

Dr. ALKA SINGH

Joint Director

**Regional Centre for Urban and Environmental Studies,
(RCUES), Lucknow**

(Under Ministry of Housing & Urban Affairs, Government of India)

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CURRENT POSITION:

Presently serving as **Joint Director** in the Regional Centre for Urban and Environmental Studies (RCUES), Lucknow under the Ministry of Housing & Urban Affairs, Government of India.

EDUCATIONAL QUALIFICATION:

- **Ph.D. in Public Administration**, from Lucknow University in 2004.
- **Master's in Public Administration (MPA)** from Lucknow University in 1999.
- **Bachelors of Arts** from I.T. College, Lucknow with Economics, Geography and English Literature in 1996.

AREAS OF SPECIALIZATION:

- Public Administration
- Urban Management

COMPETENCY

- Training & Capacity Building
- Project Planning & Management
- Monitoring & Evaluation
- Research

KEY PROFILE & EXPERIENCE:

- Doctorate in Public Administration having varied experience of 20 years in Capacity Building, Project Planning, Management, Monitoring, Research in Social Development and Urban Sector.
- Experience in coordination & conduct of capacity building programmes, monitoring implementation of programmes and policies, conducting

research studies and related activities.

- Experience in Project Planning, Management, project monitoring, and evaluation and reforms implementation and monitoring.
- Experience in designing and coordinating surveys, studies – both quantitative and qualitative and undertake/ facilitate documentation.
- Have the experience and ability to successfully plan, coordinate and implement schemes and programs.
- Administrative, Project Management and Capacity Building abilities with strong analytical and problem-solving skill.
- Proficiency in use of Computers and related software.
- Good interpersonal skills and Group management ability with knowledge about participatory research methodologies especially in community participation & involvement.

MAJOR ASSIGNMENTS UNDERTAKEN:

PROJECT PLANNING, COORDINATION & MONITORING EXPERIENCE

- Coordinated and conducted Training Capacity Building for functionaries of Urban Local Bodies, rural local bodies and parastatels under **Jal Jeevan Mission, Atal Mission for Rejuvenation of Urban Transformation (AMRUT) 1.0, 2.0 and Smart Cities Mission.**
- Coordinated the activities related to Project Planning, Management, monitoring & evaluation and Capacity building under **Atal Mission for Rejuvenation of Urban Transformation (AMRUT) 1.0 and 2.0.**
- Coordinated the activities of Project Planning, Management, monitoring & evaluation and Capacity building under **SMART CITY Mission**
- **Coordinated work of Project Development and Management Consultant (PDMC),** for providing technical support to the State Government and local governments in Project Planning, Management, monitoring & evaluation of projects under AMRUT in 60 Cities of Uttar Pradesh.
- Coordinated Preparation of **Smart City Proposal under SMART CITIES MISSION for 10 Cities of Uttar Pradesh.**
- Coordinated Preparation of Smart City Proposal of Lucknow and Faridabad Municipal Corporations under Fast Track Round of Smart

- Cities Mission. Both the cities got selected in the Fast Track Round.
- Coordinated preparation of **Service Level Improvement Plans (SLIP) and State Annual Action Plan (SAAP) under AMRUT for Water Supply, Sewerage, Parks/Open spaces of 60 towns of Uttar Pradesh** for FY 2015-16. It was approved by Apex Committee of MOUD, Govt. of India in the meeting held on 15th December 2015.
 - Coordinating **DPR preparation work of Parks under PDMC of AMRUT** for the state of Uttar Pradesh.
 - Coordinated preparation of **Service Level Improvement Plan (SLIP) and State Annual Action Plan (SAAP) of Union Territory of Chandigarh under AMRUT** for FY 2015-16 & 2016-17. It was approved by the Ministry of Urban Development, Government of India in the 8th and 10th Apex Committee Meeting held on 15/03/2016 and 14/06/2016.
 - Coordinated **Comprehensive Capacity Building Programme (CCBP) under JNNURM** for the State of Uttar Pradesh sponsored by Ministry of Urban Development, Govt. of India. Under CCBP 100 training programmes were conducted by RCUES, Lucknow and 1956 municipal functionaries were trained.
 - Coordinating the activities of the Centre as Technical Agency for carrying out feasibility Study of underground sewerage lines and effluent treatment plant in Cant area of Babina and Sagour Cantonment Board.
 - Was **State Coordinator of the Project Management Unit-BSUP established under JNNURM** in the state of Chhattisgarh. As State Coordinator established the PMU Office in the state, coordinated activities under BSUP Scheme, monitored projects, & provided advisory support to the government of Chhattisgarh for effective implementation of activities under JNNURM.
 - Was also **State Coordinator for preparation of City Sanitation Plans of five Municipal Corporations of Chhattisgarh** viz., Bhilai, Durg, Korba, Bilaspur and Rajnandgaon
 - Coordinated the team for conduct of ground survey and collection of data for drafting the city sanitation plans and organized three City Sanitation Task Force Meetings at all five cities for feedback and its finalization.

- Was Coordinator for developing Integrated Solid Waste Management Plan for the Municipal Corporation of Rajnandgaon
- Coordinated the drafting of Urban Street Hawkers and Vendors Byelaws for the State of Chhattisgarh.
- Conducted field visits for designing Slum Upgradation and Slum Relocation Plan for Raipur City
- Coordinated drafting of Chhattisgarh State Sanitation Strategy
- Coordinated drafting of Chhattisgarh Municipal Solid Waste (Management & Handling) Byelaws, 2010
- Coordinated drafting of Chhattisgarh Municipal Corporation & Municipalities Amendment Bill, 2010.
- Coordinated drafting of Lease Deed in respect of leasing of Dwelling Units Constructed under Central/State Sponsored Schemes for Urban Poor.
- Conducted Study on Institutional & Administrative Structure for Implementation of Urban Poverty Alleviation Schemes In Chhattisgarh
- Coordinated activities at the state level and developed strategies for implementation of State/ ULB level Reforms as per the timelines under JNNURM for the state of Chhattisgarh
- Coordinated the drafting of Pro-Poor Action Plan for Chhattisgarh State
- Project Coordinator for implementation of Mandi Health Card Project which was initiated on pilot basis in 5 Mandis of Uttar Pradesh to improve the overall performance of mandis.
- Coordinated implementation of Report Card System in 51 Class-I towns of U.P for efficient service delivery in urban local bodies.
- Coordinated & monitored Solid Waste Management work undertaken in the State of Uttar Pradesh.
- Coordinated & monitored the work of Preparation of Detailed Project Reports under GOI funded schemes for the States of U.P, M.P, Jharkhand & Chhattisgarh.
- Coordinated & monitored implementation of Solid Waste Management project at Rampur.

- Coordinated & monitored preparation of Double Entry Accounting System manual based on National Accounting Manual, Ministry of Urban Development, Govt. of India of U.P., Uttarkhand.
- Coordinated & monitored implementation of GIS based Property Tax Reforms in 18 ULB's of U.P.
- Coordinated & monitored preparation of DPR on Modernization of Slaughter Houses for U.P. & M.P.
- Coordinated & monitored Computerization of 18 Urban Local Bodies and 6 Jal Sansthan in U.P. under scheme.
- Coordinated & monitored preparation of DPRs of Drainage & Sewerage of JNNURM towns of U.P.
- Coordinated preparation of DPR of Roads & Flyover at Rampur.
- Coordinated & monitored implementation of Accounting & GIS based Property Tax Reforms and creation of citizen facilitation centres under GOI-UNDP's New Country Programme on Capacity Development for Decentralized Urban Governance project in four towns of U.P.

TRAINING & CAPACITY BUILDING EXPERIENCE

- Coordinated and conducted series of specialized training programmes for municipal officials and elected representatives of urban local bodies, rural local governments, and parastatal agencies.
- More than 15 years of capacity building experience during which conducted, coordinated and directed various training programmes, workshops, seminars etc. relating to urban management and development and rural development.
- Coordinated Capacity Building Programmes for Rural Development & Panchayati Raj Department officials & functionaries.
- Coordinated Individual Capacity Building Programmes for Municipal functionaries of Urban Local Bodies under Jal Jeevan Mission, Atal Mission for Rejuvenation of Urban Transformation (AMRUT) 1.0, 2.0 and Smart Cities Mission.
- Coordinated Comprehensive Capacity Building programme (CCBP) under JNNURM for the State of Uttar Pradesh sponsored by Ministry of Urban Development, Govt. of India. Under CCBP 100 training programmes were conducted by RCUES, Lucknow and 1956 municipal functionaries were trained.

- Coordinated and conducted series of specialized training programmes for municipal officials in the state of Chhattisgarh.
- Coordinated and conducted Rapid Training programmes on Project Planning & Implementation under JNNURM, for Municipal and state level officials 32 JNNURM towns covering 17 States of India.
- Coordinated various training & capacity building programmes on Swarn Jayanti Sahari Rozgar Yojana under Ministry of Housing & Urban Poverty Alleviation, Govt. of India.

ADMINISTRATIVE EXPERIENCE

- Discharged Administrative duties as Deputy Director, Administration in Regional Centre for Urban & Environmental Studies, Lucknow
- Represented the Centre and presented detailed activities and performance of the Centre in the Governing Council Meetings and in National Review and Monitoring Committee Meetings of RCUES.
- Supported the Centre in developing multi-stakeholder partnerships with different organizations and institutions for evolving strategic ideas of participatory planning and monitoring for inclusive and sustainable urban management.
- Supported and coordinated bid process management activities and transaction advisory services of the Centre.
- Coordinated various groups and committees for monitoring and evaluation of projects
- Coordinating capacity building programmes under Jal Jeevan Mission
- Coordinating the planning activities under SMART CITIES Mission
- Coordinating the activities of Planning and Monitoring under Atal Mission for Rejuvenation of Urban Transformation (AMRUT).
- Coordinating the activities of Project Development and Management Consultant (PDMC) under AMRUT for the state of U.P.
- Headed the Project Management Unit-under JNNURM at Chhattisgarh (2009-2011)
- Coordinated team of specialists for conduct of Research Studies and monitoring implementation of government policies & programmes.

- Coordinated, supervised & monitored various project - based consultancy assignments in RCUES, Lucknow.
- Rendered various administrative tasks

PREVIOUS WORK EXPERIENCE:

- Worked on the permanent post of **Deputy Director** in the **Regional Centre for Urban and Environmental Studies (RCUES), Lucknow** from October 2013 to November 2023.

Job Profile: Discharging Administrative duties, Project Planning, Management, project monitoring, and evaluation, reforms implementation and monitoring, coordination & conduct of capacity building programmes, monitoring implementation of programmes and policies, conducting research studies and related activities

- Worked on the permanent post of **Research Officer in Regional Centre for Urban and Environmental Studies (RCUES), Lucknow** from January 2008 to October 2013.

Job Profile: Project management, coordination & monitoring implementation of programmes and policies, coordination & conduct of capacity building programmes, research programmes and related activities in the field of urban management & urban Poverty Alleviation.

- **Worked on the post of Research Officer** under JnNURM in RCUES, Lucknow from November 2007 to January 2008.

Job Profile: Coordinated Project Planning, Monitoring, and Capacity Building Activities. Conducted Rapid Training Programmes on Project Planning & Implementation under JNNURM for officials of 32 JNNURM towns covering 17 States of India.

- Worked on the post of **Research Associate** in RCUES, Lucknow from February 2006 to Dec. 2008.

Job Profile: Coordinated several consultancy projects & research studies. Formulated Project proposals, Designing implementation strategy, Research and Documentation, organizing workshops and conferences etc.

- Worked on the post of **Development Officer** in International Development Enterprise India (IDEI), at Regional Office, Lucknow Oct. 2005 to Feb. 2006.

Job Profile: Formulating Project proposals, Designing implementation strategy, Research and Documentation, organizing workshops and conferences.

- Worked as **Research Team member** in Process Documentation of **CARE-INDIA Neonatal Evaluation Research**, a collaborative research

project of **John Hopkins University, USA** and **King George Medical University**, Lucknow, from September 2004 to November 2004.

Job Profile: Conducted Research, field studies, qualitative interviews with community & officials, extensive community based interaction, bservation and analysis of the performance of service providers and NGO partners of CARE involved in RACHNA Programme (INHP-II) & prepared a report on Process Documentation.

- Worked as **Research Associate** in a Research Project “Role Conflict among Women Representatives in Urban Local Government- A Case Study of U.P.”, sponsored by ICSSR from Nov. 2003 to May 2004.

Job Profile: Assisted Research Study, Framing of Questionnaire, Primary and Secondary data collection, Interview with target group, Data compilation, Data analysis and prepared draft report.

- Worked as **Research Investigator** on by CIDA Sponsored (Canadian International Development Agency) Project on “Uttar Pradesh Energy Infrastructure Services” in association with Center for Rural Development and Panchayati Raj from Nov. 2002 to Sept. 2003.

Job Profile: Extensive field survey of 9 districts of State of Uttar Pradesh, Extensive focused Group Discussion with the community, Primary and Secondary data collection, Reporting and Documentation, data compilation and Report Writing.

RESEARCH STUDIES:

Conducted & coordinated several research studies in the field Social Development & urban management Sector. Some major studies are:

- Research Study on Assessment of Basic Service Levels in small and medium cities of Uttar Pradesh with special focus on cities having religious/historical importance.
- Research Study Report on Impact Assessment of AMRUT Reforms Implementation in Achieving Good Urban Governance
- Research Study on Integrating Public Transport System and IPT with ABD area of Lucknow Smart City
- Research Case study on septage and liquid waste management
- Research Study of Solid Waste Management in Data Ganj Nagar Palika Parishad Badaun
- Research Study of Solid Waste Management in Nagar Panchayat Fatehpur District Barabanki

- Research Study on Institutional & Administrative Structure for implementing UPA Programmes in Chhattisgarh
- Study of Level of Awareness and Acceptability of the provisions of MSW Rules, 2000 by the Stakeholders in select cities of UP, MP & Bihar (Study sponsored by Ministry of Urban Development, Govt. of India).
- Study of Preliminary Assessment and Situational Appraisal for Double Entry Accounting System in U.P.
- Study of Preliminary Assessment and Situational Appraisal for Geographical Information System in U.P.
- Evaluation Study of Accounting & Property Tax System: A Case Study of Allahabad, Varanasi, Meerut & Mathura.
- Assessment Study of Level of Awareness and Acceptability of the provisions of MSW Rules, 2000 by the Stakeholders in select cities of UP, MP & Bihar (Study sponsored by Ministry of Urban Development, Govt. of India).
- Research Study on Rehabilitation of Urban Poor , under BSUP, JnNURM
- Neonatal Evaluation Research, a collaborative research project of John Hopinks University, USA
- Research Study on Role Conflict among Women Representatives in Urban Local Government
- Research Study on Uttar Pradesh Energy Infrastructure Services

TRAINING MODULES/STUDY REPORTS:

Prepared several theme papers and background materials on various thematic areas. Some recently prepared modules include:

- Training Module Jal Jeevan Mission
- Report on increasing green cover in cities
- Training Module on Fecal Sludge & Septage Management
- Training Module on Waste Water Management,
- Orientation Training Module on Atal Mission for Rejuvenation of Urban Transformation (AMRUT) for Municipal Functionaries
- Training Module on Management of Solid Waste in Urban Local Bodies
- Training Module on Benchmarking of Urban Services

- Training Module on Municipal Resources Mobilization in ULBs
- Training Module on Urban Sanitation in Urban Local Bodies
- Module on Preparation of SLIP & SAAP under AMRUT
- Module on Role of PMU & PIU in Urban Management
- Module on Role of Community in Combating Climate Change
- Module on Project Planning & Implementation
- Module on implementation of Performance Report Card in ULBs
- Module on Double Entry Accounting System in Municipal organizations
- Report on Administrative Structure for Implementation of SJSRY in the State of Chhattisgarh
- Module on Project Planning & Implementation

OTHER PUBLICATIONS:

- Research Study Report on Assessment of Basic Service Levels in small and medium cities of Uttar Pradesh with special focus on cities having religious/ historical importance.
- Research Study Report on Impact Assessment of AMRUT Reforms Implementation in Achieving Good Urban Governance
- Article on Wastewater Treatment and Reuse: Learnings from Japan published in 'URBAN PANORAMA', Journal of Regional Centre for Urban and Environmental Studies (RCUES), Lucknow.
- Editor, Urban Panorama, RCUES Journal, July -September, 2013 & June - Dec, 2009.
- Editor for RCUES Newsletter, Vol. VI, No.4, Jan- March 2009, Vol.-VII, No: 1, Jan- June, 2008
- Article "Role of Community in Combating Climate Change" published in 'URBAN PANORAMA', Journal of Regional Centre for Urban and Environmental Studies (RCUES), Lucknow.
- Article "Urban Challenges: Need for private sector participation" published in 'URBAN PANORAMA', Journal of Regional Centre for Urban and Environmental Studies (RCUES), Lucknow.
- Article "Urban Disasters a Challenge: Need for Preparedness Mitigation and Response" published in 'URBAN PANORAMA', Journal of Regional Centre for Urban and Environmental Studies (RCUES), Lucknow.
- Process Documentation Report of Neonatal Evaluation Research of CARE India, a collaborative research project of John Hopinks University, USA

and King George Medical University.

- Irrigational Needs Assessment for Small & Medium Farmers, Kisan Bandhu, IDEI, Lucknow.
- Paper “Educational Failure in Uttar Pradesh” presented in XVII All India National Conference of Indian Public Administration Association on Nov. 10-11 2000, at Lucknow.
- Prepared several theme papers and background materials on various aspects of urban management.

SPECILIZED TRAINING:

- Training on IoT Censor Based Measurement and Monitoring of Rural Water Supply Schemes from 16 to 17 January 2023 organized Department of Drinking Water and Sanitation, Government of India, Ministry of Jal Shakti at SPM-National Institute of Water and Sanitation, Kolkatta.
- Specialized 4 e-training programmes on the Waste Management aligned to the Climate Smart Cities Assessment Framework organized by Climate Centre for Cities at National Institute of Urban Affairs in association with the UNEP on 14th, 15th, 23rd and 24th February 2022.
- Specialized Training programme on Preparing the Urban River Management Plan (URMP) organized by NIUA with support from National Mission for Clean Ganga on 19-20 April 2022 at New Delhi
- Specialized Training programme on "Managing Urban Rivers - From Planning to Practice", 5-7 May 2022 organized by NIUA with support from National Mission for Clean Ganga at Lucknow.
- Advanced Training Program on Planning and Design of Integrated Wastewater and Septage Treatment Systems from 20th to 28th August, 2021 conducted by National Institute of Urban Affairs under Sanitation Capacity Building Platform.
- Participated in Urban Lab at the Urban Thinkers Campus on, ‘Mainstreaming climate actions in Indian cities’ on 7th and 8th October organized by Climate Centre for Cities (C-Cube) at the National Institute of Urban Affairs as part of the World Urban Campaign (WUC) by the UN Habitat.
- Training of Trainers jointly organized by NIUA and National Mission for Clean Ganga (NMCG), Ministry of Jal Shakti.on 9th December 2021 at New Delhi.

- Specialized Training Programme on Design of Treatment Systems for Faecal Sludge & Septage Management from 17 to 30 June, 2020 conducted by National Institute of Urban Affairs under Sanitation Capacity Building Platform.
- Represented the Centre and Participated in the Specialized Multi-Country Twinning Program-FSM Knowledge Exchange Programme under the Sanitation Capacity Building Platform organized in Malaysia from 26-30, November 2018.
- Participated as key note speaker in BW Business world's 'Envision 2018 Summit' in Goa from 23-26 September 2018 focusing on developing Smart Cities.
- Participated as Key Speakers during the Technical Workshop on Decentralized Sanitation Solutions: Forging a collaborative agenda for Capacity Building Research was organized by National Institute of Urban Affairs (NIUA), New Delhi, together with Ecosan Services Foundation (ESF) at Mumbai on 18th November, 2018.
- Specialized Training under City Leadership Programme organized by Urban Development Department, Government of Uttar Pradesh in collaboration with CEPT on 18-21 April, 2018 at Ahmedabad & Surat, Gujarat.
- Specialized Training under Leaders Programme in Urban Transport Planning and Management conducted by Ministry of Housing & Urban Affairs, Govt. of India & IUT Delhi under the World Bank GEF-UNDP Assisted Sustainable Urban Transport Project. Mentoring Phase Training September 2017 to January 2018 and International Study Visit 25-28 February 2018 in Singapore and 1- 4 March 2018 in Seoul, Korea.
- Specialized Training on Developing Smart Cities in Asia Urban Governance Leaders Forum 2017, 20–22 July 2017 at Singapore organized by Singapore Cooperation Enterprise and Temasek Foundation International.
- Training of Trainers for Fecal Sludge and Septage Management, August 17-18, 2017 at Ahmedabad under Sanitation Capacity Building platform (SCBP) of NIUA & Ministry of Housing and Urban Affairs (MoHUA), Govt. of India.
- Specialized Training on Swachh Bharat Mission: Septage and Faecal Sludge Management supported by Ministry of Housing and Urban Affairs (MoHUA), Govt. of India, on January 23-24, 2017.

- Specialized Training on Urban Management Programme organized by NITI Aayog 21 & 22 July, 2016.
- Specialized training on Urban Lake Management: Towards Water and Environment Sustainability organized by Centre for Science & Environment from September 22 to 24, 2014.
- Specialized Training on Wastewater Treatment and Reuse Technologies organized by Japan International Cooperation Agency (JICA) in Tokyo, 03 to 07 February 2014.
- Specialized Training on Urban Poverty Alleviation Strategies organized by Ministry of Housing & Urban Poverty Alleviation and RCUES on March 05-06, 2010 at Lucknow
- Specialized Training on Reforms in Urban Governance, 14-15 Oct. 2009, Raipur, Chhattisgarh.
- Training on Implementation Strategies for SJSRY: Overview & Way Forward organized by Ministry of Housing & Urban Poverty Alleviation and RCUES on 06-07 Feb. 2009 at Puri, Orissa
- Training on implementation of Urban Reforms in India for Sustainable Development organized by Ministry of Urban Development, Government of India & RCUES on 27-28 Feb. 2009 at Dehradun, Himachal Pradesh.
- Specialized Training on Effective Service Delivery Strategy & Governance Reforms under JNNURM, organized by Administrative Staff Collage of India, Hyderabad on 08-09 May 2009.
- Specialized Training on Capacity Building of ULBs organized by Ministry of Urban Development, Government of India and UNDP on 20th Nov. 07, New Delhi.
- Rapid Training Programme under JNNURM organized by Ministry of Urban Development, Government of India and UNDP on 17th Oct 2007 at Lucknow and on 14–15 July 2008 at Nanital.
- Training on Participatory Planning in implementation of urban poverty alleviation programmes on 13th & 14th June 2008 at Lucknow.
- Specialized Training on Urban Sanitation and Hygiene Promotion on January 22, 2008
- Specialized Training on the Accounting Procedures under Audit Clinic organized by GOI- UNDP under Capacity Building for Urban Governance Programme, 20th to 22nd June 07, Rajasthan.

- Specialized Training on E-Governance in Urban Local Bodies: Redefining Governance, 14th – 15th Nov 07, Lucknow.
- Specialized Training on “Research Methodology and Project Formulation” sponsored by ICSSR, at the Department of Public Administration, Lucknow University 2003.

PROFESSIONAL MEMBERSHIP

1. Life Member of the Indian Public Administration Association.
2. Member, Editorial Board, Urban Panorama, RCUES, Lucknow.

PERSONAL DETAILS:

Father’s Name:	Shiv Varan Singh
Date of Birth:	26/05/1975
Gender:	Female
Marital Status	Married
Language Proficiency:	English & Hind
Nationality:	Indian
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(Alka Singh)