

**GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION DEPARTMENT**

From  
Dr. B. Janardhan Reddy, I.A.S.,  
Commissioner & Director of  
Municipal Administration  
Hyderabad.

To  
(1) All the Regional Director - cum -  
Appellate Commissioners of  
Municipal Administration Department,  
(2) All the Municipal Commissioners  
(though RDMA's Concerned)

**Lr.Roc.No.1563/CDMA/2014-K3, Dt.22-07-2015**

Sir/Madam,

Sub:- MA&UD Dept. - Video Conference on Swachh Telangana - Swachh Bharat Mission,  
Solid Waste Management issues, Haritha Haram, 13<sup>th</sup> FC, Accounts & Audit etc.,  
in the ULBs of Telangana State - by the C&DMA, on 14-07-2015, from 03:00 PM  
to 05:00 PM - with RDMA's & Municipal Commissioners and relating staff of all  
ULBs - Minutes of the Video Conference - Communicated - Reg.

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With reference to the subject matter cited, this is to inform to all the ULBs that the  
Video Conference was held on 14-07-2015, 03:00 PM and reviewed the Status of Swachh  
Telangana, SWM, Haritha Haram, Accounts, Audit and 13<sup>th</sup> FC and other key issues.

2. The Minutes of the Video Conference, are now communicated to all the concerned for  
taking necessary action.

(This has approval of C&DMA)

Encl: Minutes.

Yours faithfully  
Sd/- S.Srinivasa Reddy  
for Commissioner & Director

Copy to the peshi, O/o.C&DMA to place it on the table.

Copy to CE (PH) for information.

Copy to SE (PH) Hyderabad & Warangal Regions for information.

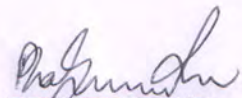
Copy to AMD, MEPMA for information.

Copy to AM, TUFIDC for information.

Copy to Director, State Audit Department for information.

Copy to DTCP for information.

/t.c.f.b.o/

  
SUPERINTENDENT  
186  
24/07/2015

**MINUTES OF THE VIDEO CONFERENCE HELD ON 14.07.2015 AT 3.00PM AT SECRETARIAT, HYDERABAD ON SWACHH BHARAT – SWACHH TELANGANA AND VIRIOUS OTHER ISSUES**

**OFFICERS ATTENDED:**

1. Dr.B. Janardhan Reddy, IAS., Commissioner and Director of Municipal Administration, TS, Hyderabad
2. Sri MD. Imtiyaz Ahmad, CE (PH), Hyderabad
3. Smt. P. Anuradha, Additional Director, O/o C&DMA, TS, Hyderabad.
4. Sri S.K. Aleem Basha, TUFIDC, Hyderabad
5. Sri S. Srinivas Reddy, Joint Director and RDMA, Hyderabad and Warangal Region and Officers from MEPMA, State Audit Department, DTCP were present in the Video Conference

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**Swachh Bharat – Swachh Telangana:**

1. The MCs were instructed to clear the payments immediately to beneficiaries wherever the construction of Individual Household Toilets are completed by following necessary procedure.
2. All MCs shall conduct meeting with Masons and material suppliers to speed up the construction of Individual Household Toilets as Government of India has declared that 10% completion of IHLs will fetch 10 points to the ULB in smart cities score card.
3. It was instructed that MCs shall conduct meeting with Bankers, SLF/TLF/SHG and beneficiaries to extend the loans to beneficiaries for construction of Individual Household Toilets. The MEPMA officials in the ULBs shall liaison with banks to extend loans to SLF/TLF/SGH members. No beneficiary shall go to private money lenders for loans for construction of toilets as it was observed in case Mr.Ibraheem, Jagityal who took loan @36% per annum from private persons.
4. MCs shall conduct meeting with Corporators /Councilors and seek their cooperation and support for completion of IHLs in their Wards/Divisions. The Corporators /Councilors may be motivated to act as catalyst in identification of beneficiaries and in completion of IHLs in their wards. MCs shall conduct a meeting and announce a competition



among the Corporators / Councilors for completion of IHLs in their wards. The Corporators / Councilors who will complete construction of IHLs in their wards and their wards will be declared as 100% "Open Defecation Wards" and shall be re-awarded suitably on 15<sup>th</sup> August, 2015.

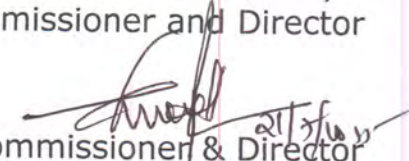
5. The C&DMA will select and give the cash awards to the best performing MCs, i.e., who will complete maximum number of toilets and achieve their targets etc., on 2<sup>nd</sup> October, 2015
6. MCs shall convene a meeting on 01.08.2015 with all Schools (public and private) and colleges and inform them about the "Swachh Bharat Quiz Competitions from 01.08.2015 to 07.08.2015"
7. It was observed that the performance of Warangal Corporation in construction of IHLs is disappointing and MC Warangal has been requested to speed up the activities immediately. Wherever the required space is not available for construction of Twin Pit Latrines, the beneficiaries can be permitted to go for a single pit septic tank latrines
8. The C&DMA agreed to give orientation to Corporators/ Councilors on Swachh Bharat – Swachh Telangana through EPTRI/ MEPMA subject to availability of professionals.
9. The C&DMA agreed to establish Video Conference system, i.e., at head office and in District headquarter ULBs, as MCs have expressed their difficulties in attending VCs at MRO and RDO offices and instructed to process the file under SBMs A&OE funds.
10. All MCs were instructed to furnish National Green Tribunal (Solid Waste Management) reports immediately, and action will be initiated on MCs who will not respond to the instructions.
11. The Municipal Commissioners of Ramagundam, Warangal, Khammam and Miryalguda were instructed to submit Annual Account for 2013-14 in DEABAS immediately as the same is badly delayed.

12. Only 5 ULBs have submitted Annual Accounts for 2014-15 in DEABAS, the remaining ULBs were instructed to submit Annual Account by 30.8.2015 without fail.
13. The ULBs Bellampally, Narayanpet, Miryalguda, Kagaznagar, Wanaparthy were instructed to make upto date entries in DEABAS live 2015-16.
14. Delayed remittances were noticed from the DEABAS live application, in respect of 34 ULBs and the Commissioners of the said ULBs were instructed that the issue will be taken seriously and there shall not be delay in remittances of daily collections into bank.
15. Pending cash deposits were noticed in 7 ULBs viz., Gajwel, Khammam, Kothagudem, Mancherial, Metpalli, Siddipet and Warangal and the Municipal Commissioners were instructed to avoid cash deposits with the bill Collectors or Sharoff and disciplinary action will be initiated against all the defaulting personnel
16. It was instructed that Municipal receipts shall not be retained by the Sharoff, Bill Collectors and Accountants without remitting into bank under any circumstances, beyond 24 hrs.
17. It was pointed out with displeasure that though instructions were issued to procure Hand held devices for collection of Property Tax collections certain Municipal Commissioners have not procured them till date. The procurement would go a long way in prevention of irregularities. The MCs shall be held responsible for any irregularities in tax collections & remittance properly in time.
18. It was opined that non procurement of devices establishes prima facie case that the Municipal Commissioner and the collection staff have colluded with malafide intentions to misappropriate Municipal funds and hence a report in this regard shall be sent to Government for initiating necessary action in the matter.
19. The Municipal Commissioners were permitted to engage services of retired Auditors for a limited period for preparation of replies to Audit Objections and Audit related issues by meeting the expenditure from Municipal General funds.



20. The Accounts Officers were instructed to perform the duties of Pre-Audit until further orders.
21. It was pointed out by the Audit Officer, State Audit Department that many ULBs are not Co-operating during Audit period and records are not being produced in time causing delay in completion of Audit. The issue was viewed seriously and it was informed that non production of records to Audit by the concerned will be construed as a criminal offence as it is willful evasion of duties and plotting conspiracy to suppress material facts.
22. The Municipal Commissioners were instructed to issue instructions to the section heads making them responsible for production of records to audit. If any delay is noticed in production of records required by the Audit, the concerned section head will be held responsible for such delay and disciplinary action will be initiated against him/her for non-production of records.
23. The Municipal Commissioner, Karimnagar Corporation was instructed to submit a detailed proposal on out-sourcing of water charges collection for taking further action in the matter.

Sd/- B.Janardhan Reddy  
Commissioner and Director

  
for Commissioner & Director

