

To  
The Municipal Commissioner,  
Greater Visakhapatnam Municipal Corporation,  
Visakhapatnam.

**File No: 77(9)/SAC/COO(S)/MISC/2017-Part(1), dt: 28.09.2019.**

Sir / Madam,

Sub: SAC-Organizing the Regional Workshop on Swachh Survekshan 2020 on 11.10.2019 in Visakhapatnam-Requested-Reg.

Ref: 1. T.O.Lr.No.SAC-15/11/2019-COO II-SAC, dt: 29.08.2019

2. Lr.No.14/12/2017-SBM-I, dt: 20.08.2019, of Director, SBM, Ministry of Housing and Urban Affairs (MoHUA).

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Attention is invited to the subject and reference cited.

Vide reference 2<sup>nd</sup> cited, the Director of SBM has requested to conduct the Regional workshop for Swachh Survekshan 2020 on 04.09.2019 at Visakhapatnam.

But vide reference 1<sup>st</sup> cited, the scheduled workshop was postponed due to all the Commissioners and their staff were busy in conducting the Ward Secretariat examinations as per schedule decided by GoAP from 01.09.2019 to 08.09.2019. As the exams were completed now it is decided to organize the workshop for Swachh Survekshan 2020 on dt: 11.10.2019.

The State (s) may also use this opportunity to showcase their best practices in Swachh Bharat Mission. For effective capacity building and dissemination of knowledge at all levels in ULBs, following delegates from the respective ULBs should participate in the workshop:—

- Mayor/Chairperson.
- Commissioner/Executive Officer/Additional Commissioner of the ULB and CEO of the Cantt. Board.
- MIS/M&E Officer from the ULB.

The host city may also invite all Ward Members, Councilors and Corporators in addition to other relevant ULB staff i.e. Municipal Health Officers, Sanitary Inspectors etc.

In view of the above, the Commissioner, GVMC has requested to make the required arrangements for the systematic and effective organizations of workshops to be held in Andhra Pradesh. The suggestive action items are:-

- Workshop venue to be finalized and booked;
- Swachh Survekshan-2019 Workshop Backdrop (Already communicated) <https://drive.google.com/drive/folders/1Vz-N9imOqF2d9xDiRQ3VAt8c2FGy-vGI>;

- Arrangements for Tea and Lunch;
- Accommodation and local travel for representatives from MoHUA;

Therefore, the Municipal Commissioner of Greater Visakhapatnam Municipal Corporation is requested to make all necessary arrangements for organizing the regional workshop on Swachh Survekshan 2020 on 11.10.2019 and also necessary accommodation may be identified for the MoHUA officials. The Commissioner is also requested to submit the bills to SAC office for reimburse the expenditure incurred for organizing the workshop and inform the venue details to the undersigned in order to inform the same to the MoHUA.

Yours faithfully,  
**DR P SAMPATH KUMAR**  
**MANAGING DIRECTOR**

Encl: As above.

Copy submitted to the Secretary, MA & UD Department for favour of information.

Signature valid

Digitally signed by Sampath  
Kumar Pommala  
Date: 2019.09.27 17:06:09 IST  
Reason: Approved