

	Decisions in the Governing Body Meeting
<p>Agenda- 12</p> <p>The Govt. of West Bengal have accepted the proposal for preparation of Approach Paper for "Urban Development Strategy for West Bengal" and Perspective Plan for North Bengal Growth Centre (Siliguri-Jalpaiguri Area) by Professors of IIT, Kharagpur against a fee of Rs.1 lakh. Now, as per IIT, Kharagpur's norms communicated vide letter No.IIT/ARP/Head/2001/175 dt.3.9.2001 50% of the fees is to be paid in advance.</p> <p>Accordingly, a demand draft for Rs.50,000/- (Rupees fifty thousand) only drawn in favour of Indian Institute of Technology, Kharagpur bearing No.946672 dt.6.9.2001 was sent as an advance (50% of the lumpsum fee of Rs.1 lakh) as desired. In this connection, MIC's order in the notesheet for paying the fees from SUDA A&OE is enclosed. (Annexure-B)</p> <p>For approval.</p>	<p><i>Approved</i></p>
<p>Agenda - 13</p> <p>A proposal for sanction of ILCS programme (Phase-VII) for superstructure and for construction upto plinth meant for Kalna town were sent by M.A. Deptt. to HUDCO vide No. 1310/MA/C-10/3S-62/2001 dt. 07.09.2001 & No.1239/MA/C-10/3S-62/2001 dt.22.8.2001 respectively.</p> <p>Documentation charge of Rs.5,000/- each being pre-requisite for processing the case in respect of Plinth & Superstructure was sent to HUDCO.</p>	

	Decisions in the Governing Body Meeting
<p>This amount of Rs.10,000/- (Rs.5000/- + 5000/-) has been spent out of SUDA A&OE which is required to be re-imbursed from M.A. Deptt.</p> <p>For approval.</p>	<p><i>Approved</i></p>
<p>Agenda - 14</p> <p>For the quarter ending September,2001 Rs.99,42,900/- (Rupees ninety nine lakh forty two thousand nine hundred) only was paid to HUDCO bearing Demand Draft No.SBI-001281 dt.27.9.2001 towards repayment of loan together with interest and additional interest in connection with ILCS programme under the head "ILCS-Loan & Interest re-payment" on the basis of revised repayment proposal sent to HUDCO.</p> <p>For information.</p>	<p><i>Approved</i></p>
<p>Agenda - 15</p> <p>A meeting for preparation of municipal plans with Deputy Directors/ Asstt. Directors of DLB, Executive Engineers of M.E. Directorate with Special Secretary, M.A. Deptt. was held on 4.9.2001 as per G.O. No. 1268/MA/C-10-3S-69/2001 dt.30.8.2001 for which light refreshment was given costing Rs.1056/-.</p> <p>The above expenditure may be approved.</p>	<p><i>Approved</i></p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda - 16</p> <p>The mobile phone for Chairman, SUDA bearing No.98300 31488 was approved under Agenda 23 of 20th G.B.meeting.</p> <p>The mobile Phone No. 98300 57160 for Special Secretary, M.A. Deptt. and No.98300 57126 for Director & Chief Executive, SUDA was approved under agenda 14 of the agenda on the table of 24th G.B.meeting.</p> <p>The application for mobile phone bearing No. 98300 31488 and used by Chairman, SUDA & Secretary, M.A. Department was signed by Sri B.C.Manna, Special Officer and therefore, the bills for the same are sent in the name of Sri B.C. Manna, Special Officer of State Urban Development Agency.</p> <p>The payments for mobile phones of Chairman, SUDA, Special Secretary, M.A. Department and Director & Chief Executive, SUDA are made from A&OE, SUDA.</p> <p>For approval.</p>	<p><i>Approved</i></p>

	Decisions in the Governing Body Meeting
<p data-bbox="252 264 475 302">Agenda-17</p> <p data-bbox="236 338 938 1659">Piece rate workers are doing many of the SUDA works as well as working in the office of Directorate of Local Bodies and also in the office of the Municipal Affairs Department. The payment for works done by them in SUDA, in DLB office and in M.A.Deptt. office are borne from SUDA A&OE. They in addition to data entry are also being used for typing in computers. But in absence of any rate being fixed by this office, no payment for the same could be made so far. To arrive at a rate for typing per page in the computer, enquiries were made from different concerns who do similar type of job and three quotations were obtained. It is seen that to type a page, taking print out of the same, editing the print out, making correction due to editing in the computer and taking a fresh printout costs Rs.15/- as per the lowest quotation. Now that the machines and stationeries are being provided by the office, the labour cost for the same may be logically taken as 50% of the cost which comes to about Rs.7.50 per page. If we calculate from per day capacity of typing, printing, editing, correcting and reprinting, it will be evident that not more than 10 to 12 pages can be done in a day.</p> <p data-bbox="236 1731 938 1928">Even if we consider these workers as daily wage earners and fix their rate as Rs.100/- per day, the rate for typing each page comes to more than Rs.8/-.</p>	

	Decisions in the Governing Body Meeting
<p>Under the circumstances,</p> <p>(a) it is recommended that rate of Rs.7.50 per page for the above mentioned works may be paid to the piece rate worker.</p> <p>For approval.</p> <p>(b) If editing is done more than twice for the same page an extra amount of Rs.2.50 per page per editing has also to be paid.</p> <p>For approval.</p> <p>(c) For data entry, SUDA is allowing the rate being followed by CMDA, which is Rs.1.30 (Rupees one and thirty paise) per record. It has been intimated by CMDA that this rate has been approved by Regional Computer Centre, Kolkata (A Society under National Regional Information Centre, Planning Commission, Govt. of India). A copy of the letter is enclosed.</p> <p>For approval.</p>	<p>Items (a), (b) & (c)</p> <p>Approved with retrospective effect.</p> <p>Arrear payments may be made on the certification of the officers concerned.</p>
<p>Agenda -18</p> <p>The M.A. Deptt. contemplates to construct a few Marketing Yards with Refrigeration Units for food and vegetables in 15 ULBs under Food Processing and Horticulture Scheme.</p>	

		Decisions in the Governing Body Meeting		
<p>The project is estimated to cost (as prepared by C.E. , M.E. Dte.) Rs.300.13 lakhs and is proposed to be financed as per break up given below:</p>				
Sl No	Source of fund	Marketing Yard (Rs.in lakhs)	Refrigeration Units (Rs. in lakhs)	Total (Rs. in lakhs)
1.	Grant from Food Processing & Horticulture Deptt. of Govt. of West Bengal	207.09	183.96	391.05
2.	Back ended Subsidy from National Horticulture Board (@ 20% of project cost)	60.03	70.76	130.79
3.	Municipal Contribution (10% of project cost)	30.01	28.40	58.41
4.	Loan to be drawn by SUDA from WBFC (@ 1% of project cost)	3.00	Nil	3.00
Total		300.13	283.12	583.25
<p>As the estimated cost of the marketing yard works out to Rs.300.13 lakhs, the loan amount shall be to the tune of Rs.3.00 lakhs only. The subsidy for market complex and refrigeration units shall work out to Rs.60.03 lakhs and Rs.70.76 lakhs respectively.</p> <p>The M.A. Deptt. has also contemplated in their letter no.1094/MA/P/C-10/2S-2/2001 dt.23.7.2001 addressed to NHB that SUDA shall draw the loan as well as both the subsidies from NHB as per terms and conditions of WBFC as well as NHB.</p>				

	Decisions in the Governing Body Meeting
<p>SUDA may be authorised to draw the loan of Rs.3.00 lakhs from WBFC and subsidies of Rs.60.03 lakhs and Rs.70.76 lakhs from NHB, as per their terms and conditions.</p> <p>Placed for approval.</p>	<p><i>Approved</i></p>
<p>Agenda 19</p> <p>In an agenda, item 4 of the first meeting of the Governing Body of SUDA held on 7th November, 1991, it was resolved that the Current Bank Account to be opened with Nationalised Bank shall be operated by the Director, SUDA jointly with either Sri R.N.Datta, Joint Secretary, M.A. Deptt. or Sri G.P.Agarwal, Chief Engineer, Municipal Engineering Directorate. Thereafter, M.A. Deptt. in their Memo No.73/C-10/3B-5/92 dt.10.2.93 accorded approval for operation of the Bank Account jointly by the Director, SUDA and the Jt. Secretary, M.A. Deptt. (Copy enclosed).</p> <p>Subsequently, Shri R.N.Datta, Jt. Secretary, who later promoted to Special Secretary, in the same Department retired on superannuation when Shri R.P.Samaddar, Jt. Secretary took over charge of the works of Shri R.N.Datta with effect from 1.7.2000. Since then Shri R.P.Samaddar has been signing the cheques of SUDA jointly with the Director & Chief Executive, SUDA.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>An intimation to this effect was sent to the concerned banks (copy enclosed). Later, Shri Samaddar has been promoted to the post of Special Secretary and signing the cheques as such.</p> <p>The action taken may be approved.</p>	<p><i>Approved</i></p>

AGENDA ON THE TABLE

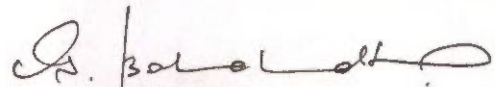
	Decisions in the Governing Body Meeting
<p>Agenda 1</p> <p>The GIS work for a total number of 42 (forty two) municipalities has been taken up by SUDA under the following heads:</p> <ol style="list-style-type: none"> 1. UNICEF Assistance = 32 municipalities 2. IPP-VIII (Extn.) = 10 municipalities <p>During a meeting with the implementing agencies of GIS both for UNICEF and IPP-VIII (Extn.) a detailed discussion took place regarding various difficulties and problems faced by the agencies in executing data entry, data attachment and digitisation in the computers placed in the municipalities. It came out that in some cases it has been found that due to mishandling by the people under training in the municipality, data are sometimes getting lost or distorted. To avoid this problem, it was proposed that a back-up system should be provided. As space required for data and digitised maps will be large, it will be difficult to maintain it in floppy.</p> <p>It was suggested that data and other records should be kept in CD for which installation of CD writers in the computers is necessary. In order to assess the cost of internal CD writers, quotation was invited and the lowest rate received for this comes out to Rs.8,350.00 (Rupees eight thousand three hundred fifty) only inclusive of all taxes, duties, delivery charges etc. for each CD writer. The quotations alongwith comparative statement and offers of 4 (four) agencies are enclosed. (Annexure 'C'.)</p>	

	Decisions in the Governing Body Meeting
<p>The lowest rate at Rs.8350/- may be approved.</p> <p>If approved, 32 ULBs under UNICEF will be advised to procure internal CD writer after observing all formalities at a cost not exceeding Rs.8350/- each. The cost will be reimbursed to the Municipalities by SUDA from the fund of UNICEF.</p> <p>Procurement of CD writer for 10 ULBs under IPP-VIII (Extn.) will be done by SUDA from the fund of IPP-VIII(Extn.). Procurement of internal CD writer at a cost around Rs.9,000/- each has the approval of the Chairman, SUDA & Secretary, M.A. Department on 22.05.2001. (Annexure-D)</p> <p>For approval.</p>	<p><i>Approved.</i></p> <p><i>It has also been decided in the meeting that no payment should be made at the rate more than Rs.8350/- per CD writer. If IPP-VIII (Extn.) and/ or UNICEF do not agree to provide CD writer from World Bank Fund or UNICEF fund, the same may be given from SUDA A&OE.</i></p> <p><i>Completed</i></p>
<p>Agenda 2</p> <p>HUDCO in its letter No.CRO-Agc.-Action-P(Resch)/1740 dtd 01.10.2001 intimated that the competent authority approved the reschedulement of Scheme Nos. 12411,12922,13101,13102,13357 & 14971 , subject to the condition that (i) refund of Rs.51.34 lakhs towards excess subsidy released in Scheme No.13357 and (ii) Rs.2.56 lakhs as deferment charge against outstanding loans is cleared.</p> <p>The payment of Rs.51.34 lakhs vide No.001282 dt.10.10.2001 & Rs.2.56 lakhs vide 947210 dt.10.10.2001 has been made.</p> <p>For approval.</p>	<p><i>Approved</i></p>

	Decisions in the Governing Body Meeting
<p>Agenda – 3</p> <p>UNICEF placed an order under their memo No. CCA/URBAN/914 dated 30.4.2001 with Mr. Jayanta Basu for preparation of Document I & Document II of “Phasewise Documentation of GIS” and submit the same to them on a floppy.</p> <p>During a meeting held on 18.05.2001, Mr. Jude Henriques, Project Officer (Basic Services), West Bengal desired that SUDA should arrange for printing of Document – I and Document – II, in the form of books, in both Bengali and English and circulate the same amongst target groups in the Municipalities. Accordingly, Sri T.K.Ghatak, Geophysicist (Sr.), Env. Cell , CMDA, who is also acting as Technical Expert of GIS work of SUDA and who has experience in printing of similar printing matters in CMDA, was requested to execute the work. Since this is a specialised job, in lieu of tender, quotations were invited by Sri Ghatak from reliable firms having expertise in such field.</p> <p>Three quotations for different item of works like</p> <ol style="list-style-type: none"> 1. Scanning 2. Editing & Art work layout 3. Printing. <p>were received by Sri Ghatak and summation of total work value at lowest rates of three quotations stand at Rs.1,47,000.00 (Rupees one lakh forty seven thousand) only. This expenditure will be met from the fund placed by UNICEF for GIS work.</p> <p>The matter is placed to the Governing Body for approval of the procedure followed.</p>	<p><i>The proposal was discussed thread-bear when the following information was given by Director & Chief Executive, SUDA along with the report from Shri T.K. Ghatak, Sr. Geophysicist, Environment Cell, CMDA (copy enclosed).</i></p> <p><i>UNICEF is supporting SUDA in implementing GIS in 30 municipalities. They also placed an order for documenting the re-action of the people in the process of introduction of GIS in the municipalities in 4 parts. The document I and II were completed by UNICEF Documentation Team and approved by the Minister on 25.09.2001.</i></p> <p><i>It was desired by the Minister and also by UNICEF that the documents should be released by the Minister on 1st of October,2001 in the workshop to be held at Siliguri, the cost of which was also being borne by UNICEF.</i></p>

AGENDA	Decisions in the Governing Body Meeting
	<p><i>UNICEF also desired that the document should be printed by SUDA and the cost should be charged to the advance given by UNICEF to SUDA for implementation of GIS. The printing of the document required screening, editing, art layout and printing. As time was very short, no tender could be called by Sri Ghatak and the rates were accepted on the basis of quotations taken from specialised firms.</i></p> <p><i>Considering the exigency and the circumstances, the governing Body approved the action taken.</i></p>
<p>Agenda 4</p> <p>In the meeting, a letter from ILGUS was placed where Joint Director, ILGUS had requested for Rs.2.00 lakhs for the year,2001 and 2002 for training of teachers for pre-primary schools set up by the municipalities under NSDP programme. The cost of training will be approximately Rs.200/- per trainee.</p> <p>For approval.</p>	<p><i>The proposal was approved with the comment that an evaluation be made after one year.</i></p>

	Decisions in the Governing Body Meeting
<p>Agenda 5</p> <p>Special Secretary, Municipal Affairs Department enquired about auditing the accounts of IPP-VIII (Extn.) being implemented by SUDA. It was reported by Director & Chief Executive, SUDA that the accounts maintained by IPP-VIII (Extn.) has been separated by the Governing Body and so far his knowledge goes, no audit has yet been done for that account.</p>	<p><i>It was decided by Governing Body that an internal audit by engaging a Chartered Accountant Firm, to be done immediately. Adviser, Health, SUDA may be intimated accordingly.</i></p>
<p>Agenda- 6</p> <p>It was presented to Governing Body by Director & Chief Executive, SUDA that the contract service of Sri B.C. Manna has been ren^eovved with effect from 03.11.2001 and terminating on 31.03.2002. This has been approved by Selection Committee appointed by 21st Governing Body under item 6 of the "Agenda on the table" and approved by Chairman, SUDA vide File No.SUDA-109/2000/195 on 05.10.2001.</p> <p>For ratification.</p>	<p><i>Ratified</i></p>



(G. Balachandhran)
Chairman, SUDA
& Secretary,
M.A. Department

**Item wise expenditure on GIS UNICEF Assistance Accounts for the period
from 30.08.2001 to 25.09.2001.**

Sl. No.	Date	Item of Expenditure	Amount Rs.
1.	26.7.2001	GIS UNICEF Assistance - Paid to Sri Gopal Sarkar, Infrastructure Expert.	1564.00
2.	2.8.2001	GIS UNICEF Assistance - Paid to Sri D.Dighal, System Engineer	1983.00
3.	2.8.2001	GIS UNICEF Assistance - Paid to Kali Banerjee	60.00
4.	8.8.2001	ILGUS Training : 1. Rathin Ghosh - 552.00 2. S.S. Chowdhury - 564.00 3. A. Chowdhury- 2400.00 4. Gopal Saha - 2428.00 5. Chandan Bhattacharya - 2433.00 6. Debasish Roy - 1324.00 7. Nathuni Prasad - 1372.00 8. Jaleswar Ghosh - 2389.00 9. Pravat Kr. Das - 2464.00 10. Swapan Kr. Banerjee - 2470.00 11. A. Bhattacharya - 1885.00	20281.00
5.	13.8.2001	GIS UNICEF Assistance - Paid to Sri D. Hore, Special Officer	3222.00
6.	13.8.2001	GIS UNICEF Assistance - Paid to Sri Sankar Banerjee	4646.00
7.	14.8.2001	Paid to Pinnacle Infotech Pvtl Ltd.	6540.00
8.	14.8.2001	Paid to Pinnacle Infotech Pvtl Ltd.	23550.00
9.	16.8.2001	GIS UNICEF Assistance - Paid to Sri B.C. Manna	2820.80
10.	16.8.2001	Paid to Sri B.C. Manna	974.00
11.	20.8.2001	Paid to Sri D. Dighal	737.00
12.	23.8.2001	Paid to Prince Caterer	5275.00
13.	27.8.2001	Paid to Adprint	19000.00
14.	27.8.2001	Paid to Adprint	6000.00
15.	28.8.2001	Paid to Sri D. Dighal	718.00
16.	29.8.2001	GIS Folder in Bengali : 1. Paid to Typographics - 15,000.00 2. Paid to Typographics - 10,000.00 3. Paid to Typographics - 15,000.00	40000.00

Sl. No.	Date	Item of Expenditure	Amount Rs.
17.	29.8.2001	Seminar on GIS : 1. Paid to Mondal Decorator - 2. Bidhannagar (Salt Lake) Wholesale Consumers Co-op. Society Ltd. - 3. Bidhannagar (Salt Lake) Wholesale Consumers Co-op. Society Ltd.- 4. B.J.Dhar - 5. Prince Caterer - Paid to The Statesman Paid to GIS Survey work of Santipur Municipality	11736.00 2760.00 127.00 2681.00 45799.00 4025.00 54355.20
18.	7.9.2001	GIS UNICEF Assistance - Paid to Computer Architects.	22954.53
19.	12.9.2001	Paid to Diksita	178.00
20.	14.9.2001	Paid to Chairman, Tamluk Municipality	21600.00
21.	19.9.2001	Paid to Sri Debasish Hore	1649.00
22.	24.9.2001	Paid to Sri Sandip Gupta	4744.00
23.	25.9.2001	Paid to Chairman, Jhargram Municipality	37836.00
24.	25.9.2001	Paid to Chairman, Jangipur Municipality	9655.00
25.	25.9.2001	Paid to Chairman, Contai Municipality	29242.00
26.	25.9.2001	Paid to Chairman, Raniganj Municipality	13006.00
27.	25.9.2001	Paid to Chairman, Memari Municipality	22080.00
28.	25.9.2001	Paid to Chairman, Berhampore Municipality	72741.00
29.	25.9.2001	Paid to Chairman, Ashokenagar Kalyangarh Municipality	42000.00
Total			5,36,539.53

UNITED NATIONS CHILDREN'S FUND

219/2, A.J.C. BOSE ROAD
KOLKATA 700 017
PHONE : 287 2477



UNICEF

WB/Urban/552

26 March 2001

Mrs. Chhanda Sircar
Joint Director
Institute of Local Govt & Urban Studies
ILGUS Bhavan
HC Block, Sector III
Bidhannagar
Calcutta 700 091

Dear Ms. Sircar,

Sub: Reimbursement for training activities/workshops

Kindly refer to our discussions this morning regarding reimbursement for training activities and workshops that have been organized by ILGUS from November 2000 till date. As there is an advance outstanding with SUDA for GIS training programmes, I authorise you to adjust the expenditure incurred against training activities and workshops organised by ILGUS against the said advance.

We would appreciate receiving your accounts for this advance latest by 31 March 2001.

With best regards,

Yours sincerely,

Jude Henriques
Project Officer

cc: Mr. D. K. Roy
Director and Chief Executive
State Urban Development Agency
"ILGUS Bhavan"
H-C Block, Sector III, Bidhannagar
Calcutta 700 091

AGENDA	<i>Decisions in the Governing Body Meeting</i>										
<p>Agenda - 14</p> <p>A cheque for Rs.5,39,22,629.00 has been received as loan from HUDCO vide letter No. Account/ Release dated 20.02.2002 in respect of ILCS scheme No. 1357 and 14971 - Phase V, Plinth and Superstructure respectively. The details are given below :</p> <table border="0"> <tr> <td>1. Phase V (Plinth) -</td> <td>Rs.5,11,40,000.00</td> </tr> <tr> <td>(-) Repayment of loan & -</td> <td><u>Rs. 65,12,371.00</u></td> </tr> <tr> <td>Interest of HUDCO</td> <td>Rs.4,46,27,629.00</td> </tr> <tr> <td>2. Phase V (Superstructure) -</td> <td><u>Rs. 92,95,000.00</u></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total : Rs.5,39,22,629.00</td> </tr> </table> <p>Thus, the total loan stands Rs.6,04,35,000.00. the cheque for Rs.5,39,22,629.00 bearing No.003317 dated 22.02.2002 has been deposited to Treasury.</p> <p>For information.</p>	1. Phase V (Plinth) -	Rs.5,11,40,000.00	(-) Repayment of loan & -	<u>Rs. 65,12,371.00</u>	Interest of HUDCO	Rs.4,46,27,629.00	2. Phase V (Superstructure) -	<u>Rs. 92,95,000.00</u>	Total : Rs.5,39,22,629.00		<i>Noted</i>
1. Phase V (Plinth) -	Rs.5,11,40,000.00										
(-) Repayment of loan & -	<u>Rs. 65,12,371.00</u>										
Interest of HUDCO	Rs.4,46,27,629.00										
2. Phase V (Superstructure) -	<u>Rs. 92,95,000.00</u>										
Total : Rs.5,39,22,629.00											
<p>Agenda - 15</p> <p>A cheque for Rs.13.6 bearing No.UBI 500155 dated 13.04.2002 has been received from Siliguri MC in respect of VAMBAY scheme. The cheque has been deposited to newly opened SUDA - VAMBAY Account under State Bank of India, Salt Lake Branch, (A/c. No.01000050274).</p>	<i>Noted</i>										

Sd/-
(G.Balachandhran)
Chairman, SUDA & Secretary,
M.A. Department

রাজ্য নগর উন্নয়ন সংস্থা

STATE URBAN DEVELOPMENT AGENCY

"ইলগাস ভবন", এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ০৯১, পশ্চিমবঙ্গ

"ILGUS BHAVAN", H-C Block, Sector-III, Bidhannagar, Kolkata 700 091, West Bengal

SUDA-57/2003/1211(12)

17.11.2003

ক্রমিক নং

তারিখ

NOTICE

25 NOV 2003

Thirtieth meeting of the Governing Body of State Urban Development Agency (Second meeting of the re-constituted Governing Body) will be held on **8th December, 2003 at 12-00 Noon** at the **Conference Hall of SUDA, Salt Lake City, Kolkata - 106.**

Members are requested to kindly make it convenient to attend the meeting.

Agenda papers for the meeting is enclosed.

Enclo: As stated

G.C. Banerji 17/11/03
(G.C. Banerji)
Director

State Urban Development Agency

SUDA-57/2003/1211/1(6)

17.11.2003

Copy with a copy of agenda papers is forwarded for information & necessary action to the :-

1. P.A. to the Secretary, M.A. Deptt. & Chairman of the Governing Body of SUDA
2. Chief Engineer, Municipal Engineering Directorate
3. Joint Director, ILGUS
4. Financial Adviser, SUDA
5. OSD & Administrative Officer, SUDA

✓ 6. Smt. S. Goswami,
Project Officer I.P.P.-VIII SUDA

G.C. Banerji 17/11/03
Director, SUDA

Enclo: As stated

Agenda

for 30th Governing Body Meeting
(Second meeting of the re-constituted Governing Body)

of

State Urban Development Agency
West Bengal

স্টেট আরবান ডেভেলপমেন্ট এজেন্সি

পশ্চিমবঙ্গ

Agenda for the 30th G.B. Meeting (2nd meeting of the re-constituted Governing Body) of State Urban Development Agency, West Bengal to be held at 12-00 Noon on 8th December, 2003 at the Conference Hall of SUDA, Salt Lake City, Kolkata - 106.

Agenda	Decisions in the Governing Body Meeting
<p>Agenda -1</p> <p>Confirmation of the minutes of the 29th Governing Body meeting held on 10.06.2003 at 2-30 P.M.</p>	
<p>Agenda - 2</p> <p>As per decision in the 21st meeting of the Governing Body under Agenda 7 held on 18.09.2000, the capital expenditure incurred from 1.5.2003 to 31.10.2003 is as follows :</p> <ol style="list-style-type: none"> 1. Installation of telephone line in the new office building of SUDA - Rs. 78,875.00 2. Cost of Plan & clearance certificate for new building paid to Bidhannagar Municipality - Rs. 38,629.00 3. Purchase of Beetel telephone for new building - Rs. 26,295.00 4. Purchase of wooden furniture for new building. - Rs. 40,480.00 5. Cost of preparation of new building Plan from M/s. ELDORADO. - Rs. 10,000.00 6. Purchase of furniture from M/s. Godrej for new building. - Rs.2,94,364.00 7. Installation of intercom system in the new building of SUDA. - Rs. 13,100.00 8. Purchase of woolen carpet from M/s. MANJUSA for the conference room of new building of SUDA. - Rs.1,73,921.00 9. Renovation / construction of Computer Rooms at M.A. Deptt. , Writers Buildings - paid to E.E-I, City Divn.,P.W.D. - Rs.2,33,990.00 10. AMC for computers for six months- <u>Rs. 30,000.00</u> <p align="right">TOTAL - <u>Rs.9,39,654.00</u></p> <p>For ratification.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 3</p> <p>The following revenue expenditure have been made during the period from 1.5.2003 to 31.10.2003.</p> <p>Paid to ILGUS for Rent, Taxes, Electricity, Security and maintenance charges as 25% share of total annual expenditure incurred by ILGUS. - Rs.3,50,607.00</p> <p>For ratification.</p>	
<p>Agenda - 4</p> <p>A sum of Rs.4,37,025.00 was paid to Ramakrishna Mission, Narendrapur for RCV training as per advice of ILGUS on 2.9.2003 under SJSRY - Training head.</p> <p>For information.</p>	
<p>Agenda - 5</p> <p>The Governing Body may kindly note that the total interest accrued in favour of SUDA from the Fixed Deposits upto 31.10.2003 stands at Rs.15,59,057.00 only.</p> <p>For information.</p>	
<p>Agenda - 6</p> <p>For the quarters ending 30.6.2003 and 30.9.2003, the amount of Rs.1,40,57,547.00 and Rs.2,13,72,225.00 respectively were paid to HUDCO towards repayment of principal and interest on HUDCO loan in connection with different phases of ILCS programme under the head "ILCS - Loan & Interest repayment" on the basis of revised repayment schedule in respect of Scheme Nos. 12921, 13357, 14971,12922, 13101,12595, 12411, 13102 and 17247.</p> <p>For information.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 7</p> <p>Paid to West Bengal Financial Corporation towards repayment of principal and interest of loan of Rs.3.00 lakh only taken for Fruits and Vegetable Markets for the quarters ending on 30.6.2003 and 30.9.2003, Rs.48,362.54 and Rs.46,962.30 respectively.</p> <p>Till date SUDA paid to ``WBFC a total amount of Rs. 1,30,179.20 against the said loan of Rs.3.00 lakhs as principal & interest for obtaining back-ended subsidy from National Horticulture Board from SUDA - A&OE fund but no subsidy has been received as yet inspite of repeated requests.</p> <p>The M.A. Deptt. has been moved for reimbursement of the above amount which has been paid from SUDA A&OE fund since this is a recurring expenditure till the principal amount is repaid. Perhaps, the responsibility of repayment of the loan should not devolve on SUDA as this is a project of FPI&H Deptt. and fund sanctioned by that Deptt.</p> <p>For information.</p>	
<p>Agenda - 8</p> <p><u>Payment of Audit Fees and Appointment of M/s. G. Sikdar & CO. as Auditor of SUDA</u></p> <p>A. M/s. G. Sikdar & CO. Chartered Accountants has submitted the following bills for service tax on professional fees, additional work and certification job during the year of audit, 2002-03.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Service Tax - Rs. 3,024.00</p> <p>Addl. Audit work - Rs. 7,915.00</p> <p>Certification job for issue of U.C. - <u>Rs. 4,860.00</u></p> <p>Total : <u>Rs.15,799.00</u></p> <p>As this claim was not included in the total payment of Rs.41,300.00 duly approved in the 28th G.B.meeting, the above payment may be made to M/s. G.Sikdar & CO. for their additional work on audit during 2002-03.</p> <p>B. M/s. G. Sikdar & CO. has also submitted a quotation for their audit work during the current financial year which is placed at Annexure - I for perusal. M/s. G. Sikdar & CO. may be appointed for audit work of SUDA for the year 2003-04 with the acceptance.</p> <p>For approval of (1) & (2) above.</p>	
<p>Agenda - 9</p> <p>Pursuant to the extension given to the RCH Sub-project in Asansol by another six months from 01.10.2003 to 31.3.2004, the expenditure for the cell at SUDA shall be booked under RCH sub-project. Dr. Shibani Goswami has taken over charge of Project Officer.</p> <p>It was ordered that the Cell at SUDA consisting of following four officials shall look after the RCH Sub-project and the IPP-VIII (Extn.) project till 31.3.2004 :-</p> <ol style="list-style-type: none"> 1. Dr. Shibani Goswami - Project Officer 2. Shri S. Pal - Finance Officer 3. Shri S.K.Lahiri - MIES Officer 4. Shri Prativa Ranjan Majumder, Clerk cum Typist. <p>For ratification.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 10</p> <p>As per decision taken in the meeting regarding Re-structuring of Urban Health Set-up held in the chamber of Minister-of-State, Municipal Affairs Department and Vice Chairperson, KMDA on 28th March,2003, the services of Dr.N.G. Gangopadhyay will be utilised, as and when required, as Advisor, Health, SUDA on payment of sitting fee @Rs.250/- per day for the period upto 31st March,2004.</p> <p>The expenditure shall be booked under RCH Sub-Project.</p> <p>For ratification.</p>	
<p>Agenda - 11</p> <p>The period of contract service of Shri Prasanta Kumar Basu, Accounts Officer, CMU has been extended for a further period of three months from 1st August,2003 to 31st October,2003 with the approval of Chairman, SUDA and the Minister-in-charge, M.A. & U.D. Deptt. on the existing terms and conditions. No further extension has been given to him. Accordingly he relinquished charge on 31.10.2003 (A.N).</p> <p>For information.</p>	

Agenda	Decisions in the Governing Body Meeting																				
<p>Agenda - 12</p> <p>GOI subsidy for VAMBAY (2002-03) amounting to Rs.39.04 lakhs received from HUDCO has been released in favour of the following ULBs namely,</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">i) Dinhata</td> <td style="text-align: right;">- Rs.11.43 lakhs</td> </tr> <tr> <td>ii) Krishnagar</td> <td style="text-align: right;">- Rs.22.00 lakhs</td> </tr> <tr> <td>iii) Raiganj</td> <td style="text-align: right;">- <u>Rs. 5.61 lakhs</u></td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">- Rs.39.04 lakhs</td> </tr> </table> <p>The above noted amount has been released from SUDA's end to the concerned Municipalities in full.</p> <p style="text-align: center;">For information.</p>	i) Dinhata	- Rs.11.43 lakhs	ii) Krishnagar	- Rs.22.00 lakhs	iii) Raiganj	- <u>Rs. 5.61 lakhs</u>	Total	- Rs.39.04 lakhs													
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<p>Agenda - 13</p> <p>GOI subsidy for VAMBAY (2003-04) amounting to Rs.120.37 lakhs received from HUDCO has been released in favour of the following ULBs namely,</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Old Malda</td> <td style="text-align: right;">- Rs. 10.00 lakhs</td> </tr> <tr> <td>2. Gangarampur</td> <td style="text-align: right;">- Rs. 22.80 lakhs</td> </tr> <tr> <td>3. Berhampore</td> <td style="text-align: right;">- Rs. 9.00 lakhs</td> </tr> <tr> <td>4. New Barrackpore</td> <td style="text-align: right;">- Rs. 4.20 lakhs</td> </tr> <tr> <td>5. Birnagar</td> <td style="text-align: right;">- Rs. 10.20 lakhs</td> </tr> <tr> <td>6. Serampore</td> <td style="text-align: right;">- Rs. 20.00 lakhs</td> </tr> <tr> <td>7. Dinhata</td> <td style="text-align: right;">- Rs. 40.57 lakhs</td> </tr> <tr> <td>8. Egra</td> <td style="text-align: right;">- Rs. 2.60 lakhs</td> </tr> <tr> <td>9. Rishra</td> <td style="text-align: right;">- <u>Rs. 1.00 lakhs</u></td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">- <u>Rs.120.37 lakhs</u></td> </tr> </table> <p style="text-align: center;">For information.</p>	1. Old Malda	- Rs. 10.00 lakhs	2. Gangarampur	- Rs. 22.80 lakhs	3. Berhampore	- Rs. 9.00 lakhs	4. New Barrackpore	- Rs. 4.20 lakhs	5. Birnagar	- Rs. 10.20 lakhs	6. Serampore	- Rs. 20.00 lakhs	7. Dinhata	- Rs. 40.57 lakhs	8. Egra	- Rs. 2.60 lakhs	9. Rishra	- <u>Rs. 1.00 lakhs</u>	Total	- <u>Rs.120.37 lakhs</u>	
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Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 14</p> <p>A sum of Rs.433.26 lakhs has been allocated by Govt. of India for SJSRY programme for the current financial year.</p> <p>Component wise allocation of this amount is as follows:</p> <p>i) USEP - Rs.180.00</p> <p>ii) UWEP - Rs. 87.65</p> <p>iii) Comm.structure - Rs. <u>65.61</u></p> <p style="text-align: right;">Rs.433.26 lakhs</p> <p>Fund released by Govt. of India and received by SUDA is as follows :</p> <p>i) Asstt. to Comm.Structure - Rs.32.80 lakhs</p> <p>ii) T&CS - Rs.70.00 lakhs</p> <p>iii) Infrastructure - Rs.14.00 lakhs</p> <p>iv) UWEP - Rs.87.65 lakhs</p> <p>vi) Comm.Structure - Rs.<u>32.81 lakhs</u></p> <p style="text-align: right;">Rs.237.26 lakhs</p> <p>For information.</p>	
<p>Agenda - 14.1</p> <p>It has been decided that the SJSRY fund under UWEP will be distributed having population upto 75000 and who have formed T&Cs, proportionate to their population.</p> <p>This has the approval of MIC, M.A. Deptt.</p> <p>For ratification.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 14.2</p> <p>It has been decided that previous BPL list will be followed in case of SJSRY programme. In case of newly formed ULBs, the present BPL list will be followed.</p> <p>This has the approval of MIC, M.A. Deptt.</p> <p>For ratification.</p>	
<p>Agenda - 14.3</p> <p>The following 5 ULBs have kept a large amount of unspent SJSRY fund as noted against each :-</p> <ul style="list-style-type: none"> i) Kolkata MC - Rs.59.29 lakhs i) Baidyabati - Rs.24.00 lakhs ii) Darjeeling - Rs.17.35 lakhs iii) South Dum Dum - Rs.16.66 lakhs iv) Katyani - Rs.12.37 lakhs <p>ULBs have been requested to utilise the fund as early as possible without which the unspent amount reported to Govt. of India is lingering.</p> <p>For inforamtion.</p>	
<p>Agenda - 14.4</p> <p>Ramakrishna Lokshiksha Parishad has been entrusted with the motivation of formation of DWCUA groups under SJSRY and facilitating Bank loans for DWCUA groups in the ULBs under supervision of ILGUS.</p> <p>This has the approval of MOS, M.A. Deptt.</p> <p>For ratification.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 14.5</p> <p>MOS, M.A. Deptt. and the Chairman of the General Body of SUDA took a meeting on 22.9.2003 with 24 ULBs whose performance is not up to the mark, so far as SJSRY programme is concerned. The ULBs in the meeting has committed targets in this regard by 31.12.2003 and it was decided to hold a meeting in January, 2004 to review the progress. The minutes of the meeting has been circulated.</p> <p>For information.</p>	
<p>Agenda - 14.6</p> <p>MOS, M.A. Deptt. and Chairman, SUDA took a meeting with the Lead Bank Managers on 22.9.2003 to review the matters regarding sanction of Bank loans for Micro enterprise under SJSRY. As per the discussion in the meeting, the targets set for 2003-04 District wise and ULB wise have been communicated to all the Lead Bank Managers. Also as per the discussion in the meeting, it has been communicated to the UBI, the convenor of the SLBC to advise the Banks so that account for Thrift and Credit Groups may be opened by Banks with a minimum deposit of Rs.100/-.</p> <p>For information.</p>	
<p>Agenda - 15</p> <p>A status report on IPP-VIII (Extn.), RCH sub Project, Asansol and DFID Assitance expansion of Honorary Health Workers (HHW) scheme has been placed at Annexure - II.</p> <p>For information.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 16</p> <p>Phase wise position of ILCS and actions to be taken are placed as follows.</p> <p>A. Implementing Agency - Municipal Engineering Directorate.</p> <p>a) ILCS Phase-1</p> <p>The works under this phase has been completed. The funding pattern of 233 units completed after 31.3.2001 by Gushkara Municipality needs to be approved by the Department. M.E. Dte. has been requested to take necessary action in this regard. After finalisation of the matter formal proposal for curtailment and closure will be moved to HUDCO. Overdrawn GOI subsidy will have to be returned or adjusted with the running phases after hearing from HUDCO.</p> <p>b) ILCS Phase-II</p> <p>The works under this phase has been completed. The funding pattern of 183 units completed after 31.3.2001 by Memari Municipality needs to be approved by the Deptt. M.E. Dte. has been requested to take necessary action in this regard.</p> <p>After finalisation of the matter formal proposal for curtailment and closure will be moved to HUDCO. Overdrawn GOI subsidy will have to be returned or adjusted with the running phases after hearing from HUDCO.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>c) ILCS Phase-IIIB, IV & V</p> <p>Works in some ULBs who have opted to take up some units under revised funding pattern is in process. As decided cut off date for receipt of fresh proposals under revised funding pattern was fixed on 30.9.2003. On having report from M.E. Dte. proposal of curtailment of these phases will be moved to HUDCO. Overdrawn GOI subsidy will have to be returned or adjusted with the running phases after hearing from HUDCO.</p> <p>Recommendation for release of fund under revised funding has not yet been obtained from the Chief Engineer, M.E. Dte.</p> <p>d) ILCS Phase- VI, VIII & IX</p> <p>These are running phases. Govt. guarantee for Superstructure. Loan under these phases is required. The same has been moved to M.A. Deptt. long back.</p> <p>e) ILCS Phase-X</p> <p>Proposal has been sent to HUDCO for approval of this phase for 3 newly created ULBs of Dhupguri, Nalhati and Dalkhola. The same is awaited. It has been decided by the M.A. Deptt. that this phase will be carried out under old funding pattern.</p> <p>B. Implementing Agency - KMDA</p> <p>a) ILCS Phase-IIIA</p> <p>It is a running phase. A revision proposal for ILCS Phase IIIA has been sent to M.A. Deptt. as proposed by KMDA. Same needs to be sent to HUDCO for their approval.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>b) ILCS Phase-III C This has been completed.</p> <p>c) ILCS Phase - III D HUDCO has approved this phase and GOI subsidy of Rs.6.08 lakhs has been released which has been passed on to KMDA. For information.</p>	
<p>Agenda - 17</p> <p>SUDA had an agreement with M/s. Mackintosh Burn in connection with construction of new building of SUDA within the premises of ILGUS Bhavan, Salt Lake City. As per agreement, the contractual rates were fixed as 8% above the rates of P.W.D Schedule,1999-2000. Rates of other items which are not readily available in P.W.D. Schedule would be determined on market rates supported by market rate analysis. Accordingly M/s. Mackintosh Burn had submitted rates of some finishing items of wooden works mainly for Conference Room along with rate analysis which were found to be very much on the higher side. Thereafter SUDA had made a rate analysis with some changes in specifications and offered the same to M/s. Mackintosh Burn for early acceptance.</p> <p>However, M/s. Mackintosh Burn did not make any reply. Other finishing jobs in the Conference Room were kept pending and could not be started unless wooden works of Conference Room were completed.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Under this circumstances, so as to avoid further delay, quotation was invited for 70 Nos. false ceiling work and work order issued for a total sum of Rs.88,500/- only.</p> <p>This has the approval of the Chairman.</p> <p>For ratification.</p>	
<p>Agenda - 18</p> <p>As M/s. Mackintosh Burn did not respond at the very finishing stage of the new building, quotation for some miscellaneous finishing items of wooden work was invited and subsequently work order issued to the lowest tenderer for a sum of Rs.23,075/- only.</p> <p>For approval.</p>	
<p>Agenda -19</p> <p>For the new building of SUDA installation of EPABX system of Siemens was approved in the 28th G.B. meeting (Agenda 36) for Rs.1,15,000/-. Accordingly, quotations were invited and work order was issued to lowest tenderer for Rs.1,05,180/- only including 20 sets of telephone.</p> <p>For information.</p>	
<p>Agenda -20</p> <p>For new building of SUDA, M/s. MANJUSA, a Govt. of West Bengal undertaking, has supplied and laid woollen carpet (2500gm. per square metre) measuring to 1067 Sq.ft. @ Rs.163/- per Sq.ft. for a total amount of Rs.1,73,921/- only.</p> <p>The rate of Rs.163/- per Sq.ft. was approved by the Chairman.</p> <p>For ratification.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda -21</p> <p>For new building of SUDA, purchase of Revolving Chair from Godrej Boyce & Co. was approved in the 29th G.B.meeting (Agenda-29). Accordingly, 39 Nos. chairs including 3 high-back chair were purchased from Godrej Boyce & Co. for Conference Room for Rs.2,94,364/- only.</p> <p>For ratification.</p>	
<p>Agenda -22</p> <p>For new building of SUDA appointment of Consultant for design, planning and estimation of Conference Room was approved in 27th G.B. meeting (Agenda-7). Accordingly, work order was issued to the lowest bidder within the approved amount of Rs.10,000/- only.</p> <p>For information.</p>	
<p>Agenda -23</p> <p>Revalidation of plans of the existing buildings within the premises of ILGUS Bhavan, Salt Lake City, Sector - III, Kolkata - 700 016 together with Clearance Certificate was obtained from Bidhannagar Municipality against a service charge of Rs.38,629/- only. The sanctioned plan of new SUDA building were already obtained from Bidhannagar Municipality.</p> <p>For information.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda -24</p> <p>Appointment of Shri Subir Kumar Bhattacharya, Dy. Commissioner of Commercial Taxes, West Bengal as Financial Adviser, SUDA in terms of M.A. Deptt. Notification No. No.1436/MA/N/C-10/3S-34/90 Pt.IV dated 21.10.2003 read with order No. SUDA-64/2003/1128 dt.29.10.2003.</p> <p>Shri Bhattachaya has not taken over the charge and the term of appointment of Shri P.K.Bose, Accounts Officer, CMU & SUDA has not been extended beyond 31.10.2003. Shri Asim Kr. Datta, OSD & Administrative Officer has been temporarily assigned the work of Accounts Officer, SUDA & CMU in addition to his own duties, till Shri Bhattacharya takes over charge as Financial Adviser, with the approval of Secretary, M.A. Deptt. & Chairman, SUDA.</p> <p>For information.</p>	
<p>Agenda - 25</p> <p>At present there is no arrangement for permanent advance in SUDA. Since there is a requirement of such an advance which can be recouped from time to time after the expenditure is incurred. A permanent advance of Rs.25,000/- may be allowed to SUDA to meet the cash expenses.</p> <p>For approval.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>Agenda - 26</p> <p>Documentation of SJSRY works</p> <p>It has been decided in the Annual General Meeting held on 21st July, 2003 vide item No. 5 under agenda No.4 that documentation of implementation of various components under SJSRY and VAMBAY may be done through audio visual method by way of short video films and Compact Disk (CD) prepared by Roopkala Kendra, a Govt. of West Bengal undertaking, for wide publicity of these schemes implemented by SUDA.</p> <p>Accordingly, it has been decided that the audio visual production on SJSRY at the first instance would be made in Bengali with English subtitles for fifteen (15) minutes' duration.</p> <p>Sm. Chhanda Sircar, Joint Director, ILGUS has been appointed as nodal officer for the work of Documentation of SJSRY.</p> <p>Roopkala Kendro has furnished the budget estimates and terms and conditions for documentation of SJSRY works in the State. The budget estimate for the work is Rs.1.15 lakh (approx.).</p> <p>The documentary will be submitted with one Mini DV and one CD audio-visual outputs. The prices of cassettes are included in the charge.</p>	

Agenda	Decisions in the Governing Body Meeting
<p>SUDA has accepted their offer and requested Roopkala Kedro to submit the final estimate and necessary bill for the proposed work and a revised and complete list of terms and conditions for taking further necessary action.</p> <p>This has the approval of Chairman, SUDA.</p> <p>For ratification.</p>	

Sd/-
(D.Mukherjee)
Chairman, Governing Body of SUDA
& Secretary, M.A. Deptt

793

Annexure - I

G. SIKDAR & Co.

CHARTERED ACCOUNTANTS

ADMN. OFFICE : AE-731, SECTOR-1, SALT LAKE CITY, KOLKATA - 700 064

© 2358-1109/2337-6503 E-MAIL : ferninse@cal3.vsnl.net.in

Ref No: GS/022/2003-2004

Date : 25.07.2003

To
The Director
State Urban Development Agency
ILGUS Bhavan, HC-Block, Sector-III
Salt Lake City, Kolkata-700 106

Re: Quotation for Audit Fees

Dear Sir,

As in the previous years this year too, we are presenting our quotation for full year Statutory Audit Fees and others job for your perusal and taking necessary action.

<u>A) Normal Audit Work</u>	<u>DAY</u>
<u>Monthly Audit</u>	
a) Normal Checking/Auditing of Books of Accounts per month	5
b) Preparation of monthly Bank Reconciliation Statement for State Bank Of India and Punjab National Bank	1
c) Physical verification of Cash, Drafts, Cheques and Fixed Deposit in hand and preparation of Physical Verification Statement.	1
d) Preparation of monthly Balance Sheet and Statement of Bank & Treasury Balance of various fund including SUDA A & OE.	2
e) Checking of Cash Book with Ledger.	1
Total	<u>10</u>

Total Man-Days Required for full year

10 Man-Days X 12 months 120

Final Reporting

Preparation of Trial Balance Sheet, Receipts & Payments, Schedule of various funds, Grant Disbursement Schedule, Treasury & Bank Balance Statement.	16
Finalization of accounts, preparation of Audit Report & discussion With Top Management	4
Total	<u>140</u>

B) Additional Jobs.

- D) To prepare MIS Report/Statement of various Schemes as and when required by the Top Management. Since total No. of Man-Days required to carry out the job could not be assessed additional remuneration to be charged will be on the basis of total Man-Days required.

Remuneration

Professional Fees per man-day	Rs. 270/-
Re-imbursment of Travelling Expenses per man-day	Rs. 30/-
Service Tax as applicable on Professional Fees.	

Thanking You

For G. SIKDAR & CO.
CHARTERED ACCOUNTANTS

G. SIKDAR
PROPRIETOR



IPP-VIII (Extn) -
O & M Phase

STATUS REPORT

July - 2003

SUDA
Health Wing

CONTENTS

No.	SUBJECT	PAGE No.
1.	POPULATION COVERAGE & HEALTH FACILITIES CREATED UNDER IPP-VIII (EXTN)	1
2.	HEALTH MAN - POWER AT GRASSROOT LEVEL	2
3.	HEALTH MAN - POWER AT O.P.D. CUM M.H. LEVEL	3
4.	STATUS OF ENGAGEMENT OF UHIO & STAFF AT HEALTH WING, SUDA	4
5.	MIES - O.P.D., M.H., & DIAGNOSTIC CENTRE	5 - 7
6.	VITAL INDICATORS	8
7.	SERVICE INDICATORS	9
8.	SERVICE PERFORMANCE	10 - 11
9.	STATUS OF HEALTH FUND	12
10.	FINANCIAL STATEMENT	13

Statement Showing Population Coverage and Health Facilities Created under IPP-VIII (Extn)

Sl. No.	Name of ULBs	Population covered	No. of SHPs	No. of HPs	No. of O.P.D. cum MHs
1.	Alipurduar	29862	7	1	1
2.	Balurghat	52015	12	2	1
3.	Bardhaman	88999	27	5	1
4.	Darjeeling	32065	16	2	1
5.	Durgapur	173030	57	8	2
6.	English Bazar	69373	14	2	1
7.	Jalpaiguri	26424	12	1	1
8.	Kharagpur	91462	30	4	1
9.	Raiganj	60495	14	2	1
10.	Siliguri	150538	61	8	1
TOTAL		774263	250	35	11

N. B. : SHP = Sub-Health Post

H.P. = Health Post

O.P.D. cum M.H. = Out Patient Dept. cum Maternity Home

Health Man Power At Grass-Root Level

Sl. No.	Name of ULBs	Health Man Power At				
		Block Level (HHWs)	SHP Level (FTSs)	H.P. Level		
				MO	ANM	Clerk cum SK.
1.	Alipurduar	39	7	2	2	1
2.	Balurghat	65	12	4	4	2
3.	Bardhaman	136	27	7	10	5
4.	Darjeeling	78	16	4	4	2
5.	Durgapur	229	57	15	16	8
6.	English Bazar	71	14	4	4	2
7.	Jalpaiguri	46	12	2	2	1
8.	Kharagpur	112	30	8	6	4
9.	Raiganj	70	14	8	3	2
10.	Siliguri	244	61	16	15	8
TOTAL		1090	250	70	66	35

N. B. : SHP = Sub-Health Post

H.P. = Health Post

O.P.D. cum M.H. = Out Patient Dept. cum Maternity Home

* All Health Man Power are part time on Honorarium Basis.

Health Man Power At O.P.D. cum MH Level

Sl. No.	Name of ULBs	Health Man Power			
		MO	NURSE	SPL. DOCTOR (PT)	LAB. TECH. Cum SK (PT)
1.	Alipurduar	0	2	3	1
2.	Balurghat	2	2	3	1
3.	Bardhaman	2	3	3	1
4.	Darjeeling	2	3	2	1
5.	Durgapur	4	6	3	2
6.	English Bazar	2	3	3	1
7.	Jalpaiguri	0	2	3	1
8.	Kharagpur	2	3	3	1
9.	Raiganj	2	3	3	1
10.	Siliguri	2	3	3	1
TOTAL		18	30	29	11

N. B. : PT = Part Time

STATUS OF ENGAGEMENT OF URBAN HEALTH IMPROVEMENT ORGANISER

Name of ULBs	Status	Remarks
Alipurduar	Engaged	--
Balurghat	Engaged	--
Burdwan	Engaged	--
Darjeeling	Not yet engaged	Identified - Awaiting engagement.
Durgapur	Engaged	--
English Bazar	Engaged	--
Jalpaiguri	Engaged	--
Kharagpur	Engaged	--
Raiganj	Engaged	--
Siliguri	Engaged	--

Staff at Health Wing, SUDA

Sl. No.	DESIGNATION	No.	REMARKS
1	Project Officer (Medical Professional)	1	These Health Wing staff are looking after both IPP-VIII (Extn) - O & M and active phase of RCH-Sub Project Asansol. The Establishment cost is being met out of RCH-Sub Project Asansol fund provided by the World Bank since 1 st October, 2002.
2	Finance Officer	1	
3	MIES Officer (Statistician)	1	
4	Clerk cum Typist	1	

IPP-VIII-(Extn.) : Speciality-wise cases treated in OPD [upto July, 2003]

ULBs	Obstetrics & * Gynaecology		Paediatrics *		Medicine *		Others **											
	B	N-B	B	N-B	B	N-B	Eye		ENT		Surgery		Dental		Dermatology			
							B	N-B	B	N-B	B	N-B	B	N-B	B	N-B		
Alipurduar	652	42	1188	115	3487	653	71	30	52	29	21	6	122	21	0	0		
Burdwan	346	25	3502	26	6111	21	0	0	14	6	1	0	0	0	1	0		
Balurghat	1443	33	339	22	1128	16	0	0	0	0	0	0	0	0	0	0		
Darjeeling	315	88	249	48	1536	216	24	5	45	24	44	17	11	9	63	11		
Durgapur	1823	670	1425	407	2309	466	0	0	0	0	267	119	0	0	0	0		
English Bazar	2447	341	1187	99	10825	602	580	77	143	34	511	132	0	0	453	93		
Jalpaiguri	1066	68	1099	24	2677	125	0	0	0	0	0	0	36	0	0	0		
Kharagpur	2115	210	986	52	2009	317	0	0	0	0	0	0	0	0	0	0		
Raiganj	1245	2	2369	5	1792	8	0	0	0	0	0	0	0	0	0	0		
Siliguri	15216	6238	1232	218	1726	286	0	0	0	0	0	0	0	0	0	0		
Total	26668	7717	13576	1016	33600	2710	675	112	254	93	844	274	169	30	517	104		

N.B. :

* These specialities were included in the project.

** The ULBs were given option to run these additional specialities.

B - BPL
N-B - Non BPL

IPP-VIII-(Extn.) : Functioning of M.H. [upto July, 2003]

ULB	Functioning Status	Admission												Assisted		
		Total		Maternity		Gynaecology		Others		Normal Delivery		Caesarean		Forceps		
		B	N-B	B	N-B	B	N-B	B	N-B	B	N-B	B	N-B	B	N-B	
Allpurdwar	No	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burdwan	No	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Balurghat	Yes	95	3	58	3	22	0	15	0	56	3	0	0	2	0	0
Darjelling	No	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Durgapur *	Yes	8	9	8	9	0	0	0	0	7	6	1	2	0	0	1
English Bazar	Yes	396	53	215	12	1	0	181	40	183	7	0	1	32	4	0
Jaipalguri	No	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kharagpur	Yes	273	58	203	39	5	1	65	18	158	22	41	15	3	2	0
Raiganj	Yes	176	8	176	8	0	0	0	0	130	8	1	0	0	0	0
Siliguri	Yes	550	120	512	111	10	3	49	21	382	25	52	40	58	34	0
Total		1498	251	1172	182	38	4	310	79	916	71	95	58	95	41	0

N.B. :

Reasons for non functioning :

- Non availability of M.O. (full time) due to fixed remuneration (Rs. 5500/- P.M.).
- Requirement of additional M.O. to run the round-the-clock service.
- Non availability of O.T. Nurse.

B - BPL
N-B - Non BPL

* One MH has been made operational recently wef. 23.06.2003.

IPP-VIII-(Extn.) : Functioning of Diagnostic Centre [upto July, 2003]

ULB	Routine Test						Bio-Chemistry		X-ray		USG		ECG	
	Pathology & Haematology						B	N-B	B	N-B	B	N-B	B	N-B
	B	N-B												
Alipurduar	1000	327	222	15	34	13	0	0	0	6	5			
Burdwan	209	50	38	13	133	43	86	30	3	1				
Balurghat	0	0	0	0	0	0	0	0	0	0	0			
Darjeeling	97	32	59	21	129	17	8	0	4	0				
Durgapur	444	1220	203	805	268	736	73	319	9	9				
English Bazar	0	0	0	0	82	8	161	23	86	12				
Jalpaiguri	711	193	170	60	27	8	33	10	9	9				
Kharagpur	745	116	229	44	11	4	0	0	3	13				
Raiganj	1020	3	471	3	759	12	108	21	56	2				
Siliguri	735	207	85	21	213	56	84	61	65	29				
Total	4961	2148	1477	982	1656	897	553	464	241	80				

B - BPL
N-B - Non BPL

IPP-VIII-(Extn.)
VITAL INDICATORS
[During the period 2002 - 2003]

Name of ULB	CBR		CDR		IMR		MMR		CPR	
	B	A	B	A	B	A	B	A	B	A
Alipurduar	20.0	15.2	8.0	4.2	53.8	22.2	6.0	2.1	35.2	70.8
Burdwan	20.7	17.1	8.1	5.6	51.0	36.0	4.0	1.9	39.5	72.9
Balurghat	20.7	18.3	8.3	4.2	60.0	19.7	6.0	2.2	38.1	70.3
Darjeeling	20.4	15.4	6.2	4.8	74.0	22.3	6.0	2.3	45.7	70.2
Durgapur	17.1	14.3	3.2	2.2	37.0	13.3	4.0	2.1	36.1	68.3
English Bazar	24.2	16.9	6.0	4.4	41.0	29.7	6.0	2.6	43.2	69.1
Jalpaiguri	18.1	16.9	9.6	4.1	52.0	15.9	7.0	2.4	36.6	69.0
Kharagpur	27.1	16.5	7.3	4.5	66.0	27.0	7.0	2.5	37.2	69.3
Raiganj	15.0	13.7	9.0	4.9	51.0	22.7	6.0	2.2	41.1	65.1
Siliguri	20.0	10.7	10.3	2.3	54.0	18.9	8.0	2.3	33.3	67.9
Average	20.3	15.5	7.6	4.1	54.0	22.8	6.0	2.3	38.6	69.3

N.B. : CBR = Crude Birth Rate (Per ' 000 Population)

CDR = Crude Death Rate (Per ' 000 Population)

IMR = Infant Mortality Rate (Per ' 000 Live Births)

MMR = Maternal Mortality Rate (Per ' 000 Live Births)

CPR = Couple Protection Rate (Per ' 00 Eligible Couples)

B = Base Line (1998 - 99)

A = Achievement (2002 - 03)

IPP-VIII-(Extn.)
SERVICE INDICATORS
[During the period 2002 - 2003]

(Fig. in %)

Name of ULB	Pregnant Women having 3 antenatal Check-ups		T.T. (PW)		Institutional Deliveries		B.C.G.		D.P.T. (III)		O.P.V. (III)		Measels	
	B	A	B	A	B	A	B	A	B	A	B	A	B	A
Alipurduar	54.5	93.0	47.9	92.5	50.3	82.8	47.9	90.4	45.0	92.1	46.9	92.6	34.9	85.1
Burdwan	52.3	91.2	60.0	91.6	50.2	90.8	23.3	95.1	20.2	88.1	43.8	88.2	34.6	82.4
Balurghat	45.5	90.9	35.0	90.4	47.0	90.9	38.9	90.6	36.9	87.0	38.0	87.3	32.2	79.2
Darjeeling	34.1	93.2	58.0	93.5	54.0	86.3	45.0	95.2	45.0	90.4	48.2	90.6	35.0	90.1
Durgapur	39.2	91.2	38.4	91.6	40.4	87.6	19.2	95.6	21.9	87.1	24.9	87.3	31.7	82.8
English Bazar	18.8	92.1	37.0	92.2	43.0	87.5	41.3	94.7	36.8	91.6	39.6	92.9	38.0	91.0
Jaipalguri	42.8	90.1	42.5	91.2	40.8	88.4	30.3	93.3	23.3	91.1	25.6	91.2	36.4	88.4
Kharagpur	39.9	92.2	58.2	92.5	55.3	90.4	57.5	95.9	48.6	89.2	49.5	89.2	33.8	82.2
Raiganj	37.8	92.2	48.0	92.1	35.8	84.9	35.7	88.3	33.8	84.0	34.5	82.1	31.3	77.7
Siliguri	33.0	90.5	55.0	90.8	45.0	92.5	42.1	94.8	39.7	89.2	41.9	90.5	32.3	81.9
Average	39.8	91.6	48.0	91.8	46.2	88.2	38.1	93.4	35.1	89.0	39.3	89.2	34.0	84.1

N.B. : B = Base Line (1998 - 99)

A = Achievement (2002 - 03)

IPP-VIII-(Extn.) MIS [HPs]

Service Performance

During the month of April - July, 2003

ULB	ANC (3- Check ups)	T.T.1	T.T. ₂ /B	Deliveries		L.B.W.	Immunisation			
				Inst.	Home		BCG	DPT3	OPV3	Measles
Alipurduar	98	95	84	72	7	13	32	109	111	70
Burdwan	236	236	207	266	49	5	313	306	304	340
Balurghat	173	189	165	162	3	0	151	154	154	112
Darjeeling	79	70	65	66	12	4	70	84	84	67
Durgapur	366	353	535	280	39	64	313	387	387	115
English Bazar	169	103	73	236	41	16	114	189	171	169
Jaipalguri	166	95	86	88	10	5	90	82	82	81
Kharagpur	332	410	387	276	79	20	374	318	317	238
Raiganj	194	2	8	176	7	0	91	186	186	111
Siliguri	326	191	103	781	31	11	278	122	128	151
Total	2139	1744	1713	2403	278	138	1826	1937	1924	1454

**IPP-VIII-(Extn.) MIS [HPs]
Service Performance on Contraception
During the month of April - July, 2003**

ULB	Use of Contraception				
	Sterilisation	IUD	OCP	Nirodh	
Alipurduar	22	2	728	438	
Burdwan	35	2	3983	877	
Balurghat	6	26	1105	328	
Darjeeling	11	35	611	517	
Durgapur	53	10	6418	2560	
English Bazar	44	0	1634	543	
Jalpaiguri	15	2	60	110	
Kharagpur	10	0	562	306	
Raiganj	19	2	4448	1328	
Siliguri	2	0	998	265	
Total	217	79	20547	7212	

**STATUS OF HEALTH FUND RAISED
UNDER IPP-VIII (Extn)**

(As on July, 2003)

Name of ULBs	Health Fund Raised	Imposition of House-hold Level Beneficiary Charges	Mobilisation of NSDP Fund
Alipurduar	1,32,310/-	Yes	--
Balurghat	84,311/-	Yes	Yes
Burdwan	6,48,270/-	Yes	Yes
Darjeeling	1,60,000/-	Yes	Yes
Durgapur	3,70,863/-	Yes	--
English Bazar	4,04,967/-	Yes	Yes
Jalpaiguri	73,629/-	Yes	--
Kharagpur	14,73,565/-	Yes	Yes
Raiganj	2,85,848/-	Yes	Yes
Siliguri	9,06,623/-	---	Yes

Financial Statement on IPP-VIII (Extn) – O & M

As on 31.07.2003

(Amount in Rs.)

Name of ULBs	Fund Released from		Total
	July, 02 to March, 03	April to June, 03	
Alipurduar	800548.00	174245.00	974793.00
Balurghat	1104716.00	255975.00	1360691.00
Burdwan	2312600.00	427095.00	2739695.00
Darjeeling	1361400.00	256295.00	1627695.00
Durgapur	3733195.00	725315.00	4458510.00
English Bazar	1364450.00	262080.00	1626530.00
Jalpaiguri	964205.00	189000.00	1153205.00
Kharagpur	2105900.00	396295.00	2502195.00
Raiganj	1334250.00	263555.00	1597805.00
Siliguri	3873850.00	764515.00	4638365.00
Total	189,55,114.00	37,14,370.00	226,69,484.00

Fund Received from M.A. Dept.	198,32,000.00	37,15,000.00	235,47,000.00
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RCH-SUB-PROJECT

ASANSOL

STATUS REPORT

July-2003

SUDA
(Health Wing)

World Bank assisted RCH-Sub Project Asansol

Date of launching : August-1998

End of Project with World Bank's Assistance : March 31, 2004

Overall status

1. Population under the project : 2,53,501
2. No. of Blocks : 387
3. Health Man Power :

SL. No.	Particulars	Target	Achievement
A.	<u>At Block Level</u>		
	Honorary Health Worker	387	387
B.	<u>At S.C. Level</u>		
	First Tier Supervisor	97	97
C.	<u>At H.A.U. Level</u>		
	MO (Part time)	26	26
	STS	26	26
	Clerk Cum Store Keeper	13	13
D.	<u>At O.P.D. cum M.H. Level</u>		
	M.O.	4	4
	Nurse	6	6
	Laboratory Technician	2	2
	Specialist Doctors (General Medicine, Paediatrics, Obs. & Gyn.)	6	6
E.	<u>At Medical Store Level</u>		
	Store Keeper	1	1
F.	<u>At Management and Supervision Cell at ULB Level</u>		
	Assistant Health Officer	1	1
	Medical Supervisor	1	1
	PHN Training	1	1
	Account Assistant	1	1
	Statistical Assistant	1	1

RCH-Sub Project Asansol

SERVICE PERFORMANCE

BASE LINE VS ACHIEVEMENT
(YEAR - WISE)

Sl. No	Parameters	Base Line		Achievement during					
				2000 -- 01		2001-- 02		2002-- 03	
		No.	%	No.	%	No.	%	No.	%
1.	Population (enumerated in lakhs)	2.41	100.0	2.45	100.0	2.49	100.0	2.54	100.0
	Male	1.23	51.2	1.24	50.6	1.25	50.2	1.31	51.7
	Female	1.18	48.8	1.21	49.4	1.24	49.8	1.23	48.3
2.	Sex Ratio : Female /000 Male	959	--	--	--	--	--	934	--
3.	Infant (under 1 year)	5782	2.4	5392	2.2	4724	1.9	4691	1.9
4.	Children (under 5 years)	31564	13.1	32354	13.2	33075	13.3	34223	13.5
5	Eligible Couple	43370	18.0	46376	18.9	50484	20.3	51968	20.5

DELIVERIES

6.	Institutional Deliveries	3313	57.3	3435	63.7	3741	79.2	3950	84.2
7.	Domiciliary	2469	42.7	1957	36.3	983	20.8	741	15.8
8.	Low Birth Wt. Babies (in relation to Institutional deliveries)	655	19.8	618	18.0	598	16.0	572	14.5

PREGNANCY STATUS

9.	No. of pregnant women	6257	2.6	5942	2.4	5720	2.3	5324	2.1
10.	T.T. (P.W.)	3241	51.8	4314	72.6	4536	79.3	4935	92.7
11.	Pregnant women having 3 - ante-natal Check-ups	2741	43.8	4344	73.1	4473	78.2	4871	91.5

IMMUNISATION STATUS OF INFANTS

12.	BCG	2463	42.6	3861	71.6	4025	86.3	4391	93.6
	DPT (III)	2365	40.9	3780	70.1	3973	85.3	4353	92.8
	OPV (III)	2423	41.9	3812	70.7	4006	85.8	4353	92.8
	MEASLES	1787	30.9	3731	69.2	3586	76.2	4001	85.3

Contd. to P-2.

Sl. No	Parameters	Base Line		Achievement during					
		No.	%	2000--01		2001-- 02		2002-- 03	
				No.	%	No.	%	No.	%
CONTRACEPTION									
13A.	Permanent Method :								
	Vasectomy	173	0.4	262	0.6	467	0.9	467	0.9
	Tubectomy	8197	18.9	9289	20.0	10854	21.5	11121	21.4
	TOTAL	8370	19.3	9551	20.6	11321	22.4	11588	22.3
13B.	Temporary Method :								
	IUD	347	0.8	600	1.3	729	1.4	748	1.4
	C.C. USERS	2255	5.2	4459	9.6	6512	12.9	6755	13.0
	O.P. USERS	6983	16.1	14037	30.3	16306	32.3	16837	32.4
	TOTAL	9585	22.1	19096	41.2	23547	46.6	24340	46.8
	E.C.P.R. (%)		41.4		61.8		69.0		69.1

VITAL INDICATORS					
Sl. No.	Indicators	Base Line	2000-2001	2001-2002	2002-2003
1.	CBR	23.9	21.6	19.0	18.5
2.	CDR	12.4	10.6	6.8	6.7
3.	MMR	3.0	1.9	1.1	1.1
4.	IMR	60.0	38.1	32.4	30.1

R.C.H. Sub-Project, Asansol.
Service Performance
 During the month of February - July, 2003

Date of Functioning - from February, 2003

Speciality-wise cases treated in OPD

Obstetrics & * Gynaecology		Paediatrics *		Medicine *		Eye		ENT		Surgery		Dental		Dermatology	
		B	N-B	B	N-B	B	N-B	B	N-B	B	N-B	B	N-B	B	N-B
321	0	64	1	2399	1	58	0	0	0	116	0	0	0	0	0

N.B. : * These specialities are included in the project.

** The ULB given option to run these additional specialities.

R.C.H. Sub-Project, Asansol.

Service Performance

During the Month of April - July, 2003

ANC (3- Check ups)	T.T. ₂ / B	Deliveries		L.B.W.	Immunisation			
		Inst.	Home		BCG	DPT3	OPV3	Mea-sles
489	463	837	206	25	1015	1001	1001	878

Use of Contraception			
Sterilisation	IUD		
	M	F	Nirodh
1	82	1	2256
			1507

Physical & Financial Progress Report

I. Physical Progress Report

Component	Activities envisaged	Target	Present Status
Civil Works	Construction of HAU (PHC)	13	13
	Construction of ESOPD cum Maternity Home (FRU)	2	2
	Construction of Medical Store	1	1

II. Financial Progress Report

(Amount in lakhs)

Revised Cost Estimate	858.12
Fund received from GOI	795.00
Expenditure incurred and SOE submitted to GOI up to July, 2003	763.68

**Pilot Support
to
expanding the Honorary
Health Workers Scheme
to
11 New Municipalities**

Assisted by DFID

SUDA
(Health Wing)

**Synopsis of the project - "West Bengal Health Sector Development Initiative :
Pilot support to expanding the Honorary Health Workers Scheme"
to 11 new Municipalities**

DFID has agreed to provide financial assistance worth 0.8 million GB pound i.e. Rs. 608 lakhs under the said scheme for one year Pilot Support to Expanding the Honorary Health Workers (HHW) Scheme to 11 - new municipalities i.e. Kochbihar, Jangipur, Baharampur, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnanagar, West Medinipur. The project is awaiting approval of GOI which is expected shortly. The scheme is proposed to be implemented on the same pattern as the one implemented under World Bank assisted Community Based Urban Health - IPP-VIII Programme in West Bengal.

Aims of the scheme - (a) Standard of Health Service of the population in difficulty is to be raised through community based HHWs scheme. (b) To develop a network of HHWs scheme which will service as first contact point for the target population in regard to Health Care Services.

Dept. of Health & FW will be the nodal agency. The scheme will be implemented and supervised by Municipal Affairs Dept. through a Central Co-ordinating Cell based at SUDA and Municipal Management Cell at the concerned ULB level through establishment of block, Sub-Health Post and Health Post. For referral services, the existing Govt. / Private Hospitals will be utilised after proper rehabilitation, if necessary and mobilization of Public Private Partnership. Under the management strategy, capacity building of the personnel of concerned Municipality for writing the project proposal and in designing Health Care Service package & its mode of delivery through bottom up approach will be facilitated. A joint action group comprising of different Health Care providers, Community Leaders, Local NGOs / CBOs will herald the responsibility of providing the services and maintaining the same. For supervision and effective MIES, a close circuit regular supervision actively involving the community is to be maintained for quality services.

Service strategy include HHWs selection from the community who will act as the first contact point between the community and the existing Health Facilities providing basic Curative Care at door steps of the beneficiaries of her allotted block and promoting Preventive, Promotive and Family Planning Services at the Local Health Facilities.

Contd. to P-2.

During 1st year of the project, a series of activities as mentioned below will be undertaken :- (a) To convene workshop to explain Urban HHWs system based on experienced of IPP-VIII, (b) To support the concerned ULBs for capacity building by MAD / SUDA for writing project proposal through technical assistance, materials, (c) To prepare and submit project proposal by the concerned Municipality to DHFW, (d) To identify infrastructure assistance and rehabilitation for Health Facilities by the Municipality, (e) To select communities in need and sensitized, (f) To conduct base line survey by external agency, (g) To select HHWs, training initiated and completed, (h) To select first tier supervisor and training initiated, (i) To contract Doctors / Paramedics, engaged and trained, (j) To conduct universal base line survey by HHWs, (k) To conduct participatory need assessment with stakeholders.

Adequate attention has been paid towards sustainability of the scheme. The major points for sustainability are :- (a) Maintenance of service facilities, (b) Realisation of user charges at family level @ Rs. 2/- per month per family, (c) Establishment of convenient service outlets, (d) Creation of Health Fund at Municipal Level, (e) Mobilisation of NSDP Fund, (f) Ensuring community, NGO and CBOs involvement.

At the end of 1st year, DHFW will review the programme. The lessons learnt will be shared with DFID by DHFW and MAD, so that HHWs scheme if found cost effective could get incorporated in the strategic framework which would give long term sustainability of this approach. DFID will also make their own evaluation of the project against all set indicators which will form the basis of decision on possible continuation of DFID's financial support to this scheme in future.

A meeting, chaired by MOS, M.A. Dept. was held at ILGUS Bhavan on 02.09.2003 to discuss preliminary actions to be taken for launching the said project. The participants were the Chairman, Councillor-in-Charge of Health of the concerned 11 municipalities, Secretary, Municipal Affairs Dept., Special Secretary (Project) and concerned officials of Health & FW Dept., Director (SUDA), Adviser, Health and officials of Health Wing, SUDA.

রাজ্য নগর উন্নয়ন সংস্থা

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ০৯১, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector-III, Bidhannagar, Kolkata 700 091, West Bengal

ক্রমিক নং SUDA-48/95/398(15)

তারিখ 04.06.2002.....

- To :
1. The Chairman, SUDA & Secretary, M.A. Deptt.
 2. The Special Secretary, M.A. Deptt.
 3. The Director, SUDA
 4. The Chief Engineer, M.E. Directorate
 5. Shri R. Bhattacharjee, Joint Secretary, Finance Deptt.
 6. The Joint Director, ILGUS
 7. The Regional Chief, HUDCO
 8. Dr. B.P.Syam Roy, Joint Secretary, Health & Family Welfare Deptt.
 9. Shri Arun Bandhopadyay, General Secretary, WBMA, College St., Kolkata.
 10. The Director of Local Bodies, Purta Bhavan, Salt Lake, Kolkata.
 11. The Chief Manager, SI & SB (Planning Deptt.), UBI (Head Office), Old Court House St. Kolkata.
 12. The Chief of UNICEF, East Zone Office, 219/2, A.J.C. Bose Road, Kolkata.
 13. The Municipal Commissioner, Kolkata Municipal Corporation.
 14. The Joint Secretary, Dev. & Plang. Deptt., Poura Bhavan, FD-415A, Sector-3, Salt Lake, Kolkata.

PO
 For M.A. Deptt.
 3/7/02

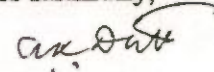
**Sub: Minutes of the 27th Governing Body meeting of SUDA
 held on 19th April, 2002.**

Sir,

I am directed to enclose a copy of minutes of the **Twenty Seventh Governing Body Meeting** of the State Urban Development Agency, West Bengal held on the 19th April, 2002, as approved by the Chairman, SUDA.

Enclo: As stated

Yours faithfully,



(A.K.Datta)

OSD & Administrative Officer

"Minutes"

for 27th Governing Body Meeting

of

State Urban Development Agency

West Bengal

স্টেট আরবান ডেভেলপমেন্ট এজেন্সি

পশ্চিমবঙ্গ

Satyabrata / SUDA

MEMBERS PRESENT
on 27th G.B. meeting held on 19.04.2002

1. ***Shri G. Balachandhran***, Chairman, SUDA & Secretary, M.A. Department.
2. ***Shri R.P.Samaddar***, Special Secretary, M.A. Department.
3. ***Shri B.P.Syam Roy***, Joint Secretary, Health & Family Welfare Department.
4. ***Sm. C. Sircar***, Joint Director, ILGUS.
5. ***Shri Arun Bandyopadhyay***, General Secretary, WBMA.
6. ***Shri D.Chakraborty***, Sr. Appraisal Officer, HUDCO.
7. ***Shri S.K.Mukherjee***, Chief Engineer, Municipal Engineering Directorate.
8. ***Shri D.K.Roy***, Director & Chief Executive, SUDA.

"Minutes"

of 27th meeting of the Governing Body of SUDA
held on 19.04.2002, at 3-00 P.M.

AGENDA	<i>Decisions in the Governing Body Meeting</i>
Agenda - 1 Confirmation of the minutes of the 26 th Governing Body meeting held on 19.10.2001 at 10-00 A.M.	<i>Confirmed</i>
Agenda - 2 As per decision in the 21 st meeting of the Governing Body under Agenda 7, the capital expenditure incurred from 01.10.2001 to 30.11.2001 is as follows : 1. Computer and Printer - Rs.1,50,175/- (01.10.2001) (Approved under Agenda 16 and 18 of 21 st G.B.meeting) 2. Xerox Machine - Rs.3,74,400/- (08.10.2001) (Approved under Agenda 7 of 26 th G.B.meeting) (Actual payment - 3,34,000/- + buyback 40,000/-) 3. Building Account - Rs.5,66,644/- (22.10.2001) Rs.11,00,000/- (21.01.2002) - Given as advance against Rs.80.00 lakhs approved under Agenda 20 of 21 st G.B.meeting and under Agenda 7 of 23 rd G.B.meeting. 4. GIS Softwares (2) MAPINFO - Version 6.0 - Rs.1,31,166/- (03.10.2001). (Approved under Agenda 1 of "Agenda on the table" for 25 th G.B.meeting).	<i>Noted</i>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>5. Upgradation of Computer from Pentium I to Pentium III in the chamber of Secretary, M.A. Deptt. – Rs.26,350/- (18.10.2001). (Approved under Agenda 3 of “Agenda on the table” for 24th G.B.meeting).</p> <p>6. Upgradation of computer for Central Valuation Board, as per order of Chairman, SUDA & Secretary, M.A. Department dt.29.11.2001. Rs.3,00,000/- has been paid to CVB out of SUDA A&OE fund.</p> <p>7. Printer – Rs.14,000/- (It was purchased for S.E., South Circle under M.E.Directorate). (Approved under agenda 9 of 22nd G.B.meeting)</p>	<i>Noted</i>
<p>Agenda – 3</p> <p>The Governing Body may kindly note that the total interest accrued in favour of SUDA from the Fixed Deposits upto 28.02.2002 stands Rs.5,29,67,835.18 only. The figure given in the 25th & 26th G.B. meeting was wrongly calculated.</p>	<p><i>Noted.</i> Office should be more careful in submitting figures to the G.B.</p>
<p>Agenda – 4</p> <p>For the quarter ending December,2001, Rs.99,98,100/- (Rupees ninety nine lakhs ninety eight thousand one hundred) only was paid to HUDCO bearing Demand Draft No.001305 dt.13.12.2001 towards repayment of loan together with interest and additional interest in connection with ILCS programme under the head “ILCS – Loan & Interest repayment” on the basis of revised repayment proposal</p>	<i>Noted</i>

	<i>Decisions in the Governing Body Meeting</i>
<p>sent to HUDCO. Again on 18.3.2002, a cheque bearing No.107154 dt.18.3.2002 for Rs.1,10,43,000/- (Rupees one crore ten lakh forty three thousand) only was paid to HUDCO towards repayment of principal and interest of the loan taken in respect of ILCS Scheme Nos.12921,13357,14971,12922 and 13101, for the quarter ending March,2002.</p> <p>For information.</p>	
<p>Agenda - 5</p> <p>UNICEF has further released a second advance of Rs.10.00 lakhs for the GIS works, out of which an expenditure of Rs.5,67,172.94 has been incurred for the purpose for which it was sanctioned for the period from 26.09.2001 to 10.12.2001 and a utilisation certificate to this effect has also been sent. (vide annexure-A).</p> <p>UNICEF has been further requested to give an advance of Rs.15.00 lakhs for GIS works and West Bengal Urban Strategy paper, vide this office letter No.SUDA-131/2000/1610 dt.10.12.2001 and in reply, Mr. Jude Henriques, Project Officer, UNICEF informed that an amount of Rs.15.00 lakhs is being released. The cheque for the said amount has since been received vide UNICEF letter No. WB/CCA/Urban/3446 dated 12.12.2001.</p>	<p><i>To be taken up in the next meeting of G.B.</i></p>
<p>Agenda - 6</p> <p>(a) The hiring of vehicle by SUDA for use of the Director of Local Bodies remained valid upto 30.09.2001 as per M.A. Deptt. order No.653/DLB/PH—VEH/ESTT-14/1-99 dated 02.04.2001.</p>	

	<i>Decisions in the Governing Body Meeting</i>
<p style="text-align: center;">AGENDA</p> <p>Now in the notesheet (copy enclosed), the hiring of vehicle by SUDA for DLB beyond 30.09.2001 upto 31.03.2002 has been approved by Secretary to the Govt. of West Bengal, Municipal Affairs Department, countersigned by Hon'ble MOS and MIC. Subsequently in another notesheet dt.12.3.2002, Secretary, M.A. Deptt. approved hiring of vehicle by SUDA for DLB for a further period of 6 months, w.e.f 1.4.2002.</p> <p>(b) The hiring of vehicle by Joint Director, ILGUS for monitoring activities of ULBs under SJSRY programme, has been approved by Chairman, SUDA in a notesheet dated 12.02.2002. (Copy enclosed)</p> <p style="text-align: center;">For ratification.</p>	<i>Ratified</i>
<p>Agenda - 7</p> <p>The service contract of the following thirteen officers/staffs of IPP-VIII (Extn.) and RCH (Asansol) of SUDA has been extended upto 30.06.2002 as approved by Chairman, SUDA and Secretary, M.A. Deptt. in file No.SUDA-15/98 (Pt.II) dt.07.12.2001.</p> <ol style="list-style-type: none"> 1. Dr. R.N.Kar, Project Officer (Health) under RCH (Asansol). 2. Dr. Shibani Goswami, Project Officer,(Health) under IPP-VIII (Extn.). 3. Dr. Md. Khairul Anam, Procurement Specialist (Health) under IPP-VIII (Extn.). 	<i>Ratified</i>

	<i>Decisions in the Governing Body Meeting</i>
<p style="text-align: center;">XXXXXXXXXX</p> <ol style="list-style-type: none"> 4. Dr. Sitesh Chandra Roy, Medical Specialist, (Health) under IPPP-VIII (Extn.). 5. Sri A.K.Sinha, Sr. Engineer under IPPP-VIII (Extn.). 6. Sri Manabendra Nath Saha, CD Specialist (Health) under IPPP-VIII (Extn.). 7. Sri Salil Kr. Lahiri, MIES Officer (Health), under IPPP-VIII (Extn.). 8. Sri Sukhomoy Paul, Finance Officer, (Health) under IPPP-VIII (Extn.). 9. Sri Prativa Ranjan Majumdar, Clerk cum typist, (Health) under IPPP-VIII (Extn.). 10. Sri Gautam Sanyal, Asstt. Statistician, (Health) under IPPP-VIII (Extn.). 11. Sri Moloy Kr. Naiya, Accounts Clerk, (Health) under IPPP-VIII (Extn.). 12. Sri Sukhendu Chakraborty, Attendant, (Health) under IPPP-VIII (Extn.). 13. Sri Samir Mondal, Attendant, (Health) under IPPP-VIII (Extn.). <p style="text-align: center;">For ratification.</p>	
<p>Agenda - 8</p> <p>An advertisement for an amount of Rs.3,000/- (Rupees three thousand) only in the Souvenir to be published on the occasion of 14th Burdwan District Book Fair to be held at Kalna from 09.01.2002 is being given.</p>	<i>Ratified</i>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>This has been approved by Chairman, SUDA in a note sheet dated 04.01.2002.</p> <p>For ratification.</p>	
<p>Agenda - 9</p> <p>Balurghat Municipality has decided to hold "MILAN MELA" as a part of the 'Balurghat Utsav' to commemorate their Golden Jubilee Year. The Chairman, Balurghat Municipality requested to participate in the said MELE by reserving some space for a stall. It has been decided that a space covering area of 10ft. width for a stall has been reserved and an amount of Rs.10,000/- (Rupees ten thousand) only for such stall has been approved by Chairman, SUDA in file No.SUDA -201/96/276 dated 06.12.2001.</p> <p>For ratification.</p>	<p><i>Ratified</i></p>
<p>Agenda - 10</p> <p>In connection with hearing before the Hon'ble Supreme Court of an important S.L.P. filed by the Department of Municipal Affairs, an amount of advance of Rs.30,300/- was paid to Sri Ashutosh Deb, Head Assistant of M.A. Department, subject to adjustment.</p> <p>This has the approval of the Chairman, SUDA & Secretary, M.A. Department dated 02.01.2002.</p> <p>For ratification.</p>	<p><i>Ratified.</i></p> <p><i>M.A. Deptt. be requested to reimburse the amount early.</i></p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda – 11</p> <p>A meeting with Mayors and Chairpersons of Urban Local Bodies on “Development of Urban Poor” by the Chief Minister of West Bengal was held at Sisir Mancha, Kolkata on 19.12.2001 at 12-30 P.M.</p> <p>The estimated expenditure for the meeting which was Rs.1,34,770.00 only has been approved by Secretary, M.A. Deptt. in a notesheet dated 20.12.2001. The actual expenditure of the meeting was Rs.1,37,249.00. An excess expenditure of Rs.2479.00 over the estimated expenditure has been made.</p> <p>For approval.</p>	<p><i>Approved</i></p>
<p>Agenda – 12</p> <p>Actions taken against decision of previous meetings :</p> <p>1. <u>Agenda 5(a) & (b) of 26th G.B.Meeting :</u></p> <p>Supply of 3 (three) computers and 1 (one) laptop has already been done.</p> <p>2. <u>Agenda – 13 of 26th G.B.Meeting:</u></p> <p>M.A. Deptt. have been written vide No. SUDA-95/2001/1053 dated 4.9.2001 & No.SUDA-95/2001/1267 dated 9.10.2001, for reimbursement of the amount of Rs.5000/-+Rs.5000/- = Rs.10,000/- for ILCS – Phase –VIII, Plinth & ILCS – Phase – VII Superstructure which were paid to HUDCO out of SUDA’s A & OE being pre-requisite for processing the case.</p>	<p><i>Noted</i></p> <p><i>Noted</i></p>

	Decisions in the Governing Body Meeting
<p>3. Agenda 1 of the Agenda on the table and agenda 5 of 26th G.B.meeting.:</p> <p>Letter to Adviser, Health, SUDA was written vide No.SUDA-15/98(Pt.II)/1372 dated 22.10.2001 and No.SUDA-15/98(Pt.II)/1373 dated 22.10.2001 to know if IPP-VIII (Extn.) agrees to provide CD writer to 10 ULBs under them and to advise to engage a Chartered Accountant Firm to start internal audit.</p> <p>IPP-VIII (Extn.) has since engaged a Chartered Accountant Firm and has submitted audited accounts for the period from 1.4.2000 to 31.3.2001.</p> <p>The opening balance shown in the accounts report does not tally with our records. The matter has been brought to their notice for clarification.</p> <p>4. Letter was written to National Horticulture Board, Ministry of Agriculture, Govt. of India vide No.SUDA-136/2000/1793 dated 4.1.2002.for release of subsidy by NHB as decided under Agenda 18 of 26th G.B.Meeting.</p>	<p><i>CD Writers for IPP (Extension) towns have been funded by IPP (Extension.).</i></p> <p><i>The difference in the opening balance shown by IPP –VIII (Extn.) in the accounts report has been sorted out. Final rectified audit report will be placed in the next G.B.meeting.</i></p>
<p>Agenda – 13</p> <p>Sri P.K.Ghosh, Dy. Secretary to the Govt. of India, Ministry of Urban Development & Poverty Alleviation visited Kolkata, Siliguri & Darjeeling for the period from 22.12.2001 to 27.12.2001 for inspection of SJSRY and other programmes in slums.</p> <p>(a) Railway ticket amounting to Rs.1940/- for him was purchased as desired by Sri Ghosh being his official tour. ,</p>	<p><i>Ratified.</i></p> <p><i>Shri Ghosh be intimated.</i></p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>The purchase of Railway ticket in respect of Sri Ghosh for this journey was approved by Chairman, SUDA & Secretary, M.A. Department.</p> <p>For ratification.</p> <p>(b) Sri P.K.Ghosh, Deputy Secretary to the Govt. of India, Ministry of Urban Development and Poverty Alleviation has produced a voucher for Rs.1172.00 of Central Govt. Hostel Canteen at Nizam Palace, Kolkata - 20 , for boarding and lodging and his stay for the period from 22.12.2001 to 30.12.2001. Payment has been made to M/s. D.K.Enterprise, as desired by Shri Ghosh.</p> <p>For approval.</p>	<p><i>Approved.</i> <i>Shri Ghosh be intimated.</i></p>
<p>Agenda - 14</p> <p>It was decided on 07.12.2001 that 1000 (one thousand) copies of each of UNICEF document I & II should immediately be printed in Bengali for circulation amongst the municipalities during the meeting of the Chief Minister on 19.12.2001 and afterwards.</p> <p>Sri T.K.Ghatak, Geophysicist (Sr.), KMDA had earlier placed such order with M/s. Typographics vide his memo no. 420/ KMDA/ ENV.Cell /W /83/ 2000 (4) dated 28.09.2001 at the following rates :</p>	<p><i>Ratified.</i> <i>We should have empanelled rates of printers on our own, compare then to KMDA rates & choose the less costly option. This be done in future.</i></p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>X { 1. Printing for 8 pages (Bengali) Document - I - 1000 copies = Rs.20,000.00 2. Printing for 6 pages (Bengali) Document - II - 1000 copies = <u>Rs.20,000.00</u> <u>Rs.40,000.00</u> (Rupees forty thousand only)</p> <p>As the time for printing is very short, M/s. Typographics has been verbally ordered on 17.12.2001 to print the above Document - I & II at the accepted rate of KMDA, marked X above.</p> <p>This has been approved by the Secretary to the Govt. of West Bengal, Municipal Affairs Department and Chairman, SUDA on 10.12.2001 (copy enclosed). This will be chargeable to GIS work under UNICEF assistance.</p> <p>For ratification.</p>	
<p>Agenda - 15</p> <p>(a) It was experienced that the Maps on which some of the municipalities are working at present are not dependable and as such, it has been decided to prepare dependable maps with the help of GPS (Global Positioning System) Survey. The present map of Siliguri Municipal Corporation is found to be inaccurate.</p>	

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 16</p> <p>The telephone receiver with throw-over system installed in the office chamber of Chriaman, SUDA and Secretary, M.A. Deptt. was not working properly. A new receiver was purchased from SUDA A&OE and installed. The proposal (copy in annexure D) was approved by Chairman, SUDA & Secretary, M.A. Department.</p> <p>For ratification.</p>	<p><i>Ratified</i></p>
<p>Agenda - 17</p> <p>Agenda 5 (b) of 26th G.B.meeting approved purchahse of 3 computers. For smooth functioning as well as for running office efficiently, 3 UPS, 3 Printers and 3 Computer Tables are required.</p> <p>For approval.</p>	<p><i>UPS, Printers, Computer tables along with chairs approved.</i></p>
<p>Agenda - 18</p> <p>HUDCO has been paid Rs.20,000/- by means of two cheques of Rs.15,220/- and Rs.4,780/- towards processing fees in connection with implementation of VAMBAY Scheme. The amount has been paid out of SUDA's A&OE but Deptt. of Municipal Affairs is being moved for reimbursement.</p> <p>For approval.</p>	<p><i>Approved</i></p>

AGENDA

*Decisions in the
Governing Body
Meeting*

Agenda - 19

The following schemes were prepared in consultation with the ULBs and sent to HUDCO for approval and payment of loan and subsidy.

Name of ULB	Total Cost of Project	HUDCO loan	ULB/Beneficiary contribution	Subsidy by GOI	New House	Upgradation of house	Com. Latrine
1.	2.	3.	4.	5.	6.	7.	8.
Siliguri I	708.60	0	55.95/ 298.35	354.30	292	2731	114
Siliguri II	28.60	7.20	13.60	7.20	36	0	0
Chandan-nagore	32.0	16.00	-	16.00	-	-	80
Jalpaiguri	114.00	57.00	-	57.00	200	100	35
Kalna	144.00	72.00	-	72.00	200	300	10


It was informed verbally by G.O.I through HUDCO that unless the amounts mentioned in 3 & 4 are deposited in a Bank Account opened exclusively for VAMBAY project the subsidy under Col.5 would not be released. In view of the fact that Financial Year is fast closing and the State will lose this year's allotment if HUDCO loan does not materialise within this financial year, Director & Chief Executive, SUDA in consultation with Special Secretary, M.A. Deptt. decided that SUDA may open a new Account and deposit an amount of Rs.165.80 lakhs which will fulfill the condition of release of subsidy for all the schemes except Siliguri Scheme I. The amount thus deposited may be realised from HUDCO loan when released and Rs.13.60 lakhs from Siliguri Municipal Corporation. Later, however, Secretary, M.A. Deptt. and Chairman, SUDA allowed only the loan portion of HUDCO, i.e. Rs.152.20 to be deposited to the Bank A/c. and SUDA was advised to withdraw Rs.13.60 lakhs which was the Siliguri Municipal Corporation's contribution for Scheme Siliguri II. Accordingly, Rs.13.60 lakhs is being withdrawn for the account and deposited in SUDA A & OE account for which the same was paid.

*Approved subject to
following
conditions:*

1. *M.A. Deptt. will be moved for Govt. order.*
2. *ILGUS will be requested to prepare guideline in Bengali.*

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>(a) SUDA may be authorised to act as nodal agency for the VAMBAY schemes mentioned above.</p> <p>(b) SUDA may be authorised to receive HUDCO loan, GOI subsidy and ULB subsidy for the schemes and disburse the same to the ULBs as per guidelines.</p> <p>(c) SUDA may be authorised to open a new Bank Account with State Bank of India exclusively for operating VAMBAY Project. The operators for this account will be jointly Special Secretary, M.A. Deptt. and Director and Chief Executive, SUDA.</p> <p>(d) SUDA may be authorised to deposit an amount of Rs.152.20 lakhs from it's A&OE fund in the new account as mentioned above.</p>	
<p>Agenda- 20</p> <p>A sum of Rs.3750/- (Rupees three thousand seven hundred fifty) only was paid to WBFC out of SUDA'S A&OE as processing fee towards loan of Rs.3.00 lakhs in respect of construction & refrigeration of fruits & vegetable markets. The amount of Rs.3750/- is required to be reimbursed from M.A. Deptt. Now, M.A. Deptt. may be moved for reimbursement.</p> <p>For approval.</p>	<i>Approved</i>
<p>Agenda - 21</p> <p>In the meeting taken by MIC, M.A. & U.D. Deptt. and MOS, M.A. Deptt. on 13.03.2002, the following observations were made :</p>	<p><i>Approved</i></p> <p><i>Govt. may be reminded for relevant order.</i></p>

	<i>Decisions in the Governing Body Meeting</i>
<p style="text-align: center;">AGENDA</p> <p>(i) It was observed by MIC that some Thrift and Credit groups are functioning well but they cannot expand their loaning capacity because of inadequacy of revolving fund. It was proposed that thrift and credit groups who could show (a) loaning of more than 80% of their fund (own fund + revolving fund), (b) regular recovery of loans, (c) regular contribution of saving of each member and (d) loan taken by more than 80% of the group members will be eligible for a further revolving fund calculated @ Rs.500/- per member. This fund will be made available by SUDA from a reserve fund to be opened by SUDA crediting Rs.1 crore from the interest fund of SUDA.</p> <p>(ii) MIC felt that each Thrift & Credit group should be registered so that they can function independently.</p> <p>(iii) The Governing Body of SUDA may be reconstituted with adequate representation from ULB.</p> <p style="text-align: center;">For approval.</p>	
<p>Agenda - 22</p> <p>The following two officers of SUDA have been engaged further for a period from 01.04.2002 till they attain 62 years of age, i.e. till 19.11.2002 for Sri Gopal Sarkar, Infrastructural Expert, GIS and till 30.10.2002 for Sri Prasanta Kr. Basu, Accounts Officer.</p> <p>This has the approval of Chairman, SUDA & Secretary, M.A. Deptt.</p> <p style="text-align: center;">For ratification.</p>	<i>Ratified</i>

	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 23</p> <p>HUDCO in their letter No.CRO-Agc/Action-L (Revision)/4629 dated 29.03.2002 have intimated revision of financing pattern w.e.f. 01.12.2001 which provides reduction in the rate of interest and revision in terms of loan. This revised pattern will also be applicable where the release of loan is pending either partially or fully as also in case of fresh loans. Copy of the letter is placed herewith.</p> <p>Since few loans either partially or wholly are yet to be received from HUDCO, the terms and conditions enclosed with HUDCO's letter have been accepted and communicated to HUDCO.</p> <p>For approval.</p>	<p><i>Approved</i></p>

**Statement of expenditure on GIS – UNICEF Assistance
for the period from 26.09.2001 to 10.12.2001.**

Sl. No.	Date	Paid to	On a/c of	Amount (Rs.)
1.	27.9.2001	J. Basu & B. Dasgupta – UNICEF Documentation Team	T.A	1345.00
2.	5.10.2001	D. Hore , S.O. for seminar at Siliguri on 1.10.2001	Contingency	10800.00
3.	9.10.2001	S. Gupta, System Engineer	T.A.	1296.00
4.	17.10.2001	T.K.Ghatak, Geophysicist	T.A.	4223.00
5.	22.10.2001	M/s. International	Plane fare of G.Sarkar, Expert, GIS	5490.00
6.	22.10.2001	G. Sarkar, Expert, GIS	T.A.	532.00
7.	22.10.2001	Suman Das	Steel photo on GIS work	4392.00
8.	1.11.2001	Jayanta Basu – UNICEF Documentation team	T.A.	7088.00
9.	5.11.2001	S. Gupta, System Engineer	T.A.	1345.00
10.	9.11.2001	D. Dighal, System Engineer	T.A.	440.00
11.	10.11.2001	M/s. Dikshita		1239.00
12.	15.11.2001	D.Hore, S.O.	T.A.	8059.00
13.	20.11.2001	D. Dighal, System Engineer	T.A.	2923.00
14.	20.11.2001	D. Dighal, System Engineer	T.A.	407.00
15.	29.11.2001	D. Hore, S.O.	T.A.	330.00
16.	29.11.2001	S. Gupta, System Engineer	T.A.	2991.00
17.	29.11.2001	D. Dighal, System Engineer	T.A.	374.00
18.	4.12.2001	M.S. Siliguri	Seminar	28748.00
19.	10.12.2001	M/s. Typographic	Editing, Scanning, Colour print etc.	147000.00
20.	10.12.2001	M/s. Modi Corp.	Coverage charges	89677.00
Total:				3,18,699.00
Plus : Addl. Expenditure made from the fund of SUDA for Rs.2,48,473.94 over and above Rs.8.00 lakhs as shown in the statement of utilisation certificate sent with SUDA's letter No.131/2000/1177 dated 25.9.2001 has been refunded on receipt of further assistance of Rs.10.00 lakhs.				(+)2,48,473.94
Grand Total				5,67,172.94

“Minutes” of
Agenda on the table
 of 27th meeting of the Governing Body of SUDA

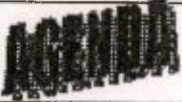
	Decisions in the Governing Body Meeting
<p>Agenda – 1</p> <p>In cancellation of previous orders, the terms of engagement of the following thirteen officers/ staffs of SUDA has been extended on the existing terms and conditions for a further period of two months w.e.f. 01.04.2002 vide G.O. No.410/MA/C-101R-17/2001 dated 02.04.2002 (copy enclosed).</p> <ol style="list-style-type: none"> 1. Sri D.K.Roy, Director & Chief Executive, SUDA 2. Sri A.K.Poddar, Adviser (Employment) 3. Sri P.K.Mukherjee, Adviser, SJSRY (PS) 4. Sri R. Bhattacharjee, Adviser, SJSRY (T&C) 5. Sri K.Majumdar, Programme Officer 6. Sri H.P.Dey, Administrative Officer 7. Sri D.K.Bhattacharjee, Jr. Accounts Officer 8. Sri Moloy Kr. Roy, Cashier 9. Sri Gopinath Mukherjee, Stenographer 10. Sri J.N.Pal, Stenographer 11. Sri S. Majumdar, Typist 12. Sri K.K.Banerjee, Group D 13. Sri Haripada Sarkar, Group D <p style="text-align: center;">For information & ratification.</p>	<p>Ratified</p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 2</p> <p>The extension of the deputation period of the following two officer/ staff of SUDA has been made with the approval of Secretary, M.A. Deptt. and Govt. order in this respect has also been issued (copy enclosed).</p> <ol style="list-style-type: none"> 1. Sri Amitabha Chakraborty, T.U.O., for a further period upto 09.03.2003. 2. Sri Hiren Kr. Mondal, Head Clerk, SUDA for a further period upto 10.04.2004. <p>For ratification.</p>	<p><i>Ratified</i></p>
<p>Agenda - 3</p> <p>Of late, HUDCO has conveyed sanction of loan of Rs.152.20 lakhs and subsidy of Rs.43.40 lakhs against the VAMBAY Schemes submitted by SUDA vide HUDCO's letter No.CRO-Sch/VAMBAY-SUDA/4641 dated 30.03.2002.</p> <p>It may be pointed out that the total loan amount for the scheme submitted by SUDA was for Rs.152.20 lakhs and that of subsidy was also for Rs,152.20 lakhs out of which only Rs.43.40 lakhs for subsidy have been sanctioned. A reference has been made to the Government in the M.A. Deptt. to take up the matter with Govt. of India for approval of further subsidy.</p> <p>For information.</p>	<p><i>HUDCO will be requested for further subsidy in view of the fact that SUDA has deposited the required amount.</i></p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 4</p> <p>HUDCO has conveyed sanction against the following ILCS Schemes in their letter Nos. CRO-Sch/ILCS-Ph-VII(SUDA)/4760 dated 30.03.2002 and CRO-Sch/ILCS/Ph-VI(SUDA)/4705 dated 30.03.2002 respectively.</p> <ol style="list-style-type: none"> 1. ILCS - Scheme No.17600 - Phase - VII (Upto plinth - (i) Rs.69.19 lakhs as loan, (ii) Rs.69.19 lakhs as subsidy). 2. ILCS - Scheme No.17598 - Phase - VII (Superstructure) - Rs.12.30 lakhs as loan. 3. ILCS - Scheme No.17599 - Phase - VI (Superstructure) - Rs.98.90 lakhs as loan. <p>For information.</p>	<p style="text-align: center;"><i>Approved</i></p> <p><i>It was reported that the Chairman, Kalna intimated verbally that he was examining whether the sanitation programme can be taken up in Ganga Action Plan. It was decided by Governing Body that for Phase - VII, the case may pend till Chairman, Kalna agrees.</i></p>
<p>Agenda - 5</p> <p>A sum of Rs.2,59,92,000.00 has been received as loan from HUDCO bearing Draft No.558940 dated 30.03.2002 in respect of the following ILCS Scheme.</p> <ol style="list-style-type: none"> 1. Phase - IIIB - Scheme No. 12411 - Rs.1,85,95,000.00 2. Phase - IIIB (Superstructure) - Scheme No. 12922 - Rs. 17,14,000.00 3. Phase - IV (Superstructure) - Scheme No. 13102 - <u>Rs. 56,83,000.00</u> <p style="text-align: right;"><u>Rs.2,59,92,000.00</u></p> <p>For information.</p>	<p style="text-align: center;"><i>Noted</i></p>

AGENDA	<i>Decisions in the Governing Body Meeting</i>												
<p>Agenda - 6</p> <p>Another loan for Rs.2,46,27,040.00 has been received from HUDCO by Cheque bearing No.558962 dated 31.03.2002 in respect of the following schemes :</p> <table border="0"> <tr> <td>1.Phase -II(Plinth) SchemeNo.12595-</td> <td>Rs.1,14,33,000.00</td> </tr> <tr> <td>2. Phase -VI (Plinth) - Scheme No.17247 -</td> <td><u>Rs.1,35,00,000.00</u></td> </tr> <tr> <td>Total :</td> <td>Rs.2,49,33,000.00</td> </tr> <tr> <td>Less : Front end fee (-)</td> <td>Rs. 1,66,887.00</td> </tr> <tr> <td>R & D Charges (-)</td> <td><u>Rs. 1,39,073.00</u></td> </tr> <tr> <td>Cheque amount</td> <td>Rs.2,46,27,040.00</td> </tr> </table> <p>For information.</p>	1.Phase -II(Plinth) SchemeNo.12595-	Rs.1,14,33,000.00	2. Phase -VI (Plinth) - Scheme No.17247 -	<u>Rs.1,35,00,000.00</u>	Total :	Rs.2,49,33,000.00	Less : Front end fee (-)	Rs. 1,66,887.00	R & D Charges (-)	<u>Rs. 1,39,073.00</u>	Cheque amount	Rs.2,46,27,040.00	<p><i>Noted.</i></p> <p><i>To ask Govt. for reimbursement for shortfall due to refusal by HUDCO to enhance per unit rate from Rs.2500/- to Rs.4500/-.</i></p>
1.Phase -II(Plinth) SchemeNo.12595-	Rs.1,14,33,000.00												
2. Phase -VI (Plinth) - Scheme No.17247 -	<u>Rs.1,35,00,000.00</u>												
Total :	Rs.2,49,33,000.00												
Less : Front end fee (-)	Rs. 1,66,887.00												
R & D Charges (-)	<u>Rs. 1,39,073.00</u>												
Cheque amount	Rs.2,46,27,040.00												
<p>Agenda - 7</p> <p>The construction of Office Building of SUDA was approved by Governing Body in its 21st meeting (Item No.20) for an estimated cost of Rs.80.00 lakhs. In the original plan, the ground floor was designed for parking space and the first and second floor for office space of 8,000 Sq.ft. approximately.</p> <p>As it is proposed that the Office for KUSP management is to be housed in this building, further accommodation space is required. Such accommodation can only be found if the ground floor is converted into Office space. Technically, there is no difficulty in such conversion. The Secretary, Municipal Affairs Department and Chairman, SUDA has already approved the proposal for converting the ground floor to Office space. The extra cost for such conversion will cost about Rs.25.00 lakhs.</p>	<p><i>Approved.</i></p> <p><i>Regarding use of carpet in Conference Room, Chairman advised to explore other alternatives. He also advised to see whether Forest Deptt. can meet the requirement of furniture for Conference Room.</i></p>												

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>The contractual percentage which is 8% above the estimated cost of Rs.80.00 lakhs (as approved by Governing Body) comes to Rs.6.4 lakhs. This along with the cost of ground floor will raise the total cost to Rs.111.4 lakhs.</p> <p>The Conference Room of SUDA building on the Second floor is proposed to be furnished along with the completion of the building, which will consist of :</p> <ul style="list-style-type: none"> (a) Decorative finish of the wall and ceiling, which will also help acoustics, (b) The Conference table and the chairs to accommodate about 72 persons in two rows of chair, (c) Public address system (d) Lighting, (e) Corner to corner carpeting. <p>The estimated cost for furnishing the Conference room including the reception will be around Rs.10.00 lakhs (including the appointment of an Architect for preparation of details and supervision of work with an expenditure not exceeding Rs.10,000/- only.</p> <p>The construction work for the building was given to M/s. Mackintosh Burn Ltd. at a rate of 8 percent above the Presidency circle's Schedule of Rate for the year 2000 against an estimated cost of Rs.80.00 lakhs, which was approved in 21st meeting of Governing Body.</p>	

	Decisions in the Governing Body Meeting
<p>Due to addition of the two items, namely the construction of the ground floor for Office space and furnishing of the Conference room, the total estimated cost for the building will be Rs.121.40 lakhs. It is proposed that the building related works of the furnishing of the Conference room, i.e. except Tables, chairs and carpet, public address system etc. which are not essentially part of the building work may be executed through M/s. Mackintosh Burn Ltd. which is a Govt. concern and who is continuing with the present work. Incidentally, as per Govt. rule, work can be awarded to M/s. Mackintosh Burn Ltd. without calling tender.</p> <p style="text-align: center;">For approval.</p>	
<p>Agenda - 8</p> <p>At present, this office for GIS works with UNICEF Assistance, is recommending for procuring Pentium III (IBM) to all municipal authorities at a cost of Rs.71,350.00. But presently, IBM has launched Pentium IV (higher version) & it is learnt that within a short time IBM will stop marketing Pentium III.</p> <p>Under this circumstances, one market survey has been made through spot quotation and it is observed that within the sanctioned amount, i.e. Rs.71,350.00, Pentium IV (higher version) can be provided. The quotations received are as follows :</p>	<p><i>It has been suggested by Chairman, SUDA that it should be examined whether Laser Printer will be economical in the long run. If so, Laser Printer will be provided instead of Deskjet Printer.</i></p>

AGENDA					<i>Decisions in the Governing Body Meeting</i>
Name of the Agency : Computer Technology Services					
Sl.No.	Description	Rate (Rs.)	Amount	Remarks	
1.	IBM-P-IV	54850.00			
2.	IBM P-III		50500.00		
3.	HP Deskjet Printer	5850.00	5850.00		
4.	UPS .5 KVA	3800.00	3800.00		
5.	12 x CD Writer	6800.00	6800.00		
	Total Cost with P-IV	71300.00			
	Total Cost with P-III		66950.00		
Name of Agency : Arham Infotech					
Sl.No	Description	Rate (Rs.)	Amount	Remarks	
1.	IBM-P-IV	58125.00			
2.	IBM P-III		52050.00		
3.	HP Deskjet Printer	6950.00	6950.00		
4.	UPS .5 KVA	4650.00	4650.00		
5.	12 x CD Writer	7875.00	7875.00		
6.	Total Cost with P-IV	77600.00			
7.	Total Cost with P-III		71525.00		
Name of Agency : Acusion Infotech					
Sl.No	Description	Rate (Rs.)	Amount	Remarks	
1.	IBM-P-IV	57100.00			
2.	IBM P-III			52975.00	
3.	HP Deskjet Printer	6500.00		6500.00	
4.	UPS .5 KVA	4300.00		4300.00	
5.	12 x CD Writer	7450.00		7450.00	
	Total Cost with P-IV	75350.00			
	Total Cost with P-III			71225.00	
Name of Agency : Surana Infotech					
Sl.No	Description	Rate (Rs.)	Amount	Remarks	
1.	IBM-P-IV	56950.00			
2.	IBM P-III		52050.00		
3.	HP Deskjet Printer	6850.00	6850.00		
4.	UPS .5 KVA	4250.00	4250.00		
5.	12 x CD Writer	7650.00	7650.00		
6.	Total Cost with P-IV	75700.00			
7.	Total Cost with P-III		70800.00		
<p>If approved, municipal authority may be advised to procure Pentium IV for GIS work in place of Pentium III, after observing usual formalities. Other conditions will remain the same.</p> <p>For approval.</p>					

AGENDA	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda – 9</p> <p>In preparation of Maps for GIS for different municipalities, it has been found that preparation of Maps by Global Positioning System (GPS) is helpful and can be easily fine tuned with satellite imageries which ensures a reasonably correct map. The work may be done through agencies or may be done departmentally if GPS machines are procured. While implementing the preparation of Map with GPS machine in Siliguri town, two of our technical staff operating for GIS from UNICEF fund, have been trained in handling GPS machines. It would be cheaper if with these trained personnel, SUDA prepares the Maps departmentally either fully or partially, as and where required, for the municipalities before taking up GIS works. Moreover, in KUSP one of the suggestions for preparation of base Maps is that they should be GEO Referenced. Incidentally, the Maps preparation by GPS are GEO Referenced.</p> <p>Under the circumstances, it is proposed that two GPS machines may be procured by SUDA. The cost of two machines will be approximately Rs.70,000.00 only.</p> <p>For approval.</p>	<p><i>Approved to purchase one GPS machine for the present.</i></p>

	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 10</p> <p>SUDA has been entrusted with the work of GIS covering all the Municipalities which includes preparation of Geo-Referenced Municipal Maps with the help of GPS survey. Shri T.K.Ghatak, Sr. Geophysicist, Env. Cell, KMDA is acting as Technical Expert for the same. Though this system is not facing any difficulty so far, it is felt that SUDA, as far as possible, should build up an independent expertise to carry on GIS and GPS works.</p> <p>There exists a sanctioned post of Computer Programmer in SUDA created under G.O. No.736(A)/C-10/2A-1/95 dated 04.12.1995. No qualification was mentioned for the post in the G.O. Later on qualification was fixed by the Chairman, SUDA for the post. In view of the situation described in para I, it is felt that a change in qualification parameter may be effected to accommodate a GIS and GPS Technical Expert for the post.</p> <p>In this connection, it may be mentioned that the GIS and GPS work in the Municipalities require knowledge about survey and Map reading, which essentially requires a Civil Engineering background, in addition to Computer knowledge.</p> <p>The suggested qualification is as follows :</p> <p>a) Diploma in Civil Engineering from a recognised Institute under State Council for Technical Education, Govt. of West Bengal or any other State Govt. with experience in computer related area specially with GIS and GPS survey work.</p> <p>Desirable : Three year's experience in computer programming relating to GIS. The candidate should have experience in field survey work with the help of GPS instrument. Age : Not more than 30 years.</p> <p>For approval.</p>	<p><i>Approved</i></p>

	<i>Decisions in the Governing Body Meeting</i>
<p>Agenda - 11</p> <p>As per approval of the Task Force Committee meeting for GIS held on 03.12.2001, the NIT (No. SUDA-130/2000/2130 dated 08.03.2002) for supply and installation of Software (Mapinfo Professional of Latest version) - 15 Nos. was floated in the Statesman paper. Five tenderers participated in the tender, which was opened on 08.04.2002 and the rate quoted by M/s. Cyber Swift stands lowest at Rs.64,542.00 (Rupees sixty four thousand five hundred forty two) only.</p> <p>Work order will be placed with M/s. Cyber Swift in phases as per condition of NIT. This will be chargeable to A & OE, SUDA for GIS.</p> <p>For approval.</p>	<i>Approved</i>
<p>Agenda - 12.</p> <p>It is proposed that AMC regarding sophisticated machine like Computer, Printer, UPS, Air Conditioned machine, Xerox machine, Water Cooler machine etc. be made with original Manufacturer/ dealer/ supplier for reliable service. It is our experience that service by Manufacturers/ dealer / supplier increases life of the machines.</p> <p>For approval.</p>	<i>Approved</i>
<p>Agenda - 13</p> <p>MOS has kindly ordered to book half-page advertising space in EKSATHE, a Bengali Cultural Monthly for Women and send a contract form. The cost of the advertising space is Rs.2000/- which may be paid from SUDA - A&OE. The space may be reserved with matter "Best Compliments from - SUDA".</p> <p>For approval.</p>	<i>Approved</i>

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal

Ref No.

Date

Ref. No. SUDA-15/98(Pt.-V)/228

July 3, 2001

From: Adviser (Health),
S.U.D.A.

To: The Director & CE,
S.U.D.A.

Sub: *Inclusion of a Health Official in the Selection Committee, SUDA for selection of Health Personnel under IPP-VIII (Extn.) & RCH Sub-Project Asansole.*

Ref.: Your letter bearing no. SUDA-GB(24)/48/95/568(15) dated 29.6.2001

Sir,

With reference to Agenda 12 and 13 of the Minutes of the 24th meeting of the Governing Body, SUDA, pertaining to issues of Health Wing SUDA, I am to submit and bring to your kind notice of the following:

It has been learnt that no Health Official has been included in the Selection Committee for selection of Health Personnel for Health Project, IPP-VIII(Extn) and RCH sub-project Asansole, being implemented through Health Wing SUDA set up for the purpose.

The said project, being absolutely related to health matter, it is desirable and strongly felt as well that one official of health discipline be included in the Selection Committee during selection of Health Personnel for the aforesaid Health Projects.

In this connection you may kindly recall that this issue was raised earlier and discussed in the presence of the previous Secretary, MA (Sri P. K. Pradhan) and you kindly agreed to take appropriate steps. But nothing has happened so far.

This is for your kind perusal and taking necessary action.

Yours faithfully,

M. S. Sanyal
Adviser (Health), SUDA

Tel/Fax No.: 359-3184



রাজ্য নগর উন্নয়ন সংস্থা

STATE URBAN DEVELOPMENT AGENCY

2 JUL 2001

"ইলগাস ভবন", এইচ. সি. ব্লক, সেক্টর-৩, বিধান নগর, কলিকাতা ৭০০ ০৯১, পশ্চিমবঙ্গ

"ILGUS BHAVAN", H-C Block, Sector-III, Bidhannagar, Calcutta 700 091, West Bengal

ক্রমিক নং SUDA-GB(24)/48/95/ 568 (15)

তারিখ 29.06.2001

From : D.K.Roy
Director & Chief Executive

To : ...*N. G. Gangopadhyay*...
Adviser (Health)
SUDA

405/1
Pl put up a
draft for visitant
structure etc in DA
to see effect but
no health
official in the
selection committee
for health
from 1/1/01

Sub: Minutes of the 24th Meeting of the Governing Body
held on 15.06.2001 at 11-00 A.M.

Sir,

The Minutes of the 24th meeting of the Governing Body is enclosed for your
necessary action.

Yours faithfully,

(D.K.Roy)
Director & Chief Executive

Encl: As stated

things
bank out
early
then
com. B. team
already
to
for
of
on
2/7/01

Minutes of the 24th Meeting
of the Governing Body of the
State Urban Development
Agency
West Bengal

স্টেট আরবান ডেভেলপমেন্ট এজেন্সি
পশ্চিমবঙ্গ

Minutes
of 24th Governing Body meeting of SUDA
held on 15.06.2001, at 11-00 A.M.

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 1</p> <p>Confirmation of the minutes of the 23rd Governing Body meeting held on 23.02.2001.</p>	Confirmed
<p>Agenda 2</p> <p>As per decision in the 21st meeting of the Governing Body under Agenda 7, the Capital Expenditure incurred from 9.12.2000 to 15.5.2001 is as follows :</p> <ol style="list-style-type: none"> 1. 11.12.2001 - SUDA Building Construction Account - 7,50,000/- 2. 15.02.2000 - Furniture Account - 5,350/- Furniture Account - 49,173/- 3. 15.12.2000 - Book - 400/- 4. 22.12.2000 - Computer Purchase - 62,700/- 5. 29.12.2000 - Fax Machine - 16,200/- 6. 16.01.2001 Printer Purchase - 15,675/- 30.01.2001 Printer for S.E., North - 14,800/- 7. 22.01.2001- Safe for GIS Maps - 600/- 8. 05.02.2001 - 5 Printers - 83,500/- 9. 12.02.2001 - Book - 473/- 	

AGENDA	Decisions in the Governing Body Meeting
<p>10. 15.02.2001 - 2 Computers - 1,07,800/-</p> <p>11. 15.02.2001 - CD ROM Drive - 5,200/-</p> <p>12. 14.03.2001 - Duplicating Machine (M.A.Deptt) 53,371.60</p> <p>13. 29.03.2001 - Computer (Ashokenagar-Kalyangarh)- 63,000/-</p> <p>14. 29.03.2001 Computer (Hbra) - 63,000/-</p> <p>15. 04.04.2001 - Swing door - 3,900/-</p> <p>16. 02.05.2001 - 1 LEAP (Bengali Software) - 3,500/-</p> <p>For information.</p>	Noted
<p>Agenda - 3</p> <p>The governing Body may kindly note that the total interest accrued in favour of SUDA from the Fixed Deposits stands Rs. 4,33,44,740.80 -</p> <p>For information.</p>	Noted
<p>Agenda - 4</p> <p>CMDA and SUDA are doing GIS works in West Bengal. It is economical to share the technical people wherever possible. Sri T.K.Ghatak, Geophysicist (Sr.), Env. Cell, CMDA has agreed to lend Sri Sambit Chakraborty, a GIS Software Specialist, who is working in CMDA, on specific days as will be required by SUDA.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>It has been proposed by Sri Ghatak that on such days when Sri Chakraborty will be sent to any place outside Calcutta, he should be given actual fare from Calcutta to destination along with daily allowance as per Govt. T.A. Rules.</p> <p>The proposal of Sri Ghatak has been approved by Chairman, SUDA and Secretary, M.A. Deptt.</p> <p>For ratification.</p>	<p>Ratified</p>
<p>Agenda - 5</p> <p>(a) Annual Maintenance Contract with Webel Communication Industries Ltd. was made for the period from 27.04.2001 to 26.04.2002 for telephone systems and its extensions at a cost of Rs.40,000/-.</p> <p>For approval.</p> <p>(b) Annual Maintenance Contract for 20 AC machines of Blue Star for Rs.44,000/- from 01.05.2001 to 30.04.2002 is made to keep machines in order.</p> <p>For approval.</p> <p>(c) Annual maintenance Contract for one Gestetner Duplicating Machine was made for the period of one year w.e.f.13.03.2001.</p> <p>For approval.</p>	<p>(a) Approved</p> <p>(b) Approved</p> <p>(c) Approved</p>

AGENDA**Decisions in the Governing Body Meeting****Agenda - 6**

For preparation of Paper books in connection with four Court Cases namely,

- (i) M.A.T. No. 2012 of 2000
State of West Bengal Vs. Bidhannagar House Owners' Association.
- (ii) M.A. T No. 3673 of 2000
State of West Bengal Vs. Ajit Kr. Mukherjee & Others.
- (iii) M.A. T. No.3674 of 2000
State of West Bengal Vs. Bidhanangar Welfare Association & Others.
- (iv) M.A. T. No. 2608/2000
State of West Bengal Vs. Tapan Kumar Nandi & Others (Chandannagore Municipal Corpn.).
- of the Department of Municipal Affairs, an amount of Rs.41.140.00 was paid through Account Payee cheque in favour of ABHIRAM PAUL, 10, Old Post Street, Kolkata - 1.

This has the approval of the Chairman, SUDA & Secretary, M.A. Deptt. dt.21.04.2001.

For ratification.

Ratified and at the same time the Governing Body opined that Department should be moved for reimbursement of the amount.

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda – 7</p> <p>An amount of Rs.8,00,000/- (Rupees eight lakh) only was received from UNICEF, 3 Sunny Park, Kolkata – through cheque which was encashed on 28.09.2000. The expenditure of Rs.85,538/- made upto 29.12.2000 for the purpose of GIS was shown in the 23rd G.B. meeting held on 23.02.2001. The rest of the expenditure upto 15.05.2001 for the same is as per enclosure “A”.</p> <p style="text-align: center;">For information.</p>	Noted
<p>Agenda – 8</p> <p>SUDA has been entrusted with different funds for disbursement to the municipalities as per order of Municipal Affairs Department, namely NSDP, SFC, Building, HUDCO loan, BMS, 10th Finance. Moreover, funds for Public Works Deptt., Public Works (Roads) Deptt. funds for payment of arrears to the employees of ULBs under ROPA,98, funds for Bidhayak Elaka Unnayan Prakalpa, funds for execution of schemes like construction/ renovation of fruits/ vegetables markets with ancillary facilities etc. in the districts and also funds for 11th Finance Commission and many new miscellaneous works are being routed through SUDA everyday without a single staff being engaged/ deployed.</p>	

<p style="text-align: center;">AGENDA</p>	<p style="text-align: center;">Decisions in the Governing Body Meeting</p>
<p>It is felt that we may increase 20% output if we can make the staff work a day extra in the week and thus can avoid engaging new people as far as possible. At present in SUDA, if a staff is required to work on any holiday, he is paid Rs.30/- per day to meet cost of conveyance and tiffin. But it is noticed that with this compensation, the staff are not willing to work on holidays. It is proposed that a day's pay may be allowed to a staff for working on a holiday, w.e.f. 01.06.2001. Officers, however, will be exempted from this payment. It is understood that such practice is in vogue in Govt. undertaking like Essential Commodities Supply Corporation Ltd.</p>	<p style="text-align: center;">Approved</p>
<p>Agenda – 9</p> <p>The table of model "Integrated Work Station" (Product Code 2210) was purchased from Godrej & Boyce Manufacturing Co. Ltd. at a cost of Rs.6816.50 for the purpose of installing computer, printer & Scanner. This has the approval of the Chairman, SUDA & Secretary, M.A. Deptt.</p> <p style="text-align: center;">For ratification.</p>	<p style="text-align: center;">Ratified</p>
<p>Agenda – 10</p> <p>One car was hired for official use by DLB initially from 04.01.2000 upto 31.03.2000. Subsequently, it was extended several times upto 31.03.2001.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>Now another order from M.A. Deptt. vide No.653/DLB/ PH-VEH/ Estt.-14/ 1-99 II dt.02.04.2001, the hiring of vehicle for DLB has been extended for a further period of 6 (Six) months w.e.f. 01.04.2001 i.e, upto 30.09.2001.</p> <p>For approval.</p>	<p>Approved</p>
<p>Agenda - 11</p> <p>Deptt. of Municipal Affairs requires one vehicle to dispose of urgent official work since the number of vehicle at their disposal is so limited that they are sometimes left without any vehicle. Hence, one vehicle will be hired for them by the Director & Chief Executive. SUDA out of A & OE. SUDA. This has the approval of the Secretary. M.A. Deptt.</p> <p>For ratification.</p>	<p>Ratified</p>
<p>Agenda 12</p> <p>In CD wing. SUDA, there are at present three officers. They are to perform extensive tours in connection with orientation of Thrift and Credit Groups, Vocational Training, DWCUA, CDS, Bank follow-up for Micro-enterprise and also orientation of RCVs, NHC & CDS in SJSRY & NSDP and orientation of ULB functionaries in SJSRY & NSDP. At present only one vehicle is at the disposal of CD wing of SUDA. In order to gear up and follow up progress systematically, one more vehicle in CD wing is absolutely necessary.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>The Chairman, SUDA and Secretary, MA Deptt. approved the hiring of vehicle for CD wing of SUDA.</p> <p>For ratification.</p>	<p>Ratified</p>
<p>Agenda -13</p> <p>In Govt., there is a provision for use of departmental vehicles for personal use of officers with payment. It is proposed that Govt. order regarding personal use of vehicles by the CEOs of PSU may be made applicable to SUDA. However, as SUDA does not own any vehicle but uses only hired vehicles. this order may also be made applicable for hired vehicles only on special occasions if permitted by Chairman. SUDA.</p> <p>For approval.</p>	<p>Approved</p>
<p>Agenda 14</p> <p>Joint Secretary, M.A. Department, Sri S.K.Das is in charge of Cell VI which deals with replies to Audit paragraphs regarding all Municipalities as well as in charge of Cell - XII which deals with legal matters related to Municipal Affairs Deptt. including all Municipalities. He will also be in charge of co-ordination with all officers concerned with M.A. Deptt. including SUDA.</p>	

AGENDA

Decisions in the Governing Body Meeting

In view of his work being closely related to this Deptt.'s interaction with SUDA a Computer with Printer is very much necessary for his use. Hence, one Computer with Dotmatrix Printer is purchased at a cost of Rs.52,750/- and Rs.17,750/- respectively. This has the approval of the Chairman, SUDA & Secretary, M.A. Deptt.

For ratification.

Ratified.

Joint Director, ILGUS requested for two Bengali packages for ILGUS computers which are required for training of SJSRY components among functionaries of community structure and also municipalities. The Governing Body agreed to the proposal and requested SUDA TO INSTAL two Bengl^ai Softwares in ILGUS charging to SUDA A&OE.

Agenda 15

For GIS work data of different Municipalities and Maps in digitised forms are required to be carried to the Municipalities during visit. This requires one Laptop Computer. After looking into several models, one Model No. P-500 Armada (COMPAQ)

P-III 800 MHZ. 64 MB RAM. 20 GB HDD
1.44 MB FDD. 8X DVD Drive, 14.1" T.F.T. Combo Card will suit the purpose and therefore requires to be purchased.

This has the approval of the Chairman, SUDA & Secretary, M.A. Deptt.

For ratification.

Approved

Governing Body advised to explore the possibility of enhancing the harddisc capacity from 20GB to 40GB and MB RAM from 64 to 120.

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 16</p> <p>For convenience of work, one exclusive telephone is required for the Chairman, SUDA & Secretary, M.A. Deptt. since this phone will not come through P.A., when Secretary will remain outside office, it is necessary for all incoming phones to be recorded.</p> <p>Hence, one telephone with answering machine is installed in the chamber of Secretary, M.A. Deptt., Writers' Buildings. This has the approval of the Chairman, SUDA & Secretary, M.A. Deptt.</p> <p>For ratification.</p>	<p style="text-align: center;">Ratified</p>
<p>Agenda 17</p> <p>The following officers employees of SUDA have been appointed on contract basis with the recommendation of the Selection Committee and subsequent approval of the Chairman, SUDA & Secretary, M.A. Deptt.:</p> <ol style="list-style-type: none"> 1. Sri Moloy Kr. Nayya for the period upto 30.6.2001 under IPP-VIII(Extn.). 2. Sri Parimal Mukherjee for the period of six months from 21.05.2001 to 20.11.2001. <p>For ratification.</p>	<p style="text-align: center;">Ratified</p>

<p style="text-align: center;">AGENDA</p>	<p style="text-align: center;">Decisions in the Governing Body Meeting</p>
<p>Agenda 18</p> <p>The expenditure made from SUDA A & OE for the purpose of GIS is as follows:</p> <ol style="list-style-type: none"> 1. Paid to Habra Municipality for purchase of Computer for Rs. 63,000/-. 2. Paid to Coochbehar Municipality for purchase of Computer for Rs. 63,000/-. 3. Paid to Berhampore Municipality for purchase of Computer for Rs. 60,800/-. <p style="text-align: center;">For approval.</p>	<p style="text-align: center;">Approved</p>
<p>Agenda 19</p> <p>Sri Samir Sen. Computer Operator, is only regular staff of SUDA. He was appointed on contract basis w.e.f. 6.2.97 and his regular appointment was given w.e.f. 01.07.98 in the scale of Rs. 1260-35-1540-45-1630-55-2070-65-2460-75-2610- revised to Rs. 4000-125-4250-150-5300-175-7050-200-8850 -. His Provident Fund Contribution either towards GPF or CPF has not been settled yet.</p> <p>The Governing Body is its 18th Meeting held on 03.05.99 at 4 PM recommended the case of contributory Provident Fund (CPF) of Sri Samir Sen and proposed to send the same to Finance Deptt. for their opinion.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>As a result, the case was sent to MA Deptt for obtaining the views of Finance Deptt. on 26.5.99. After interchange of views, ultimately Finance Deptt has agreed for CPF of Sri Samir Sen but the rate of contribution payable by SUDA to the proposed CPF A/c has been fixed at 10% of emoluments. They have also indicated the manner of contribution at not sheet page 22 on the basis of suggestion given by SUDA in note sheet page 9 dated 9.8.97.</p> <p>“The suggestion was to keep the entire amount of contribution (both employer and the employee) in a bank A c to be opened in the name of Director & CE and the incumbent concerned. The incumbent concerned will receive the entire amount with interest as and when he leaves SUDA.” Now it is felt that the suggestion which was given on 9.8.97 was not correctly decided as the concerned employee will neither get any income-tax benefit for contribution in CPF A/c nor the benefit of taking advance from his Provident Fund Account which are the benefits under Provident Fund an employee is entitled to get.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>On the contrary his income from bank A/c will increase his rate of income tax as it will be treated as another source of income. Thus the very purpose of provident fund contribution will be frustrated</p> <p>Meanwhile, officer of SUDA contacted Employees' Provident Fund Organisation, Regional Office where it was confirmed that since SUDA is a non-govt. organisation, there is no bar for them to start CPF for Sri Samir Sen if the following three clauses are satisfied.</p> <ol style="list-style-type: none"> 1. Declaration of the Employer that they are ready to abide by the rules of CPF in vogue and be framed from time to time. 2. Consent of the concerned employee that he is willing to come under CPF and to abide by its rules. 3. Consent of the Employer that they are willing to contribute Employer's portion at the rate prevailed or any rate imposed subsequently. 	<p style="text-align: center;">Approved.</p> <p>It was agreed by Governing Body that the date of CPF will take effect from the date of his contract service, i.e. from 06.02.1997.</p>

AGENDA	Decisions in the Governing Body Meeting
<p>It is now proposed that since Finance Deptt. has agreed for CPF of Sri Samir Sen and therefore there is no bar on the part of the employer i.e. SUDA to declare that they are ready to abide by the rules of CPF in vogue now and be framed from time to time and Employees' Provident Fund Organisation Regional Office has also agreed, Governing Body may approve the CPF of Sri Samir Sen as the above three clauses of Employess' Provident Fund Organisation Regional Office can be satisfied.</p> <p>For approval.</p>	
<p>Agenda 20</p> <p>Rs. 3,00,00,000 (Rupees three crores only) was paid to HUDCO on 26/2/2001 bearing cheque No. 993385 dt. 23.2.2001 in connection with repayment of HUDCO loan under ILCS programme sanctioned under MA Deptt. order No. 176/MA/P/C-10/1G-1/2001 dt.12.2.2001</p> <p>For information.</p>	<p>Noted</p>

Agenda on the table for 24th Meeting of the Governing Body of SUDA to be held on 15.06.2001 at 11-00 A.M.

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 1</p> <p>(a) Hon'ble Minister of State for M.A. Deptt., Srimati Anju Kar has assumed charge of office as Minister of State and for convenience of her work, one Xerox machine in the office chamber of M.O.S., Municipal Affairs Deptt. is required to be purchased. Chairman, SUDA & Secretary, M.A. Deptt. has approved the purchase in note sheet dt.28.05.2001.</p> <p style="text-align: center;">For ratification.</p> <p>(b) Hon'ble Minister of State for M.A. Deptt., Srimati Anju Kar has been facing immense problems for want of Fax machine and Mobile telephone. Chairman, SUDA & Secretary, M.A. Deptt. has approved purchase and installation of one Fax machine and a Mobile telephone for use of the Hon'ble Minister from SUDA in note sheet dt.30.05.2001.</p> <p style="text-align: center;">For ratification.</p> <p>(c) Hon'ble Minister of State for M.A. Deptt. has been facing tremendous problems in discharging day to day work for want of a Bi-lingual Computer alongwith Printer.</p>	<p style="text-align: center;">(a) Ratified</p> <p>(b) Governing Body has decided that a fax machine with a new P & T telephone connection will be provided.</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Chairman, SUDA & Secretary, M.A. Deptt. has approved purchase of one Bi-lingual Computer and a Printer for use of Hon'ble Minister from SUDA in a note sheet dt.30.05.2001.</p> <p>For ratification.</p>	<p>Ratified</p>
<p>Agenda 2</p> <p>For filing S.L.P. in the Hon'ble Supreme Court in the matter of Smt. Roy & Others Vs. State of West Bengal & Others, Rs.32.000 - (Rupees thirty two thousand) only was handed over to Sri Ashutosh Deb, UDA of M.A. Deptt. in cash on 20.04.2001, as advance on the basis of the order of the Secretary, M.A. Deptt, as mentioned in a note sheet signed by Joint Secretary, Sri S.K.Das, in connection with purchase of Air tickets, Two Railway tickets & Court expenses.</p> <p>For approval.</p>	<p>Approved.</p> <p>The Governing Body desires that Department should be moved for reimbursement.</p>
<p>Agenda 3</p> <p>The existing computer installed in the Chamber of Secretary, M.A. Deptt. at Writers' Buildings, is required to be upgraded with Pentium III and also in view of increase in workload in the office of the Secretary, M.A. Deptt., another computer with printer with latest model (preferably Bi-lingual) will also be necessary.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>Purchase of another computer with printer for the office of the Secretary, M.A. Deptt. and upgradation of existing computer in the chamber of the Secretary and UPS has been approved by Secretary, M.A. Deptt. and Chairman, SUDA.</p> <p>For ratification.</p>	<p>It has been proposed that a new machine of Pentium III may be purchased and the Bengali Software may also be installed in this machine. A Dotmatrix printer may also be purchased and installed. Any defect in the existing machine may also be got corrected.</p>
<p>Agenda 4</p> <p>The following officers employees of SUDA have been appointed on contract basis with the recommendation of the Selection Committee and subsequent approval of the Chairman, SUDA & Secretary, M.A. Deptt.</p> <ol style="list-style-type: none"> 1. Sri Prasanta Kr. Basu, as Accounts Officer for the period of 6 (Six) months with effect from the date of joining i.e. from 01.06.2001 (F.N); 2. Sri Gopal Chandra Sarkar, as Infrastructure Expert for the period from 06.06.2001 to 31.12.2001; 3. Sri Sandip Gupta, Computer Assistant, GIS for the period from 04.12.2000 to 23.03.2001. <p>For ratification.</p>	<p>Ratified</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 5</p> <p>Continuance of Sri Debasish Hore, Asstt. Engineer (Civil), CMDA in SUDA as Special Officer, GIS, for a further period of one year from 01.12.2001 to 30.11.2002 (A.N) is extremely essential for completion of existing phase of GIS work and also subsequent phases since it was decided in principle to take up GIS in all Urban Local Bodies in a phase-wise manner. Hence, Secretary, M.A. Deptt. discussed with CEO, CMDA for continuance of Sri Hore for the period mentioned above who has agreed to this proposal. Hon'ble MIC has also approved. Secretary, CMDA issued an order bearing No.518/CMDA/2E-48/93(Pt.), placing the services of Sri Hore for a further period of one year from 01.12.2001 to 30.11.2002.</p> <p>The proposal for retaining Sri Hore upto 30.11.2002 may be approved.</p> <p>For approval.</p>	<p>Approved</p>
<p>Agenda 6</p> <p>Action on Agenda 21 of 23rd G.B. Meeting held on 23.02.2001 was taken.</p> <p>Proposal was sent to HUDCO but no approval has been received yet from HUDCO.</p>	<p>Noted</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda - 7</p> <p>Serial d (4) of the Minutes of the 14th Meeting of the Governing Body held on 15.9.1997 at 2-00 P.M. reads as follows:</p> <p>“It was resolved that the Director & Chief Executive be declared as the Head of office and the Head of Department for all purposes of State Urban Development Agency. It was further resolved that the Director & Chief Executive be authorised to delegate his financial powers for drawal and disbursement of fund to any of his subordinate officers.. It was also resolved that the Director & Chief Executive be authorised to delegate any of his financial powers to one or more of his subordinates as and when required . The Governing Body suggested that the delegation be restricted to Rs.1000/- (Rupees one thousand) only in each case in regard to any expenditure and in regard to tour advances, full power should be delegated. Governing Body further suggested that T.A. advance be given only on adjustment of all earlier advances. Exceptions in this regard could be made by Director & Chief Executive, State Urban Development Agency, i.e. he was authorised to allow two advances.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>The third advance would, however, be allowed only after the first and second advances had been fully adjusted".</p> <p>(A) Shri Prasanta Kr. Basu, retired Sr. Administrative cum D.D.O., Pay & Accounts office joined SUDA on 01.06.2001 as Accounts Officer. He is entrusted to perform the functions of Drawing and Disbursing Officer.</p> <p>(B) Delegation for expenses which were restricted to Rs.1000/- only in each case in regard to any expenditure may now be raised to Rs.10,000/- (Ten thousand) only to reduce load on Director & Chief Executive.</p> <p>For approval.</p>	<p>(A) Approved</p> <p>(B) Approved</p> <p>Director & Chief Executive, SUDA proposed to delegate his power for expenses upto Rs.10,000/- to Shri Prasanta Kr. Basu, Accounts Officer, who is also Drawing and Disbursing Officer of SUDA. The proposal was also approved in the meeting.</p>
<p>Agenda 8</p> <p>Action on Agenda 5 of the 'Agenda on the table of 23rd Governing Body meeting' held on 23.02.2001 was taken.</p> <p>Names from Chief Engineer, M.E. Directorate for filling up the existing vacant post of Head Clerk have been received.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>Further action is being taken. Selection Committee, set up in 21st Governing Body meeting under Item 6 of the Agenda on the table, may be authorised to take this interview for selection.</p> <p>For approval.</p>	<p>Approved</p>
<p>Agenda 9</p> <p>Community Development Society (CDS), the three tier community structure of BPL families in ULBs. is the implementing agency for SJSRY and NSDP. as per guidelines issued by the govt. of India. CDS should be registered under West Bengal Societies Registration Act, 1961, thereby becoming compulsory auditable by a registered Chartered Accountant, every year. Again for implementation of SJSRY & NSDP, CDS have to handle funds for different components & subsequent components. As for example, funds received from ULB on account of Revolving fund of Thrift and Credit Groups, Assistance to Community structure, Community Development Fund and other sub-components of SJSRY & NSDP.</p>	

<p style="text-align: center;">AGENDA</p>	<p style="text-align: center;">Decisions in the Governing Body Meeting</p>
<p>It is, therefore, proposed that SUDA may be allowed to engage Audit team to audit CDS accounts. The charge for the same may be borne out of the fund provided to ULB / CDS against the appropriate sub-head of Assistance to Community Structure.</p> <p style="text-align: center;"><i>For approval.</i></p>	<p style="text-align: center;">Approved.</p> <p>It has been proposed by Special Secretary and approved by G.B. that the audit may be done by panels of auditors being prepared by Department.</p>
<p>Agenda 10</p> <p>SUDA is in short of technical staff for Geographical Information System being carried out in 30 Municipalities with UNICEF assistance and 10 Municipalities with World Bank assistance. It has become difficult to monitor all the Municipalities without the help of further technical staff. But at the same time, SUDA can not afford to expand indiscriminately as its revenue is limited. The problem is specially acute in North Bengal where it is difficult to control from Kolkata.</p> <p>Under the circumstances, SUDA is in search of a person in North Bengal who can supervise and also directly work in GIS at the municipal towns in North Bengal.</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>Shri Sandip Gupta who is working in GIS at Cooch Behar agreed to do the job on behalf of SUDA to supervise and also to work directly in the GIS projects in North Bengal Municipalities. Instead of engaging Shri Sandip Gupta on a regular basis. It is proposed that SUDA, when required, will instruct Shri Gupta to go to different Municipalities for assigned works. It is also proposed that for these days the actual fare from Cooch Behar to the place of work as instructed by SUDA will be paid to Shri Gupta along with a daily remuneration of Rs.150/- only. In this connection, it may be stated that Shri Gupta was formerly engaged for such job with a daily remuneration of Rs.150/- as approved by Selection Committee on 30.11.2000.</p> <p>For approval.</p>	<p style="text-align: center;">Approved</p> <p>It has been proposed by Jt. Director, ILGUS and approved by G.B. that fees of Rs.150/- per day may be paid instead of a daily remuneration of Rs.150/-.</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 11.</p> <p style="text-align: center;">INTEGRATED SCHEME OF THE LIBERATION OF SCAVANGERS AND IMPROVEMENT IN SANITATION</p> <p><u>Specimen of Resolution (s) and Form (s)</u></p> <p>A. Referred to in Annexure – A (Part II- 1 to 7) of Loan Sanction Letter</p> <p>Resolved that :</p> <ol style="list-style-type: none"> i) STATE URBAN DEVELOPMENT AGENCY (Name of the organisation) do undertake the implementation of Integrated Low Cost Sanitation – Phase VI – Scheme No. 17247 (Name and description of scheme) : ii) State Urban Development Agency (Name of the organisation) borrow loan assistance upto Rs. 556.29 lakhs for of Integrated Low Cost Sanitation – Phase VI – Scheme No. 17247 (Name of the scheme) on the terms and conditions as may be prescribed by Housing and Urban Development Corporation Limited (HUDCO); iii) Loan cum Subsidy Agreement and other documents i.e. Terms and conditions of Sanction of loan and subsidy received from HUDCO alongwith sanction letter be and are hereby adopted; 	

AGENDA	Decisions in the Governing Body Meeting
<p>iv) The scheme namely Integrated Low Cost Sanitation – Phase VI – Scheme No. 17247 shall be implemented as per the guidelines laid down by Govt. of India and HUDCO from time to time for Integrated Scheme of the Liberation of Scavengers and Improvement in Sanitation and shall amend its bye laws as per prescribed model bye laws circulated prohibiting the manual scavenging in the Town after completion of the scheme or (in case the borrowing agency is not the local authority) it will have the bye-laws of local authority amended on the required lines;</p> <p>v) The Central Government Subsidy be accepted as per the terms and conditions of the Central Government;</p> <p>vi) State Urban Development Agency (Name of the organisation) do incur expenditure on the Integrated Low Cost Sanitation – Phase VI – Scheme No. 17247 (Name of the scheme) to the extent indicated in the loan application or more of the cost of the project and repay the principal, interest etc. within the period prescribed by HUDCO; and,</p>	

AGENDA	Decisions in the Governing Body Meeting
<p>vii) Chairman/ Managing Director or Shri Dilip Kumar Roy, Director & Chief Executive (Name and designation) is authorised to execute the loan cum subsidy agreement, mortgage deed and other documents, if any, with HUDCO and complete all the connected formalities including acceptance of modification(s) in the documents and affixation of common seal of State Urban Development Agency (Name of the organisation) on the documents to be executed with HUDCO.</p> <p>For approval.</p>	<p>Approved</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 12</p> <p>The following Officers / employees of SUDA have been recommended by the Selection Commission for further engagement for the period of (6) six month w.e.f 01.07.2001 subject to the condition that the order from Govt. of India for further extension of Scheme under IPP-VIII (Extn.) is received meanwhile.</p> <ol style="list-style-type: none"> 1. Dr. Shibani Goswami, P.O. (Health), IPP-VIII (Extn.) 2. Sri Sukhomoy Pal, Finance Officer, IPP-VIII (Extn.) 3. Sri Prativa Ranjan Majumdar, Clerk cum Typist, IPP-VIII (Extn.) 4. Sri A.K.Sinha, Sr. Engineer (Health) under IPP-VIII (Extn.) 5. Sri M.N.Saha, CD Specialist, IPP-VIII(Extn.) 6. Md. K. Anam, Procurement Specialist under IPP-VIII (Extn.) 7. Sri Salik Kr. Lahiri, MIES Officer under IPP-VIII (Extn.) 8. Sri Samir Mondal, Attendant under IPP-VIII (Extn.) 9. Sri Sukhendu Chakraborty, Attendant under IPP-VIII (Extn.) <p style="text-align: center;">For approval.</p>	<p style="text-align: center;">Approved.</p> <p>It has been proposed by Chief Engineer, M.E. Dte., and approved by G.B. that no extension order of personnels chargeable to IPP-VIII (Extn.) may be issued till the extension order of the project is received.</p>

AGENDA	Decisions in the Governing Body Meeting
<p>Agenda 13</p> <p>The following officers/ staffs under RCH (Asansol) have been recommended by Selection Committee for further engagement of six months w.e.f. 01.07.2001 and for three (3) months in respect of Sri Haripada Sarkar, Group D under SUDA w.e.f 14.06.2001 respectively, and for fresh engagement for six (6) months in respect of Sri Raghunath Bhattacharjee as Advisor, CD, SUDA.</p> <ol style="list-style-type: none"> 1. Dr. R.N.Kar, P.O. (Health) under RCH, Asansol. 2. Sri Goutam Sanyal, Asstt. Statiscian under RCH (Asansol). 3. Sri Haripada Sarkar, Group D under SUDA. 4. Sri Raghunath Bhattacharjee. Advisor, CD under SUDA. <p>For approval.</p>	<p>Approved</p>

AGENDA

Decisions in the Governing Body Meeting

Agenda 14

Special Secretary, M.A. Deptt. and Director & Chief Executive, SUDA has tremendous work-load and has to move different places all over West Bengal for emergency type of official work. Contact with them becomes absolutely necessary at any time which does not become possible without the help of Mobile phone.

It is, therefore, proposed that installation of two mobile phones with accessories may be approved- one for Special Secretary & another for Director & Chief Executive, SUDA.

For approval.

Approved

Agenda 15

For convenience and efficiency of official work copies of documents required to be xeroxed in the office of the Special Secretary, M.A. Deptt. and much of these works relates to SUDA.

It is proposed for convenience and speedy disposal of SUDA works by the office of Special Secretary, a Xerox Machine may be purchased and installed in the office of Special Secretary, M.A. Deptt.

For approval.

Approved

"A"

Sl. No.	Date	Items of expenditure (in detail)	Amount
1.	05.02.2000	GIS Training (Ankur Mahila Charma Silpa Samabaya Samity Ltd.	37120.00
2.	19.02.2001	Travel Cost/ Mobility Support	695.00
3.	12.03.2001	Travel Cost/ Mobility Support	601.00
4.	15.03.2001	ILGUS Training under UNICEF Assistance	534.00
5.	15.03.2001	ILGUS Training under UNICEF Assistance a) Nathuni Prosad - Rs. 500.00 b) Dipa Mondal - Rs. 500.00 c) Sravani manna - Rs 500.00 d) Baisakhi Lahiri - Rs.1000.00 e) Manabendra Mondal - Rs. 250.00 Rs.2,750.00	2750.00
6.	16.03.2001	Travel Cost/ Mobility Support	466.00
7.	16.03.2001	Travel Cost/ Mobility Support	515.00
8.	16.03.2001	Transportation Charges	904.00
9.	21.03.2001	ILGUS Training under UNICEF Assistance Paid to Bichannagar (Salt Lake) wholesale Consumers Cooperative Socieity Ltd.	8941.00
10.	21.03.2001	ILGUS Training under UNICEF Assistance - Paid to Plus Point	9807.00
11.	21.03.2001	ILGUS Training under UNICEF Assistance - paid to North 24 Parganas Dist. cum Marketing Ind. Co-op. Union Ltd.	25700.00
12.	21.03.2001	ILGUS Training under UNICEF Assistance a) New Barrackpore Municipiltity - Rs. 3250.00 b) Kalyani Municipality - Rs.31421.00 c) Taki Municipality - Rs. 4350.00 d) Contai Municipality - Rs. 2700.00 e) Kanchrapara Municipality - Rs. 9000.00 Rs. 50,721.00	50721.00
13.	21.03.2001	ILGUS Training under UNICEF Assistance - Paid to Air Freeze	2700.00
14.	21.03.2001	ILGUS Training under UNICEF Assistance - Paid to Prince Caterer	31160.00
15.	21.03.2001	ILGUS Training under UNICEF Assistance - Paid to Suparna Howladar Rs.500.00 Chandra Pratihari Rs. 500.00	1000.00

Sl. No.	Date	Items of expenditure (in detail)	Amount
16.	30.03.2001	M/s. Pinnacle Infotech Pvt. Ltd.	13960.00
17.	30.03.2001	Transportation charge	7644.00
18.	30.03.2001	Transportation Charge	2450.00
19.	30.03.2001	Travel Cost/ Mobility Support	330.00
20.	30.03.2001	ILGUS Training under UNICEF Assistance New Barrackpore Municipality	42204.00
21.	30.03.2001	M/s. Pinnacle Infotech Pvt. Ltd.	9410.00
22.	30.03.2001	M/s. Pinnacle Infotech Pvt. Ltd.	1620.00
23.	30.03.2001	Transportation Charges	5102.00
24.	30.03.2001	Travel Cost/ Mobility Support	385.00
25.	30.03.2001	Travel Cost/ Mobility Support	258.00
Total			2,56,977.00

(G.Balachandhran)

Chairman, SUDA & Secretary, M.A. Deptt.

Satya