

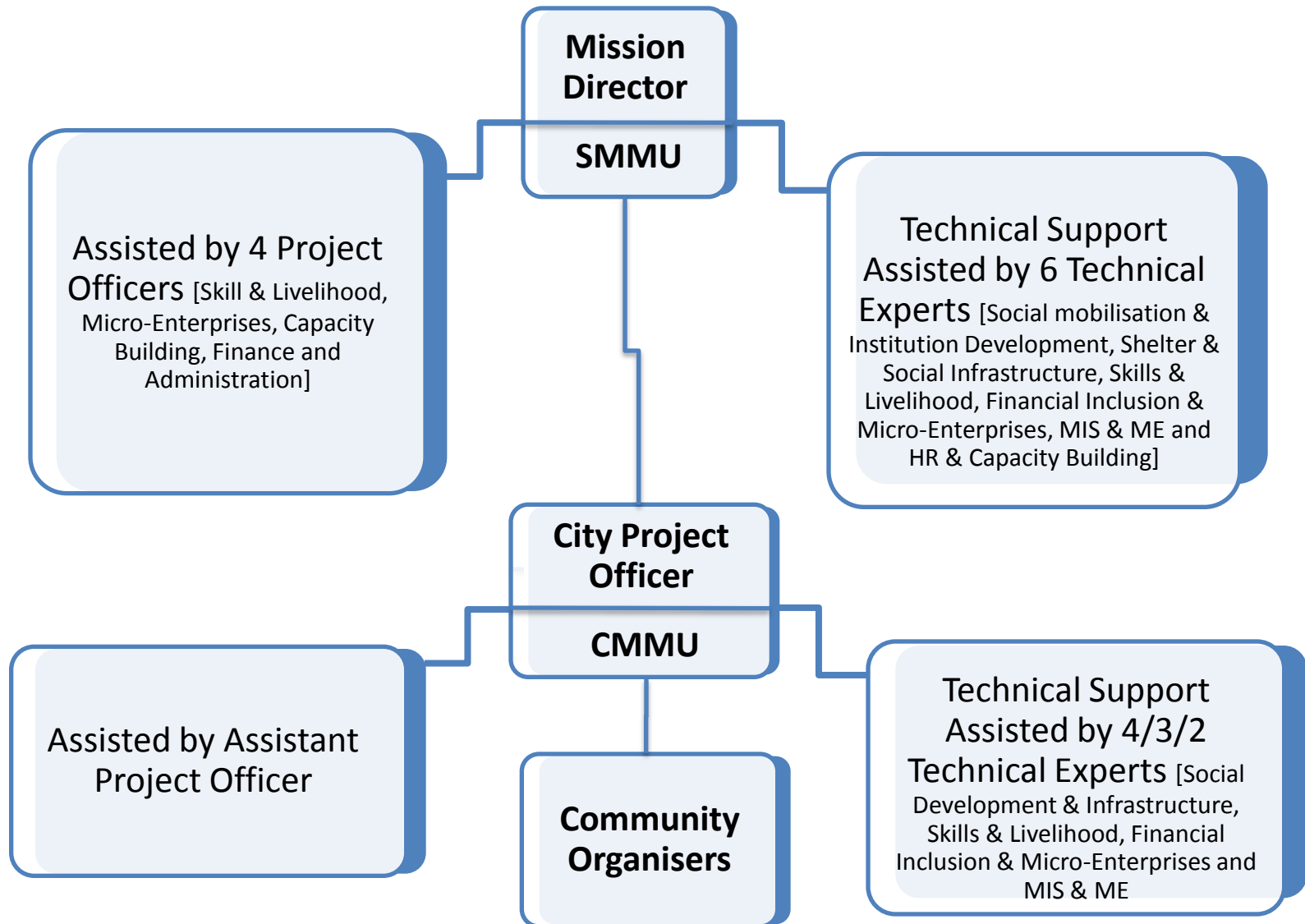
# **Meeting with ULBs on recruitment of Experts under NULM**

**WBSULM**

**22.07.2015, 28.07.2015 & 29.07.2015**



# STRUCTURE of WBSULM



## City Mission Management Unit (CMMU)

- NULM to be implemented through CMMU in cities / towns
- NULM in cities/ towns to be implemented through an Executive Committee chaired by Mayor/ Chairperson
- CMMU to be managed by City Project Officer (CPO) notified vide M.A.Deptt. Notification No.762/MA/P/C-10/3S-30/2013 dated 17.11.2014
- CPO to be assisted by functional specialists / experts, APO and CO.
- Manpower to be engaged on contractual basis.
- For engagement of manpower a City Level Selection Committee vide M.A Deptt. Notification No.761/MA/P/C-10/3S-30/2013 dated 17.11.2014 has been issued
- For engagement of experts at CMMU, M.A.Deptt. has issued notification No.765/MA/P/C-10/3S-30/2013 dated 17.11.2014
- A guideline vide this office No.SUDA-78/2015/779 dated 13.07.2015 has been issued by Mission Director, WBSULM

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b> | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|-------------------------|-------------------|--------------------------------|--------------------------------------|
| 1              | Asansol MC              | Barddhaman        | 4                              | 47                                   |
| 2              | Balurghat               | Dakshin Dinajpur  | 2                              | 3                                    |
| 3              | Barasat                 | North 24 Parganas | 2                              | 6                                    |
| 4              | Basirhat                | North 24 Parganas | 2                              | 6                                    |
| 5              | Burdwan                 | Barddhaman        | 3                              | 7                                    |
| 6              | Chandannagar            | Hooghly           | 2                              | 2                                    |
| 7              | Cooch Behar             | Cooch Behar       | 2                              | 3                                    |
| 8              | Durgapur                | Barddhaman        | 4                              | 13                                   |
| 9              | English Bazar           | Malda             | 2                              | 6                                    |
| 10             | Habra                   | North 24 Parganas | 2                              | 5                                    |

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b> | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|-------------------------|-------------------|--------------------------------|--------------------------------------|
| 11             | Howrah                  | Howrah            | 4                              | 14                                   |
| 12             | Kolkata                 | Kolkata           | 4                              | 81                                   |
| 13             | Madhyamgram             | North 24 Parganas | 2                              | 4                                    |
| 14             | Maheshtala              | South 24 Parganas | 3                              | 12                                   |
| 15             | Medinipur               | Paschim Medinipur | 2                              | 6                                    |
| 16             | Nabadwip                | Nadia             | 2                              | 4                                    |
| 17             | Raiganj                 | Uttar Dinajpur    | 2                              | 7                                    |
| 18             | Rajpur Sonarpur         | South 24 Parganas | 3                              | 7                                    |
| 19             | South Dum Dum           | North 24 Parganas | 3                              | 1                                    |
| 20             | Suri                    | Birbhum           | 2                              | 3                                    |

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b> | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|-------------------------|-------------------|--------------------------------|--------------------------------------|
| 1              | Bansberia               | Hooghly           | 2                              | 3                                    |
| 2              | Baranagar               | North 24 Parganas | 2                              | 2                                    |
| 3              | Barrackpore             | North 24 Parganas | 2                              | 2                                    |
| 4              | Bhadreswar              | Hooghly           | 2                              | 3                                    |
| 5              | Bhatpara                | North 24 Parganas | 3                              | 7                                    |
| 6              | Dum Dum                 | North 24 Parganas | 2                              | 1                                    |
| 7              | Haldia                  | Purba Medinipur   | 2                              | 6                                    |
| 8              | Hooghly Chinsurah       | Hooghly           | 2                              | 3                                    |
| 9              | Jalpaiguri              | Jalpaiguri        | 2                              | 3                                    |
| 10             | Kalyani                 | Nadia             | 2                              | 2                                    |

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b> | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|-------------------------|-------------------|--------------------------------|--------------------------------------|
| 11             | Kamarhati               | North 24 Parganas | 3                              | 4                                    |
| 12             | Kharagpur               | Paschim Medinipur | 2                              | 12                                   |
| 13             | North Barrackpore       | North 24 Parganas | 2                              | 2                                    |
| 14             | North Dum Dum           | North 24 Parganas | 2                              | 5                                    |
| 15             | Panihati                | North 24 Parganas | 3                              | 6                                    |
| 16             | Santipur                | Nadia             | 2                              | 7                                    |
| 17             | Serampore               | Hooghly           | 2                              | 2                                    |
| 18             | Siliguri                | Darjeeling        | 4                              | 10                                   |
| 19             | Tamralipta              | Purba Medinipur   | 2                              | 2                                    |
| 20             | Uluberia                | Howrah            | 2                              | 12                                   |

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b>   | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|---------------------------|-------------------|--------------------------------|--------------------------------------|
| 1              | Ashokenagar<br>Kalyangarh | North 24 Parganas | 2                              | 5                                    |
| 2              | Baidyabati                | Hooghly           | 2                              | 3                                    |
| 3              | Bankura                   | Bankura           | 2                              | 6                                    |
| 4              | Berhampore                | Murshidabad       | 2                              | 6                                    |
| 5              | Bidhannagar               | North 24 Parganas | 4                              | 6                                    |
| 6              | Bongaon                   | North 24 Parganas | 2                              | 6                                    |
| 7              | Champdany                 | Hooghly           | 2                              | 3                                    |
| 8              | Darjeeling                | Darjeeling        | 2                              | 2                                    |
| 9              | Halisahar                 | North 24 Parganas | 2                              | 3                                    |

## Eligible No. of Experts & COs under CMMU

| <b>Sl. No.</b> | <b>Name of the ULBs</b> | <b>District</b>   | <b>Eligible No. of Experts</b> | <b>Eligible No. of COs estimated</b> |
|----------------|-------------------------|-------------------|--------------------------------|--------------------------------------|
| 10             | Kanchrapara             | North 24 Parganas | 2                              | 2                                    |
| 11             | Khardah                 | North 24 Parganas | 2                              | 2                                    |
| 12             | Krishnanagar            | Nadia             | 2                              | 6                                    |
| 13             | Naihati                 | North 24 Parganas | 2                              | 4                                    |
| 14             | Purulia                 | Purulia           | 2                              | 6                                    |
| 15             | Rishra                  | Hooghly           | 2                              | 2                                    |
| 16             | Titagarh                | North 24 Parganas | 2                              | 2                                    |
| 17             | Uttarpara Kotrung       | Hooghly           | 2                              | 1                                    |

# Composition of City Level Selection Committee for selection of manpower at City Mission Management Unit (CMMU)

**Notification No.761/MA/P/C-10/3S-30/2013 dated 17.11.2014**

| 1. | Mayor/ Chairperson of the concerned ULB                                                                                                       | Chairperson          |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 2. | Deputy Mayor/ Vice-Chairperson of the concerned ULB                                                                                           | Member               |
| 3. | MMIC/ concerned Chairman-in-Council looking after NULM in the ULB                                                                             | Member               |
| 4. | Representative from the Municipal Engineering Directorate/ Urban Development Department                                                       | Member               |
| 5. | Representative from State Urban Development Agency                                                                                            | Member               |
| 6. | Representative from the concerned Regional Office/ Head Quarter office of Directorate of Local Bodies (Not below the rank of Deputy Director) | Member               |
| 7. | Representative of Ministry of Housing & Urban Poverty Alleviation, Govt. of India (Regional Head, Kolkata Regional Office, HUDCO)             | Member               |
| 8. | City Project Officer (CPO) of the concerned ULB                                                                                               | Member -<br>Convenor |
| 9. | Finance Officer/ Accounts & Finance Co-ordinator (in absence of Finance Officer) of the concerned ULB                                         | Member               |

# Engagement of Experts at CMMU under NULM

## 1. Large Cities (>5 lakh population as per Census 2011)

| Sl. No | Name of Post                                    | Qualification / Experience                                                                                                                                                                                                                                       |
|--------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.     | Manager – Social Development and Infrastructure | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in Social Development work with poverty reduction programmes |
| B.     | Manager – Skills & Livelihoods                  | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in implementation of skill training and placement programmes |

# Engagement of Experts at CMMU under NULM

## 1. Large Cities (>5 lakh population as per Census 2011)

| Sl. No | Name of Post                                      | Qualification / Experience                                                                                                                                                                                                                                                                                                                                                                      |
|--------|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C.     | Manager – Financial Inclusion & Micro Enterprises | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in implementation of skill training and placement programmes/ credit linkage, Social security and / or Micro enterprises promotion in poverty reduction programmes/ financial institutions. |
| D.     | Manager – MIS & ME                                | <b>Educational Qualification :</b> Bachelor degree in Computer<br><b>Experience :</b> 2 – 3 years experience in designing and implementation MIS & ME, preferably poverty reduction project                                                                                                                                                                                                     |

# Engagement of Experts at CMMU under NULM

## 2. Medium Towns (Between 3 to 5 lakh population as per Census 2011)

| Sl. No | Name of Post                                    | Qualification / Experience                                                                                                                                                                                                                                       |
|--------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.     | Manager – Social Development and Infrastructure | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in Social Development work with poverty reduction programmes |
| B.     | Manager – Skills & Livelihoods                  | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in implementation of skill training and placement programmes |

# Engagement of Experts at CMMU under NULM

## 2. Medium Towns (Between 3 to 5 lakh population as per Census 2011)

| Sl. No | Name of Post                                      | Qualification / Experience                                                                                                                                                                                                                                                                                                                                                                      |
|--------|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C.     | Manager – Financial Inclusion & Micro Enterprises | <b>Educational Qualification</b> : Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience</b> : 2 – 3 years practical experience of working in implementation of skill training and placement programmes/ credit linkage, Social security and / or Micro enterprises promotion in poverty reduction programmes/ financial institutions. |

# Engagement of Experts at CMMU under NULM

## 3. District Head Quartered Towns (> 1 lakh population) & Small Towns (Between 1 to 3 lakh population as per Census 2011)

| Sl. No | Name of Post                                    | Qualification / Experience                                                                                                                                                                                                                                                                                         |
|--------|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.     | Manager – Social Development and Infrastructure | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in Social Development work with poverty reduction programmes                                                   |
| B.     | Manager – Skills Micro Enterprises, MIS & ME    | <b>Educational Qualification :</b> Bachelor degree in Social Science preferably in Social Work/ Sociology/ Economics/ Management<br><b>Experience :</b> 2 – 3 years practical experience of working in implementation of skill training and placement programmes and also designing and implementation of MIS & ME |

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

1. Order to be issued by ULB constituting the selection committee after approval of the same in the meeting of BOC.
2. First meeting of City Level Selection Committee must contain-
  - a. Procedure for selection of expert i.e either written test followed by Viva voce or Viva-voce only. No walk in interview allowed as it does not hold the scope of verifying eligibility before viva-voce.
3. Consecutive meeting to be convened to finalize the dates, procedure to be adopted for application, test/ viva voce and other related activities.
4. Date of meeting to be finalized in consultation with DLB/ SUDA/ MED representative (copy enclosed).

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

5. The attendance sheet and resolution of CLSC meeting should be there with authentication of Commissioner/ Executive Officer for every CLSC meeting.
6. The selection of news papers alongwith other modes of advertisement (Municipal website, Departmental website) will be decided in CLSC meeting.
7. The duration of receiving application will also be decided in CLSC meeting (minimum 15 days).
8. The detail advertisement must contain
  - a. The detail description of required Educational Qualification & Working Experience must be mentioned. The Educational Qualification & Working Experience as per approval of M.A. Deptt., Govt. of West Bengal must be adhered to.

# GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)

- 8 b. The duration of the appointment must be mentioned.
  - c. The contractual remuneration must be mentioned.
  - d. Scope of work should be mentioned.
  - e. Method of test.
  - f. The address and email Id for submission of application along with last date and time of submission must be clearly mentioned.
  - g. Such other information as to be decided by CLSC.
9. Daily record to be maintained for receipt of sealed envelope containing application in a register open for this purpose.

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

10. The short listing of applications will be made on the basis of required Educational Qualification & Working Experience and to be approved by CLSC. Reason of rejection to be signed by EO and to be approved by CLSC.
11. Receiving Register for all applications should be prepared that should contain Sl. No., Name of the Applicant, Full Address with Contact No., Educational Qualification, Working Experience, Age, Date of receiving of application, Selected or not, if Rejected then Reason of Rejection.
12. Each entry must be duly authenticated by E.O. in the above mentioned register & every page of the Register may be 'seen' by Chairman.

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

13. Each envelop of the application must be opened after expiry of application receipt date preferably in front of CPO with a mark of authentication by EO/ CPO.
14. The copy of detail advertisement must be sent to Employment Exchange accompanied by a forwarding letter and the copy of receipt at the end of Employment Exchange must be kept in municipal file.
15. Final list of eligible candidates to be prepared after receipt of list from employment exchange. This list should be prepared within 15 days of receipt of application.
16. After completion of short listing one CLSC meeting may be called. List of eligible candidates to be approved and date of Test/ Interview to be finalized in that meeting.

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

17. In the meeting (Sl. No. - 16) the process of scoring of the candidates may also be finalized.
18. The Test/ interview letter may be issued to the selected applicant through registered post only well ahead of the Test/ interview.
19. The receipt record of the Test/ interview letters must be preserved at the ULB.
20. If the Employment Exchange could not able to send any list of name for the interview of the advertised posts, (within 15 days of last date for application receipt) collect a letter from them declaring non-availability of candidates for the said post with them.

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

- 21(a) ULB who will hold written test and interview will prepare a panel of selected candidates at the ratio of 1:3. Re advertisement to be made when eligible applicant below 1:3 ratio.
- (b) Checking of exam copies must be done with experts as suggested by CLSC. Proper record for checking of exam sheet must be maintained by ULB.
- 22(a) The candidates for interview may be asked to come with all original certificates (Educational Qualification & Working Experience) along with their Curriculum Vitae and 2 copies of Passport Size photograph.
- (b) On the day of interview one attendance sheet may be kept with office with the signatures of the candidates attended the interview process.

# **GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)**

23. The individual score sheet must be generated for each post and signed by each member of board of selection.
24. The specialists may also be invited in selection board for better selection with prior approval of the CLSC meeting.
25. After the completion of interview process the score sheets will be submitted to Chairman with signature & stamp of each member of selection committee.
26. The final score sheet will be prepared in a meeting of CLSC.
27. The proposal for selection with all relevant documents will be sent to Mission Director, WBSULM (for concurrence).

# GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)

28. List of Documents required to be submitted to Mission Director

:-

- a) Order for constitution of CLSC.
- b) Resolution of all CLSC meeting along with attendance sheets
- c) Final score sheet after the interview
- d) Panel of 3 candidates for each post. Panel will be valid for 6 (six) month. Panel will automatically be invalid after six month or joining of any empanelled candidates.
- e) C.V. & supporting documents for paneled candidates
- f) A list containing details of each applicant
  - i. Name
  - ii. Full Address
  - iii. Contact No.

# GUIDELINES FOR PROCESS OF SELECTION OF EXPERTS UNDER NULM THROUGH CITY LEVEL SELECTION COMMITTEE (CLSC)

- iv. Educational Qualification
  - v. Working Experience
  - vi. Age
  - g. Rejection list with reason
  - h. Copy of Employment Exchange letter
  - i. The forwarding letter from the end of the Chairman of the Municipality describing the process of selection along with summery of the paneled candidates.
29. The candidates, who are presently working in any organization under GoWB, must be asked for NOC from the concerned authority. The same should be mentioned in interview letter.
30. After scrutinizing the documents SUDA/ WBSULM will provide concurrence to the ULB for the engagement.

# Representatives from M.E.D for selection of Experts under NULM

| Sl. No. | Superintending Engineer | Name                      | Contact No.              |
|---------|-------------------------|---------------------------|--------------------------|
| 1.      | East Circle             | Sri Sudeep Sengupta       | 9477268460<br>9143209408 |
| 2.      | West Circle             | Sri Debasish Dutta        | 9433246699               |
| 3.      | South Circle            | Sri Kalyan Roychowdhury   | 9433424929               |
| 4.      | Central Circle          | Sri Somnath Chattopadhyay | 9433538572               |
| 5.      | North Circle            | Sri Anjan Sinha           | 9903358005               |

# ULB-wise representatives from DLB for City Level Selection Committee under NULM

| Sl. No. | Name of the ULBs                                                                                                       | Name of officer assigned to   | Designation                         | Mobile No. | Leave substitute             |
|---------|------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------------|------------|------------------------------|
| 1.      | Uluberia, Baidyabati, Bansberia, Bhadreswar, Bhatpara                                                                  | Sri Sagar Sinha, WBCS (Exe.)  | Joint Director, HQs                 | 9434723170 | Sri Mrinal Kanti Rano        |
| 2.      | Cooch Behar, Balurghat, Darjeeling, Siliguri MC, Jalpaiguri, English Bazar, Raigunj, Alipurduar                        | Sri N.W.Bhutia, WBCS (Exe.)   | Addl. Director, Jalpaiguri Division | 9434328124 | ---                          |
| 3.      | Berhampore, Ashokenagar Kalyangarh, Basirhat, Habra, Halisahar, Kamarhati, Kanchrapara, Madhyamgram, Naihati, Panihati | Sri Basudeb Guha, WBCS (Exe.) | Joint Director, HQs                 | 9434553936 | Sri Sagar Sinha, WBCS (Exe.) |

# ULB-wise representatives from DLB for City Level Selection Committee under NULM

| Sl. No. | Name of the ULBs                                                                                                      | Name of officer assigned to           | Designation         | Mobile No. | Leave substitute             |
|---------|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------|------------|------------------------------|
| 4.      | Asansol MC, Durgapur MC, Chandannagar MC, Serampore, Howrah MC, Kolkata MC, Kalyani, Krishnagar, Nabadwip, Santipur   | Sri M.K.Rano, WBCS (Exe.)             | Joint Director, HQs | 9474734322 | Sri Sagar Sinha, WBCS (Exe.) |
| 5.      | Barrackpore, Titagarh, Khardah, North Dum Dum, South Dum Dum, Champdany, Hooghly-Chinsurah, Rishra, Uttarpara-Kotrung | Smt. Sumana Bhattacharya, WBCS (Exe.) | Deputy Director     | 9434161674 | Sri B.Ganguly, Dy. Director  |

# ULB-wise representatives from DLB for City Level Selection Committee under NULM

| Sl. No. | Name of the ULBs                                                                       | Name of officer assigned to      | Designation                   | Mobile No. | Leave substitute                      |
|---------|----------------------------------------------------------------------------------------|----------------------------------|-------------------------------|------------|---------------------------------------|
| 6.      | Baranagar, Barasat, Bidhannagar, Bongaon, Dum Dum, Maheshtala                          | Sri Bibhas Ganguly               | Deputy Director               | 9836211999 | Smt. Sumana Bhattacharya, WBCS (Exe.) |
| 7.      | Rajpur-Sonarpur, Suri, Burdwan, Bankura, Purulia, Kharagpur, Medinipur, Haldia, Tamluk | Sri Manoj Kanti Roy, WBCS (Exe.) | Deputy Director, Burdwan Div. | 7501780091 | ---                                   |

## Date line for ULBs for selection of Experts under NULM

| Item                                                      | To be completed                    |
|-----------------------------------------------------------|------------------------------------|
| 1 <sup>st</sup> meeting of City Level Selection Committee | By 10 <sup>th</sup> August,2015    |
| Issue of Notification/ Advertisement                      | By 14 <sup>th</sup> August,2015    |
| Last date of receipt of application                       | By 31 <sup>st</sup> August,2015    |
| 2 <sup>nd</sup> meeting of City Level Selection Committee | By 5 <sup>th</sup> September,2015  |
| Test / Interview                                          | By 15 <sup>th</sup> September,2015 |
| Final meeting of City Level Selection Committee           | By 20 <sup>th</sup> September,2015 |
| Sending proposal to SUDA for concurrence                  | By 25 <sup>th</sup> September,2015 |
| Concurrence by SUDA                                       | By 09 <sup>th</sup> October,2015   |
| Engagement letter                                         | By 15 <sup>th</sup> October,2015   |

# Immediate Action Point for ULBs

## 1. Institutional Arrangements:

- a. Formation of City Mission Management Unit at City level by Aug'15
- b. Engagement of Technical Experts, at City Level and fully operationalisation of CMMU by Oct'15
- c. Formation of **TASK FORCE** Committee by July'15 and regular meeting for Loan
- d. Identification of personnel for Capacity Building & Training through ATI & ILGUS

## 2. Formation of Groups, Federations and Registration of ALF:

- a. Transformation of all TC&G to SHGs under NULM
- b. Formation of New SHGs, ALF and CLF.
- c. Registration of ALF at Registration Societies, Todi Mansion by Aug'15

## 3. Arrangement of Revolving Fund (RF) support:

- a. Arrangement of RF to all SHGs (Old and New) @ Rs. 10000/- who have bank A/C and performing thrift and credit activities for the last 6 months [Aug '15]
- b. Arrangement of RF support to registered ALF @ Rs. 50,000/-

## 4. Establishment of City Livelihood Centre:

- a. Sending proposal for establishment of City Livelihood Centre (CLC) as per format already circulated to SUDA by July'15

## **5. Skill Training:**

- a. Sending proposal for approval of Skill Training as per target [MES module only] to SUDA by July'15 as per existing panel of STPs till finalized of new STPs by Technical Education & Training Dept.

## **6. Bank A/C and bank Linkages:**

- a. Opening of Bank A/C for SHGs and SHG members
- b. Arrangement of Individual [@Rs.2.0 Lac] & Group [@Rs.10.0 Lac] Loan
- c. Arrangement of Bank linkage with SHGs
- d. Arrangement for a meeting with all bank branches for Financial Inclusion and Loan sanction.
- e. Arrangement of Credit Linkage to be graded SHGs through the Task Force [sending all such proposals to bank as per target of 2015-16]

## **7. Street Vendors:**

- a. Constitution of a **Municipal Vending Committee** & other activities as per direction of M.A.Deptt./ WBSULM

## **8. Shelter for Urban Homeless:**

- a. Sending proposal for construction of at least one Shelter for Urban Homeless [those who have not yet submitted] to SUDA immediately with DPR along with land documents

## **9. Submission of MPR within 7<sup>th</sup> of every month and implementation of MIS activity.**

**Thank**

**You**