



TRANSFORMING MUNICIPAL AREAS TO LIVEABLE, SUSTAINABLE & CLIMATE RESILIENT CITIES IN TELANGANA

ROAD MAP FOR IMPLEMENTING 100 DAYS ACTION PLAN

**COMMISSIONER & DIRECTOR OF MUNICIPAL ADMINISTRATION
GOVT. OF TELANGANA**

ACTIVITY-1

LAUNCH OF 100 DAYS ACTION PLAN

BRIEF OF ACTIVITY

A focused 100-day campaign with a focus on strengthening urban governance, public health, environmental sustainability, and citizen engagement across Urban Local Bodies (ULBs) through public awareness (IEC), behavior change, and active community participation. Objective is to transform urban areas into liveable, resilient and sustainable cities.

STEPS TO FOLLOW

1. Prepare campaign strategy and develop an activity calendar
2. Train staff and volunteers
3. Launch the campaign with media outreach
4. Conduct activities (Walk with Municipal Commissioner, Rallies, Pledge, congregation of SHG women, school children, youth, NGOs, etc)
5. Monitor daily progress, report to O/o CDMA and amplify it on social media

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) Officials
2. Elected Representatives
3. RWAs, SHGs, NGOs
4. Schools and colleges
5. Sanitation workers
6. Print and digital media

PREREQUISITES

1. Detailed campaign plan and timeline
2. IEC materials (posters, audio, video)
3. Arrangement of required infrastructure
4. Constitution of teams and appointment of nodal officers at ULB level

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-2



02 JUNE- 10 SEPTEMBER
2025

DESILTATION OF STORMWATER DRAINS/ NALLAHS

BRIEF OF ACTIVITY

Removal of silt, debris, and solid waste from stormwater drains/nallahs to ensure free flow of rainwater, prevent urban flooding, and maintain hygiene during the monsoon season.

STEPS TO FOLLOW

1. Identify and prioritize drains/nallahs
2. Mobilize workforce and equipment
3. Ensure timely collection and disposal of silt
4. Monitor progress and record with geo-tagged photos
5. Final inspection and clearance for monsoon readiness

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Contractors and machine operators
3. Sanitation workers

PREREQUISITES

1. Deployment of manpower and machinery
2. Waste disposal mechanism
3. Safety gear and equipment for workers

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ACTIVITY-3



02 JUNE- 10 SEPTEMBER
2025

MIKE ANNOUNCEMENTS

BRIEF OF ACTIVITY

Use of loudspeakers for public announcements to spread awareness on cleanliness, waste segregation, and campaign activities in local languages, targeting high-footfall and residential areas.

STEPS TO FOLLOW

1. Define a clear and concise message which should be easy to understand and remember for the audience.
2. Choose a speaker with a clear voice, good pronunciation, and the ability to connect with the audience.
3. Plan the timing and frequency of announcements.
4. Monitor the impact of the announcements through audience response and feedback.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. D2D waste collection vehicle staff
3. Voice Artist
4. Sanitation workers

PREREQUISITES

1. Arrangement of all audio clippings for announcements.
2. Ensure proper functioning of mic setup and should fix to all the D2D vehicles and other announcement vehicles.

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ACTIVITY-4



02 JUNE- 10 SEPTEMBER
2025

SOCIAL MEDIA CAMPAIGNS

BRIEF OF ACTIVITY

Use social media platforms (Facebook, Twitter, Instagram, WhatsApp, etc.) to raise awareness, promote best practices in solid waste management, and engage the public through creative and informative content.

STEPS TO FOLLOW

1. Develop campaign messages and visuals
2. Schedule daily/weekly posts
3. Use hashtags, channels and interactive content
4. Share daily activities, photos & videos.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. IEC/Communication teams
3. Citizens and community groups

PREREQUISITES

1. Ensure active logins of Social media pages/accounts of ULB
2. Follow templates shared by the CDMA office for posting activities in social media
3. Use specific hashtags and social media ids for tagging in the social media platforms provided by O/o CDMA.

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ACTIVITY-5

DOOR-TO-DOOR AWARENESS CAMPAIGNS

BRIEF OF ACTIVITY

Personal outreach to households to educate residents on waste segregation, cleanliness, and solid waste management practices, encouraging behavior change at the grassroots level.

STEPS TO FOLLOW

1. Identify residential areas and assign teams
2. Distribute IEC materials and explain key messages
3. Demonstrate waste segregation techniques
4. Monitoring the progress of activity

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. SHGs, NGOs, and youth groups
3. RWAs and community leaders
4. Ward Officers
5. Sanitation workers

PREREQUISITES

1. Prepare a ward wise action plan.
2. IEC materials (pamphlets, flyers)

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ACTIVITY-6



02 JUNE- 10 SEPTEMBER
2025

CALLER TUNES

BRIEF OF ACTIVITY

Use caller tunes on mobile networks to spread messages on cleanliness, waste segregation, and campaign themes, ensuring repeated reach to a wide state audience.

STEPS TO FOLLOW

1. Draft and record the awareness message
2. Monitor reach and feedback

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. IEC/communication teams
3. Content creators (voice artists, scriptwriters)

PREREQUISITES

1. Caller tunes (30–40 seconds)
2. Collaboration with telecom providers
3. Necessary legal/technical permissions

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ACTIVITY-7



02 JUNE- 10 SEPTEMBER
2025

WALL PAINTINGS/MURALS

BRIEF OF ACTIVITY

Create visually appealing wall paintings or murals with messages on cleanliness, waste segregation, hygiene in public spaces and other development activities in the ULBs to raise awareness and beautify the surroundings.

STEPS TO FOLLOW

1. Procure materials and assign artists
2. Paint murals and document the process
3. Maintain and protect finished artwork

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Local artists/art schools
3. IEC/communication teams
4. NGOs, SHGs, and volunteers
5. Community members and leaders

PREREQUISITES

1. Identified public walls/spaces
2. Prepare designs and messages
3. Skilled artists or volunteers
4. Painting materials.

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ACTIVITY-8



02 JUNE- 10 SEPTEMBER
2025

STAKEHOLDER AWARENESS CAMPS

BRIEF OF ACTIVITY

Organize awareness camps to educate key stakeholders (market vendors, RWAs, shopkeepers, schools, etc.) on solid waste management practices, rules, and their roles in maintaining the city cleanliness.

STEPS TO FOLLOW

1. Identify target groups
2. Set up venue and invite participants
3. Conduct interactive sessions with demos
4. Collect feedback and share key takeaways

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. RWAs, market associations, school reps
3. NGOs and IEC teams
4. Sanitation staff/trainers
5. Community leaders and volunteers

PREREQUISITES

1. Identified stakeholder groups and locations
2. IEC materials and presentations
3. Resource persons/trainers

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DATE ON WHICH ACTIVITY TO BE
CONDUCTED

ACTIVITY-9



02 JUNE- 10 SEPTEMBER
2025

GREEN PROTOCOLS/BARTAN BANKS

BRIEF OF ACTIVITY

Promote eco-friendly practices at public events by implementing green protocols and setting up Bartan Banks (utensil libraries) to avoid single-use plastics and disposables.

STEPS TO FOLLOW

1. Publicize about purpose of establishing Bartan Banks in ULBs.
2. Promote awareness on usage of Bartan banks and to reduce usage of SUP and other plastic items during events.
3. Identify and prioritize public places
4. Mobilize cleaning teams with necessary equipment
5. Clean and collect waste systematically
6. Transport and dispose of waste properly
7. Monitor and maintain cleanliness regularly

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. SHG women/ Bartan Bank Operators
3. RWAs and local volunteers
4. Market associations and shopkeepers

PREREQUISITES

1. Stock of reusable utensils (steel/glass)
2. Storage and cleaning facility
3. Guidelines for green event protocols
4. Coordination with event organizers

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ACTIVITY-10



02 JUNE- 10 SEPTEMBER
2025

SEGREGATION OF GARBAGE AT HOUSEHOLD LEVEL AND COMPOST GENERATION

BRIEF OF ACTIVITY

Encourage households to separate wet and dry waste at source and promote composting of organic waste to reduce landfill burden and generate useful compost.

STEPS TO FOLLOW

1. Educate households on segregation and composting benefits
2. Distribute segregation bins or bags
3. Conduct hands-on source segregation and composting demos
4. Monitor segregation regularly
5. Facilitate collection of dry waste and support composting efforts

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Resident Welfare Associations (RWAs)/ other notified BWGs
3. NGOs and community groups
4. Sanitation workers
5. Households and individual residents

PREREQUISITES

1. Awareness materials on segregation and composting
2. Provision of separate bins or bags for waste types
3. Training on home composting methods
4. Support system for collection of segregated waste
5. Composting units or space at household/community level

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ACTIVITY-11



02 JUNE- 10 SEPTEMBER
2025

VISIT TO COMMUNITY/PUBLIC TOILET

BRIEF OF ACTIVITY

A visit to existing community/public toilet (CT/PT) facilities to assess their functionality, cleanliness, usage, maintenance, and user satisfaction. The aim is to provide firsthand exposure to ground realities, encourage participatory assessment, identify gaps and undertake repairs or restoration to address the gaps and to provide better sanitation services.

STEPS TO FOLLOW

1. Observe the facility conditions.
2. Interact with users, caretakers, and sanitation workers.
3. Take photos for documentation.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Ward councilors or local elected representatives
3. Sanitation workers and CT/PT caretakers
4. RWAs/ NGOs

PREREQUISITES

1. Identify the CT/PTs to be visited
2. Set the date, time, and duration of the visit.
3. Inform relevant stakeholders and form a visiting group.
4. Monitor the O&M of CT/PT through an app

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ACTIVITY-12

CLEANING OF ROAD SIDE BUSHES

BRIEF OF ACTIVITY

This activity involves the organized removal of overgrown or obstructive roadside bushes and vegetation that obstruct visibility or contribute to mosquito breeding. It aims to improve cleanliness, safety and aesthetics of public roads and open spaces.

STEPS TO FOLLOW

1. Deploy sanitation workers as per the schedule.
2. Monitoring of work progress through visits by supervising officers
3. Collection and safe disposal of the green waste.
4. Plan periodic maintenance.
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Sanitation workers
3. SHGs/ RWAs/ NGOs
4. Press/ Local media

PREREQUISITES

1. Conduct a field survey to identify roadsides with overgrown bushes requiring cleaning.
2. Prepare a work plan with specific locations, dates, and timelines.
3. Assign responsibilities to teams and supervisors.
4. Procurement of necessary tools and protective gear such as sickles, cutters, rakes, garbage bags, gloves, etc.

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ACTIVITY-13



02 JUNE- 10 SEPTEMBER
2025

IEC CAMPAIGNS ON DENGUE AND MALARIA

BRIEF OF ACTIVITY

An Information, Education, and Communication (IEC) campaign focused on raising awareness about the prevention, symptoms, and treatment of dengue and malaria. The activity aims to educate communities on mosquito breeding control, promote hygiene practices, and encourage timely health-seeking behavior to reduce the spread of vector-borne diseases.

STEPS TO FOLLOW

1. Coordination with the health department
2. Monitoring Door-to-door awareness drives.
3. Street plays, wall paintings and group meetings.
4. Display of IEC materials in public spaces (markets, bus stops, schools, etc.).
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials/ Health department
2. ASHA workers and ANMs
3. Mahila Arogya Samitis
4. Sanitation workers
5. Health department
6. SHGs/ RWAs/ NGOs
7. Press/ Local media

PREREQUISITES

1. Create posters, pamphlets, banners, street plays, audio messages, and social media content with key messages in local language.
2. Identify high-risk or vulnerable areas.
3. Prepare a timeline and outreach strategy.

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ACTIVITY-14



02 JUNE- 10 SEPTEMBER
2025

TRIPLE ACTION MOSQUITO CONTROL DRIVE

BRIEF OF ACTIVITY

This activity uses a three-pronged approach to control mosquitoes: oil balls are released in stagnant water to stop larval growth, fogging is done to kill adult mosquitoes, and Gambusia fish are introduced in clean water bodies to eat mosquito larvae. This helps prevent diseases like dengue and malaria.

STEPS TO FOLLOW

1. Schedule fogging during early morning or late evening hours.
2. Release oil balls wherever stagnant water may serve as a mosquito breeding site.
3. Release Gambusia fish in clean stagnant water bodies like wells, tanks, sumps, and ponds.
4. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials/ Health department
2. Ward councilors or local elected representatives
3. NSS/NCC/NYKS volunteers/School/College students
4. SHGs/ NGOs
5. Press/ Local media

PREREQUISITES

1. Identify mosquito-prone zones such as stagnant water bodies, open drains, and unused tanks.
2. Prioritize areas with reported cases of vector-borne diseases.
3. Procurement Gambusia fish from local hatcheries or health department and preparation of oil ball .
4. Functional fogging machines and approved insecticide.

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ACTIVITY-15

VISIT TO DUMP YARD, WET & DRY PROCESSING PLANT



02 JUNE- 10 SEPTEMBER
2025

BRIEF OF ACTIVITY

This activity involves conducting a systematic inspection of the dump yard and wet & dry waste processing plants to assess the operational efficiency, cleanliness, safety standards, and compliance with Solid Waste Management Rules. The goal is to identify gaps, ensure best practices are being followed, and recommend improvements to enhance waste processing and disposal.

STEPS TO FOLLOW

1. Inspect all key components like waste receiving areas, segregation zones, composting units, DRCC/MRF, leachate management, and safety conditions.
2. Understand challenges faced during daily operations.
3. Evaluate compliance with protocols, odor control, housekeeping and PPE use.
4. Establish linkages with recycling units for processing of segregated dry waste
5. Ensure logs books are maintained.
6. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Sanitation Section Staff
3. Recycling start-ups/ units

PREREQUISITES

1. Form a team including officials from Sanitation/ Engineering departments.
2. Prepare an inspection checklist.

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ACTIVITY-16

COMMUNITY MEETINGS, FOCUSSED GROUP DISCUSSIONS (FGDS) & SURVEYS

BRIEF OF ACTIVITY

This activity involves organizing community meetings, conducting focused group discussions (FGDs), and carrying out surveys to understand community needs, behavior, and feedback related to sanitation, hygiene, and waste management.

STEPS TO FOLLOW

1. Begin with an introduction and explain the purpose clearly.
2. Draft survey questionnaires in a simple, local language.
3. Inform local leaders and residents about the meeting or survey in advance.
4. Facilitate open discussions, encourage participation from all groups.
5. Record responses and insights.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials /Swachh Bharat Team
2. Community members (residents, youth, SHGs, RWAs)
3. NGOs or field facilitators
4. Ward councillors or local influencers
5. Survey enumerators or volunteers
6. IEC and Capacity Building teams

PREREQUISITES

1. Clear objectives and target audience
2. Pre-designed survey tools and FGD formats
3. Trained facilitators or survey staff
4. Venue and logistics for community meetings
5. IEC material for awareness support
6. Audio recorder or notes system for FGDs
7. Permission and support from local leaders

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ACTIVITY-17

CLEANING OF PUBLIC PLACES

BRIEF OF ACTIVITY

This activity involves systematic cleaning of public spaces such as parks, bus stops, markets, and streets to improve hygiene, aesthetics, and prevent waste accumulation.

STEPS TO FOLLOW

1. Identify and prioritize public places
2. Mobilize cleaning teams with necessary equipment
3. Clean and collect waste systematically
4. Transport and dispose of waste properly
5. Monitor and maintain cleanliness regularly

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Sanitation workers and contractors
3. RWAs and local volunteers
4. Market associations and shopkeepers

PREREQUISITES

1. Cleaning tools and equipment
2. Manpower (sanitation workers/volunteers)
3. Waste collection and disposal arrangements
4. Protective gear and safety measures
5. Cleaning schedule and area mapping

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ACTIVITY-18



02 JUNE- 10 SEPTEMBER
2025

ESTABLISHING COMPOST UNIT IN SCHOOLS

BRIEF OF ACTIVITY

This activity involves setting up composting units in schools to process organic waste like food and garden waste. The aim is to promote waste segregation and educate students on sustainable waste management practices through hands-on learning.

STEPS TO FOLLOW

1. Install the unit in the selected location
2. Decide the type of composting method
3. Conduct orientation sessions for students, teachers, and support staff on composting, segregation, and maintenance.
4. Assign responsibility to supervising officers/school volunteers for weekly monitoring
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. School administration and teachers
2. Students (especially Eco-clubs, NSS, Scouts/Guides)
3. Urban Local Body (ULB)
4. NGOs

PREREQUISITES

1. Initial training and orientation sessions
2. Composting equipment and IEC materials
3. Willingness and approval from school authorities
4. Space and accessibility for composting setup

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ACTIVITY-19



02 JUNE- 10 SEPTEMBER
2025

AWARENESS TOURS

BRIEF OF ACTIVITY

Awareness tours involve taking selected community members, sanitation workers, students or officials to visit model wards, processing plants, or clean public spaces to observe effective sanitation and waste management practices.

STEPS TO FOLLOW

1. Inform and coordinate with host locations in advance.
2. Arrange transportation, refreshments, and safety measures.
3. Distribute pamphlets about the facility
4. Brief participants before the visit.
5. Use guides or officials at each location to explain processes and answer questions.
6. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Bodies (ULBs) officials
2. Ward councillors or local elected representatives
3. Sanitation workers
4. Schools and colleges
5. SHGs/ RWAs/ NGOs
6. Press/ Local media

PREREQUISITES

1. Identify locations with successful or model practices
2. Permissions from host locations
3. Transport and safety arrangements
4. Finalize visit dates, timings, and number of visits.

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ACTIVITY-20



02 JUNE- 10 SEPTEMBER
2025

HEALTH CAMPS FOR SAFAIMITRAS & ULB STAFF

BRIEF OF ACTIVITY

This activity involves organizing health camps for Safai Mitras (sanitation workers) to provide routine medical check-ups, basic diagnostics, awareness on occupational health hazards, and counselling support.

STEPS TO FOLLOW

1. Collaborate with local health departments or hospitals.
2. Identify dates and locations for the health camp.
3. Inform Safai Mitras well in advance through supervisors or ward officers.
4. Set up health check-up stations
5. Distribute Ayushman Bharat Health Cards
6. Maintain proper seating, drinking water, and waiting area.
7. Capture videos/photos for reporting and posting in social media

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Ward councilors or local elected representatives
3. Safai Mitras and their supervisors
4. Local health department or medical colleges/PHCs
5. Press/ Local media

PREREQUISITES

1. Identification and list of Safai Mitras in the ULB
2. Partnership with local hospitals/PHCs/private clinics
3. Venue for conducting the camp (ward office, community hall, etc.)
4. Medical staff and equipment for general check-up (BP, sugar, BMI, etc.)
5. IEC materials on hygiene, safety, and nutrition

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ACTIVITY-21



02 JUNE- 10 SEPTEMBER
2025

WASTE AUDIT

BRIEF OF ACTIVITY

A waste audit is a process of assessing the quantity and types of waste generated in a specific area (e.g., school, household cluster, market, or office). The goal is to understand waste composition, identify gaps in segregation, and recommend strategies for waste reduction, recycling, and better disposal practices.

STEPS TO FOLLOW

1. Select the location (school, office, market, ward, etc.).
2. Segregate waste into categories and weigh each type.
3. Record total waste generated and proportions of each category.
4. Identify the percentage of waste that can be reduced, reused, or recycled.
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)
2. Sanitation Staff

PREREQUISITES

1. Basic materials: weighing scale, bins, gloves, data sheets
2. Trained volunteers or staff to conduct segregation and data collection
3. Safety gear (gloves, masks)

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ACTIVITY-22

SIGNAGE, IEC STALLS, AND KIOSKS

BRIEF OF ACTIVITY

This activity involves setting up signage boards, IEC stalls, and information kiosks in public places to create awareness about sanitation, hygiene, waste segregation, and public health.

STEPS TO FOLLOW

1. Install temporary or permanent kiosks with IEC material, digital screens (if applicable), models, or demonstration tools.
2. Use volunteers or IEC team members to explain content to the public.
3. Distribute pamphlets and demonstrate waste segregation or composting.
4. Update messages based on seasonal themes (monsoon, vector-borne diseases, etc.).
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)/SBM Cell
2. Elected representatives
3. SHGs/ RWAs/ NGOs
4. Press/ Local media

PREREQUISITES

1. Choose high-footfall areas like markets, bus stands, parks, schools, hospitals, and ULB offices.
2. Design templates for signage and IEC materials
3. Printing and material procurement
4. Space for setting up kiosks or stalls

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ACTIVITY-23

INFLUENCER MESSAGING

BRIEF OF ACTIVITY

Influencer Messaging involves engaging local influencers such as religious leaders, teachers, doctors, social media figures, youth icons, or community heads to spread key messages on sanitation, hygiene, and cleanliness.

STEPS TO FOLLOW

1. Provide talking points or sample scripts to ensure consistency.
2. Collect influencers record video/audio messages or write social media posts.
3. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Local influencers (teachers, doctors, artists, youth icons)
3. Media houses/community radio/social media managers
4. Press/ Local media

PREREQUISITES

1. Identify individuals community leaders, elected representatives, artists, and digital creators.
2. Create short, clear, and relatable messages aligned with SBM-U 2.0 themes (e.g., use of toilets, waste segregation, no littering, dengue prevention).

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ACTIVITY-24



02 JUNE- 10 SEPTEMBER
2025

RALLIES (SWACHH WALKS)

BRIEF OF ACTIVITY

Swachhata rallies or walks are public marches organized to spread awareness about cleanliness, sanitation, waste segregation, and hygiene practices. These events involve active citizen participation and serve as a visual and vocal reminder of collective responsibility toward a cleaner city or town.

STEPS TO FOLLOW

1. Start with a brief by officials or community leaders.
2. Assign coordinators for managing the crowd
3. Arrange Water, first-aid, and refreshments
4. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Ward officials or councillors
3. Schools, colleges, and teachers
4. SHG members and NGOs
5. Youth groups and volunteers
6. Community leaders and citizens
7. Press/ Local media

PREREQUISITES

1. Finalize the date, time, and rally route
2. Create posters, pamphlets, banners, placards, banners, caps, slogans, and drums/mics for slogans.
3. Invite schools, colleges, SHGs, NGOs, residents, and youth groups.

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-25



02 JUNE- 10 SEPTEMBER
2025

SWACHHATA COMPETITIONS / AWARDS/ QUIZ / PAINTING / RANGOLI COMPETITIONS

BRIEF OF ACTIVITY

This activity involves organizing Swachhata-themed competitions such as quiz, painting, slogan writing, essay, and rangoli in schools to create awareness and encourage student participation in cleanliness and hygiene initiatives.

STEPS TO FOLLOW

1. Coordinate with school management and teachers for scheduling.
2. Provide necessary materials (drawing sheets, colors, quiz papers, etc.).
3. Appoint a panel of judges (teachers or ULB representatives).
4. Announce winners and distribute certificates, prizes, or badges.
5. Capture videos/photos for reporting and posting in social media.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)
2. School principals, teachers, and staff
3. Students and eco-club members
4. Press/ Local media

PREREQUISITES

1. Approval from school management and education Dept.
2. Availability of art/quiz materials
3. Identify and finalize locations for conducting these competitions
4. Defined themes and judging criteria
5. Certificates, small prizes, or appreciation tokens
6. Publicity through school circulars or local channels

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-26



02 JUNE- 10 SEPTEMBER
2025

WASTE TO ART EXHIBITIONS / UPCYCLING

BRIEF OF ACTIVITY

This activity involves organizing an exhibition to showcase creative and artistic items made from waste materials (upcycled items). It aims to promote the principles of Reduce, Reuse, Recycle (3Rs) and encourage communities, especially youth and students, to view waste as a resource rather than garbage.

STEPS TO FOLLOW

1. Install display stands, labels, and signage.
2. Provide a walkthrough for visitors explaining the concept of each item.
3. Finalize the venue, date, and theme
4. Invite schools, colleges, SHGs, NGOs, and citizens to participate.
5. Recognize best entries with prizes or certificates.
6. Press/ Local media

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials
2. Schools, colleges, and eco-clubs
3. NGOs and SHGs
4. Artists, students, and community members

PREREQUISITES

1. Publicity through posters, banners, and digital invites
2. Preparation of Certificates, IEC material, and award items

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-27



02 JUNE- 10 SEPTEMBER
2025

BHUVAN SURVEY

BRIEF OF ACTIVITY

Identification of unassessed and under assessed properties in ULBs and bring them in tax net and also for revision of tax where the structures are changed.

STEPS TO FOLLOW

1. Online Segregation of assessments ward wise and Bill Collector / Ward Officer wise.
2. Geo tagging of left over properties.
3. Moderation by ULBs and pushing of data by CGG to ULBs.
4. Generation and serving of special notices

STAKEHOLDERS TO BE INVOLVED

1. Centre for Good Governance (CGG)
2. National Remote Sensing Centre (NRSC)
3. Municipal Commissioner
4. Manager / Revenue Officer
5. Revenue Inspector
6. Bill Collector / Ward Officer.

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-28

IDENTIFICATION OF COMMERCIAL & MIXED PROPERTIES WITHOUT HAVING TRADE LICENSES

BRIEF OF ACTIVITY

The ULBs have to identify the Commercial & mixed properties which are not having Trade Licenses and shall issue Trade Licenses and collect fees as per the prescribed procedure.

STEPS TO FOLLOW

1. Identification of properties
2. Issue of notices to owners to apply for Trade License
3. Issue of Trade Licenses to all Commercial properties

STAKEHOLDERS TO BE INVOLVED

1. Centre for Good Governance (CGG)
2. Municipal Commissioner
3. Sanitary Inspector / Health Assistant.

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-29



02 JUNE- 10 SEPTEMBER
2025

IDENTIFICATION OF RESIDENTIAL PROPERTIES WITH TRADE LICENSES & CONVERT INTO COMMERCIAL USAGE

BRIEF OF ACTIVITY

Change of Usage of Residential property to Commercial Property.

STEPS TO FOLLOW

1. Identification of properties
2. Conversion of tax from Residential to Commercial usage

STAKEHOLDERS TO BE INVOLVED

1. Centre for Good Governance (CGG)
2. Municipal Commissioner
3. Manager / Revenue Officer
4. Revenue Inspector
5. Bill Collector / Ward Officer.

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-30



02 JUNE- 10 SEPTEMBER
2025

ONLINE ENTRY OF WATER SUPPLY HOUSE SERVICE CONNECTIONS

BRIEF OF ACTIVITY

To enter online all the Water Supply House Service Connections in the ULB logins and generate Demand Notice.

STEPS TO FOLLOW

1. Door to Door Survey of all Water Supply House Service Connections.
2. Ward wise data entry of all the Water Supply House Service Connections .
3. Online Demand Notice Generation and Serving

STAKEHOLDERS TO BE INVOLVED

1. Centre for Good Governance (CGG)
2. Municipal Commissioner
3. Municipal Engineer
4. Field / Work Inspector

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-31

ANIMATION FILMS / SHORT FILMS

BRIEF OF ACTIVITY

This activity involves creating and screening short films or animation videos on key Swachhata themes such as waste segregation, toilet usage, plastic ban, and hygiene practices.

STEPS TO FOLLOW

1. Develop a concise script with a clear message and local context.
2. Use simple language and visuals for better understanding.
3. Screen films at schools, public places, ULB events, and through LED vans.
4. Share on social media platforms, WhatsApp groups, and local cable networks.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)/SBM IEC Cell
2. Local media agencies or filmmakers
3. Schools and colleges (media or film students)
4. NGOs and community groups
5. Citizens, children, and youth groups

PREREQUISITES

1. Collaborate with local filmmakers, students, or media professionals.
2. Record, animate, and edit the film professionally

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-32



02 JUNE- 10 SEPTEMBER
2025

SHG PRODUCTS MELA

BRIEF OF ACTIVITY

Display and sale of products made by Self Help Groups

STEPS TO FOLLOW

1. Identification Women entrepreneurs
2. Finalization of venue
3. Finalization of Stall Holders / Products
4. Wide Publicity and promotion
5. Setting up stalls
6. Inviting VIPs

STAKEHOLDERS TO BE INVOLVED

1. Town Level Federations & Area Level Federations
2. Agency/ contractor for stalls erection.
3. Traffic Police
4. I&PR Dept
5. Local Media

PREREQUISITES

1. Deployment of SHG Mobilization Teams
2. Orientation to SHG members on product display, pricing, and sales
3. Finalization of venue and logistics arrangement
4. Engagement of contractor for stall setup

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-33



02 JUNE- 10 SEPTEMBER
2025

STREET FOOD FESTIVAL

BRIEF OF ACTIVITY

To organize Street Food Festival for promoting urban street food vendors and food entrepreneurs by providing them with a vibrant and well-organized platform to showcase their culinary skills and generate income.

STEPS TO FOLLOW

1. Identification Street food vendors and food entrepreneurs with FSSAI certification
2. Assistance in obtaining FSSAI certification to Street Food vendors and food entrepreneurs who did not obtained earlier.
3. Finalization of venue
4. Finalization of Stall Holders (Street food vendors/ food entrepreneurs) & Food items
5. Wide Publicity and promotion
6. Setting up stalls
7. Inviting VIPs

STAKEHOLDERS TO BE INVOLVED

1. Town Vending Committee members
2. Market Associations.
3. Traffic Police
4. I&PR Dept
5. Local Media

PREREQUISITES

1. Deployment of mobilization teams for selection of street food vendors
2. Orientation on food safety, hygiene.
3. Vide publicity to the local public regarding Street Food Festival
4. Arrangement of venue, water supply, waste disposal, etc.

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-34

FORMATION OF COMMON INTEREST GROUPS OF STREET VENDORS

BRIEF OF ACTIVITY

Street Vendors vending similar goods/ services or vending in the same vending zone/ cluster/ ward may form a Common Interest Group with 5 to 10 Street Vendors.

STEPS TO FOLLOW

1. Prepare list of identified Street Vendors vending similar goods/ services in each vending zone
2. To form Common Interest Group with 5-10 members in each group doing same business or same location
3. To open bank account for CIG
4. Online Updating of CIG data

STAKEHOLDERS TO BE INVOLVED

1. Town Mission Coordinator
2. Community Organizers
3. Bankers
4. Resource Persons
5. Market Associations

PREREQUISITES

1. Identify vending zones, markets, etc
2. Prepare list of identified Street Vendors vending similar goods/ services in each vending zone
3. Deployment of vending zone wise Teams to train street vendors regarding CIGs
4. Orientation to teams.

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-35



02 JUNE- 10 SEPTEMBER
2025

BANK LINKAGE TO SELF HELP GROUPS

BRIEF OF ACTIVITY

Providing Bank Linkage to Self Help Groups as per eligibility.

STEPS TO FOLLOW

1. Survey of uncovered urban poor women.
2. Orientation regarding SHG concept.
3. Formation of New SHGs.
4. Opening of Bank Account to SHGs.
5. Online Updation of SHG data.

STAKEHOLDERS TO BE INVOLVED

1. ULBs
2. Bankers.
3. NGOs.
4. Resource Persons
5. Office bearers of Area Level Federations & Town Level Federations
6. Local associations

PREREQUISITES

1. Compilation of eligible SHG list with proper documentation
2. Orientation to SHGs on bank procedures and repayment norms
3. Coordination meetings with bank branch managers
4. Support for completing account/loan documentation

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-36



02 JUNE- 10 SEPTEMBER
2025

REVIEW OF EXISTING STREET VENDING ZONES

BRIEF OF ACTIVITY

To revisit and assess the existing Green, Amber & Red vending zones in coordination with Town Vending Committee in all ULBs except 13 newly constituted ULBs.

STEPS TO FOLLOW

1. To revisit and assess the existing Green, Amber & Red Vending Zones
2. Conduct meeting with all members of Town Vending Committee members and take their views on existing & newly proposed vending zones.
3. Marking the vending zones on Google Maps and affix the same in notice board of ULB
4. Setup Signage boards near the vending zones as Green, amber & red zones

STAKEHOLDERS TO BE INVOLVED

1. Town Mission Coordinator
2. Community Organizers
3. All Members of Town Vending Committee (Town Planning officer, Town Mission Coordinator, MEPMA, Police officer (SI/CI), Banker, Street Vendors, Market & Trade Association, etc)

PREREQUISITES

1. List of existing Vending zones
2. Meeting with all Stake holders
3. Visit plan to existing vending zones be prepared

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-37



02 JUNE- 10 SEPTEMBER
2025

SURVEY FOR IDENTIFICATION OF UNCOVERED URBAN POOR WOMEN AND FORMATION OF SELF-HELP GROUPS

BRIEF OF ACTIVITY

To identify the uncovered women and form Self Help Groups with 10-12 members in each group.

STEPS TO FOLLOW

1. Conduct of meeting with COs/RPs/ALF & TLF Office Bearers regarding 100 days campaign & targets to form new SHGs
2. Survey of ward wise uncovered urban poor women.
3. Orientation regarding SHG concept by conducting meetings to new potential members
4. Formation of New SHGs.
5. Opening of Bank Account to SHGs.
6. Online Updation of SHG data.

STAKEHOLDERS TO BE INVOLVED

1. Town Mission Coordinator
2. Community Organizers
3. Bankers
4. NGOs
5. Resource Persons
6. Office bearers of Area Level Federations & Town Level Federations
7. Local associations

PREREQUISITES

1. Deployment of Survey Teams
2. Orientation to surveyors

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-38



02 JUNE- 10 SEPTEMBER
2025

SOCIAL SECURITY SCHEME LINKAGES TO ELIGIBLE STREET VENDORS & THEIR FAMILY MEMBERS

BRIEF OF ACTIVITY

To organize camps for providing Social Security Scheme linkages through convergence with Bankers and line departments to eligible Street Vendors and their family members.

STEPS TO FOLLOW

1. Finalize the venue for organizing camps
2. Mobilization of eligible Street Vendors and Family members based on details of Socio-economic profiling to the camps.
3. Coordinate with Bankers and line department officials for scheme linkages
4. Online updation of data

STAKEHOLDERS TO BE INVOLVED

1. Town Mission Coordinator
2. Community organizers
3. Bankers
4. Line Department Officials
5. Resource Persons
6. ALFs & TLFs
7. Market Associations

PREREQUISITES

1. Prepare list of eligible street vendors and their family members out of details from socio economic profiling.
2. Finalize venues for organizing camps
3. Deployment of mobilization teams for mobilizing street vendors and their family members
4. Coordinate with bankers and line departments

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-39



02 JUNE- 10 SEPTEMBER
2025

CLEANING OF DRINKING WATER OVERHEAD TANKS

BRIEF OF ACTIVITY

This activity focuses on ensuring safe and hygienic drinking water by cleaning and maintaining sources like public taps, borewells, storage tanks, and overhead reservoirs. It helps prevent waterborne diseases and promotes public health.

STEPS TO FOLLOW

1. Assess the condition of tanks, taps, pipelines, and surrounding areas.
2. Drain the water
3. Scrub and disinfect inner surfaces using appropriate cleaning agents (bleaching powder/chlorine).
4. Clean surrounding areas to avoid contamination.
5. Educate residents on keeping the area clean.

STAKEHOLDERS TO BE INVOLVED

1. Municipal Public Health/Water Supply Department/ Health Department
2. Sanitation Workers
3. Local Community and RWAs

PREREQUISITES

1. List all public drinking water sources in the area.
2. Inventory of public drinking water sources
3. Cleaning tools and disinfectants (bleaching powder, brushes, PPE)
4. Skilled sanitation staff or cleaning contractors
5. Transportation support for waste removal.
6. Coordination with health/water testing labs (optional)

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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○ DATE ON WHICH ACTIVITY TO BE CONDUCTED

ACTIVITY-40

FILLING OF LOW-LYING AREAS AND POTHOLES

BRIEF OF ACTIVITY

This activity aims to improve road safety, prevent water stagnation, and enhance public convenience by identifying and filling low-lying areas and potholes in streets, roads, and public spaces.

STEPS TO FOLLOW

1. Prepare a priority list based on severity and location
2. Conduct a field survey to identify low-lying spots and potholes.
3. Estimate material and manpower requirements.
4. Schedule work in phases
5. Inspect the quality of work.

STAKEHOLDERS TO BE INVOLVED

1. Municipal Engineering/Public Works Department
2. Sanitation and Field Staff
3. Contractors or Labour Teams
4. Local Residents and RWAs
5. Supervisory Officers (AE/AEE)

PREREQUISITES

1. Identify potholes/low-lying areas
2. Necessary approvals and work orders
3. Procurement of Safety gear and traffic management tools if working on busy roads

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-41

WORLD ENVIRONMENT DAY



02 JUNE- 10 SEPTEMBER
2025

BRIEF OF ACTIVITY

World Environment Day, celebrated on June 5, promotes awareness and action to protect the environment. Tree plantation, cleanliness efforts, and sustainable practices to highlight the importance of environmental conservation.

STEPS TO FOLLOW

1. Conduct rallies, poster competitions, essay writing, street plays, and talks in schools and colleges.
2. Identify public spaces, parks, and schools for planting trees.
3. Identify Lakes for cleaning and removal of plastic
4. Distribute saplings to citizens and organizations.
5. Felicitate schools, NGOs, or individuals contributing to environmental conservation.
6. Capture photos, videos, and media coverage.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB) officials and Sanitation Staff
2. Local Leaders and Ward Members
3. Educational Institutions (Schools & Colleges)
4. Self-Help Groups (SHGs)/NGOs
5. Resident Welfare Associations (RWAs)
6. Youth Clubs and NSS/NCC units
7. Forest and Horticulture Departments
8. Corporate Volunteers (CSR teams)

PREREQUISITES

1. Budget allocation or sponsorship (for saplings, banners, kits, etc.).
2. Identification of locations for plantation and cleanliness drives.
3. Procurement of tools (gloves, garbage bags, saplings, etc.).
4. Media and publicity plan.

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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○ DATE ON WHICH ACTIVITY TO BE
CONDUCTED

ACTIVITY-42



02 JUNE- 10 SEPTEMBER
2025

REMOVAL OF DILAPIDATED BUILDINGS

BRIEF OF ACTIVITY

This activity aims to identify and safely demolish structurally unsafe or abandoned buildings that pose risks to public safety, especially during monsoon or natural calamities. It helps prevent accidents, encroachments, and improves urban aesthetics.

STEPS TO FOLLOW

1. Conduct a field survey to identify dilapidated and structurally weak buildings.
2. Prioritize based on risk level and public safety concerns.
3. Deploy machinery and labour for safe demolition.
4. Ensure debris is removed and area is cleared properly.

STAKEHOLDERS TO BE INVOLVED

1. Town Planning and Engineering Departments
2. Sanitation Staff and Contractors
3. Local Police (for support during demolition)
4. Ward Councilors and Local Residents
5. Revenue and Property Tax Department

PREREQUISITES

1. List of identified dilapidated structures
2. Legal provisions and demolition orders
3. Safety and demolition equipment (JCB, PPE, barricades)
4. Coordination with police and emergency services
5. Budget allocation or owner-borne costs (as per rules)
6. Awareness among local residents

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-43



02 JUNE- 10 SEPTEMBER
2025

INSTALLATION OF MESH ON DRAINS/NALLAHS

BRIEF OF ACTIVITY

The activity involves fixing iron mesh over open drains and nallahs to prevent the entry of solid waste, reduce blockages and enhance cleanliness.

STEPS TO FOLLOW

1. Survey and list drains/nallahs prone to garbage dumping or blockages.
2. Replace or repair damaged mesh as needed.
3. Choose suitable mesh type (galvanized iron/plastic-coated) based on drain width and flow.
4. Securely fix mesh on targeted points ensuring they are easily removable for cleaning.
5. Assign staff for periodic cleaning of the mesh.

STAKEHOLDERS TO BE INVOLVED

1. Municipal Engineering and Sanitation Department
2. Field Supervisors and Sanitation Workers
3. Local Councillors and Community Leaders
4. Contractors
5. Resident Welfare Associations (RWAs)

PREREQUISITES

1. Procurement of mesh materials and fixing tools or fabricate mesh as per required sizes and quantities.
2. Survey and location list with drain dimensions
3. Budget allocation or existing resources

JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-44



02 JUNE- 10 SEPTEMBER
2025

DEVELOPMENT OF A JUNCTION IN A ULB

BRIEF OF ACTIVITY

Improve and beautify a traffic junction within the Urban Local Body (ULB) by enhancing infrastructure, signage, installing waste to art artworks, landscaping, and cleanliness to ensure safety, visibility, and aesthetic appeal.

STEPS TO FOLLOW

1. Survey and assess existing junction conditions
2. Prepare and approve the redesign/beautification plan
3. Clear encroachments and debris
4. Install signage, markings, lighting, and landscape features
5. Ensure ongoing maintenance and cleanliness

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)
2. Local contractors and vendors
3. Community members and shopkeepers nearby

PREREQUISITES

1. Selection of suitable junction based on traffic/load
2. Design and layout plan
3. Budget and material availability
4. Necessary permissions (traffic, civic bodies)
5. Skilled workforce and contractors

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-45



02 JUNE- 10 SEPTEMBER
2025

ANIMAL BIRTH CONTROL CAMPAIGN

BRIEF OF ACTIVITY

Make necessary arrangements to enhance the current capacity of conducting ABC including rationalization centre wise, increasing the number of dog catching teams and vehicles in order to attend the dog complaints effectively and to achieve 100% sterilization of street dogs.

STEPS TO FOLLOW

1. Implement ABC programmer systematically to achieve 100% sterilization.
2. Publicize helpline and mobile apps (e.g., Citizen Buddy) for reporting aggressive or unsterilized dogs.
3. Conduct IEC campaigns to educate RWAs, SLFs, public, and schools on dog behavior and safety.
4. Sign MoUs with NGOs/AWOs to support sterilization and immunization where ABC is not yet started.
5. Ensure daily updates of dog sterilization data in the shared spreadsheet. update the daily dogs sterilizations report in the spread sheet without Fail

STAKEHOLDERS TO BE INVOLVED

1. Resident Welfare Associations, Slum Level Federations, and Town Level Federations
2. Non-Veg shops owners
3. Self Help Groups

PREREQUISITES

1. Dedicated Budget Allocation for ABC operations, awareness campaigns, and logistics.
2. Functioning ABC Centers or tie-ups with nearby centers/NGOs for sterilization and post-op care.
3. active Helpline Number for public complaints.
4. Availability of Surgical Equipment & Medicines at ABC centers.

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-46



02 JUNE- 10 SEPTEMBER
2025

CONSTRUCTION OF RAIN WATER HARVESTING PITS

BRIEF OF ACTIVITY

This activity promotes the implementation of rooftop rain water harvesting (RWH) systems in residential buildings to conserve water, recharge groundwater, and reduce urban flooding.

STEPS TO FOLLOW

1. Conduct IEC campaigns to educate homeowners on the benefits and need for RWH.
2. Identify building having more than 200 sq m area and plan for construction of RWH pits
3. ULB teams to inspect installations and certify compliance with bye-laws.
4. Educate residents on periodic cleaning of filters and pits to ensure long-term efficiency.

STAKEHOLDERS TO BE INVOLVED

1. Engineering and PH Wing
2. Ward Councilor's
3. SHGs/ (RWAs)/ NGOs

PREREQUISITES

1. Follow as per Gol/ State Govt. approved standard RWH designs for individual homes.
2. Guide residents to install RWH structures (gutters, filters, recharge pits, soak pits).

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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ACTIVITY-47



02 JUNE- 10 SEPTEMBER
2025

DEVELOPMENT OF CHILDREN PARK

BRIEF OF ACTIVITY

This activity focuses on creating or upgrading safe, inclusive, and engaging recreational spaces for children within the municipality. It encourages outdoor play, physical activity, and environmental awareness among young citizens.

STEPS TO FOLLOW

1. Identify suitable land.
2. Consult community for needs and suggestions.
3. Prepare a detailed design including play equipment, landscaping, safety measures, and seating by 02 June 2025.
4. Procure materials and begin construction with approved vendors.
5. Ensure safety checks and accessibility features are in place.
6. Inaugurate the park and promote its use through IEC campaigns on 09 September 2025

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)
2. Engineers
3. Local community and school representatives
4. Contractors and vendors

PREREQUISITES

1. Availability of land/space
2. Budgetary allocation or funding source
3. Technical design and layout plan
4. Necessary permissions from authorities

JUNE 2025

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AUGUST 2025

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ACTIVITY-48



02 JUNE- 10 SEPTEMBER
2025

VANA MAHOTSAVAM

BRIEF OF ACTIVITY

Vana Mahotsavam is a week-long afforestation drive celebrated every year in the first week of July to promote tree plantation and environmental conservation. The activity encourages community participation in planting saplings in public spaces, schools, parks, and residential areas, contributing to increased green cover and ecological balance.

STEPS TO FOLLOW

1. Identify suitable plantation sites such as parks, road medians, school campuses, open lands, and residential layouts.
2. Involve RWAs, school children, SHGs, and volunteers through awareness campaigns and invitations.
3. Tag each sapling with species and planting details; optionally geo-tag the location for tracking.
4. Assign watering, protection, and maintenance responsibilities to local volunteers or staff.

STAKEHOLDERS TO BE INVOLVED

1. Engineering, Sanitation, Forest Department / Horticulture Department
2. Ward Councilors and Local Leaders
3. (RWAs)/ NGOs / Eco-Clubs / Youth Volunteers
4. Schools and Educational Institutions
5. Self Help Groups (SHGs) / Slum Level Federations (SLFs)

PREREQUISITES

1. Prerequisites for Implementing the Activity:
2. Identify Plantation Sites with space availability
3. Coordinate with Forest/Horticulture Department for technical guidance.

JUNE 2025

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29	30	1	2	3	4	5

JULY 2025

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

AUGUST 2025

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

SEPTEMBER 2025

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

ACTIVITY-49

PROFILING OF WASTE PICKERS

BRIEF OF ACTIVITY

workers who were involved in SWM Value chain and those who are not getting ESI & PF engaged in waste collection, sorting, transporting, working at processing Plants, Dump sites, land fills, waste segregation areas, kabaddi walas etc. can be profiled as a waste Pickers.

STEPS TO FOLLOW

1. Collect list of Waste Pickers.
2. Identify camp locations and Bastis/ settlement of Waste Picker.
3. Submit the Profiling Plan.
4. Organize an IEC activity before the start of Profiling.
5. Print the IEC material.
6. Create User ID on Portal for ULB Surveyors , RO Surveyors and Validators ID.

STAKEHOLDERS TO BE INVOLVED

1. Urban Local Body (ULB)
2. Informal Waste Pickers/ Waste sorters/ Waste collectors
3. Waste aggregators/ kabadiwallas
4. Door to door waste collector using garbage vehicle(driver and helper)

PREREQUISITES

1. Separate space for the profiling
2. List of Waste Pickers employed on the payroll, contracts and through parastatal bodies and departments to be available for reference.
3. Registration desk for the list for Waste Picker attendance
4. Survey Counter & Desk for Aadhar updation and for opening bank accounts etc.
5. Govt. issued ID Card proofs

JUNE 2025

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22	23	24	25	26	27	28
29	30	1	2	3	4	5

JULY 2025

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27	28	29	30	31	1	2

AUGUST 2025

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31	1	2	3	4	5	6

SEPTEMBER 2025

S	M	T	W	T	F	S
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28	29	30	1	2	3	4

ACTIVITY-50



02 JUNE- 10 SEPTEMBER
2025

TESTING OF CHLORINATION LEVELS IN DRINKING WATER

BRIEF OF ACTIVITY

Chlorination is a process of adding chlorine to water to disinfect and kill harmful pathogens. Testing the chlorine levels (in ppm) ensures water safety and effectiveness of disinfection. The ideal free residual chlorine level for safe drinking water is typically around *0.2 – 0.5 ppm*.

STEPS TO FOLLOW

1. Collect necessary testing equipment (chlorine test kit/digital chlorine meter, sample bottles, gloves).
2. Collect water samples from distribution points or directly from the storage tank/outlet.
3. Use DPD (N,N-diethyl-p-phenylenediamine) method or digital chlorine meter to measure Free and Total Residual Chlorine (FRC & TRC).
4. Follow kit-specific instructions

STAKEHOLDERS TO BE INVOLVED

1. Municipal Public Health/Water Supply Department/ Health Department
2. Sanitation Workers
3. Local Community and RWAs

PREREQUISITES

1. Availability of chlorine test kits or digital meters.
2. Trained personnel to conduct the test.
3. Ensure Proper sample collection containers and procedures.
4. Safe access to water sources/distribution points.
5. Established record-keeping system or reporting format.
6. Awareness of safe chlorination levels and regulatory standards

JUNE 2025

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JULY 2025

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

AUGUST 2025

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SEPTEMBER 2025

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

DATE ON WHICH ACTIVITY TO BE
CONDUCTED