

Minutes of Meeting – Capacity Building & Training (SULM–Bihar)

Date of Meeting : 17th July, 2019 from 10:00 AM to 01:00 PM

Venue : 1st Floor, Conference Room, New Sachivalay - Patna.

The Meeting was held on 17th July 2019 at 10:00 AM under the Chairmanship of Special Secretary cum Director, UD&HD on Capacity Building & Training Programme under DAY-NULM scheme. Additional Secretary, Team Leader, State Project Coordinator, SMM (CB&T) & representative of RCEUS, IIPA & AILSG participated in the meeting.

Attendance enclosed as per attached.

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

- The undersigned inquired about the process of batch formation; its count referring to the Capsule and simultaneously field visit should be done so that the queries should be raised by trainees in different schemes of DAY –NULM.
- The agencies informed that an ideal batch should not be less than 35 trainees considering absenteeism.
- The undersigned asked training entities to clearly state the Capsule against trainees and number of days required for the trainees.
- The undersigned asked training entities to develop a training module considering the facts that requirement of schemes running from last few Years.
- The training entities agreed upon the requirement and conveyed that they would provide the engulfed capsule within a fortnight.
- The undersigned also directed PMC NULM to follow up with the training entities for early receipt of training capsule.
- The undersigned conveyed that keeping the workload of Officials and Staffs in view and to avoid absenteeism; it has been decided that only in-situ training would be conducted. It was also conveyed that in majority the training would be held at District/Divisional Headquarters.
- It was also conveyed that In–House training will not be conducted.
- The undersigned, in discussion it was decided that the training of different group would be assigned to different training agencies.
- First it was asked to offer their preference but training entity said that they agree upon the decision taken by SULM office.

- It was decided that the following groups could be formed as per requirement –

- G. Elected Representatives Group i.e. Mayor/Chairman and other members of the Empowered Standing Committee.
- H. State Officials and Staff Members (May include Municipal Commissioners as per requirement) including Patna Nagar Nigam.
- I. Municipal Commissioners / Executive Officers / City Manager / City Mission Manager / Other Administrative positions may be incorporated and dividing them in Division wise.
- J. Finance Group i.e. Section Officers / Tax Collector / Assistants / Other related to financials.
- K. Engineering Group i.e. All Engineers of ULBs.
- L. Community Organizers (COs) and Community Resource Persons (CRPs).

- RCEUS & IIPA raised the query for the rate decided by MoHUA only for In-House training, so that State may reimburse travelling cost of faculty. The training entities conveyed that there exists a pre-described format for assessment which is submitted to MoHUA.

Sd/-

(Sanjay Kumar)

Special Secretary cum Director,
Urban Development & Housing Department

No. 04/NULM-59/16/.....2062

Date.....29/7/19.....

Copy to:

1. **Director, RCEUS (Lucknow) for kind information and necessary action**
2. **Director, IIPA (New Delhi) for kind information and necessary action**
3. **Director, AIILSG (New Delhi) for kind information and necessary action**
4. **Team Leader, DAY -NULM for kind information and necessary action.**



(Binodanand Jha)

Additional Secretary cum Deputy Director,
Urban Development & Housing Department