

**Annual Administrative Report**  
**2015-16**



**Government of Assam**  
**Directorate of Municipal Administration**  
**Assam, Dispur, Guwahati-6**

## **Contents**

1. Mandate of the Directorate.
  - a. Functions, Role and Responsibilities of the Directorate.
  - b. List of Acts and Rules Administered by this Directorate.
2. Description of Organizational structure.
3. Activities of the Directorate/Board.
  - a. Brief Descriptions of the schemes.
  - b. Implementation Mechanism.
4. Plan and Non Plan Budget of the Directorate/Board.
5. New initiatives and innovative steps taken by the Department.

**Directorate of Municipal Administration  
Assam, Dispur, Guwahati-6.**

**About setting up of the Directorate of Municipal Administration**

The Directorate of Municipal Administration was set up in the year 1969. The main function of the Directorate of Municipal Administration is to guide the Urban Local Bodies in performance of their functions smoothly, exercise control- over the Budgets of the Urban Local Bodies of Assam, act as coordinator between the Government in Urban Development Department and local bodies in respect of their needs and problems and putting those before the Government.

The Directorate of Municipal Administration exercise its control-over 33 Municipal Boards and 44 Town Committees in the plain Districts and 1 Municipal Board and 7 Town Committees in Bodo Autonomous Councils of Assam. Another 11 Town Committees Viz., Dima Hasao and Karbi Anglong are under the Administrative control of the concerned District Councils.

**1. Mandate of the Directorate of Municipal Administration**

**a. Functions, Role and responsibilities of the Organization as recorded in the Cabinet Memorandum vide No.MA/187/75,dated 12.04.1978.**

The duties and functions allotted to the Director of Municipal Administration are as follows:

- To act as the Field Officer of the Department of Municipal Administration, now Urban Development Department in respect of the Municipal Bodies, Town Committees etc.
- To act as a link between the Govt. in the Municipal Administration Department now Urban Development Department and Municipal Bodies in regard to the assessment to their needs and problems and putting them to Govt. in the form of concrete suggestion, schemes, proposals etc.
- To act as an Enquiry Officer for the purpose of various matters coming up before the Govt. for which enquiries are made through various officers, namely Sub-Deputy Collector (Circle Officer), Extra Assistant Commissioner, Sub-Divisional Officer, Deputy Commissioner etc. depending upon the importance of the matter.
- To undertake inspection of the Municipal and Town Committees Office.
- To see to the proper implementation of the standing instructions as contained in the Assam Municipal Act and the rules made there under and also the Government instruction as communicated from time to time.
- To watch over timely preparation of Budget and passing of Budget of the Municipalities and Town Committees.
- To see that all steps are taken by the local bodies to repay loans as per schedule and to verify loan accounts.
- To see that Municipal Boards and Town Committees make supreme efforts to realize arrear taxes besides realizing current ones.
- To see that the proceedings of the Municipal Boards and Town Committees are in conformity with law.
- To submit reports to the Government in respect of the Municipalities and Town Committees which are not functioning according to the relevant laws despite instructions, warnings etc. and against whom there is necessity of taking action as per provisions of Section 298 of the Assam Municipal Act, 1956.
- To prepare the Annual Administrative Report on the working of the Municipal Bodies.
- To exercise control over Municipal Bodies and Town Committees under Section 293 of the Assam Municipal Act, 1956 as notified under Govt. Notification No. MA.72/71/48 dated 16.06.1973.
- Misc. matter relating to Urban Local Bodies as may be entrusted from time to time.

b. **List of Acts and Rules Administered by this Directorate**

Central Govt. Rules/Act (Applicable within ULBs areas.

- Municipal Solid Waste (Management and handling Rules 2000)
- The Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013
- The Seventy Fourth Constitutional Amendment Acts, 1992.
- The Street Vendors (Protection of Livelihood and Regulation of Street Vending) Act, 2014.

Acts, Rules and Executive Order

The Municipal Board/Town Committees are governed by Municipal Act, 1956 as amended and rules framed under the Act, these are:

- Assam Municipal Act, 1956.
- Assam Municipal Accounts and Budget Rules, 1967.
- Rules of the Election of Commissioner of Municipal Boards/Town Committees.
- Local Authorities loan Rules, 1937.
- Rules of procure for the sale of pounds and markets by M.Bs and T.Cs in Assam.
- Water Supply and Drainage Rules.
- Rules for preparation and sanction of plans and estimates of all other public works.
- Rules for Regulation management and inspection of Water Supply etc.
- Model by laws for sanitary upkeep of Restaurants and other eating and drinking establishments.
- Directorate of Municipal Administration, Statistical Service “(Recruitment and condition of service)” order 1992.
- Rules Governing relation of the State Govt. and their Officers with the Municipal Boards.
- Rules for Appointment to Service under the Board and T.C.

Reports of various Committees/Commission

- Report of the Assam Municipal Finance Committee, 1967.
- Report of the 1<sup>st</sup> Assam State Finance Commission for 1996-97 to 2000-01
- Report of the 2<sup>nd</sup> Assam State Finance Commission for 2001-02 to 2005-06.
- Report of the 3<sup>rd</sup> Assam State Finance Commission for 2006-07 to 2010-11
- Report of the 4<sup>th</sup> Assam State Finance Commission for 2011-12 to 2015-16

2. **Description of Organizational structure**

DIRECTOR



Head Office Establishment Cell	Finance & Accounts Cell		Planning & Statistical Cell	Technical Cell		Valuation Cell	Monitoring Cell
Deputy Director -1	Finance & Accounts Officer -I		Senior Research Officer-I Research officer -1	Sanitary Engineering Adviser -1		Chief Valuation Officer - I	Dist. Co-ordinator-1( vacant since long )
Register – 1	Inspector – 1	Asstt. Supdt. (A/C)- 1	Asstt. R. O - 1	Ex. Engineer-1	Sociologist-5	Valuation Officer - 3	Project Officer - 1
Superintendent - 2	Asstt. Inspector – 3	Accountant -1	Research Asstt. -1	Asstt. Engineer-7		L. D. A. - 1	Community Organizer - 9
Asstt. Supdt. - 1		L. D. Asstt. – 2	S. I. S. -1	Jr. Engineer-11		Peon -1	Steno Typist -1
Stenographer – 1		Draftery – 1	Computer – 2	Draftsman - 1			U. D. Asstt. 2
U. D.Asstt. 4		Peon - 1	L. D. Asstt.-2	Tracer -1			Peon -1
L. D. Asstt. – 6			Peon - 1	Mohurrier-29			
Driver – 5				Storekeeper-1			
Chokider – 1				U. D. Asstt.-2			
Peon- 7				Chokider -1			
Sweeper – 1				Peon -1			
<b>Total = 30</b>		<b>11</b>	<b>10</b>	<b>61</b>		<b>6</b>	<b>15</b>

Total posts 134

**Details of man in position in the Directorate of Municipal Administration under Urban Development Department**

Sl No.	Designation	Total no. of posts	Man in position	Remarks
1	2	3	4	5
1	DIRECTOR	1	1	From Assam Civil Service
2	DISTRICT CO-ORDINATOR	1	0	From Assam Civil Service, (Vacant-1)
3	CHIEF VALUATION OFFICER	1	0	From Assam Civil Service Vacant- 1
4	SANITARY ENGINEERING ADVISER	1	1	
5	VALUATION OFFICER	3	1	From Assam Civil Service (Vacant - 2)
6	PROJECT OFFICER	1	1	From Assam Civil Service
7	EXECUTIVE ENGINEER	1	1	
8	SENIOR RESEARCH OFFICER	1	1	
9	RESEARCH OFFICER	1	0	Vacant- 1
10	FINANCE & ACCOUNTS OFFICER	1	1	
11	ASSTT. ENGINEER	7	6	Vacant- 1
12	ASSISTANT RESEARCH OFFICER	1	1	
13	DEPUTY DIRECTOR	1	0	Vacant- 1
14	REGISTRAR	1	0	Vacant- 1
15	SOCIOLOGIST	5	0	Vacant-5
16	SUPERINTENDENT	2	1	Vacant- 1
17	RESEARCH ASSTT.	1	0	Vacant- 1
18	INSPECTOR	1	0	Vacant- 1
19	ASSTT. SUPDT. (ACCOUNTS)	1	0	Vacant- 1
20	ASSTT. SUPDT.	1	0	Vacant- 1
21	JUNIOR ENGINEER	11	9	Vacant-2
22	DRAFTSMAN	1	0	Vacant- 1
23	ACCOUNTANT	1	1	
24	ASSTT. INSPECTOR	3	0	Vacant- 3
25	U.D. ASSTT.	8	6	Vacant-2
26	SUB INSPECTOR (STATISTICS)	1	1	
27	STENOGRAPHER	1	0	Vacant- 1
28	STENO TYPIST	1	1	
29	L.D.A	11	3	Vacant-8
30	COMPUTOR	2	1	Vacant-1
31	COMMUNITY ORGANIZER	9	8	Vacant-1
32	MOHURRIR	29	23	Vacant - 6
33	TRACER	1	0	Vacant- 1
34	STORE KEEPER	1	0	Vacant- 1
35	DRIVER	5	4	Vacant-1
36	DRAFTRY	1	1	
37	PEON	12	7	Vacant-5
38	CHOWKIDER	2	1	Vacant-1
39	SWEEPER	1	1	
	<b>Total</b>	<b>134</b>	<b>82</b>	<b>52</b>

### LIST OF ULBs IN ASSAM

Sl. No.	Name of district	Name of ULBs	Total nos. of the ward	Urban population as per census 2011	Male	Female
1	Kamrup (M)					
		N.Guwahati TC	4	10379	5121	5258
2	Kamrup (R)					
		Palasbari MB	10	4930	2483	2447
		Rangia MB	10	27584	14305	13279
3	Nalbari					
		Nalbari MB	12	27608	14335	13273
		Tihu TC	4	4588	2333	2255
4	Barpeta					
		Barpeta MB	22	42663	21257	21406
		Pathsala TC	10	18233	N/A	N/A
		Howly TC	4	18312	9395	8917
		Sarthebari TC	4	6909	3466	3443
		Barpeta Rd.MB	10	35489	18434	17055
		Sorbhog TC	4	8105	4069	4036
		Patacharkuchi TC	6	5230	N/A	N/A
5	Darrang					
		Mangaldoi MB	10	25835	13205	12630
		Kharupetia TC	8	18558	9792	8766
6	Udalguri					
		Udalguri TC	6	15268	7690	7578
		Tangla TC	4	17195	8879	8316
7	Dhubri					
		Dhubri MB	16	61660	31354	30306
		Gauripur TC	4	25109	12922	12187
		Bilasipara TC	14	37412	19139	18273
		Chapar TC	8	20320	10306	10014
		Sapatgram TC	4	12166	6313	5853
8	Goalpara					
		Goalpara MB	19	53455	26970	26485
		Lakhipur TC	4	15642	8033	7609
9	Bongaigaon					
		Bongaigaon MB	25	68934	36261	32673
		Abhayapuri TC	4	15576	7813	7763
10	Chirang					
		Bijni TC	4	13249	6681	6568
		Basugaon TC	4	13853	7181	6672
		Kajalgaon TC	4	26487	N/A	N/A
11	Kokrajhar					
		Kokrajhar MB	10	34202	17708	16494
		Gossaigaon TC	4	9139	4807	4332
12	Morigaon					
		Morigaon MB	11	29182	14780	14402
13	Nagaon					
		Nagaon MB	26	116355	59021	57334
		Lanka MB	11	36803	18935	17868
		Dhing MB	10	19210	9896	9314
		Hojai MB	19	36544	18681	17863
		Doboka TC	10	13122	6698	6424
		Lumding MB	13	31283	15881	15402
		Kampur TC	5	10352	5222	5130
		Raha TC	7	11167	5600	5567
14	Sonitpur					
		Tezpur MB	19	58016	31428	26588
		Dhekiajuli MB	10	21375	10991	10384

		Rangapara TC	4	18412	9515	8897
		Gohpur TC	6	12214	6254	5960
		B. Chariali MB	12	18662	9507	9155
15	Golaghat					
		Golaghat MB	13	41991	21527	20464
		Dergaon MB	10	20097	10208	9889
		Bokakhat TC	4	10143	5191	4952
		Sarupathar TC	4	9916	5174	4742
		Barpathar TC	4	7712	4028	3684
16	Jorhat					
		Jorhat MB	19	71398	37351	34047
		Moriani TC	5	20762	10778	9984
		Titabar TC	8	17562	9227	8335
		Teok TC	4	8806	4527	4279
		Majuli TC	5	10643	N/A	N/A
17	Sivasagar					
		Sibsagar MB	14	50595	26815	23780
		Nazira MB	10	13299	6870	6429
		Amguri MB	10	8007	4273	3734
		Sonari MB	16	19792	10374	9418
		Moran TC	11	5669	2999	2670
		Simaluguri TC	8	8285	4440	3845
		Demow TC	5	10228	N/A	N/A
18	Lakhimpur					
		N.Lakhimpur MB	14	59793	30887	28906
		Bihpuria MB	10	11997	6201	5796
		Dhakuakhana TC	4	13508	6948	6560
		Narayanpur TC	6	5998	3084	2914
19	Dibrugarh					
		Dibrugarh MB	22	138661	72044	66617
		Naharkatia TC	4	18924	9785	9139
		Chabua TC	4	8788	4463	4325
		Namrup TC	8	15483	8103	7380
20	Tinsukia					
		Tinsukia MB	15	98798	53180	45618
		Doom Dooma TC	10	21469	11520	9949
		Makum TC	8	16875	8727	8148
		Digboi TC	8	21791	11024	10767
		Margherita TC	8	26913	13789	13124
		Chapakhowa TC	4	10302	5324	4978
21	Hailakandi					
		Hailakandi MB	16	33671	16895	16776
		Lala TC	10	11771	5826	5945
22	Cachar					
		Silchar MB	28	172709	86812	85897
		Lakhipur MB	10	10943	5440	5503
		Sonai TC	11	17677		
23	Karimganj					
		Karimganj MB	27	57585	28966	28619
		Badarpur TC	4	13235	6713	6522
24	Dhemaji					
		Dhemaji TC	10	12823	6531	6292
		Silapathar TC	12	25640	13332	12308
25	Karbi-Anglong					
		Diphu TC	10	63654	33444	30210
		Dokmoka TC	6	4761	2398	2363
		Hamren TC	7	8694	4406	4288



		Howaraghat TC	5	5430	2739	2691
		Donkamokam TC	5	9121	4613	4508
		Bokajan TC	7	19936	10653	9283
		Bokolia TC	7	9625	N/A	N/A
26	Dima Hasao					
		Haflong TC	1	42972	22677	20295
		Mahur TC	1	2121	1198	923
		Maibong TC	1	6240	3361	2879
		Umrangshu TC	1	9894	5338	4556
27	Baksa	Goreswar TC	8	5000	N/A	N/A
			908	2474494	1222864	1148507

## Contact list of ULBs

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
1	North Guwahati T.C.	Shri Jatin Borah, ACS	94350-83179	Shri Amulya Borah	9854233532	ngtcguwahati@gmail.com
2	Rangia M.B.	Shri. Mriganka Choudhury, ACS	94351-14644	Sri. Sima Baishya	9954663213	rangiamunicipalboard@gmail.com
3	Palasbari M. B.	Shri. Pankaj Chakrabarty, ACS	94351-11396	Sri. Ratul Sarmah	9435116978	ulbpalasbari@gmail.com
4	Nalbari M.B.	Shri Naren Das, ACS	94350-27098	Smti Bipasa Das	98596-12416	nalbarimunicipal1938@gmail.com
5	Tihu T.C.	Smti Nirala Phangchopi, ACS	96783-77821	Smti Jupitara Das	88767-51220	towncommitteetihu@gmail.com
6	Barpeta M.B.	Shri. Satyajyoti Baruah, ACS		Smti Anita Gayan	9706426237	barpetamb@yahoo.com
7	Barpeta Rd. M.B.	Shri Monoj Kr. Sikaria, ACS	98645-99690	Smti Sabita Debnath	9854494464	barpetaroadmb@yahoo.com
8	Sarthebari T.C.	Shri Sanjib Kr. Bora, ACS	98645-77113	Shri Bijoy Bhuyan	9859626479	sarthebaritown committee1956@gmail.com
9	Sorbhog T.C.	Shri Gitartha Baruah, ACS	94351-25792	Shri Pradip Das	9707788466	sorbhogtc@yahoo.com
10	Pathsala T.C.	Shri Prafulla Ch. Barman, ACS	95088-54327	Shri Himangshu Roy	94010-69907	pathshalatc@yahoo.com
11	Patacharkuchi TC	Shri Jaydev Mahanta, ACS	94350-24060	Smti Nilima Goswami	84865-29301	pkctowncommittee@gmail.com
12	Howli T.C.	Shri Bipul Saikia, A.C.S	94350-27182	Sri. Babiara Begum	9864392688	santanaborasb@gmail.com, htchowli123@gmail.com
13	Mangaldai M.B.	Shri Rahul Das, ACS	94350-11756	Sri. Pratap Bordoloi	9435087665	mmbmld@yahoo.com
14	Kharupetia T.C	Dr. Asraful Amin, ACS	94351-56722	Sri. Khrina Saha	7896472127	ktc267.doc@gmail.com
15	Dhubri M.B.	Shri P.K. Wary, ACS	84728-73065	Sri. Toma Das	9577464622	municipalboarddhubri@yahoo.com
16	Gauripur T.C.	Shri Sabyasashi Kashyap, ACS	8876559976	Sri. Jhimly Duty	9435714807	gauripurtc@gmail.com
17	Bilasipara T.C.	Shri Parag Kr. Kakoty, ACS	94351-80557	Sri. Dipesh Das	8399862877	chairmanbtc0@gmail.com

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
18	Chapar T.C.	Shri Pallab Muzumdar, ACS	94350-23302	Shri Sajidur Rahman	94356-75497	chapartc@gmail.com
19	Sapatgram T.C.	Shri Inamul Hussain, ACS	94350-23966	Sri. Minati Sankar Rai	9957736409	sapatgramtc@gmail.com
20	Goalpara M.B.	Shri Dhiman Choudhury, ACS	94350-22453	Shri Nakul Narzary	98640-83033	mbgoalpara@gmail.com
21	Lakhipur T.C.	Firdus Alam Seikh, ACS	99544-95075	Smti Pranita Das	99543-53254	lakhipurtc1972@gmail.com
22	Bongaigaon M.B.	Shri Kishore Thakuria, ACS	94351-94509	Sri. Dipu Choudhury	9854029892	municipality.bngn@gmail.com
23	Abhayapuri T.C.	Shri Purusottam Das	88128-36665, 94357-21020	Sri. Bimala Das	8011656859	Purusottam09@gmail.com
24	Morigaon M.B	Shri Jayanta Kr. Bora	94350-78817	Sri. Archana Bordoloi	9435063693	chairman.municipalitymarigaon@gmail.com
25	Nagaon M.B.	Shri G.S Das, ACS	98640-97846	Shri Diganta Das	8876190215	nagaonmunix14@gmail.com
26	Dhing M.B	Shri Lachit Kr. Das, ACS	94350-95312			das.deepakkumar83@gmail.com
27	Lanka M.B.	Shri Prasanta Baruah, ACS	94353-83515	Shri Biju Bhattacharjee, Chairman	90856-05265, 99572-35110	lanka.mb@gmail.com
28	Hojai M.B.	Smti Emily Baruah, ACS	94351-02867	Sri. Chaturtbi Rani Biswas	9435655376	hojaimb_hojai@rediffmail.com
29	Doboka T.C.	Shri Animesh Talukdar, ACS	94351-20562	Sri. Siburanjan Dutta	94350-67921	dabakatc@gmail.com
30	Lumding M.B.	Smti Cauvery Barkakati Sharma, ACS	98640-49559	Smti Swastika Routh Mazumdar	98549-81680	lmb263350@gmail.com
31	Kampur T.C.	Shri Anupam Deka, ACS	99573-74439	Sri. Mallika Laskar Saikia	8822148707	chandhazarika@gmail.com
32	Roha T.C	Smti Pallabi Kachari, ACS	84866-08160	Sri. Dhruva Das	9864241773	dharmabora2009@gmail.com
33	Tezpur M.B.	Dr. Syed Tahidur Rahman, ACS	98544-10212	Sri Subhra Dutta, Chairperson	94353-82050	chairmantmb@gmail.com
34	Dhekiajuli M.B.	Smti Liza Talukdar, ACS	98646-03190	Sri. Ranjita Jaiswal	94351-61699	chairperson@dhekiajulimb.in
35	Rangapara T.C.	Shri Dhruvajyoti Hazarika, ACS	94351-97170	Sri. Mithu Paul	9864952409	rangaparatowncommittee@yahoo.in

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
36	Gahpur T.C.	Shri Dulal Debnath, ACS	94351-54632	Sri. Leena Saikia Bora	9987623288	gohpurtc@yahoo.in
37	B. N. Chariali M.B	Shri Parvez Amin, ACS	94012-18900	Sri, Ruli Sharma	9401067900	biswanathchariali.tc@gmail.com
38	Golaghat M.B.	Shri Khanindra Das, ACS	78965-22105, 94351-40843	Sri. Ghanshyam Barhai	8011209165	chairmangmb@gmail.com
39	Dergaon M.B.	Smti Lakhimi Dutta, ACS	94353-10382	Shri Arunabh Kalita	98540-22012	chairman_dmb@yahoo.in
40	Bokakhat T.C.	Shri Bipul Das, ACS	94351-08128	Smti Chitra Kardong Chetry	88129-66736	bokakhatc@yahoo.com
41	Sarupathar T.C.	Shri Javed Arman, ACS	98642-83134	Shri Douleswar Phukan	8761816539	ajbarman_@yahoo.com
42	Borpathar T.C.	Shri Surjya Kamal Bora, A.C.S	97070-96926	Sri. Sailesh Kr Singh	9435054783	bharaliankur@yahoo.co.in
43	Jorhat M.B.	Smti Kabita Kakati Konwar , ACS	94354-85372	Smti Aruna Dutta	94355-25280	chairmanjmb01@gmail.com
44	Mariani T.C.	Smti Tarali Das, ACS	94014-34441	Sri. Shambhu Paul	9435577579	Marianitowncommittee@gmail.com
45	Titabor T.C	Dr. Jayanta Kr. Goswami, ACS	94350-90864	Shri Abu Nashir Ahamad	81360-65214, 99571-53611	towncommitteetitabar@gmail.com
46	Teok T.C	Smti Kabita Kakati Konwar, ACS	94354-85372	Shri Rafique Uz Zaman	98540-26758	chairman.teokt9@gmail.com
47	Majuli TC	Shri Anil Ch. Das, ACS	98592-10422			majulirevenuecircle@gmail.com
48	Sivasagar M.B.	Shri Tapan Kr. Gohain, ACS	94354-89435	Smti Rupa Bora	99544-89844	t_gohain@yahoo.com
49	Nazira M.B.	Syed Zahid Chistie, ACS	94350-55161	Sri. Dilip Kr. Hazarika	9401201546	naziramb08@gmail.com
50	Simaluguri T.C.	Shri Pankaj Kr. Deka, ACS	94351-19326	Sri Swapna Gogoi Saikia	9435058570	simaluguritic61@gmail.com
51	Sonari M.B.	Shri Gurnel Singh, ACS	94351-59160	Sri. Runu Handique	9954471212	sonarimunicipalboard@gmail.com
52	Moran T.C.	Smti Rashmi Baruah Gogoi, ACS	94353-08350	Sri. Gulnagar Begum	8876207311	morantc63@gmail.com
53	Amguri M.B	Shri Vivek Shyam Panyok, ACS	88129-50423	Sri. Purujit Mahanta	9435514514	amgurimunicipalboard@gmail.com

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
54	Demow TC	Smti Nandita Roy Gohain, ACS	99545-94510			demowtowncommittee@gmail.com
55	N. Lakhimpur M.B.	Shri Manjit Barkakati, ACS	94353-81362	Shri Anowar Hussain, Chairman	94351-87923	nlmunicipalboard@gmail.com
56	Bihpuria M.B	Smti Geetalee Dowarah, ACS	99571-77426	Sri. Diplomats Sarkar	9864831482 / 9859429511	bihpuriamb@gmail.com
57	Dhakuakhana T.C.	Shri Debasish Baishya, ACS	81360-50592	Sri. Mina Hazarika Kowar	8472056961	dctdhakuakhana@email.com
58	Narayanpur T.C.	Shri Pradip Sutradhar, ACS	94351-88939	Sri.Maya Chandak	9435085918	dandiramsaikia@gmail.com
59	Dibrugarh M.B.	Shri Dipu Deka, ACS	94353-95425	Sri. Anuradha Dey	9854548540	chairmandmb@yahoo.com
60	Naharkatia T.C.	Smti Sampriti Goswami, ACS	98642-44440	Sri. Jagadish Rajkonwar	9435038566	naharkatiac@gmail.com
61	Chabua T.C.	Shri Dipak Bhuyan, ACS	94351-79102	Sri. Anita Sharma	9435133453	chabuatowncommittee@gmail.com
62	Namrup T.C.	Shri Pabitra Kr. Das, A.C.S	94012-66697	Smti Neetu Sonowal Buragohain	94014-81062	namruptc@gmail.com
63	Tinsukia M.B.	Shri Sushanta Kr. Dutta, ACS	94351-51760	Sri. Dipti Das	9957642304	susantakumardutta@gmail.com
64	Makum T.C.	Smti Darsana Chetia, ACS	94355-42440	Sri. Pronob Chetia	9435035120	makumtc@gmail.com
65	Doom-Dooma T.C.	Shri Nayanjyoti Bhagawati, ACS	94351-32930	Sri. Dulu Anandhara	9435338001	doomdoomatowncommittee@yahoo.com
66	Digboi T.C.	Shri Pranab Bora, ACS	94350-39595	Sri. Banti Chetia	9957628865	tc.digboi@gmail.com
67	Marghetia T.C.	Shri Jagadish Brahma, ACS	94350-89619	Sri. Niru Bora	9954593063	margherita.towncom@gmail.com
68	Chapakhowa TC	Shri Monojyoti Kutum, ACS	84040-80472	Shri Bipin Gogoi	9707108497	chapakhowatc2013@gmail.com
69	Hailakandi M.B.	Shri Amalendu Roy, A.C.S	94351-78884	Sri. Shamali Roy	9707246018	hkdbm10@gmail.com
70	Lala T.C.	Shri Madhumita Nath, ACS		Sri. Bijoy Laxmi Deb Nath	8876027423	lalatowncommittee@gmail.com
71	Silchar M.B.	Sri Simanta Kumar Das, ACS	94354-99610	Sri. Niharendra Narayan Tagore	9954706159	smb1882@gmail.com

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
72	Lakhipur M.B	T.T.D.Dalaguppu,ACS	94356-48412	Sri. Rimi Paul	9435648412	lakhipurmb@gmail.com
73	Sonai TC					
74	Karimganj M.B.	Shri Dhrubajyoti Deb, ACS	94350-70135	Sri. Sikha Sutradhar	8876923539	kmb262085@gmail.com
75	Badarpur T.C.	Shri Anis Rasul Mazumdar, ACS	94350-73253	Sri. Dipankar Roy Karmakar	9435219204	btc.1964@rediffmail.com
76	Dhemaji T.C	Shri Dharma Kanta Mili, ACS	99577-07413	Sri. Prema Dutta	9957905950	dharmakantamili@yahoo.com
77	Silapathar T.C.	Shri Ranjit Konwar, ACS	99542-28801	Sri. Kabita Sonowal Phukan	8473804958	konwarranjit@yahoo.in
78	Kokrajhar MB			Shri Bishnu Narzery, Chairman	96787-78412	kokrajharmb@gmail.com
79	Gossaigaon TC	Shri Willburn S Daimary	94353-99416	Mritunjay Narzary	9435720334	gossaigaontc@gmail.com
80	Basugaon TC			Shri Somen Basumatary	94352-96471	monojmandal1989@gmail.com
81	Bijni TC	Shri Roselin Das Boro	94350-45151	Shri Kamal Singh Narzery	88225-37371	chairman_bijni@refiffmail.com
82	Kajalgaon TC			Shri Jal Brahma		kajalgaontc@gmail.com
83	Udalguri TC	Shri Rana Khan Bora	98546-28151	Bikram Sing Basumatary	9435184013	utcbtc@gmail.com
84	Tangla TC			Shri Padma Boro	87498-42911	ttc.tnl@gmail.com
85	Haflong TC	Smti Sajia Hojai	94350-77782	Shri K. Sengyung	94016-36022	haflongtowncommittee@gmail.com
86	Umrangshu TC	Shri Rahenghi	95310-57216	Shri Kur Rongpi	89350-40873	sharmadeepak00123@gmail.com
87	Mahur TC			Shri Bakul Bodo	94012-93273	tcmahur1988@gmail.com
88	Maibong TC	Shri R. Karigatsa	94011-56350	Nittyalal Hojai	78966-51452	maibang.towncommittee@gmail.com
89	Diphu TC			Mohan Sing Tisso	73993-36105, 94355-94374	tcpdiphu1@gmail.com
90	Dokmoka TC			Shri Ananta Inghi	73997-55920	dokmokatown@gmail.com
91	Donkamokam TC			Shri Telirharm Ronghang	94356-55376	chairmantcdonka@gmail.com
92	Hamren TC			Shri Bronson Ingti	80114-71372	hamrentc2016@gmail.com

Sl No	Name of ULB	Name of Executive Officer	Contact no. of Executive Officer	Name of the Chairman/Chairperson	Contact No. of Chairman/Chairperson	Office E-mail I/D
93	Howraghat TC			Shri Deuri Lekthe	94351-60731	howraghat.tc@gmail.com
94	Bokajan TC			Shri Mohan Rongpi	88119-81143	btcbokajan@gmail.com
95	Bakalia TC			Shri Yubaraj Bey	99544-78274	bakaliatc@gmail.com
96	Goreswar TC					debeswarboraghy@gmail.com

### **3. Activities of the Directorate of Municipal Administration**

The total urban population of the state as per 2011 census is 43.89 lakhs as against the total State population of 311.69 lakhs, percentage being 14.08%. Total number of urban local bodies in Assam under administrative jurisdiction of Urban Development Department is 96 out of which 85 urban local bodies (excluding G.M.C) are in plain Districts while the remaining 11(eleven) are in the two Hill Districts, Viz. Karbi Anglong and Dima Hasao of Assam.

The primary responsibilities of the urban local bodies is to provide basic amenities to the people and to maintain and create required infrastructure in their respective jurisdictions.

The main aim of the Directorate of Municipal Administration is to support the urban local bodies by providing financial assistance in terms of loan and grants for creation of civic amenities, improvement in urban environment and for up-gradation of living condition of urban poor.

#### **a. Schemes/projects undertaken to be implemented in the ULBs through Directorate of Municipal Administration for the year 2015-16 are as follows:**

1. Normal Works
  - a. Development of Small Town
  - b. Scheme for cleaning road drainage with mechanical devices like garbage cleaning and road sweeping machine
2. National Urban Livelihood Mission (NULM)
3. Assam Municipal Development Project under World Bank Assistance (EAP)
4. Swachh Bharat Mission in urban areas
5. Atal Mission for Rejuvenation and Urban Transformation (AMRUT)

#### **1. a. Development of Small Town**

Most of the small Municipal Board / Town Committee are not having adequate office accommodation to run their day to day works. Some are running in rented house and some are running in old dilapidated house and some newly constituted Town Committees having no office accommodation.

In order to improve the office accommodation /development of urban infrastructure like repairing/renovation/extension/Construction of new office building/boundary wall etc. of small Municipal Boards / Town Committees of Assam. Accordingly, an amount of **Rs. 60.00 lakhs** was sanctioned for the year 2015-16. But FOC was not received due to imposition of Model Code of Conduct for Assam Legislative Assembly Election.

#### **b. Scheme for cleaning road drainage with mechanical devices like garbage cleaning and road sweeping machine :**

The main aim of the scheme is to provide basic amenities to the urban local bodies for clearing road, drainage with mechanical devices like garbage cleaning & road sweeping machine etc.

An amount of **Rs. 100.00 lakhs** was allocated for the year 2015-16. But fund was not sanctioned.

#### **2. National Urban Livelihood Mission (NULM)**

The aim of the scheme is to reduce poverty and vulnerability of the urban poor households by enabling them to access gainful self-employment and skilled wage employment opportunities, resulting is an appreciable improvement in their livelihoods on a sustainable basis, through building strong grassroots level institutions of the poor. The mission would aim at providing shelter equipped with essential services to the urban homeless in a phased manner. In addition, would also address livelihood concerns of the urban street vendors by facilitating access to suitable spaces, institutional credit, social security and skills to the urban street vendors for accessing emerging market opportunities.

The Components of the NULM are as follows:

- I. Social Mobilization & Institutional Development.
- II. Employment through Skill Training & Placement
- III. Self Employment Programme.
- IV. Capacity Building & Training.
- V. Scheme of Shelters for Urban Homeless (SUH).



#### VI. Support to Urban Street Vendors.

An amount of **Rs. 5378.00 lakhs** was allocated as Central share and **Rs. 597.00 lakhs** as State share for implementation of NULM for the year 2015-16. But fund was not sanctioned.

### 3. Assam Municipal Development Project under World Bank Assistance

This is a project proposal from Urban Development Department, Government of Assam (GoA) seeking World Bank assistance to the extent of US\$ 150 million for urban development in the state. Like elsewhere in India, cities and towns too have been facing the challenges of increasing urbanization. The main objectives of the proposed **Assam Municipal Development Project (AMDP)** are to help improve urban services in Assam, and the capacity of Urban Local Bodies (ULBs) and state level urban institutions of Assam to help sustain and expand urban services.

The main objectives of the '**Assam Municipal Development Project**' are to fulfill the following visions in the line of '**Atal Mission for Rejuvenation and Urban Transformation (AMRUT)**' and Swachh Bharat Mission in urban area.

- (i) Ensure that every household has access to a tap with assured **supply of water and a sewerage** connection;
- (ii) Increase the amenity value of cities by developing **greenery and well maintained open spaces** (e.g. parks); and
- (iii) **Reduce pollution** by switching to public transport or **constructing facilities for non-motorized transport** (e.g. walking and cycling).

All these outcomes are valued by citizens, particularly women, and indicators and standards have been prescribed by the Ministry of Urban Development (Mould) in the form of Service Level Benchmarks (SLBs).

An amount of **Rs. 4500.00 lakhs** as Central share and **Rs. 500.00 lakhs** as State share was allocated in the Budget for implementation of Assam Municipal Development Project for the year 2015-16. But the approval of the project from Central Govt. was not obtained. So fund was not sanctioned against this project.

### 4. Swachh Bharat Mission in Urban Areas:

Aim of the mission is to eliminate open defecation, eradicate Manual Scavengers, adopt modern and Scientific Solid Waste Management system, to effect behavioral changes regarding healthy sanitation practices awareness.

Target :- Construction of households toilets 20000  
Construction of community toilet 60  
Construction of public toilets 10  
Solid waste Management 50% of the total ULBs  
Capacity buildings and others.

Allocation of **Rs. 23.00 lakhs** against Swachh Bharat Mission was communicated by the Govt. of India for the year 2015-16. Accordingly, Budget provision of Rs. 23.00 lakhs as Central share and **Rs. 673.451 lakhs** as State share has been made Budget provision in the State Budget through SD for the year 2015-16. However, Rs. 23.00 lakhs was sanctioned and released as Central share of Swachh Bharat Mission. Out of Rs. 23.00 lakhs, an amount of Rs. 20.00 lakhs has been released to GMC for implementation of the Swachh Bharat Mission while Rs. 2.00 lakhs has been expended for IEC and Rs. 1.00 lakhs has been expended for A&OE component.

### 4. Atal Mission for Rejuvenation and Urban Transformation (AMRUT)

The aim of the mission is to focus on the following services :- Water supply, Sewerage, septage, storm water drainage, urban transport, green space and parks and reforms implementation  
Target: 4 cities in Assam viz. Guwahati, Dibrugarh, Silchar and Nagaon.

Allocation of **Rs. 100.00 lakhs** against AMRUT was communicated by the Govt. of India for the year 2015-16. Accordingly, Rs. 100.00 lakhs has been made Budget provision in the State Budget through S.D as Central share. However, an amount of Rs. 100.00 lakhs was sanctioned as Central share of AMRUT and released to four cities/ULBs viz. GMC, Dibrugarh MB, Silchar MB and Nagaon MB.

**b. Implementation mechanism:**

The schemes taken up by the Directorate of Municipal Administration in the State Annual Plan are implemented through the Urban Local Bodies of Assam. There is no District level offices under the Directorate of Municipal Administration to look after the works implemented in the ULBs. Therefore, the schemes implemented through the ULBs are monitored by the Asstt. Engineers, Junior Engineers, Sociologist of this Directorate of Municipal Administration which is not sufficient to look after the all schemes implemented in the ULBs

**4. Plan and Non Plan Budget of the Directorate of Municipal Administration for the year 2015-16 under Grant No.34**

**DIRECTORATE OF MUNICIPAL ADMINISTRATION**

The Grant No. 34 is related to Directorate of Municipal Administration and Urban Water Supply and Sewerage Board under Urban Development Department.

The Budget provision under Grant No. 34 for the year 2015-16 is as follows:  
(Rs. in lakhs)

	Voted
Revenue	12067.87
Capital	705.00
<b>Total</b>	<b>12772.87</b>

Break-up of the above Budgeted amount between the Directorate of Municipal Administration and Urban Water Supply & Sewerage board:

(Rs. in lakhs)

	Voted
A) For Directorate of Municipal Administration	
i) Revenue	11667.87
ii) Capital	
<b>Total</b>	<b>11667.87</b>
B) Urban Water Supply & Sewerage board	
i) Revenue	400.00
ii) Capital	705.00
Total	1105.00

Details of Budget Provision to the Directorate of Municipal Administration for the year 2015-16 are as follows:

(Rs. In lakhs)

Name of Plan scheme	Budget provision for the year 2015-16
1. Normal Works	
a) Scheme for cleaning road drainage with mechanical devices like garbage cleaning and road sweeping machine	100.00
b) Development of small towns	60.00
Total of Normal Works	160.00
2. Central Assistance to State Plan under Block Grant	
a) National Urban Livelihood Mission (NULM)	
i. Central share	5378.00
ii. State share	597.00
Total of NULM	5975.00

3. Assam Municipal Development project (World Bank Assistance) (EAP)	
i. Central share	4500.00
ii. State share	500.00
Total of EAP	5000.00
<b>Total of Plan scheme</b>	<b>11135.00</b>
Non Plan schemes	
4. Roads & Bridges	10.00
5. Direction & Administration	
01-Salary	
01- Basic Pay	199.06
02- DA	233.90
06- MA	9.65
07- HRA	38.48
08-Medical Reimbursement	5.00
05-LTC	5.00
Total 01-Salaries	491.09
02- Wages	
04- Banglow Peon	0.78
03- Travel Expenses	3.00
00	
Total (02+03)	3.78
04- Office Expenses	
03- Electricity and water charges	14.00
99- Others	3.00
Total of Office exp.	17.00
26- Other charges	
02- Disaster management	1.00
03- Training	10.00
Total of other charges	11.00
Total (Direction & Administration)	522.87
Total of Non Plan scheme	532.87
<b>Total Budget provision for 2015-16</b>	<b>11667.87</b>

In addition to the above an amount of Rs. 23.00 lakhs and Rs. 673.451 lakhs has been allocated for Swachh Bharat Mission as Central and State share respectively and Rs. 100.00 lakhs for Atal Mission for Rejuvenation and Urban Transformation (AMRUT) to this Directorate of Municipal Administration through S/D proposal. The total Budget allocation to the Directorate of Municipal Administration for the year 2015-16 under Plan scheme was Rs. 11135.00 lakhs+ SD proposal of SBM Rs. 23.00 lakhs (Central share) + Rs. 673.451 lakhs (State share) + Rs. 100.00 lakhs for AMRUT totaling to = Rs.11931.451 lakhs.

Out of total Plan allocation of Rs. 11931.451 lakhs, only Rs. 23.00 lakhs as Central share of SBM and Rs. 100.00 lakhs as Central share of AMRUT was sanctioned and released against the Plan scheme under Directorate of Municipal Administration for the year 2015-16.

Further, approval of Central Govt. for Assam Municipal Development Project could not be obtained during 2015-16 though there was a Budget provision of Rs. 50.00 crores in the State Budget under Grant No. 34. So fund was not sanctioned and released.

**c. Allocation, expenditure, target and achievement for the Annual Plan 2015-16 against Plan scheme**

(Rs. in lakhs)

Name of scheme	Budget provision for the year 2015-16	Target	Fund sanctioned	FOC/ Ceiling received	Remarks
<b>A) Plan scheme</b>					
<b>1. Normal Works</b>					
a) Scheme for cleaning road drainage with mechanical devices like garbage cleaning and road sweeping machine	100.00	6 ULBs (Tihu TC, Pathsala TC, Barpeta Road MB, Demow TC, North Lakhimpur MB, Lala TC)	Nil	Nil	
b) Development of small towns	60.00	2 ULBs (Majuli TC & Sarthebari TC)	60.00	Nil	Fund was sanctioned but due to imposition of Model Code of Conduct for the Assam Legislative Assembly Election, 2016, the FOC was not issued.
<b>Total of Normal Works</b>	<b>160.00</b>		<b>60.00</b>	Nil	
<b>2. Central Assistance to State Plan under Block Grant</b>					
a) National Urban Livelihood Mission (NULM)		1) No. of Self help group 4000 2) No. of SHGs to be assisted with RF 4000 3) No. of urban poor to be provided Skill Training 30000 4) No. of urban poor to be assisted for setting up micro enterprise (individual and group) 4000 5) No. of SHGs to be covered under SHGs Bank linkage 4000 6) No. of cities to rehabilitate street vendors- 25 7) No. of Cites where vendor market development will be initiated 25 8) No. of training programs to be conducted for street vendors(EST & P funding) 25	Nil	Nil	<ul style="list-style-type: none"> <li>• An unspent amount of Rs. 3415.00 lakhs of SJSRY has been considered as opening balance of NULM and 1st installment of GOI. Training started for 7400 beneficiaries (unemployed youth) of the ULBs of 25 District head quarter towns under NULM.</li> <li>• Provided fund Rs. 932.73 lakhs (1st installment ) to 24 Urban Local Bodies for implementation of the component of NULM from the balance amount of Rs. 3415.00 lakhs of SJSRY.</li> </ul>
i. Central share	5378.00				
ii. State share	597.00				
<b>Total of NULM</b>	<b>5975.00</b>				
3. Assam City Development project (World Bank Assistance) (EAP)			Nil	Nil	Approval from GOI was not obtained.
i. Central share	4500.00				
ii. State share	500.00				
<b>Total of EAP</b>	<b>5000.00</b>				
<b>Total of Plan scheme</b>	<b>11135.00</b>				

<b>B) Atal Mission for Rejuvenation and Urban Transformation (AMRUT) through S/D.</b>	<b>100.00</b>	<b>4</b> ULBs	<b>100.00</b>	<b>100.00</b>	Released to Guwahati, Silchar, Dibrugarh and Nagaon was @ Rs. 25.00 lakhs to each of the above four cities
Swachh Bharat Mission (Urban) through S/D.					
i. Central share	23.00	1) Construction of households toilets 20000 2) Construction of community toilet 60 3) Construction of public toilets 10 4) Solid waste Management 50% of the total ULBs 5) Capacity buildings and others	23.00	23.00	Rs. 20.00 lakhs has been released to GMC for implementation of SBM for construction of 833 nos. of individual household latrines. Rs. 2.00 lakhs has been under IEC and Rs. 1.00 lakhs has been expended under A&OE component.
ii. State share	673.451		Nil	Nil	
<b>Total of SBM</b>	<b>696.451</b>				
<b>Total of A+B</b>	<b>11931.451</b>		<b>183.00</b>	<b>123.00</b>	

**Allocation, expenditure, target and achievement for the year 2015-16 against Non Plan scheme**

(Rs. in lakhs)

Name of scheme	Budget provision for the year 2015-16	Target	Fund sanctioned	Remarks
<b>Non Plan schemes</b>				
1. Roads & Bridges	<b>10.00</b>	3 ULBs	Nil	
2. Direction & Administration				
01-Salary				
01- Basic Pay	199.06		405.78	
02- DA	233.90			
06- MA	9.65			
07- HRA	38.48			
08-Medical Reimbursement	5.00		2.95	
05-LTC	5.00		1.38	
<b>Total 01-Salaries</b>	<b>491.09</b>			
02- Wages				
04- Bungalow Peon	0.78		0.72	
03- Travel Expenses	3.00		0.90	
<b>Total (02+03)</b>	<b>3.78</b>			
04- Office Expenses				
03- Electricity and water charges	14.00			

99- Others	3.00		0.90	
<b>Total of Office exp.</b>	<b>17.00</b>			
26- Other charges				
02- Disaster management	1.00		Nil	
03- Training	10.00		Nil	
<b>Total of other charges</b>	<b>11.00</b>			
Total (Direction & Administration)	<b>522.87</b>		<b>412.63</b>	
<b>Total of Non Plan scheme</b>	<b>532.87</b>		<b>412.63</b>	

Status of fund under 13<sup>th</sup> Finance Commission and 14<sup>th</sup> Finance Commission transferred to 71 ULBs in general areas of Assam through this Directorate of Municipal Administration, Guwahati

	(Rs. in lakhs)	
	Fund sanctioned	Fund transferred
<b>13th F.C</b>		
a) General Basic Grant for the year 2014-15	1375.94	1375.94
b) Performance Grant forfeited by Non performing states for the year 2014-15	369.90	369.90
<b>Total</b>	<b>1745.84</b>	<b>1745.84</b>
<b>14th FC</b>		
a) General Basic Grant for the year 2015-16		
1st instt. of General Basic Grant	3314.07138	3314.07138



**5. New initiatives and innovative steps taken by the Department to improve its functioning by increasing the use of Information Technology and /or through any other reforms measures.**

1. An amount of Rs. 100.00 lakhs has been released to four cities viz. Guwahati, Dibrugarh, Silchar and Nagaon @ Rs. 25.00 lakhs each under Atal Mission for Rejuvenation and Urban Transformation (AMRUT).
2. An amount of Rs. 20.00 lakhs has been released to Guwahati Municipal Corporation for construction of 833 nos. Individual Households Latrines under Swachh Bharat Mission (Urban).
3. EAP Project submitted to the Government for external aid for an amount of Rs. 1395.00 crores for Solid Waste Management, Water Supply, Sewerage and Sanitation, Storm Water Drainage, Urban Transport system.