

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA**

No. 1650(2)/MA/O/C-3/3C-8/2005

Dated, Kolkata, the 14th December, 2010.

From : The Joint Secretary to the
Government of West Bengal.

To : 1) The District Magistrate,
Jalpaiguri /Coochbehar.

Sub : Study visit of the Standing Committee on Municipal Affairs & Urban
Development (2010-2011), West Bengal Legislative Assembly.

Sir,

I am directed to say that the Standing Committee Municipal Affairs & Urban Development (2010-2011), W. B. Legislative Assembly has decided to undertake a study visit to the districts of Jalpaiguri and Coochbehar from 04.01.2011 to 09.01.2011 as per programme mentioned below. During the visit the Committee would desire to have an idea as regards the progress of the on-going projects taken up by the Jalpaiguri Municipality, the Coochbehar Municipality and Jaygaon Development Authority.

As desired by the Committee you re also requested to kindly inform the Chairman and Vice-Chairman of concerned Municipalities, Local MPs, MLAs, SDO and concerned local departmental officers to attend the meetings with Committee Members as per schedule on 09.01.2011 at Jalpaiguri. As desired by the Committee you are also requested to kindly make it convenient to attend the above meeting.

The Committee comprising a team of around 12(twelve) heads including the Chairman, Members of the Committee and officials of the Secretariat will leave MLA Hostel on 04.01.2011 by Assembly Bus and after completion of the visit the Committee will return to Kolkata by Darjeeling Mail on 09.01.2011.

In this connection I am further directed to request you kindly to make necessary arrangements for their reception, accommodation, local transportation, security with escort etc. during the visit of the Committee as per Home(C&E) Deptt's Circular No.792-AR, dated 11.04.1064 (copy enclosed).

It will be appreciated if a competent person from you end is deputed to receive and accompany the Committee during the tour in your district to avoid any gap. A report regarding progress of the on-going projects in the Urban Local Bodies and Development Authorities may be prepared for kind perusal of Committee members during their visit.

Copy to
Review/TUO/
by PO(H) [to be nominated
request to attend
with the
21/12/10

Dr. De to attend
21-12-10

The study visit will be as per following programme :-

04.01.2011 Dep. MLA Hostel By Assembly Bus
Arr. Sealdah Rly. Stn.

Dep. Sealdah Rly. Stn. By Darjeeling Mail

05.01.2011 Arr. N.J.P. Rly. Stn.

Dep. N.J.P. Rly. Stn. By Govt. Car

Arr. Jalpaiguri

(Brief halt at Madarihat Tourist Lodge)

Thereafter the site visit.

Night halt at Garumara Forest Tourist Lodge

06.01.2011 Dep. Garumara Forest Tourist Lodge for By Govt. Car
Holong.

Arr. Holong.

(Visit to Holong, Madarihat, Boxer, Jayanti and other places of interest.)

Night halt at Holong Bungalow.

07.01.2011 Dept. Holong for Jaygaon. By Govt. Car

Arr. Jaygaon

(Site visit to places of interest.)

Dep. Jaygaon for Coochbehar By Govt. Car

Arr. Coochbehar

Night halt at Coochbehar Forest Bungalow.

08.01.2011 (Site visit for Development projects being implemented by the Municipality and visit to places of interest around Coochbehar.)

Dep. Coochbehar for Jalpaiguri By Govt. Car

Arr. Jalpaiguri

Night halt at Jalpaiguri

09.01.2011 (Meeting with the Jalpaiguri Municipality. Thereafter the visit to places of interest.)

Dep. Jalpaiguri By Darjeeling Mail

10.01.2011 Arr. Kolkata

Yours faithfully,
Sd/- M.N. Pradhan
Joint Secretary

No. 1650(2)/1(9)/MA/0/C-3/3C-8/2005

Dated, Kolkata, the 14th December, 2010.

Copy forwarded for information & necessary action to :

1) The Chairman / Chairperson,
Jalpaiguri /Coochbehar Municipality/Jaygaon Development Authority.

2) The Special Secretary, U.D.Department.

3) The Special Secretary of this Department.

4) The Joint Secretary-cum-Committee Officer,

W.B.Legislative Assembly,

"Asembly House", Kolkata-700 001.

This has reference to his letter No. 322(2) L.A./SC/MA/UD dt.3.12.10.

5) The Director of Local Bodies, W.B.

He is requested to kindly depute one officer to ^{coordinate} contact with the
Committee Members during their study visit.

6) The Director, SUDA.

7) The Chief Engineer, Municipal Engg. Directorate.

8) P.S. to Minister-in-Charge, M.A. & U.D.Deptt.

9) Personal Secretary to Secretary of this Deptt.


Joint Secretary

**DEPARTMENT OF MUNICIPAL AFFAIRS
GOVERNMENT OF WEST BENGAL
WRITERS' BUILDINGS, KOLKATA - 700 001**

NO - 1293 (3) MA / O / C-3 / 3C-8 / 2005

Date - 23.09.2010.

**From: Shri M.N. Pradhan
Joint Secretary to the Govt. of W.B.**

To:

- (1) The Director of Local Bodies,
 ✓ (2) The Director, SUDA,
 (3) The Chief Engineer, Mpi. Engg. Directorate,

**Sub: Study visit of the Standing Committee on
Municipal Affairs & Urban Development
(2010-11), West Bengal Legislative Assembly**

*(My to
1) Shri G.D.M., Arin
2) Shri G. Pal, Arin
3) Pb (H) with request to
Min. attnd
24/9/10*

Sir / Madam,

I am directed to say that the Standing Committee on Municipal Affairs & Urban Development (2010-11), West Bengal Legislative Assembly has decided to undertake a study visit to the districts of Purba Medinipur from 27.09.2010 to 29.09.2010 to have an idea as regards the progress of the ongoing projects taken up by the Urban Local Bodies of respective Districts. The Committee also desires to hold meeting with Chairman of concerned Municipalities, local MLAs, D.M. SDO, concerned departmental officers on 27.09.2010 at Haldia and on 28.09.2010 at Contai as per enclosed modified programme.

I am further directed to request you to kindly attend the meeting or send your representative in the above-mentioned meetings.

Yours faithfully,

WT
Joint Secretary 23/9/2010

Encl: As stated

NO - 1293 (3) MA / O / C-3 / 3C-8 / 2005

Date - 23.09.2010.

Copy forwarded for information & necessary action to:

1. The District Magistrate Purba Medinipur.
2. The Joint Secretary-curr-Committee Officer,
West Bengal Legislative Assembly.
- 3 - Guard file

WT
Joint Secretary 23/9/2010

V.V. Das

Copy to -
Shri G. Das, Porsing
Shri B. Das, Tuvol
Appt (H) [5] & nominate
by PO (H) [5] with the
report to allow
Shri
24/9/10

**DEPARTMENT OF MUNICIPAL AFFAIRS
GOVERNMENT OF WEST BENGAL
WRITERS' BUILDINGS, KOLKATA - 700 001**

NO - 1287/MA/O/C-3/3C-8/2005

Date - 23.09.2010.

From: Shri M.N. Pradhan
Joint Secretary to the Govt. of W.B.

To: The District Magistrate,
Purba Medinipur,
P.O. - Tamruk,
District - Purba Medinipur

Sub: Study visit of the Standing Committee on Municipal Affairs & Urban Development (2010-11), West Bengal Legislative Assembly

Madam.

I am directed to say that the Standing Committee on Municipal Affairs & Urban Development (2010-11), West Bengal Legislative Assembly has decided to undertake a study visit to the district of Purba Medinipur from 27.09.2010 to 29.09.2010 as per programme stated below. During the visit, the Committee would desire to have an idea as regards the Progress of the on-going Projects taken up by the Haldia Municipality and the Contai Municipality and to meet the Chairpersons of different ULBs and CEO / EO of HDA & DSDA.

The Committee comprising a team of around fourteen (14) heads including the Chairman, Members of the Committee and Officials will leave MLA Hostel on 27.09.2010 at 8 00 am by Assembly Bus and after completion of the visit, the Committee will return to Kolkata on the 29th September, 2010 by the same transportation.

As desired by the Committee, you are also requested to kindly inform the Chairman of concerned Municipalities, Local MLAs, SDO and Departmental Officers to attend the meetings with the Committee Members as per schedule on 27.09.2010 at Haldia and 28.09.2010 at Contai. You are also requested to kindly make it convenient to attend the above-mentioned meetings.

I am further directed to request you kindly to make necessary arrangements for their reception, accommodation, security, food, Meetings, Local transportation etc. during the visit of the Committee as per Home (C & E) Department's Circular No. 792-AR dt. 11.04.1954 for the Committee (copy enclosed).

Shri Kaushik Pal, WBCS (Exe), Deputy Director of Local Bodies, Burdwan Division and Sri Utpal Chakraborty, Assistant Director of Local Bodies, Burdwan Division, will co-ordinate the Programme and accompany the Study Committee during the entire tour as per Programme. It will be appreciated if a competent person from your end is kindly deputed to receive and accompany the committee during the tour in your district to avoid any gap. A report regarding progress of the on-going Projects in the Urban Local Bodies and Development Authorities may be prepared for kind perusal of Committee Members during their visit.

The Study visit will be as per following Programme:

27.09.2010 08.00 hrs. Leave MLA Hostel by Assembly Bus

10.30 hrs. Arrive Haldia Municipality

Meeting with Chair Person of Haldia Municipality and Chairman of Tamluk and Panskura Municipality and DLB, MED, SUDA, Departmental Officers, Local MLAs, D.M., SDO and CEO of HDA at 11.00 am in the Haldia Municipality Conference Hall.

Thereafter the Project Visit.

Night halt at **Haldia Bhavan**

28.09.2010 09.30 hrs. Leave Haldia Bhavan

10.30 hrs. Arrive Contai Municipality

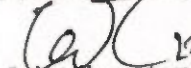
Meeting with Chairman of Contai Municipality, Egra Municipality and CEO of DSDA and DLB, MED, SUDA, Local MLAs, D.M., SDO and Departmental Officers at 11.00 am SDO's meeting hall. Thereafter the Project visit.

Night halt at **PWD (Road) Bungalow.**

29.09.2010 11.00 hrs. Leave Digha

14.00 hrs. Arrive Kolkata

Yours faithfully,


Joint Secretary 13/9/2010

NO - 1287 / 1(13) / MA / O / C-3 / 3C-8 / 2005

Date - 23.09.2010.

Copy forwarded for information & necessary action to:

1. The Chairman / Chair Person Haldia, Tamluk, Panskura, Contai & Egra Municipality
2. Sri Kaushik Pal, W.B.C.S (Executive) Dy. Director of Local Bodies, Burdwan Division, Chinsurah, Hooghly.
3. Sri Utpal Chakraborty, Assistant Director of Local bodies, Burdwan Division, Chinsurah, Hooghly.
4. The Special Secretary, U.D. Department.
5. The Special Secretary of this Department
6. Joint Secretary (K.M.) of this Department
7. The Joint Secretary-cum-Committee Officer, West Bengal Legislative Assembly, "Assembly House", Kolkata - 700 001. This has reference to his Letter No. 189(2) LA /SC /MA /UD dt. 22.09.2010
8. The Director of Local Bodies, West Bengal
- ✓ 9. The Director, State Urban Development Agency
10. The Chief Engineer, M.E. Directorate
11. P.S. to MIC, M.A. & U.D. Department
12. Pr. Secretary to Secretary of this Department
13. P.A. to Joint Secretary (MNP) of this Department


Joint Secretary

GOVERNMENT OF WEST BENGAL
HOME DEPARTMENT
Constitution and Elections

Circular no. 782-A.R.

Calcutta, the 11th April, 1964

In connexion with the study tour of the Members of a Committee set up by the State Legislature for inspecting various projects and schemes, the Governor is pleased to decide that assistance as indicated below should be given in respect of accommodation, food, transport, etc., for the said members :

(a) The West Bengal Legislative Assembly Secretariat should inform direct the Department or the Project authority concerned about the intended study tour of the members of a Committee.

(b) The Department or the Project authority concerned should arrange for the members' local transport at Government Cost and for this purpose it may utilise the staff-car or transport at its disposal or may hire such conveyance as may be locally available, necessary expenditure being incurred from contingencies under its control. Where such transport is provided, neither any conveyance allowance, nor any mileage allowance should be admissible to such member(s) for road journey undertaken in such transport.

(c) The local representative of the Department or of the Project authority concerned should, as far as possible, try to assist, as a matter of courtesy, in obtaining accommodation and food for the members, but the expenses in this respect should be borne by the members themselves to be recouped by them under the travelling allowance rules according to the Finance Department's Circular No. 1309-F., dated the 27th April, 1961.

Sd/- S. K. CHATTERJEE,
Secretary to the
Government of West Bengal.

Observations of Assembly Standing Committee on MA & UD on Urban Health matters in its meeting held on 08.05.2009

- Performance review of grass root level Health functionaries
- Communication gap between Urban Health and ICDS
- Evaluation study on functioning of CUDP III, IPP-VIII and IPP-VIII (Extn.)
- Monitoring mechanism for Health care service delivery

Action taken report

Action Plan :

- Incorporation of Health agenda in the BOC meeting and Health Officer of the ULB shall participate in the BOC meeting as special invitee - Notification in this regard may be issued by the Dept. of Municipal Affairs.
- Issuance of letter by Director, SUDA to the ULBs for involvement of Ward Councillor / Ward Committee towards monitoring & supervision of (i) Health service delivery by the HHWs at door step of community, (ii) functioning of Sub-Centres i.e. conduct of Antenatal / Postnatal Clinic, Immunisation Clinic, General Treatment Clinic, Growth Monitoring Clinic as well as awareness programme, (iii) involvement of grass root Health functionaries on implementation of Public Health & National Health Programmes. Monthly report of Ward Committee on monitoring & supervision on Health activities in a prescribed format be submitted by the Chairman of the Ward Committee either on the date of BOC or by 10th of each following month to the Chairman of the ULB.
- Format for monitoring & supervision for the Health activities at ULB level will be developed by SUDA.
- Monitoring & supervision visits to the ULBs by Asstt. Project Officers are already in place.

Re-training :

- Trainers training for HO, AHO & MO (wherever available) on specific Health issues i.e. RCH, Family Planning including immunisation, National Health Programmes & Health Management Information System (HMIS), supervision & monitoring and reporting will be done by SUDA.
- Trainers will impart training to grass root level Health functionaries at ULB level on the above mentioned Health issues.
- Training of 1st Tier & 2nd Tier Supervisors by SUDA at district level on monitoring & supervision of Health care service delivery by HHWs at community level.