



F.No.12/3/2015-SBM  
Government of India  
Ministry of Urban Development  
SBM Directorate

Nirman Bhavan, New Delhi  
Dated April 15, 2015

**OFFICE MEMORANDUM**

Subject: District Level Review and Monitoring Committee (DLMRC) for Swachh Bharat Mission (SBM)-reg.

In order to fulfill the objectives of Swachh Bharat Mission, it is essential that a robust mechanism be in place to continuously monitor progress of the program, review implementation strategies and ensure that the funds are used effectively and for the purpose that they are meant for.

2. As per the guidelines of the Swachh Bharat Mission, a District Level Review and Monitoring Committee (DLRMC) has been recommended. The composition of the Committee, key tasks, responsibilities and functions of the Committee is enclosed herewith. State Governments are requested to take action for the formation of the Committee urgently and inform this Ministry.

3. This issues with the approval of competent authority.

  
(Shubha Thakur)  
Director  
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To

Principal Secretary (UD) of all State Governments

OBJECTIVE, COMPOSITION, KEY TASKS AND FUNCTIONS OF THE DLMRC  
FOR SBM (URBAN)

**I. Objective:**

The District Level Review and Monitoring Committee (DLRMC) will monitor the progress of SBM in their respective District under the overall framework of Implementation.

**II. Composition:**

a. The composition of District Level Review and Monitoring Committee shall be as follows:

**(i) Chairman:**

The chairman of the DLRMC shall be a Member of Lok Sabha from the District.

**(ii) Vice Chairman:**

A Member of Parliament (Rajya Sabha) representing the State.

**(iii) Members:**

Following shall be the Members of the Committee –

- i. All other MPs (Lok Sabha/ Rajya Sabha), who have given their choice from that district, will be Members.
- ii. All members of the State Legislative Assembly elected from constituencies within the District.
- iii. Mayors/ Chairpersons of Municipal Corporations, Chairpersons of Municipal Councils and Municipal Commissioners/ Chief Executive Officers.
- iv. One member representation from Mission Directorate/ Nodal Agency.
- v. One member from a reputed NGO who has experience in the field of sanitation, to be nominated by the Chairman in consultation with other members.
- vi. One professional from the field of Information, Education & Communication who has experience in the field of sanitation, to be nominated by the Chairman in consultation with other members.

*Amle Nath*

b. If the Chairman is not present, the members who are present shall elect a Chairman from among themselves to preside over the scheduled meetings.

**(iv) Member-Secretary:**

The Member-Secretary would be the District Magistrate/ Collector/ Deputy Commissioner.

**3. Key Tasks and Responsibilities of the Committee**

- i. Ensure implementation of programs in accordance with the Guidelines.
- ii. Review physical and financial progress of the Mission/ Projects within the District.
- iii. Review the flow of funds including the funds allocated, funds released by both the Centre and the State, utilization and unspent balances.
- iv. Undertake input monitoring (i.e. Whether resources are being mobilized as planned) and output monitoring (i.e. whether services and assets are being delivered on schedule).
- v. Review bottlenecks in implementation of projects and the way forward.
- vi. Ensure the selection of beneficiaries is strictly in accordance with the guidelines of the program.
- vii. The committee should have the authority to summon and inspect any record, if case of any irregularity
- viii. The committee may guide ULBs on the implementation of projects relating to infrastructure and services as well as implementation of IEC. The committee can recommend to the concerned ULBs, approaches to support implementation.
- ix. The committee may refer matters to the concerned Department in the State Government for appropriate action in accordance with the recommendations of the Committee.

**4. Functioning of the Committee:**

- i. The committee should meet quarterly and conduct review of implementation of mission.
- ii. The committee will submit minutes of meetings/ discussions held and its recommendations to the State Government.
- iii. Follow-up actions on recommendations should be initiated within 30 days by all ULBs in a format agreed in the meeting.

*Shri M. N. N. N.*