



No.CMU- 25/2002 (Pt-II)/1701

Date: 13-10-2006

NOTICE

A meeting will held by Hon'ble Minister-in-Charge, MA&UD, on 18/10/2006 at 3-00 p.m. at the Conference Hall, SUDA. The performance of KUSP will be reviewed during the meeting. You are requested to prepare an up-to-date Status Report on your area of work and the plan of action for the next few months and submit it to Project Manager on 16th October'06. P.M. is requested to compile the Status Report.

(Arnab Roy)
Project Director, CMU, KUSP

Copy forwarded to:

- 1) Project Manager, CMU, KUSP
- 2) Financial Adviser, CMU, KUSP
- 3) Municipal Finance Expert, CMU, KUSP
- 4) Engineering Expert-(1), CMU, KUSP
- 5) Engineering Expert-(2), CMU, KUSP
- 6) OD Expert, CMU, KUSP
- 7) Urban Planner, CMU, KUSP
- ✓ 8) Health Expert, CMU, KUSP
- 9) Procurement Expert, CMU, KUSP
- 10) IT Expert, CMU, KUSP
- 11) Poverty Monitoring Expert, CMU, KUSP
- 12) Consultant (HDRP), CMU, KUSP
- 13) Economist, CMU, KUSP
- 14) Internal Audit Officer, CMU, KUSP

Project Director, CMU, KUSP



Memo No: 31/2002(Pt-VI)/886(40)

Date: 29.06.2006

To: The Mayor/Chairperson

..... Municipal Corpn/Municipality

.....

.....

.....

Sub: Workshop with DPG members on self appraisal & review of DDP activities

Sir/Madam,

You are aware that, the preparation of Draft Development Plan is going on in full swing in all the 40 Urban Local Bodies under the KUSP programme. As DDP preparation process is entering into final stages, we feel that a workshop with DPG members is necessary to review all the activities till date. We have planned to organize a series of workshops as per the annexed schedule (**ANNEXURE - A**) with DPG members of 4 ULBs in each day. You are requested to actively participate along with all DPG members as per the annexed schedule. You are also requested to inform all your DPG members to attend the workshop on the day indicated. You are requested to bring the following to the workshop: -

1. Self assessment sheet (as given in Book 17- Guidelines for DDP Appraisal and Approval) with marking given for all the activities performed, till date.
2. List of the difficulties you are facing .
3. Additional support you require for completing the DDP
4. Your targeted dates for completing different activities of the DDP.

Venues of all the workshops are SUDA Conference Hall.

We look forward to interacting with you.

Yours faithfully,

(Arnab Roy)

Project Director, CMU, KUSP

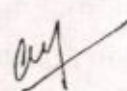


Memo No: 31/2002(Pt-VI)/ 886(40)/1(9)

Date: 29.06.2006

Copy for kind information and with request to remain present in the workshop to:

- 1) Project Manager, CMU, KUSP
- 2) Financial Adviser, CMU, KUSP
- 3) Urban Planner, CMU, KUSP
- 4) Engineering Expert-1, CMU, KUSP
- 5) Engineering Expert-2, CMU, KUSP
- 6) OD Expert, CMU, KUSP
- 7) Municipal Finance Expert, CMU, KUSP
- 8) Poverty Expert, CMU, KUSP
- 9) Economist, CMU, KUSP
- 10) Health Expert, CMU, KUSP
- 11) IT Expert, CMU, KUSP
- 12) Consultant, CMU
- 13) Resource Planner, CMU, KUSP
- 14) Procurement Expert, CMU, KUSP

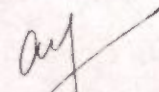

Project Director, CMU, KUSP

Memo No: 31/2002(Pt-VI)/ 886(40)/1(6)

Date: 29.06.2006

Copy for kind information to:

- 1) Secretary, M. A. Dept. Govt of West Bengal
- 2) P.S. to MIC U.D & M.A.Dept., Govt of West Bengal
- 3) DLB
- 4) Director, SUDA
- 5) CE, MED
- 6) Jt. Director, ILGUS


Project Director, CMU, KUSP



ANNEXURE - A

SCHEDULE OF WORKSHOPS WITH DPG MEMBERS ON DDP

DATE	TIME	NAME OF THE ULBS INVITED
05.07.2006	2.00 pm	Barrackpore, New Barrackpore, Serampore, Chandannagar Municipal Corporation
06.07.2006	2.00 pm	Baranagar, Khardah, North Barrackpore, Kalyani
13.07.2006	2.00 pm	Baidyabati, Bhadreswar, Budge Budge, Uluberia
14.07.2006	2.00 pm	Kanchrapara, Baruipur, Panihati, Rajpur-Sonarpur
17.07.2006	2.00 pm	Halisahar, Hooghly-Chinsura, North Dum Dum, Kamarhati
18.07.2006	2.00 pm	Bansberia, Maheshtala, Konnagar, Madhyamgram
19.07.2006	2.00 pm	Bhatpara, Naihati, Garulia, Pujali
20.07.2006	2.00 pm	Gayeshpur, Bally, Champdani, Dum Dum
21.07.2006	2.00 pm	Uttarpara-Kotrang, Rajarhat-Gopalpur, Titagarh, South Dum Dum
24.07.2006	2.00 pm	Howrah Municipal Corporation, Barasat, Bidhannagar, Rishra



Memo No. CMU- 150/2004/1320(40)

Date: 28.08.2006

The Mayor/Chairperson,
.....40..... Municipal Corporations/Municipalities.

**Sub: Workshop on State of the Environment report and formulation
of Environmental Management Plan of DDP.**

Sir/Madam,

The Change Management Unit have planned to organise a series of workshops as per the annexed schedule (ANNEXURE-A) on the above subject. The workshop has been designed by grouping 5 ULBs and the venue has been selected nearest to their location. As the DDP preparation is entering into final stage, we feel that this workshop may clear some points on formulation of Environment Management Plan of DDP. Technical working session will be held on the issue of formulation of different Environmental projects under the EMP component of DDP.

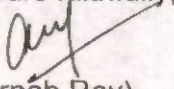
You are requested to depute upto 5 representatives/officials who are entrusted with this work to be present at the workshop.

The team members are requested to come prepared to this workshop by being conversant with the Task 1 report on State of Environment and the Technical Guideline Note already forwarded by CMU. Your representatives may be requested to bring all necessary papers and plans under formulation to this workshop.

The Mayor/Chairpersons of the host Municipal Corporation/Municipality (where the venue has been fixed) is requested to kindly arrange logistic support such as public address system, projection facility with white screen for the workshop, meeting hall (as already agreed upon) tea and snacks (lunch) for the participants and the expenditure to be incurred will be reimbursed by CMU on production of bills, duly certified by the Mayor/Chairperson.

We look forward to interacting with you.

Yours faithfully,


(Arnab Roy)
Project Director, CMU, KUSP.
Encl: As stated.

Contd.....page.....2/-



Memo No. CMU-150/2004/1320(40)/1(9)

Date: 28.08.2006

Copy to :-

1. F.A., CMU. } with the request to book the expenditure under the
2. A.O. CMU. } head " DDP Preparation – Environmental Management Plan "
3. Project Manager, CMU.
4. Director, SUDA – For information and with the request to provide SUDA Conference Hall on 11.09.2006 and 12.09.2006 from 11.00 A.M. to 3.00 P.M.
5. Consulting Engineering Services (I) Pvt. Ltd. – They are requested to organise the conduct of the workshop in consultation with Shri Ratan Choudhury, Engineering Expert, CMU.
6. Urban Planner, CMU.
7. Engineering Expert, CMU.
8. Health Expert, CMU.
9. Accounting Support Agency.

Project Director, CMU, KUSP.

Memo No. CMU-150/2004/1320(40)/2(3)

Date: 28.08.2006

Copy for kind information to :-

1. The Principal Secretary, M.A. Deptt., Govt. of West Bengal.
2. P.S. to MIC, M.A. & U.D. Deptt., Govt. of West Bengal.
3. The Director of Local Bodies, Govt. of West Bengal.

Project Director, CMU, KUSP.

ANNEXURE A**SCHEDULE OF WORKSHOPS ON ENVIRONMENTAL COMPONENT OF DDP**

DATE	TIME	NAME OF ULBs INVITED	VENUE
04.09.06	11.00AM to 03.00PM	Dum Dum, South Dum Dum, North Dum Dum, Madhyamgram & New Barrackpore	Meeting Room at South Dum Dum
05.09.06	11.00AM to 03.00 PM	Titagarh, Khardah, Panihati, Kamarhati & Baranagar	Meeting Room at Kamarhati
06.09.06	11.00AM to 03.00 PM	Naihati, Bhatpara, Garulia, Barrackpore & North Barrackpore	Meeating Room at Barrackpore
09.09.06	11.00AM to 03.00 PM	Hooghly-Chinsurah, Chandannagar, Bhadreswar Champdani & Baidyabati	Meeting Room at Chandannagar
11.09.06	11.00AM to 03.00PM	Barasat, Rajarhat-Gopalpur, Bidhannagar Howrah Municipal Corporation, Uluberia	SUDA Conference Hall
12.09.06	11.00AM to 03.00 PM	Rajpur-Sonarpur, Baruipur, Budge-Budge Pujali & Mahestala	SUDA Conference Hall
13.09.06	11.00 AM to 03.00 PM	Serampore, Rishra, Konnogar, Uttarpara & Bally	Meeting Room at Bally
15.09.06	11.00 A.M. to 03.00 P.M.	Kalyani, Bansberia, Kanchrapara, Gayeshpur & Halisahar	Lake Hall, Kalyani

Implementing Urban Reforms in India

DFID Workshop on 12 and 13 October 2006

Background note prepared by Feedback Ventures

Introduction

According to the Census 2001, India's urban population was 27.8 percent of the total population—an increase from 25.7 percent as per census 1991. The percentage decadal growth of population in rural and urban areas during the decade is 17.9 and 31.2 percent respectively. The rate of growth of urban population is increasing but the rate of growth of urban poor is increasing at a faster rate and it is expected that India will soon have the world's largest population of urban poor.

Although urban centres present real opportunities for poor people, as economic growth, driven by urban development has the potential to increase their incomes, they also create and feed the conditions within which poverty spreads. The growth of population in urban areas is partly fuelled by movements of poor people from rural to urban areas, so that the spatial location of poor people has simply shifted. If urban governance systems do not have the skills, resources and the incentives to manage growth effectively, taking into account the needs and interests of all residents, poor people may not have the means to participate in the distribution of the benefits that urban development has to offer.

There is evidence that Indian cities have not been able to manage growth effectively. The presence of slums is evidence of the failure of governments to effectively manage the urban growth process. Slums reflect inequalities between income groups, with visible dimensions of poverty, overcrowding, poor environmental health and inadequate shelter, often in close proximity to wealth. Lack of capacity to plan for and manage municipal services like water supply, sanitation and solid waste disposal is evident in the new health threats emerging in urban areas. The incidence of malaria, dengue, and other vector borne diseases is increasing in urban areas, even in non-endemic states.

The challenge to strengthen urban governance systems to improve urban planning and management, to protect the urban environment, and to provide affordable basic services to all urban inhabitants, is at the centre of the process of urban reform.

To address the challenges of urban governance, the 74th Amendment was enacted thirteen years ago. While most state governments have also made the necessary amendments to their state acts, implementation has varied. Devolution of powers to the urban local bodies has varied with imbalances in the transfer of funds, functions and functionaries – in reality, elected municipal councilors have little power, no funds and are unaware of their roles and responsibilities.

Good urban governance: the key challenge

Strengthening municipal governance to tackle the challenges of improving service delivery in cities and towns, particularly for the poor, is the most fundamental challenge in implementing urban reforms. Improving governance structures and systems in urban local bodies essentially involves strengthening

institutional and organizational capacity, accountability and responsiveness. This broadly covers the following areas:

- Capacity building of city managers.
- Ensuring planned development.
- Improving the ability to raise capital and revenues.
- Creation of new infrastructure and improved municipal service delivery.
- Making governments more responsive and accountable to citizens and other stakeholders.
- Ensuring sustainable development that can tackle the looming environment challenges and benefit all.

Capacity building of city managers and clear accountability mechanisms at city level

There are multiple agencies for service delivery at city level – with each agency having its independent reporting structure, a structure that is not conducive to joint planning and implementation. The result of this functioning is dysfunction at local level arising out of this lack of clarity of roles and responsibilities. The scenario is further complicated with private service providers entering the scene especially in the field of power and telecommunications.

The key to resolution lies in better coordination across agencies, capacity building of functionaries and institutions and perhaps a change in mindset that looks at municipal agencies as 'business entities'. The first step towards better institutions and people lies in creating the necessary enabling environment through clarity in roles and responsibilities and separation of roles that will result in transparency and accountability.

Capacity building needs to move beyond city managers and include functionaries at all levels starting with the elected representatives. Institutions too need to be strengthened to enable them to be responsive to the changing development needs through simplification of processes and greater autonomy at local level.

Ensuring Planned Development

In the current urban scenario, planning has not been able to keep pace with the rising population. Migration and the floating population fuel the economic growth of cities, but also places greater pressure on already overburdened municipal infrastructure. Given the time lag between planning and its implementation, most interventions become outdated or designs unrealistic, especially in the face of rising population pressures.

This imbalance between planned development and service delivery is more glaring in the context of areas within municipal limits and those that are being managed by private developers—a phenomena that is on the rise. Slums and planned development are closely interlinked and there is need to explore affordable housing options for the urban poor. Planned urban development and implementation of sanctioned plans is an area that requires enforcement – given that it is highly susceptible to political interference and vested interests. Enforcement can become a reality only if there is greater public participation and awareness in municipal affairs—this therefore is another challenge.

Improving the ability to raise capital and revenue

Municipal financing needs to improve in terms of availability and management. Opportunities for local revenue generation are largely limited to property taxes that are not collected as per demand leading to a high dependence on grants and loans. Raising finances for capital expansion through structured borrowings from central, state governments or the capital market at large or through bonds are models that are being tried with varied degrees of success.

Exploring opportunities to meet the running costs of municipal services through increased coverage, reduction in collection costs and identifying new revenue sources are important. But, problems persist with rising establishment costs and little or no correlation between the cost of service provision and the determination of the user charge. There are few independent revenue sources at local level and the financial situation is critical in the light of legislation that is eroding the revenue base at city level. All this means that municipal councils have low credit ratings and find it difficult to explore alternate means of borrowings. Financial reforms that will lead to an improvement in the overall fiscal position are critical.

Creation of new infrastructure and improved municipal service delivery

Cities are restrained in their ability to fund new infrastructure and very often, new infrastructure is not the panacea for all problems. Unfortunately, the common belief in infrastructure planning is that "one size fits all" and plans are not flexible to respond to changing needs. Most often than not, beneficiaries have little or no say in the choice of infrastructure and therefore feel no sense of responsibility for their sustainability. Infrastructure also comes with the added burden of O&M—an area that is often ignored in the planning stage.

Given the limited ability of governments to meet all infrastructure needs, it is critical to explore alternate means through Public Private Partnerships and service delivery through outsourcing. There are many successful examples across the country and government encourages such interventions. PPP and outsourcing are here to stay and will be more economic in the long run but, local government must have the capacity to oversee these means of service delivery.

Making governments more accountable to citizens and other stakeholders

Current municipal governance offers limited opportunity for citizens to participate in decision-making and service delivery. By default, municipal councilors are the only route of 'voice' in most cases – there are however brilliant examples of structured citizens' participation in parts of the country. Getting municipalities and citizens to work together requires to be tackled in stages and creating the right environment at the institution level is the first step. Municipalities and citizens have to learn to work together and this requires substantial capacity building at both ends.

Sustainable development and managing the environment

Inequities in service delivery and access to infrastructure pose environmental challenges that are assuming critical proportions. Air and water quality in cities has been deteriorating over time. Most urban water supply systems suffer from poor management, incur heavy physical and financial losses, and are unable to supply the citizens with uninterrupted water supply. It is therefore uncertain if the drinking water

supplied to the citizens is safe. Sanitation systems are, similarly, poorly managed and unable to dispose of human waste safely. Solid waste management is becoming more critical every day. The lack of capacity to deliver on these fronts lead to health costs that are visited primarily on the poor.

City planning and management needs to set standards for sustainable development, and evolve clear strategies to reach these standards. Investment in sustainable building technologies, policies for promotion of such technologies, improved transport planning and management can lead to improvement in air quality. Better management practices, with emphasis on service standards and accountability are required to improve water and sanitation systems.

Finally, cities need to address vulnerability, particularly with regard to access to the built environment. City planning should be inclusive, enabling the elderly, the differently abled, and those with temporary disabilities, access to public infrastructure.

Recent initiatives: JNNURM

Recognizing the vital role of cities and towns in the country's socio-economic transformation and change, their contribution to the gross domestic product, their growing involvement in the global market against the backdrop of urban services being severely stressed, the Government of India, launched the Jawaharlal Nehru National Urban Renewal Mission (JNNURM) in 2005-06. The programme assumes that for cities to work, it is essential to create incentives and support for urban reforms at the state and city level, develop appropriate enabling frameworks, enhance the creditworthiness of municipal governments, and integrate service delivery for the urban poor with the overall city level service delivery system. It is also designed to facilitate private sector participation in service delivery and management and in implementing the reform agenda, provides for participation of business, industry, civic groups and communities in local decision-making. The programme comprises two Sub-Missions, viz., Sub-Mission for Urban Infrastructure and Governance, and Sub-Mission for Basic Services to the Urban Poor.

JNNURM visualizes a City Development Plan both as a perspective and a vision for the future development of a city. Accordingly, it should present the current stage of development of the city, set out the directions of change, identify thrust areas, suggest alternative strategies and interventions for bringing about the change, provide a framework and vision within which projects need to be identified and implemented, and establish a logical and consistent framework for evaluation of investment decisions. Further, it should provide a basis for cities to undertake urban sector reforms at state and city levels that help direct investment into city-based infrastructure.

The opportunities that are available through this programme are immense. Linking reforms with infrastructure funding and making local governments responsible for implementation are important first steps towards improved and financially sustainable cities.

Annexure

Urban Reform Projects supported by DFID- India

The Department for International Development (DFID) is the UK government department responsible for the UK's contribution towards global efforts to eliminate poverty. We operate mostly in partnership with Government of India (GoI) and with other developmental agencies. Along with national initiatives, four focus states of DFID-India are: Andhra Pradesh, West Bengal, Madhya Pradesh, and Orissa. DFID-India's Country Assistance Plan (CAP) for 2004-2008 identifies strategies to support the GoI in achieving the Tenth Plan and internationally agreed Millennium Development Goals (MDGs) by 2015.

DFID has a long history of Urban Development initiatives in India. Currently, in three of the focus states, (Andhra Pradesh, Madhya Pradesh, and West Bengal), DFID has been working in partnership with the State Governments to support reforms in the urban sector. This support aims at strengthening municipal governance to function more efficiently and to provide better services to the urban poor. The programmes in Andhra Pradesh and West Bengal are mature programmes that have been under implementation for some time and are showing real improvements in the delivery of urban services. The design process for the urban reform programme for the state of Madhya Pradesh has recently been completed and approval to move to implementation has just been received.

1) Urban Reform in Andhra Pradesh

APUSP: Andhra Pradesh Urban Services for the Poor

APUSP is a partnership project between the Government of Andhra Pradesh and DFID, aimed at achieving sustained reduction in the vulnerability and poverty of the urban poor in Andhra Pradesh. The seven year project was launched in 1999, and involved a total financial commitment of £ 94.4 million grant funds. The project has since been extended by another two years, and will end in March 2008.

It initially covered 32 class 1 towns in Andhra Pradesh (population exceeding 100,000) but, after the mid-term review, project coverage was extended to 42 towns. The APUSP project comprises the following linked and complementary components:

i) C1- Reforms leading to improved municipal governance

This focuses on municipal reforms, with the aim of improving the performance of municipalities and contributing to the development of pro-poor policy for urban local bodies. This is being achieved through initiatives that strengthen municipal finance, municipal accounting, planning, operation and maintenance practices, and train staff in identified areas.

ii) C2- Environmental Services for the poor

This component aims at improvement of environmental infrastructure for sustainable provision of urban basic services to the poor. In physical terms, this translates into improvements in water supply, sanitation, solid waste management, drainage, roads, footpaths and street lighting, mainly in slum areas. Off-site infrastructure is also provided to link existing infrastructure to poor settlements where necessary.

iii) C3- Civil Society Strengthening

This component will strengthen civil society and will to build their capacity to voice the needs of the urban poor and advocate for an improved range and quality of service delivery at the local level.

Achievements of the programme

- 1) CMAPP (Comprehensive Municipal Action Plan for Poverty Reduction) evolved and implemented in all municipalities. This tool is being used for infrastructure planning and interventions in poor settlements
- 2) Municipal Reforms- Efficiencies in procurement procedures, Accounting reforms in line with JNNURM requirements, Property tax assessment and collection, New tax net, complaint management systems in place in all target municipalities.
- 3) Major effort on creation of all women self help groups, federating them, and linking them to banks. Upadhi programme on wage employment in collaboration with Dr. Reddy Foundation
- 4) Municipalities' own resources increased by 300 percent.
- 5) Major initiatives on energy saving and on water and sanitation reform.
- 6) Third party quality assurance for all municipal works mandated by Government.

2) Urban Reform in West Bengal

Urban Services for the Poor

- 1) This programme was started in 2003, with a financial commitment of up to £ 102 million over 7 years
- 2) It is a partnership with the Government of West Bengal, to improve urban governance, access to services for the urban poor, economic development and livelihoods.
- 3) It covers all the municipalities in Kolkata Metropolitan Area except Kolkata Municipal Corporation
- 4) Recently, it has been agreed to extend the following specific components of the programme to all the other (85) municipalities in West Bengal
 - (a) Preparation of development plans
 - (b) Roll out of accounting reforms
 - (c) Preparation of citizens' charters

Achievements so far

- 1) Quick slum survey based broadly on CMAPP principles completed in all slums in KMA area
- 2) Development planning in progress in all 40 ULBs
- 3) Accounting Reforms- Double entry accrual based accounting systems being rolled out in all 40 ULBs
- 4) OD reforms being supported in the Municipal Administration Department, and the ULBs
- 5) Slum infrastructure work in progress and 3rd Party Quality Assurance procedures introduced
- 6) All slum infrastructure being executed through community contracting- through the all women Community Development Societies established under SJSRY.

KEIP: Kolkata Environmental Improvement Project

- 1) DFID is working with ADB on its Kolkata Environmental Improvement Programme to support sustained improvement in the environmental health and quality of life for the communities of Kolkata.
- 2) DFID support is in the form of a grant of up to £28.3 million over 6 years.
- 3) While the ADB loan is for infrastructure upgradation / creation, the DFID component supports the capacity building of Kolkata Municipal Corporation

Achievements so far

- 1) Significant increase in KMC's resource mobilization.
- 2) Organizational reform initiative in progress to delegate functions downwards and set up corresponding accountability mechanisms within the existing three tier structure at the Corporation, borough, and ward levels.
- 3) GIS mapping in progress for the KMC area, as well as the system design for e-governance, including business process re-engineering and accounting reforms.

3) Urban Reform in Madhya Pradesh**MPUSP: Madhya Pradesh Urban Services for the Poor**

- 1) This programme envisages a financial commitment of £ 41 million over a period of five years
- 2) It will initially cover four cities; Bhopal, Gwalior, Jabalpur, and Indore
- 3) It will complement the ADB funded Urban Water Supply and Environment Improvement Project (UWSEIP) for the urban poor
- 4) It will support the state's and the municipal corporations' reform processes
- 5) It is strongly aligned with national policy (Tenth Five Year Plan and the JNNURM).



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www.feedbackventures.com

October 10, 2006

Dr. Shibani Goswami,
Health Expert
CMU, KUSP

Dear Dr. Shibani Goswami,

I am writing to you to confirm your participation in a two-day workshop on "Implementing Urban Reforms" on October 12 and 13, 2006. The workshop will be held at the Jahangir Hall of the Taj Palace Hotel, S.P Marg, Delhi. This workshop is being organized by the UK Department for International Development (DFID). We at Feedback Ventures are managing this workshop on behalf of DFID-India. The agenda for this workshop is attached for your reference.

DFID India has put together this workshop to facilitate sharing of experiences among a range of partners working in urban India. This is being done with the support of the Ministry of Urban Development and the Ministry of Housing and Urban Poverty Alleviation. This workshop will bring learning and experiences from the DFID focus states of Andhra Pradesh, Madhya Pradesh, and West Bengal, together with recognized best practices from practitioners and government in other states.

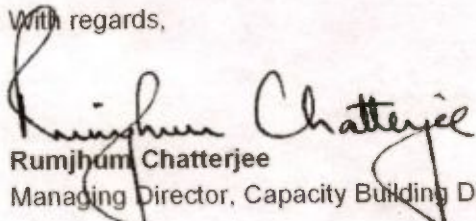
DFID-India has, over the last decade, supported a number of urban reform initiatives. APUSP (Andhra Pradesh Urban Services for the Poor), the urban program in Andhra Pradesh, has been running for seven years, and has now been extended by another two years. The West Bengal programs, (Kolkata Environment Improvement Program and Kolkata Urban Services for the Poor) have been running for three years and two years respectively. The Madhya Pradesh program (Madhya Pradesh Urban Services for the Poor), is about to begin implementation. All the ongoing programs have achieved milestones, and though the design parameters were broadly similar, have evolved different areas of strength.

This workshop is about implementing urban reforms. It will focus on the "how" of responding to challenges and constraints that are faced by people leading the reform process across different levels. The workshop will document some initiatives in urban reform, and stimulate discussion on the sustainability of the reform process, as well as the way forward.

For any clarifications, please feel free to call my colleague, Harsh Shrivastava, at 98 1060 9988 or email him at harsh@feedbackventures.com.

I look forward to having you with us.

With regards,


Rumjhum Chatterjee
Managing Director, Capacity Building Division

Workshop on 'Implementing Urban Reforms in India'

Hosted by DFID, India

October 12 and October 13, 2006

Jahangir Hall, Taj Palace Hotel, Sardar Patel Marg, Delhi

Agenda as at 1245 hrs on October 6, 2006

Thursday, October 12, 2006		
Time	Agenda	Speaker
0900 to 0930 hrs	Registration	
Inaugural Session		
0930 to 0940 hrs	Opening remarks	Fiona Louise Lappin <i>Deputy Head</i> DFID India
0940 to 0955 hrs	Overview of urbanization and Reform processes in India	Stephen Young <i>Senior Urban Adviser</i> DFID India
0955 to 1010 hrs	The challenges of urban poverty	Pankaj Jain <i>Joint Secretary</i> Ministry of Housing and Urban Poverty Alleviation
1010 to 1025 hrs	JNNURM and urban reforms	Anirudh Kumar Ministry of Urban Development
1025 to 1100 hrs	Discussion	
1100 to 1115 hrs	Coffee Break	
Session 1: Urban Planning for Municipal Bodies Chairman: Professor O. P. Mathur , NIPFP		
1115 to 1130 hrs	Opening remarks	Session chair
1130 to 1150 hrs	Going beyond the City Development Plan	Lokesh Chandra Commissioner Nagpur Municipal Corporation Anup Wadhawan Sr. Utility Specialist WSP - SA

1150 to 1225 hrs	Participative planning through the draft development Plan	Joint Presentation by Arnab Roy Project Director Change Management Unit, KUSP And Amiya Das Chairman Chandannagar Municipality
1225 to 1240 hrs	Mainstreaming the Comprehensive Municipal Action Plan for Poverty reduction (CMAPP) into Urban planning processes	B. Janardhan Reddy Project Coordinator APUSP
1240 to 1320 hrs	Discussion	
1320 to 1330 hrs	Summing up	Session Chair
1330 to 1415 hrs	Lunch	
Session 2: Municipal Financing Chairperson: K. P. Krishnan		
1415 to 1430 hrs	Opening remarks	Session chair
1430 to 1445 hrs	Quiz on urban reforms	
1445 to 1515 hrs	Accounting Reforms – Challenges and Support for ULBs	Sunil Soni , Director, Municipal Administration, Mumbai Srikrishna , Chief Operating Officer E-Government Foundation
1515 to 1545 hrs	Property tax reforms—Delhi's Experience.	Akash Taneja FICCI Captain Dlip Mahajan , Ahmedabad Municipal Corporation
1545 to 1600 hrs	Coffee break	
1600 to 1630 hrs	Resource mobilization	N. Raghu Prasad Commissioner Quthbullapur Municipality
16.30 to 17.00	Municipal Development Funds	V Chandra Mohan , Karnataka Urban Infrastructure

		Development Fund Corporation (KUIDFC)
1700 to 1710 hrs	Summing up	Session Chair
1930 to 2130 hrs	Networking Dinner at the Taj Palace	
Friday, October 13, 2006		
Session 3: Internal reforms, e-governance, and citizens services		
Chairperson: Veena Ish , Secretary, MoUD, GOAP		
1000 to 1015 hrs	Opening remarks	Session chair
1015 to 1045 hrs	E-governance reforms (example of Kalyan - Dombivili Municipal Corporation)	Prakash Rane Managing Director ABM Knowledgeware
1045 to 1100 hrs	Coffee Break	
1100 to 1130 hrs	Organization Development (example of Kapra Municipality)	S. Ram Narayan Reddy Commissioner Kapra Municipality And N. Satyannarayana Commissioner LB Nagar Municipality
1130 to 1200 hrs	Citizens' Report Cards Public Affairs Foundation	Gopakumar K. Thampi
1200 to 1250 hrs	Discussion	
1250 to 1300 hrs	Summing up	Session Chair
1300 to 1345 hrs	Lunch	
Session 4: Challenges in Addressing Urban Poverty		
Chairperson: Dr. Vinod Tewari , Former Director NIUA		
1345 to 1400 hrs	Opening remarks	Session chair
1400 to 1430 hrs	Urban Land and Tenure Resettlement and Rehabilitation Zoning regulations	Sundar Burra SPARC, Mumbai Manali Shah SEWA, Ahmedabad
1430 to 1500 hrs	Discussion	
1500 to 1530 hrs	Urban sanitation Mumbai Sanitation Initiative (with community involvement) Kalyani Municipality	Sundar Burra SPARC, Mumbai Dr. Shantanu Jha

	Community Led Total Sanitation Initiative (KUSP)	Chairman Kalyani Municipality
1530 to 1600 hrs	Discussion	
1600 to 1615 hrs	Coffee Break	
1615 to 1645 hrs	Promoting urban livelihoods— Accessing market opportunities Upaadhi—Livelihoods initiative of APUSP Community Challenge Fund of KUSP	B. Janardhan Reddy Project Coordinator APUSP D. P. Basu MODE, Kolkata
1645 to 1715 hrs	Discussion	
1715 to 1725 hrs	Summing up	Session Chair
1725 to 1740 hrs	Workshop concluding remarks	DFID



Memo No. CMU-164/2004(Pt-III)/3506.

Date: 31-03-2006

OFFICE NOTE

Sub: Annual Review of DFID

DFID will be holding Annual Review of KUSP programme from 14-17 May 2006.

You are requested take the following actions:

- 1) Complete all the actions points relating to your work mentioned in Aide Memoire of last review.
- 2) Prepare Action Taken Report on recommendations of the Aide Memoire of the last review pertaining to your area of work within 30th April 2006 and forward the same to Project Manager, CMU, KUSP.
- 3) Prepare Report of Progress of Work pertaining to your area and forward the same to Project Manager, CMU, KUSP within 30th April 2006.
- 4) Prepare Plan of Action for 2006-07 for work pertaining to your area and forward it to Project Manager, CMU, KUSP.

Project Manager, CMU, KUSP, is requested to receive the reports and compile them.

(Arnab Roy)
Project Director, CMU, KUSP

To:

- (1) Project Manager, CMU, KUSP
- (2) Engineering Expert-I, CMU, KUSP
- (3) Engineering Expert-II, CMU, KUSP
- (4) Procurement Expert, CMU, KUSP
- (5) Poverty Expert, CMU, KUSP
- (6) Municipal Finance Expert, CMU, KUSP
- (7) OD Expert, CMU, KUSP
- (8) Urban Planner, CMU, KUSP
- (9) Economist, CMU, KUSP
- (10) Financial Adviser, CMU, KUSP
- (11) Health Expert, CMU, KUSP
- (12) Consultant, HRDP, CMU, KUSP
- (13) Training Adviser, CMU, KUSP

Project Director, CMU, KUSP



Tel.No: 2592 0074

NO: E/IV/10/UHIP/ 14
OFFICE OF THE CANTONMENT BOARD
BARRACKPORE:
Aug'2006

Dr. Gromann
Aug
28/8

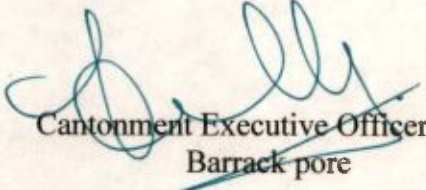
To
The Office On special Duty (Health)
UHIP unit a Block 3rd floor
KMDA Unnyan Bhavan, Salt Lake
Kolkata – 700091

Sub: - Implementation of UHIP (Urban Health Improvement Project) or other relevant projects to Cantonment Board Barrack pore.

Ref: - This Office letter No E/IV/10/UHIP/6 dt. 20/72006.

In continuation to the letter quoted above it is to inform you that para 01,02&03 of the above letter may please be read as below:-

1. One Health cum adm unit cum sub center at Ordaly Bazar for (a) genl. OPD (b) Ambulance services (c) field/H.T.H services & (d) all relevant services except maternity (indoor) service.
2. One sub center at Cantonment Board Office with all of its activities & H.T.H.services.
3. Two sub center at Sadar Bazar ___ one at Cantonment General Hospital & one at Sadar Bazar water works with all of its activities & H.T.H services.


Cantonment Executive Officer
Barrack pore

Copy to

1. The secretary
K.M.D.A/ Unnyan Bhavan, Salt Lake
Kolkata – 700091
2. The project Director (Health)
(Change Management unit)
KUSP- project
ILGAS BHABAN
H.C BLOCK – SECTOR 3
SALT LAKE, KOL-106
3. The Chairman
North Barrack pore Municipality

মাননীয় মুখ্যমন্ত্রী
পশ্চিমবঙ্গ সরকার
রাইটার্স বिल्ডিংস,
কলকাতা ৭০০০০১

১৭ই জুলাই, ২০০৬

বিষয়:- বারাকপুর ক্যান্টনমেন্ট বোর্ড অধীনস্থ এলাকায় উন্নয়নের প্রতিবন্ধকতা

মহাশয়,

নোয়াপাড়া বিধানসভা কেন্দ্রের নবনির্বাচিত বিধায়ক হিসাবে সর্বপ্রথমে আপনার গোচরে আনা আমার কর্তব্য যে বিধানসভা এলাকায় দুটি পৌরসভা - বারাকপুর এবং উত্তর বারাকপুর পৌরসভায় নির্বাচিত পৌরপ্রতিনিধিদের দ্বারা গঠিত পৌর বোর্ড এর মাধ্যমে কেন্দ্রীয় এবং রাজ্য সরকারের বিভিন্ন উন্নয়নমূলক এবং সামাজিক প্রকল্পগুলির বাস্তবায়নের প্রচেষ্টা করা সম্ভব। কিন্তু বারাকপুর ক্যান্টনমেন্ট বোর্ড এলাকায় কোনো নির্বাচিত জনপ্রতিনিধি দ্বারা গঠিত বোর্ড বহুদিন যাবৎ নাই। শুধুমাত্র একজন মনোনীত প্রতিনিধি আছেন এবং একজন প্রশাসক (সি . ই . ও) দ্বারা এই ক্যান্টনমেন্ট বোর্ডের প্রশাসনিক কাজকর্ম পরিচালিত হয়। ফলস্বরূপ রাজ্য ও কেন্দ্রীয় সরকারের উন্নয়নমূলক এবং সামাজিক প্রকল্পগুলি এই এলাকায় বাস্তবায়িত করার উদ্যোগ নেওয়া সম্ভব হচ্ছেনা যদিও এই এলাকার ৭টি ওয়ার্ডের ২২০০০ অধিবাসীর বেশীর ভাগই অতি-দরিদ্র শ্রমীর মানুষ।

তাই আপনার কাছে সনির্বন্ধ অনুরোধ এই যে প্রতিরক্ষা (কেন্দ্রের) দপ্তরের অধীন এই এলাকার উন্নয়নের কাজের উদ্যোগ নেওয়ার জন্যে রাজ্যের উন্নয়ন প্রকল্পের এলাকার তালিকায় অন্যান্য পৌরসভা ও পঞ্চায়েত এলাকার মতই "বারাকপুর ক্যান্টনমেন্ট বোর্ড" এলাকাকে তালিকাভুক্ত করার যথোপযুক্ত ব্যবস্থা গ্রহণ করুন যাতে এই এলাকার দরিদ্র অধিবাসীদের জন্য (১) আই . সি . ডি . এস (সুসংহত শিশুবিকাশ সেবা প্রকল্প) (২) স্বর্ণজয়ন্তী রোজগার যোজনা (৩) প্রধানমন্ত্রী রোজগার যোজনা (৪) স্বনির্ভর গোষ্ঠী গঠন (৫) কেন্দ্রীয় ও রাজ্য সরকারের বিভিন্ন স্ব-নিযুক্তি প্রকল্পগুলির কাজ অর্থনৈতিক উন্নয়নের লক্ষ্যে অবিলম্বে শুরু করা যায়। সঙ্গে সঙ্গে রাজ্য ও কেন্দ্রীয় সরকারের বিভিন্ন সমাজকল্যানমুখী কর্মসূচীগুলি যেমন (১) জি . আর (২) বার্ষিক ভাতা (৩) বিধবা ভাতা (৪) মাতৃকালীন ও প্রথম সন্তান প্রসবকালীন ভাতা প্রদানের কাজও এই এলাকার অধিবাসীদের জন্যে শুরু করা সম্ভব হয়।

আরো অনুরোধ করব যে এই এলাকাকে কে . এম . ডি . এ . এলাকার তালিকাভুক্ত করার যথোপযুক্ত ব্যবস্থা গ্রহণ করুন যাতে দরিদ্র মানুষের জন্যে কে . এম . ডি . এ-র অধীন কে . ইউ . এস . পি . প্রকল্পে (পার্শ্ববর্তী এলাকা বারাকপুর পৌরসভা এবং উত্তর বারাকপুর পৌরসভা এলাকার অধিবাসীদের মতই) এই এলাকার অধিবাসীরাও বস্তি উন্নয়ন, স্বাস্থ্য উন্নয়ন প্রকল্পগুলির মাধ্যমে সর্বাঙ্গীন উন্নয়নের সুযোগ থেকে বঞ্চিত না হন।

এই এলাকা গঙ্গাবর্তী হওয়া সত্ত্বেও গঙ্গা দূষণ রোধ প্রকল্প (গঙ্গা অ্যাকশন প্ল্যান বা গ্যাপ) এর কোনো কাজই এই বোর্ড এলাকায় হয়নি। গঙ্গার দুই তীরে সৌন্দর্যায়ন-এর যে কাজ শুরু হয়েছে অন্য পার্শ্ববর্তী পৌরসভা এলাকাগুলিতে এই বোর্ড এলাকায় তারও কোন পরিকল্পনা সম্ভবতঃ নেই। অথচ শহীদ স্মরণ পান্ডের স্মৃতিবিজড়িত ভারতবর্ষের একটি সুপ্রাচীন ক্যান্টনমেন্ট বোর্ডকে উপযুক্ত রক্ষনাবেক্ষণ এবং উন্নয়ন - সৌন্দর্যায়ন দ্বারা একটি আকর্ষণীয় ইতিহাস সমৃদ্ধ পর্যটন কেন্দ্র হিসাবে গড়ে তোলা সম্ভব।

তাই আপনার কাছে অনুরোধ রাজ্য সরকারের তরফে প্রয়োজনীয় ব্যবস্থা গ্রহণ করুন এবং কেন্দ্রীয় সরকারের সংশ্লিষ্ট কর্তৃপক্ষের সঙ্গে বিষয়টি উপযুক্ত গুরুত্ব সহকারে আলাপ - আলোচনা দ্বারা এই দীর্ঘদিনের সমস্যার সমাধান করুন যাতে এলাকার জনগণ আমাদের বামফ্রন্ট সরকারের উন্নয়নমুখী অভিমুখের সুফল যত তাড়াতাড়ি সম্ভব অনুভব করতে পারে।

শুভেচ্ছা ও অভিনন্দন সহ-

১৭/৭/০৬

MLA
Noapara Constituency
Barackpore (24)

छावनी परिषद बैरकपुर

रक्षा मंत्रालय

भारत सरकार

CANTONMENT BOARD BARRACKPORE

Ministry of Defence

Govt. of India

पिन Pin - 743101

Save Water
Keep Area Clean
Plant Trees

दूरभाष Phone. 2594-6448, 2592-0074
Fax 2592-0074

संख्या No. E/N/10/343

दिनांक Date 17 Jan. 2005

To

The Officer on Special Duty(Health)
U.H.I.P Unit
G-Block, 3rd floor,
Unnayan Bhavan, Salt Lake
Kolkata-700091

Sub : IMPLEMENTATION OF U.H.I.P (URBAN HEALTH
IMPROVEMENT PROJECTS) OR OTHER RELEVANT
PROJECT TO CANTT BOARD, BARRACKPORE

It is to inform you that Cantonment Board Barrackpore is an autonomous body under Ministry of Defence which offers Municipal services to its 25000 civil population besides taking care of the civic administration of the Cantonment. Cantonment Board comprises of Army Officers nominated for the purpose and civil members who are elected as per Cantonment Electoral Rules.

Some public welfare projects are being run smoothly and successfully like Pulse Polio Immunization Programme, Sarba Siksha Abhijan, Literacy Programme with the help of Govt. of West Bengal & Other agencies.

Most substantial density of the population are slum dwellers and are below poverty line. But these population are deprived of the benefits offered by Govt. of West Bengal/K.M.D.A through different projects like I.P.P.I-VIII/UHIP/KUDP/ICDS etc.

Eligible couple protection rate/immunization coverage/maternity care can be enhanced by utilization of these projects as well as birth rate can be reduced.

Cantonment Board is maintaining a 24 bedded general Hospital which offers health services along with maternity care to not only its own population but also that of adjoining localities of North Barrackpore Municipality/Barrackpore Municipality there by catering to the primary Health care needs of population more than more than one Lakh.

छावनी परिषद बैरकपुर

रक्षा मंत्रालय

भारत सरकार

CANTONMENT BOARD BARRACKPORE

Ministry of Defence

Govt. of India

पिन Pin - 743101




दूरभाष Phone. 2594-6448,2592-0074
Fax 2592-0074

2.

संख्या No. :

दिनांक Date

In view of the above, it is requested that to do the needful may be done to extend above projects to Cantonment Board, Barrackpore for better health care of poor people of this area.


CANTONMENT EXECUTIVE OFFICER
(K. V. NAGIREDDY)

copy to:-

1. The Secretary
KMDA/UHII
Kolkata-91
2. The A.C.M.O.H
Barrackpore

*Receiving
on 19/01/05
h*



दूरभाष Phone : 2592-0074
 Fax : 2593-3758
 E-mail : ceo_bkpcantl@dataone.in

छावनी परिषद बैरकपुर

महा मंत्रालय, भारत सरकार
 CANTONMENT BOARD BARRACKPORE

Ministry of Defence
 Govt. Of India
 Pin - 700120

संख्या NRO E/IV/10/UMIP/6

दिनांक Date
 20 July 2006

To
 The Officer on Special Duty (Health)
 UHIP Unit G Block: 3rd Floor
 Unnayan Bhavan, Salt Lake
 Kolkata - 700 091

**SUB : IMPLEMENTATION OF UHIP (URBAN HEALTH IMPROVEMENT PROJECT)
 OR OTHER RELEVNT PROJECT TO CANTONMENT GENERAL HOSPITAL BARRACKPORE**

- Ref - 1 This office letter no E/IV/10/343 dt 17/01/2005
 2 Your office letter No 208/1-22/KMDA/UHIP/IPP-VIII/2004 dt 25/01/2005
 3 Letter of chairman of North Barrack pore Municipality Letter
 No 2526/NBM/H/O dt 10/023/2005

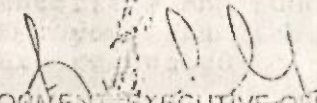
In referencé to the letters quoted above it is to inform you that Cantonment Board Barrackpore likely to obtain following health care facilities under UHIP relevant project

- 01 One Health cum Adm. Unit cum H.A.U. sub-center are Orderly Bazaar for (a) Gen. O-D service (b) Ambulance service (c) Field/H-T-H services at ground level & (d) all relevant services except maternity (indoor) services. This HAU will cover all services etc of Orderly bazaar part
- 02 One HAU at Cantonment Board office Barrackpore which will cover Bungalow area & some part of orderly bazaar & some part of Sadar Bazar area will fill of its activities with field /H-T-H services.
- 03 Two HAU at Sadar Bazar ---- One at Cantonment General Hospital Barrackpore & one at Sadar Bazar water works with all of its activities with field /H-T-H Services
- 04 Financial & all relevant assistance for implement of existing maternity center at Cantonment General Hospital Barrack pore

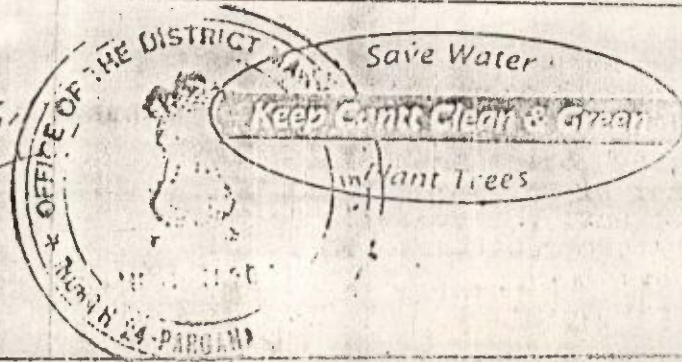
In this connection it is to inform you that the population of Cantonment Board Barrackpore is about 22000. so 04 HAU / sub-center applicable to this area.

Co- Operation in this regard is earnestly solicited in order to provide benefits to the sizeable civil population that resides in the Cantonment

- Copy to -
- 1 The District Magistrate
 24 Parganas(North)
 - 2 The Chairman
 North Barrack pore Municipality Barrackpore


 CANTONMENT EXECUTIVE OFFICER
 BARRACKPORE

Handwritten notes:
 25/07/06
 25/07/06



Kolkata Metropolitan Development Authority
URBAN HEALTH IMPROVEMENT PROGRAMME UNIT

Umayan Bhavan, Bidhannagar, 'G' Block, 1st, 2nd & 3rd floor, Kolkata - 700 091.

☎ : 2334-5257/2337-0697/2358-6771/2337-1103. FAX No. : 2358-3931 & 2358-7368 E-mail : caudolm@kmda.net

No 1208 /1-22/KMDA/UHIP/IPP-VIII/2004

Dated: 25.01.2005

From: The Officer On Special Duty
U.H.I.P. Unit, KMDA.

To: The Chairman
North Barrackpore Municipality
Dist. North 24-Parganas.

Re: Implementation of UHIP (Urban Health Improvement Projects) or other relevant project in Cantonment Board Barrackpore area.

Sir,

This is to enclose a copy of the letter bearing no. E/IV/10/343 dated January 17, 2005 from Cantonment Executive Officer, Cantonment Board Barrackpore for information and necessary action.

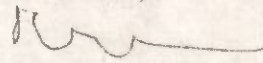
The Cantonment Board Barrackpore has requested for preventive health care services under IPP-VIII, CUDP-III, UHIP for the slum dwellers and other people living below the poverty level in the Cantonment Board area.

I would request you to kindly examine and consider the proposal of the Cantonment Board Barrackpore and take necessary action in this regard under an intimation to this office.

This may kindly be treated as urgent.

Encl: As stated.

Yours faithfully,



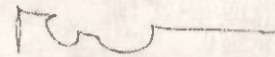
OSD, UHIPU, KMDA

27/01/05

No 1208/1(1) /1-22/KMDA/UHIP/IPP-VIII/2004

Dated: 25.01.2005

Copy forwarded to Cantonment Executive Officer, Cantonment Board Barrackpore for information in reference to his letter no. E/IV/10/343 dated 17.01.2005.



OSD, UHIPU, KMDA

27/01/05

9e

North Barrackpore Municipality

PALTA, P.O. BARRACKPORE
NORTH 24 PARGANAS
PIN-700120

Ref. No.....2526/NBM/H.O.

Date.....10.02.2005

From: Sri Madhusudan Ghose,
Chairman

To: The OSD
UHIP, KMDA
Unnayan Bhawan, Bidhannagar,
'G' Block,
Kolkata-700091.

Re : Implementation of UHIP or other relevant
project in Cantonment Board Barrackpore.

Sir,

Received a letter No. 1208/1-22/KMDA/UHIP/IPP-VIII/2004 dated 25.01.2005 enclosing herewith the copy of correspondence made to you by the Executive Officer, Cantonment Board, Barrackpore.

From the above two correspondence it is not clear as to what specific preventive health care facilities are being asked. I may inform you that the population of the Cantonment Board Barrackpore residing nearer to North Barrackpore Municipal boundaries are already getting services from the municipality and such services include immunisation, family planning counselling and Ante Natal care services etc. To cover the entire population of the Cantonment Board area, it will be necessary to have extra manpower namely HHW, FTS, STS, PMO's etc. as well as material supplies and fund provision.

I therefore request you to kindly enlighten us the specific services we have to render for the entire Cantonment Board population.

On receipt of the same a complete proposal mentioning the requirement of the extra manpower, materials and funds etc. for this programme will be sent to you for your sanction. As the matter has to be treated as urgent you are requested to send us an early reply.

Yours faithfully,

[Signature]
Chairman

Copy forwarded to :

The Executive Officer,
Cantonment Board, Barrackpore
for information in reference to
OSD letter No. 1208/1-22/KMDA/UHIP/IPP-VIII/
2004 dated 25.1.05.

dkr.

[Signature]
Chairman

[Handwritten notes]
10/2/05



Memo No, CMU- 195 /2004 (Pt-II) /2089 (40)

Date: 16th February, 2006.
17

The Mayor/Chairperson,

.....40..... Municipal Corporation/Municipalities.

Sub: 1) Prize Distribution Ceremony for Clean and Attractive City Competition 2005-06 and (2) Review Meeting on KUSP

Sir/Madam,

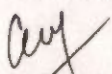
I am happy to announce that the prize winners of Clean and Attractive City Competition 2005-06 have been identified. The prizes will be awarded by the Hon'ble Minister-in-Charge, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Shri Asok Bhattacharyya on 23.02.2006 at 3.00 P.M. in the SUDA Conference Hall, ILGUS Bhavan, HC Block, Sector-3, Bidhannagar, Kolkata -700 106.

After the prize distribution ceremony, the Hon'ble Minister-in-Charge, Municipal Affairs & Urban Development Department will hold a review meeting on KUSP with all the Chairpersons.

You are requested to kindly attend the Prize Distribution Ceremony and the Review Meeting.

Thanking you,

Yours faithfully,


(Arnab Roy)
Project Director, CMU, KUSP.

Contd.....Page....2

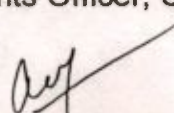


Page: 2 :

Memo No. CMU- 195/2004 (Pt-II)/2089(40)/1(20) Date: $\frac{16.02.2006.}{17}$

Copy to :

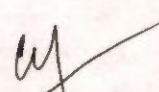
1. The Secretary, M.A. Deptt. Govt. of West Bngal.
2. P.S. to MIC, MA&UD Deoptt. Govt. of West Bengal.
3. Director, Local Bodies.
4. Diector, SUDA.
5. Chief Engineer, MED
6. Jt. Director, ILGUS.
7. Project Manager, CMU.
8. Financial Adviser, CMU.
9. Engineering Expert- 1, CMU.
10. Engineering Expert-2, CMU.
11. Municipal Finance Expert, CMU.
12. Urban Planner, CMU.
13. OD EXpert, CMU.
14. Poverty Monitoring Expert, CMU. 15. Health Expert, CMU.
16. Procurement Expert. 17. Economist, CMU.
18. Training Adviser, CMU 19. Accounts Officer, CMU.
20. Consultant (HDRP), CMU.


Project Director, CMU, KUSP.

Memo No. CMU- 195/2004 (Pt-II)/2089(40)/2(3) Date: $\frac{16^{th} \text{ February, 2006.}}{17}$

Copy to :

1. Mr. Andrew Kenningham, DFID, New Delhi.] DFID representative (s) may
2. Shri Souvik Dutta, DFID, New Delhi.] like to attend the Prize
3. Ms. Debashree Mukherjee] Distribution Ceremony and
the review meeting.


Project Director, CMU, KUSP.



Pipulpati

P.O. & DIST : Hooghly

Phone ; 2680 2319

2680 3166

STD : 033

No /H HKB

From : The Chairman, HCM

To : Dy. Chief Medical Officer of Health III, Hooghly Dated the Feb '06

Sub: Laproscopic sterilization operation camp.

Sir,

We desire to conduct the above camp at our HAU, M K HAT, Hooghly.

I therefore request you for necessary directive with fixation of dates for two camps and preferably to engage Dr. Somnath Banerjee as surgeon to conduct the sterilization operation.

Thanking you,

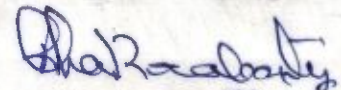
Yours faithfully,

Chairman

Memo no. 837 (2) /H PKB dt 17/2/2006

Copy to-

1. Project Officer, Health CMU | KUSP for information and taking n.a. please.
2. C M O H, Hooghly for information & taking n.a. please.


Chairman 17.2.06




Chairman



Pipulpati
P.O. & DIST : Hooghly
Phone : 2680 2319
2680 3166
STD : 833
No _____ /H-KKS

From : THE CHAIRMAN, HCM

Dated the _____ /2006

To : M/S BIBHUTI BHUSAN DAS
NETAJI SUBHAS ROAD
CHINSURAH, HOOGHLY.

Dr. Goswami
2/2

Sub : Work order for supply of Uniform under Health component of K U S P.

S i r,

I am directed to State that the rate offered by you for supply of the following material has been accepted.

So you are requested to supply the following Material to this office within 7 days from the date of receipt of the letter.

Sl. no.	Item	Quantity	Unit Rate Rs.	Total amount Rs.
1.	Saree	314	142/-	44,588/-
2.	Shirt	6	75/-	450/-
3.	Touser	6	140/-	840/-

The total value of the order is Rs. 45,878/- (Rupees forty five thousand and eight hundred seventy eight only) inclusive of all charges, taxes and delivery charges. You are also requested to submit your bill alongwith challan after delivery in our central store for Health Projects controlled by Sri Pradip Biswas Pharmacist/Store Keeper at our S S O P D Building, Karbala, Hooghly.

Yours faithfully,

Chairman

Memo No. 433/12 H-KKS Dt. 30/01/2006.

Copy to : (1) Mr. Arnab Roy, Project Director, CMU-KUSP, Ilgus Bhavan, H C Block, Sector-3, Bidhannagore, Kol-700 106.

(2) Dr. Shibani Goswami, Health Expert, CMU-KUSP, Ilgus Bhavan, H C Block, Sector-3, Bidhannagore, Kol-106.

(3) The Secretary, M A Deptt. *Writers Building, Kol-1*

(4) The Director of Local Bodies, Purta Bhaban, Salt lake city Kolkata-91. (5) The Technical Advisor, C M U-KUSP, Ilgus Bhavan

H C Block, Sector-3, Bidhannagore, Kol-106. (6) The Accounts Officer, CMU, KUSP, Ilgus bhaban, H C Block, sector-3, Bidhannagore,

Kol-106. (7) Smt. Arati Mallick, C I C(H). (8) Sri H. Chakraborty, S I, HCM. (9) Dr. P K Bose, H.O., HCM. (10) Pradip Biswas,

Pharmasia/store keeper to receive the materials as stated above.

(11) Financial Advisor, CMU, KUSP.

Ilgus Bhavan, H C Block, Sector-3

Bidhannagore, Kol-106.

(12) Finance Co-Ordinator, KUSP, Hooghly Chinsurah Municipality.

H.C.M.

Pradip Biswas
Chairman
18-1-06



HOOCHLY CHINSURAH MUNICIPALITY

NOTICE INVITING QUOTATION

*Health Expert
Amf
6/2*

Seale quotations are hereby invited from the bonafide suppliers/ manufacturers/ Retailer cloth shop etc.for supplying the following articles:-

<u>Sl No.</u>	<u>Name and details of articles</u>	<u>Quantity</u>
01.	Navy Blue Blouse piece of 1 mtr. Length and standard width 90cm texture 2/2as per sample along with stitching rate.	314 pcs
02.	Kig bags along with contents.as per specification.	157 pcs

Specification of KIT BAG and details of contents :-

- Material :- Foam Leather. Height :-14". Horizontal length:- 13".Width:-4".Handle including shoulder strap.Width:-1".round the bag with hanging position of 13" length.
- Bag is to be fitted with full chain.with good quality lining.
- One (1) inside pocket with full xchain-Size-9"(L)x11"(B) in one side of bag, two (2) small inside pockets with below system.-size 2.5(B)x6"(L.Xapprox) in other inner side of the bag.
- Inside the bag,one pocket on both the lateral sides.utilizing maximum length to carry smaller articles and properly secured.
- On the back side of the bag - One outer pocket.size:10"(L)x7"(B) for carrying booklets and exercise book.with velco fitted flap(width of flap 2.5").
- "HHW KIT" in round shape is to be inscribed on the outer front side of bag.

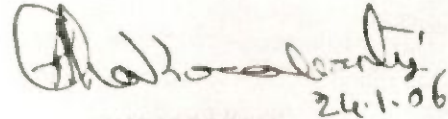
List of contents of KIT BAG :-

1.	Plastic slide box with 5 slides	1
2.	Muslin cloth for cleaning slides	1
3.	Lancet	2 dozens
4.	Lead pencil soft	1
5.	Clinical Thermometer Oval (Ficks)	1
6.	Scissors (S.S.both points blunt straight 14 cm.long	1
7.	Absorbant cotton wool 25 gm	2 pkts
8.	Roller Bandage (6.25cmx4 mtr)	1
9.	Soap paper	4 pkts of 25 leafs
10.	Towel ordinary (45cmzx4 mtrs)	1
11.	School Exercise Book (106 pages)with hard cover(7"x6")	1
12.	Spiral Binding note Book.size:8"(L)x5 1/2(B).ruled.100 pages. with duplex board cover	1

The rates for the same should be quoted inclusive on all taxes, carrying charges etc. The Sealed quotation for the same should be submitted to the office of the undersigned and rates to be quoted in figure or in ward latest by 07.02.06 between 10 a.m. to 3 p.m..

The undersigned reserves the right to accept or reject any quotation or all the quotations without assigning any reason whatsoever. Tender will be opened on the same day i.e., 7.2.2006 at 4 p.m. and intending tenderers may remain present at the time of opening .

Under no circumstances, any tender can be accepted beyond the last date of submission i.e. 7.2.2006.


24.1.06

CHAIRMAN
HOOGHLY-CHINSURAH MUNICIPALITY

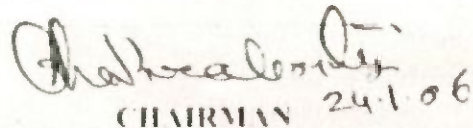
Memo No

369/117

11-PKB dt. 24/01/2006.

Copy forwarded wide circulation through the office NOTICE BOARD to :

- ✓ 1. Mr. Arnab Roy, Project Director, CMU-KUSP, II GUS
BHAWAN, I.I.C. Block, Sector III, Bidhannagar, Kolkata-700106.
2. Dr. Shibani Goswami, Health Expert, CMU-KUSP, II GUS BHAWAN, I.I.C. Block,
Sector-III, Bidhannagar, Kolkata-7001076.
3. The Secretary, M.A. Department, Writers Buildings, Kolkata-700001.
4. The Director of Local Bodies, Purta Bhawan, Salt Lake City, Kolkata-700091.
5. The Accounts Officer, CMU-KUSP, II GUS BHAWAN, I.I.C. Block, Sector-
III, Kolkata-100106.
6. The Technical Adviser, CMU-KUSP, II GUS BHAWAN, I.I.C. Block, Sector-III,
Kolkata 700106.
7. The Financial Adviser, CMU-KUSP, II GUS BHAWAN, I.I.C. Block, Sector-III,
Kolkata 700106.
8. The Finance & Accounts Co-ordinator, KUSP, I.C.M.
9. The Chief Medical Officer of Health, Hooghly.
10. The Dy. Chief Medical Officer of Health-II, Bakultala, Babuganj, Hooghly.
11. The Sabhadhipati, Hooghly Ziklla Parishad
12. Smt. Arati Mallick, Member, C.I.C. Hooghly Chinsurah Municipality.
13. The Executive Officer, Hooghly Chinsurah Municipality
14. The Finance Officer, Hooghly Chinsurah Municipality
15. The Health Officer, Hooghly Chinsurah Municipality
16. Shri Himangshu Chakraborty, S.L. Hooghly Chinsurah Municipality
17. Sri Smt


24.1.06

CHAIRMAN
HOOGHLY-CHINSURAH MUNICIPALITY

Hooghly Chinsurah Municipality
Notice Inviting Quotation



The office had invited quotation earlier vide memo No- 369/17/H-PKB dated 24.01.2006 to supply some articles from the bona fide suppliers/manufacturers / retailers and the last date of submission of quotation was 07.02.2006.

But due to some unavoidable circumstances the last date of submission of quotation is hereby extended to 14.02.2006. Therefore sealed quotation should be submitted to the office of the undersigned latest by 14.02.2006 between 10 A.M to 3 P.M. Tender will be opened on 14.02.2006 at 4 P.M. and intending tenderers may remain present at the time of opening.

It is worthwhile to mention here that name and details of articles, specification of 'KIT BAG' and details of contents of KIT BAG and other terms and condition as stated in our earlier notice will remain same.

Under no circumstances any tender can be accepted beyond the last date of submission i.e 14.02.2006

Arabealoty
CHAIRMAN 6.2.06

(17) Hooghly CHINSURAH MUNICIPALITY
Chairman
~~Hooghly Chinsurah Municipality~~

Memo No: 522/H-PKB Dt. 7.2.06

copy forwarded wide circulation through the office NOTICE BOARD to:

1. Mr Annab Roy. Project Director. CMU-KUSP. ILGUS BHAWAN. H.C. Block Section III Bidhanagar Kolkata-700106
2. Dr Shibani Goswami. Health Expert. CMU-KUSP. ILGUS BHAWAN. H.C. Block Section-III, Bidhanagar, Kolkata-700106
3. The Secretary. M.A. Department. Writers Building, Kolkata-700001
4. The Director of Local Bodies. Purna Bhawan. Saltlake city. Kolkata-700091
5. The Accounts officer. CMU-KUSP. ILGUS BHAWAN. H.C. Block. Section III Kolkata-700106
6. The Technical Adviser. CMU-KUSP. ILGUS BHAWAN H.C. Block section-III, Kolkata-700106
7. The Financial Adviser. CMU-KUSP. ILGUS BHAWAN. H.C. Block section-III, Kolkata-700106
8. The Finance & Accounts Co-ordinator. KUSP. H.C.M.
9. The chief medical officer of Health. Hooghly.
10. The Dy. chief medical officer of Health-II, Bakultala, Babuganj, Hooghly.
11. The Sabhadhipati. Hooghly Zilla Parishad.
12. Smt. Anati Mallik. Member. etc. Hooghly Chinsurah Municipality.
13. The Executive officer. Hooghly Chinsurah Municipality.
14. The Finance officer. Hooghly Chinsurah Municipality.
15. The Health officer. Hooghly Chinsurah Municipality.
16. Shri Himangshu Chakraborty S.I. Hooghly Chinsurah Municipality.
17. Smt/Smt

Arabealoty
CHAIRMAN 6.2.06

Hooghly CHINSURAH MUNICIPALITY
~~Hooghly Chinsurah Municipality~~

FOOTFALLS OF FUTURE

OFFICE OF THE MUNICIPAL COUNCILLORS, KONNAGAR, HOOGHLY.

Ref.No.....

Date.....



PURCHASE ORDER

Dr. Goswami
15/2

To
M/s. Arbind Steel & Company,
147 Criper Road,
Konnagar, Hooghly.

Sub : Supply of Furniture's for different Health Centre under IPP-VIII & CUDP-III Centers within Konnagar Municipality.

Ref : Your Quotation Ref: Nil dt.28.01.2006 against this office No.TF/KUSP/HC/1265 Dt.14.01.2006 & NIQ No.06 of 2005-06.

In inviting a reference to above , this is to inform you that your offer put to quotation found lowest & accepted by the undersigned in its Board of Councillors meeting dt.28.01.2006 . You are therefore directed to supply the furniture's within 7(seven) days from the issue of this order. The accepted rate with quantity are as follows : -

Sl.No.	Name of Articles	Qty.	Unit	Rate	Amount
1.	Steel Office Almirah with Single full locker made by CRC sheet(66"x30"x17") Plain colour.	8 Nos.	Each	Rs3000.00.	Rs. 24000.00
2.(a)	Steel Office table right side 3 drawer with sunmica top. (size:- 4' x 2')	7 Nos.	Each.	Rs.1596.00	Rs.11172.00
(b)	Steel Office table right side 3 drawer and left side one box with palla and sunmica top. (size:- 4' x 2')	1 Nos.	Each.	Rs.1856.00	Rs. 1856.00
3.	Nilkamal Chair (without arm)	38 Nos.	Each.	Rs. 240.00	Rs. 9120.00
					<u>Rs. 46148.00</u>

.(Rupees forty six thousand one hundred forty eight) only.

The rates are inclusive of all taxes & free delivery at our Central Health Centre Matrisadan, Konnagar .

Sd/-
Chairman

Konnagar Municipality

Dt. 04.02.06

No. KUSP/P.O/1358
c.c. to :

- 1) The Health Officer, Konnagar Municipality.
- 2) The Finance Co-ordinator(KUSP),-Do-
- 3) The Accountant, -Do-
- 4) The Convenor(KUSP), - Do-
- 5) The project Director, CMU, ILGUS BHABAN, KOLKATA-106.

Sd/-
Chairman
Konnagar Municipality



OFFICE OF THE MUNICIPAL COUNCILLORS KONNAGAR HOOGHLY.



Ref.No.....

Date.....

Dr. Goswami
15/2

PURCHASE ORDER

To
M/s. Perfect Construction
13, A.K. Azad Road,
Konnagar, Hooghly.

Sub : Supply of Medical equipments & accessories for different Health Centre under IPP-VIII & CUDP-III within Konnagar Municipality.

Ref : Your Quotation Ref: Nil dt.28.01.2006 against this office No.TF/KUSP/HC/1265 Dt.14.01.2006 & NIQ No.06 of 2005-06.

In inviting a reference to above , this is to inform you that your offer put to quotation found lowest & accepted by the undersigned in its Board of Councillors meeting dt.28.01.2006 . You are therefore directed to supply the articles within 7(seven) days from the issue of this order. The accepted rate with quantity are as follows :-

Sl.No.	Name of Articles	Qty.	Unit	Rate	Amount
1.	Janata stove	8 Nos.	Each	Rs. 200.00	Rs. 1600.00
2.	Blood pressure Instrument.	8 Nos.	Each	Rs. 500.00	Rs. 4000.00
3.	Steriliser	8 Nos.	Each	Rs. 600.00	Rs. 4800.00
4.	Stethoscope	8 Nos.	Each	Rs. 350.00	Rs. 2800.00
5.	Syringe	55 Box.	Box	Rs. 350.00	Rs.19250.00
6.	Niddle	55 Doz.	Doz	Rs. 50.00	Rs. 2750.00

Total Rs.35200.00

(Rupees thirty five thousand two hundred) only.

The rates are inclusive of all taxes & free delivery at our Central Health Centre Matrisadan, Konnagar .

Sd/-
Chairman

Konnagar Municipality

Dt. *04.02.06*

No. *KUSP/P.O/1359*

c.c. to :

- 1) The Health Officer, Konnagar Municipality.
- 2) The Finance Co-ordinator(KUSP),-Do-
- 3) The Accountant, -Do-
- 4) The Convenor(KUSP), - Do-

5) The Project Director, CMU, ILGUS BHABAN. KOLKATA-106.

[Signature]
Chairman

Chairman
Konnagar Municipality

Maheshtala Municipality
P.O., Maheshtala, Dist. South 24 Pgs.

Memo No : _____/I-A/MM/395.



O R D E R
- - - - -

Smt. Kalyani Halder, C/o Shri K. Halder, residing at "Jeevan Vihar" of 249, N.S.C. Bose Road, P.O. Naktala-700047 was engaged to act as Urban Health Improvement organiser under IPP-VIII of this municipality on contract basis for a period of I (one) year with effect from 16.11.2004 in pursuance to Government Order No.95/MA/P/C-10 26.02.2003, dated - 14.01.03 of the joint secretary to the Govt. of West Bengal, Municipal affairs Department, Writers' Building, Kolkata - 700001.

The tenure of Service of Smt. Kalyani Halder, U.H.I.O. is hereby extended from a further period of one year with effect from ~~16.11.2005~~ 16.11.2005 on the existing term & conditions.

30/11
Executive Officer
Maheshtala Municipality

Memo No : 387 (12) /I-A/MM/395.

Dated : 30.11.06.

Copy forwarded for information & necessary action to :-

1. Joint Secretary to the Govt. of West Bengal, Municipal Affairs Deptt. writers' Building, Kolkata-01.
2. Chief executive officer, K.M.D.A.
3. Adviser (Health) S.U.D.A
4. Chief of Health, IPP-VIII, KMDA.
5. Vice Chairman, Maheshtala Municipality.
6. CIC (Health) -do-
7. Finance Officer -do-
8. Health Officer -do
9. Smt. Kalyani Halder " Jeevan Vihar " 249 N.S.C. Bose Road. Naktala, Kolkata-700047.
10. Superintendent, Matrisadan, Maheshtala Municipality.
11. Head Clerk -do -
12. Officer Copy. -do -

30/11/06
Executive Officer
Maheshtala Municipality.

27/11

Project Director, WBSAPCS to me

[Hide options](#) Feb 2 (3 days ago)

From: Project Director, WBSAPCS <pd_wbsapcs@wbhealth.gov.in>

To: Shibani Goswami <dfidhhw@gmail.com>

Date: Feb 2, 2006 11:29 PM

Subject: Re: Health facilities & manpower

[Reply](#) | [Reply to all](#) | [Forward](#) | [Print](#) | [Add sender to Contacts list](#) |

[Delete this message](#) | [Report phishing](#) | [Show original](#) | [Message text garbled?](#)

hi,

thanx for the input. i was also looking for the organogram of the health setup in the corporation and the municipality.

regards,

s suresh kumar

spl secretary health&

project director wbsapcs

govt of w bengal

+91-2357-4400(o)

+91-98301-48418(m)

-----Original Message-----

From: Shibani Goswami <dfidhhw@gmail.com>

To: "Suresh Kumar, IAS" <pd_wbsapcs@wbhealth.gov.in>

Date: Thu, 2 Feb 2006 03:28:30 -0800

Subject: Health facilities & manpower

- Show quoted text -



Memo No: CMU - 44/2003(pt-II)/1767

Date: 25.01.2006

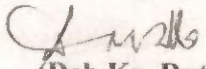
MEETING

Sir/Madam,

In order to arriving at an unified approach to the Training of employees as well as others in respect of KMA ULBs it is proposed that a meeting may be held at ILGUS Bhawan Hall on the 31st January, 2006 at 3-30 p.m.

I may be allowed to request ^{you} to see if you can make it convenient to take part in the discussion accordingly.

Yours faithfully,


(Deb Kr. Dutta)
Adviser, Training, CMU

To

1. Director of Local Bodies
2. CE, MED
3. Project Manager, CMU
4. Jt. Director, ILGUS
5. Engineering Expert – 1, CMU
6. Engineering Expert – 2, CMU
7. OD Expert, CMU
8. Municipal Finance Expert, CMU
9. Urban Planner, CMU
10. Poverty Expert, CMU
- ✓ 11. Health Expert, CMU
12. Economist, CMU



HOWRAH MUNICIPAL CORPORATION :

Accounts Department
4, Mahatma Gandhi Road. Howrah-711 101
Tel. : 26603211 -13 Fax: (91-033) 26603214



*Health Expert / FA Re.
On 1/2/06*

Memo:- 330/4(H)

Date : 31/01/2006

From: The Acting Health Officer, Howrah Municipal Corporation.

To: The Coordinator P.I.T.

*Discussed with
FA and
S.U.D.A.
[Signature]*

Sub:- Disallowance of Expenses incurred by our Department.

Ref:- Your Memo No:-363/AD Dtd-28/01/2006.

Sir,

As discussed with you I am presenting below clarification against the disallowance of the expenses;

1. In the H.M.C. Area we have 389 approved Blocks under I.P.P. and C.U.D.P. representing 200 families per Block.

2. As per C.M.U. Memo No. - CMU-94/2003(Pt. II).893.(40). dated-29/03/2005, we have organized Group Discussions at Block Level during the period July - August 2005 and submitted Three Bills amounting to Rs. 26459/-.

3. As per the above mentioned Memo, we are to receive 389 x 6 x Rs.150/-=**Rs. 3,50,100/-**. for the period April 2005 to March 2006.

We do not understand why the above expenditure of Rs. 26459/- is disallowed. We earnestly request you to take up the matter with the C.M.U. to enable us to continue with the I.E.C. Activities as directed by the C.M.U.

Your co-operation is solicited.

Thanking you,

Yours faithfully,

[Signature]
31/1/06
(Acting Health Officer)

CC. to:-

1. The Hon'ble Chairperson. P.I.T., HMC.
2. The Controller of Finance, H.M.C.
3. The Project Director, C.M.U.
- ✓ 4. The Project manager, C.M.U.
5. The Medical Expert, C.M.U.
6. Sri Subir Bhattacharya, F.A. C.M.U./ S.U.D.A.

Recd from
 Dr. S. S. Saha
 23/3/05
 2357
 3/8/4

H-03
 05-06/61

Dr. S. Saha



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

1/10
 2.4.05

Memo No. CMU-94/2003(Pt. II)/893(40)

Dt. .. 29.03.2005

From : Arnab Ray, IAS
 Project Director, CMU

NO -
 - 20th March
 No 190 March 2005
 22.03.05
 209
 4/14

To : The Mayor / Chairperson

..... Municipal Corporation / Municipality

Sub : IEC activities to be undertaken by your ULB during FY 2005-06 under Health Component of KUSP.

Sir,

You may be aware that DFID has accorded approval activities for strengthening the existing HHW scheme. For the purpose, the following IEC activities have been considered to be undertaken by your ULB during FY 2005 - 2006.

IEC activities :

Sl. No.	IEC Activities	Unit Cost (Amount in Rs.)	Time period for implementation
1.	Group discussion at block level with female / male members (separately) of the community. One such group discussion at two monthly interval per block i.e. six discussions per block in a year. Each discussion session will cover six different health topics / issues. No. of participants not exceeding 30 nos. per discussion session.	Rs. 150/- per discussion session. (30 participants x Rs 5/-) <i>22 (ever) 11 15.10.05 27 (ever) 11 15.10.05 24 (ever) 11 15.10.05</i>	April, 2005 to March, 2006 <i>in 264.9/-</i>
2.	Installation of hoardings / repair & repainting of existing message boards - At HAU - At OPD - At MH (where existing) - At RDC (where existing) - At Sub-Centre	Not exceeding Rs. 5000/- per each hoarding for HAU, OPD, MH and RDC. Not exceeding Rs. 1500/- per each Sub-Centre.	To be completed by August, 2005
3.	Baby show - 1 show per HAU per year	Not exceeding Rs. 10000/- per baby show.	To be completed within November, 2005 to January, 2006
4.	Awareness through deployment of folk media - 2 such programmes per HAU per year	Not exceeding Rs. 1600/- per programme.	To be completed by June to August, 2005 and November, 2005 to January, 2006

Contd. to P-2.



- 2 -

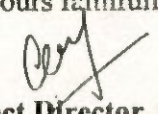
All the above mentioned programme plan, implementation, monitoring and supervision are to be done at the arrangement of Health Officer / Asstt. Health Officer of the ULB

On the basis of above, you may please arrange to start the programmes accordingly. The expenditure incurred for the purpose may be made out of KUSP fund already placed with you. The expenditure may be booked under the accounts head "Support to Health sector – IEC – Group discussion / installation of hoardings / baby show / folk media" (as may be applicable).

A Report on item wise IEC activities may be forwarded to this office by 10th of the following month.

You are requested to submit the Statement of Expenditure (SOE) and Utilisation Certificate (UC) at monthly interval through the Accounting Support Agency.

Yours faithfully,


Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/ 893(40)/1(40)

Dt. .. 29.03.2005

Copy forwarded for information and necessary action to :

Health Officer / Asstt. Health Officer, ~~He...~~ Municipal Corporation / Municipality.


Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/ 893(40)/1(3)

Dt. .. 29.03.2005

Copy forwarded for information to :

1. Secretary, Municipal Affairs Dept.,
2. PS to MIC, Municipal Affairs Dept.,
3. Director of Local Bodies


Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/(40)/3(4)

Dt. .. 29.03.2005

Copy forwarded for information and necessary action to :

1. Project Manager, CMU
2. Financial Adviser, CMU
3. Accounts Officer, CMU
4. Health Expert, CMU


Project Director, CMU

OFFICE
OF THE CHAIRMAN
KHARAGPUR MUNICIPALITY.

Dr. Grewant
ay
31/11



Copy of Minutes of the meeting of Municipal Level Health and Family Welfare Committee, Kharagpur held on 21.12.2005 at 3 P.M. at the Chamber of the Chairman, Kharagpur Municipality.

MEMBERS PRESENT.

AGENDA NO:-2. Discussed Programmes of K.U.S.P. in details.

- a) Procurement of Uniform and Kit Bag for M.H.Ws - Complete
- b) Procurement of Kit Bag for F.T.S.-Order for supply of Kit Bag placed. The Consignment is likely to be received by the 1st Week of January, 2006.
- c) Re-Orientation Training for Grass-root level health functionaries - Re-orientation Training on-
 - i. Food and Nutrition. ii. R.C.H. and Family Planning at respective H.P. completed in August, 2005 and Dec'05 respectively.

Five Re-orientation Training is yet to be completed by March, 2006. These will be completed on hearing from K. U. S. P.

Resolved un-animously to move the Project Director, C.M.U., K.U.S.P. to arrange trainers training before imparting training to grass root level health functionaries

- d) Group discussion meeting at I.P.P.-VIII(Extn) Block level-(Bi-monthly)- Started from August-September, 2005. Covering topics- Immunisation, Mother Milk, Cleanliness Polio, R.N.T.C.P., Leprosy, H.I.V./AIDS etc.
- c) Folk Media shows ~~XXXXXXXXXXXX~~ - 8(Eight) programmes held in November & December, 2005, completed.
- f) Installation of Hoarding-steps are being taken to complete the work.

AGENDA-2. g) Baby shows - Four Baby shows will be organised within Kharagpur Municipality (1 Baby show in each Health Post (Total 4 Health Posts).

Lion Dr. S. Mishra, Member of the Committee was approached to render all possible help.

Dr. B. Sahoo, A.C.M.O.H. Kharagpur assured to organise 4 Baby shows.

h) Growth Monitoring under 5 yera Children - The work is in progress. Started the work from August & September, 2005- Bi-monthly report sent to K.U.S.P.

Sd/-
President, M.L.H.& F.W. Committee, Kgp.
&
Chairman
Kharagpur Municipality.

NO:- 27, IPP-VIII(Extn)-I-36/06 dt.20.1.06.

favour of
Copy forwarded for information and necessary action to:-

1. The Project Director, CMU, K.U.S.P., ILGUS Bhavan
H-C Block, Sector-III, Bidhannagar, Kolkata-700106.



Ghosh
(Smt. Kalyani Ghosh)
Secretary cum Convener
Municipal level Health and family
Welfare Committee, Kharagpur

&
C-I-C, IPP-VIII(Extn)
Kharagpur Municipality.

File

Dr. Goshwami
RB
uy
31/1

OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA
Bansberia Municipality

Memo No.:- 9745

Dated :- 24.01.06

NOTICE INVITING QUOTATION NO :-1/KUSP/Health/BANS-05-06

Sealed quotations are hereby invited from reputed and reliable distributors/dealers of Renowned manufacturers for supply and installation of following materials as per enclosed specification.

The quoted rate shall be inclusive of all taxes & duties, delivery, fitting and installation Charges. The warranty period of the machine should be mentioned in the quotation. The Computer materials shall be delivered within 7 days from the date of placing order. Security deposit @ 10% will be deducted from the bill value which will be refunded After warranty period is over.

The sealed quotations should reach this office within 1.00 PM on 7/02/2006 and will be Opened on the same date at 3.00PM in the presence of the quotationers.

The undersigned reserves the right to accept or reject any or all the quotations without Assigning any reasons therefore.

Items	Specification	Quantity
PC	Processor-Intel p-iv, processor speed-3.0 GHZ, Prescott HT, RAM-256 MB DDR RAM (Not less – Than 333MHz), Monitor- not less than 15" colour monitor, Floppy Disk Drive- 1.44 FDD, CD-ROM Drive- Not less than 52x, CD Writer- not less than 52Xx32Xx52X, LAN Card- 10/100 MBPS Ethernet card, Key Board- 104- Key Board, scroll mouse –2button optical scroll mouse, Operating System- pre loaded windows xp professional, Anti Virus Software –pre Loaded anti- virus, Branded Such as IBM/ HP / COMPAQ /HCL etc.	1No
2. UPS	Wipro / Smart power –0.6KVA, minimum 15 minutes Back up.	1No
3. Laser printer	print Resolution –Not less than 600x 600 dpi, Print speed- Not 14 page per minute, Maximum duty cycle –Not less than 5000 pages Per month, Memory- Not less than 8 MB RAM, Print language-HP PCL 5e, HP PCL 6, Warranty- Not less than 1-year onsite.	1No

Chairperson
20.01.06
Chairperson,
Bansberia Municipality



Memo No.:-

Dated:-

Copy forwarded to:-

1. The EXECUTIVE OFFICER, Bansberia Municipality
2. The Asstt. Engineer, Bansberia Municipality
3. The Finance & Accounts coordinator, Bansberia Municipality
4. ACCOUNTANT, Bansberia Municipality
5. The storekeeper, Bansberia Municipality
6. A.T.D., Bansberia Municipality
7. Health Officer Bansberia Municipality

Memo No.:- 9745/1 (5) Dated:- 24.01.06.

Copy forwarded for information & wide publication.

1. The project Director, KUSP, CMU, Iigus Bhavan, HC Block, Sector-3, Salt Lake, Kolkata-700106.
2. The Executive Engineer, Mupl. Engg. Dte., Hooghly Divn., Tolaphatak, Chinsurah, Hooghly
3. The Executive Engineer, constn. Divn, PWD, Chwak Bazar, Hooghly
4. The secretary, Hooghly Zilla parishad, Chinsurah, Hooghly
5. The Chairman, Hooghly Chinsurah Municipality, Pipulpati, Hooghly

Majumdar 24.01.06
Chairperson,
Bansberia Municipality
20.01.06

OFFICE OF THE

KALYANI MUNICIPALITY

CITY CENTRE COMPLEX

KALYANI, NADIA, West Bengal
INDIA

Email: shantanu_jha@hotmail.com

Visit Us: www.kalmun.com



Ph: 033-25821976
9433011529

NO - 141/20.M.

Date: 09.01.06

From,
Dr. Kasturi Bakshi,
AHO, IPP VIII,
Kalyani Municipality.

Dr. Kasturi Bakshi
16/1/06

TO,
The CMOH,
Dist. Nadia.

Sub : AIDS AWARENESS PROGRAMME

Dear Sir,
Please find enclosed a report on the AIDS awareness programme organized by
Kalyani Municipality.
Thanking you,

Yours faithfully,
Kasturi Bakshi
(Dr. Kasturi Bakshi) *9/1/06*

Enclosed: as above

Date: 09.01.06

NO - 141(2)/20.M.

Copy to: ACMOH, Kalyani.
✓ OSD, UHIP, KMDA.
✓ Project director, CMU, KUSP

Kasturi Bakshi
9/1/06

REPORT ON AIDS AWARENESS PROGRAMME ORGANISED BY KALYANI MUNICIPALITY HEALTHY CITY PROGRAMME

On 1st of Dec.05, AIDS DAY, Kalyani Municipality along with a few NGOs of Kalyani organized an awareness programme on AIDS. The programme was graced by the presence of the following dignitaries :

Dr. Shantanu Jha (Chairman Kalyani Municipality)
 Dr. Tapan Kumar Saha (ACMOH, Kalyani)
 Dr. Subrata Roy (Superintendent, NSS Hospital, Kalyani)
 Dr. C. Roy (President, IMA, Kalyani Metropolitan Branch)
 Dr. D.K. Sengupta (Secretary, Red Cross Society, Kalyani)
 Dr. P.P. Dhar (Secretary, Kalyania)
 MR. Madan Singh (President, Lions Club, Kalyani)
 Mr. J. Dana (Member, KPAC)
 Miss. Nibedita Das (Secretary, Schelter)

The programme was attended by members of the participating NGOs and many other citizens.
 Programme:

DATE	TIME	VENUE	ITEM	ORGANISATION
1-12-05	4.00 pm	Vidyasagar Mancha	Welcome address	Dr. Kasturi Bakshi (coordinator)
			Speech	Chairman, Kalyani Municipality ACMOH, Kalyani President, IMA, Kalyani Branch
			Quiz	Kalyania (NGO)
			Recitation	IPP VIII, Kalyani
			Mime	Schelter (NGO)
			Skit	Schelter (NGO)
			Vote of thanks	Coordinator, Healthy City Project

Another awareness programme was organized on 4th dec.05

DATE	TIME	VENUE	ITEM	ORGANISATION
4-12-05	3.00pm	Yuva Office, ward no.5	Quiz	IPP VIII, Kalyani Municipality



Rajeev Dube, IAS
Programme Director
Basic Health Project, West Bengal
&
Special Secretary
Health & Family Welfare Department
Government of West Bengal

Dear Dr. Goswami,

I have received your New Year greetings card. I send my best wishes to you and all the members of your organisation for a happy and prosperous New Year.

With regards,

Yours faithfully,

(Rajeev Dube)
January 10, 2006

Dr. Shibani Goswami
Project Officer, Health Wing
SUDA.



Memo No. CMU- 14 / 2002 (Pt-VII) / 1505 (12)

Date: 02-01-2006

To:

- (1) Shri Anup Kr Matilal, Project Manager, CMU, KUSP
- (2) Shri Atanusasan Mukhopadhyay, Municipal Finance Expert, CMU, KUSP
- (3) Shri Subir Bhattacharyya, Financial Adviser, CMU, KUSP
- (4) Shri G C Sarker, Engineering Expert, CMU, KUSP
- (5) Shri Ratan Chowdhury, Engineering Expert, CMU, KUSP
- (6) Shri Samir Kr Paul, Procurement Expert, CMU, KUSP
- (7) Shri Saibal Thakurta, Urban Planner, CMU, KUSP
- (8) Shri J K Chakrabarti, OD Expert, CMU, KUSP
- (9) Shri D K Dutta, Training Adviser, CMU, KUSP
- (10) Smt. S Goswami, Health Expert, CMU, KUSP
- (11) Shri Saikat Sengupta, Economist, CMU, KUSP
- (12) Shri T K Mitra, Consultant, CMU, KUSP

Sir/Madam,

Smt. Debashree Mukherjee, who has joined as Urban Adviser of DFID, will be visiting CMU, KUSP on 4th January 2006. Smt. Mukherjee is expected to play lead role in KUSP from now onwards. She would like to be briefed the ongoing works of KUSP. All concerned are requested to be present to brief Smt. Mukherjee on 4th January 2006.

Yours faithfully,

(Arnab Roy)
Project Director, CMU, KUSP

Fax No. 5850226

Phone No 588-8414
585-3172

OFFICE OF THE BOARD OF COUNCILLORS
HALISAHAR MUNICIPALITY
 P.O. HALISAHAR, NORTH 24 PARGANAS.

PIN-743134

No. 411/G-06Date 24.12.05From : The Chairman,
Halisahar Municipality.To : The Project Director,
Kolkata Urban Services for the Poor,
Change Management Unit,
Ilgus Bhavan, HC Block, Sector-3,
Bidhannagar, Kolkata-700106.

Health Expert / FARE.
31/10/06

Sub : Utilisation Certificate for procurement of Disinfectant
under the A/C head "Contingency" in connection with
Health component of KUSP.

Ref : Your Memo.No. CMU-94/2003(pt.III)/1106(62) dt. 14.11.05.

Sir,

I am sending herewith the Utilisation Certificate for procurement of Bleaching powder & Koly Lime for your information and necessary action please.

Encl : One Utilisation Certificate.
24.12.05
 Executive Officer,
 Halisahar Municipality.

Yours faithfully,

[Signature]
 Chairman,
 Halisahar Municipality.

Achintya Mukherjee
 Accounts & Finance
 Co-ordinator,
 Halisahar Municipality.



Received 26/12/2005 11:16 AM

Phone : 2588-8414

2585-3172

Fax No. : 2585-0226

Office of The Board of Councillors
HALISAHAR MUNICIPALITY

North 24 Parganas., Pin — 743 134

3.

Date 24.12.05

UTILISATION CERTIFICATE.

Certified that a sum of Rs. 50,000.00 (Rupees fifty thousand) only was allotted to this Municipality vide memo.No. CMU-94/2003(pt.III)/1106(62) dated. 14.11.05 for procurement of DISINFECTANT under the A/C head " CONTINGENCY" in connection with Health component of KUSP.

The fund has been utilised to the extent of Rs. 49,670/- (Rupees forty nine thousand six hundred seventy) only for the purpose for which it was allotted. Physical Achievement done with the fund utilised is furnished below :

S/No.	Description of Achievement.	Unit of Achievement.	Expenditure.
1.	Bleaching powder 50 Kg. each drum. @ Rs. 1349 = per drum	30 Drums	Rs. 40,470.00
2.	Kaly Lime ... @ Rs. 460/- per dtl.	20 Qtls.	Rs. 9,200.00
Total :			Rs. 49,670.00

Achintya Mukherjee
 Accounts & Finance
 Co-ordinators,
 Halisahar Municipality.

24.12.05
 Executive Officer,
 Halisahar Municipality.

[Signature]
 Chairman,
 Halisahar Municipality.





Dr. Goudamite
27/12/06

(SPEED POST)

Ref. No. 14-4/2005-06/NVBDCP/EVBDCP/Annual Action Plan 2006-07
NATIONAL VECTOR BORNE DISEASES CONTROL PROGRAMME
 22, SHAM NATH MARG, DELHI-110054
 DATED: 27.12.2005

MEETING NOTICE

Sub: Workshop/meeting of Group-III on finalization of Annual Action Plan 2006-07 on malaria & other vector borne diseases at Seminar room, NVBDCP, Delhi on 6th & 7th January, 2006 - regarding.

A Workshop/meeting of Group-III on finalization of Annual Action Plan 2006-07 on malaria & other vector borne diseases of different states is scheduled at Seminar room, National Vector Borne Diseases Control Programme, 22, Sham Nath Marg, Delhi-110054 on 6th & 7th January, 2006 from 10.00 am onwards.

It will be of immense help if you or your representative may please attend the meeting to discuss various issues, challenges & gaps related with vector borne diseases prevalent in your corporation area. The State Programme Officers from your states is also being invited to discuss the above issues. You are, therefore, requested to have a dialogue with your State Programme Officer for issues & challenges being faced in your area. You are also requested to present power point presentation on situation analysis, supervision & monitoring plan, planning and epidemic preparedness etc. in Municipal areas. The following states are also participating in the meeting:-

S.No.	Participating states	Proposed dates
1	Rajasthan, Gujarat, Madhya Pradesh, Chhatisgarh, Daman & Diu, Orissa, Maharashtra, J & K, Lakshadweep, A&N Islands, Dadra Nagar & Haveli, Pondicherry, Uttar Pradesh Municipal Corporation of Mumbai & Bhubaneswar, Kolkata and Chennai	6 th & 7 th January, 2006

Travel for one representative from Municipal Corporation will be borne by this Dept. of NVBDCP as per Govt. of India norms and entitlement. The participant travelling by Air to Delhi is requested to travel only by Indian Airlines. Hostel accommodation has been booked in NIC hostel at 22, Sham Nath Marg, Delhi-110054.

Please confirm your participation to the undersigned by return fax/phone

Yours faithfully,

R.K. Das Gupta
27/12/06

(Dr. R.K. Das Gupta)
 Deputy Director
 Mob: 0931 221 4016

The Municipal Health Commissioner,
 Municipal Corporation,
 Kolkata, Chennai, Mumbai &
 Bhubaneswar

NOTE: Pl hand over the copy to Municipal Corporation S.P.O. H.

Fax No. 5850226

Phone No 588-8414
585-3172

**OFFICE OF THE BOARD OF COUNCILLORS
HALISAHAR MUNICIPALITY**

P.O. HALISAHAR, NORTH 24 PARGANAS.

PIN-743134

No. 411/G-06

From : The Chairman,
Halisahar Municipality.

Dr. Goswami
Date 24.12.05
19/12/05

To : The project Director,
Kolkata Urban Services for the Poor,
Change Management Unit,
Ilgus Bhavan, HC Block, Sector-3,
Bidhannagar, Kolkata-700106.



Sub : Utilisation Certificate for procurement of Disinfectant under the A/C head "Contingency" in connection with Health component of KUSP.

Ref : Your Memo.No. CMU-94/2003(pt.III)/1106(62) dt. 14.11.05.

Sir,

I am sending herewith the Utilisation Certificate for procurement of Bleaching Powder & Koly Lime for your information and necessary action please.

Encl : One Utilisation Certificate.
24.12.05
Executive Officer,
Halisahar Municipality.

Yours faithfully,
[Signature]
Chairman,
Halisahar Municipality.

Achintya Mukherjee
Accounts & Finance
Co-ordinator,
Halisahar Municipality.



Phone : 2588-8414
2585-3172
Fax No. : 2585-0226

Office of The Board of Councillors
HALISAHAR MUNICIPALITY

North 24 Parganas., Pin — 743 134

No.

Date 24.12.05

UTILISATION CERTIFICATE.

Certified that a sum of Rs. 50,000.00 (Rupees fifty thousand) only was allotted to this Municipality vide memo.No. CMU-94/2003(pt.III)/1106(62) dated. 14.11.05 for procurement of DISINFECTANT under the A/C head " CONTINGENCY" in connection with Health component of KUSP.

The fund has been utilised to the extent of Rs. 49,670/- (Rupees forty nine thousand six hundred seventy) only for the purpose for which it was allotted. Physical Achievement done with the fund utilised is furnished below :

S/No.	Description of Achievement.	Unit of Achievement.	Expenditure.
1.	Bleaching powder 50 Kg. each drum. @ Rs.1349= per drum	30 Drums	Rs. 40,470.00
2.	Koly Lime ... @ Rs. 460/- pr Hl.	20 Qtls.	Rs. 9,200.00
Total :			Rs. 49,670.00

Achintya Mukherjee
Accounts & Finance
Co-ordinator,
Halisahar Municipality.

24.12.05
Executive Officer,
Halisahar Municipality.

[Signature]
Chairman,
Halisahar Municipality.



Phone :

Fax : 91336320443

I. P. P. VIII-Health Programme

BAIDYABATI MUNICIPALITY

P. O. Sheoraphuli, Dist. Hooghly.

PIN - 712223

Ref. No. _____

File
13.1.06
Date 09-01-2006

To
DR(MAS) Shibani Goswami
Health Report, EMU, KUSP.

Sub: Invitation of Baby Show on 25/01/06
at HAU from 12-00 noon

Sir, I am glad to inform you that we are going to perform one Baby-Show programme on 25/01/06. on this occasion, I cordially invite you to attend the Programme on that day. Please come and attend the Programme and oblige.

Thanking you,

Yours faithfully
S. K. He.
09.01.06

BAIDYABATI MUNICIPALITY

**OFFICE OF THE MUNICIPAL COUNCILORS OF
BANSBERIA
BANSBERIA : : HOOGHLY**



Memo No.:- 7658.

Dated :- 07.12.05

From :- Smt. Bina Majumder
Chairperson
Bansberia Municipality

To :- Sathee Enterprise,
Khamarpara, Bakultala Lane
Bansberia, Hooghly

Dr. Goswami
21/12

Sub.:- Work order for supplying and fitting, fixing Hoarding on wall
with necessary fittings of size 1.5 x 0.90 m etc.

Ref.:- N I Q bearing no.6332 dt.20/10/2005

Sir,

With reference to the above, we are glad to inform you that referred to
your Quotation vide reference no.6332 dt.20/10/2005 and rate @ Rs.2400/- per Hoarding
of size 1.5 m x 0.90 m and subsequent rate of Bid-call on 16/11/05 @ Rs.1500/- per
Hoarding has been accepted.

You are hereby ordered to supply and fitting, fixing Hoarding as per
direction of Engineer-in-charge.

Other terms and conditions will go by the above N I Q.

Yours faithfully,

Chairperson,
Bansberia Municipality

Memo No.:- 7658/11(10)

Dated :- 07.12.05

Copy forwarded to :-

1. The Project Director, KUSP, CMU, Ilgus Bhawan, HC Block, Sector-3, Salt Lake, Kolkata-700106
2. The Executive Engineer, MED Anupam Bhavan, Tolaphatak, Chinsurah, Hooghly
3. Sri P K Ghosh Member, C I C (Health)
4. The Executive Officer, Bansberia Municipality
5. The Assistant Engineer Bansberia Municipality
6. The Finance & Accounts Co-ordinator, Bansberia Municipality
7. Accountant, Bansberia Municipality
8. Head Clerk, Bansberia Municipality
9. Health Officer, Bansberia Municipality
10. The Engineering Deptt., Bansberia Municipality



Majumdar
6/12/05
Chairperson,
Bansberia Municipality

Chairperson
Bansberia Municipality

06.12.05

**OFFICE OF THE MUNICIPAL COUNCILLORS OF
BANSBERIA
BANSBERIA : : HOOGHLY**

Memo No.:- 7659

Dated :- 07.12.05

From :- Smt. Bina Majumder
Chairperson

Bansberia Municipality
To :- Sri Rabindra Nath Mondal,
Bansberia Kundu Lane,
Bansberia, Hooghly

Sub.:- Work order for supplying and installation of Hoarding 750 mm
below G.L. and 2.00 m above G.L. AND SIZE OF Hoarding 2.40 m
x 1.60 m

Ref.:- N I Q bearing no.6332 dt.20/10/2005

Sir,

With reference to the above, we are glad to inform you that referred to
your Quotation vide reference no.6332 dt.20/10/2005 and rate @ Rs.5410/- per Hoarding
of size 2.4 m x 1.6 m and subsequent rate of Bid-call on 16/11/05 @ Rs.5000/- per
Hoarding of the same size. Your rate @ Rs.5000/-per Hoarding has been accepted.

You are hereby ordered to supply and instal Hoarding as per direction of
Engineer-in-charge.

Other terms and conditions will go by the above N I Q.



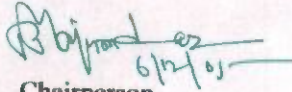
Yours faithfully,

Chairperson,
Bansberia Municipality

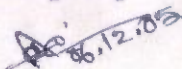
Memo No.:- 7659/10
Copy forwarded to :-

Dated :- 07.12.05

1. The Project Director, KUSP, CMU, Ilgus Bhawan, HC Block, Sector-3, Salt Lake, Kolkata-700106
2. The Executive Engineer, MED Anupam Bhavan, Tolaphatak, Chinsurah, Hooghly
3. Sri P K Ghosh Member, C I C (Health)
4. The Executive Officer, Bansberia Municipality
5. The Assistant Engineer Bansberia Municipality
6. The Finance & Accounts Co-ordinator, Bansberia Municipality
7. Accountant, Bansberia Municipality
8. Head Clerk, Bansberia Municipality
9. Health Officer, Bansberia Municipality
10. The Engineering Deptt., Bansberia Municipality


Chairperson,
Bansberia Municipality

Chairperson
Bansberia Municipality


06.12.05



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/1458

Dt. .. 23.12.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman
Baruipur Municipality

Sub. : Engagement of Medical Professional at your ULB.

Ref. : Your communication bearing no. 585/BM/MO/05 dt. 27.07.05.

Sir,

Your prayer for appointment of Medical Officer & Health Officer has already been forwarded to the Dept. for consideration.

In the mean time, as there is no Medical Professional at your ULB to look after health care service delivery under CUDP III and other health programmes, you may engage Medical Professionals having at least MBBS degree on clinic based fee basis, @ not exceeding Rs. 300/- per clinic per day. The said Medical Professionals will render services at the clinics i.e. immunization, ante / post natal care, general treatment and other associated health related work.

The expenditure for payment of clinic based fees is to be incurred from the O & M budget provided by the State Govt. through KMDA.

A feed back on the matter may be forwarded to the undersigned.

Thanking you.

Yours faithfully,



Project Director, CMU

Memo No. CMU-94/2003(Pt. III)/1458(1)

Dt. ..23.12.2005

CC

Secretary, Municipal Affairs Dept. – for favour of kind information

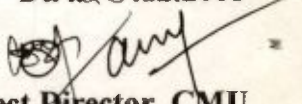

Project Director, CMU

Memo No. CMU-94/2003(Pt. III)/1458(2)

Dt. ..23.12.2005

CC

Secretary, KMDA – for favour of kind information


Project Director, CMU

Sub. : Maintenance grant for Ula Public Dispensary & Matrisadan run by Birnagar Municipality.

Placed below is the communication of the Chairman, Birnagar Municipality under memo no. 891 dt. 05.12.2005 to the Secretary, MA Dept., with an endorsement to the undersigned by the Jt. Secretary, MA Dept. on 14.12.2005.

There is no provision for strengthening of existing Maternity Home under any of the Health programmes implemented by SUDA.

However, this is to mention that a draft project plan on community based primary health care services in 63 Non-KMA ULBs of West Bengal has been prepared and submitted to the Secretary on 02.12.2005. In that said draft plan provision has been kept for strengthening of 6 nos. of existing Maternity Home which includes Birnagar Municipality @ Rs. 35.00 lakhs per Maternity Home. We may wait till finalization of the said plan.

Submitted.

UDA-15198(A)-41
1174 dt. 22.12.05

S. Bhosnick,
Secy, MA Dept

JOS22mm
Health Dept. CMU
Project 12.05
22.12.05

Office of the Councillors of the Birnagar Municipality

P.O. Birnagar (Nadia)

From :

Sri Nanda Dulal Roy

Chairman, Birnagar Municipality.

Sri Partha Kumar Chatterjee

Vice-Chairman, Birnagar Municipality.

Memo No. 891

Dated Birnagar the 5-12-2005

P.O. (Health)
SUDA
for comments pl.

14/12/05

To

Mr. D. Som, IAS,
Secretary,
Municipal Affairs Department, Govt. of West Bengal,
Writers' Buildings,
Kolkata-700 001,

Sub: Maintenance grant for Ula Public
Dispensary & Matrisadan run by Birnagar
Municipality.

Str.

Kindly remember the discussion had with the undersigned on the subject matter on 28th November-2005.

As desired we are furnishing hereunder the details of Ula Public Dispensary & Matrisadan run by this Municipality since 1885.

Many times it was brought to the notice of the Hon'ble Health Minister/Secretary that due to inadequate grant-in-aid received from the Govt. by this Municipality. We like to mention here that this Municipality get only Rs. 30,000/- every year from the Govt. which is far less the requirement.

It may be seen from the following statement that how much difficulties has been facing this Municipality to run the Dispensary & Matrisadan f scanty resources.

We also like to give it to your knowledge that there is no Govt. Hospital within the 5 miles radius of Birnagar Municipality.

PATIENT TREATED FOR LAST THREE YEARS AND EXPENDITURE.

<u>Year</u>	<u>Indoor</u>	<u>Outdoor</u>	<u>Expenditure</u>
2002-03	503	58,111	Rs. 17,30,598/-
2003-04	520	46,793	Rs. 17,62,943/-
2004-05	530	38,865	Rs. 18,78,587/-


Keeping in view, C.M.O(H), Nadia recommended to increase the grant-in-aid but till date no action has been taken in the matter.

Further, we submit that the record of working of family planning, mother child welfare, DOT, Pulse Polio Programme, Leprosy eradication Scheme etc., under this Municipality are very satisfactory.

Under the circumstances, as stated above we shall be highly obliged if you kindly arrange to release at least Rs. 10,00,000/- lacs per year so that we can run the Dispensary & Matrisadan smoothly for the interest of the people.

Thanking you,

Yours faithfully,


05.12.05
Chairman
Birnagar Municipality

7(SB)
D
1m

Sub. : Revitalisation of existing Maternity Home at Konnagar Municipality - prayer by the Chairman, Konnagar Municipality.

Placed below is the communication bearing memo no. CMU-94/2003(Pt.III)/1169 dt. 24.11.2005 from Project Director, CMU to the Secretary, MA Dept., enclosing the prayer of the Chairman, Konnagar Municipality with an endorsement to the undersigned by the Secretary, MA Dept.

You may be aware that DFID has approved refurbishment of the Sub-Centres only with a view to improving primary health care service delivery under Health component of KUSP. Hence, there is no provision for strengthening of Maternity Home as such.

In this connection it is to mention that Director, SUDA has already communicated to the Chairman, Konnagar Municipality under reference no. SUDA-15/98(Pt. VI)/614 dt. 02.11.2005 with a request to send a comprehensive proposal for continuation of the said Maternity Home (copy enclosed for ready reference), awaiting his reply.

Director, SUDA is requested kindly to explore the other possible sources, if any, under the different existing programmes dealt by SUDA to render necessary assistance to the Konnagar Municipality.

Submitted.

VO-SUDA-15/98(Pt. VI)
173 dt. 20.12.05
Director, SUDA

[Signature]
20.12.05

5585-1
28.11.05.



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/1169

Dt. .. 24.11.2005

From : Arnab Roy
Project Director, CMU

To : The Secretary
Dept. of Municipal affairs
Govt. of west Bengal

spoken. Pl. see if anything can be done.
P.O. (Health) SUDA
13-12-05

Sir,

Enclosed, kindly find herewith copy of the communication bearing no. HOS/3/3195 dt. 20.11.2005 of Chairman, Konnagar Municipality addressed to the undersigned which speaks for itself.

In this connection, it is to mention that DFID has approved minor repair & renovation of Sub-Centre only for strengthening delivery of primary health care services. There is no such provision for strengthening of Maternity Home as this is not under the purview of Health component of KUSP for the present.

The Dept. may kindly look into the matter if any assistance could be provided to the Municipality, if possible.

Thanking you.

Yours faithfully,

Arnab Roy
Project Director, CMU

No enclosure!
28/11/05

PA

Enclosure now attached. Apologies!
30/11

U.O NO:- CMU-94/2003(Pt. II)/175
Date:- 01.12.05.

Secretary, M.A. Deptt.
JS (SB)
Please speak



(2005-1)
28.11.05.

KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. III)/1169

Dt. .. 24.11.2005

From : Arnab Roy
Project Director, CMU

To : The Secretary
Dept. of Municipal affairs
Govt. of west Bengal

Sir,

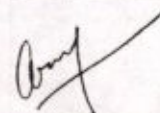
Enclosed, kindly find herewith copy of the communication bearing no. HOS/3/3195 dt. 20.11.2005 of Chairman, Konnagar Municipality addressed to the undersigned which speaks for itself.

In this connection, it is to mention that DFID has approved minor repair & renovation of Sub-Centre only for strengthening delivery of primary health care services. There is no such provision for strengthening of Maternity Home as this is not under the purview of Health component of KUSP for the present.

The Dept. may kindly look into the matter if any assistance could be provided to the Municipality, if possible.

Thanking you.

Yours faithfully,


Project Director, CMU

No enclosure!
28/11/05

PA

Enclosure now attached. Apologies!

Aray
30/11

U.O. NO. - CMU-94/2003(Pt. III)/175
Date: 01.12.05.
Secretary, M.A. Deptt.

পৌর সদস্যগণের কার্যালয়, কোন্নগর

৭৩, জি. টি. রোড (পশ্চিম), কোন্নগর, (পিন : ৭১২২৩৫), হুগলী, পশ্চিমবঙ্গ

শ্রী সমীর ব্যানার্জী

পৌরপ্রধান



অফিস : ২৬৭৪ - ০২১০/ ২১২৩

বাড়ী : ২৬৭৪ - ৫৩০০

এ্যাম্বুলেন্স : ২৬৭৪ - ৭৫৪৫

হসপিটাল : ২৬৭৪ - ৭৭৪০

ফ্যাক্স : ২৬৭৪ - ০২১০ (অফিস)

স্মারক সংখ্যা No/ 3/3195

তারিখ - ২০/১১/২০০৫

প্রতি - শ্রী অর্ণব রায়
প্রজেক্ট ডাইরেক্টর, সি. এম. ইউ. কে. ইউ. এস. পি.
ইলগাস ভবন, সন্টলেক।

প্রেরক - শ্রী সমীর বন্দ্যোপাধ্যায়
পৌরপ্রধান, কোন্নগর পৌরসভা।

Dr. Goswami R.
20/11/05

মহাশয়,

কোন্নগর পৌরসভা পরিচালিত মাতৃসদন ও শিশুমঙ্গল প্রতিষ্ঠানটি জনসাধারণে তিল তিল দেওয়া আর্থিক দানে গড়ে উঠেছিল পরে সরকারি অনুদান বিশেষ করে সি. ইউ. ডি. পি. প্রকল্প চালু হওয়ার পর এর কলেবর বৃদ্ধি হয়। এখানে সমস্ত রকম চিকিৎসার আউটডোর চালু হওয়ার সাথে সাথে প্রসূতি ও চক্ষু বিভাগের ইনডোর চালু হয়, এর ফলে কোন্নগর ও তার-পাশের বহু নিম্নমধ্যবিত্ত ও গরীব মানুষ অল্প ব্যয়ে ভাল চিকিৎসার সুযোগ পেয়ে থাকেন পরে এখানে আই. সি. সি. ইউ. সহ সাধারণ বিভাগের ইনডোর খোলা হয়। কিন্তু বিগত ১০ বছরে বে-হিসেবি খরচ ও অব্যবস্থার ফলে এই প্রতিষ্ঠানটি একটি মাথাভারি প্রতিষ্ঠানে পরিণত হয়। চিকিৎসক ও নার্সদের সময়মত বেতন দেওয়া সম্ভব হত না এবং হাসপাতালের যন্ত্রপাতি অর্থের অভাবে যথাসময়ে সার্ভিসিং-ও করা হত না, এরফলে ক্রমশঃ ইনডোর গুলি বন্ধ হয়ে যায়।

আমরা হাসপাতালটিকে পূর্বের মত চালু করতে বন্ধ পরিকর। ইতিমধ্যে মাননীয় মন্ত্রী শ্রী অশোক ভট্টাচার্য মহাশয়কে বিষয়টি জানিয়েছি, যেহেতু কে. ইউ. এস. পি. স্বাস্থ্য প্রকল্পে উন্নতির জন্য অর্থ বরাদ্দের ব্যবস্থা আছে, তার পরামর্শ মত আপনাকে বিষয়টি অবগত করলাম। প্রসঙ্গক্রমে উল্লেখযোগ্য এই হাসপাতালে বাৎসরিক উৎসব উপলক্ষে প্রাক্তন মুখ্যমন্ত্রী সর্বজন শ্রদ্ধেয় মাননীয় জ্যোতি বসু থেকে শুরু করে প্রশান্ত শূর, রামনারায়ণ গোস্বামী, অসীম দাসগুপ্ত, অশোক ভট্টাচার্য প্রভৃতি বহু মন্ত্রী নিমন্ত্রিত অতিথি হিসাবে একাধিকবার এসেছেন এবং হাসপাতালে কাজকর্ম ও পরিষ্কার পরিচ্ছন্নতা দেখে সন্তোষ প্রকাশ করেছেন। আপনার কাছে আমার একান্ত অনুরোধ আমাদের বিষয়টি বিশেষভাবে উপলব্ধি করে ব্যবস্থা নেবেন।

ধন্যবাদান্তে

Dr. Goswami R.

(সমীর বন্দ্যোপাধ্যায়)

SHANMUKH
KONNAGAR MUNICIPALITY



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. III)/ 1169

Dt. .. 24.11.2005

**From : Arnab Roy
Project Director, CMU**

**To : The Secretary
Dept. of Municipal affairs
Govt. of west Bengal**

Sir,

Enclosed, kindly find herewith copy of the communication bearing no. HOS/3/3195 dt. 20.11.2005 of Chairman, Konnagar Municipality addressed to the undersigned which speaks for itself.

In this connection, it is to mention that DFID has approved minor repair & renovation of Sub-Centre only for strengthening delivery of primary health care services. There is no such provision for strengthening of Maternity Home ^{as this} is not under the purview of Health component of KUSP for the present.

The Dept. may kindly look into the matter if any assistance could be provided to the Municipality, if possible.

Thanking you.

Yours faithfully,

Project Director, CMU

5435-D
8.11.05.

পৌর সদস্যগণের কার্যালয়, কোন্নগর

৭৩, জি. টি. রোড (পশ্চিম), কোন্নগর, (ফোন : ৭১২২৩৫), হুগলী, পশ্চিমবঙ্গ

শ্রী সমীর ব্যানার্জী

পৌরপ্রধান

Health Deptt

স্বাক্ষর

M.C/M.A/629-D/2005
8/11/2005অফিস : ২৬৭৪-০২১০/২১২৩
বাড়ী : ২৬৭৪-৫৩০০
এ্যাড্বলেজ : ২৬৭৪-৭৫৪৫
হসপিটাল : ২৬৭৪-৭৭৪০
ফ্যাক্স : ২৬৭৪-০২১০ (অফিস)

স্মারক সংখ্যা এ. ডি. এম. এন/১৩/১১৫

তারিখ - ২৭/১০/২০০৫

প্রেরক :- পৌরপ্রধান, কোন্নগর পৌরসভা,

প্রতি :- শ্রী অশোক ভট্টাচার্য্য

মাননীয় মন্ত্রী, পৌর বিষয়ক ও নগর উন্নয়ন দপ্তর, পশ্চিমবঙ্গ সরকার

ASOK BHATTACHARYA
Minister in Charge
Municipal Affairs and Urban
Development Deptt.
Govt. of West BengalJS(SB)
P. Saha
[Signature]

মাননীয় মহাশয়,

আপনি নিশ্চয়ই অবগত আছেন, এই পৌরসভা পরিচালিত "কোন্নগর মাতৃসদন ও শিশু মঙ্গল প্রতিষ্ঠান"-টির একটি বিশেষ সুনাম ছিল। বিশেষ করে প্রসূতি বিভাগের "ইনডোর" ছিল অত্যন্ত আধুনিক ও বিজ্ঞান সম্মত। পাঁচটি কেবিনসহ পর্যায়ক্রমিক টি বেড ছিল। পৌর এলাকার বাইরে থেকেও বহু প্রসূতি মায়েরা এখানে ভর্তি হতেন। কিন্তু পরবর্তী কালে আর্থিক ও মানা কারণে ডাক্তার বাবুরা ছেড়ে চলে যান। রাত্রিতে কোন R. M. O. না থাকায় নতুন পৌরবোর্ড আসার ৬ মাস আগেই বিগত বোর্ড প্রসূতি বিভাগটি বন্ধ করে দেয়। বর্তমানে প্রসূতি বিভাগ ছাড়া চক্ষু বিভাগে "ইনডোর" ও "আউটডোর" সহ হার্ট, চর্ম, দস্ত, ই. এন. টি, মেডিসিন, অস্তি সংক্রান্ত, ক্যানসার, ইউরোলজি প্রভৃতি আউটডোর গুলি চালু আছে এবং প্যাথলজি, ই. সি. জি, এক্সরে, এন্ডোস্কপি ও এখানে হয়। এছাড়া প্রাথমিক চিকিৎসা বিভাগটি সকাল ৭টা থেকে রাত্রি ৮টা পর্যন্ত চালু থাকে। বিগত ১০ বছরে পৌরবোর্ড পরিকার্তামোর উন্নতি না ঘটলে, পরিকল্পনামূলক ভাবে মাতৃসদনের তহবিলে সঞ্চিত ৩০ লক্ষ টাকা ও প্রায় ১০ সাংসদ আকবর আলি খন্দকার-এর সাংসদ তহবিলের কয়েক লক্ষ টাকা নিয়ে আই. সি. সি. ইউ বিভাগ সহ দশ শয্যা বিশিষ্ট মেডিসিন সাধারণ বিভাগের "ইনডোর" খুলে ছিল।

কিন্তু এখানেও যথেষ্ট লোক নিয়োজিত, ফলে আর্থিক অনটনে পড়তে হয়। যার ফলে, আই. সি. সি. ইউ-এর অপরিহার্য মেশিন গুলি নিয়ম মার্কিন সার্ভিসিং না করায় খারাপ হয়ে পড়ে। এবং ট্রেড নার্স ও ডাক্তার বাবুরা কয়েক মাস বেতন না পেয়ে চাকুরি ছেড়ে চলে যান। রোগীর সংখ্যাও ২/৩ জনে নেমে যায় এবং এই বিভাগটিও বাধ্য হয়ে বন্ধ করা হয়।

আমরা বিশেষভাবে অবগত হয়েছি, কে. এম. ডি. এ কর্তৃক কিছু পৌরসভার প্রসূতি বিভাগের উন্নত করণের এক বিশেষ প্রকল্প নেওয়া হয়েছে। আমরা পৌরসভা পরিচালিত প্রসূতি বিভাগটিকে এই প্রকল্পের অন্তর্ভুক্ত করার জন্য বিশেষভাবে আবেদন জানাচ্ছি। আশাকরি, আপনি বিষয়টি আন্তরিকভাবে বিবেচনা করবেন। সরকারি সহযোগিতা পেলে কোন্নগর মাতৃসদনের হত পৌরব আবার ফিরে আসবেই এই দৃঢ় প্রত্যয় আমার আছে।

ধন্যবাদান্তে,

For M.A. Pls. as discussed
by Secy. M.A. over phone. ভবদীয়

অনুলিপি :-

১) সচিব, পৌরবিষয়ক দপ্তর।

Received 25/11/2005 2:04 PM - কে. এম. ডি. এ - স্বাস্থ্য প্রকল্প।

P.D. Chou

[Signature]
25.11.05
J.T. Seey
29/11/05

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ...SUDA-15/98(Pt. VI)/614

Date ...02.11.2005

From : Director, SUDA

**To : The Chairman
Konnagar Municipality**

Sir,

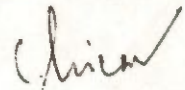
Reference is invited to your communication bearing memo no. A.D.M.A9/13/915(1) dt. 27.10.2005 addressed to the MIC, MA & UD Dept., Govt. of West Bengal with an endorsement to the undersigned by the Secretary, MA Dept.

You are requested to send a comprehensive proposal for continuation of the functioning of Maternity Home. The proposal should contain Background, existing status of Maternity Home and requirement of logistics in terms of furniture, equipment, manpower etc. mentioning no. and cost involvement against each item. The yearly budget may be prepared and O & M budget support you are receiving from MA Dept. / KMDA for this purpose may be mentioned.

You are also requested to indicate your financial contribution in this regard.

This is required for taking necessary action by the appropriate Authority.

Yours faithfully,



Director, SUDA

5008-1
28.10.05

পৌর সদস্যগণের কার্যালয়, কোন্নগর

৭৩, জি. টি. রোড (পশ্চিম), কোন্নগর, (পিন : ৭১২২৩৫), হুগলী, পশ্চিমবঙ্গ

শ্রী সমীর ব্যানার্জী
পৌরপ্রধান



অফিস : ২৬৭৪-০২১০/২১২৩
বাড়ী : ২৬৭৪-৫৩০০
এ্যান্ডুলেস : ২৬৭৪-৭৫৪৫
হসপিটাল : ২৬৭৪-৭৭৪০
ফ্যাক্স : ২৬৭৪-০২১০ (অফিস)

স্মারক সংখ্যা এ. ডি. এম. এন/১৩/১১৫ (২)

তারিখ - ২৭/১০/২০০৫

প্রেরক :- পৌরপ্রধান, কোন্নগর পৌরসভা,

প্রতি :- শ্রী অশোক ভট্টাচার্য্য

মাননীয় মন্ত্রী, পৌর বিষয়ক ও নগর উন্নয়ন দপ্তর, পশ্চিমবঙ্গ সরকার।

~~3059~~
Directly to
শ্রী অশোক ভট্টাচার্য্য
২৭/১০/০৫

মাননীয় মহাশয়,

আপনি নিশ্চয়ই অবগত আছেন, এই পৌরসভা পরিচালিত “কোন্নগর মাতৃসদন ও শিশু মঙ্গল প্রতিষ্ঠান”-টির একটি বিশেষ সুনাম ছিল। বিশেষ করে প্রসূতি বিভাগের “ইনডোর” ছিল অত্যন্ত আধুনিক ও বিজ্ঞান সম্মত। পাঁচটি কেবিনসহ পঁয়তাল্লিশ টি বেড ছিল। পৌর এলাকার বাইরে থেকেও বহু প্রসূতি মায়েরা এখানে ভর্তি হতেন। কিন্তু পরবর্তী কালে আর্থিক ও নানা কারণে ডাক্তার বাবুরা ছেড়ে চলে যান। রাত্রিতে কোন R. M. O. না থাকায় নতুন পৌরবোর্ড আসার ৬ মাস আগেই বিগত বোর্ড প্রসূতি বিভাগটি বন্ধ করে দেয়। বর্তমানে প্রসূতি বিভাগ ছাড়া চক্ষু বিভাগে “ইনডোর” ও “আউটডোর” সহ হার্ট, চর্ম, দন্ত, ই. এন. টি, মেডিসিন, অস্তি সংক্রান্ত, ক্যানসার, ইউরোলজি প্রভৃতি আউটডোর গুলি চালু আছে এবং প্যাথলজি, ই. সি. জি, একসরে, এন্ডোস্কপি ও এখানে হয়। এছাড়া প্রাথমিক চিকিৎসা বিভাগটি সকাল ৭টা থেকে রাত্রি ৮টা পর্যন্ত চালু থাকে। বিগত ১০ বছরে পৌরবোর্ড পরিকাঠামোর উন্নতি না ঘটিয়ে, পরিকল্পনাহীন ভাবে মাতৃসদনের তহবিলে সঞ্চিত ৩০ লক্ষ টাকা ও প্রয়াত সাংসদ আকবর আলি খন্দকার-এর সাংসদ তহবিলের কয়েক লক্ষ টাকা নিয়ে আই. সি. সি. ইউ বিভাগ সহ দশ শয্যা বিশিষ্ট মেডিসিন সাধারণ বিভাগের “ইনডোর” খুলে ছিল।

কিন্তু এখানেও যথেষ্ট লোক নিয়োগের কারণে, ফলে আর্থিক অনটনে পড়তে হয়। যার ফলে, আই. সি. সি. ইউ -এর অপরিহার্য মেশিন গুলি নিয়ম মাসিক সার্ভিসিং না করায় খারাপ হয়ে পড়ে। এবং ট্রেন্ড নার্স ও ডাক্তার বাবুরা কয়েক মাস বেতন না পেয়ে চাকুরি ছেড়ে চলে যান। রোগীর সংখ্যাও ২/৩ জনে নেমে যায় এবং এই বিভাগটিও বাধ্য হয়ে বন্ধ করা হয়।

আমরা বিশেষভাবে অবগত হয়েছি, কে. এম. ডি. এ কর্তৃক কিছু পৌরসভার প্রসূতি বিভাগের উন্নত করণের এক বিশেষ প্রকল্প নেওয়া হয়েছে। আমরা পৌরসভা পরিচালিত প্রসূতি বিভাগটিকে এই প্রকল্পের অন্তর্ভুক্ত করার জন্য বিশেষভাবে আবেদন জানাচ্ছি। আশাকরি, আপনি বিষয়টি আন্তরিকভাবে বিবেচনা করবেন। সরকারি সহযোগিতা পেলে কোন্নগর মাতৃসদনের হাত গৌরব আবার ফিরে আসবেই এই দৃঢ় প্রত্যয় আমার আছে।

ধন্যবাদান্তে,

ভবদীয়

অনুলিপি :-

- ১) সচিব, পৌরবিষয়ক দপ্তর।
- ২) ও. এস. ডি - কে. এম. ডি. এ - স্বাস্থ্য প্রকল্প।

(Signature)
২৭/১০/০৫

পৌর সদস্যগণের কার্যালয়, কোন্নগর

৭৩, জি. টি. রোড (পশ্চিম), কোন্নগর, (পিন : ৭১২২৩৫), লুগলী, পশ্চিমবঙ্গ

শ্রী সমীর ব্যানার্জী

পৌরপ্রধান



অফিস : ২৬৭৪ - ০২১০ / ২১২৩

বাড়ী : ২৬৭৪ - ৫৩০০

গ্যাসুলেস : ২৬৭৪ - ৭৫৪৫

হসপিটাল : ২৬৭৪ - ৭৭৪০

ফ্যাক্স : ২৬৭৪ - ০২১০ (অফিস)

স্মারক সংখ্যা 401/3/3195

তারিখ - ২০/১১/২০০৫

প্রতি - শ্রী অর্ণব রায়

প্রজেক্ট ডাইরেক্টর, সি. এম. ইউ. কে. ইউ. এস. পি.

ইলগাস ভবন, সন্টলেক।

প্রেরক - শ্রী সমীর বন্দ্যোপাধ্যায়

পৌরপ্রধান, কোন্নগর পৌরসভা।

Dr. Goswami Fe.
20/11/05

মহাশয়,

কোন্নগর পৌরসভা পরিচালিত মাতৃসদন ও শিশুমঙ্গল প্রতিষ্ঠানটি জনসাধারণে তিল তিল দেওয়া আর্থিক দানে গড়ে উঠেছিল পরে সরকারি অনুদান বিশেষ করে সি. ইউ. ডি. পি. প্রকল্প চালু হওয়ার পর এর কলেবর বৃদ্ধি হয়। এখানে সমস্ত রকম চিকিৎসার আউটডোর চালু হওয়ার সাথে সাথে প্রসূতি ও চক্ষু বিভাগের ইনডোর চালু হয়, এর ফলে কোন্নগর ও তার-পাশের বহু নিম্নমধ্যবিত্ত ও গরীব মানুষ অল্প ব্যয়ে ভাল চিকিৎসার সুযোগ পেয়ে থাকেন পরে এখানে আই. সি. সি. ইউ. সহ সাধারণ বিভাগের ইনডোর খোলা হয়। কিন্তু বিগত ১০ বছরে বে-হিসেবি খরচ ও অব্যবস্থার ফলে এই প্রতিষ্ঠানটি একটি মাথাভারি প্রতিষ্ঠানে পরিণত হয়। চিকিৎসক ও নার্সদের সময়মত বেতন দেওয়া সম্ভব হত না এবং হাসপাতালের যন্ত্রপাতি অর্থের অভাবে যথাসময়ে সার্ভিসিং-ও করা হত না, এরফলে ক্রমশঃ ইনডোর গুলি বন্ধ হয়ে যায়।

আমরা হাসপাতালটিকে পূর্বের মত চালু করতে বন্ধ পরিকর। ইতিমধ্যে মাননীয় মন্ত্রী শ্রী অশোক ভট্টাচার্য মহাশয়কে বিষয়টি জানিয়েছি, যেহেতু কে. ইউ. এস. পি. স্বাস্থ্য প্রকল্পে উন্নতির জন্য অর্থ বরাদ্দের ব্যবস্থা আছে, তার পরামর্শ মত আপনাকে বিষয়টি অবগত করলাম। প্রসঙ্গক্রমে উল্লেখযোগ্য এই হাসপাতালে বাৎসরিক উৎসব উপলক্ষে প্রাক্তন মুখ্যমন্ত্রী সর্বজন শ্রদ্ধেয় মাননীয় জ্যোতি বসু থেকে শুরু করে প্রশান্ত শূর, রামনারায়ণ গোস্বামী, অসীম দাসগুপ্ত, অশোক ভট্টাচার্য প্রভৃতি বহু মন্ত্রী নিমন্ত্রিত অতিথি হিসাবে একাধিকবার এসেছেন এবং হাসপাতালে কাজকর্ম ও পরিষ্কার পরিচ্ছন্নতা দেখে সন্তোষ প্রকাশ করেছেন। আপনার কাছে আমার একান্ত অনুরোধ আমাদের বিষয়টি বিশেষভাবে উপলব্ধি করে ব্যবস্থা নেবেন।

ধন্যবাদান্তে

Dr. Goswami Fe.

(সমীর বন্দ্যোপাধ্যায়)

CHAIRMAN
SONNAGAR MUNICIPALITY

- (m) conversion of all service privies into sanitary latrines and providing adequate facilities for sanitation so that open defecation may be completely done away with; (f)
- (3) in the sphere of town planning and development, —
- (a) devising town planning within the limits of the municipal area in accordance with the laws relating to town planning for the time being in force; (g)
- (b) planned development of the borders of the municipal area in accordance with the laws applicable for the purpose; (h)
- (c) improvement of *bustees*; (i)
- (d) control of regular lines of streets; (j)
- (e) control of all building operations and regulation of building uses; (k)
- (f) co-operation of all overground rights enjoyed by service agencies; (l)
- (g) co-ordination of activities of agencies relating to laying and maintenance of underground pipelines, tubes, cables and the like; (l) [(m)
- (h) laying out and maintenance of public parks, squares, gardens or recreation areas; (n)
- (i) re-development of congested areas for providing better living conditions; (o)
- (j) planned development of new areas for human settlement; (o)
- (k) preservation of monuments and places of historical, artistic and other importance; (o)
- (l) measures for beautification of the township by setting up fountains and statues, providing recreational areas, improving river banks, landscaping and the like; (1) in t (a)
- (4) in the sphere of administration, —
- (a) survey of buildings and lands and preparation and maintenance from time to time of survey maps and plans of the town and other records relating to survey; (b)
- (b) removal of unauthorised encroachment on, or obstruction and projections in or upon, streets, bridges and other public places;
- (c) securing or removal of dangerous buildings and places;
- (d) registration of births and deaths;
- (e) providing boundary marks for the municipal area;

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may include dismissal increment, suspension and censor.

Dismissal from service and the Board of Councillors

by a Municipality against al service for the State or any officer of the or group of Municipal-

provide for the norms of Municipalities and such as it may think fit.

Committee. — Notwithstand- the State Government of rationalising the scale ce, including leave and category of municipal w Committee, and the commendations of such

the obligatory duty of equate provision for the the municipal area and

cy, means for supply of oses;

cleansing of sewers and works;

cleansing of public la- niences;

4, for the following :

n service and reduction in rank, from an order passed by the appellate authority shall be the

- (d) construction, maintenance, alteration and improvement of public streets and street furniture, bridges and culverts, fly-overs, subways, cause-ways and the like;
- (e) naming of streets and numbering of premises;
- (f) lighting of public streets and other public places;
- (g) planting and care of trees on road-side and elsewhere;
- (h) construction and maintenance of municipal markets and slaughter houses and the regulation of all markets and slaughter houses;
- (i) maintenance of all monuments vested in the Municipality;
- 1[(j) providing by itself or by an agency, means of supply of water for fire-fighting purposes.]

(2) in the sphere of public health and sanitation, —

- (a) collection, removal and disposal of solid wastes including filth, rubbish and other obnoxious or polluted matters;
- (b) disposal of solid and liquid wastes consistent with efforts to cause recovery and re-use of all that can be salvaged;
- (c) reclamation of unhealthy localities, removal of noxious vegetation and abatement of all nuisances;
- (d) regulating and abating offensive and dangerous trades or practices;
- (e) cleansing of public streets and other public places;
- (f) ensuring the wholesomeness of water supplied for drinking and domestic purposes;
- (g) maintenance of all public tanks and regulating the re-excavation, repair and up-keep of all private tanks, wells and other sources of water supply on such terms and conditions as the Municipality may deem proper;
- (h) provide for places for the disposal of the dead and the regulation and maintenance of such places;
- (i) measures for preventing and checking the spread of dangerous diseases;
- (j) immunisation including public vaccination and inoculation;
- (k) removal and disposal of the unclaimed dead bodies and carcasses of all dead animals;
- (l) abatement of nuisances from birds and animals including dog menace;

1. Ins. by the W.B. Act XIII of 1995, w.e.f. 5.9.1995.

Handwritten text in Bengali script, likely a signature or official note, located at the bottom of the page.

ULBs in KMA
Total Population VS BPL Population addressed under CUDP III, CSIP & IPP-VIII

Sl. No.	ULBs	Total Population @ 2001 Census	BPL Population addressed under		% of population addressed	Existing Health Facilities								
			CUDP	IPP		Total	HAU		SC		ESOPD		MH	RDC
							CUDP	IPP	CUDP	IPP	CUDP	IPP		
1	Bally	261575	293393	103857	397250	151.87	1	3	6	21	1	1		
2	Baidyabati	108231	31067	47099	78166	72.22	1	2	6	11				
3	Bansberia	104453	29064	70797	99861	95.60	1	2	6	14	1	1		
4	Bhadreswar	105944	61070	57290	118360	111.72	2	2	12	11	1	1	1	1
5	Bhatpara	441956		194848	194848	44.09		6						
6	Barrackpore	144331	31086	52949	84035	58.22	1	2	6	11	1	1		
7	Bidhannagar	167848		37157	37157	22.14		1						
8	Budge Budge	75465	30376	50426	80802	107.07	1	2	6	11	1	1	1	1
9	Baranagar	250615	30620	35720	66340	26.47	1	1	6	7	1	1		
10	Barasat	231515	23862	207462	231324	99.92	1	7	6	43				
11	Baruipur	44964	22695		22695	50.47	1		5					
12	Chandernagore MC	162166	57886	32962	90848	56.02	2	1	12	6	1	1		
13	Chandani	103232	30287	61044	91331	88.47	1	2	6	13				
14	Dum Duan	101319	21530	29422	50952	50.29	1	1	4	6	1	1	1	1
15	Gayeshpur	55028	29430	35239	64669	117.52	1	1	6	7				
16	Garia	76300	61280	35203	96483	126.45	2	1	12	7	1	1		
17	Chinsurah	170201	59163	89536	148699	87.37	2	3	12	15				
18	Howrah MC	1008704	87410	320300	407710	40.42	2	11	16	55				
19	Halisahar	124479	30868	73974	104842	84.22	2	2	6	14	1			
20	Konnagar	72211	30205	35050	65255	90.37	2	1	6	7	1			
21	Kalyani	81984		35478	35478	43.27		1			7			
22	Kanchrapara	126118	30988	61378	92366	73.24	1	2	6	13				
23	Khardah	116252	27823	105025	132848	114.28	1	3	6	21				
24	Kamarhati	314334		127309	127309	40.50		4			28			
25	Madhyamgram	155503		95323	95323	61.30		3						
26	Maheshtala	389214		199148	199148	51.17		6			19	1	1	
27	Naihati	215432	28875	69089	97964	45.47	1	2	6	14				1
28	New Barrackpore	83183	19470	55973	75443	90.70	1	2	4	11	1	1	1	1
29	North Barrackpore	123523	53192	51552	104744	84.80	2	2	12	12	1	1	1	1
30	North Dum Dum	220032	30472	89069	119541	54.33	1	3	6	16	1	1		

Do Your Full Share :

Ratan is a very capable boy but he thinks only of himself. "Would this kind of reputation help you to make friends on the new job? Of course not.

^{Any}
~~Work~~ office work has to be teamwork, because the success of a business depends upon cooperation between each worker and each work unit. ~~An invoice typist in a billing department can work efficiently only if the sales order data has been carefully compiled for her by a sales order clerk in the sales department. The office supply clerk keeps the typist stocked with invoice forms, carbon paper and erasers; and the supervisor is readily available to answer questions. The invoice checker verifies the accuracy of typed work and passes it along promptly for further processing.~~ You will be doing more for your human relations if you work with the members of your team. When you do, you will be pleased to find that the team works with you too. This kind of co-operation makes ^{any} office work more productive and life more friendly and pleasant.

~~Meet Others Halfway :~~

Give and take attitude :

"I think your idea is good. Let's try it that way and see if it works better than my way". That kind of give and take attitude is the mark of a mature person who understands that you can't always have your own way and that many times two heads are better than one. This approach is essential in getting along with people; and remember, you cannot get along without them. Don't be afraid to make the first move towards compromise -- the results can surprise you, and your co-workers will respect you as the kind of person with whom they can deal.

Practice ~~Office~~ Etiquette :

Etiquette is plain good manners coupled with your personal brand of consideration for others. Etiquette is reflected every day in the countless things that you do and say. "Politeness", someone once said, "is like a cushion. It helps to ease the bump".

Make Introductions Meaningful :

~~When you are introduced to your new colleagues, greet them with a friendly smile and a gracious "How do you do, Mr. Mitra". Saying the person's name helps you to remember it later. Besides,~~ Everyone likes to hear his own name. When your turn comes to make an introduction, introduce people promptly and smoothly, so that they will feel at ease.

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							CUDP	IPP	CUDP	IPP	CUDP	IPP						
															CUDP	IPP	CUDP	IPP
31	Pamihati	348379	59060	146534	205594	59.01	2	4	12	28								
32	Pujali	33863		35931	35931	106.11		1		7								
33	Rishra	113259	31661	89353	121014	106.85	1	3	6	18				1				
34	Rajrhat Gopalpur	271781		195672	195672	72.00		6		32								
35	Rajpur Sonarpur	336390	26897	141312	168209	50.00	1	4	6	28			1					1
36	Serampur	197955	29740	123530	153270	77.43	1	4	6	25								
37	South Dum Dum	392150		197669	197669	50.41		6		41								1
38	Titagarh	124198		104888	104888	84.45		3		20								1
39	Uttarpara Kotrung	150204	48868	67590	116458	77.53	2	2	12	14								1
40	Uluberia	202095	33396	132105	165501	81.89	1	3	6	20								1
	TOTAL	7806386	1381734	3694263	5075997	3005.66	38	115	227	712	8	25	23	8				8

How To Make People React Favourably Towards You

Starting with the assumption that everyone is an individual, you can make a great stride toward achieving good human relations if you try to put into practice some elementary rules.

Recognize the importance of others :

Everyone likes to feel that he is needed and that he is important. ~~When your classmates count on you for help in giving a school dance or when someone turns to you for your opinion on a particular question, doesn't it make you feel good? Of course it does.~~ Even people who pretend that they don't care about being recognised are pleased when they are complimented for their efforts. And now do you feel about the person who commends you for a job well done? Certainly you appreciate him; we all appreciate a person who can look beyond the "circle of his own halo" and see the good things in other people. Are you this type of person? Do you compliment others for a job well done? Do you do it as often as you should?

Respect the ideas of others *and a good listener*

Whether you work out a new play ~~for Saturday's big football game~~ or have an idea for a news feature, you like to find your associates willing to listen to and ~~to~~ try out your plan. And whether it is accepted or not, you at least want the satisfaction of being able to present your ideas.

But how do you feel when it is your turn to be a listener? For instance, when a friend of yours suggests a few changes in your plan, are you willing to listen to his ideas and weigh them honestly? Are you big enough to admit that your friend's plan might be as good as, if not better, than yours? It's not easy to admit this, but if you learn to accept criticism and evaluate opinions objectively, you'll earn the respect and admiration others.

Respect the Ambition of others :

As a new employee you will be eager to get ahead as quickly as you can. Just remember, though, you don't have the exclusive rights to advancement. Your co-workers may also want the job you're aiming for. Who should get it? The more qualified person, of course.

By respecting the other fellow's ambitions and obeying the rules of the game, everyone gets a fair chance to win -- including you. In any prosperous business there are plenty of opportunities and rewards for all.

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							CUDP	IPP	CUDP	IPP	CUDP	IPP			CUDP
1	Bally	261575	293393	103857	397250	151.87	1	3	6	21	1	1			
2	Baidyabati	108231	31067	47099	78166	72.22	1	2	6	11					
3	Bansberia	104453	29064	70797	99861	95.60	1	2	6	14			1		
4	Bhadreswar	105944	61070	57290	118360	111.72	2	2	12	11	1	1	1	1	
5	Bhatpara	441956		194848	194848	44.09	6	6		38			1		
6	Barrackpore	144331	31086	52949	84035	58.22	1	2	6	11			1		
7	Bidhannagar	167848		37157	37157	22.14	1	1					1		
8	Budge Budge	75465	30376	50426	80802	107.07	1	2	6	11			1		1
9	Baranagar	250615	30620	35720	66340	26.47	1	1	6	7			1		1
10	Barasat	231515	23862	207462	231324	99.92	1	7	6	43					
11	Baruipur	44964	22695		22695	50.47	1	1	5						
12	Chandannagore MC	162166	57886	32962	90848	56.02	2	1	12	6			1		
13	Chandani	103232	30287	61044	91331	88.47	1	2	6	13			1		
14	Dum Dum	101319	21530	29422	50952	50.29	1	1	4	6	1	1	1	1	1
15	Gayeshpur	55028	29430	35239	64669	117.52	1	1	6	7			1		
16	Garulia	76300	61280	35203	96483	126.45	2	1	12	7	1	1			
17	Chinsurah	170201	59163	89536	148699	87.37	2	3	12	15					
18	Howrah MC	1008704	87410	320300	407710	40.42	2	11	16	55					
19	Halisahar	124479	30868	73974	104842	84.22	2	2	6	14	1				
20	Konnagar	72211	30205	35050	65255	90.37	2	1	6	7	1				
21	Kalyani	81984		35478	35478	43.27	1	1		7					
22	Kanchrapara	126118	30988	61378	92366	73.24	1	2	6	13					
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24	Kamarhati	314334		127309	127309	40.50		4		28					
25	Madhyanagram	155503		95323	95323	61.30		3					1		
26	Maheshtala	389214		199148	199148	51.17		6					41		
27	Naitati	215432	28875	69089	97964	45.47	1	2	6	14			1		1
28	New Barrackpore	83183	19470	55973	75443	90.70	1	2	4	11			1		1
29	North Barrackpore	123523	53192	51552	104744	84.80	2	2	12	12	1		1		1
30	North Dum Dum	220032	30472	89069	119541	54.33	1	3	6	16			1		

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							CUDP	IPP	CUDP	IPP	CUDP	IPP	CUDP	IPP		
31	Panhathi	348379	59060	146534	205594	59.01	2	4	12	28						
32	Pujah	33863		35931	35931	106.11		1			7					
33	Rishra	113259	31661	89353	121014	106.85	1	3	6	18						
34	Rajarhat Gopalpur	271781		195672	195672	72.00		6			32					
35	Rajpur Sonarpur	336390	26897	141312	168209	50.00	1	4	6	28	1					1
36	Serampur	197955	29740	123530	153270	77.43	1	4	6	25						
37	South Dum Dum	392150		197669	197669	50.41		6			41					
38	Titagarh	124198		104888	104888	84.45		3			20					
39	Uttarpara Kotrung	150204	48868	67590	116458	77.53	2	2	12	14						1
40	Uluberia	202095	33396	132105	165501	81.89	1	3	6	20						
	TOTAL	7806386	1381734	3694263	5075997	3005.66	38	115	227	712	8	25	23	8		

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							CUDP	IPP	CUDP	IPP	CUDP	IPP	CUDP	IPP		
31	Pamihati	348379	59060	146534	205594	59.01	2	4	12	28						
32	Pujahi	33863		35931	35931	106.11		1			7					
33	Rishra	113259	31661	89353	121014	106.85	1	3	6	18						
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35	Rajpur Sonarpur	336390	26897	141312	168209	50.00	1	4	6	28		1				1
36	Serampur	197955	29740	123530	153270	77.43	1	4	6	25						
37	South Dum Dum	392150		197669	197669	50.41		6			41					1
38	Titagarh	124198		104888	104888	84.45		3			20					1
39	Uttarpara Kotrung	150204	48868	67590	116458	77.53	2	2	12	14						1
40	Uhubenia	202095	33396	132105	165501	81.89	1	3	6	20						1
	TOTAL	7806386	1381734	3694263	5075997	3005.66	38	115	227	712	8	25	23	8		

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			CUDP	IPP	Total		HAU		SC		ESOPD		MH	RDC						
							CUDP	IPP	CUDP	IPP	CUDP	IPP			CUDP	IPP				
1	Bally	261575	293393	103857	397250	151.87	1	3	6	21	1	1								
2	Baidyabati	108231	31067	47099	78166	72.22	1	2	6	11										
3	Bansberia	104453	29064	70797	99861	95.60	1	2	6	14										
4	Bhadreswar	105944	61070	57290	118360	111.72	2	2	12	11	1	1	1							
5	Bhatpara	441956		194848	194848	44.09	6	6		38										
6	Barrackpore	144331	31086	52949	84035	58.22	1	2	6	11										
7	Bidhannagar	167848		37157	37157	22.14		1												
8	Budge Budge	75465	30376	50426	80802	107.07	1	2	6	11										
9	Baranagar	250615	30620	35720	66340	26.47	1	1	6	7										
10	Barasat	231515	23862	207462	231324	99.92	1	7	6	43										
11	Baruipur	44964	22695		22695	50.47	1			5										
12	Chandernagore MC	162166	57886	32962	90848	56.02	2	1	12	6										
13	Chandernagore	103232	30287	61044	91331	88.47	1	2	6	13										
14	Dum Dum	101319	21530	29422	50952	50.29	1	1	4	6										
15	Gayeshpur	55028	29430	35239	64669	117.52	1	1	6	7										
16	Garulia	76300	61280	35203	96483	126.45	2	1	12	12	1	1								
17	Chinsurah	170201	59163	89536	148699	87.37	2	3	12	15										
18	Howrah MC	1008704	87410	320300	407710	40.42	2	11	16	55										
19	Halisahar	124479	30868	73974	104842	84.22	2	2	6	14										
20	Konnagar	72211	30205	35050	65255	90.37	2	1	6	7										
21	Kalyani	81984		35478	35478	43.27		1			7									
22	Kanchrapara	126118	30988	61378	92366	73.24	1	2	6	13										
23	Khardah	116252	27823	105025	132848	114.28	1	3	6	21										
24	Kamarhati	314334		127309	127309	40.50		4			28									
25	Madhyanagar	155503		95323	95323	61.30		3			19									
26	Maheshitla	389214		199148	199148	51.17		6			41									
27	Naihati	215432	28875	69089	97964	45.47	1	2	6	14										
28	New Barrackpore	83183	19470	55973	75443	90.70	1	2	4	11										
29	North Barrackpore	123523	53192	51552	104744	84.80	2	2	12	12										
30	North Dum Dum	220032	30472	89069	119541	54.33	1	3	6	16										

Serial Number	Name of the ULBs in alphabetical orders	Total Population as per census 2001	BPL population under IPP viii	MH	total expected births	total expected beneficiary births	total expected non beneficiary births	total actual birth in the municipality MH	no of beneficiary births in the MH	% of beneficiaries having giving birth in maternity homes	no of non-beneficiary births in the MH	% of non beneficiaries having giving birth in maternity homes
1	baioyabati	108,231	72,789		1,515	1019	496					
2	bally	261,575	102,285		3,662	1432	2,230					
3	bansberia	104,453	70,797	1	1,482	991	471	656	168	16.95%	488	49.24%
4	baranagar	250,615	35,698	1	3,509	500	3,009	847	147	29.41%	700	140.06%
5	barasat	231,515	208,331	1	3,241	2917	325			0.00%		
6	barrackpore	144,331	53,280	1	2,021	746	1,275	899	160	21.45%	739	99.07%
7	barurup	44,964			629	0	629					
8	bhadrashwar	105,944	57,290	1	1,483	802	681	627	380	47.38%	247	30.80%
9	bhalpara	441,956	192,958	1	6,187	2701	3,486	735	145	5.37%	590	21.84%
10	bidhannagar	167,848	37,032	1	2,350	518	1,831	185	51	9.84%	134	25.85%
11	budge-budge	75,465	50,882	1	1,057	712	344	1,477	394	55.31%	1073	150.63%
12	chamdani	103,232	61,178	1	1,445	856	589	345	114	13.31%	231	26.97%
13	chandannagar	162,166	32,981	1	2,270	462	1,809	812	181	39.20%	631	136.66%
14	dum-dum	101,319	28,053	1	1,418	393	1,026	1,195	431	109.74%	764	194.53%
15	garulia	76,300	35,231		1,068	493	575			0.00%		
16	gayeshpur	55,028	34,141	1	770	478	292	119	59	12.34%	50	10.46%
17	halishahar	124,479	74,185		1,743	1039	704					
18	haora	1,008,704	319,899		14,122	4479	9,643					
19	hugli	170,201	90,030		2,383	1260	1,122					
20	kalyani	81,984	35,429		1,148	496	652					
21	kamarhati	314,334	127,410		4,401	1784	2,617					
22	kanchrapara	126,118	61,163		1,766	856	909					
23	khardah	116,252	142,408		1,828	1994	(366)					
24	konnagar	72,211	35,325		1,011	495	516					
25	madhyamgram	155,503	95,523	1	2,177	1337	840	358	56	4.19%	302	22.58%
26	maheshitola	389,214	199,184	1	5,449	2789	2,660	324	150	5.38%	174	6.24%
27	naihati	215,432	69,089	1	3,016	967	2,049	422	69	7.13%	353	36.50%
28	new barrackpore	83,183	56,093	1	1,165	785	379	618	57	7.26%	561	71.44%
29	north barrackpore	123,523	51,521	1	1,729	721	1,008	509	68	9.43%	441	61.14%
30	north dumdum	220,032	95,753		3,080	1341	1,740					
31	panihati	348,379	143,427		4,877	2008	2,869					
32	pujali	33,863	34,654		474	485	(11)					
33	rajanhat-gopalpur	271,781	189,887	1	3,805	2658	1,147	682	251	9.44%	431	16.21%
34	rajpur-sonarpur	336,390	139,647	1	4,709	1955	2,754	276	38	1.94%	238	12.17%
35	rishra	113,259	86,752	1	1,586	1215	371	571	444	36.56%	127	10.46%
36	sreerampore	197,955	105,889		2,771	1482	1,289					
37	south dum dum	392,150	195,997	1	5,490	2744	2,746	534	75	2.73%	459	16.73%
38	ittagarh	124,198	104,792	1	1,739	1467	272	464	178	12.13%	286	19.49%
39	uluberia	202,095	102,676	1	2,829	1437	1,392	284	148	10.30%	146	10.16%
40	uttarpara	150,204	67,357	1	2,103	943	1,160	666	152	16.12%	514	54.51%
41	Total	7,806,386	3,687,016	24	109,289.40	51,758	57,531	13,515.00	3916	7.56%	9679	16.82%

Kolkata Urban Services for the Poor (KUSP) Programme

Concept notes to Access Innovative / Challenge Fund

1. Strengthening the process of urban planning and governance
2. Strengthening and improving service delivery mechanisms for better access of urban services
3. Promoting enabling environment for pro-poor economic growth

Internet based {eHealth-Care / Card} project for benefiting Rural / Urban Poor Population

Location of Work: **Kolkata** and beneficiary shall be public at large.

Main Issues being addressed: **e-Healthcare**

Secondary Issues being addressed: **e-Insurance; e-Education; eAgriculture; eGovernance**

These services have been incorporated to generate more funds for future sustainability and over all development of social sector.

Achievements:

1. Implemented project at General & Civil Hospital, Sirsa district of Haryana State of India in association of District Administration and District Red Cross Society. Also implemented Birth / Death Registration & Certificate software. Wireless on Local Loop (WLL) Telephone & ISP connection is used for Data Transfer. Polio affected handicapped personnel has been hired for issuance of Health Cards. Around 46000 rural & urban people has benefited by the project. Here, we have bagged order from the Deputy Commissioner, Sirsa to implement at all 178 PHC's / CHC's / Hospitals.

'eHealth-Care' project is finalists of the "Stockholm Challenge Award 2003/2004" Nearly 900 projects from 107 countries entered the Stockholm Challenge Award.

Around 46000 health cards have been distributed to the people of Sirsa. Out of which 10000 cards distributed to the Below Poverty Line (BPL) people Free of Cost. Rest 36000 cards made for general population. Which has generated revenue of Rs. 1,80,000/- (Rupees, One Lakh and Eighty thousand Only). [@ Rs.5/- per card]. The District Red Cross Society is keeping the entire Transaction amount for sustenance of project. Simultaneously, the medical data of the patient are being stored and upgraded on regular basis.

2. e-Swasthya: A Health Card & Online Medical Advice Software and network 21 health centres for benefiting unprivileged mass of the Madhubani district, Bihar, India using Information Technology. It would enable the patients to walk into any health centre and with the patient ID their health history would be extracted from the network, which can also be updated by the authorized user. The MPLAD Fund of Ex-M.P-Rajya Sabha) is used to develop the infrastructure. Digital Partners Global awards the project, a USA based Non Profit organisation in presence of Confederation of Indian Industries (CII) for the 'Best Innovation in Information Technology for upliftment of poor' for the year 2002-03.

3. Signed intent with IBM Canada Ltd. and Saskatchewan Telecommunications International, Inc., in conjunction with Bharat Sanchar Nigam Limited (BSNL), and is being funded by the Canadian International Development Agency (CIDA). A pilot project will be carried out in some 30 villages (one kiosk each per village) of Hoshangabad and Harda District, both in Madhya Pradesh. Here, we are assigned to provide eHealth-Care Software at each kiosk.

Proposed Activities:

Health Cards will be issued to all the villagers on a fee who visit health centres for treatment (it holds details like, Registration Number, Password, individuals name, age, address & photograph) and details like (weight, blood group, allergies, diagnosis, treatment & medicine prescribed) is

Visit website www.ehealth-care.net / www.eswasthya.net for more details.

Registered under the "Society Registration Act (XXI) of 1860. (Registration Number: S/46681 of 2003)

being uploaded and updated online which can be accessed from any where in the world. Online Medical advice will be arranged to the villager so that they need not to travel far off places.

The logic behind the concept and this technology is to benefit the population at large. It has been experienced that whenever a disease is cured we generally misplace our prescription. And especially in rural area people tend to forget what all diseases they have gone through and generally not able to narrate to the doctor when required.

For instance if doctor has to prescribe an 'antibiotic' to the patient, he has to have thorough knowledge of his past medical history. Which most of them do not have or not able to narrate as they are mostly illiterate.

The system will save doctors times because at one glance he can see the patient's past medical history and current medical reports after feeding User Id and password of the patient.

The government can have exact report on:

How many patients are being examined in a remote health centre ?

Can track down doctor's presence?

What all diseases prevalent in the area?

Any spread of new disease can be known in minutes ?

Generally it happens that medicines which does not have any relevance for a particular area is being supplied without giving proper result. E.g, Typhoid medicines are made available along with Jaundice in area where people suffering from Jaundice.

eHealth Care project to improve the efficiency and effectiveness of India's antiquated healthcare by use of information technology systems. eHealth-Care can achieve large cost savings and improve patient care by bringing the rural India health care systems into the information age.

The sad fact is that processing a single health care transaction can cost less. Other industries have drastically reduced administrative costs by using modern information technology. Health care remains one of the few industries clinging to antiquated 20th century technology. This project will provide the tools for health care systems to make a great leap forward by using new technologies to cut costs. The system and process will definitely give the doctors working at PHCs some incentive to work in rural environment.

Breakthroughs of this technology not only can save money, but also can provide more timely and accurate information. Through advances in technology, doctors should be able to access complete patient records. By adoption of computerized systems for writing prescriptions, errors due to mistaken prescriptions or illegible handwriting will be reduced. There is no excuse for patients to be harmed and even die when we have the technology to save them.

Project beneficiaries:

All citizens of the district especially poor segment, doctors and government.

Benefits to the Patients/Citizens:

- A complete medical history of patients
- Medical History updated online- accessed from any where on the web
- Patient freed from keeping prescriptions for hospitals for further treatment.
- Online Medical Advice will be arranged to the patients so that they need not travel to far off places.
- Saving of the unnecessary travel and expenses for the patient and the family

Visit website www.ehealth-care.net / www.eswasthya.net for more details.

Registered under the "Society Registration Act (XXI) of 1860. (Registration Number: S/46681 of 2003)

curative care

All related with security care.

Who will advise?

Benefits to the Doctors:

- To improve the efficiency and effectiveness of antiquated healthcare system.
- Doctors should be able to access complete patient records though they did not create them.
- Computerized systems for writing prescriptions.
- The system will save doctors time.

Benefits to the Government:

- The technology can help monitor all mandatory requirements of the government
- Ready information about the number of patients examined daily or in any time frame
- Data about Doctors who saw the patient, when, diagnosis, prescriptions and medicine issued
- Epidemiology of the region and various other queries that are required based on the data captured
- Intelligent archival and retrieval
- Can provide full MIS capability
- Can link with the PHC/ CHC Management Systems or can be scoped out to become a PHC/CHC system
- Can link with or be scoped out to Staff Management System
- Can be scoped out to inventory and pharmacy management system
- Can link with a Laboratory and blood bank management system
- Can become a Tele-Medicine support system
- Emergency services coordination

Computer Education & Training: Each Health Centre (kiosk) will impart some basic computer (software and hardware) training to the rural & urban children, youths and adults on a nominal fee. It will empower them with knowledge on Information Technology and hence benefit them in getting good employment.

eBlackBoard: Each Health Centre (kiosk) will impart some elementary education to rural children, youths and adults on a nominal fee. Here, we would lay a lot of importance on women and girl child in particular because they are the neglected and unprivileged class. "Educated mothers", if we achieved will bring about a sea change in our society.

Medical Insurance: Benefit the rural & urban people to counter the heavy cost of Medical Treatment & Surgery. "Universal Health Insurance Scheme" promoted by Government of India is the best option available, as it is being offered on the lowest possible premium.

to know more

eCommerce: Advanced farm technologies, agriculture machinery, made available on discounted rates to the farmers.
Global access point for local Handicrafts from virtual Showroom i.e Kiosk will increase in Artisans Income

The platform and process can lay the foundation of
Identifying the citizens,
Immunization certificates,
Government services & certificates,
Social security,
Land records,
Agriculture
Driving license,
Complaints to government,
Tele-Medicine,
etc. ...

*Similar to GIS
implementation by
Mr. Chhabra*

Project sustainability:

Issuance of Health cards [@ Rs.5/- to 10/- per card] to the people will generate revenue. The revenue will be earned by other services like eInsurance, eGovernance, eBlack Board, eAgriculture, etc. The other services can be run from the Primary Health Centre Kiosk's as generally a PHC / CHC work from 8 in morning till 2 in afternoon. Since the system will be free then after it can be used for other services and imparting the education till late in the evening to the villagers.

Software Technicalities:

The software is simple and menu-driven, which requires minimum data entry at the clients end. It is a state-of-art software which facilitates communication and information interchange within a localized Internet between villages and the World.

Initially, it is in English language and requires the Windows operating system. SQL used as RDBMS backend and Java as the programming language. Database security protected by User ID & Password. Secure Socket Layer (SSL) for Client Security. Norton used for Viruses.

Benefits of running Kiosk from PHCs / CHCs / Hospitals

1. All government services can be rendered at one stop shop.
2. Influx of large number of people as patient always accompanied by, on average 2-3 attendants.
3. Conveniently located.
4. Presence of data operators.
5. The same system can be used for multi purposes. Generally PHCs works from 8 am till 2 pm.
6. Elementary Education (eBlackBoard) & Health information can be given to a large number of visitors / patients while waiting for their turn with doctor.

Our Details

eHealth-Care Foundation was founded in the year 2003, registered under Society Registration Act (XXI) of year 1860. We are penetrating with project on eHealth-Care for all districts of India. The organization is working on a platform (eHealth-Care) where the Rural & Urban population can get benefit through our initiated services for Health Care, Insurance, Education, Agriculture, Governance.

eHealth-Care Foundation is World Health Organisation's (WHO) International HIV Treatment Access Coalition (ITAC) 'PARTNER'

Name of Organisation Submitting the Proposal:	eHealth-Care Foundation
Contact Person & Designation:	Mr. Athar Haque President
Contact Address:	D-81, Ground Floor, (Bliss), Kalkaji, NewDelhi-110019, India
Telephone:	+91-11-33063198; 9811257571
Fax:	+91-11-51644688
E-Mail:	haque@ehealth-care.net
URL:	www.ehealth-care.net

Visit website www.ehealth-care.net / www.eswasthya.net for more details.

Registered under the "Society Registration Act (XXI) of 1860. (Registration Number: S/46681 of 2003)

Bihar Institute of Economic Studies (BIES) was established in the year 1990 by a group of eminent economists and academicians, having expertise and rich experience in their respective fields. In the last 14 years, BIES has traveled a lot. From working on socio - economic research projects to conducting evaluation of various government schemes and programmes; from watershed development project to emergency flood relief; from establishment of community health centers to developing an innovative project on health care using ICT i.e. eSwasthya (health in a card).

BIES conducts Social Science Research and Evaluation, provides Consultancy on Developmental Issues, Design and Implement Action Programmes and Organise Seminars/Workshops on Socio-economic development. Over the past 14 years, BIES has successfully completed several projects on Health, Population, Human Rights, Education, Rural Development, Watershed, Tribal Development and has provided Emergency Flood Relief. BIES has also conducted Workshop on Social Defense, Panchayati Raj and Economic Development.

Partner Organisations:	Organisation 1
Contact Person & Designation:	Mr. Nitish Mishra Advisor
Contact Address:	103A/1, Nageshwar Colony, Boring Road, Patna-800001, Bihar
Telephone:	+91-9835020060
Fax:	+91-612-2520409
E-Mail:	bies@satyam.net.in
Website:	www.biesindia.org & www.eswasthya.net

eHealth-Care™, (An Information Technology Company) established in March 2001. Specialized in Hospital / College / School Management Software and Websites / portal development. Developed eBlackBoard program. The company shall give all technical support to the project.

To,
The Health Expert
Change Management Unit,
Bidhannagar,
Kolkata - 700 106.

11.03.05

Attention. Dr. Shibani Goswami

Sub: Printing of "Interim Support Consultation to the C.M.U"
Final Report on HHW Programme Review

Respected Madam,

In response to your verbal enquiry for the above items, we furnish our offer which are as follows :-

Specification :	:	
No. of Books	:	50pcs
No. of pages	:	275
Size	:	A4
Printing	:	Xerox inside
Printing Cover	:	Colour Digital
Paper	:	Maplitho
Binding	:	Spiral
Cover	:	Clear & Opaque Plastic

Cost including B&W digital output from CD, Xerox printing, colour digital cover printing, spiral binding with plastic cover complete including delivery to your office.

Rs. 11,950.00 (Rupees Eleven thousand nine hundred fifty Only)

Thanking you,

For CONTRE JOUR

ab...

Contre jour

6/1, Dehi Entally Road, Calcutta - 700 014

Phone 22451234



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-28/2002(Pt. II)/840

Dt. 18.03.2005

From : Dr. Shilbani Goswami
Health Expert, CMU

To : M/S Contre Jour
6/1, Dehi Entally Road
Kolkata 700 014.

Sub. : Work order for Xerox printing, binding and supply of 50 (fifty) nos. of final report on HHWs programme review by ISC under Health component of KUSP.

Sirs,

I am directed to state that your quotation submitted under your letter dt. 11.03.2005 has been accepted by the appropriate Authority.

You are now requested to take up the job as described below :

Specification :

No. of Books	:	50 Pcs
No. of pages	:	275
Size	:	A4
Printing	:	Xerox inside
Printing Cover	:	Colour Digital
Paper	:	Maplitho
Binding	:	Spiral
Cover	:	Clear & Opaque Plastic

Terms and Conditions :

- 1) Delivery : Within a period of 10 (Ten) days from the date of this order
- 2) Payment : After delivery and submission of the bill.
- 3) Taxes /Charges : The above rate is inclusive of all taxes / charges
- 4) Delivery : Free
- 5) I.T. Deduction at Source : As per rules.

The total value of the order is Rs. 11,950/- (Rupees Eleven thousand nine hundred fifty) only inclusive of all charges, taxes and delivery charges.

After the supply is complete, the claim may be preferred through bill (in triplicate) raised in favour of Project Director, Change Management Unit, along with receipted copy of Challan. The payment will be made through account payee cheque.

This order issues with the approval of Project Director, CMU.

Yours faithfully,

Health Expert



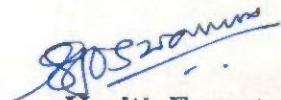
- 2 -

Memo No. CMU-28/2002(Pt. II)/840/1(4)

Dt. 18.03.2005

Copy forwarded for information and necessary action to :

1. Project Director, CMU
2. Project Manager, CMU
3. Financial Adviser, CMU
- ✓ 4. Accounts Officer, CMU


Health Expert



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-28/2002(Pt. II)/840

Dt. 18.03.2005

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Health Expert, CMU

To : M/S Contre Jour
6/1, Dehi Entally Road
Kolkata 700 014.

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Yours faithfully,

Sd/-

Health Expert



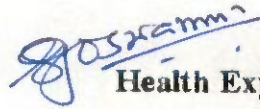
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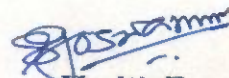
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Memo No. CMU-28/2002(Pt. II)/840/1(4)

Dt. 18.03.2005

Copy forwarded for information and necessary action to :

1. Project Director, CMU
- ✓ 2. Project Manager, CMU
3. Financial Adviser, CMU
4. Accounts Officer, CMU


Health Expert



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-28/2002(Pt. II)/840

Dt. 18.03.2005

From : Dr. Shibani Goswami
Health Expert, CMU

To : M/S Contre Jour
6/1, Dehi Entally Road
Kolkata 700 014.

Sub. : Work order for Xerox printing, binding and supply of 50 (fifty) nos. of final report on HHWs programme review by ISC under Health component of KUSP.

Sirs,

I am directed to state that your quotation submitted under your letter dt. 11.03.2005 has been accepted by the appropriate Authority.

You are now requested to take up the job as described below :

Specification :

No. of Books	:	50 Pcs
No. of pages	:	275
Size	:	A4
Printing	:	Xerox inside
Printing Cover	:	Colour Digital
Paper	:	Maplitho
Binding	:	Spiral
Cover	:	Clear & Opaque Plastic

Terms and Conditions :

- 1) Delivery : Within a period of 10 (Ten) days from the date of this order
- 2) Payment : After delivery and submission of the bill.
- 3) Taxes /Charges : The above rate is inclusive of all taxes / charges
- 4) Delivery : Free
- 5) I.T. Deduction at Source : As per rules.

The total value of the order is Rs. 11,950/- (Rupees Eleven thousand nine hundred fifty) only inclusive of all charges, taxes and delivery charges.

After the supply is complete, the claim may be preferred through bill (in triplicate) raised in favour of Project Director, Change Management Unit, along with receipted copy of Challan. The payment will be made through account payee cheque.

This order issues with the approval of Project Director, CMU.

Yours faithfully,

Health Expert



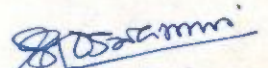
- 2 -

Memo No. CMU-28/2002(Pt. II)/840/1(4)

Dt. 18.03.2005

Copy forwarded for information and necessary action to :

- ✓ 1. Project Director, CMU
2. Project Manager, CMU
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4. Accounts Officer, CMU


Health Expert

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ..SUDA-Health/DFID/04/623

Date29.11.2005

**From : Dr. Shibani Goswami
Project Officer
Health, SUDA**

**To : Jt. Commissioner
Dept. of Labour
6, Church Lane
Kolkata 700 001**

Sub : Circular with regard to latest daily wage rate

Sir,

You are requested kindly to provide us the circular with regard to daily wage rate for Group- "C" (Clerk, Data Entry Operator / Computer Assistant) and for Group -"D" workers for official purpose.

This is to inform you that State Urban Development Agency is under control of the Dept. of Municipal Affairs, Govt. of West Bengal.

Thanking you.

Yours faithfully,


Project Officer

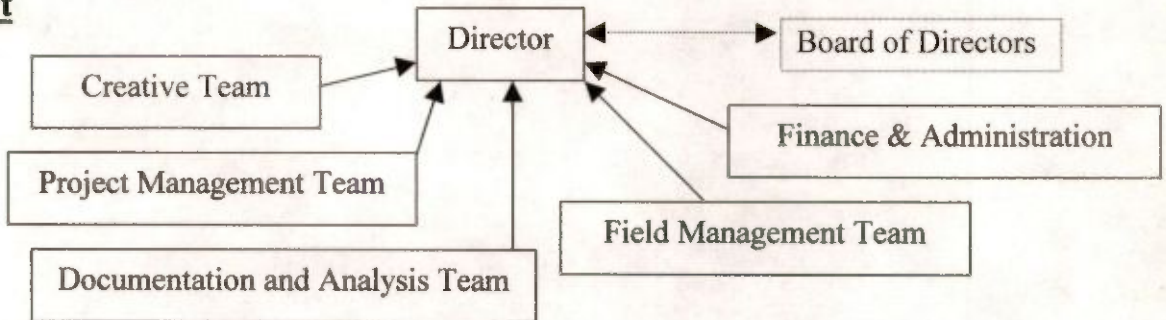


i-land informatics Limited
 58/114 Prince Anwar Shah Road, Kolkata 700 045,
 Phone - 2417 8516, 2417 8518.(telefax), email : iland@vsnl.com

We are a Public Limited company with paid-up equity of Rs. 64.60 Lakhs, formed in May 2000. We are in the business of social sector communication design and implementation. Our communication model is field tested at about 9000 villages in diverse geographies amongst different linguistic, cultural, religious and demographic groups of people.

<u>Financial Year</u>	<u>Total Business (Rs. in Lakhs)</u>
2000-2001	14
2001-2002	65
2002-2003	69
2003-2004	75

Org-Chart



Team Strength

Functional Role	Number of People	Status	Grouping	Supervised by
Script-Writer	5	Retained on Assignment Basis	Creative team	Editor
Workshop Specialist	9	Mix of Full Time and Part-Time Consultants	Creative team	Project Manager & Editor
Creative	3	Full Time Regular Employee	Creative Team	Director
Field Coordinator	20	Retained on Assignment Basis	Field Management	Project Coordinator
Project Coordinator	3	Full Time Regular Employee	Field Management	Project Manager
Research & Feedback Collector	12	Mix of Full-Time and Part-Time Consultants	Documentation & Analysis	Project Manager
Feedback Analyst	2	Full Time Regular Employee	Documentation & Analysis	Editor
Technical Writer	2	Full Time Consultant	Documentation & Analysis	Editor
Project Manager	4	Full Time Regular Employee	Project Management	Director

Other Details

Auditor Dutta & Associates, 4D Garstin Place, Kolkata 700 001

Banker: UTI Bank (Account No. CA 12744 at Kolkata Main Branch & CA 2897 at Golpark Branch)

PAN AAACI9336C **TAN:** CALI01641D

Company Registration Y Trade License Y WB Shops & Establishment Registration Y

WB State Tax Registration on Professions, Trades, Employment Registration Y

What We Do

We design edutainment components using theatre as a vehicle and implement it at villages, fairs and local market places, targeting rural audience and slum residents. In workshops, we use 'Theatre in Development' methodologies to build bridges with community and develop participative and communication skills. Campaign architecture is planned considering behaviour pattern and sentiments of the target community. Local cultural forms, language/dialect and local talents are used in preparing an effective edutainment programme. Effective audience interaction is planned for collecting feedback and feeling the pulse of the community – a key requirement for planning future interventions. We are now also working on community theatre and that is helping us in mobilising community.

Our Services

- **Strategic & Planning Services**
 - Strategic Planning
 - Requirement Analysis and Campaign Design
- **Implementation Services**
 - Project Management
 - Campaign Execution and Quality Monitoring
 - Pre/Post Campaign Cycle Analysis
 - Feedback Analysis and Campaign Evaluation
- **Resource Development Services**
 - Training on Rural Communication
 - Skill building Workshops
- **Process Documentation**

<i>Theatre based Awareness Campaigns undertaken so far</i>	
<i>Issue</i>	<i>Client</i>
Biosphere Conservation	Govt. of West Bengal
Child Labour	Govt. of West Bengal
Drug Abuse	Kolkata Police
Education	Govt. of West Bengal, UNICEF
HIV/AIDS	WBSAPCS, CRS, PSI (USAID funded project OPL, Aug 2002 – Jun 2004)
Malaria	Kolkata Municipality
Power	NPCL (ECO Project funded by USAID, Jul 2003 – Apr 2004)
Pulse Polio	Govt. of West Bengal & UNICEF
RCH	Govt. of West Bengal, UNICEF and CARE-Jharkhand
Sanitation	Four Zilla Parishads in West Bengal
TB (DOTS)	CARE West Bengal
Tribal Welfare	Govt of West Bengal
Jute Diversified Product	NCJD and JMDC
Insurance	LICI
Banking	UBI

Team Profile

Creative

Ranjan Sen (Journalist with 21 years of experience in various media)

Project Management

Ananya Bhattacharya (Electrical Engg & IT specialist with 14 yrs of global work-exp),
Sayantani Raychaudhuri (MA in Literature),
Madhura Dutta (MA in Sociology)
Niloy Basu (7 yrs of work-exp)

Field Management

Kaushiki Bhattacharya (MA in Sociology),
Nirmal Bandyopdhyay (MA in History), Suvro Mazumder (PhD in Theatre),
Samik Sengupta (Diploma in Sociology), Nirmalya Ray, Swarnendu Sarkar,
Biplab Choudhury (Journalist), Sovan Bhattacharya (Journalist), Malay Das, Ranajit
Chakrabarty, , Abhijit Sarkar, Ramesh Rai, Sreosi Patranabis (MA in Sociology).

Workshop Specialist

Shahana Chatterjee (MA, Theatre in Development, University of East Anglia, UK),
Siddhartha, Palash & Sandip (all from National School of Drama, Delhi),
Biplanu, Sushanta, Bhaswati & Avijit (experienced theatre professionals)

Director

Amitava Bhattacharya (IIT Kharagpur engineer, 15 yrs of work-exp worldwide)

District wise List of Social Sector Communication and Capacity Building projects in West Bengal

District	Sector
North 24 Parganas	On Pulse Polio Immunization for UNICEF and Department of Health in 15 blocks HIV/AIDS for WBSAPCS in fairs <i>Say Yes for Children</i> for WBDPEP in district towns On life insurance for LIC
South 24 Parganas	On Pulse Polio for UNICEF and Department of Health Services in 17 blocks/municipalities Capacity building of Youth Clubs for mobilizing community in two resistive pockets <i>Say Yes for Children</i> for WBDPEP in district towns Biosphere Conservation in Sundarbans for Sundarban Tiger Reserve and Sundarban Bio-sphere reserve HIV/AIDS for CRS in 13 Blocks On life insurance for LIC
Kolkata	AIDS Awareness for WBSAPCS : street theatre shows, awareness in fairs, World AIDS Day, 2001-2003 Malaria Prevention for KMC Anti Drug for Kolkata Police On education of child labourers in 40 slums for NCLP Jute promotion in fairs for JMDC Pulse Polio Immunization
Paschim Medinipur	Safe Motherhood for UNICEF in 4 Blocks On HIV/AIDS for CRS in 3 Blocks Process study of Pr School Mid-Day Meal Programme for UNICEF
Purbo Medinipur	On Sanitation for Zilla Parishad in 2 Blocks On HIV/AIDS for CRS in 3 Blocks On HIV/AIDS for PSI in Haldia since Aug 2002 On HIV/AIDS for WBSAPCS in highways Pulse Polio Immunization for Directorate of Health Services Safe Motherhood for UNICEF in 3 Blocks Sasthya Mela Campaign across major towns On life insurance for LIC
Bankura	Safe Motherhood for UNICEF in 3 Blocks <i>Say Yes for Children</i> for WBDPEP On HIV/AIDS for WBSAPCS in fairs On life insurance for LIC
Bardhaman	On Sanitation for Zilla Parishad in 3 Blocks On HIV/AIDS for PSI centering 15 towns On HIV/AIDS for WBSAPCS in highways <i>Say Yes for Children</i> for WBDPEP in district towns. On life insurance for LIC
Hooghly	On Sanitation for Zilla Parishad in 2 blocks DOTS treatment for TB across 10 TUs for Care On HIV/AIDS for CRS in 2 Blocks On life insurance for LIC <i>Say Yes for Children</i> for DPEP
Howrah	Sanitation for Zilla Parishad in 4 Blocks HIV/AIDS for CRS in 4 Blocks On life insurance for LIC On HIV/AIDS for WBSAPCS in highways <i>Say Yes for Children</i> for DPEP

Purulia	<p>Tribal Welfare Schemes for District Administration in 2 blocks Safe Motherhood for UNICEF in 3 Blocks On life insurance for LICI On HIV/AIDS for WBSAPCS in fairs</p>
Birbhum	<p>Sasthya Mela Campaign across major towns Process study of Pr School Mid-Day Meal Programme for UNICEF On HIV/AIDS for WBSAPCS in fairs On life insurance for LICI <i>Say Yes for Children</i> for DPEP HIV/AIDS in highways Truckers for WBSAPCS</p>
Murshidabad	<p>Integrated IEC on Sanitation SSA Health in 5 Blocks On HIV/AIDS for CRS in 3 Blocks Adolescence Anaemia for UNICEF in 5 Blocks On HIV/AIDS for WBSAPCS in fairs On life insurance for LICI Pulse Polio Immunization for UNICEF in 9 blocks Process study of Pr School Mid-Day Meal Programme for UNICEF Jute promotion for NCJD <i>Say Yes for Children</i> for DPEP</p>
Nadia	<p>HIV/AIDS for CRS in 4 Blocks Sasthya Mela Campaign across 18 towns On HIV/AIDS for PSI centering towns On HIV/AIDS in fairs for WBSAPCS On life insurance for LICI</p>
Jalpaiguri	<p>Primary Education for WBDPEP in 2 Blocks HIV/AIDS for CRS in 8 Blocks Jute Promotion for NCJD in 2 Blocks HIV/AIDS for WBSAPCS in fairs Process study of Pr School Mid-Day Meal Programme for UNICEF Bio-diversity conservation for Department of Forests in Duars area On life insurance for LICI</p>
Darjeeling	<p>On HIV/AIDS for CRS in 7 Blocks Bio-diversity conservation for Department of Forests in Tarai area SSA for Siliguri Mahakuma Parishad</p>
Coochbehar	<p>HAS programme on disease prevention , basic hygiene for District Administration in 3 blocks Jute Promotion for NCJD in 2 blocks Importance of life insurance for LICI</p>
Dakshin Dinajpur	<p>Convergent Community Action for District Administration RCH for Department of Health & Family Welfare(DFID supported WBRCH Project) On life insurance for LICI HIV/AIDS for WBSAPCS in fairs On SSA at 4 Blocks and on Rural Sanitation at 4 Blocks for District Administration</p>
Uttar Dinajpur	<p>On Pulse Polio Immunization for UNICEF On HIV/AIDS for CRS in 3 Blocks On HIV/AIDS for WBSAPCS in fairs Sasthya Mela Campaign across major towns RCH for Department of Health & Family Welfare(DFID supported WBRCH Project)</p>
Malda	<p>On HIV/AIDS for CRS in 2 Blocks On HIV/AIDS for WBSAPCS in fairs RCH for Department of Health & Family Welfare(WBRCH Project) Basic literacy and Primary Education for District Administration in 15 blocks On life insurance for LICI</p>

Our Activities outside West Bengal

Area of Service	Sector	Location	Remarks
<ul style="list-style-type: none"> > Strategic & Planning Services • Requirement Analysis and Campaign Design 	Jute Promotion for NCJD & JMDC	Guwahati, Kanpur, Bhopal, Warangal, Bangalore	Strategy for building awareness on jute and the services of JSCs was formulated after studying the activities and concern areas of the JSCs.
<ul style="list-style-type: none"> > Implementation Services • Project Management • Campaign Execution and Quality Monitoring • Pre/Post Campaign Analysis • Feedback Analysis and Campaign Evaluation 	Jute Promotion for JMDC	Ajmer, Jaipur, Dehradun, Delhi, Ranchi, Guwahati	Productions promoting diversified jute products and building awareness on its eco-friendly nature were developed with local theatre groups. Shows were held in different fairs.
	Power for NPCL	Greater Noida	Focus was to cultivate commercial behaviour among rural consumers. 145 street theatre shows have been held in 24 villages.
<ul style="list-style-type: none"> > Resource Development Services • Capacity building workshops • Training on Communication • Skill building workshops 	HIV/AIDS for PSI	Goa, Paradip, Kochi, Tuticorin, Vizag	IPC and local resource teams in different parts were trained to use theatre for building awareness on HIV/AIDS.
	Power for NPCL	Greater Noida	Village Electrical Committees were formed of villagers. Problem solving, team working, communication and attitudinal skills were developed through theatre based workshops. We worked with local theatre groups, artisans and NGOs and trained them in theatre based productions
	Jute Promotion for NCJD	Guwahati, Dimapur, Sikkim, Agartala, Nadia, Hooghly, Bardhaman, Tamluk, Rourta, Kishanganj, Bhopal, Siliguri, Raipur, Agra, Kanpur, Varanasi	
	RCH for CARE	Patka, Patamda, Jamshedpur, Dhalbhumgarh, Chakulia, Baharagora, Kishanganj	Local folk artists and grass root health workers were trained in disseminating information through edu-tainment and also using L C Techniques.
	HIV/AIDS for CHARCA	Chattisgarh, MP, Tamil Nadu, Karnataka	We did a comprehensive study of the cooked mid day meal programme to identify the best process.
	Routine Immunization for GOVT of JHARKHAND		
	Primary Education for UNICEF		
> Process Documentation			

Case studies on our experience in applying theatre based workshop model

- As part of the comprehensive social intervention plans of the USAID funded ECO Project of the Noida Power Company Limited, Village electric committees are being formed so that the community is actively involved in monitoring the local power situation, promoting energy conservation and preventing misuse. Theatre based workshops were held in 4 villages, between Jul'03 and Mar'04, to build team spirit, develop communication skills and mobilize the participants in supporting the VEC. The workshops created a sense of association with the power utility and an enabling environment of better responsiveness and participation.
- In a theatre based awareness campaign designed on sanitation at Purbo Midnapore covering two blocks of Khejuri II and Moyna, a community level workshop was also done at Moyna to train a local team on communication in order to sustain the IEC process. Two months after the campaign it was found that the local team at Moyna was performing shows at their own initiative and the sanitary marts are reporting better sales.
- The N.C.L.P. for Kolkata is run with the help of N.G.Os by the Kolkata Child Labour Rehabilitation-Cum-Welfare Society. There are 40 special schools for child labourers who are involved in various professions like leather, chemicals, battery re-cycling, rag-picking etc. Long-term objective is to rehabilitate these children and mainstream them in the society. Participatory workshops using theatre based tools were held with the school children in 40 special schools of Kolkata slums to make them aware of their rights, improve self esteem and self respect and encourage them to voice their own concerns and problems. The children were made aware of the importance of continuing education and making the community sensitive about the need for it. The children performed shows voicing their own dreams in front of their own community. During the workshop process, children, particularly girls from minority community, who at the start were shy and reticent, came forward and actively participated.
- Skill- building community workshop was held at Sajnekhali in Sundarban Tiger Reserve area to build a sense of ownership and involvement on the issue of biosphere protection and conservation. The Eco Development Committee members appreciated the learning process and performed shows in front of the community. Post campaign feedback showed that the community team has been able to sustain the campaign.
- On behalf of the district administration of Murshidabad district, a theatre based awareness campaign was undertaken across 5 Blocks (Nowda, Suti II, Beldanga I, Raninagar I and Samsergunj) in Murshidabad. The focus areas of this integrated IEC campaign were Reproductive Child Health (RCH), Sanitation, Sarva Shiksha Abhijan (SSA), HIV/AIDS, Swarna Jayanti Gram Swarojgar Yojana. Resource groups were formed at two GPs of each block to sustain the IEC process. Theatre based community workshops were held and the trained teams performed shows on sanitation, primary education and RCH.
- National Centre for Jute Diversification (NCJD) has set up jute service centers (JSCs) to promote awareness on eco-friendly diversified jute products. To encourage women, youth, artisans and weavers to work in this remunerative sector they provide training, financial and marketing support. Capacity building workshops were held in Mar-Apr'04 with local artisans and representatives from local community, at JSCs in Guwahati, Gangtok, Agartala and Dimapur. Objective was to create local resource groups who could sustain information dissemination and communication activities of the JSCs. The trained groups performed street theatre shows on eco-friendliness and diverse usages of jute.
- On behalf of Directorate of Health, capacity building workshops were held for 28 clubs in pockets resistive to Pulse Polio immunization in BudgeBudge I and Maheshstala Municipality of South 24 Parganas in West Bengal. The objective was to build communication skills of members of these clubs so that they can actively mobilize the parents to take their children for immunization on NID on 23rd May 2004. The clubs were also trained to perform street theatre shows highlighting the importance of immunizing children on time.



Shri A.R. Bardhan, I.A.S.

DISTRICT MAGISTRATE & COLLECTOR,
MALDA.

Telephone :- Office - 52381
Resi. - 53092
Fax :- 53092

Date... 12.07.2001.

D/O. No.

TO WHOM IT MAY CONCERN

I am extremely happy and delighted to see the dedication and professionalism adopted by banglanatak.com, during the entire activities involving pre-execution, execution and post-execution part of this theatre folk based awareness campaign on primary education in the district of Malda.

The presence of field co-ordinators and the involvement of project co-ordinators from banglanatak.com side is really worth mentioning, specially, the attempt of involving the local Gram Panchayats, in the campaign.

I personally feel this is a very good tool to reach the mass. I think the entire banglanatak.com team for their sincerity, quality and professionalism and wish them all the success.

(A.R. Bardhan)

N. V. Raja Shekar, IFS
Conservator of Forests (South)
Joint Director
Sunderban Biosphere Reserve



Blash Bhawan, North Block,
3rd floor, Salt Lake,
Kolkata 700 091
Phone: 2321 1753 (C)
2321-1529 (Fax)

No.

Dated:

To Whom It May Concern

banglanatak.com, a division of I-land Informatics Ltd had undertaken a few projects for Sunderban Biosphere Reserve, where they have conducted Theatre based awareness generation Campaign on Wild Life Conservation and also worked on Capacity Building of local community including Forest Protection Committees and Eco Development Committees using Theatre based Communication Techniques. This was carried out in different islands around the forest areas of Sunderban Biosphere Reserve. All the projects were carried out extremely well and we have engaged them again this year to conduct such Innovative campaign. I am also happy to mention that the local resource group trained out of the forest fringe population through their Workshop model is able to continue doing the campaign at different locations, whenever required. To me, this is a sustainable awareness generation model. I am also confident that this model of conducting Workshop with Villagers to form peer group and capacity building of these groups using Theatre based Communication techniques may also be applied to address various issues where community participation has a significant role to play. I wish entire banglanatak.com team the very best.

(N.V. RAJA SHEKAR)
CONSERVATOR OF FORESTS (S) &
JOINT DIRECTOR, SUNDERBAN BIOSPHERE RESERVE

August 20th, 2001.

Mr. Amitava Bhattacharya
Director,
banglanatak.com
i-land informatics Limited
58/114 Prince Anwar Shah Road,
Kolkata - 700 045

Dear Sir,

We would like to let you know that the Street Theatres designed and undertaken by your organisations at ten drug affected areas of the city as a part of the Anti Drugs campaign 2001 sponsored by Kolkata Police between 7th July and 6th August has been a success.

You are aware that the campaign got much media coverage and the help line mobile number has been very active since, hinting at the desired effect of the initiative undertaken by us.

I appreciate your organization's initiative in being such an active participant in such a campaign and wish you all the best for such endeavours in the future.

Regards,

20.8.01
Sanjoy Mukherjee, IPS.
DC. DD (Special Cell)

Anti Drugs Campaign 2001
War against drugs: From darkness to light.....

UNITED NATIONS CHILDREN'S FUND
2192, A.J.C. BOSE ROAD
KOLKATA 700 017
PHONE : +91(33) 2287 2477/2311/2758-61
FAX : +91(33) 2287 2510



YH2011431150:

10 June, 2003

Ms. Sayantani Raychaudhuri
Banglanatak.com
58/114 Anwar Shah Road
Lake Gardens
Kolkata 700 045

Dear Ms. Raychaudhuri,

Sub: 1 June 2003 SNID Campaign

On behalf of UNICEF, I would like to thank you for the excellent effort made by you and your organisation in the recently concluded SNID campaign. Your endeavours were instrumental in ensuring that coverage in the areas where you worked improved significantly. May and June are difficult months and yet we received very positive feedback from concerned individuals and partners on the activities and impact of your organisations. With the progress made in this round, we are closer to our goal.

In the coming months, as partners in this crucial initiative, we have to accomplish much more. Together, we shall plan in greater detail in order to maximise impact across our work areas and ensure that every child receives the polio vaccine in every round.

We look forward to continuing this partnership. In solidarity with polio eradication,

With kind regards

Yours sincerely,

Marie Henriques
Programme Communication Officer

**In West Bengal we
have been doing
Theatre based
Campaign on various
issues**

Theatre based Campaign on HIV/AIDS

এখনও পর্যন্ত যা যা করেছে

- Village 2 Village-1000 villages-WBSAPCS + CRS
- Mela 2 Mela - 15 Melas - WBSAPCS
- Port 2 Port - 6 ports - PSI (Aug 2002-Jun 2004)
- Towns - 100 Towns - PSI + WBSAPCS
- Highways - 12 Highways - WBSAPCS
- Project CHARCA - at Kishnaganj
- World AIDS Day - 2001, 2002, 2003

**We are empanelled with
WBSAPCS**



On



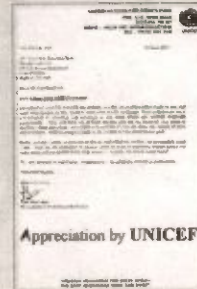
সাবিক স্বাস্থ্য বিধান অভিযান

We have worked

- at 2 Blocks for Purba Medinipur Zilla Parishad
- at 2 Blocks for Bardhaman Zilla Parishad
- at 4 Blocks for Howrah Zilla Parishad
- at 2 Blocks for Hooghly Zilla Parishad
- at 5 Blocks at Murshidabad (part of Integrated IEC)
- at 1 Block of Cooch Behar
- at 4 Blocks of South 24 Parganas

Awareness Campaign on Pulse Polio

**Covered 720 spots across 40 Blocks
and 24 wards across 7 districts.**



On RCH

**For WBRCH Project: Covered 919 Sub Centers across 16 Blocks
of 3 districts (Malda, UD, DD) in 2 phases**

For UNICEF At 5 Blocks of Murshidabad on Adolescent Health

For UNICEF At 12 Blocks across 4 districts on Safe Motherhood

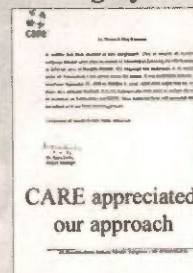
At Jharkhand

For CARE, Jharkhand on Child Survival Project

**For Govt of Jharkhand on Routine Immunization at 4 Blocks
of East Singhbhum District**

Awareness Campaign on Tuberculosis

**Covered 10 Tuberculosis Units
across Hooghly District**



Sample Press Clippings

FRIDAY, JUNE 8, 2001

CALCUTTA TIMES, THE THIRDS OF INDIA

CMC and banglanatal.com are staging plays in the city and districts to campaign against malaria. **DEBASHIS KONAR** reports



Street plays for malaria awareness

Calcutta's Malaria Control Committee has launched an awareness campaign programme on malaria. The first street play was staged in the city on Monday. The play was staged in the city and districts to campaign against malaria. The play was staged in the city and districts to campaign against malaria. The play was staged in the city and districts to campaign against malaria.

HIV-positive people interact with visitors

Fair dealings on AIDS



BLANSTADT BERGEN - HIV-positive people are interacting with visitors at the AIDS Society of India (ASI) fair. The fair was held in the city and districts to campaign against AIDS. The fair was held in the city and districts to campaign against AIDS. The fair was held in the city and districts to campaign against AIDS.

2 Monday, May 28, 2001 Hindustan Times, Kolkata

HT Kolkata Live

State battles polio with street theatre

North Bengal's health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.

CORRIDORS OF POWER

Part of a special drive undertaken by the health department is to use street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.



गणशक्ति

गणशक्ति (गणशक्ति) - A group of people are performing a street play on a stage, with a banner in the background. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.

गणशक्ति (गणशक्ति) - A group of people are performing a street play on a stage, with a banner in the background. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.



Taking to the streets for a noble cause



24 Progress in Kolkata. They are taking to the streets for a noble cause. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.

Street theatre to coax children back to school. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.

जनपथ समाचार

पथ नाटकों का मंचन होगा

सिलीगुड़ी (निल संवाददाता)। केन्द्र एवं राज्य सरकार के साक्षात्वाधान में जारी सर्वशिक्षा अभियान के तहत पांच से लेकर चौदह वर्ष उम्र तक के बच्चों को स्कूलों में लाने के मकसद से जागरूकता फैलाने के लिए पथ नाटकों की व्यवस्था की गई है। बंगला नाटक डॉट कम के द्वारा जगह-जगह नाटक दिखाये जायेंगे। सिलीगुड़ी महकमे में चार ब्लॉक में 14 अप्रैल से 26 अप्रैल तक नाटक दिखाये जायेंगे। इसके साथ ही लोगों को जागरूक बनाने के लिए और भी कई योजनाएँ चलाई जायेंगी, ऐसा सर्वशिक्षा अभियान कार्यालय के सूत्रों ने बताया।

आनप्रवाजार्थ पब्लिक कलकत्ता



आनप्रवाजार्थ पब्लिक कलकत्ता - A group of people are performing a street play on a stage, with a banner in the background. The health department is using street theatre as its latest weapon in the battle against polio. The health department is using street theatre as its latest weapon in the battle against polio.



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. III)/693

Dt. .. 25.08.2005
26

From : Arnab Roy
Project Director, CMU

To : The President
Netaji Sebyan Hospital
Artatan Samity
Nilganj Road
P.O. – Agarpara
North 24 Parganas.

Sub. : Prayer for grant.

Ref. : Your communication under reference no.
NSH/ AGP/242 - (II)/2005 dt. 17.08.2005.

Sir,

This is to intimate you that DFID assisted Health Systems Development Initiative is dealt by the Dept. of Health & Family Welfare, Swasthya Bhavan, Salt Lake, to whom you may direct your queries.

Thanking you.

Yours faithfully,

Project Director, CMU

Kamarhati Municipal Office



Dr. Grosuany
MS
File

Phone : 2664-9580
2664-8646

7, M. M. FEEDER ROAD,
(Rathtala)
KOLKATA-700 056

Ref. No. 32/UHTP/IPP-VIII/K.M

Date 16.08.05

To,

The O.S.D.

UHIP/IPP-VIII,

KMDA.

Sub:- Resignation letter of Dr. Sunil
Krishna Bhakta, PTMO attached to the
HAU-III under IPP-VIII Kamarhati Mty.

Sir,

Enclosed please find herewith a resignation letter of Dr.
Sunil Krishna Bhakta, PTMO attached to the HAU-III under IPP-VIII,
Kamarhati Municipality with effect from 1st September 2005.

His resignation has been duly accepted by the authority.

This is for your kind information and may please be
accepted from your end.

A xerox copy of original letter have duly enclosed.

Thanking you.

Yours Sincerely,

Copy to the :-

1. Project Director,
CMU, ILGUS Bhaban.
2. Account Section,
Ipp-VIII, Kamarhati Mty.
3. STS, HAU-III,
Dewanpara.

Chairman

18/05
KAMARHATI MUNICIPALITY

For his kind information
& necessary action please.



PUD : Minutes of the meeting of the 8th Apex Advisory Committee of Urban Health Improvement Programmes held on 06.07.2005.

* C/P - ①

In the 8th meeting of the Apex Advisory Committee on Urban Health Improvement Programme held on 06.07.2005 while reviewing the status of Health Component under KUSP, the Committee requested the Project Director, CMU, KUSP to approach DFID for funding the expenditure towards the recent grant of Rs.250/- in addition to existing honorarium to each health worker or health staff under all Urban Health Improvement Programme.

** C/P - ②

In this connection it is to be mentioned that this enhancement of Rs.250/- in flat rate had been sanctioned by the Competent Authority to all grass root level health and staff with effect from October 2004 in respect of all the community based health programmes i.e. CUDP-III, IPP-VIII in KMA, IPP -VIII(Extn) and RCH Sub Project Asansol in non-KMA. GO in this regard have already been issued by the Dept. vide order no. 1093/MA/N/C-10/1G-7/2002 dt 18th October, 2004. **

The programme- wise annual requirement of fund for enhanced amount of Rs.250/-per worker & staff is given below :

CUDP-III	-	Rs. 69.84 Lac
IPP-VIII	-	Rs. 181.80 Lac
IPP-VIII(Extn)	-	Rs. 52.17 Lac
RCH Sub Project	-	Rs. 18.15 Lac
Total	-	<u>Rs. 321.96 Lac</u>

DFID has granted a total amount of Rs. 2,900 Lac for Health component of KUSP for 8 years for strengthening of the existing services of HHW based health programmes. So the average estimated allotment per year works out to be Rs. 362 Lac (approx).


Thus it will be seen that if an amount of Rs. 321.96 Lac (Say.. Rs. 322 Lac) is utilised towards payment of honorarium of the workers and staff, an amount of Rs. 40 Lac only will be left to meet the expenditure for re-training / capacity building of the health functionaries, IEC activities, HMIS, refurbishment of Sub-Centres, and other activities towards strengthening of existing services of HHW scheme as envisaged in health component of KUSP.

In view of all above, it may be advised if DFID will be approached for funding the expenditure for the enhanced additional amount of honoraria @ Rs. 250/- per worker and staff under all the Urban Health Improvement Programme as minuted in the meeting of 8th Apex Advisory Committee.

Submitted.

T.D. CMU

[Signature]
19-8-05

To  Chairman,
Kambhatti Municipality.

Through Proper Channel

Sub: Resignation letter as P.T.M.O.

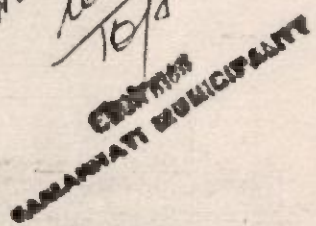
Sir, With respect I inform you that I am unable to continue my activities as P.T.M.O. in I.P.P. VIII received due to personal affairs from 1.9.05

Received
9.8.05
A. H. O.
UHP / KMB
Kambhatti Municipality

So I therefore request you to accept this as my resignation letter P.T.M.O. in I.P.P. VIII.

Thank you.

yours faithfully
S. S. Shakti
9.8.05

 KAMBHATTI MUNICIPALITY

(Dr. Sunil Krishna Shakti)
P.T.M.O.

26 OCT 2004
OCT 2004
October, 2004.

No. 1093/MA/N/C-10/IG-7/2002

Dated, Kolkata the 18th

26 OCT 2004

O R D E R

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction to the enhancement of the honorarium for grass root level workers of different categories engaged in IPP-VIII, IPP-VIII (Extension) and RCH Sub-Project, Asansol at a flat rate of Rs.250 per head per month over the existing honorarium they are getting.

The enhanced rate of honorarium will be effective from the 1st October, 2004.

This enhancement is not applicable to such categories of personnel who are full time employees of the State Government or Urban Local Bodies.

This Order issues with the Finance Deptt.'s concurrence, vide their U.O.Nos.Gr.G 174 dated 6.10.2004 and No.Gr.N 1657 dated 11.10.2004.

By Order of the Governor,

Sd/- B. K. Saha,
Joint Secretary,

No. 1093/1(10)/MA/N/C-10/IG-7/2002 Dated: 18.10.2004

Copy forwarded for information and necessary action to :-

- 1) The Director,
State Urban Development Agency,
ILGUS Bhawan, H.C. Block, Sector-III,
Salt Lake City, Kolkata-700 106
- 2) The Chief Executive Officer,
Kolkata Metropolitan Development Authority,
- 3) The Principal Accountant General (A&E), West Bengal,
Treasury Buildings, Kolkata.
- 4) The Director of Treasuries,
- 5) The Director of Local Bodies, West Bengal,
Purta Bhavan, Salt Lake, Kolkata.
- 6) The Treasury Officer, BidhanNagary, ~~TREASURY~~ Treasuries,
Kolkata.
- 7) Finance Department, Group 'G', Govt. of West Bengal,
- 8) Finance Department, Group 'N', Govt. of West Bengal,
- 9) The P.S. to Minister-in-Charge, M.A. Deptt. & U.D. Deptt.,
- 10) The P.A. to the Secretary of this Department.

Joint Secretary,

- **Operationalization of the IPP-VIII HAU Building at 42, Jannagar Road, Ward No. 41 under KMC.**

The OSD(Health), KMC stated that the HAU Building constructed under IPP-VIII was made functional recently, but again became temporarily non-functional due to break down of water pump. The same will be made functional again within next few days.

- **Non-functioning of Maternity Home Building constructed under IPP-VIII at Baranagar Municipality and IPP-VIII Extension Area.**

Chairperson, Baranagar Municipality stated that the Maternity Home Building constructed under IPP-VIII has been made functional.

Hon'ble Minister desired a competent officer of UHIP Unit visits the Maternity Home to ascertain functioning of the Maternity Home. The visit has been fixed on 15th July, 2005 accordingly.

The Committee also observed that in terms of the decision of the 7th meeting of the Apex Advisory Committee, the Maternity Homes under IPP-VIII/UHIP & IPP-VIII (Extn) area are functional at the moment.

- **Status of health components under KUSP.**

The Committee noted the Progress Report on activities carried out by the KUSP and work plan for the year 2005 - 2006. Hon'ble MIC felt the need of better communication between the ULBs and KUSP. The Project Director, CMU, KUSP informed that a meeting with all chairpersons has already been convened on July 8, 2005 in this regard. The Committee requested the Project Director to approach DFID for funding the expenditure towards the recent grant of Rs. 250/- in addition to existing honoraria to each health worker or health staff under all Urban Health Improvement Programme.

- **Review of Post Project Maintenance under IPP-VIII (Extn) (b) Status report for RCH sub-project at Asansol & (c) Status report on DFID assisted Honorary Health Workers Scheme.**

The Committee reviewed the performance of post project maintenance of IPP-VIII(Extn.). Status report on RCH Sub-Project at Asansol and Honorary Health Workers Scheme.

- **Review of the performance of the ongoing EC assisted Urban Health Improvement Plan.**

The status report of EC assisted Urban Health Improvement Plan was noted.

P.D.
CTAU



Memo No. CMU-31/2002(Pt-III)/398(40)

Date: 05-07-2005

From: Arnab Roy
Project Director, CMU, KUSP

To: (1) Mayor/Chairperson

..... Municipal Corpn./Municipality

(2) Commissioner/Chief Executive Officer/Executive Officer

..... Municipal Corpn./Municipality

Sub: Preparation of Draft Development Plan (DDP)

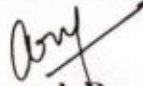
Ref: Our Memo No. CMU-31/2002(Pt-III)/375(40) dt.4-7-05

Sir/Madam,

Kindly refer to the above-mentioned letter regarding preparation of Draft Development Plan (DDP). I am happy to enclose five copies of Book-1: Guidelines for Launching DDP (in English). Bengali version of the guidelines will follow shortly.

You are requested to kindly initiate steps for launching the process for DDP preparation in your ULB preferably within 31st July 2005. The date of holding the initial DDP launching workshop may kindly be informed to us so that we may arrange for sending resource persons to facilitate holding of the launching workshop for DDP in your Urban Local Body.

Yours faithfully,


(Arnab Roy)
Project Director, CMU, KUSP

Encl: As stated above

-continued-



Page No.2

Memo No.CMU-31/2002(Pt-III)/398(40)/1(10)

Date: 05-07-2005

Copy along with copy of the guidelines for launching DDP for kind information:

1. Secretary, M.A. Dept.
2. PS to Minister-in-Charge, MA & UD Dept.
3. CEO, KMDA
4. Secretary, KMDA and Secretary, KMPC
5. Director of Local Bodies
6. Director, SUDA
7. Chief Engineer, MED
8. Jt. Director, ILGUS
9. Director General (Planning & Development), KMDA
10. Director (A&SP), KMDA

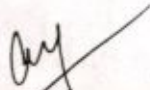

Project Director, CMU, KUSP

Memo No.CMU-31/2002(Pt-III)/398(40)/2(8)

Date: 05-07-2005

Copy forwarded to:

1. Project Manager, CMU
2. Urban Planner, CMU
3. Financial Adviser, CMU
4. Engineering Expert, CMU
5. Municipal Finance Expert, CMU
6. OD Expert, CMU
7. Economist, CMU
8. Health Expert, CMU


Project Director, CMU, KUSP

Sub. : Requirement of Technical Professionals for Health Component of CMU.

In the 1st Annual Review by DFID Mission during 10 - 13 May, 2005, a stock taking had been done by DFID with regard to activities of KUSP including health component.

On 12th May, a detailed discussion was held regarding monitoring & supervision of the different health activities as planned during FY 2005 - 06. The meeting was participated by DFID Mission, Secretary, MA Dept., PD, CMU and other Officials concerned.

In addition to existing health services monitored & supervised by KMDA, a no. of new activities have been taken up by CMU for strengthening existing HHW scheme. The new activities are :

- Growth Recording, Monitoring of Under-Five children with corrective measures.
- Holding of adolescent care clinic, counselling, anaemia detection, treatment.
- Counselling on STD / HIV / AIDS with referral linkages.
- Community Need Assessment, Community mobilization, involvement & empowerment towards better utilisation and acceptance of health services.
- Implementation of National Health Programmes.
- Geographical re-allocation of blocks covering all the population e.g. APL, BPL & marginalised.
- Maintaining health data in regard to all the population of the ULB.
- Development & streamlining of Family Schedule, HMIS format.

The horizon of the above health services have been extended not only to 40 KMA ULBs but also to 22 Non-KMA ULBs where HHW scheme are already in existence.

The new components of health care services will require extensive training at all levels of health manpower i.e. HHW, FIS, STS, PTMO, Sanitary Inspector, Health Officer & Asstt. Health Officer.

The training for each of the components will cover each of 153 HAUs of KMA ULBs and 59 HAUs of Non-KMA covering approximately 5500 HHWs, 1050 FISs, 200 STSs / ANM, 400 PTMOs and about 100 HO & AHOs. The training is to be conducted locally at HAU level of the ULBs which are widely spreaded and to be completed within 2 to 3 months for each of the training components which are of 2 to 4 days duration.

The responsibility of monitoring & supervision of implementation of training components as well as new health service activities at each Sub-Centre / HAU level of ULBs vests with CMU to ensure effective and meaningful output.

In view of all above, support of technical professionals as mentioned below are required.

Designation	No.	Professional Fees per month per head (In Rs.)	Cost involvement per month
Medical Officer	6	12,000/-	1.56 lakhs
Nutritionist	6	10,000/-	
MIES Professional / Statistician	2	8,000/-	
Computer Asstt.	1	8,000/-	

Contd. to P-2.



This is to mention that if 6 Medical Officers and 6 Nutritionists are in position each of them may be entrusted with the responsibility for 10 ULBs. Thus, One Professional will be able to visit a ULB twice in a month which is bear minimum.

This matter had been discussed with DFID in length on 12.05.2005. DFID has agreed to the proposal.

Submitted for favour of kind consideration.



Memo No. CMU-31/2002(Pt-III)/375(40)

Date: 04-07-2005

From: Arnab Roy
Project Director, CMU, KUSP

To: (1) Mayor/Chairperson

..... Municipal Corpn./Municipality

(2) Commissioner/Chief Executive Officer/Executive Officer

..... Municipal Corpn./Municipality

Sub: Preparation of Draft Development Plan (DDP)

Sir/Madam,

As you might be aware the West Bengal Municipal Act 1993 requires Urban Local Bodies to prepare Draft Development Plan for a period of five years. Kolkata Urban Services for the Poor (KUSP) programme seeks to support preparation of Draft Development Plan by the Urban Local Bodies. According to Section 3.3.8 of the Project Memorandum for KUSP jointly signed by Govt. of India, Govt. of West Bengal and DFID India:

“KUSP envisages the DDP as a comprehensive business plan of the ULBs that sets out a broad vision and strategy, while also providing the framework for allocating project funds and government support. DDPs will address: economic development, land-use planning and control, infrastructure development, ULB revenue and expenditure, operation and maintenance of services, organization development and management issues. The DDP will provide a mechanism for bringing about convergence of different state and GoI programmes. Developing a robust process for the preparation of DDPs that reflects a consensus of all stakeholders and the preparation of DDPs themselves lies at the heart of this project. The DDP process would also include in its scope, the informal settlements within a municipality and would consider the rehabilitation and service needs of people living in such settlements”.

Clause 3.3.9 of the Project Memorandum specifies the approval of DDPs by KMPC and availability of funds from KUSP programme after approval of DDPs. This section is reproduced below:

“The CMU will support the municipalities in preparing five-year horizon Draft Development Plans and put up their recommendations, including proposals for funding, to the KMPC. The KMPC will approve the DDPs. Funds for intra-municipal and trans-municipal infrastructure, representing about 31% of the total project budget, would become available to ULBs only after their respective DDPs are approved by the KMPC”.

In view of the above it is proposed that Urban Local Bodies may take up preparation of DDPs from the month of July 2005 and submit the DDP within September 2006 at the latest to KMPC.

-continued-

Ltr(PD)akd. (4)/p-76



We envisage the stages for preparation and approval of DDP to be as follows:

- Stage-1: Introduction of DDP in the ULB, constituting DDP Policy Group & DDP Technical Groups and conducting Planning Workshops. Time: One month.
- Stage-2: Formulation of Municipal Vision, finalisation of Development Objectives and preparation of Plans for 3 components of DDP. Time: 9 Months.
- Stage-3: Integration of 3 components into the DDP, Quality Review and adoption by BOC. Time: 6 Months.
- Stage-4: Submission to DPC, Submission to and approval by KMPC and final adoption by BOC. Time: 6 Months.

The guidelines for preparation of Draft Development Plans have been framed. We shall be issuing the guidelines one after the other. In a few days we shall be sending Book 1: Launching the DDP. These guidelines will contain the initial actions (Stage-1) to be undertaken by Urban Local Bodies for formation of different groups to prepare the DDPs, actions for launching DDP and sensitization of stakeholders for the DDP preparation and overview of the entire DDP process and contents. The rest of the guideline will follow after this. We plan to issue the following other guidelines:

- Book 2 : Guideline for DDP Preparation Process
- Book 3 : Guidelines for preparation of Slum Infrastructure Plan
- Book 4 : Guideline for preparation of Intra Municipal Infrastructure Plan
- Book 5 : Guidelines for preparation of Trans Municipal Linkages.
- Book 6 : Guidelines for preparation of Land Use Development and Control Plan
- Book 7 : Guidelines for preparation of Environment Plan
- Book 8 : Guidelines for preparation of Livelihoods and Poverty Alleviation Plan
- Book 9 : Guidelines for preparation of Local Economic Development Plan
- Book 10: Guidelines for preparation of Healthcare Plan
- Book 11 : Guidelines for preparation of Education Plan
- Book 12 : Guidelines for preparation of Organisation Development
- Book 13 : Guidelines for preparation of Internal Process and Systems Improvement Plan
- Book 14 : Guidelines for preparation of Citizens Interface Plan
- Book 15 : Guidelines for preparation of Financial Plan
- Book 16 : Guidelines for preparation of ADP
- Book 17: Guidelines for DDP Appraisal and Approval
- Book 18 : Legal Compendium.

-continued-



It has been decided that one Urban Planner will be provided for two years to the Urban Local Bodies for coordinating the preparation of Draft Development Plan. The process of recruitment will be two-fold like the process followed in case of recruitment of Accounts and Finance Coordinator. A short list has been made available to ULBs for engaging of Urban Planners. However, the initial actions should be undertaken without waiting for engagement of Urban Planner.

Planners from KMDA or retired planner will also be involved in assisting the ULBs to prepare the Plan.

Training and orientation of various personnel engaged in DDP preparation will be arranged in due course.

Allotment for the initiation of DDP will be made shortly.

Some other inputs will also be provided like State of the Environment Report for KMA Area, Economic Trends in KMA Areas and draft Master Plans prepared by KMPC.

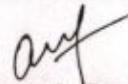
As a first step, the DDP exercise needs to be launched in the ULBs. I would request that the launching exercise be carried out by the ULBs before 31st July'05. The launching date may be informed to CMU at least 10 days beforehand so that the resource persons for the launching are organized from the end of CMU.

I request you to take up the matter with due seriousness and urgency so that the targeted dates for preparation of DDP is maintained.

I am sure that with your leadership, your ULB will be able to formulate a good quality DDP.

Thanking you,

Yours faithfully,


(Arnab Roy)
Project Director, CMU, KUSP

Memo No.CMU-31/2002(Pt-III)/375(40)/1(8)

Date: 04-07-2005

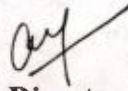
Copy forwarded for kind information to:

1. Secretary, M.A. Dept.
2. P.S. to MIC, M.A. Dept.
3. CEO, KMDA
4. Secretary, KMPC & Secretary KMDA



Page No.4

5. Director of Local Bodies
6. Director, SUDA
7. Chief Engineer, MED
8. Jt. Director, ILGUS


Project Director, CMU, KUSP

Memo No.CMU-31/2002(Pt-III)/375(40)/2(8)

Date: 04-07-2005

Copy forwarded to:

1. Project Manager, CMU, KUSP
2. Urban Planner, CMU, KUSP
3. Financial Adviser, CMU, KUSP
4. Engineering Expert, CMU, KUSP
5. Municipal Finance Expert, CMU, KUSP
6. OD Expert, CMU, KUSP
7. Economist, CMU, KUSP
- ✓ 8. Health Expert, CMU, KUSP


Project Director, CMU, KUSP

Summary of concept note - EnGIO

Project title - 'Comprehensive Health Development Project (CHDP) for the Urban Poor' //

'MASS (Microarea Awareness and Slum Support) Project

Target - Urban poor of a municipality or part of it (as applicable)

Objective -

- **Documentation** of the health status and the available health delivery systems
- Early detection & prompt intervention in case of both communicable and non communicable diseases (including life style related diseases) through **free reporting/ counselling system and subsidized local health facility (involving local doctors)**
- **Creating health awareness** with special emphasis on personal hygiene
- Providing antenatal care & **facilitating institutional confinement**
- **Child immunization**
- Early detection & prompt treatment of child respiratory diseases
- **Primary intervention of AIDS** through awareness/ counselling drives
- Screening for cervical & breast cancer in women and oral cancer in all tobacco users
- **Notification of disease**

Activities -

The broad activities of the proposed project include:

- **Undertaking field survey** to generate primary data about the prevalent health delivery system and status of stakeholder urban poor in context to those.
- **Select field workers** in consultation with the municipality.
- **Interact with all stakeholders including people's representatives** to impress about the model and involve them in the whole process.
- **Prepare/ strengthen physical and social infrastructure** required for the project, in consultation with the municipality.
- **Fine tune the model with inputs from local stakeholders** and implement them.

Model -

- Ward level field unit
- A CHDP central unit - either for a municipality or 2 municipalities as applicable - (in active collaboration with local Municipalities as well as health structure available) will be prepared broadly having the following functions.
 - Registration, collection & maintenance of records
 - Disease specific periodic report generation & planning of intervention
 - IEC campaign; execution & monitoring

- Networking with the stake holders
- Co-ordination between the Field Units & Overall monitoring
- Basic investigation facilities

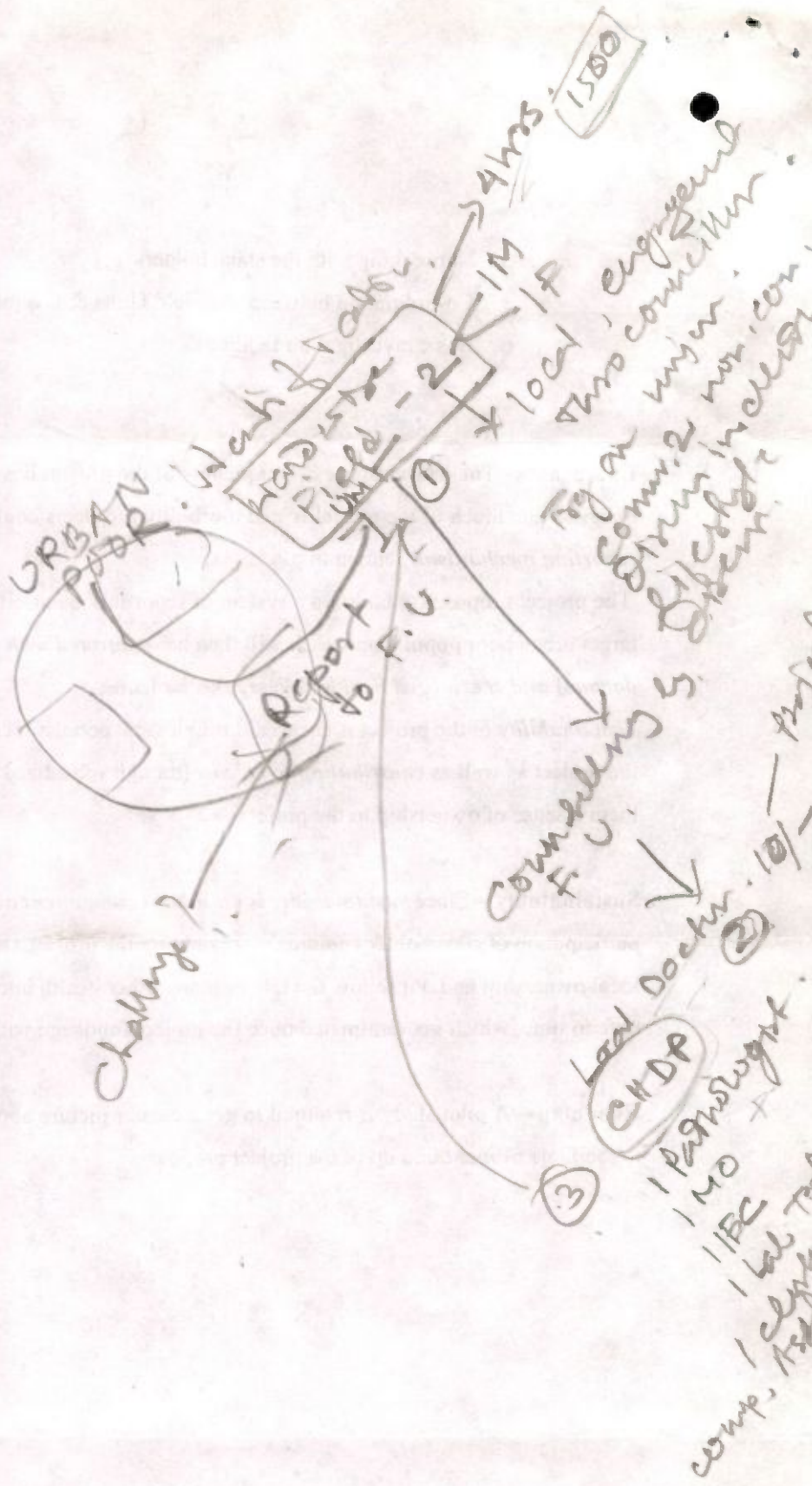
Uniqueness - The innovativeness/ uniqueness of the project lies in its basic structure. It is believed that much of the mortality and morbidity problems could have been avoided if proper *reporting mechanisms* remain in place.

The project proposes to build up a system of reporting/ counselling/ awareness generation for the target urban poor population which will then be *integrated with the general (mainly local doctors) and specialized health delivery mechanisms*.

Sustainability of the project is ensured through local people/ ULB participation both in running the project as well as *contributing to its cost* (though subsidized low cost programme) giving them a sense of ownership to the project.

Sustainability – Since *sustainability is an inbuilt component* of the project with provision of participation of stakeholder community in running the project, the project will definitely have a local ownership and not follow the fate of many other health intervention projects taken from time to time, which get terminated once the project funds are withdrawn.

Roadmap – A pilot study is required to get a clearer picture about the target population and area, to facilitate proper build up of the project proposal.



Sri Jayanta Barua

10/1 - Proj. no

Environment Governed Integrated Organisation (EnGIO)

Project Office :
26/1, Ramesh Mitra Road
Kolkata - 700 025

PM
Amey
14/6

an environmental organisation
for research, documentation and implementation

Phone : 033-2475 1941 / 033-2476 0424
e-mail : engio@rediffmail.com
jbasu20012002@rediffmail.com

To
Arnab Roy
Project Director
Change Management Unit (CMU)
Kolkata Urban Services for the Poor (KUSP)
Salt Lake, Kolkata

Dr Gowami
Tech. Adv. 27/6
May Widy Sec.
20/6/05

14.06.05

Sub: Expressing our interest regarding environment and health related projects under Kolkata Urban Services for the Poor (KUSP) project

Dear Sir,

We have come to know from various sources that you are planning to undertake number of environment and health related programmes under your Kolkata Urban Services for the Poor project.

In this context we would like to voluntarily register our interest/ candidature with respect to such programmes.

Our organisation, Environment Governed Integrated Organisation (EnGIO), a non - government organisation registered under Society Registration Act 1964, has been working in number of environment and health related projects being supported by various national and international agencies like Department of Environment, Government of West Bengal, Kolkata Municipal Corporation, Kolkata Metropolitan Development Authority, UNICEF etc. (detailed profile annexed herewith).

As a matter of fact we are currently in process of undertaking enviro - health projects within Kolkata Municipal Corporation area and Siliguri and surrounding zones in association with the Chemical Engineering Department and Pollution Control Laboratory of Jadavpur University.

Thanking You,

Yours truly,


Jayanta Basu

Project in Charge

Profile of EnGIO annexed

A Profile of 'Environment Governed integrated Organisation' (EnGIO)

Environment Governed integrated Organisation, in short EnGIO, is a West Bengal based non-profit organisation (registered under societies registration act, 1961) working in the sector of environment and health, especially on the linkages between the two, for the last five years.

The organisation has been collaborated / supported by several state and international agencies including Govt. of West Bengal, Kolkata Municipal Corporation, Kolkata Metropolitan Development Authority, Chittaranjan National Cancer Institute (CNCI), UNICEF, West Bengal Pollution Control Board among others from time to time in context to various projects. The organisation presently is in course of expanding its activity in association with the organisations like Jadavpur University, Calcutta University and Indian Chamber of Commerce.

Some of the major projects already undertaken by the organisation include, *Generation and implementation of micro area malaria control strategy in selected areas of Kolkata and Howrah* (a Govt. of West Bengal supported project), *Evaluation of health indicators within slum population of Kolkata with Geographical Information system* (a KMDA and KMC supported project) and *Social mobilisation for pulse polio eradication and strengthening routine immunisation*, the last one being supported by UNICEF. The organisation has also been associated with a project named '*Tramjatra*', regarding the survival of the eco-friendly Tramways system in both Melbourne and Kolkata. Another project worth mentioning is '*Financial & other impacts of non motorized vehicle (Rickshaw) in Calcutta's Urban structure*', undertaken in association with eminent environmental experts Prof. J. Whitelegg of Liverpool University & N. Williams of Aberdin University being funded by DFID, British Govt.

Currently, the organisation has been working on a project regarding *evaluation of the social and gross environmental impact of a technology shift – coal fire to oil fire conversion – in case of small and medium industries within Kolkata Municipal Corporation and its immediate surroundings*. The project has been funded by West Bengal Pollution Control Board as part of the India - Canada Environment Facility.

From time to time the organisation has also Collaborated with different NGOs like WorldWide Fund for Nature (WWF); South Asian Fund for Human Initiative (SAFHI) and Calcutta Ahead (a London based charity organisation) mainly in context to activities

Vis-à-vis creating awareness related to health and environment.

Key members of the organisation have been involved in spreading health and environment related awareness at different platforms, be it national and international scientific forum; print and audio-visual media or even within school children. As a matter of fact many key functionaries of EnGIO are nominated from time to time as members of various government / public committees regarding environment and health.

Ward wise information as mentioned below may be considered for incorporation in the proposed municipal e-governance system in the 40 ULBs under KUSP

- Total No. of Families
- Population by age - sex

Age (in years)	Men	Women	Total No.
Below 1			
1 - 4			
5 - 14			
15 - 44			
45 and above			
Total			

- Total no. Eligible Couples
- No. of Infants (under 1 year)
- No. of pregnant women detected
- No. of antenatal cases received TT-2 and Booster
- No. of deliveries - Hospital, Home
- No. of still birth
- Immunisation of infant - BCG, DTP-1/2/3, OPV-0/1/2/3, Measles
- No. of eligible couples adopted temporary sterilisation
- No. of eligible couples adopted permanent sterilisation
- Communicable disease surveillance

Forwarded to the Technical Adviser.

*Goswami
H.E, CMU
29.6.09*



Memo No. CMU- 237/2005/326 (11)

Date: 28-06-2005

From: Arnab Roy
Project Director, CMU, KUSP

- To:
- (1) Project Manager, CMU, KUSP
 - (2) Municipal Finance Expert, CMU, KUSP
 - (3) Financial Adviser, CMU, KUSP
 - (4) Engineering Expert, CMU, KUSP
 - (5) OD Expert, CMU, KUSP
 - (6) Health Expert, CMU, KUSP
 - (7) Economist, CMU, KUSP
 - (8) Urban Planner, CMU, KUSP
 - (9) Computer Programmer, CMU, KUSP

Sir/Madam,

I am enclosing a draft Terms of Reference (ToR) for the proposed Municipal e-Governance system in the 40 ULBs under KUSP. You are requested to kindly go through the Terms or Reference and suggest any correction, addition or deletion. We shall meet tomorrow at 10-30 A.M. in my chamber to finalise the ToR.

Yours faithfully,

(Arnab Roy)
Project Director, CMU, KUSP

Encl: As stated above

Memo No. CMU- 237/2005/326 (11) / (2)

Date: 28-06-2005

Copy forwarded to:

- 1) Shri Shrinivas Kowligi,
M/s PWC, ISC, CMU - It is requested that suggestions, if any,
may kindly be given to me on the ToR.
- 2) Shri D K Roy,
Technical Adviser, CMU

Project Director, CMU, KUSP

Kolkata Urban Services For The Poor

Terms of Reference

for

**Municipal eGovernance
in 40 ULBs under KUSP**



Change Management Unit

ToR for Municipal eGovernance in 40 ULBs under KUSP

1. Background

- 1.1. Govt. of West Bengal (GoWB) and DFID in 1999, agreed to collaborate on the development of the "Kolkata Urban Services for the Poor" (KUSP) programme aimed at: improving urban planning and governance; access to basic services for the poor and promoting economic growth in the KMA. The project will support improvement of municipal governance for better service delivery and transparency.
- 1.2. The project will cover all the Urban Local Bodies (ULBs) under KMA except Kolkata Municipal Corporation totaling 40 ULBs (list in **Annex-1**).
- 1.3. The Municipal Affairs Department (MAD) is the lead department for the project. Change Management Unit (CMU) has been created as an agency under MA Dept. to oversee the implementation of the project. Agencies like Kolkata Metropolitan Development Authority (KMDA), Directorate of Local Body (DLB), Municipal Engineering Directorate (MED), State Urban Development Agency (SUDA), Institute of Local Government and Urban Studies (ILGUS), West Bengal Valuation Board (WBVB) have been identified as support agencies facilitating ULBs in proper discharge of their functions. They have been allocated their responsibilities and one representative from each support agency have been nominated by the respective head of the office to act as member of CMU.
- 1.4. For details please see website www.changekolkata.org

2. Objectives

- 2.1. GoWB is keen to introduce municipal *eGovernance* in the 40 ULBs under the project to promote finance, administrative efficiency, municipal services, decentralisation, information sharing and transparency.

3. Scope of Work & Methodology

3.1. The focus is two fold

- a. **Finance** : Design and Development of IT applications which would help stream line the financial accounting, expenditure and revenue management for the ULBs. This may include financial accounting and reporting system as per requirement of CMU, ward works management system which provides citizen's visibility to the ward action plan and comprehensive property tax valuation and collection system with GIS integration.
- b. **Services** : Design and development of IT application which would improve the quality of services to the citizens by the ULBs. The following applications may come under this category

GIS : will provide a platform to capture ULBs database

MIS : will provide required reporting system for management

Grievance redressal : will provide a mechanism for citizens to submit complains and subsequently track the progress of the complaint through its life cycle.

Birth and Death Registration and Certificate

City portal : will provides a website for the ULB

3.2 A municipal eGovernance software platform to be developed which will include the following modules

- a. Municipal Financial Accounting System
- b. MIS
- c. GIS
- d. Public Grievance & Redressal
- e. Birth and Death Registration
- f. A city web portal for dynamic and static content.

3.3 World-class data center to be setup at a central location within KMA to serve the needs of all 40 ULBs. Both city administrators and citizens can access services over the network.

3.4. Agency will provide the following services

- a. Municipal and Govt. process Reengineering
- b. Design of MIS/GIS data gathering processes
- c. Computerized Project Monitoring (based on data gathered by ULBs)
- d. Capacity building of ULBs and support agencies in IT related areas
- e. Creation of TOR and specifications for procurement of Hardware/Software and Networks
- f. Operation and Maintenance Data Center Applications for three years
- g. Installation of developed softwares in ULBs
- h. Training of operators in ULBs, support agencies and CMU for handling the softwares
- i. The agency will work with ULBs in the gathering of data and monitoring its quality
- j. Agency will define data requirements, data cleansing / validation and data synchronization rules
- k. The agency will install application in the production environment, load approved data to prepare for application launch and pre-launch testing
- l. The agency will develop all required training materials
- m. The agency will provide technical inputs for the hardware, software, networking and internet connectivity for data center, citizen service centers, ward offices and ULB offices.

3.5 A detailed analysis to be made to determine the requirements of the different modules in consultation with ULBs, MA Deptt., CMU and support agencies.

3.6 To develop a suitable comprehensive software inclusive of all the modules mentioned under 3.1 in consultation with CMU.

3.7 Once development and implementation is completed the agency will undertake the maintenance and operation support at the central data center on an ongoing basis for three years (upto 2008). At the end of three years MA Deptt. will review the position and decide further action.

- 3.8 All products including software generated out of this contract have to be delivered with source code and will be exclusive property of Govt. of West Bengal / CMU. Ownership licenses of the developed software will lie with the MA Deptt., Govt. of West Bengal and may be used any where in West Bengal.

To give an idea regarding design of the modules the following details are given which are subject to change during implementation as per direction of CMU.

3.8 Tentative details of the modules

3.8.1 Property Tax Management System

- 1) Collection of Property Detail
- 2) Computation of Property Tax using CVS, ARV & Unit Area system
- 3) Creation of DCB (Demand, Collection and Balance,) entries and generation of demand notice for tax payers.
- 4) Collection of tax payment
- 5) Generation of Receipt
- 6) Check Cancellation
- 7) Data Entry applications
- 8) Localization
- 9) Web front end
- 10) Accounts, Authentication and Access Control

3.8.2 Report Generation

(to be finalised in consultation of CMU)

- 1) Bank Deposit Chalan – Cash, Cheque and DD
- 2) ~~Khirdi Report~~
- 3) Dishonoured Cheques Report
- 4) User Wise Collection Report
- 5) Ward Wise Collection Report
- 6) Ward Wise Collection Chart
- 7) Street Wise Collection Chart

3.8.3 GIS

- 1) Geo-database storage of spatial data
- 2) GIS/MIS reporting
- 3) Querying and visual decision making
- 4) GIS and MIS database for properties

3.8.4 Birth/Death Registration & Certification

- 1) Registering of Birth
- 2) Registering of Death
- 3) Issue of Birth certificate
- 4) Issue of Death certificate
- 5) PDF forms for the above
- 6) Batch mode data import facilities

3.8.5 Public Grievance & Redressal Module

- 1) Registration of Complaint – Internet, Phone & Paper Form.
- 2) Creation of Complaint tracking number
- 3) Auto routing Complaint to appropriate person/dept.
- 4) Redressal Update to Citizens
- 5) Various MIS reports on Grievances received and redressed.
- 6) Web interface for citizens to view complaints
- 7) Integration with SMS

3.8.4 Ward Works Management

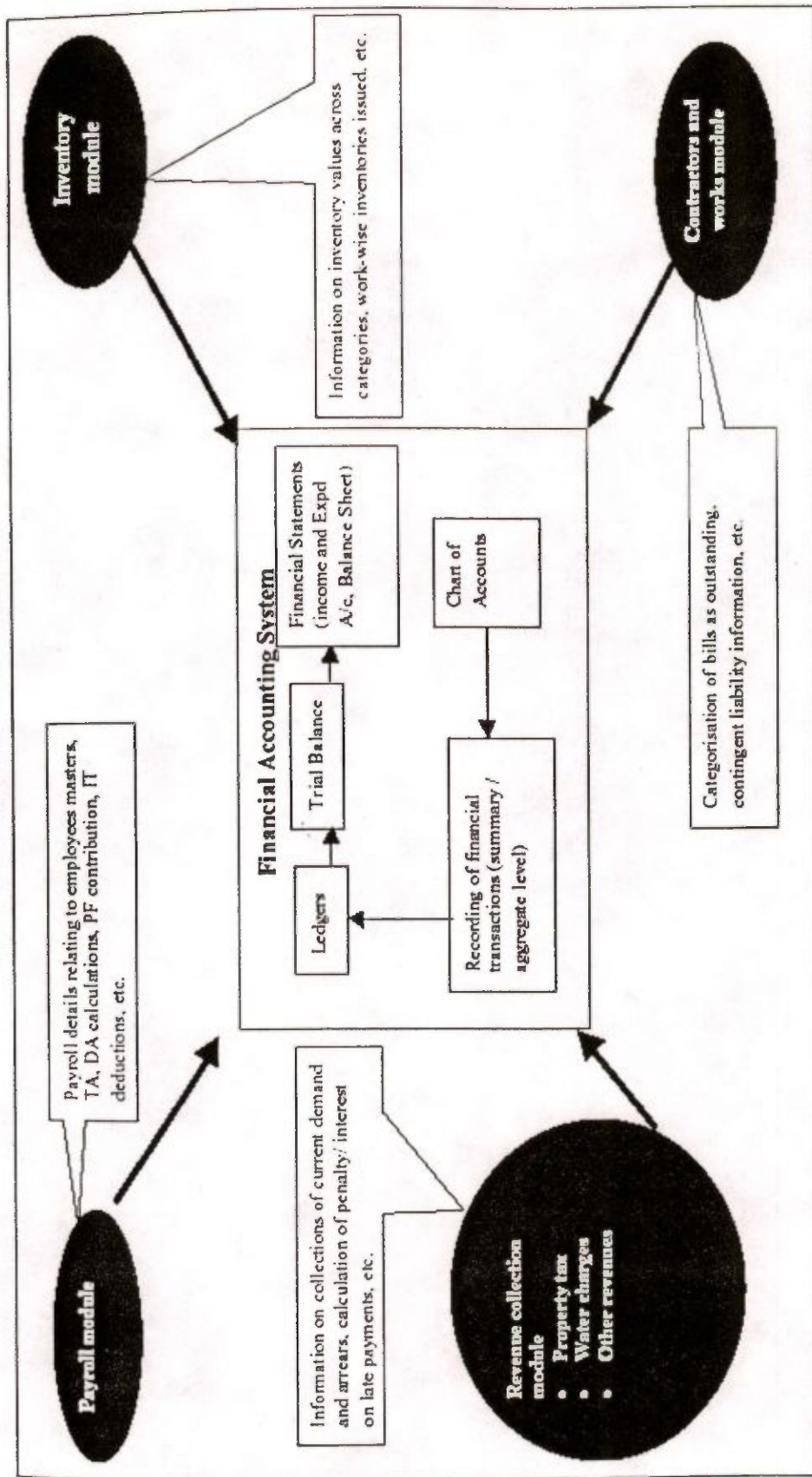
- 1) System to publish Ward action plans to citizens
- 2) Ability to take inputs and suggestions on the ward action plans
- 3) Integrated to City Website for universal access.
- 4) Administrative access to insert and update ward works.

3.8.5 Financial Accounting System

(to be finalised in consultation of CMU)

- 1) Accrual based double entry accounting
- 2) ~~Fund based accounting system~~
- 3) Integration with Property Tax system
- 4) Financial Statements
- 5) Full flexibility Chart-of-Accounts setup
- 6) Web access to accounting functionality
- 7) Accounts, Authentication and Role based access control

Financial Management and Reporting System



4. Deliverables & Timeframe

Deliverables	Timeframe (in weeks from date of order)
Inception report	3 weeks
Report on System Analysis	14 weeks
Testing of Softwares developed for finance	26 weeks
Testing of Softwares for services	38 weeks
Installation and launching of the softwares in the ULBs including training of operators	60 weeks <i>starting of first financial year</i>
Setting up central data center	70 weeks

PROGRAMME FOR INCENTIVE FUND

SL. No.	Item	Date
A.	<p><u>2005 – 2006</u></p> <ol style="list-style-type: none">1. Finalise allotment for 2005 – 20062. Approval of Government3. Inform ULBs regarding allotment4. Preparation of Guidelines & inform ULBs5. Preparation of estimates by ULBs6. Approval by MED (for engineering works)7. Implementation by ULBs	<p>22.06.05 25.06.05 30.06.05 30.06.05 15th July 2005 30th July 2005 August to October 2005</p>
B.	<p><u>2006 – 2007</u></p> <ol style="list-style-type: none">1. Finalisation of criteria for 2006 – 20072. Approval by Government3. Inform ULBs	<p>4th week June 2005 15.07.05 31.07.05</p>

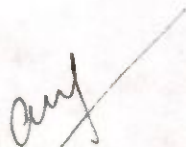
Copy forwarded for necessary action:

1. Project Manager, CMU
2. Technical Adviser, CMU
3. Engineering Expert, CMU
4. OD & Poverty Expert, CMU
5. Municipal Finance Expert, CMU
6. Financial Adviser, CMU
- ✓ 7. Health Expert, CMU
8. Economist, CMU
9. Urban Planner, CMU
10. Chief Engineer, MED
11. Director of Local Bodies


Project Director, CMU

Copy forwarded for kind information:

1. Secretary, MA Department
2. P.S. to MIC, MA Department


Project Director, CMU

Urban Local Bodies (ULBs) under KUSP			
Sl. No.	Name of the ULBs	Population (Census 2001)	Area (Sq. Km.)
1	Baidyabati	108231	6.19
2	Bally	261575	11.81
3	Bansberia	104453	9.07
4	Baranagar	250615	7.12
5	Barasat	231515	31.41
6	Barrackpore	144331	10.61
7	Baruipur	44964	9.07
8	Bhadreswar	105944	6.48
9	Bhatpara	441956	28.55
10	Bidhannagar	167848	33.50
11	Budge Budge	75465	9.06
12	Champdani	103232	6.47
13	Chandannagar MC	162166	22.03
14	Dum Dum	101319	8.81
15	Garulia	76309	5.38
16	Gayeshpur	55028	30.00
17	Halisahar	124479	8.28
18	Hoogly-Chinsurah	170201	20.84
19	Howrah M. C.	1008704	51.74
20	Kalyani	81984	21.91
21	Kamarhati	314334	10.96
22	Kanchrapara	126118	9.07
23	Khardah	116252	6.87
24	Konnagar	72211	4.42
25	Madhyamgram	155503	21.32
26	Maheshtala	389214	44.18
27	Naihati	215432	11.55
28	New Barrackpur	83183	17.17
29	North Barrackpur	123523	9.46
30	North Dum Dum	220032	26.45
31	Panihati	348379	19.40
32	Pujali	33863	8.50
33	Rajshat Gopalpur	271781	34.97
34	Rajpur-Sonarapur	336390	55.30
35	Rishra	113259	6.48
36	Serampur	197955	5.88
37	South Dum Dum	392150	13.54
38	Titagarh	124198	3.24
39	Uluberia	202095	33.72
40	Uttarpara-Kotrang	150204	16.34
	TOTAL	7806395	697.15

SCHEDULE OF PRICES

Contract For : Municipal eGovernance in 40 ULBs under KUSP

Contract Number : _____

Rates to be quoted by Agency. The rates should include costs of staff remuneration, travel & transport, mobilization & demobilization, staff allowances, communications, office rent, supplies, equipment hire and maintenance, surveys & training programs, report translation & printing, taxes, duties & charges, cost of software, cost of hardware, contingencies and any other related costs.

Sl. No.	Item	Cost of Software	Cost of Hardware	Other Cost
1.	Cost of development, installation, user training and other services in all 40 ULBs (average five user licences per ULB), CMU and other support agencies as per para 3.1, 3.2, 3.4, 3.5, 3.6 & 3.8 & 4 and as per direction of CMU of the following			
a.	Software module for Municipal Financial Accounting System			
b.	Software module for MIS			
c.	Software module for GIS			
d.	Software module for Public Grievance & Redressal			
e.	Software module for Birth and Death Registration			
f.	Software module for A city web portal for dynamic and static content			
g.	Other services			
2	Setting up of data center and operating the same for three years as per para 3.3 & 3.7			

We agree to implement all works at the above costs as per terms and conditions specified in the ToR

*Signature of the Tenderer
with Official Seal & Date*



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU- 93/2003(pt-II)/236(12)

Dated 08.06.05

From: Saikat Sengupta
Convener, Innovative / Challenge Fund

To : 1. Project Director, CMU
2. Project Manager, CMU
3. Director, SUDA
4. Prof. Prabhat Dutta, Adviser, ILGUS
5. Technical Adviser, CMU
6. Engineering Expert, CMU
7. Poverty Expert, CMU
8. Municipal Finance Expert, CMU
9. Financial Adviser, CMU
10. Health Expert, CMU
11. Urban Planner, CMU
12. Computer Programmer, CMU

Sub: Brain storming session on proposal of Innovative / Challenge Fund.

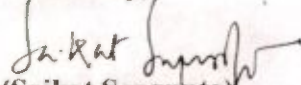
Ref: Memo No. CMU-93/2003(pt-II)/235(12)

Sir / Madam,

As per the reference above, the brain storming session will be held on 14.06.2005 at 3.00 p.m. instead of 13.06.2005, 11.00 a.m. The venue remains same, at SUDA Conference Hall.

Thanking you,

Yours truly,


(Saikat Sengupta)

Convener, Innovative / Challenge Fund



KOLKATA URBAN SERVICES FOR THE POOR
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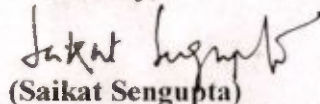
Sir / Madam,

A brain storming session has been arranged on the above-mentioned subject at 11.00 a.m. on 13.06.05 at the SUDA Conference Hall at ILGUS Bhawan premises.

The session is intended to brain storm and discuss on the probable areas of intervention under this fund. Accordingly, may I request you to come up with idea of at least one suitable example of a project that you intend to see being undertaken through this Fund.

Thanking you,

Yours truly,


(Saikat Sengupta)

Convener, Innovative / Challenge fund



e/c

KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo. No. CMU- 108/2003/155 (40)

Date: 23rd May, 2005
24

From : Arnab Roy, IAS
Project Director, CMU

To : The Mayor / Chairman
.....Municipal Corporation / Municipality

Sub: Maintenance of Accounts in respect of KUSP fund.

Sir,

At the outset I thank your ULB for your cooperation in smooth fund flow of KUSP in the first year. However, during our fund flow management, some difficulties have been experienced both at your end and our end. To ensure uniformity in fund management and for better management of KUSP funds, I would like to apprise you once again the procedures regarding release of KUSP fund and accounting thereof as follows:

1. Accounting Support Agency appointed by CMU will visit your ULB within the first week of each calendar month for verification of the following reports and accounting records so far as they relate to the immediately preceding calendar month: Subsidiary Cash Book for KUSP, Bank Reconciliation Statement (BRS) relating to KUSP bank account, Statement of Expenditure (SOE), Utilisation Certificate (UC), and Accounting Reports in prescribed proforma already circulated to you. After verification of the same, one copy each, duly signed by you and also by the official under whose supervision such reports are being prepared, of SOE, UC, BRS, Abstract of ULB Cash Book and Summary of Accounts for CMU in prescribed proforma is to be handed over to the Accounting Support Agency who will also sign these documents as verified and found correct and will submit their observations on such documents to the CMU. **No UC should be sent directly to CMU.** It may be noted that M/s Abhyuday & Associates working as Accounting Support Agency during the last financial year has been appointed as the same for the current financial year also.
2. In preparation of the above reports and in recording the KUSP transactions in the ULB books of account, assistance from the Accounts & Finance Coordinator may be obtained. The Accounts & Finance Coordinator and the Finance Officer/concerned official looking after the finance & accounts should keep in close touch with the Financial Adviser, CMU, and Accounts Officer, CMU, in this regard. A software programme for the KUSP accounts will be installed by the Accounting Support Agency shortly. The Accounts & Finance Coordinator and the Finance Officer/concerned official looking after the finance & accounts are requested to get the necessary data entry thereto each month. Both soft copy and hard copy (duly signed) are to be handed over to the Accounting Support Agency.
3. Authority for incurring expenditure under each component of the KUSP, (e.g., Slum level Infrastructure Fund, Incentive fund, Capacity Building, Support to Health

Maintenance of Accounts GUIDELINES/n-1



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Services, etc.), and wherever necessary allotment for a particular component (e.g., SLIF, IF, Purchase of Computers, Contingent expenditure, Furniture & contingencies under the Capacity Building component, etc.) are being sent to the respective ULBs from time to time. All the expenditure in connection with the KUSP project is to be incurred strictly in adherence to these guidelines/authorities issued by CMU from time to time, and also within the allotment wherever applicable. Only that expenditure which has been duly authorized by the CMU will be allowed. Expenditure which does not conform to the guidelines/authorities issued by the CMU **is to be borne by the ULB itself.**

4. No expenditure for KUSP should be made either from CMU fund or from ULB fund without proper authorization from CMU.
5. Requisition of fund may be placed to CMU directly if KUSP fund at the hand of the respective ULB comes down within 20% (subject to maximum of Rs.2,00,000/-) of the last installment of fund placed by the CMU. On receipt of such requisitions stating the fact that KUSP fund has come down within 20% of the last installment, advances will be released in installments, each installment being of Rs.10,00,000/-. However, if a particular ULB incurs KUSP programme related expenditure out of the Municipal General Fund (for lack of KUSP fund in hand) within the guidelines/authorities issued by the CMU, concerned ULB may claim forthwith reimbursement of the same.
6. On the basis of requisition, fund will be placed at the disposal of a particular ULB. Such fund should be treated as advance. Out of such fund (i.e., advance) any expenditure within the guidelines/authorities, and within the allotment wherever applicable, issued by the CMU on any of the components may be incurred. On receipt of UC and SOE through the Accounting Support Agency, the actual expenditure will be adjusted against such advances.
7. It is advisable that **all the amounts deducted from the salary bills/party bills (e.g., P.F., P. Tax, I. Tax, Security Deposit, S. Tax, etc.) are to be taken out from the KUSP fund to the General Fund** of the ULB. Such funds should not admix with the KUSP fund at your hand.
8. Responsibilities of M/s Abhyuday & Associates appointed as Accounting Support Agency to CMU include all the tasks assigned to them in the last financial year. They should be extended all sorts of cooperation. It may be assured from your end that all records, papers and documents are ready on the appointed day (fixed up over phone) they visit you in the first week of each calendar month. If no report is provided to them, KUSP transaction for that month in your ULB will be taken as NIL and provision of further fund under the KUSP fund may be disrupted.

Yours faithfully,

(Arnab Roy)

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo. No. CMU- 108/2003 /155/1(6)

Date. ~~12~~.05.2005

24

Copy forwarded for information to

1. The Secretary, M. A. Department, Govt. of W. B.:
2. The Director of Local Bodies, Govt. of W. B.:
3. The Project Manager, CMU
4. The Chief Engineer, MED
5. Financial Adviser, CMU
6. Accounts Officer, CMU

Project Director, CMU

Copy forwarded to the P.O., (Health), CMU for information
H.

Administration Report of CMU

Change Management Unit (CMU) was created as an agency by Municipal Affairs Department (M.A.Dept.) with Secretary, M.A.Dept. as the Chairman. The agency was registered on 25.08.2003 with the following main objects..

- a. to identify and cause the municipal corporation, municipalities and notified area authorities (hereinafter referred to as 'local bodies') and such authorities and agencies as may be directed by the Government of West Bengal (Hereinafter referred to as "State Government") to identify the weaker sections of the community consisting of households in the municipal urban areas lying below the poverty line as defined by the State Government from time to time (hereinafter referred to as "urban poor"), and to ascertain their socio-economic conditions with the objective of initiating and pursuing with appropriate actions for generating income and employment opportunities for them;
- b. to promote, and to help and assist the local bodies to implement such programmes as would reach out the urban poor with urban basic services like civic infrastructure, literacy, primary health care, mother and child care, shelter upgradation and so on;
- c. to implement and cause to be implemented anti-poverty programmes in such a manner as to offer special incentives to the Scheduled Caste and Scheduled Tribe communities and women to encourage them to participate and benefit from the programme;
- d. to arrange and cause to be arranged capacity building of the local bodies, different state Govt. Bodies, authorities and agencies;
- e. to promote and cause to be created in the areas within the local bodies infrastructural facilities such as water supply, roads, drainage, sanitation, solid waste management, sewerage, street light, etc;
- f. to promote and cause to be prepared Draft Development Plan (DDP) and Annual Development Plan (ADP) for the Urban Local Bodies.
- g. To promote Municipal reforms.
- h. to undertake such responsibilities related to urban development as may be assigned by the State Government from time to time;

Report sent to Sri D.K. Roy
through e-mail on
2.6.05

- i. to draw up plans and programmes and implement them through local bodies or otherwise, coordinate activities of various relevant agencies and authorities, and perform such task as may be considered necessary for attaining the objectives in conformity with the policy and directives of the State Government;
- j. to provide management training inputs for all categories of urban development functionaries, disseminate knowledge and ideas through seminars, workshops, conferences and publications;
- k. to review the progress of execution of these activities, evaluate their impact on the urban poor and other groups of urban populace.

The M.A.Dept. entrusted CMU with the responsibility of managing and monitoring the programme of Kolkata Urban Services for the Poor (KUSP), funded by Department For International Development (DFID), Govt. of UK. The programme started from April, 2004 and will continue for 8 years.

Synopsis of KUSP

KUSP is a programme aiming at a sustainable improvement of quality of life for urban poor. To sustain an overall development the programme supports improved municipal services, economic development for the poor and a sustainable preventive health care system owned by a duly capacitated ULB. Along with improvement of civic infrastructures like water supply, sanitation and drainage in the municipal area, the programme acts as a vehicle for municipal reforms improving revenue, accounts, technical and administrative efficiency of the Urban Local Bodies (ULBs). The important tools proposed are Resource Mobilization, improved urban governance, inclusive planning and Capacity Building of ULBs along with the Govt. and semi-Govt. agencies responsible for facilitating ULB functions. Citizen's (specially the vulnerable groups) participation in planning, implementation and post work management of the assets is a priority. To develop a coordinated action plan through out the state the programme envisages preparation of an urban strategy for West Bengal. Howrah gets special attention in the programme and provision has been made to prepare a Rejuvenation and Development Plan for the city. The project will cost Rs.739.83 crore out of which Rs.626.21 crore will come as financial aid, Rs.25.20 crore from Govt. of West Bengal and Rs.88.62 crore through technical co-operation which will be managed directly by DFID. Out of the financial aid 71.75%, 5% and 4.4% will be for infrastructure development, economic development and health support respectively. The rest goes for Capacity Building (11.20%) planning (3.04%), monitoring and management (4.6%).

While the total project period is 8 years there will be a funding review at the end of 3 years when the project performance will be evaluated by an external agency against indicators to be developed by CMU and agreed between GoWB and DFID. The preparation of good quality DDPs for at least 12 municipalities will be a key indicator. If the outcome of the evaluation is not satisfactory, funding for all items will cease, except for slum level infrastructure for continuation of which ULBs will have to demonstrate, through an external evaluation, that they meet a minimum standard relating to the management of slum infrastructure.

Planning, capacity building and reforms will be the major components of the 1st three years of the project when only 14.7% of infrastructure fund will be available as against 97% of planning and 40.8% of capacity building. The major fund flow for infrastructure works and economic development will be coming from year 4 after the planning is completed and documented through DDP.

Developing a robust process for the preparation of DDPs that reflects a consensus of all stakeholders and the preparation of DDPs themselves lies at the heart of this project. The West Bengal Municipal Act 1993 requires ULBs to prepare "Draft Development Plans" addressing the entire range of municipal functions. KUSP envisages the DDP as a comprehensive business plan of the ULBs that set out a broad vision and strategy while also providing the framework for allocating project funds and government support. DDPs will address: economic development, health, education, land-use planning and control, infrastructure development, ULB revenue and expenditure, operation and maintenance of services, organisation development and management issues. The DDP will provide a mechanism for bringing about convergence of different state and GoI programmes. The process can potentially be used as an instrument to incrementally make ULBs self-reliant and redefine ULB-State Govt. relationship.

The main focus for the first three years will be on systemic changes in ULBs and support organisations consisting of

- i. Organisational Development
- ii. Introduction of Self assessed unit area based property tax, GIS & MIS and accrual based double entry accounting system
- iii. Enhancement of revenue and audit of expenditure.
- iv. Augmentation of technical resource.

- v. Bottom up planning, implementation and post work management involving community based organisations like ward committee.
- vi. Preparation of Draft Development Plan (DDP) for five (5) years and Annual Development Plan (ADP)
- vii. Remodeling of Working relation of Support agencies like MED, DLB, SUDA, ILGUS and WBVB among themselves and optimizing their help process to ULBs.
- viii. Fund allotment to ULBs through competitive process.
- ix. Slum level infrastructure works to be planned, implemented and managed (post work) by slum level organisations.
- x. DFID to review the procurement procedures for contractors, suppliers and service providers.
- xi. Strong quality check of works, accounts & procurement procedure through third party quality support agency and external audit.

M.A.Dept. is the lead department for the project. Change Management Unit (CMU) has been created as an agency under MA Dept. to oversee the implementation of the project. MA Deptt. sanctioned posts to strengthen CMU with expertise in different professions like Municipal Finance, Urban Planning, Urban Poverty, Economic Development, Health, Engineering, Information Technology etc. Most of the posts have been manned. Each ULB has formed a Project Implementation Team who are in close contact with CMU. Agencies like Kolkata Metropolitan Development Authority (KMDA), Directorate of Local Body (DLB), Municipal Engineering Directorate (MED), State Urban Development Agency (SUDA), Institute of Local Government and Urban Studies (ILGUS), West Bengal Valuation Board (WBVB) have been identified as support agencies facilitating ULBs in proper discharge of their functions. They have been allocated their responsibilities and one representative from each support agency have been nominated by the respective head of the office to act as member of CMU. A sub-committee under KMPC has specially been created for guiding and monitoring the project. DFID from technical co-operation fund has appointed an interim support consultancy to assists CMU for initial period till CMU is not strengthened with induction of different expertise.

The different components of KUSP is as follows ►

Rs. In Crore

Sl. No.	BUDGET ITEMS	Major Heads	2004	2005	2006	Total of last 3 yrs.	% of Total Item	2007	2008	2009	2010	2011	TOTAL	% spent
Financial aid														
1	GIS & MIS	Capacity Building		0.49	6.58	7.07	39.61	6.58	4.2				17.85	2.81
2	Capacity building		5.32	7.21	7.28	19.81	40.26	7.07	5.6	5.6	5.6	5.53	49.21	7.74
3	Dev and Implementation accounting system		0.42	1.75	0.07	2.24	53.33	0.07	0.77	1.12			4.20	0.66
Sub-Total Capacity Building			5.74	9.45	13.93	29.12	40.86	13.72	10.57	6.72	5.6	5.53	71.26	11.20
4	Economic Development	Economic Development	1.05	1.26	1.26	3.57	11.21	5.32	5.25	7.14	6.23	4.34	31.85	5.01
5	Support to Health Sector	Health	3.5	3.5	3.5	10.50	37.50	3.5	3.5	3.5	3.5	3.5	28.00	4.40
6	Intra Municipal infrastructure	Infrastructure				0.00	0.00	14	23.1	23.1	23.1	14	97.30	15.29
7	Incentive Fund for intra municipal infrastructure & community need		2.8	3.78	3.78	10.36	31.29	4.69	4.69	4.69	4.69	3.99	33.11	5.20
8	Slum level infrastructure with necessary augmentation in city system		8.47	15.12	22.68	46.27	23.89	28.35	30.24	30.24	30.24	28.35	193.69	30.45
9	Trans Municipal infrastructure (West Bengal Municipal Development Fund)					0.00	0.00	9.45	25.14	29.90	23.81	19.57	107.87	16.96
10	Innovative/Challenge Fund		3.5	3.5	3.5	10.50	42.86	3.5	3.5	3.5	3.5		24.50	3.85
Sub-Total Infrastructure			14.77	22.4	29.96	67.13	14.71	59.99	86.67	91.43	85.34	65.91	456.47	71.75
11	Change Management Unit (CMU)	Management	2.45	2.45	2.45	7.35	75.00	2.45					9.80	1.54
12	Technical Expertise (consultancy)		3.5	3.5	3.5	10.50	60.00	2.45	1.75	1.05	1.05	0.7	17.50	2.75
13	Monitoring		0.35	0.35	0.21	0.91	46.43	0.21	0.21	0.21	0.21	0.21	1.96	0.31
Sub-Total Management			6.3	6.3	6.16	18.76	64.11	5.11	1.96	1.26	1.26	0.91	29.26	4.60
14	Howrah rejuvenation and dev plan	Planning		0.42	0.91	1.33	86.36	0.21					1.54	0.24
15	Poverty survey and impact study (first three years would be covered as part of DDP preparation)					0.00	0.00	0.07	0.07	0.07	0.07	0.07	0.35	0.06
16	DDP/ADP Preparation		5.67	9.45	2.24	17.36	100.00						17.36	2.73
17	Design of WB Municipal Dev Plan			0.07		0.07	100.00						0.07	0.01
Sub-Total Planning			5.67	9.94	3.15	18.76	97.10	0.28	0.07	0.07	0.07	0.07	19.32	3.04
Total Financial Aid (A)			37.03	52.85	57.96	147.84	23.24	87.92	108.02	110.12	102	80.26	636.16	100.00
Projected Prices			37.24	53.69	59.5	150.43	23.10	90.3	99.61	101.78	101.64	82.25	651.21	
Technical Cooperation Funds (TC)														
18	Monitoring and Evaluation		3.5	3.5	3.5	10.50		3.50	2.45	1.75	1.75	1.75	21.70	
19	Technical Support		7	7	7	21.00		7	7	7	7	7	56.00	
Total Technical Cooperation (B)			10.50	10.50	10.50	31.50		10.50	9.45	8.75	8.75	8.75	77.70	
Projected Prices			11.2	11.69	12.18	35.07		12.18	10.92	10.15	10.15	10.15	88.62	
GRAND TOTAL (Projected Prices)			48.44	65.38	71.68	185.50	—	102.48	110.53	111.93	111.79	92.40	739.83	100.00

* GoWB Contribution is Rs.25.20 crore in Trans Municipal Infrastructure

DPID - Budget Items / Fund Allocs (YrWise) 3

Procurement

It has been mentioned in the project memorandum that DFID will review the procurement rules of State Govt. and the same need be followed for all procurements under KUSP. The manual is under preparation by DFID through a consultant. Pending final review and preparation of the manual CMU has developed interim rules for procurement of equipments, materials and works mostly on the basis of the present municipal accounts rules with minor modifications as suggested by DFID and agreed by procurement committee appointed by Municipal Affairs Department for procurements under KUSP. For procurement of services a manual has been prepared by CMU on the basis of KEIP rules approved by DFID. The manual has been duly approved by the procurement committee and agreed by DFID. These interim rules & manual prepared by CMU will be effective for one year. The accounting procedure and fund flow system has been drawn up by CMU and agreed by Municipal Affairs Department. The same is being followed till the final procurement manual is ready.

Capacity Building

Capacity Building both at ULB level and support organisation level was the key focus during year one of the programme. This was designed professionally and action plans were drawn for

- a. Internal organisation development
- b. Professional support to ULBs with introduction of technical people
- c. Building of database
- d. Skill development through training
- e. Introduction of modern equipments like computers and other equipments

Each ULB has drawn an organisation development plan to develop a more efficient and transparent system both on short term, medium term and long term basis. CMU has proposed one professional OD personnel for 4-5 municipalities to carry forward the action plans. To improve Administration in-service Executive Officers and Finance Officers are being introduced in each ULB in addition to one Engineer and one Accounts professional. To help ULBs in preparation of good quality Draft Development Plans and Annual Development Plans the process of procurement of one Urban Planner for each ULB has already started. Development of a database was one of the major focus in capacity building and actions for preparation of digitized Base Map and GIS for

all the ULBs under KUSP has been initiated in the first year and is expected to be completed within year two and three. A training advisory committee has been setup to assess training needs and to determine implementation process. The target groups are elected representatives, technical, non-technical and grass root level functionaries. ILGUS has been chosen as the nodal agency to carry forward the training component with the help of different training institutes in Kolkata. In view of the decision that slum level works under KUSP programme will be implemented through community contracting, training of CDS members along with RCVs is one of the priorities. ILGUS through a mobile team of experienced engineers arranged to train the CDS of all ULBs during this year. The training contained rudimentary municipal engineering, accounts, tender formalities etc. required to take up works on community contract basis. It was felt that such training is to be repeated with further inputs at least twice for each ULB next year.

One of the major reforms envisaged under the programme is introduction of Accrual Based Double Entry Accounting System in the ULBs. In year one itself considerable progress has been made in this regard. Guideline for preparation of opening balanced has been finalised and some of the ULBs have already prepared the opening balance sheet as on 01.04.2004. The manual on the accounting policies has also been finalised. The chart of accounts, forms & formats and manual on transaction entries are on the verge of completion. It is expected that by year 2005-2006 all ULBs will be able to introduce Double Entry System of Accounts.

The expenditure under **Capacity Building** for the year is Rs.25.60 lakhs against an allocated account of Rs.574.00 lakhs. The short fall is due to late start of the project.

To be checked and elaborated by OD Expert and Municipal Financial Expert

Economic Development : To be written by Economist

Health : To be written by Health Expert

upto 31.3.05 progress

Infrastructure : To be written by Engineering Expert

Monitoring : (a) Audit (b) Account - To be written by Financial Adviser

Planning : To be written by OD Expert



Health Component - KUSP

Tentative Programme schedule for re-training of grass root level health functionaries at HAU level on Food & Nutrition and Growth Monitoring of Under-Five Children

Date	Urban Local Bodies
4 – 5 May, 05	New Barrackpore, South Dum Dum
5 – 6 May, 05	Halisahar
6 – 7 May, 05	Madhyamgram, Howrah, Kamarhati, Panihati
7 & 9 May, 05	Hooghly Chinsurah
10 – 11 May, 05	Kalyani, Serampore
12 – 13 May, 05	Howrah, Serampore
20 – 21 May, 05	Madhyamgram
23 – 24 May, 05	Howrah
25 – 26 May, 05	South Dum Dum, Uluberia
26 – 27 May, 05	Maheshtala
27 – 28 May, 05	Madhyamgram, Howrah, Serampore, Gayeshpur, Kamarhati, Panihati
30 – 31 May, 05	North Dum Dum, Bally, Serampore, Budge Budge, Pujali
1 – 2 June, 05	South Dum Dum, Rajpur Sonarpur, Bally
2 - 3 June, 05	Rishra
3 – 4 June, 05	Panihati, Kamarhati, Bally, Serampore
6 – 7 June, 05	South Dum Dum, Barrackpore, Bhadreswar, Konnagar
7 - 8 June, 05	North Dum Dum
8 – 9 June, 05	South Dum Dum, Howrah, Rajpur Sonarpur, Konnagar
9 - 10 June, 05	Rishra
10 – 11 June, 05	Gayeshpur, Kamarhati, Panihati, Howrah, Khardah
13 - 14 June, 05	Barrackpore, Bhadreswar, Howrah
14 – 15 June, 05	South Dum Dum, North Dum Dum
15 - 16 June, 05	Rajpur Sonarpur, Uttarpara Kotrung
16 - 17 June, 05	Rishra
17 – 18 June, 05	Khardah, Panihati, Howrah, North Dum Dum
20 - 21 June, 05	Budge Budge, Barrackpore, Rajpur Sonarpur, Howrah
22 - 23 June, 05	Rajpur Sonarpur, Uttarpara Kotrung
23 - 24 June, 05	Rishra
24 - 25 June, 05	Khardah, Panihati, Howrah, Halisahar
27 - 28 June, 05	Uttarpara Kotrung
29 - 30 June, 05	Uttarpara Kotrung, Halisahar



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. .. CMU-94/2003(Pt. II)/L59

Dt. .. 25.05.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman
North Dum Dum Municipality

Sub. : Implementation of activities for FY 2005 - 06
under Health Component of KUSP.

Ref. : Your office memo no. NDDM/KUSP/1440 & 1441 dt. 11.05.2005.

Sir,

You may be aware that health activities for strengthening existing Honorary Health Worker (HHW) scheme is one of the approved activities along with other development components of KUSP.

Work Plan for FY 2005 - 2006 have already been developed and agreed upon by DFID during their last Annual Review Meeting. Several activities pertaining to health component like provision of Uniform and Kit bag to HHWs, retraining, IEC etc. have already been initiated at your ULB. For holistic development, implementation of health activities should progress concurrently with the other development activities envisaged under KUSP.

This is to re-iterate that expenditure for implementation of the spelled out activities are to be met from the KUSP fund already placed with you. The expenditure may be booked under appropriate A/C head as may be applicable. You are also requested to submit the Statement of Expenditure and Utilisation Certificate at monthly interval through the Accounting Support Agency.

In case fund in KUSP account of your ULB is less than Rs. 2.00 lakhs, please claim the next installment of KUSP fund (Rs. 10.00 lakhs) from CMU.

However, please ensure that the health programme is not disrupted and proceeds as per schedule.

Yours faithfully,


Project Director, CMU

Contd. to P-2.



Chairman Phone : 2514-2101/2990
North Dum Dum Municipality
OFFICE OF THE
NORTH DUM DUM MUNICIPALITY
BIRATI, KOLKATA-700 051

From Sri Sachindra Mohan Sarkar
Chairman

No. NDDM / KUSP / 1440

Dated 11.5.2005

To
Arnab Roy, IAS
Project Director, CMU
ILGUS BHAVAN
H.C. Block
Bidhan Nagar
Kolkata- 700106.

Dr. Goswami
Ay
13/5

Sub:- IEC activities to be undertaken during Financial Year 2005- 2006 under Health Component of KUSP.

Ref:- CMU -94/2003(Pt.II) 893 (40)dt, 29/03/2005.

Dear Sir,

The proposed Budget Estimate for the above stated IEC activities are placed before you for necessary approval.

Sl. No.	IEC Activities	Estimated budget Amount Rs.
1.	Group Discussion (129x6xRs 150)	1,16,100
2.	Installation of Hoarding (6xRs 5000)+(26xRs1500)	59,000
3.	Baby Show (4xRs.10000)	40,000
4.	Awareness Programme (2x4xRs.1600)	12,800
Total of IEC Activities		2,27,900
Proposed expenditure for Re-orientation training for grass root level health functionaries Vide Memo No. CMU-94/2003(Pt.II)/81 dt 26/04/2005 – expenditure already incurred from Municipal own fund.		19,320
Total fund required for- Support to Health sector		2,47,220

(Rupees Two Lacks Forty Seven Thousand Two Hundred Twenty Only).

You are earnestly requested to give approval of the proposed Budget of IEC and Re-orientation training activities for the financial year 2005-2006 and also request to release necessary fund.

Thanking You,

→ Approval has already been accorded vide this office memo no. CMU-94/2003 (Pt.II) 1893(40) dt. 29.3.2005.

[Signature]
Chairman

North Dum Dum Municipality

→ Decision regarding release of estimated fund to the URB.



Dr. G. S. Ghosh
ay
13/5

Memo No. NDDM/KUSP/1441
Dt. 11.5.05

To
Arnab Roy, IAS
Project Director, CMU
ILGUS BHAVAN
H.C. Block
Bidhan Nagar
Kolkata- 700106.

Sub:- Uniform to HHW'S. FTS & STS and Kit bag to HHW'S.

Ref:-CMU-94/2003(Pt-II)/105(19) dated 04.05.05.

Dear Sir,

The proposed Budget Estimate for the above stated procurements activities are placed before you for necessary approval.

Sl. No.	Procurements Activities	Estimated Budget Amount Rs.
1.	Cost of Saree (144 heads x Rs. 142.00)	Rs 20,448.00
2.	Cost of Blouse (144 heads x Rs. 36.00)	Rs. 5,184.00
3.	Cost of Blouse (144 heads x Rs. 30.00)	Rs. 4,320.00
4.	Cost of male uniform (4 heads x Rs. 350.00)	Rs. 1,400.00
5.	Cost of kit Bag (125 heads x Rs.306)	Rs. 38,250.00
Total fund required for- Support to Health sector		Rs. 69,602.00

(Rupees Sixty Nine Thousand Six Hundred Two Only.)

The proposed Budget Estimate for the above stated procurements activities are placed before you for necessary approval and request for release necessary fund.

Thanking You,

> Decision regarding release of estimated fund to the UCB

G. S. Ghosh
Chairman

North Dum Dum Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. II)/ 158

Dt. .. 25.05.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman

..... Municipality

**Sub. : Implementation of activities for FY 2005 - 06
under Health Component of KUSP.**

Sir,

You may be aware that health activities for strengthening existing Honorary Health Worker (HHW) scheme is one of the approved activities along with other development components of KUSP.

Work Plan for FY 2005 - 2006 have already been developed and agreed upon by DFID during their last Annual Review Meeting. Several activities pertaining to health component like provision of Uniform and Kit bag to HHWs, retraining, IEC etc. have already been initiated at your ULB. For holistic development, implementation of health activities should progress concurrently with the other development activities envisaged under KUSP.

This is to re-iterate that expenditure for implementation of the spelled out activities are to be met from the KUSP fund already placed with you. The expenditure may be booked under appropriate A/C head as may be applicable. You are also requested to submit the Statement of Expenditure and Utilisation Certificate at monthly interval through the Accounting Support Agency.

In case fund in KUSP account of your ULB is less than Rs. 2.00 lakhs, please claim the next installment of KUSP fund (Rs. 10.00 lakhs) from CMU.

However, please ensure that the health programme is not disrupted and proceeds as per schedule.

Yours faithfully,

Project Director, CMU

Contd. to P-2.

Memo No. .. CMU-94/2003(Pt. II)/

Dt. .. 24.05.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman
..... Municipality

Sub. : Implementation of activities for FY 2005 - 06
under Health Component of KUSP.

Sir,

You may be aware that health activities for strengthening existing Honorary Health Worker (HHW) scheme is one of the approved activities along with other development components of KUSP.

Work Plan for FY 2005 - 2006 have already been developed and agreed upon by DFID during their last Annual Review Meeting. Several activities pertaining to health component like provision of Uniform and Kit bag to HHWs, retraining, IEC etc. have already been initiated at your ULB. For holistic development, implementation of health activities should progress concurrently with the other development activities envisaged under KUSP.

This is to re-iterate that expenditure for implementation of the spelled out activities are to be met from the KUSP fund already placed with you. The expenditure may be booked under appropriate A/C head as may be applicable. You are also requested to submit the Statement of Expenditure and Utilisation Certificate at monthly interval through the Accounting Support Agency.

In case funds in KUSP account of your ULB is less than Rs 2 lakhs, please claim the next instalment of KUSP funds (Rs 10 lakhs) from CMU.

Yours faithfully,

However please ensure that the Health programme is not disrupted and proceeds as per schedule.

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. II)/ 457

Dt. .. 25.05.2005

From : Arnab Roy
Project Director, CMU

To : The Chairman

Grayerpur Municipality

Sub. : Implementation of activities for FY 2005 - 06
under Health Component of KUSP.

Ref. : Your office memo no. GM/W-24 Pt III/1010/2005 dt. 05.05.2005.

Sir,

You may be aware that health activities for strengthening existing Honorary Health Worker (HHW) scheme is one of the approved activities along with other development components of KUSP.

Work Plan for FY 2005 - 2006 have already been developed and agreed upon by DFID during their last Annual Review Meeting. Several activities pertaining to health component like provision of Uniform and Kit bag to HHWs, retraining, IEC etc. have already been initiated at your ULB. For holistic development, implementation of health activities should progress concurrently with the other development activities envisaged under KUSP.

This is to re-iterate that expenditure for implementation of the spelled out activities are to be met from the KUSP fund already placed with you. The expenditure may be booked under appropriate A/C head as may be applicable. You are also requested to submit the Statement of Expenditure and Utilisation Certificate at monthly interval through the Accounting Support Agency.

In case fund in KUSP account of your ULB is less than Rs. 2.00 lakhs, please claim the next installment of KUSP fund (Rs. 10.00 lakhs) from CMU.

However, please ensure that the health programme is not disrupted and proceeds as per schedule.

Yours faithfully,

Arnab Roy
Project Director, CMU

Contd. to P-2.



2589-8579

Fax & Phone : 2589-9614

2589-9615

Unit Office at Gayeshpur : 2589-9630

OFFICE OF THE GAYESHPUR MUNICIPALITY

P. O. KATAGANJ, DIST., NADIA.

From :
Chairman / Executive Officer
Gayeshpur Municipality

Dr. Gajwani
ay
13/5

Ref. No. GM/W-24 Pt-III/ 1010 /2005.

Date... 5.5.2005

To
The Project Director, CMU,
KUSP, ILGUS BHAVAN, H-C Block,
Sector-III, Bidhannagar, Kol-106.

Sub:- IEC activities to be undertaken of
Gayeshpur Municipality during FY-
2005-06 under Health Component of
K.U.S.P.

Ref:- Your office memo no. CMU-94/2003(Pt-II)/
893(40) dt. 29/03/2005.

S i r,

With reference to the above cited subject the programme plan and requirement of fund for IEC activities during FY 2005-2006 is submitted as under.

Sl. No.	IEC Activities.	Requirement of fund.	Remarks.
1.	Group discussion at block level with female/male members of the community.	-----	Group discussion will be held shortly.
2.	Installation of hoardings/repairing & repainting of existing message boards.	Hoarding at HAU, CUDP-III Rs. 5000/- Hoarding at HAU, IPP-VIII Rs. 5000/- Hoarding at Matrisadan. Rs. 5000/- Hoarding at 5 Sub-Centre, CUDP-III, Rs.1500 x 5 = Rs. 7500/- Hoarding at 6 Sub-Centre, IPP-VIII Rs. 1500 x 6 = Rs. 9000/- <u>Rs. 31,500/-</u>	
3.	Baby Show.	-----	Baby show may be held within Nov'-05 to Jan'06.
4.	Awareness through deployment of folk media - 2 such programmes per HAU per year.	-----	The Programme will be held shortly.

Contd.....p/2.

OFFICE OF THE GAYESHPUR MUNICIPALITY

P. O. KATAGANJ, DIST., NADIA.

From :
Chairman / Executive Officer
Gayeshpur Municipality

|| 2 ||

Ref. No.

Date.

Under the above circumstances the requirement of fund for Sl.No-2 i.e. installation of hoarding/repairing and repainting of the existing message board is Rs. 31,500/- (Rupees thirty one thousand five hundred) only and others 3 i.e. Sl.No-1, 3 & 4 will be held shortly with an intimation to you along with the requirement of fund for the same.

This is for your kind information with a request to release the said fund immediately.

Yours faithfully,

H.S.S.M.S
Chairman.

Gayeshpur Municipality.

Memo No :- GM/W-24 Pt-III/ /2005.

Dated: _____/05.

Chairman
Gayeshpur Municipality
P.O. Kataganj, Nadia

Copy forwarded for information and taking necessary action please to :-

- 1) The Acting Health Officer,
Gayeshpur Municipality.
- 2) The Accountant,
Gayeshpur Municipality.

5/5/05

H.S.S.M.S

Chairman.
Gayeshpur Municipality.

Chairman
Gayeshpur Municipality
P.O. Kataganj, Nadia

> Decision w.r.t release of fund.