Academy
	22	Organisation of Sub-Division wise Drawing Competition	Shishu Kishore Akademy

Month	Sl. No.	Programmes	To be Organised by
	23	Organisation of Workshop on Dalit Writers & Editors	Paschimbanga Dalit Sahitya Akademy
	24	Organisation of One day Seminar at Bolpur College on Baul Philosophy	Paschimbanga Baul Akademy
October	1	Organisation of Red Road Carnival	Information Directorate
	2	Organisation of 'Biswa Bangla Sharod Samman' in Kolkata and different districts of the State	Information Directorate
	3	Organisation of Prize distribution of 'Biswa Bangla Sharod Samman' in Kolkata and different districts of the State	Information Directorate
	4	Organisation of State Level Music Competition	West Bengal State Music Academy
	5	Organisation of State Level Dance Competition	West Bengal Dance Academy
	6	Observance of INA Day as State Ceremony	Information Directorate
	7	Organisation of Rajbangshi Bhasha Dibas	Rajbangshi Bhasha Akademy
	8	Observance of Birth Anniversary of Sister Nivedita, Dr. Nil Ratan Sircar, Sachin Dev Burman, Jayaprakash Narayan, Dr. Meghnad Saha, Leela Roy, Hemanta Bose, Chhabi Bandopadhyay, Begum Akhtar, Atul Prasad Sen and Sukumar Ray as State Ceremonies	Information Directorate
	9	State Level observance of Birth Anniversary of Mahatma Gandhi at Nabanna, Gandhi Bhaban, Barrackpore Gandhi Ghat	Information Directorate
	10	Observance of Death Anniversary of Hemchandra Ghosh	Information Directorate
	11	Observance of Birth Anniversary of Nirendranath Chakravarty	Paschimbanga Bangla Akademy
	12	Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	13	Organisation of 'Nutan Juger Bhore'- Platform for new talents	West Bengal State Music Academy
	14	Organisation of 'Anurodher Aasar'- 'Pujor gaan' on the evening of Durga Puja	Culture Directorate
	15	Organisation of Exhibition on Nakshikantha in Kolkata	Folk & Tribal Cultural Centre
16	Organisation of Workshop on Drama	Paschimbanga Natya Akademy	
17	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appoinment	I&CA Department Secretariate	

Month	Sl. No.	Programmes	To be Organised by
November	1	Organisation of World Heritage week by West Bengal Heritage Commission	West Bengal Heritage Commission
	2	Organisation of Paschimbanga Charukala Utsav	Rajya Charukala Parshad
	3	Organisation of National Theatre Festival	Minerva Natya Sanskriti Charcha Kendra
	4	Organisation of Natya Mela	Paschimbanga Natya Akademy
	5	Observance of Birth Anniversary of Pandit Jawaharlal Nehru, Indira Gandhi, Acharya Jagadish Chandra Bose, Deshbandhu Chittaranjan Das, Abul Kalam Azad, Ritwik Ghatak, Haradhan Bandyopadhyay, Dwijen Mukhopadhyay, Salil Chowdhury and Debaki Kumar Basu as State Ceremonies	Information Directorate
	6	Organisation of Social Communication Cinema Conference in different districts by Roopkala Kendra	Film Directorate
	7	Observance of Rememberance Day at Memorial Column	Information Directorate
	8	Observance of 'Bangla Moder Garbo' at 10 districts	Information Directorate
	9	Organisation of 3 Day Long Youth Classical Music Conference (Kolkata)	West Bengal State Music Academy
	10	Organisation of 'Shraddhanjali'- Tribute to renowned artistes, lyrists & music composers	Culture Directorate
	11	Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	12	Observance Birth Anniversary of Shakti Chattopadhyay & Suniti Kumar Chattopadhyay	Paschimbanga Bangla Akademi
	13	Organisation of District Level Sahitya Sabha	Paschimbanga Dalit Sahitya Akademy
	14	Organisation of One day Conference of three hundred selected Bauls from different districts at Suri Rabindra Sadan	Paschimanga Baul Akademy
	15	Organisation of Workshop and Festival of Folk Drama in Malda	Folk & Tribal Cultural Centre
	16	Organisation of Workshop and Festival on Adibasi Dance in Jhargram	Folk & Tribal Cultural Centre
	17	Observance of Birth Anniversary of Bhagwan Birsha Munda	Information Directorate & Birsha Munda Akademy
	18	Organisation of Kolkata International Children's Film Festival (KICFF)	Shishu Kishore Akademy

Month	Sl. No.	Programmes	To be Organised by
December	1	Organisation of 29th Kolkata International Film Festival	Film Directorate
	2	Organisation of Uday Shankar Nrityotsav	West Bengal Dance Academy
	3	Organisation of Poush Utsav	Culture Directorate
	4	Organisation of Bangla Sangeet Mela	Culture Directorate
	5	Organisation of Foundation day of FTCC	Folk & Tribal Cultural Centre
	6	Observance of Birth Anniversary of Martyr Khudiram Bose, Martyr Prafulla Chaki, Martyr Jatindranath Mukherjee, Janmatithi of Maa Sarada, Uday Shankar, Pranab Mukherjee and Jatileswar Mukhopadhyay as State Ceremonies	Information Directorate
	7	Observance of Death Anniversary of Dr. B.R. Ambedkar and Henry Louis Vivian Derozio as State Ceremonies	Information Directorate
	8	Observance of Benoy Badal Dinesh Day in front of Writers' Buildings and Nabanna as State Ceremony	Information Directorate
	9	Organisation of 'Kabita Corner'-Programme of reading self-written poems by invited poets	Paschimbanga Kabita Akademy
	10	Observance of 'Bangla Moder Garbo' at 12 districts	Information Directorate
	11	Organisation of Biswabangla Loko Sanskriti Utsav	Folk & Tribal Cultural Centre
	12	Observance of Birth Anniversary of Jitendranath Chakraborty	Paschimbanga Bangla Akademy
	13	Organisation of Three day long Residential Workshop on Kabita in district	Paschimbanga Kabita Akademy
	14	Monitoring & Evaluation of Court Cases, Departmental Proceedings, Audit Para and Compassionate Appointment	I&CA Department Secretariate

Department of Information Technology & Electronics

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks	
1	BN-6 IT Park (Sector-V)	Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded	
		Completion of Contractor Selection process & Civil Structural Work incl foundation 60% to complete.																
		Service Work 15% to complete																
2	DP-6/1 IT Innovation Centre (Sector-V)	Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded	
		Completion of Contractor Selection process & Civil Structural Work incl foundation 50% to complete.																
		Service Work 20 % to complete																
3	Belur IT Park	Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	Cabinet approval accorded	
		Completion of Contractor Selection process & Civil Structural Work.																
		To complete 60 % of Service works.																
		Completion of 15 % Finishing work.																

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination/ is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
4	Durgapur IT Park (Ph-III)	Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Preliminary works, soil test survey															
		Completion of Contractor Selection process & Civil Structural Work to complete															
		65% Service works to complete															
5	Darjeeling IT Park	10% Completion of Finishing Works														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Lifting of hold advise / Administrative Approval / approval of vetted DPR/ estimate															
		Completion of Contractor Selection process & Civil Structural Work incl foundation 60% to complete.															
		Service Work 15% complete															
6	Kalim- pong IT Park	Lifting of hold advise / Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Completion of Contractor Selection process & Civil Structural Work incl foundation 50% to complete.															
		Service Work 15% complete															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
9	Kalyani Hardware Park (as per appli- cability)	Administrative Approval/ approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Selection of engg. consultant Completion of Contractor Selection process & 35 % of Civil Infrastructural Work to complete. To complete 10 % of Service works.															
10	Jalpaiguri IT Park	Go ahead for execution Selection of combined consultant for DPR and engg. consultancy Preliminary works, soil test survey														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Vetting of DPR by PWD and placing to Dept. for approval Administrative Approval/ approval of vetted DPR/ estimate Completion of Contractor Selection process & Re-construction of damaged main boundary wall 100 % complete Civil Structural Work incl foundation 20% to complete. Service Work to start															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks	
11	IT CoE at Bengal Silicon Valley Hub	In Principle Approval for the proposed project																
		Selection of combined consultant for DPR and engg. consultancy																
		Preliminary works, soil test survey																
		Vetting of DPR by PWD and placing to Dept. for approval																
		Administrative Approval / approval of vetted DPR/ estimate																
		Completion of Contractor Selection process & Civil Structural Work incl foundation 20% to complete.																
12	IT Park at Siliguri (Ph-IV)	In Principle Approval of the project																
		Placing of the PWD vetted DPR to the Dept. and administrative approval of the project / vetted DPR/ estimate																
		Selection of consultant for engg. consultancy																
		Completion of Contractor Selection process & Civil Structural Work incl foundation 50% to complete.																
		Service Work 10% to complete.																

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
1		Upgrade/ replacement of WBSWAN Core router (eol)														IT&E	
2		Upgradation of WBSWAN Mailing System														IT&E	
3		Upgradation of bandwidth of WBSWAN														IT&E	
4	WBSWAN	Creation /Implementation of Wi Fi zone in important Government Offices / District Campus														IT&E dept/ Respective Districts	
5		Implementation of Horizontal Connectivity in Govt Depts/ Campus LAN														IT&E dept/ Respective Districts	
1		Tendering Process for DR & DC setup at Purulia														IT&E	
2		Implementation Process for DR & DC Setup at Purulia														IT&E	
3		Tendering Process for Augmentation of WBDC setup at Moni Bhandar														IT&E	
4	WBSDC	Implementation Process for Augmentation of WBDC setup at Moni Bhandar														IT&E	
5		Tendering Process for DC setup at Siliguri														IT&E	
6		Implementation Process for DC Setup at Siliguri														IT&E	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/Dte. District with whom co-ordination is required/Track owners/Stakeholders	Designated Person/Agency	Remarks
1		First Responder Training (FRT) : 800 in-service Police officials													Police Commissionerates, Home (Police), District Administration, Other State Govt. Departments	CsCOE/Webel	
2	Cyber Security Centre Of Excellence (CsCOE)	Detailed Responder Training (DRT) : 200 in-service Police Officers													Police Commissionerates, Home (Police), District Administration, Other State Govt. Departments	CsCOE/Webel	
3		On the Job Training (OJT) : 5000 in-service Government employees from all Departments, Directorates and district administrative units													Police Commissionerates, Home (Police), District Administration, Other State Govt. Departments	CsCOE/Webel	
4		Cyber Security Orientation Training (CSOT) : 500 Direct Recruit Officers of West Bengal Police													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/Webel	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
5		Domain specific training on Cyber Security for police personnel : 200 in-service Police officials.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
6		Cyber Swadhinata Programme (CSP) : 500 Government officials, students, teachers, etc.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
7		Cyber Shikshak - a Cyber Security Awareness Training for the teachers of West Bengal : 500 Teachers													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
8		Training of Advocates on Recent trends on Cyber Crime & Cyber Law : 500 Advocates													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
9		Crash Course on Cyber Security and Digital Forensic for Students : 500 Students													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
10		Web Application Security Assessment (WASA) : 20 Web Portals													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
11		ICT Infrastructure Security Assessment (ISA) : 10 Govt. Dept.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
12		Data Privacy Counselling Service : Rolling out GDPR Counselling Service													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
13		Awareness Generation Programme of citizens : Participants targeted 5000													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
14		CSIRT : Rolling out CSIRT													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
15		SOC as a Service : Rolling out SOC													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	
16		Automated Vulnerability Assessment Scanner : Setting up an Automated Vulnerability Assessment Scanner at SDC and other departmental data centres													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments	CsCOE/ Webel	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
1		Linguistic Diversity Dashboard of West Bengal (Extended)													All Departments and citizens	SNLTR	
2		Bi-directional Bangla-English Electronic Dictionary System: Translation Tools & MRD; Audio & e-book - Rolling out entire process													All Departments and citizens	SNLTR	
3	Society for Natural Language Technology Research (SNLTR)	e-Braille - Development of Software and Content, Braille Embossing and Computer Training for Visually Impaired Students of West Bengal and collaboration with West Bengal biodiversity board													Schools under WBBSE	SNLTR	
4		Karmo Bhumi Prime													All Departments and citizens	SNLTR	
5		Self Scan (V - 2.0)													All Departments and citizens	SNLTR	
6		Soumitra Chatterjee Digital Archive													All Departments and citizens	SNLTR	
7		Elephant deprecation solution													All Departments and citizens	SNLTR	
8		Online Single Window Clearance System for telecom infrastructure As SIA and SLNA Rolling out the entire process													All Departments and various organizations	SNLTR	
9		Udbadhan Patrika documentation													All Departments and citizens	SNLTR	

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Desig- nated Person/ Agency	Remarks
10		Online repository Ishwar Chandra Vidyasagar - Upload the complete work													All Departments and citizens	SNLTR	
11		Online repository of Jibanananda Das - Upload the complete work													All Departments and citizens	SNLTR	
12		Online repository of Charyapada with audio recordings - Upload the complete work													All Departments and citizens	SNLTR	
13		Online repository of English Writings of Rabindranath Tagore - Upload the complete work													All Departments and citizens	SNLTR	

Irrigation & Waterways Department

January-2023		
Name of works scheduled to be completed during the month	Length in km/No.	District
1 Construction of 2.3 Km concrete inspection path from Kalukhanra Ramp to Samsara Primary School on Buxi right embankment in Block & P.S. Pingla.	2.30 Km	Paschim Medinipur
2 Re-excavation of Mirzapur Khal from 2.50 Km to Ch. 6.00 Km and 0.30 Km Outfall portion in Block: Sahid Matangini, P.S. Tamluk.	3.80 Km	Purba Medinipur
3 Re-excavation of Banpur Mecheda Khal from Ch. 0.00 Km to Ch. 4.20 Km in Block: Sahid Matangini, P.S. Tamluk.	4.20 Km	Purba Medinipur
<p><i>Other Activities & Time Schedule :</i></p> <p>Departmental review meeting on utilization of budgetary allocation of 2022-23 and preparation of detailed budget for next financial year of 2023-24.</p>		

February-2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Protection to the left bank of New Cossyee for a length of 220 m at Mouza: Srirampur at Block & P.S. Panskura.	0.22 Km	Purba Medinipur
2 Bank Protection to the right bank of river Haldi at Raniganj (5 th part Jalpai) for a length of 800 m in Block: Nandigram-I, P.S. Nandigram.	0.8 Km	Purba Medinipur
3 Rehabilitation of spillway bridge of Puinala dam and construction of concrete inspection path (length 625 m) of the dam at village Amlala in Block and P.S. Barabani.	1 No.	Paschim Bardhaman
4 Construction of RCC bridge by replacement of old dilapidated RCC bridge at Lalpol Ch. 735 over Purana Khal in Mouza: Uttar Pirpur, Block: Uluberia-II, P.S. Uluberia.	1 No.	Howrah

Other Activities & Time Schedule :

- 1 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.
- 2 Departmental meeting on internal allocation of fund (1st round) for routine pre-monsoon maintenance works of 2023-24, sanction of schemes and invitation of tenders.

March 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Construction of RCC single lane road bridge at Ch. 60.00 over Kata Khal at Village-Daisi in replacement of old dilapidated bridge in Block: Mograhat-II, P.S. Mograhat.	1 No.	South 24 Parganas
2 Construction of Single Lane RCC bridge of carriage width 4.250m in replacement of dilapidated bridge at Ch. 14919.00 m over SAMD Part-II main drainage channel at Sandipukhuria in Block & P.S. Canning.	1 No.	South 24 Parganas
3 De-siltation of Intercepting Channel from Ch. 4100.00 m to Ch. 4745.00 m at New Chowbhaga Pumping Station under Ward No. 108 of Kolkata Municipal Corporation.	0.65 Km	Kolkata
4 Coastal protection work from Jatranallah Ch. 1.50 Km to Police Holiday Home Ramp Ch. 1.945 Km at New Digha in Block: Ramnagar-I, P.S. Digha.	0.445 Km	Purba Medinipur

Other Activities & Time Schedule :

- 1 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.
- 2 Advance Planning for flood fighting: Departmental meeting for 2nd round of internal allocation of maintenance fund for 2023-24, Commencement of pre-monsoon maintenance works of 2023-24 after tendering.

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Protection to the Right Bank of River Ganga-Padma at Charbinpara-Mathpara for a length of 600m P.S. Bhagwangola.	0.60 Km	Murshidabad
2 Construction of Single Lane RCC Bridge at Ch. 824 of Purana Khal in place of existing dilapidated bridge at Latibpur in Block: Uluberia-I, P.S. Uluberia.	1 No.	Howrah
3 Improvement and Protection to Ex-Zamindary bundh of right embankment of river Hooghly for a length of 900.00m from Shib Mandir to House of Bijoy Das in Mouza: Eriakhali, Block & P.S. Sutahata.	0.90 Km	Purba Medinipur
<p>Other Activities & Time Schedule :</p> <p>Routine pre-monsoon maintenance of embankments, dams, barrages, weirs, sluices, canal pumping stations, temporary pumps etc.</p>		

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Construction of Check Dam over Dhanara Jore, Mouza: Dhanara under Raghunathpur-II Block.	1 No.	Purulia
2 Construction of Check Dam over Moutore Jore, Mouza: Moutore under Raghunathpur-II Block.	1 No.	Purulia
3 Construction of inspection path over Ex-Zamindari embankment of river Ajoy for a length of 1.910 Km at Mouza: Billeswar-Rosui and Charkhi, Block: Ketugram-II, P.S. Ketugram.	1.91 Km	Purba Bardhaman
4 Raising and strengthening to Ex-Zamindari left embankment of River Ajoy for a length of 2.00 Km (from Ganful to Bishramtala) at Mouza: Ganful, Ghatkuri, Noapara, Block: Ketugram-II, P.S. Ketugram.	2.00 Km	Purba Bardhaman
5 Protection work of river Ajoy along right berm in between Ch. 10.60 Km to Ch. 11.00 Km in Village: Kathalbagan, an Ch. 13.50 Km to Ch. 14.10 Km in Village: Nabagram Ch. 18.00 Km to 19.00 Km in Village: Paligram (total length 2000 m) and strengthening of right embankment in between Ch. 15.50 Km to Ch. 16.10 Km in Village: Nabagram Ch. 17.10 Km to Ch. 18.00 Paligram, Ch. 20.00 Km to Ch. 21.00 Km in Village: Bargram (total Length 2500 m) in Block & P.S. Mongalkote.	4.50 Km	Purba Bardhaman
Other Activities & Time Schedule :		
<ol style="list-style-type: none"> 1 Departmental meeting on flood preparedness with the Central Government Departments/Organizations (IMD/ DVC / CWC etc.) for North Bengal districts. 2 Routine pre-monsoon maintenance work on embankment, irrigation canals, drainage channels etc. 		

June 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Resuscitation of New Monikhali Khal from Ch. 0.00 m to Ch. 6450.00 m along with slope and bank protection works for a length of 4000.00 m located within Maheshtala Municipality, P.S. Maheshtala, Rabindranagar and Parnashree.	6.45 Km	South 24 Parganas
2 Construction of CC lining at both bank of intercepting channel for a total length of 2450 m in between Ch. 1690 m and 3120 m within KMC Ward No.107 under P.S. Kasba.	2.45 Km	Kolkata
3 Renovation of spillway structure of dam, embankment, drainage channel and inspection path of Maliarajore Irrigation Scheme at Nityanandapur in Block and P.S. Gangajalghati.	1 No.	Bankura

Other Activities & Time Schedule :

- 1 Opening of Central Flood Control Room at the HQ in Kolkata, Regional Flood Control Rooms at Jalpaiguri and Malda, and District Flood Control Rooms in all the districts.
- 2 Completion of routine pre-monsoon maintenance work related to flood management for the North Bengal districts.
- 3 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month with close monitoring of North Bengal rivers considering early arrival of monsoon there.

July 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Construction of 2 (Two) vented Sluice structure at Bandipur Kalitala within Kishorepur-I G.P., Block: Khanakul-I, P.S. Khanakul.	1 No.	Hooghly
2 Rehabilitation of 10 (Ten) vent Ichapur Sluice (Structural portion only) at Ch. 4350m (near Outfall point to Hooghly River) of Ichapur Khal, 6 (Six) vent Babanpur Sluice at Ch. 2050m (near Outfall point to Ichapur Khal), 2 (Two) vent Shyamnagar Sluice at Ch. 2050m (near Outfall point to Ichapur Khal) including De-Siltation of Outfall channel of Ichapur Khal for a length of 200m under P.S. Noapara & Titagarh.	3 No.	North 24 Parganas

Other Activities & Time Schedule :

- 1 Completion of routine pre-monsoon maintenance work related to flood management activities for the South Bengal districts.
- 2 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.
- 3 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water release from DVC/ Jharkhand reservoirs during the entire month.

August 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Protection to the Right Bank of River Ganga / Padma at Jalangi Bazar locality near Ghoshpara-Muradpur for a length of 525m in Mouza: Muradpur Jalangi within P.S. Jalangi.	0.525 Km	Murshidabad
2 Renovation of RCC bridge over Rangamati Khal at Rangamati near the confluence point of river Hooghly in Block: Uluberia-I, P.S. Uluberia.	1 No.	Howrah

Other Activities & Time Schedule :

- 1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.
- 2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/ Jharkhand reservoirs during the entire month.

September 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Lower reach of Right Bank Main Canal (RBMC) from 50.84 Km to 85.31 Km including all its appurtenant canals within the reach.	318.50 Km	Purba Bardhaman & Hooghly
2 Reconstruction, Remodelling and Improvement of Sundarban Embankment for a length of 1250 m from Ch. 0.00 Km to Ch. 1.00 Km at Mouza Mousuni (W) & 1.200 Km to 1.450 Km Bagdanga (W) facing river Muriganga, Block & P.S. Namkhana.	1.25 Km	South 24 Parganas

Other Activities & Time Schedule :

- 1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.
- 2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/Jharkhand reservoirs during the entire month.

October 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Damodar Main Canal (DMC) from 0.00 km to 43.34 Km including all its appurtenant canals within the reach.	347.92 Km	Purba Bardhaman
2 Construction of concrete inspection path for a length of 2.45 Km from Purusottampur Kamarberia to Radhaballav Chak Baxi Para connecting 2 main distributary canal and left embankment of river New Cossye in Block and P.S. Panskura.	2.45 Km	Purba Medinipur

Other Activities & Time Schedule :

- 1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damage due to flood, cyclones, heavy discharge passage etc.
- 2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood release from DVC/ Jharkhand reservoirs during the entire month.

November 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Flood Protection Measures on the left embankment of Hurhurah Khal with Flood Walls, Sheet Piles including Embankment Strengthening on Countryside.	15.57 Km	Howrah & Hooghly
2 De-siltation of Lower Bagjola Khal from 0.00 Km to 28.80 Km by means of pontoon mounted excavator along with ancillary protection and bank rising work in the Blocks of Rajarhat, Haroa, Bidhannagar Municipal Corporation, Bhangore-II, P.S. Baguihati, New Town Haroa, Kasipore.	28.80 Km	North & South 24-Parganas
3 Re-construction of Sundarban embankment for a length of 0.7 Km, along the right bank of Kalindi River at Mouza: Samsernagar, Block & P.S. Hingaljanj.	0.70 Km	North 24 Parganas
4 Improvement of Kotulpur Branch Canal in between Ch. 997.53 and Ch. 1753.50 (for a total length of 23.042 Km) by re-sectioning and lining including repairing of inspection path in Mouza: Sehas and 25 Nos. other Mouza in Block: Kotulpur, Goghat-II & Goghat-I and P.S. Kotulpur & Goghat.	23.042 Km	Bankura & Hooghly
5 Construction of Pucca drain of length 3.955 Km at proposed BAPL Township for drainage de-congestion in Block & P.S. Andal. [Part-I Proposed drain (2.555 Km), drain in between RCFA and BAPL (1.350 Km) & Outfall-1 (0.050Km)]	1.40 Km	Purba Bardhaman
<p>Other Activities & Time Schedule :</p> <p style="text-align: center;">District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes</p>		

December 2023

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Upper Reaches of Branch-1 (from 0.00 Km to 23.774 Km) & Branch-2 (from 0.00 Km to 8.352 Km) of Eden Canal (Branch-1 & Branch-2-Upper) including all its appurtenant canals within the reach.	103.79 Km	Purba Bardhaman & Hooghly
2 Special Repair to 1 no. Mitre gate, 3 nos. Dwarf gate and Control Room including improvement of lock gate campus and de-siltation of Circular & Ultadanga.	20.0 Km	Kolkata
3 De-siltation of Bhangore Kata Khal from Ch. 0.00 Km to 21.00 Km in Blocks Haroa, Bhangore-I & II, in P.S.s KLC, Kashipore, Bhangore and Haroa.	21.5 Km	South & North 24 Parganas
4 Protection work to the left bank of river Bhagirathi at Nashipur and Basumati for a length of 2400.00m.	2.40 Km	Murshidabad

Other Activities & Time Schedule :

Meeting for distribution of Rabi / Boro Irrigation water for South Bengal districts.

Department of Judicial

Targets for January, 2023	
●	Completion of works amounting to Rs. 527.73 lakhs for construction of G+6 storied Building for twelve numbers of Type 1 (Residential) Quarter for Judicial Officers at Bishnupur, Bankura.
●	Completion of the works amounting to Rs. 189 .61 lakhs towards construction of new six Residential Quarters (Type A) for Judicial Officers at Bankura.
●	Completion of G+ 2 storied Court Building at Bishnupur, Bankura amounting to Rs. 1265.13 lakhs
●	Review on civil/electrical/IT works of Asansol, North 24 Parganas, Howrah and Hooghly districts.
●	Drawing up of draft litigation policy.
●	Meeting on High Court Budget/Infrastructure.
●	Review meeting on broadening the access of Justice to common people.
Targets for February, 2023	
●	Review on civil/electrical/IT works of Purulia, Bankura, Paschim Bardhaman , Purba Bardhaman and Birbhum districts.
●	Review on the progress of Centrally Sponsored Schemes.
●	Review of functioning of Murshidabad Estate
●	Review on the progress of computerization, e-Office etc. of LR Office .
●	Completion of works amounting to Rs. 474.95 lakh for Construction of Criminal Court Building at Bolpur, Birbhum.
●	Completion of works amounting to Rs. 1330.73 lakhs for Construction of new Court Building at Tamruk, Purba Medinipur.
●	Completion of two additional Commercial Courts for Calcutta jurisdiction at Church Lane, Kolkata.
Targets for March, 2023	
●	Completion of the works amounting to Rs. 45.90 lakh for construction of Family Court at Lalbag, Murshidabad
●	Completion of the works amounting to Rs. 1,16,21,263/- towards construction of two storied GRO Section Malkhana at Jalpaiguri.
●	Completion of civil works amounting to Rs. 55.12 lakh towards vertical extension, electrical and other related works at Dubrajpur, Birbhum.
●	Review on civil construction works of Murshidabad, Dakshin Dinajpur, Uttar Dinajpur and Alipurduar
●	Review with Director of Prosecution on training programme and performance of lawyers representing the State.
●	Meeting with State Legal Services Authority underscoring the need to include Right to Services Act in its awareness programmes.
●	Meeting with the Administrator General and Official Trustee, W.B.
●	Review on digitization of Service Books of Judicial Officers.
●	Completion of Fund allotment for 2020-21 as per availability.
Targets for April, 2023	
●	Review on construction works of Nadia, Malda, Paschim Medinipur, Purba Medinipur, Jalpaiguri and Jhargram.
●	Review on matters relating to the W.B. Judicial Academy.

●	Review on progress of CBI Courts.
Targets for May, 2023	
●	Completion of balance works amounting to Rs. 4760.51 lakh at the District Judge Court Compound at Purulia.
●	Review on civil/ electrical/ IT works of Darjeeling, Coochbehar and Kalimpong districts.
●	Review on progress of new Court creation schemes.
●	Review on progress of gee-tagging of Court Rooms/ Judicial Residential Quarters in the NYAYA VIKAS portal.
●	Meeting on Advocates' Welfare Trust Fund/W.B. Advocates' Welfare Corporation matters.
Targets for June, 2023	
●	Construction works of three numbers of four storied buildings for Type -I Residential Quarters of Judicial Officers at Purulia.
●	Completion of construction of proposed new child rest room at POCSO Court at Katwa, Purba Barddhaman amounting to Rs. 11,88,002/-.
●	Completion of construction of three storied G+2 Building for garage and library room within the District Judge Court Compound at Balurghat, Dakshin Dinajpur amounting to Rs. 58,24,092/-
●	Completion of balance construction works amounting to Rs. 28 lakh for POCSO Court at Barasat, North 24 Parganas.
●	Completion of construction of three-storied building for Garage and Library Room within the District Judge Court Compound at Balurghat, Dakshin Dinajpur amounting to Rs. 58.24. Lakh.
●	Review on progress of repair and renovation works at Bijan Bhaban.
●	Review on digitization of Service Books of Judicial Officers.
Targets for July, 2023	
●	Review on broadening the access to Justice of citizens.
●	Review meeting on making functional 123 numbers of Fast Track Courts in the State.
●	Meeting on High Court Budget/ Infrastructure.
●	Completion of works for B+G+5 Judicial cum residential Court Complex at Bidhan Nagar amounting to Rs. 1,53,27,830/-.
Targets for August, 2023	
●	Completion of the works for construction of Composite Court Building and Judicial Officers Quarters at Tehatta, Nadia amounting to Rs. 634.65 lakhs
●	Construction of ACJM Court at Dantan, Paschim Medinipur amounting to Rs. 5,83,51,000/-
●	Construction works Districts and Sessions Judge's Court at Asansol amounting to Rs. 3,61,64,178/-
●	Meeting on construction works of Calcutta High Court and other sub-ordinate courts
Targets for September, 2023	
●	Construction of Malda Court Building phase-II at an estimated cost of Rs. 7,66,00,000/-
●	Construction works of Judicial Officers' Quarters, Alipurduar at an estimated cost of Rs. 1,64,06,082/-
●	Construction works of Amta Court Building and Judicial Officers Residential Quarters at Amta, Howrah amounting to Rs. 14,71,91,655/-
●	Meeting with A.G.O.T Office

Targets for October, 2023	
●	Construction works of Integrated District Court Complex at Jhargram at an estimated cost of Rs. 88,05,56,143/-
●	Review on civil/electrical/IT works of Darjeeling and Coochbehar
●	Review on progress of Central Sponsored Schemes
●	Review on workings of four Commercial Courts
Targets for November, 2023	
●	Review on civil construction works of South 24 Parganas
●	Meeting on State Legal Services Authority
●	Review on the progress of works of new Judicial Academy at Rajarhat
●	Meeting on works of Circuit Bench of Calcutta High Court at Jalpaiguri. Works amounting to Rs. Five crore out of the phased amount are to be executed
Targets for December, 2023	
●	Meeting on creation of posts for various relevant Officers under Judicial Department
●	Meeting on Juvenile Justice Boards and other related matters
●	Construction of 40 numbers of Family Courts
●	Construction of Composite Court Building at Domkol, Murshidabad for Rs. 27,21,90,600/-
●	Construction of G+4 storied Sub-divisional Court Building amounting to Rs. 23,84,44,745/- at Paschim Bardhaman

Department of Labour

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
1	January	Awareness Generation and Registration Camp under Social Security Schemes	Labour Commissionerate
2		Distribution of Benefits under BMSSY	
3		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
4		Observance of Social Security Month	
5		Training Programme on Latest Module of E-Office	
6		Publication of Shramik Barta-January 2023 issue	
7		External Assessment -2nd Semester of PGD HRD & LW Course (Session 2021-22) for Students	
8		External Assessment -2nd Semester of Advanced Diploma in Construction Safety (ADCS) Course (Session 2021-22) for Students	
9		Training Program on WBHS for Inspectors/Other Staff	
10		Training program on BMSSY for DLCs/ALCs/IMWs	
11		Skill Development Training for Domestic Workers	Directorate of Employment
12		Special Coaching for competitive exams	
13		Career Talk at schools & colleges	
14		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
15		Organization of 2 (two) Job Drives by each Employment Exchange	
16		Organization of 1(one) Self Employment Awareness cum Motivation Camp (SEAMC) per quarter (Jan - Mar)	Directorate of ESI(MB) Scheme
17		Commissioning of fully automated Mechanized Laundry at ESI Hospital, Baltikuri	
18		Awareness programme (180 Nos.) for the Stakeholders of Boilers	
19		Inspection and Certification of 180 registered Boilers	Directorate of Boilers
20		Orientation programme with officers on statutory Acts and Rules	Directorate of Factories
21		In-plant mock fire-fighting drill to handle any emergency inside factory premises.	
22		Introduction of Android APP for Holiday Home Booking and Welfare Cess Collection	
23		Regional Sports and Annual Sports	Labour Welfare Board
24		Opening of new Welfare Centres	
25		Vocational Training Programme on Computer for Tea Garden Workers at different Centres of North Bengal	

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
26	February	Meeting of Three Boards (WBUSWWB, WBBOCWWB & WBSSSB)	Labour Commissionerate
27		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
28		Distribution of Benefits under BMSSY	
29		Awareness Generation and Registration Camp under Social Security Schemes	
30		Starting of new session (2022-2023) of the Advanced Diploma in Construction Safety (ADCS) Course for Students	State Labour Institute
31		Starting of new session (2022-2023) of the PGD HRD & LW Course for Students	
32		Training program on DDO functioning for DDO/DA	
33		Training on Industrial Relations for ALC/DLC(P)	
34		Training Program on WBHS for Officers/ Inspectors	
35		Skill Development Training for Domestic Workers	Directorate of Employment
36		Special Coaching for competitive exams	
37		Career Talk at schools & colleges	
38		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
39		Organization of 2 (two) Job Drives by each Employment Exchange	Directorate of ESI(MB) Scheme
40		Orientation training of Medical Officers, IMO of Service Dispensaries at ESI H.Q. for all Service Dispensaries	
41		Awareness programme (185 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
42		Inspection and Certification of 185 registered Boilers	
43		Organizing sensitization programme of factory management for more participation of women in workforce with special emphasis on safety awareness	Directorate of Factories
44		Training programme on Safety for Hazardous Chemical (LPG, Chlorine, Ammonia, etc.)	
45		Football Tournament for Tea Garden Workers/ Ward of Workers at Darjeeling, Kalimpong, Jalpaiguri and Alipurduar	Labour Welfare Board
46		Volley Ball Tournament at Durgapur-Asansol area	
47		Vocational Training Programme on Beautician And Tailoring at different Centres of West Bengal	

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
48	March	Distribution of Benefits under BMSSY	Labour Commissionerate
49		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
50		Awareness Generation and Registration Camp under Social Security Schemes	
51		K.T on Decriminalization Procedure	
52		Disbursement of benefit under FAWLOI Rs. 11.19 Crore	
53		Disposal of Industrial Disputes -30 no.	
54		Observance of National Safety Day with Students of ADCS & PGD HRD & LW	
55		Gender Sensitivity & Women Empowerment Program for Officials/ Employers Organization/ Trade Union/ NGOs	
56		Training Program on Labour Laws for ALCs/IMWs	
57		Collaborative Program with NLI / Workshop on Mental wellbeing for DLCs/ ALCs /IMWs	
58		Upgradation of Website and data evaluation	Directorate of Employment
59		Installation of C-Arm at Orthopedics Department at ESI Hospital, Sealdah & Manicktala	Directorate of ESI(MB) Scheme
60		Awareness programme (175 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
61		Inspection and Certification of 175 registered Boilers	
62		Observation of National Safety Day	Directorate of Factories
63		Observation of Safety Week in 4 locations	
64		Board Meeting	Labour Welfare Board
65		Vocational Training Programme on Hospitality at Digha, Siliguri and Darjeeling	
66		Awareness Generation and Registration Camp under Social Security Schemes	Labour Commissionerate
67		Distribution of Benefits under BMSSY	
68	Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS		
69	Workshop on latest BRAP Recommendations (in presence of Trade Union)		
70	Publication of Shramik Barta -April 2023 issue	State Labour Institute	
71	Training Program on Labour Laws for ALCs/IMWs		
72	Training Program on DDO Functioning for Officials of Labour Department		
73	Training Program on “Good Governance” for Officials of Labour Department		
74	Skill Development Training for Domestic Workers		

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
75	April	Special Coaching for competitive exams	Directorate of Employment
76		Career Talks at schools & colleges	
77		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
78		Organization of 2 (two) Job Drives by each Employment Exchange	
79		Organization of 1(one) Self Employment Awareness cum Motivation Camp (SEAMC) per quarter (Apr - Jun)	
80		Commissioning of 10 bedded ICU at ESI Hospital, Durgapur	Directorate of ESI(MB) Scheme
81		Awareness programme (185 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
82		Inspection and Certification of 185 registered Boilers	
83		Emergency Response drill in Major Accident Hazards factories	Directorate of Factories
84		Campaign for safety with special emphasis on "Work at Heights"	Labour Welfare Board
85		Debate/ Quize Competition at Different Centers	
86		Drawing Competition at Different Centers	
87	May	Distribution of Benefits under BMSSY	Labour Commissionerate
88		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
89		Awareness Generation and Registration Camp under Social Security Schemes	
90		Meeting of Three Boards (WBUSWWB, WBOCWBB & WBSSSB)	
91		Workshop on EoDB for ALCs/IMWs	State Labour Institute
92		Training Program on RTI & RTPS for Officers of Labour Department	
93		Training program on BMSSY for DLCs/ALCs/IMWs	
94		Skill Development Training for Domestic Workers	Directorate of Employment
95	Special Coaching for competitive exams		
96	Career Talk at schools & colleges		
97	Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur		
98	Organization of 2 (two) Job Drives by each Employment Exchange		

Sl. No.	Month	Proposed Target	Implementing Authority under this Department	
99		Development of Critical Care Hub and commissioning of 24 bedded ICU, 20 bedded HDU & Modular O.T. Complex at ESI Hospital, Baltikuri	Directorate of ESI(MB) Scheme	
100		Awareness programme (185 Nos.) for the Stakeholders of Boilers	Directorate of Boilers	
101		Inspection and Certification of 185 registered Boilers		
102		Workshop on Boiler Safety (55 Nos.)		
103		Awareness programme on Accidents Prevention	Directorate of Factories	
104		Mock fire drill of the Onsite Emergency Plan		
105		May Day Observance	Labour Welfare Board	
106		Rabindra Jayanti Celebration at Mungpoo		
107		Vocational Training Programme on Computer/Tailoring/ Mobile or Computer Repairing for Workers/ Ward of Workers at different Centres of South Bengal		
108		June	Distribution of Benefits under BMSSY	Labour Commissionerate
109			Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
110			Awareness Generation and Registration Camp under Social Security Schemes	
111			UAT for Grievance Mechanism	
112			Observance of World Day Against Child Labour	
113	Disbursement of benefit under FAWLOI Rs. 11.19 Crore			
114	Disposal of Industrial Disputes -40 no.			
115	Training program on BMSSY for DLCs/ALCs/IMWs		State Labour Institute	
116	Training Program on DDO Functioning for Officials of Labour Commissionerate			
117	Training Program on WBHS for Inspectors/ Other staff			
118	Internal Assessment of 1st Semester of PGD HRD & LW (2022-2023) for Students of PGD HRD & LW			
119	Internal assessment of 1st Semester of ADCS (2022-2023) for Students of ADCS			
120	Workshop on payment of Gratuity Act, 1972 for Controlling Authority for DLC(P)s/ALCs			
121	Skill Development Training for Domestic Workers			Directorate of Employment
122	Special Coaching for competitive exams			
123	Career Talk at schools & colleges			
124	Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur			

Sl. No.	Month	Proposed Target	Implementing Authority under this Department	
125		Organization of 2 (two) Job Drives by each Employment Exchange		
126		Commissioning of 10 bedded ICU at ESI Hospital, Uluberia & Gourhati	Directorate of ESI(MB) Scheme	
127		Awareness programme (190 Nos.) for the Stakeholders of Boilers	Directorate of Boilers	
128		Inspection and Certification of 190 registered Boilers		
129		Organizing programme on prevention of occupational disease	Directorate of Factories	
130		Organizing awareness programme on safeguarding of machineries and material handling equipment		
131		Carrom/ Table Tennies Competition at different Centers of North Bengal	Labour Welfare Board	
132		Rabindra Najrul Jayanti at Kolkata		
133		Board Meeting		
134		July	Awareness Generation and Registration Camp under Social Security Schemes	Labour Commissionerate
135			Distribution of Benefits under BMSSY	
136			Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
137			Skill Development Programme for Construction Workers	
138	Stakeholders Meet regarding EODB			
139	Training Program on Behavioural Skills for Officers of Labour Department		State Labour Institute	
140	Work Shop on Mental wellbeing for DLCs/ALCs/ IMWs			
141	Publication of Shramik Barta July, 2023 issue			
142	1st Semester External Assessment of PGD HRD & LW (2022-23) for Students of PGD HRD & LW			
143	1st Semester External Assessment of ADCS (2022-23) for Students of ADCS			
144	Skill Development Training for Domestic Workers		Directorate of Employment	
145	Special Coaching for competitive exams			
146	Career Talk at schools & colleges			
147	Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur			
148	Organization of 2 (two) Job Drives by each Employment Exchange			
149	Organization of 1(one) Self Employment Awareness cum Motivation Camp (SEAMC) per quarter (Jul - Sept)			
150	Training programme regarding Vector borne diseases (VBD) at ESI Hospital, Manicktala	Directorate of ESI(MB) Scheme		

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
151		Awareness programme (180 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
152		Inspection and Certification of 180 registered Boilers	
153		Training on hazard identification technique	Directorate of Factories
154		Sensitization programme on reforms undertaken by the Directorate of Factories	
155		Vocational Training on Computer/ Tailoring/ Hospitality at different Centres	Labour Welfare Board
156	August	Distribution of Benefits under BMSSY	Labour Commissionerate
157		Disbursement of Pension Benefit under the B & OCW (RECS) ACT, 1996 and WBTWSSS	
158		Awareness Generation and Registration Camp under Social Security Schemes	
159		Meeting of Three Boards (WBUSWWB, WBOCWBB & WBSSSB)	
160		Training Program cum Workshop on ID Act, 1947 for Officers of Labour Commissionerate	State Labour Institute
161		Starting 2nd semester classes of Advanced Diploma in Construction Safety Course 2022-2023 for Students of ADCS	
162		Starting of 2nd semester classes of PGD HRD & LW course Academic Session 2022-2023 for Students of PGD HRD & LW	
163		Workshop on Payment of Gratuity Act, 1972 for Appellate Authority (Functional DLCs)	
164		Skill Development Training for Domestic Workers	
165		Special Coaching for competitive exams	Directorate of Employment
166		Career Talk at schools & colleges	
167		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
168	Organization of 2 (two) Job Drives by each Employment Exchange		
169	Commissioning of Nephrology Hub including 30 Dialysis machines at ESI Hospital, Manicktala	Directorate of ESI(MB) Scheme	
170	Commissioning of fully automated Mechanized Laundry at ESI Hospital, Sealdah		
171		Awareness programme (185 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
172		Inspection and Certification of 185 registered Boilers	

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
173		Organizing program on Special Safety and Welfare measures for women workers in factory including requirement of crèches	Directorate of Factories
174		Rehearsal of mock practice for fighting Emergency	
175		Celebration of Independence Day	Labour Welfare Board
176	September	Awareness Generation and Registration Camp under Social Security Schemes	Labour Commissionerate
177		Distribution of Benefits under BMSSY	
178		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
179		Skill Development Programme for Construction Workers	
180		Creation of E-Office for Office of Joint Labour Commissioner, Barrackpore	
181		Disbursement of benefit under FAWLOI Rs. 14.92 Crore	
182		Disposal of Industrial Disputes -40 no.	
183		Workshop on BMSSY & BOCWW Act, 1996 for Officers of Labour Commissionerate	
184		Workshop on EoDB for ALCs/IMWs	
185		Training Program on WBHS for Officers/Inspectors	
186		Advertisement for admission to the PGD HRD & LW and ADCS course for Academic session (2023-24)	
187		Skill Development Training for Domestic Workers	
188		Special Coaching for competitive exams	Directorate of Employment
189		Career Talk at schools & colleges	
190	Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur		
191		Organization of 2 (two) Job Drives by each Employment Exchange	
192		Commissioning of 10 bedded ICU at ESI Hospital, Sealdah & Kalyani	Directorate of ESI(MB) Scheme
193		Commissioning of fully automated Mechanized Laundry at ESI Hospital, Budgebudge	
194		Awareness programme (190 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
195		Inspection and Certification of 190 registered Boilers	Directorate of Factories
196		Awareness programme on compliance of Factories Acts and rules made thereunder	
197		Cultural Competition at North Bengal	Labour Welfare Board

Sl. No.	Month	Proposed Target	Implementing Authority under this Department	
198	October	Distribution of Benefits under BMSSY	Labour Commissionerate	
199		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS		
200		Awareness Generation and Registration Camp under Social Security Schemes		
201		Training Program on RTI & RTPS for Officers of Labour Department	State Labour Institute	
202		Workshop on Payment of Gratuity Act, 1972 for Controlling Authority (DLC(P)s/ALCs)		
203		Publication of Shramik Barta October, 2023 issue		
204		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	Directorate of Employment	
205		Organization of 1(one) Self Employment Awareness cum Motivation Camp (SEAMC) per quarter (Oct - Dec)		
206		Complete upgradation of Blood Bank at ESI Hospital, Manicktala	Directorate of ESI(MB) Scheme	
207		Upgradation of Belur ESI Hospital		
208		Awareness programme (110 Nos.) for the Stakeholders of Boilers	Directorate of Boilers	
209		Inspection and Certification of 110 registered Boilers		
210		Meeting with officers regarding activities of this Directorate	Directorate of Factories	
211		Cultural Competition at South Bengal	Labour Welfare Board	
212		Board Meeting		
213		November	Awareness Generation and Registration Camp under Social Security Schemes	Labour Commissionerate
214			Distribution of Benefits under BMSSY	
215			Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
216			Meeting of Three Boards (WBUSWWB, WBBOCWWB & WBSSSB)	
217			Workshop on latest Development of Portals related to EODB	
218		Training Program on DDO Functioning for Officials of Labour Department	State Labour Institute	
219	Work Shop on Mental wellbeing for DLCs/ALCs/ IMWs			
220	Internal Assessment of 2nd Semester of PGD HRD & LW (2022-2023) for Students of PGD HRD & LW			
221	Internal assessment of 2nd Semester of ADCS (2022-2023) for Students of ADCS			

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
222		Skill Development Training for Domestic Workers	Directorate of Employment
223		Special Coaching for competitive exams	
224		Career Talk at schools & colleges	
225		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
226		Organization of 2 (two) Job Drives by each Employment Exchange	
227		Commissioning of 10 bedded ICU at ESI Hospital, Bandel	
228	Commissioning of Modular Kitchen at ESI Hospital, Serampore		
229		Awareness programme (190 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
230		Inspection and Certification of 190 registered Boilers	
231		Workshop on Boiler Safety (50 Nos.)	
232		Mock drill Practice for emergency preparedness and response	
233		Training and awareness programme on safe handling of various hazardous chemicals in Major Accident Hazards factories	Directorate of Factories
234		Vocational Training on Computer/ Tailoring/ Hospitality at different Centres	
235		Organising Shramik Melas	Labour Commissionerate
236		Distribution of Benefits under BMSSY	
237		Skill Development Programme for Construction Workers	
238		Disbursement of Pension Benefit under the B&OCW (RECS) ACT, 1996 and WBTWSSS	
239		Disbursement of benefit under FAWLOI Rs. 11.19 Crore	
240		Disposal of Industrial Disputes - 50 no.	
241		Training Program cum Workshop on ID Act, 1947 for Officers of Labour Commissionerate	
242	Training program on BMSSY for DLCs/ALCs/IMWs		
243	Admission test for PGD HRD & LW and ADCS Course for Academic Session 2023-2024		
244	2nd Semester External Assessment of PGD HRD & LW (2022-2023) for Students of PGD HRD & LW		
245	2nd Semester External Assessment of ADCS (2022-2023) for Students of ADCS		
246	Skill Development Training for Domestic Workers		
247	Special Coaching for competitive exams		

Sl. No.	Month	Proposed Target	Implementing Authority under this Department
248	December	Career Talk of schools & colleges	Directorate of Employment
249		Jute Camps for mobilization of new entrants in Jute Mills for all districts of South Bengal and Malda, Uttar & Dakshin Dinajpur	
250		Organization of 2 (two) Job Drives by each Employment Exchange	
251		Starting of NICU at ESI Hospital, Kamarhati	Directorate of ESI(MB) Scheme
252		Commissioning of fully automated Mechanized Laundry at ESI Hospital, Asansol	
253		Commissioning of Modular Kitchen at ESI Hospital, Asansol	
254		Installation of RO Purified Drinking Water Plant at 10 ESI Hospitals	
255		Awareness programme (185 Nos.) for the Stakeholders of Boilers	Directorate of Boilers
256		Inspection and Certification of 185 registered Boilers	
257		Organizing awareness programme with special emphasis on noise level monitoring	Directorate of Factories
258		Programme on workers participation in plant safety related activities	
259		Center wise Sports	Labour Welfare Board

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

January 2023

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 5,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	State Level Conference	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 479 Free Hold Title Deeds	RR&R Branch
17	Appointment on compassionate ground	DE Branch
18	Settlement of old LA cases through Lok Adalat	LA Branch
19	Monitoring of Court Cases on quaterly basis	Law Cell (LR-1/C Branch / DLR&S)
20	Monitoring of Audit Paras on quaterly basis	PAC Branch
21	Monitoring of Departmental Proceedings on quaterly basis	A&P Branch
February 2023		
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 5,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 167 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	RoU Acquisition for GAIL Pipeline Project (40 km)	LA Branch
18	Land Acquisition for EDFC Project (15 km)	LA Branch
19	Settlement of old LA cases through Lok Adalat	LA Branch
March 2023		
1	Collection of Rs. 90 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 30 days	DLR&S
3	Distribution of Agri Patta (20 acre)	DLR&S
4	Disposal of 5,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 9,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	State Level Conference	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 121 Free Hold Title Deeds	RR&R Branch
17	Appointment on compassionate ground	DE Branch
18	RoU Acquisition for GAIL Pipeline Project (45 km)	LA Branch
19	Land Acquisition for EDFC Project (15.735 km)	LA Branch
20	Settlement of old LA cases through Lok Adalat	LA Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
April 2023		
1	Collection of Rs. 90 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 20 days	DLR&S
3	Disposal of 3,00,000 no. of Mutation petitions	DLR&S
4	Digitisation of 200 CS Maps (Scanning)	DLR&S
5	Disposal of 5,000 no. of Conversion petitions	DLR&S
6	Inspection of 30 no. sub-ordinate offices	DLR&S
7	District Level Review Meeting	DLR&S
8	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
9	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
10	Long term settlement of land	GE(M) Branch
11	Inter Departmental Transfer of land	GE(M) Branch
12	Government of India related transfer of land	GE(M) Branch
13	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
14	Issuance of 83 Free Hold Title Deeds	RR&R Branch
15	Appointment on compassionate ground	DE Branch
16	Settlement of old LA cases through Lok Adalat	LA Branch
17	Monitoring of Court Cases on quaterly basis	Law Cell (LR-1/C Branch/DLR&S)
18	Monitoring of Audit Paras on quaterly basis	PAC Branch
19	Monitoring of Departmental Proceedings on quaterly basis	A&P Branch
May 2023		
1	Collection of Rs. 20 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 20 days	DLR&S
3	Disposal of 2,00,000 no. of Mutation petitions	DLR&S
4	Digitisation of 200 CS Maps (Scanning)	DLR&S
5	Disposal of 3,000 no. of Conversion petitions	DLR&S
6	Inspection of 50 no. sub-ordinate offices	DLR&S
7	District Level Review Meeting	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
8	State Level Conference	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 135 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	Settlement of old LA cases through Lok Adalat	LA Branch
June 2023		
1	Collection of Rs. 50 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 10 days	DLR&S
3	Distribution of Agri Patta (10 acre)	DLR&S
4	Disposal of 4,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 3,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 246 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	Settlement of old LA cases through Lok Adalat	LA Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
July 2023		
1	Collection of Rs. 70 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 10 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 6,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 5,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	State Level Conference	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 323 Free Hold Title Deeds	RR&R Branch
17	Appointment on compassionate ground	DE Branch
18	Settlement of old LA cases through Lok Adalat	LA Branch
19	Monitoring of Court Cases on quaterly basis	Law Cell (LR-1/C Branch/DLR&S)
20	Monitoring of Audit Paras on quaterly basis	PAC Branch
21	Monitoring of Departmental Proceedings on quaterly basis	A&P Branch
August 2023		
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 10 days	DLR&S
3	Distribution of Agri Patta (50 acre)	DLR&S
4	Disposal of 10,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 15,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 389 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	Settlement of old LA cases through Lok Adalat	LA Branch
September 2023		
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 10 days	DLR&S
3	Distribution of Agri Patta (50 acre)	DLR&S
4	Disposal of 12,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	State Level Conference	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 356 Free Hold Title Deeds	RR&R Branch
17	Appointment on compassionate ground	DE Branch
18	Settlement of old LA cases through Lok Adalat	LA Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
October 2023		
1	Collection of Rs. 40 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 10 days	DLR&S
3	Distribution of Agri Patta (10 acre)	DLR&S
4	Disposal of 8,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 100 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 30 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 240 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	Settlement of old LA cases through Lok Adalat	LA Branch
18	Monitoring of Court Cases on quaterly basis	Law Cell (LR-1/C Branch/DLR&S)
19	Monitoring of Audit Paras on quaterly basis	PAC Branch
20	Monitoring of Departmental Proceedings on quaterly basis	A&P Branch
November 2023		
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 10,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	State Level Conference	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 262 Free Hold Title Deeds	RR&R Branch
17	Appointment on compassionate ground	DE Branch
18	Settlement of old LA cases through Lok Adalat	LA Branch
December 2023		
1	Collection of Rs. 80 Cr Revenue	DLR&S
2	In-Service Training of Revenue Officials for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 10,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 10,000 no. of Conversion petitions	DLR&S
7	Inspection of 50 no. sub-ordinate offices	DLR&S
8	District Level Review Meeting	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 196 Free Hold Title Deeds	RR&R Branch
16	Appointment on compassionate ground	DE Branch
17	Settlement of old LA cases through Lok Adalat	LA Branch

SYNOPSIS

Sl. No.	Subject	Section / Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
1	Collection of Revenue (in Rs.)	DLR&S	80	80	90	90	20	50	70	80	80	40	80	80	840	
2	In-Service Training of Revenue Officials (in days)	DLR&S	30	30	30	20	20	10	10	10	10	10	30	30	240	
3	Distribution of Agri Patta (in acre)	DLR&S	40	40	20	0	0	10	40	50	50	10	40	40	340	
4	Disposal of Mutation petitions	DLR&S	5,00,000	5,00,000	5,00,000	3,00,000	2,00,000	4,00,000	6,00,000	10,00,000	12,00,000	8,00,000	10,00,000	10,00,000	80,00,000	
5	Digitisation of CS Map (Scanning)	DLR&S	200	200	200	200	200	200	200	200	200	100	200	200	2,300	
6	Disposal of Conversion petitions	DLR&S	10,000	10,000	9,000	5,000	3,000	3,000	5,000	15,000	10,000	10,000	10,000	10,000	1,00,000	
7	Inspection of sub-ordinate offices	DLR&S	50	50	50	30	50	50	50	50	50	30	50	50	560	
8	District Level Review Meeting	DLR&S	3 districts in each month													
9	State Level Conference	Department/ DLR&S	To be held in every alternative month													
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch														As per proposal received
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch														As per proposal received

Sl. No.	Subject	Section / Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
12	Long term settlement of land	GE(M) Branch														As per proposal received
13	Inter Departmental Transfer of land	GE(M) Branch														As per proposal received
14	Government of India related transfer of land	GE(M) Branch														As per proposal received
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch														As per proposal received
16	Issuance of Free Hold Title Deeds	RR&R Branch	479	167	121	83	135	246	323	389	356	240	262	196	2,997	
17	Appointment on compassionate ground	DE Branch														As per proposal received
18	Settlement of old LA cases through Lok Adalat	LA Branch														As per proposal received
19	Monitoring of Court Cases on quarterly basis	Law Cell (LR-1/C Branch/DLR&S)														
20	Monitoring of Audit Paras on quarterly basis	PAC Branch														
21	Monitoring of Departmental Proceedings on quarterly basis	A&P Branch														

Law Department

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 Annual Volumes 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) and the Official Language Branch (Bengali) and the Official Language Branch (Nepali) and State Law Commission, West Bengal and Registration of Marriages and Appointment of Notaries, The West Bengal National University of Juridical Sciences, Kolkata are within the administrative control of this Department.

Months	Subject / Programme / Meeting	Remarks
January, 2023	Publication or re-printing of Acts as assented to by the Hon'ble Governor/the Hon'ble President	Bills as passed in the previous session of the Assembly.
	Review meeting of State Law Commission, West Bengal*	Assessment and review of budget and developmental works
	Review meeting of The West Bengal National University of Juridical Sciences, Kolkata*	Assessment and review of budget and developmental works
	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
February, 2023	Vetting of various rules, regulations, statutes etc. & settlement and framing of Draft Bills	On the basis of the proposals forwarded by various Departments
	Review meeting of Marriage and Notary Cell*	For developmental works
	Review meeting of SARTHAC*	For developmental works
March, 2023	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
	Finalisation and publication of Bills	Bills as passed in the previous session of the Assembly.
April, 2023	Publication or re-printing of Acts as assented to by the Hon'ble Governor/the Hon'ble President	On the basis of the proposals forwarded by various Departments.
	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments when the Assembly is not in session
May, 2023	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 the various Departments.
June, 2023	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.
	Form fill-up, issuing of Letter of Identification etc. for Departmental Examination for the Officers under West Bengal Legal Service/ Training of Law Officers under WBLS on Legislative Drafting, conducted by the Ministry of Law and Justice at New Delhi, if any.	Departmental Examination will be conducted by Public Service Commission, West Bengal
	Review meeting of Marriage and Notary Cell*	On developmental works regarding e-Governance & EoDB

Months	Subject / Programme / Meeting	Remarks
July, 2023	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.
	Finalisation and publication of Bills	Probable Budget Session (Phase II) of W.B.L.A.
	Review meeting of SARTHAC*	On developmental works regarding e-Governance
August, 2023	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.
	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.
September, 2023	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
	Review meeting of The West Bengal National University of Juridical Sciences, Kolkata*	For RE for the year 2023-24 and B.E. for the year 2024-25
	Review meeting of State Law Commission, West Bengal*	For RE for the year 2023-24 and B.E. for the year 2024-25
October, 2023	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.
	Review meeting of Marriage and Notary Cell*	On developmental works regarding e-Governance & EoDB
November, 2023	Form fill-up, issuing of Letter of Identification etc. for Departmental Examination for the Officers under West Bengal Legal Service/ Finalisation/ Updation of Gradation List of the members of the West Bengal Legal Service	Departmental Examination will be conducted by Public Service Commission, West Bengal.
	Settlement, framing and publications of Ordinances / settlement and framing of Draft Bills	On the basis of the proposals forwarded by the various Departments
	Review meeting of SARTHAC*	On developmental works regarding e-Governance
December, 2023	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.
	Finalisation and publication of Bills	Probable Winter Session of the W.B.L.A.
	Settlement, framing and publications of Ordinances	On the basis of the proposals forwarded by various Departments during the Assembly is not in session.

Note.-*The afore-mentioned dates and subjects/program may be varied depending upon the program declared by the West Bengal Legislative Assembly (WBLA).

Department of Industry, Commerce, Enterprises

Activity/Target	
January – 2023	
1	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
2	Convening of technical meeting on progress of geological activities.
3	Construction of NH access road for Haringhata Industrial Park for better connectivity and freight movement across economic regions.
4	Construction of rigid pavement at entrance of Rishi Bankim Shilpaudyan, Naihati.
5	Complete restoration and restructuring of Road No 9 by engaging a design Consultant at Panagar Industrial Park by PWD - Work Order Issuance
6	Floating of tender for selection of Contractor and PMC for the construction of Truck Terminal 2 at Panagarh Industrial Park
7	Floating Tender for Vertical Extension (4th Floor) of WBIIDC Office Building at Block DJ, Plot No 10, Saltlake City, Sector II, kolkata 700091
8	Floating Tender for Construction of new road approaching Malda Industrial Park (Phase-I) to improve connectivity with the industrial Park (Under PM Gati Shakti Scheme)
9	Floating of tender for New RCC Culvert approaching Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
10	Floating of Tender of Construction of surface drainage system at Malda Industrial park (Phase-I)(Under PM Gati Shakti Scheme)
11	Floating of Tender for Laying water supply pipe line for water supply to the Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
12	Floating of Tender for Installation of water connectivity equipment with electrical connection at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
13	Floating of Tender for 1.50 mtr land filling over 2 acres low land adjacent to Expressway at the Park at Kalyani Industrial park(Phase-III) (Under PM Gati Shakti Scheme)
14	Floating of tender for Construction and Upgradation of 70000 gallon O.H.Reservoir at Kalyani Industrial park(Phase-III) . (Under PM Gati Shakti Scheme)
15	Floating of Tender for Installation of water connectivity equipment with electrical connection at Kalyani Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
16	Lease Deed execution for Palsara- III Black Stone Mine, Purulia
17	Commence Sand Mining Operations for all Category A mines (phase 1 auctions)

February – 2023

18	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
19	Updating district wise DSRs (District Survey Reports) including study of replenishment of riverbed mineral resources.
20	Completion of water supply project at Rishi Bankim Shilpaudyan, Naihati, North 24-Parganas
21	Initiating prior booking for Budge Budge Park
22	Commencement of Vertical Extension (4th Floor) of WBIIDC Office Building at Block DJ, Plot No 10, Saltlake City, Sector II, kolkata 700091
23	Commencement of Construction of new road approaching Malda Industrial Park (Phase-I) to improve connectivity with the industrial park. (Under PM Gati Shakti Scheme)
24	Commencement of New RCC Culvert approaching Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)

25	Commencement of Construction of surface drainage system at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
26	Commencement of Tender for Laying water supply pipe line for water supply at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
27	Commencement of Installation of water connectivity equipment with electrical connection at Malda Industrial park (Phase-I)(Under PM Gati Shakti Scheme)
28	Commencement of 1.50 mtr land filling over 2 acres low land adjacent to Expressway at the Park at Kalyani Industrial park(Phase-III) (Under PM Gati Shakti)
29	Commencement of Construction and Upgradation of 70000 gallon O.H.Reservoir at Kalyani Industrial park(Phase-III) (Under PM Gati Shakti Scheme)
30	Commencement for Installation of water connectivity equipment with electrical connection at Kalyani Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
31	Commencement of Mine development at Hatgacha Blackstone Mine, Birbhum
32	Commence Sand Mining operations for all Category B mines (phase 1 auction)

March – 2023

33	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
34	Repairing and waterproofing for a segment of roof at SDF-II building at Paridhan Garment Park,Beliaghata
35	Commissioning and handing over of Budge Budge Park,Ph-II, South 24-Parganas
36	Completion of Repairing Works for Gems & Jewellery Park at Ankurhati, Howrah.
37	Completion of Construction of new road approaching Malda Industrial Park (Phase-I) to improve connectivity with the industrial park (Under PM Gati Shakti Scheme)
38	Completion of New RCC Culvert approaching Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
39	Completion of Construction of surface drainage system at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
40	Completion of Tender for Laying water supply pipe line for water supply at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
41	Completion of Installation of water connectivity equipment with electrical connection at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
42	Completion of 1.50 mtr land filling over 2 acres low land adjacent to Expressway at the Park at Kalyani Industrial park(Phase-III) (Under PM Gati Shakti Scheme)
43	Completion of Installation of water connectivity equipment with electrical connection at Kalyani Industrial park (Phase-I) (Under PM Gati Shakti Scheme)
44	Execution of lease deed for Jethia Black Stone Mine, Birbhum

April – 2023

45	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
46	Updating district wise DSRs (District Survey Reports) including study of replenishment of riverbed mineral resources.
47	Submission of DPR for award of contract for internal road development and drainage system at Plasto steel Park,Ph-III,Barjora, Bankura.
48	Commencement of water supply project at Vidyasagar Industrial Park.
49	Completion of works of Truck Terminal 1at Panagarh Industrial Park
50	Completion of works of Truck Terminal 3 at Panagarh Industrial Park
51	Floating of Tender for Digital Survey work at Industrial Park of Haldia at Purba Medinipur Division of West Bengal showing all permanent features i.e. roads, pavement,drain nullah, waterbodies, temple, Masjid, electrical towers,OHR, pump house etc. and boundary of each allotted unit.
52	Tender for Selection of MDOP for Jethia Black Stone Mine, Birbhum

May – 2023

53	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
54	Commencement of Digital Survey work at Industrial Park of Haldia at Purba Medinipur Division of West Bengal showing all permanent features.

June – 2023

55	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
56	Updating district wise DSRs (District Survey Reports) including study of replenishment of riverbed mineral resources.
57	Floating of Tender for Construction and Up gradation of multi-lane access road network along with footpath at Malda Industrial park(Phase-I) , improving last mile connectivity (Under PM Gati Shakti Scheme)
58	Floating of tender for Construction and Upgradation of surface drain and cross drainage structure at Malda Industrial park(Phase-I)(Under PM Gati Shakti Scheme)
59	Floating of Tender for Construction of new 200 mtr x 5.5 mtr wide approach road from Expressway to the filled up land at Kalyani Industrial park(Phase-III) improving connectivity with Industrial Park (Under PM Gati Shakti Scheme)
60	Commencement of Mine development at Palsara- III Black Stone Mine, Purulia

July – 2023

61	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
62	Convening of technical meeting to fix fixture of geological programmes.
63	Construction of internal road and adequate drainage system at Phase III, Plasto Steel Park , Barjora, Bankura
64	Commencement of Construction and Up gradation of multi-lane access road network along with footpath at Malda Industrial park(Phase-I), improving last mile connectivity (Under PM Gati Shakti Scheme)
65	Commencement of Construction and Upgradation of surface drain and cross drainage structure at Malda Industrial park(Phase-I) (Under PM Gati Shakti Scheme)
66	Commencement of Construction of new 200 mtr x 5.5 mtr wide approach road from Expressway to the filled up land at Kalyani Industrial park(Phase-III) improving connectivity with Industrial Park (Under PM Gati Shakti Scheme)
67	Commencement of land procurment at Gourangdih ABC Coal Mine, Paschim Bardhaman

August – 2023

68	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
69	Convening of the annual meeting of the State Geological Programming and Advisory Board.
70	Completion of Digital Survey work at Industrial Park of Haldia at Purba Medinipur Division of West Bengal showing all permanent features.
71	Lease Deed execution for Mirmi, Dulalpur & Raidih Quartz & Feldspar Mineral Block, Purulia
72	Conduct auctions for Sand Mining Blocks

September – 2023

73	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
74	Updating district wise DSRs (District Survey Reports) including study of replenishment of riverbed mineral resources.
75	Initiating tender process for selection of Agency for maintenance of all roads of Panagarh Industrial Park
76	Completion of Installation of water connectivity equipment with electrical connection at Malda Industrial park (Phase-I) (Under PM Gati Shakti Scheme)

October – 2023

77	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
78	Completion of Water Intake Point for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.
79	Completion of Water Treatment Plant for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.
80	Completion of Construction and Upgradation of multi-lane access road network along with footpath at Malda Industrial park (Phase-I), improving last mile connectivity (Under PM Gati Shakti Scheme)
81	Completion of Construction and Upgradation of surface drain and cross drainage structure at Malda Industrial park(Phase-I) (Under PM Gati Shakti Scheme)
82	Completion of Construction of new 200 mtr x 5.5 mtr wide approach road from Expressway to the filled up land at Kalyani Industrial park (Phase-III) improving connectivity with Industrial Park (Under PM Gati Shakti Scheme)
83	Lease execution of Gourangdih ABC Coal Mine, Paschim Bardhaman

November – 2023

84	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
85	Updation of website of DMM
86	Completion of Vertical Extension (4th Floor) of WBIIDC Office Building at Block DJ, Plot No 10, Saltlake City, Sector II, Kolkata 700091
87	Completion of Construction and Upgradation of 70000 gallon O.H.Reservoir at Kalyani Industrial park (Phase-III) (Under PM Gati Shakti Scheme)
88	Tender for Selection of MDOP for Mirmi Quartz & Feldspar Mine, Purulia

December – 2023

89	Scrutiny and approval of submitted Mining Plans of Minor Mineral Blocks.
90	Completion of water supply project by PHED at Vidyasagar Industrial Park

Department of Mass Education Extension & Library Services

Month 2023	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
January	<ol style="list-style-type: none"> 1) Process for Release of fund for maintenance grant and non-recurring grant for some Welfare Homes, Special Schools and Sponsored Special Schools. 2) Inspection of 4 Special Schools. 3) Organizing State level Sports and Cultural meet for the inmates of Educational Welfare Homes. 	<ol style="list-style-type: none"> 1) Organizing of District Book Fair in a few districts. 2) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3) LLA Meeting in some Districts.
February	<ol style="list-style-type: none"> 1) Process for release of funds for Hostel subsidy and contingency for some Sponsored special schools, maintenance grant and non -recurring grant for Welfare Homes and Sponsored special. 2) Holding review meeting with District level officers. 3) Inspection of 2 Educational Welfare Homes and 2 Special Schools. 	<ol style="list-style-type: none"> 1) LLA Meeting in some Districts. 2) Meeting with District Library Officers. 3) Completion of Selection process for financial assistance to Non-Government and Non-Sponsored Libraries.
March	<ol style="list-style-type: none"> 1) Processing the grant for scholarship for students with special need studying in Class IX and onwards. 2) Grant for OTG in favour of some Non-Recognized, Non-Sponsored Institutions for Special Students and inmates to be processed. 3) Grants towards reference book for the inmates of Welfare Homes to be processed. 4) Educational Tour for the students of Sponsored Special Schools to be planned. 	<ol style="list-style-type: none"> 1) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2) Collection of outstanding Utilization Certificates on Development grant from Districts. 3) Review meeting with District Library Officers.
April	<ol style="list-style-type: none"> 1) Holding review meeting with District level officers. 2) Updating data bank of inmates of Educational Welfare Homes & students of Special Schools. 3) Inspection of some Sponsored Special Schools and Welfare Homes. 	<ol style="list-style-type: none"> 1) Meeting with District Library Officers. 2) LLA Meeting in some Districts. 3) Meeting with the members of State Library Council.
May	<ol style="list-style-type: none"> 1) Process for release of Maintenance Grants for some Educational Welfare Homes and grants towards Hostel subsidy for some sponsored special schools. 2) Inspection of some Sponsored Special Schools. 3) Review Meeting with Superintendent of some Aided Welfare Homes. 	<ol style="list-style-type: none"> 1) Review meeting with District Library Officers. 2) Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3) Processing of development proposals for a few district libraries.

Month 2023	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
June	<ol style="list-style-type: none"> 1) Updating data bank of the employees of Sponsored Special Schools and State Welfare Homes. 2) Inspection of some Welfare Homes and some Special Schools. 3) Review Meeting with Superintendent of some Aided Welfare Homes. 	<ol style="list-style-type: none"> 1) Processing of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2) Review meeting with District Library Officers. 3) LLA Meeting in some Districts.
July	<ol style="list-style-type: none"> 1) Implementation of Tree Plantation Programme in the campus of Sponsored Special Schools and Welfare Homes. 2) Inspection of some Educational Welfare Homes and Special Schools. 3) Review Meeting with Superintendent of some State Welfare Homes & Sponsored Home. 	<ol style="list-style-type: none"> 1) Meeting with District Library Officers for Observance of Public Library Day on 31.08.23. 2) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 3) LLA Meeting in some Districts.
August	<ol style="list-style-type: none"> 1) Processing of proposal towards grants for festival garments for student with special need and inmates of Educational Welfare Homes. 2) Inspection of some Welfare Homes and Special Schools. 3) Process for release of funds towards NR grants for some special schools, Maintenance Grants for some welfare Homes and for Hostel Subsidy & Contingency for some Special Schools 4) Review meeting with the district level Officers in connection with observance of International Literacy Day 2023. 	<ol style="list-style-type: none"> 1) Observance of Public Library Day at District and State Level. 2) Review meeting with the District Library Officer and Librarians. 3) Processing of Development proposals for few libraries.
September	<ol style="list-style-type: none"> 1) Observance of International Literacy Day, 2023 at State, District Level etc. 2) Felicitation Programme at district level for specially abled students and inmates of Welfare Homes who excelled in Madhyamik Pariksha & Higher Secondary Examination held in 2023. 3) Inspection of some Sponsored Special Schools and Welfare Homes. 	<ol style="list-style-type: none"> 1) Organising meeting with the Publishers and Book sellers Associations for District Book Fair Calendar 2023-24. 2) LLA meeting in some Districts. 3) Meeting with the members of the State Library Council.
October	<ol style="list-style-type: none"> 1) Advertisement inviting application from Non-Recognized, Non-Sponsored Institutions for Specially abled students and Welfare Homes for release of ONE TIME GRANT (OTG) to be processed. 2) some proposals for Non-recurring Grants for Welfare Homes and for special schools to be processed. 3) Review meeting with superintendent of some State Welfare Homes and Sponsored Homes. 	<ol style="list-style-type: none"> 1) Meeting with the District Library Officers for District Book Fair. 2) Processing as well as release of Plan Fund. 3) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.

Month 2023	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
November	<ol style="list-style-type: none"> 1) Release of fund to some Special Schools for maintenance grant and for Hostel Subsidy and Contingency to be processed. 2) Inspection of some Welfare Homes and Special Schools. 3) Review meeting with the District Mass Education Extension Officers. 	<ol style="list-style-type: none"> 1) Processing as well as release of Plan Fund. 2) Review meeting with the District Library Officer and Librarians. 3) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
December	<ol style="list-style-type: none"> 1) Processing for release of ONE TIME GRANT (OTG) for non-recognized, non-Sponsored Special Schools and Social Welfare Homes under the Sector, State Development Scheme. 2) Processing of Grants towards School Shoes and Bags for the Inmates of Welfare Homes & the Students with special need under the Sector, State Development Scheme. 3) Home wise Sports and Cultural competition amongst the inmates of Welfare Homes to be processed. 	<ol style="list-style-type: none"> 1) Organising of District Book Fairs in some Districts. 2) Process for advertisement for admission in certificate course in Library and Information science at Peoples Janata College, Banipur, North 24 PGS. 3) Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.

Department of Minority Affairs and Madrasah Education

Sl. No.	Organisation Name	January	February	March	April
1.	West Bengal Minorities' Development & Finance Corporation	<ul style="list-style-type: none"> Sanction and distribution of Education Loan, Term Loan, Self Help Group Loan (DLS) to SHG members. Organizing Education Loan counselling camps and review of recovery of different loan schemes. Coaching for Combined Services Examination for minority youths. 	<ul style="list-style-type: none"> Disbursement of residual scholarships under Aikyashree (Pre-Matric, Post-Matric and Merit-cum-Means scholarship) and other schemes. Sanction and distribution of Education Loan, Sanction of residual cases of Term Loan & Self Help Group Loan (DLS) for SHG members. Commencement of Skill Training in MSME Tool Room. Commencement of Skill Training in NIFT. Milan Utsav for 7 days with 5,00,000 visitors & 200 stalls depending upon the approval of the appropriate authority. 	<ul style="list-style-type: none"> Finalizing the yearly Target of different Scholarship scheme for 2022-23. Preparation of Annual Action Plan of WBMDFC for 2023-24. Finalizing the yearly Target of different Loan schemes for 2022-23. Commencement of Coaching for Police Constable. Sanction & Distribution of Students Education Loan and Self Help Group (DLS)-residual of 2022-23. 	<ul style="list-style-type: none"> Preparation of action plan of "Aikyashree" (Pre-Matric, Post-Matric and Merit-cum-Means), TSP and SVMCM scholarships . Review meeting with School Education Deptt, Bank etc. for scholarship. Organizing 3 days' Orientation-cum-Training for all the staff-members of Education Section and Education Supervisors of WBMDFC. Training of Office Staff on office procedure and accounts etc. On-going Workshop for all Field Staffs for Loan Schemes Sanction & Distribution of Education Loan.

Sl. No.	Organisation Name	January	February	March	April
2.	Director of Madrasah Education	<ul style="list-style-type: none"> Games and sports of Madrasah students (615) Madrasahs & 497 MSKs & SSKs. (If Govt. approves). Holding of Coaching Camps for Madrasahs Students in a) Football, b) Swimming (If Govt. approves). Setting up of 100 Computer Lab in Govt. Aided Recognized Madrasahs. 	<ul style="list-style-type: none"> Distribution of incentive to all girl students of class IX-XII of 615 recognized aided Madrasahs. Holding of Coaching Camps in Badminton, Volleyball, Kabaddi & Khokho. (If Govt. approves). 	<ul style="list-style-type: none"> Review of facilities infrastructural in English Medium Model Madrasahs. 	<ul style="list-style-type: none"> Review of facilities infrastructural in English Medium Model Madrasahs.
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> To participate in the World Book fair organized by National Book Trust. To organize 15th All India Urdu Book Fair. Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. Releasing of Published Books. Organizing the function of Shaam e Adab. Commencement of Free Tuition Centres for the Academic year 2023. To participate in the Kolkata Book Fair organized by Publishers and Book Sellers Guild. 	<ul style="list-style-type: none"> Inviting application for Grant to Urdu Libraries. Inviting application for Subsidy on Manuscript. Inviting applications for scholarship from classes VI to X. 	<ul style="list-style-type: none"> Organizing the functions of Shaam e Adab. 	<ul style="list-style-type: none"> Disbursement of scholarship from classes VI to X. Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. Commencement of 1 yr Urdu Language course. Commencement of 1 yr Arabic Language course.

Sl. No.	Organisation Name	January	February	March	April
4.	Aliah University	<ul style="list-style-type: none"> • Appointment of Chairman & Vice-Chairman for AUAT-2023 • Preparation of norms and regulations for conducting AUAT-2023 examinations • Student Development Programme (soft-skill & aptitude) for pre-placement 	<ul style="list-style-type: none"> • 1st Semester exam of both UG & PG • Commencement of classes of even semester B. ED and PG 2nd semester 	<ul style="list-style-type: none"> • Advertisement for admission to undergraduate and postgraduate programmes through AUAT-2023 • Placement drive(s) for students of Engineering, Science and Humanities 	<ul style="list-style-type: none"> • Online application process of auat-2023 • Placement drive(s) for students of Engineering, Science and Humanities
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> • Meeting / workshop on review of curriculum & syllabus with teachers / experts of madrasahs/schools/other institution. • Training of 50 teachers including Head Masters (Offline / Online). • Conduct of examination related preparatory meetings in different districts of West Bengal. 	<ul style="list-style-type: none"> • Conduct of examination related preparatory meetings in different districts of West Bengal. • Conduct of High Madrasah, Alim and Fazil Examination, 2023 subject to decision of the competent authority. 	<ul style="list-style-type: none"> • Entry of answer scripts and distribution to the Head Examiners & Examiners throughout the West Bengal 	<ul style="list-style-type: none"> • Meeting / workshop of review of textbooks (Bengali version) with teachers/experts of madrasahs/schools/other institutions. • Training of 50 teachers including Head Masters (Offline / Online). • Conduct of Fazil 1st year examination of Senior Madrasah. • Evaluation of answer scripts of High Madrasah, Alim and Fazil Examination, 2023.

Sl. No.	Organisation Name	January	February	March	April
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> Advertisement for inviting online application of 7th State Level Selection Test (AT) 2023 for recommendation of Assistant Teachers in different non-Govt. aided Madrasahs in West Bengal. 	<ul style="list-style-type: none"> Receipt of Online Application, subject wise, of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> Selection of Examination Venues for T.E.T/P.T. of 7th State Level Selection Test (AT) 2023 and organize meeting with Venue-in-Charges 	<ul style="list-style-type: none"> Examination of 7th State Level Selection Test (AT) 2023 for TET/PT
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Selection of Trainers for Training of Trainers for Haj-2023 at Kolkata. Selection of Khadim-ul-Hujjaj for Haj-2023. Announcement for Free residential WBCS coaching at Haj Tower (3rd Batch) 	<ul style="list-style-type: none"> Commencement of Payment of 1st installment by selected Pilgrims & Collection of receipts. Training of Trainers programme at HCoI, Mumbai. Training Programmes of Haj Pilgrims at District Level. 	<ul style="list-style-type: none"> Training Programmes of Haj Pilgrims at District Level. Submission of original passports of Pilgrims along with payment receipt of 1st installment to HCoI, Mumbai through WBSHC. WBCS Coaching Entrance Test. 	<ul style="list-style-type: none"> Training Programme of Haj Pilgrims at District Level. Haj preparedness meeting chaired by Chief Secretary. Commencement of WBCS Coaching Classes.
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Launching of online portal for better service delivery in connection with Administration, Protections, Supervision and Development of Auqaf Scheme 2013. Review of status of court cases of Board. Review of survey of Wakf Estates. 	<ul style="list-style-type: none"> Review of functioning of Wakf Hostels. Review of legal matters of Board. Launching of payment gateway in connection with collection of wakf contribution. Preparation of draft Budget of the Board. 	<ul style="list-style-type: none"> Review of collection of wakf contribution as per Section 72 of the Wakf Act. Preparation of final Budget of the Board. 	<ul style="list-style-type: none"> Disbursement of Idd grant and beneficiaries allowances. Preparation for felicitations to Imam & Moazzin by Hon'ble CM in EID.

Sl. No.	Organisation Name	January	February	March	April
9.	West Bengal Minorities Commission	<ul style="list-style-type: none"> • Study Tour at Murshidabad District • Study Tour at Hooghly District 	<ul style="list-style-type: none"> • Study Tour at North 24 Parganas District • Study Tour at South 24 Parganas District 	<ul style="list-style-type: none"> • Study Tour at Malda District • Study Tour at Dakshin Dinajpur District • Study Tour at Uttar Dinajpur District 	<ul style="list-style-type: none"> • Study Tour at Darjeeling District • Study Tour at Jalpaiguri District • Study Tour at Kalimpong District
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> • Release of fund under Scheme for infrastructure development through assistance to NGO • Review of disbursement under Term Loans and DLS. • Review of all schemes with the DMs, ADMs & DOMAs and all Parastatals. 	<ul style="list-style-type: none"> • Review of IMDP, MsDP, DMWRP, Boundary Wall & MDW Schemes. • Preparation of action plan for scholarship & loan schemes. • Review of the working of Madrasah Board. • Action plan for Waqf Development projects. 	<ul style="list-style-type: none"> • Review of computer aided learning & ICT in Madrasahs. • Review of scholarship schemes of WBMDFC. • Review of the functioning of Urdu Academy including operationalisation of Regional Office of Urdu Academy at Asansol. 	<ul style="list-style-type: none"> • Review of MsDP Schemes with District level Officers. • Release of 2nd instalment of fund under IMDP, Boundary Wall around Graveyard, DMWRP & MDW Schemes. • Review of IMDP Scheme and Loan Schemes.

Sl. No.	Organisation Name	May	June	July	August
1.	West Bengal Minorities Development & Finance Corporation	<ul style="list-style-type: none"> Sanction and distribution of Term loan Sanction & Distribution of Education Loan -100 Students, Self Help Group Loan (DLS) for SHG members. Intensive awareness campaign of various loan schemes at district level and block level. Profile updation of the institutes for Aikyashree scholarship and other Scholarship schemes. Review of recovery position of different loan schemes. 	<ul style="list-style-type: none"> Review of recovery position of different loan schemes. Organising special recovery camp in different Districts. Sanction & distribution of Term Loan, Self Help Group Loan (DLS) for SHG members & Education Loan. Review meeting with district level Officers for scholarship & Students Education Loan. 	<ul style="list-style-type: none"> Advertisement for different scholarship & Students Education Loan in important Daily Newspapers & other important Places at District, Sub-division & Blocks and school level. Holding meetings with Nodal teachers of minority dominated institutions along with concerned BDO/DI/SI of school education departments. Review of progress of different loan with district level officials. Sanction and distribution of Education Loan, Term Loan & Self Help Group Loan (DLS). 	<ul style="list-style-type: none"> Distribution of scholarship of Haji Mohammed Mohsin to 100 nos. of Meritorious Students (Madhyamik, High Madrasah and Alim Examination-2023) Intensive awareness campaign on scholarships at district level and block level. Review and monitoring on the progress of different scholarships. Coaching for Army recruitment (residential) of 300 candidates. Sanction & distribution of Term Loans, Self Help Group Loan (DLS), Education Loan to renewal Students.
2.	Director of Madrasah Education	<ul style="list-style-type: none"> Distribution of laboratory equipment's/ instruments in aided Madrasahs. 	<ul style="list-style-type: none"> Review of infrastructure of 615 Madrasahs and MSKs/SSKs. 	<ul style="list-style-type: none"> Allotment of girls' toilet & drinking water facilities to aided Madrasahs & MSKs/SSKs. 	<ul style="list-style-type: none"> Improvement of library & reading room & distribution of library books to all 615 Madrasahs.

Sl. No.	Organisation Name	May	June	July	August
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> Inviting applications for Book Grant for successful and meritorious candidates of Class X and XII boards. Review of performance of free coaching centre. Review of performance of Bengali Language study centre. 	<ul style="list-style-type: none"> Felicitation of the successful students from Free Coaching Centre. Organizing the Function of Shaam e Adab. 	<ul style="list-style-type: none"> Disbursement of Book Grant for Madhyamik, High Madrasah and Higher Secondary Passed students Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. Commencement of Computer Training Course for the year 2023-24 Purchase of books for Central Urdu library. Organizing National level Seminar. 	<ul style="list-style-type: none"> Inviting application from scholarship Classes XI to M.A. To start the process of literary awards.
4.	Aliah University	<ul style="list-style-type: none"> Conducting AUAT-2023 examinations for admission to various academic programmes end-semester examinations 	<ul style="list-style-type: none"> Declaration of AUAT-2023 results Organising training programme for pre-placement for the students Declaration of end-semester results Advertisement for Ph.d. Programme Placement drive(s) for students of Engineering, Science And Humanities 	<ul style="list-style-type: none"> Completion of admission procedure for undergraduate and postgraduate programmes Placement drive(s) for students of Engineering, Science And Humanities 	<ul style="list-style-type: none"> Orientation programme and freshers' welcome for new academic session Induction programme of engineering departments Placement drive(s) for students of Engineering, Science And Humanities

Sl. No.	Organisation Name	May	June	July	August
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> • Training of 50 subject wise teachers (Offline / Online) including English Medium Madrasahs. • Preparation for the publication of the result of High Madrasah, Alim and Fazil Examination, 2023. • 3. Publication of the result of High Madrasah, Alim and Fazil Examination, 2023 if deem fit. 	<ul style="list-style-type: none"> • Training of 50 subject wise teachers (Offline / Online) including English Medium Madrasahs. • 2. Conduct of post publication review and post publication scrutiny. 	<ul style="list-style-type: none"> • Meeting / workshop of review of textbooks for classes IX & X (Bengali/ English version) with teachers/experts of madrasahs/schools/other institutions. • Training of 50 teachers including Head Masters (Offline / Online). • Registration of class IX and XI (Fazil) 	<ul style="list-style-type: none"> • Meeting / workshop of review of textbooks for classes IX & X (Bengali/ English version) with teachers/experts of madrasahs/schools/other institutions. • Training of 50 teachers including Head Masters (Offline / Online). • Collection of checklist of registration of class X.
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> • Evaluation of answer scripts of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> • Result of TET /PT of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> • Main Examination of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> • Evaluation of answer script of Main Examination of 7th State Level Selection Test (AT) 2023.
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> • Preparation of City Check-in at Madinat-ul-Hujjaj. • Visit to Airport for creation of Infrastructure and other issues relating to Haj Operation - 2023 • Arrangement of Vaccination Camps at Sub-Divisional Level. • Departure intimations to Pilgrims. • Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj-2023. 	<ul style="list-style-type: none"> • Departure intimations to Pilgrims. • Receiving of Passports from Haj Committee of India after VISA endorsement. • Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj-2023 • Online Application for Aikatan Ladies Hostel. • Preparation for arrival of Haj pilgrims. 	<ul style="list-style-type: none"> • Preparation for arrival of Haj pilgrims • Selection/ Admission of Boarders for Aikatan Ladies Hostel. • Return flights / arrival of Hajis from Kingdom of Saudi Arabia. 	<ul style="list-style-type: none"> • Facilitation of Passport Application for Haj- 2024

Sl. No.	Organisation Name	May	June	July	August
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Feedback and implementation of online portal for better service delivery in connection with Administration, Protections, Supervision and Development of Auqaf Scheme 2013. Review of application for registration of Waqf Estates and appointment of Mutwallis. Review of survey of Waqf Estates. 	<ul style="list-style-type: none"> Organizing awareness Camp with Mutawallis, Imams & Moazzins. Review of status of different hostels under Board of Auqaf, W.B. Review of progress of Development of Waqf Properties. 	<ul style="list-style-type: none"> Evaluation of social services rendered by the Imams & Moazzins. Review of development of Waqf Estates and preparation of action plan. Feedback and progress of payment gateway in connection with collection of wakf contribution. 	<ul style="list-style-type: none"> Updating database of online portal for better service delivery in connection with Administration, Protections, Supervision and Development of Auqaf Scheme 2013. Review of the working of Waqf Hostels.
9.	West Bengal Minorities Commission	<ul style="list-style-type: none"> Study Tour at Jhargram District 	<ul style="list-style-type: none"> Study Tour at Nadia District 	<ul style="list-style-type: none"> Study Tour at Birbhum District 	<ul style="list-style-type: none"> Study Tour at Purba Bardhaman District Study Tour at Paschim Bardhaman District
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> Review of the functioning of Sadbhav Mandaps. Release of budgetary fund to parastatal organisation. Review of all schemes with the DMs, ADMs & DOMAs and all parastatals 	<ul style="list-style-type: none"> Review of the functioning of e-office in department and Parastatal organizations. 	<ul style="list-style-type: none"> Examination of Schemes submitted under MsDP/IMDP by districts. Review of functioning of Hostels including timely disbursement of Maintenance Allowance Review of all schemes with the DMs, ADMs & DOMAs and all parastatals. 	<ul style="list-style-type: none"> Setting up the targets for construction of ACR, Drinking water facility, Toilets, Provision of computers in Govt. aided Madrasahs/SSKs /MSKs Review of implementation of Right to Public Service Delivery Act. Review of Coaching and Skill Dev. Schemes of WBMDFC. Submission of proposals under MsDP to Govt. of India.

Sl. No.	Organisation Name	September	October	November	December
1.	West Bengal Minorities Development & Finance Corporation	<ul style="list-style-type: none"> Review and monitoring of the progress of different scholarship schemes. Review of verification of different Scholarship Scheme. Review of recovery of loan. Disbursement of Self Help Group Loan (DLS) and Term Loan Sanction & Distribution of Education Loan Sanction & distribution of Aikyashree Scholarship for renewal candidates 	<ul style="list-style-type: none"> Review and monitoring of scrutiny of online scholarship application for Institution/district level for Aikyashree Scholarship and TSP & SVMCM Scholarship. Sanction & distribution of Term Loan, Self Help Group Loan (DLS) and Education Loan 100. Review and monitoring of the progress of different Loan scheme at district level. 	<ul style="list-style-type: none"> Review of verification of "Aikyashree" TSP and SVMCM. Processing of loan recovery camp at the Minority concentrated districts. Training on EDP Disbursement of Education Loan, Term Loan & Sanction of Self Help Group Loan (DLS). Completion of Internal Audit of the Corporation for 2023-24. Sanction & Distribution of Aikyashree Scholarship for fresh and renewal candidates 	<ul style="list-style-type: none"> Completion of verification process of Pre-Matric, Post-Matric, Merit-cum-Means and TSP scholarship schemes. Disbursement of Pre-Matric, Post-Matric and Merit-cum-Means scholarship under Aikyashree Scheme and TSP & SVMCM Scholarships schemes. Awareness cum distribution of loan at the district (Term Loan-2000, Self Help Group Loan (DLS) & Education Loan. Recovery Camps at the poor recovery areas at different Blocks.
2.	Director of Madrasah Education	<ul style="list-style-type: none"> Improvement of building of Jr. High/High & H.S. Madrasahs including Alim/Fazil Madrasahs & MSKs/SSKs. 	<ul style="list-style-type: none"> Review of infrastructure of 497 MSKs/SSKs and improvement of infrastructure wherever required. 	<ul style="list-style-type: none"> Distribution of Equipments & furniture in recognized aided Madrasahs & Upgradation of Jr. High Madrasahs. 	<ul style="list-style-type: none"> Printing/Distribution of Text Books to all students of Govt. Aided Madrasahs/MSKs/SSKs. Setting up of 100 Smart Classes/ICT in Govt. Aided Recognized Madrasahs.

Sl. No.	Organisation Name	September	October	November	December
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> Organizing functions of Shaam e Adab. Review of performance of Free Coaching & Bengali language Course study centre. 	<ul style="list-style-type: none"> Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. 	<ul style="list-style-type: none"> Disbursement of scholarship for class XI to M.A. Initiating the process for next All India Urdu Book Fair. Observing the Birth anniversary of Allama Iqbal. Observing the Birth anniversary of Maulana Abul Kalam Azad. Inviting applications from Colleges and Universities for grant for Seminar 	<ul style="list-style-type: none"> Disbursement of books to Urdu Libraries under the scheme of Grant to Urdu libraries. Organizing the function of Shaam e Adab.
4.	Aliah University	<ul style="list-style-type: none"> Completion of admission process for Ph.D. Organise Awareness Programme for net/gate students of Engineering, Science and Humanities 	<ul style="list-style-type: none"> Review of the performance of students particularly the weaker students and follow-up Review of training & placement Cell 	<ul style="list-style-type: none"> Organizing Sports related activities End-semester examinations Organising training programme for placement of students Memorial lecture on Abul Kalam Azad 	<ul style="list-style-type: none"> Submission of report for AUAT-2023 Declaration of end-semester results Student development programme (soft-skill & aptitude) for pre-placement
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> Completion of all Text books revision upto class VIII. Training of 50 teachers including Head Masters (Offline / Online). 	<ul style="list-style-type: none"> Issuance of registration certificate. Preparation of test papers for upcoming final examination. 	<ul style="list-style-type: none"> Completion of centre formation. Academic & Examination related works. 	<ul style="list-style-type: none"> Filling up of the forms of High Madrasah, Alim and Fazil Examination.

Sl. No.	Organisation Name	September	October	November	December
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> Result of Main Examination of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> Interview of 7th State Level Selection Test (AT) 	<ul style="list-style-type: none"> Final Result of 7th State Level Selection Test (AT) 2023 	<ul style="list-style-type: none"> Counselling and Recommendation of Succeeded candidates of 7th State Level Selection Test (AT) 2023 for recruitment of Assistant Teacher in different non-govt. aided Madrasahs of West Bengal
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Awareness Programme for Haj Pilgrimage - 2024. Facilitation of Passport Application for Haj-2024. 	<ul style="list-style-type: none"> Awareness Programme for Haj Pilgrimage - 2024. Facilitating of passport Application for Haj - 2024. Announcement of Haj-2024 by HCoI. Facilitating online HAF for Haj-2024. 	<ul style="list-style-type: none"> Facilitating online HAF for Haj-2024. 	<ul style="list-style-type: none"> Facilitating online HAF for Haj-2024. Selection of Trainers for Training of Trainers for Haj-2024 at Kolkata.
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Resource mobilization of the Board. Admission in Wakf Hostels. Updating of payment gateway in connection with collection of wakf contribution. 	<ul style="list-style-type: none"> Review of collection of wakf contribution as per Section 72 of the Wakf Act. Review of legal matters of Board. 	<ul style="list-style-type: none"> Organising LokAdalat at office premises. Review of lease matters of the Waqf Estates. 	<ul style="list-style-type: none"> Organizing awareness Camp with Mutawallis, Imams & Moazzins. Review of progress of online portal for better service delivery in connection with Administration, Protections, Supervision and Development of Auqaf and Scheme 2013.

SI No.	Organisation Name	September	October	November	December
9.	West Bengal Minorities' Commission	<ul style="list-style-type: none"> • Study Tour at Bankura District • Study Tour at Purulia District 	<ul style="list-style-type: none"> • Study Tour at Howrah District • Study Tour at Kolkata District 	<ul style="list-style-type: none"> • Study Tour at Alipurduar District • Study Tour at Coochbehar District 	<ul style="list-style-type: none"> • Study Tour at Purba Medinipur District • Study Tour at Paschim Medinipur District • Observation of Minorities' Rights day on 18th December, 2023
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> • Review of the implementation of different schemes of the MAME Deptt. & Directorate of MDW . • Release of fund for schemes under MsDP/IMDP/MDW. 	<ul style="list-style-type: none"> • Preparatory meeting on Madrasah Sports. • Review of court cases. • Review of Minorities Development and Welfare schemes. • Preparatory meeting for Budget. 	<ul style="list-style-type: none"> • Review of the progress of Housing scheme for destitute minority women & submission of UC. • Review of fund requirement of Parastatal Organisations. • Review of all schemes with the DMs, ADMs & DOMAs. 	<ul style="list-style-type: none"> • Review of progress of various infrastructural works in Madrasahs. • Review of Public Services Delivery Act. • Review of Computer Aided learning and ICT at Madrasahs. • Review of the scheme for financial assistance to NGOs and sanctioning of new proposals. • Review of the functioning of Minority Hostels.

DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISES & TEXTILES

I. Major Trainings / Capacity Development Intervention

Directorate of MSME	
1.	Orientation programme of IDOs at ICMARD , Kolkata in the month of June,2023
2.	Training of Joint Director, Deputy Directors/General Managers at NIMSME, Hyderabad, Telangana in the Month of February , 2023
West Bengal Khadi and Village Industry Board	
1.	Training Programme on skill development of artisans under Project Muslin, Ready Made Garments - 24-Pgs (N), Mekhla, E-Commerce/E-Marketing, Weaving Project etc will be continuing throughout the year
Directorate of Textile (Handlooms)	
2.	Training of newly promoted DO (H) / TO (Tex) in ATI Installation of tool and Machinery at ➤ Pagla Chandi Readymade Garments SamabaySamity Ltd, Nabadwip, Nadia District

II. Monthly/Quarterly Review Meetings

Directorate of MSME	
1.	Finance Clinic - in every district on 15th of every month
2.	Conference of GM, DICs on 28th of every month
Directorate of Textile (Handloom)	
1.	District Level Committee & Monitoring Committee for Textiles (DLCMC) Meeting once after a gap of every two month
2.	Meeting with the PWCS, Handloom Clusters, Financing Bank, Co-op. Auditors etc. conducted by Divisions on 15th of every month
West Bengal Khadi and Village Industry Board	
1.	Monthly review meeting with District Officers.

III. Welfare Schemes: Targets and Plan

Directorate of MSME - Welfare Schemes for Handicraft Artisans	
1.	Old Age Pension @Rs 1000 p.m. to artisans: To be provided to 3200 artisans
2.	Supply of Tool Kits/ Machinery to 14 (Fourteen) number of Industrial Cooperative Societies including REH Societies during the year 2023.
Directorate of Textile (Handloom) - Welfare Schemes for Handloom, Handicrafts and Khadi	
1.	Old Age Pension to the Handloom Weavers (Artisans) @Rs. 1000/- per month for 5904 Weavers under Joy Bangla Scheme is to be targeted from January-2023 to December-2023.
West Bengal Khadi and Village Industry Board - Welfare Schemes for Handloom, Handicrafts and Khadi	
1.	JanashreeBeemaYojna 4000 Khadi artisans to be covered every quarter.
2.	Khadi and Polly Vastra Trust: 8500 Khadi artisans to be covered during the year

IV. Milestones (Launches / Inauguration)

January, 2023

Directorate of MSME	
(a)	Installation of 1st phase P&M in CFC of Shantiniketan Leather Cluster
(b)	Training on Design Development on TufanganjSitalpati Cluster
(c)	Installation of 1st & 2nd phase P&M in CFC of Refractory Bricks Cluster
(d)	Advanced training programme in Fire works cluster, Champahati, South 24 Pgs
(e)	Training of additive manufacturing in Fan cluster at south 24 pgs.
Directorate of Textile (Handloom)	
(a)	Inauguration of Training Programme for Mega Carpet Cluster at Moyna,PurbaMedinipur.
West Bengal Khadi and Village Industry Board	
(a)	Start of Janata Khadi Production at Centre of Excellence, Ashoknagar.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of work for Industrial Park at Dabgram (Phase-III), Jalpaiguri.

February, 2023

Directorate of MSME	
(a)	Development of the Industrial Hub at Aghorpur under Joypur P.S., Purulia.
(b)	Advanced training programme on skill development in Kunor Terracotta Cluster, Uttar Dinajpur.
(c)	Skill development training in Raiganj wooden furniture cluster, Uttar Dinajpur
(d)	Distribution of Kusmi Brood Lac to the selected beneficiaries of Purulia & Jhargram District.
Directorate of Textile (Handloom)	
(a)	Installation of tool and Machinery at ➤ ChangraKalaganda Mana-Mohini Readymade Garments Co-operative Society Ltd, Tamluk, Purba Medinipur,
(b)	Installation of Powerloom Machinery at Bagnan Eco Textile, Howrah
(c)	Training and Tufted carpet looms distribution at Mega Carpet Cluster at Moyna, Purba Medinipur.
West Bengal Khadiand Village Industry Board	
(a)	Installation of Plant and Machinery with the capacity 250 Kg per day for Bhagirathi Honey Cluster at Murshidabad District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the project of Development of Industrial Park at Raigunj (on the land of West Dinajpur Spinning Mill) in the district of Uttar Dinajpur

March, 2023

Directorate of MSME	
(a)	Design development training in Koyel Aligara Pottery Cluster, Dakshin Dinajpur

(b)	Design development training in JoypurAsurali Jute Diversified Cluster, Bankura
(c)	Hard Intervention support to two number of REH Societies including Industrial Cooperative Societies
(d)	CNC lathe machine installation at Fan cluster south 24 pgs.
Directorate of Textile (Handloom)	
(a)	Renovation of Sale Counter at Basudevpur TSS Ltd., Purba Medinipur
(b)	Handloom Clusters at Dakshin Bati, Srirampur Kundupara, Nasaratpur Dangapara and Krishnadevapur Handloom Cluster.
(c)	Installation of tool and Machinery at
	➤ Loknath Readymade Garment Cooperative Society Ltd, Tamluk, Purba Medinipur.
	➤ Barbaria Sikargarh Readymade Garment Co-Operative Society Ltd, Tamluk, Purba Medinipur.
(d)	Completion of Civil Constructions of 1.60 k.m. link road under Bishnupur Municipality of Bankura.
West Bengal Khadi and Village Industry Board	
(a)	Foundation stone for Design Development Bank for Silk Khadi at Bijoypur&Mirzapur in Murshidabad District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of work for Up-gradation of infrastructure work at Bauria IP in the district of Howrah

April, 2023

Directorate of MSME	
(a)	Installation of Machines in Zari Hub Sankrail, Howrah
(b)	Design development training in Metal Craft Cluster, Kalimpong
(c)	Training on design development in Gazole wooden furniture, Malda
(d)	Hard Intervention support to two number of REH Societies including Industrial Cooperative Societies
Directorate of Textile (Handloom)	
(a)	Installation of Powerloom Machinery at Four Star International, North 24 Pargana
(b)	Launching of 24 no. Low Speed Powerloom at Raiganj by Tantuja.
West Bengal Khadi and Village Industry Board	
(a)	Foundation stone for Production of Herbal Abir at Balarampur, Purulia District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Park at Salanpur / Dharma Industrial Park, Asansol in the district of PaschimBardhaman

May, 2023

Directorate of MSME	
(a)	Advanced training programme in Ajodhya BB Metal Cluster, Bankura.
(b)	Advanced training programme in Kanthalia Pottery Cluster, Murshidabad
(c)	Installation of P&M in Shellac Cluster Jhalda, Purulia
Directorate of Textile (Handloom)	
(a)	Construction of link road of 12.30 km at Nabadwip Municipality
(b)	Installation of Powerlooms at Shri MAA Textiles, PaschimBardhaman

(c)	Completion of Regional Design Centre at Bishnupur of Bankura and starting of Certificate Course on "Baluchari Weaving and Packaging"
West Bengal Khadi and Village Industry Board	
(a)	Opening of new sales outlet at Burdwan District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Up-gradation of infrastructure work at Bolpur IP-I under MSE-CDP scheme.

June, 2023

Directorate of MSME	
(a)	Stone laying programme in Jafarnagar Silver Ornaments Cluster, Nadia
(b)	Advanced Training in Pottery Cluster, Ratua, Malda
(c)	Completion of CFC building in BB Metal Cluster, Kashipur, Purulia
(d)	Construction of Madur (Mat) Hub at Ruinan under Sabang Development Block, PaschimMedinipur
Directorate of Textile (Handloom)	
(a)	Launching of 24 no. High Speed Powerloom at Raiganj by Tantuja.
(b)	Construction of link road of 18.525 km at Nabadwip block
(c)	Inauguration of Nadia and PurbaBardhaman Mega Handloom Clusters
West Bengal Khadi and Village Industry Board	
(a)	Inauguration of Readymade Garments unit at Mohandih, PuruliaDistrict.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Up-gradation of infrastructure work at Saktigarh IP-I under MSE-CDP scheme

July, 2023

Directorate of MSME	
(a)	Design development training programme in Shergram Jute Diversified Cluster, Uttar Dinajpur
(b)	Training on product diversification in Balarampur Shellac Cluster.
(c)	Installation of P&M in BB Metal Cluster Tikarbeta, Birbhum
Directorate of Textile (Handloom)	
(a)	Inauguration of Nabadwip dye house.
(b)	Construction of 2.21 k.m. Concrete Road with Gurd Wall & Pilling Work from H/O Anil Rana to H/O Badal Ghorai at Basudebpur Gram Panchayet under Egra-II Panchyet Samity ,Purba Medinipur District.
(c)	Construction of 2.50 k.m. Concrete Road with Gurd Wall & Pilling Work from H/O Susanta Jana to H/O Dipak Bera at Gobindachak T.S.S. Ltd. Jukhia Gram Panchayet under Bhagabanpur-II Panchyet Samity , Purba Medinipur District.
(d)	Inauguration of Mega Carpet Cluster at Malgaon, Uttar Dinajpur.
(e)	Training and Tufted carpet looms distribution at Mega Carpet Cluster at Malgaon, Uttar Dinajpur.
West Bengal Khadi and Village Industry Board	
(a)	Operationalisation of Handmade Paper Unit at Dasghara, Hooghly District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Upgradation of infrastructure work at Suri CP .

August, 2023

Directorate of MSME	
(a)	Inauguration of CFC building in Bunkulung Honey Processing Cluster, Darjeeling.
(b)	Skill development training programme in Itahar Bamboo Craft Cluster.
(c)	Completion of CFC building in Misti Hub, Basirhat, North 24 Pgs.
(d)	Awareness programme on WBMSEFC in Kolkata.
(e)	Skill development training programme in Jalpaiguri Plastic Cluster.
Directorate of Textile (Handloom)	
(a)	Installation of Powerlooms at SNM Textiles, Kandi, Murshidabad
West Bengal Khadi and Village Industry Board	
(a)	Inauguration of Readymade Garments unit at Bari, Purulia District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Park at Kalimpong Industrial Park in the district of Kalimpong
(b)	Commencement of the Project of Biswa Khudra Bazar Ph-III at Bolpur, Birbhum

September, 2023

Directorate of MSME	
(a)	Installation of P&M in BB Metal Cluster, Kalyanpur, PurbaMedinipur.
(b)	Installation of P&M in Bori Cluster, Naihati, North 24 Pgs.
(c)	Starting of Civil Work in Lalbazar BB Metal Cluster, Bankura.
(d)	Advanced training programme on skill development in incense stick Cluster, Kalimpong.
Directorate of Textile (Handloom)	
(a)	Operationalization of Tanter Haat at Contai
(b)	Completion of 6.6765 k.m. Cement Concrete & Black Top Road in Chakdaha and Santipur area of Nadia District
West Bengal Khadi and Village Industry Board	
(a)	Distribution of Bee Hives and start of production of Honey at Darjeeling District.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of the project of Integrated Textile Park at Banipur , Habra under North 24 Parganas District.

October, 2023

Directorate of MSME	
(a)	Advanced processing training programme in Ginger Processing Cluster, Kalimpong
(b)	Rejuvenation of one brood Lac farm of Bankura .
(c)	Operationalization of CFC in Refractory Bricks Cluster
Directorate of Textile (Handloom)	
(a)	Launching of Hand-woven Silk/ Pashmina Jamdani Shwal
West Bengal Khadi and Village Industry Board	
(a)	Production of Water Hyacinth crafts at Burdwan District.

West Bengal Small Industry Development Corporation (WBSIDCL)

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| (a) | Completion of the work of Agro Industrial Park project at Singur, Mouza-Borai in the district Hooghly. |
| (b) | Completion of the work of Development of Industrial Park at Jaigaon IP, Alipurduar . |

November, 2023**Directorate of MSME**

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| (a) | Design development training programme in Wooden Craft Cluster, Mogra, Bankura. |
| (b) | Advanced training programme in Jute Diversified Cluster, Jhalda, Purulia. |
| (c) | Hard Intervention support to Five number of REH Societies including Industrial Co-operative Societies. |
| (d) | Participation in Raas Mela, Coochbehar. |

Directorate of Textile (Handloom)

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| (a) | Inauguration of 01 Yarn Depots in the Coochbehar District. |
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West Bengal Khadi and Village Industry Board

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| (a) | Production of Dheki Processed Rice and inauguration of CFC at Pancha, Purulia District. |
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West Bengal Small Industry Development Corporation (WBSIDCL)

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| (a) | Completion of the project of Integrated Textile Park at Ashoknagar , Habra under North 24 Parganas District |
| (b) | Completion of the work of Development of Industrial Park at Ethelbari IP, Alipurduar |
| (c) | Completion of the civil work of Development of Industrial Park at Gangajalghati IP, Bankura |

December, 2023**Directorate of MSME**

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| (a) | Development of Infrastructure of Industrial Hub at Aghorpur under Joypur P.S., Purulia |
| (b) | Design development training programme in wooden furniture cluster, Kharagpur II |
| (c) | Design development training programme in wooden furniture cluster, Gopiballavpur II |
| (d) | Hard Intervention support to Five number of REH Societies including Industrial Cooperative Societies |

Directorate of Textile (Handloom)

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| (a) | Inauguration of CFC of Malda Carpet Cluster, Malda |
| (b) | The CFC of following clusters may be inaugurated in December 2023: |
| | ➤ Dakshibati Handloom Cluster Development Society. |
| | ➤ Dakshin Dhatrigram Handloom Cluster Development Society. |
| | ➤ Stationpara Dhatrigram Handloom Cluster Development Society. |
| | ➤ Paschim Nasaratpur Handloom Cluster Development Society. |
| | ➤ Ranibandh Kakuria Handloom Cluster Development Society. |
| | ➤ Rail Bazar Samudragharh Handloom Cluster Development Society. |
| | ➤ Khanpur Handloom Cluster Development Society. |
| | ➤ Hatsimla Diptiwelpara Handloom Cluster Development Society. |
| | ➤ Baghdanga Jalahati Handloom Cluster Development Society. |
| | ➤ Dakshin Hatsimla Basak Handloom Cluster Development Society. |
| | ➤ Mirjapur Handloom Cluster Development Society |

West Bengal Khadi and Village Industry Board

- (a) Installation of high capacity furnace for Birnagar Cluster at Nadia.

West Bengal Small Industry Development Corporation (WBSIDCL)

- (a) Completion of the Project of **Integrated Silk Park, Malda at West Block**
- (b) Completion of the work for setting up of new Industrial Park at **Bolpur IP-II, Birbhum**
- (c) Completion of the work of **Janbazar Leather Shoe Making Cluster** at Udayan Industrial Park, 3, Pagladanga Road, Kolkata - 700 015.
- (d) Completion of the work of Development of Industrial Park at AmbariFalakata IP, Ph-II at Block Rajganj in the district Jalpaiguri

V. Events**a) West Bengal State Export Promotion Society**

MONTH	EVENTS	PLACE
January	Organisation of West Bengal State Handicrafts, Handloom & Khadi Fair (Dec, 22-Jan,23)	BiswaBanglaShilpiHaat, Siliguri
	Organisation of West Bengal State Handicrafts, Handloom & Khadi Fair (30.01.2023 to 13.02.2023)	Polo Ground,Asansol
	Participation in International Lok Sanskriti, Krishi, Purbasthali-I Hasta shilpa and Adivasi Utsav, Block, Purba Bardhaman Serampore,	Serampore, Purbasthali-I Block, Purba Bardhaman
	Participationin Maati Utsab	State Seed Farm, Kalna Road, Burdwan.
	Organisationof State Khadi Mela from 30.12.2022 to 16.01.2023	Taltala Ground, Prince Anwar Shah Road, Kolkata
February	Organisation of West Bengal State and Handicrafts, Handloom & Khadi Fair (17.02.2023 to 03.03.2023)	Utsab Maidan, Burdwan (Purba Bardhaman)
	Organisation of West Bengal State Khadi, Handicrafts & Handloom Expo (06.02.2023 to 17.02.2023)	Biswa Bangla Shilpi Haat, Santiniketan
	Organisation of West Bengal State Khadi, Handicrafts & Handloom Expo (01.02.2023 to 13.02.2023)	Urban Haat, Durgapur
March	IHGF Spring Fair, Delhi	Greater Noida
	Organisation of West Bengal State Handicrafts, Handloom & Khadi Fair (14.03.2023 to 28.03.2023)	Baruipur/ Diamond Harbour, South 24 Pgs
June	Participationin Mango Fair to be organised by the office of Resident Commissioner, New Delhi.	Handloom Haat, Janakpuri, NewDelhi.
July	Organization of West Bengal Handicrafts Fair, EZCC	EZCC, Salt Lake, Kolkata
August	Organization of Bengal Baluchari, Kantha & Silk Fair	EZCC, Salt Lake, Kolkata
	Giftex Mumbai 2023 (Corporate Fair)	Nehru Centre, Worli, Mumbai
September	Participation in International Autumn Fair Kingdom.	Birmingham, United Kingdom

MONTH	EVENTS	PLACE
	Participation in Pre-puja Handicrafts and Handlooms Exhibition to be organised by the office of Resident Commissioner, New Delhi	Handloom Haat, Janakpuri, New Delhi.
	Organisation of Banglar Tanter Haat	Salt Lake Mela Ground, Kolkata
October	Participation in International Handicrafts & Gifts Fair	Expo Mart, Greater Noida, New Delhi
	Participation in CII Trade Fair	Parade Ground, Chandigarh
November	Participation in India International Trade Fair (IITF) 2023	Pragati Maidan, New Delhi
	Organisation of West Bengal State Handicrafts Expo (November-December)	ECO Park, New Town, Kolkata
	Participation in India International Mega Trade Fair	Vijaywada, Andhra Pradesh (Date may be as fixed by BCCI)
December	Organisation of West Bengal State Handicrafts, Handloom & Khadi Fair (Dec'23 - Jan'24)	Biswa Bangla, Shilpi Haat, Siliguri
	Participation in India International Mega Trade Fair 2023	Science City, Kolkata
	Participation in Industrial India Trade Fair (IITF), Kolkata organised by BNCCI	New Town, Kolkata
	Organisation of West Bengal State Handicrafts, Handloom & Khadi Fair (Dec'23-Jan'24)	Polo Ground, Asansol, Paschim Burdwan

c) Directorate of MSME

1.	Celebration of Handicraft Week & Handicraft Competition in All Districts- September to November 2023
2.	State Level Handicraft competition in the month of November, 2023

d) Directorate of Textile (Handloom)

MONTH	EVENTS	PLACE
January	1. Participation in Dooars Utsab 2. Prak Chaitro Tant Bastra Pordorshoni-O-Mela	1. Alipurduar. 2. Midnapore, Paschim Midnapore
February	1. Chaitro Tant Bastra Pordorshoni-O-Mela	1. Contai, Purba Midnapore
March	1. Participation in Jalpesh Mela 2. Prak Nabobarsho Tant Bastra Pordorshoni-O-Mela	1. Jalpaiguri 2. Tamluk, Purba Midnapore
April	NIL	NIL
May	NIL	NIL
June	NIL	NIL
July	NIL	NIL

MONTH	EVENTS	PLACE
September	1. Handloom Fair. 2. Prak Puja Tant Bastra Mela. 3. Tant Bastra Mela. 4. Tant Bastra Pordorshoni-O-Mela. 5. Tant Bastra Pordorshoni-O-Mela	1. Chinsurah, Hoogly. 2. Kalna, Purba Bardhaman. 3. Bankura. 4. Midnapore, Paschim Midnapore. 5. Tarapith/ Bolpur, Birbhum
October	Nil	Nil
November	Participation in Rash Mela	Coochbehar, Coochbehar
December	Participation in Pous Mela	Santiniketan, Birbhum

e) **West Bengal Khadi and Village Industry Board**

Sl. No.	Name of the District	Type of Mela	Month
1	Murshidabad	District Level Khadi Mela	January, 2023
2	Malda	District Level Khadi Mela	January, 2023
3	Bankura	District Level Khadi Mela	February, 2023
4	Purba Medinipur	District Level Khadi Mela	February, 2023
5	Nadia	District Level Khadi Mela	February, 2023
6	Jhargram	District Level Khadi Mela	October, 2023
7	24 Parganas (North)	District Level Khadi Mela	November, 2023
8	Howrah	District Level Khadi Mela	November, 2023

Department of North Bengal Development

Sl. No.	Projected Targets
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January

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Development of Playground at Falakata Stadium in the District of Alipurduar
3	Construction of Composite Foot Bridge over Jorapani River at Shahid Colony near Dinabandhu Sporting Club in Ward No. 35 in the District of Jalpaiguri
4	Construction of Composite Bridge over Dudary River at Gokulnagar near the H/O Tamijuddin Miya under Falakata Block, District - Alipurduar. (Span 26.5 Mtr and 163 Mtr. Approach road)
5	Construction of RCC Bridge over Jorai River Near Volka High School Between Volka-I G.P. & Volka-II G.P. under Kumargram Block in the District of Alipurduar. (Span: 39 Mtr and 240 Mtr approach road)
6	Construction of (G+2) Storied Building at Saheed Kshudiram College at Kamakhyaguri in the District of Alipurduar.
7	Proposed G+2 Storied College Building of Jaigaon College under Kalchini Block in the District of Alipurduar.
8	Construction of Alipurduar Govt Engg & Management College (Administration Block) in the dist of Alipurduar.
9	Construction of Alipurduar Govt Engg & Management College (Academic Block) in the dist of Alipurduar.

February

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Auditorium at Malbazar in the district of Jalpaiguri.(Civil)
3	Construction of Pundibari Hat (G+2) and Fish stall near Pundibari Hat, Harimandir at Pundibari, District. Coochbehar.
4	Construction of Swimming Pool within the Stadium in the district of Cooch Behar (Civil & Electrical).

March

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of New Boy's Hostel (G+3) No. 03 in the premises of Cooch Behar Govt. Engineering College, Cooch Behar (Civil + Electrical)
3	Construction of New Boy's Hostel (G+3) No. 04 in the premises of Cooch Behar Govt. Engineering College, Cooch Behar (Civil + Electrical)
4	Proposed Building And Infrastructure Works at Panchanan Burma University in Coochbehar, West Bengal -Internal Electrification And Allied Works.
5	Electrification Work for Proposed four Stotied building of Coochbehar College including Compound lighting, Roof Top On Grid Solar System, DG Set and Sinking of Deep Tube well and at 2 no Kalighat Road in the District of Coochbehar.
6	Construction of Community Hall at Bharnobari T.E & Satali T.E in Malangi G.P., Mechpara T.E. in Chuapara G.P. and Gangutia T.E. in Garopara G.P. within Kalchini Block in the district of Alipurduar (Civil Works and S & P Works)
7	Construction of Bridge over Jayanti River under Samuktala G.P, Alipurduar-II Block in the Dist. of Alipurduar.
8	Electrification and allied works for Construction of G+2 storied building of foundation G+3, demolishing the existing dilapidated building at Malbazar Subhasini Girl's High School Malbazar in the district of Jalpaiguri.
9	(Construction of 1) Hat Shed in Ground Floor and Jyatri Entry Shed on First floor alongwith Renovation of Ticket Counter at the Temple Premises of Jalpeshwar Shiv Temple, Block- Maynaguri, Dist.- Jalpaiguri.

Sl. No.	Projected Targets
	(Civil & Electrical) 2) Construction of 2 (two) nos Main Entrance Gate for Jalpeswar Shiv Temple, Block-Maynaguri, Dist.- Jalpaiguri. (Civil + Electrical) 3) Renovation of Jalpeswar Temple under Maynaguri block in the district of Jalpaiguri
10	Construction of Blacktop road from Deor Bazar to Saranjabari via Jharamore to Niren Tigga ST Para under Kumarganj Block in the District of Dakshin Dinajpur.(Length : 6.20 Km)
11	Supply Installation Testing Commissioning of DG, AC , Deep Tubewell, Lift for proposed college of Agriculture , Uttarbanga Krishi Viswabidyalaya, Majhian, Dakshin Dinajpur
12	Construction of Infrastructure at Panchanan Barma University in Cooch Behar. - Administrative Building, Student Activity Centre, Electric Sub Station, Boundary Wall.
13	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

April

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of PCC Road in different location of Matikunda -I G.P, Ramgang -I G.P, Ramgang -II G.P and Agdimthi khanti G.P under Islampur Block in the District of Uttar Dinajpur.
3	Construction of PCC road and Box Bridge in different locations of Nizampur-I, Nizampur-II, Surjapur-II G.P under Goalpokhor-II Block in the District of Uttar Dinajpur.
4	Construction of CC Road, Drain and Retaining Wall at different places under Chanchal-I Block in the District of Malda.

May

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of PCC Road in different location of Gunjaria G.P, Gaisal -I G.P, Gaisal -II G.P and Matikunda -I G.P under Islampur Block in the District of Uttar Dinajpur.
3	Construction of PCC Road in different location of Grinigaon GP, Daspara GP, Chopra GP under Chopra Block in the District of Uttar Dinajpur.
4	Construction of PCC Road in different location of Chutiakhore G.P., Hutiakhore G.P under Chopra Block in the District of Uttar Dinajpur.
5	Construction of PCC Road and Box Culvert in different location of Lakhipur GP, Grinigaon GP under Chopra Block in the District of Uttar Dinajpur.
6	Construction of PCC Road and Box Bridge in different locations of Gonggaon I, Gonggaon II and Sahapur I GP under Goalpokhor I Block in the District of Uttar Dinajpur.
7	Construction of PCC road and Box Bridge in different locations of Bazargaon-I, Sahapur-I, Sahapur-II ,Selan G.P under Goalpokhor-II Block in the District of Uttar Dinajpur.

June

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Bridge over River Raidak-I at Ullarkhawa, P.S. Tufanganj in the district of Coochbehar.
3	Proposed Building And Infrastructure Works At Panchanan Burma University in Coochbehar, West Bengal (Transformer, VCB Panel And Dg Installation Work, Lift, VRF Type Air Conditioning System) - Phase II
4	Construction of Composite Bridge over River Dharala at Panishala Tarabari to Devo Colony in Changrabandha G.P. under Mekhliganj Block in the District of Coochbehar
5	Compound Lighting And L.C. Installation And Fire Fighting Systems For Proposed Building And Infrastructure Works At Panchanan Burma University in Coochbehar, West Bengal
6	Electrification work of Administrative building (G+1) at Alipurduar Govt. Engineering and Management college in the district of Alipurduar.

Sl. No.	Projected Targets
7	Electrification work of Academic building (G+1) at Alipurduar Govt. Engineering and Management college in the district of Alipurduar.
8	Construction of PCC road and Box Bridge in different locations of Kanki and Bidyanandapur G.P under Goalpokhor-II Block in the District of Uttar Dinajpur.
9	Construction of CC Road and Drain at different places of Chandrapara G.P., Jalalpur G.P., Malatipur G.P., Bhakri G.P. under Chanchal-II Block in the District of Malda.
10	Construction of CC Road, High Drain and Protection Work at difference places of Malior - I, Malior - II, Daulatnagar, Bhaluka G.P. and Masaldaha G.P under Harishchandrapur -II Block in the district of Malda.
11	Construction of CC Road and Drain at different places of Dhangara G.P., Khsempur G.P., Gourhand G.P. under Chanchal-II Block in the District of Malda
12	Construction of CC Road, Drain & Protection work at different places ,under Kaliachak II Block in the Dist. of Malda.
13	Construction of Bridge over tributary of river Raidak-I at Dhalpal under Tufanganj-I Block in the district of Cooch Behar in connection with the construction of Heritage Road.
14	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

July

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Electrification of Community Hall at Bharnobari T.E. & Satali T.E. in Malangi GP, Mechpara T.E. in Chuapara GP and Gangutia T.E. in Gorapara GP within Kalchini Block in the district of Alipurduar.
3	Construction of PCC Road in different location of Panditpota -I G.P, Panditpota -II G.P, Islampur G.P and Islampur Municipality under Islampur Block in the District of Uttar Dinajpur.
4	Construction of Patient Waiting Shed and Crematorium Chulli with Shed at under Itahar GP, Marnai GP, Surun-I GP, Durlovpur GP, Guladar-II GP, Kapasia GP, Patirajpur GP, Surun-II GP Itahar Block in the district of Uttar Dinajpur.
5	Construction of Community Hall, Boundary wall and Beautification works at different places of Dharampur G.P, Mathurapur G.P, Uttar Chandipur G.P, Manikchak G.P under Kaliachak II and Manikchak Block in the District of Malda. (Civil & Electrical Works).
6	Construction of CC Road and Protection work at difference places of Gopalpur G.P., Enayetpur G.P., Nurpur G.P., Nazirpur G.P., Dakshin Chandipur G.P., Manikchak G.P., Mathurapur G.P., Mirdadpur G.P. and Hiranandapur G.P. under Manikchak Block in the district of Malda
7	Construction of CC Road, Drain and Protection work at different places under English Bazar Block in the District of Malda.
8	Construction of CC Road , High Drain and Protection Work at difference places of Mahendrapur G.P, Rashidabad and Borai G.P. Harishchandrapur -I Block in the district of Malda.
9	Construction of CC Road , High Drain and Protection Work at difference places of Gayeshbari G.P, Sujapur G.P. , Jalalpur G.P., Jaluabathal G.P., Mojampur G.P., Alipur-I G.P, Alipur-II G.P. and Jadupur G.P. under Kaliachak-I Block in the district of Malda.
10	Construction of CC Road and Protection work at different places at Sultannagar G.P. and Sadlichak G.P. under Harischandrapur II Block in the District of Malda.

August

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of PCC Road and Box Culvert in different location of Sonapur G.P, Majhiali G.P, Haptiagachh GP under Chopra Block in the District of Uttar Dinajpur.

Sl. No.	Projected Targets
3	Construction of PCC Road, Box Bridge and Protection work in different locations of Mahua, Khagore, Panjipara, Pokhoria, Dharampur-I, Dharampur-II under Goalpokhor I Block in the District of Uttar Dinajpur.

September

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Cement Concrete Road from NH-12 Chandpur Allahabad Bank to Karari Chandpur via Das para (L-2100.0 m) with Drain (L-1539.0 m) under Kaliachak -I Dev. block in the district of Malda.
3	Construction of CC Road and Drain at different places of Debipur G.P, Ratua G.P, Baharal G.P, Chandmoni-I and II G.P, Samsi G.P, Bhado G.P, Chaudhuri-I and II G.P under Ratua-I Block and Sripur-I G.P under Ratua- II Block in the District of Malda.
4	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board

October

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of PCC Road at different places of Jagadishpur G.P, Bhatun G.P, Mohipur G.P, Bindol G.P, Serpur G.P, Rampur G.P, Sitgram G.P under Raiganj Block in the district of Uttar Dinajpur.
3	Construction of PCC road and Box Bridge in different locations of Lodhan G.P, Goti G.P, Jaingaon G.P, Goalpokhor G.P and Sahapur-II G.P under Goalpokhor-I Block in the District of Uttar Dinajpur.
4	Construction of Cement Concrete Road and Culvert at different places of Kalikamora G.P, Deul G.P, Kushmandi G.P, Udaypur G.P, Karangi G.P, Akcha G.P and Berail G.P under Kushmandi Block in the District of Dakshin Dinajpur.
5	Construction of Cement Concrete Road at different places of Mohona G.P, Batun G.P, Jakhirpur G.P, Samjiya G.P, Safanagar G.P, Bhaur G.P, Deor G.P and Ramkhrishna G.P under Kumarganj Block in the District of Dakshin Dinajpur.
6	Construction of CC Road, High Drain and Protection Work at difference places of Kaliachak-I G.P, Kaliachak-II G.P, Silampur G.P and Alinagar G.P. under Kaliachak-I Block in the district of Malda.
7	Construction of CC Road, Box Culvert and Protection Work at difference places of Araidanga G.P, Pukhuria G.P, Pirganj G.P., Maharajpur G.P., Paranpur G.P. and Sambalpur G.P. under Ratua-II Block in the dist. of Malda.

November

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of PCC Road at different locations of Shirshi G.P, Sayedpur G.P and Gokarna G.P, Pundari G.P, Bairhatta and Bagichapur G.P under Harirampur Block in the District of Dakshin Dinajpur.
3	Construction of Alipurduar Govt. Engineering and Management College in the district of Alipurduar.- Workshop Building (2 Nos.) (Civil & Electrical Works).

December

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Bridge over river Raidak-I at Dhalpal under Tufanganj-I Block in Cooch Behar District. (Length of Bridge : 225.72 mtr).
3	Construction of Cement Concrete Road at different places of Ganguria G.P, Mahabari G.P, Allahabad G.P, Brazoballavpur G.P and Sukdebpur G.P under Banshihari and Gangarampur Block in the District of Dakshin Dinajpur.
4	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

Department of Non-Conventional and Renewable Energy Sources

Period	Organisation	Sl. no.	Activity	Target for the month
January - 2023	WBREDA & WBGEDCL	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	100 nos. Installation will be completed.
		2	Installation of 900 nos. Schools having 10 kWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Site Survey & Design & Drawing approval will start and continue.
		3	Installation of 240 kWp GRTSPV Power plant at Govt. buildings under Aloshee Phase-III.	Site Survey & Design & Drawing, approval will start and continue.
February - 2023	WBREDA & WBGEDCL	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 250 nos. Installation will be completed.
		2	District level awareness generation programme.	For Two (02) Districts.
March - 2023	WBREDA & WBGEDCL	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 400 nos. Installation will be completed.
		2	Grid connected Solar PV Power Plant at Government Buildings.	Issue of Administrative approval.
		3	District level awareness generation programme.	For Two(02) Districts
April - 2023	WBREDA & WBGEDCL	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 600 nos. Installation will be completed.
		2	District level awareness generation programme	For Two (02) Districts
May - 2023	WBREDA & WBGEDCL	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 800 nos. Installation will be completed.
		2	Installation of 900 nos. Schools having 10 kWp & 50 Collages of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply at 100 no. sites will be completed.
		3	Exploring the potential harness for renovation of 2 MWp Ground Mounted SPV Power Plant at Jamuria, West Burdwan.	Site survey & DPR Preparation.
		4	Review meeting.	Review of on-going activities related to project work.

Period	Organisation	Sl. no.	Activities	Target for the month
June - 2023	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 950 nos. Installation will be completed.
		2	Installation of 900 nos. Schools having 10 kWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply will be completed for cumulatively 300 no. of sites.
		3	Installation of 240 kWp GRTSPV Power plant at Govt. buildings under Aoshree Phase-III	Material supply, cumulatively for 100 kWp will be completed.
July - 2023	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Cumulatively 990 nos. Installation will be completed.
		2	Installation of 900 nos. Schools having 10 kWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply cumulatively at 450 no. of sites will be completed.
		3	Installation of 240 kWp GRTSPV Power plant at Govt. buildings under Aoshree Phase-III.	Installation of 150 kWp will be completed.
		4	Three (03) no. of sites in Purulia District for Ground Mounted Solar PV installation.	Site survey and DPR preparation will start.
August - 2023	WBREDA	1	Installation of 900 nos. Schools having 10 kWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply cumulatively at 700 no. of sites will be completed. Installation, cumulatively at 100 no. of sites will be completed.
		2	Installation of 240 kWp GRTSPV Power plant at Govt. buildings under Aoshree Phase-III.	Installation of 90 kWp will be completed.
		3	Review meeting.	Review of on-going activities related to project work.
		4	Exploring the potential harness for renovation of 2MWp Ground Mounted SPV Power Plant at Jamuria, West Burdwan.	Tendering process Will start
September - 2023	WBREDA	1	Installation of 900 nos. Schools having 10 KWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply cumulatively at 800 no. of sites will be completed. Installation, cumulatively at 200 no. of sites will be completed.
		2	District level awareness generation programme	For Two (02) Districts

Period	Organisation	Sl. no.	Activities	Target for the month
October - 2023	WBREDA	1	Installation of 900 nos. Schools having 10 KWp & 50 Colleges of capacity 20 KWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply cumulatively at 900 no. of sites will be completed. Installation, cumulatively at 200 no. of sites will be completed.
November - 2023	WBREDA	1	Installation of 900 nos. Schools having 10 KWp & 50 Colleges of capacity 20 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Material supply cumulatively at 950 no. of sites will be completed. Installation, cumulatively at 300 no. of sites will be completed.
		2	Review meeting.	Review of on-going activities related to project work.
December - 2023	WBREDA	1	Installation of 900 nos. Schools having 10 KWp & 50 Colleges of capacity 20 kWp Rooftop Grid connected Solar PV Power Plant in different districts of West Bengal.	Installation, cumulatively at 400 no. of sites will be completed.

Department of Panchayats & Rural Development

Month	Cell	Plan
January	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of all district livelihood officers on Producer Company act. ● Orientation Workshop on financing PGs & FPO ● 2nd phase training of 300 Business Development Service Providers (BDSPs) ● Inauguration of one SHG led cafeteria/ canteen ● Statutory Audit of Sangha Samabays: 2021-22 FY: 100 ● Paddy Procurement: 40000 MT ● Annual Review and strategic planning Meeting with all stakeholder under SVEP ● Monthly review of credit linkage with Districts & application submission status to be reviewed on virtual mode. ● MIS workshop with Blocks / Sanghas ● Preparation of status report regarding implementation of Sustainability guideline in 1st and 2nd phase block
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Review of Rural Connectivity works by the Secretary & Additional Secretary of P&RD Deptt & ACEO, WBSRDA ● Award completion of Rural Connectivity Phase-III (if sanctioned by MoRD)
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers under Rural Housing through Video Conference / Meeting ● Virtual meeting with District for completion of 100% job card mapping and removal of ineligible beneficiaries of AWASS PLUS LIST ● Preparing of AAP 2023-24 to be presented before MORD through Virtual / Physical mode. ● Review the progress of IAY closure and Mason training ● Review the complain status under Rural Housing ● Visit to district for Area officer App
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Review on Mahatma Gandhi NREGA Annual Action Plan 2023-24 and Labour Budget with all the Districts ● Preparing state presentation of AAP 2023-24 to be presented before MORD. ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation. ● Review on Usharmukti Plus (Phase-II) with selected districts. ● Training on GIS based planning of Mahatma Gandhi NREGS

Month	Cell	Plan
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> Thematic training for the Karmadhyaksha of Sthayee Samiti & Sanchalak of Upa- Samitis of Panchayats on Theme - 8 : Village with Good Governance
	Swachh Bharat Mission- Gramin {SBM(G)}	<ul style="list-style-type: none"> State level meeting of SBM(G) Capacity building workshop on post ODF activities
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> Proposal for release of Fund to Govt. of India for 4h quarter of 2022-23 Aadhar Capture/Verification
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> Training of Nirman Sahayaks from GPs through engineering colleges
	Health	<ul style="list-style-type: none"> House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) Observation of 1st week as “Village Cleanliness Week” Convergence Meeting on Preparation of Action Plan for 2023-24 Training of members VHSNC/“Citizen’s Task Force for management of VBD” regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping
	Directorate of P&RD	<ul style="list-style-type: none"> Publication of Draft Gradation List of PDO/APO/PAAO Intimation of process of Financial Audit and regarding reconciliation of Account of 2021-22 to DPRDOs
February	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> Training of SHG members on millets intervention Submission of Annual Action Plan for 2022-23 to MoRD for approval Support to 200 enterprises for Nonfarm activities Statutory Audit of Sangha Samabays: 2021-22 FY: 100 Paddy Procurement: 40000 MT Submission of Annual Action Plan on SMIB issues for 2023-24 to MoRD for approval Draft Credit Plan for 2023-24 will be placed before the Authority and finalized for placing before SLBC. Preparation of Annual Action Plan under NMMU guidelines. Monthly Review of Credit Linkage Learning Workshop on Training Management Software Starting the end evaluation study and sustainability workshop of 3rd phase SVEP block
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> Video Conference with PIUs during last fortnight to monitor progress Completion of special maintenance of Rural Connectivity works under "Pot Hole Free Road Initiative"
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> Finalization of AAP 2023-24 to be presented before MORD through Virtual / Physical mode. Monthly review meeting with District Nodal Officers under Rural housing through Virtual / Physical mode Virtual meeting with district regarding completion of incomplete houses and sanction all the beneficiaries. Review the entry of the convergence details with district. Review the complain status under Rural Housing

Month	Cell	Plan
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● SEGC (State Employment Guarantee Council) Meeting ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Training of Gram Rojgar Sahayak (GRS) on updated Guidelines of Mahatma Gandhi NREGS ● Training of Village Level Enterprenurs (VLE) on updated Guidelines of Mahatma Gandhi NREGS.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● TNA Workshop for Elected Representatives & Functionaries of issues, Panchayats
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Meeting to finalize the AIP for 2023-24 under SBM(G) ● Exposure visit of waste workers
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Implementations of actions taken based on Output Verification Study
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Training of members VHSNC/“Citizen’s Task Force for management of VBD” regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping ● Training of workers of Control of VBD programme regarding "Dry Season Activities"
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Publication of Cadre wise Draft Gradation List for the employee of Directorate
March	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of 2000 nos. of SHG Members on Fisheries. ● Mobilise 500 poultry producers in FPOs ● Workshop with District on Livelihood Teams ● Observance of International Women's Day- Event to organized for discussion on Gender related issues in 100 Sanghas ● Statutory Audit of Sangha Samabays: 2021-22 FY: 100 ● Paddy Procurement: 30000 MT ● Computer training for Sangha Coordinators. ● Annual Credit plan for 2022-23 will be placed before the SLBC for approval.

Month	Cell	Plan
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Completion of Rural Connectivity-I & II Road Projects
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Virtual meeting with district regarding the preparation of PWL from AWASS PLUS list. ● Review with district regarding the completion of existing PWL. ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation. ● Review on progress of Gram Rozgar Divas observation
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● TNA Dissemination Workshop at State Level
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Finalization of the State AIP for 2023-24 under SBM(G) ● Quarterly performance evaluation of the districts
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Rolling out of the Online Vetting System across all GPs in the state
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Preparation of Action Plan and submission to Finance Department for Administrative Approval ● Training of members of VHSNC / "Citizen's Task Force for management of VBD" regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping ● Training of workers of Control of VBD programme regarding "Dry Season Activities" & Survey Formats
	Directorate of P&RD	<ul style="list-style-type: none"> ● Submission of UC of NSAP for 2022-23 ● Publication of Draft Gradation List of PDO ● Publication of Draft Gradation List of APO ● Publication of Draft Gradation List of PA&AO
April	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Orientation workshop on Integrated Farming Cluster ● Farm MIS workshop with districts ● Training of Marketing Sanghas on product line management

Month	Cell	Plan
		<ul style="list-style-type: none"> ● Statutory Audit of Sangha Samabays: 2021-22 FY: 100 ● Paddy Procurement: 30000 MT ● Quarterly review meeting ● Assessment of 100 MCLFs ● Annual Review of Credit linkage as on March 23 ● MIS workshop with Districts ● Quarterly review workshop on CMTC ● Quarterly review meeting of SVEP
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Yearly target allocation of Rural Connectivity works based on work in hand and sanction from MoRD. ● Review of achievements for Financial Year 2022-23
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Meeting with district regarding the preparation of Registration of beneficiary and geo tagging from AWASS PLUS PWL. ● Preparation and finalization of district wise target. ● Finalization of installment details. ● Finalization of State Auditor Form and collection of details of district auditors as engaged by districts through Virtual / Physical mode ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Meeting on Audit process initiation & selection of farms thereon
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training for the functionaries of Gram Panchayats on Institutional Issues
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Training cum planning workshop on SLWM ● State level workshop on liquid waste management
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Proposal for release of Fund to Govt. of India for 1s quarter of 2023-24
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Regular Mentoring Support of Engineering and other issues
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Orientation of all Officials and functionaries on "Comprehensive Action Plan 2022-23"

Month	Cell	Plan
	Directorate of P&RD	<ul style="list-style-type: none"> ● Publication of Final Gradation List for APO ● Commencement of Financial Audit for 2021-22 with respect to the fund of NSAP at district & Block level ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers
May	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of PGs on business plan & development ● Training of districts officials on Nonfarm livelihoods theme ● Paddy Procurement: 30000 MT ● Analytical Report preparation on Enterprise data bank with skill training requirement study report ● Rating of 44 MCLFs (NRETP) ● Completing Assessments of 800 DLTs, 18000 BLTs & 100 SLTs
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Project completion under Rural Connectivity phase-II (bridges)
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural housing through Virtual / Physical mode ● Review the progress of PWL preparation and registration process ● Meeting with district regarding Sanction of the houses from AWASS PLUS PWL ● Review the complain status under Rural Housing ● Visit to district for Area officer App
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Training of Accountants on Audit Report submission
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training for the functionaries of Gram Panchayats on Institutional Issues.
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● State level workshop with NGOs working in the field of SLWM ● State level consultation on ODF sustainability and ODF plus phase of SBM(G)
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Preparation of Budget estimate
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Initiation of Implementation Completion Report (ICR) by the Independent Evaluation Group (IEG) of World Bank

Month	Cell	Plan
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Training of workers engaged under Control of VBD programme of all GPs at Block level on their responsibilities ● Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring
	Directorate of P&RD	<ul style="list-style-type: none"> ● Publication of Final Gradation List for PDOs
June	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of SHG members for Guppy fish supply for 'prevention and management of vector borne disease and diarrhea management' program ● Paddy Procurement: 30000 MT ● 3rd phase SVEP sustainability workshop and status report preparation
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Preparation of fund proposal ● Review the progress of Sanction and fund disbursement to the sanctioned beneficiaries. ● Review the progress of Mason training. ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation. ● Training on MIS of all MIS Coordinator ● Review on progress of Gram Rozgar Divas observation
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Induction Training for the Office Bearers of Panchayats on Institutional & Thematic issues after Panchayat General Election, 2023.
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Quarterly performance evaluation of the districts ● Mason training
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Ongoing ICR by IEG

Month	Cell	Plan
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Workshop with District level Officials on intense activity during Monsoon ● Training of workers engaged under Control of VBD programme of all GPs at Block level on their responsibilities ● Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring
	Directorate of P&RD	<ul style="list-style-type: none"> ● Confirmation of PDO, APO & PAAO
July	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of 5000 nos. of SHG Members on Agri-Nutrition garden ● Inauguration of one SHG led cafeteria/ canteen ● AGM of Sangha Samabays : 100 & Statutory Audit of Sangha Samabays: 40 ● Quarterly review meeting ● Training on Election process for DNO and BNO ● First phase of CIF for 2023-24 will be released on July 2023 ● First quarter review of credit linkage ● Quarterly review meeting of SVEP
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Preparation of fund proposal ● Review the progress of Sanction and fund disbursement to the sanctioned beneficiaries. ● Review the progress of Mason training. ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Special campaign on Mahatma Gandhi NREGA works. ● Aranya Saptaha Celebration ● Training of Assistant Engineer / Technical Assistant on updated Guidelines of Mahatma Gandhi NREGS.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Induction Training for the newly Elected General Members of Panchayats on Institutional & Thematic issues after Panchayat General Election, 2023.
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● State level meeting on SBM(G) ● Exposure visit of waste workers
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Proposal for release of Fund to Govt. of India for 2nd quarter of 2023-24 ● Physical verification

Month	Cell	Plan
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Training of Trainers (ToT) for training of VHSNC/ Citizens' Task Force on prevention of VBD ● Refresher orientation of all Officials and functionaries on analysis of report generated from Web portal and monitoring of the activities
	Directorate of P&RD	<ul style="list-style-type: none"> ● Estimate of Vacancy of PDO, APO & PAAO subject to due requisition from PSC ● Preparation of Budget for current year
August	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of all agri-CRP on Producer group (PG) & Financing PGs ● Workshop with District on Livelihood Cluster special projects (Millets & Organic clusters) ● Observance of Breast Feeding Week - Discussion on Exclusive breast feeding till 6 months including feeding of colostrums- Importance of first 1000 days care in 5000 SHGs ● AGM of Sangha Samabays: 400& Statutory Audit of Sangha Samabays: 100 ● Monthly review of Credit Linkage ● Quarterly review workshop on CMTC
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural housing through Virtual / Physical mode ● Review the progress of house construction with district. ● Visit to district for Area officer App. ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Special Convergence Week on Mahatma Gandhi NREGA ● Finalization of Audit for the FY 2022-23. ● Training of District Nodal Officers / Joint BDO (HQ) on latest Guideline of Mahatma Gandhi NREGS ● Training of District Level IEC Coordinator on Good Governance ● SEGC (State Employment Guarantee Council) meeting.

Month	Cell	Plan
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Induction Training for the newly Elected General Members of Panchayats on Institutional & Thematic issues after Panchayat General Election, 2023
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● State level meeting on SBM(G) ● Capacity building workshop on post ODF activities
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Training of Trainers (ToT) for training of VHSNC/ Citizens' Task Force on prevention of VBD
	Directorate of P&RD	<ul style="list-style-type: none"> ● Publication of Final Gradation List of the Employees of the Directorate
September	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Farm MIS workshop with districts ● Inauguration of one SHG led cafeteria/ canteen ● Observance of Nutrition Week - Discussion on Healthy Feeding Practice - enhancing consumption of pulse and green leafy vegetables in daily food -additional food for mother during pregnancy care in 5000 SHGs ● AGM of Sangha Samabays: 2000& Statutory Audit of Sangha Samabays: 300 ● AGM of 100 MCLFs ● MIS workshop with Blocks / Sanghas
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Conference with all PIUs
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural housing through Virtual / Physical mode ● Workshop on MIS for resolving district specific MIS issues ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Meeting of the State Convergence Committee on Mahatma Gandhi NREGA ● Preparation of presentation for Mid-Term Review at MORD.

Month	Cell	Plan
		<ul style="list-style-type: none"> ● Submission of Award [proposal from districts and state to Award Committee at Delhi] ● Review on progress of Gram Rozgar Divas observation
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Induction Training for the Karmadhyaksha of Sthayee Samiti & Sanchalak of Upa- Samitis of Panchayats on Thematic issues after Panchayat General Election, 2023. ● State level Workshop on rolling out of the Panchayat Development Plan (PDP) of the 3-tier Panchayats for the FY: 2023-24
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Quarterly performance evaluation of the districts ● Exposure visit of waste workers
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Identification of Gap through Physical verification
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Completion of Implementation Completion Report (ICR)
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Training of Trainers (ToT) for training of VHSNC/ Citizens' Task Force on prevention of VBD
	Directorate of P&RD	<ul style="list-style-type: none"> ● Confirmation of PA&AOs ● Publication of Final Gradation List of PDOs. ● Publication of Final Gradation List of APOs
October	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Workshop with District on Livelihood Theme (Backward Poultry) ● Statutory Audit of Sangha Samabays:2022-23 FY: 400 ● Monthly Review of Credit Linkage
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Preparation of fund proposal ● IEC activity ● Review the progress of Construction of houses ● Finalization of Audit. ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation ● Observing special Gram Sabha for Mahatma Gandhi NREGA.

Month	Cell	Plan
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Induction Training for the Karmadhyaksha of Sthayee Samiti & Sanchalak of Upa- Samitis of Panchayats on Thematic issues after Panchayat General Election, 2023.
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● State level meeting on SBM(G) ● State level workshop on menstrual hygiene management and plastic waste management
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Proposal for release of Fund to Govt. of India for 3 quarter of 2023-24 ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● Program closed
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Refresher orientation of all VBDC workers on Post Monsoon Activity ● One day training of members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers
November	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Formation of ten (10) new Producers Organizations on farm produces ● Refresher training of District Technical Experts (DTEs) and Block Technical Coordinators (BTCs) ● Statutory Audit of Sangha Samabays:2022-23 FY : 400 ● Paddy Procurement: 30000 MT ● Quarterly review meeting ● MIS workshop with Districts ● Quarterly review meeting of SVEP
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Visit to district for Area officer App. ● Review the progress of house completion with district ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations. ● Review Meeting with Ombudsperson ● Review on Project UNNATI implementation

Month	Cell	Plan
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● District level Workshop on preparation of Panchayat Development Plan (PDP). ● Training of the Gram Panchayat Planning Facilitation Team (GPPFT) on data collection & compilation for preparation of GPDP. ● Training on various aspects of Para Baithak Portal
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● Capacity building workshop on post ODF activities ● Exposure visit of waste workers
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Proposal for inclusion of new beneficiaries
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● N/A
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● One day training of members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community ● Refresher orientation of all VBDC workers on Post Monsoon Activity
	Directorate of P&RD	<ul style="list-style-type: none"> ● Preparation of UC for 2nd installment of fund under NSAP
December	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Workshop with District on Livelihood Theme ● Organization of SARAS fair ● Observance of International Day for Persons with Disability - In collaboration with WCD & SW Department ● Statutory Audit of Sangha Samabays: 2022-23 FY: 600 ● Paddy Procurement: 70000 MT ● Supply of base line data on SHG formation and credit linkage to NABARD for preparing Annual Credit Plan for the State. ● Monthly Review of Credit Linkage. ● Quarterly review workshop on CMTC
	Pradhan Mantri Gram Sadak Yojana (PMGSY)	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Conference with all PIUs
	Pradhan Mantri Awas Yojana (PMAY) Rural Housing	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Rural Housing through Video Conference / Workshop mode ● Review the progress of house completion and Mason training with district ● Review the complain status under Rural Housing
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA. ● Monthly Review meeting with District Nodal Officers and Block Development Officers. ● Review on progress of Cluster Facilitation Project with selected District Nodal Officers and Civil Society Organisations.

Month	Cell	Plan
		<ul style="list-style-type: none"> ● Review Meeting with Ombudsperson ● Review on Convergence initiatives under Mahatma Gandhi NREGA. ● Review on Project UNNATI implementation & Achievements.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Training of the Gram Panchayat Planning Facilitation Team (GPPFT) on preparation of GPDP. ● Refresher Training of the District Level Master Trainers (IT & Web) on e-gramswaraj / GPDP Portal
	Swachh Bharat Mission-Gramin {SBM(G)}	<ul style="list-style-type: none"> ● State level meeting of SBM(G) ● Quarterly performance evaluation of the districts
	National Social Assistance Programme (NSAP)	<ul style="list-style-type: none"> ● Review meeting with the District Panchayats and Rural Development Officer for smooth implementation of schemes.
	Institutional Strengthening of Gram Panchayats Program II. (ISGPP-II)	<ul style="list-style-type: none"> ● N/A
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● One day training of members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Confirmation of PDO, APO, PA & AO

PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT

Month	Important works to be done	Cell / Wing
January	Review of various Construction works of Administrative Complex at Nimtouri, Purba Medinipur.	AR Cell
	Complete release of Plan-fund received for the final phase of 2022-2023.	
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell
	Promotion and posting of officers under WBSS cadre.	General Cell
	Preparatory work for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service.	IAS Cell
	Works relating to updation of Civil List of IAS officers of West Bengal Cadre as on 01.01.2023	
	Initiation for appointment of promotee/directly recruited WBCS(Exe.) officers belonging to the 2022 batch and commencement of induction level training of these officers.	WBCS Cell
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS (presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.	
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 80 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Monitoring of court cases	Law Cell
	Operation & Maintenance of e-District SRS preparation of e-district 2.0, Initiation of process of onboarding of ASA/AUA of Aadhaar	e-Governance Cell
	Conducting 19 Training Programmes at ATI/RTCs	ATI
	Appointment of fresh LDS recommended by WBPSC. Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	CCWing
	Review of progress for selection of BSKs for Aadhar Enrollment / Updation	BSK Cell
Composite Course for SNTCSSC Batch 2023 and Online Prelims Crash Course 2023	SNTCSSC	
February	Preparation of supplementary budget, if any	AR Cell
	Promotion and posting of officers under WBSS cadre.	General Cell
	Conducting 17 Training Programmes at ATI/RTCs.	ATI
	Monitoring of Departmental court cases	Law Cell
	Awarding MCAS benefits to WBCS(Exe.) officers.	WBCS Cell
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020	e-Governance Cell
	Operation & Maintenance of e-District and SRS preparation of e-district 2.0	

Month	Important works to be done	Cell / Wing
March	Final release of Plan and Non-Plan fund to attached offices.	AR Cell
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell
	Promotion and posting of officers under WBSS cadre.	General Cell
	Conducting 13 Training Programmes at ATI/RTCs.	ATI
	Monitoring of Departmental Proceedings.	Vigilance Cell
	Review of the Departmental court cases.	Law Cell
	Proposal for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service to DoPT subject to determination of vacancies.	IAS Cell
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Appointment of fresh LDAs recommended by WBPSC. Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	CCWing
	Quarterly review of performances of BSKs	BSK Cell
	Fund release for maintenance of Bangla Sahayata Kendra (BSKs).	
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020	e-Governance Cell
	Operation & Maintenance of e-District and SRS preparation of e-district 2.0	
April	Allotment of fund for 1st quarters of Financial Year 2023-24 and replies of the selected Audit Paras to AG, WB	AR Cell
	Review of pension cases and revision of pension cases & other regular establishment matters.	Establishment Cell
	On-line Performance Appraisal Reports (PAR) formats for the IAS officers of the State Cadre are to be sent to the concerned officers.	IAS Cell
	Sending the ACRs/SARs of WBCS(Exe.) officers to respective appropriate authorities.	WBCS Cell
	Publication of Service Directory, 2023 of WBCS(Exe.) officers.	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 60 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Conducting 09 Training Programmes at ATI/RTCs.	ATI
	Review of the Departmental court cases.	Law Cell
	Appointment of fresh LDAs recommended by WBPSC. Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	CCWing
	Processes for admission into Composite Course for SNTCSSC Batch 2024	SNTCSSC
Operation & Maintenance of e-District and SRS preparation of e-district 2.0	e-Governance Cell	
May	Complete the process of release of Plan and Non-Plan funds for the 1st phase (April-June) of 2023-24.	AR Cell
	Review of Construction works of Administrative Buildings	
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell

Month	Important works to be done	Cell / Wing
	Conducting 12 Training Programmes at ATI/RTCs.	ATI
	Monitoring of Departmental Proceedings	Vigilance Cell
	Review of progress of supply of hardware for Aadhar Enrolment / updation to Bangla Sahayata Kendra (BSKs).	BSK Cell
June	Confirmation proposal for IAS officers appointed on promotion to be sent to DoPT subject to completion of mandatory training of probations.	IAS Cell
	Conducting 16 Training Programmes at ATI/RTCs.	ATI
	Monitoring of court cases.	Law Cell
	Assessment of vacancies for recruitment in the WBCS(Exe.) Service on promotion from feeder service of SRO-II/Jt. BDO/ACRO against the quota for 2023	WBCS Cell
	Appointment of fresh LDS recommended by WPSC. Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre. Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre.	CCWing
	Assessment of requirement of various funds of the BSKs	BSK Cell
	Personality Test for admission into Composite Course for SNTCSSC 2024 Batch to be conducted	SNTCSSC
July	Conducting 16 Training Programmes including at ATI/RTCs.	ATI
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell
	Review of the Departmental court cases.	Law Cell
	Sending proposal to Govt. of India for promotion from SCS (State Civil Service) to IAS.	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 75 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Composite Course for New Batch of 2024 to be started. Completion process of the Optional Courses of SNTCSSC 2023 Batch begins.	SNTCSSC
August	Review of ongoing construction works at district level to assess release of funds and replies of the selected Audit Paras to AG, WB	AR Cell
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 80 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Conducting 12 Training Programmes at ATI/RTCs.	ATI
	Monitoring of Departmental Proceedings	Vigilance Cell
	Monitoring of court cases.	Law Cell
	Completion of the Optional Courses of SNTCSSC 2023 Batch	SNTCSSC
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020 and Development of e-services	e-Governance Cell Cell

Month	Important works to be done	Cell / Wing
September	Preparation of Revised Budget.	AR Cell
	Review of Public Grievances and RTI matters and replies of the selected Audit Paras to AG, WB	
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell
	Promotion and posting of officers under WBSS cadre.	General Cell
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 75 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Conducting 12 Training Programmes at ATI/RTCs.	ATI
	Review of court cases.	Law Cell
	Review of functioning of Bangla Sahayata Kendra (BSKs).	BSK Cell
	Composite Course of Batch of SNTCSSC 2024 continues.	SNTCSSC
October	Preparatory work for confirmation of vacancies for promotion of IAS in terms of Rule 3(2)(ii) & (iii) of IAS (Pay) Rule, 2016 to be sent to DoPT.	IAS Cell
	Conducting 06 Training Programmes at ATI/RTCs.	ATI
	Monitoring of court cases.	Law Cell
	Payment of Bonus & Festival Advance to the employees of this Department	Establishment Cell
	Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre	CC Wing
November	Preparatory works for publication of Administrative Calendar 2024 and replies of the selected Audit Paras to AG, WB	AR Cell
	Release of Plan and Non-Plan funds for the 2nd phase (August-December) of 2023-24	
	Conducting 10 Training Programmes at ATI/RTCs	ATI
	Monitoring of Departmental Proceedings	Vigilance Cell
	Advance planning for the year 2024.	Establishment Cell
	Proposal for confirmation of vacancies in different grades of IAS in terms of Rule 3(2)(ii) & (iii) of IAS (Pay) Rule, 2016, to be sent to DoPT.	IAS Cell
	New Batch of Online Prelims Crash Course 2024 begins. Partial Exposure to Optional Courses of SNTCSSC 2024 Batch begins.	SNTCSSC
December	Review and updation of the materials for publication of Administrative Calendar 2024	AR Cell
	Review of Public Grievances and RTI matters and replies of the selected Audit Paras to AG, WB	
	Review of pension cases & appointment on compassionate grounds.	Establishment Cell
	Meeting of Departmental Promotion Committee (DPC) for promotion of IAS officers of the State Cadre to different scales of pay.	IAS Cell
	Processing of proposals for promotion to IAS from WBCS (Exe) Officers	WBCS Cell
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 55 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell
	Conducting 12 Training Programmes at ATI/RTCs.	ATI
	Monitoring of court cases.	Law Cell
	Annual review of the works of BSKs	BSK Cell

PASCHIMANCHAL UNNAYAN AFFAIRS DEPARTMENT

MONTH	ACTIVITY CALENDAR
JANUARY 2023	<ul style="list-style-type: none"> ● CONSTRUCTION OF VERTICAL EXTENSION OF GUEST HOUSE AT 1ST FLOOR OVER CANTEEN AND A SHED FOR GENERATOR INCLUDING A RCC MAIN GATE AT ADMINISTRATIVE BUILDING OF PASCHIMANCHAL UNNAYAN PARSHAD, BANKURA-I, BANKURA ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS AND FIELD LEVEL INSPECTION FOR MONITORING PROJECTS AND ASSESSMENT. ● MONITORING MEETING AT DISTRICT LEVEL WITH ALL IMPLEMENTING AGENCIES & CONCERNED LINE DEPARTMENTS BY ALL CONCERNED DMs. ● COLLECTION OF SCHEMES UNDER AAP, ZP MEGA SCHEMES & JAP (34 BLOCKS) FROM THE 74 BLOCKS OF 7 PUP DISTRICTS FOR GETTING APPROVED BY THE CMO. ● HOLDING "JUNGLE MAHAL UTSAB 2022" SHOWCASING THE ACHIEVEMENTS OF STATE GOVERNMENT AND DEPARTMENT OF PASCHIMANCHAL UNNAYAN AFFAIRS.
MONTH	ACTIVITY CALENDAR
FEBRUARY 2023	<ul style="list-style-type: none"> ● IMPROVEMENT OF ROAD FROM CHAS MORE TO GARAFUSRA, PURULIA-I, PURULIA PART-II (2.750KM TO 5.500KM) ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● PREPARATION OF BUDGET SPEECH FOR 2023-24. ● REVIEW OF PROJECT IMPLEMENTATION & FUND UTILISATION STATUS.
MONTH	ACTIVITY CALENDAR
MARCH 2023	<ul style="list-style-type: none"> ● CONSTRUCTION OF SEMINAR HALL AT BELIATORE HIGH SCHOOL, BARJORA, BANKURA ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS
MONTH	ACTIVITY CALENDAR
APRIL 2023	<ul style="list-style-type: none"> ● CONSTRUCTION OF BITUMINOUS ROAD FROM KALIPATHAR TO MALIARA (CH 11000.00 M TO 13605.00 M) WITH ALLIED CONSTRUCTION WORK I.E. PCC ROAD, GUARD WALL, HIGH DRAIN, BOX CULVERT, MEJIA AND BARJORA BLOCK, BANKURA ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● MONITORING MEETING WITH DEPARTMENTAL OFFICERS AND PUP OFFICIALS.
MONTH	ACTIVITY CALENDAR
MAY 2023	<ul style="list-style-type: none"> ● ROAD FROM AMARU MORE TO SHOLDIH VILLAGE, DARDA G.P., BALARAMPUR, PURULIA ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● COLLECTION OF UP-TO-DATE UTILIZATION CERTIFICATES FROM ALL CONCERNED IMPLEMENTING AGENCIES. ● MONITORING MEETING OF ADMINISTRATIVE CALENDER BY HON'BLE MOS(IC) WITH THE SENIOR DEPARMENTAL OFFICERS & CEO PUP, BANKURA.

MONTH	ACTIVITY CALENDAR
JUNE 2023	<ul style="list-style-type: none"> ROAD FROM SHIV MANDIR TO SINDURADI (SINDRAIDIH) NADIGHAT WITHIN RANGATANR MOUZA, BHALUBASA G.P., MANBAZAR-I, PURULIA (LENGTH 1.2 KM) FIELD-LEVEL INSPECTION OF SCHEMES BY DEPARTMENTAL OFFICERS. REVIEW MEETING WITH DMs & BDOs OF 7 PUP DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	ACTIVITY CALENDAR
JULY 2023	<ul style="list-style-type: none"> CONSTRUCTION OF PCC ROAD FROM NISCHINTAPUR HARI MANDIR TO KULDANGABIJOY SAREN HOUSE, J.L. NO.-474, NEPURA G.P., BINPUR-I, JHARGRAM REVIEW MEETING WITH DMs & BDOs OF 7 DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	ACTIVITY CALENDAR
AUGUST 2023	<ul style="list-style-type: none"> INSTALLATION OF SOLAR POWER DRIVEN REVERSE OSMOSIS ENABLED DRINKING WATER PLANT IN PAIRACHALI PHC, CHANDRA PAIRACHALI G.P., MANBAZAR-I, PURULIA REVIEW MEETING WITH BOTH DEPARTMENTAL & PUP OFFICIALS.
MONTH	ACTIVITY CALENDAR
SEPTEMBER 2023	<ul style="list-style-type: none"> ROAD FROM BARI TO MAJHIHIRA VIA BAGDEGA VILLAGE, GOPALNAGAR AND BAMNI-MAJHIHIRA G.P., MANBAZAR-I, PURULIA (CH. 2/000 KMP TO 3/200 KMP, LENGTH 1.2 KM) SCHEME-VISIT BY DEPARTMENTAL OFFICERS. SCRUTINY AND THEREAFTER SENDING THE PROPOSALS TO NABARD UNDER RIDF 2022-23 AS PER HIGH POWER COMMITTEE ALLOCATION. MONITORING MEETING OF ADMINISTRATIVE CALENDAR BY HON'BLE MOS(IC) WITH THE SENIOR DEPARTMENTAL OFFICERS AND CEO, PUP, BANKURA.
MONTH	ACTIVITY CALENDAR
OCTOBER 2023	<ul style="list-style-type: none"> CONSTRUCTION OF PCC ROAD, SIDE DRAIN AND C.D. WORK FROM DIPAK SARKAR HOUSE TO MANIK MUDI HOUSE, PARA, PURULIA REVIEW OF SCHEME WISE ALLOTMENT OF FUND FROM THE PLAN BUDGET 2022-23 AND UTILIZATION THEREOF. FIELD-LEVEL INSPECTION BY DEPARTMENTAL OFFICERS.
MONTH	ACTIVITY CALENDAR
NOVEMBER 2023	<ul style="list-style-type: none"> CONSTRUCTION OF CONCRETE ROAD FROM MADHAIGANJ-GOURBAZAR BLACK TOP ROAD TO KAILASHPUR F.P. SCHOOL OF PRATAPPUR G.P., DURGAPUR-FARIDPUR BLOCK, PASCHIM BARDHAMAN SCHEME-VISIT BY DEPARTMENTAL OFFICERS. SENDING PROPOSAL FOR AUGMENTATION OF BUDGET 2022-23 FOR THE PENDING PROJECTS, IF ANY.

MONTH	ACTIVITY CALENDAR
DECEMBER 2023	<ul style="list-style-type: none"> ● CONSTRUCTION OF A TRAINING INSTITUTE (G+1) BUILDING FOR SUPERSTRUCTURE ONLY EXCLUDING FINISHING WORK (PART-II) OF RAMAKRISHNA MATH AT LALGARH, BINPUR-I, JHARGRAM ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● REVIEW OF FUND RELEASE STATUS FOR THE YEAR 2022- 23. ● MONITORING MEETING OF ADMINISTRATIVE CALENDAR BY HON'BLE MINISTER-IN-CHARGE WITH THE DEPARTMENTAL OFFICERS AND CEO,PUP, BANKURA.

DEPARTMENT OF PLANNING AND STATISTICS

A. Planning

January

●	Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

February

●	Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Monitoring submission of reports of Twenty Point Programme by the districts

March

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Quarterly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

April

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Monitoring submission of reports of Twenty Point Programme by the districts

May

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

June

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Providing guidance and clarification to district personnel to resolve issues on MPLADS web portal
●	Monitoring submission of reports of Twenty Point Programme by the districts

July

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

August

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Review Meeting with the District Planning Officers on implementation of MPLAD works
●	Monitoring submission of reports of Twenty Point Programme by the districts

September

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

October

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Monitoring submission of reports of Twenty Point Programme by the districts

November

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Monthly Progress Reports of BEUP
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Monitoring of MPLAD Schemes
●	Monitoring conduct of District Level Development Monitoring Committee meetings

December

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review of District Quarterly Progress Reports of BEUP
●	Inspection and monitoring of BEUP Schemes in the Districts
●	Collection of reports from districts, compilation and preparation of performance report for the State
●	Inspection of MPLADS Schemes
●	Monitoring of MPLAD Schemes
●	Monitoring submission of reports of Twenty Point Programme by the districts

Department of Planning and Statistics
B. Statistics

Sl. No.	Item (v) /Activity (>)	January	February	March	April	May	June	July	August	September	October	November	December
1	Estimation of State Domestic Product (SDP)	Compilation for 2022-23 (AE) and Revision work for 2020-21 & 2021-22	Release of Advance Estimate of 2022-23	Revision work for 2020-21, 2021-22 & 2022-23	Revision work for 2020-21, 2021-22 & 2022-23	Joint Discussion for Finalization of 2020-21 and Revision of 2021-22 & 2022-23	Finalization of 2020-21 and Revision of 2021-22 & 2022-23	Finalization of 2020-21 and Revision of 2021-22 & 2022-23	Release of Estimates of 2020-21 and 2021-22 (SRE) and 2022-23 (FRE)	Revision work for 2021-22 & 2022-23	Revision work for 2021-22 & 2022-23	Revision work for 2021-22 & 2022-23 and compilation for 2023-24 (AE)	Revision work for 2021-22 & 2022-23 and compilation for 2023-24 (AE)
2	Preparation of District Domestic Product(DDP)	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1
3	Estimation of Index of Industrial Production (IIP)	Finalization of estimate for October, 2022	Finalization of estimate for November, 2022	Finalization of estimate for December, 2022	Finalization of estimate for January, 2023	Finalization of estimate for February, 2023	Finalization of estimate for March, 2023	Finalization of estimate for April, 2023	Finalization of estimate for May, 2023	Finalization of estimate for June, 2023	Finalization of estimate for July, 2023	Finalization of estimate for August, 2023	Finalization of estimate for September, 2023
4	Conducting Annual Survey of Industries (ASI)	Compilation, Scrutiny & Validation for 2018-19. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2019-20.	Compilation, Scrutiny & Validation for 2018-19. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2019-20.	Compilation, Scrutiny & Validation for 2018-19. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2019-20.	Provisional Estimates generation for 2018-19 and Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2019-20.	Provisional Tables generation for 2018-19 and Data e-schedule & Scrutiny & Validation for 2019-20.	Advanced Scrutiny, validation and compilation for 2018-19 and Data entry in the e-schedule & Scrutiny & Validation for 2019-20.	RSE calculation for estimates of 2018-19 and Data entry in the e-schedule & Scrutiny & Validation for 2019-20	Final Tables generation for 2018-19. Data entry in the e-schedule & Scrutiny & Validation Preparatory work of Data collection of ASI, 2020-21	Compilation, Scrutiny & Validation for 2019-20. Data collection for ASI, 2020-21.	Compilation, Scrutiny & Validation for 2019-20 and Data collection in the e-schedule & Scrutiny & Validation for ASI, 2020-21.	Compilation, Scrutiny & Validation for 2019-20 and Data collection, Data entry in the e-schedule & Scrutiny & Validation for ASI, 2020-21.	Compilation, Scrutiny & Validation for 2019-20 and Data collection, Data entry in the e-schedule & Scrutiny & Validation for ASI, 2020-21.

Sl. No.	Item (y) / Activity (>)	January	February	March	April	May	June	July	August	September	October	November	December
5	Performing CCEs of 21 major crops	Field work of Rabi crops, 2022-23.	Field work of Rabi Crops, 2022-23.	Field work of Rabi Crops, 2022-23.	Field work of Rabi and Summer Crops, 2022-23.	Field work of Summer Crops, 2022-23.	Field work of Summer Crops, 2022-23.	Field work of Bhadui Crops, 2023-24.	Field work of Bhadui Crops, 2023-24.	Field work of Bhadui Crops, 2023-24.	Field work of Bhadui & Winter crops, 2023-24.	Field work of Winter Crops, 2023-24.	Field work of Winter Crops, 2023-24.
6	Estimation of Yield Rate and Production of 21 Major Crops	Compilation work of Bhadui Crops, 2022-23 & Winter Crops, 2022-23.	Compilation work of Bhadui Crops, 2022-23 & Winter Crops, 2022-23.	Submission of Final estimate of Bhadui Crops, 2022-23 to Agriculture Department.; Compilation work of Winter & Rabi Crops 2022-23.	Compilation work of Winter & Rabi Crops, 2022-23.	Submission of Final estimates of Winter Crops, 2022-23 to Agriculture Department. Compilation of Rabi & Summer Crops, 2022-23.	Compilation work of Rabi & Summer Crops, 2022-23.	Compilation work of Rabi and Summer Crops 2022-23.	Compilation work of Rabi and Summer Crops 2022-23.	Submission of Final estimate of Rabi Crops, 2022-23 to Agriculture Department. Compilation work of Summer Crops 2022-23 & Bhadui Crops 2023-24.	Compilation work of Summer Crops 2022-23 & Bhadui Crops 2023-24	Compilation work of Summer Crops, 2022-23 and Bhadui Crops, 2023-24.	Submission of Final estimates of Summer Crops, 2022-23 to Agriculture Department and compilation work of Bhadui & Winter Crops 2023-24.
7.	Statistical Abstract	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation
8	State Statistical Handbook	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation	A. Data Collection. B. Validation & Compilation
9.	Conducting National Sample Survey (NSS) and Pooling of Central and State sample survey data	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS	Data entry, validation & compilation of State Sample and Pooling of State Sample with Central Sample data of different Rounds of NSS

Note: AE: Advance Estimate
 FRE: First Revised Estimate
 SRE: Second Revised Estimate

Power Department

#Month: January		2023	
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	New 33 KV line from Kamakshyaguri 66/33/11 KV GSS to Kumargram 33/11 KV S/S (R.L: 32 KM)	Alipurduar	Spill over
	New 33 KV line of from Asansol 220KV Sub-Station to Jamuria 33/11 KV S/S (RL-23.867 KM)	Paschim Bardhaman	New
WBSETCL	Ramganga 132 KV GIS	South 24 Parganas	Spill over
	132 KV line by D/C LILO of Jeerat - Ashokenagar 132 KV D/C line at proposed Gaighata 132/33 KV GIS.	North 24 Parganas	Spill over
	Domkal-Berhampore 132 kV D/C Line.	Murshidabad	New
	132 kV D/C Line by S/C LILO of Raina-Indus 132 kV D/C Line at proposed Indus Traction S/S.	Bankura	Spill over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Pingla, Kakdwip & Domjur	West Midnapore, 24 Parganas (S) & Howrah	Spill Over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Hizli, Sonarpur, Laxmikantapur, Adisaptagram, Berhampore, Gokarna, Kalyani, Dharampur, Contai & Asansol.	West Midnapore, 24 Parganas(S), Hooghly, Murshidabad, Nadia, East Midnapore & Paschim Burdwan.	Spill Over
	Replacement of Existing conductor by HTLS conductor i.r.o 220KV New Town- New Town (PG) Transmission lines (8.00 Km).	24 Parganas(N)	Spill over
	Capacity Augmentation by 31.5 MVA, 132/33KV, transformer at Bighati 132 KV S/S.	Hooghly	Spill over
Capacity Augmentation by 50 MVA, 132/33KV, transformer at Contai, Satgachia, Tamluk, Birsingha S/S.	East Midnapore, Purba Burdwan, Paschim Midnapore	New	
WBPDCCL	Barjora (North) Coal Mine: The procurement of land for CA purpose for obtaining Forest Clearance (FC).	Bankura	Spill Over
	Tara (E&W) Coal mine: The Diversion of road from Churulia to Jaynagar village.	Paschim Bardhaman	Spill Over
	Acquisition of Govt. land for development of colony for Pachhwara (North) coal mine.	Pakur, Jharkhand	New
	Preparation of Mining Plan for both forest and non-forest land of Pachhwara (North) coal mine after obtaining Stage-II FC.	Pakur, Jharkhand	New
	Resettlement & Rehabilitation of Chilgo Village for Pachhwara (North) Coal Mine.	Pakur, Jharkhand	New
	Execution of Mining Lease for total project area (forest & non forest) of Pachhwara (North) coal mine of WBPDCCL.	Pakur, Jharkhand	New

#Month: February			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSETCL	D/CLILO of Dharampur - Titagarh 132 KV D/C line at proposed Panpur 132KV GIS.	North 24 Parganas	Spill over
	220 KV M/C line by D/C LILO of KTPP-Howrah 220 KV D/C line at Proposed Food Park 220/132 KV GIS.	Howrah	Spill over
	Moinaguri - Chalsa 132 KV D/C and Moinaguri - NJP 132 KV D/C connectivity.	Jalpaiguri	Spill over
	132 KV S/C LILO of Joka - Falta at Serakol 132 KV S/S.	South 24 Parganas	Spill over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Barasat, Mankar, Raina, Kalna, Satgachia, Subhasgram.	24 Parganas(N), 24 Parganas(S) & Purba Burdwan	Spill Over
	Installation of 400KV, 125 MVAR Reactor at New Chanditala 400 KV S/S.	Hooghly	Spill over
	Capacity Augmentation of 400/220KV transformer from 2X315 MVA to 3X315 MVA at Gokarna 400 KV S/S.	Murshidabad	Spill over

#Month: March			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV Sub-Station at Raichak	South 24 PGS	New
	Construction of new 33/11 KV Sub-Station at Rubber Park, Howrah.	Howrah	New
	Construction of new 33/11 KV S/S at Embee Delight, Siliguri.	Darjeeling	Spill over
	New 33 KV line of from existing Helencha 33/11 KV S/S to Meherani 33/11 KV Sub-Station (RL: 12.503 KM).	North 24 PGS	New
	Jamalpur 33/11 KV Sub-station to Jougram 33/11 KV Sub-station for 2nd source of Jougram 33/11KV S/S. (R.L: 16 KM).	Purba Bardhaman	New
	10 MW Solar PV Project at Kotaldih(Phase-I), Asansol.	Paschim Bardhaman	Spill over
	5.25 MW Grid Connected Solar Pump 7.5 KW each for catering power to 700 Agriculture Consumers.	Hooghly and Purba Bardhaman	Spill over
WBSETCL	Jangalpur 220/132/33 KV GIS.	Howrah	Spill over
	D/C LILO of Howrah-KTPP 220 KV D/C line at Jangalpur 220 KV GIS.	Howrah	Spill over

#Month: March			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSETCL	Bagula 132/33 KV GIS.	Nadia	Spill Over
	LILO of Gokarna- Rampurhat 132 KV S/C Transmission line at Kuli 132 KV GIS.	Murshidabad	Spill over
	S/C LILO of 220 KV D/C Durgapur- Asansol Tr. Line at proposed Mangalpur 220 KV GIS.	Paschim Bardhaman	Spill over
	132 kV D/C line from Ramnagar 132 kV GIS S/S to proposed Mandarmani 132 kV GIS.	Paschim Midnapore	Spill over
	132 kV D/C Line by S/C LILO of Gazole-Balurghat 132 kV D/C Line at Gangarampur 132 kV S/S.	Dakshin Dinajpur	Spill over
	Diversion of existing STPS-Asansol Transmission line.	Paschim Bardhaman	New
	132 KV S/C transmission line on D/C tower from Birpara - Coochbehar 132 KV S/C line from Baraibari to ongoing Kamakhyaguri 132 KV SS to establish Birpara-Kamakhyaguri 132 KV S/C line.	Alipurduar	Spill over
	Installation of 400KV, 125 MVAR Reactor at Durgapur 400 KV S/S.	Paschim Burdwan	Spill over
WBPDCCL	Preparation of Geological Report (GR) for DPDH coal block of WBPDCCL.	Birbhum	New
	Target completion of Hydrogen Generation Plant at Sagardighi.	Murshidabad	Spill Over
	Target completion of 10 MW Floating Solar Power Plant on Raw Water Pond No 1 & 2 at Sagardighi.	Murshidabad	Spill Over

#Month: April			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV S/S at Silicon Valley, New Town.	North 24 PGS	New
WBSETCL	Nilganj 132/33 KV GIS.	North 24 Parganas	Spill over
	132 KV M/C Transmission line for D/C LILO of Dharampur - Titagarh 132 KVD/C line at proposed Nilganj 132 KV GIS.	North 24 Parganas	Spill over
	Panpur 132/33 KV GIS.	North 24 Parganas	Spill over
	New Town -IIC 220 KV GIS S/S.	North 24 Parganas	Spill over
	Mongalpur 220 KV GIS.	Paschim Bardhaman	Spill over
	Replacement of Existing conductor by HTLS conductor i.r.o 220KV Howrah - New Chanditala Transmission lines (25.47 Km).	Howrah & Hooghly	Spill over

#Month: April			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
	Replacement of existing conductor by HTLS conductor i.r.o different 132 KV Line at DPL A Zone, B Zone, C Zone & C1 zone.	Paschim Burdwan	New
WBPDCCL	Preparation of Dewanganj-Harinsingha (DH) conceptual report.	Birbhum	New

#Month: May			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV S/S at Satmile, Contai.	Purba Midnapore	New
WBSETCL	Kushmundi 132/33 KV GIS S/S.	Dakshin Dinajpur	Spill over
	Capacity augmentation from (2X31.5) MVA to (3X 31.5) at DPL C1 Zone.	Paschim Burdwan	New
WBPDCCL	Implementation of PI System across WBPDCCL.	Kolkata, Purba Medinipur, Birbhum, Hooghly, Murshidabad & Purulia	Spill Over
	Wet Stack Chimney 275 m High For 1 X 660 MW Extension Unit No.5 Of Sagardighi Thermal Power Project.	Murshidabad	New

#Month: June			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	New 33KV line from Goaltore 33/11KV S/S to Hoomgarh 33/11KV S/S.(R.L: 14.5 KM)	Paschim Midnapore	New
WBSETCL	Panchami 132 KV GIS	Birbhum	Spill Over
	Birlapur 132/33 KV GIS	South 24 Parganas	Spill over
	Baruipur- Birlapur 132 KV D/C line	South 24 Parganas	Spill over
	LILo of Jeerat - Mohispota 132 KV D/C line at Nilganj 132 KV GIS	North 24 Parganas	Spill over
	Capacity Augmentation of 400/220KV transformer from 2X315 MVA to 3X315 MVA at Durgapur 400 KV S/S.	Paschim Burdwan	Spill over
	Capacity Augmentation by 31.5 MVA, 132/33KV, transformer at Serakol.	24 Parganas(S)	Spill over
WBPDCCL	Preparation of Mine plan for Deocha Panchami Dewanganj Harinsingha coal mine of WBPDCCL.	Birbhum	New

#Month: June			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBPDCCL	Target completion of all facilities for Natural Draft Cooling Tower for ongoing project of 660 MW Supercritical Unit No 5 at Sagardighi.	Murshidabad	Spill Over

#Month: July			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	New 33KV line of from Birpara GSS to Madarihat 33/11KV S/S.(RL:15.25 KM)	Alipurduar	New
WBSETCL	Jeerat - Krishnanagar 220 kV D/C connectivity	Nadia	Spill over
	Capacity Augmentation by 50 MVA, 132/33KV, transformer at Debogram S/S.	Nadia	Spill over

#Month: August			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV Sub-Station at Vastu Bihar, Matigara, Siliguri	Darjeeling	New
WBSETCL	220 KV D/C line by LILO of existing STPS - J K Nagar 220 KVS/C line at Asansol 220 KV S/S	Paschim Bardhaman	Spill over
	Falakata-Coochbehar and Falakata-Dinhata 132 kV S/C connectivity	Alipurduar	New
	Falakata-Mathabhanga 132 kV D/C connectivity	Alipurduar	New
	Capacity augmentation from (2X50) MVA to (2X80) MVA at Indus S/S.	Bankura	New

#Month: September			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV S/S at Bangar, Raiganj.	Uttar Dinajpur	New
WBSETCL	Gaighata 132 KV GIS	North 24 Parganas	New
	Chapra 132/33 KV GIS	Nadia	New
	D/C LILO of Krishnanagar-Debogram line at proposed Chapra 132/33 KV GIS S/S.	Nadia	New
	Capacity augmentation by 132/33 KV 31.5 MVA transformer at Laxmikantapur S/S.	24 Parganas(S)	New
WBPDCCL	Flexibilisation of one 500MW Unit at Sagardighi	Murshidabad	New
	Flexibilisation of one 250 unit at Santaldih	Purulia	New

#Month: October			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	New 33KV line from Satgachia 220 KV GSS to Bagila 33/11 KV S/Stn. (R.L: 16.870 KM)	Purba Bardhaman	New
WBSETCL	Durgapur AB Zone 220 KV GIS	Purba Bardhaman	New
	Construction of Partly D/C & Partly M/C Transmission Line by D/C LILO off Durgapur - DPL (U#8) 220 KV D/C Line at AB-Zone (DPL U#8 - AB Zone D/C with HTLS Conductor & Durgapur - AB Zone D/C With ACSR Zebra)	Paschim Bardhaman	New
	Construction of 132 KV D/C Line with HTLS Conductor from AB Zone 220/132 KV Sub-Station to Establish S/C connectivity with existing DPL U#7 and existing B-Zone	Paschim Bardhaman	New
	Construction of 132 KV Tower(S) to establish 132 KV D/C connectivity between AB-Zone and B-Zone	Paschim Bardhaman	New
	Construction of overhead portion of 132 KV S/C Line from C-Zone to C1-Zone	Paschim Bardhaman	New
	Construction of 132 KV Single circuit line between C Zone and C1 Zone S/S.	Paschim Bardhaman	New
	Capacity Augmentation by 31.5 MVA, 132/33 KV transformer at Ujanu S/S.	Darjeeling	Spill Over

#Month: November			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	10 MW Solar PV Project at Gangapur (Phase-I), Rajnagar	Birbhum	New
WBSETCL	Kharagpur - Jhargram 132 KV D/C line	Paschim Medinipur	Spill Over
	132 KV D/C Line from Vidyasagar Park existing GIS Bay to Kharagpur WBIDC S/S.	Paschim Medinipur	New
	Capacity Augmentation by 50 MVA, 132/33KV, transformer at Ranaghat, Arambag & Bajkul.	Nadia, Hooghly & East Midnapore.	Spill Over
	Capacity Augmentation by 50 MVA, 132/33KV, transformer at C. K. Road, Jhargram, Kalna S/S.	Paschim Midnapore, Jhargram, Purba Burdwan	New
	Capacity Augmentation by 31.5 MVA, 132/33KV, transformer at Siliguri S/S.	Jalpaiguri	New

#Month: December			2023
#Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Construction of new 33/11 KV Sub-Station at ESR Warehouse, Uluberia	Howrah	New
	10 MW Solar PV Project at Gangapur (Phase-I), Rajnagar	Birbhum	New
	Floating Solar	Uttar Dinajpur	New
WBSETCL	Falakata 220 KV GIS	Alipurduar	New
	Food Park 220 KV GIS	Howrah	New
	132 KV Transmission Line for establishing connectivity between Lalgola and Raghunathganj S/S.	Murshidabad	New
	220 kV D/C Lines by D/C LILO of Birpara-Alipurduar 220 kV D/C line of PGCIL at proposed Falakata 220/132 kV S/S.	Alipurduar	Spill over
	Replacement of existing conductor i.r.o 220 KV Bakreswar- Satgachia line(92 KM)	Birbhum & Purba & Paschim Burdwan	Spill Over
	Capacity Augmentation by 50 MVA, 132/33KV, transformer at Malda, S/S.	Malda	Spill Over
	Capacity Augmentation by 31.5 MVA, 132/33KV, transformer at New Haldia, Bankura S/S.	Purba Midnapore & Bankura	New
WBPDCCL	Establishment of Group Vocational Training Centre at Rupnarayanpur in compliance of the violation pointed by DGMS.	Paschim Bardhaman	New
	De-NOx System installation at Unit-3	Murshidabad	New
	Upgradation of Distributed Control System at Unit-1	Birbhum	New

Department of Public Health Engineering

Sl. No.	Event	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
1	Commissioning of Rural Piped Water Supply Scheme (New and Augmantation) / Deposit Works of Other Deptts. etc. (No. schemes to be Commissioned)	63	56	105	77	84	63
2	Population to be benefitted by the commissioned schemes (Census 2011)	6,75,000	6,00,000	11,25,000	8,25,000	9,00,000	6,75,000
3	No. of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. (Nos.)	2,25,000	2,00,000	3,75,000	2,75,000	3,00,000	2,25,000
4	Provision of Piped Water Supply in different Schools / Anganwadis (Nos.)	2,700	2,400	4,500	3,300	3,600	2,700
5	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	30,000	30,000	30,000	30,000	30,000	30,000
6	Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS/ SHG Members/ NGOs and other Stakeholders related to Water, Sanitation and its Health issues (Persons to be trained)	1,980	1,760	3,300	2,420	2,640	1,980
7	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population coverage)	22,09,500	19,64,000	36,82,500	27,00,500	29,46,000	22,09,500
8	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	82%	90%	95%	2%	8%	12%
9	Review Meetings / District Tours by Senior Officers (Nos.)						
a)	Principal Secretary, PHE Deptt. (Twice in every month)	2	2	2	2	2	2
b)	Engineer-in-Chief, PHE Deptt. (Thrice in a month)	3	3	3	3	3	3
c)	Chief Engineers, PHE Dte. (Four times in a month)	4	4	4	4	4	4
d)	Superintending Engineers, PHE Dte. (Six times in a month)	6	6	6	6	6	6

Department of Public Health Engineering

Sl. No.	Event	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Total
1	Commissioning of Rural Piped Water Supply Scheme (New and Augmantation) / Deposit Works of Other Deptts. etc. (No. schemes to be Commissioned)	28	35	42	28	63	56	700
2	Population to be benefitted by the commissioned schemes (Census 2011)	3,00,000	3,75,000	4,50,000	3,00,000	6,75,000	6,00,000	75,00,000
3	No. of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. (Nos.)	1,00,000	1,25,000	1,50,000	1,00,000	2,25,000	2,00,000	25,00,000
4	Provision of Piped Water Supply in different Schools / Anganwadis (Nos.)	1,200	1,500	1,800	1,200	2,700	2,400	30,000
5	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	30,000	30,000	30,000	30,000	30,000	30,000	3,60,000
6	Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS / SHG Members / NGOs and other Stakeholders related to Water, Sanitation and its Health issues (Persons to be trained)	880	1,100	1,320	880	1,980	1,760	22,000
7	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population coverage)	9,82,000	12,27,500	14,73,000	9,82,000	22,09,500	19,64,000	2,45,50,000
8	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	20%	35%	45%	55%	65%	75%	
9	Review Meetings / District Tours by Senior Officers (Nos.)							
a)	Principal Secretary, PHE Deptt. (Twice in every month)	2	2	2	2	2	2	24
b)	Engineer-in-Chief, PHE Deptt. (Thrice in a month)	3	3	3	3	3	3	36
c)	Chief Engineers, PHE Dte. (Four times in a month)	4	4	4	4	4	4	48
d)	Superintending Engineers, PHE Dte. (Six times in a month)	6	6	6	6	6	6	72

PUBLIC WORKS DEPARTMENT

Month	Activity	Target for the month
January, 2023	Commencement of Road/ Bridge/ Building projects in numbers	10
	Completion of Road/ Bridge/ Building projects in numbers	10
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with other departments for monitoring of their projects	One meeting
	Strengthening work of Burnpur Samdi Road from 3.00 kmp to 9.00 kmp, Lalganj Gourandi Runakuraghat Road from 0.00 kmp to 10.39 km and Domohani Gouandi Runakuraghat Road from 10.50 km to 14.50 km in the district of Paschim Bardhaman.	Commencement
	Widening and Strengthening including resectioning work of Andal Airport Road from 0.0 Kmp to 4.350 Kmp in the district of Paschim Bardhaman.	Completion
February, 2023	Commencement of Road/ Bridge/ Building projects in numbers	5
	Completion of Road/ Bridge/ Building projects in numbers	10
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Widening and strengthening work of Simlupal - Sarenga - Bamundiaghat Road from 9.00 kmp to 30.50 km in the district of Bankura.	Completion
March, 2023	Commencement of Road/ Bridge/ Building projects in numbers	5
	Completion of Road/ Bridge/ Building projects in numbers	20
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Strengthening work of Mundamari - Pingla - Paramanandapur - Moyna Road from 0.00 kmp to 20.00 kmp in the district of Paschim Medinipur.	Commencement
	Construction of Ektara Bridge in replacement of existing Bridge at 0.85 Kmp of Hatuganj-Purbabishnupur Road in the district of South 24 Parganas.	Completion
	Strengthening work of Bongaon-Bagdah- Boyra Road from 18.00 Kmp to 33.60 Kmp in the district of North 24- Parganas.	Completion
	Strengthening work of Sarbari Tiluri Panchet Dam Road (Tiluri portion) from 0.0 Kmp to 9.50 Kmp in the district of Purulia.	Completion
	Widening and Strengthening work of Kharagpur By-Pass Road from 1.050 Kmp to 3.200 Kmp & strengthening work from 6.00 Kmp to 18.00 Kmp in the district of Paschim Medinipur.	Completion
	Strengthening work of Chandannagar - Nasibpur Road from 0.00 kmp to 11.62 and reconstruction of bridge at 4.60 km in replacement of existing narrow bridge in the district of Hooghly.	Completion
Bridge over river Cossai including both side approach road from 7.895 km to 8.795 km of Kolaghat Gopalnagar Jassar Road in the district of Paschim & Purba Medinipur.	Completion	

Month	Activity	Target for the month
April, 2023	Commencement of Road/ Bridge/ Building projects in numbers	2
	Completion of Road/ Bridge/ Building projects in numbers	10
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Widening from single lane to 2 lanes with paved shoulder and strengthening works of Kolkata Basanti Road from 68.00 kmp to 86.79 km of SH 3A and Basanti Godkhali Road from 86.79 km to 96.684 km of SH 3A in the district of South 24 Parganas.	Completion
	Strengthening work of Hingalganj-Dulduli-Hemnagar Road from 0.00 Kmp to 12.50 Kmp in the district of North 24-Parganas.	Completion
May, 2023	Commencement of Road/ Bridge/ Building projects in numbers	2
	Completion of Road/ Bridge/ Building projects in numbers	15
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for pre-monsoon activities.	One meeting
	Widening and Strengthening work of Joydev - Kenduli to Illambazar Road from 1.00 kmp to 11.00 kmp in the district of Birbhum.	Completion
June, 2023	Completion of Road/ Bridge/ Building projects in numbers	15
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for pre-monsoon activities.	One meeting
	Construction of new pavement of 7th Mile Takdah to Glenburn Fatak Road from 0.00 kmp to 9.20 km in the district of Darjeeling.	Completion
July, 2023	Completion of Road/ Bridge/ Building projects in numbers	8
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
August, 2023	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for road condition during monsoon period.	One meeting

Month	Activity	Target for the month
September, 2023	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other departments for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for road condition during monsoon period.	One meeting
October, 2023	Commencement of Road/ Bridge/ Building projects in numbers	2
	Completion of Road/ Bridge/ Building projects in numbers	2
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other departments for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for post-monsoon activities.	One meeting
November, 2023	Commencement of Road/ Bridge/ Building projects in numbers	5
	Completion of Road/ Bridge/ Building projects in numbers	15
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Reconstruction work of Bungkulung to Soureni Road from 0.00 kmp to 7.60 km in the district of Darjeeling.	Completion
	Strengthening of Panagarh - Illambazar - Dubrajpur road from 0.00 kmp to 48.80 kmp (SH-14) in the district of Paschim Bardhaman and Birbhum.	Completion
	Widening and strengthening work of Jalpaiguri-Haldibari Bypass Road from 0.0 Kmp to 6.00 Kmp in the district of Jalpaiguri.	Completion
December, 2023	Commencement of Road/ Bridge/ Building projects in numbers	5
	Completion of Road/ Bridge/ Building projects in numbers	20
	Review meeting with the Engineer officers for monitoring of projects	Two meetings
	Review meeting with the other departments for monitoring of their projects	One meeting
	Construction of new bridge in replacement of existing old & narrow bridge over river Dwaraka at 21.454 km of Berhampur - Kandi - Sultanpur Road in the district of Murshidabad.	Completion
	Strengthening Work of Beldanga - Amtala - Patikabari Road from 1.50 km to 5.50 km and 7.00 kmp to 10.00 kmp and 19.00 kmp to 22.00 kmp and 24.00 kmp to 34.00 kmp in the district of Murshidabad.	Completion
	Construction of 2 numbers Composite bridge over River saniajan at Kangratali and at Bagdogra Fulkadabri on Immigration Road in the district of Coochbehar.	Completion

DEPARTMENT OF SCHOOL EDUCATION

JANUARY	JANUARY	FEBRUARY
1. Start of classes for academic session 2023	25. Supply of free School Bags to students of class V	20. Monitoring of audit paras
2. Observance of Students Day on 01.01.2023	26. Supply of black shoes to pre-primary students	21. Training of HMs
3. Distribution of free text books	27. Observance of Birth Anniversary of Netaji Subhas Chandra Bose	22. Upgradation of 2 schools
4. Disbursement of Rs. 10,000/- to each student of class-XII for purchasing tabs/smart phone	28. Review meetings at Secretariat	23. Submission of Budget Speech for 2023-24
5. More than 118 lakh students to be covered in Mid-Day Meal programme	FEBRUARY	24. Sensitization of teachers on inclusive education
6. Transfer of teachers through 'Utsashree'	1. More than 118 lakh students to be covered in Mid-Day Meal programme	25. Review meetings at Secretariat
7. Distribution of students credit card	2. Construction of 6 additional toilets	MARCH
8. Library Grant to 10 Schools	3. Construction of 1 new school building	1. More than 118 lakh students to be covered in Mid-Day Meal programme
9. Laboratory Grant to 10 Schools	4. Monitoring of construction of ACRs	2. Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
10. Management of e-Office	5. Library Grant to 10 Schools	3. Construction of 1 new school building
11. Preparation of Budget Speech for 2023-24	6. Transfer of teachers through 'Utsashree'	4. Construction of 6 additional toilets
12. Monitoring of Court cases	7. Distribution of students credit card	5. Construction of 40 ACRs
13. Monitoring of SSA/MDM	8. Laboratory Grant to 10 Schools	6. Transfer of teachers through 'Utsashree'
14. Supply of Braille Books for blind students	9. Implementation of ICT programme	7. Distribution of students credit card
15. Construction of 40 ACRs	10. Construction of 40 ACRs	8. Library Grant to 10 Schools
16. Construction of 6 additional toilets	11. Upgradation of software systems	9. Monitoring of construction of ACRs
17. Construction of 1 new school building	12. Orientation on e-Office	10. Laboratory Grant to 10 Schools
18. Monitoring of construction of ACRs	13. Printing of Budget Speech for 2023-24	11. Implementation of ICT programme
19. Arrangement for sanction of Swami Vivekananda scholarship	14. Training of DI/ADI/SI/AI	12. Management of e-Office
20. Upgradation of 2 schools	15. Monitoring of construction of ACRs	13. Conduct of Madhyamik Examination 2023
21. Monitoring of transfer of teachers	16. Monitoring of Court cases	14. Training of DI/ADI/SI/AI
22. Dealing of issues of health and safety measures for school children	17. Monitoring of SSA/MDM	15. Monitoring of Court cases
23. Monitoring of audit paras	18. Operation of portal for NOC to private schools	16. Monitoring of SSA/MDM
24. Holding of NTSE and NMMS examinations	19. Preparatory work for Madhyamik Pariksha 2023	17. Arrangement for sanction of Swami Vivekananda scholarship

MARCH		APRIL		JUNE	
18.	Monitoring of audit paras	21.	Assessment for printing of Text Books	1.	More than 118 lakh students to be covered in Mid-Day Meal programme
19.	Operation of portal for NOC to private schools	22.	Construction of 1 new school building	2.	Supply of Aids and Appliances to CWSN students
20.	Monitoring of work under Capital Grant disbursed	23.	Construction of 6 additional toilets	3.	Transport allowance/Escort allowance/Aids and Appliances to CWSN students
21.	Review of audit paras	24.	Upgradation of 2 schools	4.	Construction of 40 ACRs
22.	Upgradation of 2 schools	25.	Review meetings at Secretariat	5.	Construction of 6 additional toilets
23.	Review meetings at Secretariat	MAY		6.	Transfer of teachers through 'Utsashree'
APRIL		1.	More than 118 lakh students to be covered in Mid-Day Meal programme	7.	Distribution of students credit card
1.	More than 118 lakh students to be covered in Mid-Day Meal programme	2.	'Nirmal Vidyalaya Abhiyan' in Schools	8.	Construction of 1 new school building
2.	Supply of Aids and Appliances to CWSN students	3.	Implementation of ICT programme	9.	'Nirmal Vidyalaya Abhiyan' in Schools
3.	'Nirmal Vidyalaya Abhiyan' in Schools	4.	Management of e-Office	10.	Implementation of ICT programme
4.	Construction of 40 ACRs	5.	Monitoring of construction of ACRs	11.	Management of e-Office
5.	Management of e-Office	6.	Translation of Text Books and training materials	12.	Printing of Text Books
6.	Transfer of teachers through 'Utsashree'	7.	Transfer of teachers through 'Utsashree'	13.	Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling
7.	Distribution of students credit card	8.	Distribution of students credit card	14.	Training of DI/ADI/SI/AI
8.	Implementation of ICT programme	9.	Printing of Text Books	15.	Monitoring of Court cases
9.	Monitoring of construction of ACRs	10.	Construction of 40 ACRs	16.	Monitoring of SSA/MDM
10.	Translation of Text Books and training materials	11.	Monitoring of Court cases	17.	Operation of portal for NOC to private schools
11.	Conduct of HS Examination 2022	12.	Monitoring of SSA/MDM	18.	Monitoring of construction of ACRs
12.	Training of DI/ADI/SI/AI	13.	Review of audit paras	19.	Library Grant to 10 Schools
13.	Monitoring of Court cases	14.	Scrutiny of papers for NOC to private schools	20.	Laboratory Grant to 10 Schools
14.	Monitoring of SSA/MDM	15.	Holding Subroto Cup football tournament	21.	Orientation of Special Educators
15.	Review of audit paras	16.	Holding Jawaharlal Nehru hockey tournament	22.	Felicitation of toppers of Class X & XII
16.	Operation of portal for NOC to private schools	17.	Training of DI/ADI/SI/AI	23.	Construction of 1 new school building
17.	Orientation of officers on law matters	18.	Construction of 1 new school building	24.	Upgradation of 2 schools
18.	Holding Subroto Cup football tournament	19.	Construction of 6 additional toilets	25.	Review meetings at Secretariat
19.	Holding Jawaharlal hockey tournament	20.	Upgradation of 2 schools		
20.	Functioning of Resource Rooms for CWSN students	21.	Review meetings at Secretariat		

JULY		AUGUST		SEPTEMBER	
1.	More than 118 lakh students to be covered in Mid-Day Meal programme	1.	More than 118 lakh students to be covered in Mid-Day Meal programme	1.	More than 118 lakh students to be covered in Mid-Day Meal programme
2.	Implementation of ICT programme	2.	Implementation of ICT programme	2.	Holding of assessment camps for CWSN students
3.	Management of e-Office	3.	Management of e-Office	3.	'Nirmal Vidyalaya Abhiyan' in Schools
4.	Library Grant to 10 Schools	4.	Library Grant to 10 Schools	4.	Implementation of ICT programme
5.	Laboratory Grant to 10 Schools	5.	Laboratory Grant to 10 Schools	5.	Management of e-Office
6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'
7.	Distribution of students credit card	7.	Distribution of students credit card	7.	Distribution of students credit card
8.	Holding Subroto Cup football tournament	8.	Holding Subroto Cup football tournament	8.	Holding State level sports competitions
9.	Holding Jawaharlal Nehru hockey tournament	9.	Holding Jawaharlal Nehru hockey tournament	9.	Observance of Birth anniversary of Pandit Iswar Chandra Vidyasagar
10.	Holding District level sports competitions	10.	Holding District level sports competitions	10.	Construction of 40 ACRs
11.	Holding State level sports competitions	11.	Holding State level sports competitions	11.	Upgradation of 2 Schools
12.	Updating of Child Register	12.	Construction of 40 ACRs	12.	Construction of 6 additional toilets
13.	Construction of 40 ACRs	13.	Construction of 6 additional toilets	13.	Library Grant to 10 Schools
14.	Upgradation of 2 Schools	14.	Finalisation of list of 'Siksha Ratna' & National level awardees	14.	Laboratory Grant to 10 Schools
15.	'Nirmal Vidyalaya Abhiyan' in Schools	15.	Printing of Text Books	15.	Celebrating 'Teachers' Day' and awarding 'Siksha Ratna'
16.	Preparation of list of 'Siksha Ratna' awardees	16.	Translation of Text Books and training materials	16.	'Kala Utsav' (State Level)
17.	Construction of 6 additional toilets	17.	Monitoring of construction of ACRs	17.	Printing of Text Books
18.	Translation of Text Books and training materials	18.	Monitoring of construction of ACRs	18.	Translation of Text Books and training materials
19.	Monitoring of work under Capital Grant disbursed	19.	Training of DI/ADI/SI/AI	19.	Despatch of Text Books to Districts
20.	Monitoring of construction of ACRs	20.	Training of HMs	20.	Monitoring of construction of ACRs
21.	Training of DI/ADI/SI/AI	21.	Review of audit paras	21.	Training of DI/ADI/SI/AI
22.	Monitoring of SSA/MDM	22.	Operation of portal for NOC to private schools	22.	Monitoring of SSA/MDM
23.	Monitoring of Court cases	23.	Monitoring of work under fund released for Furniture Grant	23.	Monitoring of Court cases
24.	Review of audit paras	24.	'Kala Utsav' (District Level)	24.	Construction of 1 new school building
25.	Training of HMs	25.	'Nirmal Vidyalaya Abhiyan' in Schools	25.	Review meetings at Secretariat
26.	Construction of 1 new school building	26.	Monitoring of SSA/MDM		
	Review meetings at Secretariat	27.	Monitoring of Court cases		
		28.	Construction of 1 new school building		
		29.	Upgradation of 2 schools		
		29.	Review meetings at Secretariat		

OCTOBER		NOVEMBER		DECEMBER	
1.	More than 118 lakh students to be covered in Mid-Day Meal programme	1.	More than 118 lakh students to be covered in Mid-Day Meal programme	1.	More than 118 lakh students to be covered in Mid-Day Meal programme
2.	'Nirmal Vidyalaya Abhiyan' in Schools	2.	'Nirmal Vidyalaya Abhiyan' in Schools	2.	Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
3.	Implementation of ICT programme	3.	Implementation of ICT programme	3.	Holding of assessment camps for CWSN students
4.	Management of e-Office	4.	Management of e-Office	4.	'Nirmal Vidyalaya Abhiyan' in Schools
5.	Library Grant to 10 Schools	5.	Library Grant to 10 Schools	5.	Implementation of ICT programme
6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'
7.	Distribution of students credit card	7.	Distribution of students credit card	7.	Distribution of students credit card
8.	Holding National School Games in one discipline	8.	Holding National School Games in one discipline	8.	Management of e-Office
9.	Laboratory Grant to 10 Schools	9.	Laboratory Grant to 10 Schools	9.	Upgradation of 2 Schools
10.	Construction of 40 ACRs	10.	Construction of 40 ACRs	10.	Construction of 45 ACRs
11.	Construction of 6 additional toilets	11.	Construction of 6 additional toilets	11.	Construction of 8 additional toilets
12.	Construction of 1 new school building	12.	Construction of 1 new school building	12.	Construction of 1 new school building
13.	U-DISE Survey	13.	U-DISE data compilation	13.	Preparation of Annual report of SSA
14.	holding NTSE examination	14.	Delivery of text books and exercise books to circle level	14.	Library Grant to 10 Schools
15.	Despatch of Text Books to Districts	15.	Holding of NTSE and NMMSE examinations	15.	Laboratory Grant to 10 Schools
16.	Review of audit paras	16.	Training of DI/ADI/SI/AI	16.	Delivery of Text Books and exercise books to school level
17.	Scrutiny of papers for NOC to private schools	17.	Training of HMs	17.	Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling
18.	Monitoring of work under Capital Grant disbursed	18.	Review of audit paras	18.	Monitoring of construction of ACR
19.	Printing and despatch of exercise books	19.	Operation of portal for NOC to private schools	19.	Training of DI/ADI/SI/AI
20.	Steps for admission of students for the next academic year	20.	Monitoring of Court cases	20.	Monitoring of SSA/MDM
21.	Monitoring of construction of ACRs	21.	Monitoring of SSA/MDM	21.	Monitoring of Court cases
22.	Training of DI/ADI/SI/AI	22.	Construction of 1 new school building	22.	Review meetings at Secretariat
23.	Monitoring of SSA/MDM	23.	Upgradation of 2 schools		
24.	Monitoring of Court cases	24.	Review meetings at Secretariat		
25.	Upgradation of 2 schools				
26.	Review meetings at Secretariat				

DEPARTMENT OF SCIENCE & TECHNOLOGY AND BIOTECHNOLOGY

January, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 5 ongoing R&D projects by Expert Committee
3.	Administrative approval and release of fund for 2 R&D projects
4.	Monitoring and reviewing of the progress of the ongoing projects under Research Fellowship Award (RFA) and Research Grant Award (RGA) schemes
5.	Preparation of Draft Geospatial Policy
6.	Study and analysis of pending GI filing and file GIs / GI authorized users
7.	Initiation of activities in the PTC lab
8.	Online Web seminar on popularization of Science

February, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 5 ongoing R&D projects by Expert Committee
3.	Administrative approval and release of fund for 2 R&D projects
4.	Administrative approval for financial support for ongoing RGA and RFA schemes
5.	Organization of Children's Session in State S & T Congress
6.	Organisation of State Science and Technology Congress
7.	Organization of GI stakeholders meet
8.	Funding to the projects under ABCD Programme for 2021-22
9.	Extending financial support for organization of Workshop/Seminar/Symposium etc.

March, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 2 R&D projects
3.	Preparation of Draft Promotion Policy for the Scientific officers of the Department
4.	Administrative approval & Release of fund for ongoing RGA & RFA
5.	Organization of Bengal Science Lecture
6.	District awareness meet for filing of all pending GIs
7.	Meeting of Governing Body/Executive Committee of the West Bengal Society for Biotechnology and preparation of Action Plan
8.	Celebration of World Water Day

April, 2023

Sl. No.	Activity
1.	Publication of Newspaper Advertisement reg. Online Call for submission of R&D Project Proposal for the year 2023-24
2.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
3.	Administrative approval and release of fund for 2 R&D projects
4.	Administrative approval for financial support for new batch under RGA & RFA schemes

Sl. No.	Activity
5.	Publication of Brochure on Departmental Activities
6.	Organization of Teachers Orientation/ Training Programme
7.	Celebration of World IP day
8.	Initiation of repair & renovation of greenhouse
9.	Online Web seminar on popularization of Science

May, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Evaluation of 5 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 2 R&D projects
4.	Two week Short Term Course in RS & GIS
5.	Approval for online call for submission of new proposals under RGA & RFA schemes
6.	Call for third Technology Hunt and Celebration of Technology Day
7.	Filling up of 50% incubation space with the incubatees

June, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 2 R&D projects
4.	Completion of project titled "Preparation of Inventory of Waterbodies in Kolkata Municipal Corporation (KMC) Area"
5.	Online call for submission of new proposals under RGA & RFA schemes
6.	Organization of Bengal Science Lecture
7.	Fund support for holding of Symposium / Workshop / Seminar etc.
8.	Announcement of fourth batch course on IPR and Technology Business Management
9.	Celebration of World Environment Day

July, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 10 R&D projects
4.	Conclusion of One year P.G. Diploma / Two year M.Tech in Geoinformatics
5.	Monitoring of online call for submission of new proposals under RGA & RFA schemes
6.	Organization of Teachers Orientation/Training programme
7.	Admission of Fourth Batch of Course on IPR and TBM
8.	Completion of disposal of old plant stock from greenhouse
9.	Online Web seminar on popularization of Science

August, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 10 R&D projects
4.	Administrative approval and release of fund for JBNSTS Student Scholarship programme
5.	Initiation of One year P.G. Diploma / Two year M.Tech in Geoinformatics
6.	Monitoring of online call for submission of new proposals under RGA & RFA schemes
7.	Organization of Teachers Orientation/Training programme
8.	Admission and initiation of class of Fourth Batch of Course on IPR and Technology Business Management
9.	Administrative approval for extending support for organization of Workshop/Seminar/Symposium
10.	Celebration of Birth Anniversary of Sri. Prafulla Chandra Roy

September, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 10 R&D projects
4.	One week Advanced course in Geoinformatics
5.	Completion of project titled "Targeting Rice Fallow Areas (TRFA) Using High Resolution Satellite Data in the State of West Bengal"
6.	Screening of new proposals under RGA & RFA schemes
7.	Organization of Bengal Science Lecture
8.	Organization of Stakeholders meet for GI
9.	Celebration of Engineer's Day
10.	Call for application for the ABCD Programme for 2022-23

October, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 10 R&D projects
4.	Screening of new proposals under RGA & RFA schemes
5.	Organization of First Technology Hunt
6.	Completion of repair & renovation of greenhouse
7.	Online Web seminar on popularization of Science

November, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval & Release of fund for 10 R&D projects

Sl. No.	Activity
4.	Two week Short Term Course in RS & GIS
5.	Screening of new proposals under RGA & RFA schemes
6.	Organization of Innovators meet selected in Technology hunt
7.	Meeting of Governing Body/Executive Committee of the West Bengal Society for Biotechnology and review of Kolkata Biotech Park operation
8.	Administrative approval for extending support for organization of Workshop/Seminar/Symposium
9.	Celebration of Birth Anniversary of Acharya Jagadish Chandra Bose

December, 2023

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Administrative approval and release of fund for 10 R&D projects
4.	Administrative approval & Release of fund for new proposals under RGA & RFA schemes
5.	Organization of Bengal Science Lecture
6.	Organization of Teachers Orientation/ Training programme on Science
7.	Celebration of International Energy day and Biodiversity day and relation with IP and Innovation
8.	Initiation of activities in the greenhouse
9.	Five product prototype development by incubatees in Kolkata Biotech Park

Department of Self Help Group & Self Employment

January 2023

- Review with WBSCL regarding WBSSP and training.
- Review with the District Officers regarding implementation of micro projects in convergence & training intervention.

February 2023

- Review of utilization of Administrative expense.
- Year-end financial review with follow up of fund released within December 2022

March 2023

- Review with the Districts and WBSCL.
- Release of fund to the Districts at the end of the year as per requisition and monitoring.

April 2023

- Collection of annual reports and UC
- Administrative approval & financial sanction of micro-projects in respect of FY 2023-24.
- Review of budget provision for 2023-2024
- Preparation of Training calendar with Districts and WBSCL

May 2023

- Collection of pending UCs & sale proceeds regarding District Sabala Melas and State Sabala Mela
- Review of Training interventions by the WBSCL and Districts.

June 2023

- Review of pendency of WBSSP and SVSKP
- Review of performance of all the portals

July 2023

- Quarterly financial review.

August 2023

- Review of Departmental programmes with the districts and WBSCL
- Preparatory steps for State Sabala Mela

September 2023

- Planning of District Sabala Melas

October 2023

- Quarterly financial review.

November 2023

- Review of WBSSP and SVSKP with both WBSCL and Portal team.

December 2023

- State Sabala Mela.
- District Sabala Melas

Sundarban Affairs Department

Month	Item	Item Sub Head	Unit (k.m./ Numbers/ Hectares)	Remarks
			Target as per Administrative Calendar	
Jan-23	Infrastructure Development	Brick Paved Roads	9.26 k.m.	
		Cement concrete Roads	5.64 k.m.	
		Bituminous Roads	1.11 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
	Social Forestry Schemes	Maintenance of Plantation	560 ha.	
Feb-23	Infrastructure Development	Brick Paved Roads	9.60 k.m.	
		Cement concrete Roads	5.97 k.m.	
		Bituminous Roads	0.00 k.m.	
		R.C.C. Jetties	1 nos.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
Social Forestry Schemes	Maintenance of Plantation	560 ha.		
Mar-23	Infrastructure Development	Brick Paved Roads	15.65 k.m.	
		Cement concrete Roads	8.61 k.m.	
		Bituminous Roads	3.35 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
	Social Forestry Schemes	Maintenance of Plantation	560 ha.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers/ Hectares)	Remarks
			Target as per Administrative Calendar	
Apr-23	Infrastructure Development	Brick Paved Roads	3.39 k.m.	
		Cement concrete Roads	4.82 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
May-23	Infrastructure Development	Brick Paved Roads	2.29 k.m.	
		Cement concrete Roads	5.33 k.m.	
		Bituminous Roads	0.00 k.m.	
		R.C.C. Bridges	1 No.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0		
Jun-23	Infrastructure Development	Brick Paved Roads	1.81 k.m.	
		Cement concrete Roads	4.35 k.m.	
		Bituminous Roads	3.05 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
	Social Forestry Schemes	creation of Plantation	580 h.a.	
Jul-23	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	0.98 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
	Social Forestry Schemes	Creation of Plantation	580 h.a.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers/ Hectares)	Remarks
			Target as per Administrative Calendar	
Aug-23	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	4.25 k.m.	
		Bituminous Roads	0.00 k.m.	.
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	20000	
	Social Forestry Schemes	Creation of Plantation	580 h.a.	
Sep-23	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	4.03 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	6500	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	20000	
	Social Forestry Schemes	Creation of Plantation	580 h.a.	
Oct-23	Infrastructure Development	Brick Paved Roads	3.00 k.m.	
		Cement concrete Roads	8.45 k.m.	
		Bituminous Roads	1.49 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	2000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	5000	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	20000	
	Social Forestry Schemes	Creation of Plantation	580 h.a.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers/ Hectares)	Remarks
			Target as per Administrative Calendar	
Nov-23	Infrastructure Development	Brick Paved Roads	3.85 k.m.	
		Cement concrete Roads	10.97 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	3000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
Social Forestry Schemes	Creation of Plantation	580 h.a.		
Dec-23	Infrastructure Development	Brick Paved Roads	9.77 k.m.	
		Cement Concrete Roads	12.28 k.m.	
		Bituminous Roads	14.00 k.m.	
		R.C.C. Jetties	1 No.	
		R.C.C. Bridges	1 No.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	5000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Awareness Programmes	Awareness Programmes	Sundarban Divas, 2023 on 11.12.2023	Sundarban Divas is an IEC programme of the S.A. Department, observed in December every year
	Fisheries	Distribution of Fish Fingerling & Fish Feed (Number of Beneficiaries)	0	
Social Forestry Schemes	Creation of Plantation	580 h.a.		

Department of Technical Education, Training and Skill Development

Target Month	Target Description	Concerned Office
January	CSS-VSE Assessments (Continuing)	WBSCTVESD
	Workshop with all Nodal and Regional Office Staff	DVET
	Commencement of CSS-VSE in 50 New Schools	DVET
	Continuation of the Industry led model.	PBSSD
	TP Renewal & follow up against the GB Decisions	PBSSD
February	Registration to National Board of Accreditation (NBA) by 29 nos Government Polytechnics	DTET
	Complete Finalisation of curriculum/syllabus of newly introduced courses	WBSCT&VE&SD
	Online application for JEXPO/VOCLET and other Diploma Courses	WBSCTVESD
	Taruner Swapna: Completion of disbursement	DVET
	Conducting All India Trade Test for ITI Trainees	WBSCVT
	Rolling out of the Standard Model	PBSSD
March	Alumni Meet at 3 (three) Government Polytechnics	DTET
	Centralized Placement drive for Government & Govt. sponsored Polytechnics	DTET
	Commencement of Registration Process for ITI Admission-2023	WBSCVT
	Commencement of Registration Process for ITI Admission-2023	WBSCVT
	Semester Exam (Odd Semester)	WBSCTVESD
	HS Vocational Board Exam	WBSCTVESD
	Handholding Support to the District	PBSSD
	Portal Modifications to ensue the new models	PBSSD
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD
April	Initiation of Construction of Women's Hostel of Falakata Polytechnic	DTET / PWD
	Centralized Placement drive for Government & Govt. sponsored Polytechnics	DTET
	Advertisement for ITI Admission	WBSCVT
	Security Audit iOSMS Application	DVET
	HS Vocational Class XI exam	WBSCTVESD
	Aggregating the Skilling Drives	PBSSD
May	Centralized Placement drive for Government & Govt. sponsored Polytechnics	DTET
	Conducting examination under National Apprenticeship Training Scheme	DIT
	Introduction of e-Office in 20 Nodal and 06 Regional Offices	DVET
	JEXPO/VOLET Exam	WBSCTVESD
	Result for HS Vocational Boards 2022	WBSCTVESD

Target Month	Target Description	Concerned Office
June	Seminar / Workshop / Symposium at 3 (three) Government/ Govt-sponsored Polytechnics	DTET
	Centralized Placement drive for Government & Govt. sponsored Polytechnics	DTET
	Rolling on of 360 degree feed back system for Lecturers of Government Polytechnics	DTET
	Publishing of Merit List for ITI admission	WBSCVT
	Version Upgradation of iOSMS Portal	DVET
	Supplementary Exam for HS Vocational Boards 2022	WBSCTVESD
	Augmenting the Karma Disha App and Web Services	PBSSD
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD
July	Exclusive IT Job fair for Government & Govt. sponsored Polytechnics	DTET
	Operationalisation of Digital Language Laboratories in 75 Government Polytechnics	DTET
	Workshop with HOIs of 50 best VTCs in the State	DVET
	Conducting All India Trade Test for ITI Trainees	WBSCVT
	Commencement of ITI Counselling and Admission	WBSCVT
	Even Semester Exams	WBSCTVESD
	Start of Admission to HS Vocational Class XI	WBSCTVESD
	Aggregating Skill Training Requirement for the Industries for Q3	PBSSD
August	Submission of application to NBA for accreditation by 10 nos Government Polytechnics	DTET
	Exclusive Civil Engg Job fair for Government & Govt. sponsored Polytechnics	DTET
	Conducting Apprenticeship Mela	WBSCVT
	Completion of Admission to Polytechnics and other Diploma Courses	WBSCTVESD
	Completion of Admission to HS Vocational Class XI	WBSCTVESD
	6th semester Exam results to be published 14.08.2022	WBSCTVESD
	DDUGKY & PMKVY review	PBSSD
September	Operationalization of new ITIs	DIT
	Completion of Counselling & Admission to ITIs	WBSCVT
	Handholding Support to the District & Review of the performance	PBSSD
	State Level Skill Competition, if any	PBSSD
October	Enrolment of candidates under National Apprenticeship Promotion Scheme	DIT
	NSQF course repository augmentation	PBSSD

Target Month	Target Description	Concerned Office
November	Block Level Technical Model Exhibition and Competition of VTC Students	DVET
	District Wise Competition on 'Presentation for Entrepreneurship Development'	DVET
	Conducting All India Trade Test for ITI Trainees (Supplementary)	WBSCVT
	Conducting examination under National Apprenticeship Training Scheme	DIT
December	Completion of installation of CCTV cameras in 77 Government Polytechnics towards complete eradication of ragging as well as for security of the institutes	DTET
	Semester Exam for students of Class XI and XII HS Vocational. (batch of 2023)	WBSCTVESD
	Completion of Exam for odd Semester batches. (Ist Semester Batch 2023)	WBSCTVESD
	Completion of Mobilisation of Candidates for Skill training for Q4	PBSSD
	Meet with Industries and Feedback	PBSSD

Department of Tourism

Month	Activities	Time Schedule	Achievement
January			
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity and Promotional campaign during Gangasagar Mela	Third week of the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
	Bishnupur Classical Music Festival	Any Week of the Month	
February			
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
March			
	Participation in Isale Sawab at Furfura Sharif	5th to 7th March	
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
April			
	Publicity & Promotion through Social Media	Throughout the Month	
	Development of Promotional Videos for Publicity and Promotional	Throughout the Month	
	Publicity & Promotion through Digital Media	Through out the month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
May			
	Publicity & Promotion through Social Media	Throughout the Month	
	Co-ordination meeting with WBTDCL	Last Week	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Through out the month	
June			
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Capacity building & reskilling staffs of tourism properties	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
July			
	Publicity & Promotion through Social Media	Throughout the Month	
	Development of Promotional Videos for Publicity and Promotional	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Capacity building & reskilling staffs of tourism properties	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	

Month	Activities	Time Schedule	Achievement
August			
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the month	
	Publicity & Promotion through Digital Media	Throughout the month	
September			
	District Tour of the Senior Officials	3rd Week	
	Publicity & Promotion through Social Media	Throughout the Month	
	Sharadotsav Publicity Through Social Media & Digital platforms	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
October			
	Sharadotsab Puja packages by WBTDCL	During Durga Puja	
	Participation in Red Road Puja Carnival	During Durga Puja	
	Publicity & Promotion through Social Media	Throughout the Month	
	Review of performance vis-a-vis Administrative Calendar - 2020	Last Week	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
November			
	Review Meeting with District Level Officer/ Other Implementing Agency	First week of the Month	
	District Tour of the Senior Officials	Third Week of the Month	
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity Campaign during Jagadhatri Puja across the State	Throughout the Month	
	Publicity Campaign at Bagdogra Airport	Throughout the Month	
	Publicity & Promotion through Digital Media	Throughout the month	
December			
	Publicity & Promotion through Social Media	Throughout the Month	
	Publicity and Promotional Campaign during Christmas across the State	3rd & 4th Week	
	Publicity & Promotion through Digital Media	Throughout the month	

DEPARTMENT OF TRANSPORT

JANUARY

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Debitala ferryghat, Dist. North 24 Pgs by WBTIDCL
2	Completion & operation of CNG dispensing at Arambag depot by SBSTC
3	Checking of 30 buses in the enforcement program by SBSTC
4	Inspection of 2 RTO offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte.
5	Collection of revenue : Rs. 300 crores by Tr. Dte.
6	VLTD launch by Tr. Dte.
7	Checking of 30 buses in the enforcement program by NBSTC
8	Checking of 30 buses in the enforcement programme by WBTC

FEBRUARY

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Rashmoni ferryghat, Dist. North 24 Pgs by WBTIDCL
2	Inauguration of newly constructed bus terminus at City Centre, Durgapur by SBSTC
3	Checking of 30 buses in the enforcement program by SBSTC
4	Inspection of 2 RTO offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte.
5	Collection of revenue : Rs. 300 crores by Tr. Dte.
6	Checking of 30 buses in the enforcement program by NBSTC
7	Checking of 30 buses in the enforcement programme by WBTC

MARCH

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Nababganj ferryghat, Dist. North 24 Pgs by WBTIDCL
2	Construction of bus terminus at Ranibandh, Bankura by WBTIDCL
3	Operation of HSD dispensing unit at Jhargram depot by SBSTC
4	Inauguration of 15 CNG buses by SBSTC
5	Checking of 30 buses in the enforcement program by SBSTC
6	Review meeting with Tr. Dte. & RTOs by Tr. Dte.
7	Collection of revenue : Rs. 300 crores by Tr. Dte.
8	Checking of 30 buses in the enforcement program by NBSTC

9	Checking of 30 buses in the enforcement programme by WBTC
10	Inspection of all jetties prior to cyclone-prone season by WBTC

APRIL

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Panihati ferryghat, Dist. North 24 Pgs. by WBTIDCL
2	Inauguration and operation of Sabang depot (West Medinipur) by SBSTC
3	Checking of 30 buses in the enforcement program by SBSTC
4	Collection of revenue : Rs. 300 crores by Tr. Dte.
5	Induction of 12 fully built CNG buses by NBSTC
6	Checking of 30 buses in the enforcement program by NBSTC
7	Checking of 30 buses in the enforcement programme during the month by WBTC
8	Feasibility survey for construction of Kamarhati Pituri Jetty of WBTC

MAY

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Gourhati ferryghat, Dist. Hooghly by WBTIDCL
2	Construction of steel bridge over Circular Canal from Nirod Behari Mullick Road to Canal East Road by HRBC
3	Inspection of 2 RTO Offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte.
4	Collection of revenue : Rs. 300 crores by Tr. Dte.
5	Preparation of DPR of Suri depot by NBSTC
6	Checking of 30 buses in the enforcement program by NBSTC
7	Checking of 30 buses in the enforcement program by SBSTC
8	Checking of 30 buses in the enforcement programme by WBTC
9	Implementation of One-State-One-Card for E-ticketing under WBTC
10	Launching of Mobile App for e-ticketing under WBTC

JUNE

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Gadiara ferryghat, Dist. Howrah by WBTIDCL
2	Construction & delivery of 7th 250 Men Ferry Craft, "MANJULA" (Yd. 786) of Indian Navy by Shalimar Works Ltd.
3	Collection of revenue : Rs. 300 crores by Tr. Dte.

4	Introduction of Integrated Depot Traffic Management System by NBSTC
5	Checking of 30 buses in the enforcement program by NBSTC
6	Checking of 30 buses in the enforcement program by SBSTC
7	Checking of 30 buses in the enforcement programme by WBTC
8	Inspection of all jetties and vessels of WBTC prior to monsoon season.
9	Procurement of 150 electric buses by WBTC

JULY

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Bansberia ferryghat, Dist. Hooghly by WBTIDCL
2	Review Meeting with Tr. Dte. & RTOs
3	Collection of revenue : Rs. 300 crores by Tr. Dte
4	Checking of 30 buses in the enforcement program by NBSTC
5	Checking of 30 buses in the enforcement program by SBSTC
6	Checking of 30 buses in the enforcement programme by WBTC

AUGUST

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Dhobighat, Dist. North 24 Pgs by WBTIDCL
2	Collection of revenue : Rs. 300 crores by Tr. Dte.
3	Checking of 30 buses in the enforcement program by NBSTC
4	Major maintenance & renovation of Paribahan Bhawan of NBSTC
5	Checking of 30 buses in the enforcement program by SBSTC
6	Checking of 30 buses in the enforcement programme by WBTC

SEPTEMBER

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Manirampur ferryghat, Dist. North 24 Pgs by WBTIDCL
2	Review meeting with Tr. Dte. & RTOs by Tr. Dte.
3	Collection of revenue : Rs. 300 crores by Tr. Dte.
4	Inspection of 2 RTO Offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte
5	Checking of 30 buses in the enforcement program by SBSTC

6	Checking of 30 buses in the enforcement program by NBSTC
7	Checking of 30 buses in the enforcement programme by WBTC
8	Pre-Puja inspection of Vessels and Jetties under WBTC
9	Procurement of 200 electric buses by WBTC.

OCTOBER

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Ratanbabu ferryghat, Dist. North 24 Pgs by WBTIDCL
2	Collection of revenue : Rs. 200 crores by Tr. Dte.
3	Checking of 30 buses in the enforcement program by SBSTC
4	Checking of 30 buses in the enforcement program by NBSTC
5	Checking of 30 buses in the enforcement programme by WBTC

NOVEMBER

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Chandpal III ferryghat, Kolkata by WBTIDCL
2	Commissioning of Gangway cum pontoon jetty at Srirampur ferryghat, Dist. Hooghly by WBTIDCL
3	Review Meeting with Tr. Dte. & RTOs by Tr. Dte.
4	Inspection of 2 RTO offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte.
5	Collection of revenue : Rs. 300 crores by Tr. Dte.
6	Checking of 30 buses in the enforcement program by SBSTC
7	Construction of workshop shed at Dinhata depot by NBSTC
8	Checking of 30 buses in the enforcement program by NBSTC
9	Checking of 30 buses in the enforcement programme by WBTC

DECEMBER

Sl. No.	Activity
1	Commissioning of gangway cum pontoon jetty at Howrah (WBTC) by WBTIDCL
2	Completion of renovation work at Nebukhali LCT jetty on the river Sahebkhali in Dist. North 24 Pgs by WBTIDCL
3	Completion of work of repairing and rehabilitation of 2nd Hooghly Bridge including replacement of stay & holding down cables and bearings etc.
4	Inspection of 2 RTO offices, 3 ARTO offices, 3 AETCs, 3 MTSs by Tr. Dte.
5	Collection of revenue : Rs. 300 crores by Tr. Dte.
6	Checking of 30 buses in the enforcement program by SBSTC
7	Construction of rigid pavement & allied works at Moynaguri depot by NBSTC
8	Checking of 30 buses in the enforcement program by NBSTC
9	Checking of 30 buses in the enforcement programme by WBTC
10	Procurement of 250 electric buses by WBTC.

Department of Tribal Development

January	February	March	April
1. Observance of Chhou Festival BCW&TD Directorate.	1. Disbursement of Post-Matric Scholarship up to 42,000 and Pre-Matric up to 23,000 ST Students BCW&TD Directorate (subject to availability of fund).	1. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries.	1. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries.
2. Celebration of 'Adibasi Mela'.	2. Review meeting with Tribes Advisory Council.	2. Adibasi Siksha Rrin Yojana (ASRY) Loan disbursement to 10 approved cases by WBTDCC Ltd.	2. Quarterly review meeting with the Directorate and with the P.O.s of all Districts.
3. Tea and Tribal Festival-2023	3. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries.	3. Release of benefits to (registered beneficiaries) of WBKLCSSS by WBTDCC against application received.	3. Review meeting with the M.D.s of WBSCSTOBC & Fin. Corp., WBTDCC Ltd. and Director, CRI on progress of implementation of various Schemes/Projects.
4. Review meeting with the M.D.s of WBSCSTOBC & Fin. Corp., WBTDCC Ltd. and Director, CRI on progress of implementation of various Schemes/Projects.	4. Capacity Building for Employees of LAMPS issues related co-operative management for 40 ST beneficiaries organized by WBTDCC Ltd.	4. Disbursement of MCF Loan cases by WBTDCC Ltd. against application received	4. Quarterly review meeting with State Level Monitoring Committee on FRA.
5. Quarterly review meeting of State Level Monitoring Committee on FRA.	5. Commencement of Skill training of 150 ST youths WBSCSTOBC & DFC.	5. Capacity Building Training of Board of Directors (BOD) members of LAMPS by WBTDCC Ltd.	5. Disbursement of MCF Loan to different Groups by WBTDCC Ltd.
6. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries.	6. Sonam Lochar Celebration of Tamang New Year at Darjeeling Tamang Board.	6. Commencement of Skill training by WBSCSTOBC & DFC.	6. Capacity Building Training for Employees of LAMPS issues related co-operative management by WBTDCC Ltd.
7. Disbursement of Post-Matric Scholarship upto 39,500 and Pre-Matric upto 19,000 ST students BCW&TD Directorate (subject to availability of fund).	7. Celebration of 7th Foundation Day of W.B. Limbu Dev. Board	7. International Women's Day (IWD) one day workshop on the occasion (WBMLLDB)	7. Collection of Saal Seeds under Minimum Support Price Scheme by WBTDCC Ltd.
8. Release of Micro Credit Finance to 100 ST(s) by WB Tribal Dev. Co-op. Cop. Ltd. (WBTDCC Ltd.)	8. International day of Mother languages (WBML Lepcha Dev. B)	8. Facilitating the work of geo-tagging of Tamang Hyangla Dhim (housing) beneficiaries.	8. Medical Camp at Badey village in Darjeeling District by WBDBB.
9. Skill training of 150 ST youths in three trades at CIPET completed. (WBSCSTOBC & DFC.)	9. Cultural Programme of Losar "Buddha New Year" (WBSCB)	9. Upgradation of Tribal repository by uploading completed CSS projects of CRI	9. Prayers and offerings to Mother Earth. (WBMLLDB)
	10. Editing of material and other related work for publication		

January	February	March	April
<p>10. Traditional tribal dance, song and music programme by WBTDCCLtd.</p> <p>11. Conduct of Traditional Archery Tournament by WBBDB</p> <p>12. Kokfekwa Tongnam (Limbu New Year) by WBLDB</p> <p>13. General meeting of the Board Members of WBMLLDB</p> <p>14. Kingchoom Daarmit Merits Awards for meritorious students (WBMLLDB).</p> <p>15. Collection of requisite documents for registration of homestays under Tamang Dev. & Cultural Board</p> <p>16. Celebration of Sonam Lochar (Tamang New Year) [Date and venue shall be finalized in due course of time].</p> <p>17. Facilitation for geo-tagging & Tamang Hyangla Dhim (housing) beneficiaries.</p>			

May	June	July	August
<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries. 2. Sending proposals for Micro Credit Finance to NSTFDC by WBTDCC Ltd. 3. Capacity Building Training for newly elected BOD members of LAMPS by WBTDCC Ltd. 4. Collection of Neem Seeds, Mahua Seeds (MFP) by WBTDCC Ltd. 5. Preparation of Plan for Article - 275(I), PVTGs Development, Support to TRI, PMAAGY. 6. Sending proposal for implantation of self-employment schemes to NSTFDC WBSCSTOBC & DFC. 7. Celebration of Buddha Purnima at various Monasteries in Kalimpong & Darjeeling by WBTDCCB. 8. Initiate proposal for Research Projects 9. Uploading of CSS Projects Data in TRI Portal 10. Review of work related to Virtual Museum, CRI 	<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries. 2. Observation of 'Hul Festival' 2023. 3. Annual General Meeting of PBAKOSP. 4. Capacity Building Training for LAMPS 50 staff by WBTDCC Ltd. 5. Release of MCF loan ST beneficiaries by WBTDCC Ltd. 6. Capacity Building Training for Employees of LAMPS issues related to co-operative management ST beneficiaries by WBTDCC Ltd. 7. Collection of Kusumi LAC/ Kalmegh (MFP) by WBTDCC Ltd. 8. Sending proposal to MOTA for Share Capital Contribution WBSCSTOBC & DFC. 	<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries. 2. Quarterly review meeting with the Directorate and with the P.O.s of all Districts. 3. Review meeting with the M.D.s of WBSCSTOBC & Fin. Corp., WBTDCC Ltd. and Director, CRI on progress of implementation of various Schemes/Projects. 4. Disbursement of Sikshashree Scholarship to 26,000 (approx.) ST Students upto July, 2022 BCW&TD Directorate (subject to availability of fund). 5. Extending benefits of Micro Credit Finance to ST beneficiaries by WBTDCC Ltd. 6. Capacity Building Training for Newly elected BOD members of LAMPS for ST Candidates done by WBTDCC. 7. Disbursement of Shikshashree Scholarship to 27,000 ST Students upto July, 2023 BCW&TD Directorate 8. Workshop to promote Tamang language 	<ol style="list-style-type: none"> 1. Celebration of Biswa Adibasi Diwas on 9th August. 2. Holding of programme for Gunijan Sambardhana 2022-23 by BCW&TD Directorate. 3. Payment of 'Jai Johar' Old Age Pension to ST Beneficiaries. 4. International Day of the World's Indigenous Peoples-one day workshop by WBMLLDB. 5. Organizing Block level Tamang Folk Dance Competition by Tamang Board.

September	October	November	December
<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to the ST Beneficiaries. 2. Celebration of Karam Festival-2023. 3. Celebration of Srijan Utsav-2023. 4. Disbursement of Shikshashree Scholarship to 56,000 (approx.) ST students upto September-2022 BCW&TD Directorate (subject to availability of fund). 5. Sending application to NSTFDC by WBTDCCLtd. 6. Payment of scholarship to 15,000 ST students up to September - 2023 BCW&TD Directorate (subject to availability of fund). 7. Organizing training programme for Self Help Groups under the Tamang Board. 	<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to the ST Beneficiaries. 2. Quarterly review meeting with the Directorate and with the P.O.s of all Districts. 3. Review meeting with the M.D.s of WBSCSTOBC & Fin. Corp., WBTDCCLtd. and Director, CRI on progress of implementation of various Schemes. 4. Disbursement of Shikshashree Scholarship to 62,000 (approx.) ST students up to September - 2022 BCW&TD Directorate (subject to availability of fund). 5. Quarterly review meeting with State Level Monitoring Committee on FRA. 6. Release of fund for pruning and collection of Kendu Leaves to LAMPS by WBTDCCLtd. 7. Celebration of 8th foundation day of West Bengal Bhutia Development Board. 8. Payment of Sikshashree Scholarship to 63,000 ST students upto October -2023 BCW&TD Directorate. 9. Review and editing of Research Papers for publication by CRI. 10. Organizing Inter EMRS-Sports tournament. 	<ol style="list-style-type: none"> 1. Celebration of Birsa Munda Birth Anniversary on 15th November, 2023. 2. Payment of 'Jai Johar' Old Age Pension to the ST Beneficiaries. 3. Adibasi Cultural programme on dance/ songs/ musical instruments at LAMPS & District level by WBTDCCLimited. 4. Review meeting with Tribes Advisory Council. 5. Inter Kidduk Archery and football tournament by WBBDB. 6. Medical Camp by WBLDB 7. Prayers and offerings to the Himalayas and for prosperity (WBMLLDB) 8. Printing of Tamang Annual Magazines. 9. Review Meeting on Progress of CSS projects 2020-21 by TDD 	<ol style="list-style-type: none"> 1. Payment of 'Jai Johar' Old Age Pension to the ST Beneficiaries. 2. Extending benefits of ASRY loan ST beneficiaries by WBTDCCLtd. 3. State level Adibasi Cultural programme on dance/ songs/ musical instruments by WBTDCCLtd. 4. Celebration of birth anniversary of Freedom Fighter Late Gaga Tshering by WBBDB. 5. Lepcha New Year at Poyaongling Thoom Shezoom on 11th December 2023 6. Payment of scholarship to 48,000 ST Students upto December, 2023 BCW&TD Directorate. 7. Updating of CSS project data in TRI portal.

Department of Urban Development and Municipal Affairs

Urban Development Branch

Month	Sl. No.	Activity/Project	Project Cost (Rs. in Lakh)	Target date of completion
JANUARY	DEPARTMENT			
	1	Development of an online system regarding conversion of leasehold land to freehold land along with integration with the IGR database		31.01.2023
FEBRUARY	DLB			
	2	Inspection of 80 Municipalities/N.A.A by Deputy Magistrate & Deputy Collectors of the districts.		28.02.2023
MARCH	DLB			
	3	Inspection of 41 Municipalities/N.A.A by Deputy Magistrate & Deputy Collectors of the districts		31.03.2023
MAY	DEPARTMENT			
	4	Coverage of all Municipal Corporations and major Development Authorities in the e-Office project.		31.05.2023
JULY	DLB			
	5	Inspection of 80 Municipalities/N.A.A by Deputy Magistrate & Deputy Collectors of the districts.		31.07.2022
AUGUST	DLB			
	6	Inspection of 41 Municipalities/N.A.A by Deputy Magistrate & Deputy Collectors of the districts.		31.08.2022
OCTOBER	DEPARTMENT			
	7	Completion of web based module of Land management system of non-residential land of Salt Lake Township.		31.10.2023
NOVEMBER	DEPARTMENT			
	8	Launching of e-Anumati (online issuance of development permission by the Development Authorities) for 10 Development Authorities as per common workflow/process.		30.11.2023
DECEMBER	DEPARTMENT			
	9	Coverage of 120 ULBs in the e-Mutation system (Total target – 128 ULBs).		31.12.2023

DEPARTMENT OF URBAN DEVELOPMENT & MUNICIPAL AFFAIRS

Municipal Affairs Branch

Month	Sl. No.	Activity/Project	Project Cost (Rs. in Lakh)	Target date of completion
MARCH	SUDA			
	1	MAA Meal will be served to 14.00 lakh beneficiaries.	238.00	31.03.2023
APRIL	SUDA			
	2	Collection and transportation of segregated waste to be started at 50 Wards of the ULBs.	1030.00	30.04.2023
JUNE	SUDA			
	3	MAA 5 Canteen will be opened.		30.06.2023
JULY	MED			
	4	Construction of 04 Urban Health & Wellness Centre	140.00	31.07.2023
AUGUST	SUDA			
	5	MAA Meal will be served to 15.00 lakh beneficiaries.	255.00	31.08.2023
SEPTEMBER	SUDA			
	6	MAA 5 Canteen will be opened		30.09.2023
OCTOBER	AMRUT			
	7	Completion of 2 Green Space Development Projects	80.00	31.10.2023
NOVEMBER	SUDA			
	8	MAA Meal will be served to 15.50 lakh beneficiaries.	263.50	30.11.2023
DECEMBER	SUDA			
	9	MAA 5 MAA Canteen will be opened.		31.12.2023

WATER RESOURCES INVESTIGATION & DEVELOPMENT DEPARTMENT

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Statutory Functions and Routine Activities	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks	Monitoring of Ground Water levels by more than 2000 permanent hydrograph stations in 341 blocks
	Collection of Hydro-meteorological data by rain gauges situated in different districts throughout the year											
Review meetings	Periodic maintenance of 7,454 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 5.9 Lakh Hectare by WRDD											
	State level review meeting by Hon'ble Minister -in -Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in -Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in -Chief & Ex-Officio Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister -in -Charge

Progra mme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Creation of irrigation facilities under different programmes (viz- Matir Shrits, JALATRITHA, WBADMIP, RIDF, CORE SECTOR, RKVY etc.) for Arid region (Birbhum, Bankura, Purulia, Jhargram, Paschim Burdwan & Paschim Medinipur Districts)	Construction/ Revival of Minor Irrigation (MI) Installation: 114 nos. including 90 Water Detention Structures; Creation of MI Potential: 1531 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 79 nos. including 62 Water Detention Structures; Creation of MI Potential: 1534 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 171 nos. including 130 Water Detention Structures; Creation of MI Potential: 2783 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 57 nos. including 51 Water Detention Structures; Creation of MI Potential: 783 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 52 nos. including 42 Water Detention Structures; Creation of MI Potential: 710 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 50 nos. including 45 Water Detention Structures; Creation of MI Potential: 711 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 28 nos. including 24 Water Detention Structures; Creation of MI Potential: 310 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 4 nos. including 4 Water Detention Structures; Creation of MI Potential: 22 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 13 nos. including 4 Water Detention Structures; Creation of MI Potential: 319 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 30 nos. including 29 Water Detention Structures; Creation of MI Potential: 327 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 86 nos. including 76 Water Detention Structures; Creation of MI Potential: 1594 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 107 nos. including 77 Water Detention Structures; Creation of MI Potential: 2241 Hectare
	Creation of irrigation facilities under different programmes (viz- WBADMIP, RIDF, CORE SECTOR, RKVY, JALATRITHA etc.) for districts other than Arid region	Construction/ Revival of Minor Irrigation (MI) Installation: 78 nos. including 15 Water Detention Structures; Creation of MI Potential: 1839 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 101 nos. including 18 Water Detention Structures; Creation of MI Potential: 2027 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 188 nos. including 28 Water Detention Structures; Creation of MI Potential: 5226 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 35 nos. including 6 Water Detention Structures; Creation of MI Potential: 525 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 189 nos. including 25 Water Detention Structures; Creation of MI Potential: 3927 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 75 nos. including 6 Water Detention Structures; Creation of MI Potential: 945 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 27 nos. including 5 Water Detention Structures; Creation of MI Potential: 340 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 10 nos. Creation of MI Potential: 120 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 134 nos. including 14 Water Detention Structures; Creation of MI Potential: 2905 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 38 nos. Creation of MI Potential: 592 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 71 nos. including 11 Water Detention Structures; Creation of MI Potential: 1299 Hectare

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December	
Water Users' Association, Demonstrations and Training programmes under WBADMIP	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 10 nos. covering 300 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 10 nos. covering 300 beneficiaries.			
	Demonstrations (Agri/Horti/Fishery) : 600 nos. covering 600 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 350 nos. covering 350 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 100 nos. covering 100 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 60 nos. covering 120 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 100 nos. covering 1150 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 210 nos. covering 1570 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 1690 nos. covering 3000 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 320 nos. covering 3150 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 125 nos. covering 1250 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 60 nos. covering 600 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 465 nos. covering 600 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 270 nos. covering 270 beneficiary-families	
	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees	Training Programmes of Farmers : 60 nos. covering 1200 trainees

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Activities under 'Jal Dharo Jal Bharo'	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 364 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 147 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 1232 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 825 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 435 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 357 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 231 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 129 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 82 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 318 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 393 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 889 nos (Tank equivalent)
	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- 1 nos.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 1 no., Percolation Tank- 1 No.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 1 nos.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 1 no., Percolation Tank- 1 No.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 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- 3 nos., Percolation Tank- 1 Nos.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 3 nos., Percolation Tank- 2 Nos.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 3 nos., Percolation Tank- 2 Nos.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting- 3 nos., Percolation Tank- 2 Nos.
	Mass awareness campaign on water conservation: 1 no	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 1 no	Mass awareness campaign on water conservation: 1 no	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 1 no	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 3 nos

Program/Activity	January	February	March	April	May	June	July	August	September	October	November	December	
Activities of West Bengal State Minor Irrigation Corporation Ltd. Periodic maintenance of 389 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 0.27 Lakh Hectare	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 5.38 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 6.48 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 18.5 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10.4 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 7.70 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 11.09 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 19.20 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 17 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 18.9 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 7.8 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10.8 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 14.26 Crore	
	Activities of West Bengal Agro Industries Corporation Ltd.	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 5.38 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 6.48 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 18.5 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10.4 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 7.70 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 11.09 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 19.20 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 17 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 18.9 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 7.8 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 10.8 Crore	"Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 14.26 Crore

Department of Women & Child Development and Social Welfare

Month	Activities
January	
	Observance of World Braille Day on 4th January
	Observance of National Girl Child Day on 24th January
	District monitoring visit for review of activities of KP-RP by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR.
	Meeting with Police by WBCPCR
	Workshop on Child Marriage, trafficking and POCSO and Labour with Panchayat/ BLCPC by WBCPCR.
	Child Friendly Corner at Gangasagar by WBCPCR
	Child Friendly Corner at Book Fair by WBCPCR.
	District visit by WBCW
	Seminar on Cyber Crime by WBCW
	Coordination meeting with police authorities by WBCW
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different Stakeholders.
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Review meeting of Kanyashree with HOI under Kolkata
	Review meeting with DSWOs and NGOs for monitoring of Swadhar/Ujjwala/Old Age Homes and DDRS/IRCA
	Review Meeting on Foster Care by DCRT, WB
	Workshop on Preparation of Plan for 2023-24 by DCRT, WB
	Workshop on Pre-adoption Counseling by DCRT, WB
February	
	Monitoring of Kanyashree Prakaalpa and Rupashree Prakaalpa with concerned Addl. District Magistrates & DPMUs through VC, by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR
	Child Friendly Corner at Book Fair by WBCPCR.
	Workshop in closed & sick tea garden by WBCPCR.
	Meeting with JJB + Judicial Academy by WBCPCR
	Seminar on Domestic violence by WBCW
	Orientation and training programme of staff and Case Worker of Eradication & Control of Juvenile Beggary and Vagrancy
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Orientation programme for CWCs and JJBs on different child protection issues by DCRT, WB
	Training on CPC, by DCER, WB
	PSC Meeting(2023-24) by DCRT, WB
	Review meeting of "Pratyay" Half-way Homes

Month	Activities
March	
	Observation of International Women's Day on 8th March
	Technical session with NIC/IFMS/DPMU on KP and RP by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR.
	Meeting with Stakeholders on Child Marriage, Trafficking and Labour by WBCPCR
	Hullor Release by WBCPCR
	Seminar on Human Trafficking by WBCW
	Coordination meeting with police authorities by WBCW
	Celebration of Supushti Pakkha
	Training/Workshop on CP MIS Portals and Mobile Apps by DCRT, WB
	Training of Principal Magistrate of JJB
	EC Meeting of SCPS
	Meeting of Local Level Committee Kolkata
April	
	Observance of World Autism Awareness Day on 2nd April
	District monitoring visit for review of activities of KP-RP by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR.
	Mental Health workshop on Gender issues in Educational Institutions by WBCPCR.
	Media workshop on Gender issues from Child Rights objective by WBCPCR.
	Meeting of the WBTGPD Board
	Seminar on prevention of rape by WBCW
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stakeholders.
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Review meeting with DSWOs
	Review Meeting on Non Institutional Care by DCRT, WB
	AGM of SCPS(2021-2022)
May	
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC by SPMU
	District Level Workshop on POCSO, Child Labour & Child Marriage by WBCPCR.
	Workshop on Safe & Nutritious food for children by WBCPCR
	Seminar on problems of senior citizens by WBCW
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Review meeting with HOI under DPMU Kolkata
	Training of LCPOs by DCRT, WB
	Review meeting of "Pratyay" Half-way Homes

Month	Activities
June	
	Observation of Child Protection Day on 9th June by WBCPCR
	Observance of Deaf Blind Day on 27th June
	Observation of World Elderly Abuse Awareness Day on 15th June
	Observance of Anti Child Labour Day.
	Technical session with NIC/IFMS/DPMU on KP and RP by SPMU
	Hullor release.
	Workshop on Child Marriage, trafficking, POCSO and child labour with Panchayat / BLCPC by WBCPCR
	Meeting on Swawlamban Scheme
	Seminar on prevention of acid attack by WBCW
	Paribarik Mahila Lok Adalat (PMLA) by WBCW
	Orientation and training programme of Shelter for Urban Homeless staff, NGO personnel and Govt. officials for improved implementation of the scheme.
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Meeting of Local Level Committee Kolkata
	Training of Medical Officers on POCSO by DCRT, WB
	Training on Financial Management by DCRT, WB
July	
	VC with Addl. District Magistrates & DPMUs regarding modalities for celebration of Kanyashree Day 2023 by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR
	Meeting with Stakeholders on Child Marriage & Trafficking by WBCPCR
	Police Training on Child Rights by WBCPCR
	Public Hearing on Child Marriage / Child Labour by WBCPCR
	Observance of Anti Human Trafficking Day by WBCPCR
	Seminar on Sexual Harassment at Workplace by WBCW
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stakeholders.
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Review meeting with HOI under DPMU Kolkata
	Training/Workshop on CP MIS Portals and Mobile Apps by DCRT, WB
	Meeting of WBTF on RRRRI
	Governing Body meeting of SARA
	Publication of Half Yearly "Sphuran"

Month	Activities
August	
	Observation of Breastfeeding Week 1st August to 7th August
	Celebration of 10th Kanyashree Day on 14th August.
	Workshops on POCSO with school & Madrasah by WBCPCR
	District Level Workshop on POCSO, Child Labour & Child Marriage by WBCPCR
	Workshop on Cyber Safety by WBCPCR
	Khela Divas by WBCPCR
	Seminar on prevention of Dowry torture by WBCW
	Review meeting with DSWOs
	Review meeting of "Pratyay" Half-way Homes
	Training of ADEOs by DCRT, WB
	Training of Paramedical staff and Nurse by DCRT, WB
	Workshop with Registered Organisations under National Trust Act
September	
	Supushti Mash
	District monitoring visit for review of activities of KP-RP by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR
	Workshop on Child Marriage, trafficking, POCSO and Labour with Panchayat/ BLCPC by WBCPCR
	Hullor Release.
	Celebrating Safe Childhood – Community Radio
	Meeting of BOD of WBWDU
	Co-ordination meeting with police authorities by WBCW
	Review meeting with DSWOs & NGOs for monitoring of Swadhar/Ujjwala/Old Age Homes and DDRS/IRCA
	Training of Housefather-Housemothers of CCIs
	AGM of SCPS (2022-2023)
	Meeting of Local Level Committee Kolkata
October	
	Observing International Day of Girl child on 11th October
	Observation of International Day for Older Persons on 1st October
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC by SPMU
	Police training by WBCPCR
	District Level workshop on Cyber Safety by WBCPCR
	Awareness camp on Property matters – legal issues and legal rights by WBCW
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders.
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Training of Officer-in-Charge and PIC of NGO Run CCI

Month	Activities
November	
	Observation of Child Rights Week in State from 14th to 21st November
	Observation of International Child Rights Day on 20th November
	Celebration of Annual ECCE Day on 27th November
	District monitoring visit for review of activities of KP-RP
	District Level workshop on mental health and adolescent issues of children by WBCPCR
	Meeting of the WBTGPD Board
	Co-ordination meeting with police authorities by WBCW
	Meeting with DSWOs to review disposal of GIA proposals
	State Advisory Committee Meeting on Prevention of Trafficking
	PAP Meet(Adoption)
	Review meeting of "Pratyay" Half-way Homes
December	
	Observance of International Day for Persons with Disabilities on 3rd December
	Rojgar Mela 2023 on 3rd and 4th December, 2023
	Publication of "Sphuran" (Yearly compendium)
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC by SPMU
	Workshops on POCSO with school & Madrasah by WBCPCR.
	Meeting with Stakeholders on Child Marriage & Trafficking by WBCPCR
	Child Friendly Corner at Poush Mela by WBCPCR
	Hullor Release.
	Paribarik Mahila Lok Adalat (PMLA) by WBCW
	Bhabaghure and Pathasishu Mela with products made by inmates of Vagrants Homes and trainee children under Eradication & Control of Juvenile Beggary and Vagrancy Scheme
	Annual Sports with children under Eradication & Control of Juvenile Beggary and Vagrancy Scheme
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes.
	Review meeting on Old Age Home/Apanjan
	Meeting of Local Level Committee Kolkata
	Meeting of WBTF on RRRI by DCRT, WB
	Training/Workshop on CPMIS Portals and Mobile Apps by DCRT, WB
	Review meeting on functioning of CPC, by DCRT WB

DEPARTMENT OF YOUTH SERVICES AND SPORTS

Month	Activities
January	<ol style="list-style-type: none"> 1. Meeting with State Level Sports Associations. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 4. Meeting of the Advisory Board and working Committee of WBSCS. 5. Khel Samman & Distribution of Club Grant. 6. Release of schematic fund for Mini Indoor Games Complex / Multigym/Playground. 7. Meeting of Project Implementation Committee of WBMASF. 8. Online examination of Y.C.T.C. 9. Inauguration of Balurghat Youth Hostel 10. Organising Vivek Chetana Utsab & Subhash Utsab
February	<ol style="list-style-type: none"> 1. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 2. District visit for monitoring of ongoing sports infrastructures by Departmental officers. 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Meeting of Advisory Committee of VYBK. 5. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 6. Sports Climbing competition of WBMASF. 7. Inauguration of Bhutanghat Youth Hostel.
March	<ol style="list-style-type: none"> 1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 5. Meeting of Project Implementation Committee of WBMASF.
April	<ol style="list-style-type: none"> 1. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Meeting of Advisory Committee of VYBK . 5. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground. 6. Online examination of Y.C.T.C. 7. Inauguration of Sports Stadium at Arsha Block, Purulia
May	<ol style="list-style-type: none"> 1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground. 5. Meeting of Project Implementation Committee of WBMASF. 6. Inauguration of Sports Stadium at Baghmundi Block, Purulia

Month	Activities
June	<ol style="list-style-type: none"> 1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground 5. Inauguration of Sports Stadium at Kashipur Block, Purulia
July	<ol style="list-style-type: none"> 1. District visits for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 4. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. 5. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground 6. Meeting of Project Implementation Committee of WBMASF. 7. Slot booking for Rock Climbing. 8. Online Examination of YCTC.
August	<ol style="list-style-type: none"> 1. Meeting with State Level Sports Associations. 2. 1st Meeting for inviting nomination for Khel Samman Awards. 3. District visit for monitoring of ongoing sports infrastructures by Departmental Officers 4. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. 5. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. 7. Celebration of Rakhibandhan Utsab at Block & State level . 8. Organizing Block/ Municipal/ Municipal Corporation/ Borough level Student Youth Science Fair, 2023. 9. Organizing District level Student Youth Science Fair, 2023. 10. WBMASF sponsored Mountaineering Expedition for male & female Mountaineers.
September	<ol style="list-style-type: none"> 1. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 2. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 3. Meeting of the Advisory Board and working Committee of WBSCS. 4. Organizing State level Student Youth Science Fair, 2023. 5. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 6. Meeting of Project Implementation Committee of WBMASF. 7. Inauguration of Sports Stadium at Purulia-I Block, Purulia 8. Organising Durand Cup 2023 in collaboration with Indian Army
October	<ol style="list-style-type: none"> 1. Meeting of selection committee for scrutiny of nominations for Khel Samman Awards. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department.

Month	Activities
	<ol style="list-style-type: none"> 4. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 5. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 7. Organising Durand Cup 2023 in collaboration with Indian Army
November	<ol style="list-style-type: none"> 1. Meeting for finalization of Khel Samman Awardees. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 4. Meeting of the Advisory Board and working Committee of W.B.S.C.S. & V.Y.B.K. 5. Orientation Camp of Rock Climbing for instructors at Susunia, Bankura. 6. Radhanath Sikdar -Tenzing Norgay Adventure Award giving Ceremony. 7. Block / Municipal / Municipal Corporation / Borough level Student Youth Festival, 2023. 8. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 9. Meeting of Project Implementation Committee of WBMAF. 10. Online Examination of YCTC
December	<ol style="list-style-type: none"> 1. Preparation of final list of the club/organization eligible for grants. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 4. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 5. Organizing District level Student Youth Festival, 2023. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground.

GOVERNMENT OF WEST BENGAL



Printed at
Saraswati Press Limited
(Government of West Bengal Enterprise)