

2016

## STATE URBAN DEVELOPMENT AGENCY

## NOTE SHEET

File No. SUDA-91/2016 (PI)

Sub: Status Report of Individual Household Latrine (IHHL) Construction & Its Online Entry in the Portal of Gol under Swachh Bharat Mission (Urban)

It may kindly be recalled that the Secretary, Municipal Affairs Department in the meeting with the Additional Director, ILGUS & Additional Mission Director, SBM and Technology Upgradation Officer, SUDA held on 2<sup>nd</sup> September 2016 in his chamber at Writers' Buildings, directed to submit ULB wise status report of construction of number of Individual Household Latrine (IHHL) and the status of its online entry in the portal of Government of India under Swachh Bharat Mission (Urban) for five Districts – North 24 Parganas, South 24 Parganas, Hooghly, East Midnapore and Burdwan.

In this connection, it is being proposed that the abovementioned Status Report may be collected from the ULBs in each month and for this a specific format may be designed for the ULBs for submitting the information at SUDA in each month.

Placed for kind approval.

If approved, a Format and a draft letter are placed in the file for kind approval.

(Sujay Mitra)

Poverty Monitoring Expert, CMU

Technical Advisor, SUDA

for consideration and approval.

J. Mukherjee

05.09.16

Dr. S. Chakrabarti

WT  
9/9/16

F/c placed for kind approval

Sujay Mitra  
14.9.16

WT

B. M. Kar,  
M. S. D. SBM

Director, SUDA

all to SBM

Dr. Mitra

BM)





## NOTE SHEET



**Sub: IHHL Online Application on Gol Portal**

It may kindly be recalled that the Govt. of India in their portal has developed a system to enter the Applications for Individual Household latrine (IHHL), the photographs of the beneficiaries and finally entering the completion status of IHHL. But in reality it has been observed that a huge gap is there between the online entry and ground level work.

In this connection, it is being proposed to hold a meeting with the ULBs of 3 Districts (North 24 Parganas, Hooghly and East Midnapore).

If approved, at first, a meeting may be called for the ULBs (26 Nos) of North 24 Parganas District on 22<sup>nd</sup> December, 2016 at 12 Noon in the Conference Hall of SUDA.

Placed for kind approval. If approved, a draft letter is placed for approval.

*[Signature]*

S.S.G.GOUS  
PLC, CMU  
14.12.2016

*PM E*

*The above mentioned proposal may kindly be approved.*

*[Signature]*  
14.12.16

*Addl. SMD, SBM(V)*

*It is being proposed that for understanding the status of IHHL online uploading and the activities of M. Torien Minnal Bangla, a meeting may be called for the ULBs of Purba Midnapore District on 17-12-16 at 12 noon at Tanratipto Municipality.*

*Placed for kind approval. If approved a draft letter is placed for calling the Nodal officers of SBM(V) of the ULBs.*

*[Signature]*  
14/12/16

*PM E*

*The proposal may kindly be approved.*

*[Signature]*  
16.12.16

*Addl. SMD, SBM(V)*

*[Signature]*  
16.12.16  
*[Signature]*



**Sub: Technical Training on Online Entry of Individual Household Latrine (IHHL) Construction in the Portal of Gol under Swachh Bharat Mission (Urban)**

It may kindly be recalled that the Government of India in their portal has developed a system to enter the Applications for Individual Household Latrine (IHHL), the photographs of the beneficiaries with the constructed latrines and finally entering the completion status of IHHL.

In this connection, a meeting was held with all the 26 ULBs of North 24 Parganas District on 22.12.2016 at SUDA in presence of the representative of Citizen Service Centre (who has been assigned by Gol for online entry of the IHHL). It has been observed that a huge gap is there between the online entry and ground level work. Further all the ULBs have reported that due to lack of technical knowledge about the online entry they are not being able to understand the process and even could not see the entered data online. It is also felt that due to these reasons a huge gap is persisting between the online entry and ground level work of the ULBs of all the 6 Districts – Nadia, North 24 Parganas, Hooghly, Purbo Medinipur, Burdwan and South 24 Parganas. Finally it has been felt that a Technical Training on online entry needs to be arranged for all the ULBs of 6 Districts for mitigating the problem of huge gap.

Hence, it is being proposed that a Technical Training on online entry for Nodal Officer, SBM(U) and Concerned IT Personnel of all the ULBs of 6 Districts to be provided by the representative/s of Citizen Service Centre (CSC) may be organized in phased manner.

Placed for kind approval.

If approved, the Technical Training for all the ULBs of 6 Districts may be arranged in following manner.

Sl No.	Name of District	Name of ULBs	Date & Time of Training	Venue
1	North 24 Parganas (26 ULBs)	Ashokenagar-Kalyangarh, Baduria, Baranagar, Barasat, Barrackpore, Basirhat, Bhatpara, Bidhannagar MC, Bongaon, Dum Dum, Garulia, Gobardanga, Habra, Halisahar, Kamarhati, Kanchrapara, Khardah, Madhyamgram, Naihati, New Barrackpore, North Barrackpore, North Dum Dum, Panihati, South Dum Dum, Taki, Titagarh	17.01.2017 (10.30 AM to 1.30 PM)	SUDA Conference Hall
2	Nadia (11 ULBs)	Birnagar, Chakdah, Coopers' Camp, Gayeshpur, Haringhata, Kalyani, Krishnanagar, Nabadwip, Ranaghat, Santipur, Taherpur	17.01.2017 (02.00 PM to 5.00 PM)	SUDA Conference Hall
3	Hooghly (13 ULBs)	Arambag, Bansberia, Bhadreswar, Champdany, Baidyabati, Dankuni, Hooghly-Chinsura, Chandernagore MC, Serampore, Rishra, Konnagar, Uttarpara-Kotrung, Tarakeswar	17.01.2017 (02.00 PM to 5.00 PM)	SUDA Conference Hall
4	Purbo Medinipur (5 ULBs)	Contai, Egra, Haldia, Panskura, Tamralipta	18.01.2017 (11.00 AM to 02.00 PM)	SUDA Conference Hall
5	Burdwan (8 ULBs)	Asansol MC, Durgapur MC, Burdwan, Dainhat, Guskara, Memari, Kalna, Katwa	18.01.2017 (11.00 AM to 02.00 PM)	
6	South 24 Parganas (6 ULBs)	Baruipur, Diamond Harbour, Budge Budge, Rajpur – Sonarpur, Mahestala, Pujali	18.01.2017 (11.00 AM to 02.00 PM)	

If approved following actions may be taken:

1. A letter alongwith a Status Report Format may be issued <sup>to</sup> for the Chairman/Chairperson/Commissioner of the respective ULBs to nominate their Nodal Officer, SBM(U) and concerned one IT personnel to participate in the training as per



abovementioned schedule. And also may request CSC to send their representative/s as Resource Person.

2. Administrative Officer, SUDA may be requested to book the SUDA Conference Hall and make arrangement for refreshment.
3. Sri Puspendu Chakraborty, Computer Programmer, CMU, Sri Sandip Gupta, Computer Programmer, SUDA Sri S S Gous, Poverty & Livelihood Consultant, CMU and Sri Subitr Datta, Computer Assistant, CMU may be requested to attend the meeting for understanding the whole process and problems and to mitigate the problem of the ULBs on behalf of SUDA keeping liaison with CSC.

If approved a **draft letter** (placed at CP-106 to CP-107) **alongwith a Status Report Format** (placed at CP-104) copying to CSC, Sri Sandip Gupta, Computer Programmer, SUDA, Sri S S Gous, Poverty & Livelihood Consultant, CMU and Computer Assistant is placed for kind approval.

*Sujay*  
27.12.16  
(Sujay Mitra)  
Poverty Monitoring Expert, CMU

Additional Director, ILGUS  
& Additional Mission Director, SBM(U) MNS(U)

May be approved.

*Sw*  
29/12/16

proposal for a technical training programme for online entry of IHHZ construction in the portal of Govt. of India under SBM (Urban). Such training to be will be imparted by the experts of Citizen Service Centre as assigned by GOI. Training schedule & prepage may be perused & approved

*Sw*  
31/12/16

*Sw*  
SUDA  
& Director, Nirmal Bazar

Secretary,  
MA Dept  
Chairman,  
SUDA

O. No. SUDA: 997  
04/01/17  
SUDA - 91/2016(17)

*P. Speck*

20.01.2017  
PME/

Discussed with Secretary today  
we may organise the training. *Sw*  
11/1/2017



As per direction at prepage, the letter is placed  
for kind approval.

~~Suda~~ 11.1.17.

~~Director, SUDA~~

AM (SBN)

9  
11/1/17



**Sub: Meeting on Online Entry of Individual Household Latrine (IHHL), Community Toilet (CT), Public Toilet (PT) Construction in the Gol Portal under Mission Nirmal Bangla (Urban) with the 115 ULBs from 19 Districts.**

It may be recalled that the Govt. of India in their portal has developed a system to enter the IHHL Construction status in the portal, the photographs of the beneficiaries with the constructed latrines and finally entering the status of IHHL.

In this connection, a meeting was held with all the 26 ULBs of North 24 Parganas District on 22.12.2016 at SUDA Conference Hall in presence of the representative of Citizen Service Centre (CSC) (who has been assigned by Gol for online entry of the IHHL). Another Meeting with 79 ULBs from 6 Districts – North 24 Parganas, Nadia, Hooghly, Purbo Medinipur, Burdwan and South 24 Parganas was held on 17<sup>th</sup> & 18<sup>th</sup> January, 2017 at SUDA Conference Hall in the presence of the representative of Citizen Service Centre (CSC). It has been observed till date that a huge gap found in their online entry and ground level work. Due to lack of technical knowledge of online entry of IHHL construction in the Gol portal and the problem is persisting in the Online Entry level and Ground level work. It is also felt that due to huge gap between Online Entry of IHHL (both Application stage and Completion stage) and Ground Level Work of the ULBs, a Meeting on Online Entry needs to be arranged for all the ULBs from 19 Districts – North 24 Parganas, South 24 Parganas, Purba Medinipur, Paschim Medinipur, Jhargram, Nadia (except Haringhata), Hooghly, Purba Burdwan and Paschim Burdwan, Cooch Behar, Howrah, Jalpaiguri, Malda, Aliporeduar, Bankura, Birbhum, Murshidabad, Uttar Dinajpur and Dakshin Dinajpur.

Hence, it is being proposed that a Meeting on Online Entry with the Nodal Officer, MNB(U) and concerned IT personnel of all the ULBs of 19 Districts along with the representative of Citizen Service Centre (CSC) and the representative from the District Office may be organised in phase manner.

Placed for kind approval.

If approved, the Meeting for all the ULBs of 19 Districts may be arranged in following manner:

SL N O	Name of the District	Name of the ULBs	No of ULB Participants	Date & Time of the Meeting	Venue
1	North 24 Parganas (26 ULBs)	Baranagar, Barrackpore, Dum Dum, Kamarhati, Khardah, New Barrackpore, North Barrackpore, North Dum Dum, Panihati, South Dum Dum, Titagarh, Barasat, Bhatpara, Ashoknagar-Kalyangarh, Baduria, Basirhat, Bongaon, Gobardanaga, Habra, Halisahar, Kanchrapara, Madhyamgram, Naihati, Taki, Bidhannagar MC, Garulia	52	12.02.2018 at 11.00 A.M onward	SUDA Conference Hall
2	South 24 Parganas & Paschim Medinipur, Jhargram, Nadia & Purba Medinipur (30 ULBs)	Baruipur, Diamong Harbour, Budge Budge, Rajpur-Sonarapur, Maheshtala, Pujali, Jaynagar-Majilpur, Chandrakona, Ghatal, Kharagpur, Kharar, Khirpai, Medinipur, Ramjibonpur, Jhargram, Birnagar, Chakdah, Coopers' Camp, Gayespur, Kalyani, Krishnanagar, Nabadwip, Ranaghat, Santipur, Taherpur, Contai, Egra, Haldia, Panskura, Tamralipta	60	13.02.2018 at 11.00 A.M onward	SUDA Conference Hall

8/1/18



3	Hooghly, Purba & Paschim Burdwan, Cooch Behar, Howrah (29 ULBs)	Arambag, Bhadreswar, Champdany, Baidyabati, Dankuni, Hooghly-Chinsurah, Chandannagar MC, Serampore, Rishra, Konnagar, Uttarpura-Kotrong, Tarakeswar, Bansberia, Burdwan, Dainhat, Guskara, Memari, Kalna, Katwa, Asansol MC, Durgapur MC, Howrah, Uluberia, CoochBehar, Dinhata, Haldibari, Mathabhanga, Mekhliganj, Tufanganj	58	15.02.2018 at 11.00 A.M onward	SUDA Conference Hall
4	Jalpaiguri, Alipurduar, Malda, Birbhum, Bankura, Murshidabad, Uttar & Dakshin Dinajpur (30 ULBs)	Jalpaiguri, Mal, Dhupguri, Alipurduar, Bankura, Bishnupur, Sonamukhi, English Bazar, Old Malda, Nalhati, Rampurhat, Sainthia, Suri, Bolpur, Dubrajpur, Beldanga, Berhampur, Dhulian, Domkal, Jangipur, Jiaganj-Azimganj, Kandi, Murshidabad, Balurghat, Buniadpur, Gangarampur, Dalkhola, Islampur, Kaliaganj, Raiganj	60	16.02.2018 at 11.00 A.M onward	SUDA Conference Hall

If approved, the following actions may be taken:

1. A draft letter (placed at CP-212 to CP-213), Status Report Format of IHHL, CT & PT (placed at CP-208 to CP-210) along with the list of the participant ULBs (placed at CP-211) may be issued to the Chairman/Chairperson/Commissioner of the concerned ULBs to nominate their Nodal Officer, MNB (U) and one IT personnel and to the District Magistrate Office to send their representative to attend the Meeting. And also may request the CSC to send their representative as Resource Person.
2. Dy. Director may be requested to book the SUDA Conference Hall for the Meeting.
3. The Finance Officer (Asif Sardar) may be requested to arrange logistic support (for tea, water and lunch) for the days mentioned above for the participants of the concerned ULBs along with other Resource persons and the drivers from the ULBs as follows:

Date	No of ULB Participants	SUDA Officials	No of Drivers from ULBs	Total
12.02.2018	26 x 2 = 52	10	26	88
13.02.2018	30 x 2 = 60	10	30	100
15.02.2018	29 x 2 = 58	10	29	97
16.02.2018	30 x 2 = 60	10	30	100

This is placed for kind approval.

*[Signature]*  
S.S.G.GOUS

Programme Coordinator, SUDA

*B.N. K...*

The proposal of the meeting with the ULBs on online entry of IHHL mentioned at x, y, z above may kindly be approved.

May be approved.

*[Signature]*

*[Signature]*  
30.1.18

4221. Air SUDA & All SIDA MNBs  
Director, SUDA

*[Signature]*  
30.1.18

*the meeting held on 30/1/18.*





## NOTE SHEET



May kindly recall NSP-6 to 7, regarding approval for arrangement for Logistic Support (water, Tea, Biscuit and Lunch) for the personnel on the scheduled meeting dates.

In this connection, SUDA vide no. SUDA -91/2016(Pt)/ 1403 dated 01.02.2018 forwarded by the authority to arrange various logistic support (Water, Tea, Biscuit and Lunch) for the Meetings held on 12<sup>th</sup>, 13<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> February, 2018.

For organising the approved meetings, the following proposals for arrangements of the food and others support may kindly be approved:

1. Arrangement of 75 to 80 nos food packet each day for 4 days i.e total no. of 320 nos. (Approx) for participants and officials.
2. Furthermore arrangement of total 120 nos. (approx) food packets for 4 days provided to drivers of participants and officials.
3. An amount of Rs. 10,000/- may kindly be provided to Sri Lokenath Das for organising other arrangements i.e. (water, tea and snacks etc.).

Placed for kind perusal and approval. if approved respective work order may be signed.

Deputy Director, SUDA

Director

*[Signature]*  
09/02/2018

*[Signature]*  
09/02/18

*[Signature]*  
9/2/18

CCA

1. pay to Lokenath Das, He  
Rs. 10,000/-

Received Rs. 10,000/-  
*[Signature]*  
12.02.2018



19.02.2018

Placed herewith a bill vide no. 000010 dated 16.02.2018 received from SWEET 'N' SOUR towards charges for supply of Food Packet against order no. SUDA-91/2016 (Pt.) /1441 dated 09.02.2018 for the Meeting on Online Entry of Individual Household Latrine (IHL), Community Toilet (CT), Public Toilet (PT) Constuction in the Gol Portal under Mission Nirmal Bangla (Urban) with the 115 ULBs from 19 Districts during the period from 12<sup>th</sup> February, 2018 to 16<sup>th</sup> February, 2018 as approved by the Director, SUDA.

In this connection, the following incidental expenses have been made :

Sl. No.	Particulars	Expenditure (Rs.)
1.	<b>SWEET N SOUR</b> Bill no. 000010 dated 16.02.2018 Supply 300 nos Lunch Packet @ Rs. 280.00 for Participant and 120 nos Lunch Packet @ Rs. 150.00 for Driver during the period from 12 – 16 February, 2018 against order no. SUDA-91/2016(Pt.)/1441 dated 09.02.2018 (V1 attached)	Rs.1,02,000.00
	<b>Total :</b>	<b>Rs. 1,02,000.00</b>
(Rupees One Lakh two thousand only)		

Above bill may kindly be processed for payment towards supply of Food packet for the said meetings. Payment may be made in favour of SWEET 'N' SOUR, along with Banking Details. UCO BANK, YUBABHARTI branch - UCO BANK is IFSC Code - UCBA0001898 Account No. 18980210000106.

Submitted.

Deputy Director, SUDA

19.02.2018.

22/2/18

22/2/18

22/2/18

23.12.18



As per notes and orders at prepage

As approved by Director, SUDA at prepage, to release the payment in favour of "SWEET 'N' SOUR", 01 (One) no. of Transfer Advice in Axis Bank Ltd., Salt Lake, Sector-II branch as detailed below, has been prepared and placed herewith for signature of Director, SUDA and Finance Officer, SUDA please.

Pay order endorsed on the body of the bill is for signature of Director, SUDA please.

Sl. No.	Name of the Payee	Purpose of payment	Gross (Amt.)	TDS (Amt.)	Net (Amt.)
01.	SWEET 'N' SOUR	Release of payment for supply of 300 nos. of Lunch Packets @ Rs.280/- for participants and 120 nos. of Lunch Packets @ Rs.150/- for Driver during the period from 12-16 February, 2018 held at SUDA Conference Hall for the meeting on Online Entry of Individual Household Latrine, Community Toilet, Public Toilet construction in the GOI Portal under Mission Nirmal Bangla with the 115 ULBs from 19 Districs vide bill no.000010, dated 16.02.2018 against this office order no.SUDA-91/2016(Pt.)/1441, dated 09.02.2018.	1,02,000/-	1,020/-	1,00,980/-
(Rupees One Lakh Nine Hundred Eighty only)					

Finance Officer, SUDA  
AND  
Director, SUDA

J. Bag  
23/02/18

Signed.

23-02-18

23/2/18





## NOTE SHEET



Sub: Hand Holding Training on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 23<sup>rd</sup> 24<sup>th</sup>, 25<sup>th</sup> & 26<sup>th</sup> April, and 3<sup>rd</sup>, 4<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> & 10<sup>th</sup> May, 2018

It has been recalled that the Government of India in their Portal has developed a system to enter the Applications for Individual Household Latrine (IHHL)/CT & PT, the Photographs of the concerned beneficiaries with the constructed latrines and finally entering the complete status of IHHL in two stages (Application and Completion stage). The Govt. of India has entrusted Common Service Centre (CSC) for online data uploading.

It has been observed till date some ULBs are lacking technical knowledge about the online entry, for not being able to understand the system and the process. A whole day meeting with the ULBs from 13 Districts had been organised at SUDA Conference Hall from 12<sup>th</sup> – 16<sup>th</sup> February, 2018, but the online entry and uploading the IHHL Data is seen not satisfactory at ULB level.

Realizing the fact, a Hand Holding Training for whole day on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on 23<sup>rd</sup> 24<sup>th</sup>, 25<sup>th</sup> & 26<sup>th</sup> April, and 3<sup>rd</sup>, 4<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> & 10<sup>th</sup> May, 2018.

The ULBs from 13 Districts and Siliguri MC is being called for the Hand Holding Training on the aforesaid days at SUDA Conference Hall as per the schedule below:

### THE SCHEDULE OF THE TRAINING WITH THE ULBs:

SL NO	Name of the District	Name of the ULBs	Date & Time of the Training	Venue
1	North 24 Parganas (13 ULB)	Baranagar, Barrackpore, Dum Dum, Kamarhati, Khardah, New Barrackpore, North Barrackpore, North Dum Dum, Panihati, South Dum Dum, Titagarh, Barasat, Bhatpara	23.04.2018 11.00 A.M onward	SUDA Conference Hall
2	North 24 Parganas (13 ULB)	Ashoknagar-Kalyangarh, Baduria, Basirhat, Bongaon, Gobardanaga, Habra, Halisahar, Kanchrapara, Madhyamgram, Naihati, Taki, Bidhannagar MC, Garulia	24.04.2018 11.00 A.M onward	
3	South 24 Parganas, Purba Medinipur (12 ULB)	Baruipur, Diamong Harbour, Budge Budge, Rajpur-Sonarpur, Maheshtala, Pujali, Jaynagar-Majilpur, Contai, Egra, Haldia, Panskura, Tamralipta	25.04.2018 11.00 A.M onward	
4	Paschim Medinipur, Jhargram & Howrah (10 ULB)	Chandrakona, Ghatal, Kharagpur, Kharar, Khirpai, Medinipur, Ramjibonpur, Howrah, Uluberia, Jhargram	26.04.2018 11.00 A.M onward	
5	Nadia (10 ULB)	Birnagar, Chakdah, Coopers' Camp, Gayespur, Kalyani, Krishnanagar, Nabadwip, Ranaghat, Santipur, Taherpur	03.05.2018 11.00 A.M onward	
6	Purba Burdwan & Paschim Burdwan, (14ULB)	Burdwan, Dainhat, Guskara, Memari, Kalna, Katwa, Asansol MC, Durgapur MC, CoochBehar, Dinhata, Haldibari, Mathabhanga, Mekhliganj, Tufanganj	04.05.2018 11.00 A.M onward	
7	Jalpaiguri, Birbhum, Alipurduar (10 ULB)	Jalpaiguri, Mal, Dhupguri, Alipurduar, Nalhati, Rampurhat, Sainthia, Suri, Bolpur, Dubrajpur	07.05.2018 11.00 A.M onward	
8	Malda, Murshidabad (10 ULB)	English Bazar, Old Malda, Beldanga, Berhampur, Dhulian, Domkal, Jangipur, Jiaganj-Azimganj, Kandi, Murshidabad	08.05.2018 11.00 A.M onward	
9	Uttar Dinajpur,	Balurghat, Buniadpur, Gangarampur, Dalkhola, Islampur, Kaliaganj, Raiganj, Bankura, Bishnupur,	10.05.2018 11.00 A.M	



	Dakshin Dinajpur, Bankura (10 ULB)	Sonamukhi	onward	
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f approved following actions may be taken:

1. A letter along with the Ready Format (one Sample entry has been done) for IHHL online entry and uploading may be issued to the Commissioner/ Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for Approval in Uploading system in the Training as per abovementioned schedule.
2. The Dy. Director may be requested to book the SUDA Conference Hall for the meeting.
3. The Finance Officer (Asif Sardar) may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the days mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF CSC & DISTRICT PERSONS	NO OF DRIVERS FROM ULBs	TOTAL
23.04.2018	13 X 2 =26	15	5	13	59
24.04.2018	13 X 2 =26	15	5	13	59
25.04.2018	12 X 2 =24	15	5	12	56
26.04.2018	10 X 2 =20	15	5	10	50
03.05.2018	10 X 2 =20	15	5	10	50
04.05.2018	14 X 2 =28	15	5	14	62
07.05.2018	10 X 2 =20	15	5	10	50
08.05.2018	10 X 2 =20	15	5	10	50
10.05.2018	10 X 2 =20	15	5	10	50

This is placed for kind approval

*[Signature]*  
16/4/18  
S. S. G. Gous,

Programme Coordinator, SUDA

'A' may kindly be approved.

may be approved.

*[Signature]*  
16.4.18

*[Signature]*  
16/4/18

*[Signature]*  
16/4/18

*[Signature]*  
Addl. Dir. SUDA

*[Signature]*  
Director, SUDA



The following bills have been received for Payment. Details are given below:

Name of Payee	Bill no & Date	Particulars	Amount (Rs.)
1. ATITHI CATERER	A1/10086 Dt. 10.05.18.	Supply of Food Pkt for Hard Holding Training on Online Entry and Uploading of IHHL/CT & PT in the portal of GOI under MNB(U) from 23.04.18 to 10.05.18 against order no. SUDA-91/2006 (Pt.)/152 Dt. 20-04-2018.	89,208/-
2. New Aristocrati	696 Dt. 17.05.18.	Supply water, Glass Tea Biscuit & Lunch for the meeting on 23.04.18, 24.04.18 and 25.04.18.	1655/-
3. — do —	697 Dt. 17.05.18.	Supply water, Glass Tea Biscuit & Lunch for the meeting on 26.04.18, 03.05.18 & 04.05.18.	1710/-
4. — do —	698 Dt. 17.05.18.	Supply water, Glass Tea Biscuit & Lunch for the meeting on 07.05.18, 08.05.18 & 10.05.18	1670/-

Above food packet & water, Glass, Tea & Biscuit supply & distribute ~~order~~ in the Hard Holding Training on Online Entry and uploading of IHHL/CT & PT in the Portal of GOI under MNB(U) from 23.04.18 to 10.05.18. Above bill may kindly be processed for Payment.

Submitted for kind approval.

F.O. SUDA  
Deputy Director, SUDA

Am  
18/05/2018

18.05.18



~~Disrupt~~

~~DA~~

~~HA~~

K.O. RA.

22/05/18.

CC

22-05-18

21/01/18

22/5/18

22/05/18



**As per notes and orders at prepage**

As approved by Director, SUDA at prepage, to release the payments of 04 nos. of Bill in favour of "New Aristocrat" & "Atithi Caterer", 02 nos. of Transfer Advices, 1<sup>st</sup> for Rs.4,984/- (Rupees Four Thousand Nine Hundred Eighty Four only) and 2<sup>nd</sup> for Rs.86,605/- (Rupees Eighty Six Thousand Six Hundred Five only) onward submission to SBI, Salt Lake, Sector-I branch and Axis Bank Ltd., Salt Lake, Sector-II branch as detailed below, have been prepared and placed herewith for signature of Director, SUDA and Finance Officer, SUDA please.

Pay orders endorsed on the body of the bills are for signature of Director, SUDA and Finance Officer, SUDA please.

Sl. No.	Name of the Payee	Purpose of payment	Gross (Amt.)	TDS (Amt.)	Net (Amt.)
01.	New Aristocrat	Release of payment for supply of Tea & Biscuits & Lunch Pkts & Water on 23.04.2018, 24.04.2018 & 25.04.2018 against bill no.696, dated 17.05.2018.	1,655/-	17/-	1,638/-
02.		Release of payment for supply of Tea & Biscuits & Lunch Pkts & Water on 26.04.2018 & 03.05.2018 against bill no.697, dated 17.05.2018.	1,710/-	17/-	1,693/-
03.		Release of payment for supply of Tea & Biscuits & Lunch Pkts & Water on 07.05.2018, 08.05.2018 & 10.05.2018 against bill no.698, dated 17.05.2018.	1,670/-	17/-	1,653/-
Total			5,035/-	51/-	4,984/-
(Rupees Four Thousand Nine Hundred Eighty Four only)					
04.	Atithi Caterer	Release of payment towards supply of Lunch Pkts with Water on and from 23.04.2018 to 10.05.2018 among the participants in the Hand Holding Training on Online Entry and Uploading of IHHL/CT & PT in the portal of GoI under MNB(U) under SBM vide Invoice no.A1/000B6, dated 10.05.2018 against this office order no.SUDA-91/2016(Pt)/152, dated 20.04.2018.	87,480/-	875/-	86,605/-
(Rupees Eighty Six Thousand Six Hundred Five only)					

Finance Officer, SUDA  
AND  
Director, SUDA

23/05/18

Signed

25-05-18

20/06





## NOTE SHEET



Sub: Review Meeting on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup> July, 2018

It has been recalled that the Government of India in their Portal has developed a system to enter the Applications for Individual Household Latrine (IHHL)/CT & PT, the Photographs of the concerned beneficiaries with the constructed latrines and finally entering the complete status of IHHL in two stages (Application and Completion stage). The Govt. of India has entrusted Common Service Centre (CSC) for online data uploading.

It has been observed till date some ULBs are still lacking in uploading in online entry of IHHL, CT & PT in the Gol Portal. It may be recalled that a whole day Review Meeting with the ULBs had been organised at SUDA Conference Hall from 12<sup>th</sup> – 16<sup>th</sup> February, 2018, and a Hand Holding Training for whole day on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal had been organised in April–May, 2018.

In this connection, a whole day Review Meeting has been proposed with the 115 ULBs from 19 Districts of West Bengal on 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup> July, 2018 at SUDA Conference Hall as per schedule below:

### THE SCHEDULE OF THE REVIEW MEETING:

SL NO	Name of the District	Name of the ULBs	Date & Time of the Training	Venue
1	North 24 Parganas and Howrah, Bankura (31 ULB)	Baranagar, Barrackpore, Dum Dum, Kamarhati, Khardah, New Barrackpore, North Barrackpore, North Dum Dum, Panihati, South Dum Dum, Titagarh, Barasat, Bhatpara, Ashoknagar-Kalyangarh, Baduria, Basirhat, Bongaon, Gobardanaga, Habra, Halisahar, Kanchrapara, Madhyamgram, Naihati, Taki, Bidhannagar MC, Garulia, Howrah, Uluberia, Bankura, Bishnupur, Sonamukhi	24.07.2018 11.00 A.M onward	SUDA Conference Hall
2	South 24 Parganas, Purba Medinipur, Paschim Medinipur, Hooghly (32 ULB)	Baruipur, Diamong Harbour, Budge Budge, Rajpur-Sonarpur, Maheshtala, Pujali, Jaynagar-Majilpur, Contai, Egra, Haldia, Panskura, Tamralipta, Chandrakona, Ghatal, Kharagpur, Kharar, Khirpai, Medinipur, Ramjibonpur, Bansberia, Hooghly-Chinsurah, Baidyabati, Champdani, Konnagar, Rishra, Srirampore, Uttarpur-Kotrong, Bhadreswar, Chandannagar MC, Arambag, Tarakeswar, Dankuni	25.07.2018 11.00 A.M onward	
3	Nadia, Purba Burdwan & Paschim Burdwan, Cooch Behar (25 ULB)	Birnagar, Chakdah, Coopers' Camp, Gayespur, Kalyani, Krishnanagar, Nabadwip, Ranaghat, Santipur, Taherpur, Burdwan, Dainhat, Guskara, Memari, Kalna, Katwa, Asansol MC, Durgapur MC, CoochBehar, Dinhata, Haldibari, Mathabhanga, Mekhliganj, Tufanganj, Jhargram	26.07.2018 11.00 A.M onward	
7	Jalpaiguri, Birbhum, Alipurduar, Malda, Murshidabad Uttar Dinajpur, Dakshin Dinajpur, Darjeeling (27 ULB)	Jalpaiguri, Mal, Dhupguri, Alipurduar, Nalhati, Rampurhat, Sainthia, Suri, Bolpur, Dubrajpur, English Bazar, Old Malda, Beldanga, Berhampur, Dhulian, Domkal, Jangipur, Jiaganj-Azimganj, Kandi, Murshidabad, Balurghat, Gangarampur, Dalkhola, Islampur, Kaliaganj, Raiganj, Siliguri MC	27.07.2018 11.00 A.M onward	



If approved following actions may be taken:

1. A letter along with the Ready Format (one Sample entry has been done) for IHHL online entry and uploading may be issued to the Commissioner/ Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for Approval in Uploading system in the Training as per abovementioned schedule.
2. The Dy. Director may be requested to book the SUDA Conference Hall for the meeting.
3. The Finance Officer (Asif Sardar) may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the days mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF CSC & DISTRICT PERSONS	NO OF DRIVERS FROM ULBs	TOTAL NO
24.07.2018	31 X 2 =62	15	3	31	111
25.07.2018	32 X 2 =64	15	4	32	115
26.07.2018	25 X 2 =50	15	4	15	84
27.07.2018	27 X 2 =54	15	8	10	87
Total					397

This is placed for approval

S. S. G. Gous,

Programme Coordinator, SUDA

Chief Manager, Planning & Monitoring

May be approved

18.7.18

Pl. fix the dates in August

18/7/18

Asst. Dir. SUDA

CM/PM



Sub: Workshop on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 6<sup>th</sup> to 8<sup>th</sup>, 11<sup>th</sup> to 15<sup>th</sup> December, 2018

A residential workshop with the ULBs on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on 6<sup>th</sup> to 8<sup>th</sup> and 11<sup>th</sup> to 15<sup>th</sup> December, 2018.

The ULBs are being called for the Workshop on the aforesaid days at SUDA Conference Hall as per the schedule below:

THE SCHEDULE OF THE WORKSHOP WITH THE ULBs:

SL NO	No of ULBs	Name of the ULBs	Date & Time of the Training	Venue
1	9 ULBs	Bansberia, Contai, Egra, New Barrackpore, Titagarh, Dainhat, Kalna, Kharar, Khirpai	6 <sup>th</sup> to 8 <sup>th</sup> December, 2018	SUDA Conference Hall
2	14 ULBs	Hooghly-Chinsurah, Rishra, Ghatal, Sainthia, Champdani, Ranaghat, Gobardanga, Taki, Budge Budge, Katwa, Memari, Beldanga, Ranaghat, Taherpur Municipality	11 <sup>th</sup> to 15 <sup>th</sup> December, 2018	

If approved following actions may be taken:

1. A letter for IHHL online entry and uploading may be issued to the Commissioner/Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for online entry, verify, approval and photo uploading in the Gol Portal as per abovementioned schedule.
2. The office may be requested to book the SUDA Conference Hall for the meeting and the accommodation for the ULB participants at ILGUS Hostel with food, tiffin etc .
3. The office may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the days mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF CSC & DISTRICT PERSONS	NO OF DRIVERS FROM ULBs	TOTAL
6 <sup>th</sup> to 8 <sup>th</sup> Dec'18	9 X 2 x 3days=54	12 x 3days	1 x 3 days	9	102
11 <sup>th</sup> to 15 <sup>th</sup> Dec'18	14 X 2 x 5days=140	12 x 5days	1 x 5days	14	219
Total					321

4. For dinner of the participants will be staying at ILGUS Hostel, Canteen may be requested to provide the same. As per actual the payment may be made to the Canteen by the office

Placed for kind approval.

If approved, the office may be instructed to arrange the abovementioned SUDA Conference Hall, food and other logistics from 6<sup>th</sup> to 8<sup>th</sup> December, 2018 and 11<sup>th</sup> to 15<sup>th</sup> December.

Chief Manager Planning & Monitoring

Programme Coordinator, SUDA

S. G. Gous, 5.12.18

A may mind? I approved.

5.12.18

DD



As proposed may be approved and become the 4  
 a programme on health matter at the office of SUDA  
 on 11<sup>th</sup>, 13<sup>th</sup> & 14<sup>th</sup> as such the conference hall of SUDA  
 will be booked and for that this workshop on data entry  
 work pertaining to SBH may be shifted to the Arg. hall  
 of ILGUS.

Placed for kind approval & if approved  
 we may inform Director, <sup>ILGUS</sup> ~~SUDA~~ accordingly including residential  
 arrangement & venue (excluding drivers)

Aspirer

Wdy

Add. Director, SUDA

Director,  
SUDA



Placed for approval.

If approved following actions may be taken:

1. A letter for IHHL online entry and uploading may be issued to the Commissioner/Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for online entry, verify, approval and photo uploading in the GoI Portal as per abovementioned schedule.
2. The office may be requested to book the SUDA Conference Hall for the meeting and the accommodation for the ULB participants at ILGUS Hostel with food, tiffin etc .
3. The office may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the days mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF CSC & DISTRICT PERSONS	NO OF DRIVERS FROM ULBs	TOTAL
17-21, Dec'18	15 X 2 x 5days=150	6 x 5 days	3 x 5 days	15 x 1 day	210
26-31, Dec'18	15 X 2 x 5days=150	6 x 5days	3 x 5days	15 x day	210
Total					420

4. For dinner of the participants will be staying at ILGUS Hostel, Canteen may be requested to provide the same. As per actual the payment may be made to the Canteen by the office

Placed for kind approval.

If approved, the office may be instructed to arrange the abovementioned SUDA Conference Hall, food and other logistics from 17<sup>th</sup>- 21<sup>st</sup> December, 2018 and 26<sup>th</sup> to 31<sup>st</sup> December.

Chief Manager Planning & Monitoring

Programme Coordinator, SUDA

S. S. G. Gous,

May kindly be approved.

Proposal. It may be approved & HA may be requested for up.

Dispute

10/12/18  
10/12/18



Sub: One day workshop on Online Entry City Profile for ODF with 42 ULBs and another two 5 day workshops for uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 17<sup>th</sup> to 21<sup>st</sup>, and 26<sup>th</sup> to 31<sup>st</sup> December, 2018

A one day workshop on online entry of City Profile for ODF with 42 ULBs as per the list provided by MoHUA, Gol on 10<sup>th</sup> December, 2018 at ILGUS Conference Hall at 11.00 A.M.

The name of 42 ULBs are:

Sl. No	ULB	Sl.No	ULB
1	Tufanganj	22	Halisahar
2	Tamluk	23	Hooghly Chinsurah
3	Taki	24	Jaynagar-Mazilpur
4	South Dum Dum	25	Kalyani
5	Serampur	26	Kanchrapara
6	Santipur	27	Khardah
7	Ashoknagar-Kalyangarh	28	Ranaghat
8	Baranagar	29	Konnagar
9	Basirhat	30	Krishnanagar
10	Bidhannagar MC	31	Madhyamgram
11	Bhadreswar	32	Maheshtala
12	Birnagar	33	Mathabhanga
13	Budge Budge	34	Rajpur-Sonarpur
14	Chakdah	35	Mekhliganj
15	Chandannagar MC	36	Naihati
16	Rishra	37	North Barrackpore
17	Contain	38	North Dum Dum
18	Cooch Behar	39	Panskura
19	Diamond Harbour	40	Pujali
20	Garulia	41	Baduria
21	Gayeshpur	42	Coopers Camp NAA

A light refreshment with tea and water may be arranged for the participant (max. 50 No of participants) **AND**

A residential workshop with the ULBs on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on 17<sup>th</sup> to 21<sup>st</sup> and 26<sup>th</sup> to 31<sup>st</sup> December, 2018.

The ULBs are being called for the Workshop on the aforesaid days at SUDA Conference Hall as per the schedule below:

**THE SCHEDULE OF THE WORKSHOP WITH THE ULBs:**

No of ULBs	Name of the ULBs	Date & Time of the Training	Venue
15 ULBs	Bhadreswar, Haldia, Tamluk, Diamond Harbour, Jaynagar-Majilpur, Maheshtala, Rajpur-Sonarpur, Burdwan, Guskara, Jhargram, Kharagpur, Jangipur, Jiaganj-Azimganj, Kandi, Murshidabad	17 <sup>th</sup> to 21 <sup>st</sup> December, 2018	SUDA Conference Hall
15 ULBs	Bongaon, Midnapore, Ramjibonpur, Ulluberia, Bolpur, Dubrajpur, Naihati, Basirhat, Suri, Dhulian, Domkal, Ashoknagar-Kalyangarh, Barasat, Madhyamgram, Naihati	26 <sup>th</sup> to 31 <sup>st</sup> December, 2018	



Sub: Workshop on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban)

A residential and non-residential workshop with the ULBs on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on and from 24<sup>th</sup> January to 20<sup>th</sup> February, 2019.

The ULBs are being called for the Workshop at SUDA Conference Hall as per the schedule below:

**THE SCHEDULE OF THE WORKSHOP WITH THE ULBs:**

SL NO	No of ULBs	Name of the ULBs	Residential / Non-Residential	Date & Time of Training	Venue
1	20	Haldia, Tamluk, Islampur, Bankura, Naihati, Domkal, Jiaganj-Azimganj, Kandi, Murshidabad, Taherpur, Medinipur, Diamond Harbour	Residential (12)	24 <sup>th</sup> – 25 <sup>th</sup> Jan'19	SUDA CONFERENCE HALL
		Bidhannagar MC, Ashoknagar-Kalyangarh, Bhatpara, Garulia, Kamarhati, Barasat, North BKP, Suri ,	Non-Residential (8)		
2	20	Krishnanagar, Khirpai, Kharar, Katwa, Memari, Rampurhat, Nalhati, English Bazar, Old Malda, Beldanga, Jangipur, Siliguri MC	Residential (12)	28 <sup>th</sup> Jan'19	
		Gayeshpur, Kalyani, Egra, Gobardanga, Panihati, Titagarh, Chandannagar MC, Sainthia,	Non-Residential (8)		
3	18	Barasat, Bidhannagar MC, Ashoknagar-Kalyangarh, Bhatpara, Uluberia, Dankuni, Hooghly-Chinsurah, Uttarpara-Kotrang, Gobardanga, Titagarh, Madhyamgram, Ranaghat, Howrah MC, Bansberia, Rishra, South Dum Dum, Baidyabati, Bhadreswar	Non-Residential (18)	29 <sup>th</sup> -31 <sup>th</sup> Jan'19	
4	20	Bongaon, Jiaganj-Azimganj, Kaliaganj, Raiganj, Dhulian, Mekhliganj, Ranaghat, Jhargram, Cooch Behar, Dalkhola, Champdani, Alipurduar	Residential (12)	01 <sup>st</sup> – 02 <sup>nd</sup> Feb'19	
		Barasat, Budge Budge, Jainagar-Majilpur, North BKP, North Dum Dum, Panihati, Maheshtala, Basirhat, Baruipur	Non-Residential (8)		
5	14	Bhadreswar, Barasat, Budge Budge, North BKP, North Dum Dum, Panihati, Uluberia, Hooghly-Chinsurah, Basirhat, Bhatpara, Uluberia, Maheshtala, Bidhannagar MC, Howrah MC,	Non-Residential (14)	4 <sup>th</sup> – 8 <sup>th</sup> Feb'19	
6	19	Sonamukhi, Bolpur, Dubrajpur, Kharagpur, Bongaon, Durgapur MC, Bardhaman, Balurghat, Gangarampur, Dhupguri, Jalpaiguri, Mal	Residential (12)	12 <sup>th</sup> -15 <sup>th</sup> Feb'19	
		Bhatpara, Krishnanagar, Baruipur, Maheshtala, Madhyamgram, Budge Budge, Jainagar-Majilpur,	Non-Residential (7)		
7	17	Asansol MC, Guskara, Kalna, Kanchrapara, Khardah, Taki, Panskura, Rajpur-Sonarpur , Ashoknagar-Kalyangarh, Uluberia, Basirhat, Naihati, Kalna, Dainhat, Maheshtala, Jainagar-Majilpur, Diamond Harbour	Non-Residential (17)	18 <sup>th</sup> – 20 <sup>nd</sup> Feb'19	

Placed for approval.

If approved following actions may be taken:



1. A letter for IHHL online entry and uploading may be issued to the Commissioner/Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for online entry, verify, approval and photo uploading in the Gol Portal as per abovementioned schedule.
2. The office may be requested to book the SUDA Conference Hall for the meeting and the accommodation for the ULB participants at ILGUS Hostel with food, tiffin etc .
3. The office may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	No of Residential persons	NO OF CSC PERSONS	NO OF DRIVERS FROM ULBs	TOTAL
24 <sup>th</sup> to 25 <sup>th</sup> Jan'19	25 X 2 x 2 days =100	24 x 2 days =48	5 x 2 days = 10	9 x 1 day	167
28 <sup>th</sup> Jan'19	25 X 2 x 1 days =50	24 x 1 days =24	5 x 1 days = 10	8 x 1 day	92
29 <sup>th</sup> to 31 <sup>st</sup> Jan'19	20 X 2 x 3 days =120	0	5 x 2 days = 10	18 x 1 day	148
01 <sup>st</sup> to 2 <sup>nd</sup> Feb'19	25 X 2 x 2 days =100	24 x 2 days =48	5 x 2 days = 10	7 x 1 day	165
04 <sup>th</sup> to 8 <sup>th</sup> Feb'19	16 X 2 x 5 days =160	0	5 x 4 days = 20	14 x 1 day	194
12 <sup>th</sup> to 15 <sup>th</sup> Feb'19	25 X 2 x 4 days =200	24 x 2 days =48	5 x 2 days = 10	6 x 1 day	264
18 <sup>th</sup> to 20 <sup>th</sup> Feb'19	20 X 2 x 3 days = 120	0	5 x 2 days = 10	17 x 1 day	147
Total					1177

4. For dinner of the participants will be staying at ILGUS Hostel, Canteen may be requested to provide the breakfast and dinner to the trainee for IHHL. As per actual the payment may be made to the Canteen by the office

Placed for kind approval.

If approved, the office may be instructed to arrange the abovementioned SUDA Conference Hall, food and other logistics from 24<sup>th</sup> January to 20<sup>th</sup> February, 2019 as stated in the table above.

*[Signature]*  
18.01.19  
S. S. G. Gous,

Programme Coordinator, SUDA

Chief Manager Planning & Monitoring

*May be approved.*

*[Signature]*  
18.1.19

*As proposed may be approved*  
*Chief.*

*[Signature]*  
21/1/19

*[Signature]*  
21/1/19

*Adm. Director, SUDA*  
*[Signature]*



Sub: Residential Workshop on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) with the selected ULBs

A residential and non-residential workshop with the ULBs on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on and from 24<sup>th</sup> January to 20<sup>th</sup> February, 2019 (NSP-21-22).

SUDA has already issued a letter to the Director, ILGUS asking for the availability of rooms vide Memo No. SUDA-91/2016 (Pt)/1689 dated 09.01.2019 (placed at CP-317) for the ULB participants for residential online IHHL, Ct, PT entry in Gol Portal.

In this connection, the OSD & Director ILGUS has issued their confirmation letter to Director SUDA vide Memo No. ILGUS/1E-1/2012/044 dated January 16, 2019 (placed at CP-323) and the dates available for residential online entry of IHHL are as follows:

1. January 22 – 28, 2019
2. February 1-2, 2019
3. February 11-15, 2019

All the 24 rooms of ILGUS Hostel are single occupancy and the rate of Rent/Service Charges of the Room will be Rs. 225/- (applicable for Govt. officials on duty only) per room per day. The payment shall be on actual basis as per participant occupied rooms day to day.

The ULBs are being called for the Residential Workshop as per the schedule below:

**THE SCHEDULE OF THE WORKSHOP WITH THE ULBs:**

No of ULBs	Name of the ULBs	Residential / Non-Residential	Date & Time of Training	Venue
12	Haldia, Tamluk, Bolpur, Bankura, Naihati, Domkal, Jiaganj-Azimganj, Kandi, Champdani, Murshidabad, Taherpur, Diamond Harbour,	Residential (12)	24 <sup>th</sup> – 25 <sup>th</sup> Jan'19	SUDA CONFERENCE HALL
12	Krishnanagar, Khirpai, Kharar, Katwa, Memari, Rampurhat, Nalhati, English Bazar, Old Malda, Beldanga, Siliguri MC, Medinipur,	Residential (12)	28 <sup>th</sup> Jan'19	
12	Bongaon, Jiaganj-Azimganj, Kaliaganj, Raiganj, Dhulian, Mekhliganj, Ranaghat, Jhargram, Cooch Behar, Dalkhola, Alipurduar, Jangipur	Residential (12)	01 <sup>st</sup> – 02 <sup>nd</sup> Feb'19	
12	Sonamukhi, Islampur, Dubrajpur, Kharagpur, Bongaon, Durgapur MC, Bardhaman, Balurghat, Gangarampur, Dhupguri, Jalpaiguri, Mal	Residential (12)	12 <sup>th</sup> -15 <sup>th</sup> Feb'19	

Placed for kind approval.

If approved, the office may pay rent for the abovementioned charges for occupying ILGUS Hostel Rooms @ Rs. 225/- per person per day which will be basis of actual occupancy day to day for the days from 24<sup>th</sup> January to 15<sup>th</sup> February, 2019 and the payment may be made from the Capacity Building Fund.

S. S. G. Gous,

Programme Coordinator, SUDA

Chief Manager Planning & Monitoring

for Residential Workshop for online entry of IHHL as mentioned in 'A' & 'B' above may be approved.

Atty. Dir., SUDA

Director

what will be the total involvement?

22.1.19

28/1/19





## NOTE SHEET



**Sub: Workshop on Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban)**

A residential and non-residential workshop with the ULBs on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal has proposed to be organised on and from 11<sup>th</sup> March to 29<sup>th</sup> March, 2019.

The ULBs are being called for the Workshop at SUDA Conference Hall as per the schedule below:

### THE SCHEDULE OF THE WORKSHOP WITH THE ULBs:

No of ULBs	Name of the ULBs	Date & Time of Training	Venue
20	Sainthia, Mekhliganj, Chandannagar, Konnagar, Uttarpara, Gayeshpur, Kalyani, Egra, Garulia, Kamarhati, Kanchrapara, Khardah, North BKP, North Dum Dum, Panihati, Titagarh, Ghatal, Khirpai, Ramjibonpur, Panskura	11 <sup>th</sup> March'19	SUDA CONFERENCE HALL
20	Naihati, Rampurhat, Baidyabati, Bansberia, Hooghly-Chinsurah, Kharar, Krishnanagar, Taki, Baruipur, Kalimpong, Mirik, Dainhat, Kalna, Cooch Behar, Champdany, Dankuni, Bhatpara, Contai, Tamluk, Budge Budge	12 <sup>th</sup> March'19	
19	Uluberia, Bhadreswar, Ranaghat, Naihati, Ashoknagar-Kalyangarh, Barasat, Bolpur, Bidhannagar, Madhyamgram, Maheshtala, Bongaon, Sonamukhi, Buniadpur, Rishra, Beldanga, Taherpur, Basirhat, South Dum Dum, Diamond Harbour	13 <sup>th</sup> March'19	
18	Darjeeling, Mal, Old Malda, Haldia, Madhyamgram, Islampur, Guskara, Dubrajpur, Suri, Gangarampur, Jiaganj-Azimganj, Barasat, Naihati, Bhadreswar, Ashoknagar-Kalyangarh, Bidhannagar MC, Maheshtala, Rajpur-Sonarpur	15 <sup>th</sup> March'19	
40	Katwa, Memari, Naihati, Rampurhat, Sainthia, Dinhata, Haldibari, Mathabhanga, Mekhliganj, Tufanganj, Arambag, Serampore, Tarakeswar, Berhampore, Jangipur, Birnagar, Chakdah, Coopers' Camp, Gayeshpur, Kalyani, Nabadwip, Santipur, Baduria, Baranagar, Barrackpore, Dum Dum, Garulia, Gobardanga, Habra, Halisahar, Kanchrapara, Khardah, New Barrackpore, North Barrackpore, Panihati, Chandrakona, Ghatal, Khirpai, Ramjibonpur, Pujali	19 <sup>th</sup> March'19	
19	Uluberia, Bhadreswar, Ranaghat, Ashoknagar, Barasat, Bidhannagar, Naihati, Madhyamgram, Maheshtala, Bongaon, Sonamukhi, Bolpur, Buniadpur, Rishra, Beldanga, Taherpur, Basirhat, South Dum Dum, Diamond Harbour	20 <sup>th</sup> March'19	
19	Kandi, Murshidabad, Jhargram, Jainagar-Mazilpur, Dalkhola, Siliguri MC, Purulia, Raghunathpur, Jhalda, Bankura, Bishnupur, Asansol MC, Durgapur MC, Budge Budge, Dankuni, Bhatpara, Naihati, Bhadreswar, Taherpur	25 <sup>th</sup> March'19	
19	Bardhaman, Balurghat, Alipurduar, Dhupguri, Jalpaiguri, English Bazar, Dhulian, Domkal, Bongaon, Kharagpur, Midnapur, Kaliaganj, Raiganj, Ashoknagar-Kalyangarh, Barasat, Basirhat, Taki, South Dum Dum, Taherpur,	26 <sup>th</sup> March'19	
20	Naihati, Rampurhat, Baidyabati, Bansberia, Hooghly-Chinsurah, Dankuni, Krishnanagar, Taki, Kharar, Baruipur, Kalimpong, Mirik, Dainhat, Kalna, Cooch Behar, Champdany, Bhatpara, Contai, Tamluk, Budge Budge,	27 <sup>th</sup> March'19	
19	Uluberia, Bhadreswar, Ranaghat, Ashoknagar, Barasat, Bidhannagar, Naihati, Madhyamgram, Maheshtala, Bongaon, Sonamukhi, Bolpur, Buniadpur, Rishra, Beldanga, Taherpur, Basirhat, South Dum Dum, Diamond Harbour	28 <sup>th</sup> March'19	
19	Uluberia, Bhadreswar, Ranaghat, Ashoknagar, Barasat, Bidhannagar, Naihati, Madhyamgram, Maheshtala, Bongaon, Sonamukhi, Bolpur, Buniadpur, Rishra, Beldanga, Taherpur, Basirhat, South Dum Dum, Diamond Harbour	29 <sup>th</sup> March'19	
18	Darjeeling, Mal, Old Malda, Haldia, Guskara, Madhyamgram, Islampur, Dubrajpur, Suri, Gangarampur, Jiaganj-Azimganj, Barasat, Naihati, Bhadreswar, Ashoknagar-Kalyangarh, Bidhannagar MC, Maheshtala, Rajpur-Sonarpur	2 <sup>nd</sup> April'19	
	One day Training on ODF+ to no. of ULBs who have completed 90% of their online IHHL, CT & PT entry in the Gol portal	3 <sup>rd</sup> April'19	



Placed for approval.

If approved following actions may be taken:

1. A letter for IHHL online entry and uploading may be issued to the Commissioner/Chairman /Chairperson of the respective ULBs to nominate one IT personnel and the Nodal Person for online entry, verify, approval and photo uploading in the Goi Portal as per abovementioned schedule.
2. The office may be requested to book the SUDA Conference Hall for the meeting and the accommodation for the ULB participants at ILGUS Hostel with food, tiffin etc .
3. The office may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs:

DATE	NO OF ULB PARTICIPANTS	NO OF DRIVERS FROM ULBs	SUDA Official	TOTAL no of persons
11 <sup>th</sup> March'19	20 X 2 x 1 day =40	15 x 1=15	5	60
12 <sup>th</sup> March'19	20 X 2 x 1 day =40	15 x 1=15	5	60
13 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
15 <sup>th</sup> March'19	18 X 2 x 1 day =36	15 x 1=15	5	56
19 <sup>th</sup> March'19	41 X 2 x 1 day =82	30 x 1=30	5	117
20 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
25 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
26 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
27 <sup>th</sup> March'19	20 X 2 x 1 day =40	15 x 1=15	5	60
28 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
29 <sup>th</sup> March'19	19 X 2 x 1 day =38	15 x 1=15	5	58
2 <sup>nd</sup> April'19	18 X 2 x 1 day =36	15 x 1=15	5	56
3 <sup>rd</sup> April'19	40 x 2 x 1 day = 80	30 x 1=30	5	115
			Total	872

4. Canteen may be requested to provide the tea, lunch to the trainee for IHHL. As per actual the payment may be made to the Canteen by the office
5. In this connection, the undersigned is needed 5 nos of Extension Cord for ready power connection for online entry of IHHL/PT/CT during workshop

Placed for kind approval.

If approved, the office may be instructed to arrange the abovementioned SUDA Conference Hall, food and other logistics from 11<sup>th</sup> March'19 to 3<sup>rd</sup> April'19 as stated in the table above.

*[Signature]*  
8/3/19  
S. S. G. Gous,

Programme Coordinator, SUDA

Programme Approved. May pl discuss with JD for logistics.

8/3/19

P.I. do the needful work order to Dighanagar MC SHG Group as per instruction of SUDA

*[Signature]*

PL.

HA



Sub: Review Meeting on Physical and Financial progress, Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 30<sup>th</sup> August, 2019.

It has been observed till date some ULBs are still lacking in construction of IHHL, Community Toilet and Public Toilet as well as uploading in online entry of them in the Gol Portal.

A whole day Review Meeting with the ULBs has been organised at SUDA Conference Hall 30<sup>th</sup> August, 2019 from 11.A.M. onward, and a Hand Holding support, if needed, will be given on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal as per schedule below:

**THE SCHEDULE OF THE REVIEW MEETING:**

Date: 30<sup>th</sup> August, 2019

Time: 11.00 A.M. onward

Venue: SUDA Conference Hall

SL NO	Name of the ULB	Name of the District	Final Target of IHHL	Constn. completed	Final photo uploaded	CT Sanctioned	CT Constructed	PT Sanctioned	PT Constructed
1	Kharagpur	PASCHIM MEDINIPUR	8100	6225	2042				
2	Kalimpong	KALIMPONG	650	175	21	22			
3	Darjeeling	DARJEELING	1131	0	37	9			
4	Kurseong	DARJEELING	274	0	0				
5	Mirik	DARJEELING	325	50	11	15			
6	Siliguri MC	DARJEELING	4097	723	91				
7	Jhalda	PURULIA	1100	0	2				
8	Purulia	PURULIA	3450	700	481				
9	Raghunathpur	PURULIA	3200	1790	1785				
10	Bankura	BANKURA	4640	2951	2628			60	
11	Sonamukhi	BANKURA	1200	900	726				
12	Asansol MC	PASCHIM BARDHAMAN	31704	10843	4351				
13	Gushkara	PURBA BARDHAMAN	3274	2807	1438				
14	Bolpur	BIRBHUM	1785	1400	1371				
15	Suri	BIRBHUM	2232	1610	811				
16	Balurghat	DAKSHIN DINAJPUR	3001	2478	1056	90			
17	Buniadpur	DAKSHIN DINAJPUR	650	231	135	14			
18	Gangarampore	DAKSHIN DINAJPUR	1060	600	171	6			
19	Howrah MC	HOWRAH	0	0	3	410			
20	Alipurduar	ALIPURDUAR	4779	1223	6	80		20	
21	Dhupguri	JALPAIGURI	2800	2113	892	32		3	
22	Jalpaiguri	JALPAIGURI	2320	1000	628	4			
23	Mal	JALPAIGURI	1007	316	5	7		6	
24	English Bazar	MALDA	2421	1690	1690	43			
25	Old Malda	MALDA	1544	633	633	25			
26	Dhulian	MURSHIDABAD	7990	6700	5225				
27	Domkal	MURSHIDABAD	5677	3580	3572	21		21	
28	Jiaganj-Azimganj	MURSHIDABAD	2200	1107	707				
29	Murshidabad	MURSHIDABAD	1572	305	218	18			
30	Jhargram	JHARGRAM	1725	1441	548				
31	Kharar	PASCHIM MEDINIPUR	250	198	132				
32	Kharpai	PASCHIM MEDINIPUR	1673	1347	1251				
33	Dalkhola	UTTAR DINAJPUR	2373	1758	1154	27			
34	Islampur	UTTAR DINAJPUR	2008	1280	1275	22			



SL NO	Name of the ULB	Name of the District	Final Target of IHHL	Constn. completed	Final photo uploaded	CT Sanctioned	CT Constructed	PT Sanctioned	PT Constructed
35	Kaliaganj	UTTAR DINAJPUR	3487	1625	1112	27		40	
36	Raiganj	UTTAR DINAJPUR	7894	3622	1261	36		50	
37	Taherpur	NADIA	1213	1040					
38	Cooch Behar	COOCH BEHAR	1050	810					
39	Bansberia	HOOGHLY	1140	821					
40	Bhadreswar	HOOGHLY	2533	830		22			
41	Bidhan Nagar MC	NORTH 24 PGS	2850	2250					
42	North Dum Dum	NORTH 24 PGS	332	290					

If approved following actions may be taken:

1. A letter for Review Meeting on IHHL/CT/PT online entry and uploading may be issued to the Commissioner/ Chairman /Chairperson of the respective ULBs to nominate **SI and the Nodal Person** as per abovementioned schedule.
2. The <sup>office</sup> ~~Jt. Director~~ may be requested to book the SUDA Conference Hall for the meeting.
3. The Finance Officer may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the day mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF DRIVERS FROM ULBs	TOTAL
30.08.2019	42 X 2 =84	10	8	102

This is placed for kind approval

*S. S. G. Gous,*  
20.8.19

Programme Coordinator, SUDA

*CMA/PM, SUDA*

The abovementioned proposal for review meeting on IHHL/CT/PT online entry with 42 teams may be approved.

If approved, office may be requested to make arrangement as detailed in 'A' above.

*Asst. SMD, MMB(V)*

*Director*

Draft may kindly be approved.

*21.08.19*

*20.8.19*

*26/8/19*



The following bills have been received from New Aristocrate (Caterer & House Keeping Service) of ILGUS premises against supply of Lunch, Dinner, Tea, Biscuit etc for the Workshop on Online Entry and Uploading of Individual Household Latrine and other meetings under Mission Nirmal Bangla. The details of the bills are furnished below :

Name of the Payee	S I N O	Bill No. & Date	Particular	Certification Given By	Relat ed to	Amount (Rs.)
NEW ARISTOCRATE (Canteen Service)	1.	213 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 06.12.2019, 07.12.2019, 08.12.2019 for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	13,280.00
	2.	215 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 11.12.2019, 12.12.2019, for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	16,168.00
	3.	216 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 13.12.2019, 14.12.2019, 15.12.2019 for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	11,180.00
	4.	217 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 16.12.2019, 17.12.2019, 18.12.2019 for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	14,740.00
	5.	218 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 19.12.2019, 20.12.2019, 21.12.2019 for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	6,120.00
	6.	219 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 26.12.2019, 27.12.2019, for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	13,620.00
	7.	220 dated 09.01.2019	Supply of Lunch, Dinner, Tea Biscuit on 28.12.2019, 29.12.2019, for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	6,840.00



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## NOTE SHEET Page - 2

SUDA

Name of the Payee	S L N O	Bill No. & Date	Particular	Certification Given By	Relat ed to	Amount (Rs.)
NEW ARISTOCRATE (Canteen Service)	8.	249 dated 15.03.2019	Supply of Lunch, Dinner, Tea Biscuit on 24.01.2019, 25.01.2019, 28.01.2019, 29.01.2019, 30.01.2019, 31.01.2019, 01.02.2019, 02.02.2019 for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	16,380.00 ✓
	9.	250 dated 15.03.2019	Supply of Lunch, Dinner, Tea Biscuit on 05.02.2019, 06.02.2019, 07.02.2019, 12.02.2019, 13.02.2019, 14.02.2019, for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	9,510.00 ✓
	10.	251 dated 15.03.2019	Supply of Lunch, Dinner, Tea Biscuit on 15.02.2019, 16.02.2019, 18.02.2019, 19.02.2019, 20.02.2019, 21.02.2019, for the online entry and uploading household latrine.	S.S.G. Gous (Programme Coordinator)	SBM	4,650.00 (₹) 4930/-
	11.	1715 dated 10.04.2019 21.06.19	Supply of breakfast for the employees attended the meeting at Biswa Bangla Convention Centre on 10.04.2019	Tanmay Ganguly	SBM	750.00 ✓
	12.	1745 dated 19.08.2019	Supply of breakfast for the employees attended the meeting at Biswa Bangla Convention Centre on 14.08.2019	Tanmay Ganguly	SBM	6,160.00 ✓
						1,19,398.00
(Rupees One Lakh Nineteen Thousand Three Hundred Ninety Eight) only.						

② 1,19,678.00

The bills have been checked and verified according to certification by the competent authority and signature has been endorsed on the body of the bills.

If approved the total amount of **Rs. 1,19,678.00** (Rupees One Lakh Nineteen Thousand Three Hundred Ninety Eight) Only may be disburse in favour of above payees.

Submitted for kind approval.

H.A.  
Joint Director

16/09/2019

16.09.2019.

Pk Chua

T. B. B. B.

FO -



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NOTE SHEET

SUDA

Mansit  
Dutta

May confirm the invoices submitted as per the  
notesheet -

Y. More  
16.09.19.

Verified above noted invoice as per notesheet and  
found correct.  
Submitted.

M. Dutta  
17.09.19

The twelve number of bills as noted  
may be approved.

Y. More  
17.09.19.

F.O.

Director

JD/50

Get 15/5/15

23/9/19

Acet

May process.

Y. More  
23.09.19.



**As per notes and orders at prepage**

As approved by Director, SUDA at prepage, to release the payments in favour of "New Aristocrate", 01 (One) no. of Transfer Advice amounting to Rs.1,16,081/- (Rupees One Lakh Sixteen Thousand Eighty One only) onward submission to Axis Bank Ltd., Salt Lake Sector-II branch as detailed below, has been prepared and placed herewith for signature of Director, SUDA and Finance Officer, SUDA please.

Pay order endorsed on the body of the bill is for signature of Finance Officer, SUDA please.

Name of Payee	Bill No. & Date	Purpose of Payment	Gross Amt.	TDS Amt.	GST Amt.	Net. Amt.
New Aristocrate	213 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 06.12.2018, 07.12.2018, 08.12.2018 for the online entry and uploading household latrine.	13,280.00	133.00	266.00	12,881.00
	215 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 11.12.2018, 12.12.2018 for the online entry and uploading household latrine.	16,168.00	162.00	324.00	15,682.00
	216 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 13.12.2018, 14.12.2018, 15.12.2018 for the online entry and uploading household latrine.	11,180.00	112.00	224.00	10,844.00
	217 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 16.12.2018, 17.12.2018, 18.12.2018 for the online entry and uploading household latrine.	14,740.00	147.00	296.00	14,297.00
	218 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 19.12.2018, 20.12.2018, 21.12.2018 for the online entry and uploading household latrine.	6,120.00	61.00	122.00	5,937.00
	219 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 26.12.2018, 27.12.2018 for the online entry and uploading household latrine.	13,620.00	136.00	272.00	13,212.00
	220 dt. 09.01.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 28.12.2018, 29.12.2018 for the online entry and uploading household latrine.	6,840.00	68.00	138.00	6,634.00
	249 dt. 15.03.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 24.01.2019, 25.01.2019, 28.01.2019, 29.01.2019, 30.01.2019, 31.01.2019, 01.02.2019, 02.02.2019 for the online entry and uploading household latrine.	16,380.00	164.00	328.00	15,888.00
	250 dt. 15.03.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 05.02.2019, 06.02.2019, 07.02.2019, 12.02.2019, 13.02.2019, 14.02.2019 for the online entry and uploading household latrine.	9,510.00	95.00	190.00	9,225.00
	251 dt. 15.03.2019	Release of payment for supply of Lunch, Dinner, Tea Biscuits on 15.02.2019, 16.02.2019, 18.02.2019, 19.02.2019, 20.02.2019, 21.02.2019 for the online entry and uploading household latrine.	4,930.00	49.00	100.00	4,781.00
	1715 dt. 21.06.2019	Release of payment for supply of breakfast for the employees attended the meeting at Biswa Bangla Convention Centre on 10.04.2019.	750.00	8.00	16.00	726.00
	1745 dt. 19.08.2019	Release of payment for supply of breakfast for the employees attended the meeting at Biswa Bangla Convention Centre on 14.08.2019.	6,160.00	62.00	124.00	5,974.00
Total Amount			119,678.00	1,197.00	2,400.00	116,081.00
(Rupees One Lakh Sixteen Thousand Eighty One only)						

Finance Officer, SUDA  
AND  
Director, SUDA

FO/PAS

24/09/19

24.09.19.

24/09/19

24/09/19

20



Sub: Review Meeting on Physical and Financial progress, Online Entry and uploading of Individual Household Latrine (IHHL)/CT & PT in the Portal of Gol under Mission Nirmal Bangla (Urban) on 25<sup>th</sup> October, 2019.

It has been observed till date some ULBs are still lacking in construction of IHHL, Community Toilet and Public Toilet as well as uploading in online entry of them in the Gol Portal.

A whole day Review Meeting with the ULBs had been organised at SUDA Conference Hall on 25<sup>th</sup> October, 2019 from 11.A.M. onward, and a Hand Holding support, if needed, will be given on **Online Entry and uploading the IHHL collected Data with photos and Adhaar** in the Gol Portal as per schedule below:

**THE SCHEDULE OF THE REVIEW MEETING:**

Date: 25<sup>th</sup> October, 2019 Time: 11.00 A.M. onward Venue: SUDA Conference Hall

SL NO	Name of the ULB	Name of the District	Final Target of IHHL	Constn. completed	Final photo uploaded	CT Sanctioned	CT Constructed	PT Sanctioned	PT Constructed
1	Taherpur	NADIA	1213	1040	843	0	0	0	0
2	Katwa	Purba BARDDHAMAN	1232	832	832	10	10	0	0
3	Cooch Behar	COOCH BEHAR	1050	892	791	0	0	0	0
4	Bansberia	HOOGHLY	1140	821	729	0	0	0	0
5	Bhadreswar	HOOGHLY	2533	830	333	22	22	0	0
6	Bidhan Nagar MC	NORTH 24-PGS	2850	2250	1948	0	0	0	0
7	Tamluk	PURBA MEDINIPUR	2542	2042	1595	0	0	0	0
8	Memari	Purba BARDDHAMAN	2237	1500	1510	0	0	0	0
9	Kharagpur	PASCHIM MEDINIPUR	8100	6600	2903	0	0	0	0
10	Kalimpong	Kalimpong	650	199	241	0	0	0	0
11	Darjeeling	DARJEELING	1131	0	37	0	0	0	0
12	Kurseong	DARJEELING	274	0	0	0	0	0	0
13	Mirik	DARJEELING	325	42	42	15	15	0	0
14	Siliguri MC	DARJEELING	4097	0	91	0	0	0	0
15	Jhalda	PURULIA	1100	222	18	0	0	0	0
16	Purulia	PURULIA	3450	1691	988	0	0	0	0
17	Bankura	BANKURA	4640	3225	3098	0	0	46	46
18	Sonamukhi	BANKURA	1200	1000	726	0	0	0	0
19	Asansol MC	Paschim Bardhaman	31704	15254	4508	0	0	0	0
20	Gushkara	Purba Bardhaman	3274	2807	1438	0	0	0	0
21	Bolpur	BIRBHUM	1785	1400	1371	0	0	0	0
22	Suri	BIRBHUM	2232	1610	812	0	0	0	0
23	Balurghat	DAKSHIN DINAJPUR	3001	2478	1370	0	0	0	0
24	Buniadpur	DAKSHIN DINAJPUR	650	266	136	0	0	0	0
25	Gangarampore	DAKSHIN DINAJPUR	1060	600	313	0	0	0	0
26	Howrah MC	HOWRAH	0	0	3	0	0	0	0
27	Alipurduar	ALIPURDUAR	4779	1223	248	12	12	0	0
28	Dhupguri	JALPAIGURI	2800	2400	1025	1	1	0	0
29	Jalpaiguri	JALPAIGURI	2320	1000	636	1	1	0	0
30	Mal	JALPAIGURI	1007	316	5	0	0	0	0
31	English Bazar	MALDA	2421	1831	1851	0	0	0	0



32	Old Malda	MALDA	1544	656	711	0	0	0	0
33	Domkal	MURSHIDABAD	5677	3580	3597	15	15	14	14
34	Jiaganj-Azimganj	MURSHIDABAD	2200	1107	707	0	0	0	0
35	Murshidabad	MURSHIDABAD	1572	786	284	18	18	0	0
36	Jhargram	JHARGRAM	1725	1441	842	0	0	0	0
37	Kharar	PASCHIM MEDINIPUR	250	198	153	0	0	0	0
38	Khirpai	PASCHIM MEDINIPUR	1673	1347	1347	0	0	0	0
39	Dalkhola	UTTAR DINAJPUR	2373	1798	1154	0	0	0	0
40	Islampur	UTTAR DINAJPUR	2008	1461	1498	3	3	0	0
41	Kaliaganj	UTTAR DINAJPUR	3487	1625	1117	0	0	29	29
42	Raiganj	UTTAR DINAJPUR	7894	4635	1262	0	0	0	0
Total			127200	73005	43113	97	97	89	89

If approved following actions may be taken:

1. A letter for Review Meeting on IHHL/CT/PT online entry and uploading may be issued to the Commissioner/ Chairman /Chairperson of the respective ULBs to nominate **SI and the Nodal Person/concerned personnel** as per abovementioned schedule.
2. The office may be requested to book the SUDA Conference Hall for the meeting.
3. The Finance Officer may be requested to arrange for necessary logistic support (Tea, Water and Lunch) for the day mentioned above for the participants of the ULBs along with other Resource Persons and the drivers from the ULBs as follows:

DATE	NO OF ULB PARTICIPANTS	SUDA OFFICIALS	NO OF DRIVERS FROM ULBs	TOTAL
25.10.2019	42 X 2 =84	6	8	98

This is placed for kind approval

S. S. G. Gous,

Programme Coordinator, SUDA

The review meeting of 42 non performing ULBs may be scheduled on 25-10-2019 at 12:00 noon.

placed for kind approval.

If approved, a draft letter is placed for kind approval.

Director

21/10



**Sub: Follow up actions to be taken in connection with ODF/ODF+./ODF++ declaration and IHHL/CT/PT construction in all ULBs.**

As desired by the Principal Secretary, UD&MA Department, a communication may be made to all the ULBs regarding follow up actions to be taken in connection with ODF/ODF+./ODF++ declaration and IHHL/CT/PT construction in all ULBs and may request to furnish the report on IHHL, CT and PT alongwith utilization certificate.

Placed for kind approval.

If approved, a draft letter alongwith reporting format placed in the file for kind perusal and approval.

*Sujay*  
11.11.19  
(Sujay Mitra)

Chief Manager-Planning & Monitoring

Additional Director

May kindly be approved & signed.

*6*  
11.11.19.

ADP 11/11/19

*Director*

AND (SM)