

Draft

**MINUTES OF THE C&DMA REVIEW MEETING HELD ON 23.12.2015 AT 3.00 PM
AT MINI CONFERENCE HALL, O/O C&DMA ON SWACHH BHARAT SWACHH
TELANGANA**

Participants:

1. Sri M. Dana Kishore, IAS., C&DMA and State Mission Director (SBM)
2. Smt. P. Anuradha, Additional Director, O/o C&DMA
3. Sri B. Srinivas, Joint Director, O/o C&DMA
4. Smt Hema Latha, CDO, O/o C&DMA
5. Sri K. Phalgun Kumar, Superintendent, H-Section, C&DMA
6. Sri V.Venu Gopal, Sanitation Expert, GIZ, O/o C&DMA
7. Sri S.A.Basheer, SWM Expert, O/o C&DMA

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At the outset, the C&DMA and State Mission Director (SBM), reviewed progress of individual toilets, community toilets, solid waste management and SWM DPRs and issued following instructions for speed up the Swachh Bharat – Swachh Telangana activities in the State;

1. Prepare templates for collection of information wrt Septage Management, i.e., No.of Gulfer Machines existing in ULBs, present method of septage collection, septage collection charges, method of disposal and No.of sanitary toilets in ULB etc. The above template shall be communicated to the ULBs to bring the details on MCs meeting 07.01.2016.

Action: Joint Director

2. Study and prepare detailed power point presentation on Tamilnadu Septage Management Guidelines.

Action: Joint Director

3. Vision Document on Sanitation status of Telangana has to be prepared. The document shall consists the following information;
 - a. No.of Households (Wardwise)
 - b. No.of Toilets existing (sanitary)
 - c. No.of Insanitary toilets
 - d. No.of Pit toilets
 - e. No.of Community toilets
 - f. No.of Public Toilets
 - g. No.of Households without toilet
 - h. Action plan for implementation to make the city "Open Defecation Free"

Action: Joint Director

4. Ensure the constitution of DLRMCs for all the Districts by 10.01.2016

Action: Joint Director

5. The following officers are instructed to visit two ULBs each and inspect toilets and study the construction methodology, water facility, usage, and social aspects etc., and submit the report to the C&DMA by 07.01.2016

- a. Sri B. Srinivas, Joint Director, O/o C&DMA
- b. Sri A. Srinivasa Rao, Asst. Director, O/o RDMA, Hyd.
- c. Sri V.Venu Gopal, Technical Expert, GIZ, O/o C&DMA
- d. Sri S.A. Basheer, SWM Specialist, O/o C&DMA office

Action: Joint Director

6. Submit report of bottom 10 ULBs (descending order) on progress of toilets on following aspects on every Monday;

- a. No.of Applications Commissioner Approved
- b. Geo-tagged (3 stages)
- c. Grounded
- d. State – I & Stage II completed
- e. Bank clearance details

Action: Joint Director

7. Prepare D.O.Letter to address to Commissioner, Greater Warangal Municipal Corporation on rejection of applications for new toilets (in light of G.O.58)

Action: Joint Director

8. Issue Memo to Municipal Commissioner, Huzurabad for non submission of social assessment report as directed by C&DMA in the review meeting on 24.11.2015. The MC, Huzurabad was also instructed to make a presentation on social assessment findings on 07.01.2016 in the MCs review meeting.

Action: Additional Director

9. All Municipal Commissioners shall achieve the targets by 07.01.2016 as fixed during the review meeting held on 24.11.2015 by C&DMA. All MCs shall attend Swachh Bharat Swachh Telangana review meeting to be held on 07.01.2016 at O/o C&DMA with all beneficiary details and stage wise progress details.

Action: Additional Director

10. A meeting shall be convened with SWM DPR consultants and Waste to Energy Project proponents on 28.12.2015 at 2.30 PM at C&DMA office

Action: Additional Director

11. All MCs were instructed to inspect at least 10% of toilets during construction and completion stages and interact with beneficiaries on its usage.

Action: Joint Director

12. All MCs were instructed to observe every THURSDAY as payment clearance day for SBM beneficiaries. On this day MCs shall ensure that all payments will be cleared for all stages and update the details in Swachhts website with Bank Clearance details. This concept shall not hinder the payments on other days.

Action: Joint Director

13. The C&DMA has fixed the state level target to complete 45000 toilets by March, 2016 and 86000 toilets by May, 2016 (total approved applications)

Action: Additional Director

14. All MCs were instructed to take up conversion of insanitary toilets to sanitary along with new toilets. The MCs shall obtain ward wise beneficiary detail and update the same on Swachhts website.

Action: Joint Director

15. The CGG shall develop GIS based ULB wise toilet details with hyper links.

Action: Additional Director

16. Ensure clearance of pending payments to SWM DPR consultants by 29.12.2015

Action: EE, TUFIDC

17. Smt. Sujatha, the State Mission Coordinator, MEPMA shall attend all Swachh Bharat Swachh Telangana meetings. The MEPMA is requested to take initiatives to ensure to put up Swachh Bharat Swachh Telangana as one of the agenda items in all SLF/TLF meetings and pass resolutions accordingly. The CO's shall be given individual targets and shall be communicated to this office.

Action: SMC, MEPMA

18. The Municipal Commissioners shall categorize the households based on the economic/ willingness status for construction of IHHLs into A, B and C categories for ease of construction.

- a. **Category A:** (i) The Households who are willing to start construction of IHHL immediately within a period of (7) days falls under this category. (ii) The Municipal Commissioner has to evince personal interest to start the construction of category "A" toilets. He should personally visit and get all these toilets started by end of January, 2016.

b. **Category B:** (i) The Households who are willing to start construction of IHHLs, but don't have economic status are falls under this category. (ii) The Municipal Commissioners shall entrust the work of motivating these category people to ward level officers. (iii) Toilet constructions shall be started within (15) days invariably tagging with Maistries and SGH/SLFs. These category toilets shall be completed by 31st March, 2016.

c. **Category C:** (i) The Households who are very poor, mostly slum dwellers and don't have willingness to construct the toilet are falls in this category. (ii) The MC along with ward officers and MEPMA Staff shall conduct awareness programs and ensure sanction loan advances wherever is required from SLF/TLF revolving funds for this category people. (iii) This category toilets shall start within a period of one month and complete by 31.03.2016.

All the MCs shall take up ward wise categorization of the applications into A, B and C Categories for construction of new toilets / conversion of insanitary to sanitary toilets (to be constructed) and upload the same into Swachh Telangana website by 04.01.2016. The Municipal Commissioners are also instructed to declare Open Defecation Wards wherever 100% toilets are completed or 100% conversion is achieved.

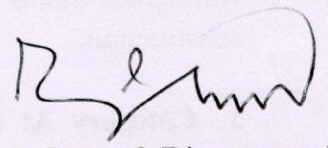
Action: Joint Director


19. **Vision Document:** Every Municipal Commissioner shall have the baseline data, i.e., town profile, town map, water supply, sewerage, solid waste management, storm water drainage and septage etc., for each sector and progress reports of projects and programs implementation under various Government schemes with them. Similarly, State Vision Document shall be prepared by collecting above said base line data from all the ULBs of the State in the given set of templates by 04.01.2016.

Action: Additional Director

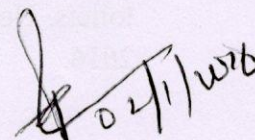
20. The Compost Development Officer of this office shall coordinate with MEPMA officials to ensure construction of IHHLs of Category C.

Action: CDO


**Commissioner & Director and
State Mission Director (SBM)**


31/12


(J.D.)


04/1/2016