

STATE URBAN DEVELOPMENT AGENCY

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

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

SUDA-56/2014(Part-IV)/৬৪১

Date: 30.06.2015

From : Director,SUDA

To : 1. Mayor / Chairperson

.....Municipal Corporation/Municipality/N.A.A.

2. Municipal Commissioner, Kolkata Municipal Corporation

3. Administrator,..... Municipal Corporation/Municipality/N.A.A.

Sub : Comprehensive House to House Survey for identification
of Insanitary Latrine/ No Latrine in Urban Local Bodies

Ref No : SUDA-56/2014/1069 dated 17.12.2014

Sir/Madam,

In terms of Section 4(1)(a) under Chapter II of the "The Prohibition of Employment as Manual Scavengers and Their Rehabilitation Act, 2013" issued by Ministry of Social Justice & Empowerment, Government of India and in continuation to our earlier letter mentioned above, I am to reiterated that every local authority shall :

- Publish a list of insanitary latrines & No Latrine after completion of the Survey ;
- Serve notice to the occupier to either demolish the insanitary latrine or convert it into a sanitary latrine within six month;
- Construct within a period not exceeding nine months sanitary community latrine as it considers necessary, in areas where insanitary latrines have been found ;
- Construct adequate number of sanitary community latrines within three years.

In compliance with the above stated Act , a Comprehensive House to House Survey for identification of Insanitary Latrines/ No Latrine facilities for Urban areas have been conducted in all ULBs within the State for complete elimination of insanitary latrines and construction of Sanitary / Community Latrine, thereof. After completion of the Door to Survey conducted from your end, following actions need to be taken are mentioned hereunder before drfat publication and inviting Claims & Objection from the persons/recognized NGO concerned:

1. ULB-wise as well as ward-wise compiled survey report of insaniatry latrine & No Latrine facility will be sent to the email-id of the Nodal Officer of concerned ULBs for immediate printing of List and verification thereof ;

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SUDA-56/2014(Part-IV)/

Date: .06.2015

2. As survey outcome shows deviation in number of Insanitary Latrine compared with Census-2011 Figure and in some cases huge deviation is detected, it is decided by the Department recently that, survey outcome needs to be verified further by the Town/District Level Survey Committee involving ULBs concerned with the technical guidance from Municipal Engineering Directorate, West Bengal ;
3. On completion of the verification of the List and necessary rectification, if any, ULB shall place the List in the City/Town level Survey Committee for ratification before draft publication;
4. Submission of List of Insanitary Latrine/ No Latrine Facilities to SUDA **within 31st July, 2015 (Friday)** after ratification in the City/Town level Survey Committee;

In order to prepare an error-free comprehensive list of Insanitary Latrine & No Latrine facilities for your ULB, you are further requested to involve representatives from the Community , NGO - Safai Karmachari Andolon (SKA) & Maharshi Balmiki Seva Sangha (MBSS) and Representative from Railways to share their views /recommendations during Claims & Objection phase and verification phase, if situation demands. Furthermore, you are also requested to involve the respective Executive Engineer of MED within the jurisdiction of ULB to extend necessary technical support for classification of Insanitary Latrine, if doubt remains.

Yours faithfully,


 Director, SUDA

Copy Forwarded for Information to :

- (1) Chief Engineer, MED , GoWB – with a request to provide necessary instructions to all the Executive Engineer concerned to render necessary technical assistance in respect of proper identification of Insanitary Latrine and if necessary through physical inspection.
- (2) Managing Director, West Bengal SC & ST Development & Finance Corporation, GoWB
- (3) Shri Mitra Chatterjee, WBCS(Exe), Joint Secretary, MA Dept, GoWB


 Director, SUDA

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

SUDA-56/2014(Part-IV)/ 682

Date: 30.06.2015

From : Director, SUDA

To : 1. Mayor / Chairperson ,

.....Municipal Corporation/Municipality/N.A.A.

2. Administrator,..... Municipal Corporation/Municipality/N.A.A.

Sub : Meeting for Verification Survey Data of Insanitary Latrine/No Latrine facility

Sir/Madam,

I am to draw your attention to this Office letter vide Memo No. SUDA-56/2014/1069 dated 17/12/2014 wherein ULBs have been requested to carry out comprehensive house to house survey for identification of Insanitary Latrine/No Latrine facility in your municipal jurisdiction in terms of Section 4(1)(a) under Chapter II of "The Prohibition of Employment as Manual Scavengers and Their Rehabilitation Act, 2013" issued by Ministry of Social Justice & Empowerment, Govt. of India. Now, from the Survey forms submitted by the respective ULBs to SUDA, it appears that, proportion of existence of Insanitary Latrine /No Latrine Facilities compare to Census-2011 figure is in much more higher for your ULB (copy enclosed).

To resolve the issues about the enhancement of number of Insanitary Latrine/No Latrine facility, It has been further decided that such survey outcome where figure is in much more higher side compare to Census-2011 figure, it will be reviewed further by the concerned ULB with the technical guidance of the concerned Executive Engineer of MED for compliance. Necessary instructions to be send by Chief Engineer, MED to all the Executive Engineer concerned to provide necessary technical assistance to the ULB for further verification, for which separate communication has already been made.

Incidentally it may be mentioned in this connection that a Training Programme for ULB level Officials on "Seeding of Aadhaar Number against all NSAP Beneficiaries" where the Nodal Officer and Officer/Staff dealing with NSAP have been invited to attend the Training Programme vide this Office Memo. No. 414/2008(Part-IV)/641 dated 22.06.2015 as per schedule mentioned thereof. The above issues for Preparation of error-free comprehensive list of Insanitary Latrine/No Latrine facilities for your ULB will also be discussed in this Meeting.

In this regard, you are also requested to instruct your Nodal Officer to attend the Meeting with requisite information on Type of Insanitary Latrine for fruitful discussion.

Thanking you,

Encl : As stated

Yours faithfully,



30/6/2015
Director, SUDA

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

SUDA-414/2008 (Part-IV)/ 641 (128)

Dated :22/06/2015

From : Director, SUDA

To : 1. The Mayor/Chairperson/Administrator

..... Municipal Corporation/Municipality/N.A.A.

2. The Municipal Commissioner, Kolkata Municipal Corporation

3. The Administrator,..... Municipality/N.A.A.

**Sub: Training Programme for ULB Level Officials in connection with the process of -
 Seeding of Aadhaar Number against all NSAP Beneficiaries**

Ref : Order No. SUDA-414/2008(Part-IV)/ 632 dated 19.06.2015

Sir,

In pursuance of our earlier communication under reference, this is to inform you that a Training Programme will be held with the ULB Level Officials as per following programme schedule for Seeding of Aadhaar Number against all NSAP Beneficiaries in the Statutory Towns of West Bengal.

Date	Time	Municipal Corporation/Municipality/ Notified Area Authority falling under the Districts of	Number of ULBs involved	Venue
08.07.2015 (Wednesday)	11:00 A.M. - 01:00 P.M.	Cooch Behar, Darjeeling, Jalpaiguri, Alipurduar, Uttar Dinajpur, Dakshin Dinajpur & Malda	Total - 23	Conference Hall of SUDA
08.07.2015 (Wednesday)	02:00 P.M. - 04:00 P.M.	Murshidabad, Birbhum, Howrah & Kolkata MC	Total - 17	
09.07.2015 (Thursday)	11:00 A.M. - 01:00 P.M.	Bardhaman, Nadia	Total - 21	
09.07.2015 (Thursday)	02:00 P.M. - 04:00 P.M.	West Midnapur, East Midnapur, Bankura, Purulia,	Total - 19	
10.07.2015 (Friday)	11:00 A.M. - 01:00 P.M.	South 24 Parganas, Hooghly	Total -20	
10.07.2015 (Friday)	02:00 P.M. - 04:00 P.M.	North 24 Parganas	Total - 27	

Accordingly, you are hereby earnestly requested to nominate the following officials (at most 2) from your organisation to attend the said training as per the abovementioned schedule, who will in turn train the selected field functionaries for the process of Aadhaar seeding. In this connection, it is also mentioned here that owing to space constraint in the Conference Hall, you are requested to depute **Nodal Officer and Officer/Staff dealing with NSAP Scheme to attend the Training Programme.**

A line of confirmation with name, designation and contact no. of the participant may be sent **through e-mail** to Sri Sandip Gupta, Computer Programmer , SUDA [Mobile No : 9432104437; Fax No. (033) 2358-5800 ; Email :cp.suda@yahoo.co.in].

Yours faithfully,


Director, SUDA

SUDA-414/2008/

Dated :

Copy forwarded for favour of information :

- 1) Shri Mitra Chatterjee, WBCS(Exe), Joint Secretary, MA Dept, GoWB
- 2) Shri Mrinal Kanti Rano, WBCS(Exe), Joint Director (SD), MA Dept, GoWB
- 3) Additional Director (Finance) & Financial Adviser,SUDA
- 4) Joint Director, ILGUS with a request to render necessary support for booking of Rooms at ILGUS Hostel for the proposed Meeting on 8th – 10th July, 2015
- 5) Sri Amitava Bose, Technical Director, NIC, West Bengal- with a request to attend the Training Programme
- 6) Administrative Officer, SUDA with a request to render necessary support for booking of the Conference Hall of SUDA & logistic arrangements for the proposed Meeting 8th – 10th July, 2015
- 7) Finance Officer, SUDA & Ex-officio Joint Director (Finance)
- 8) Shri Sandip Gupta, Computer Programmer, SUDA
- 9) Sr. P.S.to the Principal Secretary, Municipal Affairs Department, Govt. of West Bengal


Director, SUDA