**Training for City Nodal Officers on**

**Effective Implementation of the National Clean Air Programme**

**13 - 14 November 2024** | **Venue: Hotel Fortune Park (ITC Group), Opp. East End Club Delhi, Block C, Vivek Vihar, Delhi**

**Programme Schedule**

**Day 1 | 13 November 2024 (09:00 hrs IST – 17:30 hrs IST)**

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| **08:30 - 09:00 hrs Arrival of Participants, Registration** | | | | | | |
| **09:00 - 09:45 hrs | OPENING SESSION** | | | | | | |
| 5 min | Opening and knowing the participants | | | Moderator | | |
| 5 min | Security Briefing | | | Hotel Representative | | |
| 5 min | Sustainability Briefing | | | GIZ | | |
| 5 min | Address | | | Ms. Puja Tewary, Bloomberg Philanthropies | | |
| 5 min | Context Setting | | | Mr. Raghu Babu Nukala, Programme Director, GIZ | | |
| 5 min | Overview of the Training Programme | | | Dr. Pratima Singh, Director – Air Pollution and Waste Management, iFOREST | | |
| 5 min | Address | | | Mr. Bharat Kumar Sharma, Member Secretary, CPCB | | |
| 10 min | Address | | | Dr. Prashant Gargava, Director NCAP, MoEFCC | | |
| **09:45 - 10:30 hrs | MODULE 1: OVERVIEW OF ROLES OF NODAL OFFICERS** | | | | | | |
| 15 min | **Overview of NCAP**   * What is NCAP - National Clean Air Programme and what are the objectives and targets? * Institutional Framework (cities, SPCBs. NKN, IoRs, International organisations etc.) * What are the structures of committees and their roles? | | | Mr. N. Subrahmanyam, Additional Director, MoEFCC | | |
| 15 min | **Overview of Roles and Responsibilities of the City Nodal Officers**   * Give an overview of the roles and responsibilities of the City Nodal Officers? | | | Mr. N. Subrahmanyam, Additional Director, MoEFCC | | |
| 15 min | **Reflections on the Roles of City Nodal Officers** | | | Inputs from Nodal officers of city:   * What is working well? * What are the challenges? | | |
| **10:30 -11:00 hrs COFFEE BREAK** | | | | | | |
| **11:00 - 13:00 hrs | MODULE 2: PLANNING AND IMPLEMENTATION OF ACTION PLANS FOR CLEAN AIR** | | | | | | |
| **Learning Objective:** To provide participants with a clear understanding of the planning and implementation role of the City Nodal Officers for effective implementation of NCAP. | | | | | | |
| **Time** | | **Presentation Title** | **Speakers Guiding Questions** | | **Speakers** | |
| 15 min | | **Planning and Implementation Roles of the City Nodal Officers** | * What are the planning and implementation roles of city nodal officers? * Expectation of MoEFCC and CPCB from the city nodal officers to execute NCAP. | | Mr. Pankaj Agarwal, Division Head, CPCB | |
| 15 min | | **State Air Action Plans (SAP)** | * What is the need and objective of the preparation of Air Action Plans at State level? * What is the process of preparation, revision and uploading of State Action Plans? (template, submission & approval of SAP) * Best example of air action plan prepared by some states- highlight best elements/ detailing which other state should also refer. * Role of City Nodal Officers in supporting State Action Plan implementation? | | Mr. Hardik Siroha, AEE, HSPCB | |
| 15 min | | **City Air Action Plans (CAP), Micro Action Plans** | * What are the components of Clear air action plans and micro action plans (thematic areas, action points)? * What is the process of preparation, revision and uploading of CAPs? (template, submission & approval of CAP) * How to set annual targets for actions as per approved city action plans? | | Mr. Pankaj Jiwrajka, PMU CPCB | |
| 15 min | | **Q&A** | Participants can ask questions to the above 3 speakers | |  | |
| 15 min | | **Hotspot Action Plans** | * What is an air pollution hotspot? * How to identify air pollution hotspots (should entail discussion on identification of hotspot using all methods i.e., CAAQMS, and manual monitoring; extent of an air pollution hotspot)? Are there any standard guidelines? * Decision support system for city administration. * Give examples of best practices of identification of hotspots | | Dr N.R. Sahoo, OSPCB | |
| 15 min | | **Mission Life Action Plans** | * About Mission LiFE-objectives, targets * How is Mission LiFE supporting the Clean Air objective? (14 action points) * Quarterly reporting of Mission Life Action Plan | | Mrs. Rita Khanna, Advisor, MoEFCC (TBC) | |
| 15 min | | **Initiatives taken by Bareilly city under NCAP**  (Virtual) | * What are various initiatives Bareilly city is taking for implementation of NCAP? | | Mr. Sanjeev Kumar Maurya (IAS), Municipal Commissioner, Nagar Nigam, Bareilly, Uttar Pradesh | |
| 15 min | | **Q&A** |  | |  | |
| 13:00 – 14:00 hrs | **LUNCH BREAK** | | | | | | |
| **14: 00 - 15:30 hrs | MODULE 3: CONVERGENCE OF SCHEMES BY VARIOUS SECTORAL MINISTRIES** | | | | | | |
| **Learning Objective:** To provide participants with the knowledge of the convergence of schemes under NCAP for implementation of city clean air action plans. | | | | | | |
| 15 min | | **Convergence of Schemes Under NCAP** | * How different schemes are converged under NCAP? * What are the various sources of funds under different schemes? * Different sectoral ministries and departments – and their schemes such as SBM, AMRUT, PMUY, etc. | | Dr. Priti Singh, Joint Director NCAP, MoEFCC | |
| 15 min | | **Allocation of Funds for Clean Air Measures** | * How are the funds allocated to cities under NCAP and XVFC? | | Mr. N. Subrahmanyam, Additional Director, MoEFCC | |
| 15 min | | **Input on Clean Air Initiatives (MoHUA/MoRTH/MoPNG)** | * Clean Air Measures - Initiatives taken by MoHUA * Clean Air Measures - Initiatives taken by MoRTH * Clean Air Measures – Initiatives taken by MoPNG | | Mr. N. Subrahmanyam, Additional Director, MoEFCC | |
| 45 min | | **Group Exercises** | * **Group 1: Roles of City Nodal Officers** * What are the roles and responsibilities of the City Nodal Officers – key roles, overcoming challenges, successes? * **Group 2: Action Plan Preparation** * What approach should be followed by cities for preparation of Action Plans (State, City, Hotspot etc.)? * **Group 3: Funds for NCAP Implementation** * What are funding sources/opportunities for implementing Clean Air Action Plan measures? | | Facilitator: GIZ and iForest | |
| **15:30 -16:00 hrs COFFEE BREAK** | | | | | | |
| **16:00 - 17:00 hrs | MODULE 4: AIR QUALITY TECHNICAL ASPECTS** | | | | | | |
| **Learning Objective:** To provide the participants with a better understanding of the technical aspects of air quality to help them perform their implementation role. | | | | | | |
| **Time** | | **Presentation Title** | * **Speakers Guiding Questions** | | | **Speakers** |
| 15 min | | **Air Quality Monitoring in Non-attainment Cities** | * How is air quality monitoring done in non-attainment cities and the hotspots? * Show through examples the availability of air quality data for non-attainment cities and hotspots. * How can this data be used for reporting implementation of clean air measures in cities? * Continuous AQ data dissemination by CPCB/SPCB to ULB’s for timely action | | | Dr. Ajay Deshpande, Adjunct Professor, IIT Bombay |
| 15 min | | **Source Apportionment Studies**  (Virtual) | * Methods of source apportion studies * Case examples | | | Mr. Moqtik Bawase, General Manager, ERL, ARAI |
| 15 min | | **Air Quality Data Analysis - Correlating the findings from source apportionment studies and emission inventories to city air action plans** | * Explain the correlation of the emission inventories and source apportionment studies to preparing Clean Air Action Plans of cities? * How can emission inventories and source apportionment studies be used for monitoring results from implementation of Clean Air Action Plans? * Show examples. | | | Dr. Ajay Deshpande, Adjunct Professor, IIT Bombay |
| 15 min | | **Q&A** |  | | |  |
| **17:00 - 17:45 hrs | KNOWLEDGE EXCHANGE SESSION** | | | | | | |
| **45 min** | | **Market Place** (poster presentation) - showcasing of case examples/best practices by cities | | | | |
| **18:30 hrs Onwards | Networking Dinner & Interactive Session with MoEFCC NCAP Team** | | | | | | |

**Day 2 | 14 November 2024** (09:30 hrs – 17:30 hrs)

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| 08:30 - 09:00 hrs | Arrival of Participants | | |
| **09:00 - 10:30 hrs | MODULE 5: REPORTING & DOCUMENTATION** | | | |
| **Learning Objective: T**o provide participants with a clear understanding of their reporting responsibilities for effectively documenting the progress of NCAP implementation. | | | |
| **Time** | **Presentation Title** | **Speakers Guiding Questions** | **Speakers** |
| 15 min | **Understanding the Functions and Features of PRANA** | * What is PRANA? Why it is important for City Nodal Officers to understand the use of PRANA portal? * What and how to fill up data on PRANA portal? Action planning module on PRANA | Ms. Sonal Jain, Urban & Regional Development Advisor, GIZ |
| 15 min | **Financial Progress reporting of the city action plans** | * How to enter the expenditure data on the PRANA portal? | Mr. D. Kalita, Accounts Officer, CPCB |
| 15 mins | **Generation & Submission of Utilisation Certificates (UC) through PRANA** | * How to generate the UC on PRANA? * How to submit the UC on PRANA? | Mr. D. Kalita, Accounts Officer, CPCB |
| 15 min | **Physical & financial progress reporting of the city action plans** | * How to update physical & financial progress of action plans on PRANA? | Mr. Krishan Sharma, PMU CPCB |
| 30 min | **Q&A** |  |  |
| **10:30 - 11:00 hrs COFFEE BREAK** | | | |
| **11:00 - 13:00 hrs | MODULE 6: MONITORING & EVALUATION** | | | |
| **Learning Objective:** To provide the participants with clear understanding of their role for effective monitoring and evaluation of NCAP and equip them with appropriate knowledge and skills to perform this responsibility. | | | |
| 15 min | **City Report card Generation, Quarterly Ranking** | * How can cities generate its own report card? * What is quarterly ranking system? | Mr. Pankaj Jiwrajka, PMU CPCB |
| 15 min | **Performance Assessment of Non-attainment cities** | * How is the performance of all 131 non-attainment and million plus cities done to monitor the air quality improvement? | Ms. Tanya Chabra, CPCB |
| 15 min | **Swachh Vayu Survekshan** | * What is Swachh Vayu Survekshan and its components? * How to collect data for SVS? * Role of ULB Nodal Officers in SVS? | Rep. of CPCB NCAP team |
| 15 min | **Initiatives taken by Gorakhpur city under NCAP** | * What are various initiatives Gorakhpur city is taking for implementation of NCAP? | Mr. Gaurav Singh Sogarwal (IAS), Municipal Commissioner, Nagar Nigam, Gorakhpur |
| 20 min | **Q&A** |  |  |
| 40 min | **Hands-on exercise on PRANA** | **Hands on practice** with an online example on the entire process of financial reporting (entering expenditure, generating UCs, validation of UC using e-signature) | CPCB and GIZ |
| **13:0 0 - 14:00 hrs: LUNCH BREAK** | | | |
| **14:00 - 15:30 hrs | MODULE 7: COORDINATION, PARTNERSHIPS & ALLIANCES** | | | |
| **Learning Objective:** To provide the participants with a clear understanding of their role for effective coordination and train them with effective communication skills that can help them better perform their roles. | | | |
| 15 min | **Potential Partnerships and Alliances (IORs, International Organisations etc.)** | * Which are the different experts or international agencies involved in the implementation process? * What are the coordination roles of IoRs? | Dr. Pratima Singh, Director – Air Pollution and Waste Management, iFOREST |

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| 15 min | **Experience Sharing by IOR** | * Case example of tasks of IOR and technical support being provided to cities | Mr. Nimish, TERI |
| 15 min | **Q&A** |  |  |
| 45 min  (incl coffee) | **Group Activity** | * **Group 1: Effective Coordination** * How to effectively coordinate with various departments? (approach, success stories etc.) * **Group 2: Partnerships and Alliances** * Making partnership and alliances (IORs, international agencies, private sector etc.) – potentials, approaches and successes * **Groups 3: Documentation and Reporting** * How to effectively document and report on NCAP | (Facilitator: GIZ and iForest) |
| **15:30 - 16:30 hrs | MODULE 8: SOFT SKILLS** | | | |
| 30 min | **Communication and Negotiation Skills** | * Understanding communication aspects * Management tools for day to day work * Tools for leadership * Includes practical exercises | Mr. Raghu Babu Nukala, Programme Director  Ms. Yashodha Rawat, GIZ |
| 30 min | **Presentation Skills** | * How to make an effective presentation? * Understanding the technicalities * Understanding different techniques * Includes practical exercises | Mr. Raghu Babu Nukala, Programme Director  Ms. Yashodha Rawat, GIZ |

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| **16:30-17:00 hrs | CONCLUDING SESSION** | |
| 10 min | * Summarization of 2-day training by GIZ |
| 10 min | * Participants’ Feedback |
| 5 min | * Closing Remarks by Mr Raghu Babu Nukala, Programme Director, GIZ |
| 5 min | * Closing Remarks by Dr Prashant Gargava, Director - NCAP, MoEFCC |

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