

Proposal for the City Livelihood Centre at Bankura, Asansol MC, Berhampore, Nabadwip, Purulia, Uttarpara Kotrung, Bongaon, Jalpaiguri, North Barracpore Kharagpore, Uluberia, Kamarhati & Balurghat Municipality

CLC Project proposal of Bankura, Asansol MC, Berhampore, Nabadwip, Purulia, Uttarpara Kotrung, Bongaon, Jalpaiguri, North Barracpore, Kharagpore, Uluberia, Kamarhati & Balurghat Municipalities have been received. WBSULM has verified the proposal. On overall of CLC Project Proposal Submitted by these ULBs, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable, a sum of 10 lac (Ten lac) for each ULB may be sanctioned for setting up of one CLC in their area with the following stipulations.

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio. Initial 30% will be released after approval of the proposal. 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan.

As per above, following Fund release statement is prepare for kind approval of Fund release by Hon'ble MIC MA & UD deptt.

	Name of ULB	Project Cost	1st instalment 30%	2nd instalment 40%	3rd instalment 30%	Remarks
1	Bankura	Rs. 996800	Rs. 299040	Rs. 398720	Rs. 299040	1st Instalment will be released after recruitment of staff. Release of fund will be made after approval of MIC MA & UD Deptt.
2	Asansole MC	Rs. 999973	Rs. 299991.9	Rs. 399989.2	Rs. 299991.9	
3	Berhampore	Rs. 998800	Rs. 299640	Rs. 399520	Rs. 299640	
4	Nabadwip	Rs. 800000	Rs. 240000	Rs. 320000	Rs. 240000	
5	Purulia	Rs. 999800	Rs. 299940	Rs. 399920	Rs. 299940	
6	Uttarpara Kotrung	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	
7	Bongaon	Rs. 999850	Rs. 299955	Rs. 399940	Rs. 299955	
8	Jalpaiguri	Rs. 999528	Rs. 299858.4	Rs. 399811.2	Rs. 299858.4	
9	North Barracpore	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	
10	Kharagpore	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	
11	Uluberia	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	
12	kamarhati	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	
13	Balurghat	Rs. 1000000	Rs. 300000	Rs. 400000	Rs. 300000	

127,94,751

38,38,428

So Project proposal may be approved by Mission Director, WBSULM and fund release may be approved by Hon'ble MIC MA & UD Deptt.

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

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NOTE SHEET

SUDA

~~St. Director~~

Note prepage regarding approval of CLC may kindly be prepared.

CLC proposals from 13 ULBA may kindly be approved by Director SUDA and Hon'ble MIC MAEUD may be requested to approve the release of entire CLC Fund for above 13 ULBA in 3 installment as detailed in the note.

(Signature)
9/7/16

~~Director~~
FA

Pl offline. *WTC* 5/7/16

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as
er
rfo
man

The proposal of J.D. (SD) at pre-page for release of ₹38,38,425/- (Rupees thirty-eight lakh thirty-eight thousand four hundred twenty-five only) towards 1st instalment @30% of the total project cost (Rs. 127,94,751/-) City Livelihood Centre (CLC) under NULM to 13 number of Urban Local Bodies stated at n.s.p. 1, may please be approved.

Director

Fund as proposed ^{at A' class} may be released to concerned ULB, as 1st instalment of fund for establishment of City Livelihood Centre under NULM, with approval of HMIC.

08/07/16

13/07/16

Secretary, H.A. Deptt
& Chairman, SUDA

No. SUDA: 472/16

12-07-16

30/2015

H.M.C.

SUDA

19/4

May be approved.

14.07.16

19/7/16

21/07/16

As per notes and orders at prepage

As approved by the Hon'ble M.I.C., M.A. & U.D. Departments at NSP- 03, to release the fund in respect of **CLCs under SM&ID - NULM** in favour of 13 ULBs, a Transfer Advice for Rs. 38,38,425/- (Rupees Thirty-eight Lakh Thirty-eight Thousand Four Hundred Twenty-five only) has been prepared and placed herewith for signature of Director, SUDA and Joint Secretary, M.A. Department please for onward transmission to State Bank of India, Salt Lake Sec-1 branch for electronic transfer of funds.

ADD. Dir. M.A.
FA, SUDA

Director
J.B.

FA

ADD. Director
and
FA, SUDA

1. Item
21.07.16

Transfer advice may be signed
by

24/7/16

W.C.
21/07/16

W.C.
21/07/16

To intimate the concerned ULBs the F/c and o/c are put up for signature of ADD. Director and FA SUDA per card.

Subodh Kumar
28.07.2016

Signed

W.C.
28/07/16

A letter should be issued to all 29 approved ULBs for the confirmation of date of the inauguration of CLE of 15th August. As we are going to publish an advertisement on the leading news papers. So that we can publish the name of the ULB who are going to inaugurate on the above date.

S. P. Das.
SMM-SMID

Director -
SMM (SMID)

WT 11/8/16

on the basis of the approval of MIS dated 9.7.16 and also on the basis of letter vide no - SUDA 39/2015/1090(29) Haldia Municipality wanted to engage an NGO - named M/s - Colombas Proprietor - Premarish ~~smasati~~ for monitoring the CLE. The Municipality issued a letter vide memo no. 3391/H.M/20H dated 28.7.2016. on the basis of the application the proposal submitted for the approval of the organization to Mon the CLE.

Proposal submitted for your kind approval and signature.

Soma Parui Das
SMM-SMID
19.12

Director

Haldia Municipality has proposed to run their City Livelihood Centre deploying an NGO. As per para 34 of NULM guideline under SMID (Social Mobilization & Institutional Development)

"The primary responsibility of establishing and running the CLC will rest with the ULB. ULB may also outsource the functioning of CLC to a CBO (eg City Level Federation) or any other organisation/Agency if needed!"

Now Haldia Municipality has decided to share the responsibility of running the CLC by an Agency and according they have selected one Agency through bidding process.

Hence the proposal given by Haldia Municipality vide their no 3391/15.11/2016 dt 26.7.16 to engage M/S Columbus to run their CLC may be approved.

W 20
2/9/16

Director

X' - may kindly be approved. W 20
2/9/16

Secretary, M.A. Dept
& Chairman, SUDA

U.O. No. SUDA-656/16

Dated 3/9/16

File no. - 39/2015 (A-II)

Director SUDA

JOCSD
2/9/16

W 20
SMID

20.5.19.2016

TAG-"A"

We have inaugurate City Livelihood Centre (CLC) in 28 ULBs . Now we have to plan the Present Working Status and the future plan of CLC. A meeting has been called on 16.09.2016 at 12:00 at SUDA conference hall . So a letter should be issued to the all 28 ULBs .

TAG-"B"

We have inaugurate City Livelihood Centre (CLC) in 28 ULBs . Now we have to plan for proposal for CLC in 2nd phase . we have select 35 ULBs in the 2nd Phase .

A meeting has been called on 16.09.2016 at 12:00 at SUDA conference hall . So a letter should be issued to the selected ULBs .

Sl No.	ULB Name	District
1	Katwa	Burdwan
2	Burdwan	
3	Old Malda	Malda
4	Gangarampur	Dakshin Dinajpur
5	Contai	Purba Medinipur
6	Egra	
7	Ghatal	Paschim Medinipur
8	Sonamukhi	Bankura
9	Jhalda	Purulia
10	Santipur	Nadia
11	Chakdah	
12	Birnagar	
13	Chakdah	
14	Coopers Camp	
15	Taherpur	
16	Murshidabad	Murshidabad
17	Jiaganj- Azimganj	N.24 pgs
18	Kanchrapara	
19	Habra	
20	Ashokenagar- Kalyangarh	
21	DumDum	
22	Halisahar	
23	Mal	Jalpaiguri
24	Baruipur	S.24 pgs
25	Rajpur Sonarpur	
26	Joynagar - Mozilpur	
27	Maheshtala	
28	Tufanganj	Cooch Behar
29	Mathabanga	Howrah
30	Howrah	
31	Raiganj	Uttar Dinajpur
32	Islampur	
33	Kaliyaganj	
34	Siliguri	Dargeling
35	Baidyabati	Hoogly

TAG-"C"

On the basis of MIC approval, dated - 05.09.16, an approval letter should be issued to the Haldia Municipality for CLC operationalization by the External Agency named- M/S Columbus Proprietor - Premasish Saraswati.

For the Two Specific Meeting A Lunch packet and tea have to be arranged.

Sil no	Date	Head
1	19.09.2016	90
2	16.06.2016	70

Proposal Submitted for your kind approval and signature.

J.P. Das.
Soma Parui Das
SMM-SM&ID

~~Joint Director~~

Proposal at A, B page and C above for training related to City Livelinked centre (CLC) of already approved and to be approved URB may be allowed.

~~Director~~

~~Joint~~

~~Soma P. Das~~

[Signature]
7/9/16

[Signature]
7/9/16

Refreshment as above is placed by New Aristocrat as per order

[Signature]
9/12/16

After the 1st review meeting on City Livelihood Centre (CLC) among 28 ULBs , a letter should be issued on different issues :-

1. Registration,
2. Manpower ,
3. Product List ,
4. Rate of service charge ,
5. Data Collection ,
6. Formation of managing Committee ,
7. Registration Maintenance ,
8. Campaign for the functioning of CLC
9. ID card related services
10. Fund for procurement

Here all clarifications has been given for the ULBs .

The proposal submitted for your kind perusal and signature

S.P. Das . 21.9.16
Soma Parui Das

SMM-SMID

~~J.D. Keeton.~~

Draft instruction as discussed with 28 ULBs regarding running of CLC is placed for consideration may be approved and signed.

~~S. P. Das~~

~~J.D. Keeton~~

W. Das
21/9/16

W. Das
21/9/16

~~St-Director.~~

Note prepage on approval of CLC project under
8 new ULB may be pursued.

CLC proposal may be approved by Mission Director,
WBSCM and fund release proposal by Hq. CLC
MIC MAEUD.

~~Director~~

FA

29/9/16

PI opine.

29/9/16

The proposal of J.D. (SD) at pre-page for release of ₹23,85,674/- (Rupees twenty-three lakh eighty-five thousand six hundred seventy-four only) towards 1st instalment @30% of the total project cost of City Livelihood Centre (CLC) under NULM to 8 number of Urban Local Bodies stated at n.s.p. 10-11, may please be approved.

Director

Deputy Secy.
03/10/16.

Proposal of 'A' above may be considered

U.O. No. SUDA: 77 and fund may be released to the CLC.
Dated: 10/10/16 with the concurrence of Hon'ble MIC, MA EUD Deptt.
30/10/16
Secretary, MA Deptt.
Chairman, SUDA

WJ
3/10/16

May be approved.

04.10.2015

HMIC MA EUD

2/10/16

CCA
18/10/16

FA

18/10/16

5/10/16

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NOTE SHEET

SUDA

As per notes and orders at pre-page

As approved by the Hon'ble M.I.C., M.A. & U.D. Departments at pre-page, to release the fund in respect of **SM & ID under NULM** in favour of 8 Nos. of ULBs, a Transfer Advice for Rs. 23,85,674/- (Rupees Twenty-three Lakh Eighty-five Thousand Six Hundred Seventy-four only) has been prepared and placed herewith for signature of Director, SUDA and Additional Director & Financial Adviser, SUDA please for onward transmission to State Bank of India, Salt Lake Sec-1 branch for electronic transfer of funds.

Ad/c. Dir
FA, SUDA

1. See
20.10.16

May be. see signed.

20/10/16.

Director

20/10/16

FA

Ad/c. Director
and FA, SUDA

To intimate the concerned ULBs the F/c and o/c are put up signature of Ad/c. Director and FA, SUDA please.

CCA.

M. Subhakar.
24.10.2016.

Signed.

24/10/16

A Sanction Letter should be issued to 8 ULB with the Instruction on Operationalization Processes of CLCs . Here All relevant documents will be attached with the Letter

Proposal Submitted for your kind approval and signature .

S. P. Das .

Soma Parui Das
SMM-SM&ID

~~Director~~

As per approval by HMIC in NSP-12
draft sanction letter is placed for approval
& signature .

26/10/16.

~~Director~~

27/10/16

put up with revised draft .

28/10/16

27/10/16.

SMM(SMID)

Letter has been put up with revised draft .

S. P. Das .

SMM-SMID

28.10.16

~~Director~~

Rectified draft has been approved and signed .

28/10/16

28/10/16

~~Director~~

28/10/16

Proposal for the City Livelihood Centre (CLC) at Habra , Tufanganj, Mathabhanga, Gobordanga, Santipur , Chakdah, Murshidabad, CoochBehar, Ashokenagar-Kalyangarh, Kanchrapara, Joynagar-Mozilapur, Contai , Taherpur , Sonamukhi Municipality .

CLC Project proposal of Habra , Tufanganj, Mathabhanga, Gobordanga, Santipur , Chakdah, Murshidabad, Cooch Behar, Ashokenagar-Kalyangarh, Kanchrapara, Joynagar-Mozilapur, Contai , Taherpur , Sonamukhi Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by these Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per above following Fund release statement is prepare for kind approval of Fund release by Hon'ble MIC MA & UD deptt .

Sl no	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	2nd instalment 40%	3rd instalment 30%	Remarks
1	Habra	1000000	300000	400000	300000	1st Instalment will be released now . Rest Instalments will be released as per performance
2	Tufanganj	999528	299858	399811	299858	
3	Mathabhanga	995903	298771	398361	298771	
4	Gobordanga	999967	299990	399987	299990	
5	Santipur	999983	299995	399993	299995	
6	Chakdah	1000000	300000	400000	300000	
7	Murshidabad	999531	299859	399812	299859	
8	Cooch Behar	999905	299972	399962	299972	
9	Ashokenagar-Kalyangarh	1000000	300000	400000	300000	
10	Kanchrapara	1000000	300000	400000	300000	
11	Joynagar-Mozilapur	996897	299069	398759	299069	
12	Contai	999837	299951	399935	299951	
13	Taherpur	1000000	300000	400000	300000	
14	Sonamukhi	961187	288356	384475	288356	
	Total Amount	13952738	4185821	5581095	4185821	

If approved 1st instalment of Rs. 4185821 for 14 ULBs will be released for initial works.

So Project proposal may be approved by Mission Director, WBSULM and fund release may be approved by Hon'ble MIC MA & UD depts.

S. P. Das ..

Soma Parui Das
SMM-SM&ID

~~JHD Director~~

CLC approval proposal as received from 14th ULB + WSP-15 & 16 may kindly be furnished. There proposals are in addition to already approved 37 proposals (29 + 8).

Proposal may be approved and fund release to ULB as stated in previous page is also approved by Hon'ble MIC MA & UD.

[Signature]
2/11/16

~~Director~~

FA

Pl ofine.

[Signature]
4/11/16

NOTE SHEET

SUDA

Notes from Prepage:

The proposal of J.D. (SD) at pre-page for release of ₹41,85,821/- (Rupees forty-eight lakh eighty-five thousand eight hundred twenty-one only) towards 1st instalment @30% of the total project cost Rs. 1,39,52,738 of City Livelihood Centre (CLC) under NULM to 14 number of Urban Local Bodies stated at n.s.p. 15-16, may please be approved.

Director

Sanjiv
03/11/16.

As proposed at A above may be released with the concurrence of Hon'ble M.C., M.R. & S.D. Deptt.

WJ
3/11/16

Secretary/M.R. Deptt.
& Chairman, SUDA

Uono- 826/K

dt-03-11-16

Rs - 39/200 (H.V.)

HMIC MAZUD

Dip. SUDT

FA

CEA

13/11/16.

11/11/16

Gov. H. M.

9/11/16

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NOTE SHEET

SUDA

As per notes and orders at pre page

As approved by Secretary, MA Dept at pre page, to release the fund in respect of City Livelihood Centre (CLC) of SM & ID, **under NULM** in favour of 14 Nos. of ULBs, as detailed at pre-page, Transfer Advice for Rs. 41,85,821.00 (Rupees fourty one lakh eighty five thousand eight hundred twenty one) only have been prepared and placed herewith for signature of Director, SUDA and Addl. Director and FA, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

Addl. Director
and FA, SUDA

Director.
FA

Dr. Sedhukhan.
15.11.2016.

May Pl. see signed.

WS
15/11/16

WS
15/11/16

Addl. Director
and FA, SUDA

Two sets of memorandum of CLC under amount of rupees 41,85,821.00 has been prepared and placed herewith for signature of Addl. Director and FA, SUDA please. For electronic transfer of funds have already been made to concerned ULBs.

Dr. Sedhukhan.
17.11.2016.

Signed.

WS
17/11/16

CCA.

A sanction Letter should be issued to 18 ULBs with the Instruction on Operationalization Process of CLCs . Here All relevant documents will be attached with the letter.

Proposal Submitted for your kind approval and Signature .

S. P. Das.

Soma Parui Das
SMM-SM&ID
21/11/2016

H. Dinkaton

Intimation regarding approval of CLC under 14 ULBs.
Draft placed may be signed.

[Signature]
21/11/16.

Director

SP(S)

[Signature]
21/11/16

SMM(SMID)

Accountant cum
S.P. Das.

[Signature]
21/11/16

**Proposal for the City Livelihood Centre (CLC) at
Cooper's Camp , Kaliaganj, Dankuni , Bolpur ,
Islampur, Dhupguri, Siliguri, Kurseong, Old Malda
Municipality .**

CLC Project proposal of Cooper's Camp , Kaliaganj, Dankuni , Bolpur , Islampur, Dhupguri, Siliguri, Kurseong, Old Malda Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by these Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per above following Fund release statement is prepare for kind approval of Fund release by Hon'ble MIC MA & UD deptt .

Sl no	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	2nd instalment 40%	3rd instalment 30%	Remarks
1	Cooper's Camp	999938	299981	399975	299981	1st Instalment will be released now . Rest Instalments will be released as per performance
2	Kaliaganj	999938	299981	399975	299981	
3	Dankuni	999300	299790	399720	299790	
4	Bolpur	999900	299970	399960	299970	
5	Islampur	1000000	300000	400000	300000	
6	Dhupguri	1000000	300000	400000	300000	
7	Siliguri	1000000	300000	400000	300000	
8	Kurseong	1000000	300000	400000	300000	
9	Old Malda	925800	277740	370320	277740	
	Total	8924875	2677462.50	3569950	2677463	

If approved Ist instalment of Rs. 2677462.50 for 9 ULBs will be released for initial works .

So Project proposal may be approved by Mission Director , WBSULM and fund release may be approved by Hon'ble MIC MA & UD deptt .

S. P. Das 28.11.16
SMH-SMID

~~JA Director~~

As per note above in prepage 9 new CLC proposal is placed for approval.

'A'

Release of fund at the amount of Rs. 26,77,463/- for 9 CLC may be approved by Hon'ble MIC MA & UD. Till date 51 CLC have been approved. 1st installment of fund will be released immediately if approved.

~~Director~~

28/4/16

PI ofina

~~FA~~

29/11/16

Proposal of JD(SD) marked 'A' above may be approved.

30/11/16

~~Director~~

Proposal at 'A' above may be considered. If approved, fund may be released to the ULB, with the concurrence of Hon'ble MIC, MA & UD Deptt.

30/11/16

Secretary, MA Deptt
& Chairman, SUDA

O. No. SUDA: 919/16
Dated 30-11-16

Fto 39/2015 (10-11)

MA/CLC(UD)

805-12M

~~It may be excluded~~

19/12/16

~~Director~~

SMM(SMID)

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NOTE SHEET

SUDA

As per notes and orders at pre page

As approved by Secretary, MA Dept. at pre page, to release the fund in respect of City Livelihood Centre (CLC) of SM & ID under NULM in favour of 9 NOS. of ULBs as detailed at pre-page, Transfer Advice for Rs. 26,77,463.00 (Rupees twenty six lakh seventy seven thousand four hundred sixty three) only have been prepared and placed herewith for signature of Director, SUDA and Addl. Director and FA, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

Addl. Director
and FA, SUDA

J. D. Salunke
22.12.2016.

Transfer advice may be. be signed.

Director

WS
22/12/16.

Acc. NULM.
WS
22/12/16

WS
26/12/16

Addl. Director
and FA, SUDA

Two sets of memorandum of CLC under NULM has been prepared and placed herewith for signature of Addl. Director and FA, SUDA prepared. Electronic mode of fund transfer already have been made to concerned ULBs.

J. D. Salunke
27.12.2016.

Signed.

WS
27/12/16.

Director

J.D. (SD)
WS
30/12/16

From the review meeting, the actual scenario comes out. (FLAG-A)

- 1) 19 Municipalities are ready with man power and toll free number with Infrastructural Set-Up
- 2) 19 Municipalities have been started to register the service providers.
- 3) 19 municipalities have been start to register of SHGs and their federations

These 19 Municipalities are :-

Following Municipalities status Report for Operationalization of CLCs

Ready With Infrastructure with Manpower with toll free Number	
Sl No	Municipality
1	Habra Municipality
2	Halisahar Municipality
3	Maheshtala Municipality
4	CoochBehar Municipality
5	Santipur Municipality
6	Birnagar Municipality
7	Burdwan Municipality
8	Kaliyaganj Municipality
9	Dankuni Municipality
10	Joynagar Mazilpur Municipality
11	Jiaganj Azimganj Municipality
12	Suri Municipality
13	Chakdaha Municipality
14	Mathabhanga Municipality
15	Kurseong Municipality
16	Old Malda Municipality
17	Mal Municipality
18	Islampur Municipality
19	Dhupguri Municipality

Rest of the Municipalities will ready very soon with all requirements :-

Will Be Ready very soon	
Sl No	Municipality
20	Siliguri Municipal Corporation
21	Kanchrapara Municipality
22	Rajpur-Sonarpur Municipality
23	Bolpur Municipality
24	Coopers Camp (NAA)
25	Tufanganj Municipality
26	Gobardanga Municipality
27	Ashokenagar-Kalyangarh Municipality
28	Contai Municipality
29	Taherpur Municipality
30	Murshidabad Municipality
31	Sonamukhi Municipality

It is very much urgent to be functional all CLC as soon as possible. 19 CLCs are Ready to become Operational .

To provide services in the community through city Livelihood Centre (CLCs) , all approved CLCs have to be Inaugurated .

On the basis of present status of CLCs, the Proposal Submitted with some major planning of CLCs.


Major Proposal About the Inauguration is below :-

Following proposals are made to make them operational.

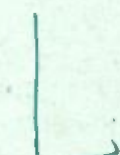
- i) To start the City Livelihood Centre (CLC) functional and to start the services to the people of the community those have to Inaugurated soon .
- ii) Planning for Inauguration Programme and awareness among citizens ULBs may be made by SUDA & ULB jointly.
- iii) A Mass Communication programme for the selected ULB may be arranged by ULBs.
- iv) IEC of CLCs like leaflet, Banner, Invitation Card, Hording, Tablau, Miking etc may be arranged.
- v) Documentations like Video documentation, Written Documentation should be made by each ULBs.

- iv) IEC of CLCs like leaflet, Banner, Invitation Card, Hording, Tableau, Miking etc may be arranged.
- v) Documentations like Video documentation, Written Documentation should be made by each ULBs.

On this present situation

 A) A Departmental date may be fixed for the Inauguration of City Livelihood Centre (CLCs).

OR

 B) Municipality may fix their Inauguration date or may Inaugurate Individually of City Livelihood Centre (CLCs).

Put up for the approval of the above proposal and Permission of Inauguration and procedure by the UD&MA Deptt.

If approved all necessary action will be taken according.

S.P. Das. 19.3.17

Soma Parui Das
SMM-SM&ID

~~It. Director~~

Inauguration of 81 CLCs

In view of the note above and prepare specific direction is solicited against the proposal marked as 'X'.

for

- (i) space for all 31^{4/28} ready, out of which 19 spaces logistics with manpover ready.
- (ii) A date may be fixed for

Director

inauguration of all 31 CLCs, the details of which are given in Nsp 25 Submitted.

Secretary
MAUD.

17/3/17

31 Urban City Livelihood Centres are ready now.

We have 29 CLCs running now. HMC MAUD may kindly consider

(1) opening of CLC at Kurseong, Mal, Cooh Behan, Kaliyagari, Islampur total (5) from Mirik, when HCM visits to North Bengal next week

(2) Most of the CLCs may be opened from a function of HCM during visits in districts.

20.03.17

HMC MAUD

MUNICIPAL AFFAIRS DEPT
NO. 44 - 21/03/2017

Dis/SUDA

24/3/17

Direction of the Hon^{ble} MIC , UD&MA at NSP/28 bottom regarding Inauguration of CLC of 30 ULBs recalled. Mal Municipality already been inaugurated by our Hon^{ble} C.M. at District Visit on 28th of march 2017.

Accordingly , the draft is Put-Up for the approval and signature .

S. P. Das 30/3/17
Soma Parui Das
SMM-SM&ID, WBSULM

It Director

As per approval of Hon^{ble} MIC - ~~UD~~ UD&MA dept and discussion with you at your office Chamber 30 ULBs may be informed regarding inauguration of CLCs at the time of district visit of Hon^{ble} CM. W.B.

Relevant forwarding letter is placed for kind signature.

30/3/17

Director
SUDA

We have established 60 City Livelihood Centre (CLC) in 60 ULBs . Two manpower has been engaged here . It has been noticed that the managers of the CLCs did not able to deliver the functions of the CLC to the community due to the lack of knowledge . So, WBSULM has to arrange Two days Residential Orientation Programme for the New recruited manpower in the CLC .

ILGUS is an nodal agency for the Institutional Training . So Two days Residential Training for the newly joined managers may be organised by ILGUS .

40 participants per batch may be arranged . So , this training may be organised in 3 batches .

Flag- X - Proposed Training Module of the training has been attached here with (Draft) .

Flax- Y - List of Municipalities with participants has been attached here with

Proposed Training Kit or training Materials -

1. Operational Guideline of City Livelihood Centre (CLC)

So , on this context this residential training programme may be organised by ILGUS.

Proposal Submitted for your kind approval and signature .

S.P. Das . 2.7.17

Soma Parui Das
SMM-SM&ID

~~A441 Director~~

note above.

A time slot in July '17 may be found and in ILGUS before giving proposal. & necessary rectification may be done.

SP
09/07/17

SMM-SM&ID

Proposal for the City Livelihood Centre (CLC) at Baidyabati , ChandernagoreMC ,Haldibari , Bansberia , Dubrajpur , Egra , Dinhata, NewBarrackpore , DumDum, Dainhat, Dhulian, Bhadreswar, Baranagar , Municipality .

CLC Project proposal of Baidyabati , ChandernagoreMC , Haldibari , Bansberia , Dubrajpur , Egra , Dinhata, NewBarrackpore , DumDum, Dainhat, Dhulian, Bhadreswar, Baranagar , Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by these Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality for the time period of 5 year may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal for the setting up the office infrastructure . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per the NULM guideline , WBSULM will initially release Ist installment from the total fund as one time recurring expenditure for infrastructural set-up of CLC . Rest of the fund will be released as per performance .

As per above following Fund release statement is prepare for kind approval of Fund release .

SI No	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	2nd instalment 40%	3rd instalment 30%	Remarks
1	Baidyabati	1000000	300000	400000	300000	1st Instalment will be released now . Rest Instalments will be released as per performance
2	ChandernagoreMC	1000000	300000	400000	300000	
3	Haldibari	999923	299977	399969	299977	
4	Bansberia	95000	28500	38000	28500	
5	Dubrajpur	999924	299977	399970	299977	
6	Egra	999960	299988	399984	299988	
7	Dinhata	999082	299725	399633	299725	
8	NewBarrackpore	899738	269921	359895	269921	
9	DumDum	999967	299990	399987	299990	
10	Dainhat	1000000	300000	400000	300000	
11	Dhulian	999538	299861	399815	299861	
12	Bhadreswar	1000000	300000	400000	300000	
13	Baranagar	841743	252523	336697	252523	
Total		11834874	3550462	4733950	3550462	

If approved 1st instalment of Rs. 3550462 (Thirty Five lacks and fifty thousand and four hundred and sixty two rupees) for 13 ULBs will be released for initial recurring expenses .

So Project proposal may be approved by Mission Director , WBSULM and fund release may be approved .

S.P.Dm.
Soma Parui Das 13.7.17
SMM-SM&ID

~~Adl. Director~~

note above and over.

o Proposals for setting up 13 CLC have been received from 13 different ULBs under NULM as at 'x'.

These may be approved.

• For office infrastructure 30% of total cost i.e. Rs 3550462/ may be released in favour of the ~~same~~ ULBs as per Annexure 'A'

Submitted for approval.

13/07/17
13/7/17

~~Director~~

Secretary
UDMA Deptt.

U.O.No. SUDA: 355

Date: 14-07-2017

Dir/SUDA

Adl. Director.

17/07/17

SMM-LMD

14.7.17

A sanction letter should be issued to 13 different ULBs under NULM with instruction of operationalization process of CLC.

Proposal Submitted for your
kind approval and signature.

S. P. Don.
Smm-SmID
20.7.17

~~Director~~

may be approved
and signed.

20/07/17

~~Don~~
20/7/17

~~Director~~

~~FA~~

~~C.C.H~~

Fund may be released.

Don
27/7/17

As per notes and orders at pre page

As approved by secretary of UD&MA Dept. and Director, SUDA at page-32, to release the fund in respect of 1st instalment under SM&ID of NULM, a Transfer Advice amounting to Rs. 35,21,962.00 (Thirty five lakh twenty one thousand nine hundred sixty two) only is prepared and placed herewith for signature of Addl. Director & FA, SUDA and Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

FO, SUDA

Dr. J. K. Dasgupta.
27.07.2017.

Signed.
Dr. J. K. Dasgupta

Signed.
Dr. J. K. Dasgupta
28.7.17

Regarding establishment of City Livelihood Centre 2nd phase.

29 City Livelihood Centres are running at different ULB presently which were inaugurated at 15th August 2016.

Another 31 proposal from 31 ULBs have been sanctioned during the moth of November 2016 . Their 1st instalment fund also been released. In this sanction the 31 CLCs need to be made functional and operational.

Situation :-I

1. 31 CLC has been ready for Inauguration from the moth of march 2017
2. It was decided by the department that all CLC will be Inaugurated by Honble Chief Minister at the time of District Visit vide memo no- 44 dated 21/03/2017

Situation :-II

3. Till date in 17 City Livelihood Centre has been Inaugurated at the time of CM District Visit.
4. Rest of 14 CLC has to be Inaugurated .

List of Not Inaugurated CLCs Has been given below :-

<u>Following ULBs has Not been Inaugurated</u>				
Sl. No.	ULB	District	Formation of CLC	NOT Inaugurated
1	Halisahar	North 24 Pgs.	Achieved	NO
2	Rajpur Sonarpur	South 24 Pgs.	Achieved	NO
3	Birnagar	Nadia	Achieved	NO
4	Maheshtala	South 24 Pgs.	Achieved	NO
5	Habra	North 24 Pgs.	Achieved	NO
6	Gobordanga	N.24 Pgs	Achieved	NO
7	Murshidabad	Murshidabad	Achieved	NO
8	Kanchrapara	North 24 Pgs.	Achieved	NO
9	Contai	Purba Medinipur	Achieved	NO
10	Taherpur	Nadia	Achieved	NO
11	Sonamukhi	Bankura	Achieved	NO
12	Cooers Camp	Nadia	Achieved	NO
13	Siliguri	Siliguri	Achieved	NO
14	Kurseong	Darjeeling	Achieved	NO

সুডা

NOTE SHEET

SUDA

So the Proposal is :-

1. To give permission to Inaugurate all 14 CLCs locally on a schedule date given by the department .

Accordingly , the Proposal submitted for the approval and signature .

S. P. Das. 1st August 2017
Soma Parui Das
SMM-SM&ID, WBSULM

A. H. Director

note above and over.

14 CLCs are ready for inauguration
in different ULBs as placed.
Date may be fixed for inauguration.

Secretary

- (1) Inauguration date may be ^{the} Hon'ble C.M.'s review meeting in the Districts
or (2) By our Hon'ble Minister-in-charge.
or (2) as to be decided.

Soma
1/8/17

Secretary
WDM&ID Dept.

District- Review Meetings are over
now.

Let's open these CLCs locally
by ULBs.

S
02.08.17

Dir. SUDA
Addl. Director
S

SMM-SM&ID

S
01/08/17

U. O. No. SUDA: 415/17

Dated: 02-08-17

Plr- 39/2015 (pt II)

After the approval of the Urban Development & Municipal Affairs Department (UD&MA) vide U.O No- SUDA 415/17 dated 02/08/2017, 14 ULBs may operationalize ~~CLCs~~ of CLCs under DAY-NULM through a formal inauguration locally.

So, a letter should be sent to all 14 ULBs to Inaugurate CLC within the month of August.

Accordingly, Proposal submitted with a draft letter for your kind approval and signature

S.P. Das. 4.8.17

Soma Parui Das
SMM-SM&ID, WBSULM

may be approved.

07/08/17

2/8/17

07/08/17

2/8/17

~~Adl. Director~~

~~Director~~

~~Adl. Director~~

~~Adl. Director~~

~~SMM-SM&ID~~

Proposal for the City Livelihood Centre (CLC) at Baduria , Raiganj , Beldaga, Ranaghat Municipality .

CLC Project proposal of Baduria , Raiganj , Beldaga, Ranaghat Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by these Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality for the time period of 5 year may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal for the setting up the office infrastructure . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per the NULM guideline , WBSULM will initially release Ist installment from the total fund as one time recurring expenditure for infrastructural set-up of CLC . Rest of the fund will be released as per performance .

In the third phase Bansberia Municipality has been sanctioned U.O.No SUDA 356 dated 14-07-2017. But there only Rs/- 95000 has been approved, among 10 tasks. As 95000 has been approved so rest of the fund $(999800 - 95000) = \text{Rs. } 904800/-$ has to be approved . and rest of the fund from 30% of the Ist Installment Rs . 271440 has to be released .

As per above following Fund release statement is prepare for kind approval of Fund release .

Sl no	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	Remarks
1	Baduria	1000000	300000	1st Installment will be released now . Rest Installments will be released as per performance
2	Raiganj	999938	299981	
3	Beldanga	1000000	300000	
4	Ranaghat	967163	290149	
	Total	3967101	1190130.00	

So , the among Total fund $(\text{Rs- } 3967101 + \text{Rs } 904800 \text{ (Bansberia)} = \text{Rs } 4871901$) as Ist Instalment $(\text{Rs } 1190130.00 + \text{Rs } 271440 = \text{Rs } 1461570.00)$ has to be released .

If approved Ist instalment of Rs 1461570.3 (Fourteen lacks sixty one thousand and five hundred seventy rupees, and ~~30~~⁵¹² paisa) for 4 ULBs will be released for initial recurring expenses .

So Project proposal may be approved by Mission Director , WBSULM and fund release may be approved .

S.P. Das 28.8.17
Soma Parui Das
SMM-SM&ID

~~ALL Director~~

Note at vol- 382 39 may be perused.

The proposal for releasing fund amounting to Rs 14,61,570/- in favour of five ULBs ~~for~~ (Annex-1) for setting up City Livelihood Centre may be approved.

May be approved.

28/08/17

29/8/17

~~Director~~

Secretary
UDMA Deptt.

U.O. No. SUDA: 13/17

Dated: 29/08/17

39/2015 (0411)

May be approved.

30.08.2017

HMICMAWD

Dir SUDA

Approved. 28.8.17

Urban Development Deptt.

U/O No. 1049

DL 31/8/17

Ho

CCA

11.09.17

OK

As per notes and orders at pre page

As approved by Secretary UD&MA Dept. and Director, SUDA at page-39, to release the fund in respect of CLC 1st instalment under SM&ID of DAY- NULM, a Transfer Advice amounting to Rs. 14,61,570.00 (Fourteen lakh sixty one thousand five hundred seventy) only prepared and placed herewith for signature of Addl. Director & FA, SUDA and Finance Officer, SUDA please for onward transmission to state Bank Of India, Salt lake Sec-1 Branch for electronic transfer of funds.

For Submission.
13.09.2017

Signed.

13.09.17

Signed.
15.9.17

memorandum per. to be signed.

For Submission.
18.09.2017

Signed.

18.09.17

A sanction letter should be issued to 5 ULBs under NULM with instructions on operationalization process of CLC. Proposal submitted for your kind approval and signature.

S.P. Das
SMU-SMID, 9.10.17

ALL DIRECTOR

note at vnf-40 note may kindly be perused.
Draft sanction order is placed for setting
up CLCs in 5 different ULBs.
may be approved
and signed.

Director

A.D.

Smm. gmd

10/10/17

10/10/17

10/10/17

FO

Scheme fund amounting to Rs. 28,500/-
is approved at vnf-31 & 32 is yet to
be released in S/o Bansbaria Municipality.
Accordingly, A/c's Section may be asked
to take necessary actions at the earliest.

S. T. Dan.

F/O

CCA

M. Bar 12.10.17

A transfer Adv. Amounting to Rs. 28,500.00 (Twenty eight
thousand five hundred) only has been prepared and placed
before for signature of Addl. Director and FA, SUDA
and Finance officer, SUDA placed for onward transmission
to State Bank of India, Salt Lake SEC-2 Branch for
electronic transfer of funds.

19.10.2017

Signed

Bar 12.10.17

Signed
13/10/17

FA, SUDA

Proposal for the City Livelihood Centre (CLC) at Garulia, Chandrakna , Dalkhola , Goyeshpur Municipality .

CLC Project proposal of Garulia, Chandrakna , Dalkhola , Goyeshpur Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by these Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality for the time period of 5 year may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal for the setting up the office infrastructure . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per the NULM guideline , WBSULM will initially release Ist installment from the total fund as one time recurring expenditure for infrastructural set-up of CLC . Rest of the fund will be released as per performance .

As per above following Fund release statement is prepare for kind approval of Fund release .

Sl no	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	Remarks
1	Garulia	999047	299,714	1st Installment will be released now . Rest Instalments will be released as per performance
2	Chandrakona	999681	299,904	
3	Dalkhola	999988	299,996	
4	Gayeshpur	1000000	300,000	
	Total	3998716	1199614	

If approved Ist instalment of **Rs. 1199614** (Eleven lacks and ninety nine thousand and six hundred and fifteen rupees) for 4 ULBs will be released for initial recurring expenses .

So Project proposal may be approved by Mission Director , WBSULM and fund release may be approved .

S.P. Das. 30.10.17
Soma Parui Das
SMM-SM&ID

Add. Director

note at Nsl-4245 may kindly be perused.
The proposal for releasing fund amounting to Rs. 1199614 ~~may~~ in favour of 4 ULBs for setting up CHC may be approved.

Director

Secretary
UDMA Deptt.

"X" prepage may be
Considered for approval.

30/10/17

13/11/17

U. O. No. SUDA: 597/17

Dated: 13-11-17

Plu 39/2015 (Pt II)

may be approved.

13.11.2017

HMC MAEUD

Urban Development Deptt.

U/O No. 450

14/11/17

D. Dasgupta

S. Chauri

Soma Parui Das
SMM-SM&ID

Chauri
20/11/2017

15/11/17

NOTE SHEET

SUDA

A sanction letter should be issued to 4 ULBs under NULM with instruction on operationalization process of CEs.

Proposal submitted for your kind approval and signature.

S. P. Das. 28.11.17
Smm-Solid

~~Addl. Director~~

May be approved and draft letter may kindly be signed,

Shami
28/11/2017.

~~Director~~

~~S. Chami~~

S.P.
29/11/18

Shami
30/11/2017

~~Soma Parui Das.~~
~~Manager - Smmu~~

F.O may be informed
s. l. m.

~~Addl. Director~~

Shami
30/11/2017

F.O

CCA

Bar 30.11.18

সূডা

NOTE SHEET

SUDA

As approved by Secretary of Wood and MA Dept. and Director SUDA at page-44 to prepare the fund in respect of 1st installment of PLC under Jm and ID of NAT - NULM, A transfer Adv. amounting to Rs. 11,99,694.00 (Eleven lakh ninety nine thousand six hundred fourteen only) has been prepared and placed herewith for signature of Addl. Director and FA, SUDA and Finance Officer, SUDA prepare for onward transmission to State Bank of India, Salt Lake Sec-1 Branch for electronic transfer of funds.

Prepared.
02.12.2017

Signed.

Bar 01.12.17

Signed
Bar 01.12.17

FA, SUDA

Proposal for the City Livelihood Centre (CLC) at Nalhati Municipality .

CLC Project proposal of Nalhati Municipality have been received . WBSULM has verified the proposal On overall of CLC Project Proposal Submitted by this Municipality, it has observed that the project proposal is in tune with NULM guideline and appears to be viable and sustainable . , a sum of 10 lac (Ten lac) for each municipality for the time period of 5 year may be sanctioned for setting up of one CLC in their area with the following stipulations .

As per NULM Guideline total Project Cost will be released in three instalment at 30:40:30 ratio . Initial 30% will be released after approval of the proposal for the setting up the office infrastructure . 2nd instalment 40% will be released after staff recruitment and final 30% will be released after CLC launched and services are rolled out to people as per action plan .

As per the NULM guideline , WBSULM will initially release 1st installment from the total fund as one time recurring expenditure for infrastructural set-up of CLC . Rest of the fund will be released as per performance .

As per above following Fund release statement is prepare for kind approval of Fund release .

Sl no	Name of ULB	Project Cost (in Rs.)	1st instalment 30%	Remarks
1	Nalhati	999938	299981	1st Instalment will be released now . Rest Instalments will be released as per performance
	Total	999938	299981	

If approved **1st instalment** of **Rs. 299981** (Two lacks and ninety nine thousand and nine hundred and eighty one rupees) **for 1 ULB** may be released for initial recurring expenses .

So Project proposal may be approved by Mission Director , WBSULM and fund release may be approved .

S.P. Das 15.3.18
Soma Parui Das
SMM-SM&ID

সূডা

NOTE SHEET

SUDA

The 102-page may kindly be perused
2 pt. installment - may be
released if approved

15/3/18

ADG. Dir. Suda

U. O. No. SUDA: 183
Dated: 15/03/18

Director
SUDA

Secretary
UDMA Dept

Dir/SUDA

May be approved. 15/3/18
16/3/18

16.03.18

U. O. No. SUDA: 188/2018
Dated: 16-03-18

Pb. 29/2015 (pt-11)

2

FM
SM 210

9/3/18

CCA / Accountant

Mr. put up with Fund position & take up
Bar 19.3.18

As per notes and orders at NSP-46 and prepage

As approved at prepage, to release the fund for City Livelihood Centres (CLCs) under SM & ID – NULM in favour of Nalhati Municipality as detailed below, an ECS advice has been generated, approved and duly submitted to the Kolkata Pay & Accounts Office-III today electronically with the digital signature of Director, SUDA using IFMS platform of Finance Department, Govt. of West Bengal.

Accordingly, now to submit the paper copies of this advice, 02 (Two) sets of ECS advice have been printed and placed herewith for signature of Director, SUDA please.

Sl. No.	Advice ID & Date	Reference No. & Date	Name of the ULBs	Amount (in Rs.)	Scheme Name
01.	62 Dated 20.03.2018	20170300003781 Dated 20.03.2018	Nalhati Municipality	2,99,981/-	NULM
Total				2,99,981/-	

Finance Officer

Director

May be signed.

20.03.18

20/3/18

We have sanctioned 82 City Livelihood Centres among 82 municipalities. Till date 63 CLCs is functional. For better implementation of CLCs, Two manpower has been engaged here.

But, It has been noticed that the managers of the CLCs did not able to deliver the functions of the CLC to the community due to the lack of knowledge. It has been requested by the ULBs to arrange a state level meeting cum Orientation programme regarding the function of CLCs.

on the basis of their views and performance of CLCs, a one day meeting cum discussion on CLCs may be arrange at State Level with two representatives from each ULBs where CLCs is functional.

Total 126 participants will be participated in two days meeting in Two Batches.

Flag- X - List of Municipalities with participants has been attached here with

So, on this context this one day meeting cum orientation programme may be arranged at *ATI Training Centre*.

Proposal Submitted for your kind approval and signature.

S.P. Das 18.5.18
Soma Parui Das
SMM-SM&ID

DD
Disapproved

24/5/18

pl. discuss

26/6/18

Discuss it approved meeting may be convened if approved

Not-Discuss
Disapprove

U.O. No. SUDA: 413/18
Date: 03-07-18
Rtr. 30/2015(PH)

27/6/18

The issues which are required to be discussed in the proposed meetings may pl. be highlighted.

~~Dy. Director~~

31/12/18

06/11/18

8MM
31/12/18

For the better functioning of City Livelihood Centre (CLC) some topics may be discussed in this Training cum workshop. These Topics are as follows

- ❖ পশ্চিমবঙ্গ রাজ্য নগর জীবিকা মিশন এর মূল উদ্দেশ্য কি এবং এবং লক্ষ্যে পৌছানার জন্য এবং সামাজিক ঐক্যবদ্ধকরণ ও প্রাতিষ্ঠানিক উন্নয়ন সম্পর্কে ধারণা তৈরী করা
- ❖ নগর জীবিকা কেন্দ্র বলতে কি বুঝাব এবং এই কেন্দ্রের মূল উদ্দেশ্য এবং সামাজিক ঐক্যবদ্ধকরণ ও প্রাতিষ্ঠানিক উন্নয়নের ক্ষেত্রে নগর জীবিকা কেন্দ্রের ভূমিকা
- ❖ নগর জীবিকা কেন্দ্রের মূল উপভোক্তা ও বিভিন্ন পরিষেবার নানান দিক

- ❖ নগর জীবিকা কেন্দ্র স্থাপনের ও অন্যান্য দপ্তরের সঙ্গে সমন্বয় ও সে ক্ষেত্রে পৌর সভার ভূমিকা ও দায়িত্ব
- ❖ এম . আই . এস (MIS)
- ❖ নগর জীবিকা কেন্দ্রের কার্যাবলী ও নীয়ম নিতি ও সেই ক্ষেত্রে নগর জীবিকা কেন্দ্রের কর্মচারীদের ভূমিকা ও দায়িত্ব

The one Day Training Cum Workshop may be arranged at ATI (Administrative Training Institute) at saltlake campus .

Proposal Submitted for your kind approval and signature .

S.P.Dm . 23.7.18
Soma Parui Das
SMM-SM&ID

DD Issues to be discussed are highlighted at MSP 50251 may kindly be perused 2 ~~necessary~~ a suitable date & time may kindly be given to convene the meeting-cum-orientation camp at ATF if approved.

Asst. Director

U.O.No.SUDA: 465
Date 24/7/2018

Director
SUDA

DD

Proposal may be approved. Date may be fixed in consultation with ATI

24/7/18

DD is requested to consider the date with my successor.

26/7/18

As approved at the pre page to arrange one day Orientation programme for CLC Managers and Staffs in 3 Batches at ATI. A letter should be issued to the institute regarding this.

Draft Letter with ULB list has been attached here.

Proposal Submitted for your kind approval and signature.

S.P.Dm. 6.8.18

Soma Parui Das
SMM-SM&ID

The note of the then Director Sir
at NOSP 51 may kindly be perused
2. if proposal is approved, draft-
letter at CP side may kindly
be signed

07/8/18

07/8/18

07/8/18

Director

Soma P. Das

In reference to the Do Letter DO No- K- 12014 (18) / 1/ 2017-UPA I (Flag - X) dated 8/8/2018 a report is has been prepared . The detail report against the Do Letter has attached on the CP side on City Livelihood Centre under DAY-NULM Programme in ULBs of West Bengal .

This report (Flag - Y) show the detail situation of 62 functional CLCs and 82 sanctioned CLC in DAY-NULM Scheme. In addition to 82 CLCs as above we are going to open another 10 nos CLC within this year 2018-2019 .

The has been placed here with the supporting documents (Flag Z) like -

1. ULB wise total number of Service Providers
2. ULB wise total number of Beneficiaries (SHG / Women / Youth)
3. ULB wise list of Infrastructural Status .
4. List of Functional CLCs

We may send the report to the GoI if approved .

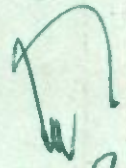
Proposal Submitted with Draft letter for your kind approval and Signature .

S.P.Dm. 23-8-18

Soma Parui Das
SMM-SM&ID

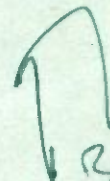
A. DO. vide no. K-12014(B)/1/2017-
UPA I of Sanjay Kumar, IAS, Jt.
Secretary and MD (DAY - NULM), Govt
Mottwa received in
flag 'X' may kindly be perused.

Now a Status Report along with forwarding letter put up may kindly be approved & onward transmitted to the ecog. it approved.


31/8/18

~~Disputed~~
DD

Amun
31/8/18


31/8/18

S.P. Dui

On the basis of the approval one day Orientation programme for CLC Managers and Staffs has been started at ATI . on 25th of August 2018 , first batch has been completed . 16 municipalities has been covered . 2nd and 3rd batch will be held on 5th and 7th September .

We know , Documentation is an important tool for an programme . This training programme also be documented as Audio- Visual documentation and Image Documentation .

Because by this documentation we can **Showcase our work** – It provides a means of showcasing an event, capturing the atmosphere and highlighting the work of a team. And also can be used as an Publicity of the programme .

WBSULM has sanctioned 82 City Livelihood Centre (CLC) and it the record among all states and we can create milestone by this documentation

So based on the importance of the Programme Proposal Submitted for your kind approval and signature .

S.P.Dm . 23.8.18
Soma Parui Das
SMM-SM&ID

Proposal "X" may be approved.

~~Disapproved~~
SP.Dm

~~23/8/18~~

~~24/8/18~~


~~24/8/18~~

on the basis of the approval for the video documentation for one day the cost will be 7000/- for whole day documentation, for next day one clipings has to be taken of Director SUDA. Another 2000/- has to be charged for the day. So total amount of 9000/- has to be charged for the documentation.

Proposal placed for your kind approval and signature.

S.O.Dr.

~~DD~~ P. Dismiss.

 04/9/18

Sumit Dey

Govt of West Bengal recently been completed One day Training programme for CLC staffs at ATI .

The training programme has been completed in 3 batches . . 101 participants from 63 municipalities participated here .

As per the trainee's views the training programme is very much useful for them .

This initiative may share with GoI for the News Letter as an good initiatives .

Proposal submitted for your kind approval and Signature .

S.P. Das - 11/9/18
Soma Parui Das

SMM_SM&ID

Initiative may be shared with the
GoI if approved

11/9/18

12/9

Pl. Communicate to GoI by today
2.00 pm 2 report

13/9/18

Director

Soma P. Das

A meeting has to be conducted on 25th of July 2019 at SUDA Conference hall at 12:00 noon. Two representatives from 10 municipalities will be present at this meeting.

1. Ranaghat
2. Santipur
3. Dum Dum
4. Madhyamgram
5. Medinipur
6. Kalyani
7. New Barrabore
8. Contai
9. Mahatala
10. Serampore
11. Barasat

Total 22 representatives will be present in this meeting.

25 tiffin packets were arranged for the said meeting.

Proposal submitted for your kind approval with draft letter.

S. P. Das
18-7-19

Draft approved
& signed

Handwritten
17/07/19

S. P. Das

Meeting has been preponed on 24-7-19 at 12 noon at Suda Conference hall.

S. P. Das

Handwritten

Handwritten

We had an interactive daylong session with the City Mission Managers and Managers of CLCs from 10 select ULBs where apparently the CLCs are doing better. A lot of work still needs to be done to make the CLC an effective instrument of facilitation between the vulnerable youth and SHG members with some form of livelihood. The CLCs that participated :

1. Madhyamgram
2. Barasat
3. Kalyani
4. New Barrackpore
5. Serampore
6. Medinipur
7. Ranaghat
8. Contai
9. Maheshtala
10. Santipur
11. Dum Dum
12. Bongaon

The CLC Managers along with Nodal CMMs attended the meeting. After detail deliberations the following issues have been identified.

There are 2(two) broad areas to be addressed:

- (1) Effective interventions to make provide more options for livelihood and continuity in earnings for individuals and group members.
- (2) Activities to sustain the viability of the CLC in future, post the tapering of support from the project.

Some action points agreed upon:

(a) All CLCs to be the point of interface between the bank and the SHG. All documentation includes filling up if required forms, Liaoning with the banks to be done by the CLC together with the CMMU. CLC may realise a minimal service charge to be decided by SMMU, to be uniform across the state. (Timeline : 25th September 2019)

(b) A Citizen Service Hub:

CLC will provide different online services to the public at large viz, payment of tax bills, electric bills, applications for AADHAR, etc). There will be a service charge for each service rendered. Photocopying, print outs, internet can be the other services. CLC team to be fully hands on with computers (Timeline: 15th. September 2019)

(c) CLC to facilitate participation of all SHGs in melas organised within the ULB and at other places. A complete calendar to be maintained.

(d) CLC to nodally handle the capacity building activities under NULM. This will include BOT, BOA, and ALF trainings. Other workshops/trainings may also be organised.

(e) Developing an app at the state level to incorporate all products made by SHGs across the state. Meanwhile, CMMU will register some very good SHG products in some of the existing e- market place.

(f) A comprehensive IEC plan to be put in place with a logo and brand for the program. Suggestions are invited from all ULBs. All products and services can then be marketed across the state with the same logo and brand.

(g) CLCs to be the hub for bulk sale of SHG products. The buyers to be connected by the CMMU and CLC and the SHGs as sellers to sell through the CLC.

(h) CLCs to make an effort to supply food items exclusively at the ULB and also at other offices.

(i) To enhance marketing opportunities exclusively for SHGs, a product outlet may be opened at the CLC. The outlet may also be opened at 'KARMATIRTHA - one stop shop entrepreneur' with the convergence with SHG&SE department.

(j) Supply of School Dress and Mid Day Meal: CLC may act as a nodal agency for the monitoring and management to make and supply the school dress under the ULB. CLC will liaison with the district office of the Mid Day Meal Department and with the 'SARBA SHIKSHA MISSION'

(k) Capacity Building and Training: SMMU to organize trainings sessions with the CLC staff with focus on entrepreneurship development, retail selling, maintenance of books of accounts and computer literacy.

(l) A CLC can take up business activity only after it is registered under the Cooperative Registration Act. In this connection a file is under process vide no.SUDA-561/2019 for an approval to this effect to be taken from the Department.

It has been further decided to constitute a working group of Mission Managers to visit select CLCs to make a study of select CLCs with the following terms of reference.

1. The existing activities of the CLC to be studied and analyzed with income from the activities and the issues effecting growth of such activities.
2. Identify the challenges faced in the functioning of the CLC.
3. Recommendations on the activities to taken up and changes required.

The Mission Manager Teams may be constituted with the following members.

1. Smt. Soma Parui Das, SMM-SM&ID
2. Smt. Moumita Nath, CMM - Habra Municipality
3. Sri. Pradipta Dubey, CMM - Madhyamgram Municipality
4. Smt. Anindita Halder, CMM-Dum Dum Municipality
5. Sri. Tapan Kumar Jana, CMM-New Barrackpore Municipality

This working group will visit 5-6 CLCs and submit a comprehensive report within 30th of November, 2019.

Approval may be accorded

Director, SUDA

As proposed - Report by Nov 15.

S. P. S. S. S.

16/10/19

Self 15/10

Shandhu
18/10/19
AMD

Based on the approval of NSP-59 to 60 , SMMU has been constitute a working group of Mission Managers to visit select CLCs to make a study of select CLCs . This working group will visit 5-6 CLCs and submit a comprehensive report within 30th of November, 2019.

A order may be issued to the ULBs as well as selected team members to start the study on submit a report to the SUDA .

S.P.20
12.10.19

T. S. S. S.

Chatter
18/10/19

S. P. 20

2

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NOTE SHEET

SUDA

Based on the approval of NSP-59 to 60 , SMMU has been constitute a working group of Mission Managers to visit select CLCs to make a study of select CLCs . This working group has to be visit 5-6 CLCs and submit a comprehensive report within 30th of November, 2019.

This working team will visit on 26th of October in two different ULBs – Rajpur Sonarpur & Maheshtala .

Vehicle (Six seated) for the day need to arrange .

Proposal submitted with draft letters for your kind approval and signature .

S.P. Dm.
23-10-19

AMM

7C signed
Chandhan
24.10.19

S. Panu SMM