

**Sub: Release of funds to District Magistrate, Coochbehar for construction of IHHL with the objective of declaring the ULBs in the District ODF**

The Commissioner, Panchayats & Rural Development Department, Government of West Bengal vide memo no. 52-RD/PH&S/S/IV-1/2014 dated 03.01.2017 (placed at **CP-288**) informed that the District Authority of Coochbehar has expressed intention to self declare the District as ODF within 31.03.2017 and stated that the District is now in the process of constructing the latrines in the left out households of rural areas. He has also learnt that there are 6186 nos households in the six (6) Municipal Towns of the Coochbehar District that are yet to be provided access to toilet. In this connection, the request of the District Magistrate, Coochbehar to the Commissioner P&RD Department vide memo no. G/3190/XXIV-16/2016 dated 28.12.2016 (Placed at **CP-284**) and to the Secretary, UD & MA Department vide memo no. G/2960/XXIV-16/2016 dated 01.12.2016 (Placed at **CP-283**) may kindly be perused, where the following synopsis of the number of toilets to be constructed in the 6 municipalities has been mentioned:

Sl No.	Name of Municipality	Total Household	No. of Households with Insanitary Latrine/without Latrine
1	Coochbehar	21203	1366
2	Tufanganj	5426	918
3	Mathabhanga	5538	1296
4	Dinhata	8689	1044
5	Haldibari	3435	866
6	Mekhliganj	3247	696
		47538	<b>6186</b>

After that, he has requested to provide immediate fund support to the Coochbehar District to enable the District Authority to achieve ODF status within the stipulated time.

Now it is being proposed that the Central Share, Matching State Share and the Additional State Share – amounting to total **Rs. 494.30 Lakh** for construction of **6186 nos** of Individual Household Latrine (IHHL) units of **6 Municipalities** – Coochbehar, Dinhata, Haldibari, Mathabhanga, Mekhliganj and Tufanganj, as detailed in table below may be released to the District Administration of **Coochbehar**:

District	Targeted No. of IHHL units	Central Share (@ Rs.4000/)	Matching State Share (@Rs. 1333/-)	Additional State Share (@ Rs. 2657/-)	Total to be Released
		(in Rs. Lakh)	(in Rs. Lakh)	(in Rs. Lakh)	(in Rs. Lakh)
Coochbehar	6186	247.44	82.50	164.36	<b>494.30</b>

Placed for kind approval.

(Sujay Mitra)

Poverty Monitoring Expert, CMU

Additional Director, ILGUS  
& Additional State Mission Director, MNB (U)



**Sub: Submission of ULB wise Physical Progress Report of Construction of Latrine, Fund Receive & Expenditure Statement of all components alongwith UC and Refund of excess amount.**

It may kindly be recalled that Nadia District has achieved the status of Open Defecation Free on June 2015 and further North 24 Parganas & Hooghly Districts have achieved the same status on September 2016. For construction of latrines in all the ULBs of the District and undertaking IEC & Capacity Building activities, following amounts were released to the District Administrations from this office on the basis of construction of latrine required, demand generated from initial survey.

1. Nadia District: Rs. 123700000/-
2. North 24 Parganas District: Rs. 780000000/-
3. Hooghly District: Rs. 244936000/-

Now, it has been observed that the actual no. of construction of latrines have been reduced against the targeted no. of each District.

Considering these issues, it is being proposed that the abovementioned District Administration may be requested to refund the excess amount alongwith the following documents:

1. ULB wise Physical Progress Report of Construction of Latrines as per format enclosed at CP-269.
2. Fund Receive and Expenditure Statement of all components as per format enclosed at CP-268 and a Utilization Certificate for necessary reconciliation of the matter

Placed for kind approval. If approved, a draft letter is placed at CP-270 for kind approval.

*Smita* 21.11.16  
(Sujay Mitra)

Poverty Monitoring Expert, CMU

~~Additional Director, ILGUS &  
Additional State Mission Director, SBM (U)~~

may be approved.

*Sw* 21/11/16

*WT* 22/11/16

*Director, SUDA*  
*Asst. Dir. (SBM)*

F/c placed for kind signature.

*Smita* 22.11.16

*WT* 22/11/16

*PMB*  
*22/11/16*  
*Director, SUDA*  
*Asst. Dir. (SBM)*



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NOTE SHEET

SUDA

As per notes & orders at prepage

As approved at prepage, to release the Capacity Building & A & OE fund under Swachh Bharat Mission in favour of Total Sanitation Campaign, Purba Midnapore, a transfer advice for Rs.24,75,000/- (Rupees Twenty Four Lakh Seventy Five Thousand) only is prepared and placed herewith for signature of Additional Director & Financial Adviser, SUDA and Director, SUDA please for onward transmission to AXIS Bank Ltd., Salt Lake Sector-II branch for electronic transfer of fund.

Additional Director  
& Financial Adviser

17-10-16

Waseem  
17/10/16

Director  
EX CCA

WJ  
18/10/16

Add. Director  
and FA, SUDA

To info of memorandum of Swachh Bharat Mission (SBM)  
prepared by signed.

Dr. Subhankar  
24.10.2016

signed.

WJ  
24/10/16

CCA.

We may approve the proposal of Additional Mission Director (SBM) for release of ₹24.75 lakh (Rupees twenty four lakh seventy five thousand only) towards IEC and CB, A&OE components in favour of District Magistrate, Purba Midapur from the fund available under IEC & CB&T components of Swachh Bharat Mission.

A' / IEC - Rs. 15.00 Lakh  
CB and A&OE - Rs. 9.75 Lakh

Director

Wheepala.  
17/10/16.

Fund as proposed at A' above may be released to DM Purba Midnapore towards incurring expenditure related to ongoing SBM(U) Program.

Secretary, M.A. Deptt.  
& Chairman, SUDA

WT  
17/10/16

U.O. No. SUDA: 792/16

Dated: 17-10-16

Pt. 22/2015

Approved.

18.10.2016

Director SUDA

FA

2

CCA

18/10/16



**Sub: Requisition of Fund for IEC Activities under Swachh Bharat Mission (Urban) from Purba Medinipur District**

Memo no. 365/JSH-II/SBM Urban/PMZP/16 dated 20.09.2016 from the Additional Executive Officer, Purba Medinipur Zilla Parishad requesting for release of a sum of Rs. 24.75 Lakh for undertaking activities related to IEC under Swachh Bharat Mission (Urban) placed in file below at **Flag-A** may kindly be seen. In this connection, it may kindly be recalled that so far the following amounts have been released to the individual ULBs in the District for undertaking IEC activities and for Capacity Building including A&OE.

SI No	Name of ULB	IEC (Rs. In Lakh)	Capacity Building & A&OE (Rs. In Lakh)
1	Contai Municipality	4.40	1.00
2	Egra municipality	3.08	1.00
3	Haldia Municipality	5.72	1.50
4	Panskura Municipality	3.74	1.00
5	Tamralipta Municipality	4.40	1.00
	TOTAL	21.34	5.50


No funds have so far been released to the District Administration for undertaking activities under IEC and CB. Now, in consideration of the position stated above and the detailed proposal received from the District Administration for release of funds under IEC and CB & A&OE, it is proposed to release the following amounts in favour of District Magistrate, Purba Medinipur for IEC & CB.

IEC : Rs. 15.00 Lakh  
CB including A&OE : Rs. 09.75 Lakh


If approved, the file may be forwarded to the Secretary, MA Department for kind approval of Hon'ble, MIC, MA & UD Departments.

  
(Sujay Mitra) 17.10.16  
Poverty Monitoring Expert, CMU

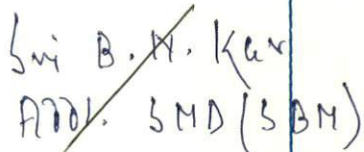
Technical Advisor, SUDA

  
17.10.16

may be approved.

 17/10/16

Pl opine.  17/10/16

  
ADDL. SMD (SBM)

U/O no- 788/16

dt- 17.10.16

Rt- 22/2015

Director, SUDA  
FA



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NOTE SHEET

SUDA

Now, as proposed at 'x' pre-page, we may once again move the HCU, for early release of fund under SBM(V).  
A draft letter is placed herewith for kind approval, which may be issued from SUDA (ILRA).

WT  
14/9/2016

Secretary, H.A. Dept.  
Chairman, SUDA

U.O. No. SUDA: 697/16

Dated: 15-09-16

File - 22/2015

Director SUDA

45.7.16

O.I. no-1590  
dt 16-9-16

Asst. Secy (SBM)  
TA

Signature

Memorandum for release of funds to DMS of four Districts may now be issued as per draft placed in file

Sir B. H. Khar  
Asst. SMD SBM

TH  
20-09-16

✓ 20/9/16

WT  
29/11/16

Dis.  
Secy. mg

TA  
Signature



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## NOTE SHEET

SUDA

SUDA has received Rs. 64.01 cr as 1st instalment of funds<sup>in 2014-15</sup> for four subcomponents of SBM(U). Component wise Utilisation Certificates aggregating amount to Rs. 59.86 cr. has already submitted to GoI vide this office memo no. SUDA-22/2015/836 dt. 11.06.2016. This office has requested in several occasions to Govt. of India to release the 2nd instalment. Govt. of India recently requested to send the copies of previous UCs again to Govt. of India for their actions.

Accordingly we may send the copies of UCs previously sent to Govt. of India along with forwarding letter as per draft placed in the file.

Additional Director  
ILGUS  
Additional Mission  
Director (SBM-U)

BW  
07/09/16

Mukherjee  
07-09-16

Director, SUDA

For  
Mukherjee

Note above. As stated we have already submitted component-wise UCs of 1st instalment of fund (50%) released by Ministry of Urban Development, GOI for the financial year 2014-15 under SBM(U).

(Contd. to next page)



Memo No. 4057 dated 27-08-16 from Chairman, Hooghly-Chinsura Mpty., addressed to HNIC, MA & UD Deptt. in connection with setting up of Waste to Energy Plant.

As per latest order, preparation of DPR and implementation of SWM projects in KMA ULBA will be the responsibility of KMDA. We may accordingly request H.C. Mpty. to get in touch with KMDA.

~~Addl. SMD (SBM)~~

14  
09-09-16

May be approved.

14/9/16

Director, SUDA

~~Addl. SMD (SBM)~~

~~FA~~  
~~14/9/16~~

14/9/16

The draft below may pl. be processed in appropriate file. ~~A suitable draft~~ please.

14  
29-09-16

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Dr. Mitra  
PME CHU.

f/c placed for kind signature.

14  
3.10.16

~~Director, SUDA~~

~~14/9/16~~

14/9/16



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## NOTE SHEET

SUDA

As per notes and orders at NSP-29 and prepage

As approved at prepage, to release the fund towards IEC component under Swachh Bharat Mission in favour of 04 (four) nos. of District Magistrates, a transfer advice amounting to Rs.70,00,000/- (Rupees Seventy Lakh) only is 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 fund.

Additional Director  
& Financial Adviser

Director

J.S.

FA

Transfer advice may be. see signed.

16/08/16

17/8

17/8

D.O. No. MD-SBM/RS/19/2016 dated 07.07.2016 from Jt. Secy. E' Mission Dir, SBM, Min. of Urban Dev., Govt. of India placed in file in connection with uploading of IHL constructed in the ULB since 2011 may kindly be seen.

Copies may be forwarded to all ULBs as per draft placed in file.

11/01-09-16

May be approved.

24/8/16

24/8/16

Sd/- B.N. Kar  
Addl. SMD  
SBM

Director, SUDA

Addl. MD (SBM)

O.I no 1427



-30-

We have received ₹668 lakh from Government of India and ₹222.66 lakhs from Government of West Bengal totalling ₹890.66 lakhs during the Financial Year 2015-16 towards Swachh Bharat Mission (SBM) on information, Education and Communication (IEC) Component.

So far SUDA has released ₹705.05 lakh under IEC components to 125 ULBs during the year.

Hence, we may approve the proposal of TA, SUDA for release of ₹70.00 lakh towards IEC components to four Districts as under from the fund available under IEC components of Swachh Bharat Mission.

Rs. In lakh

Sl. No.	District	Central Share	State Share	Total
1	North 24 Parganas	15.00	5.00	20.00
2	South 24 Parganas	15.00	5.00	20.00
3	Burdwan	15.00	5.00	20.00
4	Hooghly	7.50	2.50	10.00
Grand Total		52.50	17.50	70.00

Director

*Wheegula*  
10/08/16.

fund as proposed above may be released to the concerned DM's for incurring expenditure under IEC activities of Mission Nirmal Bangla (SBM-U).

*WJ*  
10/8/16

Secretary, M.A. DCA  
Chairman, SUDA

U.O. No. SUDA: 574/16

Dated: 11-08-16

12.22/2015

Director SUDA

FA  
CCA.  
WS  
16/8/16.

*E*  
11.08.16



**Sub: Release of funds under IEC to District Administrations of Burdwan, South 24 Parganas, North 24 Parganas and Hooghly.**

Memo No. 218/MNB(NZP) dated 27.07.2016 from District Magistrate North 24 Parganas and no. 244/MA/1-41/16 date 01.08.2016 from Additional District Magistrate, Burdwan in connection with the above subject placed in file below may kindly be seen.

It may kindly be recalled that recently the Districts of Burdwan and South 24 Parganas have been prioritised for declaration as ODF and 1<sup>st</sup> instalment of funds for construction of IHHL in the Urban Local Bodies (ULBs) of the Districts has since been released. Simultaneously, with construction of toilets it is considered necessary that in the ULBs as well as in the District level appropriate IEC activities are undertaken for generation of public awareness so that the ODF endeavour can sustain.

The District Magistrate North 24 Parganas has requested for release of Rs.30.00 lakh for IEC activities in the ULBs of the District. It may be recalled in this connection that SUDA earlier released funds for IEC to all ULBs across the state and also Rs.15.00 lakh to North 24 Parganas separately. However, as requested we may release Rs.20 lakhs to North 24 Parganas now. Further, another sum of Rs.10 lakhs may be released to Hooghly District in addition to Rs.10 lakhs released to them recently for IEC activities.

Summing up, it is proposed that the following funds be released to the District Administration of Burdwan, South 24 Parganas, North 24 Parganas and Hooghly for taking up IEC activities in the District level as well as in the ULBs.

Rs. in lakh				
Sl. No.	District	Central Share	State Share	Total
1	North 24 Parganas	15.00	5.00	20.00
2	South 24 Parganas	15.00	5.00	20.00
3	Burdwan	15.00	5.00	20.00
4	Hooghly	7.50	2.50	10.00
Grand Total		52.50	17.50	70.00

If approved, the proposal may be forwarded to M.A. Department for consideration and approval of competent authorities.

Director, SUDA

*[Signature]*  
TUO, SUDA 10/08/16

*[Signature]*  
Technical Advisor, SUDA.

10.08.16

FA

Pl opine  
*[Signature]* 10/8/16



## NOTE SHEET

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SUDA

As per notes and orders at NSP-26 & prepage

As approved at prepage, to release the funds in favour of District Magistrate, Burdwan & South 24 Parganas for construction of IHHL under Swachh Bharat Mission (SBM), a Transfer Advice for **Rs.43,94,40,000/- (Rupees Forty Three Crore Ninety Four Lakh Forty Thousand)** only is prepared and placed herewith for signature of Additional Director & Financial Adviser, SUDA and Joint Secretary, M.A. Department please for onward transmission to Axis Bank Ltd., Salt Lake, Sec-II branch for electronic transfer of fund.

Details of Fund now released is as follows –

Name of the Payee	Central	State	Addl. S.S.	Total
Additional Executive Officer, Bardhaman Zilla Parishad	163890000	54658000	0	218548000
Additional Executive Officer, South 24 Parganas Zilla Parishad	165648000	55244000	0	220892000
<b>T o t a l</b>	<b>329538000</b>	<b>109902000</b>	<b>0</b>	<b>439440000</b>

Additional Director &  
Financial Adviser

J.S.

Accepted  
04/08/16

W

Add. Director  
and  
FA, SUDA

Director

XX

To intimate the concerned district, H/C and DC are put up  
signature of Addl. Director and FA, SUDA  
please.

Prasanna  
05.08.2016

Memorandum may be signed.

W  
05/08/16

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05/08/16

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05/8/16



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NOTE SHEET

SUDA

FA may be fine -

FA

The proposal of Additional Mission Director, SBM at pre page for release of Rs.4394.40 lakh (ACA Rs.3295.38 lakh and State Share Rs.1099.02 lakh) to two districts viz Burdwan and South 24 Parganas for construction of IHHL under Swachh Bharat mission (Urban) may be considered for approval.

Since there is insufficient ACA fund under IHHL component, the same may be funded from the available fund under Compactor Component (Additional State Share) of SBM which will be replenished on getting the ACA for Government of India under IHHL.

Director

28/7/16

Proposal at A' above may be considered and fund as proposed may be released to DM, of Burdwan and South 24 Parganas for onward transmission to ULBs concerned, with the concurrence of Hon'ble MEC, MA & UD Deptt, if approved.

U.O.No.SUDA: 539

Dated: 29.7.16

SODA - 27/8/15

Secretary, MA & UD Deptt  
& Chairmen, SUDA

28/7/16

May be approved. DMs to utilise funds as per Mission Himmat Bangla initiatives.

29.07.16

2/8/16

HMIC  
SUDA  
FA  
2/8/16

CCA  
13/08/16



**Sub: Release of funds to District Magistrate Bardhaman and South 24 Parganas for construction of IHHL with the objective of declaring the ULBs in the District ODF**

It may kindly be recalled that a proposal for allotment and sanction of Additional State Share for 2,91,945 units of IHHL in 15 ULBs in Bardhaman and South 24 Parganas District as well as in 14 standalone AMRUT towns was moved to the MA Department for obtaining approval and concurrence of the Finance Department vide UO No. 489/2016 dated 21.07.2016 in File No. SUDA-116/2016.

Meanwhile, pending response from the Finance Department regarding Additional State Share and considering the urgency of the matter, it is proposed that 50% of Central Share and 50% of matching State Share may be released to District Magistrates, Bardhaman and South 24 Parganas as per the following details :

Rs. in Lakhs


District	No. of units	50% of Central Share (@Rs. 2000)	50% of Matching State Share (@Rs. 667)	Total to be released
1	2	3	4	5
Bardhaman	81945	1638.90	546.58	2185.48
South 24 Parganas	82824	1656.48	552.44	2208.92
<b>Grand Total</b>	<b>164769</b>	<b>3295.38</b>	<b>1099.02</b>	<b>4394.40</b>


It may be mentioned in this connection that an amount of Rs. 71.57 Crore (Rs. 18.05 Crore in 2014-15 and Rs. 53.52 Crore in 2015-16) has been received as first instalment of Central Share for IHHL so far. Against receipt of this amount as Central Share, the progressive expenditure as on date works out to Rs. 58.72 Crore leaving a balance of Rs. 12.85 Crore only of Central Share. The present proposal involves a Central Share of Rs. 32.95 Crore (1<sup>st</sup> instalment) indicating that there is a deficit of (Rs. 32.95 Crore – Rs. 12.85 Crore) Rs. 20.10 Crore in available Central Share which may be adjusted from a suitable fund balance available with SUDA. Meanwhile, it is necessary to move Government of India for further funds (2<sup>nd</sup> instalment) along with Utilization Certificate. There is also be a shortfall in the Matching State Share which will have to be adjusted similarly.

If approved, the amounts stated in Column 5 of the above table may be released with clearance from competent higher authorities.

Release of funds to standalone AMRUT towns is being taken up separately.

B.N. Kar  
Addnl. Director,  
ILGUS

  
B. Das 28/07/16  
TUO

  
S.K. Mukherjee  
TA

28-07-16

Proposal for release of funds to above two districts which have been taken up for ODF in the current financial year may be approved.

28/7/16

Director, SUDA



## NOTE SHEET

SUDA

Notes foregoing.

Office Memorandum No. 20/1/2016-SBM-I dated 18.07.16 on Revision/Modification on operational Guidelines of SBM may be circulated to all DMS and ULBS as per draft placed in file.

Further, the Ready Reckoner for ULBS for ODF Declaration received from MOUD, GOI may be circulated to all ULBS and DMS of the three prioritised Districts as per draft placed in file.

*[Signature]*  
22.07.16

Sri B.N. Kar  
Asst. Dir

Dir.

May be approved.

*[Signature]*  
22/7/16

*[Signature]*  
22/7/16

Director, SUDA  
TR

Office issue no. 1096 dt. 22.07.16 and  
1097 dt. 22.07.16

*[Signature]*



Communication as received from ADM(A)

Letter 24 pgs regarding workshop on Urban Sanitation on 28<sup>th</sup> July at 12:00 noon may kindly be perused.

For information to CE, MED to nominate concerned Supt. Engineer, draft letter is placed in the file for approval.

Director  
W

21/7/16

WJ

Revised/Modified Operational Guidelines of Swachh Bharat Mission (U) may be sent to the Chief Engineer, MED for his information and further course of action as per draft placed in the file.

Technical  
Adviser

21/07/16

The O.M. of GOI may be sent to C.E. MED as delineated as per draft placed in file.

21-07-16

Director

Signed. Also it circulate to all DCS / DMs

Adl. H. S. B. S.

WJ

S. Mukherjee, TA

It circulate, as directed.

22/7/16



Communication as received from Adell. District Magistrate, South 24 pgs regarding 14,563 nos. of toilet constructions to achieve the ODF District status may kindly be perused.

However, from the reports as received from the UO's under S-24 Districts it appears that, total finalized figure of -

- i) Mandatory latrine - 73,218
- ii) No latrine facility, - 12,008.  
alternative system

But, in the communication, it reflects the figure is 14,563.

Draft letter is placed in the file for your kind perusal and approval.

11/7/16

Draft for kind consideration.

11/12-07-16

11/07/16

Kindly issue and despatch.

11/12-7-16

O.I.-NO-1000

11-13-07-16

Office

Dir  
11/12-7-16



D.O. No. 58/SBN/79/2016,  
58/SBN/80/2016 and 58/SBN/81/2016  
all dated 19-06-2016 from Joint  
Secy. and Mission Director, SBN,  
Min. of UD, Govt. of India placed  
in file below may kindly be seen.  
The D.O. letters in connection with  
the aesthetic clearance Drive for the three  
forwarding 16-30 June, 1-15 July and  
16-31 July, 2016 may be sent to all  
UDA as per draft placed in file with  
approval of Secretary, M.A.

Director

IX

O.I. no - 907

dt - 21-06-16

W. M. S. / 4

22-06-16

W. M. S. / 4

24/06/16  
24/06/16  
24/06/16



e-mail dt. 26.05.2016 from Under Secretary, MoUD, GOI in connection with release of further funds for CB and A&OE under SBM placed in file may kindly be seen.  
A reply may be seen to GOI along with the checkist duly filled in and draft placed in file.

and  
03/06/16

Mukherjee  
03.06.16

O.I. no- 804 dt 07-06-16.

Can we prepare separate U.C.s for IEC and CB to facilitate GOI to release funds on these two heads for 2016-17?

14  
07.06.16

Separate UCs for four sub-components i.e. i) IHL & CT, ii) SWM, iii) IEC and iv) CB & A&OE for the central funds received in 2014-15 may be sent to the GOI as per draft placed in the file.

and  
11/06/16

Mukherjee

11.06.16  
11/6/16

Director

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Technical Adviser.

Director

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NOTE SHEET

SUDA

Later -

As desired by <sup>the</sup> M-A Dept. suballotment of the Additional state share for compactors (stationary and Moveable with station) for the Municipal Corporations, Municipalities and NAAs has been prepared and with approval of Director a copy has been mail to J.S., MA Dept.

~~Minister~~

This is for kind information and records.

Bd  
18/01/16

Director

PA

Two  
14  
20-01-16

Mukhey  
18-01-16

18/01/16

Communication as received from DM, North 24 pgs regarding request meeting in connection with activities of Mission Prasang Berge in Urban areas in North 24 pgs Dist. may kindly be perused.

Draft letter is placed in the file to communicate to all ULB's about the meeting scheduled to be held on 23<sup>rd</sup> February, 2016 at SUDA Conference Hall at 2:30 pm.

Director

Placed for approval.

18/2/16

Discussed with Director.  
A revised draft is placed in file for kind approval.

Dir/PA

Two  
14  
25-02-16  
25-02-16  
350  
19-02-16

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19-02-16  
19/02/16



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## NOTE SHEET

SUDA

As per notes and orders at prepage

As approved at prepage, to release the additional state share under Swachh Bharat Mission (SBM) to the District Magistrate, Nadia District, a Transfer Advice for Rs.5,70,30,740/- (Rupees Five Crore Seventy Lakh Thirty Thousand Seven Hundred Forty) 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, Sector-I branch for electronic transfer of fund.

F.O. &  
Ex-Officio J.D. (Fin.)

The Transfer advice for Rs.5,70,30,740/-  
in favour of DM, Nadia may kindly be  
signed. 14/01/16

Dir. SUDA  
Jt. Secy. M.A. Deptt.

F.O. &  
Ex-Officio J.D. (Fin.)

WT  
mlqub

14/1/16

Now that the e-Tenders for both Stationary and movable Compactors have been finalised and Work order issued, it is necessary to move the M.A. Deptt. for allotment and sanction of the required Additional State Share.

A proposal for sanction and release of Rs 92.66 Cr. as Addl. State Share with detailed computation is placed in file for approval.

T. Mukherji  
18.01.16

Director

Bd  
18/01/16



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## NOTE SHEET

SUDA

It may kindly be recalled that 12,220 nos. of Individual House Hold Latrines were constructed in 10 Urban Local Bodies of Nadia District with an objective to declare the District Open Defecation Free. The unit cost of latrines was Rs. 13,000/- with fund sharing as stated below:

Govt. of India	:	Rs. 4000/-
Matching State share	:	Rs. 1333/-
ULB share	:	Rs. 2000/-
Beneficiary share	:	Rs. 1000/-
Additional State share	:	Rs. 4667/-
<b>Total</b>	:	<b>Rs. 13,000/-</b>

Now, SUDA had earlier released Rs. 488.80 Lakh as Central share and Rs. 1,62,89,260/- as matching State share for the 12,220 units in question in favour of District Magistrate, Nadia under Swachh Bharat Mission.

A proposal was moved to the MA Department for release of an amount of Rs. 5,70,30,740/- as additional State share to meet the cost of construction of the IHHL units in the ULBs of Nadia District. The MA Department has since allotted the said sum of Rs. 5,70,30,740/- and placed the same at the disposal of Director, SUDA vide GO No. 276(Sanction)/MA/P/C-10/1G-1/2015 dated 30.11.2015 (copy placed below for ready reference).

The above amount may now be released to District Magistrate, Nadia in full and final settlement of admissible funds to be released from SUDA.

A suggestive Memorandum of release is also placed in file for consideration and approval.

Director

FA

S. Mukherjee

(S.K. Mukherjee)

Technical Adviser

07.01.16

Pl opine.

WT 8/1/16

Proposal for release of fund of Rs. 5,70,30,740/- to DM, Nadia as above may pl. be approved. Also the letter placed at CP may pl. be signed.

Director

FA

S.O.

CCA 14/1/16

08/01/16

WT 8/1/2016

13/1/16



(C) Vetted estimates for Individual Household Latrine and Community Latrines


As desired by Finance Department a copy of estimates prepared by Municipal Engineering Directorate for two pit pour flush latrine with 75 mm thick brick work prepared by Municipal Engineering Directorate as per PWD SOR-2014 for Rs. 20, 765 per unit is placed in file.

As regards Community Latrine the prescribed rate of Govt. of India per seat is Rs. 65,000/-. An estimate for six seater latrine complex is under preparation in the ME Dte. The estimated cost will be of the order of Rs 3.90 Lakhs.

(D) Locating appropriate budgetary h/a with budgetary provision for bearing the proposed State share/Additional State share

Actions on the above point may be taken by the Administrative Department.

Director

  
J. Mukherjee  
15/10/15  
15/10/15

In pursuance of query of Finance Deptt at NSP-14, further clarifications as desired are furnished at NSP-16 & 17 above which may be considered. It may be mentioned that District Magistrate of Hooghly and North 24 Parganas had conducted meetings with the ULBs and others recently and requested to take appropriate action for urban areas for construction of sanitary toilets including conversions from insanitary/pit latrines to sanitary latrines. Also, Ministry of Urban Development, GOI, reviewed the program of Swachh Bharat Mission (Urban) and requested to construct individual household toilet as well as community and public toilet as per target. In view of above, Finance Deptt may be moved to consider the matter so that State share/Additional State share fund is available to State SLNA(SUDA) early for implementation of programme.

  
15/10/15

U. O. No. SUDA: 23/16  
Dated: 23/01/16  
Principal Secretary  
M. A. Deptt  
Chairman, SUDA



DRAFT

Observations of Finance Department on NSP 14

**(A) Unit rate of IHHL**

As regards construction of Individual Household Latrines in 10 Urban Local Bodies in Nadia District with the objective of rendering the district open defecation free, it may be stated that latrines under the program in Nadia were constructed through Sanitary Marts (self-help groups) and as such the units could be constructed at Ra 13,000/- as the profit element was absent. Also, it may be stated that the specification for the units adopted in Nadia was different from the same proposed for other districts at a cost of Rs 20,000 per unit as may be seen from the observations of Chief Engineer, MED vide enclosure of his Memo No. ME/1771/3S-1A/02 Pt-XI dated 13.10.2015 (placed in file below).

In our proposal for adoption in other districts the unit rate of Rs 20,000 has been proposed as the availability of Sanitary Marts in those districts cannot be ensured. Agencies may be required to be engaged for the purpose. Further, as recommended by Chief Engineer, MED it is proposed to adopt the model design prepared by MED, a copy of which along with estimate is placed in file as desired by Finance Department.

**(B) Number of IHHL units to be constructed during Mission period**

It is clarified that as per scheme Guidelines of Swachh Bharat Mission the number of IHHL to be constructed comes to 8,39,997 as per the following break-up:

1.	80% of no. of Households going for open defecation	80% of 2,99,574	2,39,659
2.	60% of no. of Households having pit latrines	60% of 7,56,885	4,54,131
3.	100% of no. of Households having insanitary latrines		36,641
	<b>Total</b>		<b>7,30,431</b>

Increased by 15% for the year 2015-16 = 8,39,997

However, in the year 2014-15 State Urban Development Agency conducted a detailed survey of insanitary latrines (through the concerned municipalities) in the Urban Local Bodies of the State. The findings of the survey has since been finalized. The Urban Local Bodies have been advised once again for a verification/validation of the numbers where after the realistic figures of IHHL to be constructed to render the towns open defecation free will be ascertained.



Notes prepage.

As discussed, C.E. M.E. Dte.  
may be requested for materials  
for reply to E.D.'s observation.  
The draft below may issue.

—M  
01-10-15

Dip.  
TR

O.I.-no - 1327  
dt - 01/10/2015

wt  
8/10/15

Memo No. 301(20) - C dated 07.10.15 from  
District Magistrate, Hooghly requesting  
for SUDA's participation in the mtg.  
on SWM (urban) in Chinsura on  
09.10.15.

CE, MED may be requested to  
depute E.E. Hooghly Divn. MED to  
attend the meeting.

—M  
08-10-15

Director

TR

O.I.-no - 1375.  
dt - 8-10-2015

wt  
8/10/15



Administrative Deptt. may be requested to clarify the following infirmities in the proposal.

(A) Administrative Deptt. may clarify as to why for Nadia District, the estimated unit cost of an IHHL has been taken to be Rs.13,000/- only (out of which Rs.2000/- and Rs.1000/- respectively are being borne by the ULB and the beneficiary) whereas for other ULBs, the estimated unit cost of an individual household latrine has been taken to Rs.20,000/- only per unit (out of which beneficiary and ULB will bear Rs.2000/- each), for which Rs.63 crores more will have to be borne by the State.

(B) Administrative Deptt. may also clarify as to what will be the exact number of IHHL units to be constructed during the Mission period upto 2019 since it is mentioned as 11,88,164 at NS Page No.10 within but in Annexure-A has been given as 8,39,997.

(C) Administrative Deptt. may also furnish vetted estimates/breakups for their proposed unit cost of construction of individual House Hold Latrine (IHHL) and Community Toilets in support of their proposal.

(D) Administrative Deptt. may also locate appropriate budgetary h/a with budgetary provision for bearing the proposed State Share, including the additional State Share.

Sd/- H.K.Dwivedi,  
09.09.2015.

To  
Municipal Affairs Deptt.,

*h*  
09/9/15  
S.O. Finance Deptt.

*Der, SUDA to clarify  
accordingly as per observation of  
FD at 'A' 'B' & 'C' above -  
mag  
17/9/15*

*Der*

*IA  
TVO*

*Pl mt up*

*h 21/9/15*



- 13 -

the concerned districts can be made ODF district. selection of district may be done on the basis of proposal received from the District Magistrates. For, the year 2015-16, a total of Rs  $(93.34 + 14.63) = 107.97$  crores may be provided as state share for individual household latrines and community latrines. If approved, AD may be requested for consideration & approval.

me  
28/8/15

Chief Secy

800  
28/8

fg

Per secy & prd wh  
↓  
31/8

Is (G.R.)

✓  
31/8/15

~~IS (R)~~

~~SOA/DA(R)~~  
31-08-15



Notes from NSP-10 may kindly be perused and earlier discussions held in the Chamber of Principal Secretary, M.A. Department on 12.08.2015 regarding Additional State liability for implementation of Swachh Bharat Mission in Urban areas may kindly be recalled. Accordingly, a detail estimate has been made computing the financial liability as Matching State Share and Additional State Share in respect of construction of Individual Household Latrines (IHHL) and Community Latrines based in urban areas on data of Census 2011 which may be seen at Para-A to F at NSP-10 & 11. However, the actual requirement of latrines will emerge from the findings of the current survey of insanitary latrines. It may be seen that the tentative estimate have been made taking the unit cost of IHHL as Rs. 20,000/- and cost per seat of community toilet as Rs. 65,000/- as indicated in the SBM (U) Guidelines issued by Government of India. It has been indicated that during Mission Period upto 2<sup>nd</sup> Oct, 2019, the gross liability of State Government will be around Rs. 1008 crore for IHHL (Para-C) and Rs. 35.71 crore for community toilet (Para-D) i.e. **total Rs. 1043.71 crore**. The financial liability for other major component i.e. Municipal Solid Waste Management has not been included which has been taken up separately. Accordingly, the Additional State liability for the current year i.e. 2015-16 has also been worked out which comes to Rs. 93.34 crore for IHHL and Rs. 14.63 crore for Community Toilets i.e. **total Rs. 107.97 crore** (details may be seen at Annexure-A placed at C.P. side).

In view of above, in principle approval may be accorded for implementation of two components i.e. construction of IHHL and construction of Community Toilets in all the ULBs across the State (except 10 ULBs of Nadia District where IHHL has already been constructed with Financial Support from SBM and State Government). Other proposals at Para-G & H may also be approved.

Principal Secretary,  
M.A. Deptt, GoWB  
& Chairman, SUDA

*WT* 26/8/15  
Director, SUDA

U.O. No. SUDA: 203/15

Dated 26-08-15

File- 22/2015

The total fund requirement and funding pattern may kindly be seen at para - B' and - C' on NSP-10. In case the funding pattern is not revised by GOI, then State Govt. will have to provide for the additional fund required.

The project of construction of Sanitary latrines may be taken up district wise, as was done for Nadia district, so that



the Central Share is Rs. 26,000/- and the regular State Share is Rs. 8,666/- (one third of Central Share as per Guidelines). This leaves the State exchequer with an additional liability of Rs 30,334/- per seat for which the Additional State liability will be of the order of Rs 35.71 Crore for the Mission period. Thus the total liability (regular and additional State Share) for 11773 seats will work out to the order of Rs. 45.91 Crore. The M.A. Department may also be requested to locate a suitable source for this additional resource for construction of Community Toilets.

As regards current Financial Year (2015-'16) the target for IHHL is 90,000 out of which 12,220 units were constructed in 10 ULBs in Nadia District by July 2015 to render the District ODF. Thus the remaining target for the current Financial Year is 77,780 units. The Additional State liability for 77,780 units is Rs. 82.97 Crore and the gross total liability including the regular State Share is Rs. 93.34 Crore. It may be pointed out in this connection that **the M.A. Department has been requested separately to arrange for the Additional State liability of Rs. 5.70 Crore for 12,220 units.**

For Community Toilets in the current Financial Year (2015-'16) the target is 3750 seats and the Additional State liability would work out to Rs. 11.38 Crore and the gross total liability including regular State Share is Rs 14.63 Crore. The position is furnished in a tabular form marked Annexure 'A' and placed in file below.

In this connection for proper sensitization of the ULBs to implement this programme, it is suggested that copies of the Scheme Guideline of Swachh Bharat Mission alongwith other relevant advisories received from Govt. of India from time to time be circulated to the ULBs for their records and reference. It is also proposed that briefing meetings be organized with the ULBs across the State in batches for better preparedness of the ULBs for implementation of the programme.

Both for Individual House Hold Latrines and Community Toilets (6 seater – 3 for male and 3 for female) the MED may be requested to prepare detailed plans and estimates (Rs. 20,000/- for Individual House Hold Latrines and Rs. 3,90,000/- for a 6 seater Community Toilets) to be adopted in the implementation of this programme.

*Biswanath Das* 26/08/15  
(B.Das), TUO

*S.K. Mukherjee*  
(S.K. Mukherjee), TA

26-8-15



**Sub: Requirement of Additional State Share for implementation of the component of Individual House Hold Latrine (IHHL) and Community Latrine under Swachh Bharat Mission**

It may kindly be recalled that in the original Concept Note submitted to Govt. of India in February 2015 there was a proposal for construction of **11,88,164 IHHL** (including conversion pit latrines and insanitary latrines into sanitary latrines) (projected figure for 2019). A copy of the Concept Note submitted to Govt. of India is placed below for ready reference.

Similarly, based on the Guidelines of Govt. of India it was proposed in the note that **11,773 nos of seat of Community Toilet** will be required to be provided by 2019.

In the said Concept Note it was proposed that **90,000 IHHL** would be taken up for construction in the Financial Year 2014-'15. The proposed target for Community Toilets for Financial Year 2014-'15 was fixed as **3750 seats**.

Against this Concept Note the Govt. of India released a sum of Rs 64.01 Crore for Individual House Hold Latrines as well as other components under Swachh Bharat Mission in February 2014. As the said Central funds along with matching State Share could be placed at the disposal of SUDA only in July 2015, (after observing procedural formalities like opening of a Head of Accounts etc.) the target for 2014-'15 is taken as the target for 2015-'16.

It may also be recalled in this connection that in a meeting held in the Chamber of Principal Secretary on 12.08.2015, it was decided that all the ULBs (125 nos.) across the State will be covered for construction of Individual House Hold Latrines (IHHL) and the nos. to be constructed will be proportional to the number of House Holds without latrines and those with insanitary and pit latrines in these towns. It was also tentatively decided that out of an estimated unit cost of an Individual House Hold Latrine of Rs. 20,000/- while the beneficiary and the concerned ULB shall pay Rs. 2,000/- each, Rs. 4,000/- will be available as Central Share and Rs. 1,333/- (one third of Central Share as per Guidelines) as regular State Share. Thus there will be a shortfall of Rs. 10,667/- per unit which the State Government will be required to provide either from other suitable Head in the State Plan Budget or Supplementary Budget Provision.

In consideration of the proposed funding pattern suggested in the foregoing paragraph, the additional liability of the State Government for IHHL (80% of 299574 + 60% of 756885 + 100% of 36641 i.e. 730431 increased by 15% for the year 2015-16 = 839997) works out to Rs. 896.03 Crore during the Mission period. The M.A Department may now be requested to obtain in-principle approval of the additional liabilities of Rs. 896.03 Crore in addition to regular State share of Rs. 111.97 Crore. In other words, the gross liability of the State Government will be of the order of Rs. 1008.00 Crore for Individual House Hold Latrines.

As regards Community Toilets (CT), it was proposed in the Concept Note that 11773 seats would be required to be constructed during the Mission period. For Community Toilets against an estimated construction cost of Rs. 65,000/- per seat



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## NOTE SHEET

SUDA

You may kindly see the foregoing notes. He may also kindly remain present in the meeting.

IM  
06-08-15

Tyo

Seen - O.K.  
BS

A ~~forwarding~~ proposal for release of Rs. 5,70,30,7402 was forwarded to M.A. Dept. earlier vide this office memo no. SUDA - 22/2015/646 dt. 22-06-2015. A reminder to M.A. Dept. may be issued as per draft placed in file.

BS  
13/08/15

Director

TA

V. Mukherjee

13-08-15

WJ  
13/8/15

Tyo  
IM  
19-08-15

BS  
14/08/15



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NOTE SHEET

SUDA

A broad policy level decision regarding coverage of towns under SBM may be taken at appropriate level for which the H.A. Dept. has already been requested.

Further, in the present case the unit rate has been worked out with septic Tank (Rs 54206/-) while under SBM, the two pit design is being adopted. We may seek for comments of MED regarding the proposal of the Hpty.

V. Mukherjee  
28-07-15

Director

Note above.

As proposed at 'A' above, a policy level decision may be taken regarding coverage of towns under various components of SBM during 2015-16.

Further, as proposed at 'B', policy decision at 'A' above, CE HBD may be requested to examine the proposal of Agansal Municipal Corporation (proposed by AGM Agansal) in the DPR of Insanitary latrine and no latrine.

W. S. S. S.

Principal Secretary  
H.A. Dept.  
& Chairman, SUDA

H. Sec & purrnp

me  
3/8/15

U.O. No. SUDA: 215/15

Dated: 31-07-15

Ref: 22/2015

JS (MC)

Let note above. Let us have a detailed meeting on institutional mechanism of SBM at ~~1000~~ mi chamber of H.A. where various issues can be sorted out. A suitable date may kindly be indicated so that preparatory proposal may be outlined in this department in a meeting with the department. 10/8/15 at 3pm me 178

Ref: MA

JS (MC)  
Director SUDA  
TA  
Pl. account of DA in presentation with report 26/8/15

me  
4/8/15



(7)

Communication as received from ADM, Asansol and Administrator of erstwhile Kulti Municipality (presently comes under Asansol MC) regarding DPR as prepared by erstwhile Kulti Municipality for construction of sanitary latrine.

Incidentally, it may be mentioned here that, after conducting Comprehensive Survey to house to house as per prescribed guideline of SUDA, total no. of Insanitary latrine 2102 & No latrine within the premises 23,803 were identified. Since, the survey outcome is ~~slightly~~ higher compared with the Census-2011 figure, we have requested Asansol Municipal Corporation to further verify the list involving the respective Executive Engr. of MED for proper classification of Insanitary latrine. After ratification of the list by Town level Committee Draft List will be published for inviting claims & objections and finalization of list thereof.

Matter placed for your ~~so~~ kind perusal and suitable opinion.

✓  
26/7/15

TA

Notes foregoing.  
From the letter of Administrator, Kulti Mpty. it is not explicit if the Mpty. is requesting for funds for construction of 2412 nos. of Household latrines and conversion of another 2041 insanitary latrines under SBM.



Discussions held in the chamber of Principal Secretary, M.A. Deptt., on 19.06.2015 in the presence of Joint Secretary, M.A. Deptt., may kindly be recalled.

It was decided that amount required for construction of 12,220 Individual House Hold Latrines (IHHL) in 10 ULBs in Nadia District beyond admissible Swachh Bharat Mission (SBM) funds (Central and matching state shares) will be provided by the state Government from an appropriate head under the State Plan Budget.

Accordingly, the draft below may issue requesting the Deptt. to release Rs 5,70,30,740/- to District Magistrate, Nadia direct under intimation to SUDA as per draft placed.

Bd  
22/06/15

V. Mukherji  
22.06.15

Wt  
22/6/15

Director  
IX

Wt  
IM  
29.06.15

Bd  
29/06/15



Communications as received from  
 (a) Member, Board of Administrator, Assam Municipal Corporation & (b) Chairperson, Kalimpang Municipality, regarding placement of fund for construction of individual Toilet & Public Toilet, may kindly be perused.

a] Total requirement of fund for construction of provisioned 5000 households would be around Rs. 12.5 Crore. Incidentally it may be mentioned here that, Assam Municipal Corporation is presently conducting Comprehensive Door to Door survey for identification of Insecure Latrine/No Latrine facility as per prescribed guidelines from SUDA. Draft list as well as final list of Insecure Latrine/No Latrine facility yet to be prepared by SUDA due to non-submission of survey forms.

b] Total requirement of fund for construction of Public Toilet would be 72.10 Lakh, duly vetted by MED, Siliguri Division. It is mentioned here that, Kalimpang Municipality completed the survey of Insecure/No Latrine for which ~~the~~ Draft list will be prepared shortly for meeting claims and objections for finalising the list.

a) & b) placed for your kind perusal and suitable opinion regarding release of fund.

Tech. Adviser

19/6/15



Communication as received from Ministry of Urban Development, Govt. of India vide its D.O. No. 7/1/2015-SBM dated 24<sup>th</sup> March, 2015 addressing to the Principal Secretary, U.D. Deptt. may kindly be reviewed.

A new website for Swachh Bharat Mission has been launched and login credentials for all the ULB's have been received for further action.

Draft letter to intimate User-ID & Password details has been prepared and placed in the file for approval.

27/4/15

Note above.

The draft appears to be in order.  
May issue to all ULBs.

27.04.15

Director

Pl discuss -

WT

TX



Memo No. 44/MA/C-10/1G-7/2014 Pt I dated 19.01.2015 from Special Secretary, M.A. Department enclosing therewith a copy of DO No. Q-16019/1/2014—CPHEEO dated 16.12.2014 from Joint Secretary (UD & MD), Ministry of Urban Development, Govt. of India in connection with providing unique user ID and password to the ULBs for updating ward-level baseline information under SWACHH BHARAT MISSION placed in file below may kindly be seen.

It appears that a video conference was arranged on 26.12.2014 with Secretary (UD) in the Chair with Principal Secretaries of States and all Commissioners/CEOs of ULBs. The outcome and follow up action if any, arising out of the said video conference does not appear to be available at this Office.

However, the spirit of the communication from Govt. of India indicates that an advisory regarding uploading of the information need to be issued to the ULBs in this connection. It would be helpful if Shri S.Gupta, CP helps in preparing a suitable draft to the ULBs.

Director

(S.K. Mukherjee)

Technical Advisor

21-01-15

Director discussed with Pr. Secy. on  
22-01-15,

Action may pend for the moment  
May be filed after Director has  
seen.

(S.K. Mukherjee)

24-01-15

As discussed, I put up a draft letter  
reg. A of taking concurrence for capital

28/1/15

Director

30.01  
CP



For the tour programme of two officers from CPHEBO, GOI on SBM on 22nd and 23rd May 2015 some logistic arrangements are required. As per instruction ADM, Azansol may be requested to do the needful in this regard as per draft placed in the file.

Director

tyo  
✓

BN  
21/05/15

BN  
21/05/2015

WT  
21/5/15



Notes & Order from page -

① Matter was Discussed with Director, SUDA and as instructed revised draft is put up in the file for your kind perusal and approval.

Since, the different user-id & Password has been allocated for each of the ULB's, the same may be intimated to all the ULB's with their User-id & Password.

② D.O. Letter bearing No. 4/1/2015-8130 dtd 14/3/15 of Jt. Secretary, Govt. of India may kindly be perused. This is regarding provision of at least one toilet at each public places.

Draft letter is also placed in the file for information to all the ULB's for your kind perusal and approval.

① + ② placed for approval.

Notes foregoing.

Draft on 'A' may issue.

As regards the Advisory of Govt. re: Public Toilets (D.O. letter of J.S. MoUD dt. 11.3.15) in 'B' above, the draft placed in file may issue to all ULBs - but we shall have to take the matter up with them while preparing action plan for SBM which includes Public Toilets as a component.

TA  
Director

14  
13-5-15