

MINUTES OF THE DISTRICT LEVEL MONITORING COMMITTEE MEETING REGARDING PLANNING & REVIEW OF SWM IN SILCHAR, LAKHIPUR & SONAI MUNICIPAL BOARD HELD ON 12TH JUNE, 2019 AT 4.00 PM IN THE CONFERENCE HALL OF OFFICE OF THE DEPUTY COMMISSIONER, CACHAR:

The meeting was presided over by Smti. Laya Madduri, IAS Deputy Commissioner cum Chairperson, District Level Monitoring Committee on SBM, Cachar, Silchar. She has briefed the members that in view of NGTs orders for closing of dumping site, this meeting has been called. Further she stated that all the activities under SBM to be executed in mission mode so as to make Silchar garbage dump free city within the next 8 months. Pilot project has to be initiated within a month so that NGT orders are complied with in the shortest possible time.

At the outset the Deputy Commissioner, Cachar welcomed all the members and thereafter discussion was initiated as per agenda.

After threadbare discussion on the agenda points, the following resolutions have been adopted for its immediate action on mission mode:-

1. District Level Monitoring Committee:

A District Level Monitoring Committee is constituted with the following members from the District Administration and Silchar/Lakhipur/ Sonai Municipal Board and concerned line departments of the district in pursuance of the Rule-12-clause (b) of SWM Rules 2016 and the proposed committee is as follows:

Sl. No	Name of Officer (s) & Designation.	Designation in the Committee
1.	The Deputy Commissioner.	Chairperson.
2.	Dr. Rajdeep Roy, Hon'ble MP, Silchar, Cachar	Special Invitee
3.	Sri Dilip Kumar Paul, Hon'ble MLA, Silchar	Special Invitee
4.	Sri Rajdeep Goala, Hon'ble MLA, Lakhipur	Special Invitee
5.	Sri Aminul Hoque Laskar, Hon'ble MLA, Sonai	Special Invitee
6.	Sri Amitav Rai, President, Cachar Zila Parishad	Special Invitee
7.	The Chairman, SMB, Silchar.	Member
8.	The CEO, Cachar Zila Parishad.	Member Secretary,
9.	The Superintendent of Police, Silchar.	Member
10.	The ADC & E.O, SMB, Silchar.	Member
11.	Chairperson, Lakhipur Municipal Board, Cachar	Member
12.	Executive Officer, Lakhipur Municipal Board, Cachar	Member
13.	Chairperson, Sonai Municipal Board, Cachar	Member
14.	Executive Officer, Sonai Municipal Board, Cachar	Member
15.	The Deputy Director Town And Country Planning	Member
16.	The Executive Engineer, PWD, RR, Silchar	Member
17.	The Executive Engineer, PHE Division -I & II, Silchar	Member
18.	The Executive Engineer, PWD (B) Division, Silchar.	Member
19.	The Executive Engineer, WR Division, Silchar	Member
20.	The Executive Engineer, WR (M) Division, Silchar.	Member
21.	Representative of District A.L.F.	Member

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Indicative roles and responsibilities of DLMC of SBM:

The District Level Monitoring Committee has to play multiple roles and discharge several responsibilities independently or in coordination with respective ULBs & other units at various phases of project to attain the pre-ordained objective (S) which are only indicative but certainly not exhaustive some of which are listed below:

- Planning SWM project activities, tasks and end results, including doing the work breakdown, scheduling, budgeting, coordinating, tasks, and allocating resources.
- Selecting and organizing the SWM project team, vendors, suppliers and agencies.
- Interfacing stakeholders.
- Integration SWM project team and stakeholders.
- Monitoring SWM project status.
- Identifying technical and functional problems.
- Solving problems directly or knowing where to find help.
- Dealing with crises and resolving conflicts.
- Recommending termination or redirection of efforts when objectives cannot be achieved.
- All functions as laid down in the SWM Rules 2016 and the Govt. instructions received time to time.

The house approved this committee and its functionalities. A formal order regarding this would soon be issued.

2. City /Town Level Sanitation Task Force-

For successful implementation and monitoring of the SWM Rules-2016 a "City /Town Level Sanitation Task Force" is constituted for three different Municipal Boards of the District i.e. - Silchar, Lakhipur and Sonai with officials/ Commissioners from respective Municipal Boards. The member details are as follows:-

Silchar Municipal Board-

Sl. No	Name of Designation of the Officer/ Officials/ Commissioners/ etc	Designation in the Committee
1	Chairperson, Silchar Municipal Board	Chairman
2	Executive Officer, SMB	Member Secretary
3	Ward Commissioners of SMB	Member
4	Sanitary Engineers/ Inspector of ULB	Member
5	Urban Health Officer, SMB	Member
6	CPO/ CDO, SBM(Urban) SMB, Silchar	Member

Lakhipur Municipal Board-

Sl. No	Name of Designation of the Officer/ Officials/ Commissioners/ etc	Designation in the Committee
1	Chairperson, Lakhipur Municipal Board	Chairman
2	Executive Officer, LMB	Member Secretary
3	Ward Commissioners of LMB	Member

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4	Sanitary Engineers/ Inspector of ULB	Member
5	Urban Health Officer, LMB	Member
6	Officials of SBM(Urban) Lakhipur	Member

Sonai Municipal Board-

Sl. No	Name of Designation of the Officer/ Officials/ Commissioners/ etc	Designation in the Committee
1	Chairperson, Sonai Municipal Board	Chairman
2	Executive Officer, Sonai MB	Member Secretary
3	Ward Commissioners of Sonai MB	Member
4	Sanitary Engineers/ Inspector of ULB	Member
5	Urban Health Officer, Sonai MB	Member
6	Officials of SBM(Urban) Sonai MB	Member

The house approved the above "Task Force" for each Municipal Board. Formal orders regarding this would soon be issued.

3. SLRM Pilot Project-

SLRM pilot project will be launched where around 16,000 (approx) households is to be covered initially in which around 6 wards (no 1, 2, 3, 4, 24, and 27) would be covered. The pilot project would be launched on 13th July, 2019 in presence of all Honourable MLAs and Honourable MP & Chairman Silchar Municipal Board. The enforcement of plastic to be banned will also be initiated on 13th of July, 2019 on the day of the launch of pilot project. A notification to all local vendors on banning the plastic would soon be released with the given time frame, so that they can be able to deal with the existing stock and not indulge in further procurement of plastics(of any form).

(Action: District Administration/SMB/Procurement Committee)

1. Procurement Committee of SBM (Urban)-

A procurement committee of SBM (Urban) is constituted by the house with the following members-

Sl. No	Name of Designation of the Officer/ Officials / etc	Designation in the Committee
1	A. B. Das, Asst. Executive Engineer- PHE Division II, Silchar.	Chairman
2	District Project Officer, DDMA, Cachar	Member Secretary
3	Accredited Engineer, DRDA	Member
4	Finance and Accounts Officer, DC Office	Member
5	Secretary Conservancy, SMB, Silchar.	Member

Indicative roles and responsibilities of Procurement Committee:

- Preparation of tenders and quotations, tender evaluation & finalization etc.
- Rate fixing for various necessary items, looking into the Gem portal, etc.

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- Monitoring of the financial records.
- Issuing of necessary orders, notifications and documents maintaining the project.
- Selection of suppliers, vendors, parties to be engaged, etc.
- Decision making and overall supervising of activities going in this aspect.
- All other necessary and related essential tasks.

The Chairman, SMB will be signing authority of all the Tender Papers, Work orders etc. based on the decisions made by the Procurement Committee of SBM (Urban) Silchar.

(Action: Dist. Administration/SMB)

2. **SLRM Centre:**

For initial starting up a dilapidated government building has been Identified - BRTF Office Campus, near Cachar College, Silchar for setting up of SLRM Centre (pilot basis). The repairing estimate for the same has been prepared and finalised. A tender for quotation would be called by the SMB on the recommendation of the procurement committee for the construction and repairing of BRTF Office Campus. The construction work for repairing BRTF Office would be done by DRDA & PWD (Buildings).

(Action: District Administration/SMB/Procurement Committee/DRDA/PWD-Building)

3. **Immediate Essentials:**

For expediting the pilot project some essentials have been enlisted and requisition for the same will soon be placed by the SMB based on the recommendation of the Procurement Committee of SBM (Urban). The details are as follows:-

- Training purpose: For this around 600 volunteers would be trained. The selection of the workers for primary collection of MSW would be done by NULM & ASLRM. The selection of these volunteers would also be done on a pre-condition that they would have to work with SLRM in future.

(Action: SMB/NULM/ASLRM)

- SLRM Centre Tools and tools for workers: The various tools that would be required would soon be procured through a tender. List is enclosed for ready reference as annexure - B

(Action: SMB/Procurement Committee).

- Tri-Cycles: A consignment of standardised tri-cycles would be brought for the pilot project soon through a vendor specialised in this subject maintaining official's procedures etc. Detail specification etc. is enclosed for ready reference as annexure - C.

(Action: SMB/Procurement Committee).

- Dustbins: Dustbins for distribution of each household for source segregation will be procured from a specialised vendor through a tender etc.

Action: SMB/Procurement Committee).

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4. Training Mechanism:

Training of workers for preliminary collection of MSW will be started from 1st week of July, 2019. It will be an 8 day training where around 600 volunteers would be trained. Initially 600 numbers of volunteers would be trained by the Resource Persons from the outside along with local supervisors who have already been trained. Among the supervisors few of them would be selected as Master Trainers. These master trainers will then be sent to adjacent Municipal Board - Sonai & Lakhipur for training of volunteers. Some of these master trainers will also be sent to Punjab, Rajasthan and Kerala for specific waste management training on important aspects like recycling, processing, etc. Apart from this the house also wanted that for the volunteer selection those families must be targeted which follow in extreme low income groups, so that some sort of source of income can be provided to them. It was also suggested to include handicapped persons in secondary segregation of wastes in SLRM Centres with a vision to include their participation and provide them with some source of income.

(Action: Dist. Administration/SMB/SBM/NULM/ASLRM)

5. Press Conference:

A press conference would be organised with all media persons/houses etc. soon to discuss about the project launch, for spreading awareness to the general public and urging all to make it a mission to clean up Silchar.

(Action: District Administration/SMB)

6. Finances:

The work will be carried out from the fund which has been sanctioned by the Central Government and State Government as per the DPR submitted by the SMB, Silchar. The first instalment for the same has already been received from the Government and based on the expenditures made from this; UC will also be submitted to the Government for release of the 2nd instalment.

(Action: District Administration/SMB/SBM/Procurement Committee)

7. A suggestion was also placed in-front of the house that the existing system of garbage collection needs to be amalgamated with mainstream garbage collection process, so that things can be put in an organised way.

(Action: District Administration/SMB)

8. Land identification for garbage dumping needs to be undertaken for Lakhipur & Sonai Municipal Board. Respective E.O of Municipal Board of Lakhipur & Sonai will take up the matter and resolved the same immediately.

(Action: CO Lakhipur/CO Sonai)

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9. Members of NULM & ASLRM have to be essentially being present in each of the activities and they have to look after every aspect of the ground level work of the SWM.
10. Exposure visit to Ambikapur of Chhattisgarh state will be organised. Team from Cachar District will visit for details study of the model implemented in Ambikapur and implement the same in Silchar. Team will comprise the officers/officials from District Administration, SMB and SBM.

(Action: SMB/SBM/NULM/ASLRM)

The meeting ended with thanks from the Chair with a positive enthusiasm to make this project a successful one by working on it in a mission mode.

(Laya Madduri)
Deputy Commissioner,
Cachar, Silchar.
& Chairperson,
Dist. Level Monitoring Committee,
SBM, Cachar.

Memo.No.CRR.46/DDMA/2019-20/SBM/ - A.

Date: 15/06/2019.

Copy for favour of kind information:

1. The Hon'ble MP, LS, Silchar for favour of kind information.
2. Hon'ble MLA of Silchar/Lakhipur/Sonai/Udharbhond for favour of kind information.

Copy for information and immediate necessary action:

1. The Chairman, Silchar Municipal Board, Silchar, Cachar.
2. The Chairperson, Lakhipur Municipal Board & Sonai Municipal Board for information & N/A.
3. The Executive Officer, Silchar Municipal Board, Silchar/LMB & Sonai M.B. for information & N/A.
4. All Members Present.
5. CA/PA to the Deputy Commissioner, Cachar.

(Laya Madduri)
Deputy Commissioner,
Cachar, Silchar.
& Chairperson,
Dist. Level Monitoring Committee,
SBM, Cachar.