



File No. K-13011(11)/3/2017-UPA I  
Government of India  
Ministry of Housing and Urban Affairs  
UPA Section

\*\*\*\*\*

*Dir SUDA*  
*[Signature]*

Nirman Bhawan, New Delhi-110011

Dated: 21/08/2017

To,  
The Principal Secretary (UD&H)  
(All States/ UTs)

*Ashok Singh*  
*SM - SMD*  
*21/08/17*

**Subject: Revised Guidelines for Swachhta Excellence Awards for the Area Level Federations (ALFs) for the year 2017-18-reg**

Sir,

I am directed to refer to this Ministry's letter dated 31st July, 2017 vide which Guidelines for Swachhta Excellence Awards for the Area Level Federations (ALFs) were circulated to all States/UTs.

2. In this regard, it is to mention that a meeting was convened with State Mission Directors/ Representatives of State/ UT Governments on 10th August, 2017 to sensitize States and UTs on the matter. Based on the deliberation on subject, revised Guidelines have been prepared which are being circulated herewith for your information and initiating necessary action.

Encl: As above

Yours faithfully

*[Signature]*  
21/8/17  
(Surender Kumar)

Under Secretary to the Government of India  
Telefax: 23061185

Copy to: Mission Directors, SULM (All States/ UTs)



**DEENDAYAL ANTYODAYA YOJANA-  
NATIONAL URBAN LIVELIHOODS  
MISSION**

**SWACHHATA EXCELLENCE AWARD  
for  
Area Level Federations(ALFs)**

**(Guidelines)**

**Ministry of Housing and Urban Affairs  
Government of India  
August, 2017**



## 1. Preamble

Cleanliness is one of the vital components of life. The rapid pace of population growth & urbanization has brought in challenges for ensuring clean environment. It is well known that weak sanitation leads to significant health costs and untreated sewage from cities is the single biggest source of water resource pollution in India. This indicates both the scale of the challenge faced by the Indian cities and the huge costs incurred if these are not addressed appropriately. In this context, the Swachh Bharat Abhiyan is being implemented by the Ministry of Housing and Urban Affairs (M/o HUA) and by the Ministry of Drinking Water and Sanitation (M/o DWS) for urban and rural areas respectively.

Community Based Organisations (CBOs) as nurtured under Deendayal Antyodaya Yojana-National Urban Livelihoods Mission have participated actively in the clean-up activities and awareness campaigns under the Swachh Bharat Abhiyan. These groups are involved in creating awareness by way of peer group influence towards open defecation free cities. Some of the groups are also involved in waste management.

DAY-NULM Swachhata Excellency Awards have been instituted by Ministry of Housing and Urban Affairs which are to be provided to the CBOs of DAY-NULM with the objective to encourage Area Level Federations for their initiatives related to cleanliness drive including elimination of open defecation, eradication of manual scavenging, bringing out behavioural change towards healthy sanitation practices, creating awareness about sanitation and its linkage with public health, modern and scientific solid waste management.

Considering the fact that clean and hygienic environment is an integral part of the healthy life, it is felt necessary to institute *Swachhata Excellency Awards* for CBOs under DAY-NULM with the objectives of encouraging the stakeholders to adopt holistic approach towards clean and hygienic environment in the country.

## 2. Objectives

The main objectives of Swachhata Excellency Award are:

- To bring cleanliness and sanitation to the forefront of social discourse of development in urban areas.
- To develop open defecation free and clean ULBs that will act as models for others to emulate.
- To give incentive to CBOs to sustain the initiatives taken by them to eliminate the practice of open defecation from their respective geographical areas.
- To increase behavioral change regarding healthy sanitation practices, by recognizing the CBOs.



### 3. Eligibility

The award is meant for the Area Level Federations(ALFs) formed/restructured under DAY-NULM which have been the driving force for effective sanitation coverage in the respective ULB areas, duly recommended and nominated by the State/UT are eligible to be considered for the swachhata excellence award. The ALFs, which have made outstanding contribution to the cause of sanitation and cleanliness, will only be considered for the awards.

The total number of enteries per State/UT and the total number of awardees per State/UT will be as under:

<i>States having ALFs</i>	<i>Number of recommended entries</i>	<i>1<sup>st</sup> prize</i>	<i>2<sup>nd</sup> Prize</i>	<i>3<sup>rd</sup> Prize</i>	<i>Total Awardees per State</i>
<100 ALFs	6	1	1	1	3
100-300 ALFs	10	1	2	2	5
>300 ALFs	20	1	3	6	10

The criteria for recommendation and nomination will be as follows:

- The Area Level Federations must be registered as a society/an association under the relevant law of the State and must have received Revolving Fund under DAY-NULM.
- The Area Level Federations must have conducted meetings with periodicity and cleanliness must have formed one of its agenda items in meetings.
- The Area Level Federations must have played an active role in spreading the message of cleanliness (Swachhta Awareness) in their locality by giving special emphasis on adoption of hygienic practices and toilet construction etc.
- The Area Level Federations should also have promoted any innovative methods/best practices on cleanliness & hygiene (e.g. action for making their locality open defecation free area, environment friendly garbage disposal, re-use and recycling of waste water and garbage etc)

### 4. Selection Committee for Evaluation and Finalization of Entries at State/UT & Central Level:

City/ ULB Level: There shall be a Selection Committee at ULB level with the following composition:

Commissioner (ULB)  
Two members

- Chairperson
- City Project Officer
- Project Manager of PMU (SBM)

or

Local Anganwadi Worker (if PMU of SBM is not existing in city)



7. A statement by the Proposer not exceeding 150 words explaining why the nominee should be considered for this award. This should highlight aspects including
  1. Relevance and significance of the work done during last one years
  2. Innovation in concept, methodology etc.
  3. Scope of replicability of practices/model by common people, institution etc.
  4. Tangible and intangible impacts
  5. Community based participatory approach
8. Whether the achievements have already been recognized for award by any other institution/ organization. *[If so, name of the institution/ organization, Award and year].*
9. Recommendation by the concerned City level/ State level Committee, wherever applicable.

\*\*\*



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-17/2015/ 531

23.08.2017

ক্রমিক নং .....

তারিখ .....

From : Director, SUDA

To : The Branch Manager,  
 State Bank of India,  
 Salt Lake City,  
 Kolkata – 700 064.

**Sub : Electronic Transfer of Fund debiting this office  
 Current Account No. 34061121921.**

**Tech. Sup. at Nat. S.T. & C.T. Levels under C.B. & T. - NULM**

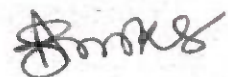
Sir,

You are requested to kindly arrange for electronic transfer of fund as per details given below debiting the amount from this office Current Account No.34061121921 lying with your branch in respect of C.B. & T. - NULM.

Sl. No.	Name of Payee	Amount in Rs.	Bank Details
01.	Happy Trails Inc.(2017-18)	27,111.00	HDFC Bank, Gariahat Branch, A/C No. 50200018035189 IFS Code. HDFC0002754
(Rupees Twenty Seven Thousand One Hundred Eleven Only)			



Md. Asif Sardar  
 Finance Officer, SUDA

Amalendu Sekhar Naskar  
 Addl. Director & F.A., SUDA



দূরভাষ : ২৩৫৮ ৬৪০০ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408





রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-17/2015/ 531

23.08.2017

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Salt Lake City,  
Kolkata – 700 064.

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Current Account No. 34061121921.

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Md. Asif Sardar  
Finance Officer, SUDA

Amalendu Sekhar Naskar  
Addl. Director & F.A., SUDA

S. Bag  
23/08/17

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com


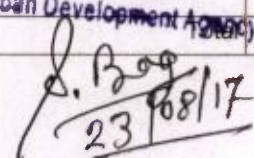
Account Section : 2358 6408



## INVOICE

H.C. 17/08/17

<b>Happy Trails Inc.(2017-18)</b> 23, Gariahat Road Kolkata Contact : 033-40661244 E-Mail : happytrailsinc2011@gmail.com	Invoice No. <b>32</b>  Supplier's Ref. <b>HT/MISC/0032</b>	Dated <b>29-Apr-2017</b> Mode/Terms of Payment  Other Reference(s)
Buyer <b>Director - S.U.D.A.</b>	Terms of Delivery  	

Sl No.	Particulars	Amount
1	<b>Miscellaneous Services Sale</b>  <i>Passes for Payment Rs. 5,250/-</i> <i>(Rupees Five thousand two hundred fifty only.)</i> <i>Only to be debited towards Tech. Sup. at Nat. ST &amp; CT Levels unless 03-IT-NVLM.</i>  <i>Cancellation charges paid for Director on 28/04/2017.</i> 	5,250.00
Amount Chargeable (in words) <b>INR Five Thousand Two Hundred Fifty Only</b>		<b>₹ 5,250.00</b> E. & O.E.  

## Remarks:

Being amount of cancellation charges for air tickets to IXB on 28/04/2017 for Mr. Sutanu Prasad Kar

## Company's Bank Details

Bank Name : HDFC Bank  
 A/c No. : 50200018035189  
 Branch & IFS Code : Gariahat & HDFC0002754

Customer's Seal and Signature

for Happy Trails Inc.(2017-18)

Authorised Signatory

SUBJECT TO KOLKATA JURISDICTION

This is a Computer Generated Invoice



# INVOICE

HC  
21-08-17

<b>Happy Trails Inc.(2017-18)</b> 23, Gariahat Road Kolkata GSTIN/UTIN: 19AAJFH0636G2ZE Contact : 033-40661244 E-Mail : happytrailsinc2011@gmail.com		Invoice No. <b>178</b>	Dated <b>9-Aug-2017</b>
			Mode/Terms of Payment
		Supplier's Ref. <b>HT/DOM/0178</b>	Other Reference(s)
Buyer <b>Director - S.U.D.A.</b> HB-305, HC Block, Sector III,, Salt Lake City,, Kolkata State Name : West Bengal, Code : 19		Terms of Delivery	



Sl No.	Particulars	HSN/SAC	Amount
1	<b>Air Ticket Sales - Domestic</b>  <div style="text-align: right;">                         10658                          + 11203  <hr/>                         21861                     </div> <div style="margin-top: 20px;"> <i>checked and verified according to approval and boarding pass.</i>  <i>to</i>  <i>21-08-17</i> </div>		<b>21,861.00</b>  <div style="text-align: right;"> <i>Passed for Payment Rs. 21,861/-</i>  <i>(Rupees Twenty one thousand eight hundred sixty one.)</i>  <i>Only to be debited towards Tech. Sup. at Nat ST &amp; CT Levels under CB&amp;T-MN</i> </div>
	Total		<b>21,861.00</b> <i>23/08/17</i> <i>E &amp; O.E</i>

Amount Chargeable (in words)  
**INR Twenty One Thousand Eight Hundred Sixty One Only**

Remarks:  
 Air ticket for CCU-DEL-CCU for Mr. Ashoke Kumar Das  
 PNR - G9INHC /WOQ8PJ

Company's Bank Details  
 Bank Name : HDFC Bank  
 A/c No. : 50200018035189  
 Branch & IFS Code : Gariahat & HDFC0002754

Customer's Seal and Signature

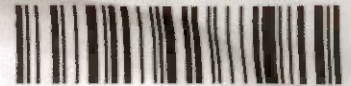
for Happy Trails Inc.(2017-18)



SUBJECT TO KOLKATA JURISDICTION

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IndiGo

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Agency

☎ +91 9830006556

AIRLINE PNR

G9INHC

✈ Onward Flight Details		*Please verify flight times with the airlines prior to departure	
Flight 1	✈ Departing	✈ Arriving	
IndiGo 6E-854 Cabin: Economy	Kolkata (CCU) Thu, 10 Aug 2017, 08:50 AM	Delhi (DEL) Terminal 1 Thu, 10 Aug 2017, 11:15 AM	Non Stop 02:25 Hrs Refundable

👤 Passenger(s) Details		
Sr No.	Passenger(s) Name	Type
1	Mr Ashoke Kumar Das	Adult

Payment Details		Flight Inclusions		
Air Fare	6,800.00	Baggage	Adult	Child
Taxes, Surcharge & Fees	3,469.80	Cabin Baggage	7 Kg	7 Kg
GST Tax	389.00	Check-in Baggage	15 Kg	15 Kg
Total	10,658.80			0 Kg

\* Flight inclusions are subject to change with Airlines.

Customer Contact Details | E-mail : happytrailsinc2011@gmail.com | Contact No : 9477399095

## Important Information

- All Guests, including children and infants, must present valid identification at check-in.
- Check-In begins 2 hours prior to the flight for seat assignment and closes 45 minutes prior to the scheduled departure.
- Carriage and other services provided by the carrier are subject to conditions of carriage, which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.
- In case of cancellations less than 6 hours before departure please cancel with the airlines directly. We are not responsible for any losses if the request is received less than 6 hours before departure.
- Please contact airlines for Terminal Queries.
- Partial cancellations are not allowed for Round-trip Fares
- The No Show refund should be collected within 90 days from departure date.
- Group Booking Rules will be applicable if passenger count is 9 or more
- Due to airport security regulation, no Hand Baggage is allowed on any flights from Jammu and Srinagar airports.
- Free Baggage Allowance: Checkin - 15 kg, Hand baggage - 7kg.
- If the basic fare is less than cancellation charges then only statutory taxes would be refunded.
- We are not be responsible for any Flight delay/Cancellation from airline's end.
- Kindly contact the airline at least 24 hrs before to reconfirm your flight detail giving reference of Airline PNR Number.
- We are a travel agent and all reservations made through our website are as per the terms and conditions of the concerned airlines. All modifications, cancellations and refunds of the airline tickets shall be strictly in accordance with the policy of the concerned airlines and we disclaim all liability in connection thereof.

HAPPY TRAILS INC

ContactNo : 9903807

23 gariahat road, kolkata, west bengal, 700029 - India



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Vistara

☎ 186 0108 9999

Agency

☎ +919830006556

AIRLINE PNR

**WOQ8PJ**

GDS PNR: VCNAHX

✈ Return Flight Details		*Please verify flight times with the airlines prior to departure	
Flight 1	✈ Departing	✈ Arriving	
Vistara UK-719 Cabin: Economy	Delhi (DEL) Terminal 3 Thu, 10 Aug 2017, 07:55 PM	Kolkata (CCU) Thu, 10 Aug 2017, 10:15 PM	Non Stop 02:20 Hrs Refundable

👤 Passenger(s) Details			
Sr No.	Passenger(s) Name	Type	E-ticket No
1	Mr Ashoke Kumar Das	Adult	2285672073968

Payment Details	
Air Fare	8,600.00
Taxes, Surcharge & Fees	2,163.80
GST Tax	440.00
Total	11,203.80

**PAID & CANCELLED**  
23/08/17

Flight Inclusions			
Baggage	Adult	Child	Infant
Cabin Baggage	7 Kg	7 Kg	0 Kg
Check-in Baggage	15 Kg	15 Kg	0 Kg
* Flight inclusions are subject to change with Airlines.			

Customer Contact Details | E-mail : happytrailsinc2011@gmail.com | Contact No : 9477399095

**Important Information**

- All Guests, including children and infants, must present valid identification at check-in.
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HAPPY TRAILS INC

ContactNo : 9903807340

23 gariahat road, kolkata, west bengal, 700029 - india



# Boarding Pass (Self Check)



As per the instructions  
please pay your money  
and get the boarding pass

**PAID & CANCELLED**



*S. B. B.*  
*23/08/17*

SC-237

सुरक्षा जाँच  
SECURITY CHECK

SHOKE KUN

10 AUG 2017

के.ओ.सु.  
CISF NSCBIA, KOLKATA

SC-237

106  
23A

SC-237

सुरक्षा  
SECURITY

10 AU

के.ओ.सु.  
CISF NSCBIA



DAS ASHOKE KUMAR/

ECONOMY

**PAID & CANCELLED**

*8.00 18/12*

DELHI FROM VOLKATA

DOM. No. 10 AUG 2007

BOARDING TIME 07:25PM

SEAT 15E

GATE 45



10 Aug 2017

UK719

ET No: 2285672073968  
SEC.: 0106  
PCS/MT:  
PNR: W008PJ

PLEASE BOARD EARLY. GATE CLOSES 15 MINS BEFORE DEPARTURE.  
Frisking of person and checking of hand baggage is mandatory for all customers. Please co-operate with security.



Welcome aboard  
the new feeling.



*Designed by you. By Tata & Singapore Airlines.*



**vistara**

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AIRLINE PNR

**WOQ8PJ**

GDS PNR: VCNAHX

## ✈ Return Flight Details

\*Please verify flight times with the airlines prior to departure.

Flight 1	✈ Departing	✈ Arriving	
Vistara UK-719 Cabin: Economy	Delhi (DEL) Terminal 3 Thu, 10 Aug 2017, 07:55 PM	Kolkata (CCU) Thu, 10 Aug 2017, 10:15 PM	Non Stop 02:20 Hrs Refundable

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Sr No.	Passenger(s) Name	Type	E-ticket No
1	Mr Ashoke Kumar Das	Adult	2285672073968

**PAID & CANCELLED**  
*S. B. 23/08/17*

Payment Details	Amount (INR)
Air Fare	8,600.00
Taxes, Surcharge & Fees	2,163.80
GST Tax	440.00
<b>Total</b>	<b>11,203.80</b>

Flight Inclusions	Adult	Child	Infant
Baggage			
Cabin Baggage	7 Kg	7 Kg	0 Kg
Check-in Baggage	15 Kg	15 Kg	0 Kg

\* Flight inclusions are subject to change with Airlines.

Customer Contact Details | E-mail : happytrailsinc2011@gmail.com | Contact No : 9477399095

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HAPPY TRAILS INC

ContactNo : 9903807340

23 gariahat road, kolkata, west bengal, 700029 - india





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IndiGo

IndiGo

Agency

+91 9830006556

G91NHC

AIRLINE PNR

## Onward Flight Details

Flight	IndiGo	6E-854	Cabin: Economy
Departing	Kolkata (CCU)	Thu, 10 Aug 2017, 08:50 AM	
Arriving	Delhi (DEL)	Thu, 10 Aug 2017, 11:15 AM	
	Non Stop	02:25 Hrs	Refundable

## Passenger(s) Details

Sr No.	Passenger(s) Name	Type
1	Mr Ashoke Kumar Das	Adult

## Payment Details

Amount (INR)	Flight Inclusions	Baggage	Adult	Child	Infant
6,800.00					
3,469.80		Cabin Baggage	7 kg	7 kg	0 kg
389.00		Check-in Baggage	15 kg	15 kg	0 kg
10,658.80	Flight inclusions are subject to change with Airlines.				
Total					

Customer Contact Details | E-mail : happytrailsc2011@gmail.com | Contact No : 9477399095

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HAPPY TRAILS INC  
Contact No : 9903807340  
23 Gariahat road, Kolkata, West Bengal, 700029 - India



F.No.K-13011(11)/3/2017-UPA-I  
Government of India  
Ministry of Housing & Urban Affairs  
(UPA Division)

Nirman Bhawan, New Delhi 110 011.

August 7, 2017

**MEETING NOTICE**

**Subject: Swachhata Excellence Awards for the Area Level Federations (ALFs) for the year 2018-18 – Meeting with Mission Directors of States – regarding.**

I am directed to refer to this Ministry's Meeting Notice of even number dated 31<sup>st</sup> July, 2017 regarding meeting on the above mentioned subject to be held at 13:30 hrs on Thursday, 10<sup>th</sup> August, 2017 at Nirman Bhawan, New Delhi.

It is proposed to utilise the presence of Mission Directors, SULM to discuss the following issues in addition to the issues relating to Swachchata Excellence Awards.

- i) Issue of pending Utilisation Certificates
- ii) Innovative and Special Projects
- iii) Framing of rules and schemes under Street Vendors Act
- iv) Ensuring MIS entry at ULB level
- v) Ensuring MIS entry for Shelters for Urban Homeless
- vi) Approval of Town Vending Plans by competent authority in States
- vii) Aadhaar seeding of beneficiaries
- viii) Registration of ULBs on PFMS

  
(Surender Kumar)  
07/08/2017

Under Secretary to Govt of India  
Tele : 23061185

To  
The State Mission Directors, All States/UTs  
(As per list enclosed)

Copy to :

1. Joint Secretary (SBM), Ministry of Housing & Urban Affairs, Nirman Bhawan, New Delhi – with a request to attend / depute a representative to attend the meeting.
2. Joint Secretary (SBM), Ministry of Drinking Water & Sanitation, Deendayal Antyodaya Bhawan, CGO Complex, Lodi Road, New Delhi -- with the request to attend / depute a representative to attend the meeting .

• Copy also to :

1. PS to JS(UPA), M/o HUA
2. PPS to Director (UPA-I), M/o HUA
3. PA to DS(UPA-II), M/o HUA
4. National Mission Managers, DAY-NULM



F. No. K-13011(11)/3/2017-UPA I  
Government of India  
Ministry of Housing & Urban Affairs  
(UPA Division)

Nirman Bhawan, New Delhi  
Dated 31<sup>st</sup> July 2017

**MEETING NOTICE**

**Subject :** Swachhata Excellence Awards for the Area Level Federations (ALFs) for the year 2017-18 - Meeting with Mission Directors of States - regarding

I am directed to refer to this Ministry's letter of even Number dated 19<sup>th</sup> July, 2017 forwarding therewith the guidelines on above mentioned subject and to say that finalization of entries and conferring awards to Area Level Federations for Swachhata Excellence is a time bound activity.

2. Therefore, in order to sensitize the States, a Meeting is scheduled to be held under the Chairmanship of Shri Sanjay Kumar, Joint Secretary (UPA) and Mission Director (DAY-NULM) at 1330 Hrs on Thursday, the 10<sup>th</sup> August, 2017 in Hall No. 101, A-Wing, CPWD Conference Hall, Ministry of Housing and Urban Affairs, Nirman Bhawan, New Delhi.

3. It is requested to kindly attend the aforesaid meeting on the scheduled date and time.

  
(Surender Kumar)

Under Secretary to the Govt of India  
Tele : 23061185

To  
The State Mission Directors  
All States/ UTs  
(As per list enclosed)

Copy to :

1. Joint Secretary (SBM), Ministry of Housing and Urban Affairs, Nirman Bhawan, New Delhi - with the request to attend/ depute a representative to attend the meeting.
2. Joint Secretary (SBM), Ministry of Drinking Water and Sanitation, Deendayal Antyodaya Bhawan, CGO Complex, Lodi Road, New Delhi - with the request to attend/ depute a representative to attend the meeting.

**Copy also to :**

1. PS to JS (UPA)
2. PA to DS (UPA-II)
3. National Mission Managers, DAY-NULM



File No. K-13011(11)/3/2017-UPA I  
Government of India  
Ministry of Housing and Urban Affairs  
(UPA Section)

\*\*\*\*\*

Nirman Bhawan, New Delhi-110011  
Dated: July 19th, 2017

To,  
The Principal Secretary (UD&H)  
(All States/ UTs)

Subject: Swachhta Excellence Awards for the Area Level Federations  
(ALFs) for the year 2017-18- Forwarding of Guidelines - reg

Sir,

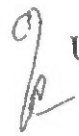
I am directed to say that Ministry of Housing and Urban Affairs (M/oHUA) has decided to institute Swachhta Excellence Awards for the Area Level Federations (ALFs) which carry out exemplary work in the fields of sanitation and cleanliness and to forward herewith the Guidelines for Swachhta Excellence Awards for Area Level Federations (ALFs).

2. The award is meant for the Area Level Federations (ALFs) formed/restructured under DAY-NULM. States may recommend entries as per guidelines, out of which entries from respective states will be selected for 1st, 2nd and 3rd prize awards.


Encls: (As above)

Yours faithfully

  
(Surender Kumar)

 Under Secretary to the Government of India  
Telefax: 23061185

Copy to: Mission Directors, SULM (All States/ UTs)

  
19/7/2017



F. No. K-13011(11)/3/2017-UPA I  
Government of India  
Ministry of Housing & Urban Affairs  
(UPA Division)

Nirman Bhawan, New Delhi  
Dated 31<sup>st</sup> July 2017

**MEETING NOTICE**

**Subject :** Swachhata Excellence Awards for the Area Level Federations (ALFs) for the year 2017-18 - Meeting with Mission Directors of States - regarding

I am directed to refer to this Ministry's letter of even Number dated 19<sup>th</sup> July, 2017 forwarding therewith the guidelines on above mentioned subject and to say that finalization of entries and conferring awards to Area Level Federations for Swachhata Excellence is a time bound activity.

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3. It is requested to kindly attend the aforesaid meeting on the scheduled date and time.

  
(Surender Kumar)

Under Secretary to the Govt of India  
Tele : 23061185

To  
The State Mission Directors  
All States/ UTs  
(As per list enclosed)

Copy to :

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**Copy also to :**

1. PS to JS (UPA)
2. PA to DS (UPA-II)
3. National Mission Managers, DAY-NULM



41569/2017/UPA II SECTION

File No. K-13011(11)/3/2017-UPA I  
Government of India  
Ministry of Housing and Urban Affairs  
(UPA Section)

\*\*\*\*\*

Nirman Bhawan, New Delhi-110011  
Dated: July 19th, 2017

To,  
The Principal Secretary (UD&H)  
(All States/ UTs)

Subject: Swachhta Excellence Awards for the Area Level Federations  
(ALFs) for the year 2017-18- Forwarding of Guidelines - reg

Sir,

I am directed to say that Ministry of Housing and Urban Affairs (M/oHUA) has decided to institute Swachhta Excellence Awards for the Area Level Federations (ALFs) which carry out exemplary work in the fields of sanitation and cleanliness and to forward herewith the Guidelines for Swachhta Excellence Awards for Area Level Federations (ALFs).

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Encls: (As above)

Yours faithfully

  
(Surender Kumar)

 Under Secretary to the Government of India  
Telefax: 23061185

Copy to: Mission Directors, SULM (All States/ UTs)

  
19/7/2017



DEENDAYAL ANTYODAYA YOJANA-  
NATIONAL URBAN LIVELIHOODS  
MISSION

SWACHHATA EXCELLENCE AWARD  
for  
Area Level Federations(ALFs)

(Guidelines)

Ministry of Housing and Urban Affairs  
Government of India  
August, 2017



## 1. Preamble

Cleanliness is one of the vital components of life. The rapid pace of population growth & urbanization has brought in challenges for ensuring clean environment. It is well known that weak sanitation leads to significant health costs and untreated sewage from cities is the single biggest source of water resource pollution in India. This indicates both the scale of the challenge faced by the Indian cities and the huge costs incurred if these are not addressed appropriately. In this context, the Swachh Bharat Abhiyan is being implemented by the Ministry of Housing and Urban Affairs (M/o HUA) and by the Ministry of Drinking Water and Sanitation (M/o DWS) for urban and rural areas respectively.

Community Based Organisations (CBOs) as nurtured under Deendayal Antyodaya Yojana-National Urban Livelihoods Mission have participated actively in the clean-up activities and awareness campaigns under the Swachh Bharat Abhiyan. These groups are involved in creating awareness by way of peer group influence towards open defecation free cities. Some of the groups are also involved in waste management.

DAY-NULM Swachhata Excellency Awards have been instituted by Ministry of Housing and Urban Poverty Alleviation which are to be provided to the CBOs of DAY-NULM with the objective to encourage Area Level Federations for their initiatives related to cleanliness drive including elimination of open defecation, eradication of manual scavenging, bringing out behavioural change towards healthy sanitation practices, creating awareness about sanitation and its linkage with public health, modern and scientific solid waste management.

Considering the fact that clean and hygienic environment is an integral part of the healthy life, it is felt necessary to institute *Swachhata Excellency Awards* for CBOs under DAY-NULM with the objectives of encouraging the stakeholders to adopt holistic approach towards clean and hygienic environment in the country.

## 2. Objectives

The main objectives of Swachhata Excellency Award are:

- To bring cleanliness and sanitation to the forefront of social discourse of development in urban areas.
- To develop open defecation free and clean ULBs that will act as models for others to emulate.
- To give incentive to CBOs to sustain the initiatives taken by them to eliminate the practice of open defecation from their respective geographical areas.
- To increase behavioral change regarding healthy sanitation practices, by recognizing the CBOs.



### 3. Eligibility

The award is meant for the Area Level Federations (ALFs) formed/restructured under DAY-NULM which have been the driving force for effective sanitation coverage in the respective ULB areas, duly recommended and nominated by the State/UT are eligible to be considered for the swachhata excellence award. The ALFs, which have made outstanding contribution to the cause of sanitation and cleanliness, will only be considered for the awards.

States having less than 100 ALFs may recommend upto a maximum of six entries out of which three entries from respective states will be selected for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize awards. However, states having more than 100 ALFs will be eligible to submit a maximum of 20 entries out of which awards will be finalized as under:

1 <sup>st</sup> prize	one award
2 <sup>nd</sup> prize	three awards
3 <sup>rd</sup> prize	six awards

The criteria for recommendation and nomination will be as follows:

- The Area Level Federations must be registered as a society/an association under the relevant law of the State and must have received Revolving Fund under DAY-NULM.
- The Area Level Federations must have conducted meetings with periodicity and cleanliness must have formed one of its agenda items in meetings.
- The Area Level Federations must have played an active role in spreading the message of cleanliness (Swachhta Awareness) in their locality by giving special emphasis on adoption of hygienic practices and toilet construction etc.
- The Area Level Federations should also have promoted any innovative methods/best practices on cleanliness & hygiene (e.g. action for making their locality open defecation free area, environment friendly garbage disposal, re-use and recycling of waste water and garbage etc)



#### 4. Selection Committee for Evaluation and Finalization of Entries at State/UT & Central Level:

There shall be a Selection Committee at the State/UT level constituted with the approval of Principle Secretary/ Secretary (Urban Development) of State. The composition of the Committee will be as under:

Mission Director (DAY-NULM) -	Chairperson
Two Members	-Nominated by Principle Secretary/ Secretary (UD)

The State Level Committee would make its recommendations to the Ministry of Housing and Urban Poverty Alleviation, Government of India. The final selection of award winning ALFs will be made by the three member Committee constituted with the following composition:

Joint Secretary (UPA), M/o HUA	Chairman
Joint Secretary (SBM), M/o HUA	Member
Joint Secretary (SBM), M/o DWS	Member

#### 5. Evaluation Criteria for Selection:

The Selection Committee will examine the eligible applications of the Area Level Federations(ALFs) based on the evaluation criteria as indicated below:

Sl.No.	Criteria	Evaluation (Total 100 Marks)
01	Relevance and significance of the work done during last one year	20
02	Innovation in concept/ best practices etc.	10
03	Scope for sustainability and scaling up	20
04	Noticeable and significant impacts	50
	I. Number of Community members/ households involved in the project	10
	II. Increase in savings/ earnings of SHGs members, other families	10
	III. Description of Significant change in behaviour achieved	15
	IV. Qualitative and quantative Improvement in community cleanliness conditions (e.g. reduction in diseases/ reduction in open dumping/ increase in overall cleanliness, etc).	15



## 6. Procedure for Forwarding the Application for Awards:

As the award distribution activity is time bound and is to be completed in the current year, the timelines are to be maintained at every level. Therefore, the following time schedule is to be adhered to at every level:

S.No.	Item of Activity	Target Date
1	Recommendation of entries by Commissioners/ Project Officers of ULB	30 <sup>th</sup> November, 2017
2	Recommendation of requisite number of entries by State Level Committee to M/o HUPA (as per <i>Para-3</i> above)	31 <sup>st</sup> December, 2017
3	Finalization of award winning entries by Central Committee	31 <sup>st</sup> January 2018
4	Award distribution ceremony	February/ March, 2018

The award money will be transferred digitally direct to the account of the ALF. Apart from the award money, the selected ALFs will also receive mementos and certification of excellence by the Ministry of HUA for their exemplary work in the field of sanitation and cleanliness. The category of prize amount are listed below:

Category	Prizes	Award
01	1 <sup>st</sup> Prize	1,50,000/-
02	2 <sup>nd</sup> Prize	1,00,000/-
03	3 <sup>rd</sup> Prize	50,000/-

## 7. Distribution of awards:

The selected Area Level Federations (ALFs) will receive the award from the Ministry of Housing and Urban Poverty Alleviation at a national level function to distribute awards. The date and venue will be communicated to the States/UTs by the Ministry well in advance to enable state representatives and ALF representatives to make their travel plans. M/o HUA will bear the TA/DA expenses for the representatives of the award winning ALFs for attending the function (*for maximum of two representatives of the selected ALF*).



#### 8. Usage of the award amount:

Area Level Federation(ALF) that receive the award/incentive amount should use it for:-

1. Revolving Fund to the member SHGs.
2. Vulnerable Fund/aid to SHG or its members,
3. Invest in waste management activities.
4. Invest in other livelihoods activities of Self Help Groups (SHGs)/ Area Level Federations(ALFs).
5. Any other innovative activities/purpose.

#### 9. Accounts Maintenance:

Area Level Federation(ALF) will maintain a proper account of incentive amount received and the purpose for which it is spent along with vouchers, etc.

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**APPLICATION FORM FOR DAY-NULM SWACHHATA  
EXCELLENCE AWARDS**

1. Name of the Area Level Federation(ALF) :

2. Brief Profile :

*[Date of formation or restructured, No of SHG & member details /Savings/ Activities undertaken, RF received, Trainings received, Meetings, Office bearers details, Other Benefits availed etc with complete postal address & contact details of Area Level Federations office/President/Secretary]:*

3. Previous Achievements *[if Any]* .....

4. Brief description about the work done *[in 300 words]*, indicating

Sl. No.	Indicating Areas	Discription
01	Area of implementaion	(Tick mark )
	I. Individual toilets	
	II. Community/ public toilets	
	III. Waste management	
	VI. Cleaniness drives	
02	Pre and Post implementation scenario (Please attach pre and post pictures and also attach brief description of problem faced, vis-à-vis current scenario-how problem has been addressed)	
03	Activities implemented / awareness created	
04	Total benefits accrued (Please attach annexure to show the extent of community participation achieved and noticeable behaviour changes achieved. Also description may be given to show the impact including increase in cost saving, increase in earnings )	
05	Details of innovative methodology adopted	
06	Ground level impact achieved	
07	Scope for sustainability and scaling up	

5. Name of the proposer .....

Position .....

Address.....

Signature.....

6. Confirmation by the proposer that the Area Level Federation(ALF) has agreed for the Award.



7. A statement by the Proposer not exceeding 150 words explaining why the nominee should be considered for this award. This should highlight aspects including
  1. Relevance and significance of the work done during last one years
  2. Innovation in concept, methodology etc.
  3. Scope of replicability of practices/ model by common people, institution etc.
  4. Tangible and intangible impacts
  5. Community based participatory approach
8. Whether the achievements have already been recognized for award by any other institution/ organization. *[If so, name of the institution/ organization, Award and year].*
9. Recommendation by the concerned Project Officer/ Municipal Commissioner/ State Mission Director, wherever applicable.

\*\*\*



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং ..... SUDA-06/2014/2382

তারিখ ..... ০৭-১-১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

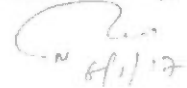
Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS), a collaborative endeavour of NUHM and NULM, In this regard you are kindly requested to send any one City Mission Manager of your ULB to discuss different aspects of the programme and who may train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop, details of which are given below:

1. Date: 20.01.2017 (Tamluk, Nabadwip, Santipur)
2. Time: 10.30 am to 1:30 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare any one City Mission Manager to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Yours faithfully,



Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA - ০৬/২০১৭ (প-১) / ২৩৪২ (১৪)

তারিখ ০৭/১/১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS) a collaborative endeavour of NUHM and NULM, for Community Organisers of your ULB to discuss different aspects of MAS. It is envisaged that the COs will be able to train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop with the COs details of which are given below:

1. Date: 20.01.2017
2. Time: 10.30 am to 1.30 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare your Community Organiser to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Enclosed is the list of participants and ULBs for the workshop.

Enclosure: As Stated

Yours faithfully,

  
N 6/1/17  
Joint Director, SUDA



**List of Participants for Orientation Workshop on  
Mahila Arogya Samity**

**Date: 20.01.2017**

**Venue: SUDA Conference Hall**

**Time: 10.30 am to 1.30 pm**

Sl. No.	Name of ULB	Community Organiser
1	Contai	2
2	Haldia	5
3	Panskura	1
5	Ghatal	1
6	Jhargram	1
7	Kharagpur	3
8	Medinipur	1
9	Bolpur	2
10	Rampurhat	1
11	Suri	3
12	Howrah MC	8
13	Uluberia	5
14	Chakdah	2
17	Kalyani	2
18	Krishnagar	4
<b>Total Participants</b>		<b>41</b>



সুডা

রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং .....SUDA-06/2014 (০-1) / 2383

তারিখ ০৭-১-১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS) a collaborative endeavour of NUHM and NULM, for Community Organisers of your ULB to discuss different aspects of MAS. It is envisaged that the COs will be able to train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop with the COs details of which are given below:

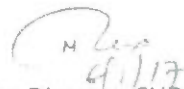
1. Date: 20.01.2017
2. Time: 02.00 pm to 5:00 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare your Community Organiser to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Enclosed is the list of participants and ULBs for the workshop.

Enclosure: As Stated

Yours faithfully,

  
Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



**List of Participants for Orientation Workshop on Mahila  
Arogya Samity**

**Date: 20.01.2017**

**Venue: SUDA Conference Hall**

**Time: 02.00 pm to 5.00 pm**

<b>Sl. No.</b>	<b>Name of ULB</b>	<b>Community Organiser</b>
1	Asansol MC	5
2	Burdwan	4
3	Durgapur MC	5
5	Kalna	1
6	Katwa	2
7	Arambag	2
9	Bansberia	2
10	Bhadreswar	2
11	Chamdpani	1
12	Chandannagar MC	3
13	Dankuni	0
14	Hooghly Chinsurah	2
17	Konnagar	1
18	Rishra	2
19	Serampore	2
20	Uttarpara Kotrung	1
21	Siliguri MC	14
<b>Total Participants</b>		<b>49</b>



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA - 06/2014/2383

তারিখ 09-1-17

From : Jt. Director, SUDA &  
 Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
 ..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS), a collaborative endeavour of NUHM and NULM. In this regard you are kindly requested to send any one City Mission Manager of your ULB to discuss different aspects of the programme and who may train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop, details of which are given below:

1. Date: 20.01.2017 (Baidyabati)
2. Time: 02.00 pm to 5:00 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare any one City Mission Manager to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Yours faithfully,

  
 Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং ০৬/২০১৭(পট)/ ২৩৪৬

তারিখ ০৭-০১-১৭

**From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM**

**To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA**

**Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM**

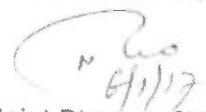
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1. Date: 18.01.2017 (Ashokenagar Kalyangarh, Habra, Naihati, South DumDum)
2. Time: 10.30 am to 1.30 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare any one City Mission Manager to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Yours faithfully,

  
Joint Director, SUDA



সুডা

রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-06/2014(প্)/2386(22)

তারিখ ০৭-০১-২০১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM &amp; NUHM

Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS) a collaborative endeavour of NUHM and NULM, for Community Organisers of your ULB to discuss different aspects of MAS. It is envisaged that the COs will be able to train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop with the COs details of which are given below:

1. Date: 18.01.2017
2. Time: 10.30 am to 1.30 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare your Community Organiser to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Enclosed is the list of participants and ULBs for the workshop.

Enclosure: As Stated

Yours faithfully,

  
Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



**List of Participants for Orientation Workshop on Mahila  
Arogya Samity**

Date: 10.01.2017      Venue: SUDA Conference Hall  
Time : 10:30 am to 1:30 pm

Sl. No.	Name of ULB	Community Organiser
1	Bongaon	3
2	Baranagar	3
3	Barasat	3
4	Barrackpore	2
5	Basirhat	1
6	Bhatpara	6
7	Bidhannagar MC	4
8	Dum Dum	1
9	Halisahar	2
10	Kamarhati	4
11	Kanchrapara	2
12	Khardah	2
13	Madhyamgram	2
14	New Barrackpore	1
15	North Barrackpore	1
16	North Dum Dum	1
17	Panihati	4
18	Titagarh	2
19	Purulia	3
20	Berhampur	3
21	Dhulian	2
22	Jiaganj Azimganj	1
<b>Total Participants</b>		<b>53</b>



সুডা

রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং ... ০৬/২০১৭(৪১)/২৩৪৭

তারিখ ... ০৭-০১-১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

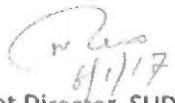
Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS), a collaborative endeavour of NUHM and NULM. In this regard you are kindly requested to send any one City Mission Manager of your ULB to discuss different aspects of the programme and who may train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop, details of which are given below:

1. Date: 18.01.2017 (Balurghat)
2. Time: 02.00 pm to 5:00 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare any one City Mission Manager to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Yours faithfully,

  
Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



সুডা

রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং .....SUDA-06/2014 (প্ৰৱি)/ 2387 (34)

তারিখ ০৭-১-১৭

From : Jt. Director, SUDA &  
Jt. Mission Director, WBSULM

To : The Mayor / Chairperson,  
..... Municipal Corporation / Municipality / NAA

Sub: Orientation Workshop on Mahila Arogya Samiti under NULM & NUHM

Sir,

This is to inform you that we are holding a meeting on Mahila Arogya Samiti (MAS) a collaborative endeavour of NUHM and NULM, for Community Organisers of your ULB to discuss different aspects of MAS. It is envisaged that the COs will be able to train the SHGs in the long run on MAS. In this connection, we are holding an Orientation Workshop with the COs details of which are given below:

1. Date: 18.01.2017
2. Time: 02.00 pm to 5:00 pm
3. Venue: SUDA Conference Hall

In this regard, you are kindly requested to spare your Community Organiser to attend the Orientation Workshop on the above mentioned date and venue and contribute effectively in the programme.

Enclosed is the list of participants and ULBs for the workshop.

Enclosure: As Stated

Yours faithfully,

  
Joint Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



**List of Participants for Orientation Workshop  
on Mahila Arogya Samity**

**Date: 18.01.2017      Venue: SUDA Conference Hall**  
**Time : 2:00 pm to 5:00 pm**

Sl. No.	Name of ULB	Community Organiser
1	Bankura	4
2	English Bazar	2
3	Old Malda	2
4	Jalpaiguri	1
5	Alipurduar	1
6	Coochbehar	2
7	Gangarampur	2
8	Islampur	1
9	Kaliaganj	2
10	Raiganj	5
11	Diamond Harbour	1
12	Maheshtala	6
13	Rajpur Sonarpur	5
<b>Total Participants</b>		<b>34</b>



**List of APOs (TPOs) & COs (58 ULBs Phase I)**

**DAY-NULM**



Sl.	Name of the ULBs	APOs/	COs
1	Alipurduar Municipality	0	1
2	Asansol Municipal	2	5
3	Ashokenagar Kalyangarh	0	0
4	Baidyabati Municipality	0	0
5	Balurghat Municipality	0	0
6	Bankura Municipality	0	4
7	Bansberia Municipality	1	2
8	Baranagar Municipality	1	3
9	Barasat Municipality	0	3
10	Barrackpore Municipality	1	2
11	Basirhat Municipality	0	1
12	Berhampore Municipality	0	3
13	Bhadreswar Municipality	1	2
14	Bhatpara Municipality	0	6
15	Bidhannagar Municipality	2	4
16	Bongaon Municipality	0	3
17	Burdwan Municipality	1	4
18	Champdany Municipality	0	1
19	Chandannagar Municipal	1	3
20	Cooch Behar Municipality	0	2
21	Darjeeling Municipality	0	0
22	Dum Dum Municipality	0	1
23	Durgapur Municipal	1	5
24	English Bazar Municipality	1	2
25	Habra Municipality	0	0
26	Haldia Municipality	0	5
27	Halisahar Municipality	0	2
28	Hooghly Chinsurah	1	2
29	Howrah Municipal	2	8
30	Jalpaiguri Municipality	0	1
31	Kalyani Municipality	1	2
32	Kamarhati Municipality	0	4
33	Kanchrapara Municipality	1	2



34	Kharagpur Municipality	1	3
35	Khardah Municipality	0	2
36	Kolkata Municipal	0	0
37	Krishnagar Municipality	0	4
38	Madhyamgram Municipality	1	2
39	Mahestala Municipality	1	6
40	Midnapore Municipality	0	1
41	Nabadwip Municipality	0	0
42	Naihati Municipality	0	0
43	North Barrackpore	0	1
44	North Dum Dum	0	1
45	Panihati Municipality	1	4
46	Purulia Municipality	0	3
47	Raiganj Municipality	1	5
48	Rajpur Sonarpur Municipality	0	5
49	Rishra Municipality	1	2
50	Santipur Municipality	0	0
51	Serampur Municipality	0	1
52	Siliguri Municipal	1	14
53	South Dum Dum	0	0
54	Suri Municipality	0	3
55	Tamluk Municipality	0	0
56	Titagarh Municipality	0	2
57	Uluberia Municipality	0	5
58	Uttarpara Kotung	1	1
<b>T o t a l</b>		<b>25</b>	<b>148</b>



GOVERNMENT OF WEST BENGAL  
HEALTH & FAMILY WELFARE DEPARTMENT  
NATIONAL HEALTH MISSION (NHM)  
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,  
SWASTHYA BHAWAN PREMISES, SECTOR -V  
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

 033 - 2333- 0432,  033 - 2357 - 7930,  
Email ID: [spmu.nuhm@gmail.com](mailto:spmu.nuhm@gmail.com); website: [www.wbhealth.gov.in](http://www.wbhealth.gov.in)

Memo No. HFW/NUHM-697/2015/4138

Date: 05.1.2017


From : **Commissioner,  
Health and Family Welfare Department &  
Addl. Mission Director, NHM  
Government of West Bengal**

To : Director, SUDA

Sir,

In reference to your office memo no. SUDA-Health/430/16/183 dated 29.11.2016, you are requested to arrange for the orientation of Community Organisers (CO) under NULM and other related HR from District level who can be involved in the training, etc. for Mahila Arogya Samiti (MAS) under NUHM. This orientation will be held at State level. As per discussion with Joint Director, SUDA & Joint Mission Director, NULM, the state level orientation may be fixed on 19<sup>th</sup> & 20th January, 2017 at Conference Hall, SUDA. You are requested to use your good office to inform Community Organisers from ULBs to attend the orientation. State Mission Managers may be requested to take part during orientation. District level personnel from DH&FWS will also take part in the orientation who will be informed by SH&FWS. Venue of the training, TA and accommodation of Community Organisers may be arranged by SMMU, NULM. Refreshment and other training cost will be borne by SH&FWS.

Yours faithfully


  
**Commissioner, H& FW &  
Addl. Mission Director, NHM**

Memo No. HFW/NUHM-697/2015/4138

Date: 05.1.2017

Copy forwarded for information and necessary action to:

1. Joint Director, SUDA & Joint Mission Director, NULM
2. Guard file

  
**Commissioner, H& FW &  
Addl. Mission Director, NHM**





রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

"ইলগাস ভবন", এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
"ILGUS BHAVAN", H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-17/2015/ 2355

তারিখ 05.01.2017

From : Director, SUDA &  
Mission Director, WBSULM

To : The Joint Municipal Commissioner (Dev.),  
Kolkata Municipal Corporation

**Sub : Enlistment of Society**

Sir,

In forwarding herewith a copy of Memo No.Nil dt.28.12.2016 alongwith its enclosure as received from the President, Bakultala Sathi Unnayan Samity, which will speak for itself.

I would request you to do take suitable action as per request.

Enclo : as stated above.

Yours faithfully,

  
Director, SUDA  
&


Mission Director, WBSULM

SUDA-17/2015/ 2355/ 1 (1)

05.01.2017

Copy to :-

President Bakultala Sathi Unnayan Samity, 3C, Gule Para Road, Kolkata-700061.

  
Director, SUDA  
&

Mission Director, WBSULM

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



সুডা

o/c

SUDA

রাজ্য নগর উন্নয়ন সংস্থা

STATE URBAN DEVELOPMENT AGENCY

"ইলগাস ভবন", এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

"ILGUS BHAVAN", H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-17/2015/ 2355

তারিখ 05.01.2017

From : Director, SUDA &  
Mission Director, WBSULM

To : The Joint Municipal Commissioner (Dev.),  
Kolkata Municipal Corporation

**Sub : Enlistment of Society**


Sir,

In forwarding herewith a copy of Memo No.Nil dt.28.12.2016 alongwith its enclosure as received from the President, Bakultala Sathi Unnayan Samity, which will speak for itself.

I would request you to do take suitable action as per request.

Enclo : as stated above.

Yours faithfully,

  
Director, SUDA  
&


Mission Director, WBSULM

SUDA-17/2015/ 2355/ 1 (1)

05.01.2017

Copy to :-

President Bakultala Sathi Unnayan Samity, 3C, Gule Para Road, Kolkata-700061.

  
Director, SUDA  
&

Mission Director, WBSULM

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-.....

তারিখ .12.2016.....

From : Director, SUDA &  
 Mission Director, WBSULM

To : The Joint Municipal Commissioner (Dev.),  
 Kolkata Municipal Corporation

*Draft*

Sub : ~~Prayer for~~ enlistment of Society

Sir,

In forwarding herewith a copy of Memo No.Nil dt.28.12.2016 alongwith its enclosure as received from the President, Bakultala Sathi Unnayan Samity, which will speak for itself.

I would request you to *take suitable action as per request* ~~do the needful as requested~~ by the President in the Memo.

Yours faithfully,

Enclo : as stated above.

*31/12/16*  
 Director, SUDA  
 &  
 Mission Director, WBSULM

*memo no. -*

*Copy to: -*

*President Bakultala Sathi Unnayan Samity*

*D/S 31/12/16*  
*MD WBSULM*





# BAKULTALA SATHI UNNAYAN SAMITY

( Regd. No. : S/1L/67480)

3C, Gule Para Road, Kolkata - 700 061

Contact : 9038621709

Monday to Saturday (From 10.00 A.M. to 5 P.M.)

E-mail : sathi.unnayan.samity@gmail.com

Website : www.sathi.net.in

28 DEC 2016

10307

Ref. No.....

Date...28/12/2016

To,  
The Director,  
SUDA (State Urban Development Agency)  
H.C. Block, Sector-III,  
Salt Lake, Ilgus Bhawan,  
Kolkata - 700 106.

*SMM (SMD)  
put up for forwarding to  
KMC on 29/12*

Sub : Prayer for enlistment of our Society.

Dear Sir,

We the Bakultala Sathi Unnayan Society, a registered NGO vide registration No. S/1L/67480. We are working mainly under KMC area from 2007 with the underprivileged women from the area through Self Help Groups. We have already formed more than 67 S.H.Gs consisting of more than 1124 women. We also regularly organize welfare programs like Health Camps, Blood Donation Camp, Milan Mela etc. for our members, their families and any interested person.

But we are not currently recognized by your K.M.C. or any other Government Organizations like NABARD, R.B.I. etc.

Now we pray to your good office for your recognition and enlistment, so that our S.H.G. members can get the all the benefits which other S.H.G. gets from K.M.C. and through our organisation (B.S.U.S).

Your early action in this regard ~~is~~ is highly expected and solicited.

Thanking you in advance,

Yours faithfully,

Copy to :

1. Mr. Tarak Datta  
Programme Co-ordinator.
2. Mr. Gautam Paul  
Adviser, SUDA.

BAKULTALA SATHI UNNAYAN SAMITY

*স্বাক্ষরিত*  
President

Enclos:

1. Resolution (Xerox) of AGM dt.20.12.16.
2. Description of the E.C. of B.S.U.S.
3. Certified copy (Xerox) Memorandum of BSUS.
4. Audit Reports from 2010-2016.
5. PAN CARD OF B.S.U.S.
6. Pass Book of Society, (7) Appointment from LIC.

BAKULTALA SATHI UNNAYAN SAMITY

*Body Banerjee*  
Secretary



# BAKULTALA SATHI UNNAYAN SAMITY

( Regd. No. : S/1L/67480)

3C, Gule Para Road, Kolkata - 700 061

Contact : 9038621709

Monday to Saturday (From 10.00 A.M. to 5 P.M.)

E-mail : sathi.unnayan.samity@gmail.com

Website : www.sathi.net.in

Date. 27/12/16....

To

The Mayor

Kolkata Municipal Corporation

Dear Sir,

**SUB: Prayer for enlistment of our Society**

We, the Bakultala Sathi Unnayan Society, a registered NGO vide registration number - . We are working mainly under KMC area from 2007 with the underprivileged women from the area through Self Help Groups. We have already formed more than 67 S.H.Gs consisting of more than 1124 women. We also regularly organize welfare programs like Health Camps, Blood Donation Camp, Milan Mela etc for our members, their families and any interested person.

But we are not currently recognized by your K.M.C or any other Government Organizations like NABARD, R.B.I etc.

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Your early action in this regard in this regard is highly expected and solicited.

Thanking you in advance.

Yours faithfully,

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত  
President

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত  
President

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত  
Secretary



Enclosure:  
Resolution (xerox copy) of A.G.M  
(Page-2) Dated 20-12-2016  
Description of the E.C of B.S.U.S  
Certified copy (xerox) MEMORANDUM  
of the ASSOCIATION OF BAKULTALA  
SATHI UNNAYAN SAMITY with Renewal  
Audit Reports from 2010-2016

ANNO OF B.S.U.S  
Appointment form LIC



(1)

A.G.M

৪৯ম-বিকল্পহীন বার্ষিক অধিবেশন ডাঙা ২০/১২/১৬

স্থান- ৩৭ম সুলভপাড়া রোড, বৈশালী, ফালগুন-১৪৩৩

উপস্থিতি-সদস্যগণ

১. মিনতি চক্রবর্তী

২. Bidy Banerjee

৩. Mushmita Mondal

৪. Shuchita Bhattacharyya

৫. Moumita Mondal

৬. Soma Bhattacharjee

৭. Soma Das

৮. Mali Mondal

৯. Ruma Santora

১০. Shikha Banerjee

১১. Renu Chakraborty

১২. Sudha Roy

১২. Priya Nath

১৩. Kamita Debn.

১৪. Sakana B.

১৫. Dalia Ganguly

১৬. Mali Nath

১৭. Tapasi Basu

শ্রীমতী মিনতি চক্রবর্তী মহোদয়ের সভাপতিত্বে ডাঙার স্তম্ভের  
অধ্যক্ষ পেশ করা হয়, মোক্ষিতা মন্ডল এই প্রস্তাবটির  
অধ্যক্ষন ডাবানলন।

ডাঙার ডাঙার স্থান আলাদা বিবরণ ২নং —

- ক) প্রবর্ত ডাঙার ডাঙার মিনতিচক্রবর্তী পাঠ ও অনুমোদন
- খ) গত ২০২৫-২০২৬ ডাঙার আর্থিক বছরের হিসাব  
পেশ ও অনুমোদন
- গ) ১২ম পর্বের মিনতিচক্রবর্তী
- ঘ) ডাঙার বার্ষিক ডাঙার মিনতিচক্রবর্তী পাঠ ও অনুমোদন
- ঙ) ২০২৬-২০২৭ ডাঙার ডাঙার কার্যসূচী-সংগঠন নির্বাচন  
ও প্রতিনির্বাচন নির্বাচন
- চ) বিবিধ

ডাঙার শ্রীমতী মিনতি চক্রবর্তী মহোদয়ের সভাপতিত্বে (২০২৪-২৫)  
শ্রীমতী বীর কামাডয়ী প্রবর্ত ডাঙার ডাঙার মিনতিচক্রবর্তী  
পাঠ করা হয় এবং ডাঙার ডাঙার ডাঙার ডাঙার ডাঙার  
শ্রীমতী বীর কামাডয়ী প্রবর্ত ডাঙার ডাঙার ডাঙার ডাঙার ডাঙার

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

মিনতি চক্রবর্তী  
President

Bidy Banerjee  
Secretary



(২)

সোনাশেন, সেই সকল প্রস্তাব ও বিবিস্তৃত স্থান অর্জনকল্পিত  
অনুমোদিত ও গৃহীত হইল।

• কৈলাসবিল্লা অস্বীকৃত করিয়া অন্তঃ (২০২৪-২৫) ২০২৪-২৫  
উপলব্ধি বা আর্থিক বছরের নিজস্ব অর্থায়ন  
করেন। এই নিজস্ব অর্থায়নকর্ম অনুমোদিত ও গৃহীত  
হল। প্রত্যেক অবসর উদ্ভাবনের নিজস্ব পরীক্ষার নথি  
প্রতিলিপি প্রদান করা হইল।

• অস্বীকৃত-আপত্তি-আপত্তি ২০২৬-২০২৭ অর্থিক  
বছরের নিজস্ব পরীক্ষক নিজস্ব T. P. DUTTA &  
ASSOCIATES - এর নাম প্রস্তাব করেন এই প্রস্তাব  
অর্থায়নকর্ম অনুমোদিত ও গৃহীত হইল।

• আড়াল অবসর আড়াল অস্বীকৃত করিয়া চারু  
আমাদের ও পূর্ববর্তী থাকা অস্বীকৃত স্থানগুলির সাক্ষর  
জন্য উদ্ভাবন থেকে অর্থায়ন করে তাদের আর্থিক  
ও অর্থনৈতিক নিয়ন্ত্রণের নিকট সুবাসনদের সেরা  
প্রস্তাব দেন। সকল অস্বীকৃত নথি নিকট থেকে  
সকল স্থানের সাক্ষর উদ্ভাবন নিকট আনয়ন  
করে নিজস্ব করে যে, তাদের উদ্ভাবন ও অর্থায়ন  
কারে সকল অবসর সুযোগ সুবিধা পাওয়ার জন্য  
আমরা সকলকে সুখী উদ্ভাবন উদ্ভাবিত - যে অবসর  
প্রতিষ্ঠানের জন্য নিয়ন্ত্রণ করে উদ্ভাবন প্রদান করে।  
অর্থায়নকর্ম নিজস্ব বিবিস্তৃত যে প্রথমে আমরা  
"কোনকটা স্বপ্নোচ্চাষ বা সৌজন্যের" কাজ  
সকল আমায় আমাদের আর্থিক তাদের  
উদ্ভাবন কাজে নিয়ন্ত্রণ করে। আমরা অন্য  
কোনকটা-সৌজন্যে অন্যায় কাজ করে অর্থ







নাম, প্রভাব কার্য শ্রীমতী কীৰ্ত্তি ওয়াও, যে  
 অসম্পূর্ণ অসম্পূর্ণ ৩ ২২৩২২, কলকাত্তার  
 নাম ১২মার শ্রীমতী ডালমা হানলি, শ্রীমতী মল্লিক  
 মল্লিক নাম প্রভাব কার্য, ২২৩ অসম্পূর্ণ অসম্পূর্ণ  
 ও ২২৩ ২২, শ্রীমতী-মল্লিক মল্লিক কার্যকারী  
 অসম্পূর্ণ ১২মার কার্য ওয়াও ২২৩ ২২ ৩ ১২মার  
 নাম নাম প্রভাব কার্য, যে অসম্পূর্ণ অসম্পূর্ণ  
 অসম্পূর্ণ ২২৩ ২২, শ্রীমতী মোক্ষ নাম কার্যকারী  
 অসম্পূর্ণ অসম্পূর্ণ ১২মার শ্রীমতী মোক্ষ নাম  
 শ্রীমতী-মল্লিক অসম্পূর্ণ নাম প্রভাব কার্য ওয়াও ২২৩  
 অসম্পূর্ণ অসম্পূর্ণ অসম্পূর্ণ ৩ ২২৩ ২২, কলকাত্তার  
 ২০২৬-২০২৭ কার্যকারী শ্রীমতী বা লিচিচানলিকারী  
 অসম্পূর্ণ ২২মার —

অসম্পূর্ণ —	শ্রীমতী	মল্লিক মল্লিক
অসম্পূর্ণ অসম্পূর্ণ —	শ্রীমতী	মল্লিক কলকাত্তার
কলকাত্তার —	শ্রীমতী	মল্লিক মল্লিক
অসম্পূর্ণ অসম্পূর্ণ —	শ্রীমতী	মল্লিক মল্লিক
অসম্পূর্ণ অসম্পূর্ণ —	শ্রীমতী	মল্লিক মল্লিক
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অসম্পূর্ণ —	শ্রীমতী	মল্লিক ওয়াও
অসম্পূর্ণ —	শ্রীমতী	মল্লিক নাম
অসম্পূর্ণ —	শ্রীমতী	মল্লিক অসম্পূর্ণ

শ্রীমতী মল্লিক মল্লিক মোক্ষ নাম কার্যকারী ৩  
 কার্যকারী অসম্পূর্ণ অসম্পূর্ণ অসম্পূর্ণ অসম্পূর্ণ



West Bengal Form No. 264.

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19-12-14  
24-12-14  
No. 67480 of 2009-2010



## Certificate of Registration of Societies

WEST BENGAL ACT XXVI OF 1961

**S/IL**  
No. 67480 of 2009-2010

I hereby certify that Banhatta Satho Unnayan

Society

has this day been registered under the West Bengal Societies  
Registration Act, 1961.

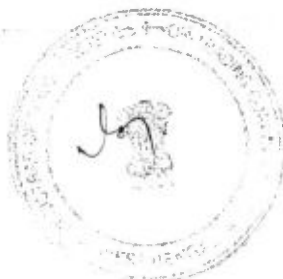
Given under my hand at Kolkata

this Second day of February

Two thousand and Ten

Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal.

ACJP-A 1076-2003-04-1,10,000



Issuing this certified copy,  
does not presuppose that the  
society has filed up-to-date  
annual returns

Compared by

1.12/14



75

5/12/67480

2-9-14

भारतीय गैर न्यायिक

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INDIA NON JUDICIAL

पश्चिम बंगाल WEST BENGAL

80AA 517261

2-9-14  
19-12-14  
Propo- 24-12-14  
Date-

BAKULTALA SATHI UNNAYAN SAMITY

बिनी श्रीवास्तव  
President

5/12/67480

Bakultala Sathi Unnayan Samity

BAKULTALA SATHI UNNAYAN SAMITY

बिनी श्रीवास्तव

Using this certified copy  
does not presuppose that the  
society has filed up-to-date



# BAKULTALA SATHI UNNAYAN SAMITY

N 23289  
1504  
31/2/07  
✓

## MEMORANDUM OF ASSOCIATION

OF

BAKULTALA

Boby Banerjee  
2/2/10

1. Name of the Society Shall Be BAKULTALA SATHI UNNAYAN SAMITY,  
BAKULTALA, 3C, GULE PARA ROAD,  
KOLKATA-700061

2. The Objects for which the Society is established are :

- a) To acquire, establish, start, aid, run, maintain or manage Self Help Groups for the benefit of the group members.
- b) To arrange conventions awareness-camps etc. for the creation and development of the Self Help Groups.
- c) To acquire, establish, start, aid, run, maintain or manage school, libraries for the benefit of the public.
- d) To accept any gift, grant, donation, subscription or fee towards raising any funds on which the Society may resort to for financial provisions for furtherance on the interests it represents.
- e) To arrange or accept loans/aids for the development and/or upliftment of the Self Help Groups or poor and weaker section people, from any Central / State Government or any other Agencies.
- f) To arrange, undertake or participate in any Project ~~for self employment generation~~ for Self Help Groups or poor and weaker section people, from any Central / State Government or any other Agencies.
- g) To undertake or participate in any developmental project under any Ministry of Central / State Government or any other Agencies for Self Help Groups or poor and weaker section people.
- h) To arrange and organize lectures, debates, discussion, seminar, & excursion for the diffusion of knowledge.
- i) To publish or cause to be published useful literatures, papers, magazines, books etc without profit motive.

Boby Banerjee 2/2/10

BAKULTALA SATHI UNNAYAN SAMITY  
Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY  
Boby Banerjee  
President

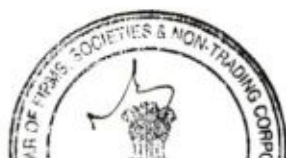


Bdy Banerji 2/2/10

- l) To help the needy students of all communities for the prosecution of studies.
- m) To collect and preserve manuscripts, paintings, sculptures, works of art, antiquities, natural history specimens, mechanical and scientific instruments and designs.
- n) To help the aged, sick, helpless and indigent persons.
- o) To alleviate the sufferings of animals or other living creatures as may be deemed appropriate.
- p) To engage and assist in such other philanthropic activities as may be deemed appropriate by the Governing Body of the Society.
- q) To construct, maintain, improve, develop and alter any buildings, houses, or other works necessary or convenient for the use of the Society.
- r) To do all such acts, deeds, matters and things as may be deemed incidental or conducive to the foregoing objects.
- s) To arrange and organize lectures, debates, discussion, seminar, & projects for the protection of natural environments and maintenance of eco-logical balances.

The Society will not contravene section 4(7) of WBSA Act, 1961 in any way.

The income and properties of the Society whatsoever derived or obtained shall be applied solely towards the promotion of the object of the Society and no portion thereof shall be paid to or divided amongst any of its members by way of profits.



BAKULTALA SATHI UNNAYAN SAMITY

সিনিয়র প্রেসিডেন্ট  
President

BAKULTALA SATHI UNNAYAN SAMITY

Bdy Banerji  
Secretary



3. The names, addresses and description of the members of the Governing Body:-

Sl. No	Name	Address	Description
1.	Smt. Minati Mazumder	4/2, Gule Para Road, Kolkata-700061.	President
2.	Smt. Sudha Raj	103/53, Parul Pucca Road, Kolkata-700061.	Vice-President
3.	Smt. Bobby Banerjee	3C, Gule Para Road, Kolkata-700061.	Secretary
4.	Smt. Runu Chakraborty	78/7, Biren Roy Road (W), Kolkata-700061.	Asstt. Secretary
5.	Smt. Madhumita Mondal	11, Parul Dharmarajtala Road, Kolkata-700061.	Treasurer
6.	Smt. Kavita Oraw	5/1/2A, Parul Das Para Road, Kolkata-700061.	Member
7.	Mst. Sabana Bibi	5/5 Gule Para Road, Kolkata-700061.	Member
8.	Smt. Anjana Das	52/7, Parul Pucca Road, Kolkata-700061	Member
9.	Smt. Shila Santra	59/4/1, Dr. N.G. Saha Road, Kolkata-700061.	Member

Boby Banerjee  
2/2/10



4. We the several persons whose names, address and occupations are hereunto subscribed are desirous of being formed into an association in pursuance of this memorandum of association.

Sl. No.	Signature	Address	Occupation
1	স্নিগতি চক্রবর্তী	4/2, Gule Para Road, Kolkata-700061.	House-wife
2	সুখী রায়	103/5, Parul Pucca Road, Kolkata-700061.	House-wife
3	Bidy Banerjee	3C, Gule Para Road, Kolkata-700061.	House-wife
4	Runa Chakraborty	78/7, Biren Roy Road (W), Kolkata-700061.	House-Wife
5	Madhumita Mondal	11, Parul Dharmarajatala Road, Kolkata-700061.	House-wife
6	Kavita Das	6/1/2A, Parul Das Para Road, Kolkata - 700061.	House-wife
7	Sahana Biki	5/5 Gule Para Road, Kolkata - 700061.	House-wife
8	Anjana Das	52/7, Parul Pucca Road, Kolkata - 700061.	House-wife
9	Shikha Sarkar	59/4, Dr. N.C. Saha Road, Kolkata-700061.	House-wife

Witness of above signature..

Signature:

Address: "SHUBHAM", 3 C GULE PARA ROAD  
BARULTALA, KOLKATA - 700061  
District Officer, KOLKATA PORT TRUST.

Bidy Banerjee 2/2/10



5/14/67480 2-9-14



पश्चिम बंगाल WEST BENGAL

80AA 517260

5/14/67480

Bakultala Sathi Unnayan Samity

BAKULTALA SATHI UNNAYAN SAMITY

प्रतिभा मुखर्जी  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



BAIKULTALA SATHI UNNAYAN SAMITY  
Body Banerji 2/2/10  
REGULATIONS OF SOCIETY

Unless the context otherwise requires word and expressions contained in these Regulations shall bear the same meaning as in the West Bengal Societies Regulation Act 1961 and any statutory modification thereof.

MEMORANDUM

1. Admission :

- a) The Signatories to the Memorandum of Associations & the Office Bearer of the Governing Body of the Society shall be first members of the Society.
- b) The Governing Body may admit to membership any person of any caste, creed, or sex who has attained the age of 18 years and agreed in writing to be bound by the Memorandum of Association and regulations of the Society and who in the opinion of the Governing Body will be interested in advancement of the object of the Society.

Be it noted here that the power to admit members is in the sole and absolute power of the Governing Body and the Governing Body may refuse to admit any person as a member without assigning any reason thereof.

2. Types of Members:

- a) **Honorary Members:** Any person, whose connection with the Society is deemed to be useful, may with the consent of such person be elected as Honorary Member of the Society. Such members shall not, however, be eligible to be a member of the Governing Body nor shall be entitled to vote in any meeting.
- b) **Ordinary member:** Any person qualified to be a member and paying prescribed ordinary membership fee may be admitted as ordinary members of the Society.

3. Cessation of Membership:

Any member shall cease to be a member :

- a) On the acceptance of her/his resignation from membership.
- b) On her/his becoming insane or insolvent.

Body Banerji 2/2/10

BAIKULTALA SATHI UNNAYAN SAMITY

Body Banerji  
Secretary

BAIKULTALA SATHI UNNAYAN SAMITY

Body Banerji  
President



#### 4. Register of Members:

The Society shall maintain a Register of members containing the names, address and their occupations, the date of admission and of cessation of membership. The Register will be kept open for inspection of the members of the Society on requisition. All entries required to be made therein shall be entered within a period of 15 days.

#### 5. Rights and Obligations of Members:

Any ordinary member of the Society has the right:-

- a) To elect and to be elected in any election of the Society;
- b) To submit suggestion for discussion to the Governing Body and sub-committee on any matter relating to the Society;
- c) To inspect the accounts and the proceedings of the meeting of the Society on appointment with the Secretary;
- d) To pay her/his subscription within the prescribed time. Defaulting members shall not be allowed to take part or vote in a meeting. Members shall have one vote each.

#### e) Expulsion & Removal :

Frequent action of any member, if found by the Governing Body is detrimental to the interest and is a violation of the rules and regulations of the Society, she/he may be after inquiry, censured, suspended or expelled from the membership by the Governing Body. In that case the Governing Body shall first serve the member concerned with a show cause notice showing therein the charges framed and ask her/him to submit her/his statement of defense within a month. On receipt of the explanation the Governing Body shall have the power to take a suitable action against the delinquent member after allowing her/him to defend her/his case. If no reply to the show cause notice is received within a month, the Governing Body may take an ex-parte decision. For any act of expulsion or termination no such member shall be entitled to prefer any claim for compensation or damage even if proved on subsequent date that such act of expulsion or termination was wrongful and/or unlawful.

Body Banerjee 2/2/10



## GOVERNING BODY

### 1. Composition, election / appointment / resignation / removal, terms of office :

There shall be a Governing Body consisting of not less than, 7 members. The office bearers of the G.B. shall consist of President, Vice-president, Secretary, and Asstt. Secretary, Treasurer and other committee members. All office bearers & other Committee members shall be elected at the

signation and removal of the G.B. members shall be dealt with as has been prescribed as in the case of other members noted hereinbefore.

The term of office of the G.B. shall ordinarily be one year, unless it is dissolved / terminated early under unforeseen circumstances. After election, the old Governing Body will continue to function till the new Body takes over charges which shall under no circumstances be more than 30 days from the date of election.

### 2. Meeting:

A meeting of Governing Body shall be held at least once in three months at such place, date, and time, as the President or the Secretary may determine. Any four members of the Governing Body may requisition the meeting and the Secretary shall summon the same within seven days and failing which the President or the Secretary may do so provided no business other than specified in the requisition may be transacted at such meeting.

### 3. Notice and quorum:

7 days' notice of the meeting specifying the place, time and the general nature of business to be transacted shall be given to every member of the Governing Body. Emergency meeting may be called on 24 hours notice. 1/3rd members personally present shall constitute a quorum for the meeting and if a quorum is not present within 30 minutes of the time, members present shall adjourn the meeting.

Bdy Banaja 2/2/10



#### 4. Procedure of the Meeting:

The President or in his absence the meetings of the Governing Body and elect a Chairman of the meeting. A decided by the majority of vote. President or the Chairman shall have his own vote in case of equality of vote.

President shall preside over all or absence members present shall tions before the meeting will be member having one vote. The and or casting vote in addition to then due.

#### 5. Power and Duties of the Governing Body:

The Governing Body shall have general power of supervision and conduct over all the affairs of the Society and in particular shall discharge the following duties:

- To appoint sub-committee which considered necessary or expedient.
- To keep proper accounts of the the name of the Society in one or more banks.
- To co-opt not more than two members to the Governing Body.
- To appoint a person or persons payment to assist the Secretary, Treasurer in the maintenance of accounts, office etc.
- To conduct any other business of the object of the Society or such specified herein for the attainment of such business is not repugnant to such object.

#### SAFE CUSTODY OF PROPERTIES

- The Governing Body shall be responsible for the safe custody of the funds, properties and assets of the Society.
- The funds of the Society shall be kept in banks/post office/ Mutual funds and be invested in a manner specified under Sec. 20 of the Indian Trust Act, 1882.

#### BOOKS OF ACCOUNT & INSPECTION

The books of account and other registered office and shall be open time and place as the Governing Body directs on a written request made by any member.

tutory books shall be kept at the inspection of the members at such directs on a written request made by

*Body Barojia 2/2/10*





Secretary

BAKULTALA SATI UNNAYAN SAMITI

President

BAKULTALA SATI UNNAYAN SAMITI

Assist. Secretary in the absence of

direction of the governing body  
statutory requirements; (i) trans-  
Society/ audited by a chartered  
give pay order on all bills for pa-  
receipts for all sums received as  
placed before the governing bod-  
notices; (d) receive all applica-  
maintain minute book or all meet-

Secretary: (a) shall (a) con-  
perform all the duties of the Pres-

President: (a) shall (a) preside over the all meetings of the Society  
(b) take all disciplinary actions such  
consultation with the governing bo-  
matter requiring urgent attention;

## DUTIES OF THE

The governing body may direct to co-  
meeting for consideration of addition,  
removal or resignation of any mem-  
ber of the governing body shall be the  
responsibility of the governing body  
regulations be framed out if accepted  
members present at the meeting.

## Extra-ordinary General Meeting:

Members may request the governing bod-  
planning a requisition signed by the 25  
case the governing body shall convene  
a month from the receipt of such re-  
body, a requisition shall hold a  
other than those specified in the not-

1. Special General Meeting may be con-

Special General Meeting:

## ICE BEARERS

(c) issue general circulars and  
membership which shall be  
on behalf of the society all  
from donation etc. (d) sign and  
get the approval of the  
(e) ensure compliance with  
of or business subject to the

resident, the Vice-President shall  
all emergent meeting  
(c) advise the Secretary in the  
removals, dismissals etc. in  
President over the all meetings of the Society

Bakul Camp 21/2/12



Admission to the Society  
19/12/14  
CERTIFIED TRUE COPY

Compared by  
16/12/14



Secretary  
Bidy Bandyopadhyay

BAKUTALA SATHI UNNAYAN SAMITI

15th of December

President

(Signature)

BAKUTALA SATHI UNNAYAN SAMITI

2. Bidy Bandyopadhyay, Member

1. (Signature)

Signature of three members of the governing Body:

Whereby the undersigned member of the governing Body of the Society, do hereby certify that the above is a true copy of the Resolutions of the Society.  
Subject to the provisions of Section 24 of the West Bengal Societies Registration Act, 1961 or any statutory modifications thereof, the Society may be dissolved by a resolution passed by 3/4th members of the Society at a general meeting. The members of the Society shall also decide the manner of the disposal of the assets of the Society, if any, after dissolution.

#### DISSOLUTION OF THE SOCIETY

The Memorandum and Regulation may be altered, modified, rescinded or added to by special resolutions passed by the 3/4th members in an extraordinary general meeting called for the purpose. The Governing Body shall have power to make, alter, modify or rescind such Regulations as may be considered necessary in the interest of smooth functioning of the Society.

#### ALTERATION OF MEMORANDUM & REGULATIONS

All suits and legal proceedings by or against the Society shall be in the name of the Secretary or such persons as shall be appointed by the Committee.

#### SUIT & LEGAL PROCEEDINGS

The Society shall maintain books of accounts as required under Section 15 of the Act. The accounts shall be audited by a duly qualified auditor as stated in Sec. 15 (2) of the Act.

#### MAINTENANCE AND AUDIT OF ACCOUNTS

Treasurer shall (a) receive all sorts of subscriptions, donations and deposits; (b) maintain and keep cash thereof; (c) operate bank account (if necessary); (d) prepare the budget for consideration of the Governing Body in consultation with the Secretary or jointly with the Secretary or the Secretary.

Bidy Bandyopadhyay 2/2/12



(3)

West Bengal Form No. 264.

বাকুলতলা সথি উন্নয়ন সমিতি  
নং (নম্বরে) সিটিস'র দ্বারা প্রদত্ত  
পাঠ্য: বাস্তবায়ন



Registration granted in  
anticipation of the  
information/facts stated  
in the documents being  
Correct and true

## Certificate of Registration of Societies

WEST BENGAL ACT XXVI of 1961

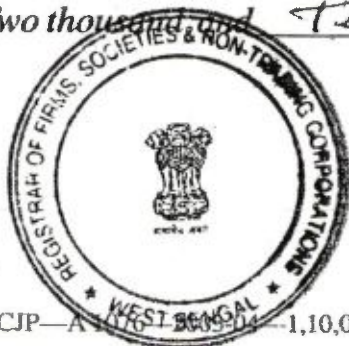
**S/IL**  
No. 67480 of 20 09-200

I hereby certify that Bakultala Sathi Unnayan  
Samiti

has this day been registered under the West Bengal Societies  
Registration Act, 1961.

Given under my hand at Kolkata  
this Second day of February

Two thousand and Ten



*[Signature]*

Registrar of Firms, Societies &  
Non-Trading Corporations,  
West Bengal.

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

*[Signature]*  
President

*[Signature]*  
Secretary



Provisionally received  
Subject to the document  
being in order. Please  
enquire after 30 days.  
Not applicable in A/B  
A 480846 of 20 Page 17

# PLICATE CARBON RECEIPT BOOK

[See Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual]

Receipt No. 12848

18/8/10

whom received— Bakul Sathi

(কিট প্রাপ্ত) —

whose account—

বাকুল —

that account—

সেই —

Amount 1467480 (১৪৬৭৪৮০)

Rs. 15 P.

Signature

Total ... 15

be entered in words)

For Registrar of Firms, Societies &  
Non-Trading Compn West Bengal  
Signature of Receiver of Firms  
P-15, India

N.B.—The public are warned that only printed and numbered receipts from the official  
Book will be valid.

বিশেষ দৃষ্টব্য—জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র সরকারী  
ত রসিদ বহি হইতে ক্রমিক নম্বরযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

P—A 489—2004-05—50,000-25,00,000

BAKULTALA SATHI UNNAYAN SAMITY BAKULTALA SATHI UNNAYAN SAMITY

জি.ন.জি.স.স.স.  
President

Boby Banerjee  
Secretary



Legal Form No. 222.

Provisionally received  
Subject to the documents  
being in order. Please  
enquire after 30 days.  
Not applicable.

No. **A**

504603

of 20

Page

**DUPLICATE CARBON RECEIPT BOOK**

[See Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual]

Receipt No. 14833

8/9/11

whom received—

নিকট প্রাপ্ত—

Bakulata Sathi

whose account—

বাবৎ—

Unnayan Sathi

what account—

ন্য—

Rs. 1467483 (10-11)

Rs. 158 P.

Total ...

be entered in the Receipt Book.

Non-Trading Corpn. West Bengal

P-18, India Exchange Place, Calcutta

Valid till 10th March 2011. Signature of Receiving Officer.

N.B.—The public are warned that only printed and numbered receipts from the Receipt Book will be valid.

বিশেষ দৃষ্টব্য—জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র সনাক্তকৃত  
দ্রুত রসিদ বহি হইতে ক্রমিক নম্বরযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

JP-A 489-2004-05-50,000-25,00,000

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

জনতা সনাক্তকৃত  
President

Boby Banerjee  
Secretary



Form No. 222.

Provisionally received  
Subject to the documents  
being in order. Please  
enquire after 45 days.  
(Not applicable in A.P.C.)

A 532719 of 20

Page 11

### PLICATE CARBON RECEIPT BOOK

see Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual]

Receipt No. 120910

12/11

Item received—

প্রাপ্ত—

to account—

account—

Bakultala Sathi

Unnayan Samity

At (11/11/88) (11-12)

Rs. 25/- P.

Total

25/-

Entered in words)

For Registrar of Firms, Societies &  
Non-Trading Companies West Bengal

P-15, India Exchange Plaza Extra,  
'Maddi Mansion', 10th Floor, Calcutta

Signature of Receiving Officer.

—The public are warned that only printed and numbered receipts from the Official  
Book will be valid.

গণ দৃষ্টব্য—জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র সরকারী  
বই বহি হইতে ক্রমিক নম্বরযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

250—2007-08—40,000-20,00,000

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

চিহ্নিত প্রেসিডেন্ট  
President

Boby Banerjee  
Secretary



Bengal Form No. 222.

Provisionally received  
Subject to the documents  
being in order. Please  
enquire after 45 days.  
Not applicable to A.M.

No. **A 583089** of 20

Page **8**

**DUPLICATE CARBON RECEIPT BOOK**

[See Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual]

Receipt No. **17873**

Date **4/9/13**

Received of

(নিকট প্রাপ্ত) —

whose account —

(বাবৎ) —

what account —

(জন্য) —

**Bakultala Sathi  
Unnayan Samity**

**Rs. 114 67 480 (12-13)**

Rs. **114** P.

- Total ...

(to be entered in words)

Signature of Receiving Officer.

N.B.—The public are warned that only printed and numbered receipts from the Official Receipt Book will be valid.

বিশেষ দৃষ্টব্য—জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র সরকারী  
রসিদ বহি হইতে ক্রমিক নম্বরযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

A 489—2004-05—50,000-25,00,000

For Registrar of Firms, Societies &  
Non-Trading Corps West Bengal  
P.O., India Exchange Place  
'The Mansion', 10th Floor, Calcutta

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

জি.জি. সেনগুপ্ত  
President

Boby Banerjee  
Secretary



West Bengal Form No. 222.

A

Book No. .... of 20

Page ..... 34636

**DUPLICATE CARBON RECEIPT BOOK**

[ See Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual ]

Cheque Receipt No. 280 66

Date — 21/9/14

(তারিখ) —

From whom received — Bakultala Sathi Unnayan  
(কাহার নিকট প্রাপ্ত) — Samity

On whose account — APR 13/14 67480) (13-14/  
(কাহার বাবৎ)

On what account —  
(কি জমা)

Twenty Five Rs. 25 P.

Total :

25

(To be entered in words)

Signature of Receiving Officer

N.B. — The public are warned that only printed and numbered receipts from the Official Receipt Book will be valid.

বিশেষ দৃষ্টব্য — জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র নম্বরযুক্ত মুদ্রিত রসিদ বহি হইতে ক্রমিক নম্বরযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

Subject to the provisions being in order. Please enquire after 45 days.

Notary General of Firms, Secretariat to Non-Trading Corporations West Bengal, India Exchange Place, 10th Floor, 10th Floor, 10th Floor.

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধি সাস্ত্রী  
President

Boby Banerjee  
Secretary



West Bengal Form No. 222.

Book No. .... of 20

Page **83101**

**DUPLICATE CARBON RECEIPT BOOK**

[ See Rule 277 (ii), (vi) and (xi) of the Bengal  
Practice and Procedure Manual ]

Cheque Receipt No. **22513**

Date —

(তারিখ) —

From whom received —

(কাহার নিকট প্রাপ্ত) —

On whose account —

(কাহার বাবৎ)

On what account

(কি জমা)

(To be entered in words)

Rs.

P.

Total :

Signature of Receiving Officer

N.B.— The public are warned that only printed and numbered  
receipts from the Official Receipt Book will be valid.

বিশেষ দৃষ্টব্য — জনসাধারণকে সতর্ক করিয়া দেওয়া যাইতেছে যে কেবলমাত্র সরকারী মুদ্রিত

রসিদ বহি হইতে প্রাপ্ত নথিযুক্ত প্রদত্ত রসিদই গ্রাহ্য হইবে।

W.B.G.P.-Alipore-11/12-44X-4 Lacs.

Provisionally received  
Subject to the documents  
being in order. Please  
acquire after 48 days.

For Registrar of Companies, Secretariat  
Non-Trading Companies West Bengal  
100, India Exchange Place Calcutta.  
100, India Exchange Place, Calcutta.

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

সিমান্তি চক্রবর্তী  
President

Boby Banerjee  
Secretary



Govt. of West Bengal  
Commerce & Industries  
e-Challan

GRN: 19-201617-003737653-1

Payment Mode : Online Payment

GRN Date: 27/12/2016 12:34:12

Bank : State Bank of India

BRN : CKB2274723

BRN Date: 27/12/2016 12:34:46

DEPOSITOR'S DETAILS

Name : BOBY BANERJEE Id No. EPIC  
Contact No. [REF No]  
E-mail : Mobile No. +91 9432990104  
Address : KOL-61  
User Type : Depositor  
Name : BAKULTALA SATHI UNNAYAN SAMITY  
From Date : 01/04/2015 To Date : 31/03/2016  
Address : 3C,GULE PARA ROAD KOL-61  
Remarks : A/R- 2015-16, RGS NO-S/11/67480

PAYMENT DETAILS

Sl. No.	Identification No.	Head of A/C Description	Head of A/C	Amount[ ₹]
1	EPIC	Fees for Registration of Firms- Other Receipts	1475-00-200-001-27	375

Total Amount 375

In Words : Rupees Three Hundred Seventy Five only

BAKULTALA SATHI UNNAYAN SAMITY

ব্রিঞ্জী বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerji  
Secretary



4

**Bakultala Sathi Unnayan Samity**  
**Annual Accounts & Auditor's Report**  
**For the Year ended 31<sup>st</sup> March, 2016**



**M/S T.P. DUTTA & ASSOCIATES**

**Chartered Accountants**

**302-E, Kamalalaya Centre**

**156-A, Lenin Sarani**

**Kolkata - 700013**

**Ph: 2215-2565, 3296-8113, (M) -9830076325/ 9748199319**

**Fax-2215-2565, E-mail ID: [tpda\\_ca@rediffmail.com](mailto:tpda_ca@rediffmail.com) / [kaustav\\_raj@rediffmail.com](mailto:kaustav_raj@rediffmail.com)**

**Website: [www.tpdaca.com](http://www.tpdaca.com)**

**Also at: BF-97, Sector-I, Salt Lake, Kolkata -700064**

**BAKULTALA SATHI UNNAYAN SAMITY**

**বিস্তীর্ণ প্রজ্ঞাপন**  
**President**

**BAKULTALA SATHI UNNAYAN SAMITY**

**Bidy Banerjee**  
**Secretary**





**T. P. DUTTA & ASSOCIATES**

Chartered Accountants

302-B, Kinniasalaya Centre

156-A, Lenin Sarani,

Kolkata-700 013

☎ 3296-8113, 2337-1441

Mobile : 9830076325, 9748199314

E-mail : tpdasca@gmail.com

tpda\_ca@rediffmail.com

kaustav\_raju@rediffmail.com

Fax : 033-22152565

## AUDITOR'S REPORT

- 1 We have audited the attached Balance Sheet of **BAKULTALA SATHI UNNAYAN SAMITY, SC**, Gule Para Road, Bakultala, Kolkata- 700061, as at 31<sup>st</sup> March 2016, and the Income & Expenditure Account for the year ended as on that date annex thereto, which have been prepared on Cash basis. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.
- 2 we conducted the audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.
- 3 we report that
  - a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.
  - b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.
  - c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

- (i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup> March 2016.

AND

- (ii) In the case of Income & Expenditure Account, of the excess Income over Expenditure for the year ended as on date.

**BAKULTALA SATHI UNNAYAN SAMITY**

গিৰী সেনগুপ্ত  
President

Dated, Kolkata  
The 27<sup>th</sup> July, 2016

**BAKULTALA SATHI UNNAYAN SAMITY**

বিশ্ব বসু  
Secretary



For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN: 322403E

(CA. T.P.DUTTA)  
Partner

Membership no. -012611



**BAKULTALA SATHI UNNAYAN SAMITY**  
**3C, GULE PARA ROAD, BAKULTALA,**  
**KOLKATA - 700 061**

**BALANCE SHEET AS AT 31ST MARCH 2016**

LIABILITIES	AMOUNT		AMOUNT		ASSETS	AMOUNT		AMOUNT	
	Rs	P.	Rs	P.		Rs	P.	Rs	P.
<b>GENERAL FUND</b>					<b>FURNITURE &amp; FITTINGS</b>				
As Per Last Account	82253.00				As per last A/C	7441.00			
Add: Excess of Income over Expenditure during the Year	84318.00		166571.00		Less Depreciation @ 10%	744.00		6697.00	
<b>LIC PREMIUM PAYABLE</b>					<b>ELECTRICAL FITTINGS</b>				
			63854.50		As per last A/C	491.00			
					Less Depreciation @ 10%	49.00		442.00	
					<b>TDS REFUNDABLE</b>				
					As per last A/C	15955.00			
					Add: for the year	10391.00		26346.00	
					<b>CASH-AT-BANK</b>				
					with BGVB	170730.50			
					with ICICI Bank	26060.00		196790.50	
					<b>CASH-IN -HAND</b>				150.00
<b>TOTAL</b>			<b>230425.50</b>		<b>TOTAL</b>			<b>230425.50</b>	

Dated, Kolkata  
The 27th July, 2016

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES  
Chartered Accountants

FRN : 322403E



(CA T.P. Dutta)  
Partner

Membership No. 012611

BAKULTALA SATHI UNNAYAN SAMITY

Madhusmita Mondal  
Secretary

Treasurer

Secretary

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজী সেনগুপ্ত  
President

President

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজী সেনগুপ্ত  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2016

EXPENDITURE	AMOUNT		INCOME	AMOUNT	
	Rs	P.		Rs	P.
To Renewal Fee of WBSRA	147.00		By Subscriptions	3515.00	
„ Blood Donation Camp Expenses	35797.00		„ Commission from LIC	103812.00	
„ Printing, Stationery & Xerox	11410.00		„ Donation	115,720.00	
„ Conveyance Charges	6329.00		„ Blood donation Camp	15420.00	
„ Electricity Charges	2600.00		„ Bank Interest on S/B A/cs	4835.00	
„ Training Programe	2608.00				
„ Meeting Expenses	2533.00				
„ Telephone / Mobile Expenses	3979.00				
„ Postage & Courier	40.00				
„ Charitable Expenses	13464.00				
„ Milan Mela Expenses	57095.00				
„ Health / Eye Camp Expenses	15540.00				
„ General Charges	2300.00				
„ Bank Charges	209.00				
„ Website/ Maintanance Charges	1000.00				
„ Sanitation Expenses	2000.00				
„ Audit Fee	1140.00				
„ Depreciation	793.00				
„ Excess of Income over Expenditure	84318.00				
<b>TOTAL</b>	<b>243302.00</b>		<b>TOTAL</b>	<b>243302.00</b>	

Dated, Kolkata  
The 27th July, 2016

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN : 322403E



(CA. T.P.DUTTA)

Partner

Membership no. 012611

Madhuenita Mondal

Treasurer

BAKULTALA SATHI UNNAYAN SAMITY

President

Boby Banerjee

Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Secretary

President

President



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2016

RECEIPTS		PAYMENTS	
	AMOUNT Rs P.		AMOUNT Rs P.
To <u>Opening Balance</u>		By Renewal Fee of WBSRA	147.00
Cash-in-hand Rs. 137.00		" Printing, Stationery & Xerox	11410.00
Cash-at-Banks Rs. <u>58229.00</u>	58366.00	" Blood Donation Camp Expenses	35797.00
" LIC Premium Received	1070999.00	" Conveyance Charges	6329.00
" Blood Donation Camp	15420.00	" Postage & Courier	40.00
" Subscription	3515.00	" Bank Charges	209.00
" Commission from LIC	103812.00	" LIC Premium Paid	1007144.50
" Donations	115720.00	" Electricity Charges	2600.00
" Bank interest on Saving A/cs	4835.00	" Meeting Expenses	2533.00
		" Telephone/ Mobile Expenses	3979.00
		" Charitable Expenses	13464.00
		" Audit Fee	1140.00
		" Milan Mela Expenses	57095.00
		" Health/ Eye Camp Expenses	15540.00
		" General Charges	2300.00
		" TDS from LIC Commission	10391.00
		" Sanitation Expenses	2000.00
		" Training Programme	2608.00
		" Website Maintenance Charges	1000.00
		<u>Cash-at-Bank</u>	
		With BGVB	170730.50
		with ICICI Bank	26060.00
		<u>Cash-in hand</u>	150.00
<b>TOTAL</b>	<b>1372667.00</b>	<b>TOTAL</b>	<b>1372667.00</b>

Dated Kolkata  
The 27th July, 2016

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN: 322403E



(CA. T.P.DUTTA)

Partner

Membership No. 812611

Maddhanta Mondal

Treasurer

Boby Banerji

Secretary

বাকুলতা সথি

President

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

বাকুলতা সথি  
President

Boby Banerji  
Secretary



(4)

**Bakultala Sathi Unnayan Samity**  
**Annual Accounts & Auditor's Report**  
**For the Year ended 31<sup>st</sup> March, 2015**



**M/S T.P. DUTTA & ASSOCIATES**  
**Chartered Accountants**  
**302-E, Kamalalaya Centre**  
**156-A, Lenin Sarani**  
**Kolkata - 700013**

Ph: 2215-2565, 3296-8113, (M) -9830076325/ 9748199319  
Fax-2215-2565, E-mail ID: [tpda\\_ca@rediffmail.com](mailto:tpda_ca@rediffmail.com) / [kanstav\\_raju@hotmail.com](mailto:kanstav_raju@hotmail.com)

Website: [www.tpdaca.com](http://www.tpdaca.com)

Also at: BF-97, Sector-I, Salt Lake, Kolkata -700064

BAKULTALA SATHI UNNAYAN SAMITY

সমিতির প্রেসিডেন্ট  
President

BAKULTALA SATHI UNNAYAN SAMITY

সেক্রেটারী  
Secretary





**T. P. DUTTA & ASSOCIATES**

Chartered Accountants

302-B, Kamalaya Centre

188-A, Lenin Sarani,

Kolkata-700 013

☎ 3296-8113, 2337-1441

Mobile : 9830076325, 9748199319

E-mail : [tpda\\_ca@rediffmail.com](mailto:tpda_ca@rediffmail.com)

[kaustav\\_raju@rediffmail.com](mailto:kaustav_raju@rediffmail.com)

Fax : 033-22152565

## **AUDITOR'S REPORT**

1 We have audited the attached Balance Sheet of **BAKULTALA SATHI UNNAYAN SAMITY**, 3C, Gule Para Road, Bakultala, Kolkata- 700061, as at 31<sup>st</sup> March 2015, and the Income & Expenditure Account for the year ended as on that date annex thereto, which have been prepared on Cash basis. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.

2 we conducted the audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.

3 we report that

a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.

c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

(i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup> March 2015.

AND

(ii) In the case of Income & Expenditure Account, of the excess of Expenditure over Income for the year ended as on date.

**BAKULTALA SATHI UNNAYAN SAMITY**

ব্রজী বসু

Dated, Kolkata  
The 10<sup>th</sup> July, 2015

President

**BAKULTALA SATHI UNNAYAN SAMITY**

Boby Banerjee  
Secretary



For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN: 322403E

(CA. T.P.DUTTA)

Partner

Membership no. -012611



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## BALANCE SHEET AS AT 31ST MARCH 2015

LIABILITIES	AMOUNT		ASSETS	AMOUNT	
	Rs	P.		Rs	P.
<b>GENERAL FUND</b>			<b>FIXED ASSETS</b>		
As Per Last Account	358774.00		<b>Furnitures</b>		
Less: Excess of Expenditure over income during the Year	276521.00	82253.00	As per last A/C	8268.00	
			Less Depreciation	827.00	7441.00
			<b>Electrical Fittings</b>		
			As per last A/C	546.00	
			Less Depreciation	55.00	491.00
			<b>TDS REFUNDABLE</b>		
			As per last A/C	6986.00	
			Add: for the year	8969.00	15955.00
			<b>CASH-AT-BANK</b>		
			with BGVB	33229.00	
			with ICICI Bank	25000.00	58229.00
			<b>CASH-IN -HAND</b>		137.00
<b>TOTAL</b>		82253.00	<b>TOTAL</b>		82253.00

ated, Kolkata  
e 10th July, 2015

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

*[Signature]*  
Partner

Membership No. 012611



BAKULTALA SATHI UNNAYAN SAMITY

*Mordhumita Mondal*  
Treasurer

Treasurer

Secretary

BAKULTALA SATHI UNNAYAN SAMITY

*ব্রজী শঙ্কর*  
President

President

BAKULTALA SATHI UNNAYAN SAMITY

*ব্রজী শঙ্কর*  
President

BAKULTALA SATHI UNNAYAN SAMITY

*Boby Banerjee*  
Secretary



**KOLKATA - 700 061**



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2015

RECEIPTS	AMOUNT		PAYMENTS	AMOUNT	
	Rs	P.		Rs	P.
To Opening Balance			By Renewal Fee of WBSRA		147.00
Cash-in - Hand Rs. 8564.00			" Printing, Stationery & Xerox		35613.00
Cash-at-Bank Rs. 149810.00	158374.00		" Blood Donation Camp Expenses		87603.00
" LIC Premium Received	257400.00		" Conveyance Charges		13856.00
" Advance Repaid By SHG Members	182000.00		" Eye Camp Expenses		35640.00
" Blood Donation Camp	28370.00		" Bank Charges		44.00
" Subscription	2040.00		" LIC Premium Paid		257400.00
" Commission From LIC	89599.00		" Electricity & Mike etc Charges		4067.00
" Donations	38400.00		" Tiffin Expenses		35000.00
" Interest on Advance	17000.00		" Organizational & Meeting Expenses		3997.00
" Interest from Bank	5033.00		" Telephone/ Mobile Expenses		3560.00
			" Charitable Expenses		85650.00
			" Audit Fee		1124.00
			" Milan Mela Expenses		40837.00
			" Health Camp Expenses		29380.00
			" Photography		4400.00
			" Excursion		70193.00
			" Sanitation Expenses		1520.00
			" TDS from Insurance Premium		8969.00
			" Website/ Maintenance Charges		850.00
			Cash-at-Bank		
			With BGVB	33229.00	
			with ICICI Bank	25000.00	
			Cash-in hand		137.00
TOTAL	778216.00		TOTAL		778216.00

### BAKULTALA SATHI UNNAYAN SAMITY

Dated Kolkata  
The 10th July, 2015

প্রতিষ্ঠান প্রধান  
President

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

প্রতিষ্ঠান প্রধান

President

Prady Banerjee  
Secretary

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN: 322403E

(CA. T.P.DUTTA)

Partner

Membership No. 012611



4

**Bakultala Sathi Unnayan Samity**  
**Annual Accounts & Auditor's Report**  
**For the Year ended 31<sup>st</sup> March, 2014**



**M/S T.P. DUTTA & ASSOCIATES**  
**Chartered Accountants**  
**302-E, Kamalalaya Centre**  
**156-A, Lenin Sarani**  
**Kolkata - 700013**

Ph: 2215-2565, 3296-8113, (M) -9830076325/ 9748199319  
Fax-2215-2565, E-mail ID: [tpda\\_ca@rediffmail.com](mailto:tpda_ca@rediffmail.com) / [kaustav\\_raj@bhadranil.com](mailto:kaustav_raj@bhadranil.com)

**Also at: BF-97, Sector-I, Salt Lake, Kolkata -700064**

BAKULTALA SATHI UNNAYAN SAMITY

157791 8555273  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



## **AUDITOR'S REPORT**

1 We have audited the attached Balance Sheet of **BAKULTALA SATHI UNNAYAN SAMITY**, 3C, Gule Fara Road, Bakultala, Kolkata- 700061, as at 31<sup>st</sup> March 2014, and the Income & Expenditure Account for the year ended as on that date annex thereto. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.

2 we conducted the audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.

3 we report that

a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.

c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

(i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup>. March 2014.

AND

(ii) In the case of Income & Expenditure Account, of the excess of Income over Expenditure for the year ended as on date.

**BAKULTALA SATHI UNNAYAN SAMITY**

Dated, Kolkata  
The 17<sup>th</sup> July 2014

প্রিন্সী বসু  
President

**BAKULTALA SATHI UNNAYAN SAMITY**

Boby Banerjee  
Secretary



For T.P.DUTTA & ASSOCIATES  
Chartered Accountants  
FRN: 322403E  
(CA T.P.DUTTA)  
Partner  
Membership no. -012511



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## BALANCE SHEET AS AT 31ST MARCH 2014

LIABILITIES	AMOUNT		ASSETS	AMOUNT	
	Rs	P.		Rs	P.
<b>GENERAL FUND</b>			<b>FIXED ASSETS</b>		
As Per Last Account	177183.00		<b>Furnitures</b>		
Add: Excess of Income Over			As per last A/C	9187.00	
Expenditure during the Year	181591.00	358774.00	Less Depreciation	919.00	8268.00
<b>LIABILITIES FOR EXPENSES</b>			<b>Electrical fittings</b>		
Provision For Audit Fees (13-14)		500.00	As per last A/C	607.00	
			Less Depreciation	61.00	546.00
			<b>Advance To SHG Members</b>		182000.00
			<b>Interest Receivable on Advance</b>		3100.00
			<b>TDS Refund Receivable</b>		6986.00
			<b>CLOSING BALANCE</b>		
			Cash- at Bank with BGVB	149810.00	
			Cash-in-Hand	8564.00	158374.00
<b>TOTAL</b>		<b>359274.00</b>	<b>TOTAL</b>		<b>359274.00</b>

Dated, Kolkata

The 17th July, 2014

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN: 322403E



(CA T.P.DUTTA)

Partner

Membership No. 012611

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত গোস্বামী  
President

BAKULTALA SATHI UNNAYAN SAMITY

Bobij Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত গোস্বামী  
President

BAKULTALA SATHI UNNAYAN SAMITY

Bobij Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

14 Adhunik Mandal  
Tarak Das



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2014

EXPENDITURE		AMOUNT		INCOME		AMOUNT	
		Rs	P.			Rs	P.
To	Registration/ Renewal Fee		25.00	By	Subscriptions		3240.00
"	Blood Donation Camp Expenses	61240.00		"	Commission from LIC		62790.00
"	Printing, Stationery & Xerox	4041.00		"	Donation		209,960.00
"	Conveyance Charges	6253.00		"	Interest on Advance		34700.00
"	Electricity & Mike etc Charges	955.00		"	Interest on Savings A/c		2253.00
"	Tiffin Expenses	488.00		"	Interest Receivable on Adv.		3100.00
"	Organizational & Meeting Expenses	1650.00		"	TDS Refund receivable		6986.00
"	Telephone / Mobile Expenses	4667.00					
"	Audit Fees Payable	500.00					
"	Charitable Expenses	16366.00					
"	Milan Mela Expenses	19773.00					
"	Health Camp Expenses	4100.00					
"	Eye Camp Expenses	19428.00					
"	Bank Charges	122.00					
"	Website/ Maintanance Charges	850.00					
"	Depreciation	980.00					
"	Excess of Income over Expenditure						
"	Transferred to General Fund	181591					
TOTAL		323029.00		TOTAL		323029.00	

Dated Kolkata

The 17th July. 2014

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

FRN - 322403E

(CA T.P.DUTTA)

Partner

Membership no. 012611

BAKULTALA SATHI UNNAYAN SAMITY

বিক্রমী বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

বিক্রমী বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2014

RECEIPTS	AMOUNT Rs P.	PAYMENTS	AMOUNT Rs P.
To <u>Opening Balance</u>		By Renewal Fee	25.00
Cash- in - Hand Rs. 2420.00		" Printing, Stationery & Xerox	4041.00
Cash-at-Bank <u>Rs. 38469.00</u>	40889.00	" Blood Donation Camp Expenses	69140.00
" LIC Premium Received	209143.00	" Conveyance Charges	6253.00
" Advance Repaid By SHG Members	130000.00	" Eye Camp Expenses	19428.00
" Blood Donation Camp	7900.00	" Bank Charges	122.00
" Subscription	3240.00	" LIC Premium Paid	209143.00
" Commission From LIC	62790.00	" Electricity & Mike etc Charges	955.00
" Donations	209960.00	" Tiffin Expenses	488.00
" Interest from Advance	34700.00	" Organizational & Meeting Expenses	1650.00
" Interest from Bank	2253.00	" Telephone/ Mobile Expenses	4667.00
		" Charitable Expenses	16366.00
		" Audit Fees	500.00
		" Advance To SHG Members	185000.00
		" Milan Mela Expenses	19773.00
		" Health Camp Expenses	4100.00
		" Website/ Maintanance Charges	850.00
		Cash- in - Hand Rs. 8564.00	
		Cash-at-Bank <u>Rs. 149810.00</u>	158374.00
<b>TOTAL</b>	<b>700875.00</b>	<b>TOTAL</b>	<b>700875.00</b>

Dated Kolkata  
The 17th July, 2014

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES  
Chartered Accountants



FRN: 322403E

(CA. T.P.DUTTA)

Partner

Membership No. 012611

BAKULTALA SATHI UNNAYAN SAMITY

বিনয় বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee

BAKULTALA SATHI UNNAYAN SAMITY

বিনয় বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

বিনয় বসু  
President



**Bakultala Sathi Unnayan Samity**

**Annual Accounts & Auditors' Report**

**For the Year ended 31<sup>st</sup> March, 2013**

**AUDITOR**

**T.P.DUTTA & ASSOCIATES**  
Chartered Accountants  
302-E, Kamalalaya Centre  
156-A, Lenin Sarani  
**Kolkata -700013**

BAKULTALA SATHI UNNAYAN SAMITY

স্বরাষ্ট্রী প্রকল্প ২১৩  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary





**T. P. DUTTA & ASSOCIATES**

Chartered Accountants

302-E, Kamalaya, Santia

156-A, Lenin Sarani

Kolkata-700 013

☎ 3296-8113, 2215-2605, 2337-1441

Mobile : 9830076325

E-mail : tpda\_ca@rediffmail.com

Fax : 033-22152565

## **AUDITOR'S REPORT**

1 We have audited the attached Balance Sheet of **BAKULTALA SATHI UNNAYAN SAMITY**, 3C, Gule Para Road, Bakultala, Kolkata-700051, as at 31<sup>st</sup> March 2013, and the Income & Expenditure Account for the year ended as on that date annex thereto. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.

2 we conducted the audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.

3 we report that

a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.

c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

(i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup> March 2013.

AND

(ii) In the case of Income & Expenditure Account, of the excess of Income over Expenditure for the year ended as on date.

Dated, Kolkata

The 20<sup>th</sup> June 2013

**BAKULTALA SATHI UNNAYAN SAMITY**

ব্রজী বসু  
President

**BAKULTALA SATHI UNNAYAN SAMITY**

প্রজী বসু  
Secretary

For T.P.DUTTA & ASSOCIATES

Chartered Accountants



(CA. T.P.DUTTA)

Partner

Membership no. -012611



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

BALANCE SHEET AS AT 31ST MARCH 2013

LIABILITIES	AMOUNT		AMOUNT		ASSETS	AMOUNT		AMOUNT	
	Rs	P.	Rs	P.		Rs	P.	Rs	P.
<b>GENERAL FUND</b>					<b>FIXED ASSETS</b>				
As Per Last Account	17466.94				<u>Furnitures</u>				
Add: Excess Of Income Over					As per last A/C	10207.94			
Expenditure during the Year	<u>159716.06</u>		177183.00		Less Depreciation	<u>1020.94</u>		9187.00	
<b>LIABILITIES FOR EXPENSES</b>					<u>Electrical Fittings</u>				
Provision For Audit Fees ( 2012-13)			500.00		As per last A/C	675.00			
					Less Depreciation	<u>68.00</u>		607.00	
					<u>Advance To SHG</u>				
					<u>Members</u>			127000.00	
					<b>CLOSING BALANCE</b>				
					CASH AT BANK	38469.00			
					CASH - IN - HAND	<u>2420.00</u>		40889.00	
<b>TOTAL</b>			<b>177683.00</b>		<b>TOTAL</b>			<b>177683.00</b>	

Dated Kolkata  
The 20th. June 2013

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES  
Chartered Accountants



(CA. T.P.DUTTA)  
Partner

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজী সঙ্কর  
President

BAKULTALA SATHI UNNAYAN SAMITY

Madhumita Mondal  
Treasurer

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজী সঙ্কর  
President



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2013

EXPENDITURE	AMOUNT		INCOME	AMOUNT	
	Rs	P.		Rs	P.
To Registration/ Renewal Fee		25.00	By Subscriptions		3730.00
" Printing & Stationery		4949.00	" Commission From LIC		52079.00
" Postage & Courier		69.00	" Donations		261200.00
" Conveyance Charges		5248.00	" Interest on Advance		8300.00
" Electricity Charges		810.00	" Interest on S/B		1351.00
" Welfare Expenses		589.00			
" Organizational Expenses		4070.00			
" Telephone Expenses		3006.00			
" Audit Fee		500.00			
" Charitable expences		16751.00			
" 5th.Milan Mela & B.Donation Camp		110965.00			
" Health Camp		12873.00			
" Website/ Maintanance Charges		6000.00			
" Depreciation		1088.94			
" Excess Income over Expenses					
Transferred To General Fund		159716.06			
<b>TOTAL</b>		<b>326660.00</b>			<b>326660.00</b>

Dated Kolkata  
The 20th. June 2013

BAKULTALA SATHI UNNAYAN SAMITY

প্রিন্সী সজ্জা  
President

Signed in terms of our report of even date  
For T.P. Dutta & Associates  
Chartered Accountants

KOLKATA  
Chartered Accountants  
CA. T.P. Dutta  
Partner

BAKULTALA SATHI UNNAYAN SAMITY

Madhumita Mondal

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Prinshi Sazja  
President



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2013

RECEIPTS	AMOUNT		PAYMENTS	AMOUNT	
	Rs	P.		Rs	P.
<u>To Opening Balance</u>			By Registration Renewal Fee		25.00
Cash- in - Hand	1545.00		" Printing & Stationery		4949.00
Cash-at-Bank	5539.00		" Postage & Courier		69.00
" Subscription	3730.00		" Conveyance Charges		5248.00
" Commission From LIC	52079.00		" Electricity Charges		810.00
" Donations	261200.00		" Welfare Expences		589.00
" Interest on Advance	8300.00		" Organizational Expences		4070.00
" Interest on S/B	1351.00		" Telephone Expences		3006.00
			" Charitable expences		16751.00
			" Audit Fee		500.00
			" Advance To SHG Members		127000.00
			" Sth.Milan Mela & B.Donation Camp		110965.00
			" Health Camp		12873.00
			" Website/ Maintanance Charges		6000.00
			<u>Closing Balance</u>		
			Cash- in - Hand		2420
			Cash-at-Bank		38469
<b>TOTAL</b>	<b>333744.00</b>		<b>TOTAL</b>	<b>333744.00</b>	

Dated Kolkata  
The 20th. June 2013

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES  
Chartered Accountants

BAKULTALA SATHI UNNAYAN SAMITY

প্রতীক গোস্বামী  
President



(CA. T.P.DUTTA)  
Partner

BAKULTALA SATHI UNNAYAN SAMITY

Madhumita Mondal  
(Treasurer)

Boby Banerjee

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY



(4)

Original

NAME : Bakultala Sathi Unnayan Samity  
SUBJECT : Annual Accounts & Auditor's Report  
PERIOD : Year ended 31st March, 2012

**T. P. DUTTA & ASSOCIATES**

**CHARTERED ACCOUNTANTS**

302-E, Kamalalaya Centre

156-A, Lenin Sarani

Kolkata-700 013

Phone : 2215-2565, 3296-8113, 2337-1441

Mobile : 9830076325, Fax : 2215-2565

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজী প্রসাদ  
President

BAKULTALA SATHI UNNAYAN SAMITY

Barun Banerjee  
Secretary



### AUDITOR'S REPORT

1. We have audited the attached Balance Sheet of **BAKULTALA SATHI UNNAYAN SAMITY**, 3C, Gule Para Road, Bakultala, Kolkata- 700061, as at 31<sup>st</sup> March 2012, and the Income & Expenditure Account for the year ended as on that date annex thereto. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.

2. We conducted the audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.

3 We report that

a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.

c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

(i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup> March 2012.

AND

(ii) In the case of Income & Expenditure Account, of the excess of Income over Expenditure for the year ended as on date.

For T.P. DUTTA & ASSOCIATES

Chartered Accountants

Dated , Kolkata

The 8<sup>th</sup> June, 2012



(CA. T.P. DUTTA)

Partner

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

Membership No. - 012611

স্বাক্ষরিত  
President

Boby Banerjee  
Secretary



**BAKULTALA SATHI UNNAYAN SAMITY**  
**3C, GULE PARA ROAD, BAKULTALA,**  
**KOLKATA - 700 061**  
**BALANCE SHEET AS AT 31ST MARCH 2012**

LIABILITIES	AMOUNT		AMOUNT		ASSETS	AMOUNT		AMOUNT	
	Rs	P.	Rs	P.		Rs	P.	Rs	P.
<b>GENERAL FUND</b>					<b>FIXED ASSETS</b>				
As Per Last Account	6850.60				<b>Furnitures &amp; Fittings</b>				
Add: Excess of Income Over					As per last A/C	786.60			
Expenditure during the Year	10616.34		17466.94		Less Depreciation	78.66			
						707.94			
					Purchased during				
					the year	9500.00		10207.94	
<b>LIABILITIES FOR EXPENSES</b>					<b>Electrical Fittings</b>				
Provision For Audit Fees (11-12)			500.00		As per last A/C	750.00			
					Less Depreciation	75.00		675.00	
					<b>CLOSING BALANCE</b>				
					CASH AT BANK	5539.00			
					CASH - IN - HAND	1545.00		7084.00	
<b>TOTAL</b>					<b>TOTAL</b>				
			17966.94					17966.94	

Dated Kolkata  
The 8th. June 2012

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES  
Chartered Accountants

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত চন্দ্র  
President



(CA. T.P.DUTTA)  
Partner

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত চন্দ্র  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত চন্দ্র  
President

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত চন্দ্র  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত চন্দ্র



**BAKULTALA SATHI UNNAYAN SAMITY**  
**3C, GULE PARA ROAD, BAKULTALA,**  
**KOLKATA - 700 061**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2012**

EXPENDITURE	AMOUNT		INCOME	AMOUNT	
	Rs	P.		Rs	P.
To Registration/ Renewal Fee		25.00	By Subscriptions		3340.00
To Printing, Stationery & Xerox	7480.00				
To Postage & Courier	160.00				
To Conveyance Charges	2015.00		By Donations		41685.00
To Charitable Expences	3441.00				
To Tiffin Expences	300.00				
To Organizational Expences	20505.00				
To Depreciation	153.66		By Interest		171.00
To Audit Fees Payable	500.00				
To Excess Income over Expences Transferred To General Fund	10616.34				
<b>TOTAL</b>		<b>45196.00</b>	<b>TOTAL</b>		<b>45196.00</b>

Dated Kolkata  
The 8th. June 2012

**BAKULTALA SATHI UNNAYAN SAMITY**

স্বাক্ষরিত  
President

**ULTALA SATHI UNNAYAN SAMITY**

স্বাক্ষরিত  
President

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES

Chartered Accountants



(CA. T.P.DUTTA)  
Partner

**KULTALA SATHI UNNAYAN SAMITY**

স্বাক্ষরিত  
Secretary

**BAKULTALA SATHI UNNAYAN Samity**

স্বাক্ষরিত  
Secretary

**KULTALA SATHI UNNAYAN SAMITY**

স্বাক্ষরিত  
Secretary



**BAKULTALA SATHI UNNAYAN SAMITY**

**3C, GULE PARA ROAD, BAKULTALA,**

**KOLKATA - 700 061**

**RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2012**

RECEIPTS	AMOUNT		PAYMENTS	AMOUNT	
	Rs	P.		Rs	P.
To <u>Opening Balance</u>			By Registration Renewal Fee		25.00
Cash- in - Hand	2021.00		By Printing, Stationery & Xerox		7480.00
Cash-at-Bank	3793.00		By Postage & Courier		160.00
			By Conveyance Charges		2015.00
			By Tiffin Expences		300.00
			By Organizational Expences		20505.00
			By Charitable Expences		3441.00
			By Audit Fees		500.00
To Subscription	3340.00		By Furniture & Fittings		9500.00
To Donations	41685.00		By <u>Closing Balance</u>		
To Interest	171.00		Cash- in - Hand		1545.00
			Cash-at-Bank		5539.00
<b>TOTAL</b>	<b>51010.00</b>		<b>TOTAL</b>		<b>51010.00</b>

Dated Kolkata  
The 8th. June 2012

Signed in terms of our report of even date  
For T.P.DUTTA & ASSOCIATES

Chartered Accountants



*(Signature)*  
(CA. T.P.DUTTA)  
Partner

BAKULTALA SATHI UNNAYAN SAMITY

*(Signature)*  
President

BAKULTALA SATHI UNNAYAN SAMITY

*(Signature)*  
President

BAKULTALA SATHI UNNAYAN SAMITY

*(Signature)*  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

*(Signature)*  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

*(Signature)*  
Treasurer



(4)

NAME : Bakultala Sathi Unnayan Samity  
SUBJECT : Annual Accounts & Auditor's Report  
PERIOD : Year ended 31st March, 2011

**T. P. DUTTA & ASSOCIATES**

CHARTERED ACCOUNTANTS

302-E, Kamalalaya Centre

156-A, Lenin Sarani,

Kolkata-700 013

Phone : 2215-2565, 3296-8113, 2337-1441

BAKULTALA SATHI UNNAYAN SAMITY

বিনীত সত্যসাহা  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



## **AUDITOR'S REPORT**

1 We have audited the attached Balance Sheet of BAKULTALA SATHI UNNAYAN SAMITY, 3C, Gule Para Road, Bakultala, Kolkata- 700061, as at 31 st. March 2011, and the Income & Expenditure Account for the year ended as on that date annex thereto. These financial statements are the responsibility of the Management of the Association. Our responsibility is to express an opinion on these financial statements based on our audit.

2 we conducted the audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis of our opinion.

3 we report that

a We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

b In our opinion, proper books of account have been kept by the Association, so far as appears from our examination of those books.

c The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.

In our opinion, and to the best of our information and according to the explanation given to us, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India :

(i) In case of the Balance Sheet, of the state of affairs of the Association at 31<sup>st</sup>. March 2011.

AND

(ii) In the case of Income & Expenditure Account, of the excess of Income over Expenditure for the year ended as on date.

Dated, Kolkata

The 20<sup>th</sup>. May 2011

BAKULTALA SATHI UNNAYAN SAMITY

বাকুলতা সথি উন্নয়ন সমিতি  
President

BAKULTALA SATHI UNNAYAN SAMITY

ডায়ী বসু  
Secretary

For T.P.DUTTA & ASSOCIATES



Chartered Accountants

(CA. T.P.DUTTA)

PARTNER

Membership No. 012611



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

BALANCE SHEET AS AT 31ST MARCH 2011

LIABILITIES	AMOUNT		AMOUNT		ASSETS	AMOUNT		AMOUNT	
	Rs	P.	Rs	P.		Rs	P.	Rs	P.
<b>GENERAL FUND</b>					<b>FIXED ASSETS</b>				
As Per Last Account	1541.50				Furnitures				
Add: Excess Of Income Over					As per last A/C	874.00			
Expenditure during the Year	5309.10		6850.60		Less Depreciation	-87.40			
					Electrical fittings	786.60			
					Purchased during	750.00			
					the year	750.00			
								1536.60	
<b>LIABILITIES FOR EXPENSES</b>					<b>CLOSING BALANCE</b>				
Provision For Audit Fees ( 10-11)			500.00		CASH AT BANK	3793.00			
					CASH - IN - HAND	2021.00			
								5814.00	
<b>TOTAL</b>			<b>7350.60</b>		<b>TOTAL</b>			<b>7350.60</b>	

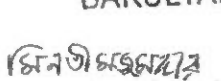
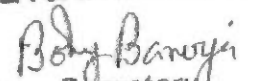
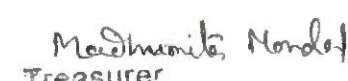
Dated Kolkata  
The 20th. May 2011

Signed in terms of our report of even date

For T.P.DUTTA & ASSOCIATES

Chartered Accountants

BAKULTALA SATHI UNNAYAN SAMITY

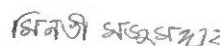


  
 President Secretary Treasurer

MINOTI MAZUMDER BOBY BANERJEE MADHUMITA MONDAL

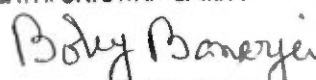
  
 (CA. T.P.DUTTA)  
 Partner



BAKULTALA SATHI UNNAYAN SAMITY

  
 President

BAKULTALA SATHI UNNAYAN SAMITY

  
 Secretary



BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

AUDITED STATEMENT OF ACCOUNTS

FOR THE YEAR 2009 - 2010

BAKULTALA SATHI UNNAYAN SAMITY

সমিতির সভাপতি  
President

BAKULTALA SATHI UNNAYAN SAMITY

সমিতির সচিব  
Secretary



## AUDITOR'S REPORT

- 1 I have audited the attached Balance Sheet of BAKULTALA SATHI UNNAYAN SAMITY, 3C, Gule Para Road, Bakultala, Kolkata- 700061, as at 31 st. March 2010, and the Income & Expenditure Account for the year ended as on that date annex thereto. These financial statements are the responsibility of the Management of the Association. My responsibility is to express an opinion on these financial statements based on my audit.
- 2 I conducted my audit in accordance with auditing standards generally accepted in India. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Management of the Association, as well as, evaluating the over all financial statement presentation. I believe that my audit provides a reasonably basis of my opinion.
- 3 I report that

(i) I have used all the information and explanations, which are the basis of my examination and report given in the report.

- (ii) In my opinion, proper books of account have been kept by the Association, so far as appears from my examination of those books.
- (c) The Balance Sheet and Income & Expenditure Accounts as dealt with by this report are in agreement with the books of accounts.
- (d) In my opinion, and to the best of my information and according to the explanation given to me, the said financial statements give a true and fair view in conformity with the accounting principles generally accepted in India.

(iii) In case of the Balance Sheet, of the state of affairs of the Association at 31 st. March 2010.

AND

- (iv) In the case of Income & Expenditure Account; of the excess of income over expenditure for the year ended as on date.

Dated, Kolkata

The 6<sup>th</sup>, April 2010

BAKULTALA SATHI UNNAYAN SAMITY

স্বাভী সত্যজা  
President

BAKULTALA SATHI UNNAYAN SAMITY  
Boby Banerjee  
Secretary

  
O.G. CHATTOPADHYAY  
Controller of Finance  
The Asiatic Society, Kolkata  
Chartered Accountant  
Chartered Accountant



3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

BALANCE SHEET AS AT 31ST MARCH 2010

LIABILITIES	AMOUNT		AMOUNT	ASSETS	AMOUNT		AMOUNT
	Rs	P. Rs			Rs	P. Rs	
<u>GENERAL FUND</u>							
As Per Last Account							
Add: Excess Of Income Over		200.00		<u>FIXED ASSETS</u>			
Expenditure During The Year				Furnitures	874.00		874.00
		1341.50	1541.50	<u>SECURITY DEPOSITS</u>			NIL
				<u>ADVANCES</u>			NIL
<u>LIABILITIES FOR EXPENSES</u>							
Provision For Audit Fees ( 08-09)				<u>CLOSING BALANCE</u>			
				CASH AT BANK	600.00		
				<u>CASH - IN - HAND</u>	67.50		667.50
<u>TOTAL</u>			1541.50	<u>TOTAL</u>			1541.50

The 6th. April 2010

Signed in terms of my report  
of even date

ବିନୋଦି ମାଝୁମିଡ଼  
 MINOTI MAZUMDER  
 ... PRESIDENT

ବବୁ ବାନେରଜୀ  
 BOBI BANERJEE  
 ... SECRETARY

ମାଧୁମିତା ମଣ୍ଡଲ  
 MADHUMITA MONDAL  
 ... TREASURER

of even date

*[Signature]*

**CHANDRASEKHAR ATTAPADHYAY**  
CHARTERED ACCOUNTANT  
Controller Society, Kolkata  
The Asiatic Society of Culture)  
The Asiatic Ministry of India  
(Under Govt. of India

BAKULALA SATHI UDAYAN SAMITY

SAKUNTALA SATHI LAMBA

ଅଧ୍ୟକ୍ଷ  
President

Bdy Baner  
Secretary



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2010

EXPENDITURE	AMOUNT Rs	P.	INCOME	AMOUNT Rs	P.
To Telephone & Fax Chargs	390.00				
" Printing, Stationery & Xerox	6330.50		By Subscriptions	2160.00	
" Postage & Courier	125.00				
" Conveyance Charges	543.00		By Donations	10935.00	
" Electricity & Mike etc Charges	640.00				
" Tiffin Expenses	2745.00				
" Meetings & Organizational Expenses	980.00				
" Audit Fees	NIL				
" Excess Income over Expences					
Transferred To General Fund	1341.50				
<b>TOTAL</b>	<b>13095.00</b>		<b>TOTAL</b>	<b>13095.00</b>	

Dated Kolkata

The 6th. April 2010

মিনোতি মজুমদার  
MINOTI MAZUMDER  
PRESIDENT

বদ্যুৎ বানার্জী  
BIDYUT BANERJEE  
SECRETARY

মদুমিতা মন্ডল  
MADHUMITA MONDAL  
TREASURER

BAKULTALA SATHI UNNAYAN SAMITY

মিনোতি মজুমদার  
President

বদ্যুৎ বানার্জী  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Signed in terms of my report  
of even date

চারিত্র চট্টোপাধ্যায়  
CHARTITR CHATTOPADHYAY  
Chartered Accountant (Kolkata)  
Certified Public Accountant  
The Asiatic Society of Culture  
Under Ministry of India



# BAKULTALA SATHI UNNAYAN SAMITY

3C, GULE PARA ROAD, BAKULTALA,

KOLKATA - 700 061

## RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

RECEIPTS	AMOUNT		PAYMENTS	AMOUNT	
	Rs	P.		Rs	P.
To <u>Opening Balance</u>			By Telephone & Fax Chargs		390.00
Cash- In - Hand			Printing, Stationery & Xerox		6330.50
Cash-at-Bank			Postage & Courier		125.00
" Subscription			Conveyance Charges		543.00
" Donations			Electricity & Mike etc Charges		640.00
			Tiffin Expenses		2745.00
			Meetings & Organizational Expenses		980.00
			Audit Fees		NIL
			Furniture		874.00
			<u>Closing Balance</u>		
			Cash- In - Hand		67.50
			Cash-at-Bank		600.00
<b>TOTAL</b>	<b>13295.00</b>		<b>TOTAL</b>	<b>13295.00</b>	

Dated Kolkata

The 06th, April 2010

স্বাক্ষরিত  
MINOTI MAZUMDER  
PRESIDENT

স্বাক্ষরিত  
BOB BANERJEE  
SECRETARY

স্বাক্ষরিত  
MADHUMITA MONDAL  
TREASURER

Signed in terms of my report  
of even dated

স্বাক্ষরিত  
CHANDRACHATTOPADHYAY  
CHARTERED ACCOUNTANT  
C/o The Asiatic Society, Kolkata  
(Under Ministry of Culture)  
Govt of India

BAKULTALA SATHI UNNAYAN SAMITY

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত  
President

স্বাক্ষরিত  
Secretary



आयकर विभाग  
INCOME TAX DEPARTMENT



भारत सरकार  
GOVT. OF INDIA

BAKULTALA SATHI UNNAYAN  
SAMITY



02/02/2010  
Permanent Account Number

AABTB9446Q

Signature

*In case this card is lost / found, kindly inform / return to :*  
Income Tax PAN Services Unit, UTHITSL  
Plot No. 3, Sector 11, CBD Belapur,  
Navi Mumbai - 400 614.

इस कार्ड के खोने/पाने पर कृपया सूचित करें/लौटाएं :  
आयकर पैन सेवा यूनिट, UTHITSL  
प्लॉट नं: ३, सेक्टर ११, सी.बी.डी. बेलपुर,  
नवी मुंबई-४०० ६१४.

BAKULTALA SATHI UNNAYAN SAMITY

डा. अश्विनी शर्मा  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



# INCOME TAX PAN SERVICES UNIT

Managed by UTI Technology Services Ltd.  
Plot No. 3, Sector 11, Post Bag No. 20, CBD Belapur,  
Navi Mumbai - 400 614. E-mail : utitsl.gsd@utitsl.co.in

The Income Tax Department takes pleasure in informing that the PAN allotted to you is:

**AABTB9446Q**

and the PAN card is enclosed herewith. Further, for filing the return of income, please contact:

**ITO WD 49(2)**

Quoting of PAN on return of income and challans for payment of taxes is necessary to ensure accurate **credit of taxes paid by you and faster processing** of return of income. Moreover, quoting PAN on all other communications with the department will help to improve taxpayer services.

We may inform that it is **mandatory to quote PAN** in several transactions specified under the income Tax Act, 1961. For further details of such transactions, reference is invited to Rule 114B of the Income Tax Rules, 1962 read with Section 139A of the Income Tax Act, 1961.

In the unlikely event of **more than one PAN being allotted**, this fact should be brought to the notice of your Assessing Officer, as **possessing or using more than one PAN is against law and may attract penalty of up to Rs. 10,000/-**.

Any errors in the data printed on your PAN Card may be brought to the notice of IT PAN Services Unit at the address given above and on the reverse of the PAN Card.

Income Tax Department

PSA/ISW CODE : 2WBA125  
BUNDLE ID : KOL- 107094  
DESPATCH ID : 72715348  
M/s. BAKULTALA SATHI UNNAYAN SAMITY  
BAKULTALA SATHI UNNAYAN SAMITY  
BAKULTALA 3C GULE PARA RD  
PO SARSUNA  
SD ALIPUR AREA BEHALA,  
WEST BENGAL.  
PIN : 700061

CO.NO.: 5 :7011542  
SPD : 10040822  
3237/33

Dist: KOLKATA  
PHONE : -90104

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্তী বসু  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



(This being a computer-generated letter, no signatures are required)



**Sarkarpole Branch**  
Zinzira BZ. Brace Bridge, Kol-88  
Phone No-2401 7728  
IFS Code-UTBIORRBBGB

## ABBREVIATIONS

1. Cash	: Cash	8. C.P.	: Cheque Purchased
2. Clg.	: Clearing	9. intt.	: Interest
3. Trf.	: Transfer	10. Sal	: Salary
4. DD	: Draft		: Commission
5. RTGS	: RTGS		: Standing Instructions
6. NEFT	: NEFT		: Bankers Cheque
7. D.W.	: Dividend Warrant		: Other Charges



BAKULTALA SATHI UNNAYAN SAMITY  
স্বামীজী প্রজ্ঞাপ্রদ  
President

BAKULTALA SATHI UNNAYAN SAMITY

স্বামীজী প্রজ্ঞাপ্রদ  
Secretary



বাঙ্গীয় গ্রামীণ বিকাশ ব্যাংক  
BANGIYA GRAMIN VIKASH BANK

শাখা / Branch

Branch Address: 41/1, Sarsuna Main Road, Sarsuna, Parganas (S)  
SAVINGS BANK ACCOUNT PASS BOOK WEST BENGAL

IFSC UTBIORRBBGB

Mode of Operation: ANY TWO AUTHORISED SIGNATORIES

Name (s):

M/S BAKULTALA SATHI UNNAYAN SAMITY

Address:

3 C, GULE PARA ROAD,

PARGANAS (S)

Nominee Regd. No. 700061

Date of opening: 16-03-2016

Branch Manager

16-03-2016

স্বামীজী প্রজ্ঞাপ্রদ

৫৫৬৭







12-08-2016	RTGS to LIC KMDA 2	728278	Cheque No.	29100	Debit	Credit	Balance
17-08-2016	BY Cash						1.89,000.10
19-08-2016	MINATI MAJUMDER	769861			70000.00	67000.00	1.19,000.10
21-08-2016	BY Cash					25000.00	
24-08-2016	LEFT from LIC KMDA					27324.00	
25-08-2016	BY Cash					27000.00	
26-08-2016	FR 29-03-2016 TO				24.00		
27-08-2016	W MAJUMDER	-69862			25000.00		
28-08-2016	LEFT from LIC KMDA					5589.96	
29-08-2016	BY Cash					24500.00	
30-08-2016	BY INST 9003753 MT					14440.00	
31-08-2016	LEFT to LIC KMDA 2	-69863			121891.00		
01-09-2016	BY INST 2018 - NITR					60000.00	
02-09-2016	MINATI MAJUMDER	-70865			60000.00		
03-09-2016							
04-09-2016							
05-09-2016	LEFT from LIC KMDA					11,575.28	
06-09-2016	MINATI MAJUMDER	-69864			4070.00		
07-09-2016	BY Cash					44000.00	
08-09-2016	3548010006924: Int. P					3413.60	

BAKULTALA SATHI UNNAYAN SAMITY

*Bidy Bandyopadhyay*  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধান্ত মল্লিক  
President





पश्चिम बंगाल WEST BENGAL

52AA 577438

### DEED OF AGREEMENT

THE DEED OF AGREEMENT IS ENTERED ON THIS 29<sup>th</sup> DAY OF March 2012 BY AND BETWEEN

Life Insurance Corporation of India, (hereinafter referred to as LIC), a statutory Corporation established by the Life Insurance Corporation Act, 1956 (Act 31 of 1956) and having its Central Office at Yogakshema, Jeevan Bima Marg, Mumbai - 400 021.  
And Divisional/branch office at .....

AND

Bakultala Sathi Unnayan Samity, a Non-Government Organization (hereinafter referred to as NGO) which is a non profit organization registered as a society under ..... Act, having its registered office at 3C, GULE PARA ROAD, KOLKATA-700061.

BAKULTALA SATHI UNNAYAN SAMITY

Bidy Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

স্বাক্ষরিত

President

29/3/2012

BAKULTALA SATHI UNNAYAN SAMITY

Bidy Banerjee  
Secretary

BAKULTALA SATHI UNNAYAN SAMITY

Bidy Banerjee  
Secretary





LIFE INSURANCE CORPORATION OF INDIA  
K.M.D.O - II

Ref: \_\_\_\_\_

Date: 23.03.2012

The Secretary,

Bakultala Sathi Unnayan Samity,

3C, Gule Para Road, Kolkata-700061.

Dear Sir/Madam,

**RE: APPOINTMENT AS MICRO INSURANCE AGENT**

With reference to your application dated 20.03.12 for appointment as Micro Insurance Agent, we are pleased to inform you that the Competent Authority has accorded his approval for appointing you / your institution as M.I. Agent and have allotted Agency code no. 83078R402 to carry MI Business. You are requested to execute the enclosed deed of agreement with LIC of India on a stamp paper of appropriate value. Kindly note that every MI Agent and Specified persons employed by the MI agent shall abide by IRDA (licensing of insurance agent) resolutions 2000 and relevant provisions of IRDA (insurance advt & disclosure) regulations 2000 and will be governed as per Insurance Regulatory and Development Authority (Micro Insurance) Regulations, 2005.

Conventional LIC Agents/Corporate Agents/Insurance brokers will be governed according to terms of the Life Insurance Corporation of India (Agents) Regulations, 1972 and the Insurance Regulatory and Development Authority (IRDA) (Licensing of Insurance Agents) Regulations, 2000; Corporate Agents licensed under IRDA (Licensing under Corporate Agents) Regulations, 2002 and Brokers licensed under IRDA (Insurance Brokers) Regulations, 2002 along with Insurance Regulatory and Development Authority (Micro Insurance) Regulations, 2005.

As regards to compliance of KYC norms - **You shall keep yourself abreast of the latest KYC norms and Anti money laundering [AML] guidelines issued by IRDA or any other Statutory Authority from time to time, a copy of the same may be collected from your branch/division office. You shall also ensure that KYC Norms and AML guidelines etc are complied with scrupulously, if applicable at the time of submission in r/o all proposals submitted under Micro Insurance business by you.**

MI Agents to note that **no separate charges for collection and processing of new business and renewal premiums will be paid for micro insurance business. Further**

**Conventional Agents appointed as MI Agents to note that No credit of micro insurance business or commission would be given in the conventional business under your main agency.**

You are requested to adhere to the code of conduct, Duties & responsibilities as mentioned in the deed of agreement to be executed by you/Institution. We wish you all the best in this new venture.

Yours faithfully,

**Sr. Divisional Manager**  
K.M.D.O. - II, LIC, KMDO  
23A/44X, 3rd Fl. 23A/44X, O.H. Rd.  
Kolkata-53/Kolkata-53

BAKULTALA SATHI UNNAYAN SAMITY

সিদ্ধি সর্গ

President

BAKULTALA SATHI UNNAYAN SAMITY

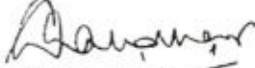
**Secretary**




Assignment/Delegation


Nothing contained in this Agreement *shall* be deemed to confer any authority and/or right to Micro Insurance Agent to delegate/assign/transfer any of his duties /functions to any person. Any attempted delegation/ assignment/transfer of any of the rights/duties/functions mentioned in this agreement *shall* be void and such action will be treated as one of the misconduct/indiscipline committed by the Micro Insurance Agent.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THESE PRESENTS.

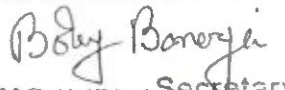
  
For an on Behalf of  
LIC of India

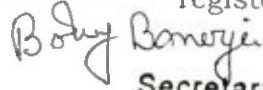
वरिष्ठ मण्डल प्रबन्धक/Sr. Divisional Manager  
भा.जी.वी.नि. को.म.मं.का.-II/L.I.C.I. KMDO-II  
23A/44X, डी.एच. रोड/23A/44X, D.H. Road  
कोलकाता-53/Kolkata-53

  
In the presence of  
Witness:

 29/03/2012

For and on behalf of  
BAKULTALA SATHI UNNAYAN SAMITY  
BAKULTALA SATHI UNNAYAN SAMITY

 29/03/12  
Secretary  
NGO/ SHG/MFI / Corporate  
Agent/ Broker / Company/  
registered under sec.25]

  
In presence of  
Witness:

BAKULTALA SATHI UNNAYAN SAMITY

बिनी मण्डल  
President

BAKULTALA SATHI UNNAYAN SAMITY

  
Secretary



Govt. of West Bengal  
Commerce & Industries  
e-Challan

GRN: 19-201617-003737653-1

Payment Mode : Online Payment

GRN Date: 27/12/2016 12:34:12

Bank : State Bank of India

BRN : CKB2274723

BRN Date: 27/12/2016 12:34:46

DEPOSITOR'S DETAILS

Name : BOBY BANERJEE Id No. EPIC  
Contact No. [REF No]  
E-mail : Mobile No. +91 9432990104  
Address : KOL-61  
User Type : Depositor  
Name : BAKULTALA SATHI UNNAYAN SAMITY  
From Date : 01/04/2015 To Date : 31/03/2016  
Address : 3C,GULE PARA ROAD KOL-61  
Remarks : A/R- 2015-16, RGS NO-S/1L/67480

PAYMENT DETAILS

Sl. No.	Identification No.	Head of A/C Description	Head of A/C	Amount[ ₹]
1	EPIC	Fees for Registration of Firms- Other Receipts	1475-00-200-001-27	375

Total Amount 375

In Words : Rupees Three Hundred Seventy Five only

BAKULTALA SATHI UNNAYAN SAMITY

ব্রজেন বানার্জী

President

BAKULTALA SATHI UNNAYAN SAMITY

Treasurer

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary



Govt. of West Bengal  
Commerce & Industries  
e-Challan

GRN: 19-201617-003737653-1

GRN Date: 27/12/2016 12:34:12

BRN : CKB2274723

Payment Mode : Online Payment

Bank : State Bank of India

BRN Date: 27/12/2016 12:34:46

DEPOSITOR'S DETAILS

Name : BOBY BANERJEE

Id.No. : EPIC

Contact No.

[REF No]

E-mail :

Mobile No. +91 9432990104

Address :

KOL-61

User Type :

Depositor

Name

BAKULTALA SATHI UNNAYAN SAMITY

From Date :

01/04/2015

To Date :

31/03/2016

Address

3C,GULE PARA ROAD KOL-61

Remarks :

A/R- 2015-16, RGS NO-S/IL/67480

PAYMENT DETAILS

I. No.	Identification No.	Head of A/C Description	Head of A/C	Amount[ ₹]
1	EPIC	Fees for Registration of Firms- Other Receipts	1475-00-200-001-27	375

Total Amount

375

n Words : Rupees Three Hundred Seventy Five only

27-12-16

BAKULTALA SATHI UNNAYAN

সিদ্ধান্তী সত্যেন্দ্রনাথ  
President

BAKULTALA SATHI UNNAYAN SAMITY

Boby Banerjee  
Secretary





No.K-14014/72/2014-UPA  
Government of India  
Ministry of Housing & Urban Poverty Alleviation

Nirman Bhavan, New Delhi  
Dated: 11<sup>th</sup> July 2014

To

*Adm. Secy*  
*Adm. Secy*  
*Adm. Secy*

Sub: Contact details of National Urban Livelihood Mission (NULM) Mission Directorate, M/o HUPA, Govt. of India

Sir/Madam,

With reference to the subject cited above, the undersigned is directed to inform that the details of names, designation, address, contact nos. /e-mail address, etc of officers/officials dealing with SJSRY and NULM in this Ministry as under:

Sl.No.	Name of the official Smt./Shri	Designation	Address	Contact No.	E-mail address
1.	Ms.Anita Agnihotri	Secretary (HUPA)	Room No.125-C, Nirman Bhavan	23061444	<a href="mailto:secy-mhupa@nic.in">secy-mhupa@nic.in</a>
2.	Brij Kumar Agarwal	Joint Secretary	Room No. 307-C, Nirman Bhavan	23061630 9650944100	<a href="mailto:brijkumar.mhupa@nic.in">brijkumar.mhupa@nic.in</a>
3.	Avanish Kumar Mishra	Deputy Secretary	Room No. 204-G Nirman Bhavan	23061303 9810381400	<a href="mailto:dsupa-mhupa@nic.in">dsupa-mhupa@nic.in</a>
4.	Sailesh Jogiani	Under Secretary	Room No. 215-B Nirman Bhavan	23061185 9968280685	<a href="mailto:d_jogiani@yahoo.com">d_jogiani@yahoo.com</a>
5.	Shri J.M. Singh	Accounts Officer	Room No. 215-B Nirman Bhavan	23061185 9871318711	<a href="mailto:jm.singh@nic.in">jm.singh@nic.in</a>
6.	Shri J.P. Sah	Section Officer	Room No. 215-B Nirman Bhavan	23062098 7503878380	No e-mail id

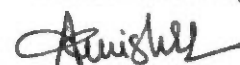
*To*  
*Adm. Secy*  
*8*  
*13.8.14*



Details of Technical experts					
1.	Ms Shivani Manaktala	Team Leader	Room No. 201-G, Nirman Bhavan	9871604343	<a href="mailto:Shivani.snpupr@gmail.com">Shivani.snpupr@gmail.com</a>
2.	Shri G. Satya Dev	Livelihood & Capacity Building Specialist	Room No. 201	9871641567	<a href="mailto:Satya.snpupr@gmail.com">Satya.snpupr@gmail.com</a>
3.	Ms Kimberly M. Noronha	Social Development Specialist	Room No. 201-G, Nirman Bhavan	9871604343	<a href="mailto:Kim.noronha@gmail.com">Kim.noronha@gmail.com</a>
4.	Shri Sobins Kuriakose	Skill & Livelihood Specialist	Room No. 201-G, Nirman Bhavan	8860791720	<a href="mailto:Sobins.snpupr@gmail.com">Sobins.snpupr@gmail.com</a>
5.	Ms. Meenakshi	Credit & Financial Inclusion Specialist	Room No. 201-G, Nirman Bhavan	09702750750	<a href="mailto:meenakshi.snpupr@gmail.com">meenakshi.snpupr@gmail.com</a>
6.	Shri Bani	MIS Specialist	Room No. 201-G, Nirman Bhavan	9958892685	<a href="mailto:Bani.snpupr@gmail.com">Bani.snpupr@gmail.com</a>

2. You are kindly requested to contact the officials, in case of any queries with respect to implementation of NULM, as per details above.

Yours faithfully,



(Avanish Kumar Mishra)

Deputy Secretary to the Govt. of India

Tel. No. 2306 1303

Copy to:

Shri M.N Pradhan  
Director  
State Urban Development  
Agency  
Government of West Bengal  
HC Block, Sector- 3, Salt Lake,  
ILGUS Bhavan, Bidhan Nagar  
Kolkata – 700106



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-17/2015/ 1305

তারিখ 28.09.2015

From: Director, SUDA &  
 Mission Director, WBSULM

To : Chairman,

..... Municipality/ NAA

Municipal Commissioner/ Commissioner,

..... Municipal Corporation.

Chairman, Board of Administrators,  
 Asansol / Bidhannagar Municipal Corporation

**Sub : Inclusion of HIV/AIDS infected persons in NULM**

Sir,

Enclosed please find a copy of D.O letter no.K-14014/8/2010-UPA (Pt)(FTS-5104) dated 31<sup>st</sup> August, 2015 from Shri B.K. Agarwal, Joint Secretary, Ministry of Housing and Urban Poverty Alleviation (MoHUPA), Govt. of India on inclusion of HIV/AIDS infected people in all components of NULM. You are requested to co-ordinate with State AIDS control Society (SACS) to educate people on HIV/AIDS by allotting a session on it in NULM workshops / training as well as encouraging a discussion of the issue in SHGs/ALF meetings.

A copy of MOU signed between MoHUPA and Department of AIDS control, Ministry of Health and Family Welfare, Govt. of India in this regard is also being enclosed for your ready reference.

Encl: as stated

Yours faithfully

Director, SUDA

&amp;

Mission Director, WBSULM

SUDA-17/2015/ 1305/1 (3)

28.09.2015

Copy for information to :-

1. Shri B.K. Agarwal, Joint Secretary, Government of India, Ministry of Housing & Urban Poverty Alleviation, Nirman Bhavan, New Delhi-110011
2. PS to Principal Secretary, M.A Deptt., Govt. of West Bengal
3. Joint Secretary, M.A Deptt., Govt. of West Bengal

Director, SUDA

&amp;

Mission Director, WBSULM

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-17/2015/ 1305 (58)

28.09.2015

ক্রমিক নং .....

তারিখ .....

From: **Director, SUDA &  
Mission Director, WBSULM**

To : Chairman,

..... Municipality/ NAA

Municipal Commissioner/ Commissioner,

..... Municipal Corporation.

Chairman, Board of Administrators,  
Asansol / Bidhannagar Municipal Corporation

**Sub : Inclusion of HIV/AIDS infected persons in NULM**

Sir,

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Encl: as stated

Yours faithfully

*WJL* 28/9/2015  
Director, SUDA

&amp;

Mission Director, WBSULM



बी. के. अग्रवाल, आई.ए.एस.

**B. K. AGARWAL, I.A.S.**

Tel. : 011-2306 1630

Telefax : 011-2306 3549

E-mail : brijkumar.mhupa@nic.in



सत्यमेव जयते



संयुक्त सचिव  
भारत सरकार  
आवास और शहरी गरीबी उपशमन मंत्रालय  
निर्माण भवन, नई दिल्ली-110011

JOINT SECRETARY  
GOVERNMENT OF INDIA  
MINISTRY OF HOUSING  
& URBAN POVERTY ALLEVIATION  
NIRMAN BHAWAN, NEW DELHI-110011

D.O. No. K-14014/8/2010-UPA (Pt) (FTS - 5104)

Dated: August 31, 2015

Dear

B.P. Gopalika

India has the third-highest number of people living with HIV in the world with 2.1 million Indians (four out of every 10 people), infected with the deadly virus in the Asia-Pacific region, according to a UN report. Overall, HIV prevalence was higher among urban than rural populations, leading to social discrimination and loss of livelihoods. It is established that to avoid epidemic spread of HIV, it is important to educate the people about eliminating the high risk factors.

2. The M/o HUPA has entered the agreement with the Department of AIDS Control (DAC), M/o HFW to promote an inclusive approach for the people infected by HIV/AIDS as well as people living with HIV (PLHIV) in our program. The copy of MoU is attached for your kind reference.

3. We envisage that partnership with the DAC will create an opportunity to address the issues in a much proactive manner, as the DAC has dedicated structure to provide leadership to HIV/AIDS control programme under National AIDS Control Organisation (NACO).

4. Therefore, you are requested to provide equal opportunity to HIV/AIDS infected people in all NULM components and prevent any discrimination and violation of their rights and entitlements. Also, as per the agreement clause, you are requested to co-ordinate with the respective State AIDS Control Society (SACS) to educate and bring awareness on HIV/AIDS among people by allotting a session in the NULM workshop/training as well as encouraging the subject to be discussed in SHGs & ALFs meetings.

5. In addition, a directive may be issued to all ULBs to work closely with SACS officials and extend necessary support to create an enabling environment to tackle this issue in a meaningful way.

With Regards,

Encl. As above

Yours sincerely,  
  
(B.K. Agrawal)

Shri BP Gopalika,  
Principal Secretary,  
Municipal Administration,  
1st Floor Writers Building, Kolkata - 700001

11443/1-24/15  
15/9/15

Dr WDA  
ams  
15/9  
JMSD/  
P. amble  
15/9/15



MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU)

SIGNED ON

11<sup>TH</sup> DAY OF DECEMBER, 2013

BETWEEN

MINISTRY OF HOUSING & URBAN POVERTY  
ALLEVIATION

GOVERNMENT OF INDIA

&

DEPARTMENT OF AIDS CONTROL

MINISTRY OF HEALTH & FAMILY WELFARE

GOVERNMENT OF INDIA

*me*



## INTRODUCTION

India has one of the largest numbers of people living with HIV/AIDS in the world. Given the prevalence rate of 0.27 percent, 21 lakh people are estimated to be living with HIV/AIDS in the country<sup>1</sup>. HIV is driven by a number of socio-economic factors; therefore, health interventions alone are not sufficient to address causes and consequences of the epidemic. It requires a multi-sectoral response. Mainstreaming approaches to HIV have increasingly gained ground with the realization that the non-health sector can play an important and meaningful role in reducing vulnerability to HIV and mitigating its impact on those infected and affected.

Department of AIDS Control (DAC) and Ministry of Housing & Urban Poverty Alleviation (MoHUPA) are hereinafter referred to together as "the parties"

### Article 1

#### 1 DEPARTMENT OF AIDS CONTROL

- 1.1 Department of AIDS Control is the nodal agency for coordinating response with respect to Human Immuno-deficiency Virus (HIV) and Acquired Immuno Deficiency Syndrome (AIDS) in India. Department of AIDS Control has initiated several measures towards mainstreaming and partnership with various Ministries.
- 1.2 The National AIDS Control Programme (NACP) is implemented through 38 State AIDS Control Societies (SACS)/Municipal AIDS Control Societies. NACP places importance for mainstreaming HIV/AIDS by a) enhancing coverage and reach of information on STI/HIV prevention and services b) integrating of STI/HIV related services through existing health infrastructure available in Ministries/Departments and PSUs and c) facilitating schemes for social protection of people infected and affected with HIV/AIDS.

### Article 2

#### 2 MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION (MoHUPA)

- 2.1 MoHUPA is the apex authority of Government of India at the national level to formulate policies, sponsor and support programmes, coordinate the activities of various Central Ministries, State Governments and other nodal authorities and monitor the programmes concerning issues of urban employment, poverty and housing in the country. It aims at

<sup>1</sup> HSS NACO, 2011



equitable, inclusive and sustainable growth of cities and towns that provide dignity and a decent quality of life to all residents. This is achieved through provision of affordable housing for all, livelihood options, shelter and basic services to all slum dwellers and the urban poor.

- 2.2 The Jawaharlal Nehru National Urban Renewal Mission (JNNURM) encourages reforms and fast track planned development of identified cities. It has a separate sub-mission for the urban poor comprising of the Basic Services for Urban Poor (BSUP) and the Integrated Housing and Slum Development Programme (IHSDP) focusing State attention on the problems of inequity in urban areas, and drawing budgetary resources to the welfare of the urban poor.
- 2.4 Rajiv Awas Yojana (RAY) was formulated with the vision of 'Slum-free India', of inclusive and equitable cities and encouraging States/Union Territories to progress towards the vision in a definitive manner, by a multi-pronged approach.
- 2.5 Swarn Jayanti Shahri Rozgar Yojana (SJSRY) has been replaced by National Urban Livelihoods Mission (NULM). NULM is implemented in all States and covers all cities with a population of 100,000 and above as per the 2011 census and District Headquarters towns with less than 1 lakh population. The various components of NULM are – (a) Social Mobilisation and Institution Development -SM&ID (b) Capacity Building and Training – CB&T (c) Employment through Skills Training and Placement- EST&P (d) Self Employment Program – SEP (e) Support to Urban Street Vendors - SUSV (f) Scheme of Shelters for Urban Homeless – SUH (g) Programme Implementation – Administrative and Operating Expenses – A&OE

### Article 3

#### 3 RATIONALE FOR MAINSTREAMING HIV

- 3.1 The total number of people living with HIV/AIDS (PLHA) in India is estimated at 21 lakh in 2011. Despite the reduction in the overall prevalence, there are emerging vulnerabilities related to poverty, migration, marginalization and gender, which need to be addressed. As per HSS 2011 report, 86% of those infected are in the age group of 15 to 49 years, which is one of the most productive segments of the society. This section is most likely to be mobile or migrant for perusal and search of livelihood.
- 3.2 Increasing pace of urbanization, high internal population mobility, unbalanced male-female ratio (leading to an excess of men in cities), geographical and economic disparities, illiteracy,



lack of preventive knowledge and skills, rural-urban differentials in knowledge, poverty and gender roles provide a spectrum of high-risk aspects that contribute to fuelling of an HIV epidemic in urban areas. HIV/AIDS epidemic in India is at a stage where it is concentrated among high risk population spread across heterogeneous locations in the small towns, and slums of large metropolitans. The urban planning and administration delivery system needs to be geared up to face complexities of fast paced urbanization and accordingly customize HIV prevention strategies based on risk factors and vulnerabilities of population.

#### Article 4

#### 4 SCOPE FOR MAINSTREAMING HIV

4.1 Ministry of Housing & Urban Poverty Alleviation can support the objectives of the Department of AIDS Control by a) enhancing coverage and reach of information on STI/HIV prevention and services b) facilitating basic services/social protection for people infected and affected with HIV/AIDS.

4.2 The Ministry has introduced a number of policies, programmes and schemes to promote "inclusive" and "slum-free cities" referring broadly to the inclusion of the poor in urban growth processes. However, inequality and exclusion remain, on the ground of social and economic marginalisation. Efforts to address economic marginalisation are made through programmes directed to people below the poverty line. But inclusion of socially marginalised groups requires innovative and "out of box" ways and means to bring them in the fold of the development process.

- **Rajiv Awas Yojana:** People living with HIV and sexual minorities are mostly from the marginalised community and Housing is one of the basic needs of the HIV infected and affected populations. There is scope of including PLHIV among the weaker section.
- **National Urban Livelihoods Mission** NULM lays particular emphasis on the mobilisation of vulnerable sections of the urban population such as SCs, STs, minorities, female-headed households, persons with disabilities, the destitute, migrant labourers, and especially vulnerable occupational groups such as street vendors, rag pickers, domestic workers, beggars, construction workers, etc.



Now, therefore, in consideration of the foregoing rationale and scope, the Ministry of Housing & Urban Poverty Alleviation and Department of AIDS Control mutually agree to cooperate and collaborate with the overall goal of mainstreaming HIV/AIDS in the schemes and programmes of Ministry for accelerating the reversal and mitigating the impact of HIV/AIDS.

#### Article 5

#### 5 OBJECTIVE OF MOU

- 5.1 Enhancing the access of people infected and affected by HIV in the livelihood schemes and programmes of Ministry of Housing & Urban Poverty Alleviation through an inclusive approach
- 5.2 Enhancing the access of people infected and affected by HIV to housing schemes and programmes of Ministry of Housing & Urban Poverty Alleviation through an inclusive approach
- 5.3 Improving social protection to PLHIV and Most at risk population (MARPS) through existing schemes and programmes for urban employment, poverty alleviation and housing.

#### Article 6

#### 6 KEY DELIVERABLES

- 6.1 Enhanced access of people living with HIV to housing and basic services under Rajiv Awas Yojana (RAY)
- 6.2 Enhanced demand by people infected and affected by HIV for opportunities under National Urban Livelihood Mission (NULM)
- 6.3 Improved capacity of Elected Representatives, Municipal Corporation and city administrators on inclusion



## Article 7

### 7.1 ROLE OF MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION:

#### 7.1.1 Directives

- Issuance of directives from Ministry of Housing & Urban Poverty Alleviation for non discrimination of people infected and affected by HIV as a category under all programmes of MoHUPA
- Deputation of a nodal officer from Ministry of Housing & Urban Poverty Alleviation for HIV activities and coordinating with Department of AIDS Control.

#### 7.1.2 Information Education and Communication

- Share the capacity building calendar of RAY and NULM with NACO to enable DAC to participate in and conduct a module specific to HIV/AIDS.
- Encourage ULBs to support Self Help Groups and ALFs to participate in the observance of World AIDS Day, Voluntary Blood Donation Day, and Voluntary Blood Donors Day to strengthen national response against HIV/AIDS

#### 7.1.3 Trainings

- Strengthening of capacity of officials and administrators of Rajiv Awas Yojana, National Urban Livelihoods Mission and JNNURM on the issues of inclusion of HIV Infected and affected population by DAC.

#### 7.1.4 Basic Services

- Include people infected and affected with HIV for services under Rajiv Awas Yojana (RAY) as a category for providing safe shelter. Since Rajiv Awas Yojana adopts a whole slum approach, by design it is inclusive. To ensure that persons affected by HIV are not discriminated against while accessing basic services.



- Promoting demand by people infected and affected with HIV for services under National Urban Livelihoods Mission (NULM) by working closely with Targeted Interventions for high risk groups under National AIDS Control Programme
- Ensuring that Positive network and TIs are aware of the benefits available under NULM such that persons with HIV demand these services without fear of discrimination.

#### 7.1.5 Sharing of Information

- Reflection of activities on HIV/AIDS carried out by Ministry of Housing & Urban Poverty Alleviation in annual report and Ministry website. Provision of sharing of web links of Ministry of Housing & Urban Poverty Alleviation in DAC portal for sharing of information and vice-versa.

### 7.2 ROLE OF DEPARTMENT OF AIDS CONTROL:

- 7.2.1 Share nationally approved treatment protocols, guidelines and standards pertaining to STI/HIV/AIDS /ART
- 7.2.2 Provide technical support and IEC material/designs (like handbills) for implementation of IEC activities for awareness generation.
- 7.2.3 Representation of Department of AIDS Control/ State AIDS Control Societies officials in relevant meetings of Ministry of Housing & Urban Poverty Alleviation at national and state level or as and when required.
- 7.2.4 Provide technical support and necessary assistance through State AIDS Control Societies for capacity building of officials at the State and City level.





Article 8

8 EXECUTION OF MOU

- 8.1 Parties agree to collaborate and work closely for fulfilment of objectives set in MOU.
- 8.2 Both the parties would consult each other and review the progress for implementing objectives of this MOU bi-annually.
- 8.3 This MOU will be operative with effect from 11<sup>th</sup> Day of December, 2013 and any alteration / modifications can be carried out with the consent of both parties

The parties herein have appended their respective signatures the day and the year above stated.

SIGNED FOR AND ON BEHALF OF DEPARTMENT OF AIDS CONTROL, MINISTRY OF HEALTH & FAMILY WELFARE	SIGNED FOR AND ON BEHALF OF MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION
	
SHRI LOV VERMA SECRETARY, DEPARTMENT OF AIDS CONTROL, MINISTRY OF HEALTH & FAMILY WELFARE, GOVERNMENT OF INDIA	SHRI ARUN KUMAR MISRA SECRETARY, MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION GOVERNMENT OF INDIA



## List of Acronyms

A&OE	Administrative and Operating Expenses
AEP	Adolescence Education Programme
AIDS	Acquired Immunodeficiency Syndrome
ART	Antiretroviral Therapy
BPL	Below Poverty Line
BSUP	Basic Services for Urban Poor
CB&T	Capacity Building and Training
DAC	Department of AIDS Control
EST&P	Employment through Skills Training and Placement
HIV	Human Immunodeficiency Virus
HRG	High Risk Group
ICTCs	Integrated Counselling and Testing Centres
IDUs	Injecting Drug Users
IEC	Information, Education & Communication
IHSDP	Integrated Housing and Slum Development Programme
JNNURM	Jawaharlal Nehru National Urban Renewal Mission
MARPs	Most At-Risk Populations
MoHFW	Ministry of Health & Family Welfare
MoHUPA	Ministry of Housing & Urban Poverty Alleviation
NACO	National AIDS Control Organisation
NACP	National AIDS Control Programme
NULM	National Urban Livelihoods Mission
PLHA	People Living with HIV/AIDS



PPICI	Prevention of Parent to Child Transmission
RAY	Rajiv Awas Yojana
SACS	State AIDS Control Societies
SEP	Self Employment Program
SJSRY	Swarn Jayanti Shahri Rozgar Yojana
SM&ID	Social Mobilisation and Institution Development
STI	Sexually Transmitted Infection
TI	Targeted Intervention
ToT	Training of Trainers
ULBs	Urban Local Bodies
WHO	World Health Organisation





F.No. K-14011/7/2013-UPA/ FTS - 9789

Government of India

Ministry of Housing and Urban Poverty Alleviation

(UPA Division)

Nirman Bhavan, New Delhi

Dated: 3<sup>rd</sup> August, 2015

### OFFICE MEMORANDUM

**Subject: Amendments in Operational Guidelines of NULM in EST&P, SM&ID, CB&T and in SUH in the first meeting of Governing Council held on 24<sup>th</sup> June 2015**

The undersigned is directed to refer to the above mentioned subject and to say that the following paragraphs of various clauses of the Operational Guidelines of NULM stand amended as indicated with the approval of Governing Council (GC) held on 24<sup>th</sup> June, 2015.

#### **I. Operational Guidelines of Social Mobilisation and Institution Development under NULM**

The Operational Guidelines for the Employment through Skills Training & Placement(EST&P) were issued vide OM No. K-14011/1/2013-UPA dated 11<sup>th</sup> December, 2013. The amended provision adding/ replacing the existing provisions are as follows:

<b>SN</b>	<b>Existing Provision</b>	<b>Amended Provision</b>
1.	<b>Clause 15: A maximum of Rs. 10,000/- can be spent per SHG for its formation, handholding, training of all the members, bank linkage, formation of federation and other related activities.</b>	<b>An amount of Rs. 10,000/- can be spent per SHG for its formation, handholding, training of all the members, bank linkage, formation of federation and other related activities.</b>
2.	<b>Clause 17.3: SULMs will be responsible for the selection of ROs across NULM cities in a transparent manner. SULMs are free to engage ROs at the State level or allow ULBs to empanel ROs on their own.</b>	<b>Addition of new Clause - 17.3A:  ROs which are already empanelled with NRLM, NABARD or any other government organisations with track record of good performance, may be directly engaged as RO.</b>
3.	<b>Clause 17.6. States may empanel the Resource Organizations through an open competitive bidding process based on strict criteria for selection (technical parameters) so that the</b>	<b>Deleted</b>



<u>SN</u>	<u>Existing Provision</u>	<u>Amended Provision</u>
	quality of services is not compromised.	
4.	<b>Clause 42:</b> Central share released for CLCs should not be used for construction <b>or renovation</b> of physical infrastructure.	Central share released for CLCs should not be used for construction of physical infrastructure. <b>However, funds could be utilized for renovation of existing infrastructure provided it does not adversely affect the funds required for other activities of the CLC.</b>

## II. Operational Guidelines for the Employment through Skills Training & Placement(EST&P) under NULM

The Operational Guidelines for the Employment through Skills Training & Placement(EST&P) were issued vide OM No. K-14011/1/2013-UPA dated 13<sup>th</sup> December, 2013. The amended provision adding/ replacing the existing provisions are as follows:

<u>SN</u>	<u>Existing Provision</u>	<u>Amended Provision</u>
1	<b>Clause 5. Skill Training Providers (STPs)</b>  <b><u>5.1. Identification</u></b> SULM may empanel private STPs through a <b>bidding</b> process. The selection criteria should be a combination of technical qualification, experience of the organization and the cost of training. Strict technical assessment of STPs shall have to be undertaken by the SULM to ensure that the quality of the training is not compromised.	<b>Clause 5. Skill Training Providers (STPs)</b>  <b><u>5.1. Identification</u></b> SULM may empanel private STPs through a <b>selection</b> process. The selection criteria should be a combination of technical qualification, experience of the organization, cost of training <b>and any other variables that the State may identify.</b> Strict technical assessment of STPs shall have to be undertaken by the SULM to ensure that the quality of the training is not compromised.
2	<b>Para 2 of Clause 5.1</b>  The SULM may directly enter into an agreement with Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. with details of modalities for mobilization, training,	<b>Addition to Para 2 of Clause 5.1</b>  SULM can directly engage Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training.



<b>SN</b>	<b>Existing Provision</b>	<b>Amended Provision</b>
	certification, bank linkage, mandatory placement /self-employment setting up and tracking of the successful candidate.	However, the SULM will have to ensure that the engaged Training Providers adhere to the processes, deliverables and cost norms as mentioned in the NULM guidelines.
<b>3</b>	<b>Para 3 of Clause 5.1</b>  SULM may also adopt any other successful model of skill training projects funded through Government of India or State Government programs. SULM may also provide skill training through Industrial houses / Industrial associations which provide for in-house placement of trained beneficiaries.	<b>Addition of new Clause - 5.1A</b>  The Ministry can enter into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Based on this MOU between MoHUPA and Agencies, the States can give them work of skill development in the respective States.

### III. Operational Guidelines for the Capacity Building & Training (CB&T) under NULM

The Operational Guidelines for the Capacity Building & Training (CB&T) under NULM were issued vide OM No. No. K-14011/1/2013-UPA dated 18<sup>th</sup> December, 2013.

<b>SN</b>	<b>Existing Provision</b>	<b>Amended Provision</b>
<b>1</b>	<b>3. Administration and Implementation structure at National level</b>	<b>New Clause is added as follows:</b>  <b>3.3A Institutes/agencies/experts such as NIRD/NABCONS/HSMI etc. may be deployed to strengthen implementation of the Mission, monitoring, evaluation, social audit and capacity building etc. in the States and UTs.</b>
<b>2</b>	<b>Annexure -II</b> The list of Big States includes 18 States.	<b>Telengana may be added as number 19 State in the list of Big states</b>



**IV. Operational Guidelines for the Scheme of Shelters for Urban Homeless (SUH) under NULM**

The Operational Guidelines for the Scheme of Shelters for Urban Homeless (SUH) under NULM were issued vide OM No. K-14011/1/2013-UPA dated 13<sup>th</sup> December, 2013.

<b>SN</b>	<b>Existing Provision</b>	<b>Amended Provision</b>
1.	<b>Clause 3.1:</b> Depending upon local conditions each shelter could cater to 50 or 100 persons.	Depending upon local conditions, each shelter should preferably cater to 50 or more persons. In exceptional situations, shelters with lesser capacity could also be approved.
2.	<b>Clause 11.6.</b> Central Government would also provide 75% or 90% of the O&M cost as the case may be, for each shelter for the period of first 5 years of operation. For O&M of one shelter catering to 50 urban homeless an amount of Rs. 6,00,000/- per annum is provisioned.	Central Government would also provide 75% or 90% of the O&M cost as the case may be, for each shelter for the period of first 5 years of operation. The appropriate O&M cost will be approved by the Project Sanctioning Committee.

2. This issues with the approval of Hon'ble Minister for Housing and Urban Poverty Alleviation.

*A. Mittal*

(Archana Mittal)  
Director (UPA)

Ministry of Housing and Urban Poverty Alleviation

To,

**Shri M Pradhan**  
Director (SLMMU & NULM)  
Government of West Bengal  
HC Block, Sector- 3, Salt Lake,  
ILGUS Bhavan, Bidhan Nagar  
Kolkata – 700106





Office of the Councilors of

## **Suri Municipality : Birbhum.**

Sri Ujjwal Mukherjee.  
Chairman,  
Suri Municipality.

Ph.- 03462-255534  
M.- 9434045678  
Fax.- 03462-257308

Memo No. 2501 /S.M

Date. 13.03.15,

To  
The Director, SUDA  
&  
Mission Director, WBSULM  
State Urban Development Agency  
SUDA Bhawan, H.C Block, Sector 111  
Salt lake city Bidhan Nagar

22/3/15  
28/3/15  
29/3/15

Sub; Matter relating to Opening S/B Account in favour of S.H.G

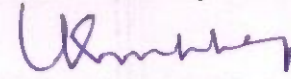
Sir

This is to intimate you that this Municipality formed sufficient No.s of S.H.G to build Social Institution ie ALF, CLF under NULM. But some of Bank branches Non Co-operated to opening S/B Account for SHG, Namely United Bank of India Suri branch, Central Bank of India Suri branch and U.CO Bank Suri branch. It is also stated that a meeting was held on 26.12.2014 with the concerned Bank under jurisdiction of the Suri Municipality with lead Dist Manager (U.co Bank) Birbhum. A copy of the proceedings dated 26.12.2014 is enclosed here with for favour of peresul.

There are request you kindly to take necessary step for the Interest of NULM project under Suri Municipality.

Thanking you.

Yours faithfully

  
( Sri Ujjwal Mukherjee )  
Chairman  
Suri Municipality



Chairman  
Suri Municipality  
Suri : Birbhum



# ***Suri Municipality : Birbhum.***

## **Resolution**

**Meeting no- 01/2014-2015**

The meeting with L.D.M and concern  
Bank branches under jurisdiction of  
Suri Municipality.

Place Suri Municipal office  
chamber of Chairman.

Date- 26.12.2014

Time-02.00P.M

Proceeding of the meeting with L.D.M & concern Bank branches under Jurisdiction of Suri Municipality held on 26.12.2014 at 02.00P.M at Suri Municipality office Chamber of Chairman.

### **BUSINESS TO BE BROUGHT FORWARDED**

01.To discuss about National Urban Livelihood Mission (NULM) instead of Swarna Jayanti sahari Rojgar Yojona (SJSRY)

02. Miscellaneous if any.

#### **Member Present**

	Name	Designation
01	Sre Ujjwal Mukherjee	Chairman, Suri Municipality
02	B.Roy	Lead District manager, Birbhum
03	Sri Ranjit Kr. Banik	Executive Officer Suri Municipality
04	M. Bhattecharjee	S.B.I
05	Ramesh Pd Singh	Allahbad Bank Suri
06	Subhas ch. Ghosh	C.B.I
07	S. N Pramanik	Syndicate Bank
08	M. Chatterjee	Canara Bank
09	S.A Anower	Indian Overseas Bank
10	Goutam Chatterjee	U.CO Bank
11	Tushar Kanti Ghosh	T.P.O Suri Municipality

Sri Ujjwal Mukherjee Chairman Suri Municipality Presided over the meeting.

01. After elaborate discussion it is resolved that all the authorities of the concern Nationalised Bank assured to extend all co-operation for successful implementation of National urban Livelihood Mission project, in accordance with the guide line as laid down in the Govt. of India order of NULM and also instructions of Reserve Bank of India.

It is resolved that the decision of WB SLUM & SLBC (W.B) would be followed in to to

It is further resolved that minimum 12 (twelve) no.s of self help group (SHG) be

**Contd-P/2**



prepared/Formed in each ward to wards formation of Social Institute that is SHG  
 - ALF- CLF . The concern Bank will extend co- operation for opening of saving Bank Account in favour of SHG required for the purpose. It is decided that the previous Thrift cum credit groups (TCG) be treated as exiting SHG.

It is also decided that every member of SHG shall deposit minimum Rs.50/- (Fifty) each month to enjoy as 1<sup>st</sup> phase of credit after 6(six) months and receiving revolving fund Rs.10000/- (ten thousand) from urban local Bodies Rs. 100000/- (One lakh) instead 4(four) times of loan in basis of corpusfund of SHG. Fund

It is decided that in absence of resource organization (R.O) the following persons are authorized to contact with concern Bank for opening savings bank account of group and their alied works.

- 01) Lata das 2) Mala Bibi 3) Anindita Das.4) Subhasish Ghosh 5) Dipankar Mondal
- 02) As there is no discussion the meeting ended with a vote of thanks to the Chair.

Sd/-

(Ujjwal Mukherjee)  
 Chairman  
 Suri Municipality

Memo No.

Date.

Copy forwarded information and taking necessary action to the

✓ 1) Lead District Manager (U.Co Bank) Suri

(2) ~~16~~ ----- Branch Manager -----

----- Suri/ Hatjanbazar Branch.



  
 Chairman  
 Suri Municipality

**Chairman**  
**Suri Municipality**  
**Suri :: Birbhum**



OFFICE MEMORANDUM

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3.	Clause 17.6. States may empanel the Resource Organizations through an open competitive bidding process based on strict criteria for selection (technical parameters) so that the	Deleted



SN	Existing Provision	Amended Provision
	quality of services is not compromised.	
4.	Clause 42: Central share released for CLCs should not be used for construction or renovation of physical infrastructure.	Central share released for CLCs should not be used for construction of physical infrastructure. However, funds could be utilized for renovation of existing infrastructure provided it does not adversely affect the funds required for other activities of the CLC.

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2	<p><b>Para 2 of Clause 5.1</b></p> <p>The SULM may directly enter into an agreement with Govt. Institutes such as Industrial Training Institutes (ITI), Polytechnic Colleges, Technical Universities, etc. with details of modalities for mobilization, training,</p>	<p><b>Addition to Para 2 of Clause 5.1</b></p> <p>SULM can directly engage Training Partners of National Skill Development Corporation (NSDC) and training providers engaged by any other Government Agency for the purpose of skill training.</p>



SN	Existing Provision	Amended Provision
	certification, bank linkage, mandatory placement /self-employment setting up and tracking of the successful candidate.	However, the SULM will have to ensure that the engaged Training Providers adhere to the processes, deliverables and cost norms as mentioned in the NULM guidelines.
3	<p>Para 3 of Clause 5.1</p> <p>SULM may also adopt any other successful model of skill training projects funded through Government of India or State Government programs. SULM may also provide skill training through Industrial houses / Industrial associations which provide for in-house placement of trained beneficiaries.</p>	<p>Addition of new Clause - 5.1A</p> <p>The Ministry can enter into MOU with National level Agencies in the Skill training space like National Skill Development Corporation (NSDC), Sector Skill Councils (SSC), Autonomous Institutes under Ministries of Govt. of India, Industrial Groups for skill training and placement. Based on this MOU between MoHUPA and Agencies, the States can give them work of skill development in the respective States.</p>

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SN	Existing Provision	Amended Provision
1	3. Administration and Implementation structure at National level	<p>New Clause is added as follows:</p> <p>3.3A Institutes/agencies/experts such as NIRD/NABCONS/HSMI etc. may be deployed to strengthen implementation of the Mission, monitoring, evaluation, social audit and capacity building etc. in the States and UTs.</p>
2	<p>Annexure -II</p> <p>The list of Big States includes 18 States.</p>	<p>Telengana may be added as number 19 State in the list of Big states</p>



IV. Operational Guidelines for the Scheme of Shelters for Urban Homeless (SUH) under NULM

The Operational Guidelines for the Scheme of Shelters for Urban Homeless (SUH) under NULM were issued vide OM No. K-14011/1/2013-UPA dated 13<sup>th</sup> December, 2013.

SN	Existing Provision	Amended Provision
1.	Clause 3.1: Depending upon local conditions each shelter could cater to 50 or 100 persons.	Depending upon local conditions, each shelter should preferably cater to 50 or more persons. In exceptional situations, shelters with lesser capacity could also be approved.
2.	Clause 11.6. Central Government would also provide 75% or 90% of the O&M cost as the case may be, for each shelter for the period of first 5 years of operation. For O&M of one shelter catering to 50 urban homeless an amount of Rs. 6,00,000/- per annum is provisioned.	Central Government would also provide 75% or 90% of the O&M cost as the case may be, for each shelter for the period of first 5 years of operation. The appropriate O&M cost will be approved by the Project Sanctioning Committee.

2. This issues with the approval of Hon'ble Minister for Housing and Urban Poverty Alleviation.

*A. Mittal*  
(Archana Mittal)  
Director (UPA)

Ministry of Housing and Urban Poverty Alleviation

To,

Shri M Pradhan  
Director (SLMMU & NULM)  
Government of West Bengal  
HC Block, Sector- 3, Salt Lake,  
ILGUS Bhavan, Bidhan Nagar  
Kolkata - 700106





# KRISHNANAGAR MUNICIPALITY

KRISHNANAGAR - 741101

STD : (95)03472

Office : 252926

Office (Account Sec.) : 258134

Chairman Resi. : 224111



Water Works : 252985

Tourist Lodge : 252080

Chairman's Office & Fax No. : 252455

ASIM SAHA, Resi : 224111, M - 9434055824

Chairman

Memo No. 1150/17 - 555/15

Date 27-03-15

To

The Registrar of Societies, West Bengal,  
TODI MANSION (10<sup>th</sup> floor),  
P-15, India Exchange Place (Extension),  
Kolkata - 700069

**Sub:** Registration of ALFs formed under NULM.

Sir,

This is to inform you that as per the guidelines of National Urban Livelihood Mission (NULM) 10-20 nos. of Self-Help Groups (SHGs) would have to be federated to form an 'Area Level Federation (ALF)' and the said ALF needs to be registered under Registration of Societies Act of the state concerned.

Accordingly, I am sending herewith, for the present, the Memorandum of Association (MOA) including the Rules & Regulations of the undernoted 12 (Twelve) nos. of ALFs formed in this municipality in accordance with the NULM-guidelines, for registration of those ALFs:-

Sl. No.	Name of the Area Level Federation	Area of operation	Address
1.	Krishnagar No. 1 Area Level Federation	NHC No. 1 Ward No. 1	Kumarpara, Ghurni, Krishnagar.
2.	Krishnagar No. 2 Area Level Federation	NHC No. 5 Ward No. 2	Adityapara Ln., Ghurni, Krishnagar.
3.	Krishnagar No. 3 Area Level Federation	NHC No. 9 Ward No. 4	Shibtala Ln., Ghurni, Krishnagar
4.	Krishnagar No. 4 Area Level Federation	NHC No. 1 Ward No. 5	Harigopal Mohanto Ln., Kanthalpota, Krishnagar.
5.	Krishnagar No. 5 Area Level Federation	NHC No. 4 Ward No. 6	Paresh Sukul Ln., Uttar Kainagar, Krishnagar.
6.	Krishnagar No. 6 Area Level Federation	NHC No. 5 Ward No. 7	Darjipara Ln., Krishnagar.
7.	Krishnagar No. 7 Area Level Federation	NHC No. 1 Ward No. 10	Pratapaditya Rd., Saktinagar, Krishnagar.
8.	Krishnagar No. 8 Area Level Federation	NHC No. 4 Ward No. 11	Anjanapara, Saktinagar, Krishnagar.
9.	Krishnagar No. 9 Area Level Federation	NHC No. 6 Ward No. 12	Rameshwarnath Ln., Chowdhurypara, Krishnagar.
10.	Krishnagar No. 10 Area Level Federation	NHC No. 2 Ward No. 17	Chandsarakpara, Krishnagar.
11.	Krishnagar No. 11 Area Level Federation	NHC No. 4 Ward No. 18	Chandsarak, Masjidpara, Krishnagar.
12.	Krishnagar No. 12 Area Level Federation	NHC No. 6 Ward No. 20	Sashtitala, Krishnagar.





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Chairman

Memo No. ....



Date *27/03/15*

The M.O.As. including the Rules & Regulations, as adopted by the respective first & present Governing Body (duly formed in the prescribed manner) of each of the ALFs, have been checked and verified with reference to the model M.O.A, as framed by State Urban Development Agency (SUDA) and also the relevant information/particulars furnished in the M.O.As.

I, on behalf of the proposers of the societies, would request you to please arrange for registration of the ALFs under the West Bengal Societies Registration Act, 1961.

In case any further information is required for the purpose, your good office may kindly be asked to contact the undersigned over Office Phone No. 03472-252926 (Extn. 23)/ Mobile Phone No. 9874433807

An early action is solicited.

Encls: As Stated.

*Admission*  
*2/4/15*

Yours faithfully,

*sd/-*

Executive Officer,  
Krishnagar Municipality

&

Nodal Officer (NULM)  
City Project Officer,  
Krishnagar Municipality.

Memo. No. 1150 (1) / 17 - 555 / 15

Date 27 - 03 - 15

✓ Copy forwarded for information and necessary action to the Director, State Urban Development Agency (SUDA), ILGUS Bhavan, HC-Block, Sector-III, Bidhannagar, Kolkata-700106.

*sd/-*  
*27/03/15*

Executive Officer,  
Krishnagar Municipality

&

Nodal Officer (NULM)  
City Project Officer,  
Krishnagar Municipality.





রাজ্য নগর উন্নয়ন সংস্থা

SUDA

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA- ৪০/২০১৪/৪০১ (৭)

তারিখ ২৬.০২.২০১৫

From : Shri M.N.Pradhan, IAS,  
Director, SUDA &  
Mission Director, WBSULM

To : 1) Mrinal Kanti Rano, Jt. Director (SD), SUDA  
2) Sujoy Mitra, PME, CMU  
3) Goutam Pal, Advisor, SUDA  
4) Tarak Dutta, PC, SUDA

Sub : Formation of Evaluation committee to evaluate the eligibility of CDS as RO in NULM.

As per instruction from MOHUPA, GOI we have received some proposal from different ULB's to engage CDS as RO. Accordingly a evaluation team with following members has been constituted.

- 1) Mrinal Kanti Rano, Jt. Director (SD), SUDA
- 2) Sujoy Mitra, PME, CMU
- 3) Goutam Pal, Advisor, SUDA
- 4) Tarak Dutta, Programme Coordinator, SUDA

Evaluation of the CDS will be held as per schedule enclosed. You are requested to remain present during evaluation and evaluate the CDS for their engagement RO.

Enclo : as stated

  
Director, SUDA  
&

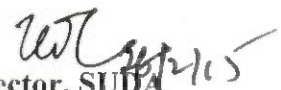
Mission Director, WBSULM

SUDA- ৪০/২০১৪/৪০১/১ (১)

২৬.০২.২০১৫

Copy to : -

1. Sri Prabir Roy, Programme Management Expert DFID with a request to remain present during evaluation.

  
Director, SUDA  
&

Mission Director, WBSULM

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



**Schedule for Evaluation for Engagement of Resource Organization (March 2015)**

DATE	12.00 – 1.00 PM		2.00 – 4.00 PM	
	SL.NO	Name of CDS	SL.NO	TIME
9.3.15	1	Bhatpara CDS I	7	Krishnanagar D L Roy CDS
	2	Bhatpara CDS II	8	Krishnanagar Swami Vivekananda CDS
	3	Bhatpara CDS III	9	Krishnanagar Netaji Subhash Chandra CDS
	4	Bhatpara CDS IV	10	Krishnanagar Rabindranath Thakur CDS
	5	Bhatpara CDS V	11	Chandannagar CDS 1
	6	Bhatpara CDS VI	12	Chandannagar CDS 2
			13	North Barrackpore CDS 1
			14	North Barrackpore CDS 2
			15	Chakdaha Sarada Devi CDS
			16	Chakdaha 1 No. Nivedita CDS
11.3.15	1	Rajarhat-Gopalpur Kanak Mukherjee CDS 1	7	Arambagh CDS 1
	2	Rajarhat-Gopalpur Matangini Hazra CDS 2	8	Arambagh CDS 2
	3	Bansberia Hanseswari CDS	9	Nabadwip Chaitanya Mahaprabhu No-1 CDS
	4	Bansberia Saraswati CDS	10	Nabadwip Chaitanya Mahaprabhu No-2 CDS
	5	Gobardanga CDS	11	Nabadwip Chaitanya Mahaprabhu No-3 CDS
	6	Joynagar Mozilpur CDS	12	Nabadwip Shree Gouranga Mahaprabhu No-4 CDS
			13	Ajoy Samasti Unnayan Samity (CDS-1), Katwa
			14	Bhagirathi Samasti Unnayan Samity (CDS-2), Katwa
			15	Jangipur CDS
			16	Habra No. 2 CDS
13.3.15	1	Old Malda CDS-1	7	Kharagpur 4 No. CDS
	2	Old Malda CDS-2	8	Beldanga CDS
	3	Balurghat CDS-V	9	Dainhat Indrani Pargana CDS
	4	Nalhati CDS	10	Durgapur Laxmibai No.3 CDS
	5	Sainthia CDS	11	Durgapur Matangini No.5 CDS
	6	Dhupguri CDS	12	Santipur No.1 CDS
			13	Santipur No.2 CDS
			14	Taherpur Town CDS
			15	Tamluk CDS No.2
			16	Jiaganj Azimganj No.1 CDS



To  
The Director,  
SUDA &  
Mission Director, WBSULM  
Ilgus Bhavan,  
HC Block, Sector-III, Bidhnnagar,  
Kolkata- 700 106

*Adviser*  
*20*  
*21/15*

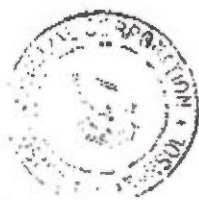
*JDS*  
*21/15*

Sub:- Registration of Arae Level Federations.  
Ref:- Your No SUDA-06/2014/2023 dated 8-12-2014.

Sir,

Kindly refer to the subject quoted above. Smt.Ritoja Banerjee, Social & Community Development Officer (SCDO), Asansol Municipal Corporation is hereby nominated as City Project Officer( CPO) ( Mobile NO 9433879197 ) who may be contacted for this purpose.

Yours faithfully,



*[Signature]*  
Secretary,  
Asansol Municipal Corporation  
**Secretary**  
Asansol Municipal Corporation



# ASANSOL MUNICIPAL CORPORATION

Dr. G. R. Mitra Sarani, P.O.- Asansol, Dist.- Burdwan, West Bengal

Mayor's Chamber : 230 2370

Chairman's Chamber : 230 9225

Dy. Mayor's Chamber : 230 9479



Commissioner : 230 2491

General Off. (Asl.) : 230 2219 / 230 9476

Engg. Dept. : 230 9476

02/01/2015



Memo no...

3005/mnt

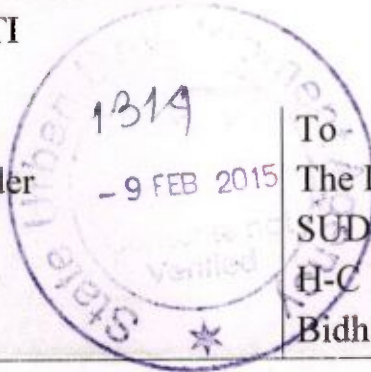
Dated-.....07/02/15

Office of the Board of Councillors  
NAIHATI

Tel: +91 33 2581 2098/ 2580 0290

From

Sri Ramesh Ch. Halder  
Chairman,  
Naihati Municipality



To

The Director,  
SUDA & WBSULM, "ILGUS BHAVAN",  
H-C Block, Sector-III,  
Bidhannagar, Kol - 106

**Sub: Self Help Group under NULM**

Sir,

This is to inform you that 63 nos. of T & C groups, previously formed under SJSRY have been converted into Self Help Groups under NULM.

This is for your kind information and necessary action please.

Thanking you,

Adm/200  
C. R.  
17/2/15

TH  
L  
19/2

Yours faithfully,

B  
07-2-15

Chairman  
Naihati Municipality  
Chairman  
NAIHATI MUNICIPALITY



H.C.  
H. circulate to all  
officers concerned  
w  
1/12

(10)

OFFICE OF THE 4<sup>TH</sup> STATE FINANCE COMMISSION, WEST BENGAL  
Bikash Bhavan, 4<sup>th</sup> Floor, Sector - I, Salt Lake, Kolkata - 700 091

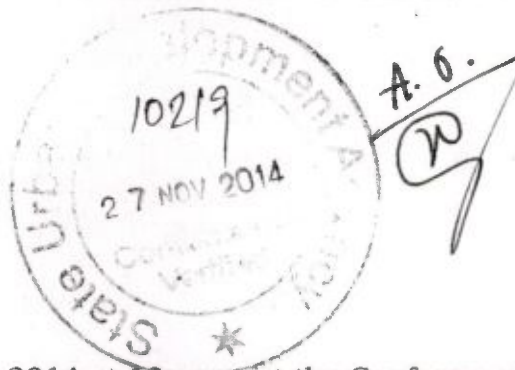
Telefax No. : (033) 2358-2304  
Email ID : 4sfcwb@gmail.com  
Sfc4-wb@nic.in

No. 432/SFC-27

Dated, 25<sup>th</sup> November, 2014

From : Shri Swapan Kr. Paul,  
Member Secretary,  
4<sup>th</sup> State Finance Commission,  
West Bengal.

To : The Principal Secretary,  
Municipal Affairs Department,  
Government of West Bengal.



Sub : Structural presentation on 16.12.2014 at 12 noon at the Conference Hall of SUDA by your departmental officers regarding fund flow to ULBs, etc.

Ref. : D.O. No. 378/SFC-27 dated 16.10.2014 of the Chairman, 4<sup>th</sup> State Finance Commission, West Bengal

Sir,

With reference to the D.O. No. and subject mentioned above, the Commission desires that the structural presentation by the officers of your department regarding fund flow (both Central and State), etc. to ULBs along with other aspects relating to matters as detailed in Commission's Memo. No. 208/SFC-27 dated 30.05.2014 (copy enclosed for ready reference) should be held **on 16.12.2014 at 12 noon at the Conference Hall of SUDA.**

All concerned may kindly be informed from your end.

Enclo. : As stated.

Yours faithfully,  
Sd./-  
Member Secretary

No. 432/1(3)/SFC-27

Dated, 25<sup>th</sup> November, 2014

Copy forwarded for information and necessary action to :

1. The Director, SUDA
2. The Director of Local Bodies
3. Shri Mitra Chatterjee, O.S.D. & E.O. Deputy Secretary, M.A. Deptt., Govt. of West Bengal

Encls : As stated.

Member Secretary

No. 432/2(1)/SFC-27

Dated, 25<sup>th</sup> November, 2014

Copy forwarded to the Principal Secretary, Finance Department, Govt. of West Bengal for information.

Member Secretary



OFFICE OF THE 4<sup>TH</sup> STATE FINANCE COMMISSION, WEST BENGAL  
Bikash Bhavan, 4<sup>th</sup> Floor, Sector - I, Salt Lake, Kolkata - 700 091

Telefax No. : (033) 2358-2304  
Email ID : 4sfcwb@gmail.com

No. 208/SFC-27

Dated, 30<sup>th</sup> May, 2014

From : Shri Swapan Kr. Paul  
Member Secretary,  
4<sup>th</sup> State Finance Commission,  
West Bengal.

To : The Principal Secretary,  
Municipal Affairs Department,  
Government of West Bengal.

Sub : Power Point Presentation by the officers of M.A. Deptt.

Sir,

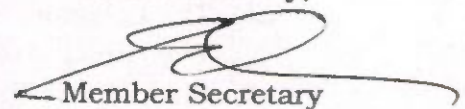
The Commission proposes to hold interactive meetings at Commission's office on structural presentation by the officers of your department regarding fund flow to Urban Local Bodies (ULBs) towards Fixed grant/ grants towards salaries, pension, various development programmes (both Central and State assisted), share of entertainment tax/ tax on profession, callings, taxation motor vehicles, Finance Commission grants (both Central and State), being funded from budgetary provision of your department since 2007-08 to 2012-13 (as per details of enclosed sheet) including policy issues, status of devolution, activity mapping, etc.

Further, programmes of other State Departments channelized through organisations of your department being implemented through ULBs may also be covered.

Power point presentation may kindly be completed in two days. Dates of power point presentation may kindly be decided in consultation with the Commission and the same should be concluded in the month of June, 2014.

Function and roles being played by SUDA, DLB, CMU, Municipal Engineering directorate and West Bengal Valuation Board may also be explained in the said presentation.

Yours sincerely,

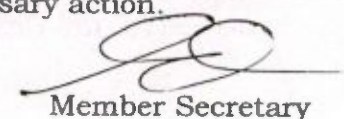
  
Member Secretary

Enclo. : As stated.

No. 208/1(1)/SFC-27

Dated, 30<sup>th</sup> May, 2014

Copy along with enclosure forwarded to Shri Mitra Chatterjee, OSD & EO Deputy Secretary, M.A. Deptt. for his information and immediate necessary action.

  
Member Secretary



**Items to be covered regarding presentation of fund flow to Urban Local Bodies :-**

Fixed Grant / Fixed Grant as Salaries / D.A. / Bonus / Pension.

Grant towards civic services/ Sewerage/ O&M of water supply/ Start up expenses/ Payment of Electricity Charges / Houses/ Housing for urban poor/ Urban Health Programme/ Urban Employment Scheme/ Employment Generation of Urban Areas/ IPP VIII/ Conversion of privies to latrines/ Community Based Primary Health Care Services/ Solid Waste management/ SJSRY/ 13<sup>th</sup> FC Basic & General Performance Grant/ Grant towards Development of Municipal Areas/ BMS/ Spot & pipe water supply schemes/ NSDP/ JNNURM/ UIDSSMT/ IHSDP/ WSDP/ NULM/ WUIS/ KEIP/ KUSP Share of ET/ Taxes on Profession Tax and Callings/ Taxes on Motor Vehicles/ Construction of Municipal Buildings/. Purchase of land/ BRGF/ Borrowings.



## স্ব-নির্ভরশীল দল এস. এইজ. জি. :- গঠনের নিয়মাবলী।

### প্রয়োজনীয় সরঞ্জাম :-

- (১) সভার কার্যবিবরণী নথিভুক্তকরণের রেজিস্টার (ছাপা)।
- (২) রাবার স্ট্যাম্প সভানেত্রী, সম্পাদিকা, কোষাধ্যক্ষা ও গোষ্ঠীর নামে হইবে।

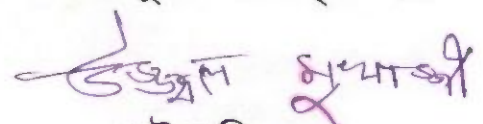
### শর্তাবলী :-

- (১) সদস্যের বয়স কমপক্ষে ১৮ বৎসর হইতে হইবে।
- (২) কমপক্ষে সদস্যসংখ্যা ১২ জন (৭০ ভাগ বি. পি. এল. সুডার তালিকা অনুযায়ী) হইতে হইবে।
- (৩) একটি পরিবারের ১ জন সদস্যই একটি গোষ্ঠীতে থাকিতে পারিবে, অন্যজন অপর গোষ্ঠীর সদস্য হইতে পারিবে।
- (৪) সকল সদস্যকে একই হারে প্রতি মাসে অর্থ সঞ্চয় করিতে হইবে।
- (৫) প্রতি মাসের প্রথম সপ্তাহে সভা ডাকিয়া মাসিক নির্ধারিত অর্থ জমা দিতে হইবে (সভার তারিখ নির্দিষ্ট দিনে প্রতি মাসে হওয়া আবশ্যিক)।
- (৬) প্রতি মাসে ৪ টি সভা অবশ্যই করিতে হইবে।
- (৭) নির্দিষ্ট দিনে সদস্যের দেয় অর্থ জমা না দিলে সদস্যদের পূর্ব সিদ্ধান্ত অনুযায়ী জরিমানা দিতে হইবে।
- (৮) আদায়ীকৃত অর্থ নির্দিষ্ট ব্যাংকে জমা রাখিতে হইবে।
- (৯) ৬ মাস সঞ্চয়ের পর প্রথম গ্রেডিং-এ সফল গোষ্ঠীর জন্য ১০,০০০ (দশ হাজার) টাকা রিভোলভিং ফান্ড হিসাবে দেওয়া হইবে।
- (১০) রিভোলভিং ফান্ড ব্যাংকে জমা হইবার পর ব্যাংক গোষ্ঠীর অ্যাকাউন্টে জমা অর্থের ৪ গুণ টাকা তথা প্রথম ক্ষেপে ১,০০০০০ (এক লক্ষ) টাকা ঋণ হিসাবে প্রদান করিবে।

উক্ত টাকা সহজ কিস্তিতে বাৎসরিক শতকরা ৭% সুদে জমা দিতে হইবে এবং ঠিকমতো ঋণ পরিশোধ করিলে প্রতি ৩ (তিন) মাস অন্তর শতকরা ৩% হিসাবে সুদের টাকা ফেরৎ পাইবে (শতকরা ৪% সুদে টাকা পরিশোধ করিতে হইবে)।

- (১১) প্রত্যেক গোষ্ঠীর ২ জন সদস্য প্রতিনিধি হিসাবে লইয়া এরিয়া লেভেল ফেডারেশন (এ. এল. এফ.) এবং এরিয়া লেভেল ফেডারেশন (এ. এল. এফ.) হইতে ১ জন সদস্য প্রতিনিধি হিসাবে লইয়া সিটি লেভেল ফেডারেশন (সি. এল. এফ.) গঠিত হইবে।

উভয় ক্ষেত্রে সোসাইটি অ্যাক্ট অনুযায়ী সংগঠন দুইটি নিবন্ধীকৃত হইবে।



পৌরপতি,

( শ্রী উজ্জ্বল মুখোপাধ্যায় )

সিউডী পৌরসভা, বীরভূম।

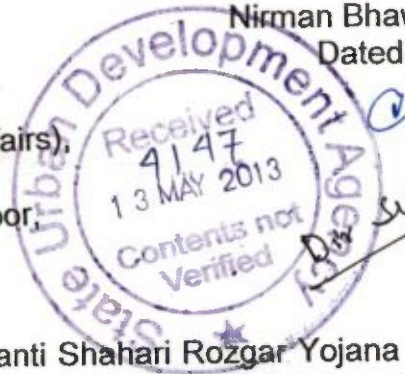


**REMINDER – III**  
**IMMEDIATE**

No.K-14011/1/2009-UPA  
Government of India  
Ministry of Housing and Urban Poverty Alleviation  
(Urban Poverty Alleviation Division)

Nirman Bhawan, New Delhi  
Dated: 1<sup>st</sup> May, 2013.

To, **Shri Alapan Bandhyopadhyay**  
Principal Secretary (Municipal Affairs),  
Government of West Bengal,  
Writer's Building, F Block, 3rd Floor,  
KOLKATA - 700 001.



Subject: Extension of Swarna Jayanti Shahari Rozgar Yojana (SJSRY) to the  
Below Poverty Line (BPL) people living in cantonment areas – reg.

I am directed to refer to this Ministry's D.O. letter of even number dated 26.10.2010 and subsequent reminders sent on 11.10.2012 & 01.01.2013 on the above mentioned subject. It was requested to extend the benefits of SJSRY to BPL population in Cantonment areas, so that no BPL person in the State is deprived of the benefits of the scheme. However, the action taken in this regard has not been received till date.

2. You are therefore, once again requested to kindly send the action taken report to this Ministry, immediately.

Yours faithfully,

(M.L. Meena)

Under Secretary to the Govt. of India  
Tel: - 23061185

2628 SMD/13

8/5/13

Sw  
Adviser  
12/5/13



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

No.88/2/MA/O/C-1/1M-9/2013

Dated, Kolkata, 18<sup>th</sup> November, 2014

From: Special Secretary to the Govt. of West Bengal

- To: ☒ 1. Director, SUDA.  
2. Project Director, CMU.  
3. Joint Secretary, Municipal Affairs Department  
4. Director of Local Bodies, West Bengal  
5. Chief Engineer, M.E.Dte.  
6. OSD & ex-officio Deputy Secretary, Municipal Affairs Department  
7. Joint Director, ILGUS.  
8. Member Secretary, West Bengal Valuation Board

Sir,

I am directed to inform you that a meeting on 'Preparation of Administrative Calendar, 2015 of Municipal Affairs Department' will be held on 26.11.2014 at 03.00 PM in the Chamber of Principal Secretary, Municipal Affairs Department, Govt. of West Bengal, Writers' Buildings, Kolkata. You are requested to make it convenient to attend the said meeting along with a list of proposals for incorporation in the Administrative Calendar 2015.

Yours faithfully,

  
Special Secretary

No.88/1/MA/O/C-1/1M-9/2013

Dated, Kolkata, 18<sup>th</sup> November, 2014

Copy forwarded for information to Pr. S to Principal Secretary, Municipal Affairs Department.

Special Secretary



United Bank of India  
Lead Bank Division  
Head Office  
Convener



State Level Bankers' Committee for West Bengal

Ref : LBD/SLBC/WB/ 701 / 2014

Date: 30.09.2014

All Members of SLBC

*Adrisor*  
*28/9/14*

Major Action Points emerged in the 126<sup>th</sup> SLBC Meeting held on 25<sup>th</sup> September 2014.

The 126<sup>th</sup> SLBC Meeting of the State Level Bankers' Committee, West Bengal was held on 25<sup>th</sup> September 2014 at Park Hotel, Kolkata where performance of the banks for the period April 2014 to June 2014 was reviewed. The meeting was chaired by Dr. Amit Mitra, Hon'ble Finance Minister, GoWB. Amongst the other dignitaries, Shri Deepak Narang , Shri Sanjay Arya, both Executive Directors of United Bank of India , Dr. Ariz Aftab ,Secretary, SHG & SE, GoWB, Shri Anurag Srivastab , Joint Secretary, Finance, GoWB, Ms.C.D.Lama , State Mission Director & CEO, WBSRLM, Shri A.Chanda, Director (Employment), GoWB, Shri S.C. Murmu, GM, RBI, Shri A.K. Raybarman, GM, NABARD, Shri Manas Dhar, GM, United Bank of India & Convener of SLBC, were also present. Top executives of State Government, UIDAI, Insurance Companies, RBI, NABARD and Banks also participated in the meeting.

The major action points emerged in the meeting were as under:

- Banks are to make concerted efforts to raise CD ratio of the State progressively over the coming months from present level of 66.71% to go near to the national CD ratio level. Districts where CD ratio is below 40%, DCC should finalize action plan for improving the CD



ratio and extra efforts should be taken for improvement within short time by taking necessary corrective measures.

**(Action : Banks, District Magistrates, LDMs, SLBC)**

- Banks would take steps for opening of Brick & Mortar branches in the remaining 716 unbanked GPs within this fiscal. Allahabad Bank, Indian Overseas Bank, UCO Bank, Central Bank of India and Punjab National Bank would submit the list of GPs with road map to SLBC for onward submission to Finance Department, GoWB.

**( Action: Concerned Banks)**

- The Banks would arrange completion of household survey work for PMJDY within 15<sup>th</sup> October and submit the progress report to SLBC Convener Bank as per specified format. Banks would also ensure delivery of ATM Rupay cards to all the account holders at specified intervals under PMJDY and submit status of account opening to SLBC strictly as per format.

**( Action: Banks)**

- Both Telecom Enforcement, Resource & Monitoring Cells of West Bengal and Kolkata to coordinate with SLBC member Banks to discuss and resolve all telecom connectivity issues on priority basis. Member Banks to submit the requisite information urgently to SLBC Desk. Only few Banks have submitted the list so far.

**( Action : TERM Cells/Member Banks)**

- The Banks to step up lending under Agriculture sector in the coming months of this financial year to achieve the target of Rs.38390.00 crore under ACP. The average credit per KCC to be raised from present level of Rs.40000/- to minimum Rs.50000/-. The Agriculture Deptt. of the Govt. should scout quality KCC proposals from uncovered farmers and sponsor the same to the bank branches.

**(Action: Banks : Agriculture Deptt.)**

- The Banks, those are yet to submit the data of NRLM enabled SHGs to WBSRLM, would submit the same by **31<sup>st</sup> October, 2014**. The State level Controlling office of each member Banks will also submit the audited statement to WBSRLM to the effect that there is no fund

J



of SGSY lying unutilized at any of their branches in West Bengal, if not already complied. **(Action : Banks)**

- The Banks would exert concerted effort to achieve the target of credit linkage of 1.58 lakh SHGs and raise the average credit per SHG to minimum RS.1.00 lakh during current financial year.  
**(Action: Banks)**
- The Priority Sector outstanding Advance to Minority Communities, SC/ST and other backward classes in the State has remained static over the last few years. The bank lending to these communities to be enhanced to ensure a fair and equitable portion of credit growth within the overall target of the priority sector. **(Action: Banks)**
- The State Government may kindly instruct the District Magistrates to take prompt action against cases under SARFAESI Act , inviting list of pending cases from the Banks indicating priorities. The State Government may also pursue with the DMs to dispose the pending cases within a time frame. **(Action: State Government)**
- State Government to expedite introduction of on-line land verification system that would facilitate the bankers to verify the ownership of the land records of the borrowers and eliminate chances of multiple use of same property to avail loans fraudulently from different Banks.  
**(Action : State Government)**



General Manager  
(Recovery , FI & Lead Bank)  
&  
Convener of SLBC (West Bengal)





# KRISHNANAGAR MUNICIPALITY

KRISHNANAGAR - 741101

STD : (95)03472

Office : 252926

Office (Account Sec.) : 258134

Chairman Resi. : 224111

Water Works : 252985

Tourist Lodge : 252080

Chairman's Office & Fax No. : 252455

ASIM SAHA, Resi : 224111, M - 9434055824

Chairman

Memo No. 3351/17 - 3540/14

To

The Director,

State Urban Development Agency,

ILGUS Bhavan, HC-Block, Sector-III,

Bidhannagar,

Kolkata-700106.



JCS

Signature

Adviser  
28/9/14

**Sub:** Proposal for formation of ALF/CLF under SMID component of NULM at NHC Level --- seeking your kind assent thereto.

Ref: Your memo. no. SUDA-46/2014/1020(62) dt. 30.5.2014 communicating the allocation of targets under NULM for 2014-'15.

Sir,

Please find enclosed a statement showing the Ward-wise and NHC-wise no. of existing SHGs (erstwhile TCGs), from which it would transpire that the average no. of SHGs (erstwhile TCGs) per ward lies between 23 & 24, ranging from 7 to 46 per ward depending chiefly on the ward-wise BPL-concentration and the average no. of SHGs (erstwhile TCGs) per NHC lies between 13 & 14, ranging mostly from 10 to 20, with 2 (Two) exceptions at NHC no. 6 of Ward-21 & NHC no. 8 of Ward-14, where it is 7 & 23 respectively.

Now, considering the existing status of UCDN prevailing in this municipality vis-à-vis the operational guideline issued under NULM, it is proposed that the existing SHGs (erstwhile TCGs), falling within the jurisdiction of respective NHCs, may be federated at the NHC-level to form 43 (Forty Three) nos. of Area Level Federation (ALF) corresponding to 43 (Forty Three) nos. of NHCs.

Your kind assent to the above proposal in respect of formation of ALFs is solicited at an early date, on receipt of which necessary action would be taken towards formation and registration of the ALFs in accordance with the targets communicated by you under the above cited memo.

Encl: As Stated.

Asim Saha  
Chairman  
09/09/14  
Krishnanagar Municipality.



## KRISHNAGAR MUNICIPALITY

### Urban Community Development Network at a glance :

1. Total no. of Community Development Societies (CDS) ..... 4
2. Total no. Neighbourhood Committees (NHCs) ..... 43
3. Total no. of Neighbourhood Groups (NHGs) ..... 533
4. Total no. of Thrift & Credit Societies (TCSs) ..... 573 (as on 31.3.2014)

Statement Showing the Ward-wise & NHC-wise No. of existing SHGs (Erstwhile TCGs) for formation of ALFs at the NHC-level.

C.D.S. No.	Ward No.	No. of existing SHGs (erstwhile TCGs)	No. of NHCs	NHC No.	No. of NHGs	No. of existing SHGs (erstwhile TCGs)	Identification No. of the ALF proposed to be formed at NHC-level	No. of SHGs (erstwhile TCGs) to be federated into the proposed ALF
C.D.S.-I	1	23	2	1	10	14	ALF-1	14
				2	10	9	ALF-2	9
	2	46	3	3	14	20	ALF-3	20
				4	12	11	ALF-4	11
				5	13	15	ALF-5	15
	3	24	2	7	15	13	ALF-6	13
				8	15	11	ALF-7	11
				9	9	16	ALF-8	16
	4	30	2	10	9	14	ALF-9	14
				6	10	7	ALF-10	7
C.D.S.-II	5	10	1	1	10	10	ALF-11	10
	6	35	3	2	12	11	ALF-12	11
				3	12	12	ALF-13	12
				4	12	12	ALF-14	12
	7	16	1	5	12	16	ALF-15	16
	8	45	3	6	15	16	ALF-16	16
				7	15	17	ALF-17	17
				8	15	12	ALF-18	12
	9	33	2	9	11	18	ALF-19	18
				10	10	15	ALF-20	15

Contd...2



C.D.S. No.	Ward No.	No. of existing SHGs (erstwhile TCGs)	No. of NHCs	NHC No.	No. of NHGs	No. of existing SHGs (erstwhile TCGs)	Identification No. of the ALF proposed to be formed at NHC-level	No. of SHGs (erstwhile TCGs) to be federated into the proposed ALF
<b>C.D.S.-III</b>	<b>10</b>	<b>30</b>	<b>2</b>	<b>1</b>	<b>13</b>	<b>13</b>	<b>ALF-21</b>	<b>13</b>
				<b>2</b>	<b>15</b>	<b>17</b>	<b>ALF-22</b>	<b>17</b>
	<b>11</b>	<b>36</b>	<b>3</b>	<b>3</b>	<b>12</b>	<b>16</b>	<b>ALF-23</b>	<b>16</b>
				<b>4</b>	<b>10</b>	<b>10</b>	<b>ALF-24</b>	<b>10</b>
				<b>5</b>	<b>10</b>	<b>10</b>	<b>ALF-25</b>	<b>10</b>
	<b>12</b>	<b>20</b>	<b>1</b>	<b>6</b>	<b>15</b>	<b>20</b>	<b>ALF-26</b>	<b>20</b>
	<b>13</b>	<b>9</b>	<b>1</b>	<b>7</b>	<b>9</b>	<b>9</b>	<b>ALF-27</b>	<b>9</b>
	<b>14</b>	<b>23</b>	<b>1</b>	<b>8</b>	<b>15</b>	<b>23</b>	<b>ALF-28</b>	<b>23</b>
	<b>15</b>	<b>20</b>	<b>2</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>ALF-29</b>	<b>10</b>
				<b>10</b>	<b>10</b>	<b>10</b>	<b>ALF-30</b>	<b>10</b>
	<b>16</b>	<b>26</b>	<b>2</b>	<b>11</b>	<b>10</b>	<b>13</b>	<b>ALF-31</b>	<b>13</b>
				<b>12</b>	<b>11</b>	<b>13</b>	<b>ALF-32</b>	<b>13</b>
<b>C.D.S.-IV</b>	<b>17</b>	<b>25</b>	<b>2</b>	<b>1</b>	<b>11</b>	<b>11</b>	<b>ALF-33</b>	<b>11</b>
				<b>2</b>	<b>14</b>	<b>14</b>	<b>ALF-34</b>	<b>14</b>
	<b>18</b>	<b>26</b>	<b>2</b>	<b>3</b>	<b>13</b>	<b>13</b>	<b>ALF-35</b>	<b>13</b>
				<b>4</b>	<b>13</b>	<b>13</b>	<b>ALF-36</b>	<b>13</b>
	<b>19</b>	<b>8</b>	<b>1</b>	<b>5</b>	<b>12</b>	<b>8</b>	<b>ALF-37</b>	<b>8</b>
	<b>20</b>	<b>11</b>	<b>1</b>	<b>6</b>	<b>12</b>	<b>11</b>	<b>ALF-38</b>	<b>11</b>
	<b>22</b>	<b>22</b>	<b>1</b>	<b>7</b>	<b>18</b>	<b>22</b>	<b>ALF-39</b>	<b>22</b>
	<b>23</b>	<b>12</b>	<b>1</b>	<b>8</b>	<b>13</b>	<b>12</b>	<b>ALF-40</b>	<b>12</b>
	<b>24</b>	<b>36</b>	<b>3</b>	<b>9</b>	<b>15</b>	<b>12</b>	<b>ALF-41</b>	<b>12</b>
				<b>10</b>	<b>15</b>	<b>11</b>	<b>ALF-42</b>	<b>11</b>
				<b>11</b>	<b>15</b>	<b>13</b>	<b>ALF-43</b>	<b>13</b>
<b>Total</b>		<b>573</b>			<b>533</b>	<b>573</b>		<b>573</b>

  
 09/09/14  
 Chairman  
 Krishnagar Municipality



Advison  
W

**LIST OF ALL MUNICIPAL BODIES ENCLOSURE TO  
NO. 347-SEC/3E-24/2012 DATED 18.02.2015**

SL.NO.	DISTRICT	NAME OF MUNICIPAL CORPORATIONS / MUNICIPALITIES / NOTIFIED AREAS
1	COOCH BEHAR	Cooch Behar Municipality
2		Tufanganj Municipality
3		Dinhata Municipality
4		Mathabhanga Municipality
5	JALPAIGURI	Jalpaiguri Municipality
6		Mal Municipality
7	UTTAR DINAJPUR	Kaliaganj Municipality
8		Islampur Municipality
9	DAKSHIN DINAJPUR	Gangarampur Municipality
10	Malda	English Bazar Municipality
11		Old Malda Municipality
12	Murshidabad	Murshidabad Municipality
13		Jiaganj-Azimganj Municipality
14		Kandi Municipality
15		Jangipur Municipality
16		Dhulian Municipality
17		Beldanga Municipality
18	Nadia	Nabadwip Municipality
19		Santipur Municipality
20		Ranaghat Municipality
21		Birnagar Municipality
22		Kalyani Municipality
23		Gayeshpur Municipality
24		Taherpur Notified Area
25		Haringhata Municipality



SL.NO.	DISTRICT	NAME OF MUNICIPAL CORPORATIONS / MUNICIPALITIES / NOTIFIED AREAS
26	North 24-Parganas	Kanchrapara Municipality
27		Halisahar Municipality
28		Naihati Municipality
29		Bhatpara Municipality
30		Garulia Municipality
31		North Barrackpore Municipality
32		Barrackpore Municipality
33		Titagarh Municipality
34		Khardah Municipality
35		Kamarhati Municipality
36		Baranagar Municipality
37		Dum Dum Municipality
38		North Dum Dum Municipality
39		South Dum Dum Municipality
40		Bongaon Municipality
41		Gobardanga Municipality
42		Barasat Municipality
43		Baduria Municipality
44		Basirhat Municipality
45		Taki Municipality
46		New Barrackpore Municipality
47		Ashokenagar-Kalyangarh Municipality
48		Madhyamgram Municipality



SL.NO.	DISTRICT	NAME OF MUNICIPAL CORPORATIONS / MUNICIPALITIES / NOTIFIED AREAS
49	South 24-Parganas	Budge Budge Municipality
50		Rajpur Sonarpur Municipality
51		Maheshtala Municipality
52		Baruipur Municipality
53		Jaynagar-Mazilpur Municipality
54	Howrah	Uluberia Municipality
55		Bally Municipality
56	Hooghly	Dankuni Municipality
57		Hooghly-Chinsurah Municipality
58		Bansberia Municipality
59		Serampore Municipality
60		Baidyabati Municipality
61		Champdani Municipality
62		Bhadreswar Municipality
63		Rishra Municipality
64		Konnagar Municipality
65		Arambagh Municipality
66		Uttarpara Kotrung Municipality
67		Tarakeswar Municipality
68		Chandernagar Municipal Corporation



SL.NO.	DISTRICT	NAME OF MUNICIPAL CORPORATIONS / MUNICIPALITIES / NOTIFIED AREAS
69	Purba Medinipur	Tamralipta Municipality
70		Contai Municipality
71		Egra Municipality
72	Paschim Medinipur	Chandrakona Municipality
73		Ramjibanpur Municipality
74		Khirpai Municipality
75		Kharar Municipality
76		Kharagpur Municipality
77		Ghatal Municipality
78	Purulia	Purulia Municipality
79		Jhalda Municipality
80		Raghunathpur Municipality
81	Bankura	Bankura Municipality
82		Bishnupur Municipality
83		Sonamukhi Municipality



SL.NO.	DISTRICT	NAME OF MUNICIPAL CORPORATIONS / MUNICIPALITIES / NOTIFIED AREAS
84	Burdwan	Kalna Municipality
85		Katwa Municipality
86		Dainhat Municipality
87		Memari Municipality
88	Birbhum	Suri Municipality
89		Rampurhat Municipality
90		Sainthia Municipality
91		Bolpur Municipality
92	Kolkata	Kolkata Municipal Corporation
93	Darjeeling	Siliguri Municipal Corporation





হেল্প লাইন : ১২৬৬৬

দূরভাষ : ২৬৮৩ ৫২৯৭ / ২৫৬২ / ৬৭০৬

ফ্যাক্স : ২৬৮৩ ৫০৬৮

E-mail : chandernagorecorporation@yahoo.co.in

Website : www.chandernagorecorporation.co.in

## চন্দননগর পৌর নিগম, চন্দননগর - ৭১২ ১৩৬

সংখ্যা :- এন.ইউ.এল.এম./২০১৫/০১

তারিখ :- ০৩.০১.২০১৫

মাননীয়

অধিকর্তা

রাজ্য নগর উন্নয়ন সংস্থা

ইলগাস ভবন

এইচ.সি. ব্লক, সেক্টর - ৩

বিধাননগর



১৮/১১/১৫  
সি.এ.এ.

T. Dutta  
my friend with  
friends by  
19/1/15

বিষয় :- এন.ইউ.এল.এম. প্রকল্পের কর্মশালায় প্রতিনিধি প্রেরণ।

মহাশয়,

আগামী ২০.০১.২০১৫ তারিখ সকাল ১১টায় চন্দননগর পৌর নিগমের সভাকক্ষে এন.ইউ.এল.এম. প্রকল্প নিয়ে একটি কর্মশালার আয়োজন করা হয়েছে। উক্ত কর্মশালায় পৌর নিগমের সমস্ত কাউন্সিলারবৃন্দ, সি.ডি.এস. সদস্য, পৌর নিগমের বিভাগীয় প্রধান ও সংশ্লিষ্ট অন্যান্য ব্যক্তির উপস্থিতি থাকবেন।

কর্মশালাটি সার্বিক সুন্দর ভাবে পরিচালনা করার স্বার্থে আপনার প্রতিনিধি পাঠানোর জন্য অনুরোধ করছি।

ধন্যবাদান্তে।

ভবদীয়

স্বাক্ষরিত  
মহানাগরিক ৩/১/১৫

চন্দননগর পৌর নিগম

চন্দননগর





File No. K-14014/38/2013-UPA FTS:8627

Government of India

Ministry of Housing & Urban Poverty Alleviation  
(UPA Division)

\*\*\*\*\*

Nirman Bhawan, New Delhi

Dated: 14<sup>th</sup> November, 2014

To  
**Shri B.P. Gopalika,**  
Principal Secretary (Municipal Affairs),  
Govt. of West Bengal,  
Writers Building,  
Kolkata - 700 001

*Dr. SUDA / 080205*  
*me*  
*27/11*

**Subject:- Universal Financial Inclusion under National Urban Livelihoods Mission - reg.**

Sir,

Financial Inclusion is a priority of the Government of India as it is an enabler for inclusive growth. The main objective of Financial Inclusion is to ensure universal access to banking facilities with at least one basic banking account for every household.

2. M/o HUPA's National Urban Livelihoods Mission (NULM) aims to provide livelihood opportunities to the urban poor. Universal Financial Inclusion is an important focus area and NULM provides for opening of basic savings accounts for the urban poor in coordination with banks.

3. It may also be noted that the recently launched Pradhan Mantri Jan Dhan Yojana is specially focussed on ensuring that every household has a bank account. This scheme along with opening a zero balance account provides for a life insurance cover of Rs. 30,000, an accident cover of Rs. 1 lakh and an overdraft facility of Rs. 5,000 to the account holder.

4. It is suggested that to achieve Universal Financial Inclusion under NULM, States may leverage the Pradhan Mantri Jan Dhan Yojana in order to open bank accounts for NULM beneficiaries.

Yours faithfully,

*A. Animesh Bharti*

(Animesh Bharti)  
Director (UPA)

Telfax: 2306 1185/ 2306 2098

Copy to:

1. Mission Director - NULM of all States/UTs

2. **Shri Anurag Jain**, Joint Secretary, Govt of India, Ministry of Finance, Department of Financial Services, Jeevandeep Building 10, Parliament Street, New Delhi-110001

*Director may like to see*  
*up*

*Advisor*  
*Purvi*

*8783/15/11/14*  
*27/11/14*



बी. क. अग्रवाल, आई.ए.एस.

B. K. AGARWAL, I.A.S.

Tel. : 011-2306 1630

Telefax : 011-2306 3549

E-mail : brijkumar.mhupa@nic.in



सत्यमेव जयते

भारत सरकार

आवास और शहरी गरीबी उपशमन मंत्रालय  
निर्माण भवन, नई दिल्ली- 110 011

JOINT SECRETARY  
GOVERNMENT OF INDIA  
MINISTRY OF HOUSING  
& URBAN POVERTY ALLEVIATION  
NIRMAN BHAWAN, NEW DELHI-110 011



DO No. No. K-14014/38/2013-UPA

Dated: 23 September, 2014

Dear

I am writing to you in connection with NABARD's supporting and organising training programmes on Self Help Group-Bank Linkage Programme (SHG-BLP) for various stakeholders.

2. In this regard, it is to inform that the Ministry has launched the National Urban Livelihoods Mission (NULM) in the 12th Plan period by restructuring the earlier centrally sponsored scheme of Swarna Jayanti Shahari Rozgar Yojana (SJSRY). NULM has been designed to rest on the foundation of mobilisation of urban poor households into grass-root institutions for thrift and credit i.e SHGs and their federations in urban areas.

3. In this connection, I would like to draw your attention to the Report of the 'Committee on Financial Inclusion' chaired by Dr C Rangarajan submitted in January 2008 which observed that SHG-Bank linkage Programme is a major plank of the strategy for delivering financial services to the poor in a sustainable manner. The committee is of the view that NABARD shall play a pro-active role and identify new initiatives that will contribute to effectively improving outreach of the poor through SHGs, MFIs etc.

4. NABARD has been regularly imparting training to Bankers in the rural and semi urban areas on SHG-BLP. In this connection; we would request you to extend the same to the Bankers based in the urban areas also so that their experience and training can be utilised for the beneficiaries of NULM. In addition we would also request you to invite NULM's representatives based at city level for such trainings, as such an exposure will

9653/1-SHA/15  
24/2/15 - AM  
23/9/14



help them in getting the perspective of the Bankers and serving the beneficiaries in a better manner.

5. It is therefore requested to take necessary action in this regard and intimate the ministry accordingly.

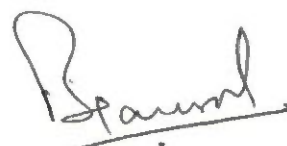
With regards,

Yours Sincerely

(B. K. Agarwal)

Dr. Harsh Kumar Bhanwala  
Chairman  
National Bank for Agriculture and Rural Development,  
C-24, G Block, Bandra Kuria Complex,  
Bandra (E)  
Mumbai 400 051

✓ Copy to,  
Shri P. Satish,  
4th Floor, 'D' Wing C-24,  
'G' Block Bandra Kurla Complex,  
Bandra (East)  
Mumbai - 400 051

  
(B. K. Agarwal)



File No. K-14014/4/2014-UPA  
Government of India  
Ministry of Housing and Urban Poverty Alleviation  
(UPA Division)

Nirman Bhawan, New Delhi  
Dated: 2<sup>nd</sup> June, 2014

To | **Shri B.P.Gopalika,**  
Secretary (Municipal Affairs),  
Govt. of West Bengal,  
Writers Building, KOLKATA-700001



DD(SD)  
P  
17/6/14

**Subject: Engagement of Resource Organisation for formation of Self – Help Group (SHG) under SM&ID component of the National Urban Livelihoods Mission (NULM)-reg.**

Sir/ Madam,

I am directed to refer to the above mentioned subject and to say that in order to catalyse the formation of SHGs and their federations and to promote the financial inclusion of Self-Help Group (SHG) members under NULM, autonomous registered agencies set up by the State or Central Government or well-established long-standing federations of SHGs or non-government organisations may be engaged as Resource Organisations (ROs) under the Social Mobilisation & Institution Development (SM&ID) component of the National Urban Livelihoods Mission (NULM). Under NULM, ROs will be expected to identify affinity groups for the formation of SHGs and their federations in urban areas, build their capacities, facilitate financial inclusion, ensure SHG bank linkage, provide them with handholding support, and ensure their sustainability in the long run.

2. As indicated in the Operational Guidelines for Social Mobilisation & Institution Development (SM&ID) under NULM, autonomous registered agencies of state / central government may be preferred as ROs. To facilitate this, the Ministry solicited proposals from relevant state agencies to function as ROs under NULM.

3. The Ministry has received a proposal from the Mission for the Elimination of Poverty in Urban Areas (MEPMA), G/o Andhra Pradesh to serve states as an RO under NULM. I am enclosing herewith copy of their detailed proposal for your consideration. Should you choose to engage MEPMA as an RO in your state, it is suggested that the state may enter into an agreement with MEPMA for work in this regard.

Encls: As above.

Yours faithfully

*Avanish*

(Avanish Kumar Mishra)  
Deputy Secretary to the Government of India  
Tele No. 23061303

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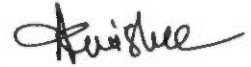
✓ **Shri M.N. Pradhan, Director, SUDA, Government of West Bengal, HC Block, Sector- 3, Salt Lake, ILGUS Bhavan, Bidhan Nagar, KOLKATA – 700106**

To  
Adviser  
sm  
17.6/14



Copy Also to:

1. **Shri S.K.Joshi**, Principal Secretary, Municipal Administration and urban Development Department, Government of Andhra Pradesh, Room No 104, L-Block Secretariat, HYDERABAD-500 022
2. **Smt. Anita Ramachandran**, Mission Director (MEPMA), Government of Andhra Pradesh, Kasana Building, AC Guards, Opposite PTI Building, HYDERABAD – 500 004.



(Avanish Kumar Mishra)  
Deputy Secretary to the Government of India  
Tele No. 23061303



File No. K-14014/4/2014-UPA  
Government of India  
Ministry of Housing and Urban Poverty Alleviation  
(UPA Division)

Nirman Bhawan, New Delhi  
Dated: 2<sup>nd</sup> June, 2014

To | Shri Chandra Bhushan Paliwal,  
Principal Secretary (UD)  
Govt. of Uttar Pradesh,  
Room No.825, 8<sup>th</sup> floor, Bapu Bhawan,  
LUCKNOW- 226001

**Subject: Engagement of Resource Organisation for formation of Self – Help Group (SHG) under SM&ID component of the National Urban Livelihoods Mission (NULM)-reg.**

Sir/ Madam,

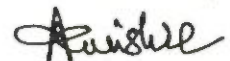
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Yours faithfully



(Avanish Kumar Mishra)  
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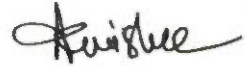
Copy to:

Shri S.P.Singh, Director, SUDA, Government of Uttar Pradesh, Navchetna Kendra 10,  
Ashok Marg, LUCKNOW – 226 001



Copy Also to:

1. **Shri S.K.Joshi**, Principal Secretary, Municipal Administration and urban Development Department, Government of Andhra Pradesh, Room No 104, L-Block Secretariat, HYDERABAD-500 022
2. **Smt. Anita Ramachandran**, Mission Director (MEPMA), Government of Andhra Pradesh, Kasana Building, AC Guards, Opposite PTI Building, HYDERABAD – 500 004.



(Avanish Kumar Mishra)  
Deputy Secretary to the Government of India  
Tele No. 23061303





From

Smt Anita Ramachandran, I.A.S.,  
Mission Director  
Hyderabad,

To

The Joint Secretary,  
Government of India,  
Ministry of Housing & Urban  
Poverty Alleviation, Nirman Bhavan  
New Delhi - 110001.

**Lr.Roc.No. 4554/2011/D1 –dated: 5.3.2014**

Sir,

**Sub:** MEPMA – Proposal on the package of services that MEPMA can offer states for Social Mobilization under NULM – submitted – regd.

**Ref:** 1.D.O No K.14011/1/2013 – UPA dated 17.10.2013 from GOI.

2.This office Lr Roc No 4554/2011/D1 dated 6.11.2013.

3. Discussions during review meeting dated 13.1.2014 at New Delhi.

4. This office Lr **Roc.No. 4554/2011/D1 –dated: 29.1.2014**

5. D.O No K-14014/4/2014-UPA dated 28.2.2014 from Deputy Secretary , (UPA), New Delhi.

\*\*\*\*\*

MEPMA is thankful for being identified as resource organization for replicating the Social Mobilization practices in other states. In the ref. 5<sup>th</sup> cited , GOI has requested to furnish the revised proposal duly including the aspects of Bank linkage etc., in expected outcomes for the 1<sup>st</sup> year.

Accordingly I enclose herewith the revised proposal for package of the services that MEPMA can offer to other states for taking up social mobilizations activities covering deployment of MEPMA CRP teams, formation of CBOs SHGs, ALFs and CLFs, capacity Building programmes, Bank linkages and opening of Bank A/cs and financial inclusion for ALFs and CLFs in the course of 1<sup>st</sup> year .

Sd/Smt Anita Ramachandran, I.A.S.,  
MISSION DIRECTOR, MEPMA

**Encl: Proposal**





Mission for Elimination of Poverty in Municipal Areas (MEPMA) came into existence in the year 2007 as 1<sup>st</sup> of its kind in the country. Governing body headed by Hon'ble Chief Minister, and Executive Committee headed by Secretary, MA & UD.

**Strategy:**

- Building organizations of the poor is an essential prerequisite for poverty alleviation. Though these organizations, the poor can save and invest efficiently.
- Empowerment of the poor is the means to poverty eradication. Through empowerment, the poor can also assert the right to resources intended for them and enhance their dignity and self-respect.
- The need for sensitive support mechanism to catalyze the process of social mobilization. A new kind of animator/facilitator who is part of these support mechanisms is created.
- Participatory monitoring and evaluation built into the process so that self-corrective action can take place as the process evolves.

**Institution Building:**

By mobilizing the communities at the grass-root level, the MEPMA facilitated the formation of Self Help Groups (SHGs), Slum level Federations and Town Level Federations with an objective to organize the poor in urban areas into self-reliant and self-managed groups through taking up CRP (Community Resource Person's) strategy in all the slums.

a)

**Formation of Women SHGs**

No. of SHGs -- 3.10 lakh SHGs  
 No. of women covered in SHGs - 31.00 lakhs members

b) Corpus available with CBOs:

CBOs	Corpus available as on 15.1.2014
3.10 Lakh SHGs	Rs 880.00 Crs
9700 SLFs	Rs.77.00 Crs
225 TLFs	Rs.14.00 Crs

b) **Formation of SLFs:**

No. of SLFs - 9700 Nos  
 No. of SLFs registered - 7096 Nos



c)	No. of TLFs	-	225 Nos
d)	No. of SHGs of PWDs	-	12647 Nos, 87,343 members
e)	No. of TVSSs	-	139

#### **Continuous capacity building programmes:**

Series of capacity building programmes were taken up from SHG member level to Executive Committee and office bearers of SLFs and TLFs through the trained community resource persons from slum level to district level in a concerted manner.

#### **Other Activities of MEPMA**

##### **Micro finance and access to credit:**

- SHG-Bank Linkage programme has now made MEMPA one of the premier players in micro financing segment in the state.
- So far from 2004-05 achieved 9700.00 Crores

##### **Skill Training for Employment Opportunities for Urban Poor (STEP-UP) / RYK:**

- So far MEPMA trained 2,40,000 and placed 1,70,000
- The target for the year 2013-14 is 73,410.
- Achieved 43799, placed 18,972 remaining placements are under processing.

##### **Urban Self Employment Programme (USEP):**

- Achieved upto 31<sup>st</sup> March, 2011 is 34,056
- Target for 2013-14 is 10,000, achievement of sanctioned 2896

##### **Urban Women Self Help Programme (UWSP):**

- Group enterprises
- Target for 2013-14 is 150, achievement 34

##### **Social Security Schemes for the Urban Poor:**

No. enrolled in AbhayaHashtam - 4.20 SHG members

No. enrolled under JBY - 6.40

##### **Urban Wage Employment Programme (UWEP):**

- So far 352 community halls sanctioned and 212 community halls constructed.
- 240 community halls are converted into Multi Purpose Community Resources Centres with required infrastructure facilities like TV., DVD., Computer, Training Material etc., for the purpose of trainings to the CBOs.
- 133 MahilaSwasaktiBhavans @ Rs.25 Lakhs each sanctioned, out of which 9 are completed and for 64 work under progress



### **Community Health & Nutrition**

- MEMPA's objective under this component is to empower the CBOs to build up their capacities on access of services on health and educate at individual and community level to maintain their quality of life in a sustained manner.

### **Organizing and regulation of Street Vendors:**

- Based on GoI Street Vendors Policy 2009, MEPMA prepared draft AP Street Vendors' (Protection of Livelihood and Regulation of Vending) Act, 2011, and it is under consideration of the Govt.
- So far profiled 1.33 lakhs street vendors in all ULBs and it is going on.
- 2191 groups are formed.
- 148 Town vending committees are formed in ULBs

### **MEPMA Bazaar**

- SHGs were also promoted to exhibit their products every year in NUMAISII from the year 2011-12.
- On the name of Swasakthi brand the SHGs products have been marketed throughout the state
- Total sales Rs.1.21 Crores
- Regional exhibitions are also conducted
- SHGs were given opportunity to market their products in Delhi PragathiMaidan.

### **Rajiv AwasYojana (RAY):**

- RAY Phase I ULBs – 28
- The Govt. of India has agreed for funding 11 ULBs in Phase I, which have more than 3 lakh populations as per 2001 Census. (GHMC, GVMC, VMC, TMC, Kakinada, Rajahmundry, Guntur, Nellore, Kurnool, Warangal, Ramagundam)



**PROPOSAL FOR TAKING UP SOCIAL MOBILISATION ACTIVITIES IN OTHER  
URBAN AREAS OF OTHER STATES:**

The National Urban Livelihoods Mission (NULM) was launched in September 2013 by the Government of India with the aim of reducing poverty and vulnerability of the urban poor households and resting on the foundation that the mobilization of urban poor households into Self-Help Groups (SHGs) and their federations at the area and city levels, is an important investment for an effective and sustainable poverty reduction programme. Under NULM, to catalyse the formation of SHGs and their federations and promote the financial inclusion of SHG members, Resource Organisations (ROs) may be engaged. In addition to NGOs, ROs can be autonomous registered agencies of the state or central government such as MEPMA. This proposal is for MEPMA to use its experience in social mobilization and institution building and act as an RO for other states under NULM.

**I. Scope of the partnership:**

The objective of this partnership is

- through deployment of high quality Community Resource Person (CRP) teams under NULM to other / host states.
- Through deployment of State Resource Persons (RPs) for giving necessary support to ULBs in other / host states.
- Provide technical support in preparation of IEC material for social mobilization and institution building.

**II. Key activities and tasks of partnership:**

The following are the key activities envisaged to promote social mobilization and institution building under NULM in the host state:

- Immersion, induction and training of the Host state's officials / staff ( all levels), community staff and members in the selected urban areas of the host state
- Deployment of high quality external teams.
- Deployment of high quality resource persons.
- Assistance in designing customized training modules , Books of Accounts to the other state staff
- Any activity jointly agreed by other state and MEPMA and National Urban Livelihood Mission, Ministry of Housing & Urban Poverty Alleviation, GOI.

**III. Expected Outcomes/Outputs in an ULB for first year:**



- The staff at the selected state and city level will be trained in the areas of Social Mobilization, Institution Building (IB) and Financial Inclusion and other core competencies required for project implementation.
- Comprehensive IB and Training Action Plan will be developed.
- Presuming a city /ULB population of 100,000 people with 6,000 urban poor households, on an average, 600 SHGs will be formed and facilitated to form at least 25 Area level federations and one city level federation in one ULB.. The actual number of SHGs and federations formed and sustained will be based on the need jointly identified by MEPMA and the host state.
- One Book keeper for 3-4 SHGs will be identified and 600 Book keepers will be trained to write the records of the SHGs.
- Community managed Books of accounts will be introduced.
- SHG, ALF and CLF – system of Monitoring the meetings will be set up. 25 ALF RPs will be trained for monitoring the SHG meeting systems regularly.
- By the end of the year city/cluster level federation will be formed and strengthened
- Training of Trainers (ToTs) for up to 10-15 CRPs will be undertaken in IB and book-keeping in one ULB.
- Credit enablement through SHG Bank linkage for SHG groups formed will be ensured in the course of year 1 : and
- Opening of Bank account and facilitation of financial inclusion for all ALFs and CLFs formed in the course of year 1 will be ensured.

#### **IV. Expected outcomes for the 2<sup>nd</sup> year:**

Extending technical support through providing trainings/exposure visits to the field functionaries involved in the programme for ensuring proper follow up and sustainability.

#### **V. Role and responsibility of each partner agency:**

MEPMA:

- Diagnosis of existing level of Social mobilization, promotion of CBOs and IB process in ULBs and suggest suitable strategy to other states for taking up various activities in ULBs.



- Participate in the joint workshop held at other state and guideline for finalization of Books of Accounts for SHG and ALFs and CLFs.
- Participate in the state level meeting and guide the other states in positioning of sensitive support mechanism.
- Deployment of CRP teams & RP teams continuously for a period of one year initially and subsequently, in the 2<sup>nd</sup> year, based on the requirement
- 30 teams deployed for 6 rounds in the financial year 2013-14 in Urban local bodies in a phased manner.
- Depute teams to ULBs @ 5 teams per ULB to work in the clusters/cities to take up social mobilization activities like formation of SHGs, ALFs and CLFs.
- Assist and guide other states for conducting start up and feedback meetings to CRP teams to assess their work and achieve the outcomes.
- Select nodal CLF by the MEPMA team as per the approved rates and implement strategy through them.
- Assist and guide the other states to formulate city-level training plans and conduct follow up training to the community members and community professional by the state resource persons.
- Conduct training programmes to SHG members, ALF Executive Committee (EC) members, CLF EC members, CRPs and ALF resource persons and guide other states to utilize their services for continuous monitoring of the functioning of CBOs.
- Attend the joint review meetings conducted by the other states once in 3 months for monitoring the processes and assess the outcomes in the Resource Cities on CRP strategies and resource person's strategies.
- Depute experienced professional to the other states to work as State Anchor Person
- Support other states in designing and development of training modules, Books of Accounts, material, audio visual aids.

#### **Host State:**

- Identify select ULBs in the host state (at least 6 per state). These will be treated as Resource Cities. These ULBs/clusters should be accessible by road and be geographically contiguous.



- Recruit and position a state level specialist team in their state for taking up Social mobilization activities like IB, Financial Inclusion, HR and Finance who will partner with the MEPMA team in the selected cities / ULBs.
- Conduct local immersion programme to the team members in the clusters of the said ULBs at least for 7 days to understand poverty issues and impact of various programme interventions for poverty removal.
- Designate one dedicated Project Manager level person as anchor for ULB strategies and ensure that he/she gives quality time and put in effort towards the objective of resource cities continuously.
- Shall ensure that, the follow-up activities as mentioned in the Annexure-2 would be taken care by the respective local functionaries in other states.
- Shall liaise with SLBC, banking and other financial institutions to ensure bank and credit linkage for SHGs and their federations formed by MEPMA in the selected cities / ULBs.
- Timely release of funds to MEPMA

**Role of ULBs: as per follow up action mentioned in detailed work plan.**

**Detailed work plan for 1 year is enclosed hereunder:**



**I. Detailed activity Plan by one CRP team in one slum for 1<sup>st</sup> round for 15 days:**

Team composition:	Process	Work plan for 15 days:
<p>Each CRP team consists of 3 external CRPs from MEPMA and one local CRP</p> <p>Each team would cover one slum with 15-20 SHGs ( if slum size is too small 2-3 slums may be clubbed so as to make a critical mass/cluster of 15-20 groups)</p>	<ul style="list-style-type: none"> <li>• Entering MoU with MEPMA</li> <li>• Action plan</li> <li>• Empanelment of CRPs</li> <li>• MEPMA CRPs &amp; Urban Interface meeting</li> <li>• Planning session</li> <li>• Deployment of teams</li> <li>• On-job support</li> <li>• Debriefing sessions</li> <li>• Follow up</li> </ul>	<ul style="list-style-type: none"> <li>➤ CRP team will conduct a meeting at slum level with ward leaders and other members and develop rapport with the community</li> <li>➤ Collect basic data on the no. of households in slums, no. covered in SHGs and to be covered &amp; details of functioning of SHGs if already existing.</li> <li>➤ Prepare action plan for formation of SHGs with BPL households in slums.</li> <li>➤ Motivate them to form into SHGs with songs and role play.</li> <li>➤ Form SHGs</li> <li>➤ Orient SHG members on group dynamics through role-play, games, songs etc.,</li> <li>➤ Facilitate the SHGs to have proper agenda and meeting process</li> <li>➤ Identify Book keepers and Community activists.</li> <li>➤ Train identified book keepers &amp; community activists.</li> <li>➤ Form new groups &amp; ensure A/c opening to the new groups.</li> <li>➤ Conduct Debriefing session on 15<sup>th</sup> day at town level with all the teams.</li> <li>➤ To suggest follow up by the ULB</li> </ul>

The gap period after completion of 1<sup>st</sup> round is one and half month during which ULB has to monitor the follow up action.

**Follow up action by the ULBs after 1<sup>st</sup> round (1.5 months):**

1. Handover the available data of population & households - slum wise while preparing action plan
2. Ready with the Book sets to be supplied to SHGs
3. Complete the process of Accounts opening of SHGs in Banks
4. Attend for their meetings and observe the group dynamics and record the gaps .
5. Savings facilitation



## **II. Detailed activity Plan by one CRP team in one slum for 2<sup>nd</sup> round for 9 days in a slum:**

CRP team imparts intensive training to SHG members on Book keeping for 4 days, meeting process and other aspects for 2 days and facilitates them to have meeting with proper agenda including hands-on practice. They enable the SHGs to write the resolutions and other books of A/cs

The gap period after completion of 2<sup>nd</sup> round is one and half month during which ULB has to monitor the follow up action.

### **Follow up action by the ULB after 2<sup>nd</sup> round (1.5 months):**

1. Monitor the SHG meetings regularly -
- Update the Books of Accounts,
3. Town level Bankers meeting for facilitating Bank linkages
4. Prepare SHGs with documentation for Bank linkages
5. Masanivedika (or monthly) reporting system

2.

## **III. 3<sup>rd</sup> round : Formation of ALFs for 9 days**

Preconditions for formation of ALFs	Process
<ul style="list-style-type: none"> <li>• CRP strategy must have been implemented for one round for 15 days</li> <li>• 80% of BPL Households in the slum must have covered under SHGs</li> <li>• All the members of SHGs must have undergone member training.</li> <li>• The leaders of SHGs must have undergone training</li> <li>• At least 60% of the SHGs are conducting regular meetings</li> <li>• At least 50% of the SHGs of the slum must have obtained bank linkages</li> <li>• All the SHGs must have updated their books of accounts as on the date of formation to become eligible for federated.</li> </ul>	<ul style="list-style-type: none"> <li>• Empanelment of CRPs by DPMU units</li> <li>• 3 CRPs from MEPMA + 1 local CRP from ULB per team</li> <li>• External &amp; Internal CRPs interface meeting</li> <li>• Planning session</li> <li>• Deployment in slums</li> <li>• Debriefing session</li> </ul> <p><b>Work plan for 9 days:</b></p> <ol style="list-style-type: none"> <li>1. Collecting the basic data on SHGs in the slum</li> <li>2. Orientation to all SHG members on SLF concept through facilitation by Sr CRPs (importance of federations &amp; services etc..)</li> <li>3. Orientation to SHG leaders on ALF concept</li> <li>4. Resolutions from SHGs – nominating representatives as EC members in ALF</li> <li>5. Office Bearers (OB) members selection</li> <li>6. Formation</li> <li>7. Account opening</li> <li>8. 2 day training to EC&amp;OB members of ALFs on their roles and responsibilities</li> </ol>



The gap period after completion of 3<sup>rd</sup> round is one and half month during which ULB has to monitor the follow up action

**Follow up action by the ULB (1.5 months):**

1. Complete the Account opening of ALF
2. Attend for SLF meetings
3. Promote savings from SHGs to SLFs
4. Supply the Books of A/cs to SLF

**IV. Detailed activity Plan by one CRP team in one slum for 4<sup>th</sup> round for 7 days in a slum :**

CRP team imparts ALF EC&OB member trainings 2nd phase

- Facilitating ALF registration process
- Positioning of ALF RP towards support mechanism and training them
- Enable ALFs to maintain the Books of A/cs and have the meeting with proper agenda and reporting system to next tier of CBO ,i.e, City level federation.

The gap period after completion of 4<sup>th</sup> round is one and half month during which ULB has to monitor the follow up action

**V. 5<sup>th</sup> round City level federation formation – 10 days by 2 resource persons:**

1. After forming ALFs in at least more than 70% of the Slums in the concerned town, than to initiate the form a Town level federation.
2. CLF formation shall be completed in 4 to 5 Steps.
3. In the first Step all office bearers of ALFs shall be called to Town level, explain the need for TLF and take their consent.
4. The second Step - conduct the general body meeting with all SLFs (all members of SHGs) and explain the need and services of TLF.
5. TLF will be promoted in the third and fourth Step. 3-5 office bearers will be elected by the executive committee of TLF. All the Office bearers of SLFs shall form the General Body of the Town Federation and elect one or two representatives preferably from the poorest of the poor & poor, SC/STs, disabled persons to Town level executive committee. Similar to SLF, TLF shall also constitute functional committees from the executive committee based on its activities and requirements and conducts executive committee meetings at least once in a month.

The gap period after completion of 5<sup>th</sup> round is one and half month during which ULB has to monitor the follow up action



**Follow up action by the ULB:**

Continuous monitoring, TLF meetings attendance, Book keeping ;systems etc., savings promotion from SLF to TLF

**6<sup>th</sup> round by the 2 resource persons for 10 days:**

- CLF EC&OB member trainings ( 2 phases) including exposure visit
- Support mechanism for monitoring of SLFs in TLF .ToT training to local CRPs
- SHG Member level trgs. 3rd phase

The gap period after completion of 6<sup>th</sup> round is one and half month during which ULB has to monitor the follow up action

**Follow up action by the ULB:**

Continuous monitoring, Capacity building programmes through CRPs and others

Two resource persons will accompany 5 teams for all the four rounds. They conduct training programme to staff of ULB and others regarding CRP strategy.

State level anchor person would visit 15 days i.e., 2 – 3 days for each round for 6 rounds and meet senior functionaries and necessary guidance to the resource persons and CRP teams

**Abstract of the proposal :**

Cost of one team to form , train 20 SHGs and 1Area level federation	: Rs 1,68,000/-
Cost of 30 teams – covering 25 ALFs and 600 SHGs in one ULB	. Rs 51,00,000/-
Cost of formation of city level federation	:Rs 60,000/-
Cost of support mechanism providing 2 resource persons with 5 teams and 2 state resource persons	: Rs 8,67,000/-

Rs59,67,000/- per ULB

Cost per SHG

:Rs9945/-

CRP strategy cost varies from ULB to ULB based on the no.of poor households and potential for SHG formation.



**Additional services possible:** In addition, based on MEPMA's vast experience in social mobilization, the following additional services are also possible. However this would have to be negotiated separately with the host state and is not covered in the per-SIIG cost quoted above.

Training and developing implementation/managerial capability of the staff of other state, community professionals and other stake holders like district officials, Bankers, PRI members including members of Self Help Groups through

- Induction training and immersion (both local as well outside particularly in AP)
- Learning & Exposure visits
- Interaction with CRPs and state resource persons.
- Any other method deemed fit by both the parties.

Developing/improvising knowledge management and learning systems.

- a) Training need assessment and formulating training plans
- b) Capacity Building tool kits including training modules, case studies , training materials, audio visual aids etc.,
- c) Data gathering & capturing MIS development.
- d) Training of Trainers and other resource persons.

Developing Best practice sites and immersion locations

- a) Resource cities
- b) Generating internal social capital like CRPs and Community para professionals etc.,

Implementation support in specific activities/locations.

- Social mobilization through CRPs
- Livelihood interventions, formation of livelihood collectives etc.,
- Secondment of staff and state resource persons.





# युनाइटेड बैंक ऑफ इंडिया United Bank of India

अग्रणी बैंक प्रभाग

LEAD BANK DIVISION

टेलिग्राम/ Telegram : GEAMOFICE

टेलिफोन/Telephone : 2248-7471 (10 Lines)

Extn. 553

2248-6285 (6 Lines)

2248-7470 (2 Lines)

2248-7481 (2 Lines)

2248-9136

फैक्स/ FAX No. : 2248-9136

ई-मेल/E-mail : utbihoc@vsnl.com

hotmail@unitedbank.co.in

smlbd@unitedbank.co.in

Website : www.slbc bengal.com



प्रधान कार्यालय

11, हेमन्त बसु सरणी

कोलकाता - 700 001

HEAD OFFICE

11, Hemanta Basu Sarani

Kolkata - 700 001

Adm'n (K. Pal)

संदर्भ सं/ Ref. No.

LBD/SLBC(WB)/Meeting/ 102 / 2014

March 24, 2014

2 मई 14

Director & Chief Executive  
State Urban Development Agency (SUDA)  
HC Block, Sector-III  
Salt Lake City, Kolkata-700 091

Dear Sir,

Sub: 124<sup>th</sup> SLBC Meeting for West Bengal on 04.04.2014

The 124<sup>th</sup> SLBC Meeting for the State of West Bengal will be held on 04.04.2014 at the under noted venue and time to review the performance of the Banks for the quarter ended December 2013.

Date: 04.04.2014

Venue: Williamson & Magor Hall (1st Floor)

Bengal Chamber of Commerce & Industry

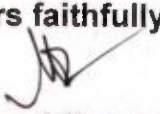
6, Netaji Subhas Road

Kolkata- 700 001

Time: 11.00 AM

We would, therefore, request you to kindly participate in the said meeting and take part in the deliberations.

Yours faithfully,

  
General Manager  
(Prisec & Recovery)  
& Convener of SLBC, West Bengal





United Bank of India  
Lead Bank Division  
Head Office  
Convener

State Level Bankers' Committee for West Bengal

Ref: LBD/SLBC(WB)/ 169 /2014

DD(SD)  
Adm  
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April 08, 2014

#### ALL MEMBERS OF SLBC (West Bengal)

As suggested by Director, Department of Financial Services, Ministry of Finance, GoI & Nodal Officer of SLBC( WB) & ratified by the house in the 124<sup>th</sup> SLBC meeting held on 04.04.2014, **one Sub-Committee of SLBC on Recovery** has been formed with the following members .

Apart from discussing different issues of recovery mechanism, district wise mapping of pending cases under SARFAESI Act by the Banks is to be placed in the meeting of this Sub-committee. District wise pending cases in descending order in terms of amount involved are to be prioritized and selected for forwarding to Government for immediate necessary action by the District Magistrate concerned. The action points, emanating from the Sub-committee meeting shall have to be placed in the forum of SLBC .

#### Sub-Committee of SLBC on Recovery

SL. No.	Designation	Institution
1.	General Manager(Recovery) & Convener of SLBC	United Bank of India
2.	General Manager	RPCD, RBI
3.	General Manager	NABARD
4.	Joint Secretary, Finance	Govt.of West Bengal
5.	Special Secretary & DIF	Govt. of West Bengal
6.	General Manager	State Bank of India
7.	General Manager	Allahabad Bank
8.	General Manager	UCO Bank
9.	General Manager	Central Bank of India
10.	General Manager	Bank of India
11.	General Manager	Punjab National Bank
12.	General Manager	Bank of Baroda
13.	General Manager	Union Bank
14.	General Manager	Canara Bank

General Manager(Recovery)  
& Convener of SLBC

To  
Advisor  
20.5.14