



**Association of
Municipalities and Development Authorities (AMDA)**
7/6, Sirifort Institutional, August Kranti Marg, New Delhi – 110049, India
Tel: 011-41017641, 26494486, 26496487, 26497973, Fax: 91-11-26491675
Email: amdadelhi@gmail.com website: www.amdaindia.org

SUBJECT: Seminar on “Role of Urban Planning in Disaster Rehabilitation and Managing Sanitation & Solid Waste” from 5th February, 2018 to 7th February, 2018 at Port Blair, A&N Islands.

Dear Sir,

Greetings for the day!!

Association of Municipalities and Development Authorities (AMDA) established in 1983 is entering into the eventful 35th year. As you may be aware that AMDA acts as a focal point for exchange of ideas and information on Urban Planning and Development for the Urban Local Bodies (ULBs), Development Authorities and is actively involved in the work of Institutional Development in Capacity Building of Municipal Corporation and Development Authorities for more than three decades.

In the series of its Capacity Building programme, AMDA is organizing a residential seminar on **“Role of Urban Planning in Disaster Rehabilitation and managing Sanitation & Solid Waste” from 5th February, 2018 to 7th February, 2018 at Port Blair, A&N Islands.**

The Programme will be for three days but the distance and journey plan extends to five nights and six days as enclosed herein with the tentative programme.

AMDA would be pleased to invite you for its forthcoming seminar and sincerely request to avail the opportunity of getting your functionaries exposed to the role in the Disaster and managing the rehabilitation of the affected people with the basic requirement of sanitations and waste management in the post disaster management.

COURSE COVERGAE:

1. Natural Disasters and their impact-Preparedness
2. Manmade Disasters and the role of people at large in fire fighting
3. After affects of disasters and managing Rehabilitation
4. Rehabilitation and importance of Disaster management
5. Water Supply-Restoration and Distribution
6. Overview of Sanitation after Disaster
7. Managing Sanitation and Solid Waste Management
8. Managing Solid Waste and Recycling modes

METHODOLOGY:

The seminar shall be conducted in participative mode, including lecture and interaction/discussion on real problems and case studies.

PARTICIPANTS PROFILE:

All employees across all level in Urban Local Bodies, Development Authorities, Statutory Organizations, Autonomous Bodies, PSUs, Universities and Academic Institutions or Cooperative Sectors.

FACULTY:

The faculty for the seminar will comprise of senior officers and experienced faculties from the eminent training institutes and experts dealing with the subjects.

VENUE AND JOURNEY:

No TA to the participants will be paid by AMDA.

- Seminar at Port Blair and Havelock, A&N Islands.
- The Residence will be at Hotel depending upon availability of rooms, which will be communicated on confirmation.

Delegates/Participants should provide their journey plan well in advance alongwith the participation fee for proper coordination and convenient arrangements at Port Blair, A&N Islands. The nomination alongwith the participation fee should reach the office of AMDA well up to 30th January, 2018.

DATES & TIMING

Arrival at Port Blair on 4th February, 2018

Departure from Port Blair 9th February, 2018.

PARTICIPATION FEE:

- I. Programme is Residential.
- II. Participation Fee Rs. 25,000 (Twenty five Thousand only), which will include course fee, course material, accommodation on Single-Room basis, all meals and visits.
- III. Charges for accompanying spouse would be Rs. 5,000 (Five Thousand only) extra for all the days towards accommodation, meals and visits.

Note: Please note that in case nominated participant(s) is not able to attend the seminar due to any reason and substitution is made, invoice amount shall still be payable. Kindly confirm the nomination immediately including on the website of AMDA www.amdaindia.org.

DETAILS OF OUR BANK ACCOUNT THROUGH NEFT/RTGS:

Account Name: Association of Municipalities and Development Authorities

Name of Bank: Oriental Bank of Commerce

Name of Branch: Hauz Khas, New Delhi

Bank Account No: 05622010012820

IFS Code: ORBC0100562

MICR Code No: 110022043

Account Type: Saving Account

Pan No: AABTA8080D

Service Tax No: AABTA8080DST001

GSTIN: 07AABTA8080D1ZY

Cheques/Demand Drafts etc. should be in favour of “**Association of Municipalities and Development Authorities**”

Registration:

The participants may kindly report for Registration at the venue.

Note: For further information or clarification kindly contact: Shri V.P. Sharma, Admn-cum-Accounts Officer, AMDA or Ms. Renu Rana, Training Coordinator on Tel No. 011-41017641, 26494486, 26497973, Fax: 011-26491675, on Email-ID: amdadelhi@gmail.com

We would also welcome any invitation from your side for In-house Training programme at your premises.

Thanking you,

Yours sincerely,

A handwritten signature in blue ink on a light-colored rectangular background. The signature is stylized and appears to read 'V. P. Sharma'.

(V. P. Sharma)

Admn-cum-Accounts Officer

*Encl: Programme Schedule
Nomination Form*



Seminar on

“Role of Urban Planning in Disaster Rehabilitation and managing Sanitation & Solid Waste”
from
5th February, 2018 to 7th February, 2018
at Port Blair, A&N Islands.

NOMINATION FORM

SN	Name of Participant	Designation	Department	Email ID & Mobile No
1				Email:
				M:
2				Email:
				M:
3				Email:
				M:
4				Email:
				M:

Organization: _____

Address: _____

Ph: _____ Email: _____ Fax: _____

Payment Details:

Bankers Cheque/DD No. _____ Dated: _____ Amount: _____

RTGS/NEFT- _____ Dated: _____ Amount: _____

Please return dully filled in to:

Association of Municipalities & Development Authorities (AMDA)
7/6 Siri Fort, Institutional Area, August Karanti Marg
New Delhi – 110049
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