

**Government of West Bengal**  
**Urban Development & Municipal Affairs Department**  
**Nagarayan Bhawan, Block – DF-8, Sector – 1, Salt Lake City**  
**Kolkata – 700 064**

**Memo No. : Secy/UD&MA/2018/**

**Date: 28.02.2018**

**From : Secretary, UD & MA Department**

**To : 1) The Mayor, Howrah MC / Bidhannagar MC / Asansol MC / Durgapur MC / Chandernagore MC / Siliguri MC**  
**2) The Chairman / Chairperson, ..... Municipality / NAA**  
**3) The Commissioner, Howrah MC / Bidhannagar MC / Asansol MC / Durgapur MC / Chandernagore MC / Siliguri MC**

**Sub. : Instructions to Prevent & Control Vector Borne Diseases**

**Sir / Madam,**

You are quite aware that an instruction was given to all Municipalities vide Memo No. HS-263/17 dt. 09.12.2017 for preparation of Joint Action Plan to prevent Vector Borne Diseases like dengue and other similar type diseases.

Accordingly ward-wise Action Plan has been prepared in the municipalities and submitted to the District Magistrate for implementation of activities mentioned in the plan.

I am directed to request you to implement the Action Plan as finalized by District Magistrates and ensure that these are effectively enforced at ward level involving all concerned.

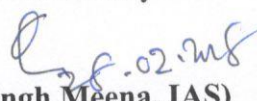
It is once again reiterated to follow the action points enumerated below :

- To take care of low lying areas to prevent accumulation of water.
- To ensure cleanliness through regular waste disposal.
- To take effort for removal of open vat and replace the same by placing container.
- To ensure regular cleaning of garbage.
- To hold regular meetings with various GOI office, School & Colleges, housing premises within your area and if required notice to be served on them for taking necessary actions for cleaning.

- To ensure removal of probable breeding grounds especially in the construction sites, abandoned & peri-domestic areas.
- To ensure availability of larvicides / insecticide.
- To upgrade knowledge of all workers engaged in Vector Borne Disease control activities specially conservancy and spray workers.
- To organize intensive campaign and wide publicity in line with campaign taken up by State Government Holding of rallies, posting of banners, hoarding, distribution of leaflet, group meetings may be held.
- Review meeting required to be held fortnightly in presence of to the Chairman for data analysis of house to house visit, supervision of the work of the health workers, surveillance and overall review of the progress of work.
- Vector Control Teams that are constituted are required to be properly trained. Fogging & Spray machine and other equipment requirement are to be needed to be required from the fund to be provided.
- Fogging & Spray machines and other equipments that are required to be procured from the fund already provided.
- Spraying of bleaching powder is to be done regularly and the quality of bleaching powder is to be maintained.
- Inspection team should be formed with senior officers /Chairman-in- Council, Mayor-in-Council of the ULB's for monitoring of the progress of work as well as maintenance of quality of the activities.
- Senior Officer of the State will visit to monitor micro-plan and verification of action taken from your end.

In case of any assistance and guidance, you are requested to contact with Director, SUDA; Dy. Director, SUDA and the Health Officials of Health Wing, SUDA.

Yours faithfully

  
( Onkar Singh Meena, IAS)  
Secretary

**Memo No. : Secy/UD&MA/2018/\_\_\_\_1(8)**

**Date: 28.02.2018**

Copy forwarded for kind information to :

- 1) The Principal Secretary to the Hon'ble Chief Minister, West Bengal
- 2) The Principal Secretary, Health & Family Welfare Department, West Bengal
- 3) The MD, NHM, Health & Family Welfare Department, West Bengal
- 4) The Director, SUDA, West Bengal
- 5) The Director, Directorate of Local Bodies, West Bengal
- 6) The Chief Engineer, Municipal Engineering Directorate, West Bengal
- 7) The District Magistrate ..... District
- 8) The PS to the HMIC, UD & MA Department, West Bengal

  
( Onkar Singh Meena, IAS)  
Secretary

**Memo No. : Secy/UD&MA/2018/\_\_\_\_2(4)**

**Date: 28.02.2018**

Copy forwarded for kind information to :

1. Sr. PA to the Principal Secretary, Hon'ble Chief Minister's Office
2. P.S to Hon'ble MIC, UD&MA Department, GoWB
3. Sr. P.A. to Chief Secretary
4. Sr. P.A. to Principal Secretary (Home & Hill Affaiers)

  
( Onkar Singh Meena, IAS)  
Secretary