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Minutes of Meeting – State Urban Livelihoods Mission, Bihar

Date of Meeting : 24th June, 2019 from 11:00 A.M. to 01:30 P.M.

Venue : Chamber of the Principal Secretary, UD&HD (GoB).

The meeting was held under the Chairmanship of Principal Secretary, UD&HD to review the progress and other related issues under DAY-NULM, Bihar. Special Secretary, Team members of PMC-NULM & representative of BSDM participated in the meeting.

The issues and decisions taken in the meeting are as follows:

Issues		Decision
1.	HR & CBT	
1.1	Recruitment Process and Capacity Building	<ul style="list-style-type: none"> PMC was directed to ensure that actions are taken against non-performers after assessing their performance. PMC informed that the file for approval on date of signing MoU with AILSG for integrated capacity building is under process. It was directed that the file movement be coordinated for further process and the execution of MoU be done at the earliest. PMC was directed to prepare a roster for training defining the target audience along with the location of training and share it with department. It was also directed that the training location should be at Divisional Headquarter or at places as per directions of department depending upon the count and number of participants and that it should also be incorporated in the MoU of AILSG.
2.	Support for Urban Street Vendors (SUSV)	
2.1	Finalization of RFP for Selection of Resource Organizations (ROs)	<ul style="list-style-type: none"> PMC informed that the process of technical evaluation has been completed for selection of resource organization for development of city vending plans in 11 Municipal corporations (excluding Patna Municipal Corporation). The evaluation sheet has been submitted to department for further process. PMC was directed to follow up with committee members for approval and directions. PMC informed that bids for only few Municipal Corporations were found eligible; it was directed to republish the RFP for selection of RO for such Municipal Corporations for which bids were not received or is found ineligible.
2.2	Survey of Vendors in New Towns.	<ul style="list-style-type: none"> PMC informed that survey of Street Vendors for the time being is being conducted through urban local bodies along with adhaar seeding. It was directed that a letter be sent directing ULBs to initiate the survey. It was also directed to closely monitor the progress of survey in new NULM towns. PMC informed that as directed two representatives from MIS team were sent to MRSAC on 29th May, 2019 for know-how and customization of mobile based application. It was also informed

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		<p>that an application is being developed by SULM MIS team of PMC.</p> <ul style="list-style-type: none"> • It was also directed that biometric survey is not required for vendors; thus, the application be developed with provision to fill adhaar number of vendors, GIS tagging and automated generation of layout with details of details of vendors to be printed on identity cards. It was directed that an application be developed and displayed by PMC-MIS Team on 10th of July, 2019. • PMC informed that a guideline on work plan as directed has been developed for engagement of CRPs in Survey. PMC was directed to include both logistics and process of application in the guideline and seek due approval of department. It was also directed that the approved guideline should be shared with ULBs. • PMC informed that for application based survey; ULBs are required to procure Tabs. It was also informed that the procurement of 10 Tabs by Municipal Corporation, 06 Tabs by Municipal Council and 03 Tabs by Nagar Panchayat is to be made as per directions provided in the previous review meeting. It was directed that a letter be sent to ULBs with direction for purchase of TABs along with technical specifications.
2.3	Progress of Printing & Distribution of ID Cards at ULB Level for surveyed street vendors.	<ul style="list-style-type: none"> • The PMC informed about the current status of distribution of identity cards by urban local bodies. It was directed to monitor that all the printed identity cards were distributed. • PMC informed about the request raised by ULBs that the amount and specification for printing of identity cards sanctioned through department is low and that they are not able to find vendors for the above stated task. • It was directed that a new limit as per present market rate be fixed after seeking quotations and a letter be sent to ULBs with revised rates after due approval from department.
2.4	Sanction and allotment of fund to ULBs for development of vending zones & proposal status.	<ul style="list-style-type: none"> • As directed, the PMC presented in detail the status of proposals at department and status of construction of Vending Zone in ULBs. It was directed that - <ol style="list-style-type: none"> a. All ULBs where administrative sanction has been granted should be coordinated for dates on initiation and completion of work in each vending zone. A letter should also be issued in this regard for their written consent. b. All pending proposals at department level be followed up and a status report be submitted be submitted fortnightly. • PMC was directed that the files of vending zones pending for administrative sanction be moved for due approval and funds be transferred at the earliest. • PMC was directed that proposals received from Sitamadhi (3 proposals); Chapra (3 proposals) & Motipur (1 proposal) be moved for technical sanction along with the received NOC and

		<p>necessary documents.</p> <ul style="list-style-type: none"> PMC was directed to coordinate with ULBs Bhagalpur (02 proposals), Navgachiya (01 proposal) and Sitamadhi (04 proposals) for NOC and other required documents. It was also directed that issues be raised at department level for obtaining NOCs.
2.5	Town Vending Committee & Grievance Redressal Committee	<ul style="list-style-type: none"> PMC informed that the file with comparative report on Street Vendors Act has been approved by department for expediting changes required. PMC was directed to ensure movement of file for the formation of Grievance Redressal Forum under Street Vendors Act at the earliest.
3.	Employment through Skill Training & Placement (EST&P)	
3.1	Query was raised on BSDM for technical assistance and solution.	<ul style="list-style-type: none"> PMC informed that BSDM has not yet ensured provision of advanced dashboard as desired by department. The BSDM representative was asked to arrange a meeting with technical team so that the provisions being made were also primarily discussed and input of department is taken into consideration. It was directed to follow up with BSDM for the same.
3.2	Regarding assessment and certification	<ul style="list-style-type: none"> PMC informed about the recent changes made in assessment process by MoHUA. It was directed that PMC should regularly monitor the assessment and certification process by the agencies.
3.3	Regarding requirement of SDCs from BSDM for achieving targets	<ul style="list-style-type: none"> PMC informed that allocation of 22 SDCs has been made through BSDM. It was directed that apart from existing; MoU with SDCs for courses under beauty and wellness sector be not executed any further. PMC was directed to process the proposal as per departmental directions for expediting MoU between SDC and urban local bodies respectively. PMC was also directed to send letter to BSDM for allocation of SDCs in remaining ULBs.
3.4	Regarding Requisition of Prior Learning (RPL) Course	<ul style="list-style-type: none"> PMC was directed to follow up with the RPL partners allocated through BSDM for desired documents and survey reports. PMC was directed to take approval on MoU to be expedited. PMC was also directed to send required documents to MoHUA for approval on courses being undertaken under recognition of prior learning.
3.5	SDC Invoice Payments	<ul style="list-style-type: none"> It was directed that a report on payments be presented in the next review meeting along with the current month status.
3.6	BSDM Portal Fee and Assessment Agency payments.	<ul style="list-style-type: none"> PMC informed that 04 invoices raised by BSDM stands pending as BSDM has not yet provided required documents till date. The BSDM representative was asked to coordinate for required missing documents at the earliest for processing the payments.

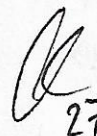
3.7	Job Placement, Performance of SDCs and Courses	<ul style="list-style-type: none"> PMC informed that at present 1289 beneficiaries trained under SSC courses have been reported to be placed by 39 SDCs. PMC was directed to ask MIS / IEC Team to call and verify the data for placement in SSC courses. It was also directed that SDCs be instructed to update it on NULM portal at the earliest.
3.8	Establishment of Call Centre	<ul style="list-style-type: none"> PMC was directed to use same toll free number of MIS cell and display the same as required. It was also directed that the information on establishment of call centre be sent to MoHUA for update.
3.9	Regarding MES Course/ NCVT	<ul style="list-style-type: none"> PMC informed that assessments are no further being conducted for beneficiaries trained through STPs as per directions. It was directed that the PMC should verify data through NULM portal before processing payments of assessment agencies.
4. Shelter for Urban Homeless (SUH)		
4.1	Mapping of Shelters in 12 Nagar Nigams to be done.	<ul style="list-style-type: none"> PMC informed that maps from all Nagar Nigams have been duly received. It was directed that maps from department be obtained in hard copies for 28 ULBs with required GIS layer and marking of legends be done accordingly.
4.2	Invitation of proposal from ULB for new SUH and Review of Status of SUH's.	<ul style="list-style-type: none"> PMC was directed that letters be sent to ULBs where construction is complete for making shelters operational at the earliest. PMC was also directed that date for PSC committee be taken for approval of new proposals received from ULBs. It was also directed that only such proposals of ULBs should be considered where the count of homeless is in adequate number.
4.3	ALO Payment	<ul style="list-style-type: none"> PMC informed about the payment status of ALOs in ULBs in detail. It was directed that the City Mission Managers should get the UC prepared for ALOs by assisting them. PMC was directed to send letter for bifurcation of funds for O&M and salary of caretakers managing shelters. It was also directed that a letter be sent to MoHUA suggesting changes in guidelines for extension of duration for support to ULBs on O&M funds for managing shelters.
4.4	Provision of Female Caretaker and Separate floor arrangement at SUH	<ul style="list-style-type: none"> It was directed that a letter be sent that the first floor of shelter for urban homeless be separated by iron grills for safety and security of female inmates residing at these shelters. It was also directed that a letter be sent to ULBs for recruitment of a female security guard/home guard incase female caretakers are not available during night. It was also directed that the payments of work force be made through contingency funds available at urban local bodies.
4.5	Grievance Redressal Committee	<ul style="list-style-type: none"> The mechanism for Grievance Redressal is to be formulated and shared with department for approval.

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5.	Social Mobilization & Institutional Development (SM&ID)	
5.1	Capacity Building of CRPs, SHG's, ALO's & CLF.	<ul style="list-style-type: none"> PMC informed that as per directions the file for training of SHGs through CMMs has been moved for approval. It was directed that approval on file be taken from department at the earliest and that a roster be shared with the department for due approval. It was directed that a plan of action for promotions, marketing and sales be developed as a model and be discussed.
5.2	Finalization of RFP for Printing Agency related to SHG/ALO Book	<ul style="list-style-type: none"> PMC informed that fresh quotations have been obtained from market and rates could be revised. It was directed that the quotations be taken into consideration for determination of rates and that file be moved for the same.
5.3	Report on SHGs	<ul style="list-style-type: none"> PMC informed that ULBs are providing report of thrift & credit for SHGs and the same was discussed. PMC also informed about the status of RF distribution to graded SHGs and ALOs. It was directed that a letter be sent to ULBs for distribution of RF at the earliest.
6.	Self-Employment Program (SEP)	
6.1	PAISA Portal & Interest Subvention	<ul style="list-style-type: none"> PMC informed that 2851 accounts have been facilitated with interest subsidy till date. PMC was directed to ensure timely upload of unclaimed data and disposal of interest subvention cases received as master data through ULBs.
6.2	RSETI	<ul style="list-style-type: none"> PMC informed that RSETI, Bangalore has been followed up for reports on hand holding to expedite pending payments and lapsed MoU. It was directed that PMC should follow up with RSETI offices at district level for reports.
6.3	Financial Literacy Camps	<ul style="list-style-type: none"> PMC informed that for organizing financial literacy camps; ULBs have initiated coordination with their concerning Lead District Mangers of districts. It was also informed that file for approval on organizing camps through Learning Links Foundation has been moved for due approval of department. It was instructed that the same be followed up expedition of MoU be done.
7.	Others	
7.1	IEC Activities (NULM)	<ul style="list-style-type: none"> PMC informed that a plan of action for IEC activities of all the components under NULM scheme has been prepared. It was directed that the plan be discussed within a week for further implementation. It was directed that IEC activities to assist homeless for SUHs be undertaken in all urban local bodies where shelters are available on a regular basis. PMC informed that a draft booklet on SHGs is being prepared stating their economic activities and their growth. It was directed

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		<p>that the draft be moved in file for approval of department.</p> <ul style="list-style-type: none"> • PMC informed that IEC Zonal Heads are coordinating with ULBs for progress in IEC activities. It was directed that the IEC team should be posted in their zonal headquarters for at least three days and visits be made to ULBs in their respective zones and that an office order be issued for the same.
7.2	IEC Activities (SWM)	<ul style="list-style-type: none"> • PMC informed that as directed their IEC Team is in regular touch with IEC Experts of other PMCs/PMUs of department for development of contents and planning activities on Solid Waste Management. • It was also informed that approval on designs for hoardings, banners, Jingles to be played on radio has been taken from department and is being implemented. • PMC - IEC Team was directed to prepare pictorials on flow chart of processing and that approval should be taken on design from department. It was also directed that it be displayed at all processing centers. It was also directed that these pictorials should also be designed in form of pamphlets for distribution.
7.3	Field Visits	<ul style="list-style-type: none"> • The PMC informed that regular field visits are being undertaken by SMMs and IEC Zonal Heads. It was directed that field visits should be continued and specific issues if required be addressed to department for further process.
7.4	Specific letters to Urban Local Bodies	<ul style="list-style-type: none"> • PMC informed that letters to urban local bodies in relation to issues pertaining to components has been sent. It was directed that all SMMs must ensure sending a letter for progress in their respective components within a week. • PMC was directed that the assigned Nodal Officers of districts be sent with a letter to review the progress of NULM as an agenda during their visit. PMC was directed to process file with the letter directing the same.
7.5	File Movement	<ul style="list-style-type: none"> • It was directed that file movement should be smooth and that files should not be kept pending at any level. It was also directed that if there are any files pending for long due to specific reasons be closed and be brought in to further movement.


27/6/2019
(Chaitanya Prasad)

Principal Secretary,
Urban Development & Housing Department

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Copy to:

1. Team Leader, DAY NULM for information.