



ADMINISTRATIVE Calendar 2022

GOVERNMENT OF WEST BENGAL

**ADMINISTRATIVE
CALENDAR
2022**



মমতা ব্যানার্জী
ममता बैनर्जी
ممتا بنرجی

Mamata Banerjee



মুখ্যমন্ত্রী, পশ্চিমবঙ্গ
मुख्यमंत्री, पश्चिम बंगाल
وزیر اعلیٰ مغربی بنگال

CHIEF MINISTER, WEST BENGAL



PREFACE

The **Administrative Calendar** of the State Government outlines the monitorable activities of every administrative department in respect of planning, execution and supervision of different government programmes, services and initiatives. This annual exercise of ours has ensured time-bound implementation and thorough evaluation of all our schemes and programmes.

The calendar disseminates the department-wise vision of the State Government amongst the various stakeholders, which undoubtedly, is a pre-condition for good governance. The Administrative Calendar Compliance Reporting System (ACCR), a web based monitoring mechanism, helps the departments to effectively study the progress of various schemes and programmes vis-a-vis the activities set out in the calendar and take follow-up action accordingly.

I am optimistic that the Administrative Calendar-2022 will be of immense help to all its stake holders and like previous years, will be a guiding light in our journey towards all-round growth and development.

My heartiest greetings and best wishes to all.

(Mamata Banerjee)

Nabanna, West Bengal Secretariat, Howrah - 711 102
West Bengal, India

Tel : + 91-33-22145555, + 91-33-22143101

Fax : + 91-33-22144046, + 91-33-22143528

A BRIEF NOTE ON THE ACHIEVEMENTS OF THE GOVERNMENT DURING 2021

An update on the achievements in various sectors during 2021 is given below:

Finance

- Successfully completed e-Stamping module with NeSL (National e-Governance Services Limited) for digital document execution of Bank loan documents, etc.
- **Received SKOCH AWARD (GOVERNANCE- SILVER), 2021 for e-Nathikaran system e-Preparation and e-Submission of deeds.**
- All Treasury linked branches of State Bank of India have been brought under digitised cheque clearing system.

Home and Hill Affairs:

- West Bengal Police Housing Infrastructure Development Corporation Ltd. (WBPHIDCL) completed 26 new police infrastructure projects, including 4 Model Police Station buildings, 6 Barracks, 64 Lower Subordinate/ Upper Subordinate quarters and a 500-capacity hostel building for lady trainees at Swami Vivekananda State Police Academy, Barrackpore.
- Construction of Composite Bus Terminus at Dinhata completed. Construction of permanent Rehabilitation Housing at Dinhata completed.

Industry, Commerce & Enterprises

- 'Jangal Sundari Karmanagari' has been launched.
- Pharmaceutical Park at Falta over 100 acres was delineated and published by WBIIDC.
- An information booklet on few industries (156 nos.) in Bengal titled, 'Industries in Bengal - A Glimpse' was published by WBIDC with inputs from industrial units in Bengal.
- Three New Policies have been introduced viz. **West Bengal Ethanol Production Promotion Policy, 2021; West Bengal Sand Mining Policy, 2021; Data Center Policy, 2021.**

Roads and Bridges

- PWD completed the construction of 4-Lane JAI HIND Bridge (ROB) adjacent to Majherhat Railway Station at 5.80 km on Diamond Harbour Road at a cost of Rs. 311.76 crore within a remarkable period of 1 year 11 months applying new technology.
- Construction of Long Span High Level JOYEE Bridge over river Teesta with approaches near Haldibari connecting Sub-divisional Head Quarter at Mekhliganj with Per-Mekhliganj/ Haldibari in the district of Coochbehar has been completed. This bridge reduces the distance between these two towns by 75 km.
- Construction of Road over Bridge (R.O.B) & Approach Ramps at Fulbari - Gazoldoba Canal Road in Lieu of Unauthorised Level Crossing of Track At KM 4/9-5/0 under Kathihar Division of Northeast Frontier Railways (Except R.O.B proper) in the district of Jalpaiguri completed.
- Pedestrian Underpass by Box Jacking Technique at Laketown Crossing of K.N.I. Avenue in the district of North 24 Parganas has been constructed.

Information Technology

- Construction of Webel Tower-I Project (BN-4), Webel Tower-I Project (BN-9), Webel IT Park (Ph-II) and Webel IT Park (Ph-II) Project at Kalyani completed.
- Completion of cyber security training center set up at Asansol, Barjora, Purulia & Siliguri (Ph-II) IT Parks
- Connectivity between WBSDC and WBSWAN has been upgraded from 1 Gbps to 10 Gbps to meet up increased bandwidth demand through WBSWAN.
- **Cyber Security Centre of Excellence of this Department received 2nd Elets India Transformation Summit & Award for the project 'CYBER SAFE BENGAL, CYBER SAFE INDIA' under the category Cyber Security Initiative.**

- **Cyber Security Centre of Excellence of this Department received the Indian Express Digital Technology Sabha Award 2021 under Enterprise Security category.**
- **Shri Sanjay Kumar Das, WBCS(Exe.), Joint Secretary, IT&E Department, Govt. of West Bengal and Member-Secretary, CS-CoE received the Elite Excellence Awards-2020.**

Power

- 5.82 lacs new consumers added to reach consumer base as 2.11 Crore.
- 10 nos. new 33/11 KV Sub-station commissioned.
- New 33 KV System commissioned at Howrah 220 KV Substation for Metro Rail Connectivity.
- 132/33 KV Substation namely Burdwan 132 GIS (Purba Burdwan) commissioned with capacity addition of 150 MVA.
- One 220 KV transmission line (58 circuit KM) & 9 nos. 132 KV transmission lines (378 circuit KM) commissioned with total addition to the system being 436 circuit KM.
- 132 kV D/C Transmission line from Moinaguri 132kV Substation to Mathabhanga 132kV Substation commissioned.
- WBPDC achieved highest ever generation 23,874.24 MU in FY 2020-21 and crossed earlier high of 23,853.39 MU which was achieved in FY 2014-15.
- Bakreswar Thermal Power Station and Santaldih Thermal Power Station is poised to finish FY 2020-21 at all India 8th rank and 20th rank respectively by CEA.
- WBPDC achieved its best ever yearly SOC of 0.45 ml/kWh and APC of 8.5% in FY2020-21.
- WBPDC achieved its best ever yearly Declared Capacity of 29,755 MU in FY2020-21 after capacity addition at Sagardighi (2X500MW).

Higher Education

- A unique Scheme, namely Student Credit Card Scheme has been started to provide hassle free bank loan up to Rs. 10 lakh at minimal interest help to the students of West Bengal from Class X up to PhD to pursue their studies.
- Academic activities of four new state aided universities, Viz. Dakshin Dinajpur University at Balurghat, Murshidabad University at Berhampur, Sadhu Ramchand Murmu University at Jhargram, Harichand Guruchand at Thakurnagar, North 24 Parganas, started during the year.
- The minimum qualifying marks in the Class X and Class XII board examination, for being considered for Swami Vivekananda Merit-Cum-Means Scholarship at Higher Secondary & Under Graduate level respectively, have been lowered down to 60 %. Previously these were was 75 %.

Food

- Ensured Food Security with adequate quantity and quality of food-grains by a robust delivery mechanism catering to about 10.44 crore people under 'Khadya Sathi' Scheme. Now, 100% distribution is made through e-PoS.
- Despite 'Covid-19' pandemic situation and 'Amphan', ensured smooth running of Public Distribution System and has been providing food grains free of cost.
- Piloting of Duare Ration Scheme started from 15.09.2021.
- Construction of Nine (09) godowns having total capacity of 94,000 MT completed during the year 2021.
- Implemented online application for all services related with digitized ration cards.
- Number of Aadhar validated Ration Cards as on date is 6.48 Crores.
- Completed Aadhar seeding of more than 2.5 crore beneficiaries in just 2 months.
- One Nation One Ration Card (ONORC) has been introduced from 1st August, 2021.

Drinking Water

- 11.65 Lakh Households have been provided with Functional Household Tap Connections (FHTC) in 2021 up to 15th November under Jalswapna Scheme.
- 1,123 nos. of Hand pump Tube wells / Rig Bored Tube wells have been sunk throughout the State to extend immediate relief to the people in the non- piped water supply scheme areas.
- 1.84 Crore drinking water pouches and 5.53 Crore liters of purified water were supplied through 1,587 water tankers, for the relief to the people affected by the Super Cyclone “YAAS”.
- 5,352 Schools and Anganwadis covered by Availability of drinking water through tap connection within their premises.

Health & Family Welfare

- Under the state flagship scheme – “Swasthya Sathi” every citizen except some specified categories of the state are being enrolled through Duare Sarkar, since 1st December, 2020. More than 43 lakh families have already been enrolled under the scheme.
- Number of Government Medical Colleges and Hospitals have increased from 10 to 24 and Private Medical Colleges from 1 to 6 in 2020.
- The Maternal Mortality Ratio (MMR) in the State has reduced considerably from 113 per 1 lakh Live Birth in 2011 to 98 in 2020 which is much below the national average of 113.
- State has achieved Infant Mortality Rate (IMR) of 22 per 1000 Live Birth, which is much below the national average of 32.

Micro, Small and Medium Enterprises

- Tantuja procured Baluchari sarees worth approx Rs. 25 lakhs and handloom products worth Rs. 6 Cr. from weavers of the state as marketing support during the pandemic.
- **Tantuja won the National Award 2018 for Design Development for Baluchari Saree.**
- MANJUSHA achieved a turnover of Rs. 164.50 crores , an increase of 29.69% over the last financial year, 2019-20, the highest in the history of MANJUSHA and set-off all accumulated losses since its inception and the Board recommended dividend @Rs. 2.00/- per share.
- WBSIDCL completed Integrated Silk Park, Malda at East Block, new Industrial Estate at Khasjungle IP under RIDF-XXII.

Transport

- Massive transport arrangements were made during the period of lock-down and Covid restrictions for movement of lakhs of migrant workers/ laborers. Huge numbers of STU buses were deployed for running essential services, for movement of health workers, police and others during the lock-down period.
- Infrastructure development work of Sarsuna, Khidderpore, Basirhat, Habra Bus Stands have been completed by WBTC. Inauguration of Kalipahari, Berhampur Bus terminus and crew rest room at Burdwan, Jhargram, Medinipur, Belghoria depot have been completed by SBSTC.
- 547 “Jalasathi” have been engaged in 481 ferry ghats for compliance of SOP by ghat operators and the ferry passengers.

Rural Development:

- A total 2178.960 km new road constructed during 20-21F.Y under Bangla Grameen Sadak Yojna.
- In the Financial Year 2020-21, West Bengal has given sanction to 8,92,272 houses. Total number of houses completed in the FY 2020-21 is 6,78,587.
- A new community cadres called “Seba Sakhi” introduced to provide support to the ailing and aged persons.

- 11 (eleven) CPUs for central level management of Solid Waste have been set up. Altogether 157 Central Processing Units (CPU) have been set up till date.
- 93,251 no. of IHHL and 92 no. of Community Sanitary Complexes were constructed.
- In current FY, 6.10 lakh new Job Cards issued.
- In Hilly region 253 Water harvesting structure completed in current Financial year
- State could complete 1031 Anganwadi Centre under convergence
- 3.5 Crore Mangrove plants planted in current Financial Year.

Women & Child Development and Social Welfare

- **Lakshmir Bhandar**, newly launched scheme of the State Government for the empowerment of women in the age group of 25-60 years and enrolled in ‘Swasthya Sathi’ provides Rs. 1000/- every month to women from SC/ST households and Rs. 500/- per month from others. Over 1.5 crore applications were received and processed.
- **Kanyashree Prakalpa**: Since inception Rs.10560 crore released and 71.1 lakh beneficiaries have been provided with the benefits.
- **Rupashree Prakalpa**: Since its launch in April 2018, 9.8 lakh women have received the scheme’s benefit of Rs.25,000/- each, with a total of Rs.2,764.91 crore disbursed till date (September 2021). The benefit is given to indigent women to cover the expenses of their first marriage.
- Under **Manabik Pension**, persons with disability of 40% or more receive a pension of Rs. 1,000/- . Until September 2021, 4,73,494 beneficiaries have received the pension, with Rs. 284 crore released during 2021-21.
- Similarly indigent widows and senior citizens (age 60 and above) receive Rs. 1,000/- per month from the **Widow Pension Scheme** and **Old Age Pension Scheme** respectively. Till September 2021, the Widow Pension scheme has covered 7,00,564 beneficiaries, and the Old Age Pension scheme has covered 16,89,657 beneficiaries.

Agriculture

- “Krishak Bandhu” scheme was revamped and launched as Krishak Bandhu (Natun) 17th June, 2021 thereby doubling the financial assistance to the farmers to a maximum of Rs. 10,000/- and a minimum of Rs.4000/- per annum.
- Under Krishak Bandhu Death Benefit Scheme one-time grant of Rs. 2,00,000/- provided Rs.284.02 crore to 14,201 bereaved families during January to September 2021.
- “Matigantha”, State Centre of Excellence for farm mechanisation training, has been inaugurated at Mati Tirtha Krishi Katha, Purba Bardhaman.
- The second tissue culture laboratory and aeroponics green house have been established at ZARS Krishnagar, Nadia and PVSM Farm, Paschim Medinipur respectively.

Urban Development

- ‘MAA Programme’ has been introduced under which 223 nos. of canteens were opened till now and 46 lakh people have been benefitted. Twelve lakh people (average) are being benefitted per month.
- Mohabani Development Authority (in Paschim Medinipur District) created.
- 3 new Water Supply Projects at Raiganj (25.13 mld.), Asansol (10 MGD) and Bankura (26.97 mld) made operational.
- Three new Municipalities namely, Falakata in Alipurduar District, Maynaguri at Jalpaiguri District and Bally in Howrah District created.

Minority Development

- Around 39 lakhs students were provided with the Aikyashree Scholarship which is an all-time record.
- 2600 number of eligible students provided Education Loan for pursuing professional/ technical courses, amount being amounting to Rs. 29.09 cr.
- 37,755 nos. of destitute minority women provided with housing/dwelling units.
- Rs. 23.14 crore released for Construction of Boundary Wall around Graveyards.

Backward Classes Welfare

- 46,92,028 SC, ST and OBC Caste Certificates issued through online system.
- Under Taposili Bandhu pension scheme 10,13,475 persons benefitted with a financial involvement of Rs. 1037.00 Crores.
- Annual Scholarship of Rs 800/- under Sikhashree disbursed to SC students of Class-V-VIII. Till date in 2021 fiscal 9,17,547 SC students benefitted and involvement stands at Rs. 73.40 Crores.
- Rs. 117.97 crores spent for 5,90,362 SC students on account of pre and post matric scholarships. Similarly, 5,51,347 students benefitted under Pre-Matric & Post-Matric OBC Scholarship till date with financial involvement of Rs. 61.86 crores.
- Under Sabooj Sathi around 16,23,365 lakh students provided bi-cycles (under Phase VI & Phase VII) in 2021 academic year.

Tribal Development Department

- Adivasi Bhawan with the facility of office accommodation, conference room, guest room, dormitory for ST(s) and Tribal Museum at Rajarhat, Newtown, Kolkata completed.
- Lepcha Bhawan with the facility of office accommodation, conference room, dormitory for Lepchas(s) and Tribal Museum for Lepcha community at Rajarhat, Newtown, Kolkata inaugurated.

Animal Resource Development

- Commenced operation of Broiler Integration Programme in and around Siliguri & Jalpaiguri.
- 6 nos. of Mother Dairy Calcutta outlet established for self- employment.
- 12604 no. of private AI workers and Pranimitra(s) received performance Incentive@ Rs. 5000/- per month during 2021.

Administrative Reforms :

- Biggest ever Integrated Administrative and Residential Complex at district level has been made functional at Nimtouri, Purba Medinipur with an overall project cost of Rs. 163 Crore (approx.).
- Office-cum-Residential Building of the Divisional Commissioner, Medinipur Division has been constructed and made functional.
- Administrative approval issued for construction of the Administrative Building of the new Paschim Bardhaman district.

Department of Information and Cultural Affairs

- 1.90 lakh folk artists enrolled under **Lok Prasar Prakalpa (LPP)** scheme and Rs. 250 crore spent for livelihood maintenance of these folk artists.
- The benefit of ‘**Swastha Sathi**’ Scheme extended to **Cable TV Operators**, Sub-operators, their workers and families.
- 96 retired journalists above 60 years of age and facing acute financial distress are provided with monthly pension @ Rs. 2500/- under “**West Bengal Pension Scheme for the Journalists, 2018**” scheme.
- 131 no. of journalists provided with medical assistance **under MAAVOI** – (West Bengal Health Scheme for Journalists, 2016) a health insurance and personal accident coverage scheme for accredited journalists and their dependent family members.

- Medical Benefit Scheme for the Cine and Television Artistes/ Technicians /Workers has been introduced.
- 148 eminent aged and needy artistes Jatra artistes provided financial assistance one time pension under the scheme.

Housing

- Under CHAA SUNDARI Housing Scheme 1171 pucca houses out of 4022 approved single storied dwelling units in 17 sites covering 07 Tea Gardens in Alipurduar and Jalpaiguri started to provide pucca house to permanent tea garden workers.
- “NIJASHREE” HOUSING SCHEME: Construction of 2 sites has been completed, selection of beneficiaries of 10 (Ten) sites have been done and out of which works are going on at 7(seven) sites to provide housing among the LIG and MIG families.
- NIGHT SHELTER: Construction of 02 (Two) Night Shelters completed during 2021 and Construction is in progress at 09 (Nine) sites in various Hospitals of the state.
- Construction of two (02) “Karmanjali” are completed to provide accommodations on rental basis to the working women who are single, less paid and have no residence in the city.
- Construction of three (03) Rental Housing Estates (RHE) at Alipurduar (32 flats). Karnajora (12flats) and Buniadpur (12 flats) completed and thirteen (13) in progress.

Land

- Pattas have been distributed among beneficiaries involving an area an area of 318.45 acre.
- Free Hold Title Deed (RR Patta): 4,974 nos. of FHTD (RR Patta) have been distributed up to 30th September, 2021.
- Automatic mutation has been launched during the year 2021 resulting significant increase of mutation cases to the tune of 51,65,000. Also, 69,400 nos. of Conversion Cases have been disposed of.
- Inter Departmental Transfer of a total of 107 cases of IDT have been sanctioned involving an area of 474.68 acres (January-September, 2021).
- Long-term Settlement of vested land in respect of 23 cases involving an area of 170.14 acres done for which the revenue amounts to Rs.13,55,87,722 (January-September, 2021) has been received.
- Under the Bon Hooghly Housing Project at Baranagar, North 24-Parganas rehabilitated 540 families who were living in an old dilapidated structure on the site and another 107 families who were residing at Uday Villa, Burma Colony, Kamarhati have also been shifted from Burma Colony and rehabilitated in the new flats at “Bonirini” at Bonhooghly Housing Project.
- During the year 2020-21 regularization of 31 refugee colonies situated in the land of State Government, Central Government and private entities have been sanctioned.

Irrigation & Waterways

- Dredging of Muriganga river in between Kakdwip and Sagar island has been done as a result uninterrupted navigation could be achieved for almost 19 hours during the Ganga Sagar Mela, 2021.

Correctional Services

- 697 nos. of candidates selected for appointment to the post of Warder and Female Warder under the Directorate of Correctional Services, West Bengal.
- Construction work of 02(two) storied building for the accommodation of 150 inmates in Krishnanagar District Correctional Home completed.

Disaster Management

- 2 Crores people of 18 districts have been affected by Very Severe Cyclone YAAS, 26th May 2021: Damage assessed: Rs. 21535 Crores; Fund required (As per SDRF) : Rs. 4522 Crores Fund received from MHA: Rs.300 Crores.

- 10.76 Lakhs people of 13 districts have been affected by Flood & Landslide in July-August 2021 due to Heavy Rain & excessive DAM Water released by DVC. Damage reported: Rs.9546 Crores.
- Under Duare Tran scheme a fund of allotted to Rs.385.50 Crores beneficiaries (Agri.-276.85 Cr.; MSMET-1.36 Cr.; ARD- 3.18 Cr. Fisheries- 29.65 Cr, HG Grant -74.45 Cr.)

Agricultural Marketing

- 18 markets of our state are functioning as e-NAM (Electronic National Agricultural Markets) markets at present and another 14 markets proposed to Government of India. More than 33000 farmers and other stakeholders have been registered online till 30.09.2021. Approximate 24,000 MT of commodities have been e-traded so far.
- **SUFAL BANGLA** introduced in 2014 presently operates with 63 mobile vans, 3 Hubs and 350 retail outlets across the state. Daily about 75-80 MT of agricultural produces amounting to Rs. 18.00 to 20.00 lakh are sold through Sufal Bangla outlets to serve about 44,000 Consumer Families, i.e 2.00-2.50 lakh consumers daily.

Non-conventional Energy Resources

- WBREDA installed Rooftop Grid Connected Solar PV Power Plants @10kWp in 276 schools in the year 2021 and a 10 MW Solar PV Power Plant at Bhajanghat in Nadia District.

Judicial Administration

- Two Commercial Courts for Kolkata Jurisdiction, a Special Criminal Court for MLAs and MPs at Salt Lake, a family Court at Lalbag (Murshidabad), and three Fast Track Courts at Berhampore (Murshidabad) started.
- Child Friendly Courts at Howrah, Paschim Medinipur Tehatta(Nadia) Haldia, Contai completed.

Co-operation

- Crop Loan to the tune of Rs.2,580.55 crore has been disbursed to 10.09 beneficiaries against a target of Rs.2,640.00 crore to 9.05 lakh beneficiaries registering achievement to the tune of 97.75% and 111.46% respectively.
- 81,339 numbers of Self Help Groups (SHG) have been financed against a target of 42800 registering an achievement of 190.04%.
- Agriculture & Agriculture-allied and Non-Agricultural Loan of Rs.1175.51 crore has been issued against a target of Rs.931.00 crore registering 126.26% achievement.

Technical Education, Training & Skill Development

- Employers' Portal: A platform for Employers for hiring trained Candidates under Utkarsh Bangla Scheme, Polytechnic, ITI and Vocational Training Centers soft launched.
- World Skills Competition 2022: State Level Competition organised for the first time. The state winners won 5 medals (4 Gold and 1 Silver) in Regional Level Competition.

Tourism

- The Bengal Himalayan Carnival, a tree day event to boost the state's tourism industry in the wake of COVID pandemic was held in Darjeeling, Kalimpong and Gajaldoba during the first week of February, 2021.
- The Bishnupur Music Festival, a homage to the pioneers of the Bishnupur Gharana of Indian Classical Music, was organized during the first week of February, 2021.

School Education

- 100% Govt./Aided/Sponsored Schools in the State have been covered under the Mid-Day Meal programme and 112.72 lakh students have been provided with Mid-Day Meal.

Mass Education Extension & Library Services

- Library-cum-Reading Rooms are being set up in Six State Welfare Homes and one Sponsored Welfare Home.
- Bangla Sahayata Kendra(BSK) have been opened in 748 Public Libraries in state.

Science & Technology and Biotechnology

- Conducted of Technology Hunt program and financial assistance to novel and viable research projects under Technology Development and Adaptation Centre of the Department in collaboration with IIM-CIP, Joka.
- ‘Vigyansathi’ portal for monitoring and management of all scientific programmes of the Department launched.
- ‘Junior Bigyani Kanya Medha Britti’ Programme under Jagadish Ch. Bose National Science Talent Search launched.
- GIS Mapping of all Private and Government Covid Vaccination Centres (CVC) done for use of Department of Health and Family Welfare.

Fisheries

- Rs.30.01 Crore distributed to fishermen affected by “Amphan” during 2020-2021 and Rs.30.76 crore distributed to fishermen affected by “Yaas” during 2021-2022 for loss of nets, hundis, waterbodies etc.
- Old Age Pension is being disbursed to 20000 fishermen @ Rs.1000/- p/m.
- Renovation of Tapan Dighi, Dakshin Dinajpur (Project cost-Rs.36.78 Crore) and Development of Beel Balli Fisheries Project (Project cost-Rs.20.96 Crore) are under process.

Water Resources

- 7,845 Nos Equivalent Tanks have been Excavated/Re-excavated / Created under Jal Dharo-Jal Bharo Programme against Target of 3,819 Nos.
- 2,096 Nos Minor Irrigation Schemes (including 631 Water Detention Structures) have been Created/ Revived against Target of 1,682 (including 341 Water Detention Structures) Nos.

Department of Youth Services & Sports

- 8,289 Clubs were given this year’s instalment of Club Grant & 947 Coaching Camps given financial assistance.
- Fifty eminent sports personalities of the state awarded under Khel Samman Program
- Durand Cup 2021 conducted successfully in association with Indian Army.

Paschimanchal Unnayan

- Supplied 960 sets of Musical Instruments (Dhamsa & Madal) in 7th Jungal Mahal Utsav to Adibasi Community.

Environment Department

- Special Aforestation drive undertaken with Forest Department to improve air quality in the 7(Seven) ‘Non-Attainment Cities’ of West Bengal under the National Clean Air Programme.

Fire and Emergency Services

- 06 (Six) nos. of proposed New Fire Stations inaugurated at Gangasagar, Nishiganj, Beldanga, New Town Rajarhat, New Barrackpore and Galsi.
- Construction of New Building for Existing Cossipore Fire Station has been completed and inaugurated.

Consumer Affairs

- 2,028 nos. of Consumer cases disposed of by the State Consumer Disputes Redressal Commission and District Consumer Disputes Redressal Commission.

Planning and Statistics

- Successfully coordinated and monitored “**Duare Sarkar**” (1st phase & 2nd Phase) and “**Paray Samadhan**” scheme as Nodal Department.

(Hari Krishna Dwivedi)
Chief Secretary

CONTENTS

	Page No.
1. Department of Agricultural Marketing	15-26
2. Department of Agriculture	27-31
3. Department of Animal Resources Development	32-36
4. Department of Backward Classes Welfare	37-44
5. Department of Consumer Affairs	45-53
6. Department of Co-operation	54-59
7. Department of Correctional Administration	60-62
8. Department of Disaster Management and Civil Defence	63-67
9. Department of Environment	68-77
10. Department of Finance	78-95
11. Department of Fire & Emergency Services	96-100
12. Department of Fisheries, Aquaculture, Aquatic Resources & Fishing Harbours	101-104
13. Department of Food & Supplies	105-108
14. Department of Forests	109-110
15. Department of Food Processing Industries & Horticulture	111-116
16. Department of Health & Family Welfare	117-130
17. Department of Higher Education	131-134
18. Department of Home and Hill Affairs	135-137
19. Department of Housing	138-139
20. Department of Information and Cultural Affairs	140-145
21. Department of Information Technology & Electronics	146-158
22. Department of Irrigation & Waterways	159-169
23. Department of Judicial	170-172
24. Department of Labour	173-181
25. Department of Land & Land Reforms and Refugee Relief & Rehabilitation	182-192
26. Department of Law	193-194
27. Department of Industry, Commerce and Enterprises.	195-197
28. Office of the Legal Remembrancer	198
29. Department of Mass Education Extension & Library Services	199-202

30. Department of Minority Affairs and Madrasah Education	203-215
31. Department of Micro, Small & Medium Enterprises and Textiles	216-224
32. Department of North Bengal Development	225-230
33. Department of Non-renewable Energy Resources	231-232
34. Department of Panchayats & Rural Development	233-244
35. Department of Personnel & Administrative Reforms	245-257
36. Department of Parliamentary Affairs	258-259
37. Department of Paschimanchal Unnayan Affairs	260-262
38. Department of Planning & Statistics	263-267
39. Department of Power	268-274
40. Department of Public Health Engineering	275-276
41. Public Works Department	277-279
42. Department of School Education	280-283
43. Department of Science & Technology and Biotechnology	284-286
44. Department of Self Help Group & Self Employment	287-288
45. Sundarban Affairs Department	289-293
46. Department of Technical Education & Training and Skill Development	294-296
47. Department of Tourism	297-298
48. Department of Transport	299-304
49. Department of Tribal Development	305-310
50. Department of Urban Development and Municipal Affairs	311-316
51. Department of Water Resources Investigation & Development	317-322
52. Department of Women Development & Child Development and Social Welfare	323-326
53. Department of Youth Services and Sports	327-329

Department of Agricultural Marketing

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
January, 2022	Subsidy linked schemes like AMAR FASAL AMAR GOLA under RKVY 20-21	1	50% Utilization of the allotted Fund		
	Subsidy linked schemes like AMAR DHAN AMAR CHATAL under RKVY 20-21	2	50% Utilization of the allotted Fund		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola Under State Budget for the F.Y 2021-22	3	50% Completion of the scheme - Subject to allotment of fund		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables for the F.Y 2021-22	4	Accomplishment of 75% of the Training Programme		
	Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2021-22	5	100% Accomplishment of the Training Programme		
	Training on Jute Grading	6	100% Accomplishment of the Training Programme		
	State Level Meetings with the District level Officers of the Directorate	7	Review the progress of the schemes and other Departmental activities		
	Participation in Block Level KrishiMelas for the year 2021-2022	8	90% Participation		
	Monitoring of Cold Storages-Cold Storage Disinfection Programme	9	80% accomplishment for the year 2022		
	Warehouse License Renewal	10	90% of the renewal due for the year 2022		
	Monitoring of markets, data collection and record	11	Daily		
	Participation in Block, Sub-division, District-level and City events / Fairs / Festivals / Mela for display & sale of farm produces	12	As per feasibility		
	Opening of Sufal Bangla Outlet	13	Opening of 10 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Procurement of Paddy	14	Procurement target for the month:- 4000 MT; Cumulative target for the year:- 4000 MT		
	Budget Meeting & General Board Meeting	15	Meeting of Hon'ble Members of WBSAMB for (i) approval of Budget of WBSAMB for the FY 2022-23 (ii) other issues.		
	Meeting with Engineers	16	AEs/SAEs		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
January, 2022	Visit to RMC	17	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure at Principal Market Yard	18	Completion of two schemes		
	Completion of Repairing work of Market Link Road/ Other Roads	19	Completion of one scheme		
	Completion of setting up of cleaning, Grading, Sorting, Packaging Sheds and Bio-composting units	20	Completion of work at three eNAM markets		
	Outreach awareness program at North Bengal on e-NAM and e-Permit for Secretaries of the RMCs / ZRMCs	21	One Outreach Program on e-NAM and e-Permit for All Secretaries of RMCs / ZRMCs (North Bengal & South Bengal) at North Bengal		
	Setting up of Information Kiosk with Public Address System at e-NAM markets	22	Setting up of Information Kiosk with Public Address System at Six eNAM markets		
	Refresher Training on e-NAM and e-Permit for RMC officials of RMCs / ZRMCs	23	Two Refresher Training for Officials and Secretaries of RMCs / ZRMCs on e-NAM & e-Permit		
	Post-Harvest Management Training	24	30 number of participants from FPO/ FPC/SHGs in 02 batches		
	e-NAM training	25	30 numbers of participants 02 batches		
February, 2022	Subsidy linked schemes like AMAR FASAL AMAR GOLA under RKVY 20-21	1	75% Utilization of the allotted Fund		
	Subsidy linked schemes like AMAR DHAN AMAR CHATAL under RKVY 20-21	2	75% Utilization of the allotted Fund		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola Under State Budget for the F.Y 2021-22	3	75% Completion of the scheme - Subject to allotment of fund from State Budget		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading	4	Accomplishment of 85% of the Training Programme		
	MatiMela (Tentative)	5	100% Participation		
	Meetings with the Officers of the TCPC Centres of the Directorate	6	Review the progress of the schemes and other activities		
	Warehouse License Renewal	7	100% of the renewal due for the year 2022		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
February, 2022	Monitoring of Cold Storages- Cold Storage Disinfection Programme	8	100% accomplishment for the year 2021-2022		
	Monitoring of markets, data collection and record	9	Daily		
	Participation in Block, Sub Division, District Level and City events / Fairs / Festivals / Mela for display & sale of farm produces	10	As per feasibility		
	Opening of Sufal Bangla Outlet	11	Opening of 10 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Supervision of works of setting up of Production Units under RKVY	12	Review of the works relating to setting up of production units under RKVY in co-ordination with the faculty of BCKV		
	Procurement of Paddy	13	Procurement target for the month:- 5000 MT; Cumulative target for the year:- 9000 MT		
	Meeting with RMC Officials	14	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	15	AEs/SAEs		
	Visit to RMC	16	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure	17	Completion of one scheme		
	Completion of Repairing work of Market Link Road/ Other Roads	18	Completion of one scheme		
	Webinar on e-Permit for stakeholders	19	Completion a Webinar		
	Completion of setting up of cleaning, Grading, Sorting, Packaging Sheds and Bio-composting units	20	Completion of work at three eNAM markets		
	Stakeholder training on e-NAM/ e-Permit	21	Two Stakeholder training		
	Setting up of Information Kiosk with Public Address System at e-NAM markets	22	Setting up of Information Kiosk with Public Address System at Six eNAM markets		
	Marketing Management Training	23	30 number of RMC officials in 02 batches		
	Post-Harvest Management Training	24	30 number of participants from FPO/FPC/SHGs in 02 batches		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
March, 2022	Subsidy linked schemes like AMAR FASAL AMAR GOLLA under RKVY 20-21	1	1. 100% Utilization of the allotted fund 2. Evaluation of execution		
	Subsidy linked schemes like AMAR DHAN AMAR CHATAL under RKVY 20-21	2	1. 100% Utilization of the allotted fund 2. Evaluation of execution		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola Under State Budget for the F.Y 2021-22	3	1. 100% Completion of the scheme subject to allotment of Fund from State budget during 21-22 2. Evaluation of execution		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading	4	1. 100% Accomplishment of of the Training Programme 2. Evaluation of execution		
	State Level Meetings with the District level Officers of the Directorate	5	Review the progress of the schemes and other Departmental activities		
	Cold Storage Loading	6	100% completion of loading in South Bengal districts and at least 80% completion of loading in North Bengal districts for the year 2022-23		
	Cold Storage License Renewal	7	80% of the renewal due for the year 2021-2022		
	Monitoring of Markets, data collection and Record	8	Daily		
	Opening of Sufal Bangla Outlet	9	Opening of 5 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Monitoring of Sufal Bangla activity	10	Quarterly review of the performance of Sufal Bangla franchisees		
	Opening of Honey Processing Unit	11	Opening of Honey Processing Unit at BCKV		
	Procurement of Paddy	12	Procurement target for the month:- 5000 MT; Cumulative target for the year:- 14000 MT		
	Meeting with Engineers	13	AEs/SAEs		
	Visit to RMC	14	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on e-NAM/ e-Permit	15	Two Stakeholder training		
	Setting up of Information Kiosk with Public Address System at e-NAM markets	16	Setting up of Information Kiosk with Public Address System at three eNAM markets		
	Workshop of trainees	17	30 numbers of participants in 1 batch		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
April, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	1. Submission of UC for the year 2021-2022, 2. Preparation & submission of schemes for the year 2022-2023.		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	Preparation & submission of schemes for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	1. Submission of UC for the year 2021-2022, 2. Preparation & submission of schemes for the year 2022-2023.		
	Cold Storage Loading	4	100% completion of loading in North Bengal districts for the year 2022-23.		
	Estimation of stock of potato in cold storages	5	80% accomplishment		
	Monitoring of Markets, data collection and Record	6	Daily		
	Opening of Rice Mill	7	Opening of Rice Mill at Ranaghat Krishak Bazar & Karnajora Sub-Market Yard		
	Procurement of Paddy	8	Procurement target for the month:- 6000 MT; Cumulative target for the year:- 20000 MT		
	Board Meeting	9	Meeting of Hon'ble Members of WBSAMB		
	Meeting with RMC Officials	10	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	11	AEs/SAEs		
	Visit to RMC	12	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure	13	Completion of two schemes		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1 st phase	14	Completion of preparatory work for training on Entrepreneurship and Marketing Chain Development - 1st phase.		
	Preparatory work for 2022-23 NSTIAM training on Post-harvest Management	15	Completion of preparatory work for training on Post-harvest Management.		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
May, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	1. Sensitise the scheme at Block level for the year 2022-2023 2. Organising group meetings with the officials towards implementation of the schemes for the year 2022-2023		Fund not yet been sanctioned during the year
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	1. Sensitise the scheme at Block level for the year 2022-2023 2. Organising group meetings with the officials towards implementation of the schemes for the year 2022-2023		Fund not yet been sanctioned during the year
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022-2023	3	1. Sensitise the scheme at Block level for the year 2022-2023 2. Organising group meetings with the officials towards implementation of the training programme for the year 2022-2023		Fund not yet been sanctioned during the year
	State Level Meetings with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Estimation of stock of potato in cold storages	5	100% accomplishment		
	Monitoring of Markets, data collection and Record	6	Daily		
	Opening of Sufal Bangla Outlet	7	Opening of 10 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Opening of Pulse Mill	8	Opening of Pulse Mill at Ranaghat Krishak Bazar		
	Procurement of Paddy	9	Procurement target for the month:- 2000 MT; Cumulative target for the year:- 22000 MT		
	Meeting with Engineers	10	AEs/SAEs		
	Visit to RMC	11	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1 st phase	12	Selection of Blocks for trainees		
	Preparatory work for 2022-23 NSTIAM training on Post-harvest Management	13	Selection of Blocks for trainees Selection of Blocks coordinating officers		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
June, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Commencement of selection of beneficiary for the year 2022-2023		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	Commencement of selection of beneficiary for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	Commencement of selection of beneficiary for the year 2022-2023		
	State Level Meetings with the Officers of the TCPC Centres of the Directorate	4	Review the progress of the schemes and other activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Opening of Edible Oil and Spices Unit	6	Opening of Edible Oil and Spices Unit at BCKV		
	Monitoring of Sufal Bangla activity	7	Quarterly review of the performance of Sufal Bangla franchisees		
	Waste Management Unit at Singur Hub	8	Completion of work of Waste Management Unit at Singur Tapashi Malik Krishak Bazar (Singur Hub)		
	Procurement of Paddy	9	Procurement target for the month:- 3000 MT; Cumulative target for the year:- 25000 MT		
	Meeting with RMC Officials	10	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	11	AEs/SAEs		
	Visit to RMC	12	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure	13	Completion of one scheme		
	Stakeholder training on e-NAM / e-Permit	14	Three Stakholders training		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1 st phase	15	Selection of Trainees Selection of Training Provider Pre-training interactions with trainees		
	Preparatory work for 2022-23 NSTIAM training on Post-harvest Management	16	Selection of Trainees		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
July, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Finalisation of beneficiary list and commencement of execution of schemes for the year 2022-2023		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	Finalisation of beneficiary list and commencement of execution of schemes for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	Finalisation of beneficiary list and commencement of execution of schemes for the year 2022-2023		
	Cold Storage License Renewal	4	85% of the renewal due for the year 2021-2022		
	Monitoring of markets, data collection and record.	5	Daily		
	Supervision of functioning of production units	6	Review of the performance of different production units of BCKV in consultation with faculty of BCKV		
	Meeting with Engineers	7	AEs/SAEs		
	Visit to RMC	8	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on e-NAM / e-Permit	9	Three Stakeholders training		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development - 1st phase	10	Selection of Training Provider Pre-training interactions with trainees at block		
	Commencement of NSTIAM Training on Post Harvest Management	11	Selection and imparting training to 30 numbers of participants from FPO/ FPC/SHG in 2 batches		
August, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	50% completion of schemes and release of fund as per fund receivable for the year 2022-2023.		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	50% completion of schemes and release of fund as per fund receivable for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	50% completion of schemes and release of fund as per fund receivable for the year 2022-2023		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
August, 2022	Monitoring of Markets, data collection and record	4	Daily		
	Opening of Sufal Bangla Outlet	5	Opening of 10 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Board Meeting	6	Meeting of Hon'ble Members of WBSAMB		
	Meeting with Engineers	7	AEs/SAEs		
	Visit to RMC	8	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Development of Market Infrastructure	9	Completion of one scheme		
	Stakeholder training on e-NAM / e-Permit	10	Two Stakholders training		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 1 st phase	11	Selection and imparting training to 80 numbers of participants from Young Member of Farm families		
September, 2022	Commencement of NSTIAM Training on Post Harvest Management	12	Selection and imparting training to 30 numbers of participants from FPO/FPC/SHG in 2 batches		
	Amar Fasal Amar Gola for the F.Y 2022-2023	1	60% completion of the schemes and release of fund to the beneficiary for the year 2022-2023		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	60% completion of the schemes and release of fund to the beneficiary for the year 2022-2023.		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	60% completion of the schemes and release of fund to the beneficiary for the year 2022-2023.		
	State Level Meetings with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Monitoring of Sufal Bangla acitivity	6	Quarterly review of the performance of Sufal Bangla franchisees		
	Opening of Sufal Bangla Outlet	7	Opening of 5 Nos. of Sufal Bangla Retail Outlets as per feasibility		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
September, 2022	Meeting with RMC officials	8	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	9	AEs/SAEs		
	Visit to RMC	10	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on e-NAM / e-Permit	11	Two Stakholders training		
	Training at NSTIAM	12	Selection and imparting training to 80 numbers of participants from Young Member of Farm families (continuing from previous month)		
	Commencement of NSTIAM Training on Post Harvest Management	13	Selection and imparting training to 30 numbers of participants from FPO/ FPC/SHG in 2 batches		
October, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2022-2023.		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	100% completion of the schemes as per fund received (1st phase) and release of fund to the beneficiary for the year 2022-2023		
	Meetings with the Officers of the TCPC Centres of the Directorate	4	Review the progress of the schemes and other activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Opening of Sufal Bangla Outlet	6	Opening of 5 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Training at NSTIAM	7	Completion of 1st phase training on Entrepreneurship and Marketing Chain Development		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development – 2 nd phase	8	Selection of Trainees		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
November, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	Finalisation of the beneficiary list against rest of the target for the year 2022-2023		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	Finalisation of the beneficiary list against rest of the target for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	Finalisation of the beneficiary list against rest of the target for the year 2022-2023		
	Cold Storage License Renewal	4	90% of the renewal due for the year 2021-2022		
	Monitoring of Markets, data collection and record	5	Daily		
	Supervision of functioning of production units	6	Review of the performance of different production units in consultation with faculty of BCKV		
	Opening of Sufal Bangla Outlet	7	Opening of 5 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Meeting with Engineers	8	AEs/SAEs		
	Visit to RMC	9	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Outreach awareness program at North Bengal on e-NAM and e-Permit for Secretaries of the RMCs / ZRMCs	10	One Outreach Program on e-NAM and e-Permit for All Secretaries of RMCs / ZRMCs (North Bengal & South Bengal) at South Bengal		
	Preparatory work for 2022-23 NSTIAM training on Entrepreneurship and Marketing Chain Development – 2 nd phase	11	Selection of Trainees Pre-training interactions with trainees		
	Commencement of NSTIAM Training on Post Harvest Management	12	Selection and imparting training to 30 numbers of participants from FPO/ FPC/SHG in 2 batches		

Period/ Month	Activity	Sl No	Target for the Month	Achievement	Remarks
December, 2022	Subsidy linked schemes like Amar Fasal Amar Gola for the F.Y 2022-2023	1	50% completion of the schemes against 2nd phase allotment receivable for the year 2022-2023		
	Subsidy linked schemes like Poly Dhan Poly Chatal under Amar Fasal Amar Gola for the F.Y 2022-2023	2	50% completion of the schemes against 2nd phase allotment receivable for the year 2022-2023		
	Post Harvest Schemes and Trainings namely Block level Training & Advance Training on low cost preservation and processing of fruits and vegetables, Training on Jute Grading & Training of potato farmers, technicians and other operating staff of the cold storages for the F.Y 2022- 2023	3	50% completion of the schemes against 2nd phase allotment receivable for the year 2022-2023. 50% completion of the schemes against 2nd phase allotment receivable for the year 2022-2023.		
	State Level Meetings with the District level Officers of the Directorate	4	Review the progress of the schemes and other Departmental activities		
	Monitoring of Markets, data collection and record	5	Daily		
	Monitoring of Sufal Bangla activity	6	Quarterly review of the performance of Sufal Bangla franchisees		
	Opening of Sufal Bangla Outlet	7	Opening of 5 Nos. of Sufal Bangla Retail Outlets as per feasibility		
	Budget Meeting of the Board	8	Meeting of Hon'ble Members of WBSAMB for discussion on Budget of WBSAMB for the FY 2022-23		
	Meeting with RMC Officials	9	Administrative Review Meeting with all RMC Officials		
	Meeting with Engineers	10	AEs/SAEs		
	Visit to RMC	11	Visit of CEO/Other Officers of WBSAMB to RMC/ZRMCs & Krishak Bazars/working sites.		
	Stakeholder training on e-NAM / e-Permit	12	Two Stakholder training		
	Commencement of NSTIAM Training on Entrepreneurship and Marketing Chain Development – 2 nd phase	13	Selection and imparting training to 80 numbers of participants from Young Member of Farm families		
	Commencement of NSTIAM Training on Post Harvest Management	14	Selection and imparting training to 30 numbers of participants from FPO/ FPC/SHG in 2 batches		

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	Estimation of area under winter crops (paddy & maskalai) for 2021-22	Completion		
	ii	2nd Advance Estimate for major and minor crops for 2021-22	Completion		
	iii	State Level Monitoring Committee Meeting of Crop Insurance for Rabi season 2021-22	To convene		
	iv	Organising Mati Utsav	To be organised		
	v	Trial and Demonstration on Crop Residue Management	To be organised		
	vi	Distribution of pre-Kharif seeds for ground nut, hybrid maize as per approved programme	Completion		
	vii	Selection of beneficiaries both in Pre and Post Cocoon Sector under different components of Silk Samagra, 2021-22	Completion		
	viii	Finalization of Mulberry Seed Action Plan, 2022 by State Seed Management Committee and submission of related schematic proposals for approval	To be conducted & schematic proposals to be submitted		
	ix	RKVY action plan 22-23	To be submitted		
February	i	Distribution of pre-Kharif seeds for Moong, Til as per approved programme	Completion		
	ii	Allocation of breeder seed of potato for next season to Seed Producing Organizations	Completion		
	iii	Estimation of Yield rate and Production of Bhadoi crops (Aus, Maize, Jute & Mesta) for 2021-22	Completion		
	iv	Estimation of Area, Yield & Production (AYP) of several Bhadoi minor crops of 2021-22	Completion		
	v	Release of balance premium subsidy for Kharif 2021	Completion		
	vi	Supply of seri-inputs namely PHYTONOL-G, MICROMIX-2G, SERI BOOST PLUS etc.to Seri-farmers under RKVY, 2021-22	Completion		
	vii	Finalization of Muga / Eri Seed Action Plan, 2022 with MESSO, CSB, Guwahati and submission of related schematic proposals for approval	To be conducted & schematic proposals to be submitted		

Department of Agriculture

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
March	i	3rd Advance Estimate of major and minor crops of 2021-22.	Commence-ment		
	ii	Release of Subsidy for Farm Mechanisation (Power Operated machinery, Tractor, Power tiller, Pump sets etc.)	Completion		
	iii	Meeting of State Level Coordination Committee on Crop Insurance (SLCCCI) for Kharif season	To convene		
	iv	Estimation of Yield rate & Production of winter crops (Aman Paddy, Kharif Maskalai & Mesta) of 2021-22	Commence-ment		
	v	DBT of assistance for Rabi 2022-23 season under Krishak Bandhu Natun Scheme	Completion		
	vi	Support for i) Motorized charkha to dissuade child labour among the Mulberry Reelers from Murshidabad and Birbhum and ii) Loom upgradation through Jacquards and supply of modified region specific Silk Handlooms	Completion		
	vii	Finalization of Tasar Seed Action Plan, 2022 with BTSSO, CSB, Bilaspur and submission of related schematic proposals for approval	Finalization		
April	i	Meeting of State Variety Release Committee (SVRC) and West Bengal State Seed Committee for consideration of new variety release during 2021-22	To be organised		
	ii	3rd Advance Estimates of major and minor crops for 2021-22	Completion		
	iii	Estimation of area under Rabi crops for 2021-22	Commence-ment		
	iv	Estimation of AYP of Sunhemp for 2021-22	Completion		
	v	Convening of State Level Sanctioning Committee (SLSC) Meeting of RKVY, ATMA & PMKSY for FY 2022-23	To be convened		
	vi	Price Fixation Committee (PFC) meeting for Seri commodities & services	To be convened		
	vii	Beneficiary Empowerment Programme for progressive mulberry & non-mulberry farmers at CSR&TI, Berhampore	Commence-ment		

Department of Agriculture

Month		Activity	Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
May	i	Allocation of breeder seed of Kharif paddy, Kalai & Jute to Seed Producing Organizations	Completion		
	ii	Contingency plan against natural calamity on the basis of forecast report by IMD	Finalisation		
	iii	Assessment of Kharif Paddy seed and critical inputs for demonstration	Completion		
	iv	Estimation of Yield Rate of potato (notified blocks and GPs) for 2021-22	Commence-ment		
	v	Notification of Crop Insurance Programme for Kharif 2022 season	Completion		
	vi	Finalizing Kharif Cropping Plan of Government Farms	Finalisation		
June	i	Surveillance of status of Kharif seed bed.	Completion		
	ii	Distribution of Kharif Paddy seed and critical inputs for demonstration	Completion		
	iii	Estimation of Yield Rate of potato (notified blocks and GPs) during 2021-22	Completion		
	iv	Estimation of Yield Rate and Production for Rabi crops for 2021-22	Commence-ment		
	v	Estimation of AYP of several Rabi minor crops for 2021-22	Completion		
	vi	Support for improved Vanya Silk Reeling & Twisting Machines namely UNNATHI and motorised Spinning Machine	Completion		
July	i	Review of Kharif Crop coverage	Assesment		
	ii	4th Advance Estimate of major and minor crops for 2021-22	Completion		
	iii	Estimation of area under summer crops for 2021-22	Completion		
	iv	Estimation of Yield Rate and Production for Rabi crops for 2021-22	Completion		
	v	DBT of assistance for Kharif 2022 season under Krishak Bandhu Natun Scheme	Commence-ment		

Department of Agriculture

Month		Activity	Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
August	i	Distribution of Black Gram seeds under different schemes	Completion		
	ii	Assesment of Rabi-Rabi summer input requirement for schematic works	Completion		
	iii	Review of Kharif Crop coverage	Assesment		
	iv	Finalizing execution plan for TRFA	Finalization		
	v	Meeting of State Level Monitoring Committee on Crop Insurance.	To Convene		
September	i	Distribution of seed & input for Toria	Completion		
	ii	Allocation of breeder seed of different Rabi crops to Seed Producing Organizations	Completion		
	iii	Review of Kharif Crop coverage	Completion		
	iv	Assessment of requirement /availability of seed potato in Govt sector	Assesment		
	v	1st Advance Estimate for major and minor crops of 2022-23	Completion		
	vi	Meeting of SLCCCI for Rabi 2022-23 season	To convene		
	vii	DBT of assistance for Kharif 2022 season under Krishak Bandhu Natun Scheme	Completion		
	viii	Finalizing Rabi and Rabi Summer Cropping Plan of Govt. Farms	Finalization		
	ix	Convening of Annual Governing Body Meeting of WBSWDA for FY 2021-22	To be convened		
	x	Sericulture Coordination Committee Meeting (SLSCC)	To be convened		
October	i	Estimation of Yield Rate and Production of summer crops for 2021-22	Completion		
	ii	Notification of Crop Insurance programme for Rabi season of 2022-23	Completion		
	iii	Meeting of SLMC regarding Crop Insurance Programme for Rabi Season 2022-23	To Convene		
	iv	Supply of scientific Rearing Appliances to mulberry farmers	1130 nfarmers to be benefitted		
	v	DBT of assistance for Rabi 2022-23 season under Krishak Bandhu Natun Scheme	Comence-ment		
	vi	Renewal of AMC of Hardwares with WTL	AMC to be renewed		

Month	Activity		Target (s)	Achievement against set target	Remarks (Reason for shortfall, if any)
1	2A	2B	2C	3	4
November	i	Pre-positioning and distribution of Rabi crops (Wheat, Rabi Pulses, Mustard & hybrid maize)	Completion		
	ii	Sale of seed potato through Fair Price Shop by WBSSCL Ltd.	WBSSCL		
	iii	Block Krishi Mela	Initiation		
	iv	Estimation of AYP of cotton for 2022-23	Completion		
	v	Assistance to Tasar and Muga farmers for development and maintenance of host plants under SSDP and extra departmental convergence programme	Augmentation of 450 Acres [Tasar] 40 Acres [Muga] Host plantation		
	vi	Tender for AMC of 2 (two) Cold Storage Plants and 10 (ten) Walk in Cold Rooms for 2023	NIT to be invited		
December	i	Block Krishi Mela	Completion		
	ii	Distribution of seed & critical inputs for demonstration centres (Boro paddy & Gram)	Completion		
	iii	Training of farmers and farm women under state plan	Completion		
	iv	Allocation of breeder seed of boro paddy, sesame, summer pulses etc to Seed Producing Organizations	Completion		
	v	Estimation of area under Bhadoi crops for 2022-23	Completion		
	vi	Meeting of SLMC for Crop Insurance Scheme	To Convene		
	vii	1st Phase on farm training to Sericulturists in cluster mode disseminating latest technologies across the State with participatory approach as part of the HRD Programme	Completion		
	viii	Setting up of Hot Air Dryers for Pvt. Reeling Units at Malda, Murshidabad, Jhargram and Bankura under SSDP	Initiation		

Department of Animal Resources Development

Month	Name of the Directorate / Organization	Target for January, 2022 to December, 2022
January, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution - 10000 Nos.
		No. of Vaccination to be done- 22 Lakh
		Animal Health Camp-2100 Nos.
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 Lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Integration Broiler Production & Management for Backward Linkage and Livelihood Generation at South 24 Parganas district.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 15 nos.
		Sale of Dairy Product (In Rs.) - 3.0 Lakh
		Sale of Liquid Milk (In Rs.) - 30.0 Lakh
February, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 10000 Nos
		No. of Vaccination to be done- 22 Lakh
		Animal Health Camp - 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Engagement of Haringhata Meat Franchisee - 4 nos.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 15 nos.
		Sale of Dairy Product (In Rs.) - 3.3 Lakh
		Sale of Liquid Milk (In Rs.) - 33.0 Lakh
March, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 10000 Nos
		No. of Vaccination to be done- 22 Lakh
		Animal Health Camp- 1575 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Integration Broiler Production & Management for Backward Linkage and Livelihood Generation at Howrah district.

Month	Name of the Directorate / Organization	Target for January, 2022 to December, 2022
March, 2022	BANGLAR DAIRY	Opening of retail outlets for self-employment - 15 nos.
		Sale of Dairy Product (In Rs.) - 3.6 Lakh
		Sale of Liquid Milk (In Rs.) - 36.3 Lakh
April, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 2 Lakh
		Goat Distribution- 500 Nos
		No. of Vaccination to be done- 18 Lakh
		Animal Health Camp- 1680 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start operation of Marketing of Haringhata Meat through Distribution of E-rickshaws in different Places of Kolkata.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 15 nos.
		Sale of Dairy Product (In Rs.) - 4 Lakh
		Sale of Liquid Milk (In Rs.) - 39.9 Lakh
May, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 2 Lakh
		Goat Distribution- 500 Nos
		No. of Vaccination to be done- 18 Lakh
		Animal Health Camp- 1680 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start running of one Haringhata Meat sale counter at Kolkata.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 4.4 Lakh
		Sale of Liquid Milk (In Rs.) - 43.9 Lakh
	Directorate of Dairy Development	Commissioning of 1No. 32 Mt Height Self Supported Chimney at Central Dairy
June, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 500 Nos
		No. of Vaccination to be done- 24 Lakh
		Animal Health Camp- 1995 Nos

Month	Name of the Directorate / Organization	Target for January, 2022 to December, 2022
June, 2022	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Engagement of EPIC Feed Franchisee - 4 nos.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 4.8 Lakh
		Sale of Liquid Milk (In Rs.) - 48.3 Lakh
	Directorate of Dairy Development	Replacement of IBT coils and other accessories of parry chilled water tank at Central Dairy
July, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 500 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 1995 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start operation of 2 nd Unit of Duckling Production at Duck Breeding Farm, Kalyani, Nadia.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 5.3 Lakh
		Sale of Liquid Milk (In Rs.) - 53.1 Lakh
August, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 1000 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start Operation of Cold Store with Extended Capacity at Goat Meat Plant Haringhata.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 5.8 Lakh
		Sale of Liquid Milk (In Rs.) - 58.5 Lakh

Month	Name of the Directorate / Organization	Target for January, 2022 to December, 2022
September, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 4000 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp - 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws - 4.00 Lakh
	WBLDC	Start operation of 2 nd Unit of Kalyani Layer Farm at Kalyani, Nadia.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 6.4 Lakh
		Sale of Liquid Milk (In Rs.) - 64.3 Lakh
October, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 6000 Nos
		No. of Vaccination to be done- 20 Lakh
		Animal Health Camp- 1680 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.00 lakh
		Production of Frozen Semen Straws -3.00Lakh
	WBLDC	Start Operation of Cold Store at Central Store, Belgachia with Extended capacity.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 7.1 Lakh
		Sale of Liquid Milk (In Rs.) - 70.7 Lakh
	Directorate of Dairy Development	Commissioning of 15,000 lts capacity walk in milk cold store at Central Dairy
November, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 7000 Nos
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 1995 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.50 lakh
		Production of Frozen Semen Straws -3.50Lakh
	WBLDC	Start Operation of Mini Contract Research Organization at State Centre for Laboratory Animals Breeding, Kalyani, Nadia.

Month	Name of the Directorate / Organization	Target for January, 2022 to December, 2022
November, 2022	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 7.8 Lakh
		Sale of Liquid Milk (In Rs.) - 77.8 Lakh
December, 2022	Dte. of AR & AH	Ducklings/Chicks Distribution- 4 Lakh
		Goat Distribution- 10000
		No. of Vaccination to be done- 26 Lakh
		Animal Health Camp- 2100 Nos
	PBGSBS	Artificial Insemination of Cattle & Buffalo - 3.75 lakh
		Production of Frozen Semen Straws - 4.00Lakh
	WBLDC	Start operation of Poultry Feed Plant at Siliguri, Darjeeling.
	BANGLAR DAIRY	Opening of retail outlets for self-employment - 20 nos.
		Sale of Dairy Product (In Rs.) - 8.6 Lakh
		Sale of Liquid Milk (In Rs.) - 85.6 Lakh

Department of Backward Classes Welfare

Sl. No.	Particulars	January		February		March		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship	Payment of Educational Scholarship to SC students for the 2022	2 Lakh	Meeting with the district authorities, bankers and schools for Scholarship		Payment of Pre and Post-Matric Scholarship to remaining students.	2 Lakh		
2	Skill training in different sectors	Commencement of Skill training in different sectors.	500 Person	Commencement of Selection process of Service Providers for Skill development activities for 2022.	500 Person	Commencement of Selection process of Service Providers for Skill development activities for 2022.	500 Person		
3	Income Generations Scheme	Extending benefits SC beneficiaries under Income Generation scheme.	2000 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	2000 Beneficiaries	Extending benefits to SC beneficiaries under Income Generation Scheme.	1500 Beneficiaries		
4	Mela / Seminar/ Award ceremony	Arts of Bengal- ethnological heritage reappraisal 2021-22		State Level Bhawaiya Sangeet Competition. Birthday celebration of Thakur Panchanan Barma in Coochbehar		(1) Shri Shri Harichand Guruchand Award Ceremony. (2) Baul Festival			
5	Sanction of Educational Loan	Sanction of Educational Loan Applications of rest of the applicant	100	Disbursement of 1st installment of Education Loan.	100				
6	Hostel Monitoring			Review of Hostel Monitoring System.		Finalization of the vacancy position of Hostels & finalization of repair & renovation proposals of Departmental Hostels at District Level			

Sl. No.	Particulars	January		February		March		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
7	Sikhashree Scholarship	Maintenance of the Sikhashree Portal		Finalization of the modalities of scholarship & district level meeting with stake holders.		District Level meeting with stake holders.			
8	Development Boards			Inviting of Developmental Plan (AAP)		Submission of AAP.			
9	PCR / POA Act & Inter Caste Marriage	Review of the programme through half-yearly meeting of SLV & MC.				Quarterly report to GOI on POA Act			
10	Sabooj Sathi	Initiation of proposal for Class IX student of AY 21-22 (Phase VIII)	12.75 Lakh			Initiation of fresh tender for procurement (Phase VIII)			
11	Taposili Bandhu			Releasing of fund	10.1 Lakh beneficiaries				
12	Sending report / Proposal to MOSI&E, GOI	Progress report and UC for SCA to SCSP (Phase I)							
13	Annual Budget and Administrative Budget								
14	Training	Training on, WBRTPS Act		Reservation Act & Rules including roster writing					

Sl. No.	Particulars	April		May		June		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
1	Payment of Educational Scholarship	Review of progress of departmental Scholarship programme.	2 Lakh	Inviting applications for Post-Matric scholarship for SC students.		Preparation for sending of the scholarship fund proposals for SC & OBC to GOI.			
2	Skill training in different sectors	Commencement of Selection process of Service Providers for Skill development activities for 2022.	500 Person	Initiation of selection process for Skill training and finalization of modalities with the service providers.					
3	Income Generations Scheme	Extending benefits to SC beneficiaries under Income Generation Scheme.	1,000			Extending benefit to SC beneficiaries under Income Generation scheme and Review of the progress.	1,500		
4	Mela / Seminar/ Award ceremony	Birthday celebration of Dr. B.R. Ambedkar.							
5	Sanction of Educational Loan								
6	Hostel Monitoring	Receiving of vetted estimates and documents for the essential repairs.		Review through Hostel Monitoring System and determination of admission position.					

Sl. No.	Particulars	April		May		June		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
7	Sikhasree Scholarship					Release of first instt. of fund for Sikhasree schl. for students.	6 lakh		
8	Development Boards	Finalization of Auditions and audit programmes for the Boards.		Review of performance of Boards under the Department and approval of Annual Action Plan.		Release of developmental fund - 1st tranche.			
9	PCR / POA Act & Inter Caste Marriage								
10	Sabooj Sathi	Commencement of Registration of eligible students through portal.		Closing of registration process. Finalization of requirement		Issuing supply order for phase VIII			
11	Taposili Bandhu	Releasing of fund	10.1 Lakh beneficiaries			Releasing of fund	10.1 Lakh beneficiaries		
12	Sending report / Proposal to MOSJ&E, GOI			Sending annual action plan for SCA to SCSP 2021-22		Initiate preparation of Annual Administrative Report – 2020-21. Submission of annual proposal for all scholarships to Gol.			
13	Annual Budget and Administrative Budget	Finalisation of Action Plan of WB SC, ST&OBC Dev & Fin Corporation.		Circulation of AAP of the Corporation to District					
14	Training	Right to information Act				Training on Pension rules & pensionary benefits			

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

Sl. No.	Particulars	July			August		September	Cumulative upto December		Remarks
		Programmes	Targ.		Programmes	Targ.		Programmes	Targ.	
7	Sikhashree Scholarship	Release of second installment of fund for Sikhashree for 6 lakh students.			Review of status of payment of scholarship at department level.					
8	Development Boards						Review of progress of development boards.			
9	PCR / POA Act & Inter Caste Marriage	Review of the programme through half-yearly meeting of SLVMC								
10	Sabooj Sathi	Commencement of supply distribution			Supply and distribution phase VIII		Supply and distribution phase VIII			
11	Taposili Bandhu				Releasing of fund	10.1 Lakh beneficiaries				
12	Sending report / Proposal to MOSJ&E, GoI	Sending proposals to Apex Corporations for Implementation of MOSJ&E, GOI.			Quarterly report to GOI on POA Act.		Sending proposal for Central Share capital to MOSJ&E. Quarterly report to GOI on Skill development.			
13	Annual Budget and Administrative Budget									
14	Training				Cyber Security & Grievance redressal					

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

Sl. No.	Particulars	October		November		December		Cumulative upto December	Remarks
		Programmes	Targ.	Programmes	Targ.	Programmes	Targ.		
7	Siksha-shree Scholarship	Review of the programme.				Release of fund for rest number of students under Sikshasree Scholarship Scheme.			
8	Development Boards			Review of performance appraisal of Boards & release of 2nd tranche of development fund.					
9	PCR / POA Act & Inter Caste Marriage	Refresher training for the Inspectors, BCW&TD on aspects of the programme.							
10	Sabooj Sathi	Supply and distribution phase VIII		Completion of Phase VIII distribution					
11	Taposili Bandhu	Releasing of fund	10 . 1 L a k h beneficiaries			Releasing of fund	10 . 1 L a k h beneficiaries		
12	Sending report / Proposal to MOSJ&E, GOI					Quarterly and Annual report to GOI on PCR/POA Act and Inter-Caste Marriage.			
13	Annual Budget and Administrative Budget	Preparation and finalization of Annual budget for the next financial year.				Statutory State Level Vigilance & Monitoring Committee meeting.			
14	Training			Refresher Training Audit and Budget					

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

Department of Consumer Affairs

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

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

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

Month	Sl. No.	Activity		Sub-activity	Target	Achievement	Remarks
May	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS					
	5.	Meeting of District Consumer Protection Council			3 Districts		
	6.	Training of Presidents & Members of District Commissions through WBNUJS					
	7.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	8 sets Weights, 8 Sets LM, & 8 sets CM		
			(ii)	Enforcement	80 - 100		
			(iii)	Verification of Weights & Measures used by Traders	40 %		
	1.	Administrative Review Meeting	(i)	Meeting with Directorate of Legal Metrology			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i)	Officers of the Directorate of CA & FBP			
			(ii)	Officers of the Directorate of Legal Metrology			
	3.	Consumer Awareness	(i)	Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	4 Programmes at each RO with SHGs		
			(ii)	Awareness Campaign with Street Theatre, Puppet Show, Magic Show	2 Programmes at each RO		
			(iii)	Tableau	2 ROs		
			(iv)	Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO		
	4.	Meeting of District Consumer Protection Council			4 Districts		
	5.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	7 sets Weights, 7 Sets LM, & 7 sets CM		
			(ii)	Enforcement	120 - 150		
			(ii)	Verification of Weights & Measures used by Traders	50 %		

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

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

Month	Sl. No.	Activity		Sub-activity	Target	Achievement	Remarks
September	6.	Training of Presidents & Members of District Commissions through WBNUJS					
	7.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	9 sets Weights, 9 Sets LM, & 9 sets CM		
			(ii)	Enforcement	120 - 150		
			(iii)	Verification of Weights & Measures used by Traders	80 %		
	1.	Administrative Review Meeting	(i)	Meeting with the Registrars, SCDRC & DCDRC			
	2.	Preparation of Revised Budget					
	3.	Tours & visits to Regional Offices as well as Unit Offices	(i)	Officers of the Directorate of CA & FBP			
	4.	Consumer Awareness	(ii)	Officers of the Directorate of Legal Metrology			
			(i)	Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	5 programmes at each RO with SHGs		
			(ii)	Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			(iii)	Tableau	4 ROs		
			(iv)	Work shop with Consumer Clubs, Schools, Institutions, Libraries	3 Programmes at each RO		
	5.	Meeting of District Consumer Protection Council			4 Districts		
	6.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS					
	7.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	6 sets Weights, 6 Sets LM, & 6 sets CM		
			(ii)	Enforcement	100 - 120		

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

Month	Sl. No.	Activity		Sub-activity	Target	Achievement	Remarks
December	4.	Meeting of District Consumer Protection Council			4 Districts		
	5.	Training of Presidents & Members of District Commissions through WBNUJS					
	6.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	9 sets Weights, 9 Sets LM, & 9 sets CM		
			(ii)	Enforcement	80 - 100		
			(iii)	Verification of Weights & Measures used by Traders	95 %		
	1.	Administrative Review Meeting	(i)	Meeting with the Registrars, SCDRC & DCDRC			
	2.	Tours & visits to Regional Offices as well as Unit Offices	(i)	Officers of the Directorate of CA & FBP			
			(ii)	Officers of the Directorate of Legal Metrology			
	3.	Consumer Awareness	(i)	Participation in Melas / Social gatherings / Book Fair for spreading Consumer Awareness and Grass-root level interactive sessions, meetings, seminar with special emphasis on involving Self Help Groups.	6 Melas		
			(ii)	Awareness Campaign with Street Theatre, Puppet Show, Magic Show	5 Programmes at each RO		
			(iii)	Tableau	5 ROs		
			(iv)	Work shop with Consumer Clubs, Schools, Institutions, Libraries	2 programmes at each RO		
	4.	Training for Departmental Officers related to Consumer Affairs / LM / WBRTPS					
	5.	Meeting of District Consumer Protection Council			4 Districts		
	6.	Training of Presidents & Members of District Commissions through WBNUJS					
	7.	Standardization of Weights & Measures	(i)	Verification of Working Standards used by Legal Metrology Officers	9 sets Weights, 9 Sets LM, & 9 sets CM		
			(ii)	Enforcement	120 - 150		
			(iii)	Verification of Weights & Measures used by Traders	100 %		

DEPARTMENT OF CO-OPERATION

JANUARY – 2022

PART -A

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies (in No.)	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	300000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	14
4.	Disbursement of Crop Loan (Rs. in lakh)	62000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	195700
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	14900.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	5500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

FEBRUARY – 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	350000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	11
4.	Disbursement of Crop Loan (Rs. in lakh)	35000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	126300
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	19250.00
7.	No. of SHGs to be financed (in No.)	4700
8.	Distribution of Agril. Inputs (Rs. in lakh)	4300.00
9.	Storing of Potato (in MT)	162000
10.	Training Programme to be held (in No.)	150

MARCH – 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	350000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	15
4.	Disbursement of Crop Loan (Rs. in lakh)	3000.00

5.	No. of KCC beneficiaries to be given loan (in No.)	10000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	10700.00
7.	No. of SHGs to be financed (in No.)	3900
8.	Distribution of Agril. Inputs (Rs. in lakh)	3800.00
9.	Storing of Potato (in MT)	162000
10.	Training Programme to be held (in No.)	130

APRIL – 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	3
2.	Procurement of Paddy & other Agril. Produce (in MT)	300000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	12
4.	Disbursement of Crop Loan (Rs. in lakh)	97000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	282000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	9350.00
7.	No. of SHGs to be financed (in No.)	4100
8.	Distribution of Agril. Inputs (Rs. in lakh)	1800.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

MAY– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	250000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	10
4.	Disbursement of Crop Loan (Rs. in lakh)	18000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	55500
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	8400.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	1900.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

JUNE– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	100000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	11
4.	Disbursement of Crop Loan (Rs. in lakh)	17000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	46500
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	10000.00
7.	No. of SHGs to be financed (in No.)	6950
8.	Distribution of Agril. Inputs (Rs. in lakh)	4200.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

JULY– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	100000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	5
4.	Disbursement of Crop Loan (Rs. in lakh)	20000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	95400
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	11000.00
7.	No. of SHGs to be financed (in No.)	8250
8.	Distribution of Agril. Inputs (Rs. in lakh)	6400.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	160

AUGUST– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	70000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	7
4.	Disbursement of Crop Loan (Rs. in lakh)	22000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	98000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	13500.00

7.	No. of SHGs to be financed (in No.)	5750
8.	Distribution of Agril. Inputs (Rs. in lakh)	5300.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

SEPTEMBER– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	Nil
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	6
4.	Disbursement of Crop Loan (Rs. in lakh)	41000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	116600
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	8900.00
7.	No. of SHGs to be financed (in No.)	5750
8.	Distribution of Agril. Inputs (Rs. in lakh)	5500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

OCTOBER– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	1
2.	Procurement of Paddy & other Agril. Produce (in MT)	Nil
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	8
4.	Disbursement of Crop Loan (Rs. in lakh)	44000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	150000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	7800.00
7.	No. of SHGs to be financed (in No.)	5900
8.	Distribution of Agril. Inputs (Rs. in lakh)	4300.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	100

NOVEMBER– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	2
2.	Procurement of Paddy & other Agril. Produce (in MT)	15000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	9
4.	Disbursement of Crop Loan (Rs. in lakh)	44000.00

5.	No. of KCC beneficiaries to be given loan (in No.)	165500
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	9300.00
7.	No. of SHGs to be financed (in No.)	10500
8.	Distribution of Agril. Inputs (Rs. in lakh)	7500.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

DECEMBER– 2022

Sl.No.	Activities	Projection
1.	Review Meetings with Officers & Societies	3
2.	Procurement of Paddy & other Agril. Produce (in MT)	25000
3.	Creation of Infrastructure (to be taken up/completed) (in No.)	10
4.	Disbursement of Crop Loan (Rs. in lakh)	67000.00
5.	No. of KCC beneficiaries to be given loan (in No.)	196000
6.	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	10500.00
7.	No. of SHGs to be financed (in No.)	10800
8.	Distribution of Agril. Inputs (Rs. in lakh)	7600.00
9.	Storing of Potato (in MT)	Nil
10.	Training Programme to be held (in No.)	150

DEPARTMENT OF CO-OPERATION

PART - B

Sl.	Activity	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	TOTAL
1	Review Meeting with Range, Zone & Apex Societies	1	2	1	3	2	2	2	2	2	1	2	3	23
2	Procurement of Paddy & other Agricultural Produce through Cooperatives (in MT)	300000	350000	350000	300000	250000	100000	100000	70000			15000	25000	1860000
3	Creation of Infrastructure (to be taken up/completed) (in No.)	14	11	15	12	10	11	5	7	6	8	9	10	118
4	Disbursement of Crop Loan (Rs. in lakhs)	62000	35000	3000	97000	18000	17000	20000	22000	41000	44000	44000	67000	470000
5	No. of KCC Beneficiaries to be given loan (in No.)	195700	126300	10000	282000	55500	46500	95400	98000	116600	150000	165500	196000	1537500
6	Issue of Agriculture & Agriculture-allied and Non-Agricultural Loan (MT + LT) (Rs. in lakhs)	14900	19250	10700	9350	8400	10000	11000	13500	8900	7800	9300	10500	133600
7	No. of SHGs to be Financed	5900	4700	3900	4100	5900	6950	8250	5750	5750	5900	10500	10800	78400
8	Distribution of Agricultural Input (Rs. in lakhs)	5500	4300	3800	1800	1900	4200	6400	5300	5500	4300	7500	7600	58100
9	Storing of Potato (in MT)		162000	162000										324000
10	Training Programme (in No.)	160	150	130	150	160	150	160	150	150	100	150	150	1760

Department of Correctional Administration

January, 2022

Sl. No.	Target
1	Celebration of Birthday of Netaji Subhash Chandra Bose on 23rd January by the inmates of the Correctional Homes throughout the state.
2	Celebration of Republic Day on 26th January in the Central Correctional Homes of West Bengal
3	Taking up of the project for - 'Supply, Installation, Testing and Commissioning of Intercom Facility for prisoner's Interview Room of Uluberia Sub Correctional Home.
4	Meeting of Prisoner's Welfare Fund through VC (Video Conference) mode

February, 2022

Sl. No.	Target
1	Process for enhancement of electricity-load by the WBSEDCL at Asansol District Correctional Home
2	Implementation of the scheme for emergent lifting & repairing of a 1.50 HP submersible pump including sinking of new tube-well with 1.50 HP submersible pump for alternative arrangement of water in the premises of Chandannagar Sub C. Home
3	Initiation of the project for Construction of RCC Structure with platform in place of old damaged structure and replacement of Media (Arsenic media, MnO ₂ , Green sand) at Krishnanagar Dist C. Home.
4	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode

March, 2022

Sl. No.	Target
1	Taking up of the scheme for sinking of Rig Bored 300 mm X 200 mm dia. & 300 mtr. deep Tube-well by Rotary method for improvement of water supply inside Baruipur Central C. Home'
2	Initiation of emergent replacement of incoming power cable inside the premises of Asansol District C. Home'
3	Emergent repairing works and day to day maintenance work of Baruipur Central C. Home

April, 2022

Sl. No.	Target
1	Celebration of 'Poila Boisakh' (Bengali New Year Day) in the Correctional Homes of West Bengal
2	Taking up of the project for sinking of Deep Tube Well of 150 mm dia with top enlargement of 250 mm dia using PVC pipe with fiber glass strainer at Pump No. - 1 PWD Electrical Section at Dum Dum Central C. Home
3	Process for construction work of Video Conference Room at Barrack-I, Room No.-2 inside Dum Dum Central C. Home

May, 2022

Sl. No.	Target
1	Observance of Rabindra Jayanti by the inmates of the Correctional Homes of West Bengal
2	Initiation of work for construction of 03 storied (G+2) Office Building of DIG (Baruipur Range) of Correctional Services, WB and Executive Guest House along with Allied works at Presidency Jail Complex of Baruipur, South 24-Pgs.
3	Process for replacement of old damaged underground cable and conventional HPSV compound light fitting with energy-saving LED Street light fitting including Electrical Installation work for Controller's Quarters & Staff Barrack and new AC Ceiling Fans at Serampore Sub C. Home

June, 2022

Sl. No.	Target
1	Taking up of the project for SITC (Supply, Installation, Testing & Commissioning) of Telephonic system for prisoners of Balurghat Central C. Home'
2	Process of compilation for publication of 'Metamorphosis' newsletter
3	Initiation of supply and installation of LED based compound lighting system at Ghatal Sub C. Home
4	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode

July, 2022

Sl. No.	Target
1	Taking up of the project - 'Urgent repair & replacement of faulty LT Cable at Berhampore Central C. Home (Near dispensary feeder pillar to 14 to 17 no ward Feeder Pillar)'
2	"Process for implementation of 'Cloud Telephony Solution' system for the inmates of Howrah District Correctional Home' on trial basis."
3	Initiation of the project for -'Construction of capacity building at Kalyani SCH for 100 nos. of prisoners at Kalyani Sub C. Home'

August, 2022

Sl. No.	Target
1	Celebration of Independence Day on 15th August by the staff and inmates of the Correctional Homes throughout West Bengal
2	Meeting of Prisoner's Welfare Fund through VC (Video Conference) mode
3	Taking up of the work for repairing & renovation of Male Ward No. - 2 for capacity enhancement at Dinhata Sub Correctional Home

September, 2022

Sl. No.	Target
1	Taking up of the project - 'Renovation of Godown Room of C3, C4 building, Utensils Godown beside the video conference room and recreation hall of Male section and another of Female Ward for making Isolation Centre for the decongestion of population in view of COVID-19 management at Asansol DCH
2	Process for execution of the work for construction of a Platform at Pump No. - 3, beside RICA Boundary outside of Dum Dum Central C. Home
3	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode

October, 2022

Sl. No.	Target
1	Initiation of the project for dismantling of old existing water reservoir situated at 3rd Floor of Jail-2 and making new arrangement to fulfill the water demand for Jail-2 at Howrah Dist C. Home'
2	Taking up of the work of special repairing cum renovation of existing electrical cables for compound lighting system, Superintendent Office Room along with change-cum-rest room of female staff, Kitchen & Dining and Staff Quarters at Kalimpong District C. Home'
3	Celebration of 'Durga Puja' by the inmates of the Correctional Homes of West Bengal

November, 2022

Sl. No.	Target
1	Replacement of damaged corrugated iron sheet shade and false ceiling of 2 nos. of female ward inside Bongaon Subsidiary C. Home
2	Taking up of the project of '-Concrete work of interconnecting lanes for different buildings inside of Krishnanagar Dist C. Home'
3	Supply & fixing of electrical installation work of replacement of Sodium Vapour Lights with LED Street lights with allied works at Jalpaiguri Central C. Home

December, 2022

Sl. No.	Target
1	Taking up of the project - 'Construction of a new double storied building inside of Ranaghat Sub C. Home' (Civil + Electrical Part)
2	Process of compilation for publication of 'Metamorphosis' newsletter
3	Administrative Meeting with the senior officers of Correctional Services, WB through VC (Video Conference) mode

Department of Disaster Management and Civil Defence

Months		Target Description	Target Remarks
January	1	Functioning of State EOC round the clock	
	2	Review - Construction of Flood Shelter, Relief Godown, QRT	
	3	Draft Budget for 2022-23 & Budget Speech of DM & CD	
	4	Review of Relief material stock	
	5	Awareness Campaign on Disaster Management	
	6	Conducting Training Programme on Disaster Management & DRR	
	7	Monitoring of Daily Incident Report	
	8	Review of Ex-gratia / Compensation	
	9	Special Control room for Ganga Sagar Mela at Nabanna & Civil Defence set-up at Outram Ghat & Ganga Sagar Mela	
	10	Introduction of online MIS System	
	11	Conducting Mock drill / FAMEX	
	12	Organize Republic Day parade - CD & WBNVF	
February	1	Monitoring of Daily Incident Report	
	2	Awareness Campaign on Disaster Management	
	3	Review of NCRMP	
	4	Conducting Training Programme on Disaster Management & DRR	
	5	Functioning of State EOC round the clock	
	6	Monthly review meeting	
	7	Review of Ex-gratia / Compensation	
	8	Website Updation	
	9	Conducting Mock drill / FAMEX	
March	1	Verification of Relief Articles at Zonal Godowns	
	2	Functioning of State EOC round the clock	
	3	Awareness Campaign on Disaster Management	
	4	Review of NCRMP	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monthly review meeting	
	7	Allotment of MLA Quota Relief articles to districts	
	8	Monitoring of Daily Incident Report	
	9	Review of Ex-gratia / Compensation	

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

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

Months		Target Description	Target Remarks
September	1	Monitoring Flood Preparedness	
	2	Awareness Campaign on Disaster Management	
	3	Monthly review meeting	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Website updation	
October	1	Monitoring Flood Preparedness	
	2	Awareness Campaign on Disaster Management	
	3	Monthly review meeting	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Special Control Room for Durga Puja and Kali Puja at Nabanna	
	9	Website updation	
November	1	Procurement of Relief Articles	
	2	Monthly review meeting	
	3	Verification of Relief Articles at Zonal Godowns	
	4	Functioning of State EOC round the clock	
	5	Conducting Training Programme on Disaster Management & DRR	
	6	Monitoring of Daily Incident Report	
	7	Review of Ex-gratia / Compensation	
	8	Review of NCRMP	
	9	Conducting Mock drill / FAMEX - 10 locations target population -1000	
	10	Website updation	
	11	Printing of Diary & Calendar	

Months		Target Description	Target Remarks
December	1	Monthly review meeting	
	2	Functioning of State EOC round the clock	
	3	Conducting Training Programme on Disaster Management & DRR	
	4	Monitoring of Daily Incident Report	
	5	Review of Ex-gratia / Compensation	
	6	Review of Relief Articles stock	
	7	Review of NCRM Project	
	8	Conducting Mock drill / FAMEX - 8 locations target population -800	
	9	Website updation	

Department of Environment

Month	Executive Agency	Sl. No	Name of the Scheme	Target
January	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units/Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	3
		19	Preparation of Brief Documents of wetlands of West Bengal	23
		20	Ecological Health Assessment of Ahiron Beel, Murshidabad for its Conservation and Better Sustenance	1
	Environment Department	21	One webinar/ workshop on Climate Change	1
		22	Help and guide District administration to organise Gangasagar Mela in Environment friendly manner.	1
		23	Establishment of Biodiversity Park at different districts of West Bengal	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
February	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation of biodiversity/promotion of biodiversity based livelihood	2
		17	Technical support to Biodiversity Park	2
		18	Meeting with District Officials/ BMCs/ Line Departments	1
	EKWMA	19	Celebration of World Wetlands Day	1
	IESWM	20	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	4
	Environment Department	21	Establishment of Biodiversity Park at different districts of West Bengal	1
March	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	16

Month	Executive Agency	Sl. No	Name of the Scheme	Target
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Biodiversity awareness	2
		18	Meeting with District Officials/ BMCs/ Line Departments	1
	EKWMA	19	Preparation of 'Detail Project Report' for East Kolkata Wetlands Interpretation Complex	1
	IESWM	20	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	2
	Environment Department	21	Establishment of Biodiversity Park at different districts of West Bengal Environment Department	1
April	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent administration (number of industrial units)	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	152
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25

Month	Executive Agency	Sl. No	Name of the Scheme	Target
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation of biodiversity/promotion of biodiversity based livelihood	2
		17	Technical support to Biodiversity Park	2
		18	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	19	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	3
	Environment Department	20	Completeion of State Action Plan on Climate Change, West Bengal (SAPCC, WB)	1
		21	Establishment of Biodiversity Park at different districts of West Bengal	1
May	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Celebration of International Day for Biological Diversity 2021	1
		18	Publication/ awareness material	1
		19	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	20	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	3
	Environment Department	21	Establishment of Biodiversity Park at different districts of West Bengal Environment Department	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
June	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Celebration of World Environment Day	6
		10	Workshop / training program for industry representatives, students and Police authorities	2
		11	Awareness program against use of loudspeakers and banned firecrackers	1
		12	SEAC Meeting for Environmental Clearance Process	2
		13	AETC Verification	4
		14	Public Hearing for Environmental Clearance Projects	2
		15	Complaint & Technical Hearing	25
	WBBB	16	Facilitation of PBR upgradation	10
		17	Conservation of biodiversity/promotion of biodiversity based livelihood	2
		18	Technical support to Biodiversity Park	2
		19	Biodiversity awareness	2
		20	Meeting with District Officials/ BMCs/ Line Departments	1
	EKWMA	21	Preparation of 'Health Card' of East Kolkata Wetlands	1
	IESWM	22	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	4
	Environment Department	23	Establishment of Biodiversity Park at different districts of West Bengal	1
July	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10

Month	Executive Agency	Sl. No	Name of the Scheme	Target
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	2
	Environment Department	19	Establishment of Biodiversity Park at different districts of West Bengal	1
August	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2

Month	Executive Agency	Sl. No	Name of the Scheme	Target
	WBBB	14	Complaint & Technical Hearing	25
		15	Facilitation of PBR upgradation	10
		16	Conservation of biodiversity/promotion of biodiversity based livelihood	2
		17	Technical support to Biodiversity Park	2
		18	Biodiversity awareness	2
		19	Meeting with District Officials/ BMCs/ Line Departments	1
	EKWMA	20	Strengthening of 'Wetlands Mitra' Network of East Kolkata Wetlands	1
	IESWM	21	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	3
	Environment Department	22	Establishment of Biodiversity Park at different districts of West Bengal	1
September	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	2
	Environment Department	19	One webinar/ workshop on Climate Change	1
		20	Establishment of Biodiversity Park at different districts of West Bengal	1

Month	Executive Agency	Sl. No	Name of the Scheme	Target
October	WBPCB	1	Surveillance on industries (number of units)	75
		2	Emission and effluent quality monitoring from industrial sources	50
		3	Consent to industrial units / Projects	200
		4	Authorization to health care facilities for bio-medical waste management	20
		5	Authorization to hazardous waste generating units for hazardous waste management	4
		6	Monitoring of sewage treatment plants of municipal towns	14
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	152
		9	Workshop / training program for industry representatives, students and Police authorities	1
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	1
		12	AETC Verification	1
		13	Complaint & Technical Hearing	25
	WBBB	14	Facilitation of PBR upgradation	10
		15	Conservation of biodiversity/promotion of biodiversity based livelihood	1
	EKWMA	16	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	17	Preparation of Annual Report of 2021-22	1
		18	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	4
	Environment Department	19	Determination of Heavy Metals in Vegetables, Irrigation Water and Soil in Bankura and Purulia districts	1
		20	Establishment of Biodiversity Park at different districts	1
November	WBPCB	1	Surveillance on industries (number of units)	200
		2	Emission and effluent quality monitoring from industrial sources	200
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	8
		6	Monitoring of sewage treatment plants of municipal towns	8
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84

Month	Executive Agency	Sl. No	Name of the Scheme	Target
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation initiatives	1
		17	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	18	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	3
	Environment Agency	19	Establishment of Biodiversity Park at different districts of West Bengal	1
December	WBPCB	1	Surveillance on industries (number of units)	250
		2	Emission and effluent quality monitoring from industrial sources	225
		3	Consent to industrial units / Projects	600
		4	Authorization to health care facilities for bio-medical waste management	50
		5	Authorization to hazardous waste generating units for hazardous waste management	10
		6	Monitoring of sewage treatment plants of municipal towns	16
		7	Ambient air quality monitoring stations (AAQMS) in all districts of West Bengal	93
		8	Surface Water / Ground Water Quality Monitoring	84
		9	Workshop / training program for industry representatives, students and Police authorities	2
		10	Awareness program against use of loudspeakers and banned firecrackers	1
		11	SEAC Meeting for Environmental Clearance Process	2
		12	AETC Verification	4
		13	Public Hearing for Environmental Clearance Projects	2
		14	Complaint & Technical Hearing	25
	WBBB	15	Facilitation of PBR upgradation	10
		16	Conservation of biodiversity/promotion of biodiversity based livelihood	2
		17	Biodiversity awareness	2
		18	Board meeting/ expert committee meeting/ participation from the board in various programmes/ meetings	10
		19	Technical support to Biodiversity Park	2
		20	Support to benefit claimers/ BMCs from ABS share	5

Month	Executive Agency	Sl. No	Name of the Scheme	Target
		21	Publication/ awareness material	2
		22	Initiatives for Biodiversity Heritage Site declaration	2
		23	Meeting with District Officials/ BMCs/ Line Departments	1
	IESWM	24	Preparation of Coastal Zone Management Plan (CZMP) and Coastal Regulation Zone (CRZ) maps.	4
	Environment Department	25	Establishment of Biodiversity Park at different districts of West Bengal	1

Department of Finance

JANUARY	
Sl. No.	Department/Directorates
Budget	
1	Preparation of Supplementary Estimates for FY 2021-2022
2	Resource planning for budget for the FY 2022-2023.
3	Finanlising the Budget size for the FY 2022-2023 for State Development Schemes (SDS) and State Development Schemes (Including Central Share).
4	Meeting with all the Departments for finalising the budget for the FY 2022-2023 for State Development Schemes (SDS) and State Development Schemes (including Central Share).
5	Preparation of Draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement for the FY 2022-2023.
6	Review of RIDF, Externally Aided Projects (EAP) & expenditure in CSS / State Development Schemes during the FY 2021-2022.
7	Review of CSS / CN schemes with Nodal Officers.
Commercial Tax Directorate	
1	Review of GST Audit for 2017-2018.
2	Monthly Review of Collection of Revenue.
3	Review of Anti-evasion work and MyTask.
4	Inspection of 1 Circle to review performance.
5	Review of LTU Service Sector.
6	Training of Officers on changes in GST Law.
7	Review of cases of Bureau of Investigation.
8	Review of Profession Tax.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.01.2022.
2	Disposal of all the family pension cases received in this office within 31.12.2021.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.01.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.01.2022.
e-Governance & IFMS	
1	Transfer Order generation and its integration with existing system of Transfer in HRMS.
2	Starting of NGIPF Module upon issuance of work order.
3	Sanction generation and approval for Other States.
4	Implemenation of GRIPS comprehensive grievance management system(IGMS)- work in progress.
5	Availibility of MIS Reports on GRIPS comprehensive grievance management system at all level for all stakeholders.

Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Jalpaiguri District - Scientific framework of MV calculation.
3	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
4	Implementation of upgraded e-nathikaran module for online submission of proposal for revision of MVDB and online verification, processing and approval thereof.
5	Publication of RFP/Tender Notice for Selection of Private Partners under PPP mode for Registration offices .
6	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
7	Introduction of e-office in ADSR offices (Part).
8	Module for OTP verification of mobile numbers of transferer & transferee during the Registration process.
9	Formation of an inhouse PMU in the Directorate.
Excise	
1	Quarterly Review meetings with Superintendents of Excise on Revenue Collection and Enforcement Activities.
2	Piloting of GPS-cum-e-Lock.
2	Inspection of 2 Country spirit Bottling Plants by Additional Excise Commissioner/Joint Commissioner.
2	Review meeting with Superintendents on Misc Case status.
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Meeting on Special drive to Revenue mobilisation under GST Act.
2	Review on the performance of Investigating Officers.
3	Review on the work on GST Service Sectors.
4	Review on the action taken related to adjudication proceedings.
FEBRUARY	
Sl. No.	Department/Directorates
Budget	
1	Finalization of Supplementary Estimates for the FY 2021-2022.
2	Preparation for West Bengal Appropriation (No.1) Bill, 2022 for supplementary estimates.
3	Preparation of draft West Bengal Appropriation (No.2) Bill, 2022.
4	Publication of all volumes of Budget documents for the FY 2022-2023.
5	Publication and Placement of draft Medium Term Fiscal Policy Statement & Fiscal Policy Strategy Statement to the WBLA.
6	Preparation of write up of State Finance for the publication of Economic Review 2020-2021.

	Commercial Tax Directorate
1	Review of status of Adjudication Cases.
2	Monthly meeting on Revenue mobilisation.
3	Review of appeal and revision cases.
4	Inspection of 2 Circles to review performance.
5	Review of Progress of Registration.
6	Review of Electricity Duty.
7	Review of Internal Audit.
	Directorate of Treasuries & Accounts, WB
1	Inspection of 3 Treasuries.
2	Upgradation of 2 Treasuries.
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 28.02.2022.
2	Disposal of all the family pension cases received in this office within 31.01.2022.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.02.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 22.02.2022.
5	Implementation of e-Pension for the employees of Agricultural Training Institute.
	e-Governance & IFMS
1	Payment Integration with all major Integrated Banks for making payment through SBMS.
2	Bulk ECS cancellation in IFMS.
3	PF Balance Capture facility for Non-Government Institution.
	Directorate of Registration & Stamp Revenue
1	Finalization of Tender Process for selection of Private Partners under PPP mode for registration offices & issuance of work order(s) to the selected Private Partner(s).
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Jalpaiguri District - Scientific framework of MV calculation.
3	Publication of GIS data for Paschim Bardhaman District in the WebGIS Portal hosted at WBSDC.
4	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars.
5	Integration with NeSL: e-Stamping for some additional articles.
6	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
7	Introduction of e-office in ADSR offices (Part).
	Excise
1	Re-structuring of software on export module in e-Abgari.
2	Development and testing of Distributor module and associated developments in e-Abgari.
3	Training on e-Governance activities pertaining to Excise Web Portal.

	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Review on the progress of cancellation of Registration of fake & false business entities.
2	Review on the performance of Investigating Officers.
3	Review on action taken on the reports received from Central GST authority.
4	Monthly Review of collection of Revenue from Enforcement cases.
	MARCH
Sl. No.	Department/Directorates
	Budget
1	Re-appropriation and release of funds to Administrative Departments including final receipts of balance CSS funds for 2021-2022.
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes.
3	Review & Monitoring of Administrative Expenditure & State Development Schemes of all Departments.
4	Review tagging of different Schemes in Centralised Budget Monitoring System (CBMS) under IFMS.
	Commercial Tax Directorate
1	Review of status of Audit.
2	Review of GST refund position.
3	Review of Anti-evasion work and MyTask.
4	Monthly Review on Collection with 1 Circle.
5	Review meeting on performance of Appellate Authorities.
6	Survey of Unregistered dealers under GST.
	Directorate of Treasuries & Accounts, WB
1	Upgradation of 2 Treasuries.
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 31.03.2022.
2	Disposal of all the family pension cases received in this office within 28.02.2022.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.03.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.03.2022.
	e-Governance & IFMS
1	Integration of Exit Management with Software of AGWB.
2	Task Redistribution among different users within the Department.
3	Integration with Middleware.
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.

2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Nadia District - Scientific framework of MV calculation.
3	Signing of Agreement(s) with selected Private Partner(s) under PPP Mode .
4	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
6	Introduction of e-office in ADSR offices (Part).
Excise	
1	Piloting of NFORCE App on mobile devices for real time data capturing on enforcement activities.
2	Upgradation of Analytics module in e-Abgari.
3	Testing and development of software pertaining to Electronic Surveillance at ON category retail outlets.
4	Inspection of 2 Foreign Liquor Manfactories by Additional Excise Commissioner/Joint Commissioner.
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Meeting on Special drive to Revenue mobilisation.
2	Meeting on work related to seizure of goods in warehouse etc.
3	Review on the work related to Disallowance of debit (Blocking) of ITC of Centre jurisdiction RTPs.
4	Monthly Review of collection of Revenue from Enforcement cases.
APRIL	
Sl. No.	Department/Directorates
Budget	
1	Release of 1st instalment of budgetary funds for FY 2022-2023 to Administrative Departments.
2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2022-2023.
Commercial Tax Directorate	
1	Annual Review of performance of the CTD.
2	Review of anti-evasion activities with units Bureau and IIU.
3	Training of officers on Case Studies of Service Tax.
4	Monthly Review on Collection with 2 Circles.
5	Review of status of Audit.
6	Review of Training of Officers on changes in GST Law.
7	Review of Electricity Duty.
8	Review of Internal Audit.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 2 Treasuries.

	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 30.04.2022.
2	Disposal of all the family pension cases received in this office within 31.03.2022.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.04.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.04.2022.
5	Implementation of e-Pension for the employees of HRBC.
	e-Governance & IFMS
1	UC generation at all tiers after making payment through SBMS.
2	Refund of Deposit lapsed by E-Treasury.
3	Ready Report of the Pensioners who comes under the purview of Income Tax.
4	Roll Out of GRIPS 2.0 with existing features.
	Directorate of Registration & Stamp Revenue
1	Revision of MVDB of the Districts of Kolkata, South 24 Parganas, North 24 Parganas, Howrah & Hooghly.
2	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.
3	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Nadia District - Scientific framework of MV calculation.
4	Publication of GIS data for Jalpaiguri District in the WebGIS Portal.
5	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
6	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
7	Introduction of e-office in ADSR offices (Part).
8	Citizen charter - Part 1 - Detail List of Licensed Deed Writers and Copy Writers of the Directorate in the website - office wise.
	Excise
1	Annual Review meetings with Superintendents of Excise on Revenue Collection and Enforcement Activities.
2	Training of officers from different districts on HRMS Transfer module.
3	Roll out of MIS on WBSBCL lifting figures on BEVCO platform.
	Directorate of Revenue Intelligence & Enforcement (DRI&E)
1	Annual Review on the performance of DRI&E in Enforcement cases.
2	Meeting on the proposed work in the coming months.
3	Review on the action related to adjudication proceedings.
4	Review on the progress of cancellation of Registration of fake & false business entities.

MAY	
Sl. No.	Department/Directorates
	Budget
1	Review & Monitoring of CSS/ RIDF Expenditure of all Departments.
2	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary.
	Commercial Tax Directorate
1	Survey of dealers for registration in GST and PT.
2	Monthly review meeting on Revenue collection.
3	Monitoring of GST audit for 2017-2018.
4	Monthly Review on Collection with 2 Circles.
5	Review of appeal and revision cases.
6	Review of anti-evasion activities with units of Bureau.
7	Review of Profession Tax.
	Directorate of Treasuries & Accounts, WB
1	Inspection of 3 Treasuries.
2	Treasury review Meeting.
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 31.05.2022.
2	Disposal of all the family pension cases received in this office within 30.04.2022.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.05.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 24.05.2022.
	e-Governance & IFMS
1	Capturing of Online Flexi & Fixed Deposit for primary link bank account.
2	Online Service Confirmation facility in HRMS and its integration with e-Service Book.
3	Revised Administrative Approval of Project At Dept end Due to change in cost due to accepted rate of tender value.
4	Local Body integration with GRIPS 2.0.
5	MIS & dashboard facility for Admin users of GRIPS with Phase-I Reports.
	Directorate of Registration & Stamp Revenue
1	Revision of MVDB of the districts of Purba Bardhaman, Paschim Bardhaman, Darjeeling, Jalpaiguri, Paschim Medinipur & Purba Medinipur.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Nadia District - Scientific framework of MV calculation.
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars.

4	Revision of MVDB of the districts of Purba Bardhaman, Paschim Bardhaman, Darjeeling, Jalpaiguri, Paschim Medinipur & Purba Medinipur.
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
6	In service training of registering officers on Court Case and Legal matters.
7	Introduction of e-office in ADSR offices (Part).
8	Business process update - online approval & tracker module for e-Nathikaran System.
Excise	
1	Roll out of software for Central Control System.
2	Review meeting with Superintendents on Misc Case status.
3	Inspection of 2 Foreign Liquor Manufactories by Additional Excise Commissioner/Joint Commissioner.
4	Piloting of Distributor module and associated developments in e-Abgari.
Directorate of Revenue Intelligence & Enforcement (DRI&E)	
1	Review on the progress of GST enforcement cases.
2	Review on the progress of the work on GST Service Sectors .
3	Review on the progress of cancellation of Registration of fake & false business entities.
4	Monthly Review of collection of Revenue from Enforcement cases.
JUNE	
Sl. No.	Department/Directorates
Budget	
1	Start of preparation of administrative report of Finance Department with data collection and compilation from different Directorate of the Finance Department and data from the Statistic & PI Department.
2	Review & Monitoring of Administrative Expenditure & Expenditures of State Development Schemes for 2022-2023.
3	Review of Externally Aided Projects (EAP).
Commercial Tax Directorate	
1	Review meeting with Circles and Large Taxpayers' Unit on Revenue Collection.
2	Review of Anti-evasion work and MyTask.
3	Review of status of Audit.
4	Review of status of Adjudication Cases .
5	Inspection of 1 Circle to review performance.
6	Review of LTU Goods Sector.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
2	Upgradation of 2 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 30.06.2022.
2	Disposal of all the family pension cases received in this office within 31.05.2022.

3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.06.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.06.2022.
e-Governance & IFMS	
1	Development of online Death Register.
2	Introduction of new TR form for Receipts of Deposit nature.
3	Service Plus Integration/PoS Integration with GRIPS 2.0.
4	Inclusion of Single Debit Multiple Credit in GRIPS 2.0.
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Nadia & part of Purulia Districts - Scientific framework of MV calculation.
3	Publication of GIS data for Nadia District in the WebGIS Portal.
4	Revision of MVDB of the remaining districts.
5	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
6	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
7	Introduction of e-office in ADSR offices (Part).
8	Citizen charter - Part 2 - Detail List of MMRs & Private Hindu Marriage Registrars in the website - Jurisdiction wise.
9	Independent Functioning of inhouse PMU.
Excise	
1	Piloting of software pertaining to Electronic Surveillance at ON category retail outlets.
2	Roll out of e-Track App for mobile devices for real time data capture on vehicle containing bulk spirit and packaged liquor pertaining to locking and unlocking.
3	Training of officers detailed from other Directorates on Excise related matters.
Directorate of Revenue Intelligence & Enforcement	
1	Review on the work related to Disallowance of debit (Blocking) of ITC of Centre jurisdiction RTPs.
2	Review on action taken on the reports received from Central GST authority.
3	Review on the progress of cancellation of Registration of fake & false business entities.
4	Monthly Review of collection of Revenue from Enforcement cases.
JULY	
Sl. No.	Department/Directorates
Budget	
1	Reappropriation of funds as per requirement of Administrative Departments.

2	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2022-2023.
3	Review & Monitoring of CSS/ RIDF Expenditure of all Departments.
Commercial Tax Directorate	
1	Monthly Review Meeting with Circles and Charges on Revenue Collection.
2	Inspection of 2 Circles to review performance.
3	Review of anti-evasion activities with units of Bureau.
4	Review of status of Audit.
5	Review meeting on performance of Appellate Authorities.
6	Training of Officers on changes in GST Law.
7	Review of Internal Audit.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.07.2022.
2	Disposal of all the family pension cases received in this office within 30.06.2022.
3	Approval of GPF Balance as on 01.04.2018 of Gr.D State Govt. Employees received in this office within 25.07.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.07.2022.
e-Governance & IFMS	
1	Functional Promotion for Govt. Employees in HRMS along with its integration with Workflow Management, e-Service Book and Pay Fixation.
2	Change in AAFS Fund drawal process due to introduction of SNA concept in PFMS.
3	Defacement of Paid Challans in GRIPS 2.0.
Directorate of Registration & Stamp Revenue	
1	Introduction of Bengali version of the website https://wbregistration.gov.in .
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Purulia District - Scientific framework of MV calculation.
3	Complete functioning of Training & HRD Cell in the Directorate.
4	Piloting of Scientific Valuation Framework in Part of Dakshin Dinajpur district.
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
6	Introduction of e-office in ADSR offices (Part).
7	Citizen charter - Part 3 - FAQs and SoPs for citizen awareness in the Website.
Excise	
1	Quarterly Review meetings with Superintendents of Excise on Revenue Collection and Enforcement Activities.
2	Refresher training of Inspectors of Excise from different Excise Divisions and Districts.
3	Video conferencing with Collectors of Excise of all Districts for coordination.

Directorate of Revenue Intelligence & Enforcement	
1	Meeting on Special drive to Revenue mobilisation under GST Act.
2	Review on the performance of Investigating Officers .
3	Review on the work on GST Service Sectors.
4	Monthly Review of collection of Revenue from Enforcement cases.
AUGUST	
Sl. No.	Department/Directorates
Budget	
1	Release of second instalment of budgetary fund to all the Administrative Departments.
2	Re-appropriation of fund as per the requirement of the Administrative Departments.
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue.
2	Review of Anti-evasion work and MyTask.
3	Review of status of Adjudication Cases .
4	Inspection of 1 Circle to review performance.
5	Review of LTU Service Sector.
6	Review of Profession Tax.
7	Review of Electricity Duty.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.08.2022.
2	Disposal of all the family pension cases received in this office within 31.07.2022.
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.08.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 26.08.2022.
e-Governance & IFMS	
1	Online DTA Inspection.
2	Preparation and submission of online Sub-Vouchers to the DDOs and their subsequent onward transmission to the A.G., W.B.
Directorate of Registration & Stamp Revenue	
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Purulia District - Scientific framework of MV calculation.
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/District Registrars.

4	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee at DoRSR H.Q.
6	In service training of registering officers on Audit matters.
7	Introduction of e-office in ADSR offices (Part).
8	Record room - Section wise segregation and arrangement of Physical files at DoRSR HQ .
Excise	
1	Review of e-Governance initiatives and achievements by Excise Commissioner/Special Excise Commissioners/Additional Excise Commissioners.
2	Review meeting with Superintendents on Misc Case status.
3	Publication of Administrative Report.
4	Inspection of 1 Distillery by Additional Excise Commissioner/Joint Commissioner.
Directorate of Revenue Intelligence & Enforcement	
1	Review on the progress of cancellation of Registration of fake & false business entities.
2	Review on the performance of Investigating Officers .
3	Review on action taken on the reports received from Central GST authority.
4	Review on the action related to adjudication proceedings.
SEPTEMBER	
Sl. No.	Department/Directorates
Budget	
1	Re-appropriation of funds as per the requirement of Administrative Departments.
2	Review of utilization of funds received under the 15th Finance Commission
3	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2022-2023.
4	Mid-Year review of release of fund by Administrative Departments as released to them by Finance Department in April and August.
5	Mid-Year review of collection of taxes by various Directorates under the Finance Department.
6	Reconciliation of Accounts of last Financial Year with the Office of the Principal Accountant General, West Bengal.
7	Entry/ Exit Conference with the Office of the Principal Accountant General, West Bengal.
8	Sending letter to the Office of the Principal Accountant General, West Bengal for providing the Actuals relating to the FY 2021-2022.
9	Review & Monitoring of CSS/ RIDF Expenditure of all Departments.
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue.
2	Review of anti-evasion activities with units of Bureau.
3	Review meeting on performance of Appellate Authorities.

4	Review of status of Audit.
5	Inspection of 2 Circles to review performance.
6	Review of Anti-evasion work and MyTask.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 30.09.2022.
2	Disposal of all the family pension cases received in this office within 31.08.2022.
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.09.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.09.2022.
5	Implementation of e-Pension for the employees of DPSC.
e-Governance & IFMS	
1	Different Report Generation through MIS and DashBoard.
2	Project Closer Facility At Year End Activities.
3	Facility for Online Refund application in GRIPS 2.0.
Directorate of Registration & Stamp Revenue	
1	Publication of Draft Gradation list of West Bengal Revenue Service (erstwhile West Bengal Registration and Stamp Revenue Service Cadre).
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Purulia District - Scientific framework of MV calculation.
3	Introduction of e-office in ADSR offices (Part).
4	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee.
5	Piloting of Scientific Valuation Framework in Part of Paschim Bardhaman district.
6	Preparing a Draft Transfer policy for the Directorate officers.
7	In Service training of Registering officers on GIS module .
Excise	
1	Pre-puja review with Superintendents of Excise on Revenue Collection and Enforcement Activities.
2	Co-ordination meeting on NDPS with all units on preparedness to ensure zero cultivation of Contraband, Opium and Cannabis.
3	Refresher training of SIs of Excise from different Excise Divisions and Districts.
Directorate of Revenue Intelligence & Directorate	
1	Review on the progress of GST enforcement cases.
2	Review on the progress of the work on GST Service Sectors .
3	Review on the action taken by Central GST authority on the basis of our reports.
4	Review on the work related to Disallowance of debit (Blocking) of ITC of Centre jurisdiction RTPs.

OCTOBER	
Sl. No.	Department/Directorates
	Budget
1	Entry of Actual expenditure figure of 2021-2022 as provided by the Office of the Principal Accountant General, West Bengal.
2	Collection and compilation of budget material from all the Administrative Departments.
3	Re-appropriation of funds as per the requirement of Administrative Departments.
4	Review of Externally Aided Projects & RIDF.
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue.
2	Inspection of 1 Circles to review performance.
3	Review of status of Adjudication Cases .
4	Training of Officers on changes in GST Law.
5	Review of Electricity Duty.
6	Review of Internal Audit.
	Directorate of Treasuries & Accounts, WB
1	Inspection of 2 Treasuries.
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 31.10.2022.
2	Disposal of all the family pension cases received in this office within 30.09.2022.
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.10.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.10.2022.
	e-Governance & IFMS
1	Departmental Proceedings module in HRMS and Its integration with e-Service Book.
2	Upgradation of GRIPS Mobile app with GRIPS 2.0. features.
3	MIS & dashboard facility for Admin users of GRIPS with Phase-II Reports.
	Directorate of Registration & Stamp Revenue
1	Model Deeds (Bengali version) publication in the website.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Purulia District - Scientific framework of MV calculation.
3	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars.
4	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
5	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee.
6	Completion of Revenue pending deeds entry in to the e-Nathikaran system in all Districts.
7	Introduction of e-office in ADSR offices (Part).
8	Introduction of Bengali version in the existing Mobile app.

	Excise
1	Quarterly Review meetings with Superintendents of Excise on Revenue Collection and Enforcement Activities.
2	Review meeting with Depot Managers and Nodal officers of FL Depots of WBSBCL.
3	Roll out of software pertaining to Electronic Surveillance at ON category retail outlets.
4	Rollout of Distributor module and associated developments in e-Abgari.
	Directorate of Revenue Intelligence & Enforcement
1	Review on the progress of cancellation of Registration of fake & false business entities.
2	Review on the performance of Investigating Officers .
3	Discussion on latest changes and amendments in GST Law and Rules.
4	Monthly Review of collection of Revenue from Enforcement cases.
NOVEMBER	
Sl. No.	Department/Directorates
	Budget
1	Re-appropriation of funds as per the requirement of Administrative Departments.
2	Collection and compilation of budget material from all the Administrative Departments.
3	Review of File Disposal Rate.
4	Completion of incorporation of actual data for the Financial Year 2021-2022, including receipts and expenditure, as received from the Office of Principal Accountant General, West Bengal .
5	Review of collection of taxes by various Directorates under the Finance Department.
	Commercial Tax Directorate
1	Monthly Review of Collection of Revenue.
2	Review of status of Audit.
3	Review of anti-evasion activities with units of Bureau.
4	Review of status of Adjudication Cases .
5	Review meeting on performance of Appellate Authorities.
6	Review of LTU.
7	Publication of Annual Administrative Report.
	Directorate of Treasuries & Accounts, WB
1	Inspection of 4 Treasuries.
2	Treasury review Meeting.
	Directorate of Pension, Provident Fund & Group Insurance
1	Disposal of all the pension cases, where date of retirement is within 30.11.2022.
2	Disposal of all the family pension cases received in this office within 31.10.2022.
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.11.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 25.11.2022.

	e-Governance & IFMS
1	Online DDO Compliance.
2	Development of Loan and Final payment Withdrawal of Non-Govt PF Module.
3	Facility for online payment by stamp vendors in GRIPS 2.0.
	Directorate of Registration & Stamp Revenue
1	Administrative cum Revenue meeting with Deputy Inspector Generals of Registration in Ranges & District Registrars.
2	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Alipuduar District - Scientific framework of MV calculation.
3	Publication of GIS data for Purulia District in the WebGIS Portal.
4	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee.
5	Piloting of Scientific Valuation Framework in Part of Jalpaiguri district.
6	Online HR data capturing module for officers of the Directorate, in e-nathikaran intranet portal .
7	Introduction of Standardised Stationary and Design for Hard copy of e-Deeds across the state.
8	Database integration with WBHIRA/RERA website .
	Excise
1	Roll out of software for Central Control System.
2	Co-ordination meeting on NDPS with all units on preparedness to ensure zero cultivation of Contraband, Opium and Cannabis.
3	Development of modified modules pertaining to improvement of errors with regard to several e-Abgari modules.
4	Refresher training of ASIs of Excise from different Excise Divisions and Districts.
	Directorate of Revenue Intelligence & Enforcement
1	Review on the disposal of pending Enforcement cases.
2	Review on the action taken by Central GST authority on the basis of our reports.
3	Meeting on work related to seizure of goods in warehouse etc.
4	Monthly Review of collection of Revenue from Enforcement cases.
DECEMBER	
Sl. No.	Department/Directorates
	Budget
1	Release of 3rd instalment of budgetary funds to all the Administrative Departments.

2	Preparation & publication of administrative report of Finance Department.
3	Re-appropriation of funds as per the requirement of Administrative Departments.
4	Review of resources including raising of resources for Administrative Expenditure & State Development Schemes for 2022-2023.
5	Review of Taxes Collection by various Directorates.
6	HPC Meeting with NABARD and Departmental Secretaries under the Chairmanship of Chief Secretary for RIDF projects.
7	Review & Monitoring of CSS/ RIDF Expenditure of all the Departments.
Commercial Tax Directorate	
1	Monthly Review of Collection of Revenue.
2	Inspection of two charges to review performance.
3	Review of status of Adjudication Cases .
4	Training of Officers on changes in GST Law.
5	Review of Anti-evasion work and MyTask.
6	Inspection of 1 Circle to review performance.
7	Review of Profession Tax.
Directorate of Treasuries & Accounts, WB	
1	Inspection of 4 Treasuries.
2	Upgradation of 2 Treasuries.
Directorate of Pension, Provident Fund & Group Insurance	
1	Disposal of all the pension cases, where date of retirement is within 31.12.2022.
2	Disposal of all the family pension cases received in this office within 30.11.2022.
3	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 24.12.2022.
4	Issuance of Final Payment Authority of GPF in favour of Gr. D State Govt. Employees received up to 26.12.2022.
e-Governance & IFMS	
1	Integration of SBMS with PFMS.
2	Online Utilisation Certificate for AAFS Projects at Department end.
3	GRIPS online refund claim.
Directorate of Registration & Stamp Revenue	
1	Block wise MIS data pre-processing, Market layer creation, GIS-MIS integration & Distance calculation of plots from nearest road, market, schools, hospitals and transportation nodes for part of Alipuduar District - Scientific framework of MV calculation.

2	Review of inspection reports submitted by Deputy Inspector Generals of Registration in Ranges/ District Registrars.
3	Periodic review of work on Scientific Framework for Market Valuation by the engaged Consultants.
4	Monthly meetings of Revenue Augmentation Committee, Computerisation Management Committee and Statutory & Audit Matters Monitoring Committee.
5	In service training of registering officers on e-Nathikaran latest modules.
6	Introduction of e-office in ADSR offices (Part).
7	Exclusive Online module for market value calculation for the Govt. Stake holders.
8	Exclusive Online module for certified copy of deeds for Govt. Stake holders.
Excise	
1	Training of officers from different districts on Government e-Marketplace.
2	Inspection of 2 Breweries by Additional Excise Commissioner/Joint Commissioner.
3	In service training of range level officers.
Directorate of Revenue Intelligence & Enforcement	
1	Preparation of road map for the works to be done in coming three months.
2	Meeting on work related to seizure of goods in warehouse etc.
3	Review on the action related to adjudication proceedings.
4	Monthly Review of collection of Revenue from Enforcement cases.

Department of Fire & Emergency Services

JANUARY – 2022

Sl.No.	Target
1	Fire Service Mechanised Contingent will participate at Indira Gandhi Sarani in connection with Republic Day Parade on 26th January, 2022 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, 2022.
4	Stand-by duty at Book Fair, 2022.
5	General transfer of Ministerial Staff (Directorate / Divisional) will be completed.
6	Condemnation process of old and unserviceable Fire Appliances & Fire Equipments to be initiated.
7	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
8	Candidates will be deputed for undergoing Divisional Officers / Station Officers / Sub-Officers Course at NFSC from various rank subject to approval of the Govt.
9	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
10	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the Deptt. for approval.
11	Professional Duty-cum-Athletic Meet-2022 (Division-wise Tactical Exercise Competition) will be conducted at a suitable venue.
12	Technical Expert Committee Meeting will be conducted weekly.

FEBRUARY – 2022

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

MARCH – 2022

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

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

APRIL – 2022

Sl.No.	Target
1	An Exhibition in respect of Awareness Programme on Fire & Life Safety will be conducted at Academy of Fine Arts or any other places during Fire Service Week from 14th April to 20th April, 2022 subject to approval of the Govt.
2	Review Meeting within Directorate and with Senior Field Officers, to examine financial performance in the past financial year.
3	Construction work of one new Fire station building to be completed.
4	Condemnation process of old and unserviceable fire appliances and fire equipments to be sent to Administrative Department for approval.
5	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
6	Refresher Course for Sub-Officer and Station Officer will be conducted.
7	Appointment process of New Fire Operator expected to be started subject to disposal of court case.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Process for recommendation for President's Fire Service Medal on the Occasion of Independence Day-2022 to be started.

MAY– 2022

Sl.No.	Target
1	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
2	Mock Drill Exercise and Fire Awareness Programme to be organized in the area under Nadia, Bankura, Purulia, Purba Bardhaman & Paschim Bardhaman Divisions.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Repair & renovation work of 1 (one) No. existing F.S. To be completed subject to release of fund.
5	Meeting with all Divisional Fire Officers to be conducted.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	Pending disciplinary proceedings will be reviewed.
8	Proposals for procurement of various Fire Fighting Equipments / Appliances to be sent to the Deptt. for approval.
9	Construction work of one new Fire station building expected to be completed.
10	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
11	Technical Expert Committee Meeting will be conducted weekly.
12	The name of Fire Officers / Fire Personnel will be finally recommended for President's Fire Service Medal on the Occasion of Independence Day-2022.

JUNE– 2022

Sl.No.	Target
1	Refresher Course for Sub-Officer and Station Officer will be conducted.
2	1st Batch of External Sub- Officer Course, National Fire Service College, Nagpur will be completed.
3	Repair & renovation work of 1 (one) No. existing F.S. To be completed.
4	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
5	Construction work of one new Fire station building expected to be completed.
6	Special Meeting will be conducted to review the Court Cases.
7	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
8	Technical Expert Committee Meeting will be conducted weekly.
9	Recommendation for President's Fire Service Medal on the Occasion of Independence Day-2022 to be completed.
10	Candidates will be deputed for undergoing Divisional Officers / Station Officers / Sub-Officers Course at NFSC from various rank subject to approval of the Govt.
11	1st phase appointment of new Fire Operator expected to be started subject to disposal of court case.

JULY– 2022

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

AUGUST– 2022

Sl.No.	Target
1	Fire Service Contingent will participate at Indira Gandhi Sarani in connection with Independence Day Parade on 15th August 2022.
2	Refresher Course for Sub-Officer and Station Officer will be conducted.
3	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
4	Repair & renovation work of 1 (one) No. existing F.S. to be completed subject to release of fund.
5	Purchase of Fire Equipments through e-Tender /GEM.
6	Pending disciplinary proceedings will be reviewed.
7	3rd phase appointment of new Fire Operator expected to be started subject to disposal of court case.
8	Technical Expert Committee Meeting will be conducted weekly.
9	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
10	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.

SEPTEMBER– 2022

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

OCTOBER– 2022

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

NOVEMBER– 2022

Sl.No.	Target
1	Review Meeting with Senior Officers of the Directorate, Department and Financial Advisor to monitor different issues including Court Cases.
2	Meeting with all Divisional Fire Officers to be conducted.
3	Refresher Course for AFO, F.O., FEOD and Leader will be conducted.
4	Repair & renovation work of 1 (one) No. existing F.S. to be completed subject to release of fund.
5	The name of Fire Officers / Fire Personnel will be finally recommended for President's Fire Service Medal on the Occasion of Republic Day-2023.
6	Fire Audit will be conducted in the vulnerable buildings (High Risk / High Rise) throughout the state.
7	State Level Welfare Board Meeting will be conducted in the Conference Hall of the Directorate Office.
8	Pending disciplinary proceedings will be reviewed.
9	Technical Expert Committee Meeting will be conducted weekly.
10	Construction work of one new Fire station building expected to be completed.

DECEMBER– 2022

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

DEPARTMENT OF FISHERIES, AQUACULTURE, AQUATIC RESOURCES & FISHING HARBOURS

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
1	Distribution of Fingerlings in water bodies (in Ponds)					Tender process to be completed	25%		60%		15%			15000	
2	Distribution of inputs (accessories)(in Unit)	300	300			Tender process to be completed	500	900	1000	1000	500	500		5000	
3	Brakish water fish farming (Tiger Shrimp) in coastal Districts (in Hectare)			20% (previous year)		Tender process to be completed	20%		45%		15%			100	
4	Brakish water fish farming(Vennamei Shrimp) in coastal Districts (in Hectare)			20% (previous year)		Tender process to be completed	20%		45%		15%			100	
5	Brakish water fish farming (Mud Crab) in coastal Districts (in Hectare)			20% (previous year)		Tender process to be completed	20%		45%		15%			100	
6	Brakish water fish farming [Bagda (Tiger Shrimp) with Parse and Bhargon] in coastal Districts (in Hectare)			20% (previous year)		Tender process to be completed	20%		45%		15%			100	
7	Pisciculture (Scampi culture in canal) activity through SHG/FPG/Water User Association (nos.)		10	10										20	
8	Pisciculture (Pabda culture) activity through SHG/FPG (nos.)		15	15										30	
9	Training of Fish Farmers (no.)					500	500	500	500	400	500	600	1500	5000	
10	HCRC:Awarness Programmes(no)					10	10	10	10	10	10	10	10	80	
11	Production of big size fish in big water bodies (in hectare)					Tender process to be completed	25%		60%		15%			100	

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
12	Review meeting, (State, Directorate, Zonal, Miscellaneous)	2	3	2	2	3	2	2	3	2	2	3	2	28	
		664.13 MT			543.90 MT			792.76 MT			673.37 MT				
13	Production of Fish in Fresh, Brackish Water, Sewage Fed Fish Farms. (Traditional & New Technology)	227.20 MT	265.65 MT	121.28 MT	180.60 MT	179.55 MT	183.75 MT	254.10 MT	271.43 MT	267.23 MT	258.30 MT	205.07 MT	210 MT	2674.16 MT	
		9.01 Lakh Fry			27.14 Lakh Fry			26.22 Lakh Fry			14.67 Lakh Fry				
14	Stocking in Indian Major Carp Seed for culture (77.04 Lakh Fry)	3.68 Lakh	3.23 Lakh	2.10 Lakh	8.77 Lakh	8.88 Lakh	9.49 Lakh	9.56 Lakh	8.67 Lakh	7.99 Lakh	5.25 Lakh	5.78 Lakh	3.64 Lakh	77.04 Lakh Fry	
		3.24 Lakh			4.12 Lakh			4.44 Lakh			2.07 Lakh				
15	Stocking of Big Fish advance Fingerlings For Big Fish culture (13.88 Lakh Advance Fingerlings)	0.89 Lakh	1.16 Lakh	1.19 Lakh	1.26 Lakh	1.44 Lakh	1.42 Lakh	1.63 Lakh	1.44 Lakh	1.37 Lakh	0.91 Lakh	0.69 Lakh	0.47 Lakh	13.28 Lakh	
16	Stocking of high yield Species (173.28 Lakh Fry)	23.32 Lakh (Pangasius/GIFT Tilapia)			54.87 Lakh (Pangasius/GIFT Tilapia)			55.97 Lakh (Pangasius/GIFT Tilapia)			39.12 Lakh (Pangasius/GIFT Tilapia)				
		6.30 Lakh	8.51 Lakh	8.51 Lakh	12.60 Lakh	19.24 Lakh	23.03 Lakh	16.22 Lakh	18.22 Lakh	21.53 Lakh	13.60 Lakh	13.65 Lakh	11.87 Lakh	173.28 Lakh	
17	Stocking of L.vannamei & shrimp (80.86 Lakh Post Larvae)	25.43 Lakh			44.34 Lakh			11.09 Lakh							
		5.78 Lakh	7.36 Lakh	12.29 Lakh	15.59 Lakh	13.69 Lakh	15.06 Lakh	6.35 Lakh	2.43 Lakh	2.31 Lakh				80.86 Lakh	
		13.81 Lakh (Thai Punthi, Sol, Magur & Singhi)			27.19 Lakh (Ompak Pabda, Chital, Black Carp, Nona Tangra)			22.53 Lakh (Mystus Gulio, Amoor, Vietnam Koi, P Sarna)							
18	Innovative new species culture (63.53 Lakh Fry & Post Larvae)	3.89 Lakh	4.73 Lakh	5.19 Lakh	8.07 Lakh	9.07 Lakh	10.05 Lakh	9.39 Lakh	7.92 Lakh	5.22 Lakh				63.53 Lakh	

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks	
		January	February	March	April	May	June	July	August	September	October	November	December			
		Sanctioned amount P : Rs.792.13 Lakh														
19	Beel Balli Fishery Project at Swarupnagar, North 24 Parganas.	15%	10%	5%												
		Sanctioned amount P: Rs.984.13 Lakh														
20	Improvement of Shankarpur Fishing Harbour, Dist. Purba Medinipur, West Bengal.	10%	15%	10%												
		Sanctioned amount P: Rs.9.99 Lakh														
21	Construction of Godown at Parkandi Fisheries Project, Rampurhat, Birbhum.	10%														
		Sanctioned amount P: Rs.9.99 Lakh														
22	Construction of Godown at Pathra Fisheries Project, Suri, Birbhum.	10%														
		Sanctioned amount P: Rs.9.99 Lakh														
23	Construction of Godown at Lambodharpur Fisheries Project, Suri, Birbhum.	10%														
24	Modernisation of Fresergunj Fishing Harbour, South 24 Parganas.	10%	10%	20%	10%	10%	10%	10%	10%	10%						
25	Construction of 10 MT Blast Freezer at Diamond Harbour Southern CFCS Ltd., South 24 Parganas.	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
26	Conservation of Endangered & Threatened Fish Species at Raigunj, Uttar Dinajpur.	5%	10%	10%	10%	10%	10%	5%	10%	10%	10%	10%				
27	Construction of 5 MT Ice Plant at Alal under Gazole block, Maldah .	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%			

Sl. No.	Name of the scheme	Target for first quarter			Target for second quarter			Target for third quarter			Target for fourth quarter			Total unit	Remarks
		January	February	March	April	May	June	July	August	September	October	November	December		
28	Development of Market Infrastructure in Malancha, North 24 Parganas.	5%	10%	10%	10%	5%	10%	10%	10%	10%	10%	10%			
29	Construction of 10 MT Blast Freezer at Contai, Purba Medinipur .	5%	10%	10%	10%	5%	10%	10%	10%	10%	10%	10%			
30	Construction of 10 MT Blast Freezer at Kakdwip Fishing Harbour, South 24 Parganas.	5%	10%	10%	10%	5%	10%	10%	10%	10%	10%	10%			
31	Modernisation & Expansion of Fresergunj Fishing Harbour, South 24 Parganas.	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
32	Modernisation & Expansion of Kakdwip Fishing Harbour, South 24 Parganas.	5%	5%	10%	15%	10%	10%	10%	10%	10%	10%	10%			
33	Modernisation & Expansion of Sultanpur Fishing Harbour, Diamond Harbour, South 24 Parganas.	5%	5%	10%	10%	10%	10%	10%	10%	10%	10%	10%			
34	Construction of 25 MT Ice Plant at Haripur, South 24 Parganas.	5%	5%	10%	10%	10%	10%	10%	10%	10%	5%	5%	10%		
35	Conservation & Restoration of Aquatic wetland eco-system at Captain Bhery FCS Ltd. and 4 No. Bhery FCS Ltd., North 24 Parganas.	5%	5%	10%	20%	20%	10%	10%	10%	10%					
36	Conservation & Restoration of Aquatic wetland eco-system & Storm water Management at Bonhooghly FCS Ltd., North 24 Parganas.	5%	5%	10%	20%	10%	10%	10%	10%	10%					
37	Construction of Fish Landing Centre at Haripur, South 24 Parganas.	5%	10%	10%	10%	10%	5%	10%	10%	10%	10%	10%			

Department of Food & Supplies

January

Sl. No.	Target
1	Paddy procurement for 12.25 LMT and CMR recovery 2.33 LMT
2	Organisation of 6500 paddy procurement camps
3	Inspection of 50 CPCs by State Level Officers
4	Disposal of 100 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 154 dealer against fresh / resultant vacancies
5	Inspection of 100 FPS /SK Oil Shops /Agents by State Level Officers
6	60% completion of SK Oil Dealers to beneficiary mapping
7	4 District/Sub control visit by officials of Directorate of Rationing
8	Departmental review meeting with all officers with HMIC, HMOS & Secretary
9	Construction of one 1000 MT & one 10000 MT godown

February

Sl. No.	Target
1	Paddy procurement for 12.25 LMT and CMR recovery 5.00 LMT
2	Organisation of 6500 paddy procurement camps
3	Disposal of 100 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 152 dealer against fresh / resultant vacancies
4	Inspection of 50 CPCs by State Level Officers
5	Inspection of 100 FPS/SK Oil Shops/Agents by State Level Officers
6	80% completion of SK Oil Dealers to beneficiary mapping
7	Publication of web module for application against new vacancies as well as on compassionate ground for all petroleum products
8.	4 District/Sub control visit by officials of Directorate of Rationing
9.	Departmental review meeting with all officers with HMIC, HMOS & Secretary
10.	Construction of one 1000 MT & one 5000 MT godown
11.	Installation of additional weigh bridge at Galsi RIDF godown

March

Sl. No.	Target
1	Paddy procurement for 9.80 LMT and CMR recovery 5.00 LMT
2	Organisation of 4500 paddy procurement camps
3	Disposal of 100 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies
4	Quarterly review meeting with the district level officers of Food & Supplies Department
5	QC training of Inspectors/officers (1st Batch)
6	Inspection of 50 CPCs by State Level Officers
7	Inspection of 100 FPS/SK Oil Shops/Agents by State Level Officers
8	Online monthly allocation of SK Oil upto dealers level

Sl. No.	Target
9	Updation of Accounts 2015-16
10	Quarterly meeting of Salt Committee
11	Departmental review meeting with all officers with HMIC, HMOS & Secretary
12	4 District/Sub control visit by officials of Directorate of Rationing
13	Introduction of 2 no. of retail outlet (Roudra Bristi) in Municipality area
14	Construction of one 1000 MT & one 5000 MT godown
15	100% completion of SK Oil Dealers to beneficiary mapping

April

Sl. No.	Target
1	Paddy procurement for 2.45 LMT and CMR recovery 5.00 LMT
2	Organisation of 1250 paddy procurement camps
3	Inspection of 60 nos. of SK Oil depots of Agents and Shops of Dealers
4	Disposal of 60 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 100 dealer against fresh / resultant vacancies
5	Departmental review meeting with all officers with HMIC, HMOS & Secretary
6	4 District/Sub control visit by officials of Directorate of Rationing
7.	Construction of one 2000 MT & one 3000 MT godown
8.	Repairing & renovation works at 2 Nos RIDF godowns(Falakata, Singur) & 1 No SWC owned warehouse at NGP

May

Sl. No.	Target
1	Paddy procurement for 2.45 LMT and CMR recovery 5.00LMT
2	Organisation of 1250 paddy procurement camps
3	Disposal of 50 cases for engagement/ reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies
4	Departmental review meeting with all officers with HMIC, HMOS & Secretary
5	4 District/Sub control visit by officials of Directorate of Rationing
6.	Inspection of 75 nos. of SK Oil depots of Agents and Shops of Dealers
7.	Construction of one 5000 MT & one 25000 MT godown
8.	Repairing & reconstruction of road & the gate at kashipur GFD (to be used by BEVCO)
9.	Repairing & maintenance work at Gazole RIDF

June

Sl. No.	Target
1	Paddy procurement for 2.45 LMT and CMR recovery 5.00 LMT
2	Organisation of 1500 paddy procurement camps
3	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.

Sl. No.	Target
4	Completion of renewal of all petroleum product licences
5	QC training of Inspectors/ officers (2nd Batch)
6	Quarterly review meeting with the district level officers of Food & Supplies Department
7	Quarterly meeting of Salt Committee
8.	High Power Committee Meeting for introduction of Non-PD Items in PDS network
9.	Departmental review meeting with all officers with HMIC, HMOS & Secretary
10.	4 District/Sub control visit by officials of Directorate of Rationing
11.	Inspection of 70 nos. of SK Oil depots of Agents and Shops of Dealers
12.	Construction of one 5000 MT & one 20000 MT godown

July

Sl. No.	Target
1	CMR recovery 3.00LMT
2	Digitization of database of SKO beneficiaries and last mile allocation through the web portal
3	Departmental review meeting with all officers with HMIC, HMOS & Secretary
4	Disposal of 40 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
5	4 District/Sub control visit by officials of Directorate of Rationing
6	Inspection of 100 nos. of SK Oil depots of Agents and Shops of Dealers
7.	Introduction of 2 no. of retail outlet (Roudra Bristi) in Municipality area
8.	Construction of one 5000 MT & one 25000 MT godown

August

Sl. No.	Target
1	CMR recovery 1.66 LMT
2	Inspection of 4 Flour Mills and 4 Rice Mills by State level Officers
3	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
4	Departmental review meeting with all officers with HMIC, HMOS & Secretary
5	4 District/Sub control visit by officials of Directorate of Rationing
6	Inspection of 75 nos. of SK Oil depots of Agents and Shops of Dealers
7.	Construction of one 2000 MT & one 5000 MT godown

September

Sl. No.	Target
1	Development of software for online submission and disposal of claim under WBHS
2	Training of Officials on HRMS
3	Updation of Accounts 2016-17
4	Quarterly review meeting with the district level officers of Food & Supplies Department
5	Quarterly meeting of Salt Committee
6	Departmental review meeting with all officers with HMIC, HMOS & Secretary

Sl. No.	Target
7	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
8.	4 District/Sub control visit by officials of Directorate of Rationing
9.	Inspection of 75 nos. of SK Oil depots of Agents and Shops of Dealers
10.	Construction of one 15000 MT godown
11.	QC training of Inspectors/officers (3rd Batch)

October

Sl. No.	Target
1	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
2	Inspection of 4 Nos. Distributors Godowns by State level Officers
3	Inspection of 75 FPS/SK Oil Shops /Agents by State Level Officers
4	Departmental review meeting with all officers with HMIC, HMOS & Secretary
5	4 District/Sub control visit by officials of Directorate of Rationing
6	Introduction of 1 no. of retail outlet (Roudra Bristi) in Municipality area

November

Sl. No.	Target
1	Paddy procurement for 2.45 LMT and CMR recovery 0.33 LMT
2	Organisation of 1250 paddy procurement camps
3	Inspection of 50 CPCs by State Level Officers
4	Review meeting with the distributor/dealers
5	Departmental review meeting with all officers with HMIC, HMOS & Secretary
6	Disposal of 50 cases for engagement/reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
7	4 District/Sub control visit by officials of Directorate of Rationing
8	Inspection of 75 nos. of SK Oil depots of Agents and Shops of Dealers
9	Construction of 1 no. godown of 5000 MT

December

Sl. No.	Target
1	Paddy procurement for 4.90 LMT and CMR recovery 1.00 LMT
2	Organisation of 2000 paddy procurement camps
3	QC training of Inspectors (4th Batch)
4	Training of Officials on HRMS
5	Disposal of 50 cases for engagement/ reconstitution of FPS/SK Oil Dealers on Compassionate Ground and engagement of 150 dealer against fresh / resultant vacancies.
6	Inspection of 50 CPCs by State Level Officers
7	Quarterly review meeting with the district level officers of Food & Supplies Department
8	Updation of Accounts 2017-18
9	High Power Committee Meeting for introduction of Non-PD Items in PDS network
10.	Quarterly meeting of Salt Committee
11.	Departmental review meeting with all officers with HMIC, HMOS & Secretary
12.	4 District/Sub control visit by officials of Directorate of Rationing
13.	Introduction of 5 No. of new Companies & their products in Roudra Bristi

Forest Department

Month	Item of Works	Sub-office
January	Sabujshree Seedling Distribution	DTE
	Flower Show-8 nos	
	Release of Captive Born Vulture in BTR	WL
	Tiger Estimation in W.B	
	E-Auction of timber and other forest produce	WBFDC
February	Sabujshree Seedling Distribution	DTE
	Flower exhibition-4 nos.	WL
	Release of Himalayan Goral in Mahananda WLS in collaboration with PNHZP	
	Crocodile Population and distribution Estimation in Sundarban Tiger Reserve	
	Publication of Monograph on Tree Species	RM & D
	E-Auction of timber and other forest produce	WBFDC
	Construction of Crocodile Enclosure at Harinalaya Deer Park, New Town	WBZA
March	Sabujshree Seedling Distribution	DTE
	Raising of 80 lakhs seedlings under DPN of (4000 ha)	
	Completion of 3 months training for Forest Guards (Hybrid Mode) (SFTI, Hijli)	
	Raising quality planting materials (tall seedling) for mitigate air pollution in Non Attainment Cities - 1,25,000 nos	CAMP
	Survey demarcation of forest boundaries in forest villages and Setting up of forest boundary Pillar - 2000 nos	
	Data Analysis and report publication of All India Tiger & Crocodile Estimation	WL
	Finalization of Plantation Monitoring Report	RM & D
	E-Auction of timber and other forest produce	WBFDC
	Construction of Open Butterfly Park at North Bengal Wild Animals Park (Bengal Safari), Siliguri	WBZA
April	Sabujshree Seedling Distribution	DTE
	Release of Red Jungle Fowl in Mahananda WLS in collaboration with PNHZP	WL
	Completion of Elephant Census in North Bengal	
	CFC harvesting operation	WBFDC
	E-Auction of timber and other forest produce	
	Zoo Keepers' Training Programme at Zoological Garden, Alipore	WBZA
May	Sabujshree Seedling Distribution	DTE
	Completion of Plantation advance work of 1.45 Crores seedlings	WBFDC
	Sundarban honey procurement	
	E-Auction of timber and other forest produce	
June	Sabujshree Seedling Distribution	DTE
	Completion of Raising of 80 lakhs seedlings under DPN (4000 ha)	
	Establishment of River Camp in Buxa Tiger Reserve- 15 Nos	WL
	Workshop on HWC in the State in Sundarban Tiger Reserve	

Month	Item of Works	Sub-office
	Landscaping and beautification works in various thermal power station (Mejia, Raghunathpur and Durgapur)	WBFDC
	E-Auction of timber and other forest produce	
	Construction of Aviary at Harinalaya Deer Park, New Town	WBZA
July	Sabujshree Seedling Distribution	DTE
	Completion of 3 months training for Forest Guards (Hybrid Mode) (WBFS Dowhill/ RVK)	
	Educational Outreach Programme at Padmaja Naidu Himalayan Zoological Park, Darjeeling	WBZA
	E-Auction of timber and other forest produce	WBFDC
August	Sabujshree Seedling Distribution	DTE
	E-Auction of timber and other forest produce	WBFDC
September	Sabujshree Seedling Distribution	DTE
	Completion of Plantation Creation 5500 ha	
	Completion of Creation of NGT block plantations and avenue plantation	WBFDC
	E-Auction of timber and other forest produce	
	Upgradation of Zoo Hospital at Padmaja Naidu Himalayan Zoological Park, Darjeeling	WBZA
October	Sabujshree Seedling Distribution	DTE
	Plantations, landscaping and beautification of ECL areas in Paschim Burdwan	WBFDC
	E-Auction of timber and other forest produce	
	Release of Batagur Baska in Sundarban Tiger Reserve.	WL
	Construction of Orchidium at North Bengal Wild Animals Park (Bengal Safari), Siliguri	WBZA
November	Sabujshree Seedling Distribution	DTE
	JFMC Share distribution	
	National Seminar on Tiger Conservation and Management of Tiger Reserves for Field Directors.	WL
	E-Auction of timber and other forest produce	WBFDC
December	Sabujshree Seedling Distribution	DTE
	Completion of Regular Training(6 months) for Forest Guard (SFTI Hijli / Dowhill)	
	Completion of maintenance & Development of 56 nos. of parks in North & South Bengal	
	Immunisation of Cattle in fringe villages of National Parks, Wildlife Sanctuaries & Tiger Reserves	WL
	Soil Moisture conservation works	RM & D
	E-Auction of timber and other forest produce	WBFDC
	Translocation of Chital (spotted) Deer from Zoos to Forest area and other Zoos.	WBZA

Department of Food Processing Industries & Horticulture

Period/ Month	Activities	Target for the Month
Jan-22	Inspection of Food Processing Industries	05 units
	Capacity building of farmers through training (nos.)	30
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	20
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Survey of completion of collection of 2 lakh plants, tagging and collection of Samples	2 lakhs
	Uprooting of old Cinchona block	10 acres
	Collection, Tendering and watering of Cinchona seedings	350 ha
	Maintenance and watering of Ipecac Nursery	1000 kamra
	Sale of Dry Cinchona Bark	1000 kg
	Harvest and sale of Mandarin Orange	20000 pcs
	Maintenance of Rubber Block and nursery	20 ha
	Maintenance of Other Horticulture crops like Coffee, Cardamom, temperate fruits and Medicinal Plants	25 ha
	Maintenance of Dhuras (Labour House)	15 labour model house
	Harvesting of coffee cherry	700 kg
	Collection of Leaf soil from high forest	2 M.T.
	Cultivation of T. C. Banana in Ayeshpur Farm	1 Acre
Feb-22	Inspection of Food processing Industries	05 units
	Capacity building of farmers through training (nos.)	30
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	20
	Construction of Protected Structure	4
	Cultivation of Hybrid Vegetables (area in ha.)	50
	Maintenance of Orange Block	20 ha
	Maintenance of Other Horticulture crops and Medicinal Plants	15 ha
	Harvesting of Cymbidium cut flowers	1000 pcs
	Renovation of Research Laboratory for setting up of Phytochemistry Laboratory	1 unit
	Maintenance of Rubber Block and nursery	15 ha
	Collection of Leaf soil from high forest	3 M.T.
	Collection, Tendering and watering of Cinchona seedings	50 ha
	Selection of farmers for cultivation of medicinal plants as part of S. P. Scheme for cultivation of Medicinal plants in farmers fields	120 farmers
	Completion of Medical Plants Nursery in the Directorate	2 ha
	Maintenance and watering of Ipecac Nursery Dhuras (Labour house)	1000 kamra, 5 model house
	Grafting of fruit plants	60,000

Period/ Month	Activities	Target for the Month
	Development of mother orchards/Progeni Orchards of different fruit crops in farms	2.5 Acres
	Raising of Papaya seedling in poly pack	50,000
	Implementation of different schemes as PLA in South 24 Parganas & Murshidabad District	5000 beneficiaries i.e 416 Acres
	Cultivation of Banana variety - Chapa etc.	0.3 Acre
	Raising of seedling of Moringa for distribution among beneficiaries	10,000
Mar-22	Publication of revised booklet of Food Processing Industries in West Bengal (infrastructure/Potential and opportunities)	Publication of booklet
	Planting of flower (area in ha.)	50
	Cultivation of Hybrid Vegetables (area in ha.)	60
	Capacity building of farmers through training (nos.)	20
	Development of database (essential IT system) data collection and mobile based data input for Latpanchor Unit	One plantation unit
	Transplantation of Ipecac	4000 kamra
	Maintenance of Rubber Block and nursery	30 ha
	Maintenance of Orange Block.	25 ha
	Maintenance of Other Horticulture crops and Medicinal Plants	10 ha
	Distribution of sapling/seed of medicinal plants to 120 farmers as part of S.P. scheme for cultivation of medicinal plants in farmers fields.	1200 saplings/60 kg seed
	Sale of Rubber and Ipecac	5 M.T., and 500 kg
	Maintenance and watering of Ipecac, Orange Block, Dhuras (Labour House)	17 ha
	Maintenance of Cymbidium Orchids	2.5 acres
	Selection of farmers for cultivation of Ginger	300 farmers
	Initiation of Irrigation system in the Directorate	349 ha
	Grafting of fruit plants	90,000
	Development of mother orchards/Progeni Orchards of different fruit crops in farms	2.5 Acres
	Raising of Papaya seedlings in poly pack	50,000
	Cultivation of Dragon Fruit in Ayeshpur Farm	0.5 Acre
	BGBS	Participation in BGBS 2022
	Planting of non-perennial fruit (area in ha.)	100
	Construction of vermicompost unit*2-permanent/polythene	100
	Capacity building of farmers through training (nos.)	30
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	50
	Distribution of power tiller/power machine (nos.)	20
	Cultivation of Hybrid Vegetables (area in ha.)	60
	Maintenance of Rubber Block and nursery	15 ha
	Preparation of Land for cultivation of Artemisia annua, Chirata, Coffee, Aricanut, Rubber, Ipecac, Dioscorea, Cardamom and other Medicinal &	10 ha

Period/ Month	Activities	Target for the Month
Apr-22	Aromatic Plants and Other Horticulture crops	
	Maintenance and watering of Ipecac Nursery, Orange Block, Dhuras (Labour House)	2000 kamra, 20 ha, 10 model house
	Extraction of Rubber Latex continued	2 M.T.
	Harvest of dry Ipecac root	1000 kg
	Imparting training to the farmers on cultivation of medicinal plants for socio-economic upliftment	1 training
	Supply of rhizome to farmers for cultivation of rhizome	300 farmers
	Maintenance of Rubber Block and nursery	25 ha
	Grafting of fruit plants	90,000
	Raising of seedlings of Moringa for distribution among beneficiaries	10,000
	Cultivation of Moringa in Ayeshpur Farm	0.5 Acre
May-22	Inspection of Food Processing Industries	05 units
	Capacity building of farmers through training (nos.)	20
	Construction of Protected Structure	5
	Cultivation of Hybrid Vegetables (area in ha.)	80
	Maintenance of Orange Block.	20 ha
	Maintenance of Other Horticulture crops and Medicinal Plants	10 ha
	Preparation of Land for cultivation of Artemisia annua, Rubber, Chirata, Coffee, Aricanut, Ipecac, Dioscorea, Cardamom and other Medicinal & Aromatic Plants and Other Horticulture crops	12 ha
	Preparation of Nurseries for extension of Wild Medicinal Plants	Construction of 2 nos. of poly house
	Extraction of essential oil	from 60 quintal of grass
	Extraction of Rubber Latex continued	2 M.T.
	Grafting of fruit plants	90,000
June-22	Raising of vegetable saplings in poly pluck trays	20,000
	Raising of seedling of Moringa for distribution among beneficiaries	15,000
	Inspection of Food Processing Industries	05 units
	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.)	100
	Capacity building of farmers through training (nos.)	20
	Cultivation of tissue of Cinchona plants with high quinine content and supply to UBKV for vegetative propagation (Tissue Culture)	from seven high alkaloids contents plants
	Pilot scale cultivation of Artemisia annua	20 acres
	Extension of coffee cultivation	10 acres
	Extension of Other Horticulture Crops and mdicinal plants	20 acres
	Extension of aromatic plants	15 acres
	Extraction of Rubber Latex	2 M.T.

Period/ Month	Activities	Target for the Month
	Sale of dry Cinchona bark, Ipecac root	20 M.T. and 500 kg
	Raising of different fruit plants as PIA under MGNREGA Scheme (Rootstock raising/Air layering)	3,00,000
	Grafting of fruit plants	90,000
	Raising of vegetable saplings in poly pluck trays	20,000
	Cultivation of Moringa in Ayeshpur Farm	0.5 Acre
July-22	Inspection of Food Processing Industries	05 units
	Planting of perennial fruit (area in ha.)	200
	Distribution of power tiller/power machine (nos.)	20
	Capacity building of farmers through training (nos.)	30
	Extension of Rubber Block	10 acres
	Collection of tissue of Cinchona plants with high quinine content and supply to UBKV for vegetative propagation (Tissue Culture)	from seven high alkaloids contents plants
	Extension of Ipecac	5000 kamra
	Afforestation programme	12 acre
	Implementation of MGNREGA Schemes	1 scheme
	Extension of Other Horticultural activities	20 acres
	Extraction of Rubber Latex continued	2 M.T.
	Maintenance of Roads and path	3 km
	Raising of different fruit plants as PIA under MGNREGA Scheme (Rootstock raising/Air layering)	3,00,000
	Grafting of fruit plants	90,000
	Development of mother orchards/Progeni Orchards of different fruit crops in farms	2.5 Acres
	Implementation of different schemes as PIA in South 24 Parganas & Murshidabad District	6000 beneficiaries i.e 500 Acres
	Supply of different Fruit plants to beneficiaries	15,00,000
Aug-22	Inspection of Food Processing Industries	05 units
	Planting of perennial fruit (area in ha.)	200
	Construction of vermicompost unit* 2-permanent/polythene	300
	Capacity building of farmers through training (nos.)	20
	Planting of non-perennial fruit (area in ha.)	100
	Construction of Protected Structure	5
	Maintenance and watering of Cinchona Block, Ipecac Nursery, Orange Block, Coffee Blocks	75 ha
	Maintenance of Rubber Block and nursery	30 ha
	Implementation of MGNREGA Schemes	1 scheme
	Sickling and weeding of all plantation field	1000 ha
	Harvesting of Citronella, Lemon grass	from 60 quintal of grass
	Raising of different fruit plants as PIA under MGNREGA Scheme	8,00,000

Period/ Month	Activities	Target for the Month
Sep-22	(Rootstock raising/Air layering)	
	Grafting of fruit plants	1,00,000
	Raising of vegetable saplings in poly pluck trays	20,000
	Implementation of different schemes as PIA in South 24 Parganas & Murshidabad District	6000 beneficiaries i.e. Acres
	Supply of different Fruit plants to beneficiaries	15,00,000
	Inspection of Food Processing Industries	05 units
	Planting of perennial fruit (area in ha.)	350
	Planting of non-perennial fruit (area in ha.)	100
	Capacity building of farmers through training (nos.)	20
	Harvesting and drying of Large Cardamom	500 kg
	Sickling and weeding of all plantation field	700 ha
	Maintenance of Cymbidium Orchids	2.5 acres
	Extraction of Rubber Latex continued	2 M.T.
	Maintenance and watering of Ipecac Nursery, Orange Block	35 ha
	Construction of Labour Model House	5 model house
	Maintenance of Rubber Block and nursery	20 ha
	Sale of Dry Cinchona Bark	10 M.T.
	Raising of different fruit plants as PIA under MGNREGA Scheme (Rootstock raising/Air layering)	20,00,000
	Grafting of fruit plants	1,00,000
	Raising of Vegetable saplings in poly pluck trays	20,000
	Supply of different Fruit plants to beneficiaries	20,00,000
Oct-22	Inspection of Food Processing Industries	05 units
	Capacity building of farmers through training (nos.)	40
	Distribution of power tiller/power machine (nos.)	20
	Planting of non-perennial fruit (area in ha.)	150
	Sale of Dry Cinchona Bark and dry Ipecac root	50 M.T.
	Maintenance of Water Supply in different plantation units	2 new scheme
	Construction of Labour Model House	5 model house
	Extraction of Rubber Latex continued	2 M.T.
	Extraction of essential oil	from 60 quintal of grass
	Maintenance of cinchona, ipecac, mandarin orange, coffee, kiwi etc.	150 ha
	Raising of different fruit plants as PIA under MGNREGA Scheme (Rootstock raising/Air layering)	3,50,000
	Grafting of fruit plants	75,000
	Cultivation of off season & exotic high value vegetables in Ayespur Farm	2 Acres
	Supply of different Fruit plants to beneficiaries	30,00,000
	Inspection of Food Processing Industries	05 units

Period/ Month	Activities	Target for the Month
Nov-22	Planting of non-perennial fruit (area in ha.)	200
	Planting of flower (area in ha.)	100
	Capacity building of farmers through training (nos.)	20
	Construction of Protected Structure	5
	Augmentation of Water Supply	2 new scheme
	Maintenance and watering of Ipecac Nursery, Orange Block etc.	100 ha
	Construction of Plantation roads and paths	5 km
	Maintenance of Rubber Block and nursery	15 ha
	Sale of Dry Cinchona Bark	2 M. T.
	Collection of Rubber seeds from Rubber Plantation area.	50 kg
	Harvesting of Chirata	500 kg
	Extraction of essential oil	from 60 quintal of grass
	Maintenance of Other Horticulture crops	15 ha
	Inspection of Food Processing Industries	05 units
Dec-22	Planting of flowers (area in ha.)	50
	Completion of construction of poly/shade net house (Unit*1)	150
	Construction of vermicompost unit *2-permanent/polythene	400
	Capacity building of farmers through training (nos.)	20
	Mobilisation of farmers into Farmers' Interest Group (no. of FIGs)	60
	Preparation of land for Ipecac seed nursery	50 kamra
	Sale of Dry Cinchona Bark	50 M.T.
	Sale of dry Ipecac root, Chirata	5000 kg
	Maintenance of Rubber Block and nursery	15 ha
	Extraction of essential oil	from 60 quintal of grass
	Maintenance of Other Horticulture crops	20 ha
	Repairing and construction of Model House	30 nos.
	Harvesting of Oranges	20,000 pcs.
* 1 One unit of Poly/Shade Net House is 200 sq. mt.		
* 2 Average size of one unit of vermicompost permanent/polythene is as per norms		

DEPARTMENT OF HEALTH & FAMILY WELFARE

January, 2022

Branch	Training / Meeting
NHM	Training of 378 rural ASHAs in 6th& 7th Modules
NHM	Training of 227 rural ASHAs in Refresher round
NHM	Training of 610 rural ASHAs and 115 ANMs in NCD Module
NHM	Training of 1328 rural ASHAs and 211 ANMs in HBYC Module
NHM	500 Medical Officers Training on Routine Immunization
NHM	800 ANM Training on Routine Immunization
NHM	Divisional workshop on "PC & PNDT Act" of Medinipur Division
AYUSH	Training of 80 HMO/SAMO as CHO for AHWC
AYUSH	Workshop on reporting process and Monitoring for DMOs.
D&E	Inspection of DRS Alipurduar and Coochbehar
IT	Roll out of State Birth & Death Registry portal throughout the State
MERT	Medical Teachers Training
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Training Programme for Transplant Coordinators
Nursing	In-service Training of 30 (Thirty) of Nursing Administrators and Nursing Educators on Leadership Skill Development
Nursing	Training on Mental Health (Nursing)
SPSRC PPP CELL	Training of all Hospital authorities in Contract management regarding PPP units (Fair Price Diagnostic and Dialysis services , Fair Price Medicine shops)
SPSRC PPP CELL	Quality visit by expert team of Nephrologist to every PPP based Dialysis units (Phase-1)
SPSRC PPP CELL	Meeting with all PPP partners at departmental level. (FPDC owners)
Immunization	500 Medical Officers Training on Routine Immunization
Immunization	800 ANM Training on Routine Immunization
R B S K	Refresher training of 450 MHT RBSK MO in all districts
R B S K	DEIC training
R K S K	WIFS portal Training of 10000 Nodal Teachers at block level
R K S K	AFHS training of 450 MO
F B N C	4+14 days module based training of Staff Nurses (24)
C H	Child death review training
C H	SAANS training at block level
PCPNDT	Divisional workshop on "PC & PNDT Act" of Medinipur Division
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Swasthya Sathi	Finalization of PMU for implementation of SwasthyaSathi.
WBMSCL	In service training of WBMSCL Engineers at HQ WBMSCL

January, 2022

Branch	Events/Observeance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
NHM	National Immunization Day (Pulse Polio) on 23rd January
NHM	Celebration of National Girl Child Day on 24th January
Immunization	National Immunization Day (Pulse Polio) on 23rd January
PCPNDT	Celebration of National Girl Child Day on 24th January
WBMSCL	Fire Mock Drill at SwasthyaSathi Building

Branch	Infrastructure works/ Foundation stones/ Operationalisation
MERT	Initiation of Departmental Promotion (with cutoff date 31st Dec, 2021)
MERT	Initiation of Recruitment to the vacant post of Assistant Professor and others (WBMS Cadre)
SPSRC PPP CELL	Operationalization of FPMS at Manikchak RH, Malda
C H	Printing of Home Based Care for Young Children(HBYC) Card
WBMSCL	Completion of MGPS project and O&M services at Santipur SGH
Food Safety & Standards	i) Organizing 10(Ten) Awareness Programme ii) Collection of 100 (One Hundred) food samples for analysis in Districts iii) Issuing FBO License [250] iv) Issuing FBO Registration [1000]

February, 2022

Branch	Training / Meeting
NHM	Training of 295 rural ASHAs in 6 th & 7 th Modules
NHM	Training of 212 rural ASHAs in Refresher round
NHM	Training of 596 rural ASHAs and 97 ANMs in NCD Module
NHM	Training of 1485 rural ASHAs and 252 ANMs in HBYC Module
NHM	500 Medical Officers Training on Routine Immunization
NHM	1000 ANM Training on Routine Immunization
NHM	Divisional workshop on "PC & PNDT Act" of Maldah Division
NHM	Capacity Building of 600 ANMs on ANC & PNC.
AYUSH	Celebration of National Unani Day on 11.02.2022
AYUSH	Training of 80HMO/SAMO as CHO for AHWC
AYUSH	Commencement of OPD service of Medinipur Integrated AYUSH Hospital
D&E	Rollout of DVDMS State Portal.
D&E	Inspection of DRS Darjeeling and Jalpaiguri
IT	Full computerization of Vidyasagar State General Hospital on pilot Basis.
MERT	GCP Training
MERT	Induction training to Medical Officers
MERT	Nursing Teachers Training
MERT	Training Programme for Transplant Coordinators
Nursing	DDO ship Training Programme for Principals of different CON
Nursing	Teacher's Training of 60 (Sixty) of Nursing Educators on Skill Development

February, 2022

Branch	Events/Observance of Days
SPSRC PPP CELL	Quarterly Training/ workshop of all Private Partners in Contract management regarding PPP units (Fair Price Diagnostic and Dialysis services , Fair Price Medicine shops)
SPSRC PPP CELL	Quality visit by expert team of Nephrologist to every PPP based Dialysis units (Phase-2)
SPSRC PPP CELL	Quality visit by expert team of Radiologist to every PPP based Radiology units (CT/MRI/DR/ PET CT Scan) (Phase-1)
Immunization	500 Medical Officers Training on Routine Immunization
Immunization	1000 ANM Training on Routine Immunization
R B S K	Refresher training of 450 MHT MOs in all districts
R K S K	WIFS portal Training of 10000 Nodal Teacher block level
R K S K	AFHS training of 450 Staff Nurses
F B N C	4+14 days module based training of MO /SN (24)
C H	Child death review training
C H	SAANS training at block level
C H	Orientation on NDD 2nd round
PC & PNDT	Divisional workshop on "PC & PNDT Act" of Maldah Division
Maternal Health	Capacity Building of 600 ANMs on ANC & PNC.
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
SwasthyaSathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
WBMSCL	Fire Mock Drill of Super Specialty Hospitals
NHM	Observance of World Cancer Day on 4th February

Branch	Infrastructure works/ Foundation stones/ Operationalisation
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
MERT	Post creation for setting up of Emergency Medicine and PMR along with other posts for 5 (five medical colleges)
NHM	XFV- Operationalization of 380 Urban HWC
SPSRC PPP CELL	Issuance of AOC for CT Scan at Darjeeling (subjected to maturity of e-tender in 1st Call
SPSRC PPP CELL	Issuance of AOC for Dialysis at Durgapur SDH (subjected to maturity of e-tender in 1st Call)
SPSRC PPP CELL	Issuance of AOC for 1.5 Tesla MRI at Kolkata police Hospital (subjected to maturity of e-tender in 1st Call)
SPSRC PPP CELL	Admission of students at newly established PPP model MCH named Shantiniketan medical college in collaboration with GoWB at Bolpur Sub division hospitals (Subjected to permission of admission and online counseling by NMC)
C H	ASHA Incentive for NDD 2nd round
C H	IEC for NDD 2nd round
C H	Printing for NDD 2nd round
WBMSCL	Completion of MGPS project and O&M services at Sagar RH

February, 2022

Branch	Infrastructure works/ Foundation stones/ Operationalisation
WBMSCL	Completion of Hostel Building at Mahesh Bhattacharyya Homeopathic Medical College & Hospital at Howrah District
WBMSCL	Completion of Repair & Renovation work of Halfway Home at Berhampore Mental Hospital
SAPCS	Rolling out of 1 new Link Worker Scheme Project in Coochbehar District
Food Safety & Standards	i) Organizing 10 (Ten) Registration Mela and 05 (Five) Training Programme for Food Business Operators (100 FBOs) ii) Arranging Food Safety on wheels for Five Districts [MFTL]

March

Branch	Training / Meeting
NHM	
NHM	Training of 434 rural ASHAs in 6th & 7th Modules
NHM	Training of 180 rural ASHAs in Refresher round
NHM	Training of 779 rural ASHAs and 148 ANMs in NCD Module
NHM	Training of 1307 rural ASHAs and 198 ANMs in HBYC Module
NHM	500 Medical Officers Training on Routine Immunization
NHM	1200 ANM Training on Routine Immunization
NHM	Divisional workshop on "PC & PNDT Act" of Jalpaiguri Division
AYUSH	Administrative Training of 200 HMO/SAMO
AYUSH	Training of 64 HMO/SAMO as CHO for AHWC
D&E	Starting of Price Monitoring and Resource Society West Bengal Unit (PMRU)
D&E	Inspection of DRS Malda and Purulia
D&E	Draft Publication of Drugs Procurement Policy
IT	IT Infrastructure buildup at all 96 DH, MCH, SDH, SGH
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Induction Training for M.O.s
MERT	Training for designated Transplant Coordinators
MERT	Training for Quality Management System in Laboratory Diagnostics
Nursing	Appointment of Staff Nurse
Nursing	Advanced Skill Training for Clinical Instructors of different CON
SPSRC PPP CELL	Quality visit by expert team of Radiologist to every PPP based Radiology units (CT/MRI/DR/PET CT Scan) (Phase-2)
SPSRC PPP CELL	Meeting with all PPP partners at departmental level. (FPMS owners)
Immunization	500 Medical Officers Training on Routine Immunization
Immunization	1200 ANM Training on Routine Immunization
PCPNDT	Divisional workshop on "PC & PNDT Act" of Jalpaiguri Division
R B S K	Refresher training of 450 MHT MOs in all districts
R K S K	WIFS portal Training of 10000 Nodal Teacher at block level
R K S K	District level TOT for Peer Educator Scheme for extension in 50% block
F B N C	4+14 days module based training of MO/SN (24)
F B N C	Webinar on Infection control

March, 2022

Branch	Training/Meeting
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
SwasthyaSathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Branch	Events/Observeance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
PHP	Observeance of World Hearing Day on 3 March
Nursing	Lamp lighting and Graduation Ceremony in College of Nursing and School of Nursing.
WBMSCL	Fire Mock Drill of Medical Colleges constructed by WBMSCL
NHM (NTEP)	Observation of World TB day at state and district level
NHM	(World Glaucoma Week has been observed in all the MCH, District, Sub-District, Vision Centre through the awareness campaign, Seminar & Special Camp for screening of Glaucoma)
Branch	Infrastructure works/ Foundation stones/ Operationalisation
MERT	Counseling & admission for NEET PG & UG (Academic Session 2021-22) likely to conclude
MERT	Counseling & admission for PG AYUSH (Academic Session 2021-22) likely to conclude
MERT	Post creation for Emergency Medicine Department in 11 medical colleges
MERT	Completion of Departmental Promotion WBMS Cadre
SPSRC PPP CELL	Operationalization of FPMS at Patharpratima RH, Diamond Harbor HD
SPSRC PPP CELL	Issuance of AOC for establishment of centralized Mechanized laundry unit at Bankura MCH, Malda MCH, Murshidabad MCH and NBMCH (subjected to maturity of e-tender in 1st Call)
SPSRC PPP CELL	Issuance of AOC for 1.5 Tesla Balurghat DH (subjected to maturity of e-tender in 1st Call)
WBMSCL	Completion of MGPS project and O&M services at Chakdah SGH
WBMSCL	Installation of LMO plant at Arambagh SSH & SDH
WBMSCL	Completion of Ayush OPD at Hijaldiha at Bankura District
SAPCS	Rolling out of 1 new MSM-TI Project in Kolkata District
SAPCS	Establishment of twelve CSCs (Care, Support Centres) in different districts of West Bengal
NHM	Operationalization of 1200 Su-Swasthya Kendra
NHM	Operationalization of 1700 Telemedicine Centers
NHM	Eye Bank at Bankura S MCH, Bardhaman MCH, North Bengal MCH, Medinipur MCH, Malda MCH, Murshidabad MCH and IPGMER & SSKM Hosp.
NHM	Dedicated Eye Ward & Eye OT at Kalimpong
Food Safety & Standards	i) Inspection and Collection of Food Samples 100 (One Hundred) ii) SLAC meeting iii) Holding DLAC Meetings [50]

April

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 319 rural ASHAs in 6th& 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Celebration of World Homeopathic day and week
AYUSH	Induction training of SPMU/DPMU Officials
AYUSH	Administrative training of 200 HMO/SAMO
AYUSH	Setting up of DPMU in 22 Districts
D&E	Inspection of DRS Murshidabad and D Dinajpur
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
D&E	Final Publication of Drugs Procurement Policy
IT	Roll out of Blood bank Management System at all South Bengal Based DH, MCH, SDH, SGH,
MERT	Dental Teachers Trng.
MERT	Induction Training for BMOH
MERT	Training on Brain Death Declaration for CCU Faculties/ MOs/ Supporting Staffs
Nursing	Induction Training for newly appointed Staff Nurses
Nursing	In-service Training of 60 (Sixty) of Nursing Personnel on Infection Control
SPSRC PPP CELL	Training of all BME in equipment management and monitoring in all units under PPP.
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
WBMSCL	In service training of WBMSCL Bio-Medical Engineers at HQ WBMSCL
NTEP	Internal evaluation of 1 district
Branch	Events/Observance of Days
PHP	House to House Survey on weekly basis for Dengue prevention in all GPs
MERT	Completion of recruitment process in WBMSCL Cadre
Nursing	Lamp lighting and Graduation Ceremony in College of Nursing and School of Nursing.
Nursing	Observation of the World Health Day on 7th April in all Teaching institution and Hospitals
Branch	Infrastructure works/ Foundation stones/ Operationalisation
SPSRC PPP CELL	Operationalization of FPMS at Bedrabad RH, Malda
WBMSCL	Completion of MGPS project and O&M services at Raidighi RH
WBMSCL	Completion of Ayush OPD at Muthadanga PHC at Hooghly District
WBMSCL	Completion of Ayush OPD at Astaraduttapur PHC at Hooghly District
WBMSCL	Completion of new Student Hostel at Murshidabad Medical College & Hospital, Murshidabad
WBMSCL	Completion of new Student Hostel at Malda Medical College & Hospital, Malda
SAPCS	Procurement & Installation of BCSU equipment for MAL SSH Blood Centre, Jalpaiguri
Food Safety & Standards	i) Awareness and Training Programme for Food Business Operators ii) Issuing FBO License [500] iii) Issuing FBO Registration [1000]

May

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6 th & 7 th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Training of 64 HMO/SAMO as CHO for AHWC
AYUSH	CME for 250 HMOs
D&E	Inspection of DRS Uttar Dinajpur and Nadia
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	Introduction of EHR Based Hospital Management System at DH, MCH, SDH, SGH (Part of IHMS)
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Medical Teachers Training
Nursing	Induction Training for newly appointed Staff Nurses
Nursing	Leadership Training for Sr. Lecturer of different CON
SPSRC PPP CELL	Quarterly Training/ workshop of all Private Partners in Contract management regarding PPP units (Fair Price Diagnostic and Dialysis services, Fair Price Medicine shops)
SwasthyaSathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Branch	Events/Observeance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
MERT	Initiation of Counselling and admission for NEET PG Academic Session 2022-23 likely to begin
Nursing	Observation of the Nurses Day on 12 th May all Teaching institution and Hospitals
NHM	Observation of World Thalesaemia Day
NHM	Observation of World Hypertension Day on 17 th May
Branch	Infrastructure works/ Foundation stones/ Operationalisation
MS	Completion of renewal of contract of all security / scavenging agencies
SPSRC PPP	Operationalization of FPMS at Kaliagunj SGH, Uttar Dinajpur
WBMSCL	Completion of MGPS project and O&M services at Ranaghat SGH
WBMSCL	Completion of Belda Super Specialty Hospital
WBMSCL	Completion of infrastructure for start of 1st year MBBS Academic Session 2022-2023 at Tamluk and Arambagh Medical College and Hospital
WBMSCL	Installation of LMO plant at North Bengal Medical College and Hospital
SAPCS	Roll out of computerized (Web based) Blood Centre Management System
Food Safety & Standards	Collection of Food Samples for Analysis [100]

June

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6 th & 7 th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
NHM (NTEP)	State Internal evaluation of 1 district under NTEP
AYUSH	Celebration of International Yoga day
AYUSH	Orientation of 140 SAMO-CHOs on "PRAKUTI"
SAPCS	Training of Medical Officers and Nursing Staff (Physical/Virtual) on STI/RTI
D&E	Inspection of DRS Birbhum and Rampurhat
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	IT Infrastructure creation at 86 BPHUs for implementing Online Lab Information system
MERT	Induction Training for M.O.s
MERT	Dental Teachers Training
Nursing	Budgeting and Fiscal planning for PNOs
Nursing	Induction Training for newly appointed Staff Nurses
SPSRC PPP CELL	Operationalization of Dialysis unit at Durgapur SDH
SwasthyaSathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
SwasthyaSathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Branch	Events/Observance of Days
SAPCS	Observance of World Blood Donor Day on 14 th June
Branch	Infrastructure works/ Foundation stones/ Operationalisation
MERT	Completion of Makeshift arrangement in 6 new medical colleges for session 2022-23
MS	Completion of New G+4 Constructions for OPD Complex & Surgical Ward with OT Complex at Chandangar SDH, Hooghly.
WBMSCL	Completion of Ayush OPD at Salchura at Bankura District
WBMSCL	Completion of MGPS project and O&M services at Kolkata Police Hospital
WBMSCL	Completion of new Residential Hostel at Malda Medical College & Hospital, Malda
WBMSCL	Completion of infrastructure for start of 1st year MBBS Academic Session 2022-2023 at Jhargram and Barasat Medical College and Hospital
Food Safety & Standards	i) Holding 20 DLAC Meetings ii) Collection of Food Samples for Surveillance [Different Food Types]

July

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6th & 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Orientation training of 150 SAMOs
AYUSH	State level Workshop on Medicinal Plants.
AYUSH	Operationalization of 20 Model AYUSH OPDs
AYUSH	Refresher training of DMOs on Administrative Matters
SAPCS	Training of Medical Officers and Nursing Staff (Physical/Virtual) on STI/RTI
SAPCS	Training of Medical Officers of Blood Centres/BCSUs (Physical/Virtual)
D&E	Inspection of DRS Paschim Bardhaman and Purba Bardhaman
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	Roll out of Blood bank Management System at all North Bengal Based DH, MCH, SDH, SGH.
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Nursing Teachers Training
MERT	Induction Training for BMOH
Nursing	Induction Training for newly appointed Staff Nurses
Nursing	Admission of M.Sc (Nsg), B. Sc (Nsg), Post Basic B.Sc. (Nsg.), GNM students
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
NHM (NTEP)	State Internal evaluation of 1 district
Branch	Events/Observeance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
FP	Observation of World Population Fortnight
MERT	Likely completion of PG Counselling 2022-23
MERT	Initiation of Departmental Promotion (WBMES Cadre) with cutoff date 30 th June 2022
Branch	Infrastructure works/ Foundation stones/ Operationalisation
SPSRC PPP CELL	Operationalization of 16 Slice CT scan unit Darjeeling DH
WBMSCL	Completion of MGPS project and O&M services at Bijoygarh SGH, & Imambara DH
WBMSCL	Completion of Ayush OPD at Sallumar at Alipurduar District
WBMSCL	Completion of Ayush OPD at Kushmundi RH at Dakshin Dinajpur District
WBMSCL	Completion of infrastructure for start of 1 st year MBBS Academic Session 2022-2023 at Jalpaiguri and Uluberia Medical College and Hospital
Food Safety & Standards	i) Collection of Food Samples and Inspection of High Risk food items ii) Issue of food License (500) iii) Issue of food Registration (1000) iv) Recruitment of FSOs (45 vacant positions)

August

Branch	Events/Observeance of Days
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6th & 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Operationalization of 60 AYUSH HWC
AYUSH	Completion of 30 Herbal Gardens in Model OPDs & Office of DMO/CMOH.
SAPCS	Training of Medical Officers and Nursing Staff (Physical/Virtual) on STI/RTI
SAPCS	Training of Medical Technologists (Lab) of Blood Centres/BCSUs (Physical/Virtual)
D&E	Inspection of DRS Bankura and Jhargram
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	IT Infrastructure creation of 6 new Medical College & Hospital.
MERT	Dental Teachers Training.
MERT	Induction Training for M.O.s
MERT	Training on Quality Management System in Diagnostic Laboratories
Nursing	Budgeting and Fiscal planning for PNOs
Nursing	Induction Training for newly appointed Staff Nurses
SPSRC PPP CELL	Quarterly Training/ workshop of all Private Partners in Contract management regarding PPP units (Fair Price Diagnostic and Dialysis services, Fair Price Medicine shops)
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Branch	Events/Observeance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
MERT	World Organ Donation Day (13 th August)
NHM	Observation of National Eye Donation Fortnight (25 th August to 8 th September 2022)
NHM	(The National Eye Donation Fortnight has been observed for the entire month of August & September 2022.)
Branch	Infrastructure works/ Foundation stones/ Operationalisation
SPSRC PPP CELL	Operationalization of 1.5 Tesla MRI at Kolkata Police Hospital
WBMSCL	Completion of MGPS project and O&M services at Bijoygarh SGH, & Imambara DH
WBMSCL	Completion of Ayush OPD at Sallumar at Alipurduar District
SAPCS	Operationalization of BCSU at MAL SSH Blood Centre, Jalpaiguri
Food Safety & Standards	i) Awareness and Training Programme for Food Business Operators/ School Canteen / Markets / Other Campuses.
	ii) Initiating proposal for Food Testing Labs.

September

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6 th & 7 th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Operationalization of 20 model AYUSH OPDs.
AYUSH	Operationalization of 60 AYUSH HWC
SAPCS	Training of Staff Nurses of Blood Centres/BCSUs (Physical/Virtual)
D&E	Inspection of DRS Bishnupur, Paschim Medinipur and Diamond Harbour
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	Ambulance Management System Roll out. (Part of IHMS)
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Induction Training for BMOH
MERT	Nursing Teachers Training
Nursing	Induction Training for newly appointed Staff Nurses
Nursing	Training on methods of Evaluation OSCE/OSPE for Faculties of CON
Nursing	Training on Statics of Nursing Research for College Faculties
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empanelled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
NHM (NTEP)	State Internal evaluation of 1 district

Branch	Events/Observance of Days
MERT	Initiation of PG AYUSH Counselling Session 2022-23 likely to begin
PHP	National Eye Donation Fortnight between 25 Aug-9 Sept
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
NHM	Observation of World Heart Day on 29 th September

Branch	Infrastructure works/ Foundation stones/ Operationalisation
SPSRC PPP CELL	Operationalization of 1.5 Tesla MRI at Balurghat DH
SPSRC PPP CELL	Operationalization of centralized Mechanized Laundry unit at Bankura SMCH and North Bengal MCH
WBMSCL	Completion of MGPS project and O&M services at Kalimpong DH and Digha SGH
WBMSCL	Installation of LMO plant at Kolkata Medical College and Hospital
Food Safety & Standards	Awareness cum Help Desk Programme for Food Business Operators.

October

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6th& 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Celebration of National Ayurveda Day
AYUSH	Operationalization of AYUSH Telemedicine unit in all districts.
AYUSH	Completion of 36 Herbal Gardens in Model OPDs & Office of DMO/CMOH.
D&E	Inspection of DRS Purba Medinipur Nandigram, South 24 Pgs
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	HR Management System Roll out. (Part of IHMS)
MERT	Organ Transplant Training
Nursing	Budgeting and Fiscal planning for Principal/Professor/Reader of different CON
Nursing	Training on Research Methodology for College Faculties
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.

Branch	Events/Observance of Days
PHP	House to House Survey for Dengue prevention in all the ULBs and GPs
PHP	Observance of World Mental Health Day on 10 October
NHM	Observation of World Stroke Day on 29 th October
NHM	Observation of World Sight Day on 2 nd Thursday of October
SAPCS	Observance of National Voluntary Blood Donation Day on 1 st October
SAPCS	Roll out of Folk Media Campaign

Branch	Infrastructure works/ Foundation stones/ Operationalisation
SPSRC PPP CELL	Operationalization of centralized Mechanized Laundry unit at Murshidabad MCH and Malda MCH
WBMSCL	Completion of MGPS project and O&M services at Nabadwip SGH
WBMSCL	Completion of MGPS project and O&M services at Belda SGH
Food Safety & Standards	Collection of Food Samples 100 (One Hundred)

November

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 369 rural ASHAs in 6th& 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module

November

Branch	Training/Meeting
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module
AYUSH	Establishment of 6 NCD Clinic in specified Blocks of Darjeeling and 1 District Level NCD clinic in Darjeeling
AYUSH	Completion of 1000 medical camps under Public Health Outreach activities in 27 Health districts.
AYUSH	Operationalization of 60 AYUSH HWC
SAPCS	Training of Counsellors of Blood Centres/BCSUs(Physical/Virtual)
D&E	Inspection of DRS Hooghly, Howrah, and North 24 Pgs
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
IT	Equipment Management System Roll out. (Part of IHMS)
MERT	GCP Training
MERT	Induction Training for M.O.s
Nursing	In-service Training of 60 (Sixty) of Nursing Personnel on Infection Control
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
NTEP	State Internal evaluation of 1 district

Branch	Events/Observeance of Days
SAPCS	Roll out of Folk Media Campaign
MERT	Completion of Departmental promotion with cutoff date 30th June 2022
MERT	National Organ Donation Day (27th November)
FP	Observation of Vasectomy Fortnight
NHM	Observation of World Diabetes Day on 14th November
NHM	Observation of World COPD Day on 17th November

Branch	Infrastructure works/ Foundation stones/ Operationalisation
MS	Completion of New hospital building for upgradation of 10 bedded PHC to 30 bedded RH at Nishiganj, Cooch Behar.
WBMSCL	Completion of construction of Barasat Government Medical College
WBMSCL	Completion of MGPS project and O&M services at Purulia Medical College (Old Building)
Food Safety & Standards	Organizing 20 numbers of meeting of District Level Advisory Committee

December

Branch	Training/Meeting
NHM	Training of 100 rural ASHAs in Induction round
NHM	Training of 319 rural ASHAs in 6th & 7th Modules
NHM	Training of 145 rural ASHAs in Refresher round
NHM	Training of 525 rural ASHAs and 106 ANMs in NCD Module
NHM	Training of 1200 rural ASHAs and 281 ANMs in HBYC Module

December	
Branch	Training/Meeting
AYUSH	Completion of Civil works of Belur Yoga& Naturopathy College.
AYUSH	Organizing AYUSH fair In 22 revenue districts
AYUSH	Operationalization of 44 AYUSH HWC
AYUSH	Operationalization of 24 Model AYUSH OPDs
D&E	Inspection of DRS Basirhat, and Kalimpong
D&E	Training of Pharmacist (Group of 20 Pharmacist) One Day online training by ADDC.
MERT	Dental Teachers Training.
MERT	GCP Training
MERT	Programme on Infection Control for Nursing Staff
MERT	Induction Training for BMOH
Nursing	In-service Training of 60 (Sixty) of Nursing Administrators and Nursing Educators on Leadership Skill Development
SPSRC PPP CELL	Quarterly Training / workshop of all Private Partners in Contract management regarding PPP units (Fair Price Diagnostic and Dialysis services, Fair Price Medicine shops)
Swasthya Sathi	Stakeholders Meet (clubbing 2 districts per meeting) every month with the Insurance Companies, Third Party Administrators (TPA), District Administration, Health Administration, Implementation Support agency (ISA) and the empaneled hospitals with an aim to resolve the issues/ grievances (if any).
Swasthya Sathi	Enrolment of left-out beneficiaries through Permanent Enrolment Centre (PEC)/ Camp.
Branch	Events/Observance of Days
SAPCS	Observance of World AIDS Day on 1st December
SAPCS	Roll out of Folk Media Campaign
Branch	Infrastructure works/ Foundation stones/ Operationalisation
HS (MS)	Completion of newly Up graded Rural Hospital at Haripal, Hooghly.
HS (MS)	Completion of Construction of 4 storied building for up-gradation of Amta RH to 240 bedded hospitals at Howrah.
HS (MS)	Completion of Construction of 30 bedded SGH of Mongolekote BPHC, PurbaBardhaman.
HS (MS)	Completion of newly Up graded Rural Hospital at Haripal, Hooghly.
WBMSCL	Completion of MGPS project and O&M services at B N Bose SDH
WBMSCL	Completion of Construction of Prafulla Chandra Sen Government Medical College & Hospital, Arambagh.
WBMSCL	Completion of Construction of Tamralipto Government Medical College & Hospital, Tamluk.
WBMSCL	Completion of Completion of Degree College of Yoga & Naturopathy in the premises of Belur State General Hospital
WBMSCL	Completion of Ladies Hostel at the campus of Patipukur Ayurvedic Hospital, Kolkata
WBMSCL	Completion of Mini Mother & Child Hub (G+3) at Anupnagar, Murshidabad District
SAPCS	Opening of 4 (four) new ART Centres in different Medical Colleges of West Bengal
Food Safety & Standards	i) Organizing 5 (Five) Registration Melas ii) Issue of Food License (500) iii) Issue of Food Registration [1000]

Note : Calender for the rest of months in the 2022 will be prepared on the basis of next PIP for 2022-23- **RCH**
Proposed total activities – 426 in the year 2022.

Department of Higher Education

January – 2022	
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Vidyasagar University and Harichand Guruchand University.
2	Review of building construction status of different state aided universities.
3	To take steps for holding of 23rd SET Examination.
4	Review of progress in respect of construction works towards establishment of Alipurduar Government Engineering and Management College.
5	Review of status of plan and non-plan fund allotment and utilisation in respect of Directorate and Government Engineering & Technology colleges.
6	Review of approval process of AICTE for the academic year 2022-23.
7	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
8	To start the process for release of salary grant to Govt-aided colleges.
February – 2022	
1	Initiation of the process for appointment/re-appointment of Vice Chancellors of North Bengal University, Rani Rashmoni Green University and Murshidabad University.
2	Review of building construction status of different state aided universities.
3	Review of the status of disbursement of SVMCM Scholarship in respect of professional technical courses in the academic year 2021-22.
4	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
5	Release of Scholarship to students under Swami Vivekananda Merit-Cum-Means Scholarship Scheme for academic year 2021-22.
6	Holding of quarterly review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
7	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
March – 2022	
1	Initiation of the process for appointment / re-appointment of Vice Chancellors of Rabindra Bharati University, Cooch Behar Panchanan Barma University.
2	Review of status of implementation of WBFS (West Bengal Free-ship Scheme) in respect of private and self financing Engineering & Technology Colleges.
3	Review of the status of publication of Information Brochure in respect of WBJEE-2022.
4	Review of building construction status of different state aided universities.
5	Review of plan fund release status by different branches.
6	Review of disbursement status in respect of SVMCM Scholarship.
7	Taking steps for holding of Interview for the post of Assistant Professor in Government- aided General Degree Colleges will be continued.
8	Review of fund utilization status of different RUSA Projects with the Universities and Colleges.

April – 2022	
1	Review of building construction status of different state aided universities.
2	Review of the process for conduct of 'JELET-2022' examination for direct admission to 2nd year in B Tech course through lateral entry scheme.
3	To start the process for release of salary grant to State aided universities.
4	Starting of the process for release of salary grant to Govt-aided colleges.
5	Commissioning of Admissions Helpline for 2022-23.
6	Review of status of accreditation of colleges and universities by National Assessment and Accreditation Council.
May – 2022	
1	Initiation of the process for appointment / re-appointment of Vice Chancellor of Jhargram University.
2	Review of building construction status of different state aided universities.
3	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
4	Initiation of the process for conduct of separate Common Entrance Examination in respect of minority professional technical colleges for the academic Session of 2022-23.
5	Review of preparatory arrangements for starting Online Admission in different Under Graduate and Post Graduate Courses for the Academic year 2021-2022.
6	To take steps for commencement of admission process in B. Ed colleges.
7	To take steps for commencement of admission process in B. Ed., B.P.Ed., M.Ed. & M.P.Ed.
8	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
June – 2022	
1	Review of building construction status of different state aided universities.
2	Review of the status of conduct of 'WBJEE-2022' by the West Bengal Joint Entrance Examinations Board.
3	Initiation towards preparation of 'Seat Matrix-2022' in respect of U.G. Level Engineering & Technology, Pharmacy, Architecture, etc. Programs in respect of 'WBJEE-2022' by the Directorate of Technical Education.
4	To start the process for release of grant to Govt-aided colleges.
5	Initiation of the process for Online Admission process for Under Graduate and Post Graduate Courses held for the Academic year 2022-2023.
July – 2022	
1	Review of building construction status of different state aided universities.
2	Review of approval status of U.G. Level professional technical programs by the AICTE for the academic session of 2022-23.
3	Review of status of establishment of Alipurduar Government Engineering and Management College.
4	Commencement of admission process in under graduate courses in the colleges of this state.
5	Reviewing of performance of Swami Vivekananda Merit-Cum-Means Scholarship Scheme for academic year 2021-22.
6	Review of disbursement status of Scholarships for the SVMCM Scholarship Scheme.

August – 2022	
1	Initiation of the process for appointment / re-appointment of Vice Chancellor of Kanyashree University.
2	Review of building construction status of different state aided universities.
3	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
4	Review of the status of conduct of e-counselling process for admission to U.G. level professional technical colleges in 2022 by the WBJEEB.
5	Review of the counselling and admission process for admission to Minority Professional Technical Colleges under the 'AMPAI' in 2022.
6	Initiation towards issuance of Circular in respect of 'Anti-Ragging Measures' to all professional technical colleges in the academic session of 2022-23.
7	Review of the status of fund utilization status of different RUSA Projects, with the Universities and Colleges.
8	Starting of the process for release of salary grant to Govt-aided colleges.
September – 2022	
1	Initiation of the process for appointment/re-appointment of Vice Chancellor Netaji Subhas Open University.
2	Review of the e-counselling process for admission to U.G. level professional technical colleges in 2021.
3	Review of building construction status of different state aided universities.
4	Review of the status of allotment and admission in the e-counselling process in respect of U.G. level professional technical colleges in 2022.
5	Review of the counselling process for admission to minority Professional Technical Colleges in 2021.
6	Review of NAAC Accreditation status of the Universities and Colleges.
7	Observation of NSS day on 24th September at Educational Institutions.
October – 2022	
1	Review of building construction status of different state aided universities.
2	Taking steps for launching the portal launch of Swami Vivekananda Merit cum Means Scholarship for the academic year 2021-22.
3	Review of the Status of admission in Govt. Engineering & Technology Colleges in 2022-23.
4	Review of the Status of allotment and admission through the lateral entry Scheme in 2022-23.
5	Taking steps for issuance of advertisement for 24th SET Examination.
November – 2022	
1	Preparation of Revised Non-Plan Budget estimate for 2020-21 and Non-Plan Budget Estimate for 2021-22.
2	Review of online application under Swami Vivekananda Merit-Cum-Means Scholarship Scheme.
3	Review of building construction status of different state aided universities.
4	Conduct of Quarterly Review Meeting with Government Engineering & Technology Colleges.
5	Review of the status of establishment of new Alipurduar Government Engineering and Management College.
6	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.
7	Observation of NCC day.

December – 2022

1	Holding of review meeting with the Govt. Colleges by Director of Public Instruction, West Bengal.
2	Taking steps for issuing of advertisement for Hindi scholarship for the academic year 2021-22.
3	Review of building construction status of different state aided universities.
4	Review of fund allotment vis-a-vis utilisation under Plan Head in respect of all Govt. Engineering & Technical Colleges in the F.Y. of 2022-23.
5	Review of status of anti-ragging measures taken in respect of professional technical colleges.
6	Taking steps for holding of 24th SET Examination.
7	Review of fund utilization status of different RUSA Projects, with the Universities and Colleges.

Administrative Calendar of the Home & Hill Affairs Department- 2022

Sl.No.	Activities
January – 2022	
1.	Head wise allocation of State Development Scheme after receiving Plan Size from the Finance Department for the year 2022-23.
2.	Commencement of Bibliographic Data Entry of 1 Lakh book of West Bengal Secretariat Library & implementation of Koha library management software.
3.	Preparing Annual Action Plan of GTA for 2022-23.
4.	Finalisation and sending Annual Action Plan of State Development Scheme and RIDF for 2022-2023 to the Finance Department.
5.	Introduction of Web Application for Authentication of Documents for those desiring to go abroad for education and employment. The Portal www.ease.wb.gov.in will Go Live. Initial arrangements to be made for on-job-training on the web application to be provided to dealing staff of this Department.
6.	Sanction and release up to 70% of Plan Fund against Finance Department's release for 2021-22.
7.	Preparatory works for submission of Draft Budget Speech of Hon'ble Chief Minister and Minister-in-Charge of Home and Hill Affairs Department, West Bengal for 2022-23.
8.	Work on Preparation of Draft Address of Hon'ble Governor under Article 176 of the Constitution of India for the year 2022.
9.	Preparation of Replies to Audit Queries in the Accounts Branch of the Secretariat.
10.	Preparation of Replies to Parliamentary Questions.
February – 2022	
1.	Finalisation and sending Annual Action Plan of State Development Scheme and RIDF for 2022-2023 to the Finance Department.
2.	Integration of 'e-PRISON' with 'RRRI' online portal to be completed. Roll out of the integration of two portals will be started.
3.	Monitoring of fund to ensure optimum utilization of Budget Provision.
4.	Examination of schemes under BADP approved and forwarded by DLCs through BADP OMS and preparation of final Annual Action Plan for 2022-23.
5.	Allotment of necessary funds to Director General (Coastal Security) for continuation of AMC with Garden Reach Shipbuilders & Engineers Ltd., Kolkata for 18 Fast Interceptor Boats.
6.	Koha Software installation, Customization (Marc 21 / Cataloguing framework opac) etc.
7.	Apply hosting request at West Bengal State Data Centre for storage.
8.	Regarding digitization of manuscripts including repository & retrieval system for Acharjya Jogesh Chandra Purakriti Bhawan (District Museum) at Bishnupur, Bankura, Data has already been digitized. It will be uploaded in the website of West Bengal Secretariat Library.
9.	Work on Preparation of Draft Address of Hon'ble Governor under Article 176 of the Constitution of India for the year 2022.
10.	Preparation of Replies to Parliamentary Questions.
March – 2022	
1.	Meeting of the State Level Screening Committee (SLSC) for approval of Annual Action Plan (AAP), 2022-23 and submission of the same to MHA, GoI through BADP OMS.
2.	Review of different matters of GTA.

Sl.No.	Activities
3.	Demo for the Web Application by NIC for processing NORI Applications will be done. The User Acceptance Test of the application may be initiated.
4.	Sanction and release of 100% of State Development Scheme against Finance Department's release for 2021-22.
5.	The Calcutta Gazette, now stored in NIC server will be segregated Department wise/Notification No wise/Date & Year wise to be accessed by Departmental Officers as per access matrix.
6.	Hand over of the project of digitization of old and rare books will be started and expected to get finished by 31st March, 2022.
7.	Review of CCTV installation at Police stations.

April – 2022

1.	Releasing fund under Administrative Expenditure of 1st Quarter of 2022-23 to the GTA, the HADLO and the DDO, Hill Affairs Branch.
2.	Pursuing the progress of RIDF - XXV.
3.	Submission of Utilisation Certificates and QPR for BADP up to March, 2022.
4.	Issue of recruitment of SSP and DEO for Foreigners Branch would be finalized.
5.	Review of the Status of Disposal of Public Grievances.
6.	Reconciliation of the Books of Accounts.
7.	Preparation of Replies to Parliamentary Questions.

May – 2022

1.	Holding of Departmental Audit Committee (DAC) meeting with the officials of A.G. (W.B.) for settlement of pending audit paras.
2.	Special focus on matters relating to Eastern Zonal Council.
3.	Security Audit of the Web Application for NORI will be initiated.
4.	Restructuring of Staff structure of the West Bengal Secretariat Library.
5.	Review of the Status of Disposal of Public Grievances.
6.	Review of CCTV installation at Police stations.

June – 2022

1.	Domain registration for NORI web application will be done.
2.	Reconciliation of Departmental Annual Accounts for 2021-22 with A.G. (A&E), W.B.
3.	Meeting with Co-ordination Committee for management of goods and people across the land borders.
4.	Review of the status of disposal of Public Grievances.
5.	Special focus on matters relating to Eastern Zonal Council.
6.	Review of Police infrastructure projects.

July – 2022

1.	Release of 1st instalment of fund for the year 2022-23, received from MHA, GoI, and project wise entries to be made in AAFS under IFMS Module of Finance Department.
2.	Submission of Utilization Certificates and QPR for BADP upto June, 2022.
3.	Apex Committee Review Meeting regarding Coastal Security.
4.	Preparation of Annual Report of GTA.
5.	Review committee will monitor the progress of the Bibliographic Data Entry project.
6.	Matters relating to Eastern Zonal Council.

August – 2022

1.	Security Audit for NORI web application would be completed.
2.	Review of the status of disposal of Public Grievances.
3.	Preparation of Replies to Parliamentary Questions.

Sl.No.	Activities
4.	Review of different matters of GTA.
5.	Review of the maintenance of All Terrain Vehicles.
6.	Works related to compliance with Audit Paras.
7.	Review of Police infrastructure projects.

September – 2022

1.	Release of 2nd instalment of fund received from Ministry of Home Affairs, Government of India.
2.	Review Meeting with the DPLOs regarding utilization and progress of works in the districts.
3.	Preparation of Revised Estimates 2022-2023 and Budget Estimates 2023-2024 for HADLO and Hill Affairs Branch under Major Head '3451'.
4.	Request for Hosting NORI web application will be sent for approval
5.	Review meeting with the officials of Webel (WML Division) for monitoring the Bibliographic Data Entry project.
6.	Matters relating to Eastern Zonal Council.
7.	Stock taking of preparations about audit of the accounts of the Department.

October – 2022

1.	Assessment of utilization of fund sanctioned up to 2nd quarter of financial year 2022-23 to ensure utilization of 50% of Finance Department's release.
2.	The NORI web application will be ready to host, subject to approval for hosting
3.	Proof reading and checking of Bibliographic Data and barcode pasting in West Bengal Secretariat Library.
4.	Review of the status of disposal of Public Grievances.
5.	Submission of Utilization Certificates and QPR for BADP up to September, 2022.
6.	Review of fund release to the GTA and submission of UC thereof.
7.	Works related to compliance with Audit Paras.

November – 2022

1.	Partial submission of Koha data base, and data exported from Koha generated in excel format will be handed over to West Bengal Secretariat Library in USB drive.
2.	Matters relating to Eastern Zonal Council.
3.	Preparation of Replies to Parliamentary Questions.
4.	Works related to compliance with Audit Paras.
5.	Review of the status of disposal of Public Grievances.
6.	Review of Police infrastructure projects.

December – 2022

1.	Analysis of Plan Fund release vis-à-vis utilization thereof up to 70% of Budget Provision and to ascertain the requirement of fund for last quarter of financial year 2022-23.
2.	Holding of Departmental Audit Committee (DAC) meeting with the officials of A.G. (W.B) for settlement of pending audit paras.
3.	Preparation of Replies to Parliamentary Questions.
4.	2nd Meeting of the State Level Screening Committee (SLSC) for BADP to review utilization and progress of works.
5.	Seeking write-up for GTA on State Development Scheme proposal for 2023-2024.
6.	Commencement of the work for preparation of Budget for State Development Scheme (erstwhile Plan Fund).
7.	Review of the status of disposal of Public Grievances.
8.	Preparation of Draft Administrative Calendar for the Year- 2023.

Department of Housing

Reporting Month	Target
JANUARY, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes
	2. 1st Quarterly Review Meeting on Nijashree Housing Schemes
FEBRUARY, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes
MARCH, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes
	2. ARUNIKA HOUSING SCHEME:- Deployment of Consultant for consultancy service for preparation of scheme drawing along with necessary analysis, DPR and RFP for Turnkey Contract and act as third party consultancies (PMC) including supervision, bill processing, et. For the proposed housing scheme for WBCS (Exe.) Officers at New Town, Kolkata
APRIL, 2022	1. Monthly Project Review Meeting with field engineers on, CHAA SUNDARI, RCFA & other major development schemes.
	2. 2nd Quarterly Review Meeting on Nijashree Housing Schemes.
MAY, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
JUNE, 2022	1. Rental Housing Estate:- Completion of work at RHE Diamond Harbour, South 24 Parganas (Type-III: 16 flats)
	2. Monthly Project Review Meeting with field engineers on RCFA & other major development schemes.
JULY, 2022	1. Rental Housing Estate:- Completion of construction of additional rooms and toilets by extension of existing block no. A, F & B (Part) at RHE Iron Side Road, Kolkata
	2. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
	3. 3rd Quarterly Review Meeting on Nijashree Housing Schemes
AUGUST, 2022	1. NIGHT SHELTER:- Completion of work at Chinsura Imambara Sadar Hospital, Hooghly (50 bedded (Dormitory) & 100 seated)
	2. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
SEPTEMBER, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.

Reporting Month	Target
OCTOBER, 2022	1. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
	2. 4th Quarterly Review Meeting on Nijashree Housing Schemes
NOVEMBER, 2022	1. CHAA SUNDARI:- Completion of work at Manabari Tea Garden, Jalpaiguri (44 single storied dwelling units)
	2. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.
DECEMBER, 2022	1. CHAA SUNDARI:- Completion of work at Mujnai Tea Garden, Alipurduar (66 single storied dwelling units)
	2. Rental Housing Estate:- Completion of work at RHE Ranchi Road, Purulia (32 flats : Type III-16 flats & Type IV-16 flats)
	3. NIGHT SHELTER:- Completion of work at Bishnupur District Hospital, Bankura (50 bedded (Dormitory) & 100 seated)
	4. Monthly Project Review Meeting with field engineers on CHAA SUNDARI, RCFA & other major development schemes.

Department of Information and Cultural Affairs

Month-wise Programme Details			
Month	Sl. No.	To be Organised by	Programmes
January	1	Information	Birth anniversary of Netaji Subhash Chandra Bose at Darjeeling and at Kolkata Directorate
	2	Information Directorate	Republic Day Parrade at Red Road and throughout West Bengal including State level programme
	3	Information Directorate	Observance of Birth anniversary of Supriya Devi, Swami Vivekananda, Nellie Sengupta, Shyamal Mitra, Soumitra Chattopadhyay, Netaji Subhash Chandra Bose, Michael Madhusudan Dutt as State Ceremonies
	4	Information Directorate	Observance of death anniversary of Mahatma Gandhi, Masterda Surya Sen and Rash Behari Bose as State Ceremonies
	5	Information Directorate	Observance of Martyrs' Day throughout West Bengal including State level programme at Barrackpore Gandhi Ghat
	6	Culture Directorate	Kenduli Baul Mela at Kenduli, Birbhum
	7	Culture Directorate	Celebration of Birth anniversary of Netaji Subhas Chandra Bose at Mahajati Sadan
	8	Culture Directorate	Celebration of Birth anniversary of Michael Madhusudan Dutta at Madhusudan Mancha
February	1	Information & Culture Directorate	Observance of Vernacular Day as State Ceremony
	2	Information Directorate	Observance of Birth anniversary of Binode Bihari Mukhopadhyay, Poet Subhash Mukhopadhyay, Poet Jibanananda Das, Jatindra Mohon Sengupta and Girish Chandra Ghosh as State Ceremonies
	3	Information Directorate	Observance of death anniversary of Bhabani Bhattacharya, Dr. Meghnad Saha, Hemanta Bose and Sharat Chandra Bose as State Ceremonies
	4	Akademi	Jatra Utsav at Barasat and also at Bagbazar by Paschimbanga Jatra Akademi
	5	Akademi	Sahitya Utsav & Little Magazine Mela by Paschimbanga Bangla Akademi
	6	Akademi	Celebration of Birth anniversary Poet Subhas Mukhopadhyay at Paschimbanga Bangla Akedemi
	7	Akademi	Dalit Literary Conference by P.B. Dalit Sahitya Academy
	8	Akademi	Celebration of Birth anniversary of Thakur Panchanan Barma by Rajbanshi Bhasa Akademi
	9	Akademi	Celebration of Birth anniversary of Jibanananda Das by Paschimbanga Bangla Akademi
	10	Akademi	Celebration of Birth anniversary of Buddhadeb Dasgupta (Sarod) by Rajya Sangeet Akademi
	11	Akademi	Celebration of Birth anniversary of Shankha Ghosh by Paschimbanga Bangla Akademi
	12	Akademi	Celebration of Foundation day of Kamtapuri Bhasa Akademi
	13	Akademi	2n uprising day at the base of statue of Rashbehari Bose at Surendra Nath Park
	14	Akademi	Hindi Utsav by P.B. Hindi Akademi
	15	Culture Directorate	Celebration of Birth anniversary of Girish Chandra Ghosh at Girish Mancha

Month	Sl. No.	Name of the Department / Organisation	Programmes
March	1	Film Directorate	27th Kolkata International Film Festival
	2	Information Directorate	Observance of Birth anniversary of Martyr Surya Sen and Leslie Claudius as State Ceremonies
	3	Information Directorate	Observance of death anniversary of Martyr Bhagat Singh and Satin Sen as State Ceremonies
	4	Information Directorate	Observance of Janma Tithi of Sri Sri Ramkrishna as State Ceremony
	5	Akademi	Adibasi Kabiya Mela by FTCC
	6	Akademi	“Dui Shikhar” Classical Music Conference by Rajya Sangeet Akademi
	7	Akademi	National Drama Festival by Minerva Natya Sanskriti Charcha Kendra
	8	Akademi	Observance of foundation day of Rajya Sangeet Akademi at Rajya Sangeet Akademi
	9	Akademi	Observance of Biswa Natya Divas by Paschim Banga Natya Akademi
April	1	W.B. Heritage Commission	World Heritage Day and Seminar by West Bengal Heritage Commission
	2	Information Directorate	Observance of Birth anniversary of Ustad Bade Ghulam Ali Khan, Suchitra Sen, Pt. Ravi Shankar, Prafulla Chandra Sen, Jamini Roy, Dr. B. R. Ambedkar, Satin Sen and Henry Louis Vivian Derozio as State Ceremonies
	3	Information Directorate	National Maritime Day and commemoration of Jalalabad War as State Ceremony
	4	Culture Directorate	Sharaddhanjali
	5	Akademi	Organising ‘Natya Mela’ by Paschimbanga Natya Akademi
	6	Akademi	Litarary conference by P.B. Dalit Sahitya Academy
	7	Akademi	Seminar on Hindi language and culture by P.B. Hindi Academy
May	1	Information Directorate	Observance of Birthday of Rabindranath Tagore as State Ceremonies.
	2	Information Directorate	Observance of Birth anniversary of Manna Dey, Satyajit Ray, Preetilata Waddedar, Pankaj Kumar Mullick, Gurusaday Dutta, Kazi Nazrul Islam, Upendrakishore Ray Chowdhury, Manik Bandyopadhyay, Raja Rammohan Roy, Ramkinkar Baij and Rash Behari Bose as State Ceremonies
	3	Information Directorate	Observance of death anniversary of Prafulla Chaki and Sir Asutosh Mukhopadhyay as State Ceremonies
	4	Culture Directorate	Bangabibhusan & Bangabhusan Award Ceremony
	5	Culture Directorate	Celebration of Birth anniversary of Rabindranath Tagore at Cathedral Road followed by fortnight Kabi Pranam programme at Rabindra Sadan
	6	Akademi	Celebration of Birth anniversary of Kazi Nazrul Islam by Paschimbanga Kazi Nazrul Islam Akademi
	7	Akademi	Celebration of Birth anniversary of Banashree Sengupta by Rajya Sangeet Akademi

Month	Sl. No.	Name of the Department / Organisation	Programmes
June	1	Information Directorate	Observance of Birth anniversary of Hemanta Mukhopadhyay, Bankim Chandra Chattopadhyay, Rahul Dev Burman, Sir Asutosh Mukhopadhyay and Dr. Prasanta Chandra Mahalanabis as State Ceremonies
	2	Information Directorate	Observance of death anniversary of Leela Roy, Deshbandhu Chittaranjan Das, Martyr Anil Kumar Das, Dr. Shyamaprasad Mukhopadhyay and Michael Madhusudan Duttas State Ceremonies
	3	Akademi	"Notun Juger Bhore"- a programme with young artists by Rajya Sangeet Akademi
	4	Akademi	Celebration of Birth anniversary of Bankim Chandra Chattopadhyay at Paschimbanga Bangla Akademi
	5	Akademi	Celebration of Birth anniversary of Satinath Mukhopadhyay by Rajya Sangeet Akademi
	6	Akademi	Celebration of Birth anniversary of V. Balsara by Rajya Sangeet Akademi
	7	Akademi	Workshop for Young talented Dalit writers by P.B. Dalit Sahitya Academy
	8	Akademi	National Theatre Seminar at Minerva Natya Charcha Kendra
	9	Information Directorate	Santhal Rebellion Day (Hull Divas) in side Nabanna
	10	Archaeology	Publication of Annual Journal “ Puravritta volume 4” in English.
	11	Archaeology	Publication of “Purakirti” series of Alipur Duar , Purbo Bardhaman, Paschim Bardhaman and Dakshin Dinajpur Districts.
July	1	Film Directorate	Mahanayak Uttam Kumar Smarane' programme
	2	Information Directorate	Observance of Birth anniversary of Nepali Poet Bhanubhakt in Darjeeling district as well as at WBLA and at Nabanna as State ceremonies
	3	Information Directorate	Observance of Birth anniversary of Dr. Bidhan Chandra Ray Dr. Shyamaprasad Mukhopadhyay, Satya Ranjan Bakshi Keshab Chandra Nag, Dwijendralal Ray Tarasankar Bandopadhyay, Rajanikanta Sen and Kalpana Dutta as State Ceremonies.
	4	Information Directorate	Observance of Death anniversary of Asit Ranjan Bhattacharya, Jatindra Mohon Sengupta, Mahanayak Uttam Kumar, Kanailal Bhattacharya and Iswar Chandra Vidyasagar as State Ceremonies
	5	Akademi	Workshop on Jatra by Paschimbanga Jatra Akademi
	6	Akademi	Celebration of Birth anniversary of Tarashankar Bandyopadhyay by Paschimbanga Bangla akademi
	7	Akademi	Dance workshop by West Bengal Dance Akademi
	8	Akademi	Workshop on Hindi Literature by P.B. Hindi Academy
	9	Akademi	Barsha Mangal by Rajya Sangeet Akademi
	10	Akademi	Kabita Corner by Paschimbanga Kabita Akademi
	11	Akademi	Workshop on Classical Music by Rajya Sangeet Akademi
	12	Akademi	Celebration of Birth anniversary of Nirmalendu Chowdhury by Rajya Sangeet Akademi
	13	Culture Directorate	Kothai o Gaane – Remembering Dwijendralal, Rajanikanta, Atulprasad at Rabindra Sadan
	14	Trustee Board	Celebration of Birth and Death anniversary of Dr. Bidhan Chandra Roy at Mahajati Sadan

Month	Sl. No.	Name of the Department / Organisation	Programmes
August	1	Information and Culture Directorate	Observance of Independence Day throughout the State including State level programme at Red Road, Gandhi Ghat, Kolkata Information Centre with exhibition.
	2	Information Culture	Observance of 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 as State Ceremonies
	3	Information Directorate	Observance of Martyrs Day (Quit India Movement-1942) as State Ceremony
	4	Information Directorate	Observance of Death anniversary of Rabindranath Tagore, Martyr Khudiram Basu and Kazi Nazrul Islam as State Ceremonies
	5	Culture Directorate	Observance of Rabindra Prayan Divas at Rabindra Sadan and in other districts
	6	Culture Directorate	Shraddhanjali
	7	Information Directorate	Observance of Martyrs Day (food Movement) as State Ceremony
	8	Trustee Board	Observance of Independence Day at Mahajati Sadan
	9	Trustee Board	Foundation Day celebration by Mahajati Sadan
	10	Akademi	Observance of Nazrul Prayan Dibas by Paschimbanga Kazi Nazrul Islam Akademi
	11	Akademi	Celebration of birth anniversary of Abanindranath Tagore by Sishu Kishore Akademi
	12	Akademi	Nritya Natya Utsav by West Bengal Dance Akademi
	13	Akademi	Memorial lecture on Lila Roy at Paschimbanga Bangla Akademi
	14	Akademi	Kabita Corner at Paschimbanga Kabita Akademi
	15	Archeology	Publication of Journal “ Puravritta volume 3” in Bengali.
September	1	Film Directorate	Tele Academy Award Ceremony
	2	Information Directorate	Observance of Birth anniversary of Sailen Manna, Mahanayak Uttam Kumar, Dr. Sarvepalli Radhakrishnan, Sarat Chandra Bose, Sunil Gangopadhyay, Bibhutibhushan Bandyopadhyay, Sarat Chandra Chattopadhyay, Gour Khyapa, Gaganendranath Tagore , Suchitra Mitra, Iswar Chandra Vidyasagar and Rani Rashmoni as State Ceremonies
	3	Information Directorate	Observance of Death anniversary of Ustad Alauddin Khan, Bagha Jatin, Jatin Das, Pritilata Waddedar and Raja Ram Mohan Roy as State Ceremonies
	4	Information Directorate	Observance of Baleswar Day at Hedua Park as State Ceremony
	5	Information Directorate	Commemoration of David Hare Day at College Square as State Ceremony.
	6	Information Directorate	Observance of Hijli Day at Keoratala as State Ceremony.

Month	Sl. No.	Name of the Department / Organisation	Programmes
	7	Information Directorate	Observance of death anniversary of Martyr Matangini Hazra as State Ceremony.
	8	Akademi	Observance of death anniversary of Thakur Panchanan Barma at Rajbanshi Bhasa Akademi
	9	Akademi	Celebration of Birth anniversary of Bibhutibhusan Bandyopadhyay by Paschim Banga Bangla Akademi
	10	Akademi	Celebration of Birth anniversary of Sarat Chandra Chattopadhyay by Paschimbanga Bangla Akademi
	11	Akademi	Kabita Corner at P.B. Kabita Academy
	12	Akademi	Celebration of Hindi Divas throughout the State by P.B. Hindi Academy
	13	Akademi	Memorial Lecture & Drama show by P.B. Natya Academy
	14	Culture Directorate	Anurodher Aasar
	15	Akademi	State Level Song, Dance & Musical Instrument Competition by Rajya Sangeet Academy
October	1	Information Directorate	Observance of Birth anniversary of Dr. Nilaratan Sarkar, Sachin Dev Burman, Mahatma Gandhi, Leela Roy, Hemanta Bose, Dr. Meghnad Saha, Chhabi Bandyopadhyay, Begum Akhtar, Jaiprakash Narayan, Atulprasad Sen, Sister Nivedita Sukumar Roy as State Ceremonies
	2	Information Directorate	Observance of INA Day (21st) as State Ceremony
	3	Information and Culture Directorate	Biswa Bangla Sharod Samman in Kolkata and different districts of the State
	4	Information and Culture Directorate	Red Road Carnival
	5	Information and Culture Directorate	Prize distribution of Biswa Bangla Sharod Samman in Kolkata and different districts of the State
	6	Culture Directorate	Shraddhanjali
	7	Akademi	Celebration of Birth anniversary of Nirendranath Chakravarty by Paschimbanga Bangla Akademi
	8	Akademi	Observance of Rajbanshi Bhasa Divas at Rajbanshi Bhasa Akademi
	9	Information Directorate	Observance of Death anniversary of Hemchandra Ghosh
	10	Akademi	Seminar by Manbhum Cultural Akademi
	11	Akademi	Memorial Lecture by Paschimbanga Natya Akademi

Month	Sl. No.	Name of the Department / Organisation	Programmes
November	1	W.B. Heritage Commission	World Heritage week by West Bengal Heritage Commission
	2	Information Directorate	Observance of Birth anniversary of Ritwik Ghatak, Deshbandhu Chittaranjan Das, Haradhan Bandyopadhyay, Abul Kalam Azad, Dwijen Mukhopadhyay, Pandit Jawaharlal Nehru, Birsha Munda, Indira Gandhi, Salil Chowdhury, Debaki Kumar Basu and Acharya Jagadish Chandra Bose as State Ceremonies
	3	Film Directorate	Organising Social Communication Cinema Conference in different districts by Roopkala Kendra
	4	Akademi	Memorial Lecture by Paschimbanga Natya Akademi
	5	Akademi	Paschimbanga Charukala Utsav by Rajya Charukala Parshad
	6	Akademi	Seminar & Cultural programme by Kamtapuri Bhasa Akademi
	7	Information Directorate	Observance of Remembrance Day at Memorial Column
	8	Akademi	Adibashi Dance Programme by FTCC
	9	Akademi	Celebration of Birth anniversary of Poet Sakti Chattopadhyay at Paschimbanga Bangla Akademi
	10	Akademi	Celebration of Birth anniversary of Nirad C Choudhuri at Paschimbanga Bangla Akademi
	11	Information Directorate	Observance of Bangla Moder Garbo at 10 districts
December	1	Information Directorate	Observance of Birth anniversary of Martyr Khudiram Bose, Janma Tithi of Ma Sarada, Martyr Jatindranath Mukherjee, Pranab Mukherjee, Jatileswar Mukhopadhyay, Uday Shankar and Martyr Prafulla Chaki as State Ceremonies
	2	Information Directorate	Observance of death anniversary of Dr. B.R. Ambedkar and Henry Louis Vivian Derozio as State Ceremonies
	3	Information Directorate	Observance of Benoy Badal Dinesh Day in front of Writers' Buildings as State Ceremony
	4	Akademi	Uday Shankar Nritya Utsav by West Bengal Dance Akademi
	5	Culture Directorate	District Folk Festival and Jatra Utsav in different districts by P.B. Jatra Academy & DI&COs
	6	Culture Directorate	Celebration of Foundation day followed by Annual Function by FTCC
	7	Culture Directorate	Bangla Sangeet Mela
	8	Culture Directorate	Biswa Bangla Lok Sanskriti Utsav
	9	Information Directorate	Observance of Bangla Moder Garbo at 12 districts
	10	Culture Directorate	Poush Utsav
	11	Akademi	Workshop on local Folk Form by Manbhum Cultural Akademi
	12	Akademi	Rajya Sishu Kishore Utsav by Sishu Kishore Akademi

Department of Information Technology & Electronics

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
1	BN-6 IT Park (Sector-V)	Administrative Approval/estimate of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Completion of Contractor Selection process & Civil Structural Work incl foundation 60% to complete.															
		Service Work 15 % to complete															
2	DP-6/1 IT Innovation Centre (Sector-V)	Administrative Approval / approval of vetted DPR/ estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Completion of Contractor Selection process & Civil Structural Work incl foundation 70% to complete.															
		Service Work 20 % to complete															
3	Belur IT Park	Administrative Approval / approval of vetted DPR estimate.														Advisor (ID & M) Projects, WEBEL	Cabinet approval accorded
		Completion of Contractor Selection process & Civil Structural Work.															
		To complete 70 % of Service works.															
4	Durgapur IT Park (Ph-III)	Completion of 20 % Finishing work.														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Administrative Approval / approval of vetted DPR/estimate															
		Preliminary works, soil test survey															
		Completion of Contractor Selection process & Civil Structural Work to complete															

Sl No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		65% Service works to complete 10 % Completion of Finishing Works															
5	Darjeeling IT Park	Lifting of hold advise / Administrative Approval / approval of vetted DPR / estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Completion of Contractor Selection process & Civil Structural Work incl foundation 65% to complete.															
		Service Work 15 % complete															
6	Kalinpong IT Park	Lifting of hold advise / Administrative Approval / approval of vetted DPR estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Approval of vetted DPR/ estimate from IT&E Deptt.															
		Completion of Contractor Selection process & Civil Structural Work incl foundation 65 % to complete .															
7	EMC, Naihati	Service Work 15 % complete														Advisor (ID & M) Projects, WEBEL	Ongoing work
		To complete (balance portion of Road/ drainage/culvert/ cable trench/UGR/Pump House etc.) Infrastructure Development work subject to fund availability															
		To complete (balance portion) of finishing works (civil &															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		allied) in facility buildings subject to fund availability															
		To complete (balance portion) of finishing works (electrical & fire fighting) in facility buildings subject to fund availability															
		To complete 20% plot filling work subject to approval.															
		To complete (balance portion) Infrastructure Development work.															
8	EMC, Falta	To complete (balance portion of Road/ drainage/culvert/ cable trench etc.) Infrastructure Development work subject to fund availability														Advisor (ID & M) Projects, WEBEL	Ongoing work
		To complete (balance portion) of finishing works (civil & allied) in facility buildings subject to fund availability															
		To complete (balance portion) of finishing works (electrical & fire fighting) in facility buildings subject to fund availability															
		To complete 50 % Plot filling work subject to approval.															
9	Kalyani Hardware Park (as per applicability)	Administrative Approval / approval of vetted DPR/estimate														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Selection of engg. consultant Completion of Contractor Selection process & 40 % of Civil Infrastructural Work to complete.															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		To complete 20 % of Service works.															
10	Jalpaiguri IT Park	Go ahead for execution														Advisor (ID & M) Projects, WEBEL	In principle approval accorded
		Selection of combined consultant for DPR and engg. consultancy															
		Preliminary works, soil test survey															
		Vetting of DPR by PWD and placing to Dept. for approval															
		Administrative Approval / approval of vetted DPR/ estimate															
11	IT CoE at Bengal Silicon Valley Hub	Completion of Contractor Selection process & Re-construction of damaged main boundary wall 100 % complete														Advisor (ID & M) Projects, WEBEL	New work
		Civil Structural Work incl foundation 25 % to complete.															
		Service Work 5 % complete															
		In Principle Approval of the project															
		Selection of combined consultant for DPR and engg. consultancy															
		Preliminary works, soil test survey															
		Vetting of DPR by PWD and placing to Dept. for approval															
		Administrative Approval / approval of vetted DPR/ estimate															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		Completion of Contractor Selection process & Civil Structural Work incl foundation 20% to complete.															
12	IT Park at Siliguri (Ph-IV)	In Principle Approval of the project															New work
		Placing of the PWD vetted DPR to the Dept. and administrative approval of the project / vetted DPR/estimate															
		Selection of consultant for engg. consultancy															
		Completion of Contractor Selection process & Civil Structural Work incl foundation 50% to complete															
1		Service Work 10% to complete.															
		Upgrade/ replacement of WBSWAN Core router (eoL)													IT&E		
2		Upgradation of WBSWAN Mailing System													IT&E		
3		Upgradation of WBSWAN Video Conferencing server (From 100 to 200 concurrent HD participants)													IT&E / Home		
4		Implementation of browser based video conferences over internet at the Gram Panchayat level															
															IT&E		

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
5		Providing Internet connectivity at 1000 Horizontal offices through WBSWAN (incremental 500 offices from last year)													IT&E		
6		Creation /Implementation of Wi Fi zone in important Government Offices in Krishnanagar & Diamond Harbour townships													IT&E dept / Respective Districts		
7		Creation /Implementation of Wi Fi zone in other locations/ important Government Offices / District Campus													IT&E dept / Respective Districts		
8		Implementation of Horizontal Connectivity in Govt Depts / Campus LAN (200 Offices)													IT&E dept / Respective Districts		
	WBSDC (Transformation of State Data Centre with enhanced scope & data centre infrastructure services)	Augmentation of existing Computing infrastructure of Openstack Cloud Enabled Platform by additional 264 core & 3TB RAM and onboarding of application infrastructure with states Cloud First hosting approach Augmentation of existing All Flash SAN Storage storage capacity (usable) from 120TB to 170TB to accommodate increased storage need of onboarded applications Upgradation of storage system															DGM (SDC), WTL

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		with Hybrid strage 300TB (usable) with mixture of SSD, SAS & NL-SAS cdisk to accomodate increased storage need of applications in the pipe line															
		Implementation of Openshift based Platform -As-A-Services (PAAS) to facilitate Data Centre Infrastructure Services for hosting of Containerised Application e.g. KMC applications, proposed revamped eDistrict Application etc															
		Migration of remaining application infrastructure (CCTNS) from Old 1st Floor Server Farm area to 2nd floor revamped Server farm area															
		Setting up of remaining computing infrastructure for the Disaster Recovery site of SDC at DR Site and deployment of application level DR as well as storage replication of existing applications hosted at primary site															
		Implementation of Application Centric Infrastructure (ACI) through setting up Software Defined Network using existing Leaf & Spine															

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		Network architecture & SDN Controller															
		Setting up 4 th Cold Aisle Containment to accommodate upcoming colocated application infrastructure															
		Augmentation of cloud enabled platform to additional 500 core with 6 TB RAM to accommodate at least 2000+ Vcpu															
		Augmentation of Storage to 2.5 PetaBytes (PB) to accommodate storage need of cloud hosted applications as well as migration of application infrastructure from physical platform to cloud platform															
		Setting up 5th Cold Aisle Containment to accommodate upcoming colocated application infrastructure															
		Augmentation/renewal of existing licenses (backup software license, end point security license, EMS licenses, SQL Server license, etc) & backup devices															
		Revamping DG set exhaust pipe lines, radiators maintenance and other non-IT related activities															

Sl. Project No.	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
	Platform for maintenance work of PAC outdoor units installed at the 2nd floor															
	Repair/replacement of AC/DC capacitor banks of old UPS systems of 1st floor															
	First Responder Training (FRT) 500 in-service Police officials													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	Detailed Responder Training (DRT) 400 in-service Police Officers													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	On the Job Training (OJT) 5000 in-service Government employees from all Departments, Directorates and district administrative units													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	Cyber Security Orientation Training (CSOT) 500 Direct Recruit Officers of West Bengal Police													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	Domain specific training on Cyber Security for police personnel 200 in-service Police officials.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	Cyber Swadhinata Programme (CSP) 1000 Government officials, students, teachers, etc.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
	Cyber Shikshak -a Cyber Security Awareness Training for the teachers of West Bengal On the Job Training (OJT)													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		Web Application Security Assessment (WASA) Web Application Security Assessment (WASA) 050 Web Portals													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		ICT Infrastructure Security Assessment (ISA) Data Privacy Counselling Service ICT Infrastructure Security Assessment (ISA) 50 Govt. Dept.													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Data Privacy Counselling Service Awareness Generation Programme of citizens Data Privacy Counselling Service Rolling out GDPR Counselling Service													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Awareness Generation Programme of citizens Participants targeted 5000													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		CSIRT Rolling out CSIRT													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		SOC as a Service Rolling out SOC													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		
		Setting up an Automated Vulnerability Assessment Scanner at SDC and other departmental data centres													Police Commissionerates, Home(Police), District Administration, Other State Govt. Departments		

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
Society for Natural Language Technology Research (SNLTR)		Linguistic Diversity Dashboard of West Bengal (Version III) - Rolling out entire process													All Departments and citizens		
		Bi-directional Bangla-English Electronic Dictionary System: Translation Tools & MRD; Audio & e-book - Rolling out entire process													All Departments and citizens		
		e-Braille - Development of Software and Content, Braille Embossing and Computer Training for Visually Impaired Students of West Bengal, Convert 2500 Book pages of WBBSE in Braille & 500 Tactile													Schools under WBBSE		
		Karmo Bhumi (Version III): State Skill Registry of the Government of West Bengal in IT/ITeS sector - Rolling out entire process													All Departments and citizens		
		Self Scan version (Version III) Designing and Development, Launching, maintenance - Rolling out entire process													All Departments and citizens		
		West Bengal Cyber Security Incident Response Team (WB-CSIRT) As SIA and SLNA Rolling out the entire process													All Departments and citizens		

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		Bengal Cyber Yoddha Team, a Digital Task Force under West Bengal Cyber Security Incident Response Team, (WB-CSIRT) As SIA and SLNA Rolling out the entire process													All Departments and citizens		
		Online Single Window Clearance System for telecom infrastructure As SIA and SLNA Rolling out the entire process													All Departments and various organizations		
		Single window application processing dashboard for West Bengal State Data Centre - Rolling out entire process													All Departments		
		Online Event Management Portal (Version III) - Rolling out entire process													All Departments and citizens		
		Online repository Ishwar Chandra Vidyasagar - Upload the complete work													All Departments and citizens		
		Online repository of Jibanananda Das - Upload the complete work													All Departments and citizens		
		Online repository of Charyapada with audio recordings - Upload the complete work													All Departments and citizens		
		Online repository of English Writings of Rabindranath Tagore - Upload the complete work													All Departments and citizens		

Sl. No.	Project Name	Project Milestone	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Department/ Dte. District with whom co-ordination is required/ Track owners/ Stakeholders	Designated Person/ Agency	Remarks
		Dashboard for Information & Cultural Affairs department - Rolling out entire process													All Departments and various organizations		
		Web Portal of Cyber Security Centre of Excellence (CS-CoE) - Rolling out entire process													All Departments and citizens		

Irrigation & Waterways Department

January-2022		
Name of works scheduled to be completed during the month	Length in km/No.	District
1 Bank protection of river Rupnarayan at Amrithberia, within Mahisadal block & P.S.	0.23 km	Purba Medinipur
2 Single lane RCC road bridge construction over A0-A1 channel within Ward No. 101 of Kolkata Municipal Corporation, under Patuli P.S.	1 No.	Kolkata
3 Improvement of Sundarban embankment by armouring with 20 cm thick dry brick pitching on the left bank of Ichamati river at Bajitpur, within Baduria block & P.S.	0.55 km	North 24-Parganas
4 Strengthening of Ex-Zamindary flood protective embankments including breach closure works on the right bank of Kuia river located at Kadarkula & Kanpur, within Labpur block & P.S	0.11 km	Birbhum
Other Activities & Time Schedule :		
1 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.		
2 Departmental review meeting on utilization of budgetary allocation of 2021-22 and preparation of detailed budget for next financial year of 2022-23.		

February-2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Sundarban embankment by armouring with 20 cm thick dry brick pitching on the right bank of Bidyadhari river at Baunia Abad, in Sandeshkhali-I block under Nazat P.S.	0.500 km	North 24-Parganas
2 Refurbishment of the double-vent sluice-cum-bridge over Chitamari khal near Chitamari 1 No. Hat in Arunnagar, within Kulpi block & P.S.	1 No.	South 24-Parganas
3 Refurbishment of the drainage gallery of Canada Dam of Mayurakshi Reservoir Project located at Messanjore, within Dumka P.S.	1 No.	Dumka, Jharkhand
<i>Other Activities & Time Schedule :</i> <ol style="list-style-type: none"> District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes. Departmental meeting on internal allocation of fund (1st round) for routine pre-monsoon maintenance works of 2022-23, sanction of schemes and invitation of tenders. 		

March 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 5.50 m carriageway width RCC road bridge construction over Sonarpur-Arapach-Matla-Drainage Channel (Part-II), located at Sibnagar within Baruipur block & P.S.	1 No.	South 24-Parganas
2 Rejuvenation of Howrah drainage channel and Branch-VI channel, located in Sankrail, Domjur blocks & Howrah Municipal Corporation under P.S. Sankrail, Jagachha and Howrah Police Commissionerate	9.40 km	Howrah
3 Concrete inspection road from Udaypur to Harinarayanchak on the right embankment of river New Cossye in Panskura block & P.S.	2.30 km	Purba Medinipur
4 Rehabilitation of the 58-Vent Sluice at Ulughata over Amta channel located in Uluberia-I & II blocks under Uluberia P.S.	1 No.	Howrah

Other Activities & Time Schedule :

- 1 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.
- 2 Advance Planning for flood fighting : Departmental meeting for 2nd round of internal allocation of maintenance fund for 2022-23, Commencement of pre-monsoon maintenance works of 2022-23 after tendering.

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Bank protection of river Haldi adjoining Narghat bridge in Mouza 70 No. Jalpai, within Nandakumar block & P.S.	0.20 km	Purba Medinipur
2 Rehabilitation of RCC road bridge at Suryapur over Nowi khal, in Barrackpore-II & Barasat-I blocks under Titagarh and Duttapukur P.Ss.	1 No.	North 24-Parganas
3 Bituminous inspection road on the embankment of river Karatia in Atharobanki & Tambuldaha-I G.Ps, in Canning-II block under Jibantala P.S.	3.58 km	South 24-Parganas
4 2-vent RCC box road bridges at Duleypara, Neemtala and Somruk Girirpole over Boakhali khal within Hatgacha-I & Tapna G.P. in Uluberia-I block under Uluberia P.S.	3 Nos.	Howrah
Other Activities & Time Schedule : Routine pre-monsoon maintenance of embankments, barrages, sluices etc.		

May 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Bank protection of the of river Mansai at Daibhangi in Mathabhanga-I block under Mathabhanga P.S.	3.40 km	Coochbehar
2 Single lane bituminous road on the left bank of rivers Dima & Kaljani over Alipurduar Town protective Embankment, within Alipurduar Municipality under Alipurduar P.S.	3.39 km	Alipurduar
3 Improvement of Sundarban embankment by armouring with 20 cm dry brick pitching on the left bank of river Dansa at Bainara, in Hingalganj block & P.S.	0.60 km	North 24-Parganas
4 Bank protection work of Rupnarayan river from Mankur to Degram within Buxihat G.P. in Bagnan-I block under Bagnan P.S.	1.50 km	Howrah

Other Activities & Time Schedule :

- 1 Departmental meeting on flood preparedness with the Central Government Departments/Organizations (IMD/ DVC/CWC etc.) for North Bengal districts.
- 2 Routine pre-monsoon maintenance work on embankment, irrigation canals, drainage channels etc.

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Rehabilitation of Hanumata Medium Irrigation Scheme located within Balarampur block & P.S.	8.27 km	Purulia
2 Rehabilitation of Saharajore Medium Irrigation Scheme located in Jhalda-II & Arsha blocks under Kotsila & Arsha P.Ss.	15.78 km	Purulia
3 Modernisation of HT sub-station and the electric power distribution system of Jalasampad Bhawan Complex, within Bidhannagar Municipal Corporation under Bidhannagar (North) P.S.	1 No.	North 24-Parganas
4 Bank protection of Dev channel, a tributary of Dwarakeswar river, located at Makartola & Ratutara in Raina-II & Khandaghosh blocks under Madhabdihi & Khandaghosh P.Ss.	0.72 km	Purba Bardhaman
Other Activities & Time Schedule : <ol style="list-style-type: none"> 1 Departmental meeting on flood preparedness with the Central Government Departments / Organizations (IMD/ DVC/CWC etc.) for South Bengal districts. 2 Opening of Central Flood Control Room at the HQ in Kolkata, Regional Flood Control Rooms at Jalpaiguri and Malda, and District Flood Control Rooms in all the districts. 3 Completion of routine pre-monsoon maintenance work related to flood management for the North Bengal districts. 4 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month with close monitoring of North Bengal rivers considering early arrival of monsoon there. 		

July 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Rejuvenation of Mundeswari river including ancillary works located within Jamalpur block & P.S.	5.00 km	Purba Bardhaman
2 Rehabilitation of Distressed Dauk Barrage (Phase-III) including construction of weir within Chopra block & P.S.	1 No.	Uttar Dinajpur

Other Activities & Time Schedule :

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

August 2022		
Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Lower Reaches of Branch-2 of Eden Canal including all its appurtenant canals, in Jamalpur & Dhanekhali blocks under Jamalpur & Gurap P.Ss.	38.58 km	Purba Bardhaman & Hooghly
2 Electro-mechanical rehabilitation and refurbishment of the Durgapur Barrage Gates located over Damodar river, within Barjora block & P.S .	1 No.	Bankura
Other Activities & Time Schedule :		
1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.		
2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/ Jharkhand reservoirs during the entire month.		

September 2022		
Name of works scheduled to be completed during the month	Length in km/No.	District
1. Rehabilitation of Dauk Barrage (Phase-III) including construction of weir, located in Chopra block & P.S.	1 No.	Uttar Dinajpur
2. Strengthening of the severely eroded right bank of river Ganga near Ward No. 17 of Dhuliyani Municipality, P.S Samsergunj and at Loharpur within Block & P.S Samsergunj.	0.51 km	Murshidabad
Other Activities & Time Schedule :		
1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damages due to floods, cyclones, heavy discharge passage etc.		
2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood water releases from DVC/Jharkhand reservoirs during the entire month.		

October 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Damodar left embankment along with Flood Wall construction including river bank protection & strengthening works, within Jamalpur, Dhanekhali, Tarakeswar and Jangipara blocks & P.Ss.	39.20 km	Purba Bardhaman & Hooghly
2 Rejuvenation of distributory canals 2C/1, 2C and Chaltatala main canal in Pratappur-I, Raghunathbari & Khandokhola G.Ps. within Kolaghat & Panskura blocks & P.Ss. respectively	8.98 km	Purba Medinipur
<p>Other Activities & Time Schedule :</p> <ol style="list-style-type: none"> 1 Patrolling of flood protective embankments, regulating sluice gate operations throughout the month and undertaking emergent restoration work in case of damage due to flood, cyclones, heavy discharge passage etc. 2 Keeping constant liaison with DVC, DVRRC and Government of Jharkhand to moderate flood release from DVC/ Jharkhand reservoirs during the entire month. 		

November 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Rejuvenation of Storm Weather Flow (SWF) drainage channel in Bhangore-I, Bhangore-II, Minakhan blocks under Haroa, Bhangore, Kolkata Leather Complex P.Ss.	22.55 km	North 24-Parganas, South 24-Parganas, Kolkata
<i>Other Activities & Time Schedule :</i> 1 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.		

December 2022

Name of works scheduled to be completed during the month	Length in km/No.	District
1 Improvement of Durgapur Branch Irrigation Canal under Barrage & Irrigation system of DV project located in Kanksa and Ausgram-II blocks under Kanksa & Ausgram P.Ss	70.35 km	Purba Bardhaman
2 Improvement of Simlapal Branch Irrigation Canal along with its distributary canal network of Kangsabati Reservoir Project, located in Indpur, Taldangra & Simlapal blocks & P.Ss	16.50 km	Bankura
3 Re-construction of sluice-cum-road bridge by replacement of the dilapidated sluice at Jagannath Bati over Jyotisab khal outfalling to Bhosra khal at Jyotisab & Sarberia-II GPs, in Daspur-I block under Daspur P.S	1 No.	Paschim Medinipur
4 Rehabilitation of Karotowa Talma barrage irrigation canal network in Rajganj block under Rajganj & Bhaktinagar P.Ss.	29.69 km	Jalpaiguri
5 Improvement of Sundarban embankment from Birinchibari to Parbotipur by armouring with 25 cm brick block pitching on the right bank of river Bidya, located within Basanti block & P.S	1.00 km	South 24-Parganas

Other Activities & Time Schedule :

- 1 Meeting for distribution of Rabi / Boro Irrigation water for South Bengal districts.
- 2 District field visits of the Principal Secretary/Secretary/other senior officials to review ongoing schemes.

Department of Judicial

Targets for January, 2022	
•	Completion of works amounting to Rs. 2721.91 lakh towards construction of composite court building at Domkol, Murshidabad.
•	Completion of works amounting to Rs. 527.73 crore towards constructions of seven G+6 storied building for twelve numbers of Type I residential quarters for Judicial Officers at Bishnupur, Bankura.
•	Completion of new six residential quarters (Type A) for Judicial Officers at District Judge's Bungalow, Bankura amounting to Rs. 189.61 lakh.
•	Completion of works amounting to Rs. 474.95 lakh towards construction of criminal Court Building at Bolpur Court, Birbhum.
•	Review meeting on the progress of Centrally Sponsored Schemes under Judicial Department.
•	Meeting on High Court budget/ Infrastructure
Targets for February, 2022	
•	Completion of construction of three numbers of four storied building for 18 numbers of Type I residential for Judicial Officers at Purulia amounting to fund released Rs. 1,70,79,526/-
•	Setting up of four numbers of quarters for Judicial Officers in the rank of Higher Judicial Service and two numbers of quarters in the rank of Civil Judge at Jangipur, Murshidabad for total fund released Rs. 1,38,90,083/-
•	Construction of quarters for B, C and D categories office staff at Jangipur, Murshidabad for total fund released Rs. 87,80,738/-
•	Construction of residential quarters (Type I), four storied with eight flats at Krishnagar, Nadia amounting to fund released Rs. 75,15,699/-
•	Review meeting on Digitization of Service Books for Judicial Officers
•	Review meeting on functioning of Murshidabad Estate
Targets for March, 2022	
•	Supply of furniture at the new Court Building at Barrackpore, North 24 Parganas amounting to Rs. 1,52,75,557/-
•	Construction of Child Friendly Court at Barrackpore New Court Building for Civil (Rs. 9,78,491/-) and Electrical (Rs. 12,95,174/-) works
•	Supply of furniture amounting to Rs. 6,17,435/- at Barasat POCSO Court, North 24 Parganas
•	Phase III of Electrical works amounting to Rs. 30,18,802/- at Barrackpore Court Complex, North 24 Parganas
•	Meeting with State Legal Services Authorities, West Bengal on Legal Services matters.
•	Exhaustion of fund received under CSS and various State Development Schemes as per requisition submitted by the executing authority i.e. PWD
•	Review meeting with various Districts on schematic expenditure
Targets for April, 2022	
•	Construction of Court Building for fund allotment for Rs. 1,10,00,000/- at Malda
•	IT infrastructure works of Malda Court Building for amount Rs. 66,47,897/-
•	Installation of fire hydrant and sprinkler system at G+3 Court Building at Tehatta for a fund allotment of Rs. 13,90,494/-

•	Construction of three storied Criminal Court Building at Buniadpur, Dakshin Dinajpur for amount of Rs. 4,42,196/- (Electrical works)
•	IT infrastructure work for Buniadpur Court Building for amount of Rs. 30 lakh
•	Civil works of Buniadpur Court Building for amount of Rs. 67,99,639/-
Targets for May, 2022	
•	Review meeting on Civil / Electrical / IT works of various districts on CSS and other schemes with PWD, High Court and other related establishments
•	Review on progress of geo-tagging of Court rooms / Judicial Residential quarters in the NYAYA VIKASH portal
•	Meeting on Advocates Welfare Trust Fund / corporation
•	Repair and renovation works amounting to Rs. 35,90,055/- for Special Criminal Court Building at Mayukh Bhawan, Salt Lake
•	Construction of Child Friendly Court at Murshidabad (Civil works) for an amount of Rs. 60 lakh
Targets for June, 2022	
•	Construction of Two storied building for vulnerable witness, Law Clerks and Bar Association at Diamond Harbour, South 24 Parganas for an amount Rs. 90,00,000/-
•	Review of CSS and SDC Schemes
•	Review on making functional 123 numbers of Fast Track Courts in the State
•	Construction of New Court Building at Tamluk, Purba Medinipur for an amount of Rs. 80,00,000/-
Targets for July, 2022	
•	Construction of new Courts rooms in the rank of ADJ at District Court Complex, Uttar Dinajpur for an amount of Rs.9,59,806/-
•	Setting up of infrastructure for Child Friendly Court at Alipurduar for an amount of Rs. 5 lakh
•	Supply of furniture for newly constructed Court Building at Jhargram for an amount of Rs. 27,68,979/-
•	Construction of Server room for Jhargram district court for an amount of Rs. 16,90,074/-
•	Setting up of a medical unit in the premises of the Circuit Bench of the Calcutta High Court at Jalpaiguri
Targets for August, 2022	
•	Construction of Family Court Building at Tamluk, Purba Medinipur for an amount of Rs. 30 lakh
•	Execution of Electrical Installation and allied works of the new court building at Tamluk, Purba Medinipur for an amount of Rs. 29,41,000/-
•	Construction of G+4 storied dub divisional court building at Faridpur, Purba Bardhaman for an amount of Rs. 3,00,00,000/-
•	Development of IT infrastructure for district judges new court building at Asansol for an amount of Rs. 26,26,261/-
•	Electrical installation works at Asansol district judges court for an amount of Rs. 15,50,000/-
Targets for September, 2022	
•	Construction of Child Friendly Court at Serampore court compound, Hoogly for an amount of Rs. 19,62,718/-
•	Construction of Child Friendly Court at Serampore court compound, Hoogly for an amount of Rs. 38 lakh
•	Construction of Family Court at Midnapore, Paschim Medinipur for an amount of Rs. 25 lakh

•	Construction of Court Building at Kharagpur, Paschim Medinipur (Balance Work) for an amount of Rs. 50 lakh
•	Creation of 229 posts of different categories on Appellate side of the Calcutta High Court for digitization project and pending case records
•	Creation of 9 posts of different categories for medical protocol wing and Protocol Department on the Appellate side of Calcutta High Court
Targets for October, 2022	
•	Construction of six numbers New Residential quarters at Khatra, Bankura for an amount Rs. 40,19,060/-
•	Construction of eight numbers New Residential quarters at Khatra, Bankura for an amount Rs. 30,19,662/-
•	Construction of seven numbers of G+6 storied building residential quarters at Bishnupur, Bankura (part works) for an amount of Rs. 1,15,00,000/-
•	Construction of two numbers of Judicial Quarters (G+1) at Aliporeduar for an amount of Rs. 10 lakh
•	Creation of 72 posts of "Private Secretary to Hon'ble Judges " in the technical branch on the Appellate side of the Calcutta High Court with consequent reformation of the Stenographer cadre
Targets for November, 2022	
•	Construction of three numbers of Judicial Quarters at Nabadwip, Nadia for an amount of Rs. 9,08,516/-
•	In view of the Government deciding to continue with the scheme of Fast Track Court for expeditious disposal of sexual offences against women and children, process to initiate 24 such courts in the first phase is to be started
•	To comply with the orders of Hon'ble Supreme Court of India, process to set up 73 numbers of exclusive POCSO Courts throughout the State is to be taken up
•	Process to complete the sanctioning of 32 more courts in the cadre of Civil Judge (Junior Div.) and Judicial Magistrate of the WBJS.
•	Creation of 18 new courts in the cadre of District Judge (Entry Level), Civil Judge (Sr. Div.) / Chief Judicial Magistrate and Civil Judge (Junior Div.) / Judicial Magistrate of West Bengal Judicial Service.
Targets for December, 2022	
•	Process of various inter-departmental transfer of land at Barrackpore 1 Block (1.5 acres), Chinsurah Rice Research Station (6 acres), Barabazar, Chinsurah (0.301 acres), Raiganj (1.90 acres) to be completed
•	Restructuring of the set up under the Judgeship of South 24 Parganas on conversion / creation of posts on the basis of Shetty Commission recommendations
•	Review meeting on CSS and State Development Schemes
•	Creation of 24 posts for Court Managers for Calcutta High Court and for each Juridical District in West Bengal along with Andaman and Nicobar Islands, on permanent basis, for providing assistance to the Judges in performing the administrative works
•	Creation of one post of Assistant Registrar on the Appellate side of the Calcutta High Court for looking after the affairs of Hon'ble Chief Justice

Department of Labour

Month	Proposed Target	Implementing Authority under this Department	Remarks
January	Organising Shramik Melas	Labour Commissionerate	
	Observance of Samajik Suraksha Month up to GP/Ward Level		
	Workshop with the EODB Stakeholders		
	Preparation of Draft Budget		
	Publication of Shramik Barta	State Labour Institute	
	Workshop on Labour Codes		
	Starting of new session of Adv. Diploma on Construction Safety (Academic Session 2021-22)		
	Starting of new session of PGD HRD & LW (Academic Session 2021-22)		
	Training on various modules under IFMS	Directorate of Employment	
	Skill Development Training for Domestic Workers-71 camps		
	Special Coaching for competitive exam - 71 camps		
	Career Talk-142 Talks@2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills-71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps	ESI(MB) Scheme	
	Setting up of Medical Gas Pipe Line system (MGPS) ESI Hospitals at Kamarhati, Bandel, Asansol, Kalyani, Serampur, Uluberia, Sealdah, Belur, Gourhati, Budge Budge.		
	Awareness programme for the Stakeholders of Boilers	Directorate of Boilers	
	Participation in Shramikmela	Directorate of Factories	
	FOOTBALL TOURNAMENT at most of the Centres	Labour Welfare Board	
February	Camps - Benefit Distribution for unorganised workers.	Labour Commissionerate	
	Sensitisation programme on women, migrant and adolescent worker		
	Review Meeting on Shramik Mela outcome		
	Meeting of West Bengal Unorganised Workers' Welfare Board, West Bengal Building and Other Construction Workers' Welfare Board and West Bengal Social Security Board.		
	Training program on DDO functioning	State Labour Institute	
	Training on Labour Codes (1st Batch)		
	Training program on Basic Computer knowledge		
	Training Program on WBHS		
	Workshop on EoDB		

Month	Proposed Target	Implementing Authority under this Department	Remarks
	Skill Development Training for Domestic Workers-71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk-142 Talks@2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Setting up of High Dependant Unit (HDU) at Kamarhati ESI Hospital, Asansol ESI Hospital, Durgapur ESI Hospital, Kalyani ESI Hospital, Serampur ESI Hospital, Uluberia ESI Hospital, Sealdah ESI hospital, Belur ESI hospital, Gourhati ESI hospital, Budge Budge ESI hospital	ESI (MB) Scheme	
	Awareness programme for the Stakeholders of Boilers	Directorate of Boilers	
	Emergency response drill of the Onsite Emergency Plan	Directorate of Factories	
	Accident prevention and hazard identification programme in factories.		
	SIT & DRAW COMPETITION	Labour Welfare Board	Sukna Dagapur L.W.C.
			Madati M.L.W.C.
			Matelli L.W.C.
			Ging L.W.C.
			Munsung L.W.C.
			Durgapur L.W.C.
March	Reconciliation of Fund	Labour Commissionerate	
	Meeting of Executive Council of WBTWSSS		
	Review meeting by Labour Commissioner with Officers		
	Training Program on Labour Codes (2nd Batch)	State Labour Institute	
	Gender Sensitivity & Women Empowerment Program		
	Collaborative Program with NLI		
	Workshop on Mental wellbeing	Directorate of Employment	
	Updation of website, data revalidation		
	Starting of Fiberoptic Bronchoscopy Service at Belur ESI Hospital	ESI(MB) Scheme	
	Certification of 400 registered Boilers	Directorate of Boilers	

Month	Proposed Target	Implementing Authority under this Department	Remarks
	Mock fire fighting drill of the Onsite Emergency Plan and Disaster management.	Directorate of Factories	
	Observation of National Safety Day by National Safety Council West Bengal Chapter.		
	Sit & Draw Competition	Labour Welfare Board	Sukna Dagapur L.W.C.
			Madati M.L.W.C.
			Matelli L.W.C.
			Ging L.W.C.
			Munsung L.W.C.
			Durgapur L.W.C.
	Badminton Tournament		Pokhriabong L.W.C.
Munsung L.W.C.			
April	Workshop on process re-engineering on EODB	Labour Commissionerate	
	Awareness generation on Social Security Schemes		
	Meeting of West Bengal Social Security Board		
	Publication of Shramik Barta	State Labour Institute	
	Workshop on “Domestic Workers and Labour Legislations —issues and prospects		
	Training Program on Advanced Computer Knowledge		
	Workshop on NCLT		
	Workshop on employability skills for students		
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Online system of processing and disbursement of IP Bills & Speciality Tie-up bills at AMO Office	ESI(MB) Scheme	
	Awareness programme for the Stakeholders of Boilers	Directorate of Boilers	

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Fire fighting drill for prevention of fire and explosion related accident inside the factory	Directorate of Factories	
	Safety and health tool box talk programme.		
	Badminton Tournament	Labour Welfare Board	Pokhriabong L.W.C.
	Volley Ball Tournament		Munsung L.W.C. Durgapur L.W.C.
May	Meeting of WBBOCW Board	Labour Commissionerate	
	Benefit Distribution Camps under BMSSY		
	Follow-up meeting on process re-engineering on EODB		
	Training Program on “Good Governance”	State Labour Institute	
	Workshop on Skill Development of Women for Employability and Entrepreneurship		
	Training Program on RTI Act		
	Training Program on Labour Codes (3rd batch)		
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Starting of renovated Beliaghata SD in old Directorate building at Manicktala ESI Hospital	ESI (MB) Scheme	
	Workshop on Boiler Safety	Directorate of Boilers	
	Emergency response drill of the On-site Emergency Plan	Directorate of Factories	
	Awareness programme on occupational disease and its prevention.		
	May Day Observance	Labour Welfare Board	Kolkata
	Rabindra Jayanti Celebration		Mongpu L.W.C.
	May Day Observance		North Bengal
June	Meeting of West Bengal Unorganised Workers’ Welfare Board, West Bengal Building and Other Construction Workers’ Welfare Board and West Bengal Social Security Board.	Labour Commissionerate	
	Observance of World Day against Child Labour on 12th June		
	E-Office extension in RLOs under Presidency and Bardhaman Divisions		
	Review meeting by Labour Commissioner with Officers		

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Internal assessment of 1 st Semester of PGD HRD & LW	State Labour Institute	
	Internal assessment of 1 st Semester of ADCS		
	Training Program on Labour Codes (4th batch)		
	Training program on Labour Codes (5th batch)		
	Skill Development Training for Domestic Workers-71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk-142 Talks@2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Setting up of LMO Plant (Liquid Medical Oxygen Plant) at 6 ESI Hospitals at Asansol, Durgapur, Kalyani, Uluberia Bandel, Gourhati	ESI (MB) Scheme	
	Certification of 400 registered Boilers	Directorate of Boilers	
	Emergency preparedness and response drill.	Directorate of Factories	
	Safety awareness programme on Manufacture, Storage and Import of Hazardous Chemical Rules, 1989 under Environment Protection Act, 1986.		
	Carrom Competition	Labour Welfare Board	Ging LWC
July	Awareness Generation on BMSSY	Labour Commissionerate	
	Meeting of the WBBOW Board		
	Targeted launch of online new module of FAWLOI		
	Training program on Labour Codes - For Trade Union	State Labour Institute	
	Publication of Shramik Barta April-June, 2022 issue		
	1 st Semester external examination of PGD HRD & LW		
	1 st Semester external examination of ADCS		
	Training Program on Behavioural Skills	Directorate of Employment	
	Skill Development Training for Domestic Workers-71 camps		
	Special Coaching for competitive exam - 71 camps		
	Career Talk-142 Talks@2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp-71 camps		
	Inauguration of MCC at Budge Budge		
	Commissioning of advanced Emergency Block with 10 bedded Observation Ward at Maniktala ESI Hospital	ESI (MB) Scheme	
	Awareness programme for the Stakeholders of Boilers	Directorate of Boilers	
	Mock drill of the Onsite Emergency Plan.		
	Safety awareness programme on safe handling of LPG (a hazardous chemical) and its measures in factories.	Directorate of Factories	
	Carrom Competition	Labour Welfare Board	Ging LWC

Month	Proposed Target	Implimenting Authority under this Department	Remarks
August	Benefit Distribution Camps under BMSSY	Labour Commissionerate	
	Meeting of WBUSWWB		
	Training Program on Role and functions of Quasijudicial authorities in perspective of Labour Codes	State Labour Institute	
	Starting 2 ND semester of ADCS Diploma on Construction Safety Session 2021-22		
	Starting of 2 ND semester of PGD HRD & LW Academic Session 2021-22		
	Training Program for officers of DoE		
	Training Program on Labour Codes - For Employers' Organization (1st Batch)		
	Training Program on WBHS		
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Inauguration of MCC at Kidderpore		
	Installation of Radiofrequency Generator machine at the Pain Clinic at Sealdah ESI Hospital	ESI (MB) Scheme	
	Awareness Programme	Directorate of Boilers	
	Safety awareness programme on safe handling of ammonia (a hazardous chemical) in factories.	Directorate of Factories	
	Safety awareness programme on Factories Act and rules.		
	Quiz/ Debate Competition	Labour Welfare Board	Most of the Centres
September	Review meeting by Labour Commissioner with Officers	Labour Commissionerate	
	Sensitisation Camps for Welfare Schemes		
	Advertisement for PGDHRD&LW and ADCS Courses	State Labour Institute	
	Training Program on Labour Codes - For Employers' Organization (2nd Batch)		
	Training Program on Facilitating Gender Sensitive Environment		
	Training Program on RTI & RTPS		
	Workshop on sensitization & Awareness generation on prevention, rescue and rehabilitation of Child and bonded labour		

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Inauguration of MCC at Burdwan		
	Training programme on Occupational disease at Belur ESI Hospital	ESI (MB) Scheme	
	Certification of 400 registered Boilers	Directorate of Boilers	
	Mock drill of the On-site Emergency Plan.		
	Safety awareness programme on Permit to Work System, confined space entry	Directorate of Factories	
	Cultural Competition at all North Bengal L.W.C.	Labour Welfare Board	
October	Camps - Benefit Distribution for unorganised workers.	Labour Commissionerate	
	Meeting of West Bengal Unorganised Workers' Welfare Board, West Bengal Building and Other Construction Workers' Welfare Board and West Bengal Social Security Board.		
	GB Meeting of SLI	State Labour Institute	
	Publication of Shramik Barta July –September, 2022 issue		
	Workshop on Labour Codes (6th batch)		
	Training Program on DDO Functioning		
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk- 71 Talks @ 1 Talk per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Inauguration of MCC at Haldia		
	Commissioning of Central Image Processing Centre (CT Consol station) at the old Directorate Building at Maniktala ESI Hospital	ESI (MB) Scheme	
	Awareness programme for the Stakeholders of Boilers	Directorate of Boilers	
	Awareness Programme for health, safety and welfare	Directorate of Factories	
	Cultural Competition at all South Bengal L.W.C.	Labour Welfare Board	

Month	Proposed Target	Implimenting Authority under this Department	Remarks
November	Benefit Distribution Camps under BMSSY		
	Preparatory meeting of Observance of Social Security Month.	Labour Commissionerate	
	Training Program on Labour Codes (7 th batch)	State Labour Institute	
	Training Program on RTI Act		
	Internal Assessment – 2 nd Semester PGD HRD & LW		
	Internal assessment of 2 nd Semester of ADCS		
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Inauguration of MCC at Krishnanagar & Berhampore		
	Starting of Retinal Surgery (By High End Vitrectomy machine) at Kamarhati ESI Hospital	ESI(MB) Scheme	
	Workshop on Boiler Safety	Directorate of Boilers	
	Mock drill of the Onsite Emergency Plan and Disaster management.	Directorate of Factories	
	Awareness programme on workers welfare facility and rights of workers.		
	Zonal Cultural Competition	Labour Welfare Board	North and South Bengal
December	Review meeting by Labour Commissioner with Officers	Labour Commissionerate	
	Workshop with the EODB Stakeholders & feedback collection		
	Organising sports meet at Kolkata NCLP STCs		
	Training program on Labour Codes - For Trade Union (2nd Batch)	State Labour Institute	
	External Assessment – 2 nd Semester PGD HRD & LW		
	External assessment of 2 nd Semester of ADCS		
	Training Program on Managing Work Effectively : A Behavioural approach (Collaborative prog with NLI)		
	Admission Test for PGDHRD&LW and ADCS course session 2022-23		

Month	Proposed Target	Implimenting Authority under this Department	Remarks
	Skill Development Training for Domestic Workers - 71 camps	Directorate of Employment	
	Special Coaching for competitive exam - 71 camps		
	Career Talk - 142 Talks @ 2 Talks per Employment Exchange		
	Live Streaming of classes for competitive exam - all days except holidays		
	Jute Camps for mobilization of new entrants in Jute Mills - 71 camps		
	Self Employment Awareness cum Motivation Camp - 71 camps		
	Inauguration of MCC at Durgapur & Siliguri		
	Camp on non-communicable diseases at the Factory campus at Durgapur ESI Hospital	ESI (MB) Scheme	
	Certification of 400 registered Boilers	Directorate of Boilers	
	Fire fighting drill for prevention of accident inside the factory.	Directorate of Factories	
	Annual Sports	Labour Welfare Board	North and South Bengal
	State Level Annual Sports		Kolkata

Department of Land & Land Reforms and Refugee Relief & Rehabilitation

January 2022

Sl. No.	Administrative Activity	Nodal Branch / Office
1	Collection of Rs. 60 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 4,50,000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Disposal of 5,000 no. of Conversion petitions	DLR&S
8	Construction of 1 nos. Modern Record Room	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBEA Act, 1953	LP Branch
13	Long term settlement of land	GE(M) Branch
14	Inter Departmental Transfer of land	GE(M) Branch
15	Government of India related transfer of land	GE(M) Branch
16	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
17	Issuance of 330 Free Hold Title Deeds	RR&R Branch
18	District Level Review Meeting	DLR&S
February 2022		
1	Collection of Rs. 60 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 4,50,000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 3 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Disposal of 4,500 no. of Conversion petitions	DLR&S
8	Construction of 1 nos. Modern Record Room	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBEA Act, 1953	LP Branch
13	Long term settlement of land	GE(M) Branch
14	Inter Departmental Transfer of land	GE(M) Branch
15	Government of India related transfer of land	GE(M) Branch
16	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
17	Issuance of 330 Free Hold Title Deeds	RR&R Branch
18	District Level Review Meeting	DLR&S
19	State Level Conference	Department/ DLR&S
March 2022		
1	Collection of Rs. 70 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 30 days	DLR&S
3	Distribution of Agri Patta (20 acre)	DLR&S
4	Disposal of 4,30,000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 2 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Disposal of 3,000 no. of Conversion petitions	DLR&S
8	Construction of 1 nos. Modern Record Room	DLR&S
9	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
10	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
11	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
12	Proposal for amendment of WBEA Act, 1953	LP Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
13	Long term settlement of land	GE(M) Branch
14	Inter Departmental Transfer of land	GE(M) Branch
15	Government of India related transfer of land	GE(M) Branch
16	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
17	Issuance of 409 Free Hold Title Deeds	RR&R Branch
18	District Level Review Meeting	DLR&S
April 2022		
1	Collection of Rs. 70 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 20 days	DLR&S
3	Disposal of 4,30,000 no. of Mutation petitions	DLR&S
4	Traverse Survey/ Re-survey of 3 Mouzas	DLR&S
5	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S
6	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
7	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
8	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
9	Proposal for amendment of WBEA Act, 1953	LP Branch
10	Long term settlement of land	GE(M) Branch
11	Inter Departmental Transfer of land	GE(M) Branch
12	Government of India related transfer of land	GE(M) Branch
13	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
14	Issuance of 433 Free Hold Title Deeds	RR&R Branch
15	District Level Review Meeting	DLR&S
16	State Level Conference	Department/ DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
May 2022		
1	Collection of Rs. 10 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 20 days	DLR&S
3	Disposal of 3,50,000 no. of Mutation petitions	DLR&S
4	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S
5	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
6	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
7	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
8	Proposal for amendment of WBEA Act, 1953	LP Branch
9	Long term settlement of land	GE(M) Branch
10	Inter Departmental Transfer of land	GE(M) Branch
11	Government of India related transfer of land	GE(M) Branch
12	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
13	Issuance of 325 Free Hold Title Deeds	RR&R Branch
14	District Level Review Meeting	DLR&S
June 2022		
1	Collection of Rs. 35 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (10 acre)	DLR&S
4	Disposal of 4,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
7	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
8	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
9	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
10	Proposal for amendment of WBEA Act, 1953	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 331 Free Hold Title Deeds	RR&R Branch
16	District Level Review Meeting	DLR&S
17	State Level Conference	Department/ DLR&S
July 2022		
1	Collection of Rs. 45 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 5,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 4,500 no. of Conversion petitions	DLR&S
7	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
8	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
9	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
10	Proposal for amendment of WBEA Act, 1953	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 331 Free Hold Title Deeds	RR&R Branch
16	District Level Review Meeting	DLR&S
August 2022		
1	Collection of Rs. 55 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 5,10,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 5,500 no. of Conversion petitions	DLR&S
7	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
8	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
9	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
10	Proposal for amendment of WBEA Act, 1953	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
15	Issuance of 339 Free Hold Title Deeds	RR&R Branch
16	District Level Review Meeting	DLR&S
17	State Level Conference	Department/ DLR&S
September 2022		
1	Collection of Rs. 55 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 5,10,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Disposal of 12,000 no. of Conversion petitions	DLR&S
77	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
8	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
9	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch

Sl. No.	Administrative Activity	Nodal Branch / Office
10	Proposal for amendment of WBEA Act, 1953	LP Branch
11	Long term settlement of land	GE(M) Branch
12	Inter Departmental Transfer of land	GE(M) Branch
13	Government of India related transfer of land	GE(M) Branch
14	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
12	Issuance of 433 Free Hold Title Deeds	RR&R Branch
13	District Level Review Meeting	DLR&S
October 2022		
1	Collection of Rs. 20 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 10 days	DLR&S
3	Distribution of Agri Patta (5 acre)	DLR&S
4	Disposal of 2,00,000 no. of Mutation petitions	DLR&S
5	Digitisation of 200 CS Maps (Scanning)	DLR&S
6	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
7	Disposal of 3,000 no. of Conversion petitions	DLR&S
8	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
9	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
10	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
11	Proposal for amendment of WBEA Act, 1953	LP Branch
12	Long term settlement of land	GE(M) Branch
13	Inter Departmental Transfer of land	GE(M) Branch
14	Government of India related transfer of land	GE(M) Branch
15	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
16	Issuance of 302 Free Hold Title Deeds	RR&R Branch
17	District Level Review Meeting	DLR&S
18	State Level Conference	Department/ DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
November 2022		
1	Collection of Rs.60 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 30 days	DLR&S
3	Distribution of Agri Patta (45 acre)	DLR&S
4	Disposal of 3,70,000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 5 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 5 Mouzas	DLR&S
8	Disposal of 4,500 no. of Conversion petitions	DLR&S
9	Construction of 2 nos. of Modern Record Room	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
13	Proposal for amendment of WBEA Act, 1953	LP Branch
14	Long term settlement of land	GE(M) Branch
15	Inter Departmental Transfer of land	GE(M) Branch
16	Government of India related transfer of land	GE(M) Branch
17	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
18	Issuance of 333 Free Hold Title Deeds	RR&R Branch
19	District Level Review Meeting	DLR&S
December 2022		
1	Collection of Rs.60 Cr Revenue	DLR&S
2	In-Service Training of SRO-II/RO/RI/Amin for 30 days	DLR&S
3	Distribution of Agri Patta (40 acre)	DLR&S
4	Disposal of 4,00,000 no. of Mutation petitions	DLR&S
5	Traverse Survey/ Re-survey of 5 Mouzas	DLR&S
6	Digitisation of 200 CS Maps (Scanning)	DLR&S
7	Amalgamation of stages and Final publication of LR ROR of 6 Mouzas	DLR&S

Sl. No.	Administrative Activity	Nodal Branch / Office
8	Disposal of 6,000 no. of Conversion petitions	DLR&S
9	Construction of 1 nos. of Modern Record Room	DLR&S
10	Process proposal for Long Term Lease of land retained under Sec 6(1)(g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal ,fresh lease, resumption, proceeding for lease determination etc.	LP Branch
12	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch
13	Proposal for amendment of WBEA Act, 1953	LP Branch
14	Long term settlement of land	GE(M) Branch
15	Inter Departmental Transfer of land	GE(M) Branch
16	Government of India related transfer of land	GE(M) Branch
17	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch
18	Issuance of 441 Free Hold Title Deeds	RR&R Branch
19	District Level Review Meeting	DLR&S
20	State Level Conference	Department/ DLR&S

SYNOPSIS

Sl. No.	Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
1	Collection of 600 Cr Revenue (in Rs.)	DLR&S	60	60	70	70	10	35	45	55	55	20	60	60	600	
2	In-Service Training of SRO-II/RO/RI/Amin (in days)	DLR&S	30	30	30	20	20	10	10	10	10	10	30	30	240	
3	Distribution of Agri Patta (in acre)	DLR&S	40	40	20	0	0	10	40	45	45	5	45	40	330	
4	Disposal of Mutation petitions	DLR&S	450,000	450,000	430,000	430,000	350,000	400,000	500,000	510,000	510,000	200,000	370,000	400,000	5,000,000	
5	Traverse Survey/ Re-survey of Mouza	DLR&S	2	3	2	3	0	0	0	0	0	0	5	5	20	
6	Digitisation of CS Map (Scanning)	DLR&S	200	200	200	0	0	200	200	200	200	200	200	200	2,000	
7	Amalgamation of stages and Final publication of LR ROR	DLR&S	0	0	0	6	6	5	0	0	0	5	5	6	33	
8	Disposal of Conversion petitions	DLR&S	5,000	4500	3000	0	0	0	4500	5500	6000	3000	4500	6000	42000	
9	Construction of Modern Record Room	DLR&S	1	1	1	0	0	0	0	0	0	0	2	1	6	
10	Process proposal for Long Term Lease of land retained under Sec 6(1) (g) read with Sec 6(3) of the WBEA Act, 1953 in terms of Section 4B(2) of the WBLR Act, 1955 as and when received from DLR & S, W.B.	LP Branch														As per proposal received
11	Monitoring of lease of tea garden whose land is retained under Sec 6(1)(f) read with Sec 6(3) of the WBEA Act, 1953: Renewal, fresh lease, resumption, proceeding for lease determination etc.	LP Branch														As per proposal received

Sl. No.	Subject	Section/ Office	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Cumulative	Remarks
12	Amendment of WBLR Act, 1955; and when specific proposal comes and approved by the Hon'ble MIC, L&LR.	LP Branch														As per proposal received
13	Proposal for amendment of WBEA Act, 1953	LP Branch														As per proposal received
14	Long term settlement of land	GE(M) Branch														As per proposal received
15	Inter Departmental Transfer of land	GE(M) Branch														As per proposal received
16	Government of India related transfer of land	GE(M) Branch														As per proposal received
17	STL of Tanks, Fisheries, Ferries etc.	GE(M) Branch														As per proposal received
18	Issuance of Free Hold Title Deeds	RR&R Branch	330	330	409	433	325	331	331	339	433	302	333	441	4,337	
19	District Level Review Meeting	DLR&S	3 districts in each month													
20	State Level Conference	Department/ DLR&S	To be held in every alternative month													

Law Department

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

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

Department of Industry, Commerce, Enterprises

Activity/Target	
January – 2022	
1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Uploading of DSRs of different districts in website of DMM.
3.	DPR for NH-34 access connectivity from NH-34 to Haringhata Industrial Park, Nadia
4.	DPR for internal road construction work at Ph-III of Barjora Industrial Park, Bankura
5.	Completion of Intercom and EPBX Work at Gems & Jewellery Park at Ankurhati, Howrah.
6.	Floating of Tender by PWD for complete restoration and restructuring of Road No 9 by engaging a design Consultant.
7.	Floating Tender for Digital Survey Work at Industrial Park of Bishnupur at Bankura District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
8.	Execution of Mining Lease Deed for Hatgacha Stone Mine, Birbhum
February – 2022	
1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Scrutiny of DSR of In-situ Minor minerals of 05 no of districts.
3.	Procedure for selection of Contractor and PMC for the construction of Truck Terminal 2 at Panagarh Industrial Park
4.	DPR for basic infrastructure development works at Haringhata Industrial Park
5.	Completion of water proofing work of outer wall of CFB building of Shilpangan, Salt Lake
6.	Completion of duct room repairing work of SDF-1 & 2 building of Shilpangan, Salt Lake
7.	Completion of Milan Mela rejuvenation
8.	Floating Tender for Digital Survey Work at Industrial Park of Uluberia at Howrah District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
9.	Commencement of Mine Development at Hatgacha-Jethia Stone Mine, Birbhum
March – 2022	
1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Floating of RFP for selection of contractor and PMC for Ph-I infrastructure development works at Haldia Industrial Park, Purba Medinipur Industrial Park.
3.	Completion of Repairing Works for Gems & Jewellery Park at Ankurhati, Howrah.
4.	Completion of temporary repairing work of Road No 9 by PWD Dept. at Panagarh Industrial Park
5.	Completion of construction of Revised Gas Bank at Gems & Jewellery Park, Ankurhati
6.	Completion of construction of Budge Budge Garment Park, Ph-II
7.	Completion of Civil works for Rest House at Vidyasagar Industrial Park, Kharagpur
8.	Construction of Another Entry point from NH-60 to VIndustrial Park, KGP
9.	Commissioning of revamped Silpasathi Web-portal
10.	Selection of agency for development of Tajpur port
11.	Floating Tender for Digital Survey Work at Industrial Park of Kalyani under Nadia District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
12.	Commencement of Digital Survey Work at Industrial Park of Bishnupur at Bankura District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
13.	Commencement of Production at Hatgacha-Jethia Stone Mine, Birbhum

April – 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Final Scrutiny and Final Acceptance of DSR of In-situ Minor minerals of 05 no of districts.
3.	Process of tendering for internal road construction work at Ph-III of Barjora Industrial Park, Bankura
4.	Floating of Tender by PWD for complete restoration and restructuring of Road No 9 by engaging a Contractor
5.	Floating Tender for Digital Survey Work at Industrial Park of Dabgram under Jalpaiguri District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
6.	Commencement of Digital Survey Work at Industrial Park of Uluberia at Howrah District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
7.	Execution of exploration and commencement of Mine Development at Palsara-III Mine, Purulia
8.	Commencement of private land procurment at Gourangdih ABC Coal Mine, Paschim Bardhaman
9.	Execution of Silica Sand bearing areas of Sonamukhi and Barjora, Bankura

May, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Award of contract for internal road construction work at Ph-III of Barjora Industrial Park, Bankura
3.	Initiating tender process for basic infrastructure development on Raghunathpur Industrial area
4.	Floating Tender for Digital Survey Work at Industrial Park of Coochbehar under Coochbehar District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
5.	Commencement of Digital Survey Work at Industrial Park of Kalyani at Nadia District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
6.	Commencement of pre-mining activity at Palsara-I Mine, Purulia

June, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Proposal for approval to undertake exploration of Major Mineral using NMET fund.
3.	Engagement of Agency for Landscaping and Beatification work at Panagarh Industrial Park, Paschim Bardhaman.
4.	Completion of Digital Survey Work at Industrial Park of Bishnupur at Bankura District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
5.	Commencement of Digital Survey Work at Industrial Park of Dabgram at Jalpaiguri District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.

July, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Proposal for committee framing for fixation of Base-price and Tender for composite license of In-situ Minor Minerals. Selection of agency for maintenance of internal roads for Panagarh, PH-I (road no. 1,3& 4)
3.	Completion of Digital Survey Work at Industrial Park of Uluberia at Howrah District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
4.	Commencement of Digital Survey Work at Industrial Park of Coochbehar at Coochbehar District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.

August, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Follow up of earlier two proposals regarding approval to undertake exploration of Major Mineral using NMET fund and committee framing for fixation of Base-price and Tender for composite license of In-situ Minor Minerals.
3.	Initiating tender process for selection of Agency for maintenance of Road No 2, 3 and 7 of Panagarh Industrial Park
4.	Completion of Digital Survey Work at Industrial Park of Kalyani at Nadia District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.
5.	Lease execution of Gourangdih ABC Coal Mine

September, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Follow up of earlier two proposals regarding approval to undertake exploration of Major Mineral using NMET fund and committee framing for fixation of Base-price and Tender for composite license of In-situ Minor Minerals.
3.	Completion of construction works of Truck Terminal 3 at Panagarh Industrial Park
4.	Completion of Digital Survey Work at Industrial Park of Dabgram at Jalpaiguri District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.

October, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Follow up of earlier two proposals regarding approval to undertake exploration of Major Mineral using NMET fund and committee framing for fixation of Base-price and Tender for composite license of In-situ Minor Minerals.
3.	Completion of water supply project at Rishi Bankim Shilpaudy, Naihati
4.	Completion of Digital Survey Work at Industrial Park of Coochbehar at Coochbehar District of West Bengal showing all permanent features, i.e., roads, pavement, nullah, waterbodies, temple, masjid, electrical towers, OHR, pump house etc. and boundary of each allotted unit.

November, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Preliminary geological exploration for Silica Sand and Dimensional Stone.
3.	Completion works of Truck Terminal 1 at Panagarh Industrial Park
4.	Completion of construction work of Conference hall within V Industrial Park, KGP

December, 2022

1.	Approval of Mining Plans on Riverbed Sand, Brick Earth materials and In-situ Minor Mineral deposits.
2.	Preliminary geological exploration for Silica Sand and Dimensional Stone.
3.	Completion of Water Intake Point by PHE Dte for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.
4.	Completion of Water Treatment Plant by PHE Directorate for Water Supply Project at Panagarh Industrial Park, Paschim Bardhaman.
5.	General review for the progress of the work in work schedule of the calendar year

LEGAL REMEMBRANCER GOVERNMENT OF WEST BENGAL

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

Department of Mass Education Extension & Library Services

Month 2022	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
January	<ol style="list-style-type: none"> 1. Process for release of Maintenance Grants under the sector, State Development scheme for 8 Welfare Homes. 2. Proposals for NR grant for 2 Welfare Homes to be proposed. 3. Proposal for Non-Recurring (NR) Grant to 3 special schools to be processed. 4. Allotment of Fund towards Hostel Subsidy and Contingency for the students with special need of 4 Sponsored Special Schools. 5. Holding review meeting with District level officers of South Zone. 6. Inspection of 4 Special Schools. 	<ol style="list-style-type: none"> 1. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2. Organizing of District Book Fair in a few districts. 3. Completion of process of advertisement regarding financial assistance to Non-Government and Non-Sponsored Libraries. 4. LLA Meeting in some Districts.
February	<ol style="list-style-type: none"> 1. Release of Maintenance Grants for 20 Welfare Homes. 2. Process for releasing non-recurring grants for 2 welfare Homes. 3. Sports for the inmates of Social Welfare Homes at State Level. 4. Release of NR grant to Sponsored Special schools. 5. Release of grants towards Hostel Subsidy and Contingency for the students with special need of 35 Sponsored Special Schools. 6. Inspection of 3 Social Welfare Homes and 3 Special Schools by the Directorate. 7. Holding review meeting with District level officers of West Zone. 	<ol style="list-style-type: none"> 1. Meeting with District Library Officers for Audit Report, Court Matter & Development Proposals. 2. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3. Completion of Selection process for financial assistance to Non-Government and Non-Sponsored Libraries. 4. LLA Meeting in some Districts.
March	<ol style="list-style-type: none"> 1. grant for Scholarship for about 3000 students with special need studying in class-IX and onwards to be released. 2. Release of Grants towards reference book for the inmates of Welfare Homes. 3. Educational tour for the inmates of Welfare Home will be organised. 4. Release of Maintenance Grants for 20 Welfare Homes. 5. Release of grants towards Hostel Subsidy and Contingency for the students with special need of 35 Sponsored Special schools. 6. Educational Tour for the students of sponsored Special Schools to be organised. 7. Holding review meeting with district level officers of North Zone. 	<ol style="list-style-type: none"> 1. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 2. Review meeting with District Library Officers for Devolvment Proposals.

Month 2022	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
April	<ol style="list-style-type: none"> 1. Holding review meeting with District level officers of South Zone. 2. Updating data bank for students and inmates of Special Schools and Welfare Homes. 3. Inspection of 5 Sponsored Special Schools and 5 Welfare Homes by the Directorate. 4. Collection of data regarding present status of existing Recognised Schools. 	<ol style="list-style-type: none"> 1. Meeting with District Library Officers for Budget Allocations for the year 2022-2023. 2. LLA Meeting in some Districts. 3. Processing as well as release of Maintenance Grant from Administrative Expenditure Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 4. Meeting with the members of State Library Council.
May	<ol style="list-style-type: none"> 1. Release of Maintenance Grants for 30 Welfare Homes. 2. Release of grants towards Hostel Subsidy and Contingency for the students with special need of 40 Sponsored Special Schools. 3. Review meeting with District level Officers of West Zone. 4. Review Meeting with Superintendent of Homes. 	<ol style="list-style-type: none"> 1. Processing of development proposals. 2. Review meeting with District Library Officers for improvement of Community Library cum Information Centers. 3. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.
June	<ol style="list-style-type: none"> 1. Advertisement inviting proposals from NGOs towards recognition of Special Schools. 2. 5 proposals for non-recurring grants for Welfare Homes to be processed. 3. 5 proposals for Non-recurring Grant for Special Schools to be processed. 4. Updating data bank of the employees of Sponsored Special Schools and Welfare Homes. 5. Inspection of 2 Welfare Homes and 2 Special Schools by the Directorate. 6. Review meeting with the District level Officers of North Zone. 	<ol style="list-style-type: none"> 1. LLA Meeting in some Districts. 2. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3. Review meeting with District Library Officers for Public Grievance and Court matters.
July	<ol style="list-style-type: none"> 1. Implementation of Tree Plantation Programme in the campus of Sponsored Special Schools and Welfare Homes. 2. 6 proposals of non-recurring Grant for Welfare Home to be processed. 3. 6 proposals for NR Grant for Special Schools to be processed. 4. Inspection of 6 Welfare Homes and 4 Special Schools by the Directorate. 5. Review meeting with the District level Officers of South Zone. 	<ol style="list-style-type: none"> 1. Meeting with District Library Officers for Observance of Public Library Day on 31.08.22. 2. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries. 3. Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 4. LLA Meeting in some Districts.

Month 2022	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
August	<ol style="list-style-type: none"> 1. Processing of proposal towards grants for festival garments for students with special need and inmates of Welfare Homes. 2. 5 Proposals for NR Grant for Special Schools to be processed. 3. Release of Fund towards Maintenance Grant in favour of 50 Welfare Homes. 4. Release of fund for Hostel Subsidy & Contingency for 74 Special Schools. 5. Inspection of 4 Welfare Homes and 6 Special Schools by the Directorate. 6. Advertisement inviting applications from eligible students with disabilities and inmates of Welfare Homes for Felicitation Programme to be published. 7. Review meeting with the district level Officers of West Zone. 	<ol style="list-style-type: none"> 1. Observance of Public Library Day in all District and at the State Level on 31/08/2022. 2. Processing of Development proposals. 3. Review meeting with the District Library Officer and Librarians on Construction Repair Renovation work of the Govt., Govt. Sponsored and Govt. Aided Libraries, collection of U.Cs & Reconciliation of A/cs.
September	<ol style="list-style-type: none"> 1. Observance of International Literacy Day, 2022 at State, District level etc. 2. Felicitation Programme for specially abled students and inmates of Welfare Homes who excelled in Madhyamik Pariksha & Higher Secondary Examination held in 2022. 3. Advertisement inviting application from eligible specially abled students, students, studying in class IX and onwards for awarding scholarship to be published. 4. 5 proposals releasing NR Grants for Special Schools to be processed. 5. Advertisement inviting application from non-recognised, non-sponsored Institutions for Specially abled students and Welfare Homes for release of ONE TIME GRANTS (OTG) to be published. 6. Inspection of 4 Sponsored Special Schools and 4 Welfare Homes by the Directorate. 7. Review meeting with the District level Officers of North Zone. 	<ol style="list-style-type: none"> 1. Organising meeting with the Publishers and Book-sellers Associations for District Book Fair Calendar 2022-23. 2. LLA meeting in some Districts. 3. Processing of Development proposals. 4. Meeting with the members of the State Library Council.
October	<ol style="list-style-type: none"> 1. Release of Grants towards Festival garments for students with special need and the Inmates of Welfare Homes under the Sector, State Development Scheme. 2. Organizing awareness campaign on pollution Control amongst the students and Inmates through competition. 3. 3 proposals for Non-recurring Grants for welfare Homes to be processed. 	<ol style="list-style-type: none"> 1. Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. 2. Meeting with the District Library Officers for District Book Fair. 3. Processing as well as release of Plan Fund to some Govt., Govt.Sponsored and Govt.Aided Libraries.

Month 2022	Proposed Activities of Directorate of Mass Education Extension	Proposed Activities of Directorate of Library Services
October	<ol style="list-style-type: none"> 2 proposals for Nr Grants for Special Schools to be processed. Processing of proposals towards recognition of Special Schools. Review meeting with the district level Officers of South Zone. 	<ol style="list-style-type: none"> LLA meeting in some Districts.
November	<ol style="list-style-type: none"> Processing for release of One Time Grant (OTG) for non-recognised, non-sponsored Special Schools and Social Welfare Homes under the Sector, State Development Scheme. Release of fund to 20 Special Schools for Hostel Subsidy and Contingency. 4 Proposals for Maintenance Grant for Special Schools to be processed. Inspection of 4 Welfare Homes and 6 Special Schools by Directorate. Review meeting with the District Mass Education Extension Officers of West Zone. 	<ol style="list-style-type: none"> Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. Processing as well as release of Plan Fund to some Govt., Govt.Sponsored and Govt.Aided Libraries. 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. Organising of District Book Fairs in some Districts.
December	<ol style="list-style-type: none"> Processing for release of grants under Sector, State Development Scheme for Scholarship to Specially abled students studying in class IX & onwards. Finalization of proposals, towards recognition of Special Schools. Release of Grants towards School Shoes and Bags for the Inmates of Welfare Homes & the Students with special need under the Sector, State Development Scheme. 5 proposals for Non-recurring Grant for Welfare Homes to be processed. Home wise Sports and Cultural competition amongst the inmates of Welfare Homes to be organized. Inspection of 4 Sponsored Special Schools and 3 Welfare Homes by the Directorate. Review meeting with the District level Officer of North Zone. 	<ol style="list-style-type: none"> Process for advertisement for admission in certificate course in Library and Information science at Peoples Janata College, Banipur, North 24 PGS. Organising of District Book Fairs in some Districts. Organising Seminar, Workshop, awareness programme in Government, Government Sponsored Libraries. Processing as well as release of Plan Fund to some Govt., Govt. Sponsored and Govt. Aided Libraries.

Department of Minority Affairs and Madrasah Education

Sl. No.	Organisation Name	January	February	March	April
1.	West Bengal Minorities' Development & Finance Corporation	<ul style="list-style-type: none"> Sanction and distribution of 200 Education Loan, 500 Term Loan, Self Help Group Loan (DLS) - 5000 SHG members. Milan Utsav for 7 days with 5,00,000 visitors & 200 stalls depending upon the approval of the appropriate authority. Organizing Education Loan counseling camps and review of recovery of different loan schemes. Online Coaching for Combined Services for 200 candidates. 	<ul style="list-style-type: none"> Disbursement of residual scholarships under Aikyashree (Pre-Matric, Post-Matric and Merit-cum-Means scholarship) and other schemes. Sanction and distribution of 150 Education Loan, Sanction of residual cases of Term Loan & Self Help Group Loan (DLS) - 5000 SHG members. Commencement of Skill Training in MSME Tool Room for 250 candidates. Commencement of Skill Training in NIFT for 140 candidates. 	<ul style="list-style-type: none"> Finalizing the yearly Target of different Scholarship scheme for 2022-23. Preparation of Annual Action Plan of WBMDFC for 2022-23. Finalizing the yearly Target of different Loan schemes for 2022-23. Commencement of Coaching for Police Constable of 3000 candidates. Sanction & Distribution of Students Education Loan - 300, Self Help Group (DLS)-residual of 2021-22. 	<ul style="list-style-type: none"> Preparation of action plan of "Aikyashree" (Pre-Matric, Post-Matric and Merit-cum-Means), TSP and SVMCM scholarships. Review meeting with School Education Deptt, Bank etc. for scholarship. Organizing 3 days' Orientation-cum-Training for all the staff-members of Education Section and Education Supervisors of WBMDFC. Training of Office Staff on office procedure and accounts etc. On-going Workshop for all Field Staffs for Loan Schemes Review of previous years' Achievements, Documentation etc. Sanction & Distribution of Education Loan to 100 Students

Sl. No.	Organisation Name	January	February	March	April
2.	Director of Madrasah Education	<ul style="list-style-type: none"> • Distribution of School Dress, Bags & Shoes to all students of class I-VIII of 615 recognized aided Madrasahs & 497 MSKs/SSKs. • Setting up of 100 Computer Lab in Govt. Aided Recognized Madrasahs 	<ul style="list-style-type: none"> • Distribution of incentive to all girl students (141293) of class IX-XII of 615 recognized aided Madrasahs. 	<ul style="list-style-type: none"> • Review meetings for Improvement of facilities in English Medium Model Madrasahs. 	<ul style="list-style-type: none"> • Preparation of action plan for improvement of facilities in English Medium Model Madrasahs.
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> • Participation in the World Book fair organized by National Book Trust. • To organize 14th All India Urdu Book Fair. • Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. • Releasing of Published Books. • Organizing functions of Shaam-e-Adab. • Commencement of Free Coaching Centres. • Participation in the Kolkata Book Fair organized by Guild Publishers and Book Sellers • Commencement of Computer Training Course. 	<ul style="list-style-type: none"> • Inviting applications for Grant to Urdu Libraries. • Inviting applications for subsidy on manuscript. • Inviting applications for scholarship for class VI to X. • Commencement of Teaching of Bengali as extracurricular activity in Junior High Classes of Urdu medium schools. 	<ul style="list-style-type: none"> • Organizing functions of Shaam-e-Adab. • Organizing Workshop on creative writing in Urdu. 	<ul style="list-style-type: none"> • Disbursement of scholarship for class VI to X. • Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. • Commencement of 1 yr Urdu Language course. • Commencement of 1 yr Arabic Language course. • Commencement of 2 year Kitabat Training Course.

Sl. No.	Organisation Name	January	February	March	April
4.	Aliah University	<ul style="list-style-type: none"> Preparation of norms and regulations for conducting AUAT-2022 examinations. Organising Student Development Programme (soft-skill & aptitude) for pre-placement 	<ul style="list-style-type: none"> Appointment of Chairman & Vice-Chairman for AUAT-2022 Meeting of Academic Council Meeting of Finance Committee Meeting of Executive Council 	<ul style="list-style-type: none"> Advertisement for admission to undergraduate and postgraduate programmes through AUAT-2022 Engineering, Science and Humanities 	<ul style="list-style-type: none"> Online application process of AUAT-2022 Placement drive(s) for students of Engineering, Science and Humanities
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> Review of Curriculum & Syllabus - One workshop (virtual or physical) will be organised. Training of 50 teachers including H.M.(virtual workshop) Administrative meeting in the district for the HM/ Alim and Fazil Examination. 	<ul style="list-style-type: none"> Conduct of High Madrasah, Alim & Fazil Examination. 	<ul style="list-style-type: none"> Review of existing text books in particulars Bengali text books of class VI - One workshop (Virtual or physical) will be organised. Distribution of answer scripts to the Head Examiners. 	<ul style="list-style-type: none"> Review of Bengali text books of class VII - One workshop (Virtual or physical) will be organised. Collection of Marks from Head Examiners.

Sl. No.	Organisation Name	January	February	March	April
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> Receipt of Applications for 7th State Level Selection Test (Assistant Teacher) [7th SLST (AT)] 	<ul style="list-style-type: none"> Processing of Applications of 7th State Level Selection Test (AT) Processing and Recommendation of Die-in-Harness cases, if any 	<ul style="list-style-type: none"> Selection of Examination Centres for conduction of Teacher Eligibility Test/ Preliminary Test of 7th State Level Selection Test (AT) Organizing meetings with Venue-in-Charges and other Officials for conduction of Teacher Eligibility Test/Preliminary Test of 7th State Level Selection Test (AT) 	<ul style="list-style-type: none"> Conduction of Teacher Eligibility Test/ Preliminary Test of 7th State Level Selection Test (AT) Processing and Recommendation of Mutual Transfer cases, if any
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Selection of Trainers for Training of Trainers for Haj-2022 (District wise) at Kolkata. Selection of Khadim-ul-Hujjaj for Haj-2022. Announcement for Free residential WBCS coaching at Haj Tower (2nd Batch) 	<ul style="list-style-type: none"> Commencement of Payment of 1st installment by selected Pilgrims & Collection of receipts. Training of Trainers programme at HCoI, Mumbai. WBCS Coaching Entrance Test. 	<ul style="list-style-type: none"> Training Programmes of Haj Pilgrims at District Level. Submission of original passports of Pilgrims along with payment receipt of 1st installment to HCoI, Mumbai. Commencement of WBCS Coaching Classes. 	<ul style="list-style-type: none"> Training Programme of Haj Pilgrims at District Level. Completion of renovation work and furniture installation at all the three (3) buildings, Madinat-ul-Hujjaj, New Town. Haj preparedness meeting to be chaired by Chief Secretary.
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Review of Administration, Protection, Supervision and Development of Auqaf Scheme 2013. Review of legal matters of Board. Review of collection of Wakf contribution as per Section 72 of the Wakf Act. 	<ul style="list-style-type: none"> Review of functioning of Wakf Hostels. Review of the Wakf Estates under Direct Management. Review of lease matters of the Wakf Estates. 	<ul style="list-style-type: none"> Review of e-office working in the Board. Review of the functioning of all sections of Wakf Board. 	<ul style="list-style-type: none"> Yearly review and performance meeting of the Board. Disbursement of Eid grant and beneficiaries allowances.

Sl. No.	Organisation Name	January	February	March	April
9.	West Bengal Minorities Commission	<ul style="list-style-type: none"> Study Tour at Murshidabad District Study Tour at Hooghly District 	<ul style="list-style-type: none"> Study Tour at North 24 Parganas District Study Tour at South 24 Parganas District 	<ul style="list-style-type: none"> Study Tour at Malda District Study Tour at Dakshin Dinajpur District Study Tour at Uttar Dinajpur District 	<ul style="list-style-type: none"> Study Tour at Darjeeling District Study Tour at Jalpaiguri District Study Tour at Kalimpong District
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> Review of implementation of Madrasah related schemes including distribution of text books. Review meeting with District for proper utilization of budgetary funds under different schemes. Review of various issues of Aliah University Review of construction & operationalization of KT's with PWD & Districts authorities. Review of all schemes with the DMs, ADMs & DOMAs. 	<ul style="list-style-type: none"> Review of scholarship schemes of WBMDFC. Review of the functioning of Urdu Academy including operationalization of Regional Office of Urdu Academy at Asansol & Islampur. Release of 2nd installment of fund under IMDP, Boundary Wall around Graveyard, DMWRP & MDW Schemes. Review of construction & operationalization of KT's with PWD & Districts authorities. 	<ul style="list-style-type: none"> Review of the functioning of women Hostels under Board of Auqaf. Release of fund under Scheme for infrastructure development through assistance to NGO. Review of disbursement under Term Loans and DLS. Review of construction & operationalization of KT's with PWD & Districts authorities. 	<ul style="list-style-type: none"> Review of IMDP, MsDP, DMWRP, Boundary Wall & MDW Schemes. Preparation of action plan for scholarship & loan schemes. Review of the working of Madrasah Board. Review of construction & operationalization of KT's with PWD & Districts authorities.

Sl. No.	Organisation Name	May	June	July	August
1.	West Bengal Minorities Development & Finance Corporation	<ul style="list-style-type: none"> Sanction and distribution of 500 Term loan Sanction & Distribution of Education Loan -150 Students, Self Help Group Loan (DLS) - 3000 SHG members. Intensive awareness campaign of various loan schemes at district level and block level. Profile updation of the institutes for Aikyashree scholarship and other Scholarship schemes. Review of recovery of different loan schemes. 	<ul style="list-style-type: none"> Review of recovery of different loan schemes. Organising special recovery camp at different Districts. Sanction & distribution of Self Help Group Loan (DLS)-5000 SHG members & 100 Students of Education Loan. Review meeting with district level Officers for scholarship & Students Education Loan. 	<ul style="list-style-type: none"> Advertisement for different scholarship & Students Education Loan in important Daily Newspapers & other important Places at District, Sub-division & Blocks and school level. Holding meetings with Nodal teachers of minority dominated institutions along with concerned BDO/DI/SI of school education departments. Review of progress of different loan with district level officials. Sanction and distribution of Education Loan-100 Students, Term Loan -300 nos. & Self Help Group Loan (DLS) - 5000 members. 	<ul style="list-style-type: none"> Distribution of scholarship of Haji Mohammed Mohsin to 100 nos. of Meritorious Students (Madhyamik, High Madrasah and Alim Examination-2021) Intensive awareness campaign on scholarships at district level and block level. Review and monitoring on the progress of different scholarships. Coaching for Army recruitment (residential) of 300 candidates. Sanction & distribution of Term Loan to 700 persons, Self Help Group Loan (DLS) - 5000 members, Education Loan to 300 renewal Students.
2.	Director of Madrasah Education	<ul style="list-style-type: none"> Distribution of laboratory equipment's/ instruments in aided Madrasahs. 	<ul style="list-style-type: none"> Review of infrastructure of 615 Madrasahs and MSKs/SSKs. 	<ul style="list-style-type: none"> Allotment of girls' toilet & drinking water facilities to aided Madrasahs & MSKs/SSKs. 	<ul style="list-style-type: none"> Improvement of library & reading room & distribution of library books to all 615 Madrasahs.

Sl. No.	Organisation Name	May	June	July	August
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> • Review of performance of free coaching centre. • Review of performance of Bengali Language study centre. • Inviting applications from Colleges & Universities for grant for seminar. 	<ul style="list-style-type: none"> • Inviting applications of Book Grant for Madhyamik, High Madrasah and Higher Secondary Passed students. • To felicitate the successful students from Free Coaching Centre. • Functions of Shaame Adab. • Disbursement of Grant for Seminars to 10 educational Institutions. 	<ul style="list-style-type: none"> • Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. • Commencement of Computer Training Course. • Purchase of books for Central Urdu library. • Organizing National level Seminar. 	<ul style="list-style-type: none"> • Inviting application for scholarship Class XI to M.A. • To start the process of literary awards.
4.	Aliah University	<ul style="list-style-type: none"> • Conducting AUAT-2022 Examinations for admission to various academic programmes • End-semester examinations • Meeting of Academic Council • Meeting of Finance Committee • Meeting of Executive Council 	<ul style="list-style-type: none"> • Declaration of AUAT-2022 results • Organising training programme for pre-placement for the students • Declaration of end-semester results • Advertisement for Ph.D. Programme • Placement drive(s) for students of Engineering, Science and Humanities 	<ul style="list-style-type: none"> • Completion of admission procedure for undergraduate and postgraduate programmes • Placement drive(s) for students of Engineering, Science and Humanities 	<ul style="list-style-type: none"> • Orientation programme and fresher's welcome for new academic session • Meeting of Academic Council • Meeting of Finance Committee • Meeting of Executive Council • Placement drive(s) for students of Engineering, Science and Humanities

Sl. No.	Organisation Name	May	June	July	August
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> Review of English version text books of classes V to VIII - One workshop will be organized. Training of 50 teachers including H.M. (virtual workshop) Training of Head of the English Medium Madrasahs. (virtual workshop) 4. Publication of Result. 	<ul style="list-style-type: none"> Review of Urdu version text books of classes I to VIII - One workshop will be organised. Training of 50 teachers including H.M. (virtual workshop) Training of Asst. Teachers of English Medium Madrasahs. (virtual workshop) Distribution of forms for Registrations of Class IX 	<ul style="list-style-type: none"> Review of Bengali text books of class VII - One workshop will be organised. Registration of Class IX and verification of checklist of class X. 	<ul style="list-style-type: none"> Review of English version text books and Urdu version text books of classes IX & X - One workshop will be organised. Training of 50 teachers including H.M. (virtual workshop) Collection of checklist of class X.
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> Evaluation of answer scripts of Teacher Eligibility Test / Preliminary Test of 7th State Level Selection Test (AT) 	<ul style="list-style-type: none"> Result of Teacher Eligibility Test/Preliminary Test of 7th State Level Selection Test (AT) Processing and Recommendation of Die-in-Harness cases, if any 	<ul style="list-style-type: none"> Conduction of Main Examination of 7th State Level Selection Test (AT) 	<ul style="list-style-type: none"> Evaluation of answer scripts of Main Examination of 7th State Level Selection Test (AT) Processing and Recommendation of Mutual Transfer cases, if any
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Preparation of City Check-in at Madinat-ul-Hujjaj. Visit to Airport for creation of Infrastructure and other issues relating to Haj Operation - 2022 Arrangement of Vaccination Camps at Sub-Divisional Level. 	<ul style="list-style-type: none"> Departure intimations to Pilgrims also informing them about COVID-19 Protocol. Receiving of Passports from Haj Committee of India after VISA endorsement. Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj-2022. 	<ul style="list-style-type: none"> Departure of Haj Pilgrims to Kingdom of Saudi Arabia for Haj - 2022 Arrival preparation. 	<ul style="list-style-type: none"> Return flights / arrival of Hajis from Kingdom of Saudi Arabia. Facilitation of Passport Application for Haj - 2023

Sl. No.	Organisation Name	May	June	July	August
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Preparation for felicitations to Imam & Moazzin by Hon'ble CM in Eid. Review of applications for registration of Waqf Estates and appointment of Mutwallis. Review of survey of Waqf Estates. 	<ul style="list-style-type: none"> Review of functioning of Waqf Hostels. Review of progress of Development of Waqf Properties. Organizing awareness Camp with Mutawallis, Imams & Moazzins. Review of legal matters of Board. 	<ul style="list-style-type: none"> Review, disbursement of honorarium to Imams and Moazzin. Organizing Lok Adalat at office premises on Waqf matter. Review of development of Waqf Estates and preparation of action plan. 	<ul style="list-style-type: none"> Review of the Waqf Estates under Direct Management. Inviting applications for stipend to the poor and meritorious students.
9.	West Bengal Minorities Commission	<ul style="list-style-type: none"> Study Tour at Jhargram District 	<ul style="list-style-type: none"> Study Tour at Nadia District 	<ul style="list-style-type: none"> Study Tour at Birbhum District 	<ul style="list-style-type: none"> Study Tour at Purba Bardhaman District Study Tour at Paschim Bardhaman District
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> Review of functioning of Hostels including timely disbursement of Maintenance Allowance Review of all schemes with the DMs, ADMs & DOMAs. Review of construction & operationalization of KTIs with PWD & Districts authorities. 	<ul style="list-style-type: none"> Review of implementation of Right to Public Service Delivery Act. Release of budgetary fund to parastatal organisation. Setting target for Housing Scheme for Destitute Women. Release of fund under IMDP. Review of Coaching and Skill Dev. Schemes of WBMDFC. Submission of proposals under MsDP to Govt. of India. Review of construction & operationalization of KTIs with PWD & Districts authorities. 	<ul style="list-style-type: none"> Setting up the targets for construction of ACR, Drinking water facility, Toilets, Provision of computers in Govt aided Madrasahs/SSKS/MSKS. Review of all schemes with the DMs, ADMs & DOMAs. 	<ul style="list-style-type: none"> Review of Loans and Scholarships, MSDP and IMDP and other schemes with district level officers. Review of Madrasah matter including smart class room scheme. Review of the functioning of Board of Auqaf. Review of Minority Dev. & welfare schemes.

Sl. No.	Organisation Name	September	October	November	December
1.	West Bengal Minorities Development & Finance Corporation	<ul style="list-style-type: none"> Review and monitoring of the progress of different scholarship schemes. Review of verification of different Scholarship Scheme. Review of recovery of loan. Disbursement of Self Help Group Loan (DLS) - 6000 Members, Term Loan to 300 persons. Sanction & Distribution of Education Loan -200 renewal Students. Sanction & distribution of Aikyashree Scholarship for renewal candidates 	<ul style="list-style-type: none"> Review and monitoring of scrutiny of online scholarship application for Institution/district level for Aikyashree Scholarship and TSP & SVMCM Scholarship. Sanction & distribution of Term Loan (300 nos.), Self Help Group Loan (DLS)-4000 members. Review and monitoring of the progress of different Loan scheme at district level. 	<ul style="list-style-type: none"> Review of verification of "Aikyashree" TSP and SVMCM. Processing of loan recovery camp at the Minority concentrated districts. Training on EDP for 100 candidates. Disbursement of Education Loan - 150 renewal Students, Term Loan 800 & Sanction of Self Help Group Loan (DLS) -5000 SHG members. Completion of Internal Audit of the Corporation for 2021-22. Sanction & Distribution of Aikyashree Scholarship for fresh and renewal candidates. 	<ul style="list-style-type: none"> Completion of verification process of Pre-Matric, Post-Matric, Merit-cum-Means and TSP scholarship schemes. Disbursement of Pre-Matric, Post-Matric and Merit-cum-Means scholarship under Aikyashree Scheme and TSP & SVMCM Scholarships schemes. Awareness cum distribution of loan at the district (Term Loan-1000, Self Help Group Loan (DLS) - 8,000 SHG members & Education Loan-100 renewal Students.) Recovery Camps at the poor recovery areas at different Blocks.
2.	Director of Madrasah Education	<ul style="list-style-type: none"> Improvement of building of Jr. High/High & H.S. Madrasahs including Alim/Fazil Madrasahs & MSKs/SSKs. 	<ul style="list-style-type: none"> Review of infrastructure of 497 MSKs/SSKs and improvement of infrastructure wherever required. 	<ul style="list-style-type: none"> Distribution of Equipment's & furniture in recognized aided Madrasahs & Upgradation of Jr. High Madrasahs. 	<ul style="list-style-type: none"> Printing/Distribution of Text Books to all students of Govt.Aided Madrasahs/MSKs/SSKs. Setting up of 100 Smart Classes/ICT in Govt. Aided Recognized Madrasahs.

Sl. No.	Organisation Name	September	October	November	December
3.	West Bengal Urdu Academy	<ul style="list-style-type: none"> Organizing functions of Shaam-e-Adab. Review of performance of Free Coaching & Bengali language Course study centre. Disbursement of Book Grant for Madhyamik, High Madrasah and Higher Secondary Passed students Inviting application for Post-Matric Scholarship. 	<ul style="list-style-type: none"> Publication of Rooh-e-Adab, West Bengal Urdu Academy's literary Journal. 	<ul style="list-style-type: none"> Disbursement of scholarship for class XI to M.A. 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. Inviting applications from Colleges and Universities for grant for Seminar. 	<ul style="list-style-type: none"> Disbursement of books to Urdu Libraries under the scheme of Grant to Urdu libraries. Organizing functions of Shaam e Adab.
4.	Aliah University	<ul style="list-style-type: none"> Completion of admission process for Ph.D. Organise Awareness Programme for NET/GATE Placement drive(s) for students of engineering, science and humanities 	<ul style="list-style-type: none"> Review of the performance of students particularly the weaker students and follow-up Review of the functioning of Training & Placement Cell 	<ul style="list-style-type: none"> Sports activities End-semester examinations Organising training programme for placement of students Meeting of Academic Council Meeting of Finance Committee Meeting of executive council Memorial lecture on Abul Kalam Azad 	<ul style="list-style-type: none"> Submission of report for AUAT-2022 Declaration of end-semester results Student development programme (soft-skill & aptitude) for pre-placement
5.	West Bengal Board of Madrasah Education	<ul style="list-style-type: none"> Review of Bengali version text books of classes I to VIII - One workshop will be organised. Formation of DLAC Committee to finalize the centers for examination. 	<ul style="list-style-type: none"> Distribution of Registration Certificates and application forms of HM/Alim and Fazil Examination. 	<ul style="list-style-type: none"> Correction of total text books from classes I to X. Training of 50 teachers including H.M. (virtual workshop) 	<ul style="list-style-type: none"> Collection of filled up application forms of HM/Alim and Fazil Examination 2023.

Sl. No.	Organisation Name	September	October	November	December
6.	West Bengal Madrasah Service Commission	<ul style="list-style-type: none"> Result of Main Examination of 7th State Level Selection Test (AT) 2022 Processing of Online Applications for General Transfer Notification and Receipt of Online Applications for General Transfer 	<ul style="list-style-type: none"> Interview of 7th State Level Selection Test (AT) Receipt of Online Applications for General Transfer Processing and Recommendation of Die-in-Harness cases, if any 	<ul style="list-style-type: none"> Final Result of 7th State Level Selection Test (AT) 2022 Processing of Online Applications for General Transfer 	<ul style="list-style-type: none"> Counselling and Recommendation of empanelled candidates of 7th State Level Selection Test (AT) 2022 for recruitment of Assistant Teacher in different Madrasahs of West Bengal Processing and Recommendation of Mutual Transfer cases, if any Processing of Online Applications for General Transfer
7.	West Bengal State Haj Committee	<ul style="list-style-type: none"> Awareness Programme for Haj Pilgrimage - 2023. Facilitation of Passport Application for Haj-2023. 	<ul style="list-style-type: none"> Awareness Programme for Haj Pilgrimage - 2023. Facilitating of passport Application for Haj - 2023. Announcement of Haj-2023 by HCoI. Facilitating online HAF for Haj-2023. 	<ul style="list-style-type: none"> Online HAF-2023 facilitating and its ongoing process. 	<ul style="list-style-type: none"> Ongoing process of HAF-2023. Selection of Trainers for Training of Trainers for Haj-2023 (District wise) at Kolkata.
8.	Board of Auqaf, West Bengal	<ul style="list-style-type: none"> Resource mobilization meeting of the Board. Review of functioning of Wakf Hostels. Review of the Wakf Estates under Direct Management. 	<ul style="list-style-type: none"> Review of e-office working in the Board. Review of collection of Wakf contribution as per Section 72 of the Wakf Act. 	<ul style="list-style-type: none"> Organising LokAdalat at office premises. Review of legal matters of Board. Review of the working of all sections of Wakf Board. 	<ul style="list-style-type: none"> Disbursement of stipend to the poor and meritorious students. Review of the Wakf Estates under Direct Management. Organizing awareness Camp with Mutawallis, Imams & Moazzins.

Sl No.	Organisation Name	September	October	November	December
9.	West Bengal Minorities' Commission	<ul style="list-style-type: none"> • Study Tour at Bankura District • Study Tour at Purulia District 	<ul style="list-style-type: none"> • Study Tour at Howrah District • Study Tour at Kolkata District 	<ul style="list-style-type: none"> • Study Tour at Alipurduar District • Study Tour at Coochbehar District 	<ul style="list-style-type: none"> • Study Tour at Purba Medinipur District • Study Tour at Paschim Medinipur District • Observation of Minorities' Rights Day on 18th December, 2022
10.	Department & Directorate, MDW	<ul style="list-style-type: none"> • Review of Court Cases. • Review of the progress of Housing scheme for destitute minority women & submission of UC. • Review of functioning of English Medium Model Madrasahs. • Review of fund requirement of Parastatal Organisations. 	<ul style="list-style-type: none"> • Review of progress of various infrastructural works in Madrasahs. • Review of Public Services Delivery Act. • Review of Computer Aided learning and ICT at Madrasahs. • Review of Term Loan & DLS. • Review of scholarship enrolment status. • Review of the scheme for financial assistance to NGOs and sanctioning of new proposals. • Review of the functioning of Minority Hostels. • Review of all schemes with the DMs, ADMs & DOMAs. 	<ul style="list-style-type: none"> • Review of the implementation of different schemes of the MAME Deptt. & Directorate of MDW. • Release of fund for schemes under MsDP/IMDP/MDW. 	<ul style="list-style-type: none"> • Preparatory meeting on Madrasah Sports. • Review of court cases. • Review of Minorities Development and Welfare schemes. • Preparatory meeting for Budget.

DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISES & TEXTILES

I. Major Trainings / Capacity Development Intervention

Directorate of MSME	
1.	Training of newly recruited IDOs (from PSC Set-up)- November-December, 2022
West Bengal Khadi and Village Industry Board	
1.	Training Programme on skill development of artisans under Project Muslin, Ready Made Garments - 24-Pgs (N), Mekhla, E-Commerce/E-Marketing, Weaving Project etc will be continuing throughout the year.

II. Monthly/Quarterly Review Meetings

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

III. Welfare Schemes: Targets and Plan

Directorate of MSME - Welfare Schemes for Handicraft Artisans	
1.	Old Age Pension @Rs 1000 p.m. to artisans: To be provided to 3200 artisans
Directorate of Textile (Handloom) - Welfare Schemes for Handloom, Handicrafts and Khadi	
1.	Old age pension to the Handloom Artisans @ Rs. 1000/ month for 5904 weavers under Joy Bangla Scheme is to be targeted from January 2022 to December 2022
West Bengal Khadi and Village Industry Board - Welfare Schemes for Handloom, Handicrafts and Khadi	
1.	Janashree Beema Yojna 4000 Khadi artisans to be covered every quarter.
2.	Khadi and Polly Vastra Trust: 8500 Khadi artisans to be covered during the year

IV. Milestones (launches / Inauguration)

January, 2022

Directorate of MSME	
(a)	Distribution of Tool Kits to the stakeholders of Bhograpur Sitalpati Cluster Coochbehar
(b)	Distribution of Tool Kits to the stakeholders of Tufanganj Sitalpati Cluster Coochbehar
(c)	Electrification of Karma Tirtha at Shyampur-II, Howrah
Directorate of Textile (Handloom)	
(a)	Tools and machineries distribution at Khandaghosh Block Industrial Clusters Co operative Society Limited.
West Bengal Khadi and Village Industry Board	
(a)	Opening Khadi Gramin Showroom at Chinarpark, Kolkata

West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of Agro Industrial Park project at Singur, Mouza-Borai in the district Hooghly
(b)	Completion of Upgradation of infrastructure work at Durgapur EPIP
(c)	Commencement of the project of Power loom Clusters at Integrated Textile (Mega Power Loom) Park at Banipur, Habra under North 24 Parganas District.
(d)	Completion of Upgradation of infrastructure work at Malda CP

February, 2022

Directorate of MSME	
(a)	Distribution of Tool Kits to the stakeholders of Raniganj Pottery Cluster, Gazole, Malda
(b)	Completion of S.I. activities of Steel Almirah Cluster in Barrackpore II, N 24 Pgs
Directorate of Textile (Handloom)	
(a)	Tools and machineries distribution at Rishra Kanaipur Handgloves Cluster & REH Industrial Co operative Society Limited
(b)	Tools and machineries distribution at Indradhanush REH Industrial Co operative Society Limited
West Bengal Khadi and Village Industry Board	
(a)	Foundation Stone of Art & Craft Centre for Gurung Board at Kalimpong
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Power loom Clusters at Integrated Textile (Mega Power Loom) Park at Ashoknagar, Habra under North 24 Parganas District.
(b)	Completion of Upgradation of infrastructure work at Dabgram IP-I under IID scheme
(c)	Land Allotment Process for the applications received upto 31st December, 2021
(d)	Commencement of the work of Development of Industrial Estate at Ethelbari IP
(e)	Commencement of the work of Development of Industrial Estate at Jaigaon IP
(f)	Completion of Upgradation of infrastructure work at Ashokenagar IE

March, 2022

Directorate of MSME	
(a)	Distribution of Tool Kits to the stakeholders of Ratua II Pottery Cluster, Malda
(b)	Distribution of Tool Kits to the stakeholders of Ratua II Wooden Furniture Cluster, Malda
(c)	Soft Intervention activities of Steel Almirah Cluster in Basirhat, N 24 Pgs
Directorate of Textile (Handloom)	
(a)	Inauguration of Regional Design Centre at Bishnupur of Bankura District.
(b)	Inauguration of two new Readymade Garments Society namely i) Singhati Readymade Garments Samabay Samity Ltd, at Krishnagar-II Block ii) Sri Ganesh Readymade Garments Samabay Samity Ltd, at Nabadwip Municipality.
(c)	Tools and machineries distribution at Alo Readymade Garment REH Industrial co operative Society Limited
(d)	Tools and machineries distribution at Kalyanpur Garment Manufacturing Cluster and REH Industrial co operative Society Limited

(e)	Tools and machineries distribution at Bijoya Readymade Garment Cluster & REH Industrial Co Operative Society Limited.
(f)	Civil construction of 111 Workshed of Dinhata Handloom Cluster.
West Bengal Khadi and Village Industry Board	
(a)	Additional Silk Production unit at Sonamukhi, Bankura
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Upgradation of infrastructure at Haldia IP
(b)	Completion of Upgradation of infrastructure work at Durgapur RIP
(c)	Commencement of the work of Development of Industrial Estate at Ambari Falakata IP, Ph-II at Block Rajganj in the district Jalpaiguri
(d)	Completion of Upgradation of infrastructure work at Kalyani IP-III

April, 2022

Directorate of MSME	
(a)	Distribution of Tool Kits to the stakeholders of Readymade Garment Cluster, Parasmandi, Malda
(b)	Soft Intervention activity of Patachitra Cluster Noadihi, Bankura
(c)	Vertical expansion of Karma Tirtha at Raghunathpur, Purulia
Directorate of Textile (Handloom)	
(a)	Inauguration of two new Powerloom Society Sri Krishna Powerloom Samabay Samity Ltd. at Nabadwip Block ii) Maa Manasha Powerloom Samabay Samity Ltd. at Nabadwip Block.
West Bengal Khadi and Village Industry Board	
(b)	Opening of Khadi Gramin at Kalna, Purba Burdwan
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Estate at Gangajalghati IP
(b)	Commencement of the work of Power loom Clusters at Integrated Textile Park at Raigunj
(c)	Industrial Park (earlier known as West Dinajpur Spinning Mill) in the district of Uttar Dinajpur

May, 2022

Directorate of MSME	
(a)	Soft Intervention activity of Honey Cluster Basirhat, N 24 Pgs
(b)	Soft Intervention activities of Comb Cluster in Bangaon, N 24 Pgs
Directorate of Textile (Handloom)	
(a)	Launch and completion of 12 no's Cement Concrete & Black top roads 12.234 Km. In length in the weavers populated area in Nabadwip Municipality.
West Bengal Khadi and Village Industry Board	
(a)	Foundation Stone of Art & Craft Centre for Sherpa Board at Kalimpong
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Upgradation of infrastructure work at Bolpur IP-I under IID scheme
(b)	Completion of Upgradation of infrastructure work at Saktigarh IP-I under IID scheme

(c)	Commencement of work for setting up of new Industrial Estate at Bolpur IP-II
(d)	Commencement of work for setting up of new Industrial Estate at Shaktigarh IP-II
(e)	Commencement of the work of Power loom Clusters at Integrated Textile Park at Kalyani Industrial Park (earlier known as Kalyani Spinning Mill) in the district of Nadia.

June, 2022

Directorate of MSME	
(a)	Completion of civil work of CFC Building of Brass & Bell Metal Cluster, Kalyanpur, Purba Midnapur
(b)	Advanced Training Programme in Sajina Pottery Cluster, Birbhum
Directorate of Textile (Handloom)	
(a)	Launch and completion of 2 no's Cement Concrete & Black top roads 3.0 Km. In length in the weavers populated area in Nakashipara Block
West Bengal Khadi and Village Industry Board	
(a)	Starting of Production fabric with Power loom at Berhampore, Murshidabad
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Estate at NISCO, Belur in the district Howrah
(b)	Commencement of the work of Development of Industrial Estate at Kalimpong Industrial Park in the district of Kalimpong

July, 2022

Directorate of MSME	
a)	Completion of civil work (1st phase) of CFC Building of Steel Furniture Cluster, Garbeta, Paschim Midnapur
b)	Advanced Training Programme in Leather Shoe Cluster, Janbazar, Kolkata
c)	Advanced Training Programme in Baruipur Agarbati Cluster, S 24 Pgs
Directorate of Textile (Handloom)	
(a)	Inauguration of Mega Carpet Custer at Satari in the District of Malda.
West Bengal Khadi and Village Industry Board	
(a)	Starting of own Production Centre of Muslin at Chuchura, Hooghly
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of Upgradation of infrastructure work at Baruipur IP

August, 2022

Directorate of MSME	
(a)	Advanced Training Programme on quality assurance of honey at Honey Processing Cluster, Malda
(b)	Advanced Training Programme in Tufanganj Sitalpati Cluster Coochbehar
Directorate of Textile (Handloom)	
(a)	Launch and completion of 18 no's Cement Concrete & Black top roads 18.525 Km. in length in the weavers populated area in Nabadwip Block
(b)	Civil constructions of 204 individual workshed of weavers of 12 PWCs in Berhampore, Murshidabad
(c)	Civil constructions of 160 individual workshed of weavers of 1 PWCs in Udayanarayanpur, Howrah

West Bengal Khadi and Village Industry Board	
(a)	Setup of New Dyeing unit at Udaynarayanpur, Howrah.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of CFC Building at Baruipur Surgical Cluster

September, 2022

Directorate of MSME	
(a)	Installation of 1st phase machinery at CFC in Baruipur Surgical Cluster, S 24 Pgs
(b)	Installation of 1st phase machinery at CFC Building in Sheherabazar Zari Zardausi Cluster, Purba Bardhaman
(c)	Awareness Camp regarding WBMSEFC In Siliguri
(d)	Awareness Camp regarding Export Promotion in Medinipur, Paschim Medinipur
Directorate of Textile (Handloom)	
(a)	Inauguration of Mega Carpet Cluster at Moyna, Purba Medinipur
(b)	Completion of Civil constructions of 1.6 km link road under Bishnupur Municipality of Bankura.
West Bengal Khadi and Village Industry Board	
(a)	Foundation Stone of the Common Production Centre of Dheki Processing Rice at Purulia.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of Upgradation of infrastructure work at Bauria IP
(b)	Commencement of the work of Development of Industrial Growth Centre at Balurghat IP

October, 2022

Directorate of MSME	
(a)	Training on Advanced Technology in Fan Manufacturing Cluster, Kolkata.
(b)	Installation of 1st phase machinery of CFC of Shantiniketan Leather Cluster, Birbhum
(c)	Advanced Training Programme in Kanthalia Pottery Cluster, Murshidabad
(d)	Rejuvenation of one broodlac farm of Bankura
(e)	Awareness Camp regarding Export Promotion in Siliguri
Directorate of Textile (Handloom)	
(a)	Construction of 2.21 km Concrete Road with Guard Wall & Pilling Work from H/O Anil Rana to H/O Badal Ghorai at Basudebpur Gram Panchayat under Egra-II Panchayat Samity, Purba Medinipur District.
(b)	Construction of 2.50 km Concrete Road with Guard Wall & Pilling Work from H/O Susanta Jana at Sadullachak to H/O Dipak Bera at Gobindachak T.S.S. Ltd. of Jukhia Gram Panchayat under Bhagwanpur-II Panchayat Samity, Purba Medinipur District.
West Bengal Khadi and Village Industry Board	
(a)	Starting of New Dyeing unit at Salar, Murshidabad
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Estate at Sagardighi Industrial Park in the district of Murshidabad

November, 2022

Directorate of MSME	
(a)	Installation of 1st phase machinery at CFC in Shellac Cluster, Jhalda, Purulia
(b)	Training on Shellac Processing at Shellac Cluster, Balarampur, Purulia
(c)	Training on product diversification and use of modern tools in Wooden Furniture Cluster, Shiv Mandir, Siliguri
(d)	Awareness Camp regarding WBMSEFC in Durgapur
(e)	Awareness Camp regarding Export Promotion in Durgapur
Directorate of Textile (Handloom)	
(a)	Inauguration of 03 Yarn Depots in the following Districts:
	1. Santipur, Nadia
	2. Purbasthali, Purba Bardhaman
	3. Coochbehar
(b)	Inauguration of Regional Design Centre at Santipur, Nadia.
(c)	Completion of Regional Design Centre at Bishnupur of Bankura District.
(d)	Operationalization of Tanter Haat at Contai.
West Bengal Khadi and Village Industry Board	
(a)	Starting of New Dyeing unit at Ashoknagar, 24 Parganas (North)
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Commencement of the work of Development of Industrial Estate at Salanpur / Dharma Industrial Park, Asansol in the district of Paschim Bardhaman.

December, 2022

Directorate of MSME	
(a)	Foundation stone laying of CFC Building of Sumbuk Broom Making Cluster, Darjeeling
(b)	Foundation stone laying of Mini CFC Building in Woolen Cluster in Darjeeling
(c)	Inauguration of vertical construction work of Karma Tirtha at Raghunathpur, Purulia.
(d)	Awareness Camp regarding Export Promotion at Barasat
Directorate of Textile (Handloom)	
(a)	The CFC of following clusters may be inaugurated in December 2022.
	1. Dakshinbati Handloom Cluster Development Society.
	2. Dakshin Dhatrigram Handloom Cluster Development Society
	3. Stationpara Dharrigram Handloom Cluster Development Society.
	4. Paschim Nasaratpur Handloom Cluster Development Society
	5. Ranibandha Kakuria Handloom Cluster Development Society
	6. Rail Bazar Samudragarh Handloom Cluster Development Society
	7. Khanpur Handloom Cluster Development Society
	8. Hatsimla Diptiwelpara Handloom Cluster Development Society

	9. Baghdadanga Jalahati Handloom Cluster Development Society.
	10. Dakshin Hatsimla Basakpara Handloom Cluster Development Society
	11. Mirjapur Handloom Cluster Development Society.
(b)	Inauguration of Malgaon-Kunor Mega Carpet Cluster in the District of Uttar Dinajpur.
(c)	Completion of 6.6765 km Cement Concrete & Black top roads in Chakdaha and Santipur area of Nadia district
West Bengal Khadi and Village Industry Board	
(a)	Foundation Stone of the Common Production Centre for Sal & Sabai at Purulia.
West Bengal Small Industry Development Corporation (WBSIDCL)	
(a)	Completion of Integrated Silk Park, Malda at West Block
(b)	Completion of Fire Fighting Reservoirs in connection with the Firefighting works at Kasba IE
(c)	Completion of Fire Hydrant Networks in connection with the Firefighting works at Kasba IE

V. Events

a) DEPARTMENT OF MICRO, SMALL & MEDIUM ENTERPRISES & TEXTILES

MONTH	EVENTS	PLACE
January	Synergy 2021	
	Covering the district Hooghly	Hooghly
	Covering the districts Birbhum, Murshidabad	Birbhum
	Covering the districts South 24 Parganas, Kolkata	South 24 Parganas
February	Synergy 2021	
	Covering the Districts Purba Medinipur, Paschim Medinipur, Jhargram	Paschim Medinipur
	Covering the Districts Jalpaiguri, Alipurduar, Cooch Behar	Jalpaiguri
	Covering the Districts Darjeeling, Kalimpong	Siliguri, Darjeeling
	Covering the Districts Malda, Uttar Dinajpur, Dakshin Dinajpur	Malda

b) West Bengal State Export Promotion Society

MONTH	EVENTS	PLACE
January	Organisation of West Bengal State Handicrafts Expo (December,21-January,22)	Biswas Bangla Shilpi Haat, Siliguri
	Organisation of West Bengal State Handicraft Expo	Utsav Maidan, Burdwan
	Participation in International Lok Sanskriti, Krishi, Hastashilpa and Adivasi Utsav, Serampore, Purbasthali-I Block, Purba Bardhaman	Serampore, Purbasthali-I Block, Purba Bardhaman
	Participation in Maati Utsab	State Seed Farm, Kalna Road, Burdwan.
February	Organisation of West Bengal State Handicrafts Expo (05.02.2022 to 20.02.2022)	Polo Ground, Asansol.

MONTH	EVENTS	PLACE
March	IHGF Spring Fair, Delhi	Grater Noida.
April		
May		
June	Participation in Mango Fair to be organised by the office of Resident Commissioner, New Delhi.	Handloom Haat, Janakpuri, New Delhi.
July	Participation Giftex Summer show (Corporate Fair)	Nehru Centrem Worli, Mumbai
	Organization of West Bengal Handicrafts Fair, EZCC	EZCC, Salt Lake, Kolkata
August	Organization of Bengal Baluchari, Kantha & Silk Fair	EZCC, Salt Lake, Kolkata
	Participation in Pre-puja Handicrafts and Handlooms Exhibition to be organised by the office of Resident Commissioner,	Handloom Haat, Janakpuri, New Delhi. New Delhi
September	Participation in International Autumn Fair	Birmingham, United Kingdom.
	Organisation of Banglar Tanter Haat	Salt Lake Mela Ground, Kolkata
October	Participation in International Handicrafts & Gifts Fair	Expo Mart, Greater Noida, New Delhi
	Participation in CII Trade Fair	Parade Ground, Chandigarh
November	Participation in India International Trade Fair (IITF) 2022	Pragati Maidan, New Delhi
	Organisation of West Bengal State Handicrafts Expo (Nov-Dec)	Kolkata
	Participation in India International Mega Trade Fair	Vijaywada. Andra Pradesh (Date may be as fixed by BCCI)
December	Organisation of West Bengal State Handicrafts Expo (Dec'22-Jan'23)	Biswa Bangla Shilpi Haat, Siliguri
	Participation in India International Mega Trade Fair-2022	Science City, Kolkata
	Participation in Industrial India Trade Fair(IITF), Kolkata organised by BNCCI	New Town, Kolkata
	Organisation of West Bengal State Handicrafts Expo (Dec'22-Jan'23)	Polo Ground, Asansol, Paschim Burdwan

c) Directorate of MSME

1.	Celebration of Handicraft Week & Handicraft Competition in All Districts- September to November 2022
----	--

d) Directorate of Textile (Handloom)

MONTH	EVENTS	PLACE
January	Participation in Dooars Utsav	Alipurduar
February	Choitra Tant Bastra Mela	Contai, Purba Medinipur
March	1. Participation in Jalpesh Mela	Jalpaiguri
	2. Prak Nababarsha Tant Bastra Mela	Barddhaman, Purba Bardhaman
	3. Choitra Tant Bastra Pradorsoni O Mela	Tamluk, Purba Medinipur
April	NIL	NIL
May	NIL	NIL
June	NIL	NIL
July	NIL	NIL
August	Banglar Tanter Haat	Milan Mela Ground, Bidhannagar.
September	1. Handloom Fair	Chinsurah, Hooghly
	2. Prak Puja Tant Bastra Mela	Barddhaman, Purba Bardhaman
	3. Tant Bastra Mela	Bankura
	4. Tant Bastra Pradorshoniya Mela	Midinipur, Paschim Medinipur
	5. Tant Bastra Pradorshoniya Mela, Bolpur	Bolpur, Birbhum
October	NIL	NIL
November	Participation in Rash Mela	Coochbehar
December	Participation in Poush Mela	Santiniketan, Birbhum

e) West Bengal Khadi and Village Industry Board

Sl. No.	Name of the District	Type of Mela	Month
1	Kolkata	State Level Khadi Mela	December, 2022
2	Burdwan (Durgapur)	Zonal Level Khadi Mela	November, 2022
3	24 Parganas (North)	Zonal Level Khadi Mela	November, 2022
4	Murshidabad	Zonal Level Khadi Mela	December, 2022
5	Howrah	Zonal Level Khadi Mela	January, 2023
6	Bankura	Zonal Level Khadi Mela	January, 2023
7	Birbhum	Zonal Level Khadi Mela	February, 2023

Department of North Bengal Development

Sl. No.	Projected Targets
---------	-------------------

January

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Protection and Rehabilitation work of bridge pier for Gadadhar RSJ bridge at Natabari in the district of Cooch Behar.
3	Electrification Work for New Vocational Training Centre (G+2) and Hostel Building (G+2) at Ramkrishna Mission Coochbehar in the District of Coochbehar.
4	Electrification work of New Building of Mathabhanga College (G+2) at Mathabhanga in the district of Coochbehar. (Electrical Work).
5	Construction of Classrooms of Falakata College Building (G+2) Falakata in the district of Alipurduar.
6	Construction of Science Block at Birpara College, Birpara in the district of Alipurduar, West Bengal (G+1 Storied).
7	Construction of Crematorium at Hasimara near Torsa Bridge Kali Mandir Samsan under Kalchini Block in the District of Alipurduar-Road Work.
8	Construction of RCC Bore Pile Bridge over river Suie at Barabilla Ghat on 4th KM. of Kumedpur to Gulandhar GP-II in P. S. Itahar, in the District of Uttar Dinajpur. (Span : 67 mtr.).
9	Construction of Boundary Wall and Gate with 1.50 mtr wide Brick on edge inside pathway within the Uttar Banga Krishi Viswavidyalaya at Majhian Campus in the district of Dakshin Dinajpur under Phase-II.
10	Construction of Road from Khante Primary School to Malsabad village under Sadlichak G.P., Harishchandrapur-II Block in the district of Malda. (Length-5.80Km).
11	Construction of Hostel Building (G+2) at Ramkrishna Mission with the Cooch Behar Municipality in the district of Cooch Behar.
12	Electrification Work of (G+1) Storied Science block at Birpara College, Birpara in the District of Alipurduar.

February

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Electrification Work for Vertical Extention (1st & 2nd Floor) of New College building and Sinking of deep Tube well in the premises of Baxirhat College at Baxirhat in the District of Coochbehar.
3	Construction of (G+2) Storied Building at Saheed Khudiram College at Kamakhyaguri in the District of Alipurduar.
4	Construction of Proposed Four storied College Building of P.D. Women's College at Jalpaiguri District-Jalpaiguri.
5	Construction of Bituminous Road, Surface Drain & Concrete Road Connecting from NoukaGhat Road (Uttar Banga Kshetriya Gramin Bank) via Apnagar to Kalamjote to DurgaMandir at Kawakhari, Matigara-I G P. in the district of Darjeeling. (Length - 3.318 Km. Bituminous Road with 115 mtr. Concrete Road).
6	Construction of RSJ/ Composite Bridge on Khatajani River at Rajadoba, Tatpara-II G.P. in Alipurduar-II Block in the district of Alipurduar. (Length: 3 x12 m = 36m).
7	Sinking of 128×80mm Deep Tube Well by Odex method (Fournos) and compound lighting arrangement at the premises of Alipurduar Government Engineering and Management College in the district of Alipurduar.
8	Grid - Interactive (225 KWp) rooftop Solar Photovoltaic Power Plants with Evacuation on LT Side at North Bengal University in the district of Darjeeling (Phase II) (66/2019).
9	Laying of different size cables,installation of LT Pannel, F.P box and other accessories in connection to Roof-Top Solar Power Plant at North Bengal University in the District of Darjeeling.

Sl. No.	Projected Targets
10	Electrification work of G+2 Storied building of Falakata college in the district of Alipurduar.
11.	Electrification Work of G+2 Storied building of Saheed Kshudiram College at Kamakhyaguri in the district of Alipurduar.

March

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of New Boys Hostel (100 Double Seater Rooms) at Uttarbanga Krishi Viswavidyalaya, Pundibari, Coochbehar. (Phase-I)
3	Electrical renovation work at different barracks and buildings, including SITC of DG set and compound lighting arrangement in Tufanganj Police Station at Tufanganj in the district of Coochbehar.
4	Construction of Community Hall at Bharnobari T.E & Satali T.E in Malangi G.P., Mechpara T.E. in Chuapara G.P. and Gangutia T.E. in Garopara G.P. within Kalchini Block in the district of Alipurduar (Civil Works and S & P Works)
5	Construction of Community Hall at Kartika T.E. in Raidak G.P. & at Kumargram Forest village in Newland Kumargram Sankosh G.P. within Kumargram Block in the district of Alipurduar during the year 2017-18 (Civil Portion and S & P Works)
6	Construction of Marketing complex at Falakata in the District of Alipurduar (civil & electrical)
7	Construction of Four storied community Hall and Bhawan at Bidhan Nagar-I Gram Panchayat, under Phansidewa Block, Sub-Division— Siliguri, in the district of Darjeeling
8	Extension of Shree Agrasen Mahavidyalaya, Dalkhola G+3 Structure in the District of Uttar Dinajpur, West Bengal.(Civil Portion)
9	Construction of RCC Bore Pile Bridge Singhanath Ghat over River Pitanu on 2nd KM of Singhanath to Uttar Sahapur GP-II, in PS-Goalpokhur-I, District-Uttar Dinajpur.(Span : 43 mtr.)
10	Construction of Paver Block road from Lalganj Bridge to Khendum Club, Surjapur- II and Bidyanandpur GP under Goalpokhar-II Block in the district of Uttar Dinajpur.(Length:-2.8 Km, Width:- 3.75 mtr.)
11	Construction of Blacktop road from Deor Bazar to Saranjabari via Jharamore to NirenTigga ST Para under Kumarganj Block in the District of Dakshin Dinajpur. (Length : 6.20 Km)
12	Supply Installation Testing Commissioning of DG, AC , Deep Tubewell, Lift for proposed college of Agriculture, Uttarbanga Krishi Viswabidyalaya, Majhian, Dakshin Dinajpur.
13	Supply & Installation of LED Street Lighting Arrangement at Tapan Bazar, Salash to Tapan School More & Tapan Hospital More to Baghait under no. 6 Chandipur G.P. at Tapan Block and Chakvrigu Bus-Stand to Balurghat Rail Station under no.3 Chakvrigu G.P. at balurghat Block and High Mast lighting towers at different location (i.e. Najirpur Bazar,Thakurpura Bazar, Baul Bazar, Khaspur near Hospital, lascar Bazar, Karai Chenchra.) under Tapan & Balurghat Block in the district of Dakshin Dinajpur. (Pole No. 01-50) - Phase-I
14	Supply & Installation of LED Street Lighting Arrangement at Tapan Bazar, Salash to Tapan School More & Tapan Hospital More to Baghait under no. 6 Chandipur G.P. at Tapan Block and Chakvrigu Bus-Stand to Balurghat Rail Station under no. 3 Chakvrigu G.P. at Balurghat Block and High Mast lighting towers at different location (i.e. Najirpur Bazar,Thakurpura Bazar, Baul Bazar, Khaspur near Hospital, Laskar Bazar, Karai Chenchra.) under Tapan & Balurghat Block in the district of Dakshin Dinajpur. (Pole No. 51-100)- Phase-II
15	Construction of R.C.C Bore pile Bridge over river Bhagirathi at Joth Priti under Narhatta G.P., English Bazar Block in the district of Malda. (Length :- 60.0 M)
16	Construction of Paver Block road from Sankartola Bundh to Bhutni PHC via BGVB under Manikchak Block of Malda district.

Sl. No.	Projected Targets
17	SITC of Area illumination with 35 m Hot dip Galvanised High Mast,(4 no's), 2 KW lighting luminaires with all accessories (64 no's) for M.J.N Stadium in the District of Cooch Behar.
18	SITC Of DG Set at MJM Stadium in the District of Cooch Behar.
19	Piped water supply scheme with installation of deep Tube Well at South Berubari GP, Sadar Block, in the district of Jalpaiguri
20	Grid-Interactive rooftop Solar Photovoltaic Power Plants with Evacuation on LT Side at North Bengal University 2nd Campus, Jalpaiguri in the District of Jalpaiguri.
21	Electrification of community Hall and Bhawan at Bidhannagar -I G.P-Phansidewa, Darjeeling
22	Internal electrification and compound lighting including allied works for proposal extension of G+3 storied science Block and G+1 Arts Block of Sri Agrasen Mahavidyalaya at Dalkhola in the district of Uttar Dinajpur
23	Electrification Work for 200 Capacity Boys Hostel of Uttar Banga Krishi Vishavidyalaya Complex at Pundibari in the District of Cooch Behar.
24	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

April

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of New Girl's Hostel (G+3) in the premises of Panchanan Barma University, in the district of Cooch Behar (Civil + Electrical)
3	Construction 1(One) No. Hostel in the Campus of Panchanan Barma University in the district of Coochbehar, West Bengal.
4	Construction of 2 (two) nos. Main Entrance Gate for Jalpeswar Shiv Temple, Block- Maynaguri, Dist.- Jalpaiguri. (Civil + Electrical)
5	Construction of Office Complex of Hon'ble Chief Minister, West Bengal, near Richmond Hill at Darjeeling.
6	Construction of 2 Nos. Tribal Community Hall Lokenathpur Tutturi under Alipurduar-II in the district of Alipurduar during the year 2017 - 18
7	Construction of proposed (9 Nos.) Individual dwelling houses named "Adivasi Nivas" at different blocks (Matigara, Phansidewa & Naxalbari block) in the district of Darjeeling during the year 2017 - 18 - Proposed by Task Force for the upliftment of the Tribal Community of Dooars Terai Region.
8	Construction of New Boy's Hostel (G+3) No. 02 in the premises of Panchanan Barma University, in the district of Cooch Behar (Civil + Electrical)
9	Construction of New Boy's Hostel (G+3) No. 03 and 04 in the premises of Cooch Behar Govt. Engineering College, Cooch Behar (Civil + Electrical)
10	Construction of New Boy's Hostel (G+3) No. 04 in the premises of Cooch Behar Govt. Engineering College, Cooch Behar (Civil + Electrical)
11	Electrification work of Administrative building (G+1) at Alipurduar Govt. Engineering and Management college in the district of Alipurduar.
12	Electrification work of Academic building (G+1) at Alipurduar Govt. Engineering and Management college in the district of Alipurduar.
13	Electrification of office complex of Hon'ble C.M. West Bengal near Richmond hill at Darjeeling.
14	Grid interactive rooftop solar photovoltaic power plants with evacuation on LT side at Chopra ITI college in the District of Uttar Dinajpur.

Sl. No.	Projected Targets
May	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Proposed Auditorium at Dhupguri in the district of Jalpaiguri. (Civil & Electrical)
3	Construction of Approach Road, both side of Jhumur Bridge (2.45 km + 0.70 km) from Railway under pass of Purba Altagram to Bagritala at Magurmari-II GP Dhupguri PS, in the district of Jalpaiguri.
4	Construction of Chalsa Mangalbari Bazar at Chalsa under Meteli Block, Dist- Jalpaiguri. (Civil & Electrical)
5	Construction of Bus stand at Kalibari Chowpathi in Tufanganj in the District of Cooch Behar.
6	Construction of New Classroom for Cooch Behar College (G+3) at 2 no. Kalighat road district-Cooch Behar.
7	Modernization & Renovation of Rabindra Bhawan, Coochbehar in the district Coochbehar.
8	Construction of Ground Floor & First Floor of proposed G+4 storied Science block of Ananda Chandra College at College Para, Jalpaiguri.

June

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Electrification Work for Proposed Three Storied building Natabari Girls High School including compound lighting and Sinking of deep Tube well in the District of Coochbehar.
3	Proposed G+2 Storied College Building of Jaigaon College under Kalchini Block in the District of Alipurduar.
4	Construction of Alipurduar Govt. Engineering & Management College (Administration Block) in the dist of Alipurduar.
5	Construction of Alipurduar Govt. Engineering & Management College (Academic Block) in the dist of Alipurduar.
6	Construction of Alipurduar Govt. Engineering and Management College in the district of Alipurduar- (Principal's Quarter (G+1) Building) (Civil & Electrical)
7	Construction of RSJ/Composite Bridge over Chelo River at Uttar Simlabari in Patlakhawa G.P. in Alipurduar- I Block in the District of Alipurduar. (Length: $3 \times 13 \text{ m} = 39 \text{ m}$)
8	Construction of RCC Bore pile Bridge over river Kalindri at Nagharia Phulbarighat under English Bazar Block in the district of Malda. (Length :-111.04 mtr.)
9	Electrification Work including compound lighting and Sinking of deep Tube well etc.for Proposed Four Storied Building of Surya Sen College at Siliguri in the district of Jalpaiguri.
10	Electrification Work of proposed G+2 Storied building of Jaigaon College under Kalchini block in the district of Alipurduar.
11	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

July

1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2.	Construction of G+2 storied Building of foundation G+3, demolishing the existing dilapidated building of Malbazar Subhasini Girl's High School, Malbazar, District- Jalpaiguri.
3	Electrification work of for Banerwar Sarathibala Mahavidyalaya (College) at Banerwar under Coochbehar District.
4	Construction of RSJ/ Composite Bridge on Lalpani River at Mairadanga in Mairadanga G.P. within Falakata Block in the District of Alipurduar. (Length - $4 \times 13 \text{ m} = 52 \text{ m}$)
5	Electrification and allied works for Construction of G+2 storied building of foundation G+3, demolishing the existing dilapidated building at Malbazar Subhasini Girl's High School Malbazar in the district of Jalpaiguri.

Sl. No.	Projected Targets
6	Internal electrification and compound lighting including allied works for proposal extension of G+3 storied science Block and G+1 Arts Block of Sri Agrasen Mahavidyalaya at Dalkhola in the district of Uttar Dinajpur
7	Construction of Alipurduar Govt. Engineering and Management College in the district of Alipurduar-Boy's Hostel Canteen (Single Storied Building)
8	Repairing of Road starting from Salesian College to Eastern By-pass via Bottle Company Councilor office in Siliguri, ward no 41, SMC, under Jalpaiguri District. (Length = 2.00 km)
9	Repairing of Road from Salesian College to Eastern By-pass via Bottle Company Councilor office in Siliguri, ward no 41, SMC, under Jalpaiguri District. (Length-2.00 km)
August	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of RCC Bridge over Jorai River Near Volka High School Between Volka-I G.P. & Volka-II G.P. under Kumargram Block in the District of Alipurduar. (Span: 39 Mtr and 240 Mtr approach road)
3	Electrification work of Suhas Chandra Talukdar Memorial Community Hall at Shantinagar Housing Complex, Jabrabhita near FCI Godown and IOC Terminal, NJP, Dist-Jalpaiguri
4	Construction and Placing truss for Jalpaiguri Sports Complex Gallery A and Gallery B, Jalpaiguri.
5	Electrification work for the marketing hub in the premises of Maruganj hat in the district of Coochbehar.
September	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Renovation of Jalpeswar Temple under Maynaguri block in the district of Jalpaiguri.
3	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.
October	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
November	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2.	Construction of Swimming Pool within the Stadium in the district of Cooch Behar (Civil & Electrical).
3.	Construction of Bridge over tributary of river Raidak-I at Dhalpal under Tufanganj-I Block in the district of Cooch Behar in connection with the construction of Heritage Road.
December	
1	Review meeting of Additional Chief Secretary with technical and non-technical officers.
2	Construction of Composite Bridge over Dudary River at Gokulnagar near the H/O Tamijuddin Miya under Falakata Block, District-Alipurduar. (Span 26.5 mtr. and 163 mtr. Approach road)
3	Construction of Women/Ladies Hostel of Birpara College at Birpara, District Alipurduar, West Bengal (at present Ground Floor) [Civil & Electrical]
4	Construction of Bridge over River Raidak-I at Ullarkhawa, P.S. Tufanganj in the district of Coochbehar.
5	Construction of Pundibari Hat (G+2) and Fish stall near Pundibari Hat, Harimandir at Pundibari, District. Coochbehar.
6	Construction of Infrastructure at Panchanan Barma University at Cooch Behar. - Administrative Building, Student Activity Centre, Electric Sub Station, Boundary Wall.
7	Construction of Bridge over Jayanti River under Samuktala G.P, Alipurduar-II Block in the Dist. of Alipurduar.

Sl. No.	Projected Targets
8	Construction of Hat Shed in Ground Floor and Jatri Entry Shed on First floor alongwith Renovation of Ticket Counter at the Temple Premises of Jalpeshwar Shiv Temple, Block-Maynaguri, Dist.- Jalpaiguri. (Civil & Electrical)
9	Construction of Truck Terminus at NH-31 at Khagrabari in the District of Cooch Behar.
10	Construction of Academic Building G+4 (Extension) of Faculty of Technology, Uttarbanga Krishi Viswavidyalaya, Cooch Behar. (Civil & Electrical)
11	Construction of Bridge over river Raidak-I at Dhalpal under Tufanganj-I Block in Cooch Behar District. (Length of Bridge : 225.72 mtr).
12.	Construction of Auditorium at Malbazar in the district of Jalpaiguri. (Civil)
13.	Electrification and allied works for proposed G+3 Storied Educational Building at Jalpaiguri AC College, Jalpaiguri in the Dist-Jalpaiguri-Internal Electrification for Gr & 1st floor.
14	Compound lighting and L.C. installation and fire fighting systems for proposed building and infrastructure works at Panchanan Burma University at Cooch Behar, West Bengal.
15	Proposed Building and Infrastructure works at Panchanan Burma University at Cooch Behar, West Bengal - internal electrification and allied works.
16	Quarterly Review meeting with the Tribal Board, Khas Development Board and Gorkha Development Board.

Department of Non-renewable Energy Resources

Period	Organisation	Sl. no.	Activity	Target for the month
January - 2022	WBGEDCL	1	70 kWp GRTSPV Power Plant at Akanksha Project (G+10 towers), New town action area ID,Rajarhat, Kolkata, West Bengal	100% material delivery at site and Partial Installation will be completed.
	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Site Survey & Design & Drawing approval
		2	Installation of 11 nos. 20 & 30 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal	
February - 2022	WBGEDCL	1	70 kWp GRTSPV Power Plant at Akanksha Project (G+10 towers), New town action area ID,Rajarhat, Kolkata, West Bengal	Commissioning will be completed.
		2	Installation of 75 nos. 10 kWp Rooftop Grid connected Solar PV Power plant in the district of Jhargram and Purulia.	Installation in all the 75 sites will be completed.
March - 2022	WBREDA	1	Preparation of Renewable Energy Policy for the State	Publish RE Policy
		2	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Completion of material supply at 50 sites.
		3	Installation of 11 nos. 20 & 30 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Completion of installation at 2 sites
April - 2022	WBREDA	1	Quarterly review meeting with all the stakeholders.	To hold the meeting for the first quarter
		2	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Material supply at 200 sites will be completed
		3	Installation of 11 nos. 20 & 30 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal	Installation in 4 sites will be completed
May - 2022	WBREDA	1	Installation of 11 nos. 20 & 30 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Installation at 8 sites will be completed
		2	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	➤ Material supply at 400 no sites will be completed. ➤ Installation at 50 no sites will be completed.
June - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	➤ Material supply at all the 990 sites will be completed. ➤ Installation at 100 sites will be completed.

Period	Organisation	Sl. no.	Activities	Target for the month
		2	Quarterly review meeting with all the stakeholders	To Hold the meeting for the second quarter
July - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at 250 no sites will be completed.
		2	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Finalisation of Tender and placement of LOA for execution of work.
		3	Installation of 11 nos. 20 & 30 kWp Rooftop Grid connected Solar PV Power plant in different district of West Bengal.	Installation of all 11 sites will be completed.
August - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at 400 sites will be completed.
		2	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Site Survey & Design & Drawing approval for 250 sites.
September - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at 600 sites will be completed.
		2	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Site Survey & Design & Drawing approval for 500 sites.
		3	Quarterly review meeting with all the stakeholders	To hold the meeting for the third quarter
October - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at 750 sites will be completed
		2	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Site Survey & Design & Drawing approval for all the 1000 schools.
November - 2022	WBREDA	1	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at 900 sites will be completed.
		2	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Delivery of materials at 200 sites.
December - 2022	WBREDA	1	Quarterly review meeting with all the stakeholders.	To hold the meeting for the fourth quarter
		2	Installation of 990 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Installation at all the 990 sites will be completed.
		3	Installation of 1000 nos. 10 kWp Rooftop Grid connected Solar PV power Plant Power plant in different district of West Bengal.	Delivery of material for execution at 400 sites.

Department of Panchayats & Rural Development

Month	Cell	Plan
January	BGSY	<ul style="list-style-type: none"> ● Review of BGSY works by the additional Chief Secretary & Additional Secretary of P&RD Deptt. & ACEO, WBSRDA ● Completion of special maintenance of BGSY works
	Directorate of P&RD	<ul style="list-style-type: none"> ● Publication of Draft Gradation List of PDO/APO/PAAO ● Publication of Cadre wise Draft Gradation List for the employee of Directorate ● Intimation of process of Financial Audit of 2021-22 to DPRDOs
	ISGPP-II	<ul style="list-style-type: none"> ● Report Finalisation of the process of Annual Performance Assessment (APA) 2020) of all GPs for FY 2019-20 with IVA & QAR completed
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Review on Mahatma Gandhi NREGA Annual Action Plan 2022-23 and Labour Budget with all the Districts through Virtual/Physical mode ● Monthly Review with District Nodal Officers, Mahatma Gandhi NREGA through Video Conference / Meeting ● Virtual meeting with District for incorporating more blocks under GIS planning. ● Preparing state presentation of AAP 2022-23 to be presented before MoRD through Virtual / Physical mode. ● Meeting on progress of Cluster Facilitation Project with DNOs And CSO through Virtual / Physical mode ● Workshop on MIS for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREGA etc. issues through Virtual / Physical mode.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training of the Gram Panchayat Employees on Procurement, issues, e-tendering in collaboration of ISGPP, ● Refresher Training of Gram Panchayat Employees on Internal Audit of Gram Panchayat ● Training of Gram Panchayat Employees on Land Portal and allied issues in collaboration of ISGPP.
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of 2000 nos. of SHG Members of Fisheries. ● Establishment of 15 nos. of Eco Hatcheries for SHG Members ● Training of all district livelihood officers on Producer Company act. ● Orientation Workshop on financing PGs & FPO ● Monthly Review of the districts ● Members of 1000 SHGs trained on Women Land Literacy ● MIS workshop with districts
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as “Village Cleanliness Week” ● Convergence Meeting on Preparation of Action Plan for 2022-23 ● Training of members VHSNC/“Citizen’s Task Force for management of VBD” regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level Meeting of MNB ● Mason Training

Month	Cell	Plan
February	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Confirmation of PDO, APO & PAAO
	ISGPP-II	<ul style="list-style-type: none"> ● Completion of Annual Performance Assessment 2020 (APA 2020) and grant announcement
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● SEGC (State Employment Guarantee Council) Meeting through Virtual / Physical mode ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Virtual / Physical mode ● Review on Progress on UNNATI implementation through Virtual / Physical mode ● State level Workshop with line departments on convergence with Mahatma Gandhi NREGA to finalize State Convergence plan through Virtual / Physical mode ● Finalization of state presentation of AAP 2022-23 to be presented before MoRD through Virtual / Physical mode. ● Review on GIS based plan for CFP blocks through Virtual / Physical mode. ● Preparing for Programme Review Committee meet for the FY 2022-23 through Virtual / Physical mode.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training of the Gram Panchayat Employees on Procurement issues, e-tendering, ● Training on Internal Audit of the Gram Panchayat ● Training on Land Portal and allied issues. ● TNA Workshop for Gram Panchayat Elected Representatives & Functionaries at District & Gram Panchayat Level
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Draft Credit Plan for 2022-23 will be placed before the Authority and finalized for placing before SLBC. ● Submission of Annual Action Plan for 2022-23 to MoRD for approval ● Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods ● Monthly Review of the districts ● Members of 1000 SHGs trained on Women Land Literacy ● Workshop on Preparation of Final Accounts, Audit and use of Audit Report in Sangha Cooperative
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Training of members of VHSNC/"Citizen's Task Force for management of VBD" regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping ● Training of workers of Control of VBD programme regarding "Dry Season Activities"
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● Meeting to finalize the AIP for 2022-23 under MNB

Month	Cell	Plan
March	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Completion of BGSY-I & II Road Projects
	Directorate of P&RD	<ul style="list-style-type: none"> ● Preparation of Annual Statement of NSAP & PROFLAL ● Submission of UC of NSAP for 2021-22
	ISGPP-II	<ul style="list-style-type: none"> ● Online Vetting System for estimates prepared by GPs to be rolled out for all tiers of PRI
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Review on Progress on UNNATI implementation through Virtual / Physical mode ● Training of supervisor for proper management in the field ● District Visit by State coordinator Training & IEC for proper implementation of CIB, 7 Register, Work file etc. ● Observing Gram Rozgar Divas ● Review on CFP through Virtual / Physical mode.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Exposure visits of the Women Elected Representatives to the best performing Gram Panchayat and social institutions. ● TNA Dissemination Workshop at State Level
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Annual Credit plan for 2021-22 will be placed before the SLBC for approval. ● Training of 2000 nos. of SHG Members on Fisheries. ● Training of PGs on business development ● Monthly Review of the districts ● Members of 800 SHGs trained on Women Land Literacy ● Workshop on learning experience with the SVEP CRP-EP ● MIS workshop with districts
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Preparation of Action Plan and submission to Finance Department for Administrative Approval ● Training of members of VHSNC/"Citizen's Task Force for management of VBD" regarding Dry Season Activity and preparation of Gram Sansad wise vulnerability area mapping ● Training of workers of Control of VBD programme regarding "Dry Season Activities" & Survey Formats
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● Finalization of the State AIP for 2022-23 under MNB

Month	Cell	Plan
April	BGSY	<ul style="list-style-type: none"> Yearly target allocation of BGSY works based on work in hand and sanction from MoRD
	Directorate of P&RD	<ul style="list-style-type: none"> Publication of Final Gradation List for APOs Commencement of Financial Audit with respect to the fund of NSAP at district & Block level Monthly review meeting on NSAP / PROFLAL & other institutional issues with the District Panchayat & R.D. Officers Conduct of Exam for Promotion to the Post of PDO from Panchayat Clerk.
	ISGPP-II	<ul style="list-style-type: none"> Disbursement of World Bank and State Govt. assisted Performance based Grants FY 2022-23 to the eligible GPs.
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode Training of supervisor for proper management in the field maintain through Virtual / Physical mode Workshop on Good Governance & Gram Rojgar Divas with all District Training & IEC Coordinator through Virtual or Physical State level Workshop on GIS planning and Implementations with all Districts through Virtual / Physical mode Monitoring visit by State Administrators Finalisation of State Auditor Farm and collection of details of district auditors as engaged by districts through Virtual / Physical mode.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> Special Training on Mother, Child & Adolescent Nutrition in rural areas for Sanchalaks of Nari, Shishu Unnayan o Samajkalyan Upa-Samiti & Siksha-o-Janawasthya Upa-Samiti Special Training on Menstrual Health & Hygiene Management for Sanchalaks of Nari, Shishu Unnayan-o-Samajkalyan Upa-Samiti & Siksha-o-Janawasthya Upa-Samiti
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods Establishment of 20 nos. of Biofloc for SHG Members. Orientation workshop on Integrated Farming Cluster Monthly Review of the districts Assessment of MCLFs (44 in NRETP and 13 in non-NRETP areas) Workshop with District on Livelihood Theme Members of 800 SHGs trained on Women Land Literacy
	Health	<ul style="list-style-type: none"> House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) Observation of 1st week as "Village Cleanliness Week" Orientation of all Officials and functionaries on "Comprehensive Action Plan 2022-23"
	Mission Nirmal Bangla	<ul style="list-style-type: none"> State level Meeting on progress of SLWM during 2021-22

Month	Cell	Plan
May	BGSY	<ul style="list-style-type: none"> ● Project clearance under BGSY
	Directorate of P&RD	<ul style="list-style-type: none"> ● Publication of Final Gradation List for PDOs
	ISGPP-II	<ul style="list-style-type: none"> ● Completion of assessment of ISGPP-II achievement in FY 2020-21 related to: i) Technical / formal training support for GP employees & ERs, ii) Mentoring input hours spent for each GP per year and iii) I.T. system development & usages support given to GPs
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Review on CFP through Virtual / Physical mode ● Monitoring visit by State Administrators ● Review on Progress on UNNATI implementation through Virtual / Physical mode ● Engagement of State Auditor Farm through Virtual / Physical mode ● District Visit by State MIS Officials and GIS co ordinators for resolving district specific MIS, Plan Plus, GEO-Mahatma Gandhi NREG, GIS based plan preparation & entry etc. issues.
	Rashtriya Gram Swaraj Abhiyan (RGSa)	<ul style="list-style-type: none"> ● Special Training on Child Protection Issues for Sanchalak and one Member of Nari, Shishu Unnayan-o-Samajkalyan Upa-Samiti ● Special Training on Conservation of Biodiversity and Environment Protection for Sanchalaks and Members of Siksha-o-Janasthaya Upa-Samiti
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of PGs on business development ● Monthly Review of the districts ● Refresher training of Block Technical Coordinators and District Technical Experts on Enterprise promotion support ● Workshop with District on Livelihood Theme ● Members of 1000 SHGs trained on Women Land Literacy
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Training of workers engaged under Control of VBD programme of all GPs at Block level on "Comprehensive Action Plan 2021-22" and their responsibilities ● Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● Training cum planning workshop on SLWM for 2022-23

Month	Cell	Plan
June	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Confirmation of PDO, APO & PAAO ● Preparation of Panel of Selected Candidates of PDOs Promoted from the Post of Panchayat Clerk.
	ISGPP-II	<ul style="list-style-type: none"> ● Completion of Risk based Internal Audit of Gram Panchayats for all GPs
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Monitoring visit by State Administrators ● Meeting with DNOs review on CFP through Virtual / Physical mode ● Preparing Audio Visual documents on Mahatma Gandhi NREGA success stories through Virtual / Physical mode ● Meeting with district Accountant and District Level Auditor through Virtual / Physical mode
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Special training for Sanchalaks and Members of Silpo-o-Parikatham Upa-Samiti and Krishi-o-Pranisampad Bikash Upa-Samiti on Farmers Producers' Company (FPO) ● Special Training on livelihood development (both farm and non-farm activities) in rural areas through PRI & SHG convergence for the Sanchalaks and Members of Nari, Shishu Unnayan-o-Samajkalyan Upa-Samiti, Silpo-o-Parikatham Upa-Samiti and Krishi-o-Pranisampad Bikash Upa-Samiti
	WBSRLM (Anandadhara)	<p>Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods</p> <ul style="list-style-type: none"> ● Formation of fifty (50) new Producers Organizations on farm produces ● Monthly Review of the districts ● Formation of Producer Enterprise on Mat Weaving at Purba Medinipur District. ● Workshop with District on Livelihood Theme ● Awareness campaign on 'prevention and management of vector borne disease and diarrhea management' through meeting at Sangha and SHG level
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Workshop with District level Officials on intense activity during Monsoon ● Training of workers engaged under Control of VBD programme of all GPs at Block level on "Comprehensive Action Plan 2021-22" and their responsibilities ● Refresher training of VBDC workers regarding activities during Monsoon. ● Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level consultation on ODF sustainability and ODF plus phase of MNB ● Capacity building workshop on post ODF activities

Month	Cell	Plan
July	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Estimate of Vacancy of PDO, APO & PAAO subject to due requisition from PSC ● Preparation of Budget for current year
	ISGPP-II	<ul style="list-style-type: none"> ● Initiation of Implementation Completion Report (ICR) by the Independent Evaluation Group (IEG) of World Bank
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Special campaign on Mahatma Gandhi NREGA works through Virtual/ Physical mode ● Monitoring visit by State Administrators ● Finalization of district level Audit & Accounts through Virtual / Physical mode ● Review on Progress on UNNATI implementation through Virtual / Physical mode ● Review on Progress on CFP implementation through Virtual / Physical mode ● Aranya Saptaha Celebration
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Training of District Level Trainers on Leadership quality and Digital excellence ● Refresher Training on Digitization of the Primary Data through Mobile Application for development of the Human Development Indices Report of the Gram Panchayat (Innovative Project)
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of 5000 nos. of SHG Members on Fisheries. ● First phase of CIF for 2021-22 released on July 2022 ● Establishment of 15 nos. of Eco Hatcheries for SHG Members. ● Monthly Review of the districts ● Workshop on preparation of Annual Action Plan & Budget of Sangha Cooperative ● Workshop with District on Livelihood Theme ● Members of 1000 SHGs trained on Women Land Literacy
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Refresher training of VBDC workers regarding activities during Monsoon. ● Training of VBD Supervisors of all GPs regarding uploading of Survey Data in the Web Portal and monitoring ● Refresher orientation of all Officials and functionaries on analysis of report generated from Web portal and monitoring of the activities
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level review meeting on MNB

Month	Cell	Plan
August	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Publication of cadre wise Final Gradation List for the employees of Directorate
	ISGPP-II	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Review on Progress on UNNATI implementation through Virtual / Physical mode ● Review on Progress on CFP implementation through Virtual / Physical mode ● Monitoring visit by State Administrators ● Special Convergence Week on Mahatma Gandhi NREGA ● Finalization of Audit for the FY 2020-21 through Virtual / Physical mode ● Preparation State Award Proposal through Virtual / Physical mode
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training of the Elected Representatives & Functionaries on Sustainable Development Goals (SDGs) in tune to local development goals ● Refresher Training of the District Master Trainers (IT & Web) on e-gramswaraj
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of all agri-CRP on Producer group (PG) & Financing PGs ● Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods ● Monthly Review of the districts ● Training of BOD of 57 Model Sanghas ● Workshop with District on Livelihood Theme ● Members of 1200 SHGs trained on Women Land Literacy ● MIS workshop with Blocks / Sanghas (webinar)
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Training of Trainers (ToT) for training of Members of PRI & VHSNC / Citizens' Task Force
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level review meeting on MNB ● Capacity building workshop on post ODF activities

Month	Cell	Plan
September	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Conference with all PIUs
	Directorate of P&RD	<ul style="list-style-type: none"> ● Confirmation of PDO, APO & PAAO ● Tally of Financial Audit Report of NSAP with Annual Statement ● Completion of appointment process of PDOs.
	ISGPP-II	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Orientation of Panchayat representatives on Mahatma Gandhi NREGA through Virtual / Physical mode ● Meeting of the State Convergence Committee on Mahatma Gandhi NREGA to review progress through Virtual / Physical mode ● Review on Progress on CFP implementation through Virtual / Physical mode ● Monitoring visit by State Administrators ● Preparation of presentation for Mid-Term Review at MoRD through Virtual / Physical mode ● Workshop with CSO and districts officials on deliverables (achievements) on CFP through Virtual / Physical mode ● Submission of Award [proposal from districts and state to Award Committee at Delhi] ● SEGC (State Employment Guarantee Council) meeting through Virtual / Physical mode
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● State level Workshop on rolling out of the Panchayat Development Plan of the 3-tier Panchayats ● District level Workshop on quality plan preparation of the three-tier system ● Refresher Training of the District Level Master Trainers (IT & Web) on e-gramswaraj / GPDP Portal ● Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan ● Training on different web portals and accounting software (PFMS) ● Training on Panchayat Shasaktikaran Puraskar (PSP)
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of all district livelihood officers on Producer Company Act. ● Orientation Workshop on financing PGs & FPO ● Monthly Review of the districts ● Members of 1200 SHGs trained on Women Land Literacy ● Awareness campaign on Nutrition issues 'Healthy Feeding Practices' through meeting at Sangha and SHG level ● MIS workshop with districts
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Training of Trainers (ToT) for training of Members of PRI & VHSNC / Citizens' Task Force) ● One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level review meeting on MNB

Month	Cell	Plan
October	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Preparation of Draft Revised Budget of current year
	ISGPP-II	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Observing special Gram Sabha for Mahatma Gandhi NREGA through Virtual or Physical ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Monitoring visit by State Administrators ● Publications on Mahatma Gandhi NREGA success stories ● Special meeting with DNOs issuing guidance on AAP 2023-24 preparation from Gram Sabha and GIS planning thereof through Virtual / Physical mode ● Meeting with districts on entry of Mahatma Gandhi NREGA AAP in Plan Plus and other related process through Virtual / Physical mode
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan ● Orientation Training for Sectoral Workshop Group on preparation of sector-based activity at Panchayat Samity and Zilla Parishad.
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Monthly Review of the districts ● Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods ● Workshop with District on Livelihood Theme ● Assessment of 44 MCLFs ● Quarterly Learning Workshop on Training Management Software ● MIS workshop with Blocks / Sanghas of 4 districts (webinar)
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● Refresher orientation of all VBDC workers on Post Monsoon Activity ● One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level review meeting on MNB

Month	Cell	Plan
November	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress
	Directorate of P&RD	<ul style="list-style-type: none"> ● Preparation of Draft Budget estimate for 2021-22 ● Preparation or UC for 2nd instalment of fund under NSAP
	ISGPP-II	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Preparation of state level and district level presentation before the award committee at Delhi through Virtual or Physical. ● Monitoring visit by State Administrators ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Visit of CFP districts by State officials through Virtual / Physical mode ● Review on UNNATI implementation through Virtual / Physical mode.
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Refresher Training of the Gram Panchayat Facilitation Team (GPFT) on preparation of quality plan. ● Exposure Visit of the Elected Representatives to different best performing panchayats.
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Training of 3000 nos. of SHG Members on Fisheries. ● 40 nos. Freezer Mounted Moped for vending of Fish & Fisheries Products by FPC (Fisheries). ● Monthly Review of the districts. ● Workshop with District on Livelihood Theme ● Formation of fifty (50) new Producers Organizations on farm produces ● Review Workshop on Learning experience of SVEP
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (30 days in a month) ● Observation of 1st week as "Village Cleanliness Week" ● One day training of Members of PRI & VHSNC / Citizens' Task Force of all GPs on Awareness Generation, SLWM & involvement of community ● Refresher orientation of all VBDC workers on Post Monsoon Activity
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● Capacity building workshop on post ODF activities

Month	Cell	Plan
December	BGSY	<ul style="list-style-type: none"> ● Video Conference with PIUs during last fortnight to monitor progress ● Conference with all PIUs
	Directorate of P&RD	<ul style="list-style-type: none"> ● Monthly review meeting on NSAP/PROFLAL & other institutional issues with the District Panchayat & R.D. Officers ● Confirmation of PDO, APO & PAAO
	ISGPP-II	<ul style="list-style-type: none"> ● Ongoing ICR by IEG
	Mahatma Gandhi NREGA	<ul style="list-style-type: none"> ● Monthly review meeting with District Nodal Officers under Mahatma Gandhi NREGA through Video Conference / Workshop mode ● Monitoring visit by State Administrators ● Field visit by State Officials in CFP implementation blocks ● Review on Convergence initiatives under Mahatma Gandhi NREGA through Virtual / Physical mode ● Review on Project UNNATI implementation through Virtual / Physical mode ● Revisiting the success stories under Mahatma Gandhi NREGA through Virtual / Physical mode
	Rashtriya Gram Swaraj Abhiyan (RGSA)	<ul style="list-style-type: none"> ● Special Training of the Pradhan and Upa-Pradhan on Digital Literacy ● Exposure Visit of the Elected Representatives to different best performing Panchayats
	WBSRLM (Anandadhara)	<ul style="list-style-type: none"> ● Distribution of 40 nos. of Soil & Water Testing Kits for 40 FPS (Fisheries). ● Training of 2 lakh SHG members and Refresher training of 1 lakh SHG members on livelihoods ● Monthly Review of the districts ● Workshop with Sanghas on management of Own Fund, Trading and Business Development Plan ● Supply of base line data on SHG formation and credit linkage to NABARD for preparing Annual Credit Plan for the State. ● Workshop with District on Livelihood Theme ● Training of District Level Marketing Sangha
	Health	<ul style="list-style-type: none"> ● House to House Survey and activities of Vector Control in all GPs of the State (5 days of a week) ● Observation of 1st week as "Village Cleanliness Week" ● Implementation of Post Monsoon Activity
	Mission Nirmal Bangla	<ul style="list-style-type: none"> ● State level Review Meeting of MNB ● Training of stakeholders on MNB

PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT :

ADMINISTRATIVE CALENDAR - 2022

Month	Important works to be done	Cell / Wing	Remarks
January	Review of progress of various construction works being implemented in different districts under the supervision of the DMs.	AR Cell	
	Complete release of Plan-fund received for the final phase of 2021-22.		
	Dealing of Public Grievances and RTI matters.		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr. D Recruitment Board, Directorate of Anti-corruption Branch.		
	a) Preparatory work for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service subject to completion of appointment procedure to IAS according to last year select list.	IAS Cell	
	b) Promotion order of IAS officers to different grades of pay to be issued.		
	Prospective initiation for appointment of promote/directly recruited WBCS (Exe.) officers belonging to the 2021 batch and commencement of induction level training of these officers.	WBCS Cell	
	Monthly Monitoring of ACRs of WBCS(Exe.) officers.		
	Sending requisition to Saraswati Press Ltd. for printing of Service Identity Cards to WBCS(Exe.) officers.		
	Confirmation of WBCS (Exe.) officers.		
	Awarding MCAS (presently senior time scale) benefit in Level 17/MCAS (presently junior administrative grade) benefit in level 18 to WBCS (Exe.) officers.		
	Awarding the benefit of selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS (Exe.) officers.		
	Declaration of estimate of vacancies for directly recruited WBCS(Exe.) officers to be recruited through WBCS (Exe.) etc. Examination for 2021 i.e. 2022 batch.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Updating of leave records of the employees in HRMS and Service book updation. Finalization of tender process for AMC for the maintenance of IT infrastructure.	Establishment Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Training programme for Head Assistants. Training programme for section Officers. Conducting training programmes at ATI/RTCs.	Training Cell	
	Composite course of SNTCSSC, UPSE CSE Batch 2022 - ongoing Screening test for admission of SNTCSSC Batch, UPSC CSE 2023	SNTCSSC	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Conducting 19 Training Programmes including at ATI/RTCs i) Induction Training and Professional Phase-I Training of for WBCS (Exe.) officers 2020 batch. ii) Institutional Training Programme for IAS officer Trainees 2020 batch : introduction of West Bengal (Part I). iii) Land and settlement Training Programme for IAS Probationers 2020 batch at ARTI, Salboni.	ATI	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Updating of Service Books of the staff of CCW. c) Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.	C C Wing	
	Operation & Maintenance of e-District as well as e-office across the Departments.	e-Governance Cell	
February	Preparation of supplementary budget, if any	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Review on the requirement of IT hardware for purchase in the next financial year. Payment of all pending bill related to Stationary items, IT items and others.	Establishment Cell	
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr. D Recruitment Board, Directorate of Anti-corruption Branch.		
	Pay fixation orders of IAS officers promoted as on 01/01/2022 to be issued	IAS Cell	
	Training programme for UDAs. Conducting training programme at ATI	Training Cell	
	Conducting 16 Training Programmes including at ATI/RTCs i) Institutional Training Programme for IAS officer Trainees 2020 batch : Introduction of West Bengal (Part II). ii) Land and settlement Training Programme for IAS Probationers 2020 batch at ARTI, Salboni.	ATI	
	Composite course for SCTCSSC Batch 2022 - ongoing Mock interview session for SNTCSSC Batch 2021.	SNTCSSC	
	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 Declarations of Assets	Vigilance Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers.	WBCS Cell	
	Confirmation of WBCS(Exe.) officers		
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 60 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.	C C Wing	
	Extension of service benefits to IT personnel according to 192-IT/06 dated 16.10.2020. Implementation of e-office in new offices under different Departments.	e-Governance Cell	
March	Final release of Plan and Non-Plan fund to attached offices.	AR	
	Dealing of Public Grievances and RTI matters		
	Review of payment position regarding bills for the financial year 2020-21 and arrangement of payment thereon. Review of processing of Medical reimbursement bills under WBHS and other related WBHS matters.	Establishment Cell	
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr. D Recruitment Board, Directorate of Anti-corruption Branch.		
	Training programme for Head Assistants. Training programme for Registrars/OSDs/Special Officers Conducting training programmes by ATI, WB: with emphasis on GOI sponsored programmes.	Training Cell	
	Conducting 12 Training programmes including at ATI/RTCs. including i) Professional Phase-II Training of for WBCS (Exe.) officers 2019 batch.	ATI	
	Composite course for SNTCSSC Batch 2022 ongoing plus Mock Interview 2021.	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	

Month	Important works to be done	Cell / Wing	Remarks
	a) Finalisation of section I of PAR formats of the IAS officers for the year 2020-2021 to be done.	IAS Cell	
	b) Proposal for confirmation of vacancies for promotion of SCS and Non-SCS officers of the State to Indian Administrative Service to DoPT.		
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS (presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Distribution of Service Identity Cards to WBCS(Exe.) officers		
	Confirmation of WBCS (Exe.) officers	Service Records & Accounts Cell	
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 65 nos. of such officers on the basis of availability of information.		
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Change of surname and residential address and up-gradation of qualification of employees of different Deptts. c) Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.	C C Wing	
	Launching of Parichay Authentication system in e-office. Extension of service benefits to IT personnel according to 192-IT/06 dated 16.10.2020		
April	Allotment of fund for 1st quarters of Financial Year 2022-23	AR Cell	
	Dealing of Public Grievances and RTI matters.		
	Review of pension cases and revision of pension cases.	Establishment Cell	
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr. D Recruitment Board, Directorate of Anti-corruption Branch.		
	On-line Performance Appraisal Reports (PAR) formats for the IAS officers of the State Cadre are to be sent to the concerned officers.	IAS Cell	
	Sending the ACRs/SARs of WBCS(Exe.) officers to respective appropriate authorities	WBCS Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers		
	Publication of Service Directory, 2022 of WBCS(Exe.) officers.		
	Awarding MCAS (presently Senior Time Scale) benefit in Level 17/MCAS (presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		

Month	Important works to be done	Cell / Wing	Remarks
	Awarding the benefit of Selection Grade-Level 21/Senior Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Sending requisition to Saraswati Press Ltd. for printing of Service Identity Cards to WBCS(Exe.) officers.		
	Confirmation of WBCS (Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe.) Officers and updating of the Service Books of 50 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Training programme for UDAs.	Training Cell	
	Conducting 4 Training Programmes including at ATI/RTCs. i) Improving Transparency & Accountability in Public Administration through RTI Act, 2005. ii) Training Programme on Urban Water Management.	ATI	
	Composite course for SNTCSSC Batch 2022 ongoing plus Mock Interview 2021	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declaration of Assets	Vigilance Cell	
	a) Wanting APRs for preparation of panel for promotion of different cadres. b) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. c) Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.	C C Wing	
	Operation and maintenance of e-District. Extension of service benefits to IT personnel according to 192-IT/06 dated 16.10.2020.	e-Governance Cell	
May	Complete the process of release of Plan and Non-Plan funds for the 1st phase (April-June) of 2022-23.	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Review of Construction work of proposed Collectorate Complex at Kalyanpur, Asansol for the office of the District Magistrate, Paschim Bardhaman.		
	a) Promotion and posting of officers under WBSS cadre.	General Cell	
	b) Preparation of panel for promotion to the post of Registrar/OSD etc. and Asst. Secretary on consultation with PSC, WB.		
	c) Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr. D Recruitment Board, Directorate of Anti-corruption Branch.		
	Training programme for Assistant Secretaries.	Training Cell	

Month	Important works to be done	Cell / Wing	Remarks
	Confirmation proposal for IAS officers appointed on promotion to be sent to DoPT subject to completion of mandatory training of probationers.	IAS Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers.		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 60 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Conducting 7 Training Programmes including at ATI/RTCs i) Concluding Training Programme for IAS Probationers 2019 batch	ATI	
	Composite course for SNTCSSC Batch 2022 - ongoing Admission process for SNTCSSC batch 2023 begins	SNTCSSC	
	Review on progress on the implementation of various modules of HRMS.	Establishment Cell	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Publishing of updated Gradation Lists of different cadres. c) Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat C C Wing.	C C Wing	
	Development and maintenance of online services	e-Governance Cell	
June	Review of the work of New Administrative Building of Alipurduar District HQ.	AR Cell	
	Review of Construction work of New District Collectorate Building at Kalimpong in the district of Kalimpong.		
	Dealing of Public Grievances and RTI matters		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		

Month	Important works to be done	Cell / Wing	Remarks
	Preparatory work for sending proposal for promotion of SCS and Non-SCS officers of the State of Indian Administrative Service.	IAS Cell	
	Review of the working of various modules of HRMS .	Establishment Cell	
	Training programme for Head Assistants. Training programme for Section Officers. Updating of Service Records/APRs of employees.	Training Cell	
	Conducting 19 Training Programmes including at ATI/RTCs i) Improving Transparency & Accountability in Public Administration through RTI Act, 2005.		
	Composite course for SNTCSSC Batch 2022 - ongoing	ATI	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Declaration of estimate of vacancies for recruitment in the WBCS(Exe.) Service on promotion from feeder service of SRO-II/Jt. BDO/ACRO against the quota for 2022		
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Distribution of Service Identity Cards to WBCS(Exe.) officers		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 55 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.	C C Wing	
	Pushing back citizen centric SMS	e-Governance Cell	
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	
	Dealing of Public Grievances and RTI matters		
	Review of the work of Construction of Integrated Administrative Complex, Jhargram in the district of Jhargram.		

Month	Important works to be done	Cell / Wing	Remarks
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Training programme for UDAs. Training programme for Deputy Secretaries.	Training Cell	
	Conducting 16 Training Programmes including at ATI/RTCs i) Effective Governance through RTI Act, 2005. ii) Training Programme on Cyber Security and Urban Water Management.	ATI	
	Composite Course for SNTCSSC batch 2023 commences Composite Course for SNTCSSC batch 2022 - ongoing	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Complete proposal in prescribed formats for promotion of SCS officers of the State to Indian Administrative Service against the vacancies of 2021 is to be sent to UPSC and DoPT subject to confirmation of vacancies.	IAS Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Sending requisition to Saraswati Press Ltd. for printing of Service Identity Cards to WBCS(Exe.) officers.		
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Updating of leave records in the service books of the employees.	Establishment Cell	
	a) Induction training programme for qualified fresh LDA candidates. b) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. c) Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.	C C Wing	
	Upgradation of present version of 5.6 to 7.x in e-office. Pushing back citizen centric SMS	e-Governance Cell	

Month	Important works to be done	Cell / Wing	Remarks
August	Review of Construction work of New Collectorate for the office of the District Magistrate, Purba Bardhaman.	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Complete proposals in prescribed formats for promotion of Non-SCS officers of the State cadre to the IAS against the vacancies of 2021 are to be sent to UPSC and DoPT subject to confirmation of vacancy.	IAS Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 75 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Review updating of service books of the employees and sending service books of the employees posted in other Cells.	Establishment Cell	
	Training programme for Section Officers.	Training Cell	
	Conducting 20 Training Programmes including at ATI/RTCs i) Improving Transparency & Accountability in Public Administration through RTI Act, 2005.	ATI	
	Composite Course for SNTCSSC batch 2023 - ongoing Composite Course for SNTCSSC batch 2022 - ongoing	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	a) Updating of Service Books of the staff of CCW. b) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. c) Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat Common Cadre.	C.C.Wing	
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020.	e-Governance Cell	

Month	Important works to be done	Cell / Wing	Remarks
September	Preparation of Revised Budget.	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Review of the Construction of New Office Building and Residence of the Divisional Commissioner, Medinipur Division.		
	a) Promotion and posting of officers under WBSS cadre.	General Cell	
	b) Preparation of panel for promotion to the post of Registrar/OSD etc. and Assistant Secretary on consultation with PSC, WB.		
	c) Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Collection of ACRs/SARs from the department feeder services and furnish the same to the PSC, WB for promotion to WBCS(Exe.) Cadre		
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Distribution of Service Identity Cards to WBCS(Exe.) officers		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 70 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Processing the payment of Bonus & Festival Advance to the employees of this Department.	Establishment Cell	
	Conducting training programmes for UDAs. Updating of Service Books of the employees.	Training Cell	
	Conducting 18 Training Programmes including at ATI/RTCs i) Training Programme on Cyber Security.	ATI	
	Composite Course for SNTCSSC batch 2023 - ongoing Composite Course for SNTCSSC batch 2022 - ongoing	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	a) Refresher training programme for the Section Officers. b) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. c) Change of surname and residential address and up-gradation of qualification of employees of different Deptts.	C C Wing	

Month	Important works to be done	Cell / Wing	Remarks
	d) Issuing NOCs for obtaining ordinary International Passports for employees under Secretariat Common Cadre.		
	Specialized Training on e-office for Departmental/ District Core Teams. Specialized Training on e-Governance for Department/District Core Teams	e-Governance Cell	
October	Review of work of the New Administrative Building-II at Barasat, North 24-Parganas.	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Preparatory work for confirmation of vacancies for promotion of IAS in terms of Rule 3(2)(ii) & (iii) of IAS (Pay) Rule, 2016.	IAS Cell	
	i Conducting 2 Training Programmes including at ATI/RTCs i) Improving Transparency & Accountability in Public Administration through RTI Act, 2005.	ATI	
	Composite Course for SNTCSSC batch 2023 - ongoing Composite Course for SNTCSSC batch 2022 - ongoing	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Sending requisition to Saraswati Press Ltd. for printing of Service Identity Cards to WBCS(Exe.) officers.		
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 35 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Review of working of e-office module.	Establishment Cell	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Issuing NOCs for appearing at different examinations for employees under Secretariat Common Cadre.	C C Wing	

Month	Important works to be done	Cell / Wing	Remarks
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020 Pushing back citizen centric SMS	e-Governance Cell	
November	Review of the work of New Administrative Building of Kalimpong District HQ.	AR Cell	
	Release of Plan and Non-Plan funds for the 2nd phase (August-December) of 2022-23		
	Dealing of Public Grievances and RTI matters		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Training programme for Head Assistants.	Training Cell	
	Conducting 19 Training Programmes at ATI/RTCs	ATI	
	Composite Course for SNTCSSC batch 2023 ongoing	SNTCSSC	
	Monthly review of the Departmental court cases	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Advance planning for the year 2023.	Establishment Cell	
	Proposal for confirmation of vacancies in different grades of IAS in terms of Rule 3(2)(ii) & (iii) of IAS (Pay) Rule, 2016, to be sent to DoPT.	IAS Cell	
	Monthly monitoring of ACRs/SARs of WBCS(Exe.) officers	WBCS Cell	
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.		
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 40 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	a) Refresher Training programme for Head Assistants/Upper Division Assistants. b) Wanting APRs for preparation of panel for promotion of different cadres. c) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. d) Issuing NOCs for purchasing and selling of movable and immovable properties for employees under Secretariat C C Wing.	C C Wing	

Month	Important works to be done	Cell / Wing	Remarks
	Pushing back citizen centric SMS Specialized Training on e-Governance for Department/ District Core Teams	e-Governance Cell	
December	Review of the status of execution of work in different districts for which funds have been released out of State-Plan.	AR Cell	
	Dealing of Public Grievances and RTI matters		
	Promotion and posting of officers under WBSS cadre.	General Cell	
	Administrative functions of attached offices viz Office of the Hon'ble Lokayukta, West Bengal, WBIC, Gr.D Recruitment Board, Directorate of Anti-corruption Branch.		
	Meeting of Departmental Promotion Committee (DPC) for promotion of IAS officers of the State Cadre to different scales of pay is to be convened.	IAS Cell	
	Awarding MCAS (presently Senior Time scale) benefit in Level 17/MCAS(presently Junior administrative Grade) benefit in level 18 to WBCS(Exe.) officers.	WBCS Cell	
	Awarding the benefit of Selection Grade-Level 21/Senior Selection Grade-Level 22/Super Time Scale-Level 24 to WBCS(Exe.) officers.		
	Confirmation of WBCS(Exe.) officers		
	Distribution of Service Identity Cards to WBCS(Exe.) officers		
	Identification of missing service particulars in the Service Books of IAS and WBCS(Exe) Officers and updating of the Service Books of 50 nos. of such officers on the basis of availability of information.	Service Records & Accounts Cell	
	Training programme for OSDs/Registrars/Spl. Officers.	Training Cell	
	Conducting 13 Training Programmes at ATI/RTCs.	ATI	
	Composite Course for SNTCSSC batch 2023-ongoing	SNTCSSC	
	Monthly review of the Departmental court cases.	Law Cell	
	Monthly review of pending DPs/Vigilance matters and status Declarations of Assets	Vigilance Cell	
	Review of payment of pension cases. Preparation of AMC of IT hardware.	Establishment Cell	
	a) Promotion and posting of LDAs to SOs and Typist cadre under Secretariat Common Cadre. b) Issuing NOCs for obtaining International Passports for employees under Secretariat Common Cadre.	C C Wing	
	Extended service benefit to IT personnel according to 192-IT/06 dated 16.10.2020 Pushing back citizen centric SMS	e-Governance Cell	

Department of Parliamentary Affairs

Month (1)		Targeted/ Proposed Activity (2)
January, 2022	1	Routine & Statutory works of the Department.
	2	Dealing with West Bengal Legislative Assembly matters, if referred.
February, 2022	1	Special attention to the entitlement related matters of MLAs and Ex- MLAs referred to the Department by West Bengal Legislative Assembly.
	2	Routine & Statutory works of the Department.
March, 2022	1	Preparation of action plan for the next year work covering 4112nos. of Schools and 430 nos. of Colleges in the state.
	2	Clearing up of accounts related matters at State and district levels.
	3	Smooth completion of year ending work.
	4	Finalization of Scheme and Guidelines for Youth Parliament Competition, 2022-23.
	5	Dealing with the files which may be referred from West Bengal Legislative Assembly.
April, 2022	1	Routine and statutory works of the Deptt.
	2	Collection and consolidation of Utilization Certificates and squaring up all accounts matter.
	3	Sending proposal to the Finance Department for financial approval of YPC, 2022-23.
	4	Preliminary preparation for implementation of Youth Parliament Competition Scheme, 2022-23.
	5	Works related to W.B.L.A.
May, 2022	1	Routine and statutory works of the Deptt.
	2	Publication of Annual Report.
	3	Persuasion with the District Authorities for pending Utilization Certificates.
June, 2022	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	Printing of books, guidelines, certificates for Youth Parliament Competition Scheme, 2022-23.
	5	Notification of State Level Essay Competition, 2022-23.
	6	Organizing State Level Meeting and Workshop on Youth Parliament Scheme, 2022-23.
	7	Despatch of books, guidelines, certificates to districts.
	8	Release of fund for the programme of the year.
July, 2022	1	Routine and statutory works of the Deptt.
	2	Persuasion with the district authorities for implementation of the programme.
	3	Holding of District Level Workshop on Youth Parliament Scheme for schools.
	4	Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at schools and colleges.
	5	Holding of Youth Parliament Competition and Quiz Contest and Extempore Speech Competition at Block/Municipality/College level.
August, 2022	1	Persuasion with the district authorities for implementation of the programme.
	2	Work of State level Essay Competition.

Month		Targeted/ Proposed Activity
August, 2022	3 4 5	Routine and statutory works of the Deptt. Holding of District level Competitions for colleges/Schools. Works related to W.B.L.A.
September, 2022	1 2 3 4 5	Monitoring of implementation of programme at different levels. Work of State Level Essay Competition. Holding of District level Competitions for Colleges/Schools. Collection and compilation of result of District level competitions for Colleges. Routine and statutory work of the Deptt.
October, 2022	1 2	Routine and statutory works of the Deptt. Arranging for examination of the essays received in the State Level Essay Competition, 2022-23.
November, 2022	1 2 3 4	Examination of essays received in State Level, Essay Competition. Holding of Division level Youth Parliament Competitions for schools. Holding of Division level Competitions for colleges. Routine and statutory work of the Deptt.
December, 2022	1 2 3 4 5	Holding of Division level Youth Parliament Competitions for schools. Holding of Division level Competitions for colleges. Collection and compilation of result of Division level Competitions for Colleges/Schools. Preparation for final stage of State Level Youth Parliament Competition, 2022-23. Routine and statutory work of the Deptt.

PASCHIMANCHAL UNNAYAN AFFAIRS DEPARTMENT

MONTH	ACTIVITY CALENDAR
JANUARY 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF PCC ROAD FROM CHANDRA RATIBATI MAIN ROAD TO KALI MANDIR, RATIBATI G.P., RANIGANJ, PASCHIM BARDHAMAN ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS AND FIELD LEVEL INSPECTION FOR MONITORING PROJECTS AND ASSESSMENT. ● MONITORING MEETING AT DISTRICT LEVEL WITH ALL IMPLEMENTING AGENCIES & CONCERNED LINE DEPARTMENTS BY ALL CONCERNED DMs. ● COLLECTION OF SCHEMES UNDER AAP, ZP MEGA SCHEMES & JAP (34 BLOCKS) FROM THE 74 BLOCKS OF 7 PUP DISTRICTS FOR GETTING APPROVED BY THE CMO. ● HOLDING "JUNGLE MAHAL UTSAB 2021" SHOWCASING THE ACHIEVEMENTS OF STATE GOVERNMENT AND DEPARTMENT OF PASCHIMANCHAL UNNAYAN AFFAIRS.
MONTH	ACTIVITY CALENDAR
FEBRUARY 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF PCC ROAD FROM BHURADANGA TO GOENKA LINK ROAD VIA PUNCHRA G.P., BARABONI, PASCHIM BARDHAMAN ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● PREPARATION OF BUDGET SPEECH FOR 2022-23. ● REVIEW OF PROJECT IMPLEMENTATION & FUND UTILISATION STATUS.
MONTH	ACTIVITY CALENDAR
MARCH 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF ROAD FROM KAPASDANGA VILLAGE TO GIRIJORE HIGH SCHOOL VIA BHARKATA, BHARKATA G.P. (CH. 2.100 TO 5.100), MD. BAZAR, BIRBHUM ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS
MONTH	ACTIVITY CALENDAR
APRIL 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF BITUMINOUS ROAD FROM JINASAHAR BUS STOPPAGE TO BIREN KAKLI'S HOUSE VIA GALUKSAI VILLAGE, BARKOLA GP, KHARAGPUR-I, PASCHIM MEDINIPUR ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● MONITORING MEETING WITH DEPARTMENTAL OFFICERS AND PUP OFFICIALS.
MONTH	ACTIVITY CALENDAR
MAY 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF BITUMINOUS ROAD FROM DHANKURA MORE UPTO 2.80 KM TOWARD MADANKATA (LENGTH-2.80 KM), RANIBUNDH, BANKURA ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● COLLECTION OF UP-TO-DATE UTILIZATION CERTIFICATES FROM ALL CONCERNED IMPLEMENTING AGENCIES. ● MONITORING MEETING OF ADMINISTRATIVE CALENDER BY HON'BLE MOS(IC) WITH THE SENIOR DEPARMENTAL OFFICERS & CEO PUP, BANKURA.

MONTH	ACTIVITY CALENDAR
JUNE 2022	<ul style="list-style-type: none"> ● RENOVATION OF ARKAMA BYPASS MORE TO DAMODARPUR MORE (LENGTH-2.250 KM), KHATRA, BANKURA ● FIELD-LEVEL INSPECTION OF SCHEMES BY DEPARTMENTAL OFFICERS. ● REVIEW MEETING WITH DMs & BDOs OF 7 PUP DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	ACTIVITY CALENDAR
JULY 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF BITUMINOUS ROAD FROM MANIPUR PANCHAYAT TO CHITRA MORE, PARA, PURULIA . ● REVIEW MEETING WITH DMs & BDOs OF 7 DISTRICTS IN CONNECTION WITH DIFFERENT SCHEMES SANCTIONED TO THEM.
MONTH	ACTIVITY CALENDAR
AUGUST 2022	<ul style="list-style-type: none"> ● ROAD FROM KENDA THANA MORE TO SURATDIH VILLAGE AT KENDA MOUZA, KENDA G.P., PUNCHA, PURULIA ● REVIEW MEETING WITH BOTH DEPARTMENTAL & PUP OFFICIALS.
MONTH	ACTIVITY CALENDAR
SEPTEMBER 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF ROAD FROM AKAMBA BUS STAND TO KUSADRAPUR VILLAGE, ILLAMBAZAR, BIRBHUM ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● SCRUTINY AND THEREAFTER SENDING THE PROPOSALS TO NABARD UNDER RIDF 2022-23 AS PER HIGH POWER COMMITTEE ALLOCATION. ● MONITORING MEETING OF ADMINISTRATIVE CALENDAR BY HON'BLE MOS(IC) WITH THE SENIOR DEPARTMENTAL OFFICERS AND CEO, PUP, BANKURA.
MONTH	ACTIVITY CALENDAR
OCTOBER 2022	<ul style="list-style-type: none"> ● BITUMINOUS ROAD FROM NEPURA TO KAMLADANGA MORE (C. 0.00 TO 2.01 KM), NEPURA G.P., BINPUR-I, JHARGRAM ● REVIEW OF SCHEME WISE ALLOTMENT OF FUND FROM THE PLAN BUDGET 2022-23 AND UTILIZATION THEREOF. ● FIELD-LEVEL INSPECTION BY DEPARTMENTAL OFFICERS.
MONTH	ACTIVITY CALENDAR
NOVEMBER 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF BITUMINOUS ROAD FROM KERANICHATI (NH-60) TO KALAICHANDI KHAL PAR VIA KAWAMARI VILLAGE, SIROMONI GP, MEDINIPUR SADAR, PASCHIM MEDINIPUR ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. ● SENDING PROPOSAL FOR AUGMENTATION OF BUDGET2022-23 FOR THE PENDING PROJECTS, IF ANY.

MONTH	ACTIVITY CALENDAR
DECEMBER 2022	<ul style="list-style-type: none"> ● CONSTRUCTION OF BOX BRIDGE AT RAIBONI KHAL (BETWEEN RAIBONI & TIKAYETPUR-MATIAL VILLAGE), SATMA G.P., GOPIBALLAVPUR-I, JHARGRAM ● SCHEME-VISIT BY DEPARTMENTAL OFFICERS. REVIEW OF FUND RELEASE STATUS FOR THE YEAR 2022- 23. ● MONITORING MEETING OF ADMINISTRATIVE CALENDER BY HON'BLE MINISTER-IN-CHARGE WITH THE DEPARTMENTAL OFFICERS AND CEO,PUP, BANKURA.

DEPARTMENT OF PLANNING & STATISTICS

A. Planning

January

●	Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, Compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Closure of Bank Account of Ex MPs Lok Sabha & Rajya Sabha
●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres Progress

February

●	Collection, compilation and submission of performance reports of BEUP from all districts to the Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring submission of reports of Twenty Point Programme by the districts

March

●	Collection, compilation and submission of performance reports of BEUP from all districts to chairman, Assemble Committee, BEUP
●	Review and Monitoring of BEUP progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres progress

April

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring submission of reports of Twenty Point Programme by the districts

May

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres Progress

June

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Imparting training on web portal to personnel concerned
●	Monitoring submission of reports of Twenty Point Programme by the districts

July

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Departmental Review Meeting on implementation of MPLAD works
●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres Progress

August

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Review Meeting with District Authorities on implementation of MPLAD works
●	Monitoring submission of reports of Twenty Point Programme by the districts

September

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme

●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres Progress

October

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring submission of reports of Twenty Point Programme by the districts

November

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring conduct of District Level Development Monitoring Committee meetings
●	Review and Monitoring of State & District Spatial Data Centres Progress

December

●	Collection, compilation and submission of performance reports of BEUP from all districts to Chairman, Assembly Committee, BEUP
●	Review and Monitoring of BEUP Progress
●	Collection, compilation and submission of performance reports of MPLADS from all districts
●	Monitoring of MPLAD Scheme
●	Monitoring submission of reports of Twenty Point Programme by the districts

Department of Planning and Statistics B. Statistics

Sl. No.	Item/Activity (>)	January	February	March	April	May	June	July	August	September	October	November	December
1	Estimation of State Domestic Product (SDP)	Compilation for 2021-22 (AE) and Revision work for 2019-20 & 2020-21	Release of Advance Estimate of 2021-22	Revision work for 2019-20, 2020-21 & 2021-22	Revision work for 2019-20, 2020-21 & 2021-22	Joint Discussion for Finalization of 2019-20 and Revision of 2020-21 & 2021-22	Preparation of Estimates for 2019-20 and 2020-21 for Uploading and Revision of 2021-22	Preparation of Estimates for 2019-20 and 2020-21 for Uploading and Revision of 2021-22	Release of Estimates of 2019-20, 2020-21 and 2021-22	Revision work for 2020-21 & 2021-22	Revision work for 2020-21 & 2021-22	Revision work for 2020-21 & 2021-22 and compilation for 2022-23 (AE)	Revision work for 2020-21 & 2021-22 and compilation for 2022-23 (AE)
2	Preparation of District Domestic Product (DDP)	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1	Compilation of DDP estimates in accordance with SDP estimate as mentioned in Sl. No. 1
3	Estimation of Index of Industrial Production (IIP)	Release of Report of October, 2021	Release of Report of November, 2021	Release of Report of December, 2021	Release of Report of January, 2022	Release of Report of February, 2022	Release of Report of March, 2022	Release of Report of April, 2022	Release of Report of May, 2022	Release of Report of June, 2022	Release of Report of July, 2022	Release of Report of August, 2022	Release of Report of September, 2022
4	Conducting Annual Survey of Industries (ASI)	Scrutiny & Validation work of Data entered for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Compilation, Scrutiny & Validation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Compilation, Scrutiny & Validation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Compilation, Scrutiny & Validation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Compilation, Scrutiny & Validation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Provisional Table generation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Advanced scrutiny, validation and compilation for 2017-18. Data collection, Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	RSE calculation for estimates of 2017-18. Data entry in the e-schedule & Scrutiny & Validation for 2018-19.	Final Table generation for 2017-18. Data entry & Scrutiny & Validation for 2018-19.	Data entry & Scrutiny & Validation for 2018-19. Data collection, Data entry & Scrutiny & Validation for 2019-20.	Data entry & Scrutiny & Validation for 2018-19. Data collection, Data entry & Scrutiny & Validation for 2019-20.	Compilation, Scrutiny & Validation for 2018-19. Data collection, Data entry & Scrutiny & Validation for 2019-20.

Sl. No.	Item/Activity (>)	January	February	March	April	May	June	July	August	September	October	November	December
5	Performing CCEs of 19 major crops	Field work of Rabi crops, 2021-22.	Field work of Rabi crops, 2021-22.	Field work of Rabi crops, 2021-22.	Field work of Rabi and Summer crops, 2021-22.	Field work of Summer crops, 2021-22.	Field work of Summer crops, 2021-22.	Field work of Bhadui crops, 2022-23.	Field work of Bhadui crops, 2022-23.	Field work of Bhadui crops, 2022-23.	Field work of Bhadui crops, 2022-23.	Field work of Winter crops, 2022-23.	Field work of Winter crops, 2022-23.
6	Estimation of Yield Rate and Production of 19 Major Insured Crops	Compilation work of Summer Crops, 2020-21, Bhadui Crops, 2021-22 & Winter Crops, 2021-22.	Compilation work of Summer Crops, 2020-21, Bhadui Crops, 2021-22 & Winter Crops, 2021-22.	Submission of final estimate of Summer Crops, 2020-21 to Agriculture Department. Compilation work of Bhadui and Winter Crops 2021-22.	Compilation work of Bhadui and Winter Crops 2021-22.	Submission of final estimate of Bhadui Crops, 2021-22 to Agriculture Department. Compilation work of Winter and Rabi Crops 2021-22.	Compilation work of Winter and Rabi Crops, 2021-22.	Submission of final estimate of Winter Crops, 2021-22 to Agriculture Department. Compilation work of Rabi and Summer Crops 2021-22.	Compilation work of Rabi and Summer Crops 2021-22.	Compilation work of Rabi and Summer Crops 2021-22.	Submission of final estimate of Rabi Crops 2021-22 to Agriculture Department. Compilation work of Summer Crops 2021-22.	Compilation work of Summer Crops, 2021-22 and Bhadui Crops 2022-23.	Compilation work of Summer Crops, 2021-22 and Bhadui Crops 2022-23.
7.	Statistical Abstract	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation
8.	State Statistical Handbook	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation	Data collection, Validation & Compilation
9.	Conducting National Sample Survey (NSS) and Pooling of Central and State sample survey data	Preparation of Pooled estimates for Sch. 25.0 of NSS 75th Round, Preparation of tables for Sch. 26.0 on State Sample Data of NSS 76th Round, Data validation of 77th Round	Preparation of Pooled estimates for Sch. 25.0 of NSS 75th Round, Preparation of tables for Sch. 26.0 on State Sample Data of NSS 76th Round, Data validation of 77th Round	Finalisation of Pooled estimates for Sch. 25.0 of NSS 75th Round, Finalisation of tables for Sch. 26.0 on State Sample Data of NSS 76th Round, Data validation of 77th Round	Preparation of Pooled estimates for Sch. 25.2 of NSS 75th Round, Preparation of tables for Sch. 1.2 on State Sample Data of NSS 76th Round, Data validation of 77th Round	Preparation of Pooled estimates for Sch. 25.2 of NSS 75th Round, Preparation of tables for Sch. 1.2 on State Sample Data of NSS 76th Round, Data validation of 77th Round	Finalisation of Pooled estimates for Sch. 25.2 of NSS 75th Round, Finalisation of tables on State Sample Data of Sch. 1.2 of NSS 76th Round, Data validation of 77th Round	Preparation of Pooled estimates for Sch. 26.0 of NSS 76th Round, Preparation of tables for Sch. 33.1 on State Sample Data of NSS 77th Round	Preparation of Pooled estimates for Sch. 26.0 of NSS 76th Round, Preparation of tables for Sch. 33.1 on State Sample Data of NSS 77th Round	Finalisation of Pooled estimates for Sch. 26.0 of NSS 76th Round, Finalisation of tables on State Sample Data of Sch. 33.1 of NSS 77th Round	Preparation of Pooled estimates for Sch. 1.2 of NSS 76th Round, Preparation of tables on State Sample Data of Sch. 18.2 of NSS 77th Round	Preparation of Pooled estimates for Sch. 1.2 of NSS 76th Round, Preparation of tables on State Sample Data of Sch. 18.2 of NSS 77th Round	Finalisation of Pooled estimates of Sch. 1.2 of NSS 76th Round, Finalisation of tables on State Sample Data of Sch. 18.2 of NSS 77th Round

Power Department

Month: January			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	14 KM new 33 KV line from TCF PS-II to Bidhannagar	Darjeeling	New
	12 KM new 33 KV line from Barasat to Bira	North 24 Parganas	New
	35 KM new 33 KV line from Birsingha to Bhuiara	Paschim Medinipur	New
	33/11 KV S/S at Pala under O & M	Kalimpong	New
WBSETCL	Manbazar 132/33 KV GIS	Purulia	Spill over
	132 KV D/C line from Bolpur 132 KV S/S to Labhpur 132 KV GIS	Birbhum	Spill over
	Renia 132/33 KV GIS substation	South 24 Parganas	Spill over
	D/C LILO of 132 KV Kasba - Sonarpur-Behala line at Renia 132 KV GIS	South 24 Parganas	Spill over
	Installation of 20 MVAR & 10 MVAR capacitor bank at Pingla, Kakdwip, Domjur & Uluberia.	West Mednipur, South 24 Parganas & Howrah	Spill over
	Installation of 400 KV, 125 MVAR Reactor at Gokarna 400 KV S/S	Murshidabad	Spill over
	Installation of 400 KV, 125 MVAR Reactors at Kharagpur 400 KV S/S	West Mednipur	Spill over
	Replacement of Existing conductor by HTLS conductor i.r.o 220 KV Transmission lines (31.00 Km).	Hooghly	Spill over
WBPDCCL	Ash water Recirculation & Recovery System with Lagoon at Sagardighi	Murshidabad	Spill over

Month: February			2022
Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSEDCL	38 KM new 33 KV line from Kakdwip to Dakshin Shibganj	South 24 Parganas	New
	33/11 KV S/S (GIS) at Barasat under IPDS	North 24 Parganas	Spill over
WBSETCL	Kona 132/33 KV GIS	Hooghly	Spill over
	Labhpur 132/33 KV GIS	Birbhum	Spill over
	132 KV D/C line from Moinaguri 132 KV S/S to LILO point of NJP- Moinaguri 132 KV Tr line towards Chalsa to establish Moinaguri - Chalsa 132 KV D/C and Moinaguri - NJP 132 KV D/C connectivity	Jalpaiguri	New

Month: February			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSETCL	D/C LILO of Dharampur - Titagarh 132 KV D/C line at proposed Panpur 132KV GIS	North 24 Parganas	New
	Installation of 20 MVAR & 10 MVAR capacitor bank at Hizli, Sonarpur, Laxmikantapur, Adisaptagram, Berhampore, Gokarna, Kalyani, Dharampur, Contai & Asansol	West Mednipur, South 24 Parganas, Hooghly, Murshidabad, Nadia, East Medinipur & Paschim Burdwan.	Spill over
WBPDC	Implementation of PI Server at Corporate Office and different Power Plants	All over the State	New

Month: March			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	22 KM new 33 KV line from Jaynagar to Jamtala	South 24 Parganas	New
	33/11 KV S/S at Bijaynagar under O&M	Paschim Burdwan	New
	33/11 KV S/S at Baro Andulia under O&M	Nadia	Spill over
	33/11 kV S/S (GIS) at Asansol Agnibina under IPDS	Paschim Burdwan	Spill over
WBSETCL	Minakhan 132/33 kV GIS	North 24 Parganas	Spill over
	132 KV D/C line from Subhasgram 220 KV S/S to proposed Minakhan 132 KV S/S	North & South 24 Parganas	Spill over
	LILO of Gokarna- Rampurhat 132 KV S/C Transmission line at Kuli 132 KV GIS	Murshidabad	Spill over
	132 KV 2- Phase S/C line from Malda 132 KV S/S to proposed Khaltipur/ Jamirghata TSS	Malda	New
	Extension of Jeerat - Satgachia 220 KV D/C defunct line from Chakdah point to Krishnanagar 220 KV S/S to establish Jeerat - Krishnanagar 220 KV D/C connectivity	Nadia	New
	S/C LILO of 220 KV D/C Durgapur- Asansol Tr. Line at proposed Mangalpur 220 KV GIS	Paschim Bardhaman	New
	132 kV D/C Line by S/C LILO of Raina-Indus 132 kV D/C Line at proposed Indus Traction S/S	Bankura	New
	Installation of 20 MVAR & 10 MVAR capacitor bank at Barasat, Mankar, Raina, Kalna, Satgachia, Subhasgram, Mohishpota.	North 24 Parganas, South 24 Parganas & Purba Burdwan	Spill over
	Installation of 400 KV, 125 MVAR Reactors at Durgapur 400 KV Substation.	Paschim Burdwan	Spill over

Month: March			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBPDCCL	Barjora (North) Coal Mine: The procurement of land for the Forest Clearance (FC)	Bankura	Spill over
	Tara (E&W) Coal Mine: The Diversion of road from Churulia to Jaynagar.	Paschim Bardhaman	Spill over
	Technical Building-2 at Sagardighi	Murshidabad	Spill over

Month: April			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	32 KM new 33 KV line from Kamakhyaguri to Kumargram	Alipurduar	New
	33/11 KV S/S at Kanki under O&M	Uttar Dinajpur	New
WBSETCL	Baruipur 220/132 KV GIS	South 24 Parganas	Spill over
	132 KV D/C line from Tarakeswar 132 KV S/S to Jangipara 132 KV S/S	Hooghly	Spill over
	220 KV D/C line by LILO of existing STPS - J K Nagar 220 KVS/C line at Asansol 220 KV S/S	Paschim Bardhaman	New
	Panpur 132/33 KV GIS	North 24 Parganas	New
	220 D/C Transmission line to tie up Jeerat - Satgachia 220 KV D/C line (Satgachia side) & Rishra - Dharampur 220 KV D/C line to establish Satgachia - Rishra 220 KV D/C connectivity	Hooghly	New
	Capacity Augmentation of 400/220KV transformer from 2X315 MVA to 3X315 MVA at Gokarna 400 KV S/S.	Murshidabad	Spill over

Month: May			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	Solar Dome Project (Renewable energy Exhibit with 180 KWp generation capacity) (Deposit work of WBHIDCO)	ECO Park, New Town, North 24 Parganas	New
WBSETCL	Bagula 132/33 KV GIS	Nadia	Spill over
	Panchami 132/33 KV GIS	Birbhum	Spill over
	Sadaipur -Panchami 132 KV D/C line	Birbhum	Spill over
	Belmuri 220/132 KV GIS	Hooghly	Spill over
	220 KV S/C LILO of Arambagh- New Chanditala S/C line at Belmuri 220/132 KV S/S.	Hooghly	Spill over

Month: May			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
	220 KV D/C line from the crossing point of Jeerat - Rajarhat (PGCIL) 220 KV D/C line and Barasat - New Town -AA-III 132 KV D/C line upto Barasat 220 KV S/S (Utilizing the existing corridor of part of Barasat-New Town AA-III 132 KV line) to establish Rajarhat (PGCIL) -Barasat 220 KV D/C connectivity.	North 24 Parganas	New
	132 KV D/C Line by S/C LILO of Gazole-Balurghat 132 KV D/C Line at Gangarampur 132 kV S/S	Dakshin Dinajpur	New
	Capacity Augmentation by 31.5 MVA, 132/33 KV, transformer at Bighati.	Hooghly	Spill over
WBPDC	Pachhwara(North) Coal Mine : Procurement for CA Land for compliance of Stage-I to obtain Stg-II Forest Clearance	Pakur, Jharkhand	Spill over
	Hydrogen Generation Plant at Sagardighi	Murshidabad	Spill over
	Solar Power Evacuation Transmission Line by extending 220 KV bus at Sagardighi	Murshidabad	New

Month: June			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	10 MW Solar PV Project at Kotaldih (Phase-I), Asansol	Paschim Burdwan	Spill over
	10 MW Solar PV Project at Sankrail	Jhargram	Spill over
	5.25 MW Grid Connected Solar Pump 7.5 KW each for catering power to 700 Agriculture Consumers	Hooghly and Purba Burdwan	New
	33/11 KV S/S at Dakshin Khanda under O&M	Paschim Burdwan	New
	33/11 KV S/S (GIS) at Rampurhat Hospital under IPDS	Birbhum	Spill over
WBSETCL	Serakol-Baruipur 132 KV D/C line	South 24 Parganas	Spill over
	Balance work of 400 KV D/C Tr. Line from Gokarna 400 KV S/Stn. to New Chanditala 400 KV S/S	Murshidabad	New
	Ramganga 132/33 KV GIS	South 24 Parganas	New
	132 KVD/C Transmission line from Laxmikantapur 220 KV S/S to proposed Ramganga 132 KV GIS	South 24 Parganas	New
	132 KVD/C Transmission line from Kakdwip 132 KVS/S to proposed Ramganga 132 KV GIS	South 24 Parganas	New
	Installation of 400 KV, 125 MVAR Reactors at New Chanditala 400 KV S/S.	Hooghly	Spill over

Month: July			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSETCL	Ramnagar 132/33 KV GIS	Purba Medinipur	Spill over
	220 KV M/C line by D/C LILO of KTPP-Howrah 220 KV D/C line at Proposed Food Park 220/132 KV GIS S/S.	Howrah	New
	Jangalpur 220/132/33 KV GIS	Howrah	New
	D/C LILO of Howrah-KTPP 220 KV D/C line at Jangalpur 220 KV GIS	Howrah	New
	Replacement of Existing conductor by HTLS conductor i.r.o 220 KV New Town - New Town (PG) Transmission lines (8.00 Km).	North 24 Parganas.	Spill over
WBPDC	10 MW Floating Solar Power Plant on Raw Water Pond No. 1, 2 & 4 at Sagardighi.	Murshidabad	New

Month: August			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSETCL	132 KV D/C line from Ramnagar 132 KV GIS to proposed Mandarmani 132 KV GIS	Purba Medinipur	New
	132 KV S/C transmission line on D/C tower from Birpara-Coochbehar 132 KV S/C line from Baraibari to ongoing Kamakhyaguri 132 KV S/S to establish Birpara-Kamakhyaguri 132 KV S/C line.	Alipurduar	New
	132 KV S/C LILO of Joka - Falta at Serakol 132 KV S/S	South 24 Parganas	New
	Capacity Augmentation by 50 MVA, 132/33 KV, transformer at Chanditala & Sainthia.	Hooghly, Birbhum	New
WBPDC	Resettlement & Rehabilitation Colony at Bishunpur Village for Pachhwara (North) Coal Mine	Pakur, Jharkhand	New

Month: September			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	33/11 kV S/S at Nischintapur under O&M	South 24 Parganas	New
WBSETCL	220 KV D/C Lines by D/C LILO of Birpara-Alipurduar 220 KV D/C line of PGCIL at proposed Falakata 220/132 KV S/S	Alipurduar	New
	Nilganj 132/33 KV GIS	North 24 Parganas	New
	132 KV M/C Transmission line for D/C LILO of Dharampur-Titagarh 132 KV D/C line at proposed Nilganj 132 KV GIS	North 24 Parganas	New
	Capacity Augmentation by 31.5 MVA, 132/33 KV, transformer at Serakol.	North 24 Parganas	Spill over

Month: October			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSETCL	New Town-IIC 220 KV GIS	North 24 Parganas	Spill over
	220 KV D/C UG cable line from Bhangar PGCIL 400 KV S/S to New town-IIC 220/132 KV GIS along Rajarhat-Harua road	North 24 Parganas	New
	Capacity Augmentation by 160 MVA, 220/132 KV, transformer at Gazole 220 KV, Sadaipur 220 KV & Rejinagar 220 KV.	Malda, Birbhum, & Nadia	New
	Capacity Augmentation by 50 MVA, 132/33 KV, transformer at Falta, Birsingha, Contai & Jhargram.	South 24 Parganas, West Medinipur & East Medinipur.	New

Month: November			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	33/11 KV S/S at Embee Delight under O&M	Darjeeling	New
	33/11 KV S/S (GIS) at Bongpur under IPDS	Purba Burdwan	Spill over
WBSETCL	Kharagpur-Jhargram 132 KV D/C line	Paschim Medinipur	Spill over
	Capacity Augmentation by 50 MVA, 132/33 KV, transformer at Rampurhat, Alipurduar, Laxmikantapur, Ranaghat, Sadaipur, Arambag, Bajkul.	Birbhum, Alipurduar, South 24 Parganas, Nadia, Birbhum, Hooghly & East Medinipur.	New

Month: December			2022
Utility	Description of the Work	District	Nature of Work (New/Spill over)
WBSEDCL	33/11 KV S/S at Baishali Park, Ward No-112 (KMC) under O&M	Kolkata	New
	33/11 KV S/S (GIS) at Kumarhat (Ozone near EM Bypass) under IPDS	South 24 Parganas	New
WBSETCL	Kushmundi 132/33 KV GIS	Dakshin Dinajpur	Spill over
	LILO of Raiganj - Gangarampur-132 KV S/C line at Kushmundi 132 KV GIS	Uttar Dinajpur & Dakshin Dinajpur	Spill over
	132 KV line by D/C LILO of Jeerat-Ashokenagar 132 KV D/C line at proposed Gaighata 132/33 KV GIS.	North 24 Parganas	New
	132 KV M/C Transmission line for D/C LILO of Jeerat-Mohispota 132 KV D/C line at proposed Nilganj 132 KV GIS	North 24 Parganas	New
	Birlapur 132/33 KV GIS	South 24 Parganas	New

Month: December			2022
Utility	Description of the Work	District	Nature of Work (New/Spill Over)
WBSETCL	Baruipur-Birlapur 132 KV D/C line	South 24 Parganas	New
	Replacement of Existing conductor by HTLS conductor i.r.o 220 KV Howrah- New Chanditala Transmission lines (25.47 Km)	Howrah & Hooghly	Spill over
	Capacity Augmentation of 400/220 KV transformer from 2X315 MVA to 3X315 MVA at Durgapur 400 KV S/S	Paschim Burdwan	Spill over
	Replacement of existing conductor i.r.o 220 KV Bakreswar- Satgachia line(92 KM)	Birbhum & Purba & Paschim Burdwan	New
	Capacity Augmentation by 50 MVA, 132/33 KV, transformer at Domkol, Satgachia, Malda, Belmuri & Ujanu.	Murshidabad, Purba Burdwan, Malda, Hooghly & Darjeeling.	New
WBPDCCL	Natural Draft Cooling Tower for 660 MW Supercritical Unit No. 5 at Sagardighi	Murshidabad	New

Department of Public Health Engineering

Sl. No.	Event	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022
1	"Commissioning of Rural Piped Water Supply Scheme / Bottling Plants / Deposit Works of Other Deptts. "(No. schemes to be Commissioned)"	6	6	16	8	6	4
2	Population to be benefitted by the commissioned schemes	39,911	49,504	20,96,526	77,006	15,93,231	1,88,576
3	No of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. (Nos.)	1,50,000	1,60,000	1,60,000	1,60,000	1,60,000	1,60,000
4	Provision of Drinking Water Supply in different Schools / Anganwadis (Nos.)	3087	3315	3087	1944	1715	1715
5	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	30,000	30,000	30,000	30,000	30,000	30,000
6	"Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS / SHG Members / NGOs and other Stakeholders related to Water, Sanitation and its Health issues "(Persons to be trained)"	1,102	1,213	1,334	330	366	439
7	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population coverage)	34,716	37,858	45,430	18,172	20,583	22,641
8	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	82%	90%	95%	2%	8%	12%
9	Review Meetings / District Tours by Senior Officers (Nos.)						
a)	Principal Secretary, "PHE Deptt. (once in every month)	3	3	3	3	3	3
b)	Engineer-in-Chief, PHE Deptt. (once in a month)	3	3	3	3	3	3
c)	Chief Engineers, PHE Dte. (twice in a month)	6	6	6	6	6	6
d)	Superintending Engineers, PHE Dte. (thrice in a month)	12	12	12	12	12	12

Department of Public Health Engineering

Sl. No.	Event	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Grand Total
1	"Commissioning of Rural Piped Water Supply Scheme / Bottling Plants / Deposit Works of Other Deptts. "(No. schemes to be Commissioned)"	8	8	8	8	7	7	92
2	Population to be benefitted by the commissioned schemes	1,26,689	3,37,047	21,47,817	11,20,467	29,36,383	34,265	1,07,47,422
3	No of Functional Household Tap Connection (FHTC) extended through Piped Water Supply Schemes. (Nos.)	1,60,000	1,70,000	1,75,000	1,75,000	1,90,000	2,00,000	20,20,000
4	Provision of Drinking Water Supply in different Schools / Anganwadis (Nos.)	1258	1944	1486	1486	1715	2401	25,153
5	Testing of Water Samples of different PWSS / Spot Sources through Water Testing Laboratories / Field Test Kits (Nos.)	30,000	30,000	30,000	30,000	30,000	30,000	3,60,000
6	"Capacity Building of Engineers / VWSC Members / GP Members / Grassroot Level Workers like ASHA, ICDS / SHG Members / NGOs and other Stakeholders related to Water, Sanitation and its Health issues "(Persons to be trained)"	527	633	759	531	531	791	8,556
7	IEC activities for Awareness Generation of the Rural Community / Schools / Anganwadi on Water, Sanitation and its Health issues through TV & Radio Broadcasting, Bulk & Voice SMS, Street Play / Magic Show / Puppet Show / Audio-Video Show / Announcement on PA, Exhibition, Social Mobilisation, Wall Painting, Hoarding / Banner / Poster, Bus Panel, Kiosks etc. (Population coverage)	27,170	29,887	34,370	37,808	43,478	52,173	4,04,286
8	Cumulative percentage (%) of utilization of fund under Planned Budget Allocation	20%	35%	45%	55%	65%	75%	
9	Review Meetings / District Tours by Senior Officers (Nos.)							
a)	Principal Secretary, "PHE Deptt. (once in every month)	3	3	3	3	3	3	36
b)	Engineer-in-Chief, PHE Deptt. (once in a month)	3	3	3	3	3	3	36
c)	Chief Engineers, PHE Dte. (twice in a month)	6	6	6	6	6	6	72
d)	Superintending Engineers, PHE Dte. (thrice in a month)	12	12	12	12	12	12	144

PUBLIC WORKS DEPARTMENT

Month	Activity	Target for the month
January, 2022	Commencement of Road / Bridge project in numbers	20
	Completion of Road/ Bridge project in numbers	20
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
February, 2022	Commencement of Road/ Bridge project in numbers	40
	Completion of Road/ Bridge project in numbers	30
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
March, 2022	Commencement of Road/ Bridge project in numbers	20
	Completion of Road/ Bridge project in numbers	30
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	5
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
	Construction of Nalhati R.O.B in the district of Birbhum	Completion
	Taki - Murarishah - Bhebia - Chaital Road from 0.00 kmp to 12.00 kmp and from 12.00 kmp to 20.85 kmp, strengthening work in the district of North 24 Parganas.	Completion
	Krishnagar – Majdia Road from 0.00 kmp to 24.66 km, widening & strengthening work in the district of Nadia	Completion
April, 2022	Commencement of Road/ Bridge project in numbers	20
	Completion of Road/ Bridge project in numbers	15
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
	Kholapota-Baduria-Maslandapur-Habra Road from 0.00 kmp to 16.00 kmp, strengthening work in the district of North 24 Parganas.	Completion

Month	Activity	Target for the month
May, 2022	Commencement of Road/ Bridge project in numbers	15
	Completion of Road/ Bridge project in numbers	15
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for pre-monsoon activities.	One meeting
	Safety audit of bridges/ buildings in numbers	5
June, 2022	Commencement of Road/ Bridge project in numbers	5
	Completion of Road/ Bridge project in numbers	5
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for pre-monsoon activities.	One meeting
	Safety audit of bridges/ buildings in numbers	5
	Construction of Tallah ROB in the district of Kolkata	Completion
July, 2022	Commencement of Road/ Bridge project in numbers	5
	Completion of Road/ Bridge project in numbers	5
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
August, 2022	Commencement of Road/ Bridge project in numbers	2
	Completion of Road/ Bridge project in numbers	4
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	6
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for road condition during monsoon period.	One meeting
	Bongaon - Chakdaha Road from 0.00 kmp to 6.717 kmp & from 10.568 kmp to 31.328 kmp, widening & strengthening work in the district of North 24 Parganas and Nadia.	Completion

Month	Activity	Target for the month
September, 2022	Commencement of Road/ Bridge project in numbers	2
	Completion of Road/ Bridge project in numbers	2
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	5
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for road condition during monsoon period.	One meeting
October, 2022	Commencement of Road/ Bridge project in numbers	5
	Completion of Road/ Bridge project in numbers	5
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	5
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Review meeting with the Engineer officers for post-monsoon activities.	One meeting
November, 2022	Commencement of Road/ Bridge project in numbers	15
	Completion of Road/ Bridge project in numbers	10
	Visual inspection of bridges by the Engineer officers	All bridges under the department
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
	Pataspur-Banguchak Road from 0.00 kmp to 28.80 km, widening & strengthening including construction of 3 nos. new Bridges in the district of Purba & Paschim Medinipur.	Completion
December, 2022	Commencement of Road/ Bridge project in numbers	30
	Completion of Road/ Bridge project in numbers	20
	Virtual site inspection of major infrastructure projects from Head Quarter along with all concerned Engineers in numbers.	10
	Review meeting with the Engineer officers for monitoring of projects	One meeting
	Review meeting with the other department for monitoring of their projects	One meeting
	Safety audit of bridges/ buildings in numbers	5
	Gajoldoba Hub Bridge of Gajoldoba Tourism Hub Project (Bhorer Alo) in the district of Jalpaiguri	Completion
	Maynaguri-Ramsai Road from 0.00 kmp to 19.40 km, widening and strengthening work in the district of Jalpaiguri.	Completion
	Construction of Additional R.O.B in between Siliguri Town RLY. Station to Siliguri Jn. RLY. Station in the district of Darjeeling	Completion

JANUARY		JANUARY		FEBRUARY	
1.	Start of classes for academic session 2022	25.	Monitoring of audit paras	18.	Scrutiny of papers for NOC to private schools
2.	Observance of Students Day on 01.01.2022	26.	Holding of NTSE and NMMS examinations	19.	Preparatory work for Madhyamik Pariksha 2022
3.	Distribution of free text books	27.	Supply of free School Bags to students of class V	20.	Monitoring of audit paras
4.	Disbursement of Rs. 10,000/- to each student of class-XII for purchasing tabs/smartphone	28.	Supply of black shoes to pre-primary students	21.	Training of HMs
5.	More than 112 lakh students to be covered in Mid-Day Meal programme	29.	Observance of 125th Birth Anniversary of Netaji Subhas Chandra Bose	22.	Upgradation of 5 schools
6.	Transfer of teachers through 'Utsashree'	30.	Review meetings at Secretariat	23.	Submission of Budget Speech for 2022-23
7.	Distribution of students credit card		FEBRUARY	24.	Sensitization of teachers on inclusive education
8.	Library Grant to 10 Schools			25.	Review meetings at Secretariat
9.	Laboratory Grant to 10 Schools				MARCH
10.	Management of e-Office	1.	More than 112 lakh students to be covered in Mid-Day Meal programme	1.	More than 112 lakh students to be covered in Mid-Day Meal programme
11.	Assessment for printing of Text Books	2.	Construction of 7 additional toilets	2.	Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students
12.	Preparation of Budget Speech for 2021-22	3.	Construction of 1 new school building	3.	Construction of 2 new Schools
13.	Monitoring of Court cases	4.	Monitoring of construction of ACRs	4.	5 additional toilets to Schools
14.	Monitoring of SSA/MDM	5.	Library Grant to 10 Schools	5.	Construction of 45 ACRs
15.	Supply of Braille Books for blind students	6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'
16.	Construction of 44 ACRs	7.	Distribution of students credit card	7.	Distribution of students credit card
17.	Construction of 9 additional toilets	8.	Laboratory Grant to 10 Schools	8.	Library Grant to 10 Schools
18.	Construction of 2 new school buildings	9.	Implementation of ICT programme	9.	Monitoring of construction of ACRs
19.	Monitoring of construction of ACRs	10.	Construction of 45 ACRs	10.	Laboratory Grant to 10 Schools
20.	Arrangement for sanction of Swami Vivekananda scholarship	11.	Upgradation of software systems	11.	Implementation of ICT programme
21.	Monitoring of construction of ACR	12.	Orientation on e-Office	12.	Management of e-Office
22.	Scrutiny of papers for NOC to private schools	13.	Printing of Budget Speech for 2022-23	13.	Conduct of Madhyamik Examination 2022
23.	Monitoring of transfer of teachers	14.	Training of DI/ADI/SI/AI	14.	Training of DI/ADI/SI/AI
24.	Dealing of issues of health and safety measures for school children	15.	Monitoring of construction of ACRs	15.	Monitoring of Court cases
		16.	Monitoring of Court cases	16.	Monitoring of SSA/MDM
		17.	Monitoring of SSA/MDM		

MARCH		MAY		JUNE	
17.	Arrangement for sanction of Swami Vivekananda scholarship	1.	More than 112 lakh students to be covered in Mid-Day Meal programme	8.	Construction of 1 new school building
18.	Monitoring of audit paras	2.	'Nirmal Vidyalaya Abhiyan' in Schools	9.	'Nirmal Vidyalaya Abhiyan' in Schools
19.	Scrutiny of papers for NOC to private schools	3.	Implementation of ICT programme	10.	Implementation of ICT programme
20.	Monitoring of work under Capital Grant disbursed	4.	Management of e-Office	11.	Management of e-Office
21.	Review of audit paras	5.	Monitoring of construction of ACRs	12.	Printing of Text Books
22.	Review meetings at Secretariat	6.	Translation of Text Books and training materials	13.	Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling
APRIL		7.	Transfer of teachers through 'Utsashree'	14.	Training of DI/ADI/SI/AI
1.	More than 112 lakh students to be covered in Mid-Day Meal programme	8.	Distribution of students credit card	15.	Monitoring of Court cases
2.	Supply of Aids and Appliances to CWSN students	9.	Printing of Text Books	16.	Monitoring of SSA/MDM
3.	'Nirmal Vidyalaya Abhiyan' in Schools	10.	Construction of 43 ACRs	17.	Scrutiny of papers for NOC to private schools
4.	Construction of 46 ACRs	11.	Monitoring of Court cases	18.	Monitoring of construction of ACRs
5.	Management of e-Office	12.	Monitoring of SSA/MDM	19.	Library Grant to 10 Schools
6.	Transfer of teachers through 'Utsashree'	13.	Review of audit paras	20.	Laboratory Grant to 10 Schools
7.	Distribution of students credit card	14.	Scrutiny of papers for NOC to private schools	21.	Orientation of Special Educators
8.	Implementation of ICT programme	15.	Holding Subroto Cup football tournament	22.	Felicitation of toppers of Class X & XII
9.	Monitoring of construction of ACRs	16.	Holding Jawaharlal hockey tournament	23.	Review meetings at Secretariat
10.	Printing of Text Books	17.	Training of DI/ADI/SI/AI	JULY	
11.	Translation of Text Books and training materials	18.	Review meetings at Secretariat	1.	More than 112 lakh students to be covered in Mid-Day Meal programme
12.	Conduct of HS Examination 2022	JUNE		2.	Implementation of ICT programme
13.	Training of DI/ADI/SI/AI	1.	More than 112 lakh students to be covered in Mid-Day Meal programme	3.	Management of e-Office
14.	Monitoring of Court cases	2.	Supply of Aids and Appliances to CWSN students	4.	Library Grant to 10 Schools
15.	Monitoring of SSA/MDM	3.	Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students	5.	Laboratory Grant to 10 Schools
16.	Review of audit paras	4.	Construction of 48 ACRs	6.	Transfer of teachers through 'Utsashree'
17.	Scrutiny of papers for NOC to private schools	5.	Construction of 6 additional toilets	7.	Distribution of students credit card
18.	Orientation of officers on law matters	6.	Transfer of teachers through 'Utsashree'	8.	Holding Subroto Cup football tournament
19.	Holding Subroto Cup football tournament	7.	Distribution of students credit card	9.	Holding Jawaharlal hockey tournament
20.	Holding Jawaharlal hockey tournament			10.	Holding District level sports competitions
21.	Functioning of Resource Rooms for CWSN students				
22.	Review meetings at Secretariat				

JULY		AUGUST		SEPTEMBER	
11.	Updating of Child Register	13.	Construction of 13 additional toilets	9.	Observance of Birth anniversary of Pandit Iswar Chandra Vidyasagar
12.	Construction of 44 ACRs	14.	Preparation of list of 'Siksha Ratna' & National level awardees	10.	Construction of 42 ACRs
13.	Upgradation of 5 Schools	15.	Felicitation of toppers of class-X and class-XII	11.	Upgradation of 10 Schools
14.	'Nirmal Vidyalaya Abhiyan' in Schools	16.	Printing of Text Books	12.	7 additional toilets to Schools
15.	Preparation of list of 'Siksha Ratna' awardees	17.	Translation of Text Books and training materials	13.	Library Grant to 10 Schools
16.	Construction of 14 additional toilets	18.	Monitoring of construction of ACRs	14.	Laboratory Grant to 10 Schools
17.	Translation of Text Books and training materials	19.	Training of DI/ADI/SI/AI	15.	Celebrating 'Teachers' Day' and awarding 'Siksha Ratna'
18.	Monitoring of work under Capital Grant disbursed	20.	Training of HMs	16.	'Kala Utsav' (State Level)
19.	Monitoring of construction of ACRs	21.	Review of audit paras	17.	Printing of Text Books
20.	Training of DI/ADI/SI/AI	22.	Scrutiny of papers for NOC to private schools	18.	Translation of Text Books and training materials
21.	Monitoring of SSA/MDM	23.	Monitoring of work under fund released for Furniture Grant	19.	Despatch of Text Books to Districts
22.	Monitoring of Court cases	24.	'Kala Utsav' (District Level)	20.	Monitoring of construction of ACRs
23.	Review of audit paras	25.	'Nirmal Vidyalaya Abhiyan' in Schools	21.	Training of DI/ADI/SI/AI
24.	Training of HMs	26.	Monitoring of SSA/MDM	22.	Monitoring of SSA/MDM
25.	Review meetings at Secretariat	27.	Monitoring of Court cases	23.	Monitoring of Court cases
AUGUST		28.	Review meetings at Secretariat	24.	Construction of 1 new school
More than 112 lakh students to be covered in Mid-Day Meal programme		SEPTEMBER		25.	Review meetings at Secretariat
1.	More than 112 lakh students to be covered in Mid-Day Meal programme	1.	More than 112 lakh students to be covered in Mid-Day Meal programme	OCTOBER	
2.	Implementation of ICT programme	2.	Holding of assessment camps for CWSN students	1.	More than 112 lakh students to be covered in Mid-Day Meal programme
3.	Management of e-Office	3.	'Nirmal Vidyalaya Abhiyan' in Schools	2.	'Nirmal Vidyalaya Abhiyan' in Schools
4.	Library Grant to 10 Schools	4.	Implementation of ICT programme	3.	Implementation of ICT programme
5.	Laboratory Grant to 10 Schools	5.	Management of e-Office	4.	Management of e-Office
6.	Transfer of teachers through 'Utsashree'	6.	Transfer of teachers through 'Utsashree'	5.	Library Grant to 10 Schools
7.	Distribution of students credit card	7.	Distribution of students credit card	6.	Transfer of teachers through 'Utsashree'
8.	Holding Subroto Cup football tournament	8.	Holding State level sports competitions	7.	Distribution of students credit card
9.	Holding Jawaharlal hockey tournament			8.	Holding National School Games in one discipline
10.	Holding District level sports competitions				
11.	Holding State level sports competitions				
12.	Construction of 43 ACRs				

OCTOBER			NOVEMBER			DECEMBER		
9.	Laboratory Grant to 10 Schools		9.	Laboratory Grant to 10 Schools		11.	11 additional toilets to Schools	
10.	Construction of 41 ACRs		10.	Construction of 47 ACRs		12.	Construction of 3 new Schools	
11.	8 additional toilets to Schools		11.	Construction of 9 additional toilets		13.	Preparation of Annual report of SSA	
12.	Construction of 1 new school		12.	Construction of 1 new school		14.	Library Grant to 10 Schools	
13.	U-DISE Survey		13.	U-DISE data compilation		15.	Laboratory Grant to 10 Schools	
14.	Holding NTSE examination		14.	Delivery of text books and exercise books to circle level		16.	Delivery of Text Books and exercise books to school level	
15.	Despatch of Text Books to Districts		15.	Holding of NTSE and NMMSE examinations		17.	Conduct of Madhyamik Examination by the WB Council of Rabindra Open Schooling	
16.	Review of audit paras		16.	Training of DI/ADI/SI/AI		18.	Monitoring of construction of ACR	
17.	Scrutiny of papers for NOC to private schools		17.	Training of HMs		19.	Training of DI/ADI/SI/AI	
18.	Monitoring of work under Capital Grant disbursed		18.	Review of audit paras		20.	Monitoring of SSA/MDM	
19.	Printing and despatch of exercise books		19.	Scrutiny of papers for NOC to private schools		21.	Monitoring of Court cases	
20.	Steps for admission of students for the next academic year		20.	Monitoring of Court cases		22.	Arrangement of State level committee meeting for NOC to private schools	
21.	Monitoring of construction of ACRs		21.	Monitoring of SSA/MDM		23.	Review meetings at Secretariat	
22.	Training of DI/ADI/SI/AI		22.	Review meetings at Secretariat				
23.	Monitoring of SSA/MDM							
24.	Monitoring of Court cases							
25.	Review meetings at Secretariat							
NOVEMBER			DECEMBER					
1.	More than 112 lakh students to be covered in Mid-Day Meal programme		1.	More than 112 lakh students to be covered in Mid-Day Meal programme				
2.	'Nirmal Vidyalaya Abhiyan' in Schools		2.	Transport allowance/ Escort allowance/ Aids and Appliances to CWSN students				
3.	Implementation of ICT programme		3.	Holding of assessment camps for CWSN students				
4.	Management of e-Office		4.	'Nirmal Vidyalaya Abhiyan' in Schools				
5.	Library Grant to 10 Schools		5.	Implementation of ICT programme				
6.	Transfer of teachers through 'Utsashree'		6.	Transfer of teachers through 'Utsashree'				
7.	Distribution of students credit card		7.	Distribution of students credit card				
8.	Holding National School Games in one discipline		8.	Management of e-Office				
			9.	Upgradation of 10 Schools				
			10.	Construction of 51 ACRs				

DEPARTMENT OF SCIENCE & TECHNOLOGY AND BIOTECHNOLOGY

January, 2022

Sl. No.	Activity
1.	Online Call for submission of R&D Project Proposal for the year 2022-23
2.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
3.	Administrative approval and release of fund for 2 R&D projects
4.	Short Term course in Remote Sensing and GIS
5.	Appointment of CEO for the Kolkata Biotech Park
6.	Call for Second Technology Hunt programme
7.	First Idea Clinic under TDAC
8.	Administrative approval for financial support for Research Fellowship Award and Research Grant Award schemes
9.	Finalization of District Level Residential Science Camp scheme

February, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 5 ongoing R&D projects by Expert Committee
3.	Administrative approval and release of fund for 2 R&D projects
4.	West Bengal State Science and Technology Congress limited to organization of P C Chandra Mahalanobis Smriti Baktrita
5.	Initiation of project implementation under modified ABCD Programme for 2021-22
6.	Second Idea Clinic under TDAC
7.	Administrative approval for release of fund for new Batch of Research Fellowship Award and Research Grant Award schemes
8.	Administrative approval for financial support for District Level Residential Science Camp scheme
9.	Finalization of non-Residential Science Camp and camp-cum-tour programme scheme guidelines

March, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 2 R&D projects
3.	Tender for engaging Consulting/Executing agency for running and management the PTC unit
4.	Third Idea Clinic under TDAC
5.	Online call for submission of proposal for Research Fellowship Award and Research Grant Award
6.	Administrative approval for financial support for non-Residential Science Camp & camp-cum-tour programme
7.	Online call for submission of proposal for <u>Utkarsh</u> Bangla scheme

April, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 2 R&D projects
3.	Completion of new PTC lab at the Kolkata Biotech Park
4.	Third Idea Clinic under TDAC
5.	Online Call for District Level Residential Science Camp for 2022-23

May, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committees
3.	Term course in Remote Sensing and GIS
4.	Formulations of Terms and Conditions and fixing the rents, instrument usage rates for the Incubatees at Kolkata Biotech Park
5.	Fifth Idea Clinic under TDAC
6.	Screening of new proposals under RGA & RFA
7.	Screening & Selection of schools for District Level Residential Science Camp and release of fund
8.	Online Call for non Residential Science Camp & camp-cum-tour programme for 2022-23

June, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Evaluation of 10 R&D Projects by Expert Committee
3.	Repair & renovation of Green House
4.	Newspaper Advertisement for Admission into 3rd Batch of Certificate, Advanced Certificate and PG Diploma Course on IPR and Technology Business Management for 2021-22
5.	Sixth Idea Clinic under TDAC
6.	Administrative approval & Release of fund for RGA & RFA
7.	Screening of new proposals under non-Residential Science Camp & camp-cum-tour programme
8.	Organizing District Level Residential Science Camp in schools

July, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 10 R&D projects
3.	Initiation of establishment of the Kolkata Biotech Park-Bio-incubation Facility
4.	Seventh Idea Clinic under TDAC
5.	Study and Analysis of Post GI implementation
6.	Organizing District Level Residential Science Camp in schools
7.	Selection of organizations for non Residential Science Camp & camp-cum-tour programme and administrative approval for release of fund

August, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 10 R&D projects
3.	Administrative approval and release of fund for JBNSTS Student Scholarship programme
4.	Completion of 14th batch of P.G. Diploma in Geo-informatics and 2nd batch of M Tech in Geo-informatics courses.
5.	Selection of Consultancy firm or Partner for running the PTC Unit
6.	Commencement of 3RD Batch of Certificate, Advanced Certificate and PG Diploma Course on IPR and Technology Business Management for 2021-22
7.	Eighth Idea Clinic under TDAC
8.	Organizing District Level Residential Science Camp in school
9.	Organizing non-Residential Science Camp & camp-cum-tour programme & release of fund

September, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 10 R&D projects
3.	Advanced course in Geo-informatics
4.	Follow up of ABCD projects
5.	Ninth Idea Clinic under TDAC
6.	Organizing District Level Residential Science Camp in school
7.	Organizing non-Residential Science Camp & camp-cum-tour programme & release of fund

October, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D projects online/ at Implementing Institution by R&D Convener
2.	Administrative approval and release of fund for 10 R&D projects
3.	Commencement of 15th batch of P.G.Diploma in Geo-informatics and 4th batch of M Tech in Geo-informatics courses.
4.	Mid-term evaluation of ABCD projects
5.	Tenth Idea Clinic under TDAC

November, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online at Implementing Institution by R&D Convener
2.	Administrative approval & Release of fund for 10 R&D projects
3.	Meeting of Governing Body/Executive Committee of the West Bengal Society for Biotechnology
4.	Eleventh Idea Clinic under TDAC
5.	Organizing District Level Residential Science Camp in school
6.	Organizing non-Residential Science Camp & camp-cum-tour programme & release of fund

December, 2022

Sl. No.	Activity
1.	Monitoring of 1 R&D project online/ at Implementing Institution
2.	Administrative approval and release of fund for 10 R&D projects
3.	Short Term course in Remote Sensing and GIS
4.	Setting up of one BioNEST in a University
5.	12th Idea Clinic under TDAC
6.	Monitoring and reviewing of the progress of projects for RGA & RFA
7.	Organizing District Level Residential Science Camp in schools
8.	Organizing non-Residential Science Camp & camp-cum-tour programme & release of fund

Department of Self Help Group & Self Employment

January 2022

- Field visits and meetings at district levels, tied up with Sabala Melas
- Review with the District Officers via Google meet virtual mode on status of implementation of micro-projects in convergence, felt need of training intervention
- Initiating proposal for releasing the first tranche of WBSSP interest subvention through portal.

February 2022

- Review of performance of Departmental portal
- Review of functionalization of Karmatirthas
- Review of utilisation of Administrative expenses
- Year-end financial review with follow up of fund released within December 2021

March 2022

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

April 2022

- Collection of annual reports and UC
- Administrative approval of micro-projects in respect of FY 2022-23
- Review of budget provision for 2022-2023.
- Review of Training interventions by the WSCL and Districts
- Release of funds to the Districts for convergent micro-projects proposed in 2021
- Review statutory obligations of WSCL as a Company

May 2022

- Review of pendency of WBSSP and SVSKP
- Analysis of performance of Sabala Melas
- Preparation of Training calendar with Districts and WSCL

June 2022

- Review of the district-wise product directory for planning on marketing
- Review of performance of all the portals
- Impact assessment on sustainability of the convergent micro-projects funded in FY 2020-21, 2021-22
- Study on utilization of infrastructure created by this department

July 2022

- Review of functionalization of Karmatirthas
- Quarterly financial review.

August 2022

- Review of Departmental programmes with the districts and WSCL.
- Documentation on Micro-Projects

September 2022

- Planning on Sabala Melas
- Review of departmental programmes with the districts

October 2022

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

November 2022

- Preparatory steps on Sabala Mela
- Review of WBSSP and SVSKP with both WBSCL and Portal team
- Planning on field visits

December 2022

- Review of Programs of this department with the districts.
- Study on utilization of infrastructure created by this department
- State Sabala Mela.
- District Sabala Mela

Sundarban Affairs Department

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Jan-22	Infrastructure Development	Brick Paved Roads	7.00 k.m.	
		Cement concrete Roads	4.50 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	20000	Residual distribution work undertaken during previous year
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Feb-22	Infrastructure Development	Brick Paved Roads	10.00 k.m.	
		Cement concrete Roads	7.00 k.m.	
		Bituminous Roads	2.95 k.m.	
		R.C.C. Jetties	2Nos.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Mar-22	Infrastructure Development	Brick Paved Roads	20.45 k.m.	
		Cement concrete Roads	17.70 k.m.	
		Bituminous Roads	6.70 k.m.	
		R.C.C. Jetties	3Nos.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fishries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
Apr-22	Infrastructure Development	Brick Paved Roads	3.00 k.m.	
		Cement concrete Roads	2.00 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	0	
		Creation of Plantation	0	
		Maintenance of Plantation	0	
May-22	Infrastructure Development	Brick Paved Roads	3.00 k.m.	
		Cement concrete Roads	2.00 k.m.	
		Bituminous Roads	0.00 k.m.	
		R.C.C. Bridges	1 No.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each		

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
		beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	700 ha.	
Jun-22	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	1.00 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Advance Soil Work for creation of Mangrove Plantation	700 h.a.	
Jul-22	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	0.00 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	0	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	0	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	0	
	Social Forestry Schemes	Creation of Plantation	700 h.a.	
		Maintenance of Plantation	560 h.a.	
Aug-22	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	0.00 k.m.	
		Bituminous Roads	0.00 k.m.	.
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	1000	
	Social Forestry Schemes	Creation of Plantation Maintenance of Plantation	700 h.a. 560 h.a.	
Sep-22	Infrastructure Development	Brick Paved Roads	0.00 k.m.	
		Cement concrete Roads	0.00 k.m.	
		Bituminous Roads	0.00 k.m.	
		R.C.C. Bridges	1 No.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4500	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	6500	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	7000	
	Social Forestry Schemes	Creation of Plantation Maintenance of Plantation	700 h.a. 560 h.a.	
Oct-22	Infrastructure Development	Brick Paved Roads	5.55 k.m.	
		Cement concrete Roads	11.65 k.m.	
		Bituminous Roads	0.00 k.m.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	2000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	5000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)[Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	4000	
	Social Forestry Schemes	Maintenance of Plantation	560 h.a.	

Month	Item	Item Sub Head	Unit (k.m./ Numbers Hectares)	Remarks
			Target as per Administrative Calendar	
Nov-22	Infrastructure Development	Brick Paved Roads	12.70 k.m.	
		Cement concrete Roads	14.31 k.m.	
		Bituminous Roads	0.00 k.m.	
		R.C.C. Bridges	1 Nos.	
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	3000	
		Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Floating Fish Feed]	8000	
Social Forestry Schemes	Maintenance of Plantation	560 h.a.		
Dec-22	Infrastructure Development	Brick Paved Roads	24.15 k.m.	
		Cement concrete Roads	24.41 k.m.	
		Bituminous Roads	2.05 k.m.	
		R.C.C. Jetties	1 Nos.	
	Agriculture Inputs	R.C.C. Bridges	1 Nos.	
		Distribution of Agriculture Implements (Number of Beneficiaries)	5000	
	Agriculture Inputs	Distribution of Agriculture Inputs (Number of Beneficiaries)	10000	
		Awareness Programmes	Awareness Programmes	Sundarban Divas, 2022 on 11.12.2022
	Fisheries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries) [Each beneficiary will get 500 pieces of Fish Fingerlings of Indian Major Carps and 50kgs Fliating Fish Feed]	2500	
	Social Forestry Schemes	Maintenance of Plantation	560 h.a.	

Department of Technical Education, Training and Skill Development

Target Month	Target Description	Concerned Office
January	Aggregating Skill Training Requirement for the Industries for Q1	PBSSD
	Start of 2nd Phase Short Term Training (Vocational)- 6 months	WBSC TVESD
	Start of 2nd Phase STVT- 6 months training	WBSC TVESD
	Start of 2nd Phase BOCE- 6 months training	WBSC TVESD
	Start of 3rd Semester (Batch of 2020)	WBSC TVESD
	Class XI 1st Semester (HS Vocational)	WBSC TVESD
February	Finalisation of curriculum/syllabus of newly introduced courses	DTET/WBSC T & VE&SD
	Conducting All India Trade Test for ITI Trainees	WBSC VT
	Inter Polytechnic Skill and Sports competition	WBSC TVESD
	Online application for JEXPO/VOCLET and other Diploma Courses	WBSC TVESD
	End of 5th Semester (Batch of 2019)	WBSC TVESD
March	100% data capture and validation of Employment Management System	DTET
	Organising technical seminar/ workshops/ Alumni meet (III) in 3 govt polytechnics	DTET
	Completion of Mobilisation of Candidates for Skill training for Q1	PBSSD
	Setting up call Centre-PBSSD	PBSSD
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD
	Commencement of Registration Process for ITI Admission-2022	WBSC VT
	Start of 6th Semester (2019 Batch)	WBSC TVESD
	Start 2nd Semester (2021 Batch)	WBSC TVESD
	CSS-VSE Assessments	WBSC TVESD
	HS Vocational Sessional External Exam	WBSC TVESD
April	Monitoring of class execution through portal based Routine Management System	DTET
	Implementaion of E-Governance at Govt. ITIs	DIT
	Aggregating Skill Training Requirement for the Industries for Q2	PBSSD
	Advertisement for ITI Admission	WBSC VT
	HS Vocational Boards and Class XII Board exam	WBSC TVESD
	HS Vocational Boards and Class XI exam	WBSC TVESD
	Completion of 3rd Semester (batch of 2020)	WBSC TVESD
May	Conducting examination under National Apprenticeship Training Scheme	DIT
	Start of 4th Semester Class (batch of 2020)	WBSC TVESD
	JEXPO/VOLET Exam	WBSC TVESD

Target Month	Target Description	Concerned Office
June	Deployment of updated Employment Portal for polytechnic students	DTET
	Organising technical seminar/ workshops/ Alumni meet (III) in 3 govt polytechnics	DTET
	Publishing of Merit List for ITI admission	WBSCVT
	Completion of Mobilisation of Candidates for Skill training for Q2	PBSSD
	District Level Job Fair	PBSSD
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD
	Admission to 2022-2023 Phase -I STT	WBSC TVESD
	Admission to 2022-2023 Phase -I BOCE	WBSC TVESD
	Admission to 2022-2023 Phase -I STVT	WBSC TVESD
	Result for HS Vocational Boards 2022	WBSC TVESD
	2nd Phase STT course completion and Assessment	WBSC TVESD
	2nd Phase STVT course completion and Assessment	WBSC TVESD
	2nd Phase BOCE course completion and Assessment	WBSC TVESD
July	Implementation of portal based Inventory Management System for procurement	DTET
	Conducting All India Trade Test for ITI Trainees	WBSCVT
	Commencement of ITI Counselling and Admission	WBSCVT
	Aggregating Skill Training Requirement for the Industries for Q3	PBSSD
	Completion of Admission to Polytechnics and other Diploma Courses	WBSC TVESD
	6th Semester Exam to be completed (Batch of 2019)	WBSC TVESD
	Start of Admission to HS Vocational Class XI	WBSC TVESD
August	Development of resource based services through polytechnic portal	DTET
	Setting up one Migration Support Centre	PBSSD
	Completion of Admission to HS Vocational Class XI	WBSC TVESD
	6th semester Exam results to be published 14.08.2022	WBSC TVESD
September	Organising technical seminar/ workshops/ Alumni meet (III) in 3 govt polytechnics	DTET
	Taking over of New Polytechnic at Dasnagar	DTET
	Taking over of New Polytechnic at Alipurduar	DTET
	Operationalization of new ITIs	DIT
	Completion of Counselling & Admission to ITIs	WBSCVT
	Conducting District Level Job Fairs	PBSSD
	Completion of Mobilisation of Candidates for Skill training for Q3	PBSSD
	Capacity Development activities of all level of stake holders in Skill Development ecosystem	PBSSD
	State Level Skill Competition	PBSSD
	Completion of 4th Semester (batch of 2020)	WBSC TVESD

Target Month	Target Description	Concerned Office
October	Aggregating Skill Training Requirement for the Industries for Q4	PBSSD
	Enrolment of candidates under National Apprenticeship Promotion Scheme	DIT
	Commencement of 5th Semester (batch of 2020.)	WBCTVESD
November	Rolling out 360 degree for faculties of polytechnics	DTET
	Students Scholarship/ SCC	DTET
	Conducting examination under National Apprenticeship Training Scheme	DIT
	Semester Exam for students of Class XI and XII HS Vocational. (batch of 2022)	WBCTVESD
December	Organising technical seminar/ workshops/ Alumni meet (III) in 3 govt polytechnics	DTET
	Completion of Mobilisation of Candidates for Skill training for Q4	PBSSD
	Conducting District Level Job Fairs	PBSSD
	CXO Meet with Industries	PBSSD
	Completion of 5th Semester batch of 2020* (The batch thereby gets at par with Academic Calender)	WBCTVESD
	Completion of Exam for odd Semester batches.	WBCTVESD
	Completion of Exam of 2022-2023 Phase -I STT	WBCTVESD
	Completion of Exam of 2022-2023 Phase -I BOCE	WBCTVESD
	Completion of Exam of 2022-2023 Phase -I STVT	WBCTVESD

Department of Tourism

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

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

DEPARTMENT OF TRANSPORT

JANUARY

Sl. No.	Activity
1	Commencement of the Construction of workshop shed including ancillary Electrical works of Tufanganj Depot of NBSTC by NBSTC
2	Inauguration of SBSTC Khatra Depot by SBSTC
3	Inauguration of SBSTC Depot-cum-Terminus at Krishnanagar by SBSTC
4	Inauguration of SBSTC bus hub at Muratipur by SBSTC
5	Inauguration of SBSTC bus hub at Suri by SBSTC
6	Commencement of operation of 50 nos of CNG (converted from Diesel) by SBSTC
7	Review Meeting with Tr. Dte. & RTOs
8	Full implementation of E challan by Tr. Dte.
9	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
10	Collection of revenue: Rs 350 crores by Tr. Dte.
11	Commencement of renovation of roof of old sub-station at WBTC Nonapukur workshop by WBTC
12	Commencement of repairing of 20 WBTC bus bodies by WBTC
13	Commencement of two new AC tram bodies by WBTC
14	Completion of construction of 7 semi permanent jetties at Lot-8 & Kachuberia for Gangasagar mela by WBTC
15	Supervision and monitoring of vessel operation during Gangasagar Mela by WBTC
16	Checking of 500 buses in the enforcement programme during the month by STUs
17	Depot inspection of WBTC (02 Nos.) by WBTC
18	Introduction of 30 E-Buses under FAME-II scheme by WBTC
19	Completion of Training of MVIs by Tr. Dte.

FEBRUARY

Sl. No.	Activity
1	Completion of construction of bus terminus at Nandigram, Dist. Purba Medinipur by WBTIDCL
2	Inauguration of CNG dispensing unit at Bankura by SBSTC
3	Review Meeting with STUs
4	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
5	Collection of revenue: Rs 350 crores by Tr. Dte.
6	Commencement of repair and renovation of Dormitory Staff Mess at Belgatchia Depot of WBTC by WBTC
7	Commencement of work of 5 (five) old double bogie Tram renovation & painting by WBTC
8	Checking of 500 buses in the enforcement programme during the month by STUs
9	Depot inspection of WBTC (02 Nos.) by WBTC
10	Commencement of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

MARCH

Sl. No.	Activity
1	Completion of construction of jetty at Gosaba BDO Ghat, Dist. South 24 Parganas by WBTIDCL
2	Inauguration of SBSTC bus terminus at Belda by SBSTC
3	Inauguration of SBSTC bus terminus at Jhargram by SBSTC
4	Completion of assessment of the stability of Flyover/bridges by HRBC
5	Completion of construction of Steel Bridge over Circular Canal from Nirod Bihari Mullick Road to Canal East Road by HRBC
6	Review Meeting with Tr. Dte. & RTOs.
7	Auction of ceased vehicles by Tr. Dte.
8	Collection of revenue: Rs 350 crores by Tr. Dte.
9	Commencement of re-development of boundary wall and re-development of Store Godown within Nonapukur Workshop of WBTC by WBTC
10	Inspection of all jetties under WBTC in view of Norwester by WBTC
11	Checking of 500 buses in the enforcement programme during the month by STUs
12	Depot inspection of WBTC (02 Nos.) by WBTC
13	Completion of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC
14	Introduction of 20 E-Buses under FAME-II scheme by WBTC

APRIL

Sl. No.	Activity
1	Completion of construction of jetty at Ragabelia Ferry Ghat, Dist. South 24 Parganas by WBTIDCL
2	Inauguration of CNG dispensing unit at Arambag by SBSTC
3	Inauguration of SBSTC Depot-cum-Terminus at Sabang by SBSTC
4	Inauguration of SBSTC bus terminus at City Centre, Durgapur by SBSTC
5	Completion of construction of 2 (two) nos. Right turn Flyovers across Kona Expressway at Ingress and Egress Point of Santragachi Bus Terminus with Approach Roads.
6	Review Meeting with STUs.
7	Commencement of construction of the Inspection & certification centre and Regional Driving training centre at Behala by Tr. Dte.
8	Collection of revenue: Rs 250 crores by Tr. Dte.
9	Implementation of VLT system by Tr. Dte.
10	Completion of work of 5 (five) old double bogie Tram renovation & painting by WBTC
11	Feasibility study of construction of Gondalpara & Atpur Jetty by WBTC
12	Checking of 500 buses in the enforcement programme during the month by STUs
13	Depot inspection of WBTC (02 Nos.) by WBTC
14	Completion of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

MAY

Sl. No.	Activity
1	Completion of construction of jetty at <u>Dayapur Ferry Ghat</u> , Dist. South 24 Parganas by WBTIDCL
2	Renovation and Development of <u>Karunamoyee Bus Stand</u> by WBTIDCL
3	Inauguration of SBSTC bus terminus at Tarapith by SBSTC
4	Inauguration of SBSTC bus hub at Palsit by SBSTC
5	Review Meeting with Tr. Dte. & RTOs.
6	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
7	Collection of revenue: Rs 250 crores by Tr. Dte.
8	Completion of repair & renovation work of Dormitory Staff mess at Belgatchia Depot of WBTC by WBTC
9	Commencement of work of 05 (five) old double bogie Tram renovation & painting by WBTC
10	Commencement of Construction of 02 (two) Nos. 30 m × 10 m Steel Pontoon by WBTC
11	Feasibility study of construction of Devitala & Gourhati Jetty by WBTC
12	Pre-monsoon inspection of all jetties of WBTC by WBTC
13	Checking of 500 buses in the enforcement programme during the month by STUs
14	Depot inspection of WBTC (02 Nos.) by WBTC
15	Commencement of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

JUNE

Sl. No.	Activity
1	Completion of construction of jetty at <u>Chandpal Ghat-3 Ferry Ghat</u> , Dist. Kolkata by WBTIDCL
2	Completion of construction of jetty at <u>Panihati Ferry Ghat</u> , Dist. North 24 Pgs by WBTIDCL
3	Completion of construction of jetty at <u>Dhobi Ghat Ferry Ghat</u> , Dist. North 24 Parganas by WBTIDCL
4	Completion of construction of jetty at <u>Sovabazar Ferry Ghat</u> Kolkata by WBTIDCL
5	Completion of construction of jetty at <u>Gadiara Ferry Ghat</u> , Dist. Howrah by WBTIDCL
6	Completion of construction of jetty at <u>Ahiritola Ferry Ghat</u> , Dist. Kolkata by WBTIDCL
7	Completion of construction of jetty at <u>Gourhati Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
8	Completion of construction of jetty at <u>Chinsurah Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
9	Completion of construction of jetty at <u>Sheoraphuli Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
10	Completion of construction of jetty at <u>Serampore Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
11	Completion of construction of jetty at <u>Naihati Ferry Ghat</u> , Dist. North 24 Parganas by WBTIDCL
12	Completion of construction of jetty at <u>Halishar Ferry Ghat</u> , Dist. North 24 Parganas by WBTIDCL
13	Completion of construction of jetty at <u>Bansberia Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
14	Completion of construction of jetty at <u>Manirampur Ferry Ghat</u> , Dist. North 24 Pgs by WBTIDCL
15	Completion of construction of 8 Nos 100 PAX Steel Hull passenger ferry Vessels under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL.
16	CNG dispensing unit at Kalipahari (Asansol) by SBSTC
17	Review Meeting with STUs

JUNE

Sl. No.	Activity
18	Collection of revenue: Rs 275 crores by Tr. Dte.
19	Commencement of Infrastructure development / construction of rigid pavement at Belgatchia Depot, Phase – II of WBTC by WBTC
20	Completion of work of 02 (two) New A.C. Tram bodies by WBTC
21	Commencement of construction of 02 (two) Nos. 30 m × 9 m Steel Pontoon by WBTC
22	Pre-monsoon repairing of all jetties by WBTC
23	Checking of 500 buses in the enforcement programme during the month by STUs
24	Depot inspection of WBTC (02 Nos.) by WBTC
25	Commencement of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

JULY

Sl. No.	Activity
1	Completion of construction of jetty at <u>Chandpal Ghat-1</u> , Dist. Kolkata by WBTIDCL
2	Completion of construction of jetty at <u>Fulleswar Ferry Ghat</u> , Dist. Howrah by WBTIDCL
3	Completion of construction of jetty at <u>Khardah Ferry Ghat</u> , Dist. North 24 Pgs by WBTIDCL
4	Completion of construction of jetty at <u>Howrah-III Ferry Ghat</u> , Dist. Howrah by WBTIDCL
5	Completion of construction of jetty at <u>Armenian Ferry Ghat</u> , Dist. Kolkata by WBTIDCL
6	Completion of construction of jetty at <u>Konnagar Ferry Ghat</u> , Dist. Hooghly by WBTIDCL
7	Completion of construction of jetty at <u>Cossipore Ferry Ghat</u> , Dist. Kolkata by WBTIDCL
8	Completion of construction of jetty at <u>Debitala Ferry Ghat</u> , Dist. North 24 Pgs by WBTIDCL
9	Completion of construction of jetty at <u>Howrah WBTC Ferry Ghat</u> , Dist. Howrah by WBTIDCL
10	Completion of construction of jetty at <u>Rashmoni Ferry Ghat</u> , Dist. North 24 Pgs by WBTIDCL
11	Completion of construction of jetty at <u>Kutti Ghat</u> , Dist. North 24 Pgs by WBTIDCL
12	Completion of construction of jetty at <u>Outrum Ghat</u> , Dist. Kolkata by WBTIDCL
13	Completion of construction of jetty at <u>Ratanbabu Ferry Ghat</u> , Dist. Kolkata by WBTIDCL
14	Completion of construction of 12 Nos 100 PAX Steel Hull passenger ferry Vessels under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL
15	Completion of construction of 2 Nos <u>Longitudinal 100 PAX Steel Hull passenger ferry Vessels</u> under the West Bengal Inland Water Transport, Logistics and spatial Development Project (World Bank Assisted) by WBTIDCL
16	Renovation and Development of 5 No. Bus Terminal at Garia by WBTIDCL
17	Commencement of operation of 50 nos of CNG (converted from Diesel) buses by SBSTC
18	Review Meeting with Tr. Dte. & RTOs
19	Collection of revenue: Rs 275 crores by Tr. Dte
20	Completion of re-construction of boundary wall and re-construction of Store Godown within Nonapukur Workshop of WBTC by WBTC
21	Checking of 500 buses in the enforcement programme during the month by STUs
22	Depot inspection of WBTC (02 Nos.) by WBTC
23	Completion of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

AUGUST

Sl. No.	Activity
1	Introduction of Vehicle Tracking System in 300 buses of NBSTC by NBSTC
2	Review Meeting with STUs.
3	Collection of revenue: Rs 300 crores by Tr. Dte.
4	Completion of work of 05 (five) old double bogie Tram renovation & painting by WBTC
5	Checking of 500 buses in the enforcement programme during the month by STUs
6	Depot inspection of WBTC (02 Nos.) by WBTC
7	Completion of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

SEPTEMBER

Sl. No.	Activity
1	Construction of Bus terminus at Ranibandh, Bankura by WBTIDCL
2	Review Meeting with Tr. Dte. & RTOs.
3	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
4	Collection of revenue: Rs 300 crores by Tr. Dte.
5	Completion of re-development / renovation of roof of old Sub-Station at Nonapukur Workshop of WBTC by WBTC
6	Commencement of work of 05 (five) old double bogie Tram renovation & painting by WBTC by WBTC
7	Checking of 500 buses in the enforcement programme during the month by STUs
8	Depot inspection of WBTC (02 Nos.) by WBTC
9	Commencement of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

OCTOBER

Sl. No.	Activity
1	Inauguration of SBSTC bus terminus at Ranibandh by SBSTC
2	Review Meeting with STUs.
3	Collection of revenue: Rs 200 crores by Tr. Dte.
4	Inspection of vessels for Gangasagar Operation by WBTC
5	Operation of special service of vessels during Pujas by WBTC
6	Checking of 500 buses in the enforcement programme during the month by STUs
7	Depot inspection of WBTC (02 Nos.) by WBTC
8	Commencement of work for repairing jobs of 20 (twenty) No. Bus Bodies of WBTC by WBTC

NOVEMBER

Sl. No.	Activity
1	Review Meeting with Tr. Dte. & RTOs.
2	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
3	Collection of revenue: Rs 300 crores by Tr. Dte.
4	Commencement of Infrastructure development work (Civil) at Barasat Depot, Phase - I of WBTC by WBTC
5	Inspection of vessels for Gangasagar operation by WBTC
6	Inspection of Jetties at Lot-8, Kachuberia and Namkhana for Gangasagar Operation by WBTC
7	Repair of Vessels for Gangasagar Operation by WBTC
8	Checking of 500 buses in the enforcement programme during the month by STUs
9	Depot inspection of WBTC (02 Nos.) by WBTC
10	Completion of work for repairing jobs of 20 (twenty) Nos. Bus Bodies of WBTC by WBTC

DECEMBER

Sl. No.	Activity
1	Completion of 50% work of repairing and rehabilitation of 2nd Hooghly Bridge (Vidyasagar Setu) including replacement of stay & holding down cables and bearings etc.
2	Inspection of 500 vessels and issuance of plying permission by IWT Dte.
3	I.V examination of master and driver for inland vessel & certification of the successful candidates by IWT Dte.
4	Review Meeting with STUs.
5	Inspection (2 RTO office, 3 ARTO office, 3 AETC, 3 MTS) by Tr. Dte.
6	Collection of revenue: Rs 300 crores by Tr. Dte.
7	Completion of work of 05 (five) old double bogie Tram renovation & painting by WBTC
8	Repair of vessels for Gangasagar operation by WBTC
9	Repairing of Jetties for Gangasagar Operation by WBTC
10	Commencement of construction of 7 (seven) semi-permanent Jetties at Lot-8 & Kachuberia for GANGASAGAR Mela-2023 by WBTC
11	Checking of 500 buses in the enforcement programme during the month by STUs
12	Depot inspection of WBTC (02 Nos.) by WBTC
13	Completion of work for repairing jobs of 20 (twenty) Nos. of Bus Bodies of WBTC by WBTC

Department of Tribal Development

January	February	March	April
1. Publication of Bulletin for the year 2016-17 / 2017-18 / 2018-19 & 2019-20 by CRI	1. Completion of field works for the Projects intervention study of malnutrition in different ST dominated block of WB CRI	1. Completion CSS Projects works for the year 2019-20 CRI	1. Initiate report writing for CSS projects for the year 2020-21 by CRI
2. Disbursement of Post-Matric Scholarship upto 39,000 and Pre-Matric upto 19,000 ST students BCW&TD Dte.	2. Disbursement of Post-Matric Scholarship upto 41,000 and Pre-Matric upto 23,000 ST Students BCW&TD Dte.	2. Field works of Project for the year 2020-21 CRI.	2. Preparation of bulletin of Cultural Research Institute for the year 2020-21 & 2021-22 CRI
3. Updation of student's data through Hostel Monitoring System BCW&TD Dte.	3. Publication of CRI, Monograph for the year 2016-17 and 2017-18	3. Updation of students data of Belpahari RGGHS BCW&TD Dte.	3. Observation of Pavitra Din, 2022 (Birth Anniversary of Dr. B.R. Ambedkar) BCW&TD Dte.
4. Observance of Chhou Festival BCW&TD Dte.	4. Completion of Tribal repository by uploading completed CSS projects CRI	4. Extending Benefits to 100 ST beneficiaries under TSS done by WBTDCC Ltd.	4. Lyang Rum Faat (prayers and offerings to Mother Earth) on (WBMLLD)
5. Aathing K. P. Tamsang Birth Anniversary (WBMLLDDB)	5. Completion of work of Virtual Museum, CRI	5. Adibasi Siksha Rrin Yojana (ASRY) Loan disbursement to the approved cases by WBTDCC Ltd.	5. Release of TSS Scheme ST beneficiaries by WBTDCC Ltd.
6. Celebration of Rongnyoo Rongteet Aasoong (WBMLLDDB).	6. Grading of 500 numbers of Self help groups WBTDCC..	6. Release of benefits to the applicants (registered beneficiaries) of WBKLCSSS by WBTDCC.	6. Disbursement of MCF Loan to 50 Groups by WBTDCC Ltd.
7. Release of Micro Credit Finance to ST(s) by WB Tribal Dev. Coop. Cop. Ltd. (WBTDCC Ltd.).	7. Benefits to 150 ST beneficiaries - TSS by WBTDCC Ltd.	7. Disbursement of 100 MCF Loan cases by WBTDCC Ltd.	7. Skill Development Training for 150 Scheduled Tribe beneficiaries by WBTDCC Ltd.
8. Skill Development Training for 100 ST by WBTDCC Ltd..	8. Skill Development Training for 120 beneficiaries by WBTDCC Ltd.	8. Capacity Building Training of Board of Directors (BOD) members of LAMPS for 40 directors by WBTDCC Ltd.	8. Capacity Building Training for Employees of LAMPS issues related co-operative management for 60 ST beneficiaries by WBTDCC Ltd..
9. Release of fund to 30 LAMPS for construction of hall/toilet/drinking water by WBTDCC Ltd.	9. Capacity Building for Employees of LAMPS issues related co-operative management for 60 ST beneficiaries organized by WBTDCC Ltd.	9. Benefit to be extended to 500 ST families under TSP WBSCSTOBC& DFC.	9. Collection of Saal Seeds under Minimum Support Price Scheme by WBTDCC Ltd.
10. Skill training of 250 ST youths at CIPET WBSCSTOBC& DFC	10. Selection of ST students for Coaching of WBCS (Exe.) exam by WBTDCC Ltd.	10. Commencement of Skill training of 200 ST youths WBSCSTOBC& DFC.	

January	February	March	April
<p>11. Benefit to be extended to 750 ST families under TSPWBSCSTOBC & DFC.</p> <p>12. Limbu New Year Celebration at Bijanbari (WBLDB)</p> <p>13. Traditional tribal dance, song and music programme by WBTDDC Ltd.</p> <p>14. Celebration of 'Adibasi Mela'.</p> <p>15. Tea and tribal festival-2022</p> <p>16. Celebration of One act Drama by WBTDDC Ltd.</p>	<p>11. Commencement of Skill training of 150 ST youths WBSCSTOBC & DFC.</p> <p>12. Benefit to be extended to 500 ST families under TSPWBSCSTOBC & DFC.</p> <p>13. Cultural Programme of Losar "Buddha New Year" (WBSCB)</p> <p>14. SonamLochar Celebration of Tamang New Year at Darjeeling Tamang Board.</p> <p>15. Archery Competition (WBML LDB)</p>	<p>11. Closure of account for the Financial Year 2021-22. (WBLDB).</p> <p>12. Release of fund for vote on account by TD Deptt. as released by Finance deptt.</p>	<p>10. Release of fund (Vote on account) to the district for different schemes and to the Directorate.</p>

May	June	July	August
1. Completion of CSS Project intervention study of malnutrition 100 ST dominated Block of WB CRI	1. Review meeting regarding publication of bulletin of CRI, for 2020-21 & 2021-22 CRI	1. Imparting training to newly recruited RI (s) of CRI.	1. Preparation for publication of monograph CRI for 2020-21
2. Inviting applications for Post Matric Scholarships for ST students BCW&TD Dte	2. Updation of students data through HMS BCW&TD Dte.	2. Release of Hostel Charge to School attached ST Hostels and Ashram Hostels to BCW&TD Dte.	2. Review meeting of CRI on its CSS project & other works. CRI
3. Sending proposals of Micro Credit Finance to NSTFDC by WBTDCC Ltd.	3. Observation of 'Hul Festival' on 30th June- 2022.	3. Disbursement of Shikshashree Scholarship to 26,000 ST Students upto July, 2022 BCW&TD Dte.	3. Assessment of Hostel Students through HMS BCW&TD Dte.
4. Capacity Building Training for Newly elected BOD members of LAMPS for 60 ST by WBTDCC Ltd.	4. Publication of Notice for GunijanSambardhana 2021-22 BCW&TD Dte.	4. Imparting refresher & training to Junior Engineers, BCW&TD	4. Release of Hostel Grant and Hostel Charge to ST Ashram Hostel and school attached hostel for ST BCW&TD Dte.
5. Collection of Neem Seeds/Mahua Seeds (MFP) by WBTDCC Ltd.	5. Capacity Building Training for Employees of LAMPS issues related to co-operative management for 30 ST beneficiaries by WBTDCC Ltd.	5. Imparting training to newly recruited Inspector BCW&TD	5. Holding of Dr. B.R Ambedkar Medha Puraskar for ST Students BCW&TD Dte.
6. Sending proposal for implantation of self-employment schemes to NSTFDC WBSCSTOBC&DFC.	6. Release of MCF loan to 300 ST beneficiaries by WBTDCC Ltd.	6. Extending benefits of Micro Credit Finance to 300 ST beneficiaries by WBTDCC Ltd.	6. Holding of programme for GunijanSambardhana 2021-22 BCW&TD Dte.
7. Preparation of plan for SCA TO TSP WBSCSTOBC& DFC.	7. Capacity Building Training for Employees of LAMPS issues related to co-operative management for 30 ST beneficiaries by WBTDCC Ltd.	7. Skill Development Training for 75 beneficiaries by WBTDCC Ltd.	7. Skill Development Training for 150 ST Beneficiaries by WBTDCC Ltd.
8. Celebration of Everest Victory and Tenzing Sherpa Birthday by Sherpa Boardl.	8. Collection of Kusumi LAC/Kalmegh (MFP) by WBTDCC Ltd.	8. Capacity Building Training for Newly elected BOD members of LAMPS for 60 ST Candidates done by WBTDCC.	8. Capacity Building Training for Newly elected Board member of LAMPS by WBTDCC Ltd.
	9. Release of fund for Income Generating Schemes to LAMPS by WBTDCC Ltd	9. LAMPS for 60 ST Candidates	9. Benefit to be extended to 200 ST families under TSP WBSCSTOBC& DFC.
	10. Sending proposal to MOTA for Share Capital Contribution WBSCSTOBC& DFC.	9. Release of fund for different schemes by TD Department as per proposal submitted.	10. Commencement of Skill Training of 200 ST youths WBSCSTOBC & DFC.

May	June	July	August
9. Celebration of Buddha Purnima at various monasteries of Darjeeling and Kalimpong by Tamang Board.	11. Benefit to be distributed to 250 ST families under TSP WBSCSTOBC& DFC. 12. Release of fund for different schemes by TD Department as per proposal submitted.	10. Theekoong General Mainwaring Birth Anniversary. (WBMLLDB)	11. Celebration of Biswa Adibasi Diwas on 9th August-2022 12. Release of fund for different schemes by TD Department as per proposal submitted.

September	October	November	December
1. Payment of scholarship to 14,000 ST students upto September-2022 BCW&TD Dte.	1. Finalization of enrollment of ST Hostellers BCW&TD Dte.	1. No. of Proposals collected for repair/renovation of hostel BCW&TD Dte.	1. Compilation of CSS project work of CRI for the year 2020-21 CRI
2. Implementation of E-Office by September, 2022 BCW&TD Dte.	2. Refresher Training to the Inspectors, BCW&TD BCW &TD Dte.	2. Hostel monitoring & inspection up to November, 2022 BCW&TD Dte.	2. Payment of scholarship to 47,000 ST Students upto December, 2022 BCW&TD Dte.
3. Evaluating Status of construction of ICDS centers for which fund received from TDD BCW&TD Dte.	3. Payment of Shikshashree Scholarship to 62,000 ST students upto October -2022 BCW &TD Dte.	3. District / Zonal level competition for Tribal One Act Drama for, 2022 BCW&TD Dte.	3. Selection of recipient for Pandit Ragunath Murmu award, LalSukraOraon award, Ramchand Murmu award, Sidhu-Kanu and Birsha Munda awards ("GunijanSambardhana") BCW&TD Dte.
4. Disbursement of Shikshashree Scholarship to 56,000 ST students upto September-2022 BCW&TD Dte.	4. Release of fund for pruning and collection of Kendu Leaves to LAMPS by WBTDCC Ltd.	4. Chyoo Rum Faat - Prayers and offerings to the Himalayas WBMLLDB	4. Extending benefits of ASRY loan to 50 beneficiaries by WBTDCC Ltd.
5. Celebration WBMLLDB foundation Day.	5. Benefit to be extended to 200 ST families under TSP WBSCSTOBC & DFC.	5. Capacity Building Training for newly elected BOD members of LAMPS for 60 ST candidates by WBTDCC.	5. State level Adibasi Cultural programme on dance/songs/ musical instruments by WBTDCC Ltd..
6. Sending 500 MCF application to NSTFDC by WBTDCC Ltd.	6. Commencement of Skill Training of 200 ST youths WBSCSTOBC & DFC.	6. Benefits to 200 ST beneficiaries-TSS by WBTDCC Ltd.	6. Commencement of Skill Training of 400 ST youths WBSCSTOBC & DFC.
7. Capacity Building Training for Employees of LAMPS related co-operative management for 30 ST beneficiaries by WBTDCC Ltd.	7. Release of fund for different schemes by TD Department as per proposal submitted.	7. Adibasi Cultural programme on dance/songs/musical instruments at LAMPS & District level by WBTDCC Ltd.	7. Benefit to be extended to 500 ST families under TSP WBSCSTOBC & DFC.
8. Benefits to 250 ST beneficiaries-TSS by WBTDCC Ltd		8. Benefit to be extended to 700 ST families under TSP WBSCSTOBC & DFC.	8. Release of fund for different schemes by TD Department as per proposal submitted
9. Commencement of Skill Training of 400 ST youths WBSCSTOBC & DFC.		9. Commencement of Skill Training of 400 ST youths WBSCSTOBC & DFC.	
10. Release of fund for different schemes by TD Department as per release by FD (75%).			

September	October	November	December
11. Celebration of Karam Festival-2022. 12. Celebration of Srijan Utsav-2022.	8. Lepcha Manuscripts Day-NaamthoNaamthaar Day (WBMLLLDB)	10. Limbu youth Cultural sports. (WBLDB) 11. Release of fund for different schemes by TD Department as per proposal submitted. 12. Celebration of BirshaMunda Birthday on 15th November, 2021.	9. Lepcha King PanoGaeboo Aachyok Birth Anniversary Celebration (WBMLLLDB) 10. Lepcha New Year Day Celebration from 24th to 30th December, 2022 (WBMLLLDB).

Department of Urban Development and Municipal Affairs

Urban Development Branch

MONTH	ACTIVITY / PROJECT
JANUARY	GBDA
	Installation of Biswa Bangla logo with fountain & spot lights with murals at the ground in front of k1 bus stand at Gangasagar
	Road restoration of Damaged Bituminous Road near Kargil Beach, Kaylaghata to Khalistan Beach, from Nani Mandal's House to Raja Mandal's House due to cyclone "Yass"
	Restoration of Concrete road at various places at Gangasagar due to Cyclone "Yass" under GBDA
FEBRUARY	KMDA
	Strengthening work of Southern By-pass Road starting from Kamalgazi Flyover End to Baruipur/ Padmapukur More (Both Eastern and Western Flanks) in the District of South 24 Parganas under South Division, Road & Bridge Sector (PART-A) & Repairing, Renovation work of wearing course of Kamalgazi flyover portion for improvement of riding quality (PART-B).
MARCH	DEPARTMENT
	Launching of e-anumati (online issuance of development permission by the Development Authorities) for DSDA(Digha Sankarpur Development Authority)
	HDA
	Renovation of Health centre at Reapara including construction of boundary wall under Nandigram-II Block
	BKDA
	Piped water supply scheme (safe drinking water project) at Bakreswar, i.e., Taxi stand and near Bakreswar Temple
	TDA
	Reconstruction & Beautification of Belpukur (Civil Works)
APRIL	DEPARTMENT
	Launching of e-anumati (online issuance of development permission by the Development Authorities) for CBDA(Changra Bandha Development Authority)
	KMDA
	Construction of additional floors on the top of 1. Administrative Block, 2. Hostel Block of ILGUS Bhavan
	SJDA
	Environment Friendly Nature Park at Lataguri, Dist. Jalpaiguri
MAY	KMDA
	Design, drawing, construction and commissioning including three months trial run of all civil and electromechanical works as necessary for effluent pumping station EPS-6 and EPS- 10 on trunk basis at Kolkata Leather Complex, Bantala, South-24 Pgs.

MONTH	ACTIVITY/PROJECT
	Augmentation of Water Supply Scheme of South Dumdum Municipality under State fund (Phase-I)
	Augmentation of Water Supply Scheme of North Dumdum Municipality
	ECO Park adjacent to WTP, Panihara at Madhyamgram, North 24 Parganas
JUNE	KMDA
	Augmentation of Water Supply Scheme of Kamarhati Municipality
	Augmentation of Water Supply Scheme of Chandernagore Municipal Corporation under State fund
	Construction of Bituminous Road Network in added area in Calcutta Leather Complex (CLC), Bantala, 24 Pgs.(S)
	Augmentation of Water Supply Scheme of Panihati Municipality under State fund
	Augmentation of Water Supply Scheme under Baranagar Municipal area under State fund
	Construction of G+7 New Administrative Building - II at Barasat, North 24 Pgs. W.B.
	DSDA
	Widening of road including footpath from Triangular Park to Sea Beach at New Digha under DSDA
JULY	DEPARTMENT
	Coverage of all Municipal Corporations and major Development Authorities in the e-office project
	KMDA
	Construction of Foot Over Bridge at Ghosh Para Crossing on E.M. Bye-Pass from East to West
	Design, Drawing, Construction and Commissioning of Sewage Treatment Plant (STP) of capacity 0.80 MLD including 03 (three) months Trial Run and 01 (one) year O & M of all Civil and Electromechanical Works on Turn Key Basis at Calcutta Leather Complex, Bantala, 24Pgs.
	Storm water drains along Sodepur Madhyamgram Road within Barrackpur-II Block under N 24 Pgs.
	DSDA
	Widening of Bituminous road of Jatranala Sea Approach road from Foreshore road to Pump House under DSDA
AUGUST	KMDA
	Augmentation of Intake Jetty of BKTP (Phase-I)
	Trans-Municipal Water Supply scheme for Pujali, Budgebudge & Mahestala Municipality under Special Infrastructure fund (Phase-I)
	Trans-Municipal Water Supply scheme of Uttarpara, Konnagar, Rishra, Dankuni, Serampore, Baidyabati & Champdani and its adjoining peri-urban areas under Special Infrastructure fund (State fund) (Phase-I)
	Rejuvenation & stabilization of WTP and 5 nos UGR cum boosting pumping station to improve water supply system of HMC areas by KMDA (Phase-I)

MONTH	ACTIVITY/PROJECT
	ADDA
	Repairing and improvement of Black top road at Gobind Nagar, DVC, PO-Kalipahari, Dist - Paschim Bardhaman
	BDA
	Construction of bituminous road from end of the Rayan village to Jamar Canal under Rayan GP (Phase II)
SEPTEMBER	KMDA
	Augmentation of Water Supply Scheme of Madhyamgram Municipality under State fund
	TRDA
	Comprehensive Traffic & Parking Plan with passenger shed, vehicle bay, paid parking slot & other related work, Rhdh to Munsuba more & at various of Rampurhat
OCTOBER	KMDA
	Storm Water drainage at Durgapur Municipal Corporation
NOVEMBER	DEPARTMENT
	Completion of web based module land management system of Salt Lake and Kalyani for Residential and Non-residential land
	KMDA
	Augmentation of surface water supply for construction of Intake Jetty and installation of electromechanical equipment at 30 MGD capacity Jetty mounted pump house of Baranagar-Kamarhati Water Supply Project (Ph-I)
	CBDA
	Construction of Bituminous Road from near house of Tahamia Md House towards Shal Bagan Dewtiuchalpukuri GP
DECEMBER	DEPARTMENT
	Coverage of 80 no.s of the ULBs in the web based property tax payment system (OPTICS-Online Property Tax Information & Collection System)
	KMDA
	Construction of 3 major RCC bridges at three locations Viz. Metropolitan (Ch KM 5+282), Laskharhat (Ch KM 9 +150), and Kalikapur(Ch KM 11+150) on EM Bye pass Kolkata
	Construction of Auditorium Hall at Amtala, Bishnupur, South 24 Parganas
	Storm water drainage project Halisahar Municipality (Phase - II)
	Drainage project for Bhatpara Municipality
	Integrated Septage Treatment Plant for Baranagar, North Dum Dum and Dum Dum Municipality within existing STP campus (Promod Nagar Colony)
	SJDA
	Market Complex with Rehabilitation Component and Haat at Lataguri, District Jalpaiguri, West Bengal (Civil and Electrical)

MONTH	ACTIVITY/PROJECT
	SSDA Construction of R.C.C surface drain from Mohonananda Sevashram towards bus-stand along both side of Pravat Sarani at Bolpur Municipality, under jurisdiction of Sriniketan Santiniketan Development Authority. MUNICIPAL AFFAIRS BRANCH
JANUARY	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : Meal will be served to 9.50 lakh beneficiaries
FEBRUARY	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : Meal will be served to 11.40 lakh beneficiaries
MARCH	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : Meal will be served to 12.50 lakh beneficiaries 2nd Augmentation of Water Supply Scheme under state plan within Tufanganj Municipality
APRIL	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : 10 Canteen will be opened MAA Canteen: Meal will be served to 12.50 lakh beneficiaries Completion of Shelter for Urban Homeless Project under Swayamsiddha in Asansol Municipal Corporation
MAY	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : Meal will be served to 12.50 lakh beneficiaries Completion of Shelter for Urban Homeless Project under Swayamsiddha within Contai Municipality
JUNE	Banglar Bari : 1200 Dwelling Units will be completed MAA Canteen : 10 Canteen will be opened

MONTH	ACTIVITY/PROJECT
	<p>MAA Canteen : Meal will be served to 12.50 lakh beneficiaries</p> <p>Completion of Shelter for Urban Homeless Project under Swayamsiddha within Titagarh Municipality</p>
JULY	<p>Banglar Bari : 1200 Dwelling Units will be completed</p> <p>MAA Canteen : Meal will be served to 12.50 lakh beneficiaries</p> <p>Swayamsiddha : Completion of Shelter for Urban Homeless Project under Swayamsiddha within Bhadreswar Municipality</p> <p>Completion of Water Supply Project within Krishnanagar (Phase-II) Municipality</p> <p>Completion of Water Supply Project within Englishbazar Municipality</p> <p>Completion of Shelter for Urban Homeless Project under Swayamsiddha within Kharagpur Municipality</p>
AUGUST	<p>Banglar Bari : 1200 Dwelling Units will be completed</p> <p>MAA Canteen : 10 Canteen will be opened</p> <p>MAA Canteen : Meal will be served to 12.50 lakh beneficiaries</p> <p>Completion of Shelter for Urban Homeless Project under Swayamsiddha within Bhatpara Municipality</p>
SEPTEMBER	<p>Banglar Bari : 1200 Dwelling Units will be completed</p> <p>MAA Canteen : Meal will be served to 12.50 lakh beneficiaries</p> <p>Swayamsiddha : Completion of Shelter for Urban Homeless Project within Sainthia Municipality</p> <p>Swayamsiddha : Completion of Shelter for Urban Homeless Project within Purulia Municipality</p>
OCTOBER	<p>Banglar Bari : 1200 Dwelling Units will be completed</p> <p>MAA Canteen : 10 Canteen will be opened</p> <p>MAA Canteen : Meal will be served to 12.50 lakh beneficiaries</p>

MONTH	ACTIVITY/PROJECT
	Swayamsiddha : Completion of Shelter for Urban Homeless Project within Howrah Municipal Corporation
	Swayamsiddha : Completion of Shelter for Urban Homeless Project under Swayamsiddha within Bishnupur Municipality
	Bioremediation works for treating drains before discharging River Dwarakeswar under NGT within Bankura Municipality
	Completion of Shelter for Urban Homeless Project under Swayamsiddha within Uttarpara-Kotrang Municipality
	Commissioning (Part-I) of Water Supply Project within Bankura Municipality (Phase-II)
	Construction of UPHC Building at Ward No-19 within Basirhat Municipality
NOVEMBER	Banglar Bari : 1200 Dwelling Units will be completed
	MAA Canteen : Meal will be served to 12.50 lakh beneficiaries
	Completion of Storm water Drainage within Berhampore Municipality.
	Commissioning (Part-I) of Water Supply Project within Haldia Municipality
DECEMBER	Banglar Bari : 1200 Dwelling Units will be completed
	MAA Canteen : 12 Canteen will be opened
	MAA Canteen : Meal will be served to 12.50 lakh beneficiaries
	Swayamsiddha : Completion of Shelter for Urban Homeless Project within Dhulian Municipality
	Swayamsiddha : Completion of Shelter for Urban Homeless Project within Uluberia Municipality
	Completion of Shelter for Urban Homeless Project under Swayamsiddha within Rampurhat Municipality
	Completion of Shelter for Urban Homeless Project under Swayamsiddha within Nalhati Municipality
	Swayamsiddha : Completion of Shelter for Urban Homeless Project within Dhupguri Municipality
	Swayamsiddha : Completion of Shelter for Urban Homeless Project under Swayamsiddha within Suri Municipality

WATER RESOURCES INVESTIGATION & DEVELOPMENT DEPARTMENT

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Statutory Functions and Routine Activities	Implementation of 'West Bengal Ground Water Resources (Management, Control and Regulation) Act, 2005' and Issuance of Permit/Registration for extraction of Ground Water											
	Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks			Monitoring of Ground Water levels by 2000 permanent hydrograph stations in 341 blocks				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	
	Collection of Hydro-meteorological data by rain gauges situated in different districts throughout the year											
Review meetings	Periodic maintenance of 7,347 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 6.03 Lakh Hectare by WRDD											
	State level review meeting by Hon'ble Minister - in - Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	State level review meeting by Hon'ble Minister - in - Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	State level review meeting by Hon'ble Minister - in - Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	District level review meeting for 2/3 districts by each Chief Engineer/ Engineer-in-Chief & Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio	State level review meeting by Hon'ble Minister - in - Charge/ Addl. Chief Secretary/ Principal Secretary/ Secretary/ Engineer-in-Chief & Ex-Officio

Progra mme/ Activity	January	February	March	April	May	June	July	August	September	October	November	December
Creation of irrigation facilities under different programmes (viz- JALAIRTHA, WBADMIP, RIDE, CORE SECTOR, RKVY etc.) for Arid region (Birbhum, Bankura, Purulia, Jhargram Paschim Burdwan & Paschim Medinipur Districts)	Construction/ Revival of Minor Irrigation (MI) Installation : 72 nos. including 52 Water Detention Structures; Creation of MI Potential : 1014 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 74 nos. including 53 Water Detention Structures; Creation of MI Potential: 1144 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 118 nos. including 74 Water Detention Structures; Creation of MI Potential: 2854 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 80 nos. including 56 Water Detention Structures; Creation of MI Potential: 1821 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 46 nos. including 32 Water Detention Structures; Creation of MI Potential: 1009 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 40 nos. including 30 Water Detention Structures; Creation of MI Potential: 570 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 25 nos. including 15 Water Detention Structures; Creation of MI Potential: 270 Hectare		Construction/ Revival of Minor Irrigation (MI) Installation: 10 nos. Creation of MI Potential: 296 Hectare		Construction/ Revival of Minor Irrigation (MI) Installation: 58 nos. including 55 Water Detention Structures; Creation of MI Potential: 950 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 71 nos. including 50 Water Detention Structures; Creation of MI Potential: 1664 Hectare
	Construction/ Revival of Minor Irrigation (MI) Installation: 48 nos. including 12 Water Detention Structures; Creation of MI Potential: 1037 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 134 nos. including 7 Water Detention Structures; Creation of MI Potential: 2102 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 281 nos. including 23 Water Detention Structures; Creation of MI Potential: 7072 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 192 nos. including 12 Water Detention Structures; Creation of MI Potential: 3831 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 215 nos. including 12 Water Detention Structures; Creation of MI Potential: 3657 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 151 nos. including 8 Water Detention Structures; Creation of MI Potential: 2018 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 55 nos. including 7 Water Detention Structures; Creation of MI Potential: 658 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 36 nos. Creation of MI Potential: 440 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 71 nos. including 2 Water Detention Structures; Creation of MI Potential: 1646 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 48 nos. Creation of MI Potential: 584 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 128 nos. including 20 Water Detention Structures; Creation of MI Potential: 2825 Hectare	Construction/ Revival of Minor Irrigation (MI) Installation: 192 nos. including 38 Water Detention Structures; Creation of MI Potential: 4318 Hectare

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
Water Users' Association, Demonstrations and Training programmes under WBADMIP	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 20 nos. covering 600 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 10 nos. covering 300 beneficiaries.	Formation of Water Users' Association/Beneficiary Committee : 10 nos. covering 300 beneficiaries.		
	Demonstrations (Agri/Horti/Fishery) : 230 nos. covering 460 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 153 nos. covering 234 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 254 nos. covering 254 beneficiary-families		Demonstrations (Agri/Horti/Fishery) : 250 nos. covering 710 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 723 nos. covering 2208 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 1091 nos. covering 3906 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 715 nos. covering 2930 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 430 nos. covering 1760 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 206 nos. covering 676 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 505 nos. covering 695 beneficiary-families	Demonstrations (Agri/Horti/Fishery) : 210 nos. covering 390 beneficiary-families
	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 trainees	Training Programmes of Farmers : 40 nos. covering 600 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: 268 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 483 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 1830 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 351 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 464 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 315 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 124 nos. (Tank equivalent)			Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 205 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 385 nos. (Tank equivalent)	Excavation/ Re-excavation/ Creation of Water bodies under different programmes: 937 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 - 1 no., Percolation Tank - 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 - 1 no., Percolation Tank - 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 - 1 no., Percolation Tank - 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 - 1 no., Percolation Tank - 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 - 3 no., Percolation Tank - 1 No.	Rain Water Harvesting & Artificial Recharge to Ground Water, Roof Top Rain Water Harvesting - 2 no. Percolation Tank - 2 Nos.
	Mass awareness campaign on water conservation: 8 nos.	Mass awareness campaign on water conservation: 8 nos.	Mass awareness campaign on water conservation: 7 nos.	Mass awareness campaign on water conservation: 2 nos.	Mass awareness campaign on water conservation: 5 nos.	Mass awareness campaign on water conservation: 6 nos.	Mass awareness campaign on water conservation: 3 nos.	Mass awareness campaign on water conservation: 3 nos.	Mass awareness campaign on water conservation: 6 nos.	Mass awareness campaign on water conservation: 2 nos.	Mass awareness campaign on water conservation: 5 nos.	Mass awareness campaign on water conservation: 5 nos.

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
State Minor Irrigation Corporation Ltd.	Periodic maintenance of 392 nos. Departmentally operated Minor Irrigation Installations to provide irrigation water to the Agricultural field on demand of farmers covering about 0.27660 Lakh Hectare											
Activities of West Bengal Agro Industries Corporation Ltd.	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 12 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 11 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 14 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 1 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 3 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 5 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 7 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 8 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 9 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 11 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 12 Crore	Procurement and supply of Agricultural Inputs & Machineries (viz. Tractors, Power Tiller, Pump-sets, Seeds, Manure etc.) and different equipments & accessories for MI installations. Rs. 11 Crore

Programme/Activity	January	February	March	April	May	June	July	August	September	October	November	December
MATR SRISTI (WRI&D Department for development of follow patches Birbhum, Bankura, Purulia, Jhargram, Paschim Medinipur & Paschim Burdwan Districts) in convergence with allied activities by other concerned Departments and District Authorities)	Area to be covered under Micro-Plan for Matir Shristi (Acre) 500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1500	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1250	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1250	Area to be covered under Micro-Plan for Matir Shristi (Acre) 1000
						Planation of saplings of different species in the sites under Matir Shristi covering area (Acre) 2000	Planation of saplings of different species in the sites under Matir Shristi covering area (Acre) 2500	Planation of saplings of different species in the sites under Matir Shristi covering area (Acre) 2500	Planation of saplings of different species in the sites under Matir Shristi covering area (Acre) 2000			
	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 120	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 120	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 120	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 100	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 100	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 100	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 30	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 20	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 20	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 150	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 150	Micro Irrigation Structures to be constructed viz. Hapa/ pit/tube well etc.(Nos.) 150
	Expected person-days generation (lakh) 1.5	Expected person-days generation (lakh) 1.5	Expected person-days generation (lakh) 1.5	Expected person-days generation (lakh) 1.5	Expected person-days generation (lakh) 1.5	Expected person-days generation (lakh) 4	Expected person-days generation (lakh) 4	Expected person-days generation (lakh) 4	Expected person-days generation (lakh) 4	Expected person-days generation (lakh) 2	Expected person-days generation (lakh) 2	Expected person-days generation (lakh) 2

Department of Women & Child Development and Social Welfare

Month	Activities
January	
	Observance of World Braille Day on 4th January
	Observance of National Girl Child Day on 24th January
	Review meeting of Kanyashree with HOI of Schools under DPMU, Kolkata
	Review meeting of Kanyashree with HOI of Colleges under DPMU, Kolkata
	Review meeting with DSWOs and NGOs for monitoring of Swadhar Homes/Ujjawala Homes & Old Age Homes
	Review meeting with DSWOs and NGOs for monitoring of DDRS/ Drug De-addiction centres
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC
	Review meeting on functioning of Open Shelter with Officials and different stake holders
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders.
	District Visit by WBCW
	Seminar on Human Trafficking by WBCW
	Workshop on POCSO with School and Madrasah by WBCPCR
	Meeting with police by WBCPCR
	Workshop on Child Marriage, Trafficking and POCSO with Panchayet/BLCPC by WBCPCR
	Workshop in closed & sick tea garden by WBCPCR
	Child friendly corner at Gangasagar Mela by WBCPCR
	Child Friendly corner at Kolkata Bookfair by WBCPCR
February	
	Review meeting with HOI of Colleges under DPMU, Kolkata
	District monitoring visit for review of activities of KP-RP
	Orientation and training programme of staff and Case Worker of Eradication and Control of Juvenile Beggary and Vagrancy
	Co-Ordination meeting with the police by WBCW
	Seminar on Sexual Harrasment at the work place by WBCW
	Workshop on POCSO at School & Madrasah by WBCPCR
	Police training on child rights by WBCPCR
	Child Friendly corner at Kolkata Bookfair by WBCPCR
March	
	Observance of International Women's Day on 8th March
	Technical session with NIC/IFMS/DPMU on KP and RP
	District Visit by WBCW
	Online meeting with all the Protection Officer to review the districtwise cases of Domestic Violence by WBCW
	Workshop on POCSO at School & Madrasah by WBCPCR
	Meeting with Stakeholder on Child Marriage & Trafficking by WBCPCR
	Meeting with JJB by WBCPCR
	Hullor Release by WBCPCR
	Awareness Programme on Child Labour at Purulia by WBCPCR
	Meeting with Local Level Committees

Month	Activities
April	
	Observance of World Autism Awareness Day on 2nd April
	Review meeting with DSWOs
	Meeting of WBTGPDB
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC
	Review meeting on functioning of Open Shelter with Officials and different stake holders
	Review meeting on functioning of Shelter for Urban Homeless with Officials and different stake holders.
	District Visit by WBCW
	Seminar on prevention of rape by WBCW
	Workshop on POCSO at School & Madrasah by WBCPCR
	Workshop on Mental Health with NGOs, Madrasahs & Schools by WBCPCR
May	
	Review meeting with HOI under DPMU, Kolkata
	District monitoring visit for review of activities of KP-RP
	Orientation of Managers of 10 Vagrants' Homes 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.
	District Visit by WBCW
	Seminar on Domestic Violence by WBCW
	District Level Workshop on POCSO, Child Labour & Child Marriage by WBCPCR
	Awareness programme on Child Labour at Malda by WBCPCR
June	
	Observance of State Child Protection Day on 9th June
	Observance of World Elderly Abuse Awareness Day on 15th June
	Observance of Deaf Blind Day on 27th June
	Meeting of PAC of Swabalamban Scheme
	Technical session with NIC/IFMS/DPMU on KP and RP
	Orientation and training programme of Shelter for Urban Homeless staff, NGO personnel and Govt. officials
	Co-Ordination meeting with the Police and PMLA by WBCW
	Workshop on Child Marriage, Trafficking and POCSO with Panchayat/ BLCPC by WBCPCR
	Hullor Release by WBCPCR
	Meeting with Local Level Committees
July	
	Observance of Anti Human Trafficking Day on 30th July
	Review meeting of Kanyashree with HOI of Schools under DPMU, Kolkata
	VC with Addl. District Magistrates & DPMUs regarding modalities for celebration of Kanyashree Day 2022
	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.

Month	Activities
	Seminar on the problems of Senior Citizens by WBCW
	Workshop on POCSO at School & Madrasah by WBCPCR
	Meeting with Stakeholder on Child Marriage & Trafficking by WBCPCR
	Police Training on Child Rights by WBCPCR
	Publication of Half Yearly "Sphuran"
August	
	Observation of Breast Feeding Week - 1st to 7th August, 2022
	Celebration of Kanyashree Day on 14th August
	Review meeting with DSWOs
	Seminar on prevention of Acid Attack by WBCW
	Workshop on POCSO at School & Madrasah by WBCPCR
	District Level Workshop on POCSO, Child Labour & Child Marriage by WBCPCR
	Workshop on Mental Health with NGOs, Madrasah & School by WBCPCR
	Khela Divas by WBCPCR
	Workshop with Registered Organisations under National Trust Act
September	
	Observation of National Nutrition Week - 1st to 7th September, 2022
	Review meeting with DSWOs and NGOs for monitoring of Swadhar Homes/Ujjawala Homes & Old Age Homes/ DDRS & Drug De-addiction centres
	Meeting of the WBTGPDB
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC
	District Visit by WBCW
	Seminar on prevention of Dowry Torture by WBCW
	Workshop on POCSO with school & Madrasah by WBCPCR
	Meeting with police by WBCPCR
	Workshop on Child Marriage, Trafficking and POCSO with Panchayet / BLCPC by WBCPCR
	Hullor Release by WBCPCR
	Meeting with Local Level Committees
October	
	Observance of International Day for Older Persons on 1st October
	Review meeting with DSWOs and NGOs
	Technical session with NIC/IFMS/DPMU on KP and RP
	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
	Seminar on Property related matters of Women by WBCW
	CCI Visits by WBCPCR
November	
	Observance of Children's Day on 14th November
	Observance of Child Rights Week & Day from 14th November to 20th November
	Observance of ECCE Day on 27th November

Month	Activities
	Meeting with DSWOs to review disposal of GIA proposals
	Monitoring of Kanyashree Prakalpa and Rupashree Prakalpa with concerned Addl. District Magistrates & DPMUs through VC
	Meeting with the Police and Seminar on Cyber Crime by WBCW
	District Level workshop on POCSO, Child Labour & Child Marriager by WBCPCR
December	
	Observance of International Day for Persons with Disabilities on 3rd December
	Rojgar Mela 2020 on 4th and 5th December, 2022
	District monitoring visit for review of activities of KP-RP
	Fair with products made by inmates of Vagrants Homes and trainee children under Eradication & Control of Juvenile Beggary and Vagrancy Scheme, Open Shelter and cultural programme by them
	Sports with children under Eradication and Control of Juvenile Beggary and Vagrancy Scheme & Open Shelters
	PMLA by WBCW
	Workshop on POCSO with school & Madrasah by WBCPCR
	Meeting with Stakeholder on Child Marriage & Trafficking by WBCPCR
	Workshop on Mental Health with NGOs, Madrasahs & Schools by WBCPCR
	Child friendly corner at Poush Mela by WBCPCR
	Hullor Release by WBCPCR
	Publication of "Sphuran" (Yearly compendium)
	Meeting with Local Level Committees

DEPARTMENT OF YOUTH SERVICES AND SPORTS

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

Month	Activities
	<ol style="list-style-type: none"> Meeting of the Advisory Board and working Committee of WBSCS. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground. Meeting of Project Implementation Committee of WBMAF. Inauguration of Sports Stadium at Baghmundi Block, Purulia.
June	<ol style="list-style-type: none"> District visit for monitoring of ongoing sports infrastructures by Departmental Officers. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department Meeting of the Advisory Board and working Committee of WBSCS. Schematic work of construction of Mini Indoor Games Complex / Multigym/ Playground Inauguration of Sports Stadium at Kashipur Block, Purulia
July	<ol style="list-style-type: none"> District visits for monitoring of ongoing sports infrastructures by Departmental Officers. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground Meeting of Project Implementation Committee of WBMAF. Slot booking for Rock Climbing. Online Examination of YCTC.
August	<ol style="list-style-type: none"> Meeting with State Level Sports Associations. 1st Meeting for inviting nomination for Khel Samman Awards. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. Review meeting with M.I.C., M.O.S., Principal Secretary & all Officers of the Department. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. Schematic work of construction of Mini Indoor Games Complex / Multigym/Playground. Celebration of Rakhibandhan Utsab at Block & State level. Organizing Block/ Municipal/ Municipal Corporation/ Borough level Student Youth Science Fair, 2022. Organizing District level Student Youth Science Fair, 2022. WBMAF sponsored Mountaineering Expedition for male & female Mountaineers.
September	<ol style="list-style-type: none"> District visit for monitoring of ongoing sports infrastructures by Departmental Officers. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. Meeting of the Advisory Board and working Committee of WBSCS. Organizing State level Student Youth Science Fair, 2022. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. Meeting of Project Implementation Committee of WBMAF. Inauguration of Sports Stadium at Purulia-I Block, Purulia.

Month	Activities
October	<ol style="list-style-type: none"> 1. Meeting of selection committee for scrutiny of nominations for Khel Samman Awards. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 4. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 5. Meeting of the Advisory Committee of Vivekananda Yuba Bharati Krirangan. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground.
November	<ol style="list-style-type: none"> 1. Meeting for finalization of Khel Samman Awardees. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 4. Meeting of the Advisory Board and working Committee of W.B.S.C.S. & V.Y.B.K. 5. Orientation Camp of Rock Climbing for instructors at Susunia, Bankura. 6. Radhanath Sikdar -Tenzing Norgay Adventure Award giving Ceremony. 7. Block / Municipal / Municipal Corporation / Borough level Student Youth Festival, 2022. 8. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground. 9. Meeting of Project Implementation Committee of WBMAF. 10. Inauguration of Haldia Youth Hostel. 11. Online Examination of YCTC.
December	<ol style="list-style-type: none"> 1. Preparation of final list of the club/organization eligible for grants. 2. District visit for monitoring of ongoing sports infrastructures by Departmental Officers. 3. Review meeting with M.I.C., M.O.S., Principal Secretary & all officers of the Department. 4. Meeting of the Advisory Board and working Committee of West Bengal State Council of Sports. 5. Organizing District level Student Youth Festival, 2022. 6. Schematic work of construction of Mini Indoor Games Complex / Multigym / Playground.

NOTES

NOTES

NOTES

GOVERNMENT OF WEST BENGAL



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