

रूपा मिश्रा

संयुक्त सचिव एवं राष्ट्रीय मिशन निदेशक

ROOPA MISHRA

Joint Secretary & National Mission Director  
Swachh Bharat Mission - Urban



भारत सरकार  
आवासन और शहरी कार्य मंत्रालय

GOVERNMENT OF INDIA  
MINISTRY OF HOUSING AND URBAN AFFAIRS

D.O. No. 13/05/2024 SBM-IV

11<sup>th</sup> November, 2024

Dear Madam/Sir,

As you are aware, Ministry of Housing and Urban Affairs has been hosting an annual forum of State Mission Directors and Chief Engineers with the support of WASH Institute on the occasion of World Toilet Day (WTD) at Bengaluru in 2022 and at Chennai in 2023. **Like previous years, MoHUA is planning to organise a National Knowledge Workshop under SBM-Urban 2.0 in collaboration with the Govt of Uttar Pradesh (GoUP), USAID and WASH Institute on 19th-20th Nov,24 at Lucknow, also marking the World Toilet Day-2024.** On this occasion of WTD 2024, I am pleased to invite you to join us in commemorating this significant event, followed by the National Workshop.

2. The objective of this forum is to foster cross-state learning and strategic planning for achieving SBM 2.0 objectives particularly related to **Toilet 2.0 (T 2.0), Manhole to Machine Hole, (M2M) and Used Water Management (UWM).**

3. In this regard, I request the participation of Principal Secretary, State Mission Directors, Chief Engineers, relevant department officials, representatives from Urban local bodies and nodal leads of UWM from PMUs from your State/UT. This event would mark a key milestone as we complete 3 years of SBM-2.0 and cities are set to make the transition from ODF to ODF++.

4. To facilitate effective coordination, it is requested to send nominations (maximum 4) of representatives by **6:00 PM on 13<sup>th</sup> November 2024**, using the attached nomination format (Annexure 1). Kindly note that respective departments would bear the expenses of participating officials regarding their travel to and from Lucknow out of capacity building funds of SBM-U/SBM-U 2.0. Local logistical arrangements, including transportation from Lucknow airport to the venue and accommodation, will be arranged by the WASH Institute (Annexure 2) along with GoUP.

Warm regards,

Yours Sincerely,

(Roopa Mishra)

To: ACS/Principal Secretary of Urban Development: All States/UTs (except Uttar Pradesh)

Copy to:

- 1) Mission Director SBM-U of all States/UTs (except Uttar Pradesh)
- 2) Principal Secretary of Urban Development, GoUP & SMD, GoUP for information

**Annexure 1- Nomination form**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>	<b>State</b>	<b>Phone no</b>	<b>Email id</b>

**Note:** To facilitate effective coordination, it is requested to send nominations (maximum 4) of representatives by **6:00 PM on 13<sup>th</sup> November 2024**

<b>States</b>	<b>Principal Secretary</b>	<b>Invitee 1</b>	<b>Invitee 2</b>	<b>Invitee 3</b>	<b>Invitee 4</b>
<b>Sample</b>	Commissioner and Director of Municipal Administration	MD, Swachh X corporation	SBM Mission Director/In charge at CDMA	Chief Engineer-parastatal of UWM	Member of State SBM PMU - UWM

## Annexure 2 Logistics

Sr. No.	Name	State	Designation	Mobile Number	Date of Arrival	Time of Arrival (mention AM/PM)	Mode of Transport (Flight/Train/Bus)	Flight/Train Name and Number	Place of Arrival (Flight: Terminal number; Railway Station Name; Bus Terminal)

Sr. No.	Name	State	Designation	Mobile Number	Date of Departure	Time of Departure	Mode of Transport (Flight/Train/Bus)	Place (Flight Terminal; Railway Station name; Bus terminal)

### Instructions for Nominated Officials Regarding Travel and Local Assistance:

As outlined in the DO letter, nominated officials are responsible for arranging their travel to and from Lucknow. Local logistical support, including transportation from Lucknow airport to the event venue, will be managed by the WASH Institute. To ensure seamless coordination, all **nominated officials are requested to submit their travel details to [wtd2024@washinstitute.org](mailto:wtd2024@washinstitute.org).**

For any inquiries related to travel arrangements or for local assistance during the event, participants may contact the **WTD helpline at 7002389436**.