

(1) Director, SUDA & Mission Director, WBSULM will be holding a review meeting regarding the progress and planning of WBSULM on 05.04.2016 at SUDA Conference Hall. All officials acting as resource persons for WBSULM and State Mission Managers may be requested to attend the meeting with the recent status, updates and concerns in general/ULB wise to share in the due course. Based on the latest reports and concerns thereof the monthly/quarterly planning/assignments may be taken up. List of participants for the review meeting is mentioned below. AO, SUDA may be requested to make necessary arrangements for convening the meeting and refreshments.

List of Participants for the meeting on 05.04.2016, time 2:30 pm.

Sl. No.	Name & Designation	Sl. No.	Name & Designation
1.	Shri. M.K. Rano, Joint Director (SD, SUDA	7	Smt. Soma Parui Das, SMM-SMID, WBSULM
2	Shri. Kishore ^{Addl. Dir.} Sengupta, FA FA SUDA	8	Shri Sandip Bairagi, SMM-FI&ME, WBSULM
3	Shri. K. Goswami, AO, SUDA	9	Shri Soumen De, SMM-S&SI, WBSULM
4	Shri S.K. Mukherjee, Adviser SUDA	10	Shri Amit Chaudhuri, SMM- MIS&ME, WBSULM
5	Shri Gautam Pal, Adviser SUDA	11	Smt. Rituparna Banerjee, SMM- HR&CB, WBSULM
6	Shri Tarak Dutta, PC, SUDA		

(cont. to pg 2)

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SUDA

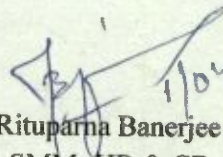
(2) A meeting will be held on 11th, 13th, 18th and 19th of April 2016 regarding the development of Annual Action Plan (2016-17) for all 58 ULBs. The meeting will be divided into 2 sessions per day (Morning 11 am to 1.30 pm & Afternoon 2.30 pm to 5 pm) and the venue will be SUDA conference hall where on an average 8 ULBs will be participating in each session. The participants will comprise of City Managers of CMMUs, City Project Officers (where City Managers are yet to join), APO and one CO (where APO is not present).

Following officials of SUDA and WBSULM may be requested to attend the meetings on the above mentioned dates.

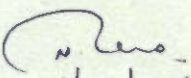
Sl. No.	Name & Designation	Venue & Time
1	Shri. M.K. Rano, Joint Director (SD, SUDA)	SUDA, Conference Hall Morning : 11 am to 1.30 pm Afternoon: 2.30 pm to 5 pm
2	Shri S.K. Mukherjee, Adviser SUDA	
3	Shri Gautam Pal, Adviser SUDA	
4	Shri Tarak Dutta, PC, SUDA	
5	Smt. Soma Parui Das, SMM-SMID, WBSULM	
6	Shri Sandip Bairagi, SMM-FI&ME, WBSULM	
7	Shri Soumen De, SMM-S&SI, WBSULM	
8	Shri Amit Chaudhuri, SMM-MIS&ME, WBSULM	
9	Smt. Rituparna Banerjee, SMM- HR&CB, WBSULM	

All SMMs may be requested to prepare ULB wise achievements till 29.02.2016 and Annual Action Plan 2016-17 for presentation during the meeting. AO, SUDA may be requested for logistics support and refreshment during the meeting.


The above (1) and (2) proposals may kindly be approved and necessary actions may be taken.


 1/04/2016
 Rituparna Banerjee
 SMM- HR & CB

Proposal as above in ① prepage and ② above may kindly be approved.


 1/04/2016

As proposed. SMM (HR & CB) will co-ordinate req. arrangement / presentation.


 1/4/16

4/4/16

S. P. Das

AO SUDA
1/4/16

1/4/16
01-4-16

Jt. Director (SD)

4/4/16
Director

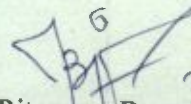
4/4/16
SMM (HR & CB)

Director, SUDA & Mission Director, WBSULM will be holding a review meeting regarding the progress and planning of WBSULM on 04.05.2016 at SUDA Conference Hall from 11 A.M. to 1:30 P.M. All officials acting as resource persons for WBSULM and State Mission Managers may be requested to attend the meeting with the recent status, updates and concerns in general/ULB wise to share in the due course. Based on the latest reports and concerns thereof the monthly/quarterly planning/assignments may be taken up. List of participants for the review meeting is mentioned below. AO, SUDA may be requested to make necessary arrangements for convening the meeting and refreshments.

List of Participants for the meeting on 04.05.2016

Sl. No.	Name & Designation	Sl. No.	Name & Designation
1.	Shri. M.K. Rano, Joint Director (SD), SUDA	7	Smt. Soma Parui Das, SMM-SMID, WBSULM
2	Shri. Kishore Sengupta, Additional Director & FA, SUDA	8	Shri Sandip Bairagi, SMM-FI&ME, WBSULM
3	Shri. K. Goswami, AO, SUDA	9	Shri Soumen De, SMM-S&SI, WBSULM
4	Shri S.K. Mukherjee, Adviser SUDA	10	Shri Amit Chaudhuri, SMM-MIS&ME, WBSULM
5	Shri Gautam Pal, Adviser SUDA	11	Smt. Rituparna Banerjee, SMM-HR&CB, WBSULM
6	Shri Tarak Dutta, PC, SUDA	12.	Shri Mrinal Karthi Ghosh, OSD, SUDA

The above proposal may kindly be approved and necessary actions may be taken.


 Rituparna Banerjee
 SMM- HR & CB
 28/04/2016

JH/
 Director
 (AD)

In addition to above all SMM will attend with a specific report on last meeting decision & a-v-i-o action take till date and a statement showing coming one months plan of action.

Proposal above may be approved.

H. Sen.
 28/4/16

WJ
 28/4/16

Director
 JDCSD

Secy
 28/4/16

Secy
 28/4/16

S.P. Dm.
 28/4/16

Amit Chaudhuri
 28-04-16

IM
 29-04-16

28/4/16

28/4/16

The Managers are tasked in 24 ULBs and working since last 3 months. Now, to know the Progress and Action Plan for the second quarter, a review meeting may be conducted at SUDA office ^{conference hall} on 21/06/16 at 10.30 A.M.

The Proposal is submitted for your kind perusal and Signature of approval.

21/06/16

Draft placed for holding meeting with SMM may pl. be approved and signed.

21/6/16

21/6/16

OIM-883 dt- 21-06-16

St. Director

Director
J.S. (S)

Review meetings on the progress and planning of the different components under WBSULM will be held on 8th, 9th, and 11th of August 2016 at SUDA Conference Hall from 10: 30 am to 4 pm for the following Officials:

Review Meeting with City Mission Managers of 24 ULBs

Sl. No.	ULBs	Officials	Date of Meeting
1	Raigunj	Ananda Moitra	08. 08.2016
2		Biswanath Mardi	
3	Cooch Behar	Anamika Debnath	
4	Naihati	Moumita Ganguly	
5		Sukanya Ghosh	
6	Alipurduar	Joydeep Sengupta	
7		Subhra Samajdar	
8	Midnapore	Sarmistha Datta	
9		Debjit Santra	
10	Burdwan	Tapas Kumar Makar	
11		Md. Shahnawaz Alam	
12		Prasanta Adhikari	
13	Haldia	Aranyak Mishra	
14	Barasat	Srijita Goswami	
15	Kalyani	Arpita Das	
16		Jayanta Kr. Datta	
17	English Bazar	Sahin Salaur Jaman	
18	Suri	Rajesh Singha	
19	Habra	Moumita Nath	
20		Abinn Banerjee	
21	Tamralipta	Sourabh Sasmal	
22		Shivram Bakshi	
23	Bongaon	Arijit Kumar Daw	
24		Tapan Kumar Jana	
25	Krishnagar	Tania Pal	
26		Sweta Goswami	
27	Berhampore	Snigdha Chowdhury	
28	Ashokenagar-Kalyangarh	Biplab Kumar Mondal	
29		Romyani Kumar Mukherjee	
30	Maheshtala	Anindita Roychowdhury	
31		Sucheta Baidya	
32	Nabadwip	Sourav Kumar Das	
33	Jalpaiguri	Bhaskar Sarkar	
34		Tapan Roy	
35	Kanchrapara	Eman Biswas	
36		Sanchita Sengupta	
37	Dum Dum	Amlan Ghosh	
38		Anindita Halder	
39	Uttarpara Kotrung	Samarjit Das	
40	Asansol	Ritoja Banerjee	

Review Meeting with CPO, APO/CO of Remaining 34 ULBs

Sl. No.	ULBs	Officials	Date of Meeting
1	Bankura	i) CPO ii) Either APO or CO	09.08.2016
2	Durgapur		
3	Balurghat		
4	Darjeeling		
5	Siliguri		
6	Baidyabati		
7	Bansberia		

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SUDA

8	Bhadreshwar
9	Chapdany
10	Chandannagore
11	Hooghly Chinsurah
12	Rishra
13	Serampore
14	Howrah
15	Uluberia
16	Kolkata
17	Santipur
18	Baranagar
19	Barrackpore
20	Basirhat
21	Bhatpara
22	Bidhannagar
23	Halisahar
24	Kamarhati
25	Khardah
26	Madhyamgram
27	North Barrackpore
28	North Dum Dum
29	Panihati
30	South Dum Dum
31	Titagarh
32	Kharagpur
33	Purulia
34	Rajpur Sonarpur

Review Meeting with EO (CPO) of New 67 ULBs

Sl. No.	ULBs	Officials	Date of Meeting
1	Bishnupur		
2	Sonamukhi		
3	Dainhat		
4	Gushkara		
5	Kalna		
6	Katwa		
7	Memari		
8	Bolpur		
9	Dubrajpur		
10	Nalhati		
11	Rampurhat		
12	Sainthia	Executive Officer (CPO)	08.08.2016
13	Dinhata		
14	Haldibari		
15	Mathabhanga		
16	Mekliganj		
17	Tufanganj		
18	Buniadpur		
19	Gangarampore		
20	Kalimpong		
21	Kurseong		
22	Mirik		
23	Arambagh		

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24	Dankuni		
25	Konnagar		
26	Tarakeswar		
27	Dhupguri		
28	Mal		
29	Old Malda		
30	Beldanga		
31	Dhulian		
32	Domkol		
33	Jangipur		
34	Jiaganj-Azimganj		
35	Kandi		
36	Murshidabad		
37	Birnagar		
38	Chakdah		
39	Cooper's Camp		
40	Gayeshpur		
41	Haringhata		
42	Ranaghat		
43	Taherpur		
44	Baduria		
45	Garulia		
46	Gobardanga		
47	New Barrackpur		
48	Taki		
49	Chandrakona		
50	Ghatal		
51	Jhargram		
52	Kharar		
53	Khirpai		
54	Ramjibanpur		
55	Contai		
56	Egra		
57	Panskura		
58	Jhalda		
59	Raghunathpur		
60	Baruipur		
61	Budge Budge		
62	Diamond Harbour		
63	Jainagar-Mazilpur		
64	Pujali		
65	Dalkhola		
66	Islampur		
67	Kaliaganj		

Executive Officer (CPO)

16.08.2016

Submitted for your approval.

JD (SD)

Signature

Signature
SMM (WR & CB)

Three review meeting in in NSP - 5707
may be approved.

M. Sen.
20/7/16

Signature
20/7/16

Signature
SMM - HR and CB
20/7/2016



As per the approval in the pre-page, AO, SUDA may kindly be requested to arrange logistics support and refreshment for the days 8th August, 9th August and 16th August 2016. Since all the meetings are day-long therefore, tea and snacks for morning and evening and lunch for the afternoon may be arranged. SUDA conference hall is required for all the 3 dates. Submitted for approval.

31/8/2016

Director

31/8/16

Logistics (39+15)

AO
31/8/16

- i) Total Participants for 8th August '16 = 54 ✓
- ii) " " (70+15), 9th August '16 = 85 ✓
- iii) " " (67+15), 16th August '16 = 82 ✓

Food

- i) Tea and Snacks = Morning and Evening
 - ii) Lunch = Afternoon
- For all 3 dates (8, 9, 16th August 2016)

AO, SUDA may kindly note the details.

31/8/16

Supply order issued if m/s need Aristocrat for the above three days as per requisition.

31/8/16

AO
Rita Parmer
HR Manager

Review meetings for the APOs and COs may be undertaken to assess the progress, current status and concerns (if any) for the different components under DAY-NULM (58 ULR). Following are the proposed dates for the review meetings to be held:

① 17th August 2016 - Assistant Project Officers (25 Participants)

② 18th and 19th August 2016 - Community Organisers (142 participants)

The review meetings may be held at SUDA, Conference Hall and necessary logistics and refreshment arrangement may kindly be made by AO, SUDA.

The detailed programme schedule may be shared upon approval of the aforesaid proposal.

04/08/2016

~~JD/SD~~

Review and discussion of NULM progress with APO and CO is hereby proposed.

If approved draft may be signed.

Wens
9/8/16

~~Director~~

~~JD/SD~~

Wens
26/8/16

A re-scheduled review meeting may be arranged for EO/CPD on 8/9/2016. Draft letter in this regard has been put up in the CP side for approval.

26/8/16

~~JD/SD~~

~~Director~~

Review meeting scheduled to be held on 08/08/16 was due to be postponed due to some unavoidable circumstances. Same review is proposed to be held on 08/09/16. If approved draft intimation letter may be signed.

Wens
24/8/16

An one day review meeting for cpo of 67 new VLBs will be held on 8/9/16 at SUDA Conference hall. In this case, the tiffin and lunch for 85 participants may be arranged in the below way.

- ① Tea - Two times (morning & Afternoon)
- 'X' ② Snacks ^(tiffin) In the morning
- ③ Lunch → ,

The proposal is submitted for your kind perusal and signature if approved.

[Signature]
7/9/16

St. Director

Proposal of 'X' regarding arrangement of Tea/Snacks/Lunch for Review meeting on 08/09/2016 may be approved

[Signature]
7/9/16

Director

[Signature]

Already arranged as above

[Signature]
7/9/16

[Signature]
7/9/16

S. Bairagi
F.G + MB

-we have conducted a successful review meeting on NULM implementation on 8/9/16.

we have also suggested to hold another round of Review meeting with CPO & CMM continued as implementation progress in some of the ULB is not as per target till date.

It is proposed to hold the review on 27.9.16 as all SMM will be present on that day after completion of ULB level orientation programme.

If approved draft placed may be signed.

W. Rana
19/9/16

W. Rana
19/9/16

D. Factor

DB(SD)

A state level Review meeting may be conducted at State SUDA conference hall in three phases. In this case, we may divided 58 ULBs in three days. we may conduct review meet on 20th, 21st and 24th day of October, 2016. The participant of the meeting may be CPO, CMMs, APO and COS. In this meeting regard, a letter is prepared and may be forwarded to all 58 ULBs. No. of participant in each days is mentioned below.

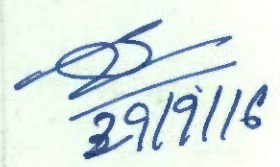
20 th	October, 2016	-	107
21 st	"	"	98
24 th	"	"	124

The tiffin and lunch for three days for all participant may be provided in below way.

- ① Tea - Two times (morning & Afternoon)
- ② Snacks (tiffin) - In the morning
- ③ Lunch - Jira Rice, Fish, Aloo Bhaja Dahi, Sweets

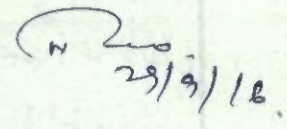
The Proposal is submitted for your kind perusal and signature

~~St-Director~~

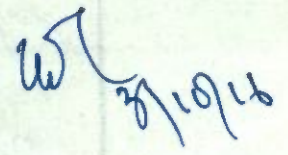

29/9/16

Review of WTBSUM progress for 58 (ad) ULBO has been planned on 20th, 27th & 29th October. All CPO/CMM/APO/CO of an ULBO will attend the meeting to share joint responsibility, as proposed. If approved draft letters (4 nos) may be signed.

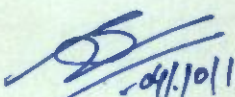
~~Director~~


29/9/16

~~57/57~~

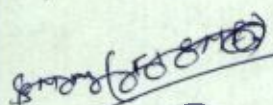

29/9/16

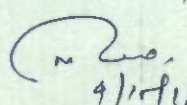
A review meeting was conducted on 20/10/16 at SUDA Conference Room. But on the same date a meeting was conducted by GMM (SME ID). In this regard the said meeting is ~~not~~ rescheduled and 25/10/16 is fixed for the review meeting. The same may be communicated to the concerned ULBe. The Proposal is submitted for your kind perusal & signature, if approved.

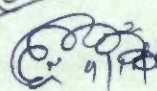

20/10/16

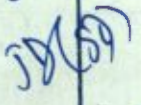
~~Jr. Director~~

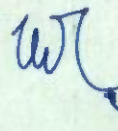
We may inform all concerned accordingly, if approved

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20/10/16


21/10/16

~~Director~~



21/10/16

A State level review meeting may be conducted for the 67 municipalities which were brought under the fold of DAY-NULM from April 2016. The review meeting may be split into 3 phases since it is expected that the entire team of ULB working under DAY-NULM will represent therefore for our convenience for smooth process it is hence proposed to conduct the meeting on 23rd, 25th and 28th of NOV '2016. Ao, SUDA may kindly be requested to make necessary arrangements for the meeting dates. Duration of meeting will be from 10:30 am to 5:00 pm.

CPO/EO, APO and COs may kindly be requested to attend the meetings to share joint responsibility of DAY-NULM. If approved further proceedings and draft letters may kindly be signed.

[Signature]
03/11/2016.

We may hold review meeting with newly inducted 67 ULBs like earlier ULBs as held in October last week.

If approved draft letters may be signed.

[Signature]
2/11/16.

[Signature]
2/11/2016

A review meeting with all State Officials will be held on 08.11.2016 at 3 pm. Necessary arrangements (tea and snacks) may kindly be arranged by Ao, SUDA

may be allowed.

[Signature]
2/11.

[Signature]
08/11/2016

~~SD~~

~~Director~~
JBL(SO)

AO
Aio

Review meetings with 67 VCs will be held on 23, 25 and 28th of November 2016. In this regard, AO, SUDA may kindly be requested to arrange the following for the number of persons mentioned below:

① DAY-I (23.11.2016) (Time: 10:30 - 5:00 pm)

- i) 65 persons (including participants and in-house members)
- ii) Tea and Snacks (11:30 am and 2:45 pm) [only tea]
- iii) Lunch - Plain rice, beguni/aloo bhaja, plain dal, ~~etc~~ butter-chicken, yogurt (doi) and sweets.

② DAY-II (25.11.2016) (Time: 10:30 am - 5:00 pm)

- i) 56 persons (same as above point ① i)
- ii) Tea and Snacks (11:30 am and 2:45 pm [only tea])
- iii) Lunch - Plain rice, beguni/aloo bhaja, plain dal, fish curry, yogurt (doi) and sweets.

③ DAY-III (28.11.2016) (Time 10:30 am - 5:00 pm)

- i) 65 persons (same as above point ① i)
- ii) Tea and Snacks (timing as above point ① ii)
- iii) Lunch - Same as Day 1.

SUDA, conference hall may kindly be allowed for these days only. Submitted for approval.

[Signature] 15/11/2016

[Signature] JD/SD

Proposed ①, ② & ③ for logistic arrangement in NOZM reviews may be approved.

AO, SUDA may be requested to arrange the same.

Director

AO

SMM(HR)

Order issued to M/S Neo Aristocrat as per above. 16/11/16

15/11/16

16/11/16

Review meetings with 58 ULBs may be held during 16th and 17th of January 2016. Due to holding grading camps for Ith-Bank linkage, no meeting with first phase 58 ULBs were held in the month of December 2016.

Therefore, below is proposed review meeting with 58 ULBs in two phases (phase I - 29 ULBs; date - 16/1/17) and (phase II - 29 ULBs; date - 17/1/17) may kindly be allowed to review the progress of the programme implementation.

- ① In order to review the progress, CPD and City Mission Managers ^(CMM) may be requested to attend the meetings. Where CMM is yet to join CPD may bring one-two officials with him to attend the programme.
- ② A reporting format (placed in the CP side) may be filled in by the ULBs and sent to our office before the commencement of the meetings.
- ③ AD, SUDA may be requested to arrange refreshments for the participants and State Officials and Support Staff.
- ④ Draft letters have been placed in the CP side for ~~approval~~ approval.

[Signature]
04/01/2017

Invitation letter signed.
Proposed at point ③ and may be approved.

[Signature]
9/1/17

[Signature]
9/1/17

~~Director~~

JD (CP)
~~[Signature]~~
02/1/17

Review meetings with new 67 ULBs may kindly be held on 06.02.2017 and 07.02.2017 to assess the performance and interaction for future activities. Draft letters placed in the CP side for approval. AD SUDA may kindly be informed.

20/01/2017

~~JD(SD/Admin)~~

Review with new -67 NULM scheduled on 06/2/17 & 07/2/17. May be approved. If approved, draft letter will be signed by me.

~~Director~~

Let the date of meeting be on 7th and 8th February 2017.

20/1/17

~~JS(SD)~~

20/1/17

AD, SUDA may be requested to arrange snacks and lunch arrangements for both the days of the review meeting i.e. 9th and 10th of February 2017.

The details are provided below:

- 1) 09.02.2017 (Total participants 80) (Time 10:30-5:30)
- 2) Items: Snacks (cake, chips and tea).
Lunch (Dal, Rice, Beguni/Aloo bhaja, fish curry, sweet and yogurt [doi])
- 1) 10.02.2017 (Total Participants 80) (Time 10:30 - 5:30).
- 2) Items: Snacks (cake, chips and tea).
Lunch (Rice, Dal, Beguni/Aloo bhaja, fish curry, sweet and yogurt [doi])

The details provided above for both the days may kindly be procured.

Submitted for your approval.

31/01/2017

FD (sp/Admn)

Proposal above and prepage for refreshment arrangement during NULM review meeting may be approved. Ao, SUDA may be requested to arrange accordingly, if approved.

(N 2/2)

Director

Ao

NULM Sec
02/2/17

7/2/17

As per the direction of Director, SUDA, a review meeting with Executive officers (EOs) has been planned on 11.04.2017 in two halves.

The 1st Half (10:30 am to 1:30 pm) may be booked for reviewing the performance of the first phase - 58 ULBs and the second half (2:00 pm - 5:30 pm) may be booked for reviewing the performance of the second phase - 67 ULBs.

Draft letters have been placed in this regard for your kind perusal and approval. If approved, a copy of the letter may kindly be marked to Ao SUDA for booking SUDA conference hall and arranging refreshments for the participants.

03/04/2017

FD (sp)

Above mentioned note may kindly be perused and 'X' may be allowed

03/04/17

Director SUDA

AO, SUDA may kindly be requested to arrange lunch for both the halves of the meeting to be held on 11.04.2017.

The details are provided below:

1) As per the telecon held with the municipalities, it is understood that few Executive Officers may not be able to attend the meeting due to certain unavoidable circumstances. Therefore, the total participants for each half may be reduced based on the above discussion.

Hence Participants for 1st Half (50) and Participants for 2nd Half (57). In addition to this the State officials and Support Staff are 15 (in total).

Therefore, lunch arrangements may kindly be procured for 122 participants.

2. Items for both the halves:

- i) Rice
- ii) Dal
- iii) Aloo Bhaja
- iv) Fish Curry
- v) Sweet
- vi) Yogurt.
- vii) Tea and biscuits
- viii) Water

Placed herein for your kind approval and necessary action.

~~St. Director, SUDA~~

~~Director, SUDA~~

~~Secy~~
10/11/17

~~AO~~

11/04/2017

7/4/17

Joint Director, SUDA will be holding a review meeting regarding progress and planning of WBSULM on 10/04/2017 :02.30pm at SUDA Conference hall. All officials acting as resource persons for WBSULM and State Mission Managers may be requested to attend the meeting with recent status ,update and concerns in general/ULB wise to share in the due course. Based on the latest report and concerns thereof the monthly/quarterly planning and assignments may be taken up. List of participants of the meeting is mentioned as follows.

Name and Designation	Name and Designation
Sri Goutam Pal Advisor, SUDA	Rituparna Banerjee Manager - HR & Capacity Building
Sri Tarak Dutta Programme Co-ordinator, SUDA	Soumen De Manager - Shelters & Social Infrastructures
Sri Mrinal Kanti Ghosh OSD, SUDA	Soma Parui Das Manager - Social Mobilisation & Institution Development
	Sandip Bairagi Manager - Financial Inclusion & Micro-Enterprises
	Amit Chaudhuri Manager - MIS & ME

Amit Chaudhuri
Amit Chaudhuri, 7/4/2017
SMM-MIS&ME

~~Joint Director,
SUDA~~

Pls prepare Man and be present as mentioned above. (Show to all).

AO may arrange some refreshment on the date as mentioned above.

Am
7/4/17

S. P. Das
AO
07/04/2017
7/4/17

[Signature]
7/4/17

[Signature]
7/4/17

For showing the target of different components under DAY-NULM for the financial year- 2017-18, a meeting may be conducted at SUDA. As there are 125 ULBs in our states. So that, first 58 ULBs ^{will be} ~~are~~ called for meeting on 11/05/17, in two halves of the day. and new 67 ULBs will be called on 12/05/17 in two halves. The list of the ULBs is enclosed in EP 2017.

The Proposal is submitted for your kind perusal & Approval.

If approved, then the
affin packets and fee may be
arranged for the participants.

(Total 250 participants).
in two days two halves
11th & 12th May 2017.

[Signature]
28/4/17

[Signature]
28/4/17

[Signature]
Jt-Director

[Signature]
AO

A meeting of SMMU officials may be convened to discuss and finalize the training modules for Training of Trainers to be held shortly after the finalization. The meeting to be held on 11.05.2017 at 5 pm at SUDA Conference Hall. In this meeting the potential trainers group may also be identified to float the training in cascade mode in all the municipalities.

All concerned may kindly be notified if approved. Placed herein for approval!

05/05/2017

Jt. Director
SUDA

Approved as proposed.

5/5/17

SMMU - HR CBS

Shred to all

05/05/17

SP

S.P. Doo.
5.5.17

One day review meeting may be held on 12.06.2017 and 13.06.2017 in two halves with Executive officers and other staff of CMMU and Non-CMMU ULBs under DAY-NULM. The tentative agenda of the meeting may be as follows:

- i) MPR submission within stipulated timeline
- ii) Self Help Group formation entry in MIS
- iii) Completion of ward wise ALF formation especially for those ULBs which are still forming SHGs and no ALFs.
- iv) CLC proposal submission by ULBs which are yet to submit.
- v) Cash credit linkage of all active groups.

vi) Bringing old SHs which are inactive within the ambit of DAY-NULM for group revival and allied activities.

vii) Capacity Building and Training of SHs, ALFs, ROs and other stakeholders of the mission.

viii) Activities undertaken by ULBs to functionalize completed / soon to be completed SHs within August 2017.

Agenda and meeting dates if approved, then draft letters placed in the CP side may kindly be signed.

[Signature]
01/06/2017

may be approved and signed.

[Signature]
02/06/17

[Signature]
2/6/17

[Signature]
02/06/17

[Signature]
2/6/17

~~Add. Director~~
SUDA

~~Director~~

Add. Director.

~~AO~~
I.R. - SMM



NOTE SHEET



A discussion and review meeting will be held on 7/08/2017 at conference Hall, SUDA, at 12 Noon. The Agenda of meeting is

1. Performance of NULM
2. Performance and Monitoring of different Health Issues
3. Performance of HFA

In this regard, we may request the Chairman and Executive Officer of the ULBs to attend the meeting on schedule date, time and venue.

For refreshment of the participant of Meeting, we may arrange tea and Snack and Lunch.

We may prepare a Calendar for review meeting. A draft Calendar is placed in the CP side for your kind perusal.

The draft letter is prepared and submitted for your kind perusal and Signature, if approved.

Addl. Director,
SUDA

[Signature]
SMM (FI&ME)
Sandip Bairagi

may be approved

[Signature]
07/08/17
[Signature]
3/8/17

[Signature]

Addl. Director

SMM-FINE

For refreshment of participant we may order the M/s new Aristocrat to provide tiffin, and tea and lunch. The draft supply order is placed for your kind perusal and signature if approved.

Addl. Director
SUDA

[Signature]

Additional Director

SMM-FINE

may be approved *[Signature]*
07/08/17

[Signature]
08/08/17

The review meeting for NULM, Health Housing Programme, Mission normal Berge and AMRST will be held on 17/08/17 at SUDA Conference Hall at 11 AM. It has been decided that the review will be conducted in phase manner. In first phase we may request the chairman of the EO of ^{the} Panchen medicine Pur district, Purba medicine Pur, Purulia, Murshidabad and Bankura district.

A draft letter is placed for your kind perusal.

Again for refreshment of participants we may arrange for ^{tea} and lunch. ~~It is assumed that 40 per~~ total 100 participants may be present in the meeting.

The Proposal is placed for your kind perusal and signature if approved

may be approved

Dr 05/08/17

[Signature]

[Signature]

Dr 05/08/17

Add. Director
SUDA
Director

SMM-FINE AD-
SMM-FINE 2

সুডা

NOTE SHEET

SUDA

The Director SUDA desires to discuss some issues and review the performance of different Schemes like NULM, Health and Housing for All, Mission Nirmal Bangla, AMRUT, Green City Mission on 29/08/2017 at Conference Hall, SUDA at 11 AM. In this regard, we may request the Chairman or CIC and the Executive Officer of the ULB to attend the meeting.

For Refreshment of 120 (approx) participants of the meeting we may arrange tiffin, tea and lunch.

The Draft letter and the supply order of food are placed for your kind perusal and signature, if approved.

Addl. Director,
SUDA

~~Director~~

~~Additional
Director~~

SMM-FMS

~~23.08.17~~
Sandip Bairagi
SMM (FI&ME)

May be approved.

~~29/08/17~~

~~23/08/17~~

~~29/08/17~~

সুডা

NOTE SHEET

SUDA

For refreshment of the participants for the workshop on O&M of SUT, which will be held on 31.08.2017, we may order supply of lunch packets to M/s New Amstronaut, LAUS Bazar. A letter may be sent to the same. Draft ~~of the~~ letter is placed for your kind perusal.

Addl Director
SUDA

SR
29.08.17
SMM-SBSI

Director

may be approved.

29/08/17

30/8/17

29/08/17

SMM-SBSI

Discussion and performance Review meeting for NULM, Health, Housing Schemes, Mission Nirmal Bangla, AMRUT and Green City Mission may held on 14/09/2017 for the ULBs of Paschim medinipur, Purba medinipur, Purullaya, Bankura and Murshidabad Districts.

Draft letter is placed for the kind perusal and signature. Also the refreshment of the participants may be arranged for this next meeting. Expected number of participants may be 100 nos.

Submitted

may be approved.

01/09/17
SR
01.09.17

Additional Director
SUDA

~~Discussion~~
 Discussion and Performance Review meeting will be held on 25/10/17 at 11 Am at ~~conference~~ hall SUDA. In this regard we may invite the listed ULBs of North Bengal district. A draft letter is prepared and submitted for your kind perusal. and ~~is~~

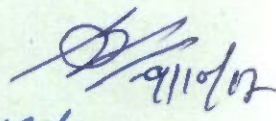
Total ¹⁰⁰ ~~100~~ number of participants may be ~~be~~ present in the said meeting. In this regard we may arrange tea and coffee for their refreshment.

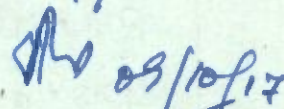
The Proposal is placed for approval and signature..

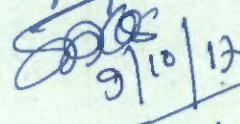
Add. Director
SUDA

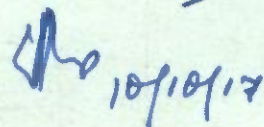
Director

SMM-FINE

maybe approved.  29/10/17

 29/10/17

 29/10/17

 10/10/17

NOTE SHEET



A letter has been received today vide memo no: K-12/2/2017-UPA-III/EFS-9017329, Dated: 15.11.2017 regarding a Video Conference to review the Physical and Financial Progress under NULM under the Joint Secretary, NULM. The Video Conference will be held on 16.11.2017 from 3.30 pm to 5.30 pm. The PowerPoint presentation and other updated information with regards to Physical and Financial Progress needs to be sent to the Ministry by today, i.e. 15.11.2017, evening.

The letter flagged as 'X' may kindly be perused and if approved, necessary order may kindly accorded.

Submitted.

[Signature]
15/11/2017

Rituparna Banerjee
State Mission Manager- HR & CB

*Additional Director,
SUDA*

Permission may be accorded to attend the Video Conference to held on 16/11/17 at 3-30 PM. as convened by M HUPA to review the implementation of NULM.

*Director
Asst. Dir.
SMM-HR CB*

[Signature] 15/11/17
[Signature] 16/11/17
[Signature] 16/11/17

Review meetings on the progress and planning of the different components under NULM may be held on 21st December 2017 for City Project Officers, APO/CO of ULBs (where CMMs are yet to join) and 22nd December 2017 for City Mission Managers.

The details of the meeting are provided below:

SI No	Date of Meeting And Duration		Participants	Food	Venue	Total Participants
1	21.12.2017	10:15 am - 1:30 pm	City Project Officers and any 1 Staff (APO or CO) under NULM	Tea & Biscuits Chilli Chicken & Fried Rice	SUDA Conference Room	1 st Half (68)
		2:15 pm - 5:00 pm				2 nd Half (64)
2	22.12.2017	10:15 am - 1:30 pm	City Mission Managers	Tea & Biscuits Chilli Chicken & Fried Rice	SUDA Conference Room	1 st Half (54)
		2:15 pm - 5:00 pm				2 nd Half (55)

The details provided above may kindly be perused and necessary approval may kindly be accorded.

If approved then the draft letters may kindly be signed placed in the PUD.

Submitted.

S. Chaki
Additional Director,
SUDA

8/12/2017

May be approved

Pran
08/12/2017

11/12/17

S. Chaki
11/12/17

Kindly furnish data on the scale of expenditure for 2014-15, 2015-16, 16-17 & 17-18 under SUDA and what is the percentage thereof vis-a-vis the total allocation. kindly furnish by 19/12/2017.

Pran
18/12/2017

F/O.

CCA

PL. prepare report accordingly.
Rat 19.12.17

সুডা

NOTE SHEET

SUDA

Fo, SUDA

Report have been prepared and placed herewith for signature of Finance officer, SUDA please.

Pro Submission.
29.12.2017.

As per the verdict of Hon'ble Supreme court MoHUPA will sent an Audit Team to our state to Audit the accounts of the NULM fund for the FY 2015-16. The team may visit the ULBs to Audit the accounts of NULM fund for aforesaid financial year. Before that we may engage a CA firm to check the accounts of NULM of the ULBs in phased manner at SUDA office. In this regard, we may request the 58 ULBs (where population is more than one lakh) to spare the competent officials to attend the programme along with all the necessary books of accounts of NULM.

The SUDA ^{has} ~~was~~ engaged the CA firm "M NILOY & CO" for auditing the account of the NULM for consecutive last three financial years. Now, we may engage the said CA firm to check the books of accounts of NULM of the ULBs.

The proposal is submitted for your kind perusal.

~~Director
SUDA~~

~~FA, SUDA~~

FA SUDA pl. offer views. we have to do this immediately.

~~Director~~
27/12/17

over telephone the matter is discussed with the CA firm M. NILOY & CO for the purpose. They are agreed to do the audit. ~~so~~ so, they may be engaged ^{because} ~~as~~ they have already done the ~~the~~ audit from SUDA's ~~point~~ ~~of~~ side. Rate will be fixed later.

~~Director
SUDA~~

~~FA, SUDA~~

~~Director~~
27/12/17

~~Director~~
27/12/17

Resolution of Review Meetings held on 21.12.2017 and 22.12.2017 are placed in the PUD for your kind approval and signature. Since there is an urgent need to update the MIS data entry at different ULBs, therefore, the resolution copies may be circulated to ULBs for next plan of action. It is pertinent to mention here that, a follow up action will be taken up by JMMU officials once the approval is provided for circulating the resolution to all participating ULBs.

Placed herein for approval and signature.

[Signature]
05/01/2018

[Signature]
A. Saha
Deputy Director,
SUDA

[Signature]
05/01/18

[Signature]
J. S. (S. O.)
Dir. MUM

Seen

[Signature]
11/1/2018

U. O. No. SUDA: 09

Dated 8-01-18

[Signature]
By. Director
SUDA
S. M. D. D.
Rituparna

The Annual action Plan as per 2017-18 may be approved by Director, SUDA and Mission Director, WBZUM since the FY 2017-18 is on the verge of completion in march-2018. In view of the above, a review meeting of the ZMMU may be convened to assess the progress of the activities under WBZUM & based on the discussions a plan of action may be prepared for the next FY-2018-19 mission implementation.

tentative date, time & venue are as follows

Date: - 16/02/18

venue - SUDA Conference Hall

time: - 2.30 pm

If approved, the following officials may kindly be requested to attend the

P.T.O

NOTE SHEET

The Annual Action Plan as per 2017-18 may be assessed by Director, SUDA and Mission Director, WBSULM since the FY- 2017-18 is on the verge of completion in March 2018.

In view of the above, Director SUDA & Mission Director, WBSULM may kindly convene a review meeting with the State Officials of SMMU to assess the progress of the activities under WBSULM and based on the discussions a plan of action may be prepared for the next FY 2018-19 as a part of NULM implementation strategy.

The tentative date, time and venue are as follows:

Date: 16.02.2018

Time: 2:00 pm

Venue: SUDA Conference Hall

Participants of the Meeting:

- 1. Shri Shantanu Das, Additional Mission Director, WBSULM and Joint Secretary, UD&MA Deptt.
- 2. Shri Ashis Saha, Deputy Director, SUDA
- 3. Shri Mrinal Ghosh, OSD, NULM
- 4. Smt Rituparna Banerjee, SMM-HR&CB, Team Leader-SMMU
- 5. Smt Soma Parui Das, SMM- SM&ID
- 6. Shri Sandip Bairagi, SMM- FI&ME
- 7. Shri Soumen De, SMM-S&SI
- 8. Shri Amit Chaudhury, SMM- MIS&ME
- 9. Shri Tarak Dutta, PC SUDA

Submitted for your kind approval.

A. Saha
Deputy Director,
SUDA

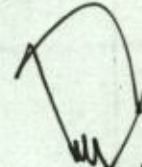
~~Director may kindly be pleased to
peruse the note above.
The meeting may be convened
on ~~15/02/2018~~ at ~~12:00 pm~~ if
approved.~~

~~15/02/2018~~

~~7/2/18~~

~~15/2/18~~

ৱাৰ প্ৰেপাৰে মায় কেবলি কে
প্ৰস্তুত ২. সুবিধাৰে ৱাৰ ২ টি
মায় কেবলি কে গৱেষণা.

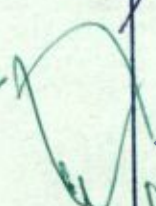

15/2/18

~~Director~~

~~DD~~

Pl. discuss.

~~H2CB~~


16/2/18

8/11/19

A discussion and review meeting will be held on ~~11/01/2019~~, ~~14/01/2019~~ and ~~15/01/2019~~ at 11.30 am to 4.30 pm at SUDA conference Hall.

The Agenda of the meeting are :

- Component wise performance of NULM
- Training of SHGs members on different issues
- Success Story on convergence (Each ULB are requested to come with success story on convergence)

In this regard, we may request the chairman to spare CMMs/ APO/ CO of the ULBs to attend the review meeting with an up to date achievement status / reports for all the components under DAY-NULM.

For Refreshment of the Participant of meeting , we may arrange Snack and Lunch .

The Draft letter has been placed with participants list (CP side) for your kind approval and signature .

S. P. Das 31.12.18
Soma Parui Das
SMM-SM&ID

~~JD~~

HA may be requested for
hospitality management.
Draft may kindly be signed

31/11/19

31/11/19

~~Director~~
~~JD~~
~~HA~~
SMM
SM&ID

mail sent
5.1.19

सूड

NOTE SHEET

SUDA

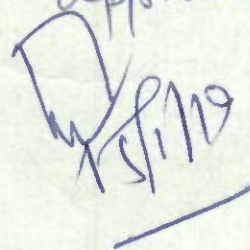
Minutes of the meetings ~~has~~ held in two respective dates on 8.1.19 and 11.1.19 at SUDA conference hall have been prepared.

The minutes of the two meetings placed here with draft letter to forwarded to the ULBs.

Proposal submitted for your kind approval and signature.

S.P.Dm.
18.1.19

~~J.D.~~ Minutes of the meeting held on 08/1/19 & 11/1/19 may kindly be perused and signed if approved

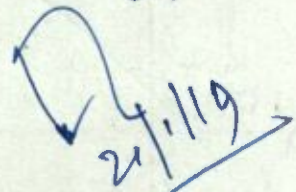

18/1/19

~~Disectw~~

~~J.D.~~

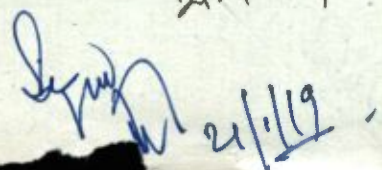
set 18/1

19. put up amended draft.


21/1/19

an draft putting up again for your kind approval and signature.

S.P.Dm.
21.1.19


21/1/19

S.P. Das

~~J.D.~~
21/1/19

Director, SUDA will be holding a review meeting to discuss regarding progress and action items under DAY-NULM at SUDA Conference hall. Details are mentioned below.

Date & Time :

26/02/2019 at 11.00 am : 62 ULBs having City Mission Manager in position.

28/02/2019 at 11.00 am : Rest 63 ULBs under DAY-NULM.

Participants from ULB: (One person)

Any one City Mission Manager if in Position

Else APO or one CO if in position

Else any one staff as nominated by the ULB

Agendas:

Action item from January Review Meeting

Progress under components with respect to annual target

Fund utilization

Average count of participant will be around 80 on each day. Tea, Biscuit and Lunch may be arranged accordingly.

The above proposal placed for your kind approval.

Amit Chaudhuri

Amit Chaudhuri,

SMM-MIS&ME

19/02/2019

JD(SD) SUDA

SMM, P&MB
HA

* For SMM P&MB
* Pl. Communicate the notice of the meeting. 19/2/19
* Pl. Arrange for logistic support.

As discussed in the review meeting dated on 26/02/2019 & 26/02/2019 at SUDA conference hall . based on this meeting some action points needs to take from CMMU ends .

These action points has been given below :-

1. All ULBs will submit Training Plan within 10th of March, 2019.
2. Additional Master Trainers to be identify by ULBs wherever a gap between number of SHGs formed vs. Trained.
3. Data entry of all components of NULM to be updated by all ULBs to the WBSULM by 8th of March, 2019 for the physical achievement so far.
4. Fund required if any by any of the ULBs has to be submitted within 5th of March, 2019.

So, to inform the action points a proposal has been placed with draft letter for your kind approval and signature .

S.P. Das 28.2.19
Soma Parui Das
SMM-SM&ID

~~ADP Director
NULM~~

~~SMM
SM&ID~~

Further meeting resolutions of PMU up for the review approval
29/2/19

Draft-Sign. for -
Communication. 5/3/19

A discussion and review meeting will be held on 11.4.2019 & 12.4.19 at 11.30 am to 4.30 pm at SUDA conference Hall.

The Agenda of the meeting are.

- Component wise Performance of NULM
- Annual Action Plan for 2019-202.
- Component wise Annual Targets
- Discussion on policy related issues if any.

In this regards we may request the chairman to spare CMM/APO/CO of the ULBs to attend the review meeting with an upto date achievement status reports for all components under NULM.

For the ~~best~~ setting up vision of the programme, another inhouse discussion will be held on 2nd of April 2019 at SUDA conference Hall with 10 ULBs. (Mail attached)

For refreshment of the participants for two respective meeting, we may arrange snack and lunch.

A draft letter has been placed with participants list (EP side) for your kind approval and signature.

S. P. Das
29.3.19

A. D.

সুডা

NOTE SHEET

SUDA

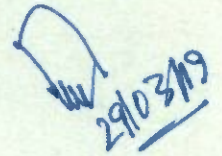
Review meeting with CMMU (CMM, APO/Co) under DAY-NULM may be commenced on 11/04/2019 & 12/4/2019 ~~respectively~~ (1st 62 ULRS on 11/4/19 & 2nd on 12/4/19) to review the progress of NULM.

A. Letter may be issued for the same put-up at CP side which may readily be signed if approved.

B. HA may be requested to make logistic arrangement for the same & also ~~keep~~ ~~arrange~~ ready the meeting hall of SUDA in Railway.

C. Besides, on 3rd April 2019 a discussion will be held with the officials of DAY NULM of about ten ULRS. HA, SUDA may be requested to make logistic arrangement for the same.

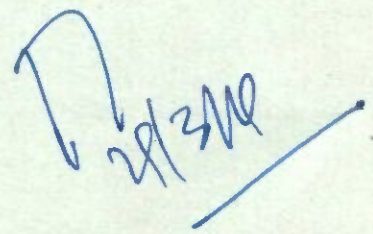
Proposal 'A', 'B' & 'C' may be approved

 29/03/19

Additional -
Mission Director
NULM
Director

C - approved.

DDP 25/3/19

 28/3/19

Conv. P. Das

Director, SUDA will be holding a review meeting to discuss regarding progress, shortfall in FY 2018-19 and Annual Action plan in FY 2019-20 under DAY-NULM at SUDA Conference hall. Details are mentioned below.

Date & Time :

25/04/2019 at 10.30 am : 62 ULBs having City Mission Manager in position.
~~25/04/2019~~ 23/04/2019 at 10.30 am : Rest 63 ULBs under DAY-NULM.

Participants from ULB: (One person)

Any one City Mission Manager if in Position

Else APO or one CO if in position

Else any one staff as nominated by the ULB

Agendas:

Modified process of Monthly Report Return : Physical & Financial
Achievement in 2018-19 with respect to Target
Items we couldn't achieve as per target in FY 2018-19
Component wise Target for FY2019-20
Fund utilization

Average count of participant will be around 80 on each day. Tea, Biscuit and Lunch

may be arranged accordingly.

The above proposal placed for your kind approval.

Amit Chaudhuri

Amit Chaudhuri,

SMM-MIS&ME

16/04/2019

Proposal above may be approved

Monika
6.04.19

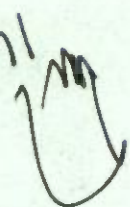
Copy 17/4/19

AD (NULM)
Divya

JD(SD), SUDA

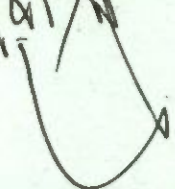
A revised meeting was held on 23rd & 25th of April 2019 at SUDA conference hall with CMU staff on on progress and planning under NCM for the month of April. A resolution of the meeting placed here with draft letter to forwarded to the ULBO. Proposal submitted for your kind approval and signature.

S.S.Dm
14.5.19


14/5/19

15/5/19

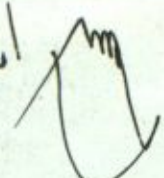
Approved draft for


15/5/19

Revised draft placed with

draft letter for your kind approval

S.S.Dm
12.5.19


12/5/19

Signature

~~Signature~~

~~Signature~~

~~Signature~~

~~Signature~~

11

A discussion and review meeting will be held on 29/05/2019, 30/05/2019 at 10.30 am to 4.30 pm at SUDA conference Hall .

The Agenda of the meeting are :

- 1) Submission status of financial and physical MPR
- 2) Non- Responsive ULBs for various report returns
- 3) Gap between MPR vs MIS
- 4) Non functional / Operational CLCs
- 5) MIS vs PAISA
- 6) Bank Branch wise submission of SEP data
- 7) ESTP: Empanelment of STPs and Trainings in FY 1920
- 8) RPL & post Placement tracking
- 9) Functionilzation of SUH
- 10) Other:-
- 11) Model ALF
- 12) Livelihood opportunities of SHGs using waste materials
- 13) Financial MPR

In this regard, we may request the chairman to spare CMMs/ APO/ CO of the ULBs to attend the review meeting with an up to date achievement status / reports for all the components under DAY-NULM.

For Refreshment of the Participant of meeting , we may arrange Snack and Lunch .

Date :- 29/05/2019 & 30/05/2019 – 100 Packets for each day

The Draft letter has been placed with participants list (CP side) for your kind approval and signature .

S.P.Dm. 16.5.19
Soma Parui Das
SMM-SM&ID


16/05/19

Ref 17/5

~~AMD. NULM~~
~~Director~~

NOTE SHEET

In reference to the RFP published vide memo SUDA-223/2018/2070 dated 06-03-2019 regarding empanelment of NSDC skill training partners under DAY-NULM in West Bengal.

37 shortlisted Training Institutes have attended Interview cum Presentation sessions and submitted details about their ready training centers across the districts they have applied for. Only Brainlite Education Solution Pvt. Ltd. was unable to produce NSDC partnership certificate. Consolidated district wise training center count mentioned below.

Alipurduar	1	Kolkata	11
Bankura	10	Malda	1
Birbhum	8	Murshidabad	13
Cooch Behar	8	Nadia	15
Dakshin Dinajpur	8	North 24 Parganas	50
Darjeeling	5	Paschim Burdwan	8
Hooghly	27	Paschim Medinipur	8
Howrah	9	Purba Burdwan	15
Jalpaiguri	7	Purba Medinipore	4
Jhargram	2	Purulia	7
Kalimpong	1	South 24 Parganas	14
		Uttar Dinajpur	8

Total =240

As instructed, physical verification may be done for these training centers (at least 10% before finalize district wise training centers for implementing skill trainings). If approved, City Mission Managers along with State Mission Management Unit officials may be engaged for the mentioned physical inspection.

The Physical inspection may follow SMART Training Center parameters set by NSDC (mentioned below) and data submission may be arranged in online format.

- General Infrastructure
- Equipment Detail
- Lab area
- Trainer Qualification

*** Training centers in any one district for all 37 Training institutes to complete within June 30th. To discuss regarding this inspection process, one orientation session may be arranged as follows.

Date & Time of Orientation	Districts	Number of Participants	Number of Training centers	Inspection of 10% of total TC to Complete within week
25/06/2019 11.00 am	Hooghly, Howrah, Kolkata, Nadia, North 24 Parganas, Purba Medinipore, South 24 Parganas	38+30 = 68	130	13
27/06/2019 11.00 am	Bankura, Birbhum, Murshidabad, Paschim Burdwan, Paschim Medinipur, Purba Burdwan, Purulia, Alipurduar, Cooch Behar, Dakshin Dinajpur, Darjeeling, Jalpaiguri, Jhargram, Kalimpong, Malda, Uttar Dinajpur	26+35 = 61	110	10

If approved, one meeting may be arranged with following agendas. The concerned City Project Officer may be informed and Admin may arrange for the refreshments.

Agenda:

- Skill Training under EST&P
- City Livelihood Centre under SMID
- PAiSA portal under SEP

The above proposal along with draft letter placed for your kind perusal and signature thereafter.

Amit Chandra
SAM - MIS
18/06/19

NOTE pre-page.

Meeting may be arranged on 25/06/19 & 27/6/19 if approved & HA may be requested for logistic support.

19/6/19

Discussion will be only on ESTP and LLC.

19/6

~~Disectw~~

~~SD~~

Phase Communication to all govern & keep the service return in file.

19/6/19

~~SMM NUSMA~~

Letters Communicated to all 125 ULBs through copy of the mail placed in CP side. (email)

As approved above logistic support may be arranged for as follows.

Date	Expected Head Count
25/06/2019	80
27/06/2019	75

Amit Chandra
SMM-MIS
20/6

H.A



NOTE SHEET



Notes at nsp 45 & 46 may be seen. In reference to the RFP published vide memo SUDA-223/2018/2070 dated 06-03-2019 regarding empanelment of NSDC skill training partners under DAY-NULM in West Bengal. Physical inspection in the proposed training centers will be inspected by concerned ULBs.

The modality and plan has been finalized in the meeting and the supporting documents are shared with CMMU officials.

If approved the inspection plan may be communicated to the concerned STPs and ULBs.

Two drafts are placed for your kind perusal and signature thereafter.

Amit Goudhem.
SMM-MIS RAE
26/06/2019

AMD, DAY-NULM

Given the present workload in the State Mission Management Unit of DAY-NULM and with new activities/ interventions in the immediate future particularly with special emphasis on convergence between Solid Waste Management and State Urban Livelihood Mission, immediate deployment of 1 (one) DA cum DEO is urgently required. Although we have 5 (five) sanctioned post of DA cum DEO, so far 2 (two) DA cum DEOs have been engaged. We are in a process to engage 1 (one) more DA cum DEO through the outsourced agency. In the interim period we may be permitted detail 1 (one) of the 2 (two) DA cum DEOs from CMMU, Howrah MC to SMMU till such time the new incumbent is in place.

I have already spoken to Commissioner, Howrah Municipal Corporation and he has agreed to spare 1 (one) DA cum DEO from CMMU, HMC. Smt. Payal Mukherjee, DA cum DEO may be detail^{ed} from HMC to SMMU.

Director, SUDA

Chandrasekhar
AMD 07/08/19

As proposed, only for next
3 months -
sdp 9/8/19

~~AMD~~

Accordingly, a draft is put up for approval
/sig.

sdp 13/8/19

~~OSD
Chandrasekhar
09-08-19~~

sdp
Chandrasekhar
13/08/19

~~AMD (NULM)~~

OSD

Regular review the performance of 125 ULBs on different components and subcomponents under NULM for the FY 2019-20 is needed for achieving target within the time period. In this view a review meeting may be organised in three phases dated on 02/09/2019, 04/09/2019 and 06/09/2019 at Conference Hall, SUDA at 10.30 AM.

In this regard, we may request the ULBs to spare the listed person to attend the meeting positively.


The detail of the meeting is mentioned in the table below;

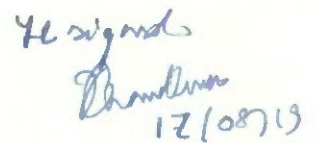
Sl.No.	Date of Meeting	No. Of ULB will be participated	Estimated No. Of participants will be participated
1	02/09/2019	35	60
2	04/09/2019	55	55
3	06/09/2019	35	60

We may arrange tea, Biscuit and lunch For Refreshment of 75 (approx) participants

The Draft letter is placed for your kind perusal and signature, if approved.

AMD,
NULM


Sandip Bairagi
SMM (FI&ME)


Chandan
17/08/19

S Bairagi
SMM..

A review meeting has been convened with the ULBs on the 2nd, 4th & 6th of September, 2019.

Day-wise participants mentioned at 'X' page-49/N. We may be permitted to provide a refreshment for the participants @ rate not exceeding ₹ 225 per person. Approval may kindly be accorded.

Director

[Signature]
AMD 27.08.19

As proposed.

sep 27/8/19

~~AMD~~

S Paron, SMH.

A review meeting was held on 11/09/2019 at 11am at conference hall SUDA. 33 ULB was participated in the meeting. The minutes of ^{the} meeting has been prepared and submitted for your kind perusal and signature if approved.

~~AMD~~
~~NULM~~

[Signature]
16/09/19

FC signed

[Signature]
16.09.19

S Baingot SMH

51-

The SHG credit linkage target for the state is 17000 for the FY 2019-20. As on September, 2019 we have achieved only 20% of the total target. To expedite the credit linkage process, the CMMUs have to sponsor sufficient number of loan proposals of eligible SHGs. In this regard, two week grading camp (from 11/11/2019 to 16/11/2019 and from 25/11/2019 to 30/11/2019) will be organised in 125 ULBs. On the other hand formation of ALF and registration of ALF is an area of concern.

In this view a meeting for reviewing the credit linkage of SHGs and ALF formation and registration may be organised on 14/11/2019 and 15/11/2019 at Conference Hall, SUDA at 12.00 noon.

In this regard, we may request the ULBs to spare one CMM/APO/CO or the person looking after NULM to attend the meeting positively.

The detail of the meeting is mentioned in the table below;

Sl.No.	Date of Meeting	No. Of ULB will be participated	Estimated No. Of participants will be participated
1	14/11/2019	51	70
2	15/11/2019	50	70

We may arrange tea, Biscuit and lunch For Refreshment of 140 (approx) participants.

The Draft letter is placed for your kind perusal and signature, if approved.

AMD, NULM

Sandip Bairagi
Sandip Bairagi
SMM (FI&ME)

Resigned

Pranab Kumar
08/11/19

S. Bairagi SMM

We have not yet achieved our target on different component and subcomponents under 'SWYAMSIDDHA'.

In this view a meeting for reviewing the performance of SM&ID and credit linkage of SHGs and ALF formation and registration may be organised on 28/01/2020 at Conference Hall, SUDA from 11 am to 1.30pm and 2pm to 5.30 pm.

In this regard, we may request the ULBs to spare one CMM/APO/CO or the person looking after NULM to attend the meeting positively.

The detail of the meeting is mentioned in the table below;

X

Sl.No.	Date of Meeting	Time of Meeting	No. Of ULB will be participated	Estimated No. Of participants will be participated
1	28/01/2020	11 am to 1.30pm	14	66
2	28/01/2020	2pm to 5.30 pm	17	46

We may arrange tea, Biscuit and lunch For Refreshment of 112 participants.

The Draft letter is placed for your kind perusal and signature, if approved.

AMD, NULM

[Signature]
15/01/2020
Sandip Bairagi
SMM (FI&ME)

X- May be approved

[Signature]
15/01/2020

May organize on two different dates.
Would like to sit with ~~com~~ SMMs on
24/1/20 for review.

24/1/20

~~Director~~

~~AD (Sec)~~

~~S. Bairagi SMM~~

A review meeting has been organised with four districts at Medinipur municipality at 12 noon on 7th of March 2020.

A letter should be communicate with all UBs under four districts and as well as medinipur Municipality requesting to arrange the meeting.

Proposed Submitted for your kind approval and signature.

S. Pan.
4.03.2020

~~ADD~~

As proposed
S. Pan.
04.03.2020

S. P. Das