

Minutes of the 4th meeting held on 21st October 2011 of discussions on preparatory activities for the proposed National level Workshop cum Exhibition on Drinking Water Quality scheduled during 15-16 November 2011

The 4th meeting to discuss and review the preparatory work for the proposed National level Workshop cum Exhibition on Drinking Water Quality, scheduled on November 15-16, 2011 at New Delhi was held on 21/10/2011 in Conference Hall, Paryavaran Bhavan, CGO Complex, New Delhi. The meeting was chaired by Joint Secretary (Sanitation & Administration). List of participants is annexed. The following issues were discussed :-

- PLAN India was informed to submit draft back drop, invitation card with envelope, delegate passes, etc immediately. Since State Ministers are being called the committee opined that the quality of bags should be decent enough and since overall cost was a concern, the committee suggested . UNICEF to bear the cost of bags Dr. Aiden Cronin agreed to the suggestion.

(DS,Admin)

- DS (Admn) and Shri. Srinivasan (Plan India) may rework on the cost of items like (bags, invitation, cost of photography badges and video documentation etc). Caretaker Shri Mishra may provide assistance to PLAN India and UNICEF through the regular vendors of this Ministry for procurement of items on Government /prevailing rates.

(D.S, Admin)

- List of additional speakers be prepared in case of absence or unavailability of some confirmed speakers due to unforeseen circumstances. **DA(DR)**
- Modification of online entry for the participants, showing their areas of expertise in the water quality may be incorporated at the earliest. . TD (NIC) shared the draft registration page and discussed for finalization. NIC to launch the registration page on the website on 21st October 2011. CII may share the registration link of exhibitors' link of the page to NIC for hyper linking. **(TD NIC and CII)**
- The decision on charging participants attending the workshops/exhibition will be taken up separately.
- Minister's speech may be got approved, which was prepared by Shri Kamal Mazumdar. Speech for Secretary(DWS) may be put up urgently. (Action: Shri S. Saxena, Sr. Consultant)

- Due to budget ceiling, the Advertisement of the workshop/exhibition may be undertaken only through MDWS website and Solutions Exchange. No Press Advertisement to be prepared. **(TD NIC AND UNICEF)**
- Plan India was suggested not to exceed actual expenditure of Rs.10 Lakh for organising the Workshop. As decided earlier, M/s CII will reimburse the expenditure incurred to M/s Plan India towards, rental value of space required for organizing the Workshop.
- The invitation letters have been sent to Secretaries, State Ministers in Charge of Rural Drinking Water & Sanitation, Union Minister of Health and Family Welfare, KRC's, CSIR labs and NGO's. Some letters are with H'MRD, addresses are to be furnished to Shri Ramesh (APS). Invitation to Member of Planning Commission (Shri Mihir Shah) may put up from Secretary, DWS . DS (Coord) to monitor these regularly, so that every invitee receives formal letters and give their confirmation. **(DS-Coord)**

The Chairman informed that the next review meeting will be held on 01/11/2011 at 2.30 pm on the 12th floor Conference hall of Paryavaran Bhawan and requested all members to bring the updated status.

The meeting ended with a vote of thanks to and from the Chair.

List of the officials participated in the meeting held on 21/10/2011 in Conference Hall , 12th Floor, Paryavaran Bhavan, New Delhi to discuss preparatory activities for the proposed National Level Workshop cum Exhibition on Drinking Water Quality

- Shri J.S Mathur (JS Admin and Sanitation)
- Shri Sujoy Mojumdar (Director)
- Shri D. Rajasekhar (DA, Water Quality)
- Shri K.K Mazumdar (DS, Admin)
- Shri Ranjeet S. Jabbi (Director, CII)
- Shri S.K. Verma (US, Water Quality)
- Shri K.N.Reddy (US, Admin)
- Shri P.N Astamoorthy (US)
- Shri T.K Das (NRC, Consultant)
- Shri Jaimon Uthup (Cons)
- Shri Ershad Ahmad (Cons)
- Shri S. M. Sharma (NRC Consultant)
- Dr. Aiden Cronin (UNICEF)
- Shri Srinivasan (Plan India)
- Smt. Jasmine (Water Aid)

Annexure

List of the officials participated in the meeting held on 11/10/2011 in Conference Hall , 12th Floor, Paryavaran Bhavan, New Delhi to discuss preparatory activities for the proposed National Level Workshop cum Exhibition on Drinking Water Quality

S. No.	Name	Designation
1.	Shri J S Mathur	Joint Secretary (Sanitation & Administration)
2.	Shri Sujoy Mojumdar	Director (Water)
3.	Shri D. Rajasekhar	Deputy Adviser
4.	Shri J.Bose	DS (F)
5.	Shri K K Mazumdar	Deputy Secretary (Admn)
6.	Shri R J Dutta Chowdhary	Deputy Adviser
7.	Shri Sidhil Sasi	DD (Stat)
8.	Shri Ranjit S Jabbi	Director, CII
9.	Dr Arun Kumar	Assistant Advisor
10.	Shri S K Verma	Under Secretary (WQ)

11.	Shri. S. M. Sharma	Consultant –HG (NRC)
12.	Shri K N Reddy	Under Secretary (Admn)
13	Dr. Brajesh K Shrivastava	Consultant -WQ
14	Shr Rishi Kumar	US (F)