



Memo No. : SUDA-11017(15)/7/2026/ 6416 (129)

Date : 11/08/26

From : Shri Amitava Das, WBCS (Exe.)
Deputy Director, SUDA

To : a) Commissioner, (All ULBs) Municipal Corporation (except KMC)
b) Chief Executive Officer, NKDA
c) Administrator / Executive Officer, (All ULBs) Municipal Corporation / Municipality
/ Notified Area Authority
d) Executive Officer, Jaigaon DA

Sub : Minutes of the review Meeting in connection with Vector Control Management, 2026

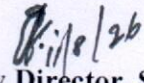
Sir / Madam,

Apropos the captioned subject, I am to enclose herewith the Minutes of the review Meeting in connection with the Vector Control Management, 2026 held on 24.07.2026 with the 127 ULBs & 2 Development Authorities virtually.

This is for your kind information and necessary action please.

Yours faithfully,

Encl. : As stated.

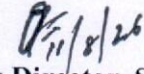

Deputy Director, SUDA

Memo No. : SUDA-11017(15)/7/2026/ 6416 (129)

Date :

Copy forwarded for kind information to:

1. Shri Naveen Kumar Chandra, IAS, Director, SUDA
2. Shri Indranil Mukhopadhyay, WBCS(Exe.), Additional Secretary, H&FW Department.
3. Dr. Dipankar Maji, Director, Hospital Administration, H&FW Dept., Govt. of West Bengal.

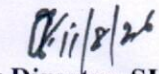

Deputy Director, SUDA

Memo No. : SUDA-11017(15)/7/2026/ 6416 (129)

Date :

Copy forwarded for kind information to:

1. Secretary, (All ULBs) Municipal Corporation
2. Health Officer / Nodal Health, (All ULBs) Municipal Corporation / Municipality / NAA.
3. Sanitary Inspector/Nodal Conservancy Staff, (All ULBs) Municipal Corporation/ Municipality/NAA.

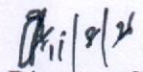

Deputy Director, SUDA

Memo No. : SUDA-11017(15)/7/2026/ 6416 (129)

Date :

Copy forwarded for kind information to:

1. Private Secretary to Hon'ble MIC, UD & MA Department, Govt. of West Bengal.
2. Private Secretary to Hon'ble MOS, UD & MA Department, Govt. of West Bengal.
3. Sr. P.S. to Additional Chief Secretary, UD & MA Department, Govt. of West Bengal


Deputy Director, SUDA

Minutes of the review meeting in connection with Vector Control Management, 2026

In the Chair :	Deputy Director, SUDA
Meeting Date :	24 th July, 2026
Meeting Venue :	2 nd floor conference hall of SUDA
Meeting Time :	10.00 AM

The Deputy Director, SUDA, chaired the meeting along with Public Health Officer, SUDA to review the Vector Control Management with the 127 ULBs & 2 Development Authorities virtually.

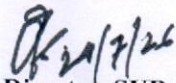
Finance Officer (Health), MIES Officer (Health), LDC, SUDA, Entomologists, VCQMs and DEO were also present during the meeting.

After detailed discussions & deliberations, the following decisions are taken.

- (1) ULB-wise Nodal Entomologists and Vector Control Quality Monitors (VCQMs) have been assigned and station ULBs have been also notified accordingly. The concerned ULBs shall provide suitable office workspace, accommodation, logistical support, and vehicles for undertaking entomological field visits to the assigned ULBs. The expenditure incurred towards such arrangements shall be reimbursed by SUDA to the concerned organizing ULB upon submission of the prescribed claims along with all requisite supporting documents.
- (2) The importance of conducting routine and regular entomological visits to the ULBs was reiterated. Intensive field visits to the assigned ULBs by the Nodal Entomologists and VCQMs shall continue, along with facilitating capacity-building and on-site technical guidance for all categories of vector control workers, as and when required and submit visit reports to SUDA on daily basis.
- (3) Weekly review meetings shall also be conducted in virtual mode with the concerned ULBs to discuss the observations, findings, and necessary follow-up actions based on the visit findings.
- (4) A physical review meeting with the concerned ULB officials shall be conducted once every month to discuss field observations, operational challenges, and the interventions required from SUDA for improving vector control activities.
- (5) All dengue-positive patients are to be rigorously followed up by the respective ULBs, at the latest by the following day as per the Standard Operating Procedure (SOP).
- (6) In the event of reporting of dengue-positive cases or any dengue-related fatality, the concerned ULB officials and the assigned Nodal Entomologist/VCQM shall be responsible for ensuring timely follow-up and appropriate field interventions in coordination with the House-to-House Supervisors, Vector Control Team Supervisors, and Health Workers.
- (7) Line list of all Dengue positive cases along with the corresponding case profiles to be shared with SUDA regularly by the Nodal Entomologist / VCQM.
- (8) In cases where a dengue-positive patient is tested and reported under the jurisdiction of a ULB but, upon due verification, is found to be an actual resident of a rural area or under the jurisdiction of any other ULB, the concerned ULB shall formally intimate the respective Block-level authority or ULB authority in writing for undertaking the necessary follow-up action.

- (9) The Health Officer and Sanitary Inspector of each ULB, in consultation with the Nodal Entomologist/VCQM, shall assess the existing deployment of House-to-House Teams and Vector Control Teams and prepare a comprehensive micro plan, including rational reallocation of manpower and operational areas, for implementation during the ensuing year.
- (10) Prior to the release of admissible funds, the Administrator/Executive Officer, Finance Officer, and the Nodal Entomologist/VCQM shall verify the House-to-House Survey and Vector Control activities carried out by the respective teams and their supervisors.
- (11) All ULBs to ensure 100% daily door-to-door collection of Municipal Solid Waste including scrap and discarded materials from all households & establishments every day.
- (12) All ULBs shall ensure that mosquito breeding sources and Garbage Vulnerable Points (GVPs) are effectively eliminated and that no recurrence of such breeding sites or vulnerable locations takes place in any ward.
- (13) Certain ULBs expressed concern regarding inadequate conservancy services within the premises of Health Facilities and the irregular collection of Bio-Medical Waste by the agencies engaged by the Health & Family Welfare Department. The concerned ULB officials, along with the Nodal Entomologists/VCQMs, shall jointly review the matter with the District representative of the Health & Family Welfare Department for timely resolution.
- (14) The proposals received from some ULBs seeking financial assistance for the procurement of essential logistics, including Knapsack Spray Machines, ELISA Kits, Sleeveless Jackets, Identity Cards, and other related items, were discussed. The concerned ULBs were requested to submit their actual requirements to SUDA in the prescribed format circulated earlier for further necessary action.
- (15) It was decided that the distribution quantity of various types of larvicidal oils shall be reassessed as per the requirements raised by the ULBs during the meeting, to ensure their adequate and need-based allocation.
- (16) ULBs to intimate the present position of Health Officers where the post is currently lying vacant.

The meeting concluded with a vote of thanks to and from the Chair.


Deputy Director, SUDA