**Minutes of the meeting held on 14.10.2015 at 4.00 PM under the Chairmanship of Secretary (LM).**

 The Secretary was briefed about the operation of the LM Department and the performances of the various Zones along with their revenue figures and the inspections and prosecutions conducted both for new goods and old goods.

1. The Secretary (LM) was also briefed about the collection up-to September, 2015 end vis-a vis the previous year collections wherein the growth was only (-) 3.0% which was better than the performance up-to July, 2015 when the growth was (-) 6.2%.

1. Collection figures where drastically below the last year’s performance in South Zone (-) 41% and in West Zone (-) 6% and in Central Zone (-) 15%.
2. The Collections figures were low in view of the reduced inspections which was reduced by about 60% in this financial year.
3. Regarding verification fee there was a short fall of about 4% which each ZO and AC, LM would monitor on a weekly basis.
4. Output reports would be submitted by each of ZO’s w.r.t number of inspections in their Zones to their respective AC’s which would further be submitted to the Secretary (LM).
5. The online registration module to be developed by DeGS will be personally monitored by both the AC’s and the same would be submitted in 15 days positively. The Action Plan in this regard is to be submitted to the Chief Secretary in view of minutes dated 21.09.2015.
6. Non- performers of the Department would be identified by the respective ZO’s and concerned AC’s and the report would be submitted to the Secretary (LM) regularly.
7. The officials were also briefed about zero tolerance for corruption.

The meeting ended with the vote of thanks to the Chair.

**(PRASHANT K. PANDA)**

**CONTROLLER (LM)**

Copy to:-

1. Secretary (LM).
2. Both AC,LM’s.
3. All ZO’s