

No: NRC (K) 41/2015/17

Dated Amingaon 14th July, 2015

To,

✓ All Circle Officers
Kamrup District

Sub: Submission of action taken report against Media Report on lack of adequate basic
Facilities for NRC applicants in NSKs

Ref: SPMU/NRC/Media Report & Responses/158/2015/18-A dated 10th July, 2015

Sir,

With reference to the subject cited above, you are hereby requested to submit an action taken report within 3 days from the date of communication. You are also requested to take care of the following points in your respective circles.

1. To ensure that minimum basic facilities and infrastructure are made available in each of the NSKs under your respective Circles.
2. To ensure that unhygienic conditions do not prevail in any of the NSKs in your Circle.
3. To ensure that all LRCRs/LOs/Additional LOs at the NSKs got sufficient level of training for capacity building and are performing NRC duties regularly.
4. To ensure availability of separate facilities for women and senior citizens.
5. To plan for rationalizing man and machinery already provided to you amongst the existing NSKs, keeping in mind that at this point of time additional man and machinery will not be provided by State Project Management Unit.
6. To ensure queue management system under sheds built for the purpose of the same, starting of token system for better management of the NSKs, entering of applicants names in registers in case of pending forms by utilizing services of field functionaries as already instructed from this office.
7. To ensure utilizing various publicity materials developed at the State level and sent to you at different times.

The letters for the same are enclosed for your ready reference.

Matter should be treated as extremely urgent.

Encl: As stated above.

Yours faithfully,

Ceep
14/7/15
Additional Deputy Commissioner
&

b. Nodal Officer, NRC; Kamrup, Amingaon.