GOVERNMENT OF WEST BENGAL

ADMINISTRATIVE CALENDAR

2018



মমতা ব্যানার্জী
ममता बैनर्जी
ممتا بنرجی
Mamata Banerjee

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CHIEF MINISTER, WEST BENGAL

18th January, 2018

PREFACE

I am glad to note that the 5th edition of the Annual Administrative Calendar for the year 2018 is being brought out.

The Administrative Calendar serves as an excellent tool in facilitating time bound implementation of projects and schemes, which undoubtedly is the key to good governance. Monitoring the targets set in the Calendar helps in pointing out shortcomings and addressing the same in a time bound and effective manner. Review of schemes and programmes at the State Level Review meetings vis-a-vis the targets set has time and again demonstrated the efficacy of this very important initiative of our Government.

No doubt, the Administrative Calendar has helped Bengal in its journey to achieve a pre-eminent position in the country in governance and administration.

I do hope that all concerned will find the new Administrative Calendar equally helpful.

My heartiest greetings and best wishes to all.

(Mamata Banerjee)

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A BRIEF NOTE ON THE ACHIEVEMENTS OF THE GOVERNMENT DURING 2017

5th issue of the Administrative Calendar is due to be published at the beginning of 2018. The utility of the Administrative Calendar is now established as a benchmark to achieve the vision set by the Departments. The State Government exercises review and monitoring on the activities of various Departments from time to time and this instrument is used as an important measuring tool for that.

An update on the achievements in various sectors during 2017 is given below:

- 3 (three) new districts namely Kalimpong, Jhargram and Paschim Bardhaman and 3 (three) new Sub-Divisions namely Mirik, Jhalda and Manbazar were created and made functional during the year as a part of administrative reforms. All the district level offices have been made operational immediately after creation of the new districts.
- The State Government has received **Scotch Award** in the following fields in 2017 : **Gold Award** for e-District Mission Project and Order of Merit for Rapid Application Development (RAD).
- As an e-Governance initiative, web-service and / or database level integration for different departments were completed with Rapid Application Development (RAD) platform for Ease of Doing Business (EoDB) application.
- Payment Gateway Integration with Silpa Sathi Single Window Portal for single bulk payments for any business application completed for all BRAP 2017 parameters.
- Preparatory works for the initiative of the State Government to introduce e-office in Secretariat level have been completed by imparting training to the Nodal Officers, Master Trainers, Departmental technical persons, P.S and Staff of HMICs and providing LAN and SWAN connectivity in the Departments. Employee Master Database (EMD) and NIC e-mail ID have been created. Software Support Personnel have been recruited, trained and assigned to the Departments on completion of their engagements.
- Thirty WBCS (Exe) Officers have participated in Composite Training Programme at Presidency University, Kolkata and at Lee Kuan Yew School of Public Policy, National University of Singapore on Public Policy and Governance in 2017.
- Contruction of Integrated Administrative Building (G+6) at Alipurduar has been completed at an estimated cost of Rs. 49.83 Crore.
- Four new Police districts namely Kalimpong, Diamond Harbour, Baruipur and Sundarban Police districts have come up to ensure better policing.
- Chandannagar Police Commissionerate with necessary manpower was created during this year for better maintenance of law and order in the suburban areas of Hooghly district.
- The State Government felt the need of decentralisation of Police Stations since no such action was taken earlier with the increase in population. During this financial year clearance for 10 new Police Stations have been given and 2 new Investigating Centres. 2 new Police Stations at Mollarpur and Mothabari and one Investigating Centre at Sutia have been made fully functional.
- **Kanyashree Prakalpa**, the state government's social protection scheme for adolescent girls is now in its fifth year of implementation, and has so far provided conditional cash benefits to 44.51 lakh adolescent girls in all 23 districts of the state.
- **In 2017, Kanyashree Prakalpa received the recognition as winner of the United Nations Public Services Award 2017. The Award is a recognition of the State Government's efforts in reaching the poorest and most vulnerable through inclusive services and participation.**
- As a result of intensive intervention, prevalence of Total Underweight amongst children 0-5 years has come down from 15.11% in Nov. 2016 to 12.54% in November 2017.
- **Sishu Aloy**, the state's special initiative to improve early childhood learning and development has further been expanded to cover 10,000 AWCs last year, bringing the number of Shishu Aloys to 12402.
- The gross collection of State's Own Tax Revenue has increased from Rs. 46,716 Crore in 2016 to Rs. 51,146 Crore in 2017.

- e-Office has been introduced in Finance Department and in the Directorates of Pension, PF & GI, Treasuries & Accounts and Excise.
- i-Budget Application of the Finance Department won the **CSI Nihiliente-Governance Award** of Excellence.
- i-Budget Application of the Finance Department won the **'Outstanding Project for Digital Transformation'** Award by Indian Express Group
- e-Nathikaran Project of the Directorate of registration won the **CSI Nihilicnte-Governance Award of Recognition.**
- A new integrated Group 'A' State service titled West Bengal Revenue Service has been created by merging the existing four revenue services, viz. the West Bengal Commercial Tax Service, the West Bengal Excise Service, the West Bengal Agricultural Income Tax Service and the West Bengal Registration and Stamp Revenue Service for improving the efficiency of tax collection and providing better services to the tax-payers.
- An "Online e-Pension Portal" has been launched in May 2017 to streamline the entire process of pension cases of employees of Grants-in-Aid Institutions like School Teachers, Panchayat and Municipalities, etc. The entire process is paperless, faster and convenient. So far 4434 number of e-PPOs have been issued. The pension cases are disposed expeditiously and e-PPOs are issued in such a way that Retirement benefits are paid immediately.
- More than 200 outreach programmes have been organised to create awareness about GST and over 50 thousand dealers have participated in those programmes. Due to intensive outreach the number of taxpayers has doubled in the State and the growth is the highest in the country.
- The West Bengal State Beverages Corporation Ltd., incorporated in January 2017, was made operational in the entire State with the exception of Kolkata, South 24 Parganas and Bidhannagar where the Corporation is expected to roll out operations during January, 2018. All operations of the corporation are being handled electronically.
- In Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS), West Bengal could establish itself as the undisputed leader in the country by emerging as the top State in terms of both employment generation and expenditure incurred. The State received the national award for improving livelihood opportunities for the rural poor through convergence with various Departments and programmes.
- In PMAY (G), known as **Banglar Awaas Yojana** in the State, more than 4 lakh houses were completed and West Bengal has won national award as best performing State. In terms of sanctioning of houses too, West Bengal emerged at the top with a national award in that category as well.
- The State Government implemented the Swachh Bharat Mission (Gramin) in a campaign mode under the name 'Mission Nirmal Bangla' and could provide access to toilets to 94 percent of its rural households. During this year itself, six Districts (Coochbehar, South 24-Parganas, Howrah, Malda, Purba Burdwan and Paschim Burdwan) have provided access to toilets to all their households and have achieved an ODF (Open Defecation Free) status.
- In Anandadhara programme, the West Bengal State Rural Livelihood Mission (WBSRLM) could link 234987 SHGs to bank credit and mobilize more than Rs.40000 crore as bank credit. The growth was 167 per cent of credit linkage compared to the corresponding period in the previous year. In addition to the State Mission winning a national award for its performance, in December 2017, Aranya Sundari Mahila Maha Sangha of the Jhargram Block won the **"Inclusive Finance India Award 2017"** in a function at New Delhi as a recognition for their contribution in advancing financial inclusion.
- In Banglar Gram Sadak Yojana (earlier known as PMGSY), 2017 could see construction of 872 new roads covering a total length of 2900 km. The State Government successfully launched a massive weeklong campaign covering different road construction programmes of the Department in June 2017, where 18000 km of road could be constructed and upgraded. The State Government received the national award for connecting habitations with all weather road networks under rural connectivity programme.
- A long-standing anomaly in implementation of the National Social Assistance Programme (NSAP), which

despite its universal character faces a State cap from the Central Government has been addressed by the State Government by introducing a new scheme, named as **"Banglar Bisesh Bhata Prakalpa"** (
). The new scheme, wholly funded out of the State budget following the funding pattern of the national programme, covers 3.25 lakh beneficiaries in the rural and urban areas taken together.

- The State has implemented a new scheme under the name **'Samabyathi'** to offer financial aid amounting to Rs. 2,000/- to underprivileged people to enable them to perform the last rites of their near and dear ones. During 2017 Rs.44.69 Crore was released under the scheme and 147481 households have been provided with the benefit.
- Under the State funded **'Gitanjali'** Housing Scheme 80,213 units of dwelling units have been constructed during 2017 against the target of 60,000 units.
- The objectives of the State Government to provide safe drinking water to all its inhabitants is being fulfilled with the commissioning of 137 nos. of piped water supply schemes (PWSS) and 2,324 nos. of hand pump / rig bored tube wells benefitting a total population of 41.37 lakh in 2017.
- In 2017, 111 nos. of new PWSS with total project cost amounting to Rs.1,435.74 crores, 25 nos. of augmentation / rejuvenation schemes amounting to Rs. 120.18 crores and 3,039 nos. of spot sources amounting to Rs.79.59 crores have been sanctioned by State Level Scheme Sanctioning Committee.
- The State has been awarded **"Krishi Karman Award"** by the Government of India in 2017 for the 5th year in a row along with selection of two farmers from West Bengal for **"Agriculture Minister's Krishi Karman Award"** in the year 2017.
- Rice Research Station, Chinsurah has been declared by the ICAR as the best AICRP centre for its overall performance in 2016.
- Under **'Jal Dharo Jal Bharo'** scheme 8327 tanks have been rejuvenated (WRIDD) for rain water harvesting and for creation of micro irrigation sources for 8327 Hectares of cultivable land. Apart from those 45650 tanks have been re-excavated (P & RD) under MGNREGS during 2017 for augmentation of micro irrigation potential of the State through rain water harvesting.
- Green City Mission - 364 schemes at an estimated cost of 459.52 Crores under the Green City Mission have already started across the state in 2016-2017. 1,670 schemes at an estimated cost Rs. 643.86 Crores have already begun in 2017-2018. The schemes cover Green Space Development, LED lights, High Mast/Illumination lights, conservation and beautification of water bodies, development of road median, landscaping, beautification of hospitals, tree plantation and CCTV etc. 766 Parks/Green Space Development, 227 Road/Median beautification and development, 271 Illumination/ LED/ Solar Light Project, 189 Water Bodies are the major approved projects. In addition, Projects under Utsadhara , Heritage Towns development , Alo sree are also being taken up under Green City Mission.
- Three new Development Authorities have been constituted in the name of Mukutmanipur Development Authority (in 2017), Changrabanda Development Authority (CBDA) and Tarakeswar Development Authority (TKDA) for up-gradation of existing infrastructure and creation of new tourism attraction in a planned manner.
- Four nos. of water supply projects in Nabadwip, Ranaghat, Coochbehar and Kharagpur Municipalities have been commissioned.
- 11951 nos. of sanctioned Housing for EWS/Poor in municipal towns have been completed and handed over to the beneficiaries.
- Swings and Seesaw were provided in 990 primary schools. The school buildings of 162 New set up schools were constructed and 50 model school buildings were completed. Nearly 1038 additional classrooms were constructed adding more learning space to schools. Library Grant was given to 638 schools. 1563 Kitchen Cum Stores were constructed for Mid-Day-Meal. Apart from that 193 schools were upgraded.
- 41,488 primary teachers have joined in service on completion of the Recruitment Process.
- 117.58 lakh students have been provided with Mid-Day-Meal in 2017.

- The State Government's prerogative to encourage the small and medium enterprises yielded results as more than 47,300 MSMEs were registered employing more than 2.8 lakh people during this year. More than 80 new clusters were taken up for development and bank credit flow from January to September, 2017 was Rs. 27,628 Crore.
- Over 5,000 cases were facilitated by MSME Facilitation Centres for obtaining statutory clearances.
- Close to 60 lakh additional man-days were created in Handloom sector and about 14,000 weavers were provided with skill development training.
- Fifteen Karma Tirtha and 13 Common Facility Centres were made operational and Biswa Bangla Shilpi Haat in Siliguri was completed.
- Three new EHV Sub-Stations having transformation capacity of 2315 MVA were commissioned by WBSETCL during 2017.
- Fifteen nos. new 33/11 kV Sub-stations having capacity 135 MVA were commissioned by WBSEDCL.
- 7,15,314 new APL households and 11,929 BPL households were provided electricity connections raising the total household coverage to 99.76% by WBSEDCL.
- 221 nos. of Govt. and Govt. aided schools were covered under school solar programme of plant size 10KWp each adding total capacity of 2.21 MW solar power into the grid.
- 2 new Govt. and 4 new Private Polytechnics have been made functional during the year along with 1 Govt. and 12 Private ITI.
- One Private University and one Government College established in 2017 are among the 48 new Colleges and 17 Universities created during the last 6 years, Bills have been passed for creation of another 4 State Aided and 1 Private Universities.
- WBSEDCL was declared as the winner of 'Utility achieving highest electrification of un-electrified households' and 'Innovation in Energy Storage through Hydro' in the category of innovation in power awards 2017 by IPPAI. WBSEDCL was also given the award of excellence as 3rd best power utility in the 11th India Energy Summit 2017 by ICC.
- The State Government has been providing free treatment, free diagnostics and free medicines in the Government hospitals.
- 5 new Medical Colleges at Cooch Behar, Raiganj, Rampurhat, Purulia and Diamond Harbour have been planned to be set up and civil infrastructure are under construction. Besides, 4 new private Medical Colleges are also coming up.
- Out of the 42 Super Speciality Hospitals set up by the State Government during the last 6 years OPD treatment has been introduced in 6 SSH and IPD in 15 SSH during 2017 itself. Moreover, 4 new Mother and Child Hub, 7 new SNCU and 2 new Fair Price Medicine Shop have come up this year along with 2 new Fair Price Diagnostic Centres and 3 new Critical Care Units.
- In the State, the rate of Institutional Delivery has increased to 95% and Infant Mortality Rate has reduced to 25 per 1000 live births. 68(sixty eight) SNCUs (Sick Newborn Care Unit) are functional in the State with 2098 functional beds. 15(fifteen) PICUs (Paediatric Intensive Care Units) are being augmented at 13(thirteen) Medical Colleges and at Dr. B.C. Roy PGIPS & Chittaranjan Seva Sadan. Dedicated Neonatal Ward for sick neonates has been planned for 30 facilities with 780 beds. 94% of the children in the State are fully immunized.
- State of the art Linear Accelerator (LINAC) machines for external beam radiation treatments for patients with cancer have been planned in 5 Medical Colleges, i.e., R.G. Kar Medical College, NRS Medical College, Calcutta Medical College, Burdwan Medical College and Murshidabad Medical College.
- H & FW Deptt. has undertaken comprehensive upgradation of Labour Room, Operation Theaters, Toilets, Power backups and Drinking Water at Primary Healthcare Centre (PHC), Community Health Centre (CHC), Sub-Divisional Hospitals (SDH), State General Hospital (SGH) and Rural Hospitals (RH) with allocation of Rs.132.66 crores.

- 62,90,446 nos. families are covered under RSBY Scheme and 2,86,027 nos. of beneficiaries have availed health care using their RSBY Smart Card. More than 37 Lakh families have been benefitted under **Swasthya Sathi** scheme.
- In order to make the state self sufficient in egg production, a new incentive scheme namely **'West Bengal Incentive Scheme, 2017 for Commercial Layer Poultry Farm and Poultry Breeding Farm'** has been introduced to provide capital grant/ subsidy of Rs. 8.00 lakh (for every 10,000 layer poultry) subject to ceiling of Rs. 80.00 lakh, interest subsidy on term loan will be 40% of total interest paid on 75% of term loan for 5 years for micro farm (capacity 10,000-20,000 layer birds) and small farm (capacity 20,000 to 1 lakh) while for medium farm (capacity over 1 lakh) it is 25%, waiver of electricity duty upto 75%, power subsidy for micro and small farm @ Rs. 1.50 per kwh and for medium farm it is Rs. 1.00 per kwh, 50% subsidy on stamp duty & registration fees for the farm land. the subsidy involved under the scheme is Rs.205.60 crore over a period of five years. 31 projects have already been processed with an investment of about Rs.123.00 crores.
- The State Government has spent more than Rs. 100 Crore to ensure that VYBK is FIFA compliant and also to ensure that all up-gradation works including beatification are completed in time. **The FIFA U-17 World Cup India 2017 was held with appropriate finesse and VYBK was vested with responsibility for holding eleven World Cup matches, the number being highest in single stadium in the history of FIFA.**
- Construction of Stadium and Sports Complex have always been in the priority of the Government to encourage the youths of the state in sports and games and as part of this endeavour construction works have been undertaken at Diamond Harbour, Naihati, Barrackpore, Islampur, Kalna, Balurghat, Kalyani, Uluberia and Kultali and swimming pool at Canning and Baruipur.
- In 2017 PWD has taken over 281 important roads having total length of 2595 KMs from Zilla Parishads / Municipalities for improvements and up-gradation.
- Widening and strengthening of roads continued to remain in the priority of the Government and 2610 KMs of such major roads have been upgraded in 2017.
- Construction of 18 major bridges over different rivers and canals have been completed during the year.
- Upgradation of Balurghat Airport has been completed.
- Under 'Baitarini' scheme construction of Electric Crematorium (Type-I) has been undertaken along with up-gradation of Crematoriums (Type-II) in Rural areas. Inurban / municipal areas 27 such Electric Crematoriums have been completed in 2017.
- In the irrigation sector restoration of 96,600 acre area under major and medium irrigation schemes could be successfully completed alongwith 18 new check dams in Purulia and Bankura districts for harnessing surface water to create irrigation potential of 1,330 acre.
- Construction of 99 new road bridges was completed over various irrigation channels and drainage khals and conducted Safety Audit of 457 bridges and other structures over irrigation and drainage channels.
- Improvement of flood protective embankments including anti-erosion work for a total length of 503 KM and re-sectioning of rivers and drainage channels for a length of 309 km could be done successfully.
- Production of fish experienced a steady progress with total production of 17.30 Lakh M.T of fish during the year.
- Construction of Cold Storage facilities at Contai, Kalyani, Diamond Harbour and Petuaghat, Dry Dock at Kakdwip and Petuaghat and Modern Fish Market at Hattala, Kalyani and Uluberia has been completed.
- In transport sector some radical changes have been introduced for convenience and safety of the passengers. Process of retro-fitment of Speed Limiting Devices (SLD) in existing transport vehicles has been initiated. Road safety measures like Integrated Traffic Management System and Surveillance System, laser based speed radar gun and enforcer camera, CCTV surveillance etc. have been introduced. Road Safety Awareness Program 'Safe Drive Save Life' has been arranged in different areas in WB. Trauma Care Ambulances, Motor Bike, App Based identification of traffic system have also been introduced.

- New passenger- friendly Mobile App, called '**Pathodisha**', for ease of movements, initially in the buses run by WBTC has been introduced and gradually it will be applicable for Private Buses. Intelligent Transport System facilities, like GPS, CCTV etc are being introduced in state buses for the benefit of the passengers. Among other intelligent transport system, Automated Fare Collection System (AFCS), Ticket Booking through Electronic Ticketing Machine (ETM) have been introduced in buses.
- **Gatidhara** scheme for unemployed youth enrolled with the Employment Bank has been continuing. Since 2015-16, total number of sanctioned cases is 12137 out of which 11426 vehicles are plying on road. In 2017-18, the target is 10,000, out of which 4235 cases have been sanctioned so far.
- To promote mobility and reduce drop-outs, Backward Classes Welfare Department has introduced **'Sabooj Sathi'** a flagship scheme of providing bi-cycles to all students of class IX-XII, Government run and aided schools and Madrasahas. In the last fiscal 22 lakhs bi-cycles have been distributed among the eligible students. For the immaculate operation of the scheme through online method the scheme has won Skoch Order of Merit for Smart Governance Project of India and award of appreciation from Nihilent CSI e-Governance Award for Best e-Governance Project.
- An innovative scholarship scheme, **'Shikshashree'**, has been introduced for SC students of class V to VIII in which 10.58 lakh students were covered.
- 19,500 ST candidates, both male and female were provided skill training in different occupations. Out of them more or less 16000 were self/ job-employed. "Ethnic Beauty Care", innovative skill training in 'Beauty and Personal care' has been declared as the single largest skill development initiative taken up by any State in the Country.
- The State Government is committed to the holistic development of the minorities. Different types of Scholarships like Pre-Matric, Post-Matric, Merit cum Means, Talent Support Programme etc. amounting to Rs. 4928 Cr. has so far been released to 171.20 Lakh Minority students. West Bengal stands first in the country so far as in number of (i) Pre Matric & (ii) Post Matric Scholarships are concerned. This year, an all time record of around 34 lakh applications have been received for Pre and Post Matric Scholarship. This will require a fund of Rs. 706 Crore approx.
- Different types of Loans namely Term Loan, Micro Finance (DLS), and Minority Women Empowerment Programme (MWEP) etc. are important components of financial assistance and support to the community members. Loans amounting to Rs.1305 Cr. have so far been provided to 6.59 Lakh persons. Regarding disbursement of (i) Micro Credit & (ii) Term Loan schemes also West Bengal ranks first among the states in India.
- The State Government has decided to plant a sapling with the birth of every girl child in the State under the scheme **'Sabuj Shree'**. During 2017 an amount of Rs. 7.79 Crore (aprox) was spent for plantation of 13,78,872 seedlings under the scheme.
- Labour Department has won 9 (nine) awards in the SKOCH Awards for Smart Governance, 2017. Among these nine, this department has won 3 Platinum and 2 Gold awards. An overall Platinum Award for the Best Department, a Platinum Award for "Ease of Doing Business in Labour Deptt." and a 3rd Platinum Award for "Inspection reforms under the Labour Commissionerate." The 2 Gold Awards were won for "Yuvasree" Project and for **"Samajik Suraksha Yojana"** (SSY) Project of this department.
- This Department has also bagged the **CSI - Nihilent e-Governance Award, 2017 for the "Ease of Doing Business in Labour Deptt." Project in 2017**.
- **'Samarthan'** a scheme of the State Government was introduced to provide one time financial assistance (Rs. 50,000/-) to the workers of this state employed in other States and lost employment due to demonetization by the GOI in November, 2016 and were forced to migrate back to the State, to enable them start an alternative business/ self-employment scheme. Rs. 78.09 Crore was released by the Government so far and 12793 families have received the benefit out of the registered 18512 registrants.

MALAY KUMAR DE
Chief Secretary
Government of West Bengal

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Department of Agricultural Marketing

Period/ Month	Activity	Target for the Month	Achievement	Remarks
January 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 11 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Accomplishment of 75% of the total sanctioned amount for 2017-18		
	Post Harvest Schemes and trainings	Accomplishment of 80% of the total target for 2017		
	Participation in Block Level Krishi Mela	90% participation		
	Cold Storage Disinfection Programme	60 % accomplishment for the year 2018-19		
	Monitoring of Markets, Data Collection and Record	Daily		
	Board Meeting of WBSAMB	Meeting to be held with Hon'ble Members of the Board regarding (i) Acceptance of Budget (ii) Other matters		
	Meeting with Engineers of WBSAMB	Meeting with AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Murshidabad, Nadia, North 24 Parganas, South 24 Parganas, Howrah & Hooghly.		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to 3(Three) RMCs and Krishak Bazars		
	Completion of Construction of Paddy Auction Shed	2 Nos.		
	Completion of Construction of Market Complex	2 Nos.		
	Advanced Computer training at NSTIAM	30 number of Departmental officials in 2 batches		
	Commencement of Post-Harvest Management Training for (14 days)	30 number of participants from FPO/ FPC/SHGs		
	Participation in KrishiMela for display and sale of aromatic rice by PAMCL	Depending on the no of such proposals received and approved		
	Procurement of Paddy by PAMCL	5500MT		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
February 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 11 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Accomplishment of 85% of the total sanctioned amount for 2017-18		
	Post Harvest Schemes and trainings	Accomplishment of 90% of the total target for 2017		
	Mati Mela (Tentative)	100% Participation		
	Cold Storage Disinfection Programme	100 % accomplishment for the year 2018-19		
	Monitoring of Markets, Data Collection and Record	Daily		
	RMC Meeting	Administrative Review Meeting with all RMCs		
	Meeting with Engineers of WBSAMB	Meeting with AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Purba Burdwan, Paschim Burdwan, Birbhum, Bankura, Purulia, Purba Medinipur, Paschim Medinpur & Jhargram		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to 3(Three) RMCs Krishak Bazars		
	Completion of Construction of Shed	1 Nos.		
	Completion of Construction of Link Road	4 Nos		
	Repairing work of Market Yard	1 no		
	Completion of Construction of Auction Shed	1 no		
	Computer Hardware Management Training at NSTIAM	15 number of Departmental officials in 1 batch		
	Basic Computer training at NSTIAM	15 number of Departmental officials in 1 batch		
	Tally Training at NSTIAM	30 number of Departmental officials in 2 batches		
	Training at NSTIAM on Entrepreneurship and Marketing Chain Development (90 days) for 2017-18	Completion of Training on Entrepreneurship and Marketing Chain Development continuing from Nov-2017 (4 Batches)		
	Participation in KrishiMela and Agri Horti Fest for display and sale of aromatic rice By PAMCL	Participation		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
February 2018	Procurement of Paddy by PAMCL	5500 MT		
	Commissioning of Rice and Dal Mill	Completion of civil structure and electrical installation for 3 Rice Mills at Ranaghat, Singur and Raiganj Krishak Bazars and 1 Pulse Mill at Ranaghat Krishak Bazar.		
March 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 10 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Accomplishment of 100% of the total target, evaluation of execution, submission of UC for 2017-18		
	Post Harvest Schemes and trainings	Accomplishment of 100% of the total target, evaluation of execution, submission of UC for 2017-18		
	Cold Storage Disinfection and loading	100% Completion of loading in South Bengal Districts and at least 80% completion of loading in North Bengal Districts for the year 2018-19		
	Cold Storage License Renewal	70% for the year 2017-18		
	Monitoring of Markets, Data Collection and Record	Daily		
	Meeting with Engineers of WBSAMB	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of North Bengal viz. Cooch Behar, Jalpaiguri, Alipurduar, Kalimpong, Darjeeling, Uttar Dinajpur, Dakshin Dinajpur & Malda		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to 3(Three) RMCs and Krishak Bazars		
	Infrastructure Development by Renovation of Agricultural Farms & Research Station	3 nos		
	Completion of Construction of Link Road	2 Nos		
	Completion of Construction of Administrative Building of Agricultural Marketing Department	1 no		
	E-connectivity	Initiation of e-connectivity project with all RMCs & other markets		
	Training at NSTIAM on Entrepreneurship and Marketing Chain Development (90 days) for 2017-18	Completion of Training on Entrepreneurship and Marketing Chain Development continuing from Nov-2017 (2 Batches)		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
March 2018	Workshop with the Trained members of Young Members of Farm Family groups and FPO/FPC/SHGs at NSTIAM	1 workshop with selected 30 trainees		
	Procurement of Paddy by PAMCL	5500 MT		
	Commissioning of Rice and Dal Mill	Completion of installation of machinaries for 3 Rice Mills at Ranaghat, Singur and Raiganj Krishak Bazars and 1 Pulse Mill at Ranaghat Krishak Bazar.		
April 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 5 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Preparation and submission of the schemes for 2018-19		
	Post Harvest Schemes and trainings	Preparation and submission of the schemes for 2018-19		
	Cold Storage loading	100% completion of loading in North Bengal Districts for the year 2018-19.		
	Cold Storage License Renewal	80% for the year 2018-19		
	Estimation of stock of potato in Cold Storage	80% accomplishment		
	Monitoring of Markets, Data Collection and Record	Daily		
	Board Meeting of WBSAMB	Meeting to be held with Hon'ble Members of the Board		
	RMC Meeting	Administrative Review Meeting with all RMCs		
	Meeting with Engineers of WBSAMB	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Murshidabad, Nadia, North 24 Parganas, South 24 Parganas, Howrah & Hooghly.		
	Completion of Construction of Auction Platform	1 no		
	Completion of Construction of concrete road	2 nos		
	Construction of the static outlet (7m×9.5m) of Sufal Bangla project	12 nos		
	Preparatory work for 2018-19 NSTIAM training – 6 batches (for 90 days training program of training on Entrepreneurship and Marketing Chain Development)	Submission of Training Proposals		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
April 2018	Preparatory work for 2018-19 NSTIAM training – 6 batches (for 14/7 days' post-harvest management training)	Submission of Training Proposals		
	Procurement of Paddy by PAMCL	5500 MT		
May 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 5 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Receiving and processing of Applications for the year 2018-19		
	Post Harvest Schemes and trainings	Receiving and processing of Applications for the year 2018-19		
	Cold Storage License Renewal	80% for the year 2018-19.		
	Estimation of stock of potato in Cold Storage	100% accomplishment		
	Monitoring of Markets, Data Collection and Record	Daily		
	Meeting with Engineers of WBSAMB	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Purba Burdwan, Paschim Burdwan, Birbhum, Bankura, Purulia, Purba Medinipur, Paschim Medinpur & Jhargram		
	Completion of Construction of Retail and Wholesale Market	1 no		
	Preparatory work on selection of trainees for 2018-19 NSTIAM training – 6 batches – 1st phase (for 90 days training program of training on Entrepreneurship and Marketing Chain Development)	Selection of Blocks for trainees and Block Co-Ordinating Officers		
	Preparatory work on selection of trainees for 2018-19 NSTIAM training – 6 batches (for 14/7 days' post-harvest management training)	Selection of Blocks for trainees and Selection of Blocks coordinating officers		
	Procurement of Paddy by PAMCL	4000 MT		
June 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 3 no. of Sufal Bangla Retail Outlets as per feasibility		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
June 2018	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Commencement of Selection of Beneficiaries for the Year, i.e, 2018-19		
	Post Harvest Schemes and trainings	Commencement of Selection of Beneficiaries for the Year, i.e, 2018-19		
	Monitoring of Markets, Data Collection and Record	Daily		
	Meeting with Engineers of WBSAMB	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of North Bengal viz. Cooch Behar, Jalpaiguri, Alipurduar, Kalimpong, Darjeeling, Uttar Dinajpur, Dakshin Dinajpur & Malda		
	Infrastructure Development by Renovation of Agricultural Farms & Research Station	6nos		
	Completion of Construction of Construction of Shopping Complex	1 no		
	Completion of Construction of 300 MT Godown	1 no		
	Completion of Construction of Stalls & Auction Platform	1 no		
	Preparatory work on selection of Trainees for 2018-19 NSTIAM training – 6 batches – 1st phase (for 90 days training program of training on Entrepreneurship and Marketing Chain Development)	Selection of Training Provider, Trainees and Pre-training interactions with trainees at block		
	Preparatory work on selection of Trainees for 2018-19 NSTIAM training – 6 batches (for 14/ 7 days' post-harvest management training)	Selection of Trainees		
	Procurement of Paddy by PAMCL	4000 MT		
July 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 3 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Commencement of Execution of schemes for the year 2018-19		
	Post Harvest Schemes and trainings	Commencement of Execution of schemes for the year 2018-19		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
July 2018	Monitoring of Markets, Data Collection and Record	Daily		
	WBSAMB Board Meeting	Meeting to be held with Hon'ble Members of the Board		
	RMC Meeting	Administrative Review Meeting with all RMCs		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Murshidabad, Nadia, North 24 Parganas, South 24 Parganas, Howrah & Hooghly.		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Three RMCs and Krishak Bazars		
	Infrastructure Development by Renovation of Agricultural Farms & Research Station	4 Nos.		
	Commencement of Training at NSTIAM on Entrepreneurship and Marketing Chain Development- 1st phase (90 days)	80 numbers of participants from Young Member of Farm families in 6 batches		
August 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 5 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	Finalisation of Beneficiary List and release of fund for 2018-19		
	Post Harvest Schemes and trainings	Finalisation of Beneficiary List and release of fund for 2018-19		
	Monitoring of Markets, Data Collection and Record	Daily		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Purba Burdwan, Paschim Burdwan, Birbhum, Bankura, Purulia, Purba Medinipur, Paschim Medinpur & Jhargram		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Two RMCs and Krishak Bazars		
	Infrastructure Development by Renovation of Agricultural Farms & Research Station	1 No.		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
August 2018	Training at NSTIAM	80 numbers of participants from Young Member of Farm families in 6 batches (continuing from previous month)		
	Commencement of NSTIAM Training on Post Harvest Management. (14/7 days)	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Supervision of ongoing works by PAMCL	Monitoring meeting with officials of BCKV on RKVY Scheme		
September 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 6 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	25% completion of the schemes		
	Post Harvest Schemes and trainings	25% completion of the schemes		
	Monitoring of Markets, Data Collection and Record	Daily		
	RMC Meeting	Administrative Review Meeting with all RMCs		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of North Bengal viz. Cooch Behar, Jalpaiguri, Alipurduar, Kalimpong, Darjeeling, Uttar Dinajpur, Dakshin Dinajpur & Malda		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Two RMCs and Krishak Bazars		
	Training at NSTIAM	80 numbers of participants from Young Member of Farm families in 6 batches (continuing from previous month)		
	Commencement of NSTIAM Training on Post Harvest Management. (14/7 days)	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
October 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 5 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	50% completion of the schemes		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
October 2018	Post Harvest Schemes and trainings	50% completion of the schemes		
	Monitoring of Markets, Data Collection and Record	Daily		
	Board Meeting	Meeting to be held with Hon'ble Members of the Board		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Murshidabad, Nadia, North 24 Parganas, South 24 Parganas, Howrah & Hooghly.		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Two RMCs and Krishak Bazars		
	Training at NSTIAM	Completion of 1st phase training of 90 days training program		
	Preparatory work on selection of Trainees for 2018-19 NSTIAM training – 6 batches – 2nd phase (for 90 days training program of training on Entrepreneurship and Marketing Chain Development)	Selection of Blocks for trainees Selection of Trainees		
	Supervision of ongoing works by PAMCL	Monitoring meeting with officials of BCKV on RKVY Scheme		
November 2018	Monitoring Meeting by the Department	Administrative Review Meeting with District and Directorate officers		
	Opening of Sufal Bangla Outlet	Opening of 9 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	60% completion of the schemes		
	Post Harvest Schemes and trainings	60% completion of the schemes		
	Monitoring of Markets, Data Collection and Record	Daily		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of South Bengal viz. Purba Burdwan, Paschim Burdwan, Birbhum, Bankura, Purulia, Purba Medinipur, Paschim Medinpur & Jhargram		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Two RMCs and Krishak Bazars		

Month	Activities	Target(s) for the Month	Status / Achievement	Remarks
November 2018	Preparatory work on selection of Trainees for 2018-19 NSTIAM training – 6 batches – 2nd phase (for 90 days training program of training on Entrepreneurship and Marketing Chain Development)	Pre-training interactions with trainees at block Commencement of Training at NSTIAM on Entrepreneurship and Marketing Chain Development—2nd phase (90 days) with 80 number of trainees		
	Commencement of NSTIAM Training on Post Harvest Management. (14/7 days)	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Extension work by PAMCL	Research and extension programme on Aromatic Rice Project jointly with BCKV.		
	Participation in Melas/Fairs by PAMCL	Participation in ITTF at PragatiMaidan, New Delhi for promotion and sale of aromatic rice along with processed food products of Directorate of Agricultural Marketing.		
December 2018	Monitoring Meeting by the Department	Administrative Review Meeting with RMC and WBSAMB officials		
	Opening of Sufal Bangla Outlet	Opening of 9 no. of Sufal Bangla Retail Outlets as per feasibility		
	Subsidy linked schemes like Amar Fasal Amar Gola, Amar Fasal Amar Gari, Amar Dhan Amar Chatal, Processing Devices under BGREI	80% completion of the schemes		
	Post Harvest Schemes and trainings	80% completion of the schemes		
	Monitoring of Markets, Data Collection and Record	Daily		
	Board Meeting	Meeting for Budget of WBSAMB for the Financial Year 2018-19		
	Budget Meeting	Meeting for Budget of WBSAMB for the Financial Year 2019-20		
	RMC Meeting	Administrative Review Meeting with all RMCs		
	Meeting with Engineers	AEs/SAEs of the WBSAMB and Sr. SAE/ SAE of RMC relating to Progress of Development works and RMC works for the Districts of North Bengal viz. Cooch Behar, Jalpaiguri, Alipurduar, Kalimpong, Darjeeling, Uttar Dinajpur, Dakshin Dinajpur & Malda		
	Visit to RMC	Visit of CEO/Other Officers of the WBSAMB to Two RMCs.		
	Training at NSTIAM	80 numbers of participants from Young Member of Farm families in 6 batches (continuing from previous month)		
	Commencement of NSTIAM Training on Post Harvest Management. (14/7 days)	30 numbers of participants from selected FPO/FPC/SHG in 2 batches		
	Supervision of ongoing works by PAMCL	Monitoring meeting with officials of BCKV on RKVY Scheme		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
January	i	Testing of Harvested Seeds for Pre-Kharif Crops of previous year.	To be completed		
	ii	Crop Insurance with finalization of yield data of Aus paddy, jute & maize as per Crop Cutting Experiment (CCE)	Preparatory work to be completed		
	iii	Second Advanced estimate of Area, Yield & Production	To be completed		
	iv	Meeting of Governing Body of W.B.S.F.S.A. (West Bengal State Food Security Agency)	To be convened		
	v	Distribution of pre-Kharif seeds for schemes (Moong, Hybrid Maize, Sesame, Ground Nut, Sunflower)	To be completed		
	vi	SLPSC (State Level Sanctioning Committee) meeting of RKVY & Other schemes	To be convened		
	vii	Mati utsav	To be organised		
February	i	Annual Review Meeting on Financial Achievements	To be Convened		
	ii	Kharif Cropping Plan of Government Farms	To be finalised		
	iii	Tender for selection of Insurance agency	To be floated		
	iv	Distribution of pre-Kharif seeds for schemes (Moong, Hybrid Maize, Sesame, Ground Nut, Sunflower as per approved programme)	To be completed		
	v	Monitoring & Review of PKVY clusters and registration in Portal	To be Undertaken		
	vi	Review & Monitoring of FPC (Farmers' Producer Companies) promoted by the Department	To be Undertaken		
	vii	On-farm and off-farm training to 3945 nos. Sericulturists as part of the HRD Programme (Sericulture)	To be completed		
March	i	Crop Cutting Experiment (CCE) on Rabi Crops: CCE of Potato to be done by Agriculture; other by BAE&S	Liaisoning with BAE&S		
	ii	Third advanced estimate of AYP (Area, Yield & Production) of crop of previous year	To be completed		
	iii	Notification of Kharif crops for Agricultural Insurance	To be issued		
	iv	Distribution of Subsidy for Farm Mechanisation (Power operated Machineries: Tractor, Power tiller, Pump Sets	To be completed		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
March	v	Supply of jute seeds	To be completed		
	vi	SLSC (State Level Sanctioning Committee) meeting of RKVY (Rashtriya Krishi Vikas Yojona)	To be convened		
	vii	Net Grant Statement	To be prepared		
	viii	Distribution 10 lakh Soil Health Cards (Cumulative)	To be achieved		
	ix	Board Meeting of West Bengal State Seed Corporation	To be convened		
	x	Training of 600 Farmers and Farm Women under State Plan	To be completed		
	xi	Training of 9 extension personnel	To be completed		
	xii	Supply of 48 (forty eight) Generator Set to Progressive Mulberry Reelers/Graineurs at Malda and Murshidabad (Sericulture)	To be finalised		
	xiii	SLSC Meeting for PMKSY	To be convened		
April	i	Performance report of (State Plan & Central Sector Plan) Scheme	To be submitted		
	ii	Meeting of State Variety Release Committee (SVRC) and West Bengal State Seed Committee for consideration of new variety release	To be convened		
	iii	Supply of Soil Nutrients to 700 Seri farmers in RKVY assisted Districts (Sericulture)	To be completed		
May	i	Notification of Insurance Agency for Kharif Crops	To be issued		
	ii	Contingency Plan against natural calamity on the basis of forecast report by IMD	To be finalised		
	iii	Seed Rolling Plan	To be finalised		
	iv	Distribution of Kharif Paddy Seed and Critical inputs for Demonstration	To be undertaken		
	v	Distribution of Seeds of Arahar & Kharif Ground nut (as per programme)	To be commenced		
June	i	Rabi & Rabi Summer Cropping Plan of Govt. Farms	To be completed		
	ii	Surveillance & status of Kharif seed bed	To be finalised		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
June	iii	Weather – condition & Status of Kharif seed bed	To be finalised		
	iv	Fourth advanced estimate of AYP (Area, Yield & Production) of crop of previous year	To be completed		
	v	Programme, Planning & Implementation Committee (PPIC) meeting and Research activity for Kharif & post Kharif	To be convened		
	vi	Board Meeting of West Bengal State Seed Corporation	To be convened		
	vii	Quarterly review meeting at Department with district level officers	To be convened		
	viii	Distribution of Kharif Paddy Seed and Critical inputs for Demonstration	To be completed		
	ix	Installation of 15 (fifteen) Irrigation facilities with Submersible Pump Set at Birbhum, Malda and Nadia (Sericulture)	To be completed		
July	i	Meeting of Governing Body of W.B.S.F.A.	To be convened		
	ii	Annual Audit Report for WBSFA, annual audit report, performance appraisal	To be submitted		
	iii	Distribution of Black Gram seeds	To be completed		
	iv	Rabi-Rabi summer input requirement for schematic works	To be finalised		
	v	Review of Crop Coverage	To be assessed		
August	i	Meeting of the Governing Body of WBSWDA	To be convened		
	ii	Early Rabi Seed & input pre-positioning / distribution (Toria)	To be commenced		
	iii	Review of Crop coverage	To be assessed		
	iv	Training of 22 extension personnel	To be completed		
	v	Mechanised Egg Incubation Chamber Murshidabad and Malda (Sericulture)	To be functional		
	vi	Meeting of the Governing Body of WBSWDA	To be convened		

Department of Agriculture

Month	Activity		Target (s)	Status/ Achievement	Remarks
1	2A	2B	2C	3	4
September	i	Meeting of SLSC of RKVY	To be convened		
	ii	Agricultural Insurance notification for Rabi crops	To be notified		
	iii	Early Rabi Seed & input distribution (Toria, Khesari)	To be completed		
	iv	First Advanced estimate of Area, Yield & Production for current year	To be completed		
	v	Board meeting and AGM of West Bengal State Seed Corporation Ltd.	To be completed		
	vi	Review of Crop coverage	To be completed		
October	i	Fourth/Final estimate of AYP (Area, Yield & Production) of previous year	To be completed		
	ii	Notification Crop Ins Co for Rabi	To be issued		
	iii	Programme, Planing & Implementation Committee (PPIC) meeting and Research activity for Rabi, pre-Kharif	To be convened		
	iv	Rabi seed & input pre-positioning, distribution (Wheat, Rabi Pulses, Mustard)	To be commenced		
	v	Quarterly Review Meeting on Financial Achievements	To be convened		
November	i	Rabi seed & input pre-positioning, distribution (Wheat, Rabi Pulses, Mustard)	To be completed		
	ii	Sale of seed potato through Fair Price Shop by WBSSC	Start of Sale		
	iii	Preparatory meeting on Mati Utsav at Department	To be convened		
	iv	Supply of Mulberry HYV planting materials and HYV Silkworm seeds to various Sericulture States (Sericulture)	To be completed		
	v	Training of 390 SC & ST Farmers and Farm Women under State Plan	To be completed		
December	i	Second Advanced estimate of Area, Yield & Production for current year	To be completed		
	ii	Block Krishi Mela	To be organised		
	iii	Preparatory meeting on Mati Utsab at Bardhaman	To be convened		
	iv	Meeting of Seed Rolling Plan of Kharif	To be convened		

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
December	v	Boro paddy Seed & Critical inputs of Demonstration Centres (Boro paddy; Gram)	To be completed		
	vi	SLSC meeting of RKVY	To be convened		
	vii	Quarterly Review Meeting on Financial Achievements	To be convened		
	viii	Distribution of 25 lakh Soil Health Cards (Cumulative)	To be achieved		
	ix	Board Meeting of West Bengal State Seed Corporation	To be convened		
	x	Training of 950 Farmers and Farm Women under State Plan	To be completed		
	xi	Training of 15 extension personnel	To be completed		
	xii	Installation of 6 (six) Multiend Reeling Machine at Nadia, Malda, Murshidabad and Birbhum under RKVY (Sericulture)	To be completed		

Department of Animal Resources Development

Month	Name of Deptt.	Target for Jan. to Dec., 2018
Jan.'18	WBLDC	• Procurement of 'Meat on Wheelz' for Marketing of Haringhata Meat and Meat Products – 1 nos
		• Extension & Modification of Food Junction (KAVIAR) at District HQ – 1 no.
	DAH&VS	• Duckling/ Chick Distribution - 3.00 lakh
		• Goat Distribution - 2000 Nos.
		• Animal Health Camp - 150Nos.
	WBUAFS	• Celebration of Foundation Day of the University
		• Faculty Council Meeting
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at districts for self-employment generation
Feb.'18	WBLDC	• Procurement of 'Meat on Wheelz' for Marketing of Haringhata Meat and Meat Products – 1 nos.
		• Extension & Modification of Food Junction (KAVIAR) at District HQ – 1 no.
	DAH&VS	• Duckling/ Chick Distribution - 3.00 lakh
		• Goat Distribution - 2000 Nos.
		• Animal Health Camp - 150Nos.
	WBUAFS	• 12th Convocation of the University
		• Faculty Council Meeting
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
Mar.'18	WBLDC	• Inauguration of Chicken & Pork Processing Plant at Phansidewa, Darjeeling.
		• Beautification work at Central Store, Belgachia, of W.B.L.D.C. Ltd, Kolkata-37
	DAH&VS	• Duckling/ Chick Distribution - 2.00 lakh
		• Goat Distribution - 2200 Nos.
		• Animal Health Camp - 150Nos.
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBUAFS	• Faculty Council Meeting
		• Establishment of Critical Care Unit for animals at Belgachia
	Dte. of Dairy Development	• Replacement of 2 Nos. Old Ammonia Compressors by new (103.5 TR) at Central Dairy
		• Commissioning of new Ammonia Type Pre-Chilling Unit for Old IBT at Central Dairy
Apr.'18	WBLDC	• Completion of construction of Overhead Tank (5,000 Litr. Capacity) and Commissioning of One Bore well pump motor set at Haringhata Meat Plant.
		• Inauguration of WBLDC North Bengal Office at Siliguri.
	DAH&VS	• Duckling/ Chick Distribution - 2.00 lakh
		• Animal Health Camp - 50Nos.

Month	Name of Deptt.	Target for Jan. to Dec., 2018
Apr.'18	WBUAFS	• Executive Council Meeting
		• Inauguration of Academic cum Clinical Complex at Belgachia
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
May'18	DAH&VS	• Duckling/Chick Distribution - 2.00 lakh
		• Animal Health Camp - 150Nos.
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBUAFS	• Faculty Council Meeting
	WBLDC	• Establishment of Hygienic Chicken Dressing Unit at different area of West Bengal – 10 Nos.
		• Procurement of 'Meat on Wheelz' for Marketing of Haringhata Meat and Meat Products – 1 nos.
June'18	WBLDC	• Inauguration of Pig Breeding Farm at Mohitnagar, Jalpaiguri.
		• Procurement of 'Meat on Wheelz' for Marketing of Haringhata Meat and Meat Products – 1 nos.
	DAH&VS	• Duckling/ Chick Distribution - 7.00 lakh
		• Goat Distribution - 5000 Nos.
		• Animal Health Camp - 150Nos.
	Dte. of Dairy Development	• Commencement of Transporting Milk by 5 Nos. of new Milk Van in place of old Van
	WBUAFS	• Executive Council Meeting
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
July'18	DAH&VS	• Duckling/ Chick Distribution - 7.00 lakh
		• Goat Distribution - 5000 Nos.
		• Animal Health Camp - 150Nos.
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBUAFS	• Faculty Council Meeting
		• Introduction of new Academic Session for B.F.Sc. & B. Tech(DT)
	WBLDC	• Marketing of Haringhata Meat through double door vending freezer & e-Rickshaw for vending frozen meat & meat products in different places of Kolkata.
Aug.'18	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBUAFS	• Starting of Academic Session for B.V.Sc. & A.H.
		• Faculty Council Meeting
	DAH&VS	• Duckling/ Chick Distribution - 7.00 lakh
		• Goat Distribution - 5000 Nos.
		• Animal Health Camp - 150Nos.
	WBCMPFL	• Completion of Extension of existing Poultry Shed at Tollygunge Poultry Farm
		• Completion of construction of Turkey Shed at Tollygunge Poultry Farm.

Month	Name of Deptt.	Target for Jan. to Dec., 2018
Aug.'18	WBLDC	• Inauguration of Goat meat processing plant at Haringhata Farm, Nadia.
		• Procurement of 'Meat on Wheelz' for Marketing of Haringhata Meat and Meat Products – 1 no.
Sept.'18	DAH&VS	• Duckling/ Chick Distribution - 7.00 lakh
		• Goat Distribution - 5000 Nos.
		• Inauguration of Mobile Veterinary Clinic - 5 Nos.
		• Animal Health Camp - 150Nos.
	WBUAFS	• Faculty Council Meeting
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBLDC	• Establishment of Hygienic Chicken Dressing Unit at different area of West Bengal – 7 Nos.
		• Extension & Modification of Food Junction (KAVIAR) at different District HQ – 1 no.
	Dte. of Dairy Development	• Commissioning of 1 No. 600 Crates / Hr Stainless Steel Straight through Crate Washer at Central Dairy
	WBCMPFL	• Completion of establishment of Benmilk Dairy Plant at Benmilk Training Centre (BTC) Campus, Berhampore, Murshidabad
Oct.'18	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBLDC	• Launching of 'e-commerce' & 'home delivery' facilities of Haringhata Meat in Kolkata.
	WBUAFS	• Faculty Council Meeting
	DAH&VS	• Duckling/ Chick Distribution - 4.00 lakh
		• Inauguration of Mobile Veterinary Clinic - 5 Nos.
		• Animal Health Camp - 150Nos.
Nov.'18	DAH&VS	• Duckling/ Chick Distribution - 8.00 lakh
		• Goat Distribution - 12000 Nos.
		• Inauguration of Mobile Veterinary Clinic - 5 Nos.
		• Animal Health Camp - 150Nos.
		• Inauguration of Block Animal Health Centre, Hanskhali, Nadia
	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBCMPFL	• Completion of construction of new building and renovation of existing building at Bishnupur Chilling Plant, Bankura
	WBUAFS	• Faculty Council Meeting
	WBLDC	• Inauguration of Commercial Layer farm at SLF, Kalyani – Capacity 3 Lakh Birds.
Dec.'18	DAH&VS	• Duckling/ Chick Distribution - 5.00 lakh
		• Goat Distribution - 8000 Nos.
		• Inauguration of Mobile Veterinary Clinic - 5 Nos.
		• Animal Health Camp - 150Nos.
		• Inauguration of Block Animal Health Centre, Kharagpur, Paschim Medinipur

Month	Name of Deptt.	Target for Jan. to Dec., 2018
Dec.'18	MOTHER DAIRY	• Establishment of 3 nos of Mother Dairy Outlets at different districts for self-employment generation
	WBLDC	• Inauguration of Environment Controlled Broiler Breeding Farm at Jatiakhali, Jalpaiguri.
		• Extension & Modification of Food Junction (KAVIAR) at different District HQ – 1 no.
	WBCMPFL	• Completion of Extension Work of Training Centre at Benmilk Training Centre (BTC), Berhampore, Murshidabad
	WBUAFS	• Executive Council Meeting
	PBGSBS	• Completion of works for sterengthening of Frozen Semen Bull Station at Salboni, Paschim Medinipur and Haringhata, Nadia.

Department of Backward Classes Welfare

January	February	March	April
1) Observance of the Movement of 1873 – annual event	1) State level Bhawaiya Sangeet Competition.	1) Quarterly report to GOI on POA Act.	1) Celebration of birthday of B. R. Ambedkar (Pabitra Diwas).
2) Review of progress of departmental Scholarship programme.	2) Birthday celebration for Thakur Panchanan Barma in Coochbehar.	2) Quarterly report on Skill development to Ministry of Social Justice & Empowerment, GOI.	2) State Committee meeting for supporting voluntary organization.
3) Review of Construction of ICDS centres, under convergence with BCW department.	3) Refresher training of district level stakeholders on online scholarships.	3) Payment of Pre-and Post-Matric Scholarship to remaining SC and OBC students.	3) Submission of proposal to GOI for allocation of funds.
4) Commencement of Skill training of 1,000 candidates in different sectors.	4) Review of Hostel Monitoring system.	4) Extending benefits to 3,000 SC beneficiaries under Income Generation scheme.	4) Review of progress of departmental Scholarship programme.
5) Extending benefits to 1,500 SC beneficiaries under Income Generation scheme.	5) Commencement of Skill training to 1,500 SC beneficiaries.	5) Commencement of Skill training of 2,500 SC beneficiaries.	5) Construction of ICDS centres, convergence with BCW department- Review.
6) Payment of Educational Scholarship to 2 lakh SC and OBC students.	6) Extending benefits to 1,500 SC beneficiaries under Income Generation scheme.	6) Payment of Educational Scholarship to left over SC and OBC students.	6) Allocation of fund to Districts for Pre-and Post-Matric scholarship.
7) Launching new scheme – CPK (Career paramarsh Kendra)	7) Covering 1,000 candidates under CPK		7) Initiation of the process of selection of SC students for JEE coaching for 25 centres. Total trainees 850+.
8) Holding Career Aptitude Test for awardees of Ambedkar Medha Puraskar.			8) Meeting at districts with Bankers and Schools for setting up target for Sikshashree.
			9) Extending benefits to 1,000 SC under Income Generation scheme.

May	June	July	August and September
1) Statutory State Level Vigilance & Monitoring Committee meeting. 2) Review through Hostel Monitoring system. 3) Inviting of applications under Sikshasree from SC students. 4) Finalisation of Action Plan of WB SC, ST & OBC Dev & Fin Corporation. 5) Extending benefits to 2,500 SC - Income Generation scheme. 6) Inviting applications for Pre-Matric scholarship for SC students as well as students from families engaged in hazardous occupations. 7) Initiation of selection process for skill Training - WBSCST & OBCD & FC 8) Review of performance of Boards along with approval of action plan.	1) Quarterly & Half-Yearly report to GOI on PCR/POA Act and Inter-Caste Marriage. 2) Initiate preparation of Annual Administrative Report – 2017-18. 3) Submission of annual proposal for all scholarships to GoI. 4) Quarterly report on Skill development to Ministry of Social Justice & Empowerment, GOI. 5) Release of first installment of fund for Sikshasree scholarship for 6 lakh students. 6) Sending proposal for SCA to MOSJ&E, GOI 7) Extending benefit to 1,500 SC beneficiaries under income generation scheme.	1) Celebration of Gambhira Festival in Malda District. 2) Review of progress of Scholarship programme. 3) Review of Construction of ICDS centres, under convergence with BCW department. 4) Release of second installment of fund for Sikshashree for 6 lakh students. 5) Payment of scholarship for 1 lakh SC and OBC students. 6) Sending proposals to Apex Corporations for Implementation of Self-Employment schemes.	1) Review through Hostel Monitoring system. 2) Release of 2nd Installment of fund under various educational schemes. 3) Sponsoring of 1,000 cases under SCA to SCSP to banks. 4) Quarterly report to GOI on POA Act. 5) Quarterly report on Skill development to Ministry of Social Justice & Empowerment, GOI. 6) Release of fund for remaining students under Sikshasree. 7) Release of payment of scholarship to 2 lakh SC and OBC students. 8) Sending proposal for Central share capital to MOSJE 9) Inviting application for Education Loan.

October and November	December	Regular schemes/ programmes executed every month throughout the yeaar
1) District level refresher training on provisions of POA Act. 2) Block level awareness programme for schemes of the WB SC ST & OBC Development & Finance Corporation. 3) Review of progress of departmental Scholarship programme.	1) Statutory State Level Vigilance & Monitoring Committee meeting. 2) Celebration of Baul Utsav. 3) Award Ceremony for B. R. Ambedkar Medha Purashkar to 750 meritorious Scheduled Caste Students in Madhyamik/ICSE / CBSE/ Madrasa Board examination.	• *Monitoring Implementation of reservation norms – by different departments of the State Government.* • *Verification and authentication of Register of Appointments- of various State Govt. Departments, school and colleges etc.* • *Issuance of Caste Certificate – coordination with District /Sub-Divisional Officer.* • *Inspection of Hostels by District Offices by the designated officers;* • *Conducting research on various Scheduled Castes and OBCs;*

October and November	December	Regular schemes/ programmes executed every month throughout the year
4) Review of Construction of ICDS centres, under convergence with BCW department. 5) Sponsoring of 2,000 cases under Income generation scheme (MSY). 6) Sponsoring of 1,000 cases under SCA to SCSP to banks. 7) Celebration of Arts of Banga. 8) State Committee meeting for supporting voluntary organization. 9) Review - Hostel Monitoring system. 10) Preparation and finalization of Annual budget for the next financial year. 11) Payment to 2 lakh SC and OBC students for Pre- and Post-Matric Scholarship. 12) Mid-term review of performance of Board under the department.	4) Award ceremony for Harichand Guruchand Purashkar. 5) Quarterly report on Skill development to Ministry of Social Justice & Empowerment, GOI. 6) Quarterly, Half-Yearly and Annual report to GOI on PCR/POA Act and Inter-Caste Marriage. 7) Release of fund for rest number of students under Sikshasree scholarship scheme. 8) Payment of Pre- and Post-Matric scholarships to 4 lakh SC and OBC students.	• *Granting of educational loans.* • *Monthly meeting of PO-cum-DWOs of the district.* • *Physical and financial progress of the schemes executed from the central fund generally submitted in the month of December.*

Note: -

1. Focus has been given to cover more female beneficiaries in 2017-18. Emphasis is being given on entrepreneurship development through skill development.
2. The existing system of Inspection of Hostels will continue.
3. Principal Secretary and all the Departmental and Directorate officers will undertake quarterly tours to districts North Bengal in the 1st Quarter, Purulia, Bankura, Paschim Medinipur, 2nd Quarter, South & North 24 Parganas, Howrah, Hooghly, Burdwan in the 3rd Quarter and Malda, Murshidabad in the 4th Quarter.

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Department of Consumer Affairs

Activity	Sub-activity	Jan 18	Feb 18	Mar 18	April 18	May 18	June 18	July 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Remarks
1. Consumer Awareness	(i) Participation in Melas/ Social gatherings for spreading Consumer Awareness	220 (including Kolkata Book Fair and other important Melas like Gangasagar Mela, Uttarbanga Utsav, Vivek Mela etc.)	170 (including Mukutmanipur Mela, Bishnupur Mela, Bidhannagar Mela, Digha Beach Festival, Raibaghini Mela, Bratachari Mela etc.)	40 (including Jalpesh Mela, Uttar Dinajpur Boi Mela etc.)	80	60	165	175	70	110	300	150 (Including Rash Mela)	240 (Inclo. Pous Mela, New Town Mela, Sabala Mela)	
	(ii) Awareness Campaign with Street Theatre, Puppet Show, Magic Show	220	220	170	60	50	150	150	130	200	250	100	220	
	(iii) Tableau	7 (of 10 days each)	Nil	Nil	10 (of 10 days each)	7 (of 10 days each)	7 (of 10 days each)	5 (of 10 days each)	3 (of 10 days each)	5 (of 10 days each)	10 (of 10 days each)	5 (of 10 days each)	10 (of 10 days each)	
	(iv) Grass root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups	400	400	200	100	80	200	200	180	330	450	100	150	

Activity	Sub-activity	Jan 18	Feb 18	Mar 18	April 18	May 18	June 18	July 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Remarks
	(v) Work shop with Consumer Clubs	200	Nil	Nil	100	Nil	150	150	100	100	Nil	50	Nil	
	(vi) Regular Awareness Programme through Electronic Media like Doordarshan, FM Channels, etc., Hoarding, Flex banner, CTC, State Transport Authorities etc.													FM & TV Programmes round the year. Awareness & TV will be taken up exclusively from Directorate HQ.
	(vii) Special Awareness Programme			Observance of World Consumer Rights Day (15th March)								Kreta Suraksha Mela	Observance of National Consumer Day	
2. Training	Training for Departmental Officers related to Consumer Affairs					Refresher Course for CWOs				Induction Training for CWO/ DAD (if recruited)				If recruited
3. Departmental Co-ordination & Review Meeting including Video Conference		Districts of North Bengal								Districts of South Bengal				

Activity	Sub-activity	Jan 18	Feb 18	Mar 18	April 18	May 18	June 18	July 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Remarks
4. Setting up of District Fora						Infra-structure completion for the District Fora							Jhargram Distt. Forum, Paschim Barhaman and Distt. Forum and Kalimpong Distt. Forum	
5. Training of Presidents & Members of District Forums through WBNUJS					1st Batch				2nd Batch				3rd Batch	Dates may be changed as per availability of Training venue at WBNUJS
6. Training of Ministerial Staff & DEO & DMA of District Forums & State Commission atATI						1st Batch						2nd Batch		At A.T.I.
7. LOK ADALAT in all District Fora & State Commission					(1st)All Districts			(2nd)All Districts					(3rd)All Districts	To be decided in consultation with SLSA, W.B.
8. Meeting of State Consumer Protection Council						1st Meeting							2nd Meeting	

Activity	Sub-activity	Jan 18	Feb 18	Mar 18	April 18	May 18	June 18	July 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Remarks
9. Meeting of District Consumer Protection Council		1) South 24 Pgs., 2) Uttar Dinajpur	1) North 24 Pgs., 2) Purba Medinipur, 3) Dakshin Dinajpur, 4) Purulia	1) Howrah, 2) Paschim Medinipur, 3) Malda, 4) Bankura	1) Hooghly, 2) Purba Bardhaman, 3) Murshi-dabad 4) Kalim-pong	1) Nadia, 2) Paschim Bardhaman, 3) Darjee-ling 4) Jalpai-guri	1) Birbhum, 2) Jhargram 3) Cooch-behar, 4) Alipur-duar, 5) Kolkata	1) South 24 Pgs., 2) Uttar Dinajpur	1) North 24 Pgs., 2) Purba Medinipur, 3) Dakshin Dinajpur, 4) Purulia	1) Howrah, 2) Paschim Medinipur, 3) Malda 4) Bankura	1) Hooghly, 2) Purba Bardhaman, 3) Murshi-dabad 4) Kalim-pong	1) Nadia, 2) Paschim Bardhaman, 3) Darjee-ling 4) Jalpai-guri	1) Birbhum, 2) Jhargram, 3) Cooch-behar 4) Alipur-duar, 5) Kolkata	
10. Standardi-zation of Weights & Measures	(i) Verification of secondary standards used by Legal Metrology Laboratories from Regional Laboratories	20%		20%						60%				
	(ii) Verification of Working Standards used by Legal Metrology Officers			20%			20%			20%			20%	
	(iii) Enforce-ment	Two raids in each month by each LMO												
	(iv) Verifica-tion of Weights & Measures used by Traders	At least two verification camp by each LMO under his jurisdiction in every month												
	(v) Awareness Programme	Along with the CA & FBP awareness Programme												
	(vi) Training of LMOs at IILM, Ranchi	As and when required												
	(vii) e-Gover-nance Project of Legal Metrology	Training to different stake-holders	Training to different stake-holders	Training to different stake-holders										

Activity	Sub-activity	Jan 18	Feb 18	Mar 18	April 18	May 18	June 18	July 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Remarks
		regarding e-Parimap	regarding e-Parimap	regarding e-Parimap										
11. West Bengal Right to Public Service Act, 2013	(i) Publicity through all types of Media	Along with the CA & FBP awareness Programme												Round the year
	(ii) Participation in Melas/ Social gatherings for spreading Awareness to the Public regarding WBRTPS Act, 2013	Along with the CA & FBP awareness Programme												Round the year
	(iii) Training of Department Officials on WBRTPS Act 2013	1)South 24 Pgs.	1)North 24 Pgs. 2)Purba Medinipur	1)Howrah, 2)Paschim Medinipur	1)Hooghly, 2)Purba Bardhaman	1)Nadia, 2)Paschim Bardhaman	1)Birbhum, 2)Jhargram	1)Uttar Dinajpur	1)Dakshin Dinajpur, 2)Purulia	1)Malda, 2)Bankura	1)Murshidabad 2)Kalimpong	1)Darjeeling 2)Jalpaiguri	1)Coochbehar	Refresher Training Courses to the Field Officers of the Notified Department (for RTPS) will be conducted in consultation with Office of the District Magistrates
	(iv) Review meeting with the Nodal Officers of the Departments issued Notification under the WBRTPS Act, 2013	State Government Departments notified under WBRTPS Act, 2013 will be reviewed 4 times in a year after every 3 months												

Department of Co-operation

January-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies (in No.)	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	3,50,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	45,500.00
5.	No. of KCC beneficiaries to be given loan (in No.)	2,16,000
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	4500.00
7.	No. of SHGs to be financed (in No.)	3500
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3600.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	140

February-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	3,60,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	25,900.00
5.	No. of KCC beneficiaries to be given loan (in No.)	1,33,000
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	6000.00
7.	No. of SHGs to be financed (in No.)	3000
8.	Distribution of Agril. Inputs (Rs. in lakh)	3500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3300
10.	Storing of Potato (in MT)	1,50,000
11.	Training Programme to be held (in No.)	150

March-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	3,80,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	10
4.	Disbursement of Crop Loan (Rs. in lakh)	1400.00
5.	No. of KCC beneficiaries to be given loan (in No.)	11600
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	8000.00
7.	No. of SHGs to be financed (in No.)	1800

Sl. No.	Particulars	Projection
8.	Distribution of Agril. Inputs (Rs. in lakh)	3000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3400.00
10.	Storing of Potato (in MT)	1,50,000
11.	Training Programme to be held (in No.)	120

April-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	3,50,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	4
4.	Disbursement of Crop Loan (Rs. in lakh)	69,500.00
5.	No. of KCC beneficiaries to be given loan (in No.)	3,74,000
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3500.00
7.	No. of SHGs to be financed (in No.)	1800
8.	Distribution of Agril. Inputs (Rs. in lakh)	1500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3600.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	140

May-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	3,50,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	13,500.00
5.	No. of KCC beneficiaries to be given loan (in No.)	80,000
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3200.00
7.	No. of SHGs to be financed (in No.)	3500
8.	Distribution of Agril. Inputs (Rs. in lakh)	1500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3400.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	150

June-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	2,90,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	11,000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	63,800
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3300.00
7.	No. of SHGs to be financed (in No.)	5500
8.	Distribution of Agril. Inputs (Rs. in lakh)	3500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3700.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	150

July-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	1,70,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	6
4.	Disbursement of Crop Loan (Rs. in lakh)	15,600.00
5.	No. of KCC beneficiaries to be given loan (in No.)	93,500
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	4000.00
7.	No. of SHGs to be financed (in No.)	5300
8.	Distribution of Agril. Inputs (Rs. in lakh)	5000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3800.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	140

August-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	1,90,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	6
4.	Disbursement of Crop Loan (Rs. in lakh)	16,300.00
5.	No. of KCC beneficiaries to be given loan (in No.)	97,700
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	4800.00
7.	No. of SHGs to be financed (in No.)	4400
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00

Sl. No.	Particulars	Projection
9.	Sale of Consumers' Articles (Rs. in lakh)	3750.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	150

September-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	0
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	30,000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	99,900
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3500.00
7.	No. of SHGs to be financed (in No.)	4400
8.	Distribution of Agril. Inputs (Rs. in lakh)	4500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	4050.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	140

October-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	0
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	34,000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	1,48,800
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	2500.00
7.	No. of SHGs to be financed (in No.)	4300
8.	Distribution of Agril. Inputs (Rs. in lakh)	3500.00
9.	Sale of Consumers' Articles (Rs. in lakh)	4400
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	120

November-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	0
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	10
4.	Disbursement of Crop Loan (Rs. in lakh)	35,000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	1,43,500
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3500.00
7.	No. of SHGs to be financed (in No.)	8500
8.	Distribution of Agril. Inputs (Rs. in lakh)	6000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	4050.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	150

December-2018

Sl. No.	Particulars	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	1,60,000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	10
4.	Disbursement of Crop Loan (Rs. in lakh)	52,300.00
5.	No. of KCC beneficiaries to be given loan (in No.)	1,68,200
6.	Issue of Agril. & Agril.-allied Loan (Rs. in lakh)	3200.00
7.	No. of SHGs to be financed (in No.)	9000
8.	Distribution of Agril. Inputs (Rs. in lakh)	6000.00
9.	Sale of Consumers' Articles (Rs. in lakh)	3950.00
10.	Storing of Potato (in MT)	0
11.	Training Programme to be held (in No.)	150
12.	Samabay Bhavan (Inauguration at Malda)	1
13.	Publication of Administrative Report – 2015-16	1

Department of Correctional Administration, West Bengal

I. Regular interventions on capacity building and regulatory functions

1.	Basic Training Course for newly recruited Staff and in service course at Regional Institute of Correctional Administration.
2.	Vocational Training Course for Inmates.
3.	Participation of inmates in different Cultural Programmes like : (a) Drama, (b) Dance, (c) Drawing, (d) Art exhibition etc.
4.	Processing of Renewal of contract in respect of Medical Officers, Pharmacists and other workers.
5.	Compliance of directions and guidelines issued by National Human Rights Commission & West Bengal Human Rights Commission.
6.	Processing of Re-imbursement claims under WBHS, 2008.
7.	Statistical Records of relevant data in respect of Correctional Homes and other institutions. Statistical Section of Directorate shall take necessary action.
8.	Processing of Tender for supply of Dietary and miscellaneous articles for the inmates of Correctional Homes.
9.	Processing of Appointment under die-in-harness category.
10.	Processing of Appointments/Promotions under regular vacancy.
11.	Processing of Transfer and posting of Officers of Correctional Homes and Services.
12.	Processing for Up-gradation of Correctional Homes.
13.	Processing for Establishment/Construction of new Correctional Homes.
14.	Processing for sanction of leave/pension/retirement benefits of Staff & Officers.

II. Monthly/Quarterly review meetings

1.	Review Meeting on construction / renovation of works undertaken at different Correctional Homes.
2.	Review meetings in connection with administrative functions of the Correctional Homes.

January, 2018

1)	Transfer of Land at Howrah District for construction of new Correctional Home at Howrah District for shifting of (a) Howrah District Correctional Home & (b) Alipore Women Correctional Home
2)	Supply of LED Television sets to all Correctional Homes
3)	Completion of construction of G+1 Female Warders Barrack in Dum Dum Central Correctional Home by 31st January, 2018
4)	Completion of modification and renovation of Jute room for use as Play House for Children in Dum Dum CCH by 31st January, 2018
5)	Supply of fresh blankets to the inmates of all Correctional Homes
6)	Netaji Birth Day and Republic Day Celebration in Correctional Homes
7)	Celebration of Saraswati Puja in Correctional Homes
8)	Celebration of Swami Vivekananda Janma Jayanti (Yuva Divas)

February, 2018

1)	According of Administrative Approval to the proposal of Shifting of Presidency Correctional Home at the proposed new site, subject to the concurrence of the Finance Department.
2)	Preparation of Rough Cost Estimate through the West Bengal Police Housing & Infrastructure Development Corporation Ltd. (WBPH & IDCL) for construction of new Correctional Home at Howrah District for shifting of (a) Howrah District Correctional Home & (b) Alipore Women Correctional Home
3)	Completion of Refresher training course for Warders at the Training Institute, Midnapore by 2nd February 2018.
4)	Organizing final examination of vocational trade in computer, tailoring, electronics and driving in Berhampore Central Correctional Home
5)	Organizing Cricket tournament for inmates in Berhampore CCH
6)	Organizing Annual Sports for inmates in seven Central Correctional Homes and Alipore Women Correctional Home
7)	Organizing Sports of WB Correctional Services' Officers and Staff.

March, 2018

1)	Finalization of detailed Plan & Estimate in consultation with West Bengal Police Housing & Infrastructure Development Corporation Ltd. (WBPH & IDCL) for construction of proposed Correctional Home at Baruipur for shifting of Presidency Correctional Home
2)	According of Administrative Approval to the proposal of Shifting of (a) Howrah DCH & (b) Alipore WCH to the proposed new site at Howrah District subject to the concurrence of the Finance Department.
3)	Tender for supply of dietary and miscellaneous articles in Correctional Homes of West Bengal
4)	Completion of first phase of construction of Boundary wall around the perimeter wall in Burdwan Central Correctional Home by 31st March, 2018
5)	Placement of short listed cases of eligible inmates for premature release.
6)	Process of finalization of tender for procurement of baggage scanners
7)	Meeting of West Bengal Correctional Services Welfare Board
8)	Completion of first phase of upgradation and renovation work of male ward of Diamond Harbour Sub C.H. by 31st March, 2018
9)	Completion of first phase for repair and Renovation of Barrack, Warden Room, New Toilet Block, attached Toilet for ladies Warden and other allied works at Serampore Subsidiary Correctional Home by 31st March, 2018
10)	Celebration of Holi and Good Friday in Correctional Homes

April, 2018

1)	Floating of tender by West Bengal Police Housing & Infrastructure Development Corporation Ltd. for construction of proposed Correctional Home at Baruipur for shifting of Presidency Correctional Home
2)	Finalization of detailed Plan & Estimate in consultation with West Bengal Police Housing & Infrastructure Development Corporation Ltd. (WBPH & IDCL) for construction of proposed Correctional Home at Howrah District for shifting of inmates of (a) Howrah DCH & (b) Alipore WCH
3)	Shifting of the Inmates of Alipore Central Correctional Home to their new premises at Baruipur.
4)	Literacy training of inmates of Correctional Homes (' Sandipan')
5)	Training of Correctional Service Officers at Regional Institute of Correctional Administration.

6)	Vocational training of inmates on tailoring at Hooghly DCH
7)	Celebration of Bengali new year by inmates in Correctional Homes
8)	Publication of Compendium on various Orders issued by DCS/DCA for 2017 by 30th April, 2018

May, 2018

1)	Process for finalization of Tender for establishment of Oil Extraction Plants at Central Correctional Homes
2)	Floating of tender by West Bengal Police Housing & Infrastructure Development Corporation Ltd. for construction of proposed Correctional Home at Howrah District for shifting of (a) Howrah DCH & (b) Alipore WCH
3)	Completion of first phase of construction of perimeter wall to connect the old perimeter wall at Burdwan CCH by 31st May, 2018
4)	Refresher training course for Warders at the Training Institute, Midnapore
5)	Publication of newsletter reflecting activities of inmates
6)	Admission of inmates in vocational trade of computer, tailoring, electronics and driving in Berhampore Central Correctional Home
7)	Celebration of Rabindra Jayanti in Correctional Home

June, 2018

1)	Commencement of construction by WBPH & IDCL for the proposed Correctional Home at Baruipur for shifting of Presidency Correctional Home
2)	Placement of short listed cases of eligible inmates for premature release.
3)	Completion of processing of anti-termite Treatment of Office Building, Ration Godown & Staff Barrack at Chandannagar Subsidiary Correctional Home by 30th June, 2018
4)	Meeting of West Bengal Correctional Services Welfare Board
5)	Completion of first phase of supply & installation of 5 Nos. 5 HP submersible pump motor set with allied plumbing work for strengthening the water supply system in Burdwan Central Correctional Home by 30th June, 2018
6)	Celebration of Id-ul-Fitar in different Correctional Homes

July, 2018

1)	Commencement of construction by WBPH & IDCL for proposed Correctional Home at Howrah District for shifting of (a) Howrah DCH & (b) Alipore WCH
2)	Completion of first phase of vertical extension of female ward in Barrackpore Special Correctional Home by 31st July, 2018
3)	Completion of processing for supply & installation of Siren in Serampore Subsidiary C.H. by 31st July, 2018
4)	Meeting of Central Executive Committee of West Bengal Prisoners' Welfare Fund.
5)	First phase of new construction of Day Toilet inside DDCCH in front of Barrack-II (Building and S&P work)

August, 2018

1)	Yoga and PT training for warders at the Training Institute, Midnapore
2)	Organizing football tournament for the inmates in Berhampore CCH
3)	Celebration of Independence Day in Correctional Homes
4)	Celebration of Id-ud-Zuha
5)	Organize Cultural programme on the eve of Independence Day and Raksha Bandhan

September, 2018

1)	Tender for supply of dietary and miscellaneous articles in Correctional Homes of West Bengal
2)	Refresher training course for Warders at the Training Institute, Midnapore
3)	Placement of short listed cases of eligible inmates for premature release.
4)	Meeting of West Bengal Correctional Services Welfare Board
5)	Publication of news letter reflecting activities of inmates
6)	Completion of first phase of construction of proposed 02 storied building with 03 storied foundation for accommodation of officers of Jhargram Special Correctional Home by 30th September, 2018

October, 2018

1)	Completion of Construction of Shishualoy Shed along with other allied works of Cradle, Slipper etc for the children of Female inmates at Female Ward compound at Berhampore Central Correctional Home by 31st October, 2018.
2)	Celebration of Durga Puja in Correctional Homes

November, 2018

1)	Yoga and PT training for warders at the Training Institute, Midnapore
2)	Training of Correctional Service Officers at Regional Institute of Correctional Administration
3)	Observation of National Legal Services Day
4)	Celebration of Diwali in Correctional Homes

December, 2018

1)	Placement of short listed cases of eligible inmates for premature release.
2)	Meeting of West Bengal Correctional Services Welfare Board
3)	Meeting of Central Executive Committee of West Bengal Prisoners Welfare Fund
4)	Celebration of Christmas in Correctional Homes

Department of Disaster Management and Civil Defence

Months	Name of the Project/Work	Description of Activities
January	Procurement of Relief Articles	Expert Committee and Tender Committee to be finalised, Tenders to be floated for 2018-19
	Flood Shelter (State Plan)	Remaining 25% fund to be released.
	Relief Godown (State Plan)	Remaining 25% fund to be released.
	Awareness Campaign on Disaster Management Activities	i) To participate in Gangasagar Mela for awareness generation. ii) Disaster Management Calenders to be published and distributed to all districts iii) Mock Drills on different natural disasters to be conducted in 20 Blocks iv) Mock Drill on Earthquake at Jalpaiguri Sadar Sub-Division. v) Participation in different festivals with stall and doing some small mock exercises
	Training Programme on Disaster Management	i) 60 Disaster Management Officers to be given training on Disaster Risk Reduction in two batches.
		ii) 60 CD Volunteers of Kolkata Circle to be trained on Urban Risk Reduction in two batches.
	Lighting sensor installation	Completion of installation of lightening sensors in all 08 points of the state
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Incident Response System - Team Formation & Training	Finalization of Incidence Response Team upto Block level in 7 districts
February	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Training of Community Volunteers under "Aapda Mitra" Scheme	100 Community Volunteers from 02 flood prone districts will be trained on flood rescue operation.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	Awareness Campaign on Disaster Management Activities	i) Mock Drill on Flood at Ghatal Sub-Division, Paschim Medinipur ii) Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	HRVA exercise	HRVA Study at state level and districts.
	Incident Response System - Team Formation & Training	Finalization of Incidence Response Team upto Block level in 6 districts

Months	Name of the Project/Work	Description of Activities
March	Procurement of Relief Articles	Work Orders to be issued.
	Training Programme on Disaster Management	20 CD volunteers to be trained in Disaster Management.
	Training of Community Volunteers under "Aapda Mitra" Scheme	160 Community Voulunteers from 02 flood prone districs will be trained on flood rescue operation.
	Awareness Campaign on Disaster Management Activities	i) Mock Drills on different natural disasters to be conducted in 20 more Blocks. ii) Mock Drill on Flood and River Erosion at Kaliachak-III Block, Malda.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Incident Response System - Team Formation & Training	Finalization of Incidence Response Team upto Block level in 5 districts
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	Incident Response System by WEBEL	To be implemented in two more Districts.
April	NGR Wheat, Leprosy GR	Allotment for first 6 months to be made.
	Release from Plan Fund	33% fund to be released.
	Verification of Relief Articles at Zonal Godowns	To begin.
	Incident Response System - Team Formation & Training	Training on IRS - Planning section & Operation section
	Training of Community Volunteers under "Aapda Mitra" Scheme	Completion of training of Community Volunteers from 02 flood prone districts will be trained on flood rescue operation.
	Flood Shelter (State Plan)	33% fund to be released
	Relief Godown (State Plan)	33% fund to be released
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	"Aapda Mitra" Scheme	Distribution of Emergency Responder Kit to Trained Community volunteers in 02 districts.
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	HRVA exercise	Ongoing HRVA Study in districts
	Quarterly monitoring meeting on progress or work as per Administrative Callendar	To review progress of work as per Administrative Callendar
May	Procurement of Relief Articles	Delivery of Relief Materials at GRS Kolkata & Delivery of relief materials of MLA Quota for Eid to commence.

Months	Name of the Project/Work	Description of Activities
	Pre Monsoon Preparedness Meeting at State Level	To be held.
	Training Programme on Disaster Management	20 CD volunteers to be trained in Disaster Management.
	Incident Response System - Team Formation & Training	Training on IRS - Planning section & Operation section
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Verification of Relief Articles at Zonal Godowns	To be completed.
	Publication of SDMP & DDMP	Final copies will be uploaded in the official website.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incidence Response System by WEBEL.
June	Procurement of Relief Articles	Delivery of relief materials at GRS Kolkata & Delivery of relief materials of MLA Quota for Eid.
	Expenditure Report of SDRF for the year	To be submitted to Ministry of Home Affairs, Govt of India.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Awareness Campaign on Disaster Management Activities	i) Day for Disaster Risk Reduction to be celebrated at State Level. ii) Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Incident Response System - Team Formation & Training	Training on IRS - Operation section
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	HRVA exercise	Ongoing task - HRVA Study and analysis in districts
	Website	Uploading of SDMP and DM plans of different districts.
July	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Relief Materials	100% procurement of Relief Materials to be done.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Incident Response System - Team Formation & Training	Training on IRS - Planning section & Operation section
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Review of Capacity Building Programmes	To review progress under Hospital Disaster

Months	Name of the Project/Work	Description of Activities
		Preparedness and Response Training and Incident Response System by WEBEL.
	HRVA exercise	Ongoing task - HRVA Study and analysis in districts
	Quarterly monitoring meeting on	To review progress of work as per Administrative Callendar
August	Release from Plan Fund	Another 42% fund to be released
	Flood Shelter (State Plan)	Another 42% fund to be released
	Relief Godown (State Plan)	Another 42% fund to be released
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
September	Meeting of Core Committee for Durga Puja	To be held.
	Relief Materials	Delivery of Relief Materials of MLA Quota for Durga Puja.
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Annual Report of SDRF for the year 2016-17	To be submitted to Ministry of Home Affairs, Govt of India.
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
October	NGR Wheat, Leprosy GR	Allotment for next 6 months to be made.
	Annual Administrative Report of the Department	To be prepared.
	Monitoring Flood Preparedness	24 hours monitoring from State EOC in case of any eventuality.
	Incident Response System - Team Formation & Training	Training on IRS -Operation section & Finance & Administration Section
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Mega carnival -Durga Puja	Participation in management of Mega carnival.

Months	Name of the Project/Work	Description of Activities
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
	Quarterly monitoring meeting on	To review progress of work as per Administrative Callendar
November	Annual Administrative Report of the	To be published.
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Incident Response System - Team Formation & Training	Training on IRS - Logistic Section
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.
December	Review of Cyclone Shelter Projects	Progress of construction of MPCS under NCRMP, ICZMP & PMNRF to be reviewed.
	Awareness Campaign on Disaster Management Activities	Mock Drills on different natural disasters to be conducted in 20 more Blocks.
	Incident Response System - Team Formation & Training	Training on IRS - Finance & Administration Secton
	HRVA exercise	Ongoing HRVA Study in districts
	Review of Capacity Building Programmes	To review progress under Hospital Disaster Preparedness and Response Training and Incident Response System by WEBEL.

Department of Environment

A. EXECUTING AGENCY : WEST BENGAL POLLUTION CONTROL BOARD (WBPCB)

Sl. No.	Proposed Activities	Propsoed Targets for 2018 calendar Year			
		Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
1	Surveillance on industries (number of units)	800	800	800	800
2	Emission and effluent quality monitoring from industrial sources	800	800	800	800
3	Consent administration (number of industrial units)	2000	2000	2000	2000
4	Authorization to health care facilities for bio-medical waste management	125	125	125	125
5	Authorization to hazardous waste generating units for hazardous waste management	20	20	20	20
6	Monitoring of sewage treatment plants of municipal towns	3	3	3	3
7	Remediation of Dhapa municipal waste dumpsite (Remediation of illegal hazardous waste dumpsite in Hooghly has been dropped from the ongoing CBIPM Project by the MoEF and World Bank)	To be completed by 31st March, 2018			
8	Ambient air quality monitoring stations (AAQMS) in different areas of West Bengal.	75 different locations.			
9	Celebration of World Environment Day	----	4	----	----
10	Workshop/training programme for industry representatives, students and police authorities.	5	5	5	5
11	Awareness programme against use of loudspeakers and banned firecrackers.	10	10	10	10
12	Publication of newsletter, annual report and awareness materials.		5		5
13	Installation of rainwater harvesting units in school/institution.	32			
14	Installation of Solar energy exploitation units in school and other institutions.	25	25	25	25

B. EXECUTING AGENCY: EAST KOLKATA WETLANDS MANAGEMENT AUTHORITY (EKWMA)

Sl. No.	Proposed Activities	Proposed Targets for 2018 calendar Year			
		January - March	April- June	July – September	October- December
1	Meeting of the EKWMA	1	1	1	1
2	Celebration of World Wetlands Day	1	-	-	-
3	Submission of Audited Report to West Bengal Legislative Assembly (2015 2016 and 2016-17)	-	-	2	-
4	Publication of Annual Report	-	-	-	1
5	Field inspection for conservation and management of EKW	As and when required			
6	Preparation of Management Plan for EKW	-	-	1	-

C. EXECUTING AGENCY : WEST BENGAL BIODIVERSITY BOARD (WBBB)

Sl. No.	Proposed Activities	Proposed Targets for 2018 calendar Year			
		January - March	April- June	July – September	October- December
1	Coordinating in constitution/reconstitution of Biodiversity Management Committees (BMC)	2	5	5	5
2	People's Biodiversity Register (PBR) initiation workshops	2	3	3	3
3	PBR monitoring	4	4	4	4
4	Initiation of post PBR activities	1	-	1	-
5	Monitoring of post PBR activities	-	1	-	1
6	Publication of Annual Report	-	-	-	1
7	Preparation of miscellaneous awareness materials and different publications	1		1	
8	Celebration of International Day for Biodiversity	-	1	-	-
9	Awareness Generation activities like workshop, nature study/jeevan safar, field training programmes etc.	1	1	1	1
10.	Registration of industries accessing bio-resources and ABS Agreements	2		2	
11.	Project on Diversity and Ecology of Macro fungi in Terai- Dooars regions of West Bengal (Three years project initiated in July 2017)	Ongoing			
12.	Project on Conservation & Promotion of Traditional Rice Varieties (TRVs) with participation of Biodiversity Management Committee (BMC) (Three years project initiated in November 2017)	Ongoing			
13.	Meeting of the Board/Expert Committees	1	1	1	1
14.	Ex-situ conservation activities such as Butterfly garden, conservation of traditional rice varieties etc.	1	1	1	1

D. EXECUTING AGENCY : INSTITUTE OF ENVIRONMENTAL STUDIES AND WETLAND MANAGEMENT (IESWM)

No.	Proposed Activities	Proposed Targets for 2018 calendar Year			
		January - March	April-June	July – September	October-December
1.	Preparation of Coastal Regulation Zone (CRZ) maps.	CRZ Projects as received by the Institute.	CRZ Projects as received by the Institute.	CRZ Projects as received by the Institute.	CRZ Projects as received by the Institute.
2.	Coastal Zone Management Plan (CZMP), West Bengal.	Delineation of drainage layer and land use/land cover layer on scale 1:25000 within the CRZ in the Blocks of 24 Parganas (North & South) and east Medinipur.	Modification and updating of CRZ maps on scale 1:25000 based upon decisions to be taken by the Steering Committee and Working Committee of CZMP.	Modification and updating of CRZ maps on scale 1:25000 based upon decisions to be taken by the Steering Committee and Working Committee of CZMP.	Modification and updating of CRZ maps on scale 1:25000 based upon decisions to be taken by the Steering Committee and Working Committee of CZMP.
3.	Determination of Heavy Metals in vegetables, soil and irrigation water in south 24 Parganas and Purba Burdwan districts.	To be continued	To be continued	To be continued	Final Report will be submitted in December, 2018

Department of Finance & Excise

	January
	Department/Directorates
	Finance Department and IFMS
1	Full implementation of e-Office in all the Groups/Sections/Directorates under Finance Department
2	Monthly review meeting on RIDF/WIF projects with NABARD Officials
3	Review meeting with all Nodal Officers of RIDF/WIF
4	Quarterly Review of CSS / Spl. Infrastructure Projects/KCC & SHG progress
5	Integration between IFMS with Kanyashree
6	Deployment of facility for transfer of school PF across the state
7	All preliminary steps to be taken for Publication of GPF rule
8	Deployment of module related with all types of Deputation of Govt. Employee in HRMS
9	Quarterly Review meeting on progress of implementaion of WBDFP-II
10	High Powered Committee Meeting with NABARD and departmental secretaries under the Chairmanship of Chief Secretary
11	Quarterly Review meeting with FAs/DFAs
	Commercial Tax Directorate
1	Review of assessments for 2015-2016
2	Verification of ITC carried forward in GST in transition
3	Training of Officers on changes in GST Law
4	Monthly review of collection of revenue
5	Inspection of two Charges to review performance
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 28.02.2018
2	Disposal of all the family pension cases received in this office within 15.01.2018
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Cheque Truncation System (CTS) to be introduced in 3 Treasuries
3	Completion of work of Upgradation of Infrastructure in 2 Treasuries
	Finance (Budget) Department
1	Preparation of Supplementary Estimates for F. Y. 2017-18
2	Resource planning for budget
3	Preparation of Draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement
4	Review of RIDF and Externally Aided Projects (EAP)

	Directorate of Registration and Stamp Revenue
1	Checking Facility of Legacy Records through Web in 5 Registration Offices
2	Revenue meeting with District Registrars
3	Introduction of 5 facilitation centres
4	Implementation of road-wise market value in 10 (ten) registration offices
5	Analysis and preparation for revision of Market value of properties through newly formed SLMC
6	Opening and closing of Registration offices by Biometric authentication of Registration Officers in the offices of R.A. Kolkata
	EXCISE
1	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Development and Testing of software for grant of temporary bar license
3	Disposal of appeal cases for the month
4	Inspection of 2 (two) Country Spirit Bottling Plants by Addl. Excise Commissioner / Jt. Commissioner
5	Upgrade of software deployed for accounting of bulk spirit at F.L Manufactories and C.S Bottling Plants
	February
	Finance Department and IFMS
1	Integration between IFMS with Project Lifecycle Management System (PLMS) of Paschimanchal Unnayan Development Department
2	Discontinuation of pension from counter of AGWB and shifted to PDO office.
3	Commencement of maintenance of Provident Fund of Group D employees centrally
4	Monthly review meeting on RIDF/WIF projects with NABARD Officials
	Commercial Tax Directorate
1	Training of DDOs on GST and GST Network
2	Review os status of VAT Audit for 2015-2016
3	Review of Refund made to dealers on assessments
4	Monthly review of collection with Circles
5	Review of action taken on DAW Reports
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.03.2018
2	Disposal of all the family pension cases received in this office within 15.02.2018
	Directorate of Treasurics & Accounts,WB
1	Inspection of 4 Treasurics
2	Quarterly Review Meeting with PAOs/ TOs
3	Completion of work of Upgradation of Infrastructure in 2 Treasuries

	Finance (Budget) Department
1	Finalization of Supplementary Estimates for F. Y. 2017-18
2	Placement of budget for 2018-19 in the WBLA
3	Preparation of draft Vote on Account ,if required.
4	Preparation of draft Appropriation Bill No. 1
5	Publication of 28 volumes of budget documents
6	Publication and Placement of draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement to the WBLA
7	Preparation of write up of State Finance for the publication of Economic Review 2017-18
	Directorate of Registration and Stamp Revenue
1	Checking Facility of Legacy Records through WEB in 5 Registration Offices
2	Inspection of Six Offices covering all 3 Zones and evaluation of market value and revenue growth there of
3	Introduction of 5 facilitation centres
4	Implementation of road-wise market value in 10 (ten) Registration Offices
5	Opening and closing of offices by Biometric authentication in the District of South 24-Parganas.
	EXCISE
1	Development and Testing of software for grant of permits to serve liquor at private occassions and at foreign Consulates
2	Piloting of software for grant of temporary bar license
3	Video Conferencing with Additional District Magistrates & Collectors of Excise of all districts
4	Disposal of appeal cases for the month
5	Completion of construction of Berhampore Excise Complex
	March
	Finance Department and IFMS
1	Integration between IFMS with Food and Supply Department for payments processing on paddy procurement
2	Operationalization of e-Service Book of all government employees
3	Online performance appriasal of all Govt. employees through HRMS system.
4	Online application for Departmental Proceedings of Govt. Employees in HRMS
	Commercial Tax Directorate
1	Review of status of Special Audit Cases
2	Monthly meeting on Revenue Mobilisation
3	Review of appeal and revision cases
4	Meeting with Trade Bodies on GST
5	Inspection of two Charges to review performance
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.04.2018.
2	Disposal of all the family pension cases received in this office within 15.03.2018.

	Directorate of Treasuries & Accounts ,WB
1	Completion of work of Upgradation of Infrastructure in 2 Treasuries
2	Inclusion of 2 new Banks for payment of pension in the State.
	Finance (Budget) Department
1	Reappropriation and release of funds to administrative deptts. based on final receipts of balance CSS funds/ NSS receipts for the F.Y.
2	Review of resources including raising of resources for Plan/ Non Plan Expenditure
3	Review & Monitoring of Plan/ Non Plan/ CSS/ RIDF Expenditure of all Departments
	Directorate of Registration and Stamp Revenue
1	Checking Facility of Legacy Records through WEB in 10 Registration Offices
2	Introduction of 5 facilitation centres
3	Implementation of road-wise market value in 12 (twelve) Registration Offices
4	Opening and closing of offices by Biometric authentication in the District of North 24 Parganas
5	Review meeting with DIGRs in Ranges
	EXCISE
1	Inspection of 2 (two) Foreign Liquor Manufactories by Addl. Excise Commissioner / Jt. Commissioner
2	Consolidation and fine tuning of the M.I.S module deployed under eAbgari
3	Site preparation for I.T enabled office spaces on the 1st Floor of the Excise Directorate building
4	Disposal of appeal cases for the month
	April
	Finance Department and IFMS
1	Introduction of Authentication of Bill/Documents by e-Signing in IFMS
2	Introduction of online module for management of GPF of all categories of State Government employees through IFMS
3	Receipt of e-Scroll (Clearance Memo) from RBI in IFMS for expeditious monthly accounts preparation
4	Quarterly Review meeting on progress of implementaion of WBDFP-II
5	Quarterly Review meeting with FAs/DFAs
6	Monthly review meeting on RIDF/WIF projects with NABARD Officials
	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	Outreach programme for small dealers
5	Review of issues in implementation of GST

	Directorate of Pension, Provident Fund & Group Insurance
1	Integration of e-Pension Portal with OSMS Portal of MA & UD Department for Online processing of pension cases of employees of Municipalities & Municipal Corporations through and issuance of e-PPO instead of Manual PPO.
2	Disposal of all the pension cases,where date of retirement is within 31.05.2018
3	Disposal of all the family pension cases received in this office within 15.04.2018
	Directorate of Treasuries & Accounts,WB
1	Quarterly Review Meeting with PAOs/ TOs
2	Disbursement of all category of pension in PD cell under KMC jurisdiction
3	Cheque Truncation System (CTS) to be introduced in 10 more Treasuries
4	Inspection of 4 Treasuries
	Finance (Budget) Department
1	Release of 1st instalment of budgetary funds for F.Y. 2018-19 to Administrative Department
2	Review of Externally Aided Projects
3	Review of resources including raising of resources for Plan/ Non Plan Expenditure for F.Y. 2018-19
	Directorate of Registration and Stamp Revenue
1	Introduction of system of capturing thumb-impression and photograph electronically in visit and commission
2	Introduction of 5 facilitation centres
3	Revision of market value of land / apartment covering 2 districts
4	Revenue meeting with District Registrars
5	Opening and closing of offices by Biometric authentication in the District of Howrah and Hooghly
6	e-signing of deeds
	EXCISE
1	Annual Review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Digitization of Excise Manual Volume II for updation
3	Disposal of appeal cases for the month
4	Piloting of software for grant of permits to serve liquor at private occassions and at foreign Consulates
	May
	Finance Department and IFMS
1	Introduction of Centralised Budget Monitoring System module of IFMS for monitoring of Central and State Government schemes
2	Integration between IFMS with portal of Labour Department for Yuvashree Scheme beneficiaries
3	Monthly review meeting on RIDF/WIF projects with NABARD Officials
4	Review meeting with all Nodal Officers of departments on RIDF/WIF

	Commercial Tax Directorate
1	Survey of dealers for registration in GST and PT
2	Monthly review meeting on Revenue collection
3	Monitoring of assessment for 2015-16
4	Review of action taken against Data Analysis Wing Reports
5	Review of appeal and revision cases
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.06.2018.
2	Disposal of all the family pension cases received in this office within 15.05.2018.
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Inclusion of 2 new Banks for payment of pension in the State
3	Integration with a Payment Aggregator for Payment Gateway in GRIPS
	Finance (Budget) Department
1	Review of resources including raising of resources for Plan/ Non Plan Expenditure for F.Y. 2018-19
2	Review & Monitoring of Plan/ Non Plan/ CSS/ RIDF Expenditure of all Departments
	Directorate of Registration and Stamp Revenue
1	Revision of market value of land / apartment covering 5 districts.
2	Introduction of 5 facilitation centres
3	Opening and closing of offices by Biometric authentication in the District of Purba Medinipur and Paschim Medinipur
4	Simultaneous registration and mutation - integration with KMC
	EXCISE
1	Roll out of software for grant of temporary bar license
2	In service training of Sub-Inspectors of Excise on enforcement activities and eGovernance in batches
3	Inspection of 1 (one) distillery by Addl. Excise Commissioner / Jt. Commissioner
4	Disposal of appeal cases for the month
5	Review meeting with Deputy Excise Collectors in charge of Excise Ranges
	June
	Finance Department and IFMS
1	Online approval of Advance drawal permission
2	Integration between IFMS with Self Help Group Department
3	Monthly review meeting on RIDF/WIF projects with NABARD Officials
4	Launching of website of the PPP Cell

	Commercial Tax Directorate
1	Review meeting with Circles and Large Tax Payers Unit on Revenue collection
2	Completion of assessments for 2015-16
3	Review of progress of VAT Audit Cases
4	Training of officers on changes in GST Act and Rule
5	Outreach programme for small dealers on changes in GST
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.07.2018.
2	Disposal of all the family pension cases received in this office within 15.06.2018.
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Inclusion of 2 new Banks for payment of pension in the State
	Finance (Budget) Department
1	Start of preparation of administrative report of Finance Deptt. With data collection and compilation from different Directorate of the Fin. Deptt. and data from the Statistic & PI Deptt.
2	Review of File Disposal Rate within FD
3	Review & Monitoring of Plan/ Non Plan Expenditure of all Departments
	Directorate of Registration and Stamp Revenue
1	Revision of market value of land / apartment covering 6 districts.
2	Introduction of 5 facilitation centres
3	Opening and closing of offices by Biometric authentication in the District of Bankura and Purulia
4	Review meeting with DIGRs in Ranges
	EXCISE
1	Development and testing of software for import of molasses from other states or from outside India through Customs
2	Roll out of software for grant of permits to serve liquor at private occassions and at foreign Consulates
3	Video Conferencing with Additional District Magistrates & Collectors of Excise of all districts
4	Revision of Excise Manual Volume II by committee comprising of senior Excise Officers
5	Disposal of appeal cases for the month
	July
	Finance Department and IFMS
1	Integration between Higher Education/School Education Department with IFMS
2	Budget estimation functionality — for online application for all Departments to submit Demand.
3	Quarterly Review meeting on progress of implementaion of WBDFP-II
4	Quarterly Review meeting with FAs/DFAs
5	High Powered Committee Meeting with NABARD and departmental secretaries under the Chairmanship of Chief Secretary
6	Monthly review meeting on RIDF/WIF projects with NABARD Officials

	Commercial Tax Directorate
1	Monthly review meeting with Charges on Revenue Collection
2	Inspection of two Charges for review of performance of two Charges
3	Mismatch reconciliation programme for 2016-17
4	Review of anti-evasion work by units of Bureau and ITC Investigation Unit
5	Meeting with Regional Consultative Committee
	Directorate of Pension, Provident Fund & Group Insurance
1	Introduction of Online processing of pension cases of employees of Mass Education, Library Services, Technical Education & Training and Industrial Training Institutes through ePension Portal and issuance of e-PPO instead of Manual PPO
2	Disposal of all the pension cases,where date of retirement is within 31.08.2018.
3	Disposal of all the family pension cases received in this office within 15.07.2018.
	Directorate of Treasuries & Accounts,WB
1	Upgradation of Treasury Infrastructure in 2 Treasuries
2	Quarterly Review meeting with PAOs/TOs
3	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
4	Inspection of 4 Treasuries
	Finance (Budget) Department
1	Release of second instalment of budgetary funds to all administrative departments
2	Reappropriation of funds as per requirement of administrative deptts.
3	Review of resources including raising of resources for Plan/ Non Plan Expenditure for F.Y. 2018-19
4	Review of RIDF & EAP Projects
	Directorate of Registration and Stamp Revenue
1	Revision of market value of land / apartment covering 7 districts.
2	Introduction of 5 facilitation centres
3	Revenue meeting with District Registrars
4	Opening and closing of offices by Biometric authentication in the District of Malda and Murshidabad
	EXCISE
1	Quarterly review meeting with Superintendents of Excise on revenue collection and enforcement activities
2	Disposal of appeal cases for the month
3	Piloting of software for import of molasses from other states and from outsite India through Customs
4	Development and testing of software for export of bulk spirit out of the State
	August
	Finance Department and IFMS
1	Monthly review meeting on RIDF/WIF projects with NABARD Officials
2	Review meeting with all Nodal Officers of RIDF/WIF
3	Mid Term Review of PPP Proposals received from Administrative Departments

	Commercial Tax Directorate
1	Survey of unregistered dealers for GST and Profession Tax Registration
2	Monthly Review meeting for monitoring of Revenue
3	Completion of VAT Audit for 2015-16
4	Review of appeal and revision cases at Circles
5	Selection of dealers for VAT Audit for 2016-17
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.09.2018.
2	Disposal of all the family pension cases received in this office within 15.08.2018.
	Directorate of Treasuries & Accounts,WB
1	In service Training of PAOs/TOs/APAO/ATOs
2	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
3	Inclusion of 4 new Banks for payment of pension in the State
4	Inspection of 4 Treasuries
	Finance (Budget) Department
1	Release of second instalment of budgetary funds to all administrative departments
2	Reappropriation of funds as per requirement of administrative deptts.
3	Review of File Disposal Rate within FD
	Directorate of Registration and Stamp Revenue
1	New office building of Barasat District Registration office
2	Introduction of 5 facilitation centres
3	Inspection of Six Offices covering all 3 Zones and evaluation of market value and revenue growth there of
4	Opening and closing of offices by Biometric authentication in the District of Cooch bihar, Jalpaiguri and Alipuduar
	EXCISE
1	Publication of revised and updated edition of Excise Manual Volume II
2	Roll out of software for import of molasses from other states and from outside India through Customs
3	Piloting of software for export of bulk spirit out of the State
4	Inspection of 2 (two) F.L Manufactories by Addl. Excise Commissioner / Jt. Commissioner
5	Disposal of appeal cases for the month
	September
	Finance Department and IFMS
1	DDO Transfer Module- transfer of DDO with all legacy data from one Treasury to another.
2	Monthly review meeting on RIDF/WIF projects with NABARD Officials

	Commercial Tax Directorate
1	Review meeting with Charges for Revenue Monitoring
2	Selection of Dealers for assessment for 2016-17
3	Review of progress in Special Audit Cases
4	Review of collection of Assessed Dues
5	Inspection of two Charges to review performance
	Directorate of Pension, Provident Fund & Group Insurance
1	Integration of e-Pension Portal with OSMS Portal of P & R.D Department for Online processing of pension cases of employees of Panchayati Raj Bodies and issuance of e-PPO instead of Manual PPO
2	Disposal of all the pension cases,where date of retirement is within 31.10.2018.
3	Disposal of all the family pension cases received in this office within 15.09.2018.
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
	Finance (Budget) Department
1	Reappropriation of funds as per requirement of administrative deptts.
2	Review of utilization of funds received under 14th Finance Commission
3	Review of resources including raising of resources including Government of India receipts for Plan/ Non Plan Expenditure
4	Mid-Year Review of Release of Funds by Administrative Departments as released to them by FD in April and August
5	Mid-Year Review of Taxes Collection by various Directorates
6	Reconciliation of accounts of last financial years with A.G. West Bengal
	Directorate of Registration and Stamp Revenue
1	Introduction of 5 facilitation centres
2	Opening and closing of offices by Biometric authentication in the District of Darjeeling and Kalimpong
3	Review meeting with all registering officers
	EXCISE
1	Pre-puja review with Superintendents of Excise on revenue collection and enforcement activities
2	Disposal of appeal cases for the month
3	Roll out of software for export of bulk spirit out of the State
4	Development and testing of software for transport of industrial and medicinal spirits within units licensed under the M & TP Act
5	Coordination meeting on NDPS with all units on preparedness to ensure Zero cultivation of contraband Opium and Cannabis

	October
	Finance Department and IFMS
1	Quarterly Review meeting on progress of implementaion of WBDFP-II
2	Quarterly Review meeting with FAs/DFAs
3	Monthly review meeting on RIDF/WIF projects with NABARD Officials
	Commercial Tax Directorate
1	Monthly meeting on review of collection
2	Selection of Special Audit cases for 2016-17
3	Training of officers on Changes in GST Act
4	Review of performance of Tax Recover Office
5	Review of performance of Crack Teams in Circles
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 30.11.2018.
2	Disposal of all the family pension cases received in this office within 15.10.2018.
	Directorate of Treasuries & Accounts,WB
1	Upgradation of Treasury Infrastructure in 2 Treasuries
2	Quarterly Review meeting with PAOs/TOs
3	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
	Finance (Budget) Department
1	Collection and Compilation of Budget Material from all Administrative Departments
2	Reappropriation of funds as per requirement of administrative deptts.
3	Review of Externally Aided Projects/ RIDF
4	Entry/ Exit Conference with the Office of AG WB
	Directorate of Registration and Stamp Revenue
1	Introduction of 5 facilitation centres
2	Revenue meeting with District Registrars
3	Bifurcation of Domkol ADSR office in Murshidabad District
4	Opening and closing of offices by Biometric authentication in the District of Uttar Dinajpur and Dakshin Dinajpur
	EXCISE
1	Piloting of software for transport of industrial and medicinal spirits within units licensed under the M & TP Act
2	Review of eGovernance initiatives and achievements by Excise Commissioner / Addl. Excise Commissioner
3	Refresher training of Deputy Excise Collectors in batches
4	Disposal of appeal cases for the month

November	
	Finance Department and IFMS
1	Launching of Mobile App of WBIFMS for citizens and employees.
2	Evaluation of 1st version of IFMS for design and development of better and user friendly 2nd version of IFMS
3	Monthly review meeting on RIDF/WIF projects with NABARD Officials
4	Publication of Annual Administrative Report of Finance Department
5	Review meeting with all Nodal Officers of RIDF/WIF
	Commercial Tax Directorate
1	Monthly meeting on Revenue collection
2	Review of Refunds under GST
3	Publication of Annual Administrative Report
4	Review meeting on performance by Appellate Authorities
5	Review of progress in VAT Audit and Assessment Cases
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases,where date of retirement is within 31.12.2018.
2	Disposal of all the family pension cases received in this office within 15.11.2018.
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
	Finance (Budget) Department
1	Reappropriation of funds as per requirement of administrative deptts.
2	Collection and Compilation of Budget Material from all Administrative Departments
3	Review of File Disposal Rate within FD
4	Incorporation of actual data for F.Y. 17-18, including receipts and expenditure, as received from A.G. West Bengal for Budget Publication
5	Review of Taxes Collection by various Directorates
	Directorate of Registration and Stamp Revenue
1	Introduction of 5 facilitation centres
2	Inspection of Six Offices covering all 3 Zones and evaluation of market value and revenue growth thereof
3	Opening and closing of offices by Biometric authentication in the District of Nadia
	EXCISE
1	Development and testing of software for end-to-end electronic criminal case handling solution
2	Roll out of software for transport of industrial and medicinal spirits within units licensed under the Special Section
3	Review meeting with Superintendents of Excise on revenue collection and enforcement activities
4	Disposal of appeal cases for the month
5	Coordination meeting on NDPS with all units

	December
	Finance Department and IFMS
1	Monthly review meeting on RIDF/WIF projects with NABARD Officials
	Commercial Tax Directorate
1	Monthly Review Meeting on Revenue collection
2	Review of progress in Special Audit Cases
3	Review of action taken on Data Analysis Wing Reports
4	Survey of Unregistered Dealers for registration under GST and Profession Tax
5	Inspection of two Charges to review performances
	Directorate of Pension, Provident Fund & Group Insurance
1	100% Online processing of pension cases of employees of all Grants-in-Aid Institution and issuance of e-PPO instead of Manual PPO
2	Disposal of all the pension cases,where date of retirement is within 31.01.2019.
3	Disposal of all the family pension cases received in this office within 15.12.2018.
	Directorate of Treasuries & Accounts,WB
1	Inspection of 4 Treasuries
2	Upgradation of Treasury Infrastructure in 2 Treasuries
3	Cheque Truncation System (CTS) to be introduced in 5 more Treasuries
	Finance (Budget) Department
1	Release of 3rd instalment of budgetary funds to all administrative departments
2	Preparation & publication of administrative report of Finance Department
3	Reappropriation of funds as per requirement of administrative deptts.
4	Review of resources including raising of resources including Government of India receipts for Plan/ Non Plan Expenditure
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
	Directorate of Registration and Stamp Revenue
1	Introduction of 5 facilitation centres
2	Simultaneous registration and mutation - integration with HMC
3	Opening and closing of offices by Biometric authentication in the District of Burdwan and Birbhum
4	Facility of GPS for identification of location in collaboration with DLR &S
5	Review meeting with DIGRs in Ranges
	EXCISE
1	Inspection of 2 (two) Breweries by Addl. Excise Commissioner / Jt. Commissioner
2	Disposal of appeal cases for the month
3	Piloting of software for end-to-end electronic criminal case handling solution
4	Review meeting with Deputy Excise Collectors in charge of F.L Manufactories, C.S Bottling Plants and Breweries
5	Starting of construction work of Birpara Excise Complex

Department of Fire & Emergency Services

JANUARY – 2018

Sl.No.	Target
1	Fire Service Mechanised Contingent will participate at Indira Gandhi Sarani in connection with Republic Day Parade on 26th January, 2018 and at district and sub-division level.
2	1st Batch of External Sub- Officer Course, National Fire Service College, Nagpur shall be conducted at Institute of Fire Service.
3	Stand-by duty at Ganga Sagar Mela, 2018.
4	Construction work of one new Fire station building to be completed.
5	Fresh condemnation process to be initiated for newly defunct Fire Tenders.
6	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

FEBRUARY - 2018

Sl.No.	Target
1	Professional Duty-cum-Athletic Meet-2018 (Division-wise Tactical Exercise Competition) will be conducted at a suitable venue.
2	Special Appliances and Modern Equipment Training Programme will be conducted at Institute of Fire Service for departmental candidates.
3	Renovation of building works (Civil and Electrical) of D.F.O. Office and Berhampore Fire Station to be completed.
4	Completion of repair and renovation work of existing 1 No. of Fire Station.
5	Construction work of one new Fire station building to be completed.
6	Review Meeting with PWD officials to monitor the progress of constriction of new Fire Stations and renovation of existing Fire Stations.
7	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

MARCH - 2018

Sl.No.	Target
1	Procurement proposal for 2018-19 under e-Tender – 5 will be initiated.
2	Construction work of 2(two) Nos. new Fire Station Building to be completed.
3	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samity.
4	Construction work of 2(two) Nos. new Fire Station Building to be started.
5	Applications submitted for obtaining NOC for high rise & high risk building to be disposed of during this quarter within scheduled time.
6	Completion of repair and renovation work of existing 2 Nos. of fire station.
7	Meeting with all Divisional Fire Officers to be conducted.
8	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

APRIL - 2018

Sl.No.	Target
1	An Exhibition in respect of Awareness Programme on Fire & Life Safety will be conducted at Academy of Fine Arts during Fire Service Week from 14th April to 20th April, 2018.
2	Review Meeting within Directorate and with Senior Field Officers, to examine financial performance in the past financial year.
3	Completion of purchase of some Fire Equipment under e-Tender.
4	Engagement of 1500 nos. of A.F.O. to be completed.
5	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

MAY - 2018

Sl.No.	Target
1	Completion of purchase of some Fire Equipment under e-Tender.
2	Practical Training Programme for the students of Advance Diploma in Fire Management of IISWBM will be conducted at Institute of Fire Service in four batches.
3	To observe Fire Service Week, widespread Awareness Programmes will be held in Schools, Colleges, Factories, Shopping Malls, Hospitals and Market Places throughout the state.
4	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samity.
5	Special Appliances and Modern Equipment Training Programme will be conducted at Institute of Fire Service for departmental candidates.
6	Review Meeting with PWD officials to monitor the progress of construction of new Fire Stations and renovation of existing Fire Stations.
7	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

JUNE - 2018

Sl.No.	Target
1	Completion of purchase of some Fire Equipments under e-Tender.
2	Refresher Course for Departmental Station Officers will be conducted at Institute of Fire Service (IFS).
3	1st Batch of External Sub- Officer Course, National Fire Service College, Nagpur will be completed.
4	Mock Drill Exercise and Fire Awareness Programme to be organised in the area under Hooghly, Howrah, Purba Medinipur & Paschim Medinipur Divisions.
5	Fire Fighting Demonstration shall be conducted at various outdoor office campuses and school campuses for public awareness in respect of Fire and Life Safety.
6	Application submitted for obtaining NOC for high rise & high risk building to be disposed of during this quarter within scheduled time.
7	Construction of one no. of new Fire station building to be started.
8	Meeting with all Divisional Fire Officers to be conducted.
9	Condemnation of old and unserviceable Fire Tender to be completed.
10	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

JULY - 2018

Sl.No.	Target
1	Construction of one no. of new Fire station building to be started.
2	2nd Batch of External Sub- Officer Course, National Fire Service College, Nagpur shall be conducted at Institute of Fire Service.
3	Renovation work of 1(one) no. of existing Fire Station building to be started.
4	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Birbhum, N-24 Pgs, Nadia, Murshidabad & Malda Divisions.
5	Construction work of 1(one) no. new Fire Station building to be completed.
6	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

AUGUST - 2018

Sl.No.	Target
1	To complete the construction work of 1 (one) new Fire Station Building.
2	To complete the process of condemnation and disposal of next batch of condemned vehicles lying at different Fire Stations.
3	Fire Service Contingent will participate at Indira Gandhi Sarani in connection with Independence Day Parade on 15th August 2018.
4	Renovation of 1(one) no. of old Fire Station building to be started.
5	Observance of Independence Day throughout the state (District & Sub-Division level).
6	Promotion to the post of Leader from the post of Fire Operator to be initiated.
7	Review Meeting with PWD officials to monitor the progress of construction of new Fire Stations and renovation of existing Fire Stations.
8	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

SEPTEMBER - 2018

Sl.No.	Target
1	Fire Awareness Programme will be conducted in all public places for coming festive season.
2	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samiti.
3	Construction work of 1(one) no. new Fire Station building to be completed.
4	Mock Drill Exercise and Fire Awareness Programme to be organized throughout the state.
5	All applications submitted for obtaining NOC for high rise and high risk buildings to be disposed of during this quarter within scheduled time.
6	NOC under Section 23A of The West Bengal Fire Services Act, 1950 regarding erection of temporary structures or pandals would be issued following Single Window System (Aasaan).
7	Meeting with all Divisional Fire Officers to be conducted.
8	Promotion to the post of Sub-Officer from the post of Leader & F.E.O.D. to be initiated.
9	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

OCTOBER - 2018

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).
2	Fire Service stand-by duty will be performed during Muharram at different Police Stations.
3	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Darjeeling, Kalimgpong, Jalpaiguri, Alipurduar, Cooch Behar, Uttar Dinajpur & Dakshin Dinajpur Divisions.
4	Fire Service stand-by duty will be performed during Durga Puja at different Police Stations and big Puja Pandals.
5	To conduct regular training to different Puja committee members at Kolkata and all other districts.
6	Refresher Course for Departmental Sub-Officers will be conducted at Institute of Fire Service.
7	Promotion to the post of Station Officer from the post of Sub-Officer to be initiated.
8	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

NOVEMBER - 2018

Sl.No.	Target
1	Fire Service stand-by duty will be performed during Kali Puja & Jagatdhatri Puja at different Police Stations and big Puja Pandals.
2	Practical Training Programme for the students of Advance Diploma in Fire Management of IISWBM will be conducted at Institute of Fire Service in four batches.
3	Elementary Fire Fighting Course will be conducted at Institute of Fire Services for Nabik Griha Samity.
4	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under South 24-Pgs, North Kolkata & South Kolkata Divisions.
5	Review meeting with Senior Field Officers of Fire Directorate regarding performance during Festive Season. Deficiencies to be pin-pointed, rectified and circulated through Minutes.
6	Promotion to the post of Leader from the post of Fire Operator to be completed.
7	Review Meeting with PWD officials to monitor the progress of construction of new Fire Stations and renovation of existing Fire Stations.
8	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

DECEMBER - 2018

Sl.No.	Target
1	2nd Batch of External Sub- Officer Course, National Fire Service College, Nagpur shall be completed.
2	Refresher Course for Departmental Leaders will be conducted at Institute of Fire Service.
3	Renovation of 2 (two) nos. of old Fire Stations to be completed.
4	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Burdwan, Bankura & Purulia Divisions.
5	Special Appliances and Modern Equipment Training Programme will be conducted at Institute of Fire Service for departmental candidates.

Sl.No.	Target
6	All applications submitted for obtaining NOC for high rise & high risk buildings to be disposed of during this quarter within scheduled time.
7	Construction work of 1(one) no. new Fire Station building to be completed.
8	Meeting with all Divisional Fire Officers to be conducted.
9	Promotion to the post of Sub-Officer from the post of Leader & F.E.O.D. to be completed.
10	Promotion to the post of Station Officer from the post of Sub-Officer to be completed.
11	Review Meeting with senior officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.

Department of Fisheries, Aquaculture, Aquatic Resources & Fishing Habours

Sl. No.	Name of Scheme	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Remarks
1	Mapping of Jhora Fishery	40 units	40 units	45 units	40 units	45 units	40 units	Target to complete the work by June 18.						Work suffered administrative due to problems in 2017.
2	Preparation of Contour map wherever is applicable	Will be taken up as per requirements of individual districts.												-
3	Updation of Database by procuring current satellite data	1 district	1 district	1 district	1 district	1 district	1 district	1 district	1 district	1 district	1 district	1 district	1 district	Subject to availability of fund.
4	Fishery Infrastructure mapping	Subject to availability of data from the districts.												-
5	Creation of GIS enabled database for utility services under the NRDMS in the districts	As per requirement received from the Department of Planning, Statistics and Programme Monitoring, Govt, of West Bengal and districts.												-
6	Digital Mapping of Wakf properties in different districts as per record supplied by the MA & ME Department, GoWB.	1 district	1 district	1 district	1 district	Depending upon the requirement of MA & ME Department for otherdistricts.								-
7	Digital Mapping of JFMC's under the Department of Forests, GoWB.	1 district	Depending upon the requirement of Forest Department for other districts.											-

Directorate of Fisheries

Item of the scheme	1st quarter						2nd quarter						3rd quarter						4th quarter							
	Jan		Feb		Mar		April		May		June		July		Aug		Sep		Oct		Nov		Dec			
	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Acl
% Distribution of fingerlings & Fisheries inputs including nutritionally balanced feed in water bodies	300		400		800		600		500		500		1200		1000		1000		600		300		300		7500	
Distribution of inputs accessories) (in unit)	700		600		600		400		400		400		600		600		400		100		100		100		5000	
Brackish Water fish farming in coastal Districts (in hector)	0		20		40		50		50		50		40		30		20		0		0		0		300	
Training of Fish Farmers(no)	600		600		600		600		600		1000		2000		2000		1000		2000		2000		2000		15000	
Extension activities	Krishi mela.		mati utsav etc		Krishi mela.		Wetland day, fish farmers' day						Fish farmers' day & chuno-punti utsav													
	149 (Krishi mela.) 1 mati utsav		150		41		0		0		1		10		10		10		50		50		70		542	
HCRC: Awareness Programmes	10		10		5		10		10		10		10		10		10		10		5		10		110	
Production of big size n big water bodies	0		15		15		15		15		10		30		40		10		0		0		0		150	
Accreditation of Hatcheries	5		3		2		3		3		4		3		3		4		3		3		4		40	

Item of the scheme	1st quarter						2nd quarter						3rd quarter						4th quarter							
	Jan		Feb		Mar		April		May		June		July		Aug		Sep		Oct		Nov		Dec			
	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Ach	Tar	Acl
Publications	Hand book/ book lets on fishe- ries for Fish far- mers		hand Hook of Govt. Water Bodi- es up dat ingn				Leaf- let on wet- land day conser- vation		Hand book/ book lets on fishe- ries for Fosh far- mers				Hand book/ book lets or fishe- ries for Fish far mers		Leaf- let on Hilsa conser- vation		Hand book on fishe- ries Stati stic 2017- 18				Bro- chure on Hilsa cons- erva- tion		Hand book /book lets on fish- eries for fish far- mers			
Ranching of Fish in coal	0		0		0		0		0		10		10		10		10		0		0		0		40	
Marine security measures (Distribution of Distress Alert Transmitter, Biometric I-Card etc.)	5000		5000		5000		10000		20000		0		0		0		0		0		0		5000		50000	
Zonal meeting by Director, Fisheries	1		1		1		1		1		1		1		1		1		1		1		1		12	
Convergence scheme with MGNREGA/ ADMIP	0		0		0		0		0		0		50		50		50		50		50		50		300	

NT : JANUARY TO DECEMBER – 2018 (DIRECTOR OF FISHERIES (DFWB)

Administrative Calendar for the Year 2018 BENFISH

Sl. No.	Name of Project	1st Quarter						2nd Quarter						3rd Quarter						4th Quarter						Cumulative Achievement
		Target			Achievement			Target			Achievement			Target			Achievement			Target			Achievement			
		JAN	FEB	MAR	JAN	FEB	MAR	APR	MAY	JUN	APR	MAY	JUN	JUL	AUG	SEP	JUL	AUG	SEP	OCT	NOV	DEC	OCT	NOV	DEC	
1	Construction of Ornamental Fish Market complex at Udayrampur, Bishnupur South 24 Pgs.	6%	6%	8%																						80% in previous year +20% in 2018=100%
2	Construction of dry dock at Fraserganj, South 24 Pgs.	10%	10%	10%				10%	10%	10%																40% in previous year +60% in 2018=100%
3	Construction of 50 MT Ice plant at Siliguri	10%	10%	10%				10%	10%	5%																45% in previous year +55% in 2018=100%
4	Construction of Effluent Treatment Plant of capacity 2700 KLD at Chakgaria Benfish Complex, Kolkata	10%	10%	10%				10%	10%	10%				4%	4%	4%										28% in previous year +72% in 2018=100%
5	Construction of 200 MT Cold storage at Gangarampur, Dakshin Dinjpur	5%	5%	5%																						85% in previous year +15% in 2018=100%
6	Construction of 100 MT Ice Plant at Fresergaunj	5%	5%	5%																						85% in previous year +15% in 2018=100%
7	Construction of 150 MT Cold Storage at Hattala,Bolpur, Birbhum	7%	7%	6%																						80% in previous year +20% in 2018=100%

Sl. No.	Name of the Scheme	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL UNIT
		Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	
1	Production of Fish in Fresh,	517.0 MT			458.0 MT			637.0 MT			527.0 MT			
	BrakishWater, Sewage Fed Fish Farms	220 MT	207 MT	90 MT	153 MT	152 MT	153 MT	210 MT	215 MT	212 MT	202 MT	126 MT	199 MT	2139 MT
	Stocking in Indian Major Carp Seed for culture (57 Lakh Fry)	5 Lakh Fry			20 Lakh Fry			21 Lakh Fry			11 Lakh Fry			
		2 Lakh	1.8 Lakh	1.2 Lakh	6.2 Lakh	7 Lakh	6.8 Lakh	6.8 Lakh	7.2 Lakh	7 Lakh	3 Lakh	4 Lakh	4 Lakh	57 Lakh Fry
	Stocking of Big Fish advance Fingerlings (10 Lakh Advance Fingerlings)	0.30 Lakh	0.45 Lakh	1.25 Lakh	0.50 Lakh	0.50 Lakh	1 Lakh	1 Lakh	0.50 Lakh	0.50 Lakh	3.50 Lakh	0.25 Lakh	0.25 Lakh	10 Lakh
2	Stocking of high yield Species (130 Lakh Fry)	(Pangasius GIFT Tilpia) 15.00 Lakh			(Pangasius GIFT Tilpia, Seabass) 40.00 Lakh			Pangasius GIFT Tilpia, Seabass (40 lakh)			Pangasius GIFT Tilpia. (35 lakh)			130 Lakh Fry
		7 Lakh	4 Lakh	4 Lakh	9 Lakh	14 Lakh	17 Lakh	12 Lakh	10 Lakh	18 Lakh	12 Lakh	10 Lakh	13 Lakh	
	Stocking of L. vannamei & Shrimp (50 Lakh Post Larvae)	1.10 Lakh	2.10 Lakh	4.30 Lakh	10 Lakh	9 Lakh	13 Lakh	2.3 Lakh	3.2 Lakh	5 Lakh				50 Lakh
	Innovative new species culture (40 Lakh Fry and Post Larvae)	(Cobia, Grouper, Silver Pompano) 8.40 lakh			(Chanos Chanos, Mugil cephalus, Ompak Pabda) 15.40 Lakh			Mystus guilo, Jayanti Rohu, Vietnam koi, P. Sarana) 16.20 Lakh						40 Lakh Fry (Post Larvae)
		2.20 Lakh	2.10 Lakh	4.10 Lakh	3.20 Lakh	4.10 Lakh	8.10 Lakh	7.10 Lakh	6 Lakh	3.10 Lakh				
3	Desiltation work of Water Bodies of Different Fisheries Project. (UNDERRKVY,STATEFUND)	40%			30%			No Working			30%			100%
		10%	15%	15%	15%	10%	5%				8%	12%	10%	
4	6 Nos. Refrigerator Mobile Van for Fish Marketing	0	1	1	0	1	0	1	1	0	0	1	0	6
5	Participation in different fair/festival/mela	3	1	0	0	1	0	0	0	1	2	2	1	11
6	Establishment of Magur / Singhi (indigenous species) Hatchery at Krishnabundh, Jamunadighi, Chaotkhand Nalban	1	0	0	1	0	0	1	0	0	1	0	0	4
7	Opening of new marketing outlet.	1	0	0	1	1	0	1	1	0	0	1	0	6
8	Modern fully merchodised fish processing and value added items production unit (one)	10%			30%			30%			30%			100%

West Bengal Fisheries Corporation

SL. NO.	NAME OF THE SCHEME	1st QUARTER			2nd QUARTER			3rd QUARTER			4th QUARTER			TOTAL
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ACIEVEMENT
1	Renovation of Baisar Beel at Kalyani in the district of Nadia, West Bengal.	10%	10%	20%	10%	10%	10%	5%	——	——	——	10%	15%	100%
2	Renovation of Charcharia Bheri, South 24 Parganas, West Bengal.	15%	15%	10%	10%	10%	10%	5%	——	——	——	10%	15%	100%
3	Renovation of Kapaichandi Beel at Harishchandrapur, District - Malda, West Bengal.	20%	20%	20%	10%	5%	5%	5%	——	——	——	5%	10%	100%

Department of Food & Supplies

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

Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
(i)	MIC, Food & Supplies Department	2	2	2	2	2	2	2	2	2	2	2	2	24	Secretary, F&S Deptt.
	Actual Achievement													0	Secretary, F&S Deptt.
(ii)	District visit by Principal Secretary	2	2	2	2	2	2	2	2	2	2	2	2	24	Secretary, F&S Deptt.
	Actual Achievement													0	Secretary, F&S Deptt.
(iii)	Director DDP&S	2	2	2	2	2	2	2	2	2	2	2	2	24	Director DDP&S
	Actual Achievement													0	Director DDP&S
(iv)	District visits of Director of Rationing	2	2	2	2	2	2	2	2	2	2	2	2	24	Director of Rationing
	Actual Achievement													0	Director of Rationing
(v)	Director of Consumer Goods	1	1	1	0	0	1	1	1	1	0	1	1	9	Director Consumer Goods
	Actual Achievement													0	Director of Consumer Goods
(vi)	Director of Finance	2	2	2	2	2	2	2	2	2	2	2	2	24	Director of Finance
	Actual Achievement													0	Director of Finance
(vii)	MD WBECSC Ltd.	2	2	2	2	2	2	2	2	2	2	2	2	24	MD WBECSC
	Actual Achievement													0	MD WBECSC
(viii)	MD WBSCWC Ltd.	2	2	2	2	2	2	2	2	2	2	2	2	24	MD WBSWC
	Actual Achievement													0	MD WBSWC

B. Procurement & PDS

Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
(ix)	Video Conference & Others	4	4	4	4	4	4	4	4	4	4	4	4	48	Director DDP&S
	Actual Achievement														Director DDP&S
(i)	Paddy (in LMT)	9.60	9.60	8.60	7.60	2.68	2.18	0.50	0.00	0.00	0.00	1.84	3.40	46.00	Director DDP&S
	Actual Achievement													0	Director DDP&S
(ii)	CMR (in lakh MT)	2.31	6.53	6.53	5.85	5.17	1.82	1.48	0.34	0	0	0.3	0.95	31.28	Director DDP&S
	Actual Achievement													0	Director DDP&S
(iii)	Camps (No.s in days)	4500	4500	4030	3500	1260	1020	240	0	0	0	860	1600	21570	Director DDP&S
	Actual Achievement													0	Director DDP&S
(iv)	Updation of Account of PDS Drawal of Profit & Loss accounts and sheet of 2015-16 & 2016-17	Updation of Account of PDS, Drawal of Profit & Loss accounts and Balance sheet of 2015-16				Compilation of PSD Accounts 2015-16 after the same is received from districts and CMR Agencies		Updation of Account of PDS, Drawal of Profit & Loss accounts and Balance sheet of 2016-17			Compilation of PSDaccounts, Drawal of Profit & Loss accounts 2015-16 after the same is received from districts and CMR agencies			Updation of 2 FY Accounts	Director Finance
	Actual Achievement														Director of Finance
(v)	Introduction of Non-PD Items	2 items			2 items			2 items			2 items			8 items	Director of NCEC/Textile/ Statistics
	Actual Achievement														Director of NCEC/Textile/ Statistics

C. Infrastructral Upgradation

Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
(i)	Ongoing construction of 56 godowns of 1,91,000 MT capacity	18 godowns -70% -90% progress, 33 godowns - 40% -70% progress, 6 godowns - 20% -40% progress	6 godowns progress - to be completed, 12 godowns - 80% -90% progress, 33 godowns - 50% -80% progress, 6 godowns - 30% -50% progress	To be completed -6 , 90% -95% Progress -6,60% -90% Progress -33, 40% -60% Progress -6	To be completed -6, 65% -95% Progress -33, 50% -60% progress -6	To be completed 10. 75% -90% Progress -23 60%- 70% Progress -6	To be completed -10, 80% -95% Progress -13 65% -75% Progress -6	To be completed -5, 85% -95% Progress -8 70% - 80% Progress -6	To be completed -5, 90% - 95% progress -3 75% -85% Progress - 6	To be completed -3, 80% -90% Progress -6	To be completed -1, 85% -95% Progress -5	To be completed -4 95% Progress-1	To be completed-1	completed 56 units	Director of Storage
	Actual Achievement														Director of Storage
(ii)	New 20 larger godowns construction on projects of 2,00,000 MT capacity	Start of construction -10	10% - ph. progress	10%- ph. progress	30% ph. Progress	35% ph. Progress	40% ph. Progress	50% ph. Progress	55% ph. Progress	60% ph. Progress	70% ph. Progress	80% ph. Progress	90% ph. Progress	20 units ongoing	Director of Storage

C. Infrastructral Upgradation

Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
		start of tender process - 10	-10 finali-sation of tender -10	- 10 Issue of work order -10	start of cons-truction -10	-10 10% ph. Pro-gress	10% ph. Pro-gress -10	-10 30% ph. Pro-gress -10	-10 35% ph. Pro-gress -10	-10 40% ph. Pro-gress -10	-10 50% ph. Pro-gress -10	-10 Pro-gress -10 60% Ph. Pro-gress -5	-10 70% ph. Pro-gress -10		
	Actual Achievement														Director of Storage
(iii)	Shifting of Rationing offices	Shifting of 2 Nos. of Rationing Offices to be completed						Shifting of 2 Nos. of Rationing Offices to be completed						4 offices	Director of Rationing
	Actual Achievement														Director of Rationing
(iv)	Annual Maintainance Contract (AMC) for the sophisticated and costly QC equipments in the laboratories in HQ and at Regional QC Laboratory Krishannagar and Burdwan	Initiative for obtaining administrative approval of Food & Supplies Department and concurrence of the Finance Department				Evaluation of the contracts		Execu-tion of the con-tracts							Director of I&QC
	Actual Achievement							Procurement of furniture and articles				Inauguration			Director of I&QC
(v)	Setting up of a pra-ctical training room at HQ	Initiative for obtaining administrative approval aswell as placement of fund												1 unit completed	Director of I&QC
	Actual Achievement														Director of I&QC
(vi)	Construction of Khadya Bhavans for accomodating DCF&S, SCF&S & RO offices														Dy. Secy (GE&EM)

C. Infrastructral Upgradation

Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
(a)	2 Units (ongoing scheme)	10%	20%	30%	40%	50%	60%	70%	80%	90%	com-plete			2 units complete	Dy. Secy (GE&EM)
	Actual Achievement														Dy. Secy (GE&EM)
(b)	4 Units (New scheme)	Land Identification and land transfer, Preparation of plan and estimate			Completion of Tender process				Upto 20% achievement		Upto 40% achievement			4 units ongoing	Dy. Secy (GE&EM)
	Actual Achievement														Dy. Secy (GE&EM)
(c)	1 Unit (Kolkata Khadya Bhawan)	Civil works to be completed							Internal wiring, prorocurement of furnitures & allied works to be completed					1 unit complete	Dy.Secy (GE&EM)
	Actual Achievement														Dy. Secy (GE&EM)
(vii)	Construction of 86 Model FPS in Tea Garden of North Bengal	Upto 50% achievement							Upto 100% achievement					86 FPS Completed	Dy. Secy (GE&EM)
	Actual Achievement														Dy. Secy (GE&EM)
(viii)	Construction of Inspection Bunglow /Guest House 3 units	Completion of Tender process			Upto 20% achivement				Upto 50% achivement					3 units ongoing	Dy. Secy (GE&EM)
	Actual Achievement														Dy. Secy (GE&EM)
(ix)	Construction of new godowns under RKVY [by PWD & MBL] (Tarakeswar godowns)	70%	80%	90%	100%									1	MD WBSWC
	Actual Achievement														MD WBSWC

	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
C. Infrastructral Upgradation	(x)	Construction of new warehouse of 20,000 MT capacity at Haldia under RIDF/ Stateplan (by PWD)	65%	70%	75%	80%	85%	90%	95%	100%					1	MD WBSWC
		Actual Achievement														MD WBSWC
	(xi)	Installation of 3 Nos of Weighbridge	30%	50%	70%	100%									3	MD WBSWC
		Actual Achievement														MD WBSWC
	(xii)	Renovation of SWC warehouses to be executed [by SWC] (4 godowns)														MD WBSWC
		< 25%	2	1											4	MD WBSWC
		25% - < 50%			1	1										MD WBSWC
		50% - < 75%	2	1	1		1	1	1							MD WBSWC
		75% to 100%		2	2					1	1					MD WBSWC
		Complete				3	3	3	3	3	3	4				MD WBSWC
		Actual Achievement														MD WBSWC
	(xiii)	Renovation of SWC warehouses to be executed [by PWD] (11 godowns)														MD WBSWC
		< 25%													11	MD WBSWC
		25% - < 50%														MD WBSWC
		50% - < 75%	9	7	4	1	1									MD WBSWC
		75% to 100%	2	2	5	6	3	1	1							MD WBSWC
		Complete		2	2	4	7	10	10	11						MD WBSWC
		Actual Achievement														MD WBSWC
	(xiv)	Additional Ancillary works for conversation														MD WBSWC

C. Infrastructral Upgradation	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
		of RIDF godowns into PEG [by WBSWC] (3 godowns)														
		< 25%													3	MD WBSWC
		25% - 50%														MD WBSWC
		50% - 75%	1													MD WBSWC
		75% to 100%	2	3												MD WBSWC
		Complete			3											MD WBSWC
		Actual Achievement														MD WBSWC
	(xv)	Additional Ancillary works for conversation of RIDF godowns into PEG [by WBSWC] (5 godowns)														MD WBSWC
		< 25%	5												5	MD WBSWC
		25% - 50%		5												MD WBSWC
		50% - 75%			5											MD WBSWC
		75% to 100%														MD WBSWC
		Complete				5										MD WBSWC
		Actual Achievement														MD WBSWC
	(xvi)	Additional Ancillary works for conversation of RIDF godowns into PEG [by MBL] (2 goodowns)														MD WBSWC
		< 25%	1												2	MD WBSWC
		25% - < 50%		1												MD WBSWC
		50% - < 75%			1											MD WBSWC
		75% to 100%	1			1										MD WBSWC
		Complete		1	1	1	2									MD WBSWC
		Actual Achievement														MD WBSWC

	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
C. Infra..	(xvii)	Construction of connecting road (1 godown)	50%	70%	90%	100%									1	MD WBSWC
		Actual Achievement														MD WBSWC
	(xviii)	Renovation/ Repair of Cossiopre GFD [by PWD] (23 godowns)	30%	40%	50%	60%	70%	80%	90%	100%					23	MD WBSWC
		Actual Achievement														MD WBSWC
	(xix)	Repairing & ancillary works for RIDF godowns [by WBSWC] (06 godowns)														MD WBSWC
		< 25%	6													MD WBSWC
		25% - < 50%		5	2	1									6	MD WBSWC
		50% - < 75%		1	4	4	2	2	1							MD WBSWC
		75% to 100%					3	1	1	2	1	1	1			MD WBSWC
		Complete					1	3	4	4	5	5	5	6		MD WBSWC
		Actual Achievement														MD WBSWC
	(xx)	Preparation of Accounts for 2017-18									Finalisa-tion					MD WBSWC
		Actual Achievement														MD WBSWC
D. IT	(i)	Development of soft-ware for agentwise and district wise Kerosene allocation	To be completed by May 2018													Director of Consumer Goods
		Actual Achievement														Director of Consumer Goods

	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
D. IT	(ii)	e-Enabled pady procurement system	Soft-ware develop-ment & installa-tion	User level training	Use of Soft-ware by the end users											Special Secretary, (IT)
		Actual Achievement														Special Secretary, (IT)
	(iii)	No. of godowns taken under Online Inventory Management	100	100	50										250	Special Secretary, (IT)
		Actual Achievement														Special Secretary, (IT)
E. Departmental Reforms	(i)	Recruitment/ engagement of General Managers (2 nos), Manager (2), Food godown-in-charge (72), QC-In-charge (68), Assistant Engineers (2) and Junior Engineers (3 nos) on Contractual Basis	Selec-tion of agency		Wri-tten Test	Inter-view		Pre-para-tion of pannel and engage-ment								MD WBSWC
		Actual Achievement														MD WBSWC
	(ii)	Publicity of different initiatives Undertaken by the Depts/public Grievance & Monitoring	Pub-lication of sangb-adnama Jan'17	Pub-lication of sangb-adnama Feb'17	Pub-lication of sangb-adnama Mar'17	Pub-lication of sangb-adnama Apr'17	Pub-lication of sangb-adnama May'17	Pub-lication of sangb-adnama Jun'17	Pub-lication (i) sangb-adnama Jul'17	Pub-lication of sangb-adnama Aug'17	Pub-lication of sangb-adnama Sep'17	Pub-lication of sangb-adnama Oct'17	Pub-lication of sangb-adnama Nov'17	Pub-lication of sangb-adnama Dec'17	12 & 1 Pub-lication	Director of NCEC/ Textile/ Statistics

	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
E. Departmental Reforms									(ii) Key Statis-tics Book-let of 17-18							
		Actual Achievement														Director of NCEC/Textile/ Statistics
F. Vigilance & Monitoring of PDS & Procurement	(i)	No. of visit/ /raids on different PDS Agencies/ Rice Mills/ Other Agencies in different parts of the State	100	100	100	100	100	100	100	100	100	100	100	100	1200	Director of Transportation
		Actual Achievement														Director of Transportation
	(ii)	Inspection SKO depots of Agents and shops of Dealers	4	4	4	0	0	5	5	5	4	0	4	4	39	Director of Consumer Goods
		Actual Achievement														Director of Consumer Goods
	(iii)	Flour Milling Inspection by officials	2	2	2	2	2	2	2	2	2	2	2	2	24	Director DDP&S
		Actual Achievement														Director DDP&S
G. Training of different category of staff	(i)	Computer training of officials	Computer training of 35 officials in each batch from Jan'18 to Aug'18								Computer training of 20 officials in each batch from Sep'18 and Dec'18				320	Special Secretary, Training
		Actual Achievement														Special Secretary, Training

	Sl. No.	Activity / Sub-Activity	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Yearly target	Nodal Monitoring officer
G. Training of different category of staff	(ii)	Training of the inspecting staff/ officers of this department regarding quality control management in every quarter	1st quarter			2nd quarter			3rd quarter			4th quarter			4 Training	Director of I&QC
		Actual Achievement														Director of I&QC
	(iii)	Training of Superintendent QC Inspectors and other personnels	1st Batch	2nd Batch				3rd Batch			4th Batch				4 Training	MD WBSWC
		Actual Achievement														MD WBSWC
H. Opening of retail outlets (Roudra Bristi)	(i)	Introduction of retail outlets (Roudra Bristi) in municipality areas	Sonamukhi, Haldia, Madhyamgram, Halisahar, Bongaon municipal areas												5	MD WBECSC
		Actual Achievement														MD WBECSC
	(ii)	Introduction of new company in Roudra Bristi	5 Nos. of new companies and their products to be introduced in Roudra Bristi												5	MD WBECSC
		Actual Achievement														MD WBECSC

<table>
<tr><th>Admn. Units</th><th>January</th><th>February</th><th>March</th><th>April</th><th>May</th><th>June</th><th>July</th><th>August</th><th>September</th><th>October</th><th>November</th><th>December</th></tr>
<tr><td rowspan="11">Directorate of Forest (General)</td><td colspan="11">Meeting with JFMCs including holding of Annual/& Regional Meeting & Beat level co-ordination Committee & Range level co-ordination Committee meeting.</td></tr>
<tr><td colspan="11">Forest Management and protection including raids, seizures, patrolling in forest areas. Implementation of different other developmental schemes at local level.</td></tr>
<tr><td></td><td>Review Meeting-Forest Protection</td><td>Publication of Monitoring Report</td><td rowspan="2">Review Meeting-Admin. Calendar</td><td rowspan="2">Budget Meeting</td><td rowspan="2">Review Meeting-Admin. Calendar</td><td rowspan="2"></td><td rowspan="2">Review Meeting-Admin. Calendar</td><td>Review Meeting-Forest Protection</td><td>Review Meeting-Plantations</td><td rowspan="2">Monitoring Meeting</td><td>Review Meeting-Wildlife Depredation</td></tr>
<tr><td></td><td>Review Meeting-Admin. Calendar</td><td>Budget Meeting</td><td>Budget Meeting</td><td>Review Meeting-Admin. Calendar</td><td>Review Meeting-Admin. Calendar</td><td>Price Fixation Committee Meeting</td><td>State Forest Report, 17-18</td></tr>
<tr><td colspan="2">District Visit by PCCF/ Addl. PCCF/CCF Within the State</td><td colspan="9">District Visit by PCCF/ Addl. PCCF/CCF Within the State</td></tr>
<tr><td colspan="2">Organising Banabandhob Utsab in different areas of State</td><td colspan="9"></td></tr>
<tr><td colspan="5">Nursery advance work in North Bengal & South Bengal- (4200 ha. For 2018 & 1400 ha for 1 year old seedling for 2019)</td><td colspan="4">Plantation Creation in North Bengal & South Bengal 4200 Ha.</td><td colspan="2"></td></tr>
<tr><td colspan="6"></td><td colspan="5">1st year Maintenance of Plantations - 5751 Ha. (Including 1400 Ha Tall
2nd year Maintenance of Plantations - 4782 Ha.
3rd year Maintenance of Plantations - 8092 Ha.</td><td></td></tr>
<tr><td colspan="6">Raising of seedlings for distribution 98.00 lakhs seedlings (4900 Ha. @2000 seedlings/ha.)</td><td>Observation of Ban Mahotsav of Seedling distribution 90.00 Lakhs seedlings.</td><td></td><td>Observation of Martyr's day</td><td colspan="2"></td></tr>
<tr><td colspan="2">Distribution of Uniforms of staff</td><td colspan="9"></td></tr>
<tr><td colspan="2">Construction of Forest Boundary pillars - 900 Nos (approx)
Forest boundary survey 150 km</td><td colspan="9">Approximately 1000 Boundary Pillars and 200 Km Forest Boundary Survey</td></tr>
<tr><td colspan="11">ARC GIS- Desktop-3 nos. (License renewed)</td></tr>
<tr><td colspan="11">ARC GIS- Advanced-1 nos. (License renewed)</td></tr>
<tr><td colspan="11">ERDAS Imagine-2 nos. (License renewed)</td></tr>
</table>

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
Parks & Gardens Wing	Maint. Of 60 parks in South & North Bengal											
	Flower Shows – 5 Nos.	Flower Shows – 3 Nos.	Raising of DPN (400 Ha)									
	Flower Exhibition-5 Nos.	Flower Exhibition-1 Nos.				Plantation Creation-60 Ha (SP)+ 121 Ha (Namami Gange)						
								Maintenance-Y1- 10 Ha (JICA) + 348 Ha (Namami Gange)				
								Maintenance-Y2-25 Ha (JICA) + 20 Ha (State Plan)+ 10 Ha (NH)				
	Strip Plantation, Nursery Adv.+ Creation-65 Ha											
Wild Life Wing	Protection of Forest, Wildlife; Fight against illegal trade on Wildlife and other forest produce; Rescue of Wildlife; Combating Wildlife Depredation; Wildlife Monitoring											
	Cattle immunization around fringe areas											
	All India Tiger Estimation 2018											
	Prey Augmentation & Consequent Tiger Augmention Programme											
	AGM for JFMCs											
	Awareness meeeting/FPC/EDC/Staff Trainning											
	Adv Work for Bamboo/Fodder Grass Plantation		Creation work of Bamboo/ Grass Foder Plant.-80 Ha in BTR and 115.83 Ha in WLN (Gorumara & Jaldapara WL division)									
	Red Panda Estimation											
	Construction of Brick Path											
	Distribution Nursery											
	Construction of twin barracks											
	Solar Light									Solar Light		
	Solar Power Plant											
	Sweet Water Pond (Creation)								Erection of Nylon net fencing			
	Water Treatment Plant									Sinking of Deep Tube Well		
	Construction of Jetties									Construction of Jetties		
	Erection of Nylon net fencing											
	Sinking of Deep Tube Well											
	Construction of Community Hall											
	Medical Camps							Medical Camps				
	Irrigation Channel									Irrigation Channel		

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
Wild Life Wing	Construction of Administrative Office Building for STR											
	Plantation in State Plan ADV											
				Plantation Creation-18 Ha under WLN (in darjeeling WL Divn.) and 145 Ha in BTR (All divisions)								
	Maint. Of older plantation in WLN (Darjeeling WL divn)											
										Management Plan of Neora Valley NP (extended area) & Gorumara NP under WLN		
	Mid Term review of Management Plan of Mahananda WLS, Senchal WLS, Singalila NP under WLN											
	Management Plan of Jaldapara NP (ongoing) under WLN											
	Mangrove Nursery											
	NIC at Bhabatpur											
	Construction of Administrative Building											
							Creation of Mangrove Pltn (400 ha)					
							Mangrove Pltn Maintenance (35 ha)					
			Mangrove Pltn Advance Work & Creation									
							Creation of DPN				Wildlife Day	
	Watch Tower						Ban Mahotsav				Celebration of Wildlife Day, Awareness Meeting, Campaign etc	
										Distribution of usufract sharing for JFMCs		
	District visit by PCCF/ Addl PCCF / Director, SBR											

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
R M & D Wing	Raising and Maintenance of RET QPMs			Maintenance of Nursery Seedings.			Creation of New Experimental Plantation			Collection of Seeds for supply to user Divisions		
	Creation of Seed Stand, Plus Trees and Seed Trees			Maintenance of Lloyd Botanical Garden, Darjeeling			Maintenance of Yr. - I, II & III Plantation			Raising and Maintenance of RET QPMs		
										Development and Maintenance of Lloyd Botanical Garden		
	Maintenance of Seed Stand, Plus Trees, Seed Trees etc.			Floral Inventorization in 7 new MPCAs of West Bengal								
	Evaluation of Plus Trees.			Floral inventorization in Old MPCAs (Revisiting Old MPCA)								
	Evaluation of Preservation Plots, Sample Plots etc.						Maintenance of Nursery Seedlings.			Taking of Nursery Trials at Various Nurseries under Research Circle.		
	Collection of Seeds for supply to user Divisions			Publicaton of Research Reports & Bulletins			Creation of Medicinal Tree and Intercropping of Herbs & Shurbs under JFMC Project.			Maintenance of Nurseries, Germ Plasm Banks.		
	Measurement of Data of On-going Nursery & Field Trials				Creation of New Experimental Plantation (Hills)		Maintenance of Plantations Created under JFMC Project			Maintenance of Plantations Created under JFMC Project		
	Development and Maintenance of Lloyd Botanical Garden			Compilation of field data of Plantation Monitored for South bengal & North Bengal. The compiled data circulated to all DFOs of South Bengal & North Bengal.			(i) Receipt of draft monitoring reports from Divisions & Circles.			(i) Creation of final state monitoring report, publication & distribution of the said report.		
	Landslide Protection Works at Lloyd Botanical Garden and Lava Nursery Complex.						(ii) Compilation of draft monitoring report & discussion thereby.			(ii) Survey & Monitoring of plantation created in 1st, year (2018) 3rd year (2016) & 5th year (2014)		
	Raising of QPMs of Medicinal Tree, Herbs and Shrubs Spp.for JFMC Project											
	Creation of Central Nurseries under RIDF at Lataguri											
	Advance Field Work for Experimental Plantation.											
	Continuing plantation Monitoring Works of 2017-18 and completion thereby											
		Maintenance of Bio Diversity parks				Maintenance of Bio Diversity parks			Maintenance of Bio Diversity parks			Maintenance of Bio Diversity parks
	Implementation of PMKSY works											

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<tr><td rowspan="14">WB Forest & Biodiversity Conservation Project (JICA)</td><td colspan="11">Afforestation & Nursery</td></tr>
<tr><td>Creation of Model A4 Plantation - 2168 ha Nursery - 55.4 Lakh QPM</td><td>Maintenance of Nursery 38 Nos. Advance work for TPOFA plantation 185 ha Multiple Shoot Cutting 1129 ha</td><td>Raising of QPM 55.40 Lakh</td><td>Maintenance of QPM and soil work for plantation.</td><td colspan="2">Maintenance of QPM and soil work for plantation. Creation of A5 & A6 Plantation 368 ha.</td><td>Creation of A2 & A3 Plantation 2418 ha. Maintenance of 2015 plantation 2814.50</td><td>Maintenance of Nursery and Plantation</td><td colspan="3">Maintenance of Nursery 38 nos.</td></tr>
<tr><td colspan="11">Bio-Diversity Conservation</td></tr>
<tr><td colspan="11">6 Biodiversity Research on Elephant in South Bengal, Elephant in North Bengal, Gaur in North Bengal, Tiger in North Bengal, Leopard In North Bengal, Habitat Management Practices</td></tr>
<tr><td colspan="11">Hiring of Vehicle for patrolling.</td></tr>
<tr><td colspan="11">Engagement of Mobile Squad Labour to mitigate Man-Elephant Conflict</td></tr>
<tr><td></td><td>Construction of Watch Tower 5 nos.</td><td>Elephant Iron Angle Fencing 16 km</td><td colspan="8">Maintenance of Speed Boat</td></tr>
<tr><td></td><td>Nylon Net Fencing Repairing 20km.</td><td>Nylon Net Fencing New Erection 16 km</td><td colspan="8">Supply of Trap Cage - Bird, Snake, Small Animal etc.</td></tr>
<tr><td colspan="11">Community Mobilization</td></tr>
<tr><td colspan="11">Community Infrastructure Development over 600 JFMCs</td></tr>
<tr><td colspan="11">IGA over 1200 SHGs</td></tr>
<tr><td colspan="11">Institutional Capacity development</td></tr>
<tr><td>Training to Frontline Staff and Extension Worker on SHG at BRAIPRD, Kalyani</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td colspan="11">Field Training to JFMC member, SHG member, Frontline Staff on IGA and CID and application of offline Software</td></tr>
</table>

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
WB Forest & Biodiversity Conservation Project (JICA)			Training on MIS-GIS to Fromline Staff									
	Training to Senior Level Officer/ Junior Level Officer/ Forest Rangers to different National and International Institute			Training of Senior Level Officers on Wildlife Management in International institute								
	Development of Offline Software on MIS of SHGs			Management in International institute					Training of Junior Level Officers on Wildlife Management in International institute			
	Finalisation of Socio-Economic Baseline Survey											
	Hands on Field Training on Forest Resource Baseline Survey.											
	Hands on Field Training on Boundary Demarcation.											

Admn. Units	January	February	March	April	May	June	July	August	September	October	November	December
WBFDC	**A. Harvesting Operations :** 1. Harvesting: 5500 Ha Approx 2. Round Timber – 15,000 m3 Approx 3. Poles – 15 lakhs Approx 4. Cogging sleepers – 6.50 lakhs Approx 5. Firewood – 55,000 m3 Approx)											
	B. Ecotourism Centre Construction											
	1. Eco Tourism Facilities at Tajpur (Purba Medinipur) 2. Additional Accommodation at Jaldhaka, Lava, Suntekhola, Mongpong & Lolegaon in Kalimpong and Murti in Jalpaiguri Distt. 3. Nature Interpretation Centre at Illambazar (Birbhum)											
	C. Construction of Office Building											
	1. Construction of Office Building of Divisional Manager Bankura FC (Balance Work) 2. Construction of DM Residence building at Purulia (Balance Work)											
	Sundarban Honey Collection 30,000 kg											
	Plantation in South Bengal 300 ha.											
	Auction and sale of timber and other forest produce-ongoing process.											
WB Waste Land Dev. Corp	Rapid Landscaping & Beautification of Bhorer Alo at Gazoldoba under Tourism Department Landscaping & Beautification of Tourist Lodges of Tourism Department in North & South Bengal											
	Landscaping & Beautification of Vidyasagar Industrial Park at Kharagpur under WB Industrial Dev Corporation Ltd.											
	Landscaping & Beautification of Alipurduar District under NBDD Fund of Alipurduar district											
	Maintenance of Landscaping & Beautification of MTPS, DVC,ECL, Coal India,WBHIDCO,Land Port Authority of India, WBHIDCL (Webel),HRBC,KMDA, NKDA etc.											
West Bengal Zoo Authority	i) Construction of Exit Gate at Zoological Garden, Alipore ii) Training and Workshop on Enrichment of Zoo Enclosures at Zoological Garden, Alipore	Construction of Toilet at Zoological Garden, Alipore	Construction of Cement Pavement Blocks and cement concrete Road at North bengal Wild Animal Park (Bengal Safari),Siliguri	Construction of Visitor's pathway and animal Treatment Room at Surulia Mini Zoo, Purulia	Construction of enclosure for Sloth Beer at Barshaman Zoological Park Bardhaman	i) Completion of Animal Treatment Room at Garchumuk Deer Park, Howrah ii) Construction of Animal Treatment Room at Barshaman Zoological Park, Bardhaman	i) Construction of Store Cum Kitchen room at Janglemahal Zoological Park, Jhargram ii) Construction of store cum kitchen room at Bardhaman Zoological Park, Bardhaman	i) Construction of Nature Interpretation Centre at Janglemahal Zoological park, Jhargram ii) Construction of Nature Interpretation Centre at Bardhaman Zoological Park, Bardhaman	Construction of Administrative Building at Sunderban Wildlife Animals Parks, Jharkhali	Construction of Veterinary Hospital at Sundarban Wild animal Park, Jharkhali	i) Construction of Food Court/ Restaurant at Sundar Wildlife Animal Park, Jharkhali ii) Celebration of Zoo Festival at Zoological Garden, Alipore	(i)Training Workshop for Zoo Keepers at Zoological Garden, Alipore ii) Translocation of Excess population of deer from different Zoo.

Department of Food Processing Industries & Horticulture

Period/ Month	Activities	Target for the month
Jan-18	Preparation and Participation in Bengal Global Business Summit 2018	Maximization of Investment proposals
	Food Processing Policy to be announced including Incentive scheme for Food Processing Industries (Subject to the approval of Finance Department)	
	Capacity building of farmers through training (nos.)	20
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	10
	Cultivation of Hybrid Vegetables (area in ha.)	40
	Collection, Tendering and watering of Cinchona seedlings	20 Hectare
	Extraction of Cinchona Bark from Cinchona Blocks.	2 Lakh KG
	Maintenance and watering of Ipecac Nursery.	19,000 kamras.
	Maintenance of Orange Block.	95 Hectare.
	Maintenance of Rubber Block and nursery	110 Hectare.
	Land preparation for the Extension of Dioscorea Cultivation	5 acres
	Augmentation of Water Supply	Water Pipe Line (Plantation, Drinking and Factory purpose) at Labdah Division under Govt. Cinchona Plantation, Mungpoo.
	Maintenance of Dhuras (Labour House)	65 Model Houses
	Maintenance of Other Horticulture crops and Medicinal Plants	85 Hectare
	Collection of Leaf soil from high forest	300 quintals
	Cultivation of Mushroom	in 9 production units
	Implementation of MGNREGA Schemes	15 schemes
Feb-18	Inspection of Food Processing Industries	24 units
	Preparation for all stakeholders meeting on Food Policy	
	Capacity building of farmers through training (nos.)	20
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	10
	Quarterly review meeting (no.)	1
	Issue of work order for power tiller/power machine (nos.)	20
	Cultivation of Hybrid Vegetables (area in ha.)	60
	Collection, Tendering and watering of Cinchona seedlings	12 Hec, 30 Kg seeds
	Extraction of Cinchona Bark from Cinchona Blocks.	2 Lakh KG
	Maintenance and watering of Ipecac Nursery Dhuras (Labour house)	18,000 kamras and 23
	Maintenance of Orange Block.	105 Hectare
	Maintenance of Other Horticulture crops and Medicinal Plants	65 Hectare
	Maintenance of Rubber Block and nursery	110 hec
	Augmentation of Water Supply	Water Pipe Line at Different Plantation division of the Directorate

Period/ Month	Activities	Target for the month
Feb-18	Collection of Leaf soil from high forest	200 Quintals
	Harvesting of Ipecac roots	4000 kg
	Implementation of MGNREGA Schemes	15 schemes
	Development of Plantation Road	Development of Plantation Road at four Plantation Unit of the Directorate.
Mar-18	Inspection of Food Processing Industries	24 units
	Holding of all stakeholders meeting on Food Policy	
	Planting of flower (area in ha.)	50
	Issue of work order for poly / shade net house (Unit *1)	50
	Issue of work order for power tiller/power machine (nos.)	40
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Capacity building of farmers through training (nos.)	20
	Promotion of Ecotourism	two site
	Extraction of Cinchona Bark from Cinchona Blocks.	50,000 KG
	Transplantaion of Ipecac	9000 kamra
	Maintenance of Rubber Block and nursery	110 hec
	Maintenance of Orange Block.	105 Hectare
	Maintenance of Other Horticulture crops and Medicinal Plants	65 Hectare
	Augmentation of Water Supply	Water Supply scheme at four Plantation Unit of the Directorate.
	Implementation of MGNREGA Schemes	15 schemes
	Sale of Rubber and Ipecac	30 M.T., 3000 KG
Apr-18	Workshop on Food Processing Industries at Kolkata with prospective/ on field entrepreneurs/ those starting industries	50 entrepreneurs
	Study by professional agency for imports by countries of processed food articles; EOI to be published.	
	Planting of non perennial fruit (area in ha.)	100
	Construction of vermicompost unit* 2-permanent/ polythene	100
	Capacity building of farmers through training (nos.)	20
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	40
	Distribution of power tiller/power machine (nos.)	20
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Extraction of Rubber Latex starts	45 hec
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 35
	Maintenance of Rubber Block and nursery	110 hec
	Construction of Model House, repairing of Bunglows, Model houses etc	65 model house, repair of two officer bunglows

Period/ Month	Activities	Target for the month
Apr-18	Implementation of MGNREGA Schemes	15 schemes
	Preparation of Land for cultivation of Cinchona, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants and Other Horticulture crops	325 hec
May-18	Seminar on packaging jointly with Indian Institute of Packaging	50 entrepreneurs
	Finalization of tender for Study by professional agency for imports by countries of processed food articles	
	Capacity building of farmers through training (nos.)	20
	Quarterly review meeting (no.)	1
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Distribution of power tiller/power machine (nos.)	40
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 36
	Extraction of Rubber Latex continued	18 hec
	Maintenance of Rubber Block and nursery	110 hec
	Maintenance of Orange Block.	105 Hectare
	Maintenance of Other Horticulture crops and Medicinal Plants	65 Hectare
	Preparation of Land for cultivation of Cinchona, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants	35 hec
	Construction of Labour Model House	15 model House
	Implementation of MGNREGA Schemes	15 schemes
	Preparation of Nurseries for extension of Wild Medicinal Plants	2 nos of poly houses
Jun-18	Participation in Mango Utsab	
	Completion of construction of poly / shade net house (Unit*1)	50
	Construction of vermicompost unit *2 - permanent/polythene	200
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Capacity building of farmers through training (nos.)	20
	Cultivation of Coffee	20 hec
	Extraction of Rubber Latex continued	28 hec
	Extension of Cinchona Blocks	45 hec
	Extension of Rubber Block	24 hec
	Extension of Ipecac	5 hec
	extension of Orange Blocks	2 hec
	Extension of Large Cardamom	27 hec
	Construction of Model House	70 nos
	Extension of essentail oils bearing Plants	5 hectare
	Procurement and Planting of Wild Medicinal Plants	in 5 poly houses
	Implementation of MGNREGA Schemes	15 schemes
	Extension of Other Horticulture Crops	55 Hectare
	Afforestation programme	19 hec
	Growing of different fruit plants at Two Nos. Own nurseries	2,50,000 Nos.
	Selling of different fruit plants agri-inputs and pocessed fruits.	Rs. 120.00 lakh

Period/ Month	Activities	Target for the month
Jul-18	Awareness camp at Kolkata	50 entrepreneurs
	Planting of perennial fruit (area in ha.)	150
	Issue of work order for power tiller/power machine (nos.)	60
	Capacity building of farmers through training (nos.)	20
	Cultivation of Coffee	20 hec
	Extraction of Rubber Latex continued	28 hec
	Extension of Cinchona Blocks	45 hec
	Extension of Rubber Block	24 hec
	Extension of Ipecac	5 hec
	Extension of Orange Blocks	2 hec
	Extension of Large Cardamom	27 hec
	Construction of Model House	70 nos
	Maintenance of Wild Medicinal Plants	in 5 poly houses
	Afforestation programme	19 hec
	Implementation of MGNREGA Schemes	15 schemes
	Extension of Other Horticultural activities	55 hec
Aug-18	Organize World Honey Bee day - 2018	
	Planting of perennial fruit (area in ha.)	200
	Construction of vermicompost unit *2 - permanent/polythene	200
	Capacity building of farmers through training (nos.)	20
	Distribution of power tiller/power machine (nos.)	60
	Quarterly review meeting (no.)	1
	Extraction of Rubber Latex continued	28 hec
	Maintenance of Roads and path	40 km
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 36
	Maintenance of Rubber Block and nursery	110 hec
	Construction of Model Labour House	30 nos
	Implementation of MGNREGA Schemes	15 schemes
	Sickling and weeding of all plantation field	1500 hec
Sep-18	Preparation of list of Food Processing units district wise in West Bengal	
	Preparation for WFI 2018	
	Planting of perennial fruit (area in ha.)	200
	Issue of work order for poly / shade net house (Unit *1)	50
	Capacity building of farmers through training (nos.)	20
	Harvesting of Citrolnella,Lemon grass	3 hec
	Sickling and weeding of all plantation field	1500 hec
	Extraction of Rubber Latex continued	28 hec
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 36
	Construction of Labour Model House	35 nos

Period/ Month	Activities	Target for the month
Sep-18	Maintenance of Rubber Block and nursery	110 hec
	Implementation of MGNREGA Schemes	15 schemes
	Cultivation of Mushroom	in 9 production units
	Sale of Dry Cinchona Bark	300000 kg
	Construction of plantation roads and paths	4.5 km
Oct-18	Submission of report of export potential of Food Processing Industries	
	Preparation for WFI 2018	
	Capacity building of farmers through training (nos.)	20
	Planting of non perennial fruit (area in ha.)	150
	Harvest of large cardamom	9 hec
	Extraction of Rubber Latex continued	28 hec
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 36
	Construction of Labour Model House	15 nos
	Implementation of MGNREGA Schemes	15 schemes
	Cultivation of Mushroom	in 9 production units
	Sale of Dry Cinchona Bark	300000 kg
	Maintenance of Water Supply in different plantation units	150 km
Nov-18	Participation in AAHARE BANGLA 2018 and WFI 2018	
	Updation of Project Profiles	80 project profiles
	Planting of non perennial fruit (area in ha.)	200
	Planting of flower (area in ha.)	50
	Capacity building of farmers through training (nos.)	20
	Quarterly review meeting (no.)	1
	Construction of Labour Model House	15 nos
	Extraction of Rubber Latex continued	28 hec
	Extraction of Cinchona Bark from Cinchona Blocks.	1 lakh kg
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	18,000 kamras, 147 hec, 36
	Maintenance of Rubber Block and nursery	110 hec
	Promotion of Ecotourism	1 site
	Cultivation of Mushroom	in 9 production units
	Implementation of MGNREGA Schemes	15 schemes
	Construction of polyhouses for vegetables	20 nos
Dec-18	Preparation for BGBS 2018 including short listing of MOUs, preparation of booklets etc.	Investment target of Rs.600 crores
	Planting of flower (area in ha.)	50
	Completion of construction of poly / shade net house (Unit*1)	50
	Construction of vermicompost unit * 2 - permanent/polythene	300
	Capacity building of farmers through training (nos.)	20
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	40

Period/ Month	Activities	Target for the month
Dec-18	Promotion of Ecotourism	1 site
	Collection of Rubber seeds from Rubber Plantation area	1 lakh nos
	Preparation of land for Ipecac seed nursery	5000 kamras
	Extraction of Cinchona Bark from Cinchona Blocks.	2 Lakh KG
	Construction of Staff Quarter	2 nos
	Maintenance of Rubber Block and nursery	110 hec
	Harvesting of Oranges	2 lakh nos
	Cultivation of Mushroom	in 9 production units
	Implementation of MGNREGA Schemes	15 schemes
	Fencing of Ipecac,Orange,Rubber plantation and watch towers.	2.5 km, 15 nos
	Growing of different fruit plants at Two Nos. Own nurseries	1,50,000 Nos.
	Selling of different fruit plants agri-inputs and pocessed fruits.	Rs. 140.00 lakh

* 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

Month	Sl.No.	Activities
January, 2018	1	In-service training of 100 (hundred) staff nurses Gr. II for skill development on communication and attitude.
	2	Conducting of Research methodology workshop for DNB teachers.
	3	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.
	4	Commencement of Anorectal Clinic & IPD services (both male and female ward) for Panchkarma at IPGAE&R, Shyamadas Vaidya Shastra Pith.
	5	Completion of training of registered Ayurveda Doctors on "Practice of Modern Medicines".
	6	Participation of Siliguri Food Testing Laboratory in ILC (Inter Laboratory Comparison) before making it operational.
	7	Visit of Senior Officials to at least two hospitals.
	8	Commissioning of MRI services at MJN Hospital, Coochbehar.
	9	Completion of Medical Gas Pipeline System (MGPS) at 2(two) Super Speciality Hospitals.
	10	Introduction of Asset Tracking and Service Support System in SSHs.
	11	Kangaroo Mother Care at Sick Newborn Care Unit (SNCU) for all newborns at 23(twenty three) facilities.
	12	Roll out of SNCU Online Software at 11(eleven) facilities.
	13	Dedicated Website for State PC-PNDT Cell.
	14	Meeting with Insurance Companies and other for introduction of senior citizen component under RSBY.
	15	Meeting with Corporate Hospitals of Kolkata regarding Swasthya Sathi.
	16	Enrolment of 2 lakhs beneficiaries.
	17	12 nos. of departmental meetings to review progress of activities and follow up measures.
	18	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
February, 2018	1	Completion of infrastructural work of Trauma Care Centre at Singur in Hooghly District.
	2	Commencement of civil work at 10 bedded new PHC at Bali in South 24 Parganas District and Panjipara in Uttar Dinajpur District.
	3	In-service training of 100 (hundred) sister, Gr. II for skill development on communication and attitude.
	4	Completion of Recruitment of Principals in New Medical College (Five).
	5	Conducting a Medical teachers training for WBMES faculties.
	6	Operationalization of Boys and Girls Hostel at new building Campus & Purchasing of Furniture at Dr R.Ahmed Dental College.
	7	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.
	8	Commencement of Experimental Pharmacological Laboratory at IPGAE&R, Shyamadas Vaidya Shastra Pith.
	9	Visit of Senior Officials to at least two hospitals.
	10	Initiation of Equipment Management System of WBMSCL.
	11	Kangaroo Mother Care at SNCU for all newborns at 23(twenty three) facilities.
	12	Distribution of Sanitary Napkin packs to Adolescents at a subsidized cost by the ASHA.
	13	Active Case Finding of TB among vulnerable population in 5 selected districts.

Month	Sl.No.	Activities
February, 2018	14	Operationalization of new 30 nembers Cartridge Based Nucleic Acid Amplification Test (CBNAAT) sites.
	15	District level Performance review meeting with stakeholders in Bankura, Purulia , Purba Bardhaman, Paschim Bardhaman and Birbhum.
	16	Publication of monthly newsletter by 1st week.
	17	12 nos. of departmental meetings to review progress of activities and follow up measures.
	18	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
March, 2018	1	Initiation of Recruitment process for vacant post of staff nurse after completion of joining of newly recruited staff nurse.
	2	Commencement of NEET PG Counseling.
	3	Conducting training for District Hospital Doctors & Nurses for Day Care Chemotherapy.
	4	Operationalization of New academy building at Burdwan Dental College & Hospital.
	5	Inspection of 3 Blood Bank/BCSU by SBTC & WBSAPCS in 3 districts.
	6	Setting up of Analytical & Pharmacognostic Laboratory at Apothecary Unit at Vishwanath Ayurvedic Mahavidyalaya & Hospital (Centre for Training in Ayurvedic Pharmacy).
	7	Commissioning of analysis of non-regulatory food samples at Siliguri Food Testing Laboratory.
	8	Awareness camp for Food Business Operators.
	9	Visit of Senior Officials to at least two hospitals.
	10	Introduction of e-office (other than Bills).
	11	Linking of Biometric Attendance and Pay Bill Processing in WBMSCL.
	12	Kangaroo Mother Care at Sick Newborn Care Unit (SNCU) for all newborns at 22(twenty two) facilities.
	13	Completion of construction of 3(three) new Urban Primary Health Centres building.
	14	Completion of renovation of 3(three) Urban Primary Health Centres.
	15	District level Performance review meeting with stakeholders in Coochbihar, Jalpaiguri, Alipurduar and Siliguri.
	16	Publication of monthly newsletter by 1st week.
	17	12 nos. of departmental meetings to review progress of activities and follow up measures.
	18	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
April, 2018	1	Commencement of civil work at 10 bedded PHC at Gilachat in Diamond Harbour Health District.
	2	Completion of infrastructural work of upgradation of Amdanga BPHC in North 24 Parganas District.
	3	Publication of advertisement for admission of student for GNM course for the session 2018-2021.
	4	Completion of Process of Bi-annual Departmental Promotion of WBMES Officers with cutoff date as on 31/12/2017.
	5	Creation of posts for PMSSY -III Project.
	6	Departmental promotion of 65 clinical Tutor to Assistant Professor.
	7	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.
	8	Visit of Senior Officials to at least two hospitals.
	9	Finalization of contract for Bio-Medical Equipment Maintenance.
	10	Commencement of Follow Up Clinic for Sick Newborn Care Unit (SNCU) Graduates at 5(five) facilities.

Month	Sl.No.	Activities
	11	Completion of 2nd phase of GP Based Comprehensive Health Check Up camps for senior citizens in the FY 2017-18.
	12	Indoor Residual Spray (IRS) with insecticide Synthetic Pyrethroid (SP) for control of transmission of Kala azar in selected villages in 11 endemic districts (1st Round).
	13	District level Performance review meeting with stakeholders in Paschim Medinipur, Jhargram, Purba Medinipur, Howrah.
	14	Publication of monthly newsletter by 1st week.
	15	12 nos. of departmental meetings to review progress of activities and follow up measures.
	16	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
May, 2018	1	New construction of 10 bedded PHC at Teliavasa in Purulia District.
	2	Completion of infrastructural work of upgradation of Kalloli Rural Hospital in Purulia District.
	3	Orientation programme of 100 (hundred) numbers of clinical instructor/sister tutor on educational technologies.
	4	Counseling for Postgraduate Courses to end and admission process to be completed.
	5	Initiation of Vertical extension of 7th and 8th floor with Auditorium at New Building of Dr. R.Ahmed Dental College & Hospital.
	6	Operationalization of new Blood Bank at Birpara State General Hospital.
	7	Inspection of 3 Blood Bank/BCSU by SBTC & WBSAPCS in 3 districts.
	8	Visit of Senior Officials to at least two hospitals.
	9	Commencement of Follow Up Clinic for Sick Newborn Care Unit (SNCU) Graduates at 10(ten) facilities.
	10	Operationalisation of Sick Newborn Care Unit (SNCU) at Sreerampore Super Specialty Hospital.
	11	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (1st & 2nd Round).
	12	Indoor Residual Spray (IRS) with insecticide (DDT) for control of transmission of Malaria in selected Sub-centers (1st Round).
	13	District level Performance review meeting with stakeholders in North Dinajpur, Dakshin Dinajpur, Malda, Murshidabad and Nadia.
	14	Publication of monthly newsletter by 1st week.
	15	12 nos. of departmental meetings to review progress of activities and follow up measures.
	16	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
June, 2018	1	Commencement of Counseling for Undergraduate (MBBS & BDS) seats.
	2	Operationalization of new Blood Bank at Tehatta Sub- Division Hospital.
	3	Inspection of 3 Blood Bank/BCSU by SBTC & WBSAPCS in 3 districts.
	4	Awareness camp for Food Business Operators.
	5	Visit of Senior Officials to at least two hospitals.
	6	Completion of Medical Gas Pipeline System (MGPS) work at 3(three) facilities.
	7	Operationalisation of Sick Newborn Care Unit (SNCU) at Contai SDH.
	8	Roll out of SNCU Facility Management Software.
	9	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (3rd & 4th Round).
	10	Quarterly review at State Level on claim settlement and other issues (North Bengal districts at Siliguri).

Month	Sl.No.	Activities
June, 2018	11	Quarterly Meeting of the Executive Committee along with review by principal secretary of grievances etc. filed at Toll Free Call Centre.
	12	Publication of monthly newsletter by 1st week.
	13	12 nos. of departmental meetings to review progress of activities and follow up measures.
	14	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
July, 2018	1	Completion of infrastructural work of Trauma Care Centre at Amtala in South 24 Parganas.
	2	Commencement of civil work at Looksan PHC in Jalpaiguri District.
	3	Completion of selection process for GNM course.
	4	Submission of Application to GOI for Establishment of five New Medical Colleges.
	5	Operationalization of new Blood Bank at Dinhata Sub-Division Hospital.
	6	Inspection of 3 Blood Bank/BCSU by SBTC & WBSAPCS in 3 districts.
	7	Visit of Senior Officials to at least two hospitals.
	8	Commencement of IPD services at Uluberia SSH.
	9	Supply and installation of 1(one) Linear Accelerator Machine (LINAC) at Medical College & Hospital, Kolkata.
	10	Operationalisation of Paediatric Intensive Care Unit (PICU) at Bankura MCH.
	11	Retinopathy of Premature (ROP) screening and treatment of newborn at Sick Newborn Care Units (SNCUs) of 2(two) Medical Colleges.
	12	Roll out of Measles Rubella Campaign.
	13	Completion of construction of 3(three) new Urban Primary Health Centre buildings.
	14	Completion of renovation of 3(three) Urban Primary Health Centres.
	15	Active Case Finding of TB among vulnerable population in 5 selected districts.
	16	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (5th & 6th Round).
	17	District level Performance review meeting with stakeholders in South 24 Parganas, North 24 Parganas and Kolkata.
	18	Publication of monthly newsletter by 1st week.
	19	12 nos. of departmental meetings to review progress of activities and follow up measures.
	20	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
August, 2018	1	In-service training of 100 (hundred) staff nurses Gr. II for skill development on communication and attitude.
	2	Completion of counseling for Undergraduate (MBBS & BDS) and admission process.
	3	Operationalization of new Blood Bank at Nandigram Super Speciality Hospital & Metiaburuz Super Speciality Hospital.
	4	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.
	5	Creation of Herbal Garden at Patipukur Ayurvedic Hospital (annexed campus of J.B. Roy State Ayurvedic Medical College & Hospital).
	6	Completion of vertical extension (1st and 2nd floor) of college building at Mahesh Bhattacharya Homoeopathic Medical College & Hospital.
	7	Visit of Senior Officials to at least two hospitals.
	8	Completion of Medical Gas Pipeline System (MGPS) work at 3(three) facilities.
	9	Commencement of construction of Mother & Child Hub at Chittaranjan Seva Sadan.

Month	Sl.No.	Activities
August, 2018	10	Supply and installation of 2(two) Linear Accelerator Machines (LINAC) at NRS Medical College & Hospital.
	11	Retinopathy of Premature (ROP) screening and treatment of newborn at SNCUs of 2(two) Medical Colleges.
	12	Operationalisation of augmented Paediatric Intensive Care Unit (PICU) at North Bengal MCH.
	13	Indoor Residual Spray (IRS) with insecticide (DDT) for control of transmission of Malaria in selected Sub-centers (2nd Round).
	14	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (7th & 8th Round)
	15	Performance review meeting with stakeholders regarding Swasthya Sathi.
	16	Publication of monthly newsletter by 1st week.
	17	12 nos. of departmental meetings to review progress of activities and follow up measures.
	18	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
September, 2018	1	Admission of student for GNM course.
	2	Conducting a Medical teachers training programme for WBMES faculties.
	3	Operationalization of new Blood Bank at Salboni Super Speciality Hospital.
	4	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.
	5	Completion of construction of P.G. Hostel at 63, A.P.C. Road campus of D.N. De Homoeopathic Medical College & Hospital.
	6	Awareness camp for Food Business Operators.
	7	Visit of Senior Officials to at least two hospitals.
	8	Completion of Medical Gas Pipeline System (MGPS) work at 3(three) facilities.
	9	Supply and installation of 2(two) Linear Accelerator Machines (LINAC) at R.G. Kar Medical College & Hospital.
	10	Retinopathy of Premature (ROP) screening and treatment of newborn at Sick Newborn Care Units (SNCUs) of 2(two) Medical Colleges.
	11	Operationalisation of Paediatric Intensive Care Unit (PICU) at Malda MCH.
	12	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (9th & 10th Round)
	13	Quarterly review meeting with districts authorities and other stakeholders (South Bengal Zone at Durgapur).
	14	Publication of monthly newsletter by 1st week.
	15	12 nos. of departmental meetings to review progress of activities and follow up measures.
	16	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
October, 2018	1	Starting of Basic B.Sc. & M.Sc. Nursing course at College of Nursing, I.D. & B.G. Hospital on attaining of affiliation by Indian Nursing Council & West Bengal University of Health Sciences.
	2	Conducting a Dental teachers training programme for WBDES faculties.
	3	Operationalization of new Blood Bank at Debra Super Speciality Hospital.
	4	Visit of Senior Officials to at least two hospitals.
	5	Completion of Medical Gas Pipeline System (MGPS) work at 3(three) facilities.

Month	Sl.No.	Activities
October, 2018	6	Operationalisation of Paediatric Intensive Care Unit (PICU) at College of Medicine & Sagore Dutta Hospital.
	7	Completion of construction of 3(three) new Urban Primary Health Centre buildings.
	8	Completion of renovation of 3(three) Urban Primary Health Centres.
	9	House-to-house survey on fortnightly basis in selected urban areas for prevention & control of Dengue (11th & 12th Round)
	10	12 nos. of departmental meetings to review progress of activities and follow up measures.
	11	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
November, 2018	1	Creation of remaining Posts of Five New Medical Colleges.
	2	Completion of Process of Bi-annual Departmental Promotion for WBMES Officer's with cutoff date as on 30/06/2018.
	3	Operationalization of new Blood Bank at Mathabhanga Sub-Division Hospital & Falakata Super Speciality Hospital.
	4	Commencement of O.T. Block and Labour Room at The Calcutta Homoeopathic Medical College & Hospital.
	5	Installation of instruments at West Bengal Public Health Laboratory, Kolkata for analysis of additional contaminants such as pesticides, heavy metals etc. in food samples.
	6	Visit of Senior Officials to at least two hospitals.
	7	Operationalisation of the Paediatric Intensive Care Unit (PICU) at College of Medicine & JNM Kalyani Hospital.
	8	Operationalization of 40 Dental clinics at BPHC level.
	9	Enrolment of left out Beneficiaries.
	10	Publication of monthly newsletter by 1st week.
	11	12 nos. of departmental meetings to review progress of activities and follow up measures.
	12	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.
December, 2018	1	In-service training of 100 (hundred) Nursing Administrator and Nursing Educator on leadership skill development.
	2	Conducting a Medical teachers training programme for WBMES faculties.
	3	Operationalization of new Blood Bank at Sagardighi Super Speciality Hospital.
	4	Completion of Seminar Hall at D. N. De Homoeopathic Medical College & Hospital.
	5	Upgradation of Library at J.B. Roy State Ayurvedic Medical College & Hospital.
	6	NABL Accreditation of West Bengal Public Health Laboratory, Kolkata.
	7	Visit of Senior Officials to at least two hospitals.
	8	Operationalisation of the Paediatric Intensive Care Unit (PICU) at Burdwan Medical College & Hospital.
	9	Completion of construction of 4 (four) new Urban Primary Health Centre buildings.
	10	Completion of renovation of 5 (five) Urban Primary Health Centres.
	11	Active Case Finding of TB among vulnerable population in 5 selected districts.
	12	Operationalization of 39 Dental clinics at BPHC level.
	13	Publication of monthly newsletter by 1st week.
	14	12 nos. of departmental meetings to review progress of activities and follow up measures.
	15	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.

Department of Higher Education, Science & Technology and Biotechnology

	January
1)	Commencement of Interview process by West Bengal College Service Commission for the post of Asst. Prof. for Teacher's Training Colleges.
2)	Participation of the Department of Higher Education, in the Bengal Global Business Summit 2018
3)	Commencement of e-Office in selected branches of the Department.
4)	Publication of Information Brochure for the West Bengal Joint Entrance Examinations (WBJEE)-2018.
5)	Completion of Online Application for the West Bengal Joint Entrance Examinations (WBJEE)-2018.
6)	Quarterly Review Meeting for the 8 Govt. Engineering & Technology Colleges.
7)	Initiation of proposal from the Directorate of Technical Education for Second Phase Post Creation for the two newly established Government Engineering & Technology Colleges (Purulia Government Engineering College (PGEC) and Cooch Behar Government Engineering College (CGEC)).
8)	Completion of Natural Resource Census (NRC): 50 K: National Land Degradation Mapping Project (2nd cycle) project.

	February
1)	Release of Scholarship to students under Swami Vivekananda Merit-Cum-Means Scholarship Scheme for academic year 2017-18.
2)	Holding Inter College State Sports & Game Championship, 2017 at State Level.
3)	Participation of West Bengal State Book Board in the Kolkata Book Fair, 2018.
4)	Review of ongoing construction works of the buildings of (a) WB State Council of Higher Education at New Town, (b) Cooch Behar Panchanan Barma University (2nd phase), (c) Kazi Nazrul University (2nd phase), (d) 2nd campus of University of North Bengal at Jalpaiguri, (e) Diamond Harbour Women's University (2nd phase), (f) Bankura University, (g) WB University of Teacher's Training Education Planning & Administration in Kolkata, (h) Jhargram University and (i) Bishwa Bangla Bishwabidyalaya at Bolpur.
5)	Completion of Regional Centre of Netaji Subhas Open University at Durgapur, with Administration Block, Academic Block and Guest House at 5.00 acres of land.
6)	Publication of Information Brochure for the Joint Entrance Examination for Computer Application (JECA)(Common Entrance Examination for admission to Master in Computer Application (MCA) program)-2018 by the West Bengal Joint Entrance Examination Board.
7)	Publication of Information Brochure for the Joint Entrance Examination for Hotel Management (JEHOM) (Common Entrance Examination for Admission to Bachelor of Hotel Management & Catering Technology (BHMCT) program)-2018 by the West Bengal Joint Entrance Examination Board.
8)	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
9)	E-Office implementation in Science & Technology Branch.
10)	Initiation of Intellectual Property (IP) analysis on Traditional Knowledge viz. Neem, Haldi, Aswagandha, Orchids, Medicinal plants etc. to protect our state resources.
11)	Administrative approval to 30 nos. of R&D projects for 2017-18.
12)	Participation of NCC Cadets in Special National Integration Camp (SNIC) Program from 09/02/18 to 20/12/18 at Port Blair.

March	
1)	Commencement of interview process for the posts of Principal in Govt. aided Colleges.
2)	Final release of building grant, book grants, equipment grants, furniture grants to Govt. aided colleges for F.Y. 2017-2018.
3)	Publication of result of State Eligibility Test (SET-2017) after completion of evaluation of answers scripts
4)	Release of Scholarship under Hindi Scholarship Scheme for the Academic year 2017-18.
5)	Holding meeting of West Bengal State Council of Higher Education.
6)	Completion of the process of Enactment for establishment of (a) Bishwa Bangla Bishwabidyalaya at Bolpur, (b) Green University in Hooghly District, (c) Jhargram University at Jhargram & (d) State-aided University in Purba Medinipur.
7)	Publication of Information Brochure for the Joint Entrance Examination for Lateral Entry (JELET) (Lateral Entry) -2018 by the West Bengal Joint Entrance Examination Board.
8)	Issuance of Government Orders from the Department for conduct of Separate Common Entrance Examination for admission to Un-aided Minority Professional Technical Colleges (both Sikh and Christian Minority) i.e. Common Entrance Examination for Association of Minority Professional Academic Institutes (CEE-AMPAI)-2018 and Common Entrance Examination for St. Marys'(CEE-St. Marys')-2018 respectively.
9)	Completion of Procurement of Laboratory Equipment, L.R., Machineries, etc. for Purulia Government Engineering College & Cooch Behar Government Engineering College.
10)	Organization of 25th State Science and Technology Congress.

April	
1)	Issuance of instruction to all Govt.-aided colleges for submission of proposals for new construction/ renovation of academic building, administrative building, laboratories, book grant, furniture grant, equipment grant etc., for F.Y. 2018-19 by 31st May, 2018.
2)	Commencement of admission process in B. Ed colleges.
3)	Commissioning of Admissions Helpline for 2018-19.
4)	Initiation of the process for Appointment of First Vice Chancellors of (a) Biswa Bangla Biswabidyalaya at Bolpur, (b) Green University in Hooghly District, (c) Jhargram University at Jhargram & (d) State-aided University in Purba Medinipur.
5)	Completion Regional Centre of Netaji Subhas Open University at Jalpaiguri, with Administration Block, Academic Block and Guest House at 2.87 acres of land.
6)	Completion of the new campus of Nadia Maulana Abul Kalam Azad University of Technology (MAKAUT) at Haringhata, Nadia.
7)	Holding of WBJEE-2018 (West Bengal Joint Entrance Examination) for admission to Under Graduate (U.G.) Level Engineering & Technology Courses through the West Bengal Joint Entrance Examination Board.
8)	Completion of On-Line Application for Joint Entrance Examination for Computer Application (MCA)-2018 through the West Bengal Joint Entrance Examination Board.
9)	Completion of On-Line Application for Joint Entrance Examination for Hotel Management (BHMCT)-2018 through the West Bengal Joint Entrance Examination Board.
10)	Quarterly Review Meeting for the 8 Government Engineering & Technology Colleges.

11)	Issuance of No Objection Certificate (NOC) by the Department for establishment of New Colleges, enhancement/reduction of seats in existing colleges, closure of existing courses/colleges in compliance with All India Council for Technical Education (AICTE) Norms.
12)	Completion of On-Line Application for JELET (Lateral Entry)-2018 through the West Bengal Joint Entrance Examination Board.
13)	Invitation of R&D project proposals for 2018-19.
14)	Initiation of "National Urban Health Mission — Phase III" project.
15)	Annual exhibition on the theme "Calcutta as a Growing City during 19th and early 20th Centuries

May

1)	Review of preparatory arrangements for starting Online Admission into Under Graduate and Post Graduate Courses for the Academic year 2018-2019.
2)	Review of accreditation of colleges and universities by National Assessment and Accreditation Council.
3)	Appointment of First Registrars, First Finance Officers and First Controllers of Examination at (a) Biswa Bangla Biswabidyalaya at Bolpur, (b) Green University in Hooghly District, (c) Jhargram University at Jhargram & (d) State-aided University in Purba Medinipur.
4)	Review of ongoing construction works of the buildings of (a) WB State Council of Higher Education at New Town, (b) Cooch Behar Panchanan Barma University (2nd phase), (c) Kazi Nazrul University (2nd phase), (d) 2nd campus of University of North Bengal at Jalpaiguri, (e) Diamond Harbour Women's University (2nd phase), (f) Bankura University, (g) WB University of Teacher's Training Education Planning & Administration in Kolkata, (h) Jhargram University, (i) Bishwa Bangla Bishwabidyalaya at Bolpur and (j) Green University in Hooghly district.
5)	Holding of separate Common Entrance Examination for admission to Un-aided Minority Professional Technical Colleges (both Sikh and Christian Minority) i.e. CEE-AMPAI-2018 and CEE-St. Marys'-2018 respectively.
6)	Issuance of circular to all participating Instructions/Universities for detailed seat distribution (including reserve categories) for Preparation of Seat Matrix for U.G Engineering/Technology/Pharmacy/Architecture Courses-2018 by the Director of Technical Education.
7)	Receipt of the Institution wise and Course wise Affiliation from the Affiliating University, Maulana Abul Kalam Azad University of Technology (MAKAUT) for Seat Matrix-2018 by the Directorate of Technical Education.
8)	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal
9)	Release of fund for Junior Talent Scholarships and Laboratory Grants through Jagadis Bose National Science Talent Search.
10)	Commencement of Eight week Certificate Course on Geoinformatics.
11)	Filing of completed Geographical Indication (GI) items for final registration.
12	Participation of NCC Cadets in Special SSB course in Gwalior.

June

1)	Recommendation by West Bengal College Service Commission for the posts of Principal in Govt. aided colleges.
2)	Starting of the process for release of grant to Govt. aided colleges.
3)	Operationalization of the Department's Helpline for admission into Under Graduate and Post Graduate Courses in the Colleges and Universities.
4)	Review of Operationalization of e-Office.

5)	Publication of Result, Conduct of counseling, allotment, admission in respect of CEE-AMPAI-2018 and CEE-St. Marys'-2018.
6)	Finalization of Seat Matrix-2018 for U.G. Level of Engineering & Technology, Pharmacy, Architecture, etc. Courses by the Directorate of Technical Education.
7)	Finalization of Seat Matrix-2018 for admission to Post Graduate (P.G.) Level MCA Course (JECA) by the Directorate of Technical Education.
8)	Holding of JECA-2018 (for MCA), JELET-2018 (Lateral Entry) and JEHOM-2018(BHMCT) by the West Bengal Joint Entrance Examination Board.
9)	Issuance of Government Order from the Department regarding Fee-Structure of U.G. Level Professional Technical Courses for the academic session of 2018-19.
10)	Launching of redesigned "vigyanchetana.in" website for Regional and State Science Congress.
11)	Selection of students for RISE (Research Internships in Biotechnological based - Sciences and Engineering).

July

1)	Completion of admission process in B. Ed colleges.
2)	Commencement of admission process in under graduate courses in the colleges of this state.
3)	Initiation of proposals for formation of Statute Committees for (a) Biswa Bangla Biswabidyalaya at Bolpur, (b) Green University in Hooghly District, (c) Jhargram University at Jhargram & (d) State-aided University in Purba Medinipur.
4)	Completion of On-Line Counselling, allotment and admission for U.G. Level Engineering & Technology Courses in 2018 and Publication of Vacancy List by the West Bengal Joint Entrance Examination Board.
5)	Issuance of Government Order on guidelines of Decentralized Counselling for U.G. Level Engineering & Technology Courses.
6)	Quarterly Review Meeting for the 8 Government Engineering & Technology Colleges.
7)	Visit of the national assesment and accreditation council Team and the MAKAUT Team at Jalpaiguri Govt. Engineering College.
8)	Operationalization of Government College of Engineering & Leather Technology Bantala Campus, Tanning Training & Service Centre (TTSC) for Centenary Celebration Program.
9)	Finalization of Seat Matrix-2018 for the Lateral Entry Scheme (JELET).
10)	Finalization of Seat Matrix-2018 for admission to HMCT Course (JEHOM).
11)	Publication of Result, Commencement of On-line Counselling and allotment of seat in respect of WBJEE-2018 by West Bengal Joint Entrance Examinations Board.
12)	Completion of the 10th batch of Post Graduate Diploma course in Geoinformatic.
13)	Reviewing of performance of Swami Vivekananda Merit-Cum-Means Scholarship Scheme for academic year 2018-19.

August

1.	Publication of Advertisement for the post of Assistant Professors & Librarians in Govt. aided colleges.
2)	Reviewing of ongoing construction works of the buildings of (a) WB State Council of Higher Education at New Town, (b) Cooch Behar Panchanan Barma University (2nd phase), (c) Kazi Nazrul University (2nd phase), (d) 2nd campus of University of North Bengal at Jalpaiguri, (e) Diamond Harbour Women's University (2nd phase), (f) Bankura University, (g) WB University of Teacher's Training Education Planning & Administration in Kolkata, (h) Jhargram University, (i) Bishwa Bangla Bishwabidyalaya at Bolpur and (j) Green University in Hooghly district.
3)	Holding of Decentralized Counseling for admission to U.G. Level professional Technical Courses.

4)	Completion of Centralized Counselling, allotment of seat and admission in respect of 'JELET-2018' by the West Bengal Joint Entrance Examination Board.
5)	Completion of Centralized Counselling, allotment of seat and admission in respect of 'JECA-2018' by the West Bengal Joint Entrance Examination Board.
6)	Completion of Centralized Counselling, allotment of seat and admission of JEHOM-2018 by West Bengal Joint Entrance Examination Board.
7)	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
8)	Commencement of the 11th batch of Post Graduate Diploma course in Geoinformatics. .
9)	Completion of "Impact Assessment of Industrial Waste-Water Effluent on surrounding Land & Water Bodies using High Resolution Satellite Data – A Cadastral level Pilot Scale study over parts of Hooghly Industrial Belt" project.
10)	Completion of "Empowering Panchayati Raj Institutions Spatially" project.
11)	Participation of NCC Cadets of this State in Special National Integration Camp (SNIC)) schedule in Jammu & Kashmir.
12)	Initiation of preparations for implementing OBC Reservation for the Academic session 2018-2019 by the State-aided Universities/ Colleges.

September

1.	Commencement of online application under Swami Vivekananda Merit -Cum -Means Scholarship Scheme.
2)	Starting of help line for Swami Vivekananda Merit-Cum-Means Scholarship Scheme.
3)	Reviewing of the Departmental Help Line's activities for admission to the Undergraduate and Postgraduate courses.
4)	Nomination of Teachers of State-aided Colleges and State-aided Universities for "Siksha Ratna" Award.
5)	Completion of Decentralized counselling for admission to 2nd. Year of U.G. Level professional Technical Courses.
6)	Completion of Decentralized counselling for admission to MCA Course.
7)	Completion of Decentralized counselling for admission to BHMCT Course.
8)	Commencement of One week Advanced Course in Geoinformatics.
9)	Completion of "5th Minor Irrigation Census with landuse mapping and cadastral overlay" project.
10)	Celebration of NSS Day.
11)	Publication of documentation on North East Region of India with special reference to Assam (1860-1900) depicting Boundary Formation, Colonial Administrative Penetration, varied cultures of different tribal and ethnic groups.

October

1.	Starting of interview process for selection for the post of Asst. Professors & Librarians in Govt. aided General Degree Colleges.
2)	Preparatory meetings for Bengal Business Global Summit 2019.
3)	Review Meetings of the Monitoring Committee of the Private Universities in the State.
4)	Completion of Registration for 1st. Year of U.G. Level professional technical courses under the MAKAUT for 2018-19.
5)	Completion of Registration for 2nd. Year of U.G. Level professional technical courses under the MAKAUT for 2018-19.

6)	Completion of Registration for P.G. Level MCA Course under the MAKAUT for 2018-19.
7)	Completion of Registration for U.G. Level HMCT Course under the MAKAUT for 2018-19.
8)	Quarterly Review Meeting for 8 Govt. Engineering & Technology Colleges.
9)	Allocation of space to start-up companies at Kolkata Biotech Park.
10)	Participation of NCC Cadets of this State in Special National Integration Camp (SNIC)) schedule in Andhra Pradesh.

November

1.	Preparation of revised Non-Plan budget estimate for 2018-19 and Non-Plan budget estimate for 2019-20.
2)	Review of ongoing construction works of the buildings of (a) WB State Council of Higher Education at New Town, (b) Cooch Behar Panchanan Barma University (2nd phase), (c) Kazi Nazrul University (2nd phase), (d) 2nd campus of University of North Bengal at Jalpaiguri, (e) Diamond Harbour Women's University (2nd phase), (f) Bankura University, (g) WB University of Teacher's Training Education Planning & Administration in Kolkata, (h) Jhargram University, (i) Bishwa Bangla Bishwabidyalaya at Bolpur, (j) Green University in Hooghly district and other new State-aided Universities.
3)	Issuance of Govt. Order/Guidelines by the Department regarding West Bengal Free-Ship Scheme (WBFS)-2018 for all professional technical courses.
4)	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
5)	Evaluation of the R&D projects on Agriculture, Animal & Fishery Sciences, Environment, Ecology (including Medicinal Plants) & Climate Change, Biological Sciences, Chemical Sciences, Engineering & Technology and Biotechnology, Earth Sciences including Geoinformatics, Medical Sciences including Public Health, Physical Sciences, Mathematics, Energy & Allied Sciences for ongoing and new R&D Projects.
6)	Completion of documentation and drafting for GI Registration of Radhunipagal and Kalomunia rice.
7)	Selection of institutions under BOOST (Biotechnology based Opportunities Offered to Science & Technology Departments).
8)	Participation of NCC Cadets of this State in Special National Integration Camp (SNIC)) schedule in Jaisalmer, Gwalior & Rajasthan.
9)	Preparatory steps for holding State level Sports Championship events.

December

1.	Preparation of revised Plan budget estimate for 2018-19 and Plan budget estimate for 2019-20.
2)	Holding State Eligibility Test (SET-2018) for the post of Assistant Professor & Librarian in Govt. aided college.
3)	Reviewing of operationalization of e-Office.
4)	Reviewing of preparedness for participation of the Department in the next Bengal Business Global Summit 2019.
5)	Commissioning of new Administrative Building at the Kalyani Government Engineering College, Kalyani.
6)	Youth Parliament competition at District and Divisional levels for Govt. and Govt. aided colleges of West Bengal
7)	According of administrative approval to 40 nos. of R&D projects for 2018-19
8)	Organisation of Regional Science Congress in Northern, Western and Southern region of the State.
9)	Completion of " Natural Resources Census 50K: Natural Resources Census: Landuse/Landcover (3rd cycle)" project.
10)	Army Attachment Camp of NCC Senior Division Boys for Air Crafts & Arty Cadets scheduled in December at Arty Regt. at Behala, Kolkata.

Department of Home and Hill Affairs

	January, 2018
1	Review of Plan fund release and assessment of Fund availability for further release of fund within March 2018 for pending proposals/ongoing projects.
2	Review of fund release of Centrally Sponsored Schemes.
3	Review of utilization of funds released to theWest Bengal Police Housing & Infrastructure Development Corporation Ltd. (WBPHIDCL).
4	Submission of Utilisation Certificates up-to December, 2017 for Border Area Development Programme.
5	Submission of Quarterly Progress Reports up to December 2017 for BADP.
6	Instruction regarding identifying the works under BADP by Block authorities, BGFs etc and to submit them to DLCs for Annual Action Plan 2018-19.
7	Review of construction work for upgradation of coastal police stations.
8	To procure All Terrain Vehicles for important sea beaches.
9	Review of the pending proposals in respect of creation of new Police Stations, etc.
10	Follow up action for proposed Revision of Recruitment Rules for different posts in West Bengal Police and Kolkata Police.
11	Preparing Annual Action Plan for 2018-19.
12	Pursuing GTA for balance utilisation of Additional Central Assistance so as to send the claim for remaining amount from Government of India.
13	Releasing Plan & Non-Plan fund for the last quarter of 2017-18.
14	Reviewing the progress of RIDF - XVII, XVIII & XXII.

	February, 2018
1	Review of construction projects of Kolkata Police and West Bengal Police.
2	Preparatory Meeting for Dol Jatra / Holi Festival on 1st March.
3	Review of repair projects of WBP.
4	Review Meeting with DPLOs and BGFs regarding preparation of schemes under BADP for Annual Action Plan 2018-19.
5	Review of the progress of pending implementation of Digital Coastal Mapping.
6	Review of the status of minutes of National Committee on strengthening maritime and coastal security against threat from the sea.
7	Allotment of necessary fund for AMC of 18 Fast Interception Boats.
8	Review of status of process for filling up the existing vacancies.
9	Review of progress of the proposals for creation of new posts.
10	Finalisation and sending Annual Action Plan RIDF for 2018-2019 to the Finance Department.
11	Consultation with State Public Policy and Planning Board (SPPPB) for Annual Plan 2018-19.
12	Reviewing progress of RIDF - XVII, XVIII, XIX, XX, XXI & XXIII.

March, 2018

1	Review of utilization of Central Funds in schemes funded by Govt. of India.
2	Review of progress of construction work in all Forensic Science Labarotary projects.
3	Meeting with Various stakeholders i.e. Coast Guard, BSF, Navy, Fisheries, Customs etc on Coastal Security.
4	Review of the status of minutes of Steering Committee Meeting held on 16.10.17 with MHA.
5	Collecting and sending balance UC/proposal for/of ACA from/to the GTA/MHA .
6	Review of progress of proposal for amendment to the Constitution relating to the Hill Areas.
7	Review of progress of formulation of Draft Regulation for appointment on Compassionate Ground in the office of the GTA (Died-in-harness case).

April, 2018

1	Review of approvals given under construction projects based on Model Plans.
2	Submission of Utilisation Certificates up to March. 2018 for BADP.
3	Submission of QPRs up to March, 2018 for BADP.
4	Examination of schemes under BADP approved by DLCs and meeting of the State Level Screening Committee (SLSC) for final approval.
5	Review of outstanding Audit Paras.
6	Review of the upgradation work of Coastal Police Stations.
7	Review of progress for RIDF – XVII, XVIII & XX.
8	Review of Service matters of GTA employees.
9	Review of finalization of Death cum Retirement Benefit Scheme for employees of GTA.
10	Review of 'Clean and Green Darjeeling' project.

May, 2018

1	Overall review of Crime and Criminal Tracking Network System and utilization of funds therefore.
2	Review of construction projects in Left Wing Extrimism affected districts.
3	Review of large Police infrastructure projects.
4	Inspection of created assets under BADP by Head Quarter.
5	Procurement of additional disaster related equipments.
6	Inter-action with GTA on actions regarding pre-monsoon cyclone activities.
7	Review of the progress of RIDF - XXI, XXII & XXIII.
8	Preparatory Meeting for Id-Ul-Fitar on 16th June.

June, 2018

1	Megacity Policing Project: a review of progress made.
2	Implementation of projects by the WBPHIDCL: a status review.
3	Implementation of projects by the Kolkata Police: a status review.
4	Review of Plan fund availability and drawing up a plan for release of funds.
5	Meetings with Various stakeholders i.e. Coast Guard, BSF, Navy, Fisheries, Customs etc on Coastal Security.

6	Procurement of additional Line Deployment Kit (Rescue kit) for Coastal Police Stations.
7	Pursuing Finance Department for concurrence on the proposals under reference to them in respect of creation of new posts.
8	Collecting and sending balance UC/proposal for/of ACA from/to GTA/MHA.

July, 2018

1	Review of status of the FSL issues.
2	Review of utilization of funds by theWBPHIDCL.
3	Submission of Utilisation Certificates upto June 2018 for BADP.
4	Submission of QPRs up to June, 2018 for BADP.
5	Procurement of infrastructural equipment for Coastal Police Stations.
6	Preparatory Meeting for Id-Ud-Zoha on 22nd August.

August, 2018

1	Obtaining status report on Scheme of 'Special Infrastructure Scheme for LWE districts'.
2	Review of sanction of construction projects under Modernisation of Police Forces.
3	Review meeting with construction agencies regarding status of progress of Diamond Harbour CPS and Junput CPS and jetties under Phase-II of CSS.
4	Review meeting with stakeholders regarding security of Sunderban area.
5	Review of process of finalisation of Death cum Retirement Benefit Scheme for employees of GTA.

September, 2018

1	Review of progress of utilization of pending 'Non-plan' funds under MPF.
2	Review of condemnation of Police Government vehicles and purchase/hiring plans.
3	Review Meeting with the DPLOs and BGFs regarding utilisation and progress of schemes.
4	Preparatory Meeting for Muharram on 21st September.
5	Preparatory Meeting for Durga Puja.
6	Review meeting with stakeholders on security of Landing Points.
7	Review the upgradation work of coastal police stations.
8	Review of formulation of regulations for appointment on Compassionate Ground in the office of the GTA (Died-in-harness case).
9	Pursuing the progress of Schemes under RIDF.

October, 2018

1	Preparatory Meeting for Kali Puja / Jagadhatri Puja.
2	Review of sanction of State Plan proposals and taking follow up measures.
3	Review of expenditure from Plan head.
4	Submission of Utilisation Certificates upto September 2018 for BADP.
5	Submission of QPRs upto September 2018 for BADP.
6	Preparation of Revised Estimate for 2018-19 and Budget Estimate for 2019-20.

7	Meeting with Various stakeholders i.e. Coast Guard, BSF, Navy, Fisheries, Customs etc on Coastal Security.
8	Procurement of additional motorcycles for coastal police stations.
9	Pursuing Finance Department for concurrence on the proposals under reference to them in respect of creation of new posts.
10	Review of 'Clean and Green Darjeeling' project.

November, 2018

1	Review of pendency of Police compensation proposals.
2	Review of progress of Mega City Policing scheme.
3	Review of Administrative Calendar 2018.
4	Preparatory work for Administrative Calendar 2019.
5	Review meeting with stakeholders regarding security of International Meritime Boundary Line and International Trade Protocol Route.
6	Review of progress of Schemes under RIDF.
7	Pursuing for preparation of Annual Report of GTA.
8	Preparatory Meeting for Fateh-Dwaz-Daham on 19th December.

December, 2018

1	Implementation of projects by the WBPHIDCL: a status review.
2	Review of procurement of arms and ammunitions under MPF scheme.
3	Review of Plan fund position and assessment of quantum of fund which may be released within March 2019.
4	Commencement of the work for preparation of Budget.
5	2nd Meeting of the State Level Screening Committee (SLSC) for BADP Review of utilisation and progress of works.
6	Meetings with Various stakeholders i.e. Coast Guard, BSF, Navy, Fisheries, Customs etc on Coastal Security.
7	Follow-up for UC of Additional Central Assistant proposals.

Department of Housing

JANUARY, 2018
1. Identification of 20,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of 48 nos. flats at RHE, Asansol
FEBRUARY, 2018
1. Identification of 15,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of 32 nos. flats at RHE,Ghatal.
MARCH, 2018
1. Identification of 15,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of 112 nos. flats at RHE,Barapathar, Paschim Medinipur.
APRIL, 2018
1. Completion of construction of 64 nos. flats at RHE, Katwa.
MAY, 2018
1. Identification of 5,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of Working Women Hostel at Malbazar.
JUNE, 2018
1. Identification of 5,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of 12 nos. flats at RHE,Sanskritia Mancho, Alipurduar.
JULY, 2018
1. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of Working Women Hostel at H.K.Seth Lane.
AUGUST, 2018
1. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
SEPTEMEBER, 2018
2. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
OCTOBER, 2018
1. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
NOVEMBER, 2018
2. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
DECEMBER, 2018
1. Identification of 10,000 beneficiaries and allotment of fund for the construction of dwelling units under "Geetanjali" Scheme.
2. Completion of construction of Working Women Hostel at C.N. Roy Road.

Department of Information and Cultural Affairs

Activities Throughout the Year

Sl. No.	Programme Details	Activities
1.	**Lok Prasar Prakalpa**	**1 lakh 94 thousand 447** folk artistes have been enrolled so far. This programme will continue in the year 2018 also.The Department has planned to organize more and more programmes with the folk artiste for awareness generation about different government activities.
2.	Mediclaim for Cine Artists & technicians	6358 families have been enrolled so far. Total beneficiaries come to 25,432. In 2018, the Department will cover more cine artists and technicians if there be any left out till now.
3.	Maavoi-West Bengal Health Scheme for the Journalists, 2016	This is a health insurance scheme for all journalists accredited with I&CA Department. A dedicated cell will deal with all the cases promptly.
4.	Free travel facilities on Buses/ Trams for the Journalists	All the Journalists accredited with I&CA Department will get free travel facilities on buses/trams operated by State Transport Undertakings in 2018.
5.	Financial assistance to distressed film technicians and artistes	Under this scheme • Financial assistance will be provided to the distressed film technicians and artistes through the **Film Workers' Welfare Fund** constituted by the Govt. • One time grant will be provided to the spouse of the deceased cine technician/artist. • Financial assistance will be provided for daughter's marriage. • Medical expenditure not covered by Group Health Insurance Scheme for Cine Artistes and Technicians will be reimbursed.
6.	Maintaining Press Liaison	This Department will maintain close contact with print as well as audio-visual media to disseminate Government's views and activities through press release, advertisement etc.
7.	Exhibitions	• This department has a target to organize 75 central and 400 rural exhibitions. • Archaeological Photographic Exhibitions will be organized at two Districts in West Bengal. "Pratna Safar"- Movement of the Mobile Museum Bus to different Schools and Colleges as well as to different District Fairs.
8.	Infrastructure Development	• 1st Phase of construction of **Tele Academy Complex** at Baruipur, South 24 Parganas, will commence in April, 2018. • Construction of open air theatre and other buildings at **West Bengal State Music Academy Complex** at Prince Anwar Shah Road • Construction of one **Multi-storied/ Multipurpose Building** at Cinema Centenary Building campus will commence in 2018. • Landscaping and Beautification of State Archaeological Museum will be undertaken. • Development Works of District Museums. • Office of the DICOs, SDICOs and other institutions under the I&CA Department, (*e.g.*, the newly constituted Kamtapuri Bhasa Academy etc.) will be strengthened in terms of land, building, fixtures, furniture etc. and in terms of manpower as may be applicable, in terms of their assessed needs.

Sl. No.	Programme Details	Activities
9.	Literary & Cultural Pension for eminent Cultural personalities.	This is an ongoing scheme and it will continue in 2018 also.
10.	Digital Management and Analysis Cell	This cell has been created with a view to digital management, analysis and record keeping of all media releases. This cell will start functioning in full swing during 2018.
11.	Baul Academy	Initiative will be taken for post creation and construction of building.
12.	Financial Assistance to Natya/Jatra/Folk & Other Artistes	Eligible artistes will be given financial assistance in 2018 like previous years.
13.	State Ceremonies, Major Cultural Events throughout the State	• This department will organise celebration of Republic day and Independence Day throughout the state. Details of such ceremonies are reflected in month-wise calendar. • Major cultural events which will be organised in 2018 include **Kolkata International Film Festival, Tele Academy Award Ceremony, Jatra Utsav, Baul Utsav, Bangabhusan and Bangabibhusan Award Ceremony, Mahanayak Samman Award Ceremony, Biswa Bangla Sharad Samman Award Ceremony, Sangeet Samman & Mahasamman, Award Ceremony & Bangla Sangeet Mela, Biswa Bangla Loko Sanskrity Utsav, Durgapujo Carnival at Red Road** etc. Details of all events are reflected in month-wise calendar.
14.	Observance of birth & death anniversaries of legends of the past.	This department will observe birth anniversary of Netaji Subhash Chandra and Swami Vivekananda, birth & death anniversaries of Mahatma Gandhi, Rabindranath Tagore, Kazi Nazrul Islam and many others on 180 days throughout the year.
15.	Publications	• The treasure of classical works in Bengali, published by Basumati Corporation Ltd. during last 200 years, are being digitally restored in UNICODE by Basumati Corporation Ltd. Target for the current year is 2000 pages. • Publication of Rabindra Rachanabali • Publication of Nazrul Life (*Samagra Nazrul Jiban*) • Publication of journal – Masik Basumati, West Bengal (in English) and Paschimbanga (in Bengali, English, Hindi, Urdu and Santali language) and publication of Paschimbanga Newsletter (in Nepali) • Publication of 'Pratna Samiksha', a Journal of Archaeology • Publication of Chira Sabuj Lekha, a children magazine. • Publication of Meghrebi Bengal, an Urdu journal • Publication of "Jatra Darpan" by Paschimbanga Jatra Academy
16.	Activities of Centre for Archaeological Studies and Training, Eastern India.	• 'Developing Photo and Document Archive at the Centre' project. • 'Geo-archaeology of Bengal Basin' project. • Analysis of Stone Tools from Kharia River Valley, Western Odisha. • Scientific analysis of pottery. • Outreach Programme on 'Human Evolution & Prehistory'. • Lecture & Visiting Fellow Lecture. Financial Assistance to different organizations for organizing Seminar, Workshop, Book publication.

Sl. No.	Programme Details	Activities
17.	Restoration & Conservation of Heritage Buildings, Monuments etc.	• Completion of On-going Projects on Conservation and Restoration of Temples, Fort, Monuments, Buildings etc. • Restoration & Conservation of the following State Protected Monuments:- ➢ Hooghly District: Kanakeswar Shiva Temple, Kanpur, Arambag; Raj Rajeswar Temple, Dwarhatta, Haripal; Wooden Mast at Bandel Church, at Bandel; Harirampur Shiva Temple, Jangipara; Antpur Temple Complex, Antpur, Jangipara; ➢ Burdwan District: Group of Temples at Sreebati, Dainhat, Katwa; Badshahi Mosque at Natunhat, Mongalkot; ➢ Nadia District: Char Chala Temple of Raghabeswar Temple at Dignagar; Shyamchand Temple, Shantipur; ➢ Purulia District: Durga Temple Complex, Para, Raghunathpur; ➢ Birbhum District: Navaratna Temple at Bramhandihi, Nanoor; ➢ Bankura District: Shyamchand Temple, Elyti, Belatukri; ➢ Howrah District: Madon Gopal Jiew Temple , Mellock, Bagnan; ➢ Purbo Medinipur District: Temple of Jora Siva, Rajnagar, Panskura; ➢ Paschim Medinipur District: Radhagovinda & Radharaman Temple at Uttargobinda Nagar, Daspur;

Month	Sl. No.	Month-wise Programme Details
January	1.	Jatra Utsav will be organised by Paschim Banga Jatra Academy
	2.	Tele Academy Award Ceremony
	3.	Kolkata International Children Film Festival organised by Shisu Kishor Academy
	4.	National Level Drama Festival by Minerva Natya Sanskriti Charcha Kendra
	5.	Keduli Baul Utsav in Birbhum district
	6.	Observance of birth anniversary of Swami Vivekananda, Neli Sengupta, Shyamal Mitra, Netaji Subhash Chandra Bose and Michael Madhusudan Dutta.
	7.	Observance of death anniversary of Masterda Surya Sen and Rash Behari Bose,
	8.	Classical Music Conference by West Bengal State Music Academy
	9.	Dakshinbanga Kshatriya Samiksha Gobeshak Sammelan through Folk & Tribal Cultural Centre
	10.	Adibashi Nritya Utsav by Folk & Tribal Cultural Centre
	11.	Participate in the Kolkata Book Fair with an exhibition at mela ground
	12.	Sahitya Utsav & Little Magazine Mela by Paschim Banga Bangla Academy
	13.	Participation at Mati Utsav at Mati Tirtha with two exhibitions.
	14.	Observance of Republic Day throughout West Bengal
	15.	Observance of Martyrs' Day throughout West Bengal
	16.	Participation in Ganga Sagar Mela in South 24 Parganas district
	17.	Commencement of 1st Phase work of Duff College, Kolkata by West Bengal Heritage Commission
	18.	Commencement of 1st Phase work of Rangibasan Palace, Mahishadal by West Bengal Heritage Commission
	19.	Commencement of 1st Phase work of Garaham's Chapel, Kalimpong by West Bengal Heritage Commission
	20.	Restoration of Pancharatna Temple, Garhpanchakot, Purulia by West Bengal Heritage Commission
	21.	Exploration at Kharla River Valley, Western Odisha by Centre for Archaeological Studies &Training, Eastern India
	22.	Exploration at Bankura district by Centre for Archaeological Studies & Training, Eastern India
February	1.	Exploration at Bankura district by Centre for Archaeological Studies & Training, Eastern India
	2.	Observance of Bhasha Dibas throughout West Bengal
	3.	Observance of death anniversary of Bhabani Bhattacharya, Dr. Meghnad Saha, Hemanta Bose and Sharat Chandra Bose
	4.	Annyada Shankar Roy Memorial Lecture by Paschim Banga Bangla Academy
	5.	Observance of birth anniversary of Binod Bihari Mukhopadhaya, Poet Subhash Mukhopadhaya, Poet Jibanananda Das, Jatindra Mohon Sengupta and Girish Chandra Ghosh
	6.	Observance of 2nd Uprising Day of Indian Soldiers against British Rule.

Month	Sl. No.	Month-wise Programme Details
	7.	Observance of JanmaTithi of Sri Sri Ramkrishna
	8.	Uttarbanga Kshatriya Samisksha Gabeshak Sammelan by Folk & Tribal Cultural Centre
	9.	Seminar & Workshop on Rajbangshi Script and Literary Programme of Rajbanshi Bhasa Academy
	10.	Kobir Sange Dekha through Paschim Banga Bangla Academy
	11.	Seminar & Workshop on Rajbangshi Script and Literary Programme of Rajbanshi Bhasa Academy
	12.	Exploration in South 24 Parganas by Centre for Archaeological Studies & Training, Eastern India
March	1.	Exploration in South 24 Parganas by Centre for Archaeological Studies & Training, Eastern India
	2.	Participation at JalpeshMela in Jalpaiguri district
	3.	Anadashankar Roy Memorial Lecture by Paschim Banga Bangla Academy
	4.	Kabiyal Mela with exhibition by Folk & Tribal Cultural Centre
	5.	Financial Assistance to Natya/Jatra/Folk & Other Artistes
	6.	Observance of birth anniversary of Martyr Surya Sen and Lesly Claudius
	7.	Observance of death anniversary of Martyr Bhagat Singh and Satin Sen
	8.	Foundation day celebration of West Bengal State Music Academy
	9.	Observance of Biswa Natya Divas by Paschim Banga Natya Academy
	10.	World Book Day Celebration by Paschim Banga Bangla Academy
	11.	Completion of Danish Governor's House, Sreerampur by West Bengal Heritage Commission
	12.	Commencement of Barrackpore Governor's House – 2nd Phase by West Bengal Heritage Commission
	13.	Commencement of restoration of Narajol Rajbari, Paschim Medinipur by West Bengal Heritage Commission
	14.	Commencement of Restoration of Gope College, Paschim Medinipur by West Bengal Heritage Commission
April	1.	Observance of birth anniversary of Ustad Bade Ghulam Ali Khan, Suchitra Sen, Pt. Rabishankar, Acharya Prafulla Chandra Sen, Jamini Roy, Dr. B. R. Ambedkar, Satin Sen and Henry Louis Vivian Derozio
	2.	Observance of National Maritime Day
	3.	Workshop on Nazrulgiti by Paschim Banga Kazi Nazrul Islam Academy
	4.	Exploration in North 24 Parganas by Centre for Archaeological Studies & Training, Eastern India
	5.	Completion of restoration of Rabindra Bhawan, Mungpoo, Kalimpong – 2nd Phase by West Bengal Heritage Commission
	6.	Observation of World Heritage Day and Seminar by West Bengal Heritage Commission
	7.	Awareness Programme at Two Schools in and around Kolkata on World Heritage Day.

Month	Sl. No.	Month-wise Programme Details
May	1.	Observance of Rabindra Janmotsav with exhibition.
	2.	Bangabibhusan & Bangabhusan Award Ceremony
	3.	Observance of Nazrul Janmotsav with exhibition
	4.	Observance of birth anniversary of Manna Dey, Satyajit Ray, Pankaj Kumar Mullick, Gurusaday Dutta, Upendra Kishore Roy Chowdhury, Manik Bandopadhyay, Raja Rammohan Roy, Ramkinkar Bej and Rash Behari Bose
	5.	Observance of death anniversary of Prafulla Chaki and Sir Asutosh Mukhopadhaya
	6.	Award giving ceremony on behalf of different Academy
	7.	Drawing & Painting workshop on Upendra Kishore Roy Chowdhury by Shisu Kisore Academy
	8.	Observance of Barshapurti Utsav throughout West Bengal
	9.	Celebration of World Museum Day at State Archaeological Museum.
June	1.	Memorial Lecture through Rajya Charukala Parshad
	2.	Workshop on Nazrulgeeti by West Bengal State Music Academy
	3.	Observance of Hool Dibas with exhibition.
	4.	Observance of Birth anniversary of C.R Das, Hemanta Mukhopadhyay, Bankim Chandra Chattopadhyay, R.D. Burman, Sir Asutosh Mukhopadhyay and Dr.Prasanta Chandra Mahalanabis
	5.	Observance of death anniversary of Martyr Anil Kumar Das, Dr.Shyamaprasad Mukherjee and Michael Madhusudan Dutta
	6.	Commencement of 2nd Phase work of Duff College, Kolkata by West Bengal Heritage Commission
	7.	Commencement of 2nd Phase work of Rangibasan Palace, Mahishadal by West Bengal Heritage Commission
	8.	Commencement of 2nd Phase work of Garaham's Chapel, Kalimpong by West Bengal Heritage Commission
July	1.	Observance of Birth Anniversary of Nepali Poet Bhanu Bhakt in Darjeeling district
	2.	Organisation of Music Appreciation Course by West Bengal State Music Academy
	3.	Organisation of Art Appreciation Course by Rajya Charukala Parshad
	4.	Organisation of workshop for Jatra Artistes by Paschimbanga Jatra Academy
	5.	Birth & Death anniversary of Dr. Bidhan Chandra Roy.
	6.	Observance of Death anniversary of Asit Ranjan Bhattacharya, Jatindra Mohon Sengupta, Uttam Kumar, Kanailal Bhattacharya and Iswar Chandra Vidyasagar
	7.	Observance of birth anniversary of Dr.Shyamaprasad Mukherjee, Satya Ranjan Bakshi, Dwijendralal Ray, Tarasankar Bandopadhyay and Rajanikanta Sen
	8.	Organising 'MahanayakerSmarane' programme for felicitating film artists, technicians and personalities through award of different categories of 'Chalachitra Puroshkar'.
	9.	Conducting Film Appreciation Course at Cinema Centenary Building.

Month	Sl. No.	Month-wise Programme Details
August	1.	Workshop on Dance and Drama by West Bengal State Music Academy
	2.	Observance of RabindraPrayanDibas and Barshamangal Programme with exhibition
	3.	Observance of Nazrul Prayan Divas
	4.	District Level Folk Artistes workshop by Folk & Tribal Cultural Centre
	5.	Birth anniversary of Acharya Prafulla Chandra Roy, Kishore Kumar, Abanindranath Tagore, Rishi Aurobinda, Sukanta Bhattacharya, Rajiv Gandhi, Jyotirindra Nandy, Gostha Pal, Debabrata Biswas, Sambhu Mitra, Beena Das, Mother Teresa, Rituparno Ghosh and Birendra Krishna Bhadra
	6.	Death anniversary of Rabindranath Tagore, Martyr Khudiram and Kazi Nazrul Islam
	7.	Sahid Dibas (Quit India Movement)
	8.	Commemoration of Anuja Sen & Dinesh Majumder
	9.	Martyr's Day (Khadya Andolon)
	10.	Workshop on Painting & Sculpture by Rajya Charukala Parshad
	11.	District level Workshops by West Bengal State Music Academy
	12.	Workshop on Abanindranath Tagore by Sishu Kishore Academy
	13.	Celebration of Independence Day throughout West Bengal with exhibition
	14.	Exploration at different Archaeological sites by Directorate of Archaeology and Museums
September	1.	Observance of birth anniversary of Sailen Manna, Uttam Kumar, Dr. S. Radhakrishnan, Sarat Chandra Bose, Sunil Gangopadhaya, Bibhutibhushan Bandyopadhaya, Sarat Chandra Chattopadhaya, Gour Khyapa, Gaganendra Nath Tagore, Suchitra Mitra, Iswar Chandra Vidyasagar and Rani Rasmoni
	2.	Observance of David Hare Day
	3.	Death anniversary of Ustad Alauddin Khan, Baghajatin, Jatin Das, Pritilata Waddedar and Raja Ram Mohan Roy
	4.	Observance of Baleswar Day at Hedua Park and at Orissa.
	5.	District Level Folk Artistes workshop on different folk forms.
	6.	Exploration at different Archaeological sites by Directorate of Archaeology and Museums.
	7.	Workshop on Painting & Sculpturcby Rajya Charukala Parshad
	8.	Seminar & Memorial programme on Drama by Paschimbanga Natya Academy
October	1.	Birth anniversary of Dr. Nilaratan Sarkar, Sachin Dev Burman, Mahatma Gandhi, Leela Roy, Hemanta Bose, Dr. Meghnad Saha, Chabi Bandyopadhaya, Begum Akhtar, Jaiparakash Narayan, Atul Prasad Sen, Sister Nivedita and Sukumar Roy
	2.	Observance of INA Day
	3.	Observance of death anniversary of Hem Chandra Ghosh
	4.	Biswa Bangla Sharod Samman in different districts
	5.	State Level Music and Dance Competition, 2018 by West Bengal State Music Academy
	6.	Providing Financial assistance to Jatra Artistes by Paschimbanga Jatra Academy

Month	Sl. No.	Month-wise Programme Details
November	1.	Natya Mela in different districtsby Paschimbanga Natya Academy
	2.	Paschim Banga Charukala Utsav by Rajya Charukala Parshad
	3.	Workshop on Painting & Sculpture by Rajya Charukala Parshad
	4.	Observance of Birth anniversary of Ritwik Ghatak, C.R. Das, Haradhan Bandyopadhaya, Abul Kalam Azad, Jawaharlal Nehru, Indira Gandhi, Salil Chowdhury, Debaki Kumar Basu and Acharya Jagadish Ch. Basu
	5.	Observance of Remembrance Day
	6.	Observance of Birsha Munda Divas by West Bengal Heritage Commission
	7.	Award giving ceremony of Biswa Bangla Sharod Samman
	8.	Art Exhibition by Charu Kala Parshad
	9.	Participation in India International Trade Fair (IITF), New Delhi.
	10.	Heritage awareness programme for the school/college students during World Heritage Week celebration.
	11.	Organising Kolkata International Film Festival cum exhibition, seminar etc.
	12.	Organising Social Communication Film Festival in different districts by Roopkala Kendro
	13.	23rd National Seminar by Centre for Archaeological Studies & Training, Eastern India
	14.	Photographic Exhibitionby Directorate of Archaeology and Museums.
December	1.	Uday Sankar Nritya Utsav by West Bengal State Music Academy
	2.	Poush Utsav
	3.	Sangeet Samman & Mahasamman Award Ceremony & Sangeet Mela
	4.	Biswabangla Loko Sansakrity Utsav
	5.	Observance of birth anniversary of Khudiram Basu, Martyr Jatindra Nath Mukherjee, Uday Shankar and Praffulla Chaki
	6.	Observance of death anniversary of Dr. B.R. Ambedkar and Vivian Luis Derozio
	7.	Observance of Benoy, Badal Dinesh Day.
	8.	Janma Tithi of Sri Sreema Sarada Moni
	9.	3-days long Annual Folk Festival at Folk & Tribal Cultural Centre
	10.	District Folk Festival and Jatra Utsav in different districts
	11.	Construction of Baul Tirtha at Kenduli
	12.	7th Rajya Shishu Kishore Utsav by Sishu Kishore Academy
	13.	Photography competition
	14.	Photographic Exhibition by Directorate of Archaeology and Museums.

Department of IT & Electronics
IT Promotion

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom co-ordination is required	Designated Person/ Agency	Remarks
1	Bengalathon	Culmination of Bengalathon 2017-18														Advisor (DIT&E)	On going Project
		Plan of Action for Bengalathon 2018-19															
		Rollout of Bengalathon 2018-19															
2	Cyber Security Centre of Excellence	Formulation of Plan of action for assessment of vulnerability in Govt. setups													TET Deptt., HE Deptt., WBHIDCO	DS (DIT&E)	On going Project
		Awareness Generation															
		Preparatory work for launching through floating of EOI, Evaluation & Selection of Partner															
		Rollout of Project															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom co-ordination is required	Designated Person/ Agency	Remarks
3	IT Incentive Scheme 2018	Publication of New ICT Incentive Scheme														Advisor (DIT&E)	
		Online System Implementation of IT Incentive Scheme															
4	IT Skill development by NIELIT	Pilot project at Bolpur IT Park														Advisor (DIT&E)	On going Project
	IT PARKS																
1	Siliguri (Ph-III) ITPark	Completion of Finishing work and ready for possession													WBIDC, WBSEDCL, Fire & Emergency Services	DGM (ID & M), WEBEL	On going Project
2	Krishnanagar IT Park	Completion of Finishing work and ready for possession													L&LR, WBSEDCL, Fire & Emergency Services	DGM (ID & M), WEBEL	On going Project
3	Malda IT Park	Completion of Finishing work and ready for possession													L&LR, PWD, WBSEDCL, Fire & Emergency Services	DGM (ID & M), WEBEL	On going Project

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Depart-ments / Districts with whom co-ordin-ation is required	Design-ated Person/ Agency	Remarks
4	Bantala IT Park	Completion of Finishing work and ready for possession													SEZ authority, WBSEDCL, Fire & Emergency Services	DGM (ID & M), WEBEL	On going Project
5	EMC, Naihati	Completion of Boundary Wall													MEITY(GoI), WBSEDCL, L&LR, Fire & Emergency Services	DGM (ID & M), WEBEL WBIDC,	On going Project
		Infrastruc-ture Develop-ment work 70% to complete															
		Combined finishing works with facility - buildings, electrical, fire fighting, 60% to complete															

e-governance
2016

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Departments/ Districts with whom co-ordination is required	Design-ated Person/ Agency	Remarks
6	EMC, Falta	Infrastructure Development work 100% to complete													MEITY(GoI), WBSEDCL, L&LR, WBHIDC, Fire & Emergency Services	DGM (ID & M), WEBEL	On going Project
		Combined finishing works with facility buildings, electrical, fire fighting, 80% to complete															

Department of Irrigation & Waterways

Irrigation & Waterways Department is responsible for management and development of surface water irrigation from reservoirs / barrages or through canal networking, as well as for upkeep and improvement of around 10,400 km length of river and sea embankments and improvement of drainage channels.

During last seven year, Irrigation & Waterways Department has

- Brought about 4,19,600 acre of area under irrigation;
- Successfully completed improvement of flood embankments including anti-erosion works for a total length of around 2840 km;
- Re-excavation of various rivers & drainage channels for a total length of around 1240 km completed.
- 260 new RCC road bridges across various rivers, irrigation channels and drainage khals completed;
- 138 new check dams in Purulia and Bankura districts completed to harness water by creating irrigation potential to the tune of 10,225 Acre

January-2018

Brief Name of Works scheduled to be completed during the month	Length (km)/No.	District
1 Strengthening of left embankment of river Mayurakshi within Block & P.S Barwan	3.20 km	Murshidabad
2 Strengthening of left & right embankments of river Chandia within Block & P.S Pingla	1.14 km	Paschim Medinipur
3 Protection to the eroding left bank of River Subarnarekha at Uttar Dumurkhola within Block & P.S Keshiary	1.30 km	Paschim Medinipur
4 Protection to the eroding right bank of river Subarnarekha at Baisbetiya & Bachhurkhoyar within Block & P.S Nayagram	1.77 km	Jhargram
5 Improvement of Distributory 13R of Tarafeni South Main Canal by cement concrete lining within Block & P.S Jhargram	2.73 km	Jhargram
6 Improvement of canal network of Bandhu Irrigation Scheme by cement concrete lining within Block & P.S Arsha	6.68 km	Purulia
7 Strengthening of Hooghly left embankment adjoining Kanchantala Burning Ghat near Kali Temple within Ward No. 140 of Kolkata Municipal Corporation	1.35 KM	Kolkata

Other Activities & Time Schedule :

1 District tours of Minister-in-charge with senior Officers for reviewing progress of works in the field.

2 Departmental review meeting on utilization of budgetary allocation of 2017-18 and preparation of detailed budget for next financial year of 2018-19.

February-2018		
Brief Name of Works scheduled to be completed during the month	**Length (km)/No.**	**District**
1 Strengthening of Gabur Basra embankment on the right bank of river Basra at Gabur Basra within Block Kalchini, P.S Jaigaon	2.1 km	Alipurduar
2 Protection to the eroding right bank of river Atrai at Khuraha within Block & P.S Kumarganj	0.70 KM	Dakshin Dinajpur
3 Construction of check dams across various jhoras for harnessing water with Block & PS Balarampur	8 Nos.	Purulia
4 Coastal protection and beautification work at Digha sea beach, within Block Ramnagar-1, P.S Digha	1.73 km	Purba Medinipur
5 Re-excavation of Rajakhali khal and Jagannathkhali Khal within Block & P.S Nandakumar	14.24 km	Purba Medinipur
6 Construction of RCC sluice structure at the confluence of Shibpur Ateswari Khal with River Rupnarayan at Shibpur within Block Shyampur-I, P.S Shyampur	1 No.	Howrah

Other Activities & Time Schedule :

1 District tours of Minister-in-charge with senior Officers for reviewing progress of works in the field.

2 Departmental meeting on internal allocation of fund (1st round) for routine pre-monsoon maintenance work of 2018-19, sanction and invitation of tenders.

March 2018			
	Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1	Strengthening of left embankment of river Mayurakshi within Blocks Md. Bazar, Sainthia & Mayureswar-II in P.S Md. Bazar, Sainthia & Mayureswar	21.92 km	Birbhum
2	Construction of RCC bridge on river Old Cosseye connecting Kalmijole and Kunjapur within Block Daspur-I, P.S Daspur	1 No.	Paschim Medinipur
3	Construction of RCC bridge at Budul over River Kana Damodar connecting Blocks Panchla & Uluberia-II in P.S Panchla & Uluberia	1 No.	Howrah
4	Construction of steel bridge along with 2 km concrete road at Harekrishna Pally within Baranagar Municipality, P.S Baranagar	1 No	North 24-Parganas
5	Construction of RCC bridge over CC1 drainage channel within Madhyamgram Municipality, P.S Madhyamgram	1 No.	North 24-Parganas
6	Protection to the eroding left bank of Khardah Khal within Khardah Municipality, P.S Khardah	0.2 km	North 24-Parganas
7	Strengthening of Sundarban embankment along left bank of river Kartal at Chandipur within Block & P.S Gosaba.	0.30 km	South 24-Parganas

Other Activities & Time Schedule :

1 District tours of Minister-in-charge with senior Officers for reviewing progress of works in the field.

2 Departmental meeting for 2nd round of internal allocation of maintenance fund for 2018-19 and commencement of pre-monsoon maintenance works of 2018-19.

April 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Protection of eroding right bank of river Brahmani at Jadabpur within Block & P.S Khargram.	0.43 km	Murshidabad
2 Strengthening of Chandpur-Kolla embankment on the right bank of river Mayurakshi within Block Bharatpur-I, P.S Bharatpur	2.90 km	Murshidabad
3 Protection of eroding right bank of river Subarnarekha at Alampur Pirasimul within Block Gopiballavpur-I, P.S Gopiballavpur	1.50 km	Jhargram
4 Protection of the eroding left bank of river Subarnarekha at Amilasai & Routarapur within Block & P.S Keshiary	0.92 km	Paschim Medinipur
5 Protection of the eroding right bank of river Damodar at Kultikari within Block & P.S Udaynarayanpur	0.60 km	Howrah
6 Construction of Hume Pipe Sluices at i) Uttardanga along right bank of river Bidya, ii) Hamilton Abad along left bank of river Sazna & iii) Amlamethi along right bank of river Gomor, for improvement of drainage system within Block & P.S Gosaba	3 Nos.	South 24-Parganas

Other Activities & Time Schedule :

1 Routine pre-monsoon maintenance of embankments, barrages, sluices etc. (entire month)

May 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Improvement of Distributory 14 of Bishnupur Branch Canal by cement concrete lining at Nakaijuri & three other mouzas within Block & P.S Onda	3.66 km	Bankura
2 Beautification by illumination along the road of Kangsabati Dam at Mukutmanipur, Block & P.S Ranibundh & Khatra	8.00 km	Bankura
3 Strengthening of left and right embankments of Kherai-Buxi Khal at Chakradhaban, Kaloi & four other mouzas within Block & P.S Panskura	9.25 km	Purba Medinipur
4 Construction of cement concrete road from Dakshin Basantapur to Kerur & Katina to Siulipur within Block & P.S Sabang	5.50 km	Paschim Medinipur
5 Strengthening of Sundarban embankment along the right bank of river Kalindi at Hingalganj & left bank of river Dansa at Durgapur within Block & P.S Hingalganj	0.93 km	North 24-Parganas
6 Protection to the eroding left bank of river Bhagirathi adjoining Debnagar Primary School within Block Purbasthali-II, P.S Purbasthali	1.06 km	Purba Bardhaman

Other Activities & Time Schedule :

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

June 2018			
	Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1	Strengthening of Mohankhali Circuit embankment on the left bank of river Durbachati at Rabidaspur & Parbotipur within Block Daspur-I, P.S Daspur	6.00 km	Paschim Medinipur
2	Resuscitation of river Kaliaghai from Paktapole to Paharpur within Block & P.S Narayangarh	15.00 km	Paschim Medinipur
3	Improvement of Goaltore Branch Canal by cement concrete lining at Barakadra and three other mouzas within Block Garbeta-II, P.S Goaltore	1.28 km	Paschim Medinipur
4	Re-excavation of Balaudeay khal & Brindabanchak Khal within Block Nandigram-I, P.S Nandigram	28.00 km	Purba Medinipur
5	Improvement of Khatra Main Canal by cement concrete lining at Panchpekha & 3 (three) other mouzas within Block & P.S Joypur	3.14 km	Bankura
6	Reconstruction of 'AILA' affected Sundarban Embankment within Block Sandeshkhali-II, P.S Sandeshkhali and Block & P.S Hasnabad and Hingalganj	4.00 km	North 24-Parganas
7	Strengthening of Sundarban Embankment at Pakhiralay & Sonaga on the right bank of river Gomor and at Amlamethi facing river Bidya within Block & P.S Gosaba	2.04 km	South 24-Parganas
8	River training by a series of spurs at Dulki, Sonaga along the left bank of river Durgaduani and at Rangabelia on the left bank of river Bidya within Block & P.S Gosaba	1.95 km	South 24-Parganas
9	Reconstruction of 'AILA' affected Sundarban Embankment within Block & P.S Basanti, Gosaba, Namkhana and Sagar	5.00 km	South 24-Parganas

Other Activities & Time Schedule :

1 Starting functions of Control Rooms for flood management in all districts and also at the Kolkata headquarter.

2 Completion of routine pre-monsoon maintenance work related to flood management activities.

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 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Improvement of Minor-4 of Distributory 6L of Ghatal Branch Canal by cement concrete lining at Mahaldanga and five other mouzas within Block & P.S Kotulpur and Joypur.	4.00 km	Bankura
2 Strengthening of Ajoy left embankment between Mouli and Natungram within Block Bolpur-Sriniketan, P.S Bolpur	5.00 km	Birbhum
3 Protection to eroding left embankment of river Ajoy at Udaypur & Khudrapur & Santoshpur, within Block & P.S Illambazar	3.00 km	Birbhum
4 River training works on the left bank of river Subarnarekha at Mouza Belmula within Block Dantan-I, P.S Dantan	1.50 km	Paschim Medinipur
5 Strengthening of left embankment of Kherai Khal from Goatpota to Saraighat within Block Panskura-I, P.S Panskura	7.30 km	Purba Medinipur
6 Re-excavation of Badyanala khal within Block Khejuri-I, P.S Khejuri	5.50 km	Purba Medinipur

Other Activities & Time Schedule :

1. Patrolling of flood protective embankments regulating sluice gate 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 water release from reservoirs during the entire month.

August 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Construction of RCC bridges over DWF channel near Baichitala and Chowbhaga Bazar within Ward No. 58 of Kolkata Municipal Corporation, P.S Pragati Maidan	2 Nos.	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 damage due to flood, cyclones, heavy discharge passage etc.

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

September 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Construction of RCC bridge at Jahanabad over Talpatti Branch Khal near Takapura within Block Nandigram-II, P.S Nandigram	1 No.	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 water releases from reservoirs during the entire month.

October 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Setting up of Quality Control Laboratory of Irrigation & Waterways Directorate at Harinchara, Block Coochbehar-I, P.S Kotwali	1 No.	Coochbehar
2 Construction of RCC bridge over river Banka at Islampur within Block Purbasthali-I, P.S Nadanghat	1 No.	Purba Bardhaman
3 Construction of RCC bridge over river Banka at Kadipur within Block Kalna-I, P.S Kalna	1 No.	Purba Bardhaman

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 reservoirs during the entire month.

3 Half yearly departmental review meeting on budgetary allotment utilization.

November 2018		
Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1 Protection to the eroding left bank of river Bhagirathi at Mukundanagar within Block & P.S Chakdaha	1.25 km	Nadia
2 Strengthening & widening of right embankment of New Cossyee of (TE2112) within Block & P.S Debra	11.00 km	Paschim Medinipur
3 Protection of the River Rupnarayan right embankment at Jamittya & Achaipur within Block Sahid Matangini, P.S Tamluk	0.70 km	Purba Medinipur
4 Protection of the eroding right bank of river Subarnarekha at Mouza Nichu Patina within Block & P.S Nayagram	0.70 km	Jhargram
5 Modernisation of Dangra Irrigation Scheme within Block & P.S Kashipur	1 No.	Purulia
6 Modernisation of Moutorejore Irrigation Scheme within Block Raghunathpur-II, P.S Raghunathpur	1 No.	Purulia

Other Activities & Time Schedule :

1 District tours of Minister-in-charge with senior Officers for reviewing progress of works in the field.

2 Preliminary screening of new proposals for creation of capital assets to be taken up in 2019-20

December 2018			
	Brief Name of Works scheduled to be completed during the month	**Length (km) /No.**	**District**
1	Improvement of Dwarka Brahmani Main Canal by cement concrete lining at Hastikanda, Kastogora, Parkandi, Khojapur, Borjole etc within Block Rampurhat-I, PS Rampurhat	2.68 km	Birbhum
2	Strengthening of right bank of river Ganga/Padma at Moya, Block & P.S Lalgola	1.0 km	Murshidabad
3	Improvement of Distributory No. 3 of Khatra Main Canal (Lower) by cement concrete lining at Mouza Hatibari, Dubrajpur within Block & P.S Simlapal	1.77 km	Bankura
4	Construction of check dam at Panahar over river Amodar within Block & P.S Kotulpur	1 No	Bankura
5	Protection to croding right bank of river Kangsabati at Markandapur, Chubka, Jagannathpur and Amjhuki within Block & P.S Jhargram	2.4 km	Jhargram
6	RCC bridge over Bagjola khal at Satin Sen Colony in Baranagar Municipality.	1 No.	North 24-Parganas
7	Reconstruction of AILA affected Sundarban Embankment within Block & P.S Basanti, Gosaba, Namkhana and Sagar (Phase-II)	5.00 km	South 24-Parganas

Other Activities & Time Schedule :

1 State level meeting for distribution of Rabi / Boro irrigation water in South Bengal districts.

2 District tours of Minister-in-charge with senior Officers for reviewing progress of works in the field.

3 Internal allocation of fund (1st round) for capital asset development projects to be taken up in 2019-20, and finalisation of DPR of the schemes.

Department of Judicial

Targets for January, 2018	
•	Quarterly review on civil construction of Asansol, North 24 Parganas, Howrah and Hooghly
•	Quarterly review on trainings at State Judicial Academy.
•	Meeting on High Court Budget/Infrastructure.
•	Review progress on Circuit Bench at Jalpaiguri
•	Review meeting on ground improvement of existing foundation of North-West side of Hon'ble high Court, Calcutta.
Targets for February, 2018	
•	Quarterly review on civil construction of Purulia, Bankura, Burdwan and Birbhum
•	Review on of issuing marriage certificates at Registrar General of Marriage Office.
•	Review on the progress of Centrally Sponsored Schemes
•	Follow up action regarding creation of posts in the rank of ADJ, Civil Judge (Senior Division)/ ACJM/ CJM/Magistrate.
Targets for March, 2018	
•	Quarterly review on civil construction of Murshidabad, Dakshin Dinajpur, Uttar Dinajpur and Alipurduar.
•	Quarterly review with Director Prosecution on training programme.
•	Meeting on State Legal Services Authority.
•	Meeting with the Administrator General and Official Trustee, W.B.
•	Quarterly review on digitization of Service Books of Judicial Officers.
Targets for April, 2018	
•	Quarterly review on civil construction of Nadia, Malda, Paschim Medinipur, Purba Medinipur and Jalpaiguri.
•	Review on progress of 14th Finance Commission.
•	Meeting on recruitment of APPN through PSC.
•	Review on W.B. National University of Juridical Sciences.
•	Review on progress of CBI Courts.
Targets for May, 2018	
•	Quarterly review on civil construction of Darjeeling and Coochbehar.
•	Review on progress of new court creation scheme.
•	Review on progress of construction works of new Judicial Academy at Rajarhat.
•	Meeting on Advocate Welfare Trust Fund/W.B. Advocates Welfare Corporation.
Targets for June, 2018	
•	Quarterly review on civil construction of Asansol, North 24 Parganas, Howrah and Hooghly.
•	Review on progress of repair and renovation work at Bijan Bhaban.
•	Quarterly review on digitization of Service Books of Judicial Officers.

Targets for July, 2018
• Quarterly review on civil construction of Nadia, Jalpaiguri, Burdwan and Howrah.
• Meeting on State Legal Services Authority.
• Meeting on High Court Budget/Infrastructure.
• Review meeting on ground improvement for construction of Gangway connecting of Centenary Building & Sesquicentenary Building of High Court.
Targets for August, 2018
• Quarterly review on civil construction of Purulia, Bankura, Burdwan and Birbhum.
• Review on progress of 14th Finance Commission.
• Meeting on Revised Budget Estimate of the Department/High Court etc.
• Meeting on Advocate Welfare Trust Fund/W.B. Advocates Welfare Corporation.
Targets for September, 2018
• Quarterly review on civil construction of Alipurduar, Malda, Paschim Medinipur and Purba Medinipur.
• Meeting on recruitment of APPN through PSC.
• Meeting with A.G.O.T.
• Review meeting on renovation of Bar Association. No.15.
Targets for October, 2018
• Quarterly review on civil construction of Darjeeling and Coochbehar.
• Review on progress of 14th Finance Commission.
• Review on progress of Centrally Sponsored Schemes.
Targets for November, 2018
• Quarterly review on civil construction of Nadia, Jalpaiguri, Burdwan and Howrah.
• Meeting on State Legal Services Authority.
• Review on the progress of construction works of new Judicial Academy at Rajarhat.
• Review on progress of construction of Circuit Bench at Jalpaiguri.
• Construction of Sub-Divisional Courts as well as residential complex at Canning in the district of South 24-Parganas, Egra in the district of Purba Medinipur and Domkol in the district of Murshidabad.
Targets for December, 2018
• Quarterly review on civil construction of Malda, Paschim Medinipur, Purba Medinipur and Jalpaiguri.
• Meeting on creation of posts.
• Review on progress of construction of court buildings and other infrastructural development.
• Review meeting on progress of construction of Court Building and Judicial Complex at Bidhannagar.

Department of Labour

Month	Proposed Target
Jan, 2018 to March, 2018	Reorganization of the Labour Directorate
	Shramik mela in 68 Sub-Divsions.
	Awareness and sensitisation and enrolment programme for SSY .
	Deduplication of Beneficiaries in the merged data base for SSY and integration of sms based information system
	Implementation of e - office in LC HQ office
	Programme on e-Governance initiative and training on Basic Computer Application for officers/staff.
	Release of Bengali Quarterly Magazine "Shramik Barta".
	Final Examination of the six month certificate on construction safety course and Commencement of same course for Jan, 2018.
	Reorganization of the Employment Directorate
	Identification of new job seekers and their enrolment in Employment Bank
	Identification of potential beneficiaries for filling up vacancies in Yuvasree
	Completion of empanelment process for VTPs and taking up Skilling for 50,000 EB/ Yuvasree beneficiaries
	Awareness and motivational camps on self employment and entrepreneurship under USKP for self employment
	Career talk, mock test and special coaching for Competitive Exams
	Opening of Urosurgery & Plastic Sugery Department, Opening Of 6 bedded Service Dispensary at Salt Lake with in-patient facility in day-care basis, Opening of new surgery ward,Opening patient party waiting area at Maniktala ESIH.
	Commencement of separate burn units for male and female at Durgapur ESIH.
	Inspection of 3 ESIH and Model Labour Welfare Centres by MIC and senior officials of the Department
	Installation of full auto-analyzer machine at Serampore ESIH.
	Inauguration of new and upgraded histopathology lab at Sealdah ESIH.
	Sports and cultural programme for labour .
	Inspection of 450 registered Boilers
	Observance of National Safety Day at Kolkata and mock-drill of the Onsite Emergency Plan at Indian Oil Corporation Ltd, Haldia Refinery.
April, 2018 to June, 2018	Awareness and sensitisation and enrolment programme for SSY .
	Deduplication of Beneficiaries in the merged data base for SSY and validation of data base
	Implementation of e - office in all Additional LC HQ office
	Programme on e-Governance initiative and training on Basic Computer Application for officers/staff in Zonal and sub zonal offices.
	Release of Bengali Quarterly Magazine "Shramik Barta".
	Awareness, sensitisation programme, trainer development programme on EoDB.

Month	Proposed Target
April, 2018 to June, 2018	Observation of International Day against child labour and launching special drive for identification for survey.
	Three days Training Programme on Capacity Enhancement Programme for Plantation Workers.
	Restructuring of Employment Exchanges as Career Centres
	Identification of new job seekers and their enrolment in Employment Bank
	Identification of potential beneficiaries for filling up vacancies in Yuvasree
	Assessment and Certification of Skilled HR
	Linking of USKP for self employment
	Career talk, mock test and special coaching for Competitive Exams
	Installation of CCTV in wards and around ESI Hospitals.
	Health check-up camps at various ESI Hospitals.
	Seminar on skill development and stress management for NMTP personnel at Manicktala ESIH.
	Inspection of 4 ESIH and Model Labour Welfare Centres by MIC and senior officials of the Department
	Colposcopic camp in the hospital-screening of cervical cancer at Sealdah ESIH.
	Inspection of 550 registered Boilers
	Mock-drill of the onsite Emergency Plan at SAIL, Alloy Steel Plant , Hindustan Petroleum Corporation Ltd at Durgapur and KMDA Baranagar, Kolkata.
July, 2018 to September, 2018	Awareness and sensitisation and enrolment programme for SSY .
	Implementation of e-office in all remaining offices of the LC
	Awarness generation programme on e-Governance initiatives.
	Release of Bengali Quarterly Magazine "Shramik Barta".
	Final Examination of the six month certificate on construction safety course and Commencement of same course for July, 2018.
	Quarterly Review/Monitoring of Performance.
	Implementation of e-office in all offices of the Employment Directorate
	Identification of new job seekers and their enrolment in Employment Bank
	Identification of potential beneficiaries for filling up vacancies in Yuvasree
	Taking up Skilling for 50,000 EB/ Yuvasree beneficiaries
	Awareness and motivational camps on self employment and entrepreneurship under USKP for self employment for EB/ Yuvasree beneficiaries
	Career talk, mock test and special coaching for Competitive Exams
	CME on chemotherapy, CME on Management of sick new-born baby at Kamarhati ESIH.
	Implementation of NICU, creation of recovery room near OT with HDU facility and Installation of USG machine at G&O Department at Kamarhati ESIH.
	ITU on PPP Model at Manicktala ESIH to be launched.
	Opening of SNCU at Asansol ESIH.
	Inspection of 3 ESIH and Model Labour Welfare Centres by MIC and senior officials of the Department

Month	Proposed Target
July, 2018 to September, 2018	Sports and cultural programme for labour and celebration of Bhanu Bhakt Jayanti.
	Inspection of 500 registered Boilers
	Mock-drill of the Onsite Emergency Plan at Exide Industries Ltd. Shyamnagar, North 24 Parganas and training programme on vapour cloud explosions (BLEVE & UVCE) at Bharat Petroleum Corporation Ltd., Raiganj LPG filling Plant.
Oct, 2018 to Dec, 2018	Awareness and sensitisation and enrolment programme for SSY .
	Refresher programme on e-Governance initiative and training on Basic Computer Application for officers/staff in Zonal and sub zonal offices.
	Three days Training Programme on Capacity Enhancement Programme for Plantation Workers.
	Release of Bengali Quarterly Magazine "Shramik Barta".
	Awareness , Benefit Distribution and sensitisation programme on SSY .
	Awareness and online application sensitisation programme on EoDB.
	Cumination of sporting events by organization of meet at Kolkata NCLP School.
	Identification of new job seekers and their enrolment in Employment Bank
	Identification of potential beneficiaries for filling up vacancies in Yuvasree
	Assessment and Certification of Skilled HR
	Linking of USKP for self employment
	Career talk, mock test and special coaching for Competitive Exams
	OT recovery room with ICU facility at Uluberia ESIH.
	ITU on PPP model to be launched at Serampore, Budge Budge & Uluberia ESI Hospitals
	Opening of SNCU at Serampore, Budge Budge & Uluberia ESI Hospitals
	Installation of laparoscopic machine at G & O Department, upliftment of handsurgery department and applying for increase of bed strength from 350 to 500 at Kamarhati ESIH.
	Renovation of dental department at Belur ESIH.
	Inspection of 3 ESIH and Model Labour Welfare Centres by MIC and senior officials of the Department
	Installation of CCTV & Fire alarm For Bandel ESIH.
	Installation of 500mA machine with digital processor at Asansol ESIH.
	Inspection of 500 registered Boilers
	Mock-drill of the Onsite Emergency Plan at Indian Oil Corporation Ltd. (MD), Malda LPG Bottling Plant.

Department of Land & Land Reforms and Refugee, Relief & Rehabilitation

January 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 80 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Traverse survey / Re-surveys of 1 mouzas (out of annual target of 4 mouzas)	DLR&S
3	Detail Survey (kistwar) of 2 mouza (out of annual target of 24 mouzas)	DLR&S
4	Geo-referencing of 40 map sheets (against annual target of 330 sheets)	DLR&S
5	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
6	Establishment of lightening protector and surge protector in 10 BL&LRO offices having own building against annual target of 240 offices	DLR&S
7	Construction of Modern Record Rooms at 4 blocks (out of annual target of 24 blocks)	DLR&S
8	Scanning of Traverse volumes of all districts : target - 3 districts	
9	Scanning of 1500 CS Maps out of annual target of 180000 maps	
10	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
11	In-service Training of SRO-II/RO/ RI/ Amin (21 days)	DLR&S
12	Distribution of Agri Patta (60 acres)	DLR&S
13	Disposal of 80000 mutation petitions	DLR&S
14	Amalgamation of stages and final publication of LR RoR of 10 mouzas	DLR&S
15	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
16	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
17	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
18	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
19	Formation and functioning of law cells at Barrackpur, Bongaon, Canning, Baruipur SDL&LRO offices	DLR&S
20	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
21	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Barrackpur-II block (North 24 Parganas)	DLR&S
22	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5×22 = 110 for districts) + (1×40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
23	Capacity building through re-orientation training programme of 100 field level officers in quarterly basis with a annual target of 400 users.	DLR&S
24	Development of re-vamped 'banglarbhumi.gov.in' to make it compliant with State wide branding and look and feel of the State Govt. Portal.	DLR&S
25	Preparatory work for State wide roll-out of e-DSS (e Delivery Service System) in Departmental website 'banglarbhumi.gov.in' to enable common citizen for online filing of Mutation and Conversion cases and also getting online delivery of digitally signed Plot information and Certified copy of RoR.	DLR&S
26	Preparation of SRS for modification in User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S
27	Preparation of SRS for development of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S
28	Development for modification in khatian report in eBhuchitra to display the details of transferer and transferee's Khatian and also the details of the instrument for such transfer	DLR&S
29	Development of online ACR Management System.	DLR&S
30	Development for Incorporation of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
31	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
32	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
33	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
34	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
35	Amendment of WBLR Act, 1955	LP Branch
36	Long term settlement of land as per proposal received	GE(M) Branch
37	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
38	Government of India related transfer of land as per proposal received	GE(M) Branch
39	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
40	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
41	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
42	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
43	Review meetings with the Districts	RR&R Branch

February 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 80 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Traverse survey / Re-surveys of 1 mouza (out of annual target of 4 mouzas)	DLR&S
3	Detail Survey (kistwar) of 3 mouzas (out of annual target of 24 mouzas)	DLR&S
4	Geo-referencing of 40 map sheets (against annual target of 330 sheets)	DLR&S
5	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
6	Establishment of lightening protector and surge protector in 10 BL&LRO offices having own building against annual target of 240 offices	DLR&S
7	Construction of Modern Record Rooms at 4 blocks (out of annual target of 24 blocks)	DLR&S
8	Scanning of Traverse volumes of all districts : target - 3 districts	
9	Scanning of 1500 CS Maps out of annual target of 180000 maps	
10	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
11	In-service Training of SRO-II/RO/ RI/ Amin (18 days)	DLR&S
12	Distribution of Agri Patta (60 acres)	DLR&S
13	Disposal of 80000 mutation petitions	DLR&S
14	Amalgamation of stages and final publication of LR RoR of 8 mouzas	DLR&S
15	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
16	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
17	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
18	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
19	Formation and functioning of law cells at Ghatal, Tehatta, Kalyani SDL&LRO offices	DLR&S
20	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
21	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Kakdwip block (South 24 Parganas)	DLR&S
22	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5×22 = 110 for districts) + (1×40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
23	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
24	Continuation of development of re-vamped 'banglarbhumi.gov.in' to make it compliant with State wide branding and look and feel of the State Govt. Portal.	DLR&S
25	State wide roll-out of e-DSS (e Delivery Service System) in Departmental web site 'banglarbhumi.gov.in' to enable common citizen for online filing of Mutation and Conversion cases and also getting online delivery of digitally signed Plot information and Certified copy of RoR.	DLR&S
26	Development for modification in User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S
27	Development of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S
28	Continuation of development for modification in khatian report in eBhuchitra to display the details of transferer and transferee's Khatian and also the details of the instrument for such transfer	DLR&S
29	Continuation of development of online ACR Management System.	DLR&S
30	Requirement gathering from SLBC for the developemnt of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities. Necessary SRS in this regard to be provided by SLBC.	DLR&S and SLBC
31	Continuation of development for Incorporation of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
32	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
33	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
34	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
35	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
36	Amendment of WBLR Act, 1955	LP Branch
37	Long term settlement of land as per proposal received	GE(M) Branch
38	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
39	Government of India related transfer of land as per proposal received	GE(M) Branch
40	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
41	Issuance of Free Hold Title Deeds (150 Nos.)	RR&R Branch
42	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
43	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
44	Review meetings with the Districts	RR&R Branch

March 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 80 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Traverse survey / Re-surveys of 1 mouza (out of annual target of 4 mouzas)	DLR&S
3	Detail Survey (kistwar) of 3 mouzas (out of annual target of 24 mouzas)	DLR&S
4	Geo-referencing of 50 map sheets (against annual target of 330 sheets)	DLR&S
5	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
6	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
7	Construction of Modern Record Rooms at 4 blocks (out of annual target of 24 blocks)	DLR&S
8	Scanning of Traverse volumes of all districts : target - 5 districts	
9	Scanning of 1500 CS Maps out of annual target of 180000 maps	
10	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
11	In-service Training of SRO-II/RO/ RI/ Amin (22 days)	DLR&S
12	Distribution of Agri Patta (40 acres)	DLR&S
13	Disposal of 80000 mutation petitions	DLR&S
14	Amalgamation of stages and final publication of LR RoR of 5 mouzas	DLR&S
15	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
16	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
17	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
18	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
19	Formation and functioning of law cells at Krishnanagar, Bardhaman Sadar North, Bardhaman Sadar South SDL&LRO offices	DLR&S
20	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
21	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Kakdwip block (South 24 Parganas)	DLR&S
22	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5×22 = 110 for districts) + (1×40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
23	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S
24	Continuation of development of re-vamped 'banglarbhumi.gov.in' to make it compliant with State wide branding and look and feel of the State Govt. Portal.	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
25	Monitoring performance of the modules of already rolled out eDSS and e-payment mode by citizens.	DLR&S
26	Continuation of development for modification in User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S
27	Continuation of development of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S
28	User Acceptance Testing of modified khatian report in eBhuchitra to display the details of transferer and transferee's Khatian and also the details of the instrument for such transfer	DLR&S
29	User Testing of online ACR Management System.	DLR&S
30	Requirement gathering from SLBC for the developemnt of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities. Necessary SRS in this regard to be provided by SLBC.	DLR&S and SLBC
31	Continuation of development for Incorporation of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
32	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
33	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
34	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
35	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
36	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
37	Amendment of WBLR Act, 1955	LP Branch
38	Long term settlement of land as per proposal received	GE(M) Branch
39	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
40	Government of India related transfer of land as per proposal received	GE(M) Branch
41	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
42	Issuance of Free Hold Title Deeds (150 Nos.)	RR&R Branch
43	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
44	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
45	Review meetings with the Districts	RR&R Branch

April 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 20 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Detail Survey (kistwar) of 4 mouzas (out of annual target of 24 mouzas)	DLR&S
3	Geo-referencing of 50 map sheets (against annual target of 330 sheets)	DLR&S
4	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation 100 sheets against of annual target of 1200 sheets	DLR&S
5	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
6	Scanning of Traverse volumes of all districts : target - 5 districts	
7	Scanning of 1500 CS Maps out of annual target of 180000 maps	
8	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
9	In-service Training of SRO-II/RO/ RI/ Amin (7 days)	DLR&S
10	Disposal of 20000 mutation petitions	DLR&S
11	Amalgamation of stages and final publication of LR RoR of 2 mouzas	DLR&S
12	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
13	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
14	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
15	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
16	Formation and functioning of law cells at Ranaghat, Katwa, Durgapur SDL&LRO offices	DLR&S
17	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
18	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Contai-I block (Purba Medinipur)	DLR&S
19	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
20	Capacity building through re-orientation training programme of 100 field level officers in quarterly basis with a annual target of 400 users.	DLR&S

Sl.	Administrative Activity	Nodal Branch/
21	Security Audit of re-vamped 'banglarbhumi.gov.in' prior to hosting	DLR&S
22	Monitoring performance of the modules of already rolled out eDSS and e-payment mode by citizens.	DLR&S
23	Prepartion of SRS for development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
24	Continuation of development of modified User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S
25	Continuation of development of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S
26	Final roll out of modified khatian report in eBhuchitra to display the details of transferer and transferee's Khatian and also the details of the instrument for such transfer	DLR&S
27	Final roll out of online ACR Management System.	DLR&S
28	Preparation of SRS for development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
29	Preparation of SRS for the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities, in consultation with SLBC.	DLR&S and SLBC
30	Continuation of development for Incorporation of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
31	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
32	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
33	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
34	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
35	Amendment of WBLR Act, 1955	LP Branch
36	Long term settlement of land as per proposal received	GE(M) Branch
37	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
38	Government of India related transfer of land as per proposal received	GE(M) Branch
39	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
40	Issuance of Free Hold Title Deeds (200 Nos.)	RR&R Branch
41	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
42	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
43	Review meetings with the Districts	RR&R Branch

May 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 20 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Detail Survey (kistwar) of 4 mouzas (out of annual target of 24 mouzas)	DLR&S
3	Geo-referencing of 40 map sheets (against annual target of 330 sheets)	DLR&S
4	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
5	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
6	Construction of Modern Record Rooms at 1 block (out of annual target of 24 blocks)	DLR&S
7	Scanning of 1500 CS Maps out of annual target of 180000 maps	
8	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
9	In-service Training of SRO-II/RO/ RI/ Amin (7 days)	DLR&S
10	Disposal of 10000 mutation petitions	DLR&S
11	Amalgamation of stages and final publication of LR RoR of 2 mouzas	DLR&S
12	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
13	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
14	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
15	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
16	Formation and functioning of law cells at Serampore, Berhampur Sadar, Kandi SDL&LRO offices	DLR&S
17	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
18	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Contai-I block (Purba Medinipur)	DLR&S
19	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
20	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S
21	Security Audit of re-vamped 'banglarbhumi.gov.in' prior to hosting	DLR&S

SL	Administrative Activity	Nodal Branch/
22	Monitoring performance of the modules of already rolled out eDSS and e-payment mode by citizens.	DLR&S
23	Prepartion of SRS for development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
24	User Acceptance Testing of modified User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S
25	User Acceptance Testing of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S
26	Development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
27	Preparation of SRS for the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities, in consultation with SLBC.	DLR&S and SLBC
28	User Acceptance Testing of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
29	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
30	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
31	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
32	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
33	Amendment of WBLR Act, 1955	LP Branch
34	Long term settlement of land as per proposal received	GE(M) Branch
35	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
36	Government of India related transfer of land as per proposal received	GE(M) Branch
37	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
38	Issuance of Free Hold Title Deeds (200 Nos.)	RR&R Branch
39	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
40	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
41	Review meetings with the Districts	RR&R Branch

June 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 20 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
3	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
4	Construction of Modern Record Rooms at 1 block (out of annual target of 24 blocks)	DLR&S
5	Scanning of 1500 CS Maps out of annual target of 180000 maps	
6	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
7	In-service Training of SRO-II/RO/ RI/ Amin (7 days)	DLR&S
8	Disposal of 10000 mutation petitions	DLR&S
9	Indexing of RS & LR records and register-VIII of 50 blocks (out of annual target of 346 blocks)	DLR&S
10	Amalgamation of stages and final publication of LR RoR of 2 mouzas	DLR&S
11	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
12	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
13	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
14	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
15	Formation and functioning of law cells at Domkal, Lalbagh, Bolpur SDL&LRO offices	DLR&S
16	Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S
17	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Sankrail block (Howrah)	DLR&S
18	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1× 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
19	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
20	Final roll out of re-vamped 'banglarbhumi.gov.in' prior to hosting	DLR&S
21	Development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
22	Development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
23	Preparation of Business Process Re-engineering for the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities, in consultation with SLBC.	DLR&S and SLBC
24	Final roll out of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based searching and retrieval of detailed Audit Trail.	DLR&S
25	Development for incorporation of new MIS report in PDF Format in eBhuchitra for Block based Raiyat searching based on Raiyat's name/ set of alphabets.	DLR&S
26	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
27	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
28	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
29	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
30	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
31	Amendment of WBLR Act, 1955	LP Branch
32	Long term settlement of land as per proposal received	GE(M) Branch
33	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
34	Government of India related transfer of land as per proposal received	GE(M) Branch
35	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
36	Issuance of Free Hold Title Deeds (200 Nos.)	RR&R Branch
37	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
38	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
39	Review meetings with the Districts	RR&R Branch

July 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 50 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
3	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
4	Construction of Modern Record Rooms at 2 blocks (out of annual target of 24 blocks)	DLR&S
5	Scanning of 1500 CS Maps out of annual target of 180000 maps	
6	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
7	In-service Training of SRO-II/RO/ RI/ Amin (15 days)	DLR&S
8	Distribution of Agri Patta (40 acres)	DLR&S
9	Disposal of 80000 mutation petitions	DLR&S
10	Indexing of RS & LR records and register-VIII of 50 blocks (out of annual target of 346 blocks)	DLR&S
11	Amalgamation of stages and final publication of LR RoR of 5 mouzas	DLR&S
12	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
13	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
14	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
15	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
16	Formation and functioning of law cells at Malda Sadar, Islampur, Purulia Sadar SDL&LRO offices	DLR&S
17	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Sankrail block (Howrah)	DLR&S
18	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 – 110 for districts) + (1 × 40 – 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
19	Capacity building through re-orientation training programme of 100 field level officers in quarterly basis with a annual target of 400 users.	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
20	Monitoring and Tuning of re-vamped 'banglarbhumi.gov.in'	DLR&S
21	Continuation of development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
22	Continuation of development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
23	Development for the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities.	DLR&S
24	Continuation of development for incorporation of new MIS report in PDF Format in eBhuchitra for Block based Raiyat searching based on Raiyat's name/ set of alphabets.	DLR&S
25	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
26	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
27	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
28	Monitoring of lease of tea garden whose land is retained undr 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
29	Amendment of WBLR Act, 1955	LP Branch
30	Long term settlement of land as per proposal received	GE(M) Branch
31	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
32	Government of India related transfer of land as per proposal received	GE(M) Branch
33	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
34	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
35	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
36	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
37	Review meetings with the Districts	RR&R Branch

August 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 50 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
3	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
4	Scanning of 1500 CS Maps out of annual target of 180000 maps	
5	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
6	In-service Training of SRO-II/RO/ RI/ Amin (15 days)	DLR&S
7	Distribution of Agri Patta (40 acres)	DLR&S
8	Disposal of 80000 mutation petitions	DLR&S
9	Indexing of RS & LR records and register-VIII of 46 blocks (out of annual target of 346 blocks)	DLR&S
10	Amalgamation of stages and final publication of LR RoR of 5 mouzas	DLR&S
11	Installation of storage system for RS/LR scanned RoR at Dte. For its safe keeping	DLR&S
12	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
13	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
14	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
15	Formation and functioning of law cells at Raghunathpur, Siliguri, Arambagh SDL&LRO offices	DLR&S
16	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Daspur-I block (Paschim Medinipur)	DLR&S
17	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
18	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
19	Monitoring and Tuning of re-vamped 'banglarbhumi.gov.in'	DLR&S
20	Continuation of development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
21	Continuation of development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
22	Continuation of development for the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities.	DLR&S
23	User Acceptance Testing of new MIS report in PDF Format in eBhuchitra for Block based Raiyat searching based on Raiyat's name/ set of alphabets.	DLR&S
24	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
25	Preparation of SRS for development of 'Patta Warish' module in eBhuchitra application.	DLR&S
26	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
27	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
28	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
29	Amendment of WBLR Act, 1955	LP Branch
30	Long term settlement of land as per proposal received	GE(M) Branch
31	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
32	Government of India related transfer of land as per proposal received	GE(M) Branch
33	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
34	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
35	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
36	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
37	Review meetings with the Districts	RR&R Branch

September 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 50 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
3	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
4	Scanning of 1500 CS Maps out of annual target of 180000 maps	
5	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
6	In-service Training of SRO-II/RO/ RI/ Amin (15 days)	DLR&S
7	Distribution of Agri Patta (40 acres)	DLR&S
8	Disposal of 80000 mutation petitions	DLR&S
9	Amalgamation of stages and final publication of LR RoR of 5 mouzas	DLR&S
10	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
11	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
12	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
13	Formation and functioning of law cells at Contai, Haldia, Bishnupur SDL&LRO offices	DLR&S
14	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Daspur-I block (Paschim Medinipur) and Purulia-I block (Purulia)	DLR&S
15	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
16	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S
17	Monitoring and Tuning of re-vamped 'banglarbhumi.gov.in'	DLR&S
18	User Acceptance Testing of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
19	Deveplopment of 'Patta Warish' module in eBhuchitra application.	DLR&S
20	Continuation of development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S
21	User Acceptance Testing of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities, in consultation with SLBC.	DLR&S
22	Final Roll out of new MIS report in PDF Format in eBhuchitra for Block based Raiyat searching based on Raiyat's name/ set of alphabets.	DLR&S
23	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
24	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
25	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
26	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
27	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
28	Amendment of WBLR Act, 1955	LP Branch
29	Long term settlement of land as per proposal received	GE(M) Branch
30	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
31	Government of India related transfer of land as per proposal received	GE(M) Branch
32	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
33	Issuance of Free Hold Title Deeds (200 Nos.)	RR&R Branch
34	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
35	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
36	Review meetings with the Districts	RR&R Branch

October 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 40 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
3	Establishment of lightening protector and surge protector in 20 BL&LRO offices having own building against annual target of 240 offices	DLR&S
4	Scanning of 1500 CS Maps out of annual target of 180000 maps	
5	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
6	In-service Training of SRO-II/RO/ RI/ Amin (10 days)	DLR&S
7	Distribution of Agri Patta (40 acres)	DLR&S
8	Disposal of 80000 mutation petitions	DLR&S
9	Amalgamation of stages and final publication of LR RoR of 5 mouzas	DLR&S
10	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
11	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
12	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
13	Formation and functioning of law cells at Uluberia, Chanchol SDL&LRO offices	DLR&S
14	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Purulia-I block (Purulia) and Englishbazar block (Malda)	DLR&S
15	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
16	Capacity building through re-orientation training programme of 100 field level officers in quarterly basis with a annual target of 400 users.	DLR&S
17	Final Roll out of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S
18	Continuation of development of 'Patta Warish' module in eBhuchitra application.	DLR&S
19	Continuation of development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
20	User Acceptance Testing of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities, in consultation with SLBC.	DLR&S
21	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
22	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
23	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
24	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
25	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
26	Amendment of WBLR Act, 1955	LP Branch
27	Long term settlement of land as per proposal received	GE(M) Branch
28	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
29	Government of India related transfer of land as per proposal received	GE(M) Branch
30	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
31	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
32	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
33	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
34	Review meetings with the Districts	RR&R Branch

November 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 60 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Detail Survey (kistwar) of 4 mouza (out of annual target of 24 mouzas)	DLR&S
3	Geo-referencing of 50 map sheets (against annual target of 330 sheets)	DLR&S
4	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
5	Establishment of lightening protector and surge protector in 30 BL&LRO offices having own building against annual target of 240 offices	DLR&S
6	Construction of Modern Record Rooms at 4 blocks (out of annual target of 24 blocks)	DLR&S
7	Scanning of 1500 CS Maps out of annual target of 180000 maps	
8	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
9	In-service Training of SRO-II/RO/ RI/ Amin (21 days)	DLR&S
10	Distribution of Agri Patta (40 acres)	DLR&S
11	Disposal of 80000 mutation petitions	DLR&S
12	Amalgamation of stages and final publication of LR RoR of 10 mouzas	DLR&S
13	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
14	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
15	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
16	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Islampur block (Uttar Dinajpur)	DLR&S
17	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
18	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S
19	User Acceptance Testing of 'Patta Warish' module in eBhuchitra application.	DLR&S
20	Continuation of development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
21	Application Audit of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities.	DLR&S & SLBC
22	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
23	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
24	Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S
25	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
26	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
27	Amendment of WBLR Act, 1955	LP Branch
28	Long term settlement of land as per proposal received	GE(M) Branch
29	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
30	Government of India related transfer of land as per proposal received	GE(M) Branch
31	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
32	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
33	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
34	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
35	Review meetings with the Districts	RR&R Branch

December 2018

Sl. No.	Administrative Activity	Nodal Branch/ Office
1	Collection of 60 Cr Revenue (out of annual target of 610 Cr)	DLR&S
2	Traverse survey / Re-surveys of 1 mouza (out of annual target of 4 mouzas)	DLR&S
3	Detail Survey (kistwar) of 4 mouzas (out of annual target of 24 mouzas)	DLR&S
4	Geo-referencing of 60 map sheets (against annual target of 330 sheets)	DLR&S
5	Digitization of 100 cadastral maps against annual target of 1200 sheets and updation of 100 sheets against annual target of 1200 sheets	DLR&S
6	Establishment of lightening protector and surge protector in 30 BL&LRO offices having own building against annual target of 240 offices	DLR&S
7	Scanning of 1500 CS Maps out of annual target of 180000 maps	
8	Construction of Modern Record Rooms at 4 blocks (out of annual target of 24 blocks)	DLR&S
9	Distribution of Nijo Griha Nijo Bhumi patta to eligible beneficiary families as per requirement	DLR&S
10	In-service Training of SRO-II/RO/ RI/ Amin (21 days)	DLR&S
11	Distribution of Agri Patta (40 acres)	DLR&S
12	Disposal of 80000 mutation petitions	DLR&S
13	Amalgamation of stages and final publication of LR RoR of 10 mouzas	DLR&S
14	Survey of at least 2% of court case affected vested land to make it litigation free	DLR&S
15	Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S
16	Infrastucture development by providing computers etc. at District & Sub-Divisional Law Cells	DLR&S
17	Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in Islampur block (Uttar Dinajpur)	DLR&S
18	Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed) = totally 150 staff]	DLR&S
19	Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S
20	Final Roll Out of 'Patta Warish' module in eBhuchitra application.	DLR&S
21	User Acceptance Testing of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S

Sl. No.	Administrative Activity	Nodal Branch/ Office
22	Application Audit, Load Testing and Final Roll out of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities.	DLR&S & SLBC
23	Regular monitoring and troubleshooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S
24	Collocation of mouza data backup of 10 newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S
25	Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S
26	Processing of proposal for resumption of land retained under Sec 6(1)(g) of the WBEA Act, 1953	LP Branch
27	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
28	Amendment of WBLR Act, 1955	LP Branch
29	Long term settlement of land as per proposal received	GE(M) Branch
30	Intra Departmental Transfer of land as per proposal received	GE(M) Branch
31	Government of India related transfer of land as per proposal received	GE(M) Branch
32	STL of Tanks, Fisheries, Ferries etc as per proposal received	GE(M) Branch
33	Issuance of Free Hold Title Deeds (250 Nos.)	RR&R Branch
34	Re-Development of Poddar Park Tenement & Prince Anwar Shah Road (PPP)	RR&R Branch
35	Execution of Infrastructural Development works at the refugee colonies out of the State Plan Fund.	RR&R Branch
36	Review meetings with the Districts	RR&R Branch

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
Collection of 620 Cr Revenue	DLR&S	80	80	80	20	20	20	50	50	50	40	60	60	610	
Traverse survey / Re-surveys of 7 mouzas	DLR&S	1	1	1	0	0	0	0	0	0	0	0	1	4	
Detail Survey (kistwar) of 24 mouzas	DLR&S	2	3	3	4	4	0	0	0	0	0	4	4	24	
Geo-referencing of 330 map sheets	DLR&S	40	40	50	50	40	0	0	0	0	0	50	60	330	Haringhata Project will be implemented
Digitization of cadastral maps against annual target of 1200 sheets and updation of sheets against annual target of 1200 sheets	DLR&S	100 − 100	100 + 100	100 + 100	100 + 100	100 − 100	100 + 100	100 + 100	100 + 100	100 + 100	100 + 100	100 − 100	100 + 100	1200 + 1200	
Construction of Modern Record Rooms in 24 blocks	DLR&S	4	4	4	0	1	1	2	0	0	0	4	4	24	
Establishment of lightening protector and surge protector in BL&LRO offices having own building (annual target 240 offices)	DLR&S	10	10	20	20	20	20	20	20	20	20	30	30	240	This project is yet to be approved
Scanning of Traverse volumes of all districts (annual target : 16 dirtricts)	DLR&S	3	3	5	5	0	0	0	0	0	0	0	0	16	Old volumes when there were 16 districts
Installation of storage system for RS/LR scanned RoR at Dte. for its safe keeping	DLR&S	To be completed between Jan to Aug, 2019									-	-	-	-	
Scanning of CS Maps annual target of 180000 maps	DLR&S	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	18000	In-house job
In-Service Training of SRO-II/RO/RI/Amin	DLR&S	21 days	18 days	22 days	7 days	7 days	7 days	15 days	15 days	15 days	10 days	21 days	21 days	179 days	
Distribution of Nijo Griha Nijo Bhumi Patta to eligible beneficiary families as per requirement	DLR&S	As per requirement													

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
Distribution of Agri Patta (annula target 400 acres)	DLR&S	60	60	40	0	0	0	40	40	40	40	40	40	400	
Disposal of 960000 mutation petitions	DLR&S	80000	80000	80000	20000	10000	10000	80000	80000	80000	80000	80000	80000	960000	
Amalgamation of stages and final publication of LR RoR of 70 mouzas	DLR&S	10	8	5	3	2	2	5	5	5	5	10	10	70	
Survey of at least 2% of court case affected vested land to make it litigation free (each month)	DLR&S	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	24%	
Digitizing files containing important documents relating to court cases at different offices through Court Case Monitoring system (software)	DLR&S	Throughout the year													
Infrastructure development by providing computers etc. at District Law Cells and Sub-Divisional Law Cells.	DLR&S	To be done by December, 2018.													
Formation and functioning of law cells at 30 SDL&LRO offices	DLR&S	4	3	3	3	3	3	3	3	3	2	0	0	30 Sub-Divisions.	
Further training to officers to function effectively at law cells at different districts and sub-divisions in the State.	DLR&S	To be completed by June, 2018.													
Deployment of a team of competent officers and staff to defend the huge numbers of cases for protection of State Interest in 8 (eight) Blocks	DLR&S	Throughout the year												8 Blocks	

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
Identification of competent staff for each district for functioning at district law cell (at least 5 per district) and sub-divisional law cells (at least 1 per sub-division) and impart them training at Directorate, ARTI and LMTC to make them prepared and well conversant with law matters. [(5 × 22 = 110 for districts) + (1 × 40 = 40 for sub-divisions where law cells are functioning or will be formed)=totally 150 staff]	DLR&S	To be completed by December, 2018.													
Capacity building through re-orientation training programme of field level officers in quarterly basis with a annual target of 400 users.	DLR&S	100 officers			100 officers			100 officers			100 officers			400 officers	
Review, Upgradation and re-engineering of existing modules in eBhuchitra based on User feedbacks received during capacity building programmes	DLR&S		Re-engineering of modules as per feed back received.	Re-engineering of modules as per feed back received.		Re-engineering of modules as per feed back received.	Re-engineering of modules as per feed back received.		Re-engineering of modules as per feed back received.	Re-engineering of modules as per feed back received.		Re-engineering of modules as per feed back received.	Re-engineering of modules as per feed back received.		
Development of re-vamped 'banglarbhumi.gov.in' to make it compliant with State wide branding and look and feel of the State Govt. Portal.	DLR&S	Development	Development	Development	Security Audit	Security Audit	Final Roll out	Monitoring and Tuning of the website	Monitoring and Tuning of the website	Monitoring and Tuning of the website	Monitoring and Tuning of the website				

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
State wide roll-out of e-DSS (e Delivery Service System) in Departmental web site 'banglarbhumi.gov.in' to enable common citizen for online filing of Mutation and Conversion cases and also getting online delivery of digitally signed Plot information and Certified copy of RoR.	DLR&S	Preparatory Work for roll out	Final Roll out	Monitoring performance of the modules and e-payment mode by citizens	Monitoring performance of the modules and e-payment mode by citizens	Monitoring performance of the modules and e-payment mode by citizens									
Development of sub-module under Conversion module of eBhuchitra for necessary updation of RoR in respect of change in classification of plot	DLR&S				Preparation of SRS	Preparation of SRS	Development	Development	Development	User Acceptance Testing	Final Roll out				
Modification in User Management Module to implement self-registration of biometric authentication by the user himself	DLR&S	Preparation of SRS	Development	Development	Development	User Acceptance Testing	Final Roll out								
Develpoement of 'Patta Warish' module in eBhuchitra application.	DLR&S								Preparation of SRS	Development	Development	User Acceptance Testing	Final Roll out		
Development of the module for the purpose of mutation of multiple registered deeds in a single Mutation case in eBhuchitra application.	DLR&S	Preparation of SRS	Development	Development	Development	User Acceptance Testing	Final Roll out								
Development for modification in khatian report in eBhuchitra to display the details of transferer and transferee's Khatian and also the details of the instrument for such transfer	DLR&S	Develop-ment	Develop-ment	User Acceptance Testing	Final Roll out										

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
Development of online ACR Management System.	DLR&S	Development	Development	Testing of Module	Final Roll out										
Development of 'Digital vault' in eBhuchitra application for archivation of digitally signed legacy records for the purpose of retrieval as per requirement.	DLR&S				Preparation of SRS	Development	Development	Development	Development	Development	Development	Development	User Acceptance Testing		
Developemnt of the module for flagging/ un-flagging of mortgaze details against affected plots through 'banglarbhumi.gov.in' by respective Banking authorities. Necessary SRS in this regard to be provided by SLBC.	DLR&S & SLBC		Requirement gathering from SLBC for this module	Requirement gathering from SLBC for this module	Preparation of SRS in consultation with SLBC	Preparation of SRS in consultation with SLBC	Preparation of Business Re-engineering Process	Development	Development	User Acceptance Testing by Dte	User Acceptance Testing by SLBC	Application Audit	Application Audit, Load Testing and Final Roll out		
Incorporation of six MIS reports in eBhuchitra to facilitate Case No. based as well as given date range based seraching and retrieval of detailed Audit Trail.	DLR&S	Development	Development	Development	Development	User Acceptance Testing	Final Roll out								
Incorporation of new MIS report in PDF Format in eBhuchitra for Block based Raiyat searching based on Raiyat's name/ set of alphabets.	DLR&S						Development	Development	User Acceptance Testing	Final Roll out					

Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
Regular monitoring and trouble-shooting in respect of eBhuchitra application and its e-Services offered to other integrated e-Governance applications viz. e-Nathikaran, e-District and EoDB.	DLR&S	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting	Monitoring & trouble shooting		
Collocation of mouza data backup of newly FP-ed mouzas to eBhuchitra application subject to completion of FP of non-FPed mouzas	DLR&S			10			10			10	10	10	10	60	
Conducting bi-monthly co-ordination meeting with NIC to discuss various issues pertaining to eBhuchitra application	DLR&S		1		1		1		1		1		1	6	
Conducting bi-monthly meeting on Connectivity with M/S WTL, WBSWAN and other stakeholders	DLR&S	1		1		1		1		1		1		6	

Department of Law

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

Date & Time	Subject / Programme / Meeting	Remarks
02-01-2018 to 11-01-2018	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.
15-01-2018 to 02-02-2018	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
05-02-2018 to 01-03-2018	Vetting of various rules, regulations, statutes etc. & settlement and framing of **Draft Bills**	On the basis of the proposals forwarded by various Departments.
05-03-2018 to 30-03-2018	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.
02-04-2018 to 04-04-2018	Finalisation and publication of **Bills**	Probable Budget Session (Phase I) of W.B.L.A.
05-04-2018 to 06-04-2018	Review meeting of SARTHAC*	On developmental works
09-04-2018 to 04-05-2018	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments when the Assembly is not in session.
07-05-2018 to 01-06-2018	Select Committee / Standing Committee meetings conducted by WBLA and vetting of various rules, regulations, statutes etc. & settlement and framing of **Draft Bills**/ visit to the Official Language Branch (Nepali) at Darjeeling	On the basis of the proposals forwarded by various Departments.
04-06-2018 to 29-06-2018	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

Date & Time	Subject / Programme / Meeting	Remarks
02-07-2018 to 27-07-2018	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
30-07-2018 to 10-08-2018	Finalisation and publication of Bills	Probable Budget Session (Phase II) of W.B.L.A
13-08-2018 & 14-08-2018	Review meeting of SARTHAC*	On developmental works
16-08-2018 to 31-08-2018	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
03-09-2018 to 20-09-2018	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
24-09-2018 to 01-10-2018	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
03-10-2018 to 12-10-2018	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
26-10-2018 to 05-11-2018	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
12-11-2018 to 22-11-2018	Settlement, framing and publications of **Ordinances** / settlement and framing of **Draft Bills**	On the basis of the proposals forwarded by the various Departments
26-11-2018 to 27-11-2018	Review meeting of SARTHAC*	On developmental works
28-11-2018 to 07-12-2018	Finalisation and publication of **Bills**	Probale Winter Session of the W.B.L.A.
08-12-2018 to 31-12-2018	Settlement, framing and publications of **Ordinances**	On the basis of the proposals forwarded by various Departments during the Assembly is not in session

Notes.–*The Department intends to introduce a Web-portal for Court Cases Management System i.e., "Systemised Administration and Regulation of Tendering and Handling of All Court Cases (SARTHAC)" with the technical assistance from NIC, Government of India.

Department of Industry, Commerce & Entreprises

Sl No.	Month/ Period	A - Commerce and Industries Wing
1	January	Preparation of Annual Action Plan for District Mineral Fund
2	February	Commencement of work towards District Survey Report
3	February	Commencement of work of Rejuvenation of Milan Mela Complex.
4	March	Publication of Export Policy
5	March	Commencement of digitization of old records for the period of 1999 to 1985 in the office of the Registrar of Firms, Societies & Non-Trading Corporation Ltd.
6	March	Commecement of online services of Regisration of Societies with Office of the Registrar of Firms, Societies & Non-Trading Corporation Ltd.
7	March	Engagement of TA for preparation of DPR for exploring business opportunity and scope of development of four Govt. Presses.
8	April	Preparation 'Draft' of New Incentive Scheme in the light of GST.
9	April	Amendment of West Bengal Minerals (Prevention of illegal mining, transportation and storage) Rules, 2002
10	May	Valuation of assets /shares of loss making PSUs/ JVCs.
11	July	Publication of West Bengal Maritime Policy, 2017
12	July	Notification of Port & Port Limits of Tajpur Port
13	August	DPRs for next phase of Sagarmala Projects
14	August	Finalisation and Introduction of New Incentive Scheme
15	September	Publication of Annual Administrative Report 2017-18
16	September	Disposal of movable / immovable assets of loss making PSUs/ JVCs.
17	September	Publication of State Mineral Policy
18	October	Amendment of West Bengal Minor Minerals Concession Rules, 2016
19	November	Publication of District Survey Report (Interim)
20	December	Mid-term review of progress of Rejuvenation of Milan Mela Complex.
21	December	Submission before ROC regarding winding up / amalgamation of PSUs/JVCs.
22	December	Completion of digitization of old records for the period of 1999 to 1985 in the Office of the Registrar of Firms, Societies & Non-Trading Corporation Ltd.
		B. PE&IR Wing
23	March	Disposal of the movable and immovable Assets of NISCO, LPL, NPT, WBPAPL, IPP, KSGL
24	April	Valuation of the shares of the Government in 4 Joint Venture Companies under PE&IR Wing.
25	December	Stake sale of the Government in Joint Venture Companies.

Sl No.	Month/ Period	Activity/ Target
		Directorate of Mines & Minerals
26	March	Purchase of GIS software with high end computer to convert geological database into GIS platform.
27	December	Geological prospecting in eight locations to upgrade existing district mineral database.
28	December	Automation of mining regulatory process.
		West Bengal Industrial Development Corporation Ltd.
29	January	BGBS-2018
30	January	Completion of internal Road at Food Park, Phase-III
31	February	Face-lifting of Manikanchan (Phase-I)
32	March	Commencement of construction work at Haringhata Industrial Park, Phase-I
33	April	Commencement of renovation of Manikanchan (Phase-II)
34	June	Advertising 130 acres of Haringhata Industrial Park for investors online
35	September	Completion of construction work of Budge Budge Industrial Park, Ph-II
36	October	Completion of construction work of Budge Budge Industrial Park, Ph-I
37	December	Completion of boundary wall at Goaltore Industrial Park
		West Bengal Industrial Infrastructure Development Corporation.
38	February	Commencement of land development & road work at Falta IGC, Sec.V & Malda IGC, Ph-II
39	March	Completion of boundary wall construction work of Industrial Growth Centres taken up during 2016-17
40	March	Completion of work of Registrar of Firm & Society's Office at 2nd Floor of WBIIDC, H.Q.
41	March	Completion of works in Coochbehar and Jalpaiguri districts under SCP / TSP Scheme taken up during 2017-18.
42	March	Commencement of work for up-gradation of existing infrastructure for eight IGCs
43	June	Commencement of electrical work of Skill Development Centre at Raninagar & Kharagpur Industrial Growth Centres.
44	June	Completion of land development with road network at Falta IGC, Sec.V & Malda IGC, Phase-II
45	August	Completion of infrastructure work for Bidhan Chandra Krishi Viswa Vidyalaya.
46	October	Completion of electrical work of Skill Development Centre at Raninagar & Kharagpur Industrial Growth Centres.
47	December	Completion for up-gradation of existing infrastructure for eight IGCs.

Sl No.	Month/ Period	Activity/ Target
		West Bengal Mineral Development & Trading Corporation Ltd.
48	April	Gourangdih ABC Coal Mine, Paschim Bardhaman: Seclection of MDO.
49	April	Mokdumnagar China & Fire Clay deposit, Birbhum: Appointment of MDO
50	June	Mokdumnagar China & Fire Clay Deposit, Birbhum: Environmental Clearance
51	July	Gourangdih ABC Coal Mine, Paschim Bardhaman: Land Scheduling & DGPS Survery of Project Area
52	August	Gourangdih ABC Coal Mine, Paschim Bardhaman: Execution of Coal Mining Agreeemnt.
53	September	Mokdumnagar China & Fire Clay deposit, Birbhum: Execution of Lease Deed
54	October	Hatgacha-Jethia Black Stone Project, Birbhum: Execution of Lease Deed
55	November	Hatgacha-Jethia Black Stone Project, Birbhum: Pre-Mining & Mining Activities
56	December	Gourangdih ABC Coal Mine, Paschim Bardhaman: Stage-I Forest Clearance
57	December	Mokdumnagar China & Fire Clay deposit, Birbhum : Pre-mining & Mining Activities

Department of the Legal Remembrancer

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

Department of Mass Education Extension & Library Services

	JANUARY
1)	Sports for the inmates of Social Welfare Homes at State Level.
2)	LLA Meeting in some Districts
3)	Organizing of district book fair in a few districts.
4)	Completion of process of advertisement regarding financial assistance to Non Government Non Sponsored Libraries
	FEBRUARY
1)	Felicitation Programme for specially abled students and inmates of Social Welfare Homes who excelled in Madhyamik Pariksha & Higher Examination.
2)	LLA Meeting in some Districts
3)	Organizing of district book fair in same districts.
4)	Review meeting with District Library Officers on construction / Repair/Renovation work of the Government Sponsored and Government Aided Libraries, collection of U.C s and Reconciliation of accounts.
5)	Completion of Selection process for Financial Assistance to Non Govt. and Non Sponsored Libraries.
	MARCH
1)	Grant for scholarship for about 2000 students with disabilities studying in Class IX & onwards to be released.
2)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
3)	Organising the review meeting with WBEIDCL on the progress of modernization programme of Govt., Govt. Sponsored and Govt. Aided Libraries.
4)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.
	APRIL
1)	Collection of proposals for Non recurring Grants for Sponsored Institutions.
2)	Steps to be taken for filling up of vacant posts for State Welfare Homes.
3)	LLA Meeting in some Districts
	MAY
1)	Meeting with the District Mass Education Extension Officers.
2)	Advertisement inviting proposals from NGOs towards recognition for Special Schools
3)	Processing of development proposals
4)	Review meeting with District Library Officers on construction/ Repair/Renovation work of the Government Sponsored and Government Aided Libraries, collection of U.C s and Reconciliation of accounts.
	JUNE
1)	Advertisement inviting applications from eligible students with disabilities and inmates of Social Welfare Homes to be published.
2)	Compilation of Administrative Report.
3)	Updation of data base of the employees of Sponsored Special Schools and Social Welfare Homes for implementation of e-Pension.
4)	LLA Meeting in some Districts
5)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.

	JULY
1)	Updation of data bank for Special Schools.
2)	Advertisement inviting application from Non Recognised, Non-Sponsored Institutions for Specially abled students and Social Welfare Homes for One Time Grants (OTG) to be published.
3)	LLA Meeting in some Districts
4)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
5)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.
	AUGUST
1)	Preparatory work for Observance of International Literacy Day, 2018.
2)	Observance of Public Library Day in all District and at the State Level on 31/08/2018.
3)	Processing of development proposals
4)	Review meeting with the District Library Officer and Librarians on Construction Repair Renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, collection of U.Cs & Reconciliation of A/cs.
	SEPTEMBER
1)	Observance of International Literacy Day on 08/09/2018
2)	Advertisement inviting application from eligible Specially abled students who studying in Class IX and onwards for awarding Scholarship to be published
3)	Release of fund for Festival Garments for students of Special Schools and inmates of Social Welfare Homes.
4)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
5)	Processing of development proposals
6)	Organising meeting for the District Book Fairs to be held in 2018-19
	OCTOBER
1)	Meeting with the district officials.
2)	Processing of proposals towards Recognition of Special Schools.
3)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
4)	Organising meeting for the District Book Fairs to be held in 2018-19 with Publishers Associations
5)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries
	NOVEMBER
1)	Processing for release of One Time Grants (OTG) for non-recognised, non Sponsored Special Schools and Social Welfare Homes.
2)	Updation of data base of the employees of Sponsored Special Schools and Social Welfare Homes for implementation of e-Pension.
3)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
4)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.
	DECEMBER
1)	Release of fund for Reference Book for the inmates of Social Welfare Homes.
2)	Home wise Sports of inmate under the control of MEE Dte. to be organized.
3)	Finalisation of proposals, towards recognition of Special Schools.
4)	Processing for release of grants for Scholarship to the Specially abled students who studying in Class IX & onwards.
5)	Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries.
6)	Organizing of district book fairs in few districts
7)	Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.

Department of Minority Affairs and Madrasah Education

Sl No.	Organisation Name	January	February	March	April
1.	**West Bengal Urdu Academy**	• To organize 11th All India Urdu Book Fair. • Inviting application for subsidy on manuscript. • To invite the applications for manuscript to be published under the scheme of own publication. • Commencement of Bengali Language course in Urdu Medium School. • Commencement of Free Coaching Centres.	• Inviting application for Grant to Urdu Libraries. • Organizing one National Level literary/Cultural event.	• Inviting applications for Urdu scholarship for class VI to X. • Disbursement of scholarships. • Publication of Rooh-e-Adab's literary Journal. • Organising functions of Shaam-e-Adab.	• Commencement of Urdu Language course. • Commencement of Arabic Language course. • Workshop on creative writing in Urdu.
2.	**West Bengal Board of Madrasah Education**	• Conduct Examination related preparatory meetings in different districts. • Syllabus related Workshop with H.M. / T.I.C. / Superintendent of 102 Sr. Madrasahs.	• Distribution of Admit Cards for Alim, Fazil and High Madrasah Examination -2018. • Conduct of Examination related preparatory meetings in different districts.	• Conduct of Alim, Fazil and High Madrasah Examination. • Sending of Examination confidential papers to the custodians.	• Orientation Programme of 300 teachers for Bridge courses. • Collection of Answer Scripts of Alim, Fazil and High Madrasah Examination -2018 from all examination centres and preparation of Model Answers. • Conduct of Fazil 1st year (11th Class) Exam of 72 Sr. Madrasahs.

Sl No.	Organisation	January	February	March	April
3.	**Director of Madrasah Education**	• Games and sports of Madrasahs students (615 Madrasahs & 497 MSKs & SSKs.) • Holding of Coaching Camps for Madrasah Students in a) Football, b) Swimming. • Setting up of Smart Classes/ICT facilities in Madrasahs.	• Distribution of incentive to all girl students (141293) of class IX-XII of 615 recognized aided Madrasahs. • Holding of Coaching Camps in Badminton, Volleyball, Kabaddi & Khokho. • Setting up of Smart Classes/ICT facilities in Madrasah.	• Distribution of Dress to all girl students of class I-VIII of 615 recognized aided Madrasahs & 497 MSKs/SSKs. • Improvement of facilities in three English Medium Model Madrasahs in Nadia, Murshidabad & South 24 Parganas.	• Allotment of girls' toilet & drinking water facilities to 50 aided Madrasahs & MSKs/SSKs
4.	**West Bengal Minorities Development & Finance Corporation**	• Review scrutiny & distribution of scholarship. • Sanction & distribution of 400 Education loan, 1500 Term Loan, DLS to 20000 members • Milan Mela for 7 days. • Free coaching and Training to 5000 nos. of students of different Courses. • Organizing Recovery Camp and review of recovery of different loan schemes • Orientation of DC/FC/RA on Newly launched Software.	• Sanction & distribution of 400 Education loan, 2000 Term Loan, DLS to 20000 members • Pre-Matric, Post-Matric and Merit-cum-Means scholarship will be distributed directly by MoMA, Govt. of India. • Around 1.5 lakh (one lakh fifty thousand) TSP scholarship will be disbursed out of State fund.	• Pre-Matric, Post-Matric and Merit-cum-Means scholarship will be distributed directly by MoMA, Govt. of India • Sanction & distribution of individual loan (1000), Group Loan (20000-members) & Education Loan (800). • Review of Free Coaching & Training. • USTAD SHILP Mela to be organised for 10 days in and around Kolkata. • Preparation of Annual Action Plan for scholarship & loan-2018-19 • Finalizing the yearly Target of different Scholarship & Loans.	• Road Map of scholarships as per instruction of MA & ME Deptt. (Govt. of W.B) & MoMA (Govt. of India) • Review meeting with School Education Deptt, Bank etc. for scholarships • Organizing 3 a days' Orientation-cum-Training of all Field Officials of WBMDFC • Training of Office Staff for office procedure and accounts etc. • Advertisement on News paper about different loan schemes of WBMDFC

Sl No.	Organisation Name	January	February	March	April
5.	**Aliah University**	• Preparation of norms and regulations for conducting AUAT-2018 examinations • Meeting of executive council • Advertisement for selection of students for WBCS coaching 2018-2019 • Organizing 2 days international conference in the dept. of MBA	• Appointment of Chairman & Vice-Chairman for AUAT-2018	• Advertisement for admission to undergraduate and postgraduate programmes through auat-2018 • Selection test for WBCS coaching 2018-2019	• Online application process of auat-2018 • Student development programme (soft-skill & aptitude) for pre-placement • Interview of shortlisted candidates and publication of list of selected candidates for WBCS coaching 2018-2019 • Meeting of executive council
6.	**West Bengal State Haj Committee**	• Scrutiny of Haj Application Forms of Haj-2018. • Training of Trainers (Zone wise) to be conducted by HCOI at Kolkata, arranged by WBSHC. • Training of Khadimul Hujjaj (Zone wise) to be conducted by HCOI at Kolkata, arranged by WBSHC. • Submission of receipt of Advanced Haj Amount from the selected Pilgrims. • Beginning of Passport Application for Haj-2019.	• Submission of Passports / pay-in-slip/ Medical Certificate to HCOI. • Facilitating of Passport Application for Haj-2019.	• Facilitating Passport Application for Haj-2019.	• Furniture installation at Madinat-ul-Hujjaj, New Town. • Training Programme of Haj Pilgrims. • Facilitating Passport Application for Haj-2019.

Sl No.	Organisation Name	January	February	March	April
7.	**Board of Auqaf, West Bengal**	• Organizing Awareness Camp with Mutawallis, Imams & Moazzins • Grant-in aid to Wakf estates under direct management for its development.	• Organising Lok Adalat at office premises on Waqf matter.	• Resource mobilization meeting of the Board	• Yearly review and performance meeting of the Board. • Special campaign for registration & survey of remaining Wakf properties.
8.	**West Bengal Minority Commission**	• Study Tour to Murshidabad & Hooghly District	• Study Tour to North 24 pgs. & South 24 pgs.	• Study Tour to Malda, Uttar Dinajpur & Dakshin Dinajpur	• Study Tour to Darjeeling, Kalimpong & Jalpaiguri
9.	**Department & Directorate, MDW**	• Review of Budget of the current financial year. • Preparation of budget for next financial year. • Review of progress of KTs with PWD(SS) & District authorities. • Weekly meeting will be held with 4 depts. • Construction work of 7 KTs will be completed. • 7 KTs will be operationalised. • Review of IMDP Scheme, Sadbhav Mandap, Scholarship and Loan Schmes. • Review of preparation of Alim/Fazil/High Madrasah Examination. • Review of implementation of Madrasah Schemes.	• Review of MsDP Schemes with District level Officers, for submission of UC, for sanction of fund for Govt. of India. • Weekly meeting will be held with 4 depts. • Construction work of 6 KTs will be completed. • 8 KTs will be operationalised. • Release of 2nd instalment of fund under IMDP, Boundary Wall around Graveyard. • Review of working of English Medium Madrasah. • Review of Waqf digitisation work.	• Review of status of Audit accounts of Organisation and Department, Directorate • Weekly meeting will be held with 4 depts. • Construction work of 10 KTs will be completed. • 9 KTs will be operationalised. • Release of fund under NGO Scheme. • Review of Progress under Rehabitation Programme of Destitute Women. • Review of disbursement under Term Loans and DLS. • Submission of UC (1st Inst.) under MsDP(132nd EC) • Review of establishment matters of Waqf Tribunal & Minority Commission.	• Meeting with district level officials for submission of proposals for 2018-19 under IMDP, MsDP, Destitute Women. • Weekly meeting will be held with 4 depts • Construction work of 9 KTs will be completed. • 7 KTs will be operationalised. • Review of Urdu Academy activities.

Sl No.	Organisation	May	June	July	August
1.	**West Bengal Urdu Academy**	• Review of performance of free coaching centre. • Review of performance of Bengali Language study centre.	• To felicitate the successful students from Free Coaching Centre. • Functions of Shaam-e-Adab. • Inviting applications from colleges & Universities for grant for seminar	• Commencement of Computer Training Course. • Purchase of books for Central Urdu library. • Organising National level Seminar.	• Inviting application for scholarship Class XI to M.A. • Commencement of Kitabat Training Course.
2.	**West Bengal Board of Madrasah Education**	• Review of curriculum, syllabus and courses/ studies to be followed – One workshop to be organised.	• Evaluation of Answer Scripts of 66,000– students and publication of results. • Registration of 73000 students.	• Conduct of Annual General Meeting of the Board.	• Conduct of test examination of External candidates for Madrasah Examinations.
3.	**Director of Madrasah Education**	• Distribution of laboratory equipments/ instruments in 100 aided Madrasahs .	• Review of infrastructure of 615 Madrasahs.	• Setting up of Smart Classes in Madrasahs.	• Improvement of library & reading room & distribution of library books to all Madrasahs.
4.	**West Bengal Minorities Devlopment & Finance Corporation**	• Advertisement of different scholarship & Education loan in important Daily Newspapers & other important Places at Dist, Sub-division & Blocks and school level. • Awareness programme of scholarship and loan at State, District & Sub-Division level (all Districts) • Review meeting with district level Officers for scholarship & loan.	• Intensive awareness campaign on scholarships and loan at district level (one at each district), block level (one at each Block) • Review of different loans and recovery of loans • Sanction & distribution of individual loan (1000), Group Loan (10000-members) & Education Loan (250).	• Review of loan scheme & free coaching and Training with district level officials. • Awareness campaign of Scholarship and loans at Block levels to continue. • Organising special recovery camp at the Minority Concentrated Districts (MCDs) • Sanction & distribution of individual loan 1000 nos.	• Distribution of scholarship of Haji Mohammed Mohsin to 100 nos. of Meritorious Students (of Madhyamik, High Madrasah and Alim) • Review of different scholarships • Loan distribution cum awareness at NIS. (Term Loan to 2000 persons. DLS to 25000 members, Education loan to 500 persons)

Sl No.	Organisation Name	May	June	July	August
5.	**Aliah University**	• Conducting AUAT-2018 examination for admission to various academic programmes • End - semester examinations • Advertisement for Ph.D. programme	• Declaration of auat-2018 results • Organising training programme for pre-placement for the students • Declaration of end-semester results • Commencement of classes for WBCS coaching 2018-2019 • Completion of admission process for Ph.D.	• Completion of admission procedure for all academic programmes • Review of training & placement cell • Meeting of executive council	• Orientation programme and fresher's welcome for new academic session
6.	**West Bengal State Haj Committee**	• Taking over of Madinat-ul-Hujjaj, New Town. • Completion of Renovation of Bait-ul Hujjaj (Haj House), Park Circus. • Facilitating of Passport Application for Haj-2019.	• Departure intimations to Pilgrims. • Haj preparedness meeting to be chaired by Chief Secretary. • Vaccination Programme for Haj Pilgrims-2017.	• Receiving of Passport from Haj Committee of India with visa. • Visit of Haj Pilgrims to Saudi Arabia for Haj.	• Return of Hajis from Saudi Arabia.
7.	**Board of Auqaf, West Bengal**	• Organising Lok Adalat at office premises on Waqf matter.	• Disbursement of Idd grant and beneficiaries allowance	• Organizing Awareness Camp with Mutawallis, Imams & Moazzins	• Resource mobilization meeting of the Board
8.	**West Bengal Minority Commission**	• Study Tour to Jhargram District	• Study Tour to Paschim Bardhaman	• Study Tour to Purba Bardhaman & Nadia District	• Study Tour to Birbhum & kolkata

Sl No.	Organisation	May	June	July	August
9.	**Department & Directorate, MDW**	• Operationalization of completed Hostels. • Weekly meeting will be held with 4 depts. • Construction work of 6 KTs will be completed. • 6 KTs will be operationalised. • Operationlization of Karmatirthas will be taken up with DOMAs. • Fresh schemes for 2018-19 under IMDP will be reviewed. • Review of Loans and Scholarship. • Review of audit status & reply of organisations. • Examination on proposals of new Hostels. • Examination of Schemes submitted under MsDP/ IMDP by districts. • Review on the operationalisation of Hostels. • Review of implementation of Madrasah related schemes.	• Review of implementation of Right to Public Service Delivery Act. • Weekly meeting will be held with 4 depts. • Construction work of 5 KTs will be completed. • 8 KTs will be operationalised • Meeting with officers of all Organisation under the Department. • Release of budgetary any fund to parastatal organisation. • Action plan for scholarship schemes. • Target for Housing Scheme for Destitute Women. • Release of fund under IMDP. • Submission of proposals under MSDP to Govt. of India. • Review on Haj Operations-2018.	• Review meeting with district level officials for utilisation status of funds allotted under IMDP, MsDP, Destitute Women, Boundary Wall around Graveyard, Karmatirthas, Hostels & NGO Schemes. • Weekly meeting will be held with 4 depts. • Construction work of 8 KTs will be completed. • 7 KTs will be operationalised. • Review of establishment matters of Madrasah Directorate/ English Medium Madrasah.	• Review of Loans and Scholarship, MSDP and IMDP and other schemes with district level offices. • Weekly meeting will be held with 4 depts. • Construction work of 5 KTs will be completed. • 7 KTs will be operationalised. • Review of Madrasah matter including smart class room scheme. • Allotment of ACR, Drinking Water, GCM, Text Books, Incentive Grant to the Madrasahs. • Review of the working of Urdu Academy, Auqaf Board & Aliah University.

Sl No.	Organisation	September	October	November	December
1.	**West Bengal Urdu Academy**	• To start the process of literary awards. • Publication of Rooh-e-Adab's Journal. • Functions of Shaam-e-Adab.	• Review of performance of Free Coaching & Bengali language course study centre.	• To start the process for next All India Urdu Book Fair. • To observe the Birth anniversary of Allama Iqbal. • To observe the Birth anniversary of Maulana Abul Kalam Azad.	• * Disbursement of books to Urdu Libraries under the scheme of Grant to Urdu libraries. • Publication of "Rooh-e-Adab" Academy's literary journal. • Functions of Shaam e Adab.
2.	**West Bengal Board of Madrasah Education**	• Orientation Programme of 400 teachers on subjects of Mathematics and Science	• Preparation of list of books approved for use in Madrasahs • Review and Publication of 71 existing Text Books • Preparation of 6 new Text Books	• Teachers training programme on subjects Arabic and Islam Parichay (400 teachers) • Sample Question and Model Answer Booklet Preparation • 130thBirth Day Celebration of MaulanaAbulKalam Azad	• Review of Curriculum, syllabus – One workshop to be organised.
3.	**Director of Madrasah Education**	• Improvement of building of jr. high/high & H.S. Madrasahs including Alim/Fazil Madrasahs & MSKs/SSKs.	• Review of infrastructure of 497 MSKs/SSKs and improvement of infrastructure wherever required.	• Distribution of Equipments & furniture to 50 recognized aided Madrasahs & Up gradation of Jr. high Madrasahs.	• Printing/Distribution of Text Books to all students of Madrasahs (Aided/ Unaided/ MSK/SSK.)

Sl No.	Organisation	September	October	November	December
4.	**West Bengal Minorities Devlopment & Corporation**	• Review of different scholarships, loans • Review of recovery of loan • Internal Audit of the Corporation for 2017-18 will be completed • Training to 10000 youth in different trade	• Review of different scholarships • Scrutiny of online scholarship application. • Sanction & distribution of individual loan (1000), Group Loan (10000-members) & Education Loan (800).	• Institution/district level scrutiny of different scholarships including TSP. • Sending the proposal of Merit-cum-Means, Post-Matric, Pre-Matric Scholarship to MoMA, Govt. of India for sanction and release. • Processing of loan recovery camp at the block level(15 nos) • Review of Free Coaching & Training for different competitive exams.	• Pre-Matric, Post-Matric and Merit-cum-Means scholarship will be distributed directly by MoMA, Govt. of India • Awareness cum distribution of loan at the district (Term loan-1000, DLS to 20,000 member) • Coaching to 10000 students/youth for different Recruitment / Competitive exams in districts.
5.	**Aliah University**	• Organise Awareness Programme for NET/ GATE	• Review of the performance of students particularly the weaker students and follow-up • Meeting of executive council	• Intra-university sports • End –sememster examinations • Organising training programme for placement of students	• Submission of report for auat-2018 • Declaration of end-semester results
6.	**West Bengal State Haj Committee**	• Awareness Programme for Next Year-2019 Haj Pilgrims. • Facilitating of Passport Application for Haj-2019.	• Awareness Programme for Next Year-2019 Haj Pilgrims. • Facilitating of Passport Application for Haj-2019.	• Announcement of Haj-2019. • Receiving of Haj Application Forms for Haj-2019.	• Receiving of Haj Application Forms for Haj-2019.
7.	**Board of Auqaf, West Bengal**	• Organizing Awareness Camp with Mutawallis, Imams & Moazzins.	• Organising Lok Adalat at office premises on Waqf matter.	• Resource mobilization meeting of the Board	• Disbursement of stipend to the poor and meritorious students

Sl No.	Organisation Name	September	October	November	December
8.	**West Bengal Minority Commission**	• Study Tour to Bankura & Purulia District	• Study Tour to Howrah District	• Study Tour to Coochbehar & Alipurduar	• Study Tour to Purba & Paschim Medinipur • Observation of Minorities 'Right Day, 2018 on 18th December.
9.	**Department & Directorate, MDW**	• Review of progress of Boundary Wall scheme. • Weekly meeting will be held with 4 depts. • Construction work of 32 KTs will be completed. • 31 KTs will be operationalised. • Review on operationalisation of Sadbhav Mandaps. • Review of Court Cases. • Review of English Medium Madrasah. • Review of functional Hostels. • Review of Budget fund requirement of Parastatal Organisations. • Review of Waqf Board activities.	• Review of Public Services Delivery. • Weekly meeting will be held with 4 depts. • Construction work of 33 KTs will be completed. • 32 KTs will be operationalised. • Review o progress of IMDP/MSDP schemes with district officials. • Review of Term Loan & DLS. • Review of scholarship enrolment status. • Review of WBUA activities and establishment.	• Release of 2nd Instalment under MSDP/Hostels/ KTs. • Weekly meeting will be held with 4 depts. • Construction work of 34 KTs will be completed. • 34 KTs will be operationalised • Review on the NGO Schemes and Sanctioning of new proposals. • Review of the schemes of Urdu Academy & Wakf Board. • Preparatory meeting on Haj operations, 2019.	• Review with district level officials for timely operationalisations of completed KT, Hostels, Sadbhav Mandaps & submission of UC of 1st instalment allotted under IMDP/MSDP/Boundary Wall around Graveyard and Housing for Destitute Women. • Weekly meeting will be held with 4 depts. • Construction work of 35 KTs will be completed. • 35 KTs will be operationalised. • Review of Budget requirement for parastatal organisation.

DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISES & TEXTILES

I. Major Trainings / Capacity Development Intervention

1.	Training of IDOs – June- July, 2018
2.	Training of Assistant Directors/Managers – August- September, 2018
3.	Training of General Managers, DIC /Dy. Directors – August- September, 2018
4.	Training of Joint Directors of MSME – September – December, 2018
5.	Training of WBKVIB Officers & Staff – January, 2018

II. Monthly/Quarterly Review Meetings

1.	Finance Clinic – in every district on 15th of every month
2.	District Level Monitoring Committee meeting in every district on 10th of every month
3.	Conference of GM, DICs on 28th of every month
4.	Weekly and Monthly Departmental Administrative Review meetings
5.	Review meeting on progress of implementation of CDP Project on 25th of every month

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

a.	Old Age Pension @Rs 1000 p.m. to artisans and weavers: To be provided to 3200 artisans and 5700 weavers per month
b.	Mahatma Gandhi Bunkar Bima Yojona: 90,000 weavers to be covered during the year
c.	Artisans' credit card : 10,000 new artisans to be covered during the year
d.	Janashree Beema Yojna : 4000 Khadi artisans to be covered every quarter
e.	Khadi and Polly Vastra Trust: 6500 Khadi artisans to be covered during the year
f.	Rastriya Swastha Bima Yojona: 150,000 weavers to be covered during the year

IV. Milestones (launches / inauguration)

January, 2018

(a)	Operationalization of Karma Tirtha at Bilamria (near Digha) in Ramnagar-I, Purba Medinipur
(b)	Foundation stone laying of Karmatirtha at Domjur, Howrah
(c)	Launch of soft intervention under Cluster Development Programme of Baisguri Sitalpati Cluster, Coochbehar
(d)	Launch of soft intervention under Cluster Development Programme of Chotoatiabari Sholasilpa Cluster, Coochbehar
(e)	Launch of soft intervention under Cluster Development Programme of Birsinghpur Leather Cluster, Bankura
(f)	Launch of soft intervention under Cluster Development Programme of Kawakhali Readymade Garments Manufacturing Cluster, Siliguri, Darjeeling
(g)	Launch of soft intervention under Cluster Development Programme of Sajina Mritsilpa (Pottery) Cluster, Birbhum
(h)	Launch of soft intervention under Cluster Development Programme of Kaliagunj Jute Diversified Products Cluster, Uttar Dinajpur
(i)	Launch of soft intervention under Cluster Development Programme of Purulia Bamboo Products Cluster, Purulia
(j)	Completion of upgradation of infrastructure at Siliguri IE, Jalpaiguri
(k)	Completion of upgradation of infrastructure at Berhampur CE, Murshidabad
(l)	Completion of upgradation of infrastructure at Durgapur CE, Burdwan West
(m)	Inauguration of CFC of Gourangapara Handloom Cluster at Nasaratpur, Purba Burdwan
(n)	Inauguration of CFC of Gopinathpur Madhyapara Handloom Cluster at Samudragarh, Purba Burdwan
(o)	Inauguration of CFC of Boalia Handloom Cluster under Krishnanagar I Block, Nadia

(p)	Foundation stone laying for 4.7 kms link road in weaver concentrated areas under Kaliganj Block, Nadia
(q)	Opening of Exclusive Showroom for Jamdani Sarees in Kolkata
(r)	Inauguration of Marketing Complex at Sainthia , Birbhum under NFM project
(s)	Inauguration of CFC at Thangapara, Dakshin Dinajpur
(t)	Inauguration of Center of Excellence at Jhargram on Sal Leaf Plate & Sabai Grass (1st Phase)
(u)	Inauguration of CPC for Project Muslin at Nabadwip
(v)	Launch of Weaving Cluster at Kenjakura, Bankura
(w)	Sasinara and Ackalpous – Muslin Tour Circuit

February, 2018

(a)	Foundation stone laying of Karmatirtha at Uluberia, Howrah
(b)	Operationalization of Karma Tirtha at Mangalbari in Matelli, Jalpaiguri
(c)	Launch of soft intervention under Cluster Development Programme of Lankabar Jute Handicrafts Cluster, Coochbehar
(d)	Launch of soft intervention under Cluster Development Programme of Ranipur Bel-Mala Cluster, Bankura
(e)	Foundation Stone laying for CFC building for Refractory Bricks Cluster, Salanpur, Durgapur, Paschim Bardhaman
(f)	Launch of soft intervention under Cluster Development Programme of Adityapur Mritsilpa (Pottery) Cluster, Kankalitala, Bolpur-Sriniketan, Birbhum
(g)	Launch of soft intervention under Cluster Development Programme of Subashganj Bamboo Products Cluster, Uttar Dinajpur
(h)	Launch of soft intervention under Cluster Development Programme of Balarampur Woolen Garments Cluster, Purulia.
(i)	Launch of soft intervention for Pineapple Processing Cluster, Bidhannagar, Siliguri, Darjeeling
(j)	Inauguration of Lead Acid Battery Cluster building under MSE-CDP programme (1st phase), Siliguri
(k)	Inauguration of CFC of Badhagachi Swarajpur Handloom Cluster at Dhatrigram, Purba Burdwan
(l)	Inauguration of CFC of Kushodanga Jewdhara Handloom Cluster at Kushodanga, Purba Burdwan
(m)	Inauguration of CFC (Extension portion) of Banbirsingh I Handloom Project under NFM at Patrasayer, Bankura
(n)	Inauguration of CFC of Birpur Handloom Cluster under Nakashipara Block, Nadia
(o)	Foundation stone laying for 1.3 kms concrete road in weaver concentrated areas of CMCB GP under Nabadwip Block, Nadia
(p)	Inauguration of Exhibition Hall cum Display Centre of Fulia Pragatisil Tantubay Samabay Samity Ltd, Nadia
(q)	Launch of three Mega carpet Clusters at Moyna, Purba Medinipur, Sattari , Malda and Malgaon , Uttar Dinajpur
(r)	Inauguration of CPC for Project Muslin at Baswa, Birbhum
(s)	Launch of Rural Craft & Cultural Hub at Murshidabad, Birbhum, Bankura, Nadia, Cooch Behar, 24 Parganas (North), 24 Paragnas (South), Purulia & Alipurduar

March, 2018

(a)	Operationalization of Karma Tirtha at Matirampur in Patashpur-II, Purba Medinipur
(b)	Launch of soft intervention under Cluster Development Programme of Bhogramguri Sitalpati Cluster, Coochbehar
(c)	Launch of soft intervention under Cluster Development Programme of Joypur Asurali Jute Cluster, Bankura
(d)	Launch of soft intervention under Cluster Development Programme of Khayrasol Wooden Furniture Cluster, Birbhum
(e)	Launch of soft intervention under Cluster Development Programme of Karondighi Jute Diversified Products Cluster, Uttar Dinajpur

(f)	Launch of soft intervention under Cluster Development Programme of Manbazar Incense Stick (Agarbati) Cluster, Purulia
(g)	Launch of soft intervention under Cluster Development Programme of Kharibari Readymade Garments Cluster, Siliguri, Darjeeling
(h)	Foundation Stone laying of CFC building of Balarampur Shellac Cluster, Purulia
(i)	Installation of 'Digester with boiler' for shaving scrap processing cluster at Kolkata Leather Complex, Bantala, South 24 Parganas
(j)	Inauguration of CPC under Project Muslin at Sainthia, Birbhum
(k)	Launch of Cluster Development Programme on Dheki Process Rice at Bankura
(l)	Launch of E-Commerce/E-Marketing Project of WBKVIB
(m)	Inauguration of CFC of Madhya Dakshin Srirampur Handloom Cluster, Purba Burdwan
(n)	Inauguration of CFC of Nasaratpur Handloom Cluster at Nasaratpur, Purba Burdwan
(o)	Inauguration of Office cum Godown of Sasthitala TSS Ltd & Chutarpara TSS Ltd. at Balagarh Block, Hooghly
(p)	Inauguration of CFC of Sachimata Handloom Cluster, Nabadwip Municipality, Nadia
(q)	Inauguration of Marketing Complex at Nabadwip Municipality, Nadia
(r)	Foundation stone laying for 4.7 kms link road in weaver concentrated areas under Chakda Block & Ranaghat Block, Nadia
(s)	Completion of civil construction for Entrepreneurs' Hub at Biswa Khudra Bazar (BKB), Bolpur
(t)	Completion of upgradation of infrastructure at Behala IE, Kokata

April, 2018

(a)	Foundation stone laying of Karmatirtha at Dubrajpur Block, Birbhum
(b)	Operationalization of Karma Tirtha at Gangasagar in Sagar, South 24 Parganas
(c)	Launch of soft intervention under Cluster Development Programme Dinhata Oil Mill Cluster, Dinhata, Coochbehar
(d)	Launch of soft intervention under Cluster Development Programme of Ayodhya Brass and Bell Metal Cluster under Bishnupur, Bankura
(e)	Launch of soft intervention under Cluster Development Programme of Muralpur Wooden Furniture Cluster Birbhum
(f)	Launch of soft intervention of Ready Made Garment at Dinhata-I Block, Sitaldaha, Coochbehar
(g)	Launch of soft intervention under Cluster Development Programme of Koil & Aligara Pottery Cluster, Dakshin Dinajpur
(h)	Launch of soft intervention under Cluster Development Programme of Babnan Chikon and Embroidery Cluster, Hooghly
(i)	Launch of soft intervention under Cluster Development Programme of Panchla Zari Embroidery Cluster, Howrah
(j)	Foundation Stone laying for CFC building for Shibmandir Wooden Furniture Cluster, Siliguri, Darjeeling
(k)	Foundation Stone laying of CFC building of Janbazar Leather Shoe Making Cluster, Kolkata
(l)	Launch of soft intervention under Cluster Development Programme of Khoribari Incense Stick Cluster, Siliguri, Darjeeling
(m)	Launch of soft intervention for coir development at Uluberia
(n)	Inauguration of CFC of Nandai Handloom Cluster at Nandai, Purba Burdwan
(o)	Inauguration of CFC of Saspur Handloom Cluster at Suspur, Purba Burdwan
(p)	Inauguration of CFC of Gopalpur Handloom Cluster at Jangipara Block, Hooghly
(q)	Inauguration of CFC of Krishnanagar –I Block Handloom Cluster, at Jyoania GP under Krishnagar –I Block, Nadia
(r)	Inauguration of CPC under Project Muslin at Domkal, Murshidabad

(s)	Inauguration of CPC under Project Muslin at Udaynarayanpur, Howrah
(t)	Completion of upgradation of infrastructure at Berhampur IE, Murshidabad
(u)	Launch of e-commerce website of WBSIDC

May, 2018

(a)	Foundation stone laying of Karmatirtha at Mayureswar –II Block, Birbhum
(b)	Operationalization of Karma Tirtha at Bahurupa in Narayangarh, Paschim Medinipur
(c)	Launch of soft intervention under Cluster Development Programme of Khagra Bell Metal Cluster, Saltora, Bankura
(d)	Launch of soft intervention under Cluster Development Programme of Khaybhumi Bamboo Craft Cluster under Ilambazar Block, Birbhum
(e)	Launch of soft intervention under Cluster Development Programme of Kadihat Pottery Cluster, Dakshin Dinajpur
(f)	Launch of Soft Intervention under Cluster Development Programme of Kantalia Pottery Cluster, Murshidabad
(g)	Inauguration of CFC for Silver Filigree cluster at Mograhat, South 24 Parganas
(h)	Foundation Stone laying of Plantation and extraction of aroma project, Jhargram
(i)	Inauguration of CFC of Daspur Handloom Cluster at Khanakul-I Block, Hooghly
(j)	Inauguration of CFC of Bhaluka Handloom Cluster, at Bhaluka GP under Krishnagar –I Block , Nadia
(k)	Inauguration of 2 CPC for Project Muslin at Jiagunj & Amuipara, Murshidabad
(l)	Completion of upgradation of infrastructure at Baltikuri IE, Howrah

June, 2018

(a)	Operationalization of Karma Tirtha at Uttar Latabari in Kalchini, Alipurduar
(b)	Launch of soft intervention under Cluster Development Programme of Tufanguanj Sitalpati Cluster, Coochbehar
(c)	Launch of soft intervention under Cluster Development Programme of Dumurdaha Net Manufacturing Cluster, Hooghly
(d)	Launch of soft intervention under Cluster Development Programme of Harischandrapur Makhna Cluster, Malda
(e)	Launch of soft intervention under Cluster Development Programme of Mamudpur Fire Cracker Cluster, North 24 Parganas
(f)	Launch of soft intervention under Cluster Development Programme of Hatpara Kunor Terracotta Cluster, Uttar Dinajpur
(g)	Launch of soft intervention under Cluster Development Programme of Islampur Jute Diversified Products Cluster, Uttar Dinajpur
(h)	Launch of soft intervention under Cluster Development Programme of Matigara Jute Diversified Products Cluster, Siliguri, Darjeeling
(i)	Foundation Stone laying of hexagonal CFC building for 144 micro tanneries at Kolkata Leather Complex, Bantala, South 24 Parganas
(j)	Inauguration of CFC of Nabadwip Handloom Cluster at Nabadwip Municipality, Nadia
(k)	Inauguration of Exhibition Hall cum Display Centre of Santipur Prakalpadhin Tantusilpi Samabay Samity Ltd
(l)	Inauguration of CPC for Project Muslin at Gopiballavpur, Jhargram
(m)	Operationalization of Asset-Data management software of WBSIDC

July, 2018

(a)	Launch of soft intervention under Cluster Development Programme of Gobindapur Motha Mat Cluster, Malda
(b)	Launch of soft intervention under Cluster Development Programme of Halisahar Fire Cracker Cluster, North 24 Parganas

(c)	Launch of soft intervention under Cluster Development Programme of Mudafat Buridangi Jute Diversified Products Cluster, Uttar Dinajpur
(d)	Foundation Stone laying for CFC building for Zari Zardauzi Cluster, Raina, Purba Bardhaman
(e)	Launch of soft intervention under Cluster Development Programme of Khairabari Uttar Disha pickle manufacturing cluster
(f)	Inauguration of CPC under Cluster Development Project on Ready Made Garments at Sandeshkhali-II, North 24-Parganas
(g)	Launch of CFC on Mat Weaving Project at Maligram, at Pingla, Paschim Medinipur
(h)	Completion of upgradation of infrastructure & Fire Fighting Works at Kasba IE, Kolkata

August, 2018

(a)	Operationalization of Karmatirtha at Bhadur in Andal, Paschim Bardhaman
(b)	Launch of soft intervention under Cluster Development Programme of Arthogram Jute Diversified Products Cluster, Uttar Dinajpur
(c)	Launch of soft intervention under Cluster Development Programme of Uluberia Zari Embroidery Cluster, Howrah
(d)	Launch of soft intervention under Cluster Development Programme of Amdanga Cane and Bamboo Cluster, North 24 Parganas
(e)	Launch of soft intervention under Cluster Development Programme of Palsa Ranigunj Jute Diversified Products Cluster, Uttar Dinajpur
(f)	Foundation Stone laying for CFC building for Kalyanpur Brass and Bell Metal Cluster, Purba Medinipur
(g)	Foundation Stone laying for CFC building for Suri Readymade Garments Manufacturing Cluster, Birbhum
(h)	Operationalisation of CFC of Mirzapur Handloom Cluster, at Gankar Raghunathganj I Block, Murshidabad
(i)	Launch of Cluster Development Programme on Honey Processing at Paschim Medinipur
(j)	Launch of CFC on Mat Weaving Project at Nunugoda at Pingla, Paschim Medinipur

September, 2018

(a)	Operationalization of Karma Tirtha at Kanchibar in Ramnagar-II, Purba Medinipur
(b)	Launch of soft intervention under Cluster Development Programme of Nowda Bamboo Cluster, Murshidabad
(c)	Launch of soft intervention under Cluster Development Programme of Kulator Itahar Jute Diversified Products Cluster, Uttar Dinajpur
(d)	Launch of soft intervention under Cluster Development Programme of Arthogram Jute Diversified Products Cluster, Uttar Dinajpur
(e)	Launch of soft intervention under Cluster Development Programme of Jhalda Readymade Garments Cluster, Purulia
(f)	Inauguration of CFC on Sal Leaf Plate at Bandwan, Purulia
(g)	Launch of Cluster Development Programme on Honey Processing at 24 Parganas (North)
(h)	Inauguration of Center of Excellence at Jhargram on Sal Leaf Plate & Sabai Grass (2nd Phase)
(i)	Launch of 2 CFC on Mat Weaving Project at Sarta, Sabang, Paschim Medinipur

October, 2018

(a)	Operationalization of Karmatirtha at Haripur in Pandabeswar, Paschim Bardhaman
(b)	Operationalization of Karmatirtha at Gangajalghati, Bankura
(c)	Operationalization of Karmatirtha at Memari-II, Block, Purba Burdwan
(d)	Launch of Soft Intervention under Cluster Development Programme of Raninagar Jute Cluster, Murshidabad
(e)	Launch of soft intervention under Cluster Development Programme of Kotegram Subashganj Terracotta Cluster, Uttar Dinajpur
(f)	Inauguration of CFC building of Janbazar Leather Shoe Making Cluster, Kolkata

(g)	Foundation Stone laying for CFC building for Pineapple Processing Cluster, Bidhannagar, Siliguri, Darjeeling
(h)	Launch of soft intervention under Cluster Development Programme of Purulia Jute Diversified Products Cluster, Purulia
(i)	Inauguration of CFC building of Balarampur Shellac Cluster, Purulia
(j)	Foundation Stone laying for CFC building for Silver Ornaments Cluster, Jafarnagar, Ranaghat, Nadia
(k)	Launch of soft intervention under Cluster Development Programme of Khairabari Honey processing Cluster, Birbhum
(l)	Foundation Stone laying for Shuttle Cock cluster at Nimdighi, Howrah
(m)	Foundation Stone Laying of 2 CPC of Project Muslin at Malda
(n)	Launch of Cluster Development Programme on Honey Processing at Kalimpong
(o)	Inauguration of Rural Craft and Cultural Hub at Gorbhanga, Nadia
(p)	Launch of CFC on Mat Weaving Project at Adasimla, Sabang, Paschim Medinipur
(q)	Completion of civil construction for Business Hub at Biswa Khudra Bazar (BKB), Bolpur

November, 2018

(a)	Operationalization of Karmatirtha at Rajnagar, Birbhum
(b)	Operationalization of Karmatirtha at Raigram in Monteswar, Purba Bardhaman
(c)	Operationalization of Karmatirtha at Hanskhali Block, Nadia
(d)	Inauguration of CFC building of Kaliagunj Mustard Oil Cluster
(e)	Foundation Stone laying for CFC building for Bardhaman Rice Mill Cluster, Purba Bardhaman
(f)	Foundation Stone laying for CFC building for Agarbati Cluster, Baruipur, South 24 Parganas
(g)	Inauguration of CFC building of Metal Casting (Foundry) Cluster, Howrah
(h)	Construction of CPC under Weaving Cluster at Kenjakura, Bankura
(i)	Inauguration of Rural Craft and Cultural Hub at Balarampur, Purulia
(j)	Launch of 2 CFC on Mat Weaving Project at Bishnupur & Sarta at Sabang, Paschim Medinipur
(k)	Operationalization of SDF Building at Malda Silk Park
(l)	Completion of upgradation of infrastructure at Kalyani IE phase-I, Nadia
(m)	Completion of upgradation of infrastructure at Garia CE Kolkata

December, 2018

(a)	Operationalization of Karmatirtha at Ayodhya in Shyampur-II, Howrah
(b)	Operationalization of Karmatirtha at Jadabnagar in Joypur, Bankura
(c)	Operationalization of Karmatirtha at Saltora, Bankura
(d)	Operationalization of Karmatirtha at Shyampur-I, Howrah
(e)	Launch of soft intervention under Cluster Development Programme of Pirganj-Ratua Pottery Cluster, Ratua II Block, Malda
(f)	Launch of soft intervention under Cluster Development Programme of Raniganj-Gazole Pottery Cluster, Malda
(g)	Launch of soft intervention under Cluster Development Programme of Durgapur Fly Ash Bricks Cluster, Paschim Bardhaman
(h)	Inauguration of Tanter Haat at Dhatrigram, Purba Burdwan
(i)	Foundation stone laying of CFC of Coochbehar Block II Handloom Cluster, Chapaguri, Coochbehar
(j)	Inauguration of Rural Craft and Cultural Hub at Hariharpara, Murshidabad
(k)	Launch of 2 CFC on Mat Weaving Project at Sabang block, Paschim Medinipur
(l)	Completion of common Infrastructure at East Block of Malda Silk Park

V. Events

MONTH	EVENTS	PLACE
January	West Bengal State Handicrafts Expo	Burdwan /Asansol
	West Bengal State Handicrafts Expo	Krishnanagar
	I.I.M.T.F organised by BCCI	Bhubaneswar
February	West Bengal State Handicrafts Expo,	Midnapur
March	Chaitra Tant Bastra Mela	Contai, Purba Medinipur
	Chaitra Tant Bastra Mela	Tamluk, Purba Medinipur
	Participation in Jalpesh Mela	Jalpaiguri
April	Prak Nabobarsho Tant Bastro Mela	Burdwan
	Chaitra mela	Chinsurah
May	Nil	
June	China South Asia Exposition	Kunming, China
	Africa Big Seven, Saitex	South Africa
July	Giftex, Stationex & Jutex (Corporate Fair)	Mumbai
August	Bengal, Silk, Kantha & Baluchari Fair	EZCC, Salt Lake, Kolkata
	Handloom Expo	Hooghly
	State Handloom Expo 2018	Chinsurah, Hooghly
September	Autumn Fair / House and Gift Fair	Birmingham, U.K./Sao Paulo, Brazil
	Banglar Tanter Haat, 2018	Kolkata, Suri, Birbhum
	Special Handloom Expo	Purba Burdwan
	Special Handloom Expo	Asansol, Burdwan
	Prak Puja Tant Bastra Mela	
October	International Handicrafts & Gifts Fair	Expo Mart, Greater Noida, New Delhi
	CII Trade Fair	Chandigarh
	Special Handloom Expo	Midnapore
November	India International Trade Fair (IITF) 2018	New Delhi
	West Bengal State Handicrafts Expo, 2018	Kolkata
	Rash Mela	Cooch Behar
December	West Bengal State Handicrafts Expo, 2018	Siliguri/Jalpaiguri
	India International Mega Trade Fair	Science Cilty, Kolkata
	Pous Mela	Santiniketan, Birbhum
	Dooars Utsav	Alipurduar
	State Level Khadi Mela, 2018	Kolkata

NB : Milestones falling in the period of Elections' MCC will be shifted to the month just after the MCC is lifted.

Department of North Bengal Development

Sl. No.	Projected Targets	Achievements
	January	
1	Completion of the construction works of 140 nos of Anganwari Centres in Alipurduar District.	
2	Completion of the replacement of conventional light fittings (SV/MH/ FLT/CFL) on the existing street electric poles to the energy efficient LED street light & flood light at different wards (ward no 14 to 25) in Balurghat town under Balurghat Municipality	
3	Completion of the construction of 19 nos. of individual dwelling houses "GorkhaNiwas" in the district of Darjeeling (14 nos) & Alipurduar (5 nos).	
4	Completion of the construction of 18 dwelling houses (GorkhaNiwas) in Jalpaiguri District.	
5	Completion of the Mini piped water supply scheme for Grassmore TG (4 No Upper Line, 1 No Upper Line & 2nd Upper Line Luksan GP under Nagrakata Block.	
6	Completion of the construction of cement concrete road (1.13KM) from Patharpur more to Shibdangi Shibmandir under Madnabati GP, Bamangola Block	
7	Completion of the widening and strengthening of road from NH-31 (Nichitpur) to Lahesara Rail Gate under Dalkhola Municipality in the District of Uttar Dinajpur (Length- 1.45 km)	
8	Completion of the construction of RCC framed boundary wall with MS gate and allied works of Jabravita BFP Junior high school at Thakurnagar under Dabgram II GP.	
9	Completion of the Mini piped water supply scheme for Sulkapara Busty & its adjoining areas under Nagrakata Block.	
10	Completion of the development works of Hat Sheds in different Hats under Alipurduar District. (RIDF-XII)	
11	Completion of the construction of road (5500 mtrs with 5 box culverts) from Dhalpal-II GP office to Natabari Gadadhar Joist bridge at Dhalpal.	
	February	
1	Completion of the construction of Black Top Cement Concrete road from Harishira More to Boidul Metal Road Gp 8 no. Najirpur, Block- Balurghat, District- Dakshin Dinajpur (Length- 2.90 km)	
2	Completion of the construction of CC drain including 3 nos of culverts from Sukti Godown rail gate to Chamta river under Matigara II GP	
3	Completion of the replacement works of SV/Metalled Tube light fittings by LED street light luminaires at different street under Haldibari Municipality.	
4	Completion of the construction of 38 Nos. Individual Dwelling House named 'GorkhaNiwas' for beneficiaries at Various Block in the district of Darjeeling.	

Sl. No.	Projected Targets	Achievements
5	Completion of the construction of road from Gobrajana Bus Stand to Pukuria more via Kali Mandir in Ratua-II block in the District of Malda (length 1.5 km)	
6	Completion of the replacement of conventional light fittings (ie., SV/MH/ FLT/CFL) in the existing electric street poles to energy efficient LED street lights & luminaires at different wards (ward no 1 to 13 & 19) in Malda town under English Bazar Municipality.	
7	Completion of the construction of Black Top Road from Dhuligaon PWD road to Kalikapur Primary School via Kathgola under Sujali Kamala Goan GP, Block Islampur in the District of Uttar Dinajpur. (Length-2.20Km, Width-3.75m)	
8	Completion of the construction of RabindraMukta Mancha, Block-Islampur, in the district of Uttar Dinajpur.	
9	Improvement of road from TalguchiJumma Masjid More to Bhaluka Jaggnathpur road via culvert, Mouza Talsanchi under Malsada GP (1.80 KM)	
10	Completion of the replacement work of conventional light fittings (SV/MH/ FLT/CFL) on the existing street electric poles to the energy efficient LED street light & luminaires at different locations in Dalkhola town under Dalkhola Municipality.	
11	Completion of the widening and strengthening work of road from NH-34 to Sarsar Bustee under Dalkhola Municipality in the District of Uttar Dinajpur (Length- 1.45 km)	
12	Completion of the construction of bituminous road from Bhanukumari Bholanath More to Paglarkuthi Jalpaiguri border (11200 mtrs with 30 nos. culverts) under Tufanganj Block	

March

1	Completion of the construction of 344 nos of Anganwari Centres in convergence with MGNREGS in the district of Coochbehar.	
2	Completion of the construction of road from Hazratpur Mashantala to Raghabpur Gambhirtala via Solakuri (3.8 KM) under Tapan Block.	
3	Completion of the construction of Mangtu Ram Choudhury Memorial Community Hall at Himachal Bihar, Matigara.	
4	Completion of the vertical extension works of the Coochbehar Engineering College.	
5	Installations of 22 nos of Solar operated Sprinkler Irrigation Schemes (SPSIS-CCA:8hac) within Jalpaiguri (AM) Division in Siliguri, Darjeeling. (RIDF XXIII).	
6	Completion of the construction of New Road with 3nos. RCC Box Culvert from NH31 (at Tekatuli) to Khuksia Park within Khagrabari-II GP under Maynaguri Block, in the District of Jalpaiguri. (Length-2400mtr road with 3nos. RCC Box Culvert)	
7	Completion of the construction of road from Kotwali GP. office to Hahajan more Arapur Tarakali more to Kotwali TB. Hospital via Senpara under Kotwali GP. of Englishbazar Block, in the district of Malda	

Sl. No.	Projected Targets	Achievements
8	Completion of the construction of Market/Bazar of Market shed in Debiganj Bazar under Goalpokher I Block	
9	Completion of the construction of new building for Alipurduar Mahila MahaVidyalaya at Alipurduar.	
10	Completion of the construction of RSJ bridge (48 mtrs span with 200 mtrs approach road) over Masaldanga Canal at Chotogarolijhora under Nazirhat II GP in Dinhata II Block	
11	Completion of the construction of Marketing Hub in the premises of Maruganjhat including construction of compound wall and area drain under Tufanganj-I Block.	

April

1	Completion of the work of landscaping & beautification work at different locations (Parade Ground, Circuit House, Birpara State General Hospital & L M Pradhan Park at Kalcini).	
2	Completion of the construction of New Road & Embankment protection work from PMGSY Daukimari bazaar Road to Sahid Subhendu Roy House via BibekanandaSishuSikha Kendra School and from Sahid Subhendu Roy House to Samaj Kalyan Sishu Sikha Kendra School, at Part No. 15/66, Gram Samsad No.7, Madhya Daukimari, Post-Dhupguri, in the District of Jalpaiguri. (Length-1700mtr with 630 m length of Boulder Sansage Create, Width-3.75m)	
3	Completion of the construction of 51 nos of individual dwelling houses named as GorkhaNiwas in following Blocks (Mal Bazar-16, Nagrakata-16, Matelli-15, SMC areas-04) in Jalpaiguri District.	
4	Completion of the Mini piped water supply scheme for Bamandanga TG under Nagrakata Block.	
5	Completion of the supply & installation testing & commissioning of area illumination with Stadium Mast of Brindaboni Playground at Malda	
6	Completion of the construction of Road from Malahar Bazar to Babulal More under Kshempur G P., Block-Chanchal-II, District-Malda	
7	Completion of the improvement of road work from Baluvorat Nayatala Masjid to Bisakali Bridge (3.6 KM) under Harischandrapur-I Block	
8	Completion of the construction of new BT road (3.20KM) from Bhebri Maharaja Mandir to BalicharWashuSingha house via Mirjatpur FP School, Bekargachhi, Lahutara II GP office under Karandighi Block.	
9	Completion of the work of supply, fabrication, transportation & erection cost of Bailey Bridge (70 feet span EWDD with walkways on both sides - 4.25 carriage way-load 70R with total approximate weight of the bridge at 40.45 MT) at JuranteeJhora under Matelli Block.	
10	Completion of the construction of road from Deotala S.H. High Road to Dhawel village via BhorDighi under Deotala GP Gazole Block in the District of Malda (Length- 4.65 km)	
11	Completion of the construction of cement road (3.1 KM) from Haibatola Lalutola to Puratan Potaldanga Umed SK House via Tithipara Mushitola with a culvert at PotaldangaPaglaghat under Mothabari GP in Kaliachak II Block.	

Sl. No.	Projected Targets	Achievements
	May	
1	Completion of the construction of Bailey Bridge (120 feet span DDR2 with walkways on both sides- 4.25 carriage way-load 70R with total approximate weight of the bridge at 97.02 MT) at Khagenhat under Alipurduar I Block	
2	Completion of the construction of Black Top Cement Concrete road from Harishira More to Boidul Metal Road Gp 8 no. Najirpur, Block- Balurghat, District- Dakshin Dinajpur (Length- 2.90 km)	
3	Completion of the construction of proposed Road from FakiraJote More to Aashapur More via Zamindergurl under Hatighisa GP at Naxalbari Block in the District of Darjeeling. (Length-4500mtr, Width-3.75m)	
4	Completion of the construction of 31 nos of AnganwariCentres with Rig Bore Tube wells in Dhupguri Block.	
5	Completion of the installation of 4 clusters of new Solar & Grid Powered (Hybrid) light duty tube well consisting of total 24 nos of LDTWs (depth 100 mtrs) within Jalpaiguri(AI) Division (RIDF XXIII).	
6	Completion of the installations of 27 nos of Solar operated Sprinkler Irrigation Schemes (SPSIS-CCA:8hac)within Jalpaiguri (AM) Division in the District of Jalpaiguri (RIDF XXIII).	
7	Completion of the construction of 15 Nos. Market sheds at Mogolkata Market at Banarhat-I GP under Dhupguri Block in the District of Jalpaiguri (Rest sheds Building Block- 'A' to 'O' Civil works including boundary walls, Internal roads and Drainage & one Toilet Block (Including S&P).	
8	Completion of the beautification work of right bank of Karala river from PWD road to King Saheber Ghat with toilet blocks under Sadar Block.	
9	Completion of the beautification work of left bank of Karala river from PWD road to Jubilee Park with toilet blocks under Sadar Block	
10	Completion of the installations of 40 nos of Solar operated Sprinkler Irrigation Schemes (SPSIS-CCA:8 hac)within Jalpaiguri (AM) Division in the District of Alipurduar (RIDF XXIII).	
11	Completion of the construction of bridge on river Fulahar connecting Bhutnee to Sankaritola Ghat of Manikchak block in the district of Malda	
	June	
1	Review meeting with different PSUs engaged by the Department as work agency.	
2	Meeting with MLAs & the District Magistrate to review the progress of schemes/projects of the Department.	
3	Review meeting with Terai Dooars Development Boards. (Gorkha & Tribal).	
	July	
1	Review meeting with West Bengal Forest Dev. Corporation & the Wild Life.	
2	Co-ordination meeting with PHE, Health & Tourism.	
3	Review meeting with the Lepcha Development Board.	
4	Review meeting with the PWD.	

Sl. No.	Projected Targets	Achievements
	August	
1	Completion of the construction of 77 nos of Anganwari Centres with hand tube well in Sadar (44), Dhupguri (24) &Rajganj (09) Blocks.	
2	Completion of the construction of Bochagari Bridge over river Pitani at Goalpokher I PS (RIDF-XXII)	
3	Completion of the Installation works of 18 nos of Deep Tube Well by using ODEX 115 method of drilling in area under Hatighisa GP under Naxalbari Block (total depth 68 meters).	
	September	
1	Completion of the construction of 04 nos. Market sheds at Totapara Market at Banarhat-I GP under Dhupguri Block in the District of Jalpaiguri [Rest Sheds Building Block-A,B,C & D Civil works including boundary walls & Internal roads & One Toilet Block (Including S&P)	
2	Completion of the installation of 11 clusters of new Solar & Grid Powered (Hybrid) light duty tube well consisting of total 62 nos of LDTWs (depth 50 mtrs) within Jalpaiguri (Al) Division (RIDF XXIII).	
3	Construction of BT road from Gandabari to Churakutty PMGSY via Ghoramara Lohaghavvi, Churakutty Purba Basti (Dharampur I GP) under Goalpokher I Block.	
4	Completion of the construction of 51 nos of individual dwelling houses named as GorkhaNiwas in following Blocks (Mal Bazar- 16, Nagrakata-16, Matelli-15, SMC areas-04) in Jalpaiguri District.	
5	Completion of the construction of Kichaktala Bridge over river Siriani at Goalpokher I PS. (RIDF-XXII)	
6	Completion of the repair & renovation works of Rabindra Bhawan at Malda.	
	October	
1	Completion of the construction of BT & CC road (2.80 KM) starting from Pucca road of Badbangi to the house of Rabi Debnath of Bhatpara Anchal under Balurghat Block.	
2	Completion of the construction of 98 nos of Anganwari Centres in convergence with MGNREGS in Islampur Sub Division.	
3	Completion of the construction of BT road (7.5 KM) from Motabash (Balichar road connection) to Sohudu Mehendabari via Bharni Singha house Pirdangi, Dohot, Sargae Joynagar village under Lahutara II GP under Karandighi Block.	
4	Completion of the work of face lifting, renovation & modernisation of Auditorium at Sitai.	
5	Completion of the construction of road by cement concrete from Bansuria N.H. Road to Rampur Pry. School under Mahendrapur, Kushidha GP and MoujaBansuria Jl. No. 117 in Harsichandrapur-I Block in the District of Malda (length – 2.6 km)	
6	Completion of the construction of RCC Box bridge (5.00×5.00m)×8nos at Kuranikum near Mandapara (connecting Kardaha bridge over Punarbhava river).	

Sl. No.	Projected Targets	Achievements
	November.	
1	Completion of the installations of 102 nos of Solar operated Sprinkler Irrigation Schemes (SPSIS-CCA:3 hac)within Coochbehar (AM) Division in the District of Coochbehar (RIDF XXIII).	
2	Completion of the construction of BT & CC road (3.70 KM) (2.15 KM BT road & 1.55 KM CC road) from NazirpurGirenMahato house to near Taraganj metalled road under Balurghat Block.	
3	Piped water supply scheme with installation of deep tubewell at South Berubari GP under Sadar Block.	
4	Completion of the construction of 102 nos of Anganwari Centres in convergence with MGNREGS in Raiganj Sub Division.	
5	Completion of the construction of BT road from Masantola PMGSY road to Eidgha more via Fulbari Health Centre (4.80 KM) & Nousand house to NajirpurMadrasha via Najirpur Peer Madrasha (1.60 KM) & Irfan Tank to Goagaon Hospital via Goagaon Hospital via Goagaon High School (0.60 KM) in Sahapur I, Goagaon II GP under Goalpokher I Block.	PWD
6	Completion of the work of face lifting, renovation & modernisation of the Auditorium at Sitalkuchi.	
7	Construction of new BT road (4.4 KM) & CC road (1.4 KM) from Kalpokhri PMGSY to Holugach more via Pakur Tala Masjid under Sujali Komola Gaon under Islampur Block.	PWD
8	Construction of BT road (5.4KM) from Salkumar Chowpathy to Sisamara Beat Office in Salkumar II GP.	PWD
9	Construction of Bituminous road from BarodobaGhat to Bhutnirghat near house of Hiren Roy More with 4 Nos. RCC Box Culvert in Guabarnagar GP within Falakata Block in the District of Alipurduar. (Length-4.50Km)	PWD
	December	
1	Completion of the construction of marketing hub in the premises of Gosanimarihat including the construction of compound wall and area drainage under Dinhata 1 Block.	
2	Completion of the construction of Blacktop and Cement Concrete Road from Batun to Kalinagar via Chandmua (Balance Portion) (GP No-8) under Kumarganj Block in the District of Dakshin Dinajpur. (Length-7.55Km)	PWD
3	Completion of the construction of New Road & Embankment Protection work with 6(Six) Nos RCC Box Culvert from Sonatala Haat (Fulbari More) to House of Abdul Samad via Bhuter Haat & from Gilandi Setu of Jurapani river to house of Daleswar Roy via Paschim Salbari Primary School & From Bhuter Haat to Dakhin Dabri Angan Oyari Kendro (Pashim Jurapani) under Dhupguri PS in the District of Jalpaiguri."(Length-7200mtr, Width-3.75m)	PWD
4	Completion of the construction of market complex at Dhupguri principal Market yard.	
5	Completion of the construction of Eco Tourism resort at Lataguri, Jalpaiguri.	
6	Completion of the construction of Harishchandrapur College in the District of Malda.	

Sl. No.	Projected Targets	Achievements
7	Completion of the construction of black top road & CC Road (9.55 KM) from Harischandrapur Ramrai Ghat to Konca including 1 KM CC pavement under Harischandrapur I Block.	PWD
8	Renovation & modernization of Maharaja Nripendra Narayan Smriti Sadan Auditorium at Dinhata.	
9	Construction of BT road from Kotar more to Surun FP School (7.6 KM) under Itahar Block.	
10	Completion of the construction of new boys hostel (G+3) in Coochbehar Govt Engineering College	
11	Completion of the construction of multipurpose market complex at Fulbari Bazar under Gangarampur Block.	
12	Construction of pucca road (8.45 KM) from Bhatibari to Khatajani Chowpathi via Samuktala road Railway Station within Alipurduar PS	PWD

Department of Panchayats & Rural Development

Month	List of Major Activities
January	• Monthly review meeting on NSAP/PROFLAL/AABY and other institutional issues with the District Panchayat & R.D. Officers, • Publication of Draft Gradation List of Panchayat Development Officers, • Physical Verification of NSAP beneficiaries at District Level, • SEGC (State Employment Guarantee Council) meeting, • 2-day Workshop on MGNREGA Annual Action Plan with the Districts, • Releasing a special AV document on top-line achievements in MGNREGA implementation in the State, • Training of technical personnel on preparing plan and estimates through SECURE, • Initiation of Development of Android-Based Mobile Application for Fund and Activity Monitoring of Gram Panchayats, • Up-gradation of Online House Building Application and Permission System incorporation of new amendments, • Initiation of Development of Online Case Register under Right to Public Service Act, • State level training of District level personnel on Online Monthly Progress Report Generation on CFC, SFC and PBG, • District level Training on tax collection for GP employees using POS machine in four Districts, • Training of Sangha Management System to the Sangha Workers in respect of one hundred Sanghas, • Training / refresher training on GPMS to at least one employee of one hundred GPs, • Training cum workshop of FC & CAO of all the Zilla Parishads on upgraded version of IFMS, • Workshop-cum-Meeting with SSP, • Orientation programme on e-initiatives at Gram Panchayat level and Panchayat Enterprise Suite (PES) to the Jt. BDO, PAAO, PDO and SAE of Blocks, • Review of PMGSY works by the Additional Chief Secretary, ACEO and officials of WBSRDA, • Submission of DPRs in respect of Projects under RIDF XXIII to NABARD, • Training on Transaction-Based SHG Accounting System for one hundred Sanghas, • Engagement Plan of SRPs, Monitoring and Evaluation guideline, note and protocol development in respect of the SRPs, • Training on Sangha Management in collaboration with CCM (to be continued through-out the year), • Quarterly review of CFIs, • Workshop on developing SOP for Model Sangha, • Preparation of Annual Action Plan for RKVY.
February	• Publication of Draft Gradation List of Assistant Programme Officers and Panchayat Accounts and Audit Officers, • Workshop on good governance initiatives in MGNREGA, • Workshop with line departments on Convergence with MGNREGA, • SECURE training continued, • Roll-out of GIS-based Planning & Monitoring system in phase-II GPs, • Initiation of Development of Online Training Calendar Management System, • Training / Refresher trainings for the PS Cashier / Accounts Clerk on updated version of IFMS for 60 Panchayat Samitis in 2 batches,

Month	List of Major Activities
	• Training on tax Collection using POS machine in 4 districts, • Training of Sangha Management System to the Sangha Workers in one hundred Sanghas, • Training / Refresher training on GPMS to at least one employee in one hundred Gram Panchayats, • Orientation programme on Panchayat Enterprise Suite (PES) to the Gram Panchayat functionaries of sixty GPs, • One Orientation programme on e-initiatives at Gram Panchayat level and Panchayat Enterprise Suite (PES) to the Jt. BDO, PAAO, PDO and SAE of Blocks, • Video Conference with PIUs during last fortnight under PMGSY, • Conference with all PIUs, • Submission of DPRs in respect of Projects under RIDF XXIII to NABARD • State level review meeting on RIDF Projects, • Preparation of the draft Annual Credit Plan for 2018-19 for SHG-Bank Linkage and sharing with the Districts and SLBC, • Preparing Draft Annual Action Plan in respect of WBSRLM for 2018-19 (including its submission and appraisal by the Ministry), • MKSP-Tasar-based livelihood programme implementation and inaugural workshop, • Formation of sixteen Goat Producers organization to be completed, • State level review meeting on developmental activities of WBCADC, • Meeting to finalize AIP for 2018-19 under MNB.
March	• Publication of Final Gradation List for PDOs, • Confirmation of PDOs, APOs & PAAO, • Massive awareness generation campaign among the job-seekers on their rights and entitlements in MGNREGA, • Initiating new research on the extent and efficacy of Convergence in MGNREGA in West Bengal, • Special campaign for building sustainable assets through MGNREGA, • Finalization of Annual Performance Assessment (APA)-2018 Manual under ISGPP-II, • Initiation of Development of Online Tax and Fees collection through the payment gateway of the State Bank of India for PRI bodies, • Integration of GPMS with ME-III, ISGPP Project, for asset management, • Training on tax Collection using POS machine of remaining 8 Districts, • Training of Sangha Management System to the Sangha Workers in one hundred Sanghas, • Training / Refresher training on GPMS to at least one employee of two hundred GPs, • Meeting with the Finance Department regarding synchronization of IFMS data with the Finance Department's systems, • Uploading of accounting data of all ZPs in PRIASoft, • Orientation programme on Panchayat Enterprise Suite (PES) to the Gram Panchayat functionaries of 60 GPs, • Orientation programme on e-initiatives at Gram Panchayat level and Panchayat Enterprise Suite (PES) to the Jt. BDO, PAAO, PDO, SAEs of 30 Blocks, • Completion of PMGSY road of allocated length 3500 km in the 2017-18 across the State subject to availability of fund given by the Ministry, • State level workshop on Grading of SHG, Upa-Sanghas and Sangha Samabay, • Review Workshop on MLDDB project,

Month	List of Major Activities
	• Review Workshop of the Pilot Project on Land Literacy Project with LANDESA and possible expansion plan in other NRLM Intensive Blocks (Old Model Blocks). • Grounding of the Livelihood and Institutional Policy for PWD SHGs under WBSRLM-Anandadhara, • Sensitization and Exposure Visit of Sangha Leaders, Project Staff-BPM, DPM on CMSA (to be continued throughout the year), • Development of CRP (Livelihoods) at Sangha level of Basanti, Gosaba, Jaynagar II and Namkhana Blocks under Special Convergence, • Preparation of Annual Action Plan of Backward village Development Programme to be implemented by WBCADC, for the year 2018-19, • Preparation of DPR of projects under RKVY to be implemented by WBCADC, during the year 2018-19, • Training cum planning workshop for SLWM.
April	• Monthly review meeting on NSAP/PROFLAL/AABY & other institutional issues with the District Panchayat & R.D. Officers, • Publication of Final Gradation List for APOs & PAAO, • State Employment Guarantee Council meeting, • Review of MGNREGA implementation in 2017-18 and setting up priorities for 2018-19, • Uploading of Annual Plan for 2018-19 in ME- 3 module of WBMS of ISGPP- II, • Grant allocation in favour of GPs for 2018-19, • Porting of Gram Panchayat Plan for 2018-19 in ActionSoft, • Training of Sangha Management System to the Sangha Workers in 350 Sanghas, • Activating URL registration for portals of all PRIs, • Creation of Master database of Head of Accounts of all Panchayat Samities, • Installation of Sangha Management System at 100 Sangha, • Review of PMGSY work from the State Head Quarter, • Fixation of target for constructing PMGSY roads in the 2018-19, • Conference with all PIUs under PMGSY, • Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • Review of performance of the Mission in 2017-18, • Sharing of approved Annual Action Plan in respect of 2018-19 with the Districts under ANANDADHARA, • State level MIP workshop on livelihood planning, • Documentation on best practices under Special Convergence Project, • State level review meeting of MNB.
May	• Initiation and team formation of development of web-based version of IFMS: workshop with stakeholders, • Training of Sangha Management System to the Sangha Workers in 350 Sanghas, • Training of ELA auditors on GPMS and IFMS, • Complete uploading of GP's accounting data in respect of 2017-2018 in GPMS portal and also in PRIASoft, • Skill up-gradation training to the Head Quarter and District Level technical person, • Installation of Sangha Management System at 100 Sanghas, • Finalisation of Annual Physical Verification in respect of NSAP beneficiaries,

Month	List of Major Activities
	• Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • Module preparation and Training on Leadership of Sangha Samabay, • End line evaluation of Special Convergence Project, • Review of Special projects-Elderly SHG /SBM, • Intensive Review Workshop for CIF & VRF, • Development of MIS framework on convergence initiative, • State level review meeting on developmental activities of the WBCADC, • Board meeting of the WBCADC, • State level consultation on ODF sustainability and ODF Plus.
June	• Estimate of Vacancy in respect of PDOs, • Releasing six Audio-Visual documents on MGNREGA success stories, • Quarterly review meeting on MGNREGA, • Workshop on Spring-shed Development, • Grant allocation for subsequent year, • Training of Sangha Management System to the Sangha Workers in 350 Sanghas, • Training of ELA auditors on GPMS and IFMS, • Phase-wise data uploading of 50 Panchayat Samitis from IFMS to PRIASoft, • Skill up-gradation training to the Head Quarter and District Level technical officials, • Installation of Sangha Management System at 100 Sanghas, • Video Conference with PIUs during last fortnight for PMGSY, • Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • Identification of Model Sangha Samabay, • End line documentation on Special Convergence Project, • Development of State Master Trainer (SMT) on convergence, • State level Bankers Felicitation Program.
July	• Monthly review meeting on NSAP/PROFLAL/AABY & other institutional issues with the District Panchayat & R.D. Officers, • Estimate of Vacancy of PAAO, • Finalisation of Financial Audit report from DP&RDOs for NSAP, • Orientation of Panchayat representatives on MGNREGA • Special initiative on plantation and 'Briksha Patta' Week, • Special campaign on Individual Benefit Works in MGNREGA, • Training of Sangha Management System to the Sangha Workers in 350 Sanghas, • Training of ELA auditors on GPMS and IFMS, • Phase-wise data uploading of 50 Panchayat Samitis from IFMS to PRIASoft, • Workflow design of new version of IFMS, • Database designing and finalization of new version of IFMS, • Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • State level review against target at the end of 1st quarter of 2018-19 under ANANDADHARA, • ICT material development on livelihood, • Quarterly review of CFIs.

Month	List of Major Activities
August	• Estimate of Vacancies of APOs, • Orientation of Panchayat representatives on MGNREGA, • Special Convergence Week on MGNREGA, • SEGC (State Employment Guarantee Council) meeting, • Release of State Finance Commission (SFC) grant under the Performance Based Grant (PBG) component, • Training of Sangha Management System to the Sangha Workers in 350 Sanghas, • Video Conference with PIUs during last fortnight under PMGSY, • Revision of the Annual Action Plan for 2018-19 of WBSRLM subject to requirement • State level review meeting on developmental activities of WBCADC.
September	• Orientation of Panchayat representatives on MGNREGA, • Meeting of the State Convergence Committee, • Half-yearly review meeting on MGNREGA, • Submission of Final APA- 2018 report along with the list of qualifying GPs in APA 2018, • Installation of Sangha Management System at 100 Sanghas, • Roll-out of Mobile Application for Fund And Activity Monitoring in respect of Gram Panchayats, • Rollout of Updated version of IFMS to 50 Panchayat Samitis, • Preparation of SRS for Web-based IFMS, • Video Conference with PIUs during last fortnight under PMGSY, • Conference with all PIUs under PMGSY, • Quarterly review of CFIs, • State level Review Meeting of MNB to be Chaired by the Hon'ble MIC P&RDD & PHED with all DMs and Sabhadhipatis.
October	• Special initiatives in Ushar Mukti Blocks, • Media sensitization on MGNREGA success stories, • Roll out of Online Training Calendar Management System, • Basic level Computer training to 300 Newly Elected Representatives (Office bearer of PRI bodies), • Training / Refresher training on GPMS to at least one employee of 200 Gram Panchayats, • Half yearly review of NRLM, • State level consultation on IEC under MNB.
November	• Monthly review meeting on NSAP/PROFLAL/AABY & other institutional issues with the District Panchayat & R.D. Officers, • Intensive planning exercise for MGNREGA, • Announcement of Performance Based Grant (PBG) for 2019-20, • Release of Central Finance Commission (CFC) grant under the Performance Based Grant (PBG) component, • Basic level Computer training to 300 Newly Elected Representatives (Office bearer of PRI bodies), • Mobile Application for Fund and Activity Monitoring for the Gram Panchayats, • Training on IFMS of 10 ZPs and 50 Panchayat Samitis, • Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • State level review meeting on RIDF Projects,

Month	List of Major Activities
	• Seminar on Sangha Samabay as a part of Co-operative Week in collaboration with Co-operative Union, • Finalization of Annual Accounts of WBCADC for the year 2017-18, • State level review meeting on developmental activities of the WBCADC,
December	• Quarterly review on MGNREGA • Review of convergence activities under MGNREGA, • Revisiting the success stories under MGNREGA, • Basic level Computer training to 300 Elected Representatives, • Security Audit of SECC application and hosting in NIC cloud environment, • Initiation of Tracking Application development for in-house movement monitoring, • Training on IFMS for 10 ZPs and 50 Panchayat Samitis, • Testing of modules developed for new version of IFMS in one ZP and one Panchayat Samity, • Video Conference with PIUs during last fortnight under PMGSY, • Conference with all PIUs under PMGSY, • Submission of DPRs in respect of Projects under RIDF XXIV to the NABARD, • Holding of SARAS Fair, • Preparation of budget of different developmental activities of the WBCADC, for the year 2019-20, • Special Campaign on MNB, • First meeting for Preparation of AIP under MNB for 2019-20.

Department of Personnel & Administrative Reforms And e-Governance

Month	Important works to be done	Cell / Wing	Remarks
January	Review the progress of various construction works being implemented in different districts under the supervision of the DMs.	AR Cell	This may be done through video conference.
	Release of Plan-fund to WTL for electricity charges & security charges.	AR	
	Complete release of Plan-fund received for the final phase of 2017-18		
	Sending a report to the Hon'ble High Court and seeking concurrence on creation of newly carved districts/ sub-divisions/blocks.		
	a) Training of newly appointed Deputy Secretaries from WBSS Cadre.	General Cell	
	b) Release of non-plan fund received for final phase.		
	c) Promotion and posting of WBSS Officers.		
	West Bengal e-District Project-Launch of 35 new services (Phase-I)	e-Governance Cell	Work will continue upto April, 2018.
	Introduction of e-Office across State Secretariat		
	WBSWAN-Migration of remaining 170 BSNL P2P links to MPLS		Work will continue upto April, 2018.
	Upgrade of obsolete WBSWAN Infrastructure/Facilities		Work will continue upto June, 2018
	WBSWAN connectivity of 300 new horizontal offices		Work will continue upto December, 2018
	Selection of System Integrator for comprehensive strengthening and expansion of State Data Centre.		Work will continue upto March, 2018
	Mobile Governance - Selection of System Integrator for the Development, operations and maintenance of Single Mobile Platform for various services in the state of West Bengal.		Work will continue upto March, 2018
	Capacity Building - Specialized Training on e-Governace for Departmental/ District Core Teams.		Work will continue upto December, 2018
	Capacity Building - Trainings given by MeitY, NEGD, UIDAI, C-DAC & other agencies.		
	Digital Depository - Selection of System Integrator		
	Proposals for confirmation of vacancies for promotion to SCS and Non-SCS Officers of the State to Indian Administrative Service are to be sent to DOPT, Government of India.	IAS Cell	
	Prospective initiation for appointment of promotee/directly recruited WBCS(Exe.) officers belonging to the 2017 batch and commencement of induction level training of the promotee officers from Jt. BDOs at BRAIPRD, Kalyani and distribution of New Plastic Identity Cards.	WBCS Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Monthly monitoring of ACRs of WBCS(Exe.) officers		
	Implementation of e-Office.	Establishment Cell	
	Conducting training programmes at ATI/RTCs.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets	Vigilance Cell	
	Conducting 20 DoPT sponsored Training Programmes at ATI/RTCs	ATI	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS Officers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) Officers and in respect of IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Creation of Leave Reserve Posts under Secretariat Common Cadre.	C C Wing	
February	Preparation of supplementary budget, if any	AR./ Establishment Cell	
	Road map to fill up the vacancies in the newly created districts	AR Cell	
	Land identification for Housing Scheme for the WBCS Officers		
	Release of Plan-fund to WTL for remuneration of DPMs under MMP.		
	1) Processing of all the medical reimbursement cases received and disbursement of the same to the incumbent. 2) Updating of Service Books of the employees of the Establishment Cell and forwarding them to the place of their or cadre controlling authority. Posting, release of employees, Leave matters. 3) Purchase, (incl. Computers), Payment of Bills. 4) Pension related matter. 5) Nomination of GPF, GISS, Accidental & Death benefits etc. 6) All types of advances.	Establishment Cell	
	Execution of Bharatnet Phase - II	e-Governance Cell	Work will continue upto December, 2018.
	Digital Depository - Selection of System Integrator		

Month	Important works to be done	Cell / Wing	Remarks
	a) Release of non-plan fund to attached offices.	General Cell	
	b) Promotion and posting of WBSS Officers.		
	Training of newly appointed Deputy Secretaries from WBSS cadre.	Training Cell	
	Preparatory works related to in-service training (both domestic and foreign) of senior WBCS(Exe.) Officers.		
	Conducting 20 Training Programmes at ATI/RTCs	ATI	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Joint Induction Training of WBCS (Exe) officers of 2017 batch		
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 70 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Induction of Training of cadres belonging to LDAs.	C C Wing	
March	Final release of Plan and Non-Plan fund to attached offices.	AR Cell	
	Road map to fill up the vacancies in the newly created districts		
	Release of Plan-fund to WTL for electricity charges & security charges.		
	Enrolment and Uploading of signatures, photos, blood groups of all beneficiaries under the cashless Health scheme.	Establishment Cell	
	a) Final release of non-plan fund to DDO of P and AR & e-G Deptt. and its attached offices.	General Cell	
	b) Preparation of panel for promotion to the post of Registrar/OSD etc. and Assistant Secretary on consultation with PSC, WB.		
	c) Promotion and posting of WBSS Officers.		
	WBSWAN - Campus LAN at District Headquarters and directorates for rollout of centralized e-Office.	e-Governance Cell	Work will continue upto October, 2018.
	Digital Depository - Development and Setting up of Digital Depository.		Work will continue upto December, 2018.
	Conducting training programmes by ATI. All are to be sponsored by the Government of India.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Conducting 15 DoPT sponsored Training Programmes at ATI/RTCs	ATI	
	Monthly review of the Departmental court cases.	Law Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.17.		
	Training of WBCS (Exe) officers promoted from SRO/ACRO		
	On line ACR on pilot basis for WBCS (Exe) officers		
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 85 WBCS (Exe) officers and 25 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Updating of APRs of the employees of CCW of PAR & e-Governance Deptt.	C C Wing	
April	Release of Plan-fund to WTL for Rent charges.	AR Cell	
	Declaration of result of Group "D" Recruitment examination by the Group "D" Recruitment Board.	Establishment Cell & Group "D" Recruitment Board	
	a) Promotion and posting of WBSS Officers.	General Cell	
	b) Allotment of fund for 1st quarters of Financial Year 2018-19.		
	The on-line Performance Appraisal Report (PAR) formats for the IAS officers of the State Cadre are to be sent to the respective officers.	IAS Cell	
	Sending the ACRs of WBCS (Exe.) officers to respective appropriate authorities.	WBCS Cell	
	Monthly monitoring of ACRs of WBCS (Exe.) officers		
	Publication of Service Directory, 2018 of WBCS (Exe.) officers.		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.18.		
	Distribution of new Plastic Identity Cards to WBCS (Exe) officers		
	Implementation of centralized architecture of e-Office-Implementation of e-Office across Directorates and Districts.	e-Governance Cell	Work will continue upto December, 2018.
	Civil Construction & Electrical work in 2nd floor expansion area as well as in expansion area of the 1st floor of State Data Centre.		Work will continue upto July, 2018.
	Mobile Governance - Development and Setting up of Single Mobile Platform.		Work will continue upto December, 2018.

Month	Important works to be done	Cell / Wing	Remarks
	Training of the employees associated with the Vigilance Cell on DPs and Vigilance matters.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Conducting training programmes at ATI/RTCs.		
	Conducting 10 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 125 WBCS (Exe) officers and 40 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Refresher Training of cadres belonging to UDAs.	C C Wing	
May	Complete the process of release of Plan and Non-Plan funds for the 1st phase (April-June) of 2018-2019.	AR Cell	Subject to extant conditions and procedures.
	Release of Plan-fund to WTL for SSDG.		
	a) Release of Non-Plan funds	General Cell	
	b) Promotion and posting of WBSS Officers.		
	West Bengal e-District Project-Launch of 36 new services (Phase - II)	e-Governance Cell	Work will continue upto September, 2018.
	Setting up of computing infrastructure for the Disaster Recovery site of State Data Centre.		Work will continue upto November, 2018.
	Refresher training of UDAs/HAs.	Training Cell	
	Conducting training programme for newly appointed Assistant Secretaries.		
	Monthly monitoring of ACRs of WBCS (Exe.) officers	WBCS Cell	
	Awarding MCAS benefit to WBCS (Exe.) officers in scale No.19.		
	Conducting 10 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly monitoring of preparation of APRs & ACRs of the Employees of the Establishment Cell.	Establishment Cell	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets	Vigilance Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 75 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Appointment of LDAs.	C C Wing	

Month	Important works to be done	Cell / Wing	Remarks
June	Review of the work of the New Administrative Office Buildings and Residential Buildings at Nimtouri, Purba Medinipur.	AR Cell	
	Completion of all preparatory process for creation of new districts of Sundarban.		
	Land allocation for Housing Scheme for the WBCS Officers		
	Promotion and posting of WBSS Officers.	General Cell	
	Preparation of Gradation list of group D employees of PAR & e-Governance Deptt.	Establishment Cell	
	WBSWAN - Integrated video conference system upto Block level.	e-Governance Cell	Work will continue upto October, 2018.
	Conducting training programmes at ATI/RTCs.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Updating of Annual Performance Reports of 2017-2018.		
	Conducting 25 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly monitoring of ACRs of WBCS (Exe.) officers	WBCS Cell	
	Declaration of estimated vacancies for recruitment in the WBCS (Exe.) Service on promotion from SRO/Jt. BDO/ACRO		
	Awarding MCAS benefit to WBCS (Exe.) officers in scale No.21.		
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 105 WBCS (Exe) officers and 25 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Refresher Training of cadres belonging to HAs.	C C Wing	
July	Continuation of work for creation of Infrastructure for setting up of newly created districts of Jhargram, Paschim Bardhaman and Kalimpong and new Sub-division of Mirik.	AR Cell	
	Release of Plan-fund to WTL for Professional fees of Network Developers.		
	Review of the work of Administrative Building Complex (3 storied) of S.D.O., Egra with Residential Complex for Officers and Staffs at Egra in the district of Purba Medinipur.		
	Updating of Service Book of employees.	General Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Communicative English Course for WBCS (Exe.) Probationers in collaboration with British Council, British Deputy High Commisssion, Kolkata.	Training Cell	
	Induction training for LDAs.		
	Conducting 25 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS (Exe.) officers	WBCS Cell	
	Distribution of new Plastic Identity Cards to WBCS (Exe) officers		
	Updating of Service Books of the Employee of the Establishment Cell and other works mentioned.	Establishment Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Implementation of the policy decision of bringing the staff & officers of PSC within the Secretariat Common Cadre and the West Bengal Secretariat Service.	C C Wing	
August	Review of the work of the New Hostel Building at ATI Complex, Salt Lake, Kolkata.	AR Cell	
	Release of Plan-fund to WTL for security charges.		
	a) Allotment of fund for 2nd quarters of F/Y- 2018-19.	General Cell	
	b) Promotion and posting of WBSS Officers.		
	Complete proposals in prescribed formats for promotion of SCS and Non-SCS officers of the State cadre to the IAS against the vacancies of 2017 are to be sent to the DOPT and UPSC.	IAS Cell	
	Monthly monitoring of ACRs of WBCS (Exe.) officers	WBCS Cell	
	Awarding MCAS benefit to WBCS (Exe.) officers in scale No.17.		
	Stock taking of computer and other related accessories for the purpose of speedy computerization of all cells of PAR & e-G Deptt., along with the continuation of the jobs mentioned from January.	Establishment Cell	
	Design, Supply, installation and commissioning of IT and non-IT infrastructure and their integration with existing State Data Centre.	e-Governance Cell	Work will continue upto September, 2018.

Month	Important works to be done	Cell / Wing	Remarks
	Communicative English Course for WBCS (Exe.) Probationers in collaboration with British Council, British Deputy High Commission, Kolkata.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Conducting training programmes at ATI/RTCs.		
	Conducting training programmes for newly appointed Assistant Secretaries.		
	Refresher training of UDAs/HAs and Typists.		
	Conducting 25 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particularsof 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Updating of Service Books of the Staff and Officers	C.C.Wing	
September	Preparation of Revised Budget.	AR Cell	
	Review of the work of Administrative Building of SDO, Kharagpur in the district of Paschim Medinipur.		
	Release of Plan-fund to WTL for electricity charges.		
	a) Preparation of revised budget.	General Cell	
	b) Preparation of panel for promotion to the post of Registrar/OSD etc. and Assistant Secretary on consultation with PSC, WB.		
	c) Promotion and posting of WBSS Officers.		
	Monthly monitoring of ACRs of WBCS (Exe.) officers	WBCS Cell	
	Collection of ACRs from the Department of feeder services and furnish the same to the PSC, WB for promotion to WBCS(Exe.) Cadre.		
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.18.		
	Half yearly review of the progress of the year 2018.	Establishment Cell	
	Refresher training of UDAs/HAs.	Training Cell	
	Conducting training programmes for Section Officers.		
	Updating of Service Books of employees.		
	Conducting 20 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Finalization of Policy on Departmental examination for the employees following the decision of the High power Committee.	C C Wing	
October	Review of the work of the New Administrative Office Buildings and Residential Buildings at Nimtouri, Purba Medinipur.	AR Cell	
	Review of work of the New Administrative Building-II at Barasat, North 24-Parganas.		
	Release of Plan-fund to WTL for Rent charges.		
	Promotion and posting of WBSS Officers.	General Cell	
	West Bengal e-District Project-Launch of remaining 26 new services (Phase - III)	e-Governance Cell	Work will be continued upto December, 2018.
	Migration of Computing Infrastructure from 1st Floor Server Farm area to 2nd Server farm expansion area.		Work will continue upto December, 2018.
	Conducting training programmes at ATI/RTCs.	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Training of newly appointed Deputy Secretaries from WBSS cadre.		
	Conducting 10 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Monthly monitoring of ACRs of WBCS (Exe.) officers.	WBCS Cell	
	Awarding MCAS benefit to WBCS (Exe.) officers in scale No.19.		
	Distribution of new Plastic Identity Cards to WBCS (Exe) officers		
	Monitoring of smooth functioning of Human Resource Management System.	Establishment Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Formation of Gr.-D Common Cadre in the Secretariat.	C C Wing	

Month	Important works to be done	Cell / Wing	Remarks
November	Review of the work of New Administrative Building of Alipurduar District HQ.	AR Cell	
	Release of Plan and Non-Plan funds for the 2nd phase (August-December) of 2018-2019.		
	Review of the construction of Office-cum-Residence Bungalow of District Magistrate, Jhargram.		
	Release of Plan-fund to WTL for electricity charges & security charges.		
	a) Release of all Non-Plan funds for the 2nd phase (August-December) of 2018-2019.	General Cell	
	b) Promotion and posting of WBSS Officers.		
	Conducting training programme for newly appointed Assistant Secretaries.	Training Cell	
	Refresher training of UDAs/LIAs and Typists.		
	Conducting 15 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Advance planning for the year 2019.	Establishment Cell	
	Monthly monitoring of ACRs of WBCS Officers	WBCS Cell	
	Awarding MCAS benefit to WBCS(Exe.) officers in scale No.21.		
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS officers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Refresher Training of cadres belonging to SOs.	C C Wing	
December	Review of the status of execution of work in different districts for which funds have been released out of State-Plan	AR Cell	
	Review of the work of the Kakdwip Administrative Building and SDO Bunglow in South 24-Parganas		
	Review of the work of Circuit House at City Centre, Durgapur in the District of Burdwan		
	Review of Construction of a new Administrative Building within Midnapore Collectorate Compound in the District of Paschim Medinipur.		
	Release of Plan-fund to WTL for various purpose under e-Governance.		

Month	Important works to be done	Cell / Wing	Remarks
	a) Preparation of all proposals of augmentation and re-appropriation with reference to Non-Plan budgetary provisions for the financial year of 2018-2019.	General Cell	
	b) Promotion and posting of WBSS Officers.		
	The Departmental Promotion Committee (DPC) for promotion of IAS officers of the State Cadre to different scales of pay is to be held and promotion orders would be issued accordingly.	IAS Cell	
	Notifying the vacancies for WBCS(Exe.) officers to the PSC, WB for WBCS(Exe.) etc. Examination, 2019.	WBCS Cell	
	Conducting training programmes at ATI/RTCs	Training Cell	This can be finalized once all the proposals of training programmes are received from ATI.
	Training programme for OSDs/Special Officers.		
	Conducting training programme for Registrars.		
	Conducting 20 DoPT sponsored Training Programmes at ATI/RTCs.	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status of Declaration of Assets.	Vigilance Cell	
	Update of leave records of the employees in the Service Book.	Establishment Cell	
	Identification of missing service particulars in the Service Books of WBCS (Exe) and IAS offiers and updation of the Service Books :- Seeking such missing service particulars of 80 WBCS (Exe) officers and 20 IAS Officers and updation of related Service Books on the basis of availability of information	Service Records & Accounts Cell	
	Computerized compilation of all NOC cases.	C C Wing	

Department of Parliamentary Affairs

Month (1)	Targeted/ Proposed Activity (2)
January, 2018	(1) Holding of State level Youth Parliament Competition, 2017-18 for Schools/Colleges. (2) Felicitation of winner schools/colleges and winner students at a State level Function.
February, 2018	(1) Remittance of reward money to champion institutions and students. (2) Documentation of the work of Youth Parliament Competition, 2017-18. (3) Uploading of the result of Division / State Level Competitions in the website of the Department. (4) Special attention to the entitlement related matters of MLAs and Ex-MLAs referred to the Department by West Bengal Legislative Assembly.
March, 2018	(1) Preparation of action plan for the next year work covering 3856 nos. of Schools and 430 nos. of Colleges in the state. (2) Clearing up of accounts related matters at State and district levels. (3) Smooth completion of year ending work. (4) Submission of adjustment of advance drawn from Pay & Accounts Office. (5) Finalization of Scheme and Guidelines for Youth Parliament Competition, 2018-19. (6) Dealing with the files which may be referred from West Bengal Legislative Assembly.
April, 2018	(1) Routine and statutory works of the Deptt. (2) Collection and consolidation of Utilization Certificates and squaring up all accounts matter. (3) Placing demand before Ministry of Parliamentary Affairs, Govt. of India for re-imbursement of the permissible portion of the expenditure for Youth Parliament Competition incurred by State Govt. (4) Preliminary preparation for implementation of Youth Parliament Competition Scheme, 2018-19. (5) Meeting and consultation within and outside the Deptt. for State Level Workshop and Meeting for YPC, 2018-19.
May, 2018	(1) Routine and statutory works of the Deptt. (2) Publication of Annual Report. (3) Moving Finance Department for approval of the Scheme for the year. (4) Persuasion with the District Authorities for pending Utilization Certificates. (5) Printing of books, guidelines, certificates for Youth Parliament Competition Scheme, 2018-19. (6) Notification of State Level Essay Competition, 2018-19. (7) Organizing State Level Meeting and Workshop on Youth Parliament Scheme, 2018-19. (8) Despatch of books, guidelines, certificates to districts. (9) Release of fund for the programme of the year.
June, 2018	(1) Statutory and routine works of the Deptt. relating to West Bengal Legislative Assembly. (2) Despatch of books, guidelines, certificates to districts. (3) Release of fund for the programme of the year. (4) Holding of District Level Workshop on Youth Parliament Scheme for schools
July, 2018	(1) Routine and statutory works of the Deptt. (2) Persuasion with the district authorities for implementation of the programme.

Month (1)	Targeted/ Proposed Activity (2)
	(3) Holding of District Level Workshop on Youth Parliament Scheme for schools. (4) Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at schools and colleges. (5) Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at Block/Municipality/College level.
August, 2018	(1) Persuasion with the district authorities for implementation of the programme. (2) Going on with the work of State level Essay Competition. (3) Routine and statutory works of the Deptt. (4) Holding of District level Competitions for colleges/Schools.
September, 2018	(1) Monitoring of implementation of programme at different levels. (2) Going on with the work of State Level Essay Competition. (3) Collection and compilation of result of District level competitions for Colleges. (4) Holding of District level Competitions for colleges/Schools.
October, 2018	(1) Routine and statutory works of the Deptt. (2) Arranging for examination of the essays to be received in the State Level Essay Competition, 2018-19.
November, 2018	(1) Examination of essays to be received in State Level, Essay Competition. (2) Holding of Division level Youth Parliament Competitions for schools. (3) Holding of Division level Competitions for colleges.
December, 2018	(1) Holding of Division level Youth Parliament Competitions for schools. (2) Holding of Division level Competitions for colleges. (3) Collection and compilation of result of Division level Competitions for Colleges/Schools. (4) Preparation for final stage of Youth Parliament Competition, 2018-19.

Department of Paschimanchal Unnayan Affairs

MONTH	ACTIVITY CALENDAR
JANUARY 2018	• Construction of concrete road at Milan Pally (South), Bankura-I Block, Bankura District • Improvement of Jamtoria to Kuilapal road, Bandwan&Manbazar-II Block, Purulia District • Scheme visit by Departmental Officer
FEBRUARY 2018	• Construction of 5 nos. Anganwadi (ICDS) centre within Pandabeswar Block, Paschim Bardhaman District • Construction of small bridge for longitudinal extension and rehabilitation of BhelaniJore, Chhatna Block, Bankura District • Scheme visit by Departmental Officer
MARCH 2018	• Construction of road from Hazi Md. ShamsulHouse to Khainarutala, Illambazar Block, Birbhum District • Construction of box bridge over Mora Kansai Khal, JL No. 199, Plot No. 1457, 1458, Borokola GP, Keshpal, Kharagpur-I Block, PaschimMedinipur District • Scheme visit by Departmental Officer
APRIL 2018	• Construction of metal road from Kalaikunda 1 No. Check Post towards Salua CRPF Camp, Kharagpur Block, PaschimMedinipur District • Construction of 12 nos. Anganwadi (ICDS) centre within Raniganj Block, PaschimBardhaman District • Scheme visit by Departmental Officer
MAY 2018	• Renovation of existing bituminous road from Panchkuri to Panchra, MidnapurSadar Block, PaschimMedinipur District • Construction of gallery and open stage at Balarampur College Ground, Balarampur G.P., Balarampur Block, Purulia District • Scheme visit by Departmental Officer
JUNE 2018	• Construction of Gonpur NH60 towards Dholkata Village via Bharkata, Jethia, Buritala, Solgoria, Dhenupara (Phase-I), Md. Bazar Block, Birbhum District • Construction of R.C.C. Box Bridge over Pangra River at Tatuara, Jhalda-II Block, Purulia District • Scheme visit by Departmental Officer
JULY 2018	• Construction of Adibasi market stall at Jhamrughutu Bus Stand, Nayagram Block, Jhargram District • Construction of P.C.C. road from Arsharoad to Rugrivillage, Arsha Block, Purulia District • Scheme visit by Departmental Officer
AUGUST 2018	• Construction of bituminous road from Kaliapatharto Maliara (Ch. 7000.00 M to Ch. 11000.00 M), Mejia Block, Bankura District • Construction of P.C.C. road from Shibmandir to NH 60 via Adibasi Para, PiyariGanjmore and Barui Para, Kanksa Block, PaschimBardhaman District • Scheme visit by Departmental Officer
SEPTEMBER 2018	• Renovation and extension of DeuliJore Bridge (Phase-I & Phase-II), Ranibundh Block, Bankura District • Construction of road from Bhabki more to GobindapurKayettala, Rampurhat-I Block, Birbhum District • Scheme visit by Departmental Officer

MONTH	ACTIVITY CALENDAR
OCTOBER 2018	• Construction of high drain from BeldaKeshiary More towards Bramhachari Khal, Belda-II G.P., Narayangarh Block, PaschimMedinipur District • Construction of road from JemariModvati to Basudevpur Road, Salanpur Block, PaschimBardhaman District • Scheme visit by Departmental Officer
NOVEMBER 2018	• Construction of extension of college building within ChittoMahato Memorial College premises, Jargo, Jhalda-I Block, Purulia District • Construction of road from Ananda More to Amloki Gram via Subhas Incline Road, Andal Block, PaschimBardhaman District • Scheme visit by Departmental Officer
DECEMBER 2018	• Construction of bituminous road from Aima (Hemnagar) to ChhotoAngaria Khal, Garhbeta-I Block, PaschimMedinipur District • Construction of bituminous road from BanjoraLaldanga to Maliara, Mejia Block, Bankura District • Scheme visit by Departmental Officer • Conducting Jungal Mahal Utsab

Department of Planning, Statistics and Programme Monitoring
A. Planning, B. Statistics and Programme Implementation

A. Planning

January

- Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP.
- Review Meeting of BEUP.
- Creation of separate Monitoring Division for MPLAD.
- Monitoring of MPLAD Scheme.
- Departmental Inspection for MPLAD.
- Submission of sector-wise performance reports of Jungle Mahal Action Plan (JAP) by five districts viz. PaschimMedinipur, Bankura, Purulia,Birbhum and Jhargram.
- Issuing guideline to all districts for preparation of District Annual Plan for 2018-19.
- Sending quarterly report of Twenty Point Programme for the third quarter (October-December) of 2017-18 to Government of India.
- Reviewing and Monitoring for preparation of District Human Development Report from different districts.

February

- Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP.
- Monitoring of Jungle Mahal Action Plan (JAP) of five districts viz. PaschimMedinipur, Bankura, Purulia, Birbhum and Jhargram.
- Monitoring of MPLAD Scheme.
- Departmental Inspection for MPLAD.
- Introduction of e-office.
- Reviewing and Monitoring for preparation of District Human Development Report from different districts.
- Review of NRDMS progress.

March

- Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
- Collection of performance report of Jungle Mahal Action Plan (JAP) from five districts viz. PaschimMedinipur, Bankura, Purulia,Birbhum and Jhargram.
- Monitoring of MPLAD Scheme.
- Departmental Inspection.
- Monitoring preparation of District Annual Plan for 2018-19 by the districts.
- Monitoring conduct of District Level Development Monitoring Committee meetings by the districts.
- Reviewing and Monitoring for preparation of District Human Development Report from different districts.
- Review of EMM Branch.

April

- Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
- Review Meeting of BEUP.
- Release of Fund of Jungle Mahal Action Plan (JAP) to five districts viz. PaschimMedinipur, Bankura, Purulia,Birbhum and Jhargram.

•	Sending quarterly report of Twenty Point Programme for the fourth quarter (January-March) of 2017-18 to Government of India.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.
•	Review of NRDMS.

May

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Submission of performance report of Jungle Mahal Action Plan (JAP) by five districts viz. Paschim Medinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Imparting training on web portal to personnel concerned.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.

June

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Monitoring of performance of Jungle Mahal Action Plan (JAP) of five districts viz. Paschim Medinipur, Bankura, Purulia,Birbhum and Jhargram.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Review of NRDMS.
•	Monitoring conduct of District Level Development Monitoring Committee meetings by the districts.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.

July

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Review of MPLADS.
•	Third-Party Physical Audit & Quality Checking.
•	Imparting training on web portal to personnel concerned.
•	Monitoring of performance of Jungle Mahal Action Plan (JAP) of five districts viz. Paschim Medinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Sending quarterly report of Twenty Point Programme for the first quarter (April-June) of 2018-19 to GoI.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.

August

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Monitoring of performance of Jungle Mahal Action Plan (JAP) of five districts viz. Paschim Medinipur, Bankura, Purulia, Birbhum and Jhargrame.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.
•	Review of EMM works.

September

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Fund release of Jungle Mahal Action Plan (JAP) for five districts viz. PaschimMedinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Monitoring conduct of District Level Development Monitoring Committee meetings by the districts.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.
•	Review of NRDMS.

October

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Review Meeting of BEUP.
•	Review of MPLADS.
•	Third-Party Physical Audit & Quality Checking.
•	Collection of performance report of Jungle Mahal Action Plan (JAP) from five districts viz. Paschim Medinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Sending quarterly report of Twenty Point Programme for the second quarter (July-Sept) of 2018-19 to GoI.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.

November

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Monitoring of performance of Jungle Mahal Action Plan (JAP) of five districts viz. PaschimMedinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.
•	Review of NRDMS.

December

•	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP.
•	Monitoring of performance of Jungle Mahal Action Plan (JAP) for five districts viz. Paschim Medinipur, Bankura, Purulia, Birbhum and Jhargram.
•	Monitoring of MPLAD Scheme.
•	Third-Party Physical Audit & Quality Checking.
•	Review meeting with District Authorities.
•	Departmental inspection (for next year).
•	Monitoring conduct of District Level Development Monitoring Committee meetings by the districts.
•	Reviewing and Monitoring for preparation of District Human Development Report from different districts.
•	Review of EMM works.

B. Statistics and Programme Implementation

Sl. No.	Activity	January	February	March	April	May	June	July	August	September	October	November	December
1.	Estimation of State Domestic Product (SDP)	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Release of Advance Estimate 2017-18	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17	Compilation for 2017-18 and Revision work for 2015-16 & 2016-17
2.	Estimation of Index of Industrial Production (IIP)	Compilation of Report of November, 2017	Release of Report of November, 2017	Release of Report of December, 2017	Release of Report of January, 2018	Release of Report of February, 2018	Release of Report of March, 2018	Release of Report of April, 2018	Release of Report of May, 2018	Release of Report of June, 2018	Release of Report of July, 2018	Release of Report of August, 2018	Release of Report of September, 2018
3.	Estimation of Index of Consumer Price Index (CPI)	Compilation of Report of November, 2017	Release of Report of November, 2017	Release of Report of December, 2017	Release of Report of January, 2018	Release of Report of February, 2018	Release of Report of March, 2018	Release of Report of April, 2018	Release of Report of May, 2018	Release of Report of June, 2018	Release of Report of July, 2018	Release of Report of August, 2018	Release of Report of September, 2018
4.	Conducting Annual Survey of Industries (ASI)	Collection, Data Entry, Scrutiny & Validation for 2015-16	Collection, Data Entry, Scrutiny & Validation for 2015-16	Collection, Data Entry, Scrutiny & Validation for 2015-16	Data Entry Scrutiny & Validation for 2015-16 and Collection, for 2016-17	Compilation for 2015-16 and Collection for 2016-17	Compilation for 2015-16 & Collection for 2016-17	Compilation for 2015-16 & Collection for 2016-17	Compilation for 2015-16 & Collection for 2016-17	Table Generation for 2015-16 & Collection for 2016-17	Table Generation for 2015-16 & Collection for 2016-17	Preparation of Draft Report for 2015-16 & Collection for 2016-17	Publication of Report for 2015-16 & Collection for 2016-17
5.	Estimation of Production and Yield Rate of 19 Major Insured Crops along with Yield Rate Estimation of Notified Crop under Crop Insurance Programme using web-based application software	Field work of Rabi crops, 2017-18. Compilation of Summer Crops, 2016-17 and compilation of Bhadui, Winter Crops, 2017-18	Submission of Final Production Estimate of Summer Crops, 2016-17. Field work of Rabi Crops, 2017-18 Compilation of Bhadui and Winter Crops, 2017-18. Submission of Yield Rate Estimate of Notified crop of Winter Season 2017-18	Field work of Rabi Crops, 2017-18. Compilation of Bhadui and Winter Crops 2017-18. Release of Agriculture Report, 2015-16 (Draft Release)	Field work of Rabi and Summer Crops, 2017-18. Compilation of Winter Crops 2017-18. Submission of Final Production Estimate of Bhadui Crops, 2017-18 to Agriculture Department.	Field work of Summer Crops, 2017-18. Compilation of Winter and Rabi Crops 2017-18. Submission of Yield Rate Estimate of Notified crop of Rabi Season 2017-18	Field work of Summer Crops, 2017-18. Compilation of Rabi Crops 2017-18. Submission of final Production estimate of Winter Crops. 2017-18 to Agriculture Department.	Compilation of Rabi and Summer Crops 2017-18. Field work of Bhadui Crops. 2018-19	Compilation of Rabi and Summer Crops 2017-18. Field work of Bhadui Crops, 2018-19. Submission of Yeld Rate Estimate of Notified crop of Summer Season 2017-18	Compilation of Summer Crops 2017-18. Submission of Final Production Estimate of Rabi Crops 2017-18 to Agriculture Department. Field work of Bhadui Crops, 2018-19	Compilation of Summer Crops 2017-18. Field work of Bhadui Crops, 2018-19	Compilation of Summer Crops 2017-18 and Bhadui Crops, 2018-19. Field work of Winter Crops, 2018-19	Compilation of Summer Crops 2017-18 and Bhadui Crops, 2018-19. Field work of Winter Crops, 2018-19. Release of Agriculture Report, 2016-17. Submission of Yield Rate Estimate of Notified crop of Bhadui Season 2018-19.

	Activity	January	February	March	April	May	June	July	August	September	October	November	December
6	Farm Activities	Preparation of Estimation Procedure and Field testing of Data Collection Software	Preparation of Estimation Procedure and Field testing of Data Collection Software	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data	Collection & Compilation of data, Draft Report on summer Season	Collection & Compilation of data	Collection & Compilation of data
7	Publication of Economic Review	Preparatory Work for Publication of Economic Review 2017-18	Publication Economic Review 2017-18	—	—	—	—	—	—	—	—	Preparatory Work for Publication of Economic Review 2018-19	Preparatory Work for Publication of Economic Review 2018-19
8	Statistical Abstract	Data Validation & Compilation for 2016	Data Validation & Compilation for 2016	Data Validation & Compilation for 2016	Draft Report Preparation for 2016	Draft Report Preparation for 2016	Publication for 2016	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017
9	Publication of State Statistical Handbook	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data collection for 2017	Data Validation & Compilation for 2017	Data Validation & Compilation for 2017	Data Validation & Compilation for 2017	Data Validation & Compilation for 2017	Draft Report Preparation for 2017	Publication for 2017
10	Publication of District Statistical Handbook	Consistency checking and correction of DSHB, 2016 and Collection & Compilation for 2017	Consistency checking and correction of DSHB, 2016 and Collection & Compilation for 2017	Consistency checking and correction of DSHB, 2016 and Collection & Compilation for 2017	Finalisation of DSHB, 2016 for all districts and collection & compilation for 2017	Collection & compilation for 2017	Collection & compilation for 2017	Collection & compilation for 2017	Collection & compilation for 2017	Collection & compilation for 2017	Consistency checking and necessary correction of DSHB, 2017	Consistency checking and necessary correction of DSHB, 2017	Consistency checking and correction of DSHB, 2016 and Collection & Compilation for 2017
11	Conducting National Sample Survey (NSS) and Pooling of Central and State sample survey data	Field work of 3rd subround of 75th round. Data Entry of 74th Round.	Field work of 3rd subround of 75th round. Data Entry of 74th Round.	Field work of 3rd subround of 75th round. Data Entry of 74th Round.	Field work of 3rd subround of 75th round. Data Entry of 74th Round. Draft Report of Pooling of 69thround data	Field work of 4th subround of 75th round. Validation of 74th round data. Finalisation of report on pooling of 69th round data.	Field work of 4th sub-round of 75th round. Validation of 74th round data.	Field work of 76th round. Validation of 74th round. Table generation of 73rd round data	Field work of 76th round. Validation of 74th round. Table generation of 73rd round data	Field work of 76th round. Validation of 74th round. Table generation of 73rd round data	Field work of 76th round. Validation of 74th round. Preparation of Draft Report of 73rd round data.	Field work of 76th round. Checking of Draft Report on 73rd round data	Field work of 76th round. Finalisation of Report on 73rd round data

Sl. No.	Activity	January	February	March	April	May	June	July	August	September	October	November	December
12	**IT, e-Governance and Data Analytics**												
i)	Application Development for Annual Survey of Industries (ASI)	Application Software Development	Application Software Development	Application Software Development	Application Software Development	UAT of app. software	UAT of app. software	STQC Audit	STQC Audit	STQC Audit	Go-Live of ASI Application Software		
ii)	Application Development for Consumer Price Index (CPI)	Application Software Development	Application Software Development	Application Software Development	Application Software Development	UAT of app. software	UAT of app. software	STQC Audit	STQC Audit	STQC Audit	Go-Live of CPI Application Software		
iii)	Creation of Super User for Agriculture Statistics app	Application Software Development	Application Software Development	Application Software Development	UAT of app. software	UAT of app. software	STQC Audit	STQC Audit	STQC Audit	Go-Live of Super User Application			
iv)	Application development for Fodder Crops	Approval of UAT of app. software	STQC Audit	STQC Audit	Go-Live of Application								
v)	Application development for Survey on Old Age, Widow and Disability Pension	Preparation of Functional requirement Specification (FRS)	Application Software Development	Completion of Application Software Development	UAT of app. software	STQC Audit	STQC Audit	Go-Live of Application Software					
vi)	Application development for District Statistical Handbook	Integration of Sources	Preparation of Functional requirement Specification (FRS)	Approval of Functional requirement Specification (FRS)	Application Software Development	Application Software Development	Application Software Development	Application Software Development	UAT of app. software	UAT of app. software	STQC Audit	STQC Audit	Go-Live of District Statistical Handbook Application
vii)	Application development for State Statistical Handbook	Integration of Sources	Integration of Sources	Preparation of Functional requirement Specification (FRS)	Approval of Functional requirement Specification (FRS)	Application Software Development	Application Software Development	Application Software Development	UAT of app. software	UAT of app. software	STQC Audit	STQC Audit	Go-Live of State Statistical Handbook Application
viii)	West Bengal at a Glance	Compilation of different data sources of BAE&S	Compilation of different data sources BAE&S and others	Drag and Drop menu based first look dashboard with tables and charts	Design of West Bengal at a Glance Dashbord and selection of metrics/ indication	Preparation of West Bengal at a Glance Dashboard	Release of 'West Bengal at a Glance' Dashboard	Preparation of Draft report	Publication of "West Bengal at a Glance' (Hard & Soft)	Analytics on West Bengal at a Glance Dashborad, exploring the Geographical data	Analytics on West Bengal at a Glance Dashborad, exploring the Geographical data	Updation of dashboard, Preparation of Report- West Bengal at a glance on selected topic (hard & Soft)	Updation of dashboard, Preparation of Report- West Bengal at a glance on selected topic (hard & Soft)
ix)	Data Analytics on Socio Economic Survey data	Data Preparation	Data Preparation	Finalization of Objectives	Descriptive Analysis with Visualization	Descriptive Analysis with Visualization	Data Modelling & Forecasting	Data Modelling & Forecasting	Data Insights presentation	Preparation of Draft paper	Preparation of Draft paper	Preparation of Final paper	

	Activity	January	February	March	April	May	June	July	August	September	October	November	December
x)	Data Analytics on Employment Scenario of West Bengal	Data Preparation	Finalization of Objectives	Descriptive Analysis with Visualization	Descriptive Analysis with Visualization	Data Modelling & Forecasting	Data Modelling & Forecasting	Data Insights presentation	Preparation of Draft paper	Preparation of Draft paper	Preparation of Final paper		
xi)	Data Analytics on Education and Health Sector	Data Preparation	Data Preparation	Finalization of Objectives	Descriptive Analysis with Visualization	Descriptive Analysis with Visualization	Data Modelling & Forecasting	Data Modelling & Forecasting	Data Modelling & Forecasting	Data Insights presentation	Preparation of Draft paper	Preparation of Draft paper	Preparation of Final paper
13	Study in respect of Fodder crops	Approval of UAT of app. software	STQC Audit	STQC Audit	Go-Live of Application	Data Entry using web based application	Data Entry using web based application	Data Entry using web based application	Data Entry using web based application	Validation of data	Validation of data	Table Generation	Preparation of Draft Report
14	Survey on Old Age, Widow and Disability Pension	Preparation of Functional requirement Specification (FRS)	Application Software Development	Completion of Application Software Development	UAT of app. software	STQC Audit	STQC Audit	Go-Live of Application software	Data entry	Data entry	Data entry	Table Generation	Preparation of Draft Report
15	Database on Environment and Forestry Statistics	Scrutiny & Validation for 2017	Scrutiny & Validation for 2017	Scrutiny & Validation for 2017	Preparation of Draft Report, 2017	Draft Report Finalisation, 2017	Publication of Report 2017	Collection & Compilation for 2018	Collection & Compilation for 2018	Collection & Compilation for 2018	Collection & Compilation for 2018	Collection & Compilation for 2018	Collection & Compilation for 2018
16	Database on Electricity Production & distribution 2017	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Data collection & Scrutiny of collected data	Preparation of Report	Preparation of Report	Preparation of Report	Finalisation of Report
17	Database on Literacy & Education	Data collection for 2016-17	Table Generation for 2016-17	Table Generation for 2016-17	Table Generation for 2016-17	Table Generation for 2016-17	Scrutiny of Generated tables	Scrutiny of Generated tables	Preparation of Report, 2016-17	Preparation of Report, 2016-17	Finalisation of Report, 2016-17	Data collection for 2017-18	Data collection for 2017-18
18	Capacity Building of employees through Administrative Training Technical Training including Software	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required	Training will be arranged as and when required
19	Review Meetings at Directorate level with the officers of HQ/Districts	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month	At least twice in a month

January		2018
#Utility	Name of work	District
WBSETCL	Coochbehar-Mathabhanga 132 kV D/C line	Cooch behar
	Mohitnagar-Moinaguri & Chalsa- Moinaguri 132 kV D/C line	Jalpaiguri
	Mohitnagar 132/33 kV S/S	Jalpaiguri
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of Array Capacity 10 kWp x 50 nos	All over West Bengal
	Installation of Grid Connected Solar PV Power Plant of capacity 50 kWp at Rajdighi, Jalpaiguri	Jalpaiguri
	Installation of Solar Water Heating System at different hostels/ institutions of cumulative capacity 5000 LPD	All over West Bengal
WBSEDCL	33/11 kV S/S at NEW ERTL (IPDS)	North 24 Parganas
	33/11 kV S/S at Tetultuli (DDUGJY)	Howrah

February		2018
#Utility	Name of work	District
WBSETCL	Moinaguri-Mathabhanga 132 kV D/C line from tapping point to Birpara -Moinaguri line.	Jalpaiguri
	Barasat-Jeerat & Barasat - Kasba 220 kV D/C line	North 24 Parganas
	Barasat 220/132 kV GIS S/S	North 24 Parganas
	Indus 132/33 kV S/S	Bankura
	Islampur 132/33 kV S/S	Uttar Dinajpur
WBPDCL	Opening of the Pachhwara (North) Coal Mine	Pakur, Jharkhand
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ colleges/institutions each of array capacity 10 kWp x 50 nos	All over West Bengal

February		2018
Activity	Name of work	District
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of cumulative array Capacity 200 kWp	All over West Bengal
	Installation of Solar Water Heating System at different hostels/institutions of cumulative capacity 6000 LPD	All over West Bengal
WBSEDCL	33/11 kV S/S at Kalua Brindaban (DDUGJY)	Paschim Midnapore

March		2018
#Utility	Description of the Work	District
WBSETCL	Sagardighi-Gokarna 400 kV D/C line	Murshidabad
	Subhasgram-Sonakhali 132 kV D/C line	South 24 Parganas
	Sonakhali 132/33 KV SS	South 24 Parganas
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/institutions each of Array Capacity 10 kWp×100 nos	All over West Bengal
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of cumulative array capacity 250 kWp	All over West Bengal
	Installation of Solar Water Heating System at different hostels/institutions of cumulative capacity 6000 LPD	All over West Bengal
	Installation of two nos Solar Tree at Bidyut Unnayan Bhavan	Kolkata
WBSEDCL	33/11 kV S/S at Radhanagar (DDUGJY) & Sarisha (DDUGJY)	South 24 Parganas

March		2018
#Utility	Description of the Work	District
	AIS 33/11 kV S/S at New Town AA-IIIE, NewTown, & New Town AA-IIIB, NewTown, (IPDS)	North 24 Parganas
	33/11 kV S/S at Mangalkote (DDUGJY)	Purba Burdwan
	33/11 kV S/S at Patikhali, Haldia (IPDS)	Purba Medinipur
	33/11 kV S/S at Muragacha (DDUGJY)	Nadia

April		2018
#Utility	Description of the Work	District
WBSETCL	Replacement of GW by OPGW in total 3900 km approximately	All over West Bengal
	New Sagardighi-Gokarna-Sagardighi TPS 220 kV & Sagardighi-Gokarna-Raghunathganj 132 kV D/C lines	Murshidabad
	Bhadrapur - Gokarna 132 kV D/C line	Birbhum
	New Sagardighi 220/132/33 kV S/S	Murshidabad
	Bhadrapur 132/33 kV GIS S/S	Birbhum
WBPDCL	Opening of the Barjora (North) Coal Mine	Bankura
	Installation of 10 MW Solar Roof Top at Bakreswar Thermal Power Station, Bandel Thermal Power Station, Kolaghat Thermal Power Station, Santaldih Thermal Power Station & Sagardighi Thermal Power Project WBPDCL	Birbhum Hooghly Purba Medinipur Purulia Murshidabad
WBREDA	Installation of Roo ftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp×100 nos	All over West Bengal

April		2018
#Utility	Description of the Work	District
	Installation of Rooftop Grid Connected Solar PV Power Plantat various Govt of Organization cumulative array capacity 250 kWp	All over West Bengal
	Installation of Solar Water Heating System at different hostels/ Institutions of cumulative capacity 6000 LPD	All over West Bengal
WBSEDCL	33/11 kV S/S at Mogultali, Chinsura (IPDS)	Hooghly
	33/11 kV S/S at Manderpur (DDUGJY)	Burdwan
	33/11 kV S/S at Mandarmani (DDUGJY)	Purba Medinipur

May		2018
#Utility	Description of the Work	District
WBSETCL	Coochbehar - Dinhata 132 kV D/C Line	Coochbehar
	Dinhata 132/ 33 kV S/S	Coochbehar
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp×100 nos	All over West Bengal
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of cumulative array capacity 500 kWp	All over West Bengal
	Installation of Solar Water Heating System at different hostels/ Institutions of cumulative capacity 8100 LPD	All over West Bengal
WBSEDCL	33/11 kV S/S at Hatia (DDUGJY)	Birbhum

June		2018
#Utility	Description of the Work	District
WBSETCL	Panagarh-Durgapur 132 kV D/C line	Paschim Burdwan
	Panagarh 132/33 kV S/S	Paschim Burdwan
WBPDCL	Re-commissioning of Unit #3 of Kolaghat Thermal Power Station	Purba Medinipur
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp × 100 nos	All over West Bengal
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of cumulative array capacity 300 kWp	All over West Bengal
WBSEDCL	33/11 kV S/S at Pundibari (DDUGJY)	Coochbehar
	10 MW Solar PV at Santaldih, Purulia (RIDF -XXI)	Purulia

July		2018
Activity	Name of work	District
WBSETCL	Basirhat-New Town AA III -Barasat 132 kV D/C line	North 24 Parganas
WBPDCL	Installation of 10 MW Ground Mounted Solar Project at Sagardighi Thermal Power Project, WBPDCL	Murshidabad.
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp x 100 nos	All over West Bengal
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of cumulative array capacity 350 kWp	All over West Bengal
WBSEDCL	33/11 kV S/S at Rishi Bankim Ind.Park (IPDS)	North 24 Parganas
	33/11 kV S/S at Nilkantha (DDUGJY)	Burdwan

August		2018
Activity	Name of work	District
WBSETCL	Salt Lake Stadium - Salt Lake AIS & Salt Lake GIS UG 132 kV S/C cable	North 24 Parganas
	Salt Lake Stadium 132/33 kV S/S	North 24 Parganas
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of Array Capacity 10 kWp x 150 nos	All over West Bengal
	Installation of Rooftop Grid Connected Solar PV Power Plant at various Govt Organization of Cumulative Array Capacity 300 kWp	All over West Bengal
WBSEDCL	33/11 kV S/S at Diamond More (DDUGJY)	Burdwan
	33/11 kV S/S at Simoco Bidhannagar (DDUGJY)	South 24, Parganas

September		2018
Activity	Name of work	District
WBSETCL	Subhasgram - Baruipur 220 kV D/C line	South 24 Parganas
	Capacity Augmentation of 31.5 MVA transformer by 50 MVA Transformer at Raiganj, Raghunathganj, Samsi, Mathabhanga & Katwa 132/33 kV S/S	Uttar Dinajpur, Murshidabad, Malda, Coochbehar, Purba Bardhaman
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp x 150nos	All over West Bengal
WBSEDCL	33/11 kV S/S at Gopinathpur (DDUGJY)	Paschim Medinipur
	33/11 kV S/S at AWHO, Chinerpark (IPDS)	North 24 Parganas
	10 MW Patni Solar PV Power Project, Paschim Medinipur	Paschim Medinipur
	Installation of fault passage indicator (FPI) in 20 nos. 33 KV Feeder	All over West Bengal

October		2018
Activity	Name of work	District
WBSETCL	Kharagpur - Jhargram 132 kV D/C line	Paschim Midnapur, Jhargram
WBPDCL	Opening of the Tara (East & West) Coal Mine	Paschim Midnapur
	Opening of Gangaramchak & Gangaramchak-Bhadulia Coal Mine	Birbhum
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp x 50nos	All over West Bengal
WBSEDCL	33/11 kV S/S at Malamba (Mondalgram) (DDUGJY)	Burdwan
	33/11 kV S/S at Bolpur Ind. Park (IPDS)	Birbhum
	33/11 kV S/S at Belgachia Kismat, Japani Gate, Bally (IPDS)	Howrah

November		2018
Activity	Name of work	District
WBSETCL	Rejinagar – Krishnanagar - Gokarna 220 kV D/C line & Rejinagar – Amtala - Bharampur – Debogram 132 kV D/C line	Murshidabad
	Rejinagar 220 /132/33 kV S/S	Murshidabad
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp x 50nos	All over West Bengal
WBSEDCL	33/11 kV S/S at Bally, IPDS	Howrah
	33/11 kV S/S at Ahiron (DDUGJY)	Murshidabad
	33/11 kV S/S at Khargram (DDUGJY)	
	33/11 kV S/S at WILCOX ROAD, Golkunda (IPDS)	Purulia
	GIS mapping of all 33 KV & 11 KV network throught the State.	All over West Bengal
	Installation of fault passage indicator (FPI) in 50 nos. 11 KV Feeder	All over West Bengal

December		2018
Activity	Name of work	District
WBSETCL	Re-conductoring of 60 km D/C & 15 km S/C ACSR conductor by HTLS conductor	Hooghly, Midnapur, Purba North & South 24 Parganas
	Debra-Midnapur-Kharagpur WBIDC 132 kV line	Paschim Midnapur
	Jhalda-Bagmundi 132 kV D/C line	Purulia
	Jhalda 132/33 kV S/S	Purulia
	Debra 132/33 kV S/S	Paschim Midnapur
	Installation of 20 MVAR & 10 MVAR capacitor bank at Arambag, Coochbehar, Asoknagar, Barasat, Bishnupur , New Bishnupur, Kakdwip, Laxmikantapur, Berhampur, Rampurhat, Kalna, Mahachanda, Mankar, Raina & Satgachia S/S	Hooghly, Coochbehar, North 24 Parganas, Bankura, South 24 Parganas, Murshidabad, Purba Bardhaman, Birbhum
	Capacity Augmentation of 31.5 MVA transformer by 50 MVA Transformer at Mahachanda, Amtala, Haldia, New Town I , Sonarpur & Laxmikantapur S/S	Purba Bardhaman, Parganas, Purba Medinipur, South 24 North 24 Parganas, South 24 Parganas
WBREDA	Installation of Rooftop Grid Connected Solar PV Power Plant at various School/ Colleges/ institutions each of array capacity 10 kWp x 50 nos	All over West Bengal
WBSEDCL	33/11 kV S/S at Mogra (DDUGJY)	Hooghly
	33/11 kV S/S at RAJARHAT(Vedic Village) IPDS 33/11 kV S/S at SIDDHA HAPPY VILLA HOUSING COMPLEX, Rajarhat (IPDS)	North 24 Parganas

December		2018
Activity	Name of work	District
	33/11 kV S/S at Moregram (DDUGJY)	Murshidabad
	33/11 kV S/S at Panjipara (DDUGJY)	Uttar Dinajpur
	33/11 kV S/S at Tungidighi (DDUGJY)	
	Energisation work for Char Villages of Bankura, Purulia, Burdwan, Nadia & Malda through Off-grid Solar PV Panel (DDUGJY)	Bankura, Purulia, Burdwan, Nadia & Malda
	Capacitor Bank Installation of 2000 Nos.	All over West Bengal
	10 MW Salboni Solar PV Power Project	Paschim Medinipur

Department of Public Health Engineering

Sl. No.	Event	Jannuary, 2018	February, 2018	March, 2018	April, 2018	May, 2018	June, 2018
1.	Commissioning of Rural Piped Water Supply Scheme / Bottling Plants/ Deposit Works of other Deptts.	10	7	17	8	9	6
	(Population to be benefitted) / (No. of Schemes)	**92,876**	**41,960**	**3.14,465**	**67,743**	**1,14,871**	**77,581**
2.	Sinking of Hand Pump/ Rig Bored Tube Wells **(Nos.)**	210	210	210	190	170	150
3.	Provision of Drinking Water Supply in different Schools / Anganwadis **(Nos.)**	158	190	208	116	95	83
4.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits **(Nos.)**	25,000	25,000	25,000	25,000	25,000	25,000
5.	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)**	307	467	346	85	107	117
6.	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show /Audio-Video Show, Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. **(Population coverage)**	1,18,917	1,24,372	1,28,721	11,978	15,134	34,712
7.	Review Meetings / District Tours by Senior Officers **(Nos.)**						
	a) Additional Chief Secretary, PHE Deptt. **(once in every 3 months)**	1			1		
	b) OSD in the rank of Engineer-in-Chief, PHE Deptt. **(once in a month)**	1	1	1	1	1	1
	c) Chief Engineers, PHE Dte. **(once in a month)**	1	1	1	1	1	1
	d) Superintending Engineers, PHE Dte. **(twice in a month)**	2	2	2	2	2	2

Department of Public Health Engineering

Sl. No.	Event	July, 2018	August, 2018	September, 2018	October, 2018	November, 2018	December, 2018
1.	Commissioning of Rural Piped Water Supply Scheme / Bottling Plants/ Deposit Works of other Deptts. **(Population to be benefitted) / (No. of Schemes)**	6	8	6	9	5	11
		50,958	**91,663**	**42,469**	**1,17,535**	**4,33,551**	**5,47,416**
2.	Sinking of Hand Pump/ Rig Bored Tube Wells **(Nos.)**	120	120	120	130	120	150
3.	Provision of Drinking Water Supply in different Schools / Anganwadis **(Nos.)**	68	102	82	123	105	136
4.	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits **(Nos.)**	25,000	25,000	25,000	25,000	25,000	25,000
5.	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)**	129	112	355	57	292	485
6.	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show /Audio-Video Show, Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. **(Population coverage)**	52,758	64,715	77,864	31,697	74,719	99,631
7.	Review Meetings / District Tours by Senior Officers **(Nos.)**						
	a) Additional Chief Secretary, PHE Deptt. **(once in every 3 months)**	1			1		
	b) OSD in the rank of Engineer-in-Chief, PHE Deptt. **(once in a month)**	1	1	1	1	1	1
	c) Chief Engineers, PHE Dte. **(once in a month)**	1	1	1	1	1	1
	d) Superintending Engineers, PHE Dte. **(twice in a month)**	2	2	2	2	2	2

PUBLIC WORKS DEPARTMENT

Month	Sl. No.	Description of works
January		**Projects scheduled to Commmence**
	1.	Rehabilitation and upgradation to 2 - laning with paved shoulder & strengthening of Coochbehar - Dinhata - Gitaldah Road in the district of Coochbehar (Rs. 126.25 cr.)
	2.	Malda Manikchak Ratua Samsi Road from 1.50 km to 30.00 kmp & 35.00 kmp to 45.30 km, Widening & Strengthening Work in the district of Malda (Rs. 100.83 cr.)
	3.	Sirkabad - Ajodhya - Bagmundi Road from 0.00 kmp to 27.462 km with a link to PPSP upper dam, Youth Hostel at Ajodhya and Hatinada (Link road length 5.90 km), total project - 33.362 mm Widening & Strengthening in the district of Purulia (Rs. 68.80 cr.)
	4.	Medinipur - Keshpur Road (SH-7) from 0.00 kmp to 20.55 km, Widening & Strengthening work in the district of Paschim Medinipur (Rs. 62.93 cr.).
	5.	Goaltore Industrial Hub at Goaltore, Improvement of road connectivity from 17.70 km to 29.909 km in the district of Paschim Medinipur (Rs. 55.21 cr.)
	6.	Durgapur Barrage Road (SH) from 0.00 kmp to 4.70 km, 4-Laning work and from 4.70 km to 5.97 km, construction of paved shoulder and PCBL to Aesby More Road via Sanjib Sarani from 0.00 kmp to 2.418 km, 2-Laning with paved shoulder in the district of Paschim Bardhaman (Rs. 53.31 cr.)
	7.	Berhampore - Kandi - Sultanpur Road from 37.50 km to 50.30 km, Strengthening work in the district of Murshidabad (Rs. 48.59 cr.)
	8.	Construction of ROB & Approach Ramps at Fulbari - Gazoldoba Canal Road in Lieu of unauthorised Level Crossing of Track at KM 4/9-5/0 in the district of Jalpaiguri (Rs. 44.17 cr.)
	9.	Hatigeria - Kultikri - Rohini - Rogra Road from 0.00 kmp to 25.427 km, Widening & Strengthening Work, in the district of Jhargram (Rs. 41.79 cr.)
	10.	Construction of R.O.B. & Approach ramps in replacement of level crossing Gate at no-26A/ E between Nalhati and Rampurhat station under Eastern Railway in the district of Birbhum (Rs. 36.32 cr.)
	11.	Replacement of 5 nos of weak & narrow bridge to standard three lane bridge over different Khari (tributaries) over river Tangon on different km of Gazole Bamongola Road in the district of Malda (Rs. 33.60 cr.)
	12.	Ramganj - Udrail - Daspara Road from 0.00 kmp to 18.20 km, Widening and strengthening work in the district of Uttar Dinajpur (Rs. 33.54 cr.)
	13.	Construction of ROB & Approach Ramps at Nalikul in replacement of L.C. No 14/ SPL/T at 15/12-13 over Baidyabati -Tarakeswar -Champadanga Road in the district of Hooghly (Rs. 33.41 cr.)
	14.	Hakimpur-Swarupnagar Road from 0.00 kmp to 11.20 km and Gobra-Gobindapur-Swarupnagar Road from 0.00 kmp to 11.20 km, Strengthening work in the district of North 24 Parganas (Rs. 27.84 cr.)
	15.	Widening & strengthening of Nabanda - Joykrishnapur Road from 10.00 kmp to 28.60 km in the district of Bankura (Rs. 25.26 cr.)

Month	Sl. No.	Description of works
	16.	Mirzapur-Kaligram-Kusumgram-Nadanghat-Samudragarh Road (SH-8) from 15.00 kmp to 17.00 kmp, 19.00 kmp to 20.00 kmp & 24.00 kmp to 32.00 kmp, Strengthening work in the district of Purba Bardhaman (Rs. 20.87 cr.)
	17.	Mahachanda Road from 0.00 kmp to 10.45 km, Widening & strengthening work in the district Purba Bardhaman (Rs. 20.85 cr.)
	18.	Kuli-Moregram Road from 0.00 kmp to 4.00 Kmp & 10.00 Kmp to 20.00 Kmp, Strengthening work in the district of Murshidabad (Rs. 20.75 cr.)
	19.	Guskara-Ausgram-Choraphari-Jungle Road from 14.00 Kmp to 28.50 Km, Widening & srengthening work in the district of Paschim Bardhaman (Rs. 17.58 cr.)
	20.	Bhatar - Samanti Road from 0.00 kmp. to 9.00 kmp, Strengthening work in the district of Purba Brdhaman (Rs. 16.84 cr.)
	21.	Habra - Ashoknagar Bye Pass Road from 0.00 kmp to 8.36 km, Strengthening works and from 8.36 Km to 11.50 km Widening & strengthening work in the district of North 24 Parganas (Rs. 15.76 cr.)
	22.	Narajole-Daspur Road from 0.00 kmp to 8.00 kmp, Widening & strengthening work in the district of Paschim Medinipur (Rs. 15.22 cr.)
	23.	Construction of High Level Bridge in replacement of existing damaged causeway over Devnadi at 22nd km of Parihati - Jamboni - Fekoghat Road in the district of Jhargram (Rs. 13.58 cr.)
	24.	Kaliachak - Niamatpur Road from 10.00 kmp to 19.00 kmp, Strengthening work in the district of Malda (Rs. 12.85 cr.)
	25.	Improvement of riding quality of Patiram Rotary to Trimohini Road from 0.00 kmp to 13.40 km and from 13.80 km to 19.45 km in the district of Dakshin Dinajpur (Rs. 11.45 cr.)
		Projects scheduled to Complete
	1	Patipukur-Rajarhat Road from 2.25 km to 9.58 km, Widening & strengthening work in the district of North 24 Parganas (Rs. 75.09 cr.).
	2	Rampurhat-Tarapit Road from 0.00 kmp. to 7.00 kmp. with a link Road to Atla from 0.00 kmp. to 2.617 km, Widening, Strengthening and Beautification in the district of Birbhum (Rs. 48.19 cr.)
	3	Beliatore-Sonamukhi-Patrasayer-Rasulpur Road (SH-8) from 20.00 kmp to 44.876 km, Widening & strengthening work in the district of Bankura (Rs. 45.62 cr.)
	4	Saltora-Murulia Road from 0.00 kmp to 12.70 km, Strengthening work in the district of Bankura (Rs. 25.33 cr.)
	5	Ajodhya (Hatinada) to Khamar via Teliyabhasa, Bitapani, Bamnijora & Pititiri from 0.00 kmp to 21 87 km, Improvement by providing concrete pavement in the district of Purulia (Rs. 20.72 cr.).
	6	Strengthening of Bankura-Khatra Road from 11.20 km to 45.00 kmp (except 10.00 kmp to 20.00 kmp, 25.00 kmp to 28.00 kmp, 30.00 kmp to 32.00 kmp)(Total working length 27.80 KM) in the district of Bankura (Rs. 13.40 cr.).
	7	Improvement of riding quality of Chowhatta- Hatia- Sainthia Road from 0.00 kmp. to 18.80 km in the district of Birbhum (Rs. 12.57 cr.)

Month	Sl. No.	Description of works
February		**Projects scheduled to Commmence**
	1	Construction of 3(three) Bridges and approach roads on Nayakhali near Jalda, Mandarmani & Saulat at 5th km, 15th km and 29th km of Saikat Sarani in the district of Purba Medinipur (Rs. 181.56 cr.)
	2	Construction of Bridge over River Ajoy at 22nd km on Panagarh-Illambazar Road (SH-14) adjacent to the existing bridge in the district of Birbhum (Rs. 115.73 cr.)
	3	Memari - Chakdighi - Tarakeswar Road (SH - 15) from 0.00 Kmp to 30.16 Km, Widening & strengthening work in the district of Purba Bardhaman (Rs. 81.66 cr.)
	4	Improvement of Bishnupur - Beliaghata Road from 0.00 to 15.20 km excluding bridges in the district of North 24 Parganas (Rs. 59.55 cr.)
	5	Muragacha-Kalyani Road from 0.00 kmp (Muragacha More in NH-34, chainage 53.15 km) to 2.60 km - 4-lanning and from 2.60 km to 7.59 km (L.C. Gate No. 12-SPL/T-3 near Kalayani Railway Station) Strenthening for proposed connectivity to upcoming AIIMS at Kalyani in the district of Nadia (Rs. 40.90 cr.)
	6	Egra-Ramnagar Road from 0.00 kmp to 10.00 kmp, Widening & strengthening work in the district of Purba Medinipur (Rs. 34.23 cr.)
	7	Lakshmikantapur-Dhola Road from 0.00 kmp. to 9.45 km, Widening and strengthening work in the district of South 24 Parganas Rs. 27.50 cr.).
	8	Nilganj Santoshpur Road from 0.00 kmp to 8.30 km, Widening & strengthening work in the district of North 24 Parganas (Rs. 26.76 cr.)
	9	Dhola - Nischindipur Road from 8.25 km to 23.20 km, Widening and strengthening work in the district of South 24 Parganas (Rs. 25.89 cr.).
	10	Salkia Panutia Road from 0.70 km to 11.30 km providing 8.30 km rigid pavement (in stretches) and widening of 2.30 km existing rigid pavement (in stretches) in the district of Murshidabad (Rs. 24.27 cr.)
	11	Kashipur - Gourangdih - Ghatrangamati Road from 0.00 kmp to 20.45 km, Widening & strengthening work in the district of Purulia (Rs. 21.34 cr.).
	12	Burdwan - Katwa Road from 0.00 kmp to 10.00 Kmp, Widening & strengthening work in the district of Purba Bardhaman (Rs. 23.04 cr.)
	13	Kachua - Bhurkundahat - Gadamarahat Road from 0.00 kmp to 11.93 km, Widening & strengthening work in the district of North 24 Parganas (Rs. 20.51 cr.)
	14	Strengthening of Pirakata - Sijua - Goaltore Road from 0.00 km to 16.157 km in the district of Paschim Medinipur (Rs. 19.22 cr.).
	15	Makrampur - Temathani Road from 0.00 Kmp to 20.50 Km Strengthening work in the district of Paschim Medinipur (Rs. 16.90 cr.)
	16	Kanchanpur - Udaipur - Sindupur - Pathargora (Santaldih) Road from 0.00 kmp to 15.25 km, Widening & strengthening work in the district of Purulia (Rs. 15.13 cr.)
	17	Strengthening of Dhadika to Kalyanchawk Road from 0.00 km to 20.00 km in the district of Paschim Medinipur (Rs. 14.47 cr.).
	18	Widening and Strengthening of Baidyabati-Tarakeswar-Champadanga Road from 0.00 kmp to 1.20 km and surfacing works from the chainage 1.20 km to 10.00 kmp (S.H-2) in the district of Hooghly (Rs. 13.39 cr.)

Month	Sl. No.	Description of works
	19	Monteswar - Denur - Pursuri Road from 0.00 kmp to 8.290 kmp, Widening & strengthening work in the district of Purba Bardhaman (Rs. 11.17 cr.).
	20	Memari-Jaugram Road from 0.00 kmp to 10.50 km, Strengthening work in the district of Purba Bardhaman (Rs. 10.99 cr.)
	21	Kotwali Ferryghat to Pukuria Ferryghat Road from 6.00 kmp to 13.80 Km, Widening & strengthening work in the district of Malda (Rs. 10.61 cr.)
		Projects scheduled to Complete
	1	Upgrading to 2-lane with paved shoulders configuration and strengthening of existing carriageway from km. 281 to km. 317 except E.C.L.by-pass from ch. km. 296.30 to km. 302.60 & km. 306.45 to km. 307.60 of NH-60 in the district of Burdwan & Birbhum (Rs. 103.45 cr.)
	2	Strengthening and Improvement of Nalhati - Rajgram Road from km. 15.000 to km. 31.000 of existing carriageway in the district of Birbhum (Rs. 56.52 cr.).
	3	Gopiballavpur - Nayagram Road from 15.00 kmp to 30.00 kmp, Widening & strengthening work in the district of Jhargram (Rs. 21.03 cr.)
	4	Sodepur-Khusiganj Road from0.00 kmp to 11.850 km, Widening & Strengthening work in the district of Hooghly (Rs. 13.51 cr.).
	5	Manbazar-Puncha Road from 0.00 kmp to 8.00 kmp, Widening and strengthening work in the District of Purulia (Rs. 10.48 cr.)
March		**Projects scheduled to Commmence**
	1	Widening & strengthening of Dalgaon - Lankapara Road from 0.00 kmp to 0.40 km & from 1.50 km to 18.10 km in the district of Alipurduar (Rs. 136.05 cr.)
	2	Gajoldoba Hub Bridge (Single span steel Bridge) over Teesta Main Left Canal (TMLC) including approaches and widening & strengthening of Road from Sahudangi to NH – 31 via Paramunda More, Gajoldoba Bazar and Kranti out post from 0.25 km to 40.05 km except from 4.70 km to 20.80 km of Gajoldoba Tourism Hub Project (Bhorer Alo) in the district of Jalpaiguri (Rs. 88.78 cr.).
	3	Construction of ROB at Memari in lieu of L.C. Gate No. 33 of Bandel - Bardhaman section under Eastern Railway on G.T. Road (Old NH - 2) in the district of Purba Bardhaman (Rs. 62.61 cr.)
	4	Construction of ROB at Simlagarh on G.T. Road in place of L.C. Gate No. 19 under Eastern Railway in the district of Hooghly. (Rs. 56.95 cr.)
	5	Construction of Nabanna Annexe Building in the district of Howrah (Rs. 52.00 cr.)
	6	Construction of ROB at Jougram - Masagram (MCT Road) in lieu of L.C. Gate No. 59 under Eastern Railway in the district of Purba Bardhaman (Rs. 50.78 cr.)
	7	Kharar - Hazipur Road from 0.00 kmp to 16.298 km, excluding 4.00 kmp to 6.00 kmp, Widening & strengthening work in the district of Paschim Medinipur (Rs. 34.36 cr.).
	8	Widening & strengthening of Kolkata Basanti Road (SH-3A) from 60.00 kmp to 72.40 km in the district of South 24 Parganas (Rs. 31.90 cr.)
	9	Construction of Nabanna Guest House in the district of Howrah (Rs. 10.00 cr.)

Month	Sl. No.	Description of works
		Projects scheduled to Complete
	1	Rehabilitation and improvement to 2 - lane with paved shoulder of Bankura- Purulia section from 0.00 kmp to 84.00 km of NH -60A (Rs. 340.34 cr.).
	2	Guptamini - Sankrail - Kultikri Road from 9.00 kmp to 21.00 kmp, Widening and strengthening work in the district of Paschim Medinipur (Rs. 20.79 cr.)
	3	Strengthening of Kashinagar-Roypur Ferryghat Road from 0.00 kmp to 13.00 kmp in the district of South 24 Parganas (Rs. 14.86 cr.).
	4	Mallarpur Majhipara Bolpur Road (SH) from 18.00 kmp to 31.30 km, Strengthening work in the district of Birbhum (Rs. 14.09 cr.)
	5	Strengthening of Bankura -Taldangra-Simlapal Road from 11.00 kmp to 40.00 kmp except 15.00 kmp to 17.00 kmp in the district of Bankura (Rs. 12.20 cr.)
	6	Mogra - Keotsa Road from 0.00 kmp to 8.35 km, Strengthening work in the district of North 24 Parganas (Rs. 11.32 cr.)
	7	4 Nos BAITARINI for Electrical Crematorium with double Furnace Facility
April		**Projects scheduled to Commmence**
	1	Barasat Bye Pass (Beliaghata - Prithiba - Khosdelpur Road from 0.00 kmp to 13.90 km), Widening & strengthening work in the district of North 24 Parganas (RS. 60.52 cr.).
	2	Strengthening of Dum Dum - Lawhati Road from 0.00 kmp to 12.00 kmp in the district of North 24 Parganas (Rs. 46.59 cr.)
	3	Nimania-Kaikhali Road from 0.00 kmp to 12.53 km, Widening & strengthening work in the district of South 24 Parganas (Rs. 34.25 cr.).
	4	Habra Ukhra Road from 0.00 kmp to 11.330 km, Widening & strengthening work in the district of North 24-Parganas & Nadia (Rs. 32.47 cr.)
	5	Rajgram - Mohanpur Road from 0.00 to 6.00 km, Strengthening work and from 6.00 to 13.00 km, widening & strengthening work in the district of Birbhum (Rs. 18.46 cr.).
	6	Haroa Auto Stand to Natunhat Road from 0.00 kmp to 9.50 kmp, Widening & strengthening work in the district North 24 Parganas (Rs. 14.68 cr.).
	7	Kantagoria -Panchgram Road from 0.00 to 10.000 km, Strengthening work in the district of Birbhum (RS. 13.32 cr.).
	8	Raghunathpur to Kantaberia Road via Molandighi from 0.00 kmp to 10.80 km, Strengthening work in the district of Paschim Bardhaman (Rs. 13.21 cr.).
		Projects scheduled to Complete
	1	Construction of a Bridge over river Atrayee on Pugliganj-Khaspur Route in the district of Dakshin Dinajpur (Rs. 24.57 cr.).
	2	Construction of vented causeway at 27th km (1st Causeway - Mansatala) of Chandrakona-Ghatal Road (SH-4) in the district of Paschim Medinipur (Rs. 21.37 cr.)
	3	Strengthening of Usthi Serakole Road from 0.00 kmp to 8.20 km in the district of South 24 Parganas (Rs. 14.05 cr.).
	4	5 Nos BAITARINI for Electrical Crematorium with double Furnace Facility.

Month	Sl. No.	Description of works
May		**Projects scheduled to Commmence**
	1	Widening and strengthening of existing road corridor connecting Mogra on SH-13 in Hooghly district with Barajaguli on NH-34 in Nadia district via Triveni, Boropara, Kalyani and Kapa to 4/6 lane divided carriageway including Grade-separated corridor, ROB at Bansberia and six-lane Extra-dosed Cable-stayed Bridge over river Hooghly beside Iswar Gupta Setu at Kalyani (Approximate Length :21 Km) [PACKAGE-III] (Rs. 1700.00 cr.)
	2	Widening and strengthening of Barrackpore-Kalyani Expressway from Belgharia Expressway Junction (Ch. 0.00 km) to Kampa crossing (Ch. 35.34 km) to four lane on Hybrid Annuity model in the district of North 24 Parganas (Rs. 1550.00 cr.).
	3	Widening & strengthening of P.K. College to Depal Road from 0.00 kmp to 21.00 kmp and from 21.00 km to 24.20 km in the district of Purba Medinipur (Rs. 40.00 cr.).
	4	Bandwan - Asanpani Road from 0.00 kmp to 16.00 kmp, Widening & strengthening work in the district of Purulia (Rs. 36.74 cr.).
	5	Keshpur - Narajole Road from 0.00 kmp to 17.68 km, Strengthening work in the district of Paschim Medinipur (RS. 31.40 cr.).
	6	Suri - Amjora Road from 0.00 kmp to 11.00 kmp, Widening & strengthening work & from 11.00 kmp to 21.60 km, Strengthening work in the district of Birbhum (Rs. 30.04 cr.).
	7	Strengthening of Julpia to Chakdah Road from 0.00 kmp to 12.895 km in the district of South 24 Parganas (Rs. 16.42 cr.).
	8	Strengthening of Marishda to Suniaghat Road from 0.00 kmp to 14.245 km in the district of Purba Medinipur (Rs. 12.00 cr.).
	9	4 - Lanning of Sodepur Madhyamgram Road from 1.10 km to 8.03 km in the district of North 24 Parganas (Rs.51.89 cr.).
	10	Widening and strengthening of Kharagpur By Pass Road from 1.050 km to 3.20 km (part - A) and strengthening from 6.00 kmp to 18.00 kmp (part - B) in the district of Paschim Medinipur (Rs. 31.85 cr.).
		Projects scheduled to Complete
	1	Upgrading to 2-lane with paved shoulders configuration and strengthening from km. 232 to km. 260 & km. 266 to km. 271 including re-construction of two major bridges at km. 213.050 & km. 219.250 of NH-60 in the district of Bankura (Rs. 149.55 cr.).
	2	Ahmedpur-Kirnahar-Ramjibanpur Road (SH) from 0.00 kmp to 29.106 km, Widening and strengthening work of existing 5.50 m carriageway to standard two lane carriageway in the district of Birbhum (Rs. 77.77 cr.).
	3	Ramjibanpur- Ketugram- Katwa Road on SH-6 (Futisanko to Jajigram) from 76.00 kmp to 102.00 kmp, Widening & strengthening work in the district of Purba Bardhaman (Rs. 72.78 cr.).
	4	Diamond Harbour Road from Taratala to Joka on Eastern Flank from 7.00 kmp to 14.50 km, Strengthening work in the district of South 24 Parganas (Rs. 66.32 cr.).
	5	Lawhati-Haroa Road from 0.00 kmp to 18.00 kmp, Widening & strengthening work in the district of North 24 Parganas (Rs. 50.46 cr.)
	6	Bolpur - Palitpur Road from 12.70 km to 25.70 km, Widening & strengthening work in the district of Birbhum (Rs. 46.50 cr.)
	7	Jhalda - Bagmundi Road (SH - 4) from 9.00 kmp to 18.00 kmp and from 29.00 kmp to 37.00 kmp, Widening & strengthening work in the district of Purulia (Rs. 29.86 cr.).

Month	Sl. No.	Description of works
	8	G.T. Road (SH-13) from 597.335 km to 605.50 km and from 610.00 kmp to 611.60 km, Widening and strengthening work in the district of Hooghly (Rs. 28.49 cr.)
	9	Kalaberia - Pirakata - Dhansole - Lalgarh Road from 25.00 kmp to 35.00 kmp with a link of Lalgarh Bridge of length 1.05 km, Widening & strengthening work in the district of Paschim Midnapur (Rs. 21.54 cr.)
	10	Habra Ashoknagar Bye Pass Road from 0.00 kmp to 8.36 km, Strengthening works and from 8.36 Km to 11.50 km Widening & strengthening works in the district of North 24 Parganas (Rs. 15.76 cr.)
	11	Strengthening of Raina- Jamalpur Road from 0.00 kmp to 9.50 km in the district of Purba Bardhaman (Rs. 14.46 cr.)
	12	Chandrakona Goaltore Sarenga Simlighat Road (SH), from 31.80 km to 36.60 km, Widening and strengthening work in the district of Bankura (Rs. 14.05 cr.)
	13	Taldangra-Panchmura-Chowbeta Road from 0.00 kmp to 10.00 kmp, Widening & strengthening work in the district of Bankura (Rs. 13.01 cr.)
	14	Construction of Toll plaza at Kalachara over Chanditala - Champadanga Road in the district of Hooghly (RS. 11.25 cr.)
	15	5 Nos BAITARINI for Electrical Crematorium with double Furnace Facility
	16	Permanent Helipad (FATO & TLFO) at Ramputhat in the district of Birbhum (Rs. 0.90cr.)
June		**Projects scheduled to Complete**
	1	Construction of PSC Girder Bridge over river Hinglow and Sal at km 309.80 and km 314.330 of NH-60 (Rs. 47.8175 cr.).
	2	Saltora-Mejia Road from 0.00 kmp to 19.17 km, Widening & strengthening work in the district of Bankura (Rs. 42.67 cr.)
	3	Improvement of riding quality of Patiram Rotary to Trimohini Road from 0.00 kmp to 13.40 km and from 13.80 km to 19.45 km in the district of Dakshin Dinajpur (Rs. 11.45 cr.)
	4	5 Nos BAITARINI for Electrical Crematorium with double Furnace Facility
July		**Projects scheduled to Complete**
	1	Construction of Meeting Hall (250 to 300 capacity) at Balurghat Collectorate Compound in the district of Dakshin Dinajpur (Rs. 7.52 cr.)
		1 Nos. BAITARINI for Electrical Crematorium with double Furnace Facility
November		**Projects scheduled to Commmence**
	1	Sitalkuchi - Gosanimari Road from 0.00 kmp to 16.55 km and Adabarighat - Sitai Road from 0.00 kmp to 8.23 km, Widening & strengthening work from intermediate lane to standard two-lane carriageway in the district of Coochbehar (Rs. 70.51 cr.).
	2	Strengthening of Kusumgram — Samaspur Road from 0.00 kmp to 12.00 kmp in the district of Purba Bardhaman (Rs. 14.41 cr.).
	3	Dharsa - Belpahari Road from 3.00 kmp to 16.30 km, Widening & strengthening work in the district of Jhargram (32.94 cr.).
	4	Coochbehar-Baneswar-Alipurduar Road (SH-16) from 0.00 kmp to 9.00 kmp (Excluding ROB under construction at ch. 1.80 km to 2.90 km), Widening & strengthening from intermediate Lane to 2-Lane with paved Shoulder in the district of CoochBehar (Rs. 31.72 cr.).

Month	Sl. No.	Description of works
	5	Chanda - Domohani Road (FR-14) from 0.00 kmp to 11.50 km, Widening & strengthening work in the district of Paschim Bardhaman (Rs. 22.05 cr.).
	6	Ranirhati - Kamat - Changrabandha Road from 0.00 kmp to 5.76 km, Widening & strengthening work from Intermediate Lane to Standard 2-Lane Carriageway in the district of Coochbehar (RS. 19.26 cr.).
	7	Bahina More to Birbhum Border Road from 0.00 kmp to 15.35 km, Widening & strengthening work in the district of Birbhum (Rs. 19.45 cr.).
	8	Construction of Bridge over river Ajoy near Shibpur at 19th Km of Muchipara-Shibpur Road in the district of Paschim Bardhaman and connecting Joydev-Kenduli-Khagra Road at 1st km in the district of Birbhum (Rs.121.30 cr.).
	9	Lodhasuli-Dahijuri-Kuparnad Road from 21.00 kmp to 27.00 kmp, Widening and from 27.00 kmp to 37.00 kmp, Widening & strengthening in the district of Jhargram (Rs. 34.21 cr.).
	10	Widening & strengthening of Bishnupur-Kotulpur Road (SH-2) (erstwhile Bishnupur-Kotulpur – Arambagh Road) from 0.00 kmp (Kumari Taki Cinema) to 18.00 kmp (Rajagram Girl's High School) in the district of Bankura (Rs. 53.17 cr.).
	11	New Circuit House at Salt Lake (Rs. 38.00 cr.)
		Projects scheduled to Complete
	1	Improvement of Asian Highways-02 from Kankrarvita / Panitanki to Phulbari (Rs. 708.72 cr.).
	2	Rehabilitatioin & upgradation of Pundibari - Baxirhat (WB/Assam Border) section stretches from km. 770.00 to km. 816.00 of NH-31 in the state of West Bengal to two lane with paved shoulders (Rs. 398.52 cr.).
	3	Construction of Major Bridge on river Fulahar at Nakkatti point for connecting Mahanadatola and Belamari with main land of Malda district in West Bengal as well as Katihar district H.Q. of Bihar under NH-131A. (Rs. 289.69 cr.).
	4	Construction of High Level River Bridge over River Hatania - Doania at 113.297 km of NH-117 (Rs. 225.93 cr.).
	5	Upgradation of NH-31C from chainage 182 km (Hasimara) to 228 km (Salsalabari) to two lane with paved shoulder configuration in the district of Alipurduar (Rs. 176.00 cr.).
	6	Basirhat-Pifa-Raghabpur-Murarisha-Kalinagar Road from 11.00 kmp to 27.00 kmp, Strengthening work in the district of North 24 Parganas (Rs. 38.95 cr.)
	7	Belda - Keshiari Road (SH - 5) from 0.00 kmp to 12.276 km, Widening & strengthening work in the district of Paschim Medinipur (Rs. 28.12 cr.)
	8	Widening & strengthening of Nabanda - Joykrishnapur Road from 10.00 kmp to 28.60 km in the district of Bankura (Rs. 25.26 cr.)
	9	Dahijuri - Lalgarh Road from 0.00 kmp to 11.35 km, Widening & strengthening work in the district of Jhargram (Rs. 24.22 cr.)
	10	Bhatar - Samanti Road from 0.00 Kmp to 9.00 Kmp, Strengthening work in the district of Purba Bardhaman (Rs. 16.84 cr.)
	11	Rehabilitation of Landslide location along with Slope protection and Drainage Improvement of Sevok on NH-31 (km 597.200 to km 597.410) in the district of Darjeeling (Rs. 16.80 cr.).
	12	Construction of Malda Airport in the district of Malda (Rs. 16.80 cr.)

Month	Sl. No.	Description of works
	13	Damda - Chakoltore - Daradi - Kenda - Manbazar Road (SH - 5) from 0.00 kmp to 12.00 kmp, Widening & strengthening work in the district of Purulia (Rs. 14.74 cr.)
	14	Kharikamathani - Dhumsai Road from 10.00 kmp to 20.00 kmp, Widening & strengthening work in the district of Jhargram (Rs. 13.63 cr.)
	15	Widening & strengthening of existing carriageway of Sankarpur- Nibujibazar Road from 11.42 km to 20.42 km in the district of Purba Bardhaman (Rs. 12.92 cr.)
	16	Strengthening of Khagra- Joydev Road from 0.00 kmp to 8.00 kmp in the district of Birbhum (Rs. 12.01 cr.)
	17	Egra-Bajkul Road from 0.00 kmp to 8.00 kmp, Widening & strengthening work in the district of Purba Medinipur (Rs. 11.22 cr.)
	18	Memari-Jaugram Road from 0.00 kmp to 10.50 km, Strengthening work in the district of Purba Bardhaman (Rs. 10.99 cr.)
December		**Projects scheduled to Commmence**
	1	Construction of new flexible pavement of Kunjapur-Talpatti (Pherirghat) Road from 0.00 kmp to 7.25 km in the district of Purba Medinipur (Rs. 18.33 cr.).
	2	Sainthia - Sultanpur Road (SH - 11) from 1.00 kmp to 19.00 kmp, Improvement and strengthening work in the district of Birbhum (Rs. 95.95 cr.).
		Projects scheduled to Complete
	1	Widening, strengthening and beautification of G.T.Road (Four Lane) from Nawabhat to Ullash More (Phase-I), Chainage : 556.00 kmp to 559.60 km and Chainage : 562.00 kmp to 566.00 kmp in the district of Purba Bardhaman (Rs. 97.61 cr.)
	2	Bridge over river Katakhali at Hasnabad for linking Taki Road with Hasnabad-Hingalgunj Road in the district of North 24 Parganas (Rs. 81.30 cr.).
	3	Simlapal - Khatra Road (SH) from 0.00 kmp to 26.24 km, from single lane carriageway to 2-lane carriageway, Widening & strengthening work in the district of Bankura (Rs. 57.43 cr.)
	4	Raghunathpur - Chandankiary - Chass Road from 0.00 kmp to 28.30 km, Widening & strengthening work in the district of Purulia (Rs. 44.97 cr.),
	5	Rampurhat-Tarapit Road from 0.00 kmp to 7.00 kmp with a link to Atla from 0.00 kmp to 2.617 km, Widening, strengthening & beautification in the district of Birbhum. (Balance work for the portion from 5.00 Kmp to 7.00 Kmp) (Rs. 44.69 cr.)
	6	Rehabilitation of land slide location along with slope protection and drainage improvement at Paglajhora on NH-55 (km. 43.500 to km. 43.950) in Phase-I in the district of Darjeeling (Rs. 44.66 cr.).
	7	Construction of 5 nos. of Minor Bridges at km. 132.6, km. 144.89, km. 146.709, km. 165.556 & km. 174.25 of NH-60 in the state of West Bengal (Rs. 43.82 cr.).
	8	Strengthening of road stretches along with provision for retaining walls, Breast walls & hill side drains from 0.00 km. to 4.400 km. & from 14.00 km. to 28.00 km. of NH-10 in the district of Darjeeling (Rs. 40.13 cr.).
	9	Construction of Mejia ROB and its approaches in lieu of level crossing No. DVC/17/SPL at km 258.60 of NH - 60 in the district of Bankura (Rs. 38.33 crore).
	10	Hatgobindapur-Purbabalisha Road from 0.00 kmp to 15.36 km, Strengthening and Up-gradation work in the district of Purba Bardhaman (Rs. 37.22 cr.)

Month	Sl. No.	Description of works
	11	Sagar Island Improvement Scheme, in connection with Gangasagar Mela in the district of South 24 Parganas (Rs. 35.69 cr.)
	12	Raghunathpur - Santuri Road (SH - 8) from 0.00 kmp to 23.40 km, Widening & strengthening work in the district of Purulia (Rs. 34.44 cr.)
	13	Bridge over River Damodar at Bokpotaghat in lieu of existing damaged single lane bridge on Udaynarayaypur - Bokpotaghat -Ichhanagari Road in the district of Howrah & Hooghly (Rs. 31.89 cr.)
	14	Hakimpur-Swarupnagar Road from 0.00 kmp to 11.20 km and Gobra-Gobindapur-Swarupnagar Road from 0.00 kmp to 11.20 km, Strengthening work in the district of North 24 Parganas (Rs. 27.84 cr.)
	15	Widening & strengthening of Panisala - Balarampur Road from 0.00 kmp to 12.31 km in the district of Cooch Behar (Rs. 25.05 cr.)
	16	Parihati - Jamboni - Fekoghat Road from 6.00 kmp to 18.00 kmp, Widening & strengthening work in the district of Jhargram (Rs. 24.49 cr.).
	17	Salkia - Panutia Road from 0.70 km to 11.30 km, providing 8.30 km rigid pavement (in stretches) of 7.00 m wide and widening of 2.30 Km existing rigid pavement (in stretches) upto 7.00 m wide in the district of Murshidabad (Rs. 24.27 cr.)
	18	Mirzapur-Kaligram-Kusumgram-Nadanghat-Samudragarh Road (SH-8) from 15.00 kmp to 17.00 kmp,19.00 kmp to 20.00 kmp & from 24.00 kmp to 32.00 kmp, Strengthening work in the district of Purba Bardhaman (Rs. 20.87 cr.)
	19	Mahachanda Road from 0.00 kmp to 10.45 km, Widening & strengthening work in the district of Purba Bardhaman (Rs. 20.85 cr.)
	20	Kuli-Moregram Road from 0.00 kmp to 4.00 kmp & from 10.00 kmp to 20.00 kmp, Strengthening work in the district of Murshidabad (Rs. 20.75 cr.)
	21	Strengthening of Pirakata - Sijua - Goaltore Road from 0.00 kmp to 16.157 km in the district of Paschim Medinipur (Rs. 19.22 cr.).
	22	Widening & Strengthening of Chhatni - Kumirpara Road from 0.00 kmp to 17.70 km in the district of Purba Bardhaman (Rs. 18.66 cr.)
	23	Guskara-Ausgram-Choraphari-Jungle Road from 14.00 kmp to 28.50 kmp, Widening & strengthening work in the district of Paschim Bardhaman (Rs. 17.58 cr.)
	24	Makrampur - Temathani Road from 0.00 kmp to 20.50 km, Strengthening work in the district of Paschim Medinipur (Rs. 16.90 cr.)
	25	Narajole-Daspur Road from 0.00 kmp to 8.00 kmp, Widening & strengthening work in the district of Paschim Medinipur (Rs. 15.22 cr.)
	26	Strengthening of Dhadika to Kalyanchawk Road from 0.00 kmp to 20.00 kmp in the district of Paschim Medinipur (Rs. 14.47 cr.).
	27	Widening and Strengthening of Baidyabati-Tarakeswar-Champadanga Road from 0.00 kmp to 1.20 km and surfacing works from 1.20 km to 10.00 kmp (SH-2) in the district of Hooghly (Rs. 13.39 cr.)
	28	Monteswar - Denur - Pursuri Road from 0.00 kmp to 8.290 kmp, Widening & strengthening work in the district of Purba Bardhaman (Rs. 11.17 cr.).
	29	Construction of Buri Teesta & Rangapani Bridge in the district of Coochbehar (Rs. 9.18 cr.)

Department of School Education

January	February	March
• Start of classes for academic session 2018 on 2nd.	• More than 115 lakh students will be covered in MDM.	• Up-gradation of 30 Schools.
• Observance of Book Day-on 2nd.	• Training of officers/staff for e-office.	• More than 115 lakh students will be covered in MDM.
• Distribution of free Text Book -pre-Primary to Class XII students.	• Library grant to 15 schools.	• Management of e-office.
• Introduction of e-office.	• Laboratory grant to 5 schools.	• Construction of 30 Kitchen sheds.
• More than 115 lakh students will be covered in MDM.	• Supply of school uniforms to students.	• Library grant to 5 schools.
• Library grant to 20 schools.	• Supply of School bags to students.	• Laboratory grant to 5 schools.
• Laboratory grant to 10 schools.	• Conduct of Madhyamik Exam.	• Supply of school uniforms to students.
• Supply of school uniforms to students.	• Preparatory works for H.S Exam.	• Conduct of H.S Exam.
• Preparatory works for Madhyamik Exam.	• Monitor construction under BRGF.	• Construction of 250 ACRs.
• Assessment for printing of Text Books.	• Training of SI/AI/DI/ADI at ATI.	• 120 additional toilets to schools.
• Monitor construction under BRGF.	• D.El.Ed training of Pry/Para teachers.	• Construction of 60 new schools.
• Preparation of Budget Speech for 2018-19.	• Printing of Budget Speech.	• Training of SI/AI/DI/ADI at ATI.
• Training of SI/AI/DI/ADI at ATI.	• Court cases hearings.	• D.El.Ed training of Pry/Para teachers.
• D.El.Ed training.	• Weekly review meetings at state level.	• Disposal of Court cases/hearings.
• Court cases hearings.	• Monitoring of SSA/MDM/D.El Ed/RMSA.	• Weekly review meetings at state level.
• Weekly review meetings at secretariat.		• Monitoring of SSA/MDM/DI.Ed/RMSA.
• Supply of school bags to students.		• Printing of Budget Speech.
• Monitoring of SSA/MDM/RMSA.		

April	May	June
• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Monitor Construction under BRGF. • Training of SI/AI/DI/ADI at ATI. • D.El.Ed training of Pry/Para teachers to continue • Management of e-office. • Printing of Text Books. • Court cases hearings. • Aids and appliances to CWSN students. • Monitoring of SSA/MDM/D.El.Ed/RMSA programmes. • Arrangement for sanction of Swami Vivekananda scholarship. • ACRs to be monitored. • Translation of text books. • Review of Audit paras. • 'Nirmal Vidyalaya Abhiyan' in schools.	• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Monitor Construction under BRGF. • Training of SI/AI/DI/ADI at ATI. • D.El.Ed training of Pry/Para teachers to continue. • Management of e-office. • Printing of Text Books. • Process of evaluation of performance of students • Court cases hearings. • 'Nirmal Vidyalaya Abhiyan' in schools. • Weekly review meetings at state level . • Monitoring of SSA/MDM/DI.Ed/RMSA programmes. • Declaration of Result of Madhyamik. • Declaration of Result of Higher Secondary Examination. • ACRs to be monitored. • Translation of text books. • Review of Audit paras. • 'Nirmal Vidyalaya Abhiyan' in schools.	• Up-gradation of 30 Schools. • ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Construction of 30 Kitchen sheds. • Printing of Text Books. • Construction of 185 Addl. Class Rooms. • 60 additional toilets to schools. • Construction of 30 New schools. • Holding of 40 assessment camps for CWSN. • Transport allowance to 11000 CWSN. • Escort allowance to 10500 CWSN. • Management of e-office. • Disposal of Court cases/ hearings/ appeals. • Training of SI/AI/DI/ADI at ATI. • D.El.Ed training of Pry/Para teachers to continue. • 'Nirmal Vidyalaya Abhiyan' to continue. • Weekly review meetings at state level. • Felicitation of meritorious students (Class-X & XII). • Aids and appliances to 1600 CWSN. • Monitoring of SSA/MDM/DI.Ed/RMSA programs.

July	August	September
• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Library grant to 10 schools. • Laboratory grant to 10 schools. • Printing of Text Books. • Monitor construction under BRGF. • Court cases hearings. • Training of SI/AI/DI/ADI at ATI. • D.EL.Ed training of Pry/Para teachers Management of e-office. • Weekly review meetings at state level. • Monitoring of SSA/MDM/DI.Ed/RMSA programmes. • Translation of Text books. • ACRs to be monitored. • Audit for SSA/RMSA. • Annual Report of SSA/RMSA. • 'Nirmal Vidyalaya Abhiyan' in schools.	• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Library grant to 10 schools. • Laboratory grant to 10 schools. • Printing of Text Books. • Training of SI/AI/DI/ADI at ATI. • D.EL.Ed training of Pry/Para teachers Management of e-office. • Court cases hearings. • Weekly review meetings at state level. • Monitoring of SSA/MDM/DI.Ed/RMSA. • Translation of Text books. • ACRs to be monitored. • Audit Report for SSA/RMSA. • Review of Audit paras. • INSPIRE Awards exhibition. • Kala Utsav. • 'Nirmal Vidyalaya Abhiyan' in schools. • Preparation of list of Shikhsa Ratna Awardees.	• Up-gradation of 30 Schools. • ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Construction of 30 Kitchen sheds. • Library grant to 10 schools. • Laboratory grant to 10 schools. • Printing of Text Books. • Construction of 110 Addl. Class Rooms. • 50 additional toilets to schools. • Holding of 60 assessment camps for CWSN. • Aids and appliances to 2500 CWSN. • Transport allowance to 11000 CWSN. • Escort allowance to 10500 CWSN. • Kala Utsav. • Construction of 32 New schools. • Training of SI/AI/DI/ADI at ATI. • D.El.Ed training of Pry/Para teachers. • Management of e-office. • Despatch of Text books to districts. • Court cases hearings. • Awarding Shiksha Ratna to selected Teachers on 5th. • Weekly review meetings at state level. • Monitoring of SSA/MDM/D.EL.Ed/RMSA. • 'Nirmal Vidyalaya Abhiyan' in schools.

October	November	December
• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Library grant to 10 schools. • Laboratory grant to 10 schools. • Despatch of Text Books to the districts. • Training of SI/AI/DI/ADI at ATI. • D.El.Ed training of Pry/Para teachers. • Management of e-office. • Holding of district level school games and sports. • Court cases hearings. • Holding of NTSE Examination. • Weekly review meetings at state level. • Construction of remaining Model School. • Taking steps for admission of students from the next academic year. • Monitoring of SSA/MDM/DI.Ed/RMSA programmes. • UDISE Survey. • 'Nirmal Vidyalaya Abhiyan' in schools.	• ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Library grant to 10 schools. • Laboratory grant to 5 schools. • Despatch of Text Books to the districts. • Training of SI/AL/DI/ADI at ATI. • D.El..Ed training of Pry/Para teachers. • Management of e-office. • Court cases hearings. • Holding of State level School games and sports in different disciplines. • Participation in National School Games in different disciplines in different states. • Weekly review meetings at state level. • Monitoring of SSA/MDM/D.El.Ed/RMSA. • Compilation of UDISE data. • 'Nirmal Vidyalaya Abhiyan' in schools.	• Up-gradation of 30 Schools. • ICT programme to continue. • More than 115 lakh students will be covered in MDM. • Construction of 30 Kitchen Sheds. • Library grant to 10 schools. • Laboratory grant to 5 schools. • Distribution of Text Books to the students. • Construction of 260 Addl. Class Rooms. • 125 additional toilets to schools. • Construction of 60 New schools. • Holding of 60 assessment camps for CWSN. • Aids and appliances to 2500 CWSN. • Transport allowance to 11000 CWSN. • Escort allowance to 10500 CWSN. • Monitor Construction under BRGF. • Training of SI/AL/DI/ADI at ATI. • D.EL.Ed training of Pry/Para teachers. • Management of e-office. • Despatch of Text books to districts. • Disposal of Court cases/ hearings/ appeals. • Conduct of Madhyamik Exam (RMV). • Weekly review meetings at state level. • Monitoring of SSA/MDM/D.El.Ed/RMSA. • 'Nirmal Vidyalaya Abhiyan' in schools.

Department of Self Help Group & Self Employment

MONTH	ACTIVITIES	REMARKS
JANUARY		
SVSKP	Govt. Subsidy amounting to Rs.25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Training	15 Nos Training programmes to SHG Members will be conducted. 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of Fifty nos micro projects for SHG Members.	
FEBRUARY		
Review Meeting	With District SHG & SE Officers and Bankers.	
SVSKP	Govt. Subsidy amounting to Rs.25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Training	Twelve nos training programmes to SHG Members will be conducted. Ten training programmes to Unemployed Youth will be conducted.	
MARCH		
Monitoring Meeting	Departmental monitoring Meeting regarding performance on Administrative Calendar.	
SVSKP	Govt. Subsidy amounting to Rs. 25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs.3 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Training	10 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of 50 Nos micro projects for SHG Members.	
APRIL		
SVSKP	Govt. Subsidy under SVSKP Rs.25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3 crore.	

Muktidhara	Skill Development Training of 100 SHG members in Muktidhara covering districts.	
Training	10 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of 50 Nos micro projects for SHG Members.	
MAY		
SVSKP	Govt. Subsidy under SVSKP Rs. 25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3 crore.	
Muktidhara	Skill Development Training of 100 SHG members in Muktidhara covering district.	
Training	12 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of 50 nos. micro projects for SHG Members.	
JUNE		
Review Meeting	With District SHG & SE Officers and Bankers.	
SVSKP	Govt. Subsidy under SVSKP Rs. 25 Crore will be released.	
WBSSP	Release of Interest Subsidy to 24,000 SHGs amounting to Rs.4 crore.	
Muktidhara	Skill Development Training of 100 SHG members in Muktidhara covering districts.	
Training	12 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
JULY		
Monitoring Meeting	Departmental monitoring meeting regarding performance on Administrative Calendar.	
SVSKP	Govt. Subsidy under SVSKP Rs. 25 Crore will be released.	
WBSSP	Release of Interest Subsidy to 24,000 SHGs amounting to Rs.4crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering district.	
Training	10 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of 50 nos. micro projects for SHG members.	

AUGUST		
SVSKP	Govt. Subsidy under SVSKP Rs. 25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3.00 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Training	15 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
SEPTEMBER		
Review Meeting	With District SHG & SE Officers and Bankers.	
SVSKP	Govt. Subsidy under SVSKP Rs.25 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs.3.00 crore.	
Muktidhara	Skill Development Training of 100 SHG members in Muktidhara covering district.	
Training	10 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Setting up of 50 NOS. Micro Projects for SHG members.	
OCTOBER		
Monitoring Meeting	Departmental monitoring meeting regarding performance on Administrative Calendar.	
SVSKP	Govt. Subsidy amounting to Rs. 20 crore will be released.	
WBSSP	Release of Interest Subsidy to 20,000 SHGs amounting to Rs. 3.00 crore.	
Muktidhara	Skill Development Training of 100 SHG members in Muktidhara covering districts.	
Training	08 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
NOVEMBER		
SVSKP	Govt. Subsidy under SVSKP Rs. 25 crore will be released.	
WBSSP	Release of Interest Subsidy to 24,000 SHGs amounting to Rs. 4.00 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Fairs & Exhibitions	Participation in IITF-2018 at New Delhi.	
Training	15 Nos Training programmes to SHG members will be conducted	
	10 Training programmes to Unemployed Youth will be conducted.	

DECEMBER		
Review Meeting	With District SHG & SE Officers and Bankers.	
Monitoring Meeting	Departmental monitoring meeting regarding performance on Administrative Calendar.	
SVSKP	Govt. Subsidy under SVSKP Rs. 25 crore will be released.	
WBSSP	Release of Interest Subsidy to 24,000 SHGs amounting to Rs. 4.00 crore.	
Muktidhara	Skill Development Training of 150 SHG members in Muktidhara covering districts.	
Fair & Exhibitions	a) Organising Sabala Mela - 2018 b) Organising Kolkata Sabala Mela - 2018 c) Participation in SARAS.	
Training	15 Nos Training programmes to SHG members will be conducted 10 Training programmes to Unemployed Youth will be conducted.	
Setting up of Projects for SHGs	Construction of one training centre for SHG Members.	

Govt. of West Bengal
Sundarban Affairs Department
Targets in Administrative Calendar for Year 2017
Targets as per Administrative Calendar

Sl. No.	Particulars	Unit (K.m./ numbers/ Hectares.)	Janu-ary	Febr-uary	March	April	May	June	July	Aug-ust	Septe-mber	Octo-ber	Nove-mber	Dece-mber	Cumul-ative upto December, 2018	Remarks
1	Review Meetings	Number													0	
Infrastructure Development :																
2	Brick Paved Roads	K.m.	32.00	42.50	60.00	41.00	35.50	9.00	6.50	4.00	5.00	25.50	49.00	71.00	381.00	
3	Cement Concrete Roads		7.00	12.50	22.50	17.00	13.50	4.00	3.00	4.50	2.50	10.50	20.50	23.50	141.00	
4	Bituminous Roads		4.50	6.00	12.50	7.50	4.50	1.00	0.50	-	-	0.50	8.00	15.00	60.00	
5	R.C.C. Jetties	Numbers	-	-	-			-	-	-	-	1	2	3	6	
6	R.C.C. Bridges		-	-	-	-	-	-	-	-	-		1	2	3	
Agriculture Inputs (Number of Beneficiaries)																
7	Distribution of Agricultural Implements		7000									4000	10000	10000	31000	
8	Distribution of Agricultural Inputs		23500	20000								5000	22000	6500	77000	
Awareness Programmes																
9	Awareness Programmes		-	-	-	-	-	-	-	-	-	-	-	Sundar -ban Divas,		Sundarban Divas is an IEC

Sl. No.	Particulars	Unit (K.m./ numbers/ Hectares.)	Janu-ary	Febr-uary	March	April	May	June	July	Aug-ust	Septe-mber	Octo-ber	Nove-mber	Dece-mber	Cumul-ative upto December, 2018	Remarks
														2017 on 11/ 12/18		Programme of the S.A. Department, observed in December every year
Fisheries (Number of Beneficiaries)																
10	Distribution of Fish fingerling, fish feed & Lime	Number of beneficia-ries								500	6000	6000	3000	1500	17000	The scheme is seasonal and will com-mence from the month of August
11	Agril, Fishery Training	Units in Batches (1 Batch – 50 Bene-ficiaries)	5	5								5	5	5	25	
Social Forestry Schemes																
12	Advance Soil Work for creation of Plantation	860.0 H.a					860.0 H.a									860.0 H.a
13	Creation of Plantation								860.0 H.a							
14	Maintenance of Plantation											860.0 H.a				

Department of Technical Education & Training and Skill Development

Sl. No.	Target Month	Target Description
1	January	Conduct of VIII+ / X + Level STC Examination
2	January	Skill up-gradation training to 3500 weavers in 50 STCs
3	January	Skill up-gradation training to 35 weavers in 01 Handloom Centre of Excellence [HCoE] under special module
4	February	Conduct of All India Trade Test for ITI Students
5	February	Construction to be started of 09 new ITIs under RIDF
6	February	Skill up-gradation training to 3500 weavers in 50 STCs
7	February	Skill up-gradation training to 35 weavers in 01 Handloom Centre of Excellence [HCoE] under special module
8	February	Uploading application for approval to AICTE of Govt. Polytechnics of the State
9	March	Operationalization of 311 (211 previous + 100 new) schools under CSS-VHSE Scheme
10	March	Publication of result of VIII+ / X+ Level STC Examination
11	March	Skill up-gradation training to 3500 weavers in 50 STCs
12	March	Skill up-gradation training to 35 weavers in 01 Handloom Centre of Excellence [HCoE] under special module
13	March	Training under Skill Development Initiatives (Non-Institutional) of 1,10,000 candidates
14	April	Set up Wi-Fi campus at 10 Govt. ITIs
15	April	Conduct of Higher Secondary (Vocational) Examination
16	April	Installation of Sanitary Napkin Vending machine and incinerator at ladies' toilets all Govt Polytechnics & ITIs
17	April	Entrance Examination for Polytechnics - JEXPO-2018
18	May	Entrance Examination for Polytechnics -VOCLET-2018
19	May	Conduct of examination under National Apprenticeship Training Scheme
20	May	Publication of result of JEXPO 2018 & VOCLET 2018
21	June	Conduct of Entrance Examination for ITIs - CET 2018
22	June	Publication of result of Higher Secondary (Vocational) Examination
23	June	Conduct of Semester Examination of Polytechnics (Even Semester)
24	June	Training under Skill Development Initiatives (Non-Institutional) of 1,45,000 candidates
25	July	Publication of result of CET 2018
26	July	Conduct of All India Trade Test for ITI Students
27	July	Conduct of VIII+ / X+ Level STC Examination
28	July	Operationalisation of 04 no Women's Hostels at Polytechnics
29	July	Introduction of Smart Class rooms in 66 Govt. Polytechnics
30	August	Operationalization of 23 new ITIs
31	August	Completion of Counselling & Admission to ITIs

Sl. No.	Target Month	Target Description
32	August	Completion of Counselling & Admission to Polytechnics
33	August	Operationalization of all new Govt. Polytechnics of the state
34	September	Skill Development initiatives (Institutional) : Polytechnics- 28,000, ITI-35,000, HS Vocational / NSQF - 30,000
35	September	Publication of result of VIII+ / X+ Level STC Examination
36	September	Conduct Supplementary Examination of Polytechnics
37	September	Training under Skill Development Initiatives (Non-Institutional) of 1,00,000 candidates
38	October	Introduction of Smart Class room in 42 Govt. ITIs
39	October	Introduction of Digital Language Laboratories in 66 Govt. Polytechnics
40	November	Conduct of examination under National Apprenticeship Training Scheme
41	November	Enrolment of 3000 candidates under National Apprenticeship Promotion Scheme
42	December	Conduct of Semester Examination of Polytechnics (Odd Semister)
43	December	Training under Skill Development Initiatives (Non-Institutional) of 1,52,000 candidates

Department of Tourism

Month	Activities	Time Schedule	Status
January			
	Launch of short term training course on Multi Cuisine Cook course in State Institute of Hotel Management (SIHM), Durgapur	1st January	
	IITM Kochi	11th to 13th January	
	TV Campaign - National & International Channels	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Participation and patronage of "Destination East", Kolkata	18th and 19th January	
	Participation in OTM, Mumbai	18th to 20th January	
	Making of Video Film for Publicity purpose	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper	Throughout the Month	
	VISHNUPUR FESTIVAL		
	SATTE-NEW DELHI	31st Jan to 2nd February, 2018	
February			
	Participation ITM, Chandigarh	3rd to 5th February	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Participation in Bengal Travel Mart in Siliguri	9th to 11th February	
	Publicity through social media	Throughout the Month	
	Publicity through FM outstaion	Throughout the Month	
	Publicity through different magazines in domestic and international sector		
	Notification of new Comprehensive Tourism Policy	To be inaugurated in BGBS-2018	
	Review of performance vis-a-vis Administrative Calendar - 2018	2nd week of the month	
	Publicity through Local News Paper	Throughout the Month	
	Making of Video Film for Publicity purpose	Throughout the Month	
	Participation in IITM KOLKATA	23rd -25th Feb	
	Particpation in Bengal Global Business Summit		
	Publicity through National Travel Magazine & Regional Magazine	Throughout the Month	
	Rasogolla Utsab		
March			
	Participation of West Bengal in ITB, Berlin		
	Participation in Isale Sawab at Furfura Sharif	5th to 7th March	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Publicity through social media	Throughout the Month	

Month	Activities	Time Schedule	Status
	Participation in Urs Utsav	23rd to 30th March, 2018	
	Campaign through Cinema Hall (Video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Lcoal News Paper & National News Paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	Publicity through National Magazine (General) & Local Travel Magazine	Throughout the Month	
	Outdoor Campaining in Airport in Metro cities	Throughout the Month	
April			
	Review Meeting with District Level Officer/ Other Implementing Agency	2nd week of the monrth	
	Participation in GITB, Jaipur	22nd to 24th April	
	Publicity through outstation FM Channel	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	District Tour for Scheme visit by the Senior Officers	3rd Week	
	Review of performance vis-a-vis Administrative Calendar - 2018	Last Week	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Lcoal News Paper & National News Paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	Participation in TTF New Delhi	7th-8th April	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media	Throughout the Month	
	Publicity through National Travel Magazine & Regional Magazine	Throughout the Month	
	Outdoor Campaing through standees, Table Stickers in CCD outlets in Mejor cities	Throughout the Month	
May			
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Publicity through social media	Through out the month	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	

Month	Activities	Time Schedule	Status
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media	Throughout the Month	
	Publicity through National Travel Magazine & Regional Magazine	Throughout the Month	
	Outdoor Campaining in Metro Stations	Throughout the Month	
June			
	Participation in Paryatan Mela organised by Travel Agents Association of Bengal, Kolkata	1st Week of the month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Participation in Mango Festival, Malda	2nd Week	
	Participation of West Bengal Tourism in Ramkeli Mela, Malda	5th June to 19th June	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Review of performance vis-a-vis Administrative Calendar - 2018	Last Week of the month	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through International News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media & in international & national Newspaper	Throughout the Month	
	Outdoor Campaining in Metro Stn	Throughout the Month	
	Publicity through National Travel Magazine & Regional Magazine	Throughout the Month	
July			
	Participation in IITM, Bangalore	28th to 30th July	
	Publicity through different magazines in domestic and international sector	Throughout the month	
	Publicity through social media	Throughout the month	
	Publicity through FM outstaion	Throughout the month	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Participation in TTF, Kolkata	6th to 8th July	

Month	Activities	Time Schedule	Status
	Launch of Short term courses/ Degree course on Hotel Management in State Institute of Hotel Management, Durgapur	July, 2018	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media & in international & national Newspaper	Throughout the Month	
	Outdoor Campaining in Airport in Metro cities	Throughout the Month	
	Publicity through National Travel Magazine & Regional Magazine	Throughout the Month	
August			
	Review Meeting with District Level Officer/ Other Implementing Agency	1st Week of the month	
	Participation in IITM, Chennai	3rd to 5th	
	Publicity through different magazines in domestic and international sector for Durga Puja	Throughout the Month	
	Publicity through social media	Throughout the Month	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Review of performance vis-a-vis Administrative Calendar - 2018	Last Week of the month	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media & in international & national Newspaper	Throughout the Month	
	Outdoor Campaining in Bus shelters	Throughout the Month	
	Publicity through InterNational Travel Magazine & Regional Magazine	Throughout the Month	
September			
	Observance of World Tourism Day	27th September	
	ITB, Asia at Singapore		
	District Tour for Scheme visit by the Senior Officers		

Month	Activities	Time Schedule	Status
	Publicity through social media	Throughout the Month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Participation in IATO Annual Convention	2nd Week of the month	
	Participation in IITM , Delhi (Gurgaon)	20th to 22nd September	
	Participation in Buddhist Conclave, Budhgaya & Sarnath		
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Lcoal News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	TTF - Pune	28th-30th September	
	TTF-AHMEDABAD	7th-9th September	
	SHARADOTSAV PUBLICITY Through Newspaper, FM Radio,Social Media & in international & national Newspaper	Throughout the Month	
	Outdoor Campaining in Bus que shelter	Throughout the Month	
	Publicity through InterNational Travel Magazine & Regional Magazine	Throughout the Month	
October			
	Installation of temporary signages for Durga Puja in association with Kolkata Police		
	Sharadotsab Puja packages by WBTDCL		
	Durga Puja Immersion Carnival at Red Road, Kolkata		
	Publicity through social media	Throughout the Month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Review of performance vis-a-vis Administrative Calendar - 2018	Last Week of the month	
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Lcoal News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	India Travel Mart, Lucknow		
	Participation in TTF-MUMBAI	5th-7th Oct	
	Outdoor Campaining in Bus shelters	Throughout the Month	
	Publicity through InterNational Travel Magazine & Regional Magazine	Throughout the Month	

Month	Activities	Time Schedule	Status
November			
	Review Meeting with District Level Officer/ Other Implementing Agency	1st Week of the month	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Participation in WTM, London		
	Holiday Expo Vizag	First week of the month	
	Participation in IITM, Pune	30th Nov to 2nd December	
	Travel East by CII	3rd Week of the month	
	Participation in IITF, Delhi	14-27 November	
	Publicity through national & local TV Channels	Throughout the Month	
	Publicity through outstation FM Channels	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	International Travel Mart organised by Ministry of Tourism, Govt. of India.		
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	
	Campaign through Regional TV Channels	Throughout the Month	
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	Participation in IITM-Hyderabad	23rd-25th November	
	Outdoor Campaining in Airport in Metro cities	Throughout the Month	
	Publicity through InterNational Travel Magazine & Regional Magazine	Throughout the Month	
December			
	India Travel Mart , Jaipur	3rd week of the month	
	Publicity through different magazines in domestic and international sector	Throughout the Month	
	Publicity through social media	Throughout the Month	
	Publicity through regional and national TV channels	Throughout the Month	
	District Tour for Scheme visit by the Senior Officers	3rd Week of the month	
	Review of performance vis-a-vis Administrative Calendar - 2018	Last Week of the month	
	Participation in Dooars Utsav in Alipurduar		
	Organization of Christmas Festival in Kolkata		
	Illumination in Siliguri on the occasion of Christmas & New Year		
	Campaign through Cinema Hall (video Clippings)	Throughout the Month	

Month	Activities	Time Schedule	Status
	Campaign through FM Radio	Throughout the Month	
	Publicity through Local News Paper & National News paper	Throughout the Month	
	National campaign through TV Channels	Throughout the Month	
	International Campaign through TV Channels	Throughout the Month	
	Outdoor Campaining in Airport	Throughout the Month	
	Publicity through International Travel Magazine & Regional Magazine	Throughout the Month	

Department of Transport

January 2018

Sl. No.	Activity
1.	Introduction of identity card for all the officials for unit offices & mandatory display of the same during office hours by all concerned by Transport Dte.
2.	Commissioning of Three (3) Wooden Vessels for 100 pax at different ferry ghats by WBTIDCL.
3.	Installation of High Mast light and LED street lights at Kamarpukur, Dist. Hooghly by WBTIDCL.
4.	Fixation of benchmarks for supervision of unit offices (RTO/ARTO) & standardised format for inspection by Transport Dte.
5.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
6.	Initiation of work for renewal of tram track at Maidan Line from Red Road Xing to Fort William Main Gate (Up track) by WBTC.
7.	Initiation of work for construction of 2 (two) Single bogie Tram Cars by WBTC.
8.	Initiation of work for special renovation of 3 (three) Tram Cars by WBTC.

February 2018

Sl. No.	Activity
1.	Commissioning of Bus Terminus at Hetia, Joypur, Dist. Bankura by WBTIDCL.
2.	Commissioning of ten (10) Auto Manual Traffic Signals at ten (10) road intersections in Dist. Alipurduar by WBTIDCL.
3.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
4.	Initiation of work for construction of 1 (one) 300 PAX Steel Vessels by WBTC.

March 2018

Sl. No.	Activity
1.	Publication of Inspection Manual of Transport Directorate for inspection at unit offices (RTO/ARTO) by Transport Dte.
2.	Sanction of Subsidy to 2000 beneficiaries (unemployed youth) under GATIDHARA scheme by WBTIDCL.
3.	Commissioning of three (3) Steel Vessels for 100 PAX at different ferry ghats by WBTIDCL.
4.	Initiation of work for construction of seven (7) wooden vessels for 100 PAX by WBTIDCL.
5.	IV Examination & Issue of competency certificate to 150 successful candidates by IWT.
6.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
7.	Procurement of 50 (fifty) new Buses of WBTC by WBTC.
8.	Procurement of 1 (one) 400 PAX Double-decked Steel Vessels by WBTC.

April 2018

Sl. No.	Activity
1.	Establishment & functioning of Public Assistance booths in all unit offices by Transport Dte.
2.	Commissioning of three (3) Steel Vessels for 100 PAX at different ferry ghats by WBTIDCL.
3.	Commissioning of four (4) Auto Manual Traffic Signals at four (4) road intersections in Dist. Purba Bardhaman by WBTIDCL.
4.	Construction of new depot of SBSTC at Haldia by SBSTC.
5.	Issue of survey certificate to 175 vessels under IV Act. by IWT.
6.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
7.	Initiation of work for special renovation of 15 (fifteen) Buses of WBTC by WBTC.
8.	Completion of infrastructure development works at different depots of WBTC by WBTC.
9.	Initiation of work for depot development at Park Circus Depot by WBTC.
10.	Initiation of work for construction of Ahiritola Jetty Gangway by WBTC.

May 2018

Sl. No.	Activity
1.	Publication of booklet on "Safe Drive Save Life" initiatives / Road Safety initiatives / District Road Safety Council Meeting etc. of unit offices by Transport Dte.
2.	Construction of Jetty Ghat at Shyamnagar, Dist. North 24 Parganas by WBTIDCL.
3.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
4.	Completion of renewal of tram track at Maidan Line from Red Road Xing to Fort William Main Gate (Up track) by WBTC.
5.	Initiation of work for construction of 1 (one) Steel Pontoons by WBTC.
6.	Initiation of work for procurement of 28 (twenty eight) fully built air-conditioned buses by WBTC.
7.	Implementation of Inventory Management software in depots and Divisional stores of SBSTC by SBSTC.

June 2018

Sl. No.	Activity
1.	Publication of Annual Administrative Report of Transport Directorate by Transport Dte.
2.	Construction of Jetty Ghat at Telenipara, Dist. Hooghly by WBTIDCL.
3.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
4.	Initiation of work for construction of RC link platform for Shibganj Passenger Jetty by HRBC.
5	Initiation of work for infrastructure development at Garia No. 5 Depot by WBTC.
6.	Initiation of work for construction of 1 (one) 400 PAX Double-decked Steel Vessel by WBTC.

July 2018

Sl. No.	Activity
1.	Creation of Dash Board under MIS for report uploading by Transport Dte.
2.	Completion of re-construction of jetty at Katwa, Dist. Purba Bardhaman by WBTIDCL.
3.	Initiation of work for procurement of 15 no. of new buses by SBSTC.
4.	Re-organisation of IWT Directorate.
5.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
6.	Initiation of work for construction of 5 (five) 40 PAX Steel Vessels by WBTC.
7.	Initiation of work for construction of 5 (five) 60 PAX Steel Vessels by WBTC.

August 2018

Sl. No.	Activity
1.	Installation of CCTV cameras and other infrastructural development work at Pool Car Office by WBTIDCL.
2.	Re-construction of Jetty Ghat at Panihati, Dist. North 24 Parganas by WBTIDCL.
3.	Initiation of work for procurement process of 35 (thirty five) new buses by NBSTC.
4.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
5.	Completion of infrastructure development at Paikpara Depot by WBTC.

September 2018

Sl. No.	Activity
1.	Initiating proposal for construction of 5 District Paribahan Bhawans by Transport Dte.
2.	Re-construction of jetty at Nabadwip Baral Ghat, Dist. Nadia by WBTIDCL.
3.	Completion of Infrastructure development of Islampur depot by NBSTC.
4.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
5.	Initiation of work for development at 5 (five) Bus Termini, Phase – II by WBTC.

October 2018

Sl. No.	Activity
1.	Re-construction of Jetty No. II at Howrah, Dist. Howrah by WBTIDCL.
2.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
3.	Completion of special renovation of 3 (three) Tram Cars by WBTC.

November 2018

Sl. No.	Activity
1.	Phase wise coverage of CCTV surveillance of CF & Driving License test in 15 units by Transport Dte.
2.	Re-construction of Jetty Ghat at Nazirgunge, Dist. Howrah by WBTIDCL.
3.	Initiation of work for procurement of 15 no. of new buses by SBSTC.
4.	Roll out of 15 new buses by NBSTC.
5.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
6.	Construction of RC link platform on RC piles for Nainan Jetty by HRBC.
7.	Development work of 8 (eight) Bus Termini, Phase – I by WBTC.

December 2018

Sl. No.	Activity
1.	Construction of seven (7) wooden Vessels of capacity 100 PAX by WBTIDCL.
2.	Construction of new SBSTC depot at Jhargram by HRBC & SBSTC.
3.	Roll out of 20 new buses by NBSTC.
4.	IV Examination & issue of Competency Certificate to 200 successful candidates by IWT.
5.	Issuance of 20 Contract Carriage Permits (including Luxury Taxi) and issuance of 10 Stage Carriage Permits for bus / minibuses by STA.
6.	Completion of construction of 2 (two) Right Turn Flyovers at Kolkata Central Bus Terminus at Santragachi by HRBC.
7.	Completion of construction of Bus Terminus (Phase I) excluding ancillary works at Kalipahari, Asansol by HRBC.
8.	Completion of construction of Truck Terminus & Logistic Hub (Phase I) excluding ancillary works at Bahadurpur, Krishnanagar by HRBC.
9.	Construction of Reinforced Concrete Link Platform on RC piles for Raichak Ro-Ro Jetty by HRBC.
10.	Construction of Reinforced Concrete Link Platform on RC piles for Kukrahati Ro-Ro Jetty by HRBC.
11.	Completion of Shibganj Passenger Jetty by HRBC.
12.	Completion of Nurpur Passenger Jetty by HRBC.
13.	Construction of Two (2) Ro-Ro Vessels for Kukrahati & Raichak by The Shalimar Works (1980) Ltd.
14.	Completion of construction of 1 (one) Steel Pontoons by WBTC.
15.	Completion of construction of 2 (two) Single bogie Tram Cars by WBTC.

Department of Tribal Development

January	February	March	April
1) Payment of scholarship to 40,000 ST Students.	1) Payment of educational Scholarship to 45,000 students.	1) Scholarship disbursement to remaining students.	1) Selection of candidates for Joint Entrance Examination (JEE) coaching.
2) Release of Old Age Pension – last quarter	2) Sikshashree 2018 Meeting with the bankers and school.	2) Completion of ongoing Rong Lee Housing Scheme (2017-2018).	2) Finalization of Annual Admin Report 2017-18.
3) Festivals : i) State Level Tribal One Act Drama. ii) Gunijans Sambardhana. iii) Tea & Tribal Festivals.	3) Annual Athing KP Tamsang Birth Anniversary Literary & Cultural event, Pochoak, Kalimpong.	3) Athing sando Tshering Archery Competition, Kalimpong	3) Annual Aazeem Rebecca Namchyomoo Song & Dance Competition.
4) Zonal One Act Drama Competition.	4) Mayel Lyang Annual Open Archery Competition at Darjeeling.	4) Extending Benefits to 500 ST beneficiaries under TSP/MCF.	4) Beneficiary selection for Housing Schemes of all Boards (2018-19).
5) Construction of 400 houses under Rong Lee Housing Scheme-2017-18.	5) Kinchroom Daarmit RLM. Seminar.	5) Submission of quarterly report on implementation of FRA to MoTA Government of India.	5) Finalization of action plan of WBTDCC Ltd.
6) Initiation of Construction of 25 Night Schools	6) Extending benefits to 400 ST beneficiaries – TSP/Micro Credit.	6) Release of benefits under Kendu Leaves Collectors Social Security Scheme 2015.	6) Finalization of Annual Plan for WB SC, ST & OBC Dev & Fin Corporation.
7) Micro Credit Finance loan to 400 ST.	7) Skill Development for 250 ST candidates.	7) Disbursement of MCF Loan.	7) Disbursement of MCF Loan.
8) Commencement of WBCS Coaching for Tribal Students at RICE, Kolkata.	8) Monitoring of Special coaching of Tribal candidates for WBCS at ATI.	8) Capacity Building for Newly elected BOD members 30 ST.	8) Skill Development Training for 200 beneficiaries.
9) Skill Development for 400 ST.	9) Livelihood scheme for 500 ST beneficiaries.		9) Capacity Building for Employees of LAMPS 30 ST beneficiaries.
10) Release of fund to 10 LAMPS for meeting hall/toilet/ drinking water.	10) Sending MCF proposal to NSTFDC.		10) Sending Final Report and UC to MoTA
11) Capacity Building for Newly elected BOD members of LAMPS for 30 ST.	11) Capacity Building for Employees of LAMPS 30 ST beneficiaries.		
12) Initiation of construction of 300 houses under Tashiling Scheme.	12) Organizing Medical/Eye test camp by different Development Boards		

May	
1)	Allocation of funds for scholarship Scheme (committed liability).
2)	Sending proposal under SCA to TSP, n to MOTA
3)	Complete construction of 200 houses under Rong Lee housing.
4)	Release of fund for Income Generating Schemes to LAMPS.
5)	Capacity Building for Newly elected BOD members of LAMPS for 30 ST.
6)	500 Bhutia Citizen to be taken for Buddhist Pilgrimage circuit.
7)	Covering 250 ST families under livelihood schemes of TSP.

June	
1)	Allocation of fund to the district offices for Educational Scholarship.
2)	Submitting proposals to Govt. of India for Pre-and Post Matric scholarship.
3)	Inviting applications for pre-matric scholarships.
4)	Capacity Building Training for LAMPS staff.
5)	Quarterly report on implementation of FRA to MOTA GoI.
6)	Release of MCF loan to 400 ST.

July	
1)	Submitting proposals to GoI for fund under ART 275 (I).
2)	Disbursement of Siksharee Scholarship -25,000 students.
3)	Annual Seminar on Lepchas Language.
4)	Micro Credit Finance to 350 ST.
5)	Distribution of Dhamsa, Madol.
6)	Skill Development for 100 ST.
7)	Capacity Building Training for Newly elected BOD members of LAMPS for 30 ST Candidates.
8)	Tree plantation programme of different Boards.

August and September	
1)	Inviting applications from ST Student Post-Matric Scholarship
2)	Disbursement of Shikshashree scholarship - 40,000 students.
3)	Payment of Post Matric scholarship to 30,000 students.
4)	Annual Meeting of WBMLLDB.
5)	Skill Development - 200 ST Beneficiaries.
6)	Capacity Building for Newly Elected Board Member of LAMPS.
7)	400 MCF application to NSTFDC.
12)	Construction of 300 houses under Tashiling Housing

October and November	
1)	Selection of recipients for Pandit Raghunath Murmu Award, Lal Sukra Oraon Award and Ramchand Murmu Award for the year 2018.
2)	Payment of Shikshashree scholarship - 60,000 Students.
3)	Awareness camp on right to Public Services Act and self Attestation
4)	Payment of Post-Matric Scholarship to 40,000 students.
5)	Celebration of Lepcha Manuscript Day, Kalimpong.

December	
1.	B.R. Ambedkar Medha Puraskar to ST students.
2.	Payment of Shikshashree
3.	Monitoring of disbursement of scholarship under Shikshashree
4.	District / Zonal competition for Tribal One Act Drama for 2018.
5.	Payment of Post Matric scholarship to residual students.
6.	Celebration of Birth Anniversary of Panu Gaeboo Achyok, Kalimpong.
7.	Multi-ethnic meet in Kalimpong.

Regular schemes/ programmes executed every month throughout the year
• *Monitoring implementation of reservation norms — by different department of the state Government.*
• *Verification and authentication of register of appointments – of various state government Departments, school and collages etc.*
• *Issuance of caste certificate-monitoring of performance of District/State divisional and block offices.*
• *Collection of Kendu Leaves by the LAMPS is done from June to March;*
• *Inspection of Hostels by the designated officers of Districts.*
• *Review and monitoring of Management and running of EMRS;*
• *Evaluation studies, research and training on various issues related to Scheduled Tribes conducted by CRI;*

October and November	December	Regular schemes/ programmes executed every month throughout the year
6) Release of fund for MFP Operation 7) Adibasi cultural programme on dance/songs/ musical instruments – Block & District level. 8) Selection of 40 ST Candidates to WBCS Coaching at Kolkata. 9) Capacity Building for newly elected BOD members of LAMPS for 30 ST	8. Disbursement of ASRY loan to 50 beneficiaries. 9. State level competition on tribal dance, song. 10. Report of FRA to MoTA. 11. Capacity Building for Employees of LAMPS for 30 ST beneficiaries. 12. Archery Tournament	• *Monitoring of Granting of Community and individual Forest Rights;* • *Monitoring of Granting of educational loans.* • *Monthly meeting of District Tribal Development Officers and Branch/ Regional Managers of WBTDCCL.*

Note: -
1. It shall be ensured that 5,000 tribal Beneficiaries (mostly women) will be covered under Tribal Sub Plan and Micro Credit Scheme.
2. Ashram Hostel will also be visited quarterly and the construction of new hostels will be monitored.

Department of Urban Development and Municipal Affairs

A. Urban Development, B. Municipal Affairs

A. Urban Development	
MONTH	**ACTIVITY/PROJECT**
JANUARY	**WBHIDCO [WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT COMPANY LTD.]**
	Construction of Biswa Bangla Gate.
	NKDA [NEWTOWN KOLKATA DEVELOPMENT AUTHORITY]
	Making greenery by plantation & Bamboo fencing at green verge of CA Block in between Street No. 211 & 201 in AA-IC.
	Making greenery by plantation & Bamboo fencing at green verge of CD Block in between Street No. 268 & 256 in AA-IC
	Preparation of greeneries Bamboo fencing, plantation of tall trees and ancillary works within proposed green area abutting to Street No. 558, 529, 535 and 534 at Action Area-IIB.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of Peripherial Road and Drain of Rajbari Dighi at Jalpaiguri.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of concrete road from Rajnagar Gordhar to Ghoria Sura under Saoraberia Jalpai-I, at Nandakumar Panchayat Samity.
	Repairing of Reapara to Tallah road via Gholpukur (Ph.-II) (Chainage 7.30 km to 12.40 km).
	Construction of concrete road from Kandapasra to Sripur (Phase-II) under Nandigram-I block.
	MKDA [MIDNAPORE KHARAGPUR DEVELOPMENT AUTHORITY]
	Construction of Bituminous Road from Jugnitalachawk towards Nazargunj Tara Maa Mandir Road at Nazargunj ward no: 20 under Midnapore Municipality.
	BKDA [BAKRESWAR DEVELOPMENT AUTHORITY]
	Improvement Bakreswar Bus Stand (1st Phase).
	Construction of drain from Hot Spring towards Bakreswar damp (1st phase) at Bakreswar.
FEBRUARY	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Storm Water Drainage Project for Rishra Municipality to be commissioned.
	NKDA [NEWTOWN KOLKATA DEVELOPMENT AUTHORITY]
	Making greenery by plantation & Bamboo fencing at green varge of CE Block in between Street No. 183 & 185 in AA-IC
	Making greenery by plantation & Bamboo fencing at green varge of BD-2 Block in between Street No. 131 & 165 in AA-IC
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of By-lane Roads, Protection Works and Both side Drains in- between Amaidighi to Chompotgochh Road under Fulbari - II G.P., Dist Jalpaiguri.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Development of infrastructure and beautification for Amusement Park (Phase-II).
	Supply and erection of Mini-Mast, laying of cables, supply and installation of LED flood light fitting and other electrical work for LED flood lighting at Amdabad Bazar near Amdabad H.S. School, Takapura Bazar, Subdi Bazar, Takapura Baikuntha Balika Vidyalaya, Satenga bari Traker Stand, Jana Bazar under Amdabad-I & II G.P., Nandigram-II no. block.
	Supply and erection of poles, laying fo cables, supply and installation of LED street light fitting and other electrical works for LED street lighting at Demari from Khan Bahadur Road to Sajghar, Demari Girls School and Demari Boys School via Raghunathpur-I G.P. office under Sahid Matangini Block (approx 2.0 Km).

MONTH	ACTIVITY/PROJECT
FEBRUARY	**MKDA [MIDNAPORE KHARAGPUR DEVELOPMENT AUTHORITY]**
	Construction of Rigid Pavement and side drain at Panch Beria at Ward No. 04 Under KGP Municipality.
	JDA [JAIGAON DEVELOPMENT AUTHORITY]
	Construction of Mastic Road with drain from Jaigaon Main Road to Community Hall.
MARCH	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Providing a separate dedicated main of 750 mm dia MS Pipe line along BBT Road from Naya Basti to UGR at Dakghar within Maheshtala Municipality.
	Design, drawing construction of 50 m3 per min. capacity 5 Nos. storm water pumping stations comprising max. 5.50 m internal dia. Commissioning, trial run etc. within sec-v under Bidhannagar Municipal Corporation area including all Civil, Electrical & Mechanical works complete on Turnkey basis.
	WBHIDCO [WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT COMPANY LTD.]
	Construction of Annex. Building of Biswa Bangla Convention Centre.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Supply, Erection, Testing and Commissioning of Mini Mast & High Mast {20 (Twenty)} at Various Places. (SH: At Lataguri More, Kranti Kranti More, Chalsa More, Mal Bazar More, Mal Bazar Bus Stand, Matiali More, Batabari More, Sathkaya More, Manikganj More, Rajadanga More, Neora More, Paharpur More and Indra More – Jalpaiguri).
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Beautification and landscaping at the ground Satish Samanta Trade Centre under Haldia Municipality.
	BDA [BURDWAN DEVELOPMENT AUTHORITY]
	Beautification of GT Road side Pond in Police Line, Purba Bardhaman.
	MKDA [MIDNAPORE KHARAGPUR DEVELOPMENT AUTHORITY]
	Strengthening and beautification of Bituminous Road from Gandhi Statue towards Nanur Chawk (Aurobinda Stadium Road) including side drain at Ward No: 07 Under Midnapore Municipality.
	JDA [JAIGAON DEVELOPMENT AUTHORITY]
	Supply, Installation, testing and commissioning of Solar Photo Voltic High Mast lighting systems including foundation work at different places of Jaigaon.
	TRDA [TARAPITH RAMPURHAT DEVELOPMENT AUTHORITY]
	Environmental up gradation of Tarapith Temple surrounding area.
	BKDA [BAKRESWAR DEVELOPMENT AUTHORITY]
	Construction of Welcome Gate at Bakreswar Bus Stand.
	Construction of Welcome Gate at Niramoy More near Ganesh Hotel at Dubrajpur.
	SLRDC [SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE]
	Strengthening and up-gradation of Krishnapur Canal side road along its right bank (Phase-II chainage 2825.00 mtr. To 5475.00 mtr) from Saha Institute of Nuclear Physics Campus to E.D Channel's outfall at Nayapatti area under Salt Lake Roads Sub-Div. of B.M.S Div. Salt Lake.
	Strengthening and up-gradation of Krishnapur Canal side road along its right bank (Phase-I chainage 0 mtr. To 2825.00 mtr) from E.M Bypass End to Saha Institute of Nuclear Physics Campus under Salt Lake Roads Sub-Div. of B.M.S Div. Salt Lake.
	Supply, Installation, Testing & Commissioning of HVAC system & Electrical Power including Stage lighting & props at Bidhan Bhavan in Kalyani

MONTH	ACTIVITY/PROJECT
APRIL	**DEPARTMENT**
	Video Conference/meeting with Development Authorities.
	JDA [JAIGAON DEVELOPMENT AUTHORITY]
	Construction of Eco Tourism Project at Gairigaon Hilltop, Jaigaon.
	TRDA [TARAPITH RAMPURHAT DEVELOPMENT AUTHORITY]
	B+G+I Building Marketing Hub at Tarapith.
	FSDA [FURFURA SHARIF DEVELOPMENT AUTHORITY]
	Construction of Sport Ground (construction of Gallery and Boundary wall 328 Mtr. Approx.) on Furfura YMA Ground, Mouza Furfura, Plot No. 2467, area 0.34 acre. Plot No. 2480, area 0.98 acre, Plot No. 2481, Area-0.06 acre under Jangipara P.S.
	Construction of Sulabh Souchagar near Bus Stand including 1.5 HP Submersible Pump at Furfura.
	Construction of concrete road starting from Kaushik Chatterjeehouse to Ghorui Para via Naba Das House to Balaram Mukherjee House at Dakshindihi under Furfura G.P.
MAY	**SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]**
	Construction of Road Network from Kali Saha More Main Road to Ghogumali Main Road (upto State Bank of India) at Ward No -37 under SMC, Siliguri.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Repair and consolidation works of two branch roads from B.C.Roy Road to Kalyanpur Housing Ward No. 22 under Asansol Municipal Corporation.
	PDA [PATHARCHAPURI DEVELOPMENT AUTHORITY]
	Construction of Gate complex 2 for Mazar Darga Sharif.
	Construction of Gate complex 3 for Mazar Darga Sharif.
	HIT [HOWRAH IMPROVEMENT TRUST]
	Construction of Road from Arupara Police Training Academy to Rail Gate, Howrah.
JUNE	**HDA [HALDIA DEVELOPMENT AUTHORITY]**
	Infrastructural development works for the construction of the depot-cum-terminal at Haldia (Phase-II) under SBSTC.
	Beautification (Civil work) of Banpukur water body at Abasbari under Tamluk Municipality.
	Beautification and development of Riverside Park in front of Haldia Development Authority
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Improvement of road from Graphite India Limited Factory to Namo Sagarbhanga within DMC area.
	Black toping of approach road for State Institute of Hotel Management at Durgapur.
	DSDA [DIGHA SANKARPUR DEVELOPMENT AUTHORITY]
	Installation of LED street light on Saikat Sarani from Saikatabas to Digha Mohana.
	SLRDC [SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE]
	Up-keeping & Beautification of peripheral pathway of Central Park from Indira Bhavan to Vivekananda Stadium via KMDA Prasasanik Bhavan under Salt Lake Drainage Sub-Division of B.M.S Division.
JULY	**DEPARTMENT**
	Video Conference/meeting with Development Authorities.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Installation of Grid Connected Solar PV Power Plant at Rajbari Dighi, Jalpaiguri. (2nd Phase)
	HDA [HALDIA DEVELOPMENT AUTHORITY]

MONTH	ACTIVITY/PROJECT
JULY	Beautification of river side graden beside Triveni Sangam at Geonkhali.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Improvement of Banaful Sarani at Sagarbhanga within DMC area.
	Plantation of along the median of the Shastri Avenue, Durgapur under DMC area in the district of Paschim Bardhaman.
	PDA [PATHARCHAPURI DEVELOPMENT AUTHORITY]
	Construction of single storied Toilet Block-I & II for Mazar Darga Sharif.
AUGUST	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Construction of New Market in the existing area of Bengali Market at Garden Reach in Ward No. 135, KMC.
	Beautification of MAA Flyover median with barrier and hanging pot.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Improvement of riding surface of Road network (Major) at Himanchal Vihar, Matigara, Siliguri.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Development and beautification of ground beside Chiranjibpur Mukta Dhara Auditorium.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Plantation along the median of the Dr. Zakir Hussain Avenue, Durgapur under DMC area in the district of Paschim Bardhaman.
	DSDA [DIGHA SANKARPUR DEVELOPMENT AUTHORITY]
	Construction of Bituminous Road on the Western and Northern side of Digha Convention Centre.
	Creation of Green Corridor including walkway and other allied activities from Digha Science Centre to Oceana Road infront of Digha Convention Centre.
	Installation of LED street light on the roads in Hotel Sector and Mini Holiday Home Sector.
	Installation of LED street light on Eastern, Western and Northern side of Digha Convention Centre.
	PDA [PATHARCHAPURI DEVELOPMENT AUTHORITY]
	Construction of drains roads and external and internal drains for Patharchapuri Mazar Darga Sharif.
SEPTEMBER	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Construction of Convention Centre at Digha.
	Construction of elevated road between Jinzira Bazzar and Batanagar on Budge Budge Trunk Road.
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Construction of boundary wall for Budharigaon Kabarstan at Bidhan Nagar Dist. Darjeeling.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of Sahid Matangini Hazra Govt. Degree College for women (Phase-II) at Nimtouri, Tamluk Purba Medinipur, West Bengal.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Renewal of Illumination of Nadiha with LED lights within Durgapur Municipal Corporation area
	SSDA [SRINIKETAN SANTINIKETAN DEVELOPMENT AUTHORITY]
	Widening and strengthening of bituminous road at Prantik Township under Ruppur Gram Panchayat.

MONTH	ACTIVITY/PROJECT
OCTOBER	**DEPARTMENT**
	Video Conference/meeting with Development Authorities.
	KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]
	Flyover from Parama to Park Circus (West Bound Ramp).
	SSDA [SRINIKETAN SANTINIKETAN DEVELOPMENT AUTHORITY]
	Electrical Decorative Street Light at Shyambati-Prantik Road under Ruppur Gram Panchayat.
	Construction of road with drain and construction of footpath at Charupally under Ruppur Gram Panchayat.
	MKDA [MIDNAPORE KHARAGPUR DEVELOPMENT AUTHORITY]
	Construction of Concrete High drain from Mahubub Nagar towards drainage outlet of NH – 06 in Ward No: 04 under Kharagpur Municipality.
	JDA [JAIGAON DEVELOPMENT AUTHORITY]
	Construction of proposed Bus Terminus at Jaigaon.
NOVEMBER	**HDA [HALDIA DEVELOPMENT AUTHORITY]**
	Beautification and development of foothpath and road mediam from CPT market Rail crossing to Manjushree more and SDO Office to Basudevpur canal.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Construction of Road from Amrit Nagar to Shyamdanga More at Raniganj.
	Renewal of Illumination of Bijra with LED lights within Durgapur Municipal Corporation Area
	BDA [BURDWAN DEVELOPMENT AUTHORITY]
	Development and beautification of road from Golapbagh More to Bidhan Roy Statue near Krisnha Sayar Park and beautification of the right side of the road including Jhill (Ditch) in the area of the Burdwan University at Golapbagh Campus.
	MKDA [MIDNAPORE KHARAGPUR DEVELOPMENT AUTHORITY]
	Repairing and strengthening of Bituminous Road (Gurudwara Road) from Sen Chawk towards Kgp Nimpura main road at Ward No. 12 under Kharagpur Municipality.
	BKDA [BAKRESWAR DEVELOPMENT AUTHORITY]
	Construction of Office Building of BKDA at Bakreswar.
	TDA [TARAKESWAR DEVELOPMENT AUTHORITY]
	Construction of cement concrete road along with eucalyptus bulah piling from Lal Paka Samsan to Dihalyan Jogadhatrilata at Bhanjipur Gram Panchayat under Tarakeswar Dev. Block.
	The paver block pavement from Tarakeswar Rail Station to Temple Road via School Road & Rajbari in Ward No 3 within Tarakeswar Municipality
	SLRDC [SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE]
	Beautification of Mela Ground frontage of Central Park.
DECEMBER	**KMDA [KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY]**
	Augmentation of Water Supply Scheme of Bhadreswar Municipality.
	Augmentation of existing Water Supply Scheme and extension of pipe line in Bankra-I, II & III G.P. under Bankra FAWS Scheme.
	Augmentation of existing water supply by sinking of new deep tube wells and extension of existing pipe line in Duillya and Thanamakua G.P. area under Sankrail Zone-I.

MONTH	ACTIVITY/PROJECT
DECEMBER	Augmentation of existing water supply and extension of existing pipe line in Andul, Mahiary-I & II G.P. area of the Division (O & M-IA).
	Augmentation of existing water supply by sinking of new deep tube wells and extension of existing pipe line in Raghudevbati G.P. under Manikpur-Sarenga FAWS Scheme.
	Augmentation of existing Water Supply by sinking of new DTWs and extension of existing pipe line in Panchapara & Jhorehat G.P. area under Sankrail Zone-II (NC Pal) FAWS Scheme of Division O & M – IA.
	Replacement of old and dilapidated 900 mm dia pre-stressed concrete (PSC) pipe along Dwarik Jungle Road from G.T.Road and upto Sasthitala More within Champadani and Baidyabati Municipal Area under Serampore Water Treatment Plant including Revamping of Electro-Mechanical equipments of SWTP with Integration System.
	Fringe Area Water Supply Scheme for Panpur Keutia Gram Panchayat.
	WBIIIDCO [WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT COMPANY LTD.]
	Construction of SNEHODIYA (Seniors' Home).
	SJDA [SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY]
	Beautification of Pond near Garteswari & Garveswari Temple, South Berubari, Manikganj, Sardar Block, Jalpaiguri, Dist. Jalpaiguri.
	HDA [HALDIA DEVELOPMENT AUTHORITY]
	Construction of bituminous road from Jana More to Jelingham under Nandigram-I block.
	ADDA [ASANSOL DURGAPUR DEVELOPMENT AUTHORITY]
	Improvement of road and drainage network at Sector-II, Kalyanpur Satellite Township, Asansol.
	Construction of cement concrete road from Baradhighari More to Baradhighari Football at Ward No. 57 under AMC.
	DSDA [DIGHA SANKARPUR DEVELOPMENT AUTHORITY]
	Widening of Saikat Sarani for vehicular movement from Saikatabas to Digha Mohana including Parking at Digha Mohana.
	TRDA [TARAPITH RAMPURHAT DEVELOPMENT AUTHORITY]
	Road side beautification of Rampurhat- Tarapith Road.
	Comprehensive development of traffic & Passenger amenities at Rampurhat.
	MDA [MUKUTMANIPUR DEVELOPMENT AUTHORITY]
	Infrastructure Development in Mukutmanipur for beautification & improvement.
	Repairing and strengthening of Bituminus Road from Mukutmanipur to Baraghutu Panchapally Tourist Complex of Gorabari G.P under Khatra Development Block
	CDA [CHANGRABANDHA DEVELOPMENT AUTHORITY]
	Construction of Toilet Complex at Haque Manjil (Choto Hazur Saheb) at Panishala, Mekhliganj.
	HIT [HOWRAH IMPROVEMENT TRUST]
	Construction of Prakriti Tirtha at Ghusury, Howrah.
	Construction of HIT-ECO Tourism Park at HIT Scheme XXV Ichapur, Howrah
	SLRDC [SALT LAKE RECLAMATION & DEVELOPMENT CIRCLE]
	Construction of two (2) nos. C-Type (C-87 + C-88) four storied residential building of Baisakhi Abasan.

B. MUNICIPAL AFFAIRS

MONTH	ACTIVITY/PROJECT
JANUARY	Commencement of work for Sewerage Project – 1 no.
	Completion of 5 no. of Green Space Development Project
	Completion of Beautification & Landscaping Works for 1 no. District Hospital
	2500 Dwelling Units will be completed
FEBRUARY	Commencement of 3 no. of work for Water Supply Projects
	Completion of 10 nos. of Green Space Development Project
	Completion of Shelter for Urban Homeless Project within 1 no. Municipality
	3,000 Dwelling Units will be completed
MARCH	Commencement of 3 no. of work for Water Supply Projects
	Completion of 10 nos. of Green Space Development Projects
	Commissioning of Water Supply Project within 2 nos. Municipalities
	2800 Dwelling Units will be completed
	City Livelihood Centre formation – 3 nos.
	Preparation of Final Valuation List - 2 Municipalities
APRIL	Commencement of work for Drainage Project 1 no.
	Commencement of 3 no. of work for Water Supply Projects
	Completion of 11 nos. of Green Space Development Projects
	2700 Dwelling Units will be completed
	City Livelihood Centre formation – 2 nos.
	Preparation of Final Valuation List - 1 Municipalities
MAY	Commencement of work for Water Supply Project 1 no.
	Commencement of work for Drainage Project 1 no.
	Completion of 10 nos. of Green Space Development Project
	2900 Dwelling Units will be completed
	City Livelihood Centre formation – 4 nos.
JUNE	Commencement of work for Water Supply Project - 1 no.
	Commencement of 2 no. of work for Drainage Projects
	Completion of 8 nos. of Green Space Development Projects
	Commissioning of Water Supply Project within 2 nos. Municipalities
	Commissioning of Sewerage Project within 1 no. Municipality
	3400 Dwelling Units will be completed
	City Livelihood Centre formation – 1 no.
	Preparation of Final Valuation List - 2 Municipalities
JULY	Commencement of work for Water Supply Project - 1 no.
	Commencement of work for Drainage Project - 1 no.
	Completion of 10 nos. of Green Space Development Projects
	2700 Dwelling Units will be completed

MONTH	ACTIVITY/PROJECT
JULY	City Livelihood Centre formation – 4 nos.
	Preparation of Final Valuation List - 1 Municipalities
AUGUST	Commencement of work for Water Supply Project - 1 no.
	Commencement of work for Drainage - 1 no.
	Completion of 10 nos. of Green Space Development Projects
	Commissioning of Water Supply Project within 1 no. of Municipality
	2500 Dwelling Units will be completed
	Preparation of Final Valuation List - 1 Municipalities
SEPTEMBER	Commencement of work for Water Supply Project - 1 no.
	Commencement of work for Non-Motorized Urban Transport within Uttorpara-Kotrung Municipality
	Completion of 8 nos. of Green Space Development Projects
	Completion of Shelter for Urban Homeless Project within 2 nos Municipality
	3000 Dwelling Units will be completed
	Preparation of Final Valuation List - 1 Municipalities
OCTOBER	Commencement of work for Water Supply Project - 1 no.
	Commencement of work for Non-Motorized Urban Transport within Uluberia Municipality
	Completion of 11 nos. of Green Space Development Projects
	Completion of Shelter for Urban Homeless Project within 2 nos. Municipalities
	Completion of Modernization of Abattoir Project within 1 no. Municipality
	3431 Dwelling Units will be completed
NOVEMBER	Commencement of work for Water Supply Project - 1 no.
	Completion of 13 nos. of Green Space Development Projects
	Completion of Shelter for Urban Homeless Project within 2 nos. Municipalities
	Completion of Modernization of Abattoir Project within 1 no. Municipality
	3400 Dwelling Units will be completed
	Preparation of Final Valuation List - 2 Municipalities
DECEMBER	Commencement of work for Water Supply Project - 1 no.
	Completion of 14 nos. of Green Space Development
	Completion of Shelter for Urban Homeless Project within 3 nos. Municipalities
	3700 Dwelling Units will be completed
	Preparation of Final Valuation List - 1 Municipalities

Department of Water Resources Investigation & Development

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Statutory Functions and Routine Activities	**Implementation of 'West Bengal Ground Water Resources (Management, Control and Regulation) Act, 2005' and Issuance of Permit/Registration for extraction of Ground Water**											
	Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks			Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks & water quality in different blocks				Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks			Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks & water quality in different blocks	
	Collection of Hydro-meteorological data by rain gauges situated in different districts throughout the year											
	Periodic maintenance of 7369 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 5.92 Lakh Hectare											
Review meetings	State level review meeting by Hon'ble Minister-in-Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	State level review meeting by Hon'ble Minister-in-Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Hon'ble Minister-in-Charge	State level review meeting by Hon'ble Minister-in-Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio Secretary	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Ex-Officio Secretary/ Secretary/ Principal Secretary/ Addl. Chief Secretary/ Hon'ble Minister-in-Charge	State level review meeting by Hon'ble Minister-in-Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio Secretary

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Creation of irrigation facilities under different programmes (viz- JALATIRTHA, WBADMIP, RIDF, CORE SECTOR, RKVY etc.) for Arid region (Birbhum, Bankura, Purulia, Jhargram & Paschim Medinipur Districts)	Construction/ Revival of Minor Irrigation (MI) Installation: 8 nos. including 6 Water Detention Structures; Creation of MI Potential: 410 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 19 nos. including 8 Water Detention Structures; Creation of MI Potential: 732 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 106 nos. including 22 Water Detention Structures; Creation of MI Potential: 3181 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 24 nos. including 8 Water Detention Structures; Creation of MI Potential: 867 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 41 nos. including 12 Water Detention Structures; Creation of MI Potential: 1122 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 25 nos. including 7 Water Detention Structures; Creation of MI Potential: 760 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 15 nos. including 8 Water Detention Structures; Creation of MI Potential: 490 Hectare	Construction/ Revival of MI Installation: 10 nos.; Creation of MI Potential: 250 Hectare	Construction/ Revival of MI Installation: 10 nos.; Creation of MI Potential: 504 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 30 nos. including 5 Water Detention Structures; Creation of MI Potential: 1410 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 62 nos. including 20 Water Detention Structures; Creation of MI Potential: 2392 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 111 nos. including 24 Water Detention Structures; Creation of MI Potential: 3205 Hectare
Creation of irrigation facilities under different programmes (viz- WBADMIP, RIDF, CORE SECTOR, RKVY etc.) for districts other than Arid region	Construction/ Revival of MI Installation: 75 nos.; Creation of MI Potential: 1500 Hectare	Construction/ Revival of MI Installation: 113 nos.; Creation of MI Potential: 2432 Hectare	Construction/ Revival of MI Installation: 262 nos.; Creation of MI Potential: 7534 Hectare	Construction/ Revival of MI Installation: 139 nos.; Creation of MI Potential: 3078 Hectare	Construction/ Revival of MI Installation: 128 nos. including 2 Water Detention Structures; Creation of MI Potential: 2644 Hectare	Construction/ Revival of MI Installation: 100 nos.; Creation of MI Potential: 1708 Hectare	Construction/ Revival of MI Installation: 82 nos.; Creation of MI Potential: 1580 Hectare	Construction/ Revival of MI Installation: 80 nos.; Creation of MI Potential: 1456 Hectare	Construction/ Revival of MI Installation: 112 nos. including 2 Water Detention Structures; Creation of MI Potential: 3370 Hectare	Construction/ Revival of MI Installation: 123 nos.; Creation of MI Potential: 3080 Hectare	Construction/ Revival of MI Installation: 168 nos. Creation of MI Potential: 4536 Hectare	Construction/ Revival of MI Installation: 241 nos. including 2 Water Detention Structures; Creation of MI Potential: 7066 Hectare

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Water Users' Association, Demonstrations and Training programmes under WBADMIP & CAD&WM	Formation of Water Users' Association/ Beneficiary Committee : 13 nos. 550 covering beneficiaries.	Formation of Water Users' Association/ Beneficiary Committee : 13 nos. covering 550 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 11 nos. covering 470 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 11 nos. covering 470 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 8 nos. covering 320 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 8 nos. covering 320 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 7 nos. covering 280 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 9 nos. covering 320 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 10 nos. covering 430 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 9 nos. covering 380 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 13 nos. covering 550 beneficiaries	Formation of Water Users' Association/ Beneficiary Committee : 13 nos. covering 550 beneficiaries
	Demonstrations (Agri/ Horti/ Fishery) : 260 nos. covering 450 beneficiary-families	Demonstrations (Agri/ Horti / Fishery) : 200 nos. covering 200 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 500 nos. covering 1100 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 350 nos. covering 1050 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 30 nos. covering 300 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 110 nos. covering 610 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 480 nos. covering 1250 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 340 nos. covering 900 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 230 nos. covering 500 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 220 nos. covering 400 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 670 nos. covering 1750 beneficiary-families	Demonstrations (Agri/ Horti/ Fishery) : 900 nos. covering 2300 beneficiary-families
	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 20 nos. covering 600 trainees	Training Programmes of Farmers : 15 nos. covering 450 trainees	Training Programmes of Farmers : 15 nos. covering 450 trainees		Training Programmes of Farmers : 21 nos. covering 650 trainees	Training Programmes of Farmers : 16 nos. covering 500 trainees	Training Programmes of Farmers : 11 nos. covering 350 trainees	Training Programmes of Farmers : 26 nos. covering 800 trainees	Training Programmes of Farmers : 17 nos. covering 550 trainees	Training Programmes of Farmers : 23 nos. covering 750 trainees	Training Programmes of Farmers : 17 nos. covering 550 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 : 287 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 445 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 1795 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 410 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 523 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 337 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 125 nos (Tank equivalent)			Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 175 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 65 nos (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes : 1305 nos (Tank equivalent)
	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 -1 no. & Percolation Tank - 1 no	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -2 no. & Percolation Tank - 1 no	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -2 no.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -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 no.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting -2 no.
	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conserva-tion: 2nos	Mass awareness campaign on water conservation: 2 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 3 nos	Mass awareness campaign on water conservation: 3 nos

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Development of CCA under CAD&WM Programme			Construction of Field Channels: 3 Km; Development of C.C.A: 80 Hectare	Construction of Field Channels: 4 Km; Development of C.C.A: 115 Hectare	Construction of Field Channels: 6 Km; Development of C.C.A: 160 Hectare					Construction of Field Channels: 6 Km; Development of C.C.A: 205 Hectare	Construction of Field Channels: 15 Km; Development of C.C.A: 490 Hectare	Construction of Field Channels: 16 Km; Development of C.C.A: 550 Hectare
	Periodic maintenance of 479 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 0.35 Lakh Hectare											
Activities of West Bengal State Minor Irrigation Corporation Ltd.		Revival of MI Installation: 1 nos.; Creation of MI Potential: 60 Hectare	Revival of MI Installation: 1 nos.; Creation of MI Potential: 60 Hectare									

Programme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
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 equipment & accessories for MI installations to different Govt. Department & others. - Rs. 7.50 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others.- Rs. 8.25 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 8.75 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others.- Rs. 1.50 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 1.75 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 3.50 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 5.50 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.15 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs. 6.75 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others.- Rs.7.15 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs.7.50 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipment & accessories for MI installations to different Govt. Department & others. - Rs.7.75 Crore

Department of Women Development & Child Development and Social Welfare

Month	Activities
January	
4	Observance of World Braile Day
24	Observance of National Girl Child Day
	Training on "Minimum standards of Care in Child Care Institutes".
	Video Conference on ICPS related issues with the Districts
	Review meeting on functioning of Open Shelter with officials and different stake holders.
	Review meeting on functioning of Shelter for Urban Homeless with officials and different stake holders
	Follow-up workshop on "Scope of Gainful Employment within their periphery for Women"
	District Level meeting on Swawlamban, Swaw-Special, Swaw-Bharosa & Muktir Alo
	Integration of IFMS with Kanyashree Prakalpa and roll out throughout the state
	Capacity Buildings of stateholders (DPMU/BPMU/SDMU/HoI) of Kanyashree Prakalpa
	Capacity building of stakeholders of Kanyashree Prakalpa by DPMU, Kolkata.
	Workshop on Problems of Sr Citizens
	Awareness Camp on Human Trafficking at 24-Pgs(N)
	District Visit at 24-Pgs(N)
	Orientation on ECCE Roll out at State level (Regional).
	Regional Review meeting of CDPOs/DPOs North Bengal
	Meeting of state Exe council of ECCE
	Orientation on Child Friendly AWCs .
	Quarterly Review Meeting with Police and CWC
	Consultation- POCSO , Child Rights, Child Trafficking
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels : Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	National Girl Child Day celebration
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
	Staff meeting (quarterly)
February	
	Review meeting on State Plan of Action for Preventing and Combating Human Trafficking (SPAHT) with stakeholders
	Orientation Programme on JJ Act and Rules and POCSO Act with stakeholders
	Orientation and training programme of staff and Case Workers of Eradication & Control of Juvenile Beggary and Vagrancy
	Meeting of District Convergence Forum & Block convergence Forum, PSk, Malda
	VC with District Magistrates on Implementation of Kanyashree Prakalpa

Month	Activities
	Review meeting with DSWOs
	Seminar on Prevention of Women from Domestic Violence
	Awareness Camp for Prevention of Witch Hunting at Midnapur (W)/Jhargram
	District Visit at Midnapur (W)/Jhargram
	Review meeting of DPOs
	Sports at District level of Adeloscent Girls in SABLA Districts
	State Level Orientation cum meeting on KSY (Regional)
	Meeting with Superintendents of Govt. and NGO run Home
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels: Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Consultation on Online sexual exploitation on children jointly with IJM
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Exhibition of handicraft work by residents of SMM Home, Liluah (Bibi Russel's Project)
	Regular updation of database of all cases.
March	
8	Observation of Interntional Women's Day
	Capacity building on Track Child 2.0 for Stakeholders
	Meeting of Project Sanction Committee of SCPS
	24th Adjourned AGM
	Launching of Interactive Voice Response System (IVRS) under Kanyashree Prakalpa
	Publication of Poster Poem Book of 2017
	Meeting of Head of Institutions on Kanyashree
	District Visit at 24-Parganas(S)
	Awareness Camp on Human Trafficking at 24-Parganas(S)
	Coordination Meeting with Police authoritics
	Training of AWW on ECCE at Project/District level
	Regional Review Meeting of CDPOs - South Bengal
	State Level Orientation Cum Meeting on SABLA
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels : Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)

Month	Activities
	Case hearings and legal proceedings
	Hullor release (March, June, Sep, Dec)
	Members Training
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
April	
2	Observance of World Autism Awareness Day
	Video Conference on ICPS related issues with the Districts
	Meeting of West Bengal Task Force
	Meeting of Executive Committee of SCPS
	Review meeting on functioning of Open Shelter with officials and different stake holders.
	Review meeting on functioning of Shelter for Urban Homeless with officials and different stake holders
	Meeting of State Coordiantion Committee of WBTGDB
	Meeting of Steering and Monitoring Committee (SMC) of Kanyashree Prakalpa
	Review meeting with DSWOs
	Seminar on Sexual Harassment of Women at Workplace
	Paribarik Mahila Lok Adalat (PMLA)
	Awareness Camp for Prevention of Witch Hunting at Jalpaiguri/Cooch Behar
	District Visit at Jalpaiguri/Cooch Behar
	Regional Review Meeting of CDPOs - Western Bengal
	Video Conference on pension and pension portal related issues with the Districts
	Quarterly Review Meeting with Police and CWC
	Review meeting with DCPOs and DSWOs
	Meeting with NGOs on observance of Child Rights Day
	Consultation on Child marriage and child labour
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels: Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases

Month	Activities
May	
	Capacity building of CWC members on issues related to Child Protection
	Review meeting with SAAs
	Capacity building on Track Child 2.0 for Stakeholders
	Orientation of Managers of 10 Vagrants' Home, on different issues related to Administration and smooth running of Homes
	Orientation and training programme of Open Shelter staff, NGO personnel and Govt officials for improved implementation of the scheme.
	Meeting of Executive Committee of SMA
	Meeting with Head of Institutions on Kanyashree Prakalpa
	Seminar on Acid Attack and Problems of Victims
	District Visit at Murshidabad
	Awareness Camp on Protection of Child Marriage at Murshidabad
	Review meeting of DPOs
	Meeting with DCPOs and DSWOs regarding the observance of Child Protection Day
	Meeting with NGOs on observance of Child Protection Day
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels : Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Orientation of Private schools on RTE
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Exhibition of handicraft work by residents of SMM Home, Liluah (Bibi Russel's Project)
	Regular updation of database of all cases
	Staff meeting (quarterly)
June	
15	Observance of World Elder Abuse Awarness Day
27	Observance of Hellen Keller Day (Deaf-Blind Day, 2018)
	Meeting of Governing body of SCPS
	Capacity building of stakeholders on restoration and repatriation
	Meeting of State Advisory Committee to prevent and combat trafficking of women and children for commercial sexual exploitation.
	Orientation and training programme of Shelter for Urban Homeless staff, NGO personnel and Govt officials for improved implementation of the scheme.
	Board Meeting of WBTGDB
	Publication of Annual Report 2017-18
	District Visit at Darjeeling
	Awareness Camp on Prevention of Acid Attack at Siliguri

Month	Activities
	Seminar on PCPNDT Act
	Regional Review meeting of CDPOS of North Bengal
	Celebration of Child Protection Day
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels : Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Hullor release (March, June, Sep, Dec)
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
	Staff meeting (quarterly)
July	
	Outreach programme at district level on adoption and trafficking
	Sensitization programme of District Social Welfare Officers on ICPS related issues
	Review meeting on functioning of Open Shelter with officials and different stake holders.
	Review meeting on functioning of Shelter for Urban Homeless with officials and different stake holders
	Meeting of State Coordination Committee of WBTGDB
	VC with District Magistrates on Implementation of Kanyashree Prakalpa
	Review meeting with DSWOs
	DMPU meeting on Kanyashree Prakalpa
	Seminar on Dowry Prohibition Act
	Coordination Meeting with Police authorities
	District Visit at Birbhum/Bardhaman
	Regional Review Meeting of CDPOs - North Bengal
	Training of District Level Stake holder at State Level
	PAC Meeting
	Quarterly Review Meeting with Police and CWC
	Study jointly done by WBCPCR and Keertika titled 'Towards Educating the Life of a Child as a Citizen & Revisiting the Education System at School Levels: Findings from West Bengal'
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases

Month	Activities
August	
14	Celebration of Kanyashree Day 2018
	Video Conference on ICPS related issues with the Districts
	Sensitization programme with district judges and lawyers on adoption related issues
	Workshop on Child Safety & Women Issues in VCFS district
	Awareness Camp on Human Trafficking at Uttar Dinajpur/D Dinajpur
	District Visit at Uttar Dinajpur/D Dinajpur
	Paribarik Mahila Lok Adalat (PMLA)
	Workshop on Prevention of Rape and Rehabilitation of Victims
	Review meeting of DPOs
	Review meeting with ICDS, NGOs
	Observation of Breast feeding Week
	Meeting of State Executive Council of ECCE
	Meeting with Superintendents of Govt. and NGO run Home
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
September	
	Capacity building workshop for Legal cum Probation Officers (LCPOs) and Social Worker, JJB
	Capacity building of CWC members on issues related to Child Protection
	Meeting of West Bengal Task Force
	Workshop on Women in West Bengal - Towards Empowerment
	Meeting of Steering and Monitoring Committee (SMC) of Kanyashree Prakalpa
	Meeting with Head of Institutions on Kanyashree Prakalpa
	Awareness Camp on Human Trafficking at Nadia
	District Visit at Nadia
	Seminar on Status of Single Women
	Observation of National Nutrition Week
	State level celebration of NNW
	Review meeting cum Training of Child Development Instructor of AWTC/MLTCs
	Regional Review Meeting of CDPOs - South Bengal
	Review meeting with DCPOs and DSWOs
	Meeting with NGOs on observance of Child Rights Day
	Consultation on Child marriage and child labour
	Institutions visit (Child Care Institutions and Schools)

Month	Activities
	Case hearings and legal proceedings
	Hullor release (March, June, Sep, Dec)
	Members Training
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
October	
1	Obervance of International Day of Older persons
2	ICDS Foundation Day
	Capacity building on Track Child 2.0 for Stakeholders
	Review meeting on functioning of Open Shelter with officials and different stake holders.
	Review meeting on functioning of Shelter for Urban Homeless with officials and different stake holders
	Review Meeting with DSWOs
	Awareness Camp to Prevent Witch Hunting at Malda
	District Visit at Malda
	Workshop on Cyber Crime
	Quarterly Review Meeting with Police and CWC
	Meeting with DCPOs and DSWOs regarding the Child Rights Day
	Meeting with NGOs on observance of Child Rights Day
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
November	
14	Celebration of Childrens Day
	Video Conference on ICPS related issues with the Districts
	Meeting of State Advisory Committee to prevent and combat trafficking of women and children for commercial sexual exploitation.
	Fair with products made by inmates of Vagrant Homes and trainee children under Eradication & Control of Juvenile beggary and Vagrancy Scheme, Open Shelter and cultural programme by them
	Meeting of State Coordination Committee of WBTGDB
	VC with District Magistrates on Implementation of Kanyashree Prakalpa
	Capacity building of stakeholders of Kanyashree Prakalpa.
	Awareness Camp on Human Trafficking at Purba Medinipur

Month	Activities
	District Visit at Purba Medinipur
	Observance of the International Fortnight Protesting Violence Against Women
	Coordination Meeting with Police authorities
	Review meeting of DPOs
	Refresher/Mentoring workshop of Master Trainers on ECCE
	Meeting with NGOs on observance of Child Rights Day
	Child Rights week and Day Celebration
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Giving Shishushree Award
	Visit to agencies (as and when required)
	Participation in events/ meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases
	Staff meeting (quarterly)
December	
3	Observation of International Day of Persons with Disabilities
4 & 5	Rojgar Mela, 2018 for Persons with Disabilities on the occasion of International Day of Persons with Disabilities
	Review meeting with stakeholders on adoption related issues
	Capacity building on Track Child 2.0 for Stakeholders
	Sports with children under Eradication & Control of Juvenile beggary and Vagrancy Scheme, Open Shelter
	Board meeting of WBTGDB
	Meeting with head of institutions on Kanyashree Prakalpa.
	Awareness Camp to Prevent Witch Hunting at Purulia/Bankura
	District Visit at Purulia/Bankura
	Paribarik Mahila Lok Adalat (PMLA)
	Review meeting of DPOs
	District Level meeting on Swawlamban, Swaw-Special, Swaw-Bharosa & Muktir Alo
	Institutions visit (Child Care Institutions and Schools)
	Case hearings and legal proceedings
	Hullor release (March, June, Sep, Dec)
	Visit to agencies (as and when required)
	Participation in events/meetings conferences/seminars/workshops
	Administrative Proceedings
	Regular updation of database of all cases

Department of Youth Affairs and Sports

A. Youth Affairs, B. Sports

A. Youth Affairs

Month	Activities
January	1. Organizing Vivek Chetana Utsab at Block/Municipality, District level
	2. Organizing Student Youth Festival 2017-2018 at Block/Municipality/Municipal Corporation/Borough level
	3. Organizing Student Youth Festival 2017-2018 at District level
	4. Organizing Subhash Utsab at Block/Municipality, District level
	5. Release of Fund for Jangalmahal Utsab
	6. Organizing Student Youth Science Fair 2017 at District Level
	7. Distribution of Club Grant
	8. Release of schematic fund for Mini Indoor Games Complex / Multigym/Playground
	9. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	10. Review meeting of departmental activities by Pr. Secretary, Youth Services
	11. Inauguration of Mython Youth Hostel to make it operational
	12. Inauguration of Youth Hostel at Ayodhya Pahar to make it operational
	13. Inauguration of Youth Hostel at Nabadwip to make it operational
	14. Inauguration of Youth Hostel at Cooch Behar to make it operational
	15. Inauguration of Swami Vivekananda Youth Hostel (Malda) to make it operational
	16. Inauguration of Youth Hostel at Durgapur to make it operational
	17. Inauguration of Youth Hostel at Bishnupur to make it operational
	18. Meeting of Project Implementation Committee of WBMASF
	19. Online examination of Y.C.T.C
	20. Monthly visit by departmental officers to different districts to supervise various regular departmental schemes at the district
February	1. Organizing Student Youth Festival 2017-2018 at State Level
	2. Organizing Student Youth Science Fair 2017 at State Level
	3. Coastal Trekking Programme
	4. Completion of Cooch Behar Youth Hostel
	5. Schematic work of construction of Mini Indoor Games Complex/Multigym/Playground
	6. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	7. Review Meeting of departmental activities by Secretary, Youth Services
	8. Meeting of Project Implementation Committee of WBMASF
	9. Construction work of Chennai Youth Hostel to start
March	1. Completion of 1st phase of construction of new Youth Hostel at Mayapur
	2. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review Meeting of departmental activities by Pr. Secretary, Youth Services
	5. Meeting of Project Implementation Committee of WBMASF
	6. Sports Climbing competition of WBMASF
April	1. Mountaineering and Adventure programme
	2. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review meeting Pr. Secretary
	5. Meeting of Project Implementation Committee of WBMASF
	6. Online examination of Y.C.T.C

Month	Activities
May	1. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground
	2. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	3. Review Meeting of departmental activities by Pr. Secretary, Youth Services
	4. Meeting of Project Implementation Committee of WBMASF
June	1. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground
	2. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	3. Review Meeting of departmental activities by Secretary, Youth Services
	4. Meeting of Project Implementation Committee of WBMASF
July	1. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground
	2. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	3. Review Meeting of departmental activities by Pr. Secretary, Youth Services
	4. Meeting of Project Implementation Committee of WBMASF
August	1. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground
	2. Celebration of Rakhibandhan Utsab at Block & State level
	3. Organizing District level Student Youth Science Fair, 2018
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Pr.Secretary, Youth Services
	6. Meeting of Project Implementation Committee of WBMASF
September	1. Organizing State level Student Youth Science Fair, 2018
	2. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground
	3. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	4. Review Meeting of departmental activities by Pr.Secretary, Youth Services
	5. Meeting of Project Implementation Committee of WBMASF
October	1. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground
	2. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	3. Review Meeting of departmental activities by Pr.Secretary, Youth Services
	4. Meeting of Project Implementation Committee of WBMASF
November	1. Radhanath Sikdar -Tenzing Norgay Adventure Award giving Ceremony
	2. Block / Municipality / Municipal Corporation / Borough level Student Youth Festival, 2018
	3. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Review Meeting of departmental activities by Pr. Secretary, Youth Services
	6. Meeting of Project Implementation Committee of WBMASF
December	1. Organizing District level Student Youth Festival, 2018
	2. Organizing State level Student Youth Festival, 2018
	3. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground
	4. Review Meeting of departmental activities by Hon'ble MIC, Youth Services
	5. Meeting of Project Implementation Committee of WBMASF

B. Sports

January	
1.	Review meeting with ISL officials.
2.	Commencement of renovation of Kishore Bharati Stadium.
3.	Distribution of grants to various clubs/organization.
4.	Felicitation of eminent sports persons.
5.	Meeting with State Level Sports Associations.
6.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
7.	District visit of ongoing sports infrastructures by Departmental Officers.
8.	Meeting of the Advisory Board and working Committee of WBSCS.
9.	Participation of Sports Department and investors in the Bengal Global Business Summit.
10.	Operationalisation of Baruipur Swimming Pool, South 24 Pgs.

February	
1.	Review meeting with ISL officials.
2.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
3.	District visit of ongoing sports infrastructures by Departmental Officers.
4.	Meeting of the Advisory Board and working Committee of WBSCS.
5.	Review meeting with D.M.s/A.D.Ms. & P.W.D.
6.	Preparation of Gradation list of ex-cadre employees of this Department.
7.	Completion of the work of installation floodlight at East Bengal Club Ground.
8.	Completion of the work of installation floodlight at Mohun bagan Club Ground.
9.	Completion of the work of installation floodlight at Md. Sporting Club Ground.
10.	Operationalization of Jhargram Archery Academy.

March	
1.	Review meeting with ISL officials.
2.	Meeting / VC with DMs / DYOs.
3.	District visit of ongoing sports infrastructures By Departmental Officers.
4.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
5.	Meeting of the Advisory Board and working Committee of WBSCS.
6.	Operationalization of Canning Swimming Pool.
7.	Administrative approval of the scheme of modernization of Suvash Sarobar.

April	
1.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
2.	District visit of ongoing sports infrastructures by Departmental Officers.
3.	Meeting of the Advisory Board and working Committee of WBSCS.
4.	Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan.
5.	Operationalization of Purulia Indoor Stadium.

May	
1.	District visit of ongoing sports infrastructures by Departmental Officers.
2.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
3.	Meeting of the Advisory Board and working Committee of WBSCS.
4.	Completion of ongoing work of Naihati Sports Complex.
5.	Completion of ongoing work of play ground at Bhatar Stadium.

June	
1.	Meeting / VC with DMs / DYOs.
2.	District visit of ongoing sports infrastructures by Departmental Officers.
3.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
4.	Meeting of the Advisory Board and working Committee of WBSCS.
5.	Review meeting with D.M.s/A.D.Ms. & P.W.D.

July	
1.	Meeting / VC with DMs / DYOs.
2.	District visits of ongoing sports infrastructures by Departmental Officers.
3.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
4.	Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports.
5.	Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan.

August	
1.	Meeting with State Level Sports Associations.
2.	1st Meeting for inviting nomination for Khel Samman Awards.
3.	District visit of ongoing sports infrastructures by Departmental Officers.
4.	Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers concerned of Sports Department.
5.	Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports.

September	
1.	Administrative approval of Badminton Academy at VYBK.
2.	District visit of ongoing sports infrastructures by Departmental Officers.
3.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
4.	Meeting of the Advisory Board and working Committee of WBSCS.

October	
1.	Holding District Level rural and women Competitions under Khelo India.
2.	2nd Meeting of selection committee for scrutiny of nominations for Khel Samman Awards.
3.	District visit of ongoing sports infrastructures by Departmental Officers.
4.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
5.	Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports.

November	
1.	Holding State Level rural and women Competitions under Khelo India.
2.	Meeting for finalization of Khel Samman Awardees.
3.	District visit of ongoing sports infrastructures by Departmental Officers.
4.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
5.	Meeting of the Advisory Board and working Committee of W.B.S.C.S. & V.Y.B.K.
6.	Review meeting with the Officers of the PWD regarding progress of various projects undertaken by Sports Department.
7.	Review meeting with D.M.s/A.D.Ms. & P.W.D.

December	
1.	Preparation of final list of the club/organization eligible for grants.
2.	District visit of ongoing sports infrastructures by Departmental Officers.
3.	Review meeting with M.I.C., M.O.S., Principal Secretary & all officers concerned of Sports Department.
4.	Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports.
5.	Preparation of the list of the eminent sports persons for felicitations.