

**Swachhata App & Swachh.city**  
**FAQs – Making KML files & Drawing ULB/WardBoundaries**

**Question(s) Addressed in the FAQ document:**

Section 1 – About KML files.

Section 2 – How do I generate a KML/Shape file for my ULB boundary?

Section 3 – How do I generate a KML/Shape file for my Ward boundary(s)?

Section 4 – How do I ensure my KML files are authenticated and are correctly drawn without any errors?

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## Section 1 – About KML files

### Why do I need to submit KML files?

Keyhole Markup Language files, better known as KML files allow Swachhata App to capture the geographic structure of a ward or a ULB. KML files are necessary to

- a. complete ULB onboarding and registration onto the Swachhata Platform
- b. enable correct mapping of registration and complaint count to a ULB

### Why do I need to ensure my KML files are correct?

Incorrect KML file(s) with gaps or wrong boundaries submitted by the ULB, will result in incorrect ULB/Ward boundaries mapped on Swachhata for the concerned ULB.

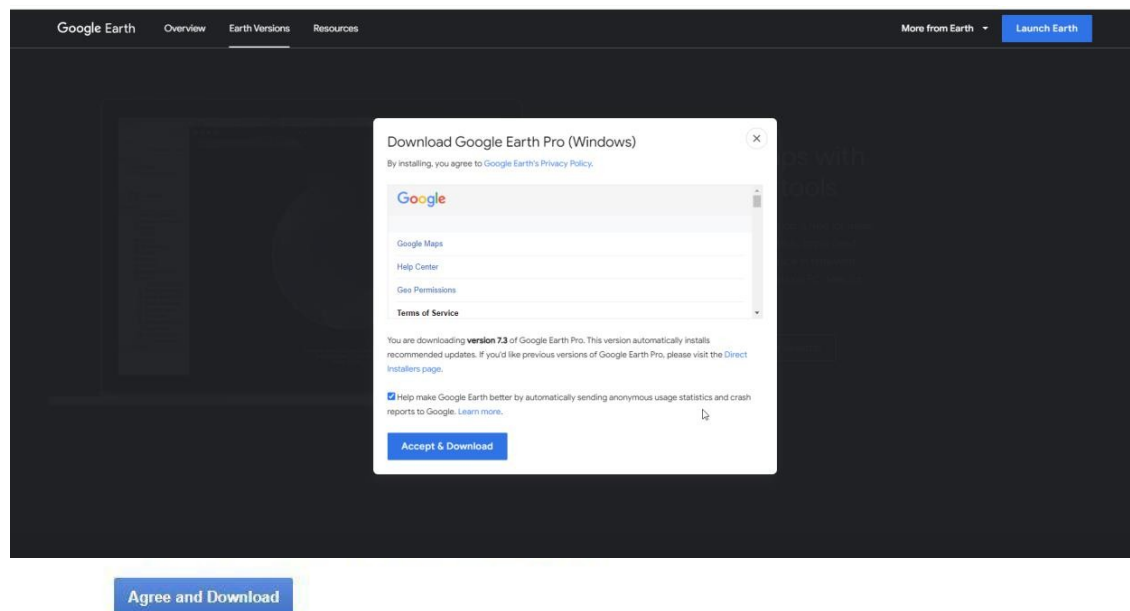
This will result in Swachhata statistics such as citizen **registration counts**, **complaint counts**, complaint resolution counts, etc to **not be correctly mapped to the ULB** and hence reflected on the Swachh.city portal for consideration in the Surveskshan ranking.

*For more information, please check help section: <https://www.swachh.city/help>*

## Section 2 - How do I generate a KML/Shape file for my ULB boundary?

Step 1: Download Google Earth Pro from:

[https://www.google.com/intl/en\\_in/earth/versions/#download-pro](https://www.google.com/intl/en_in/earth/versions/#download-pro)

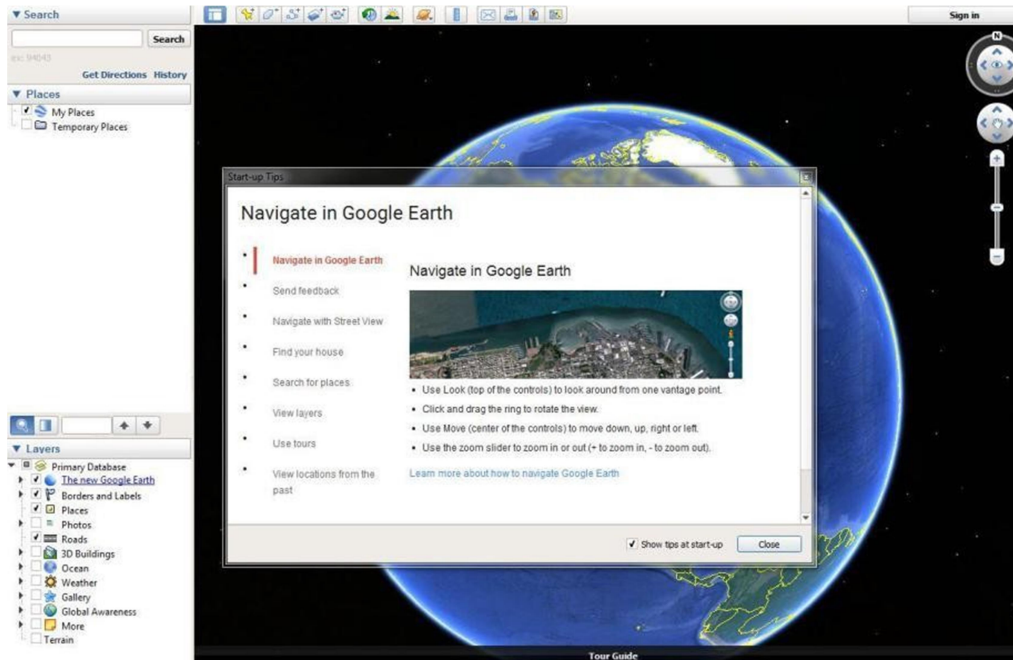


Step 2. Click on set up file which will be downloaded as shown below

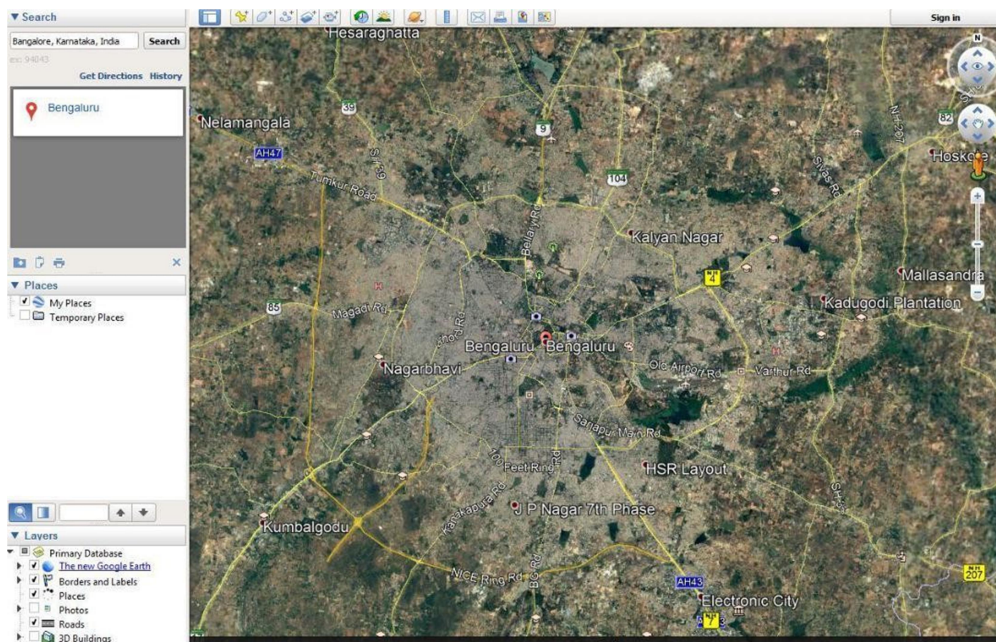


GoogleEarthProSet  
up.exe

Step 3: After Installation of Google Earth Pro, click on “View”

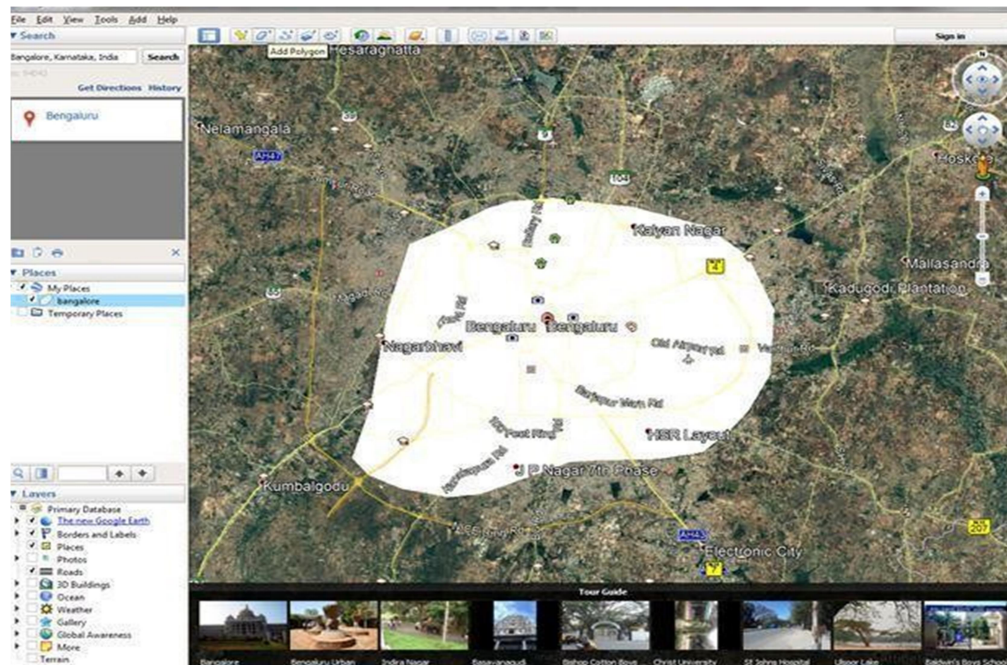


Step 4: Then, search your ULB in Google Earth on the left corner Search Tab (For example, we have showcased Bengaluru)

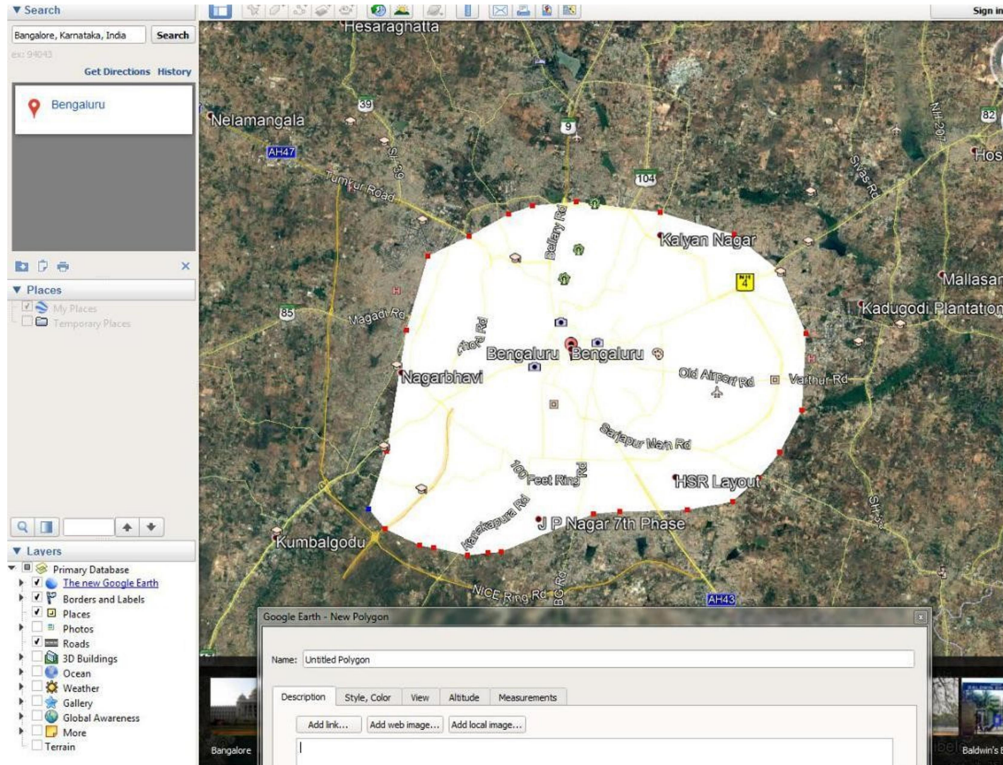




Step 5: Select “Polygon” option from the top Menu of Google Earth.

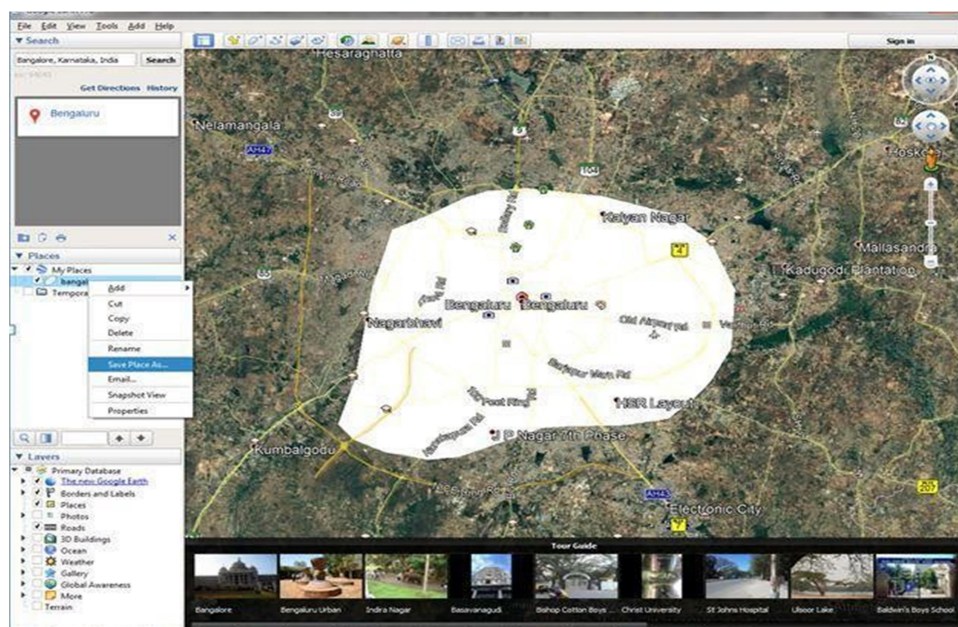


Step 6: Select your Area of Interest (AOI) and draw a polygon





Step 7: Save your AOI by right clicking on Bengaluru and clicking on “Save Place As”



Step 8: After saving the KML file successfully, ULBs can send the file to [support@sbmurban.org](mailto:support@sbmurban.org) support account with the subject line: **Swachhata|<State Name> |<ULB Name> |<ULB Census Code> | KML file to be added/updated.**

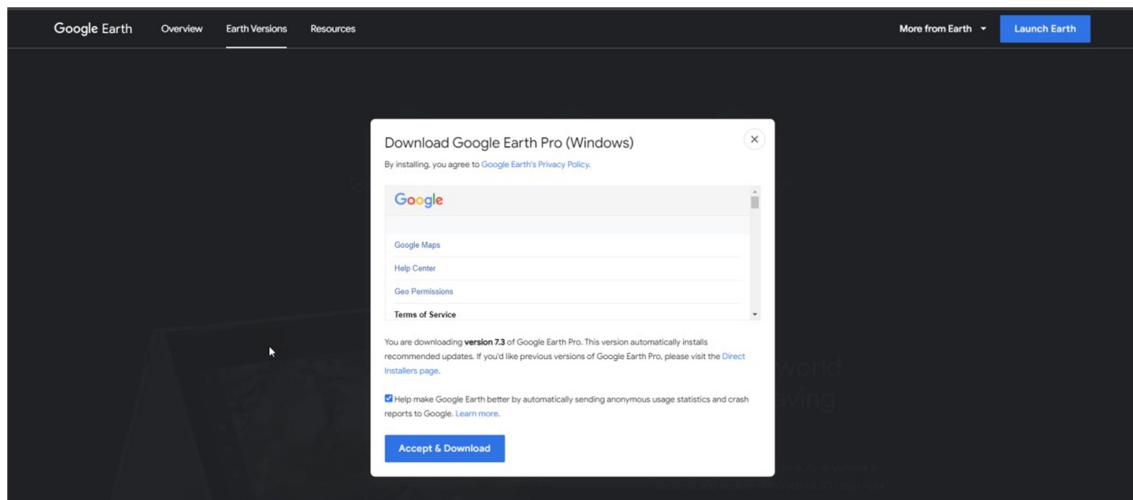
**Please Note: File authentication as described in Section 4 is mandatory before the KML files are sent. Wrong KML files will be rejected.**

Any update/change to the KML files on the Swachhata portal will only be made after State has verified the KML file being submitted by the ULB and is marked on the support email to [support@sbmurban.org](mailto:support@sbmurban.org)

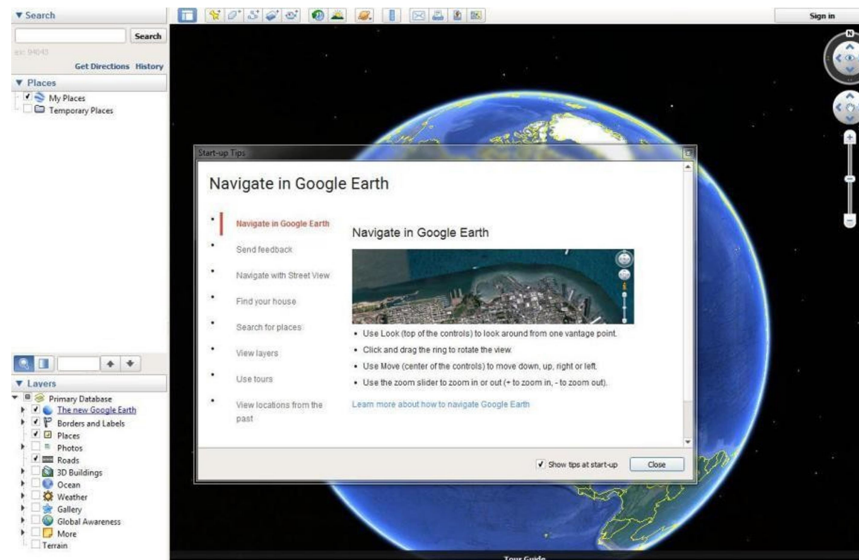
### Section 3 – How do I generate a KML/Shape file for my Ward boundary(s)?

Step1: Download Google Earth Pro from:

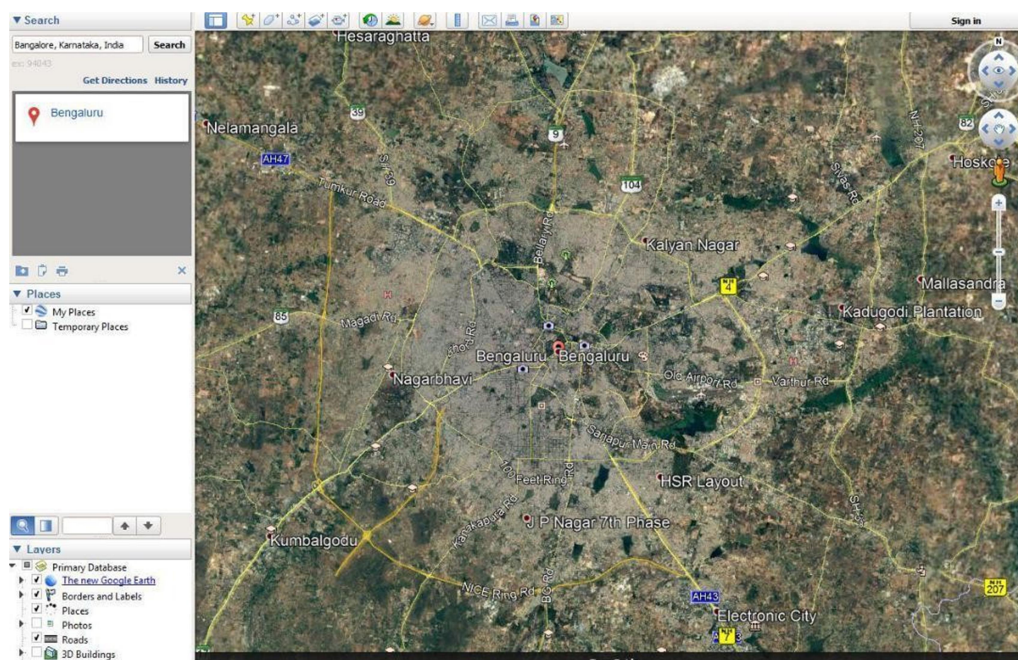
[https://www.google.com/intl/en\\_in/earth/versions/#download-pro](https://www.google.com/intl/en_in/earth/versions/#download-pro)



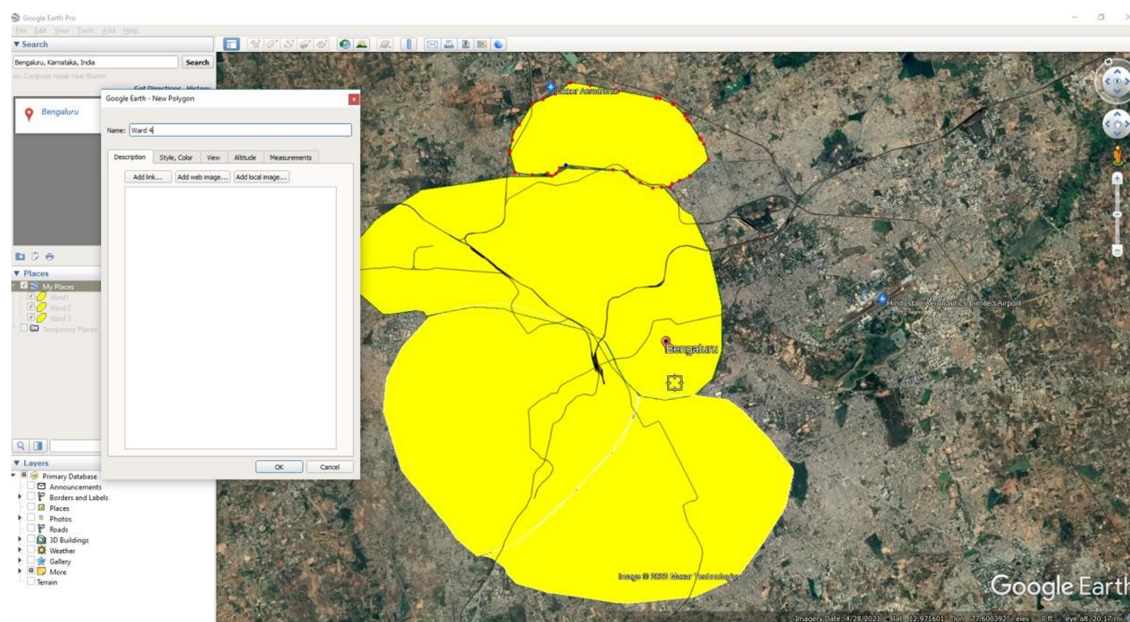
Step 2: After Installation of Google Earth Pro, click on “View”



Step 3: Then, search your ULB in Google Earth on the left corner Search Tab (For example, we have showcased Bengaluru)

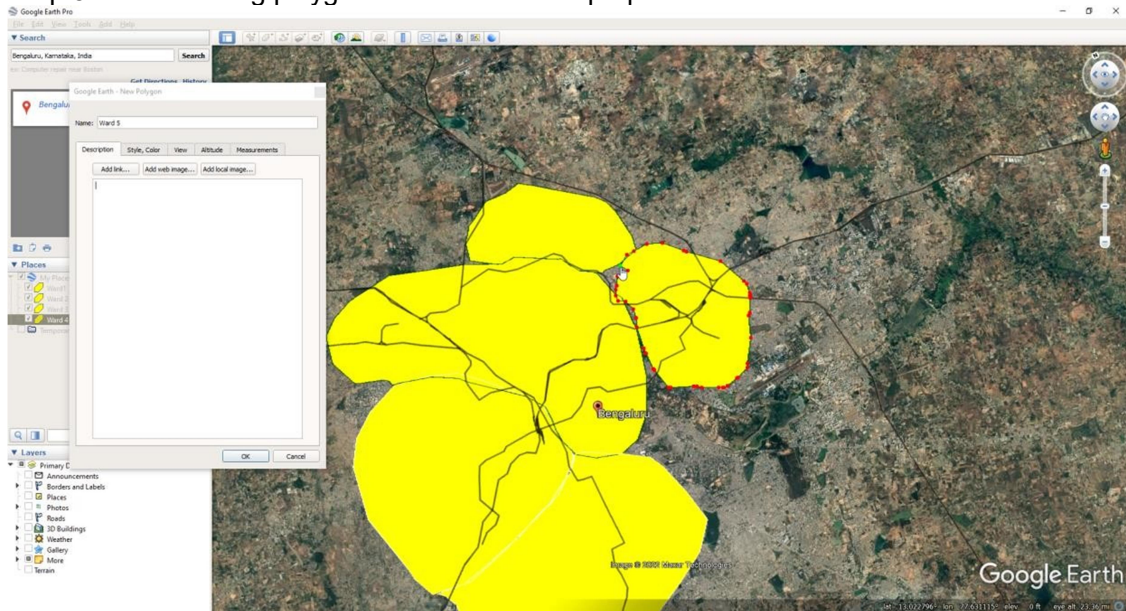


Step 4: Select “Polygon” option from the top Menu of Google Earth and draw a polygon for the first ward boundary.

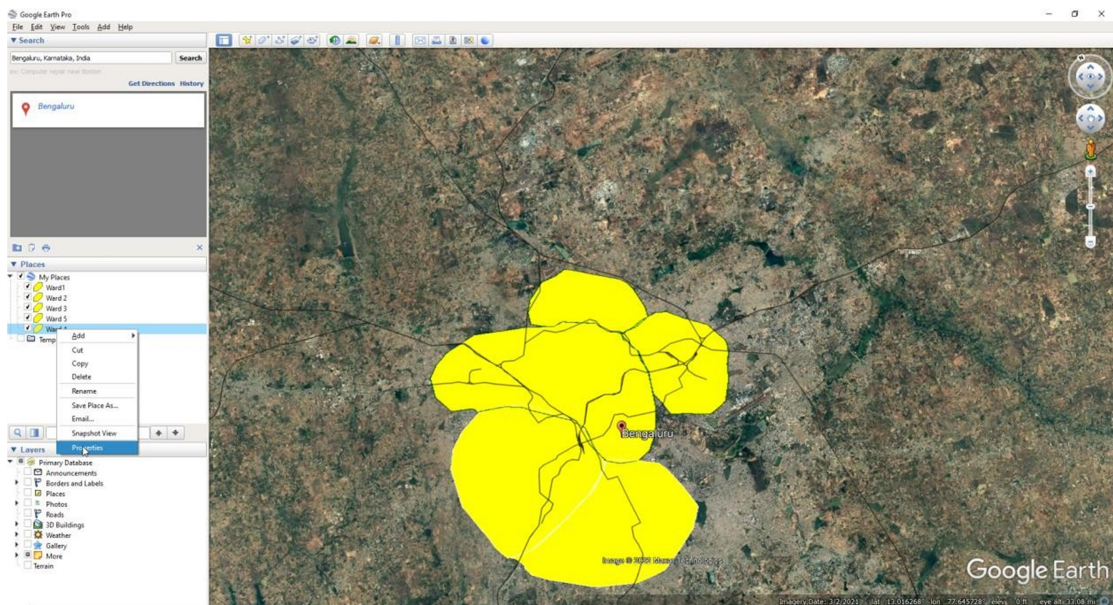




Step 5: After creating polygon save the file with proper ward number.

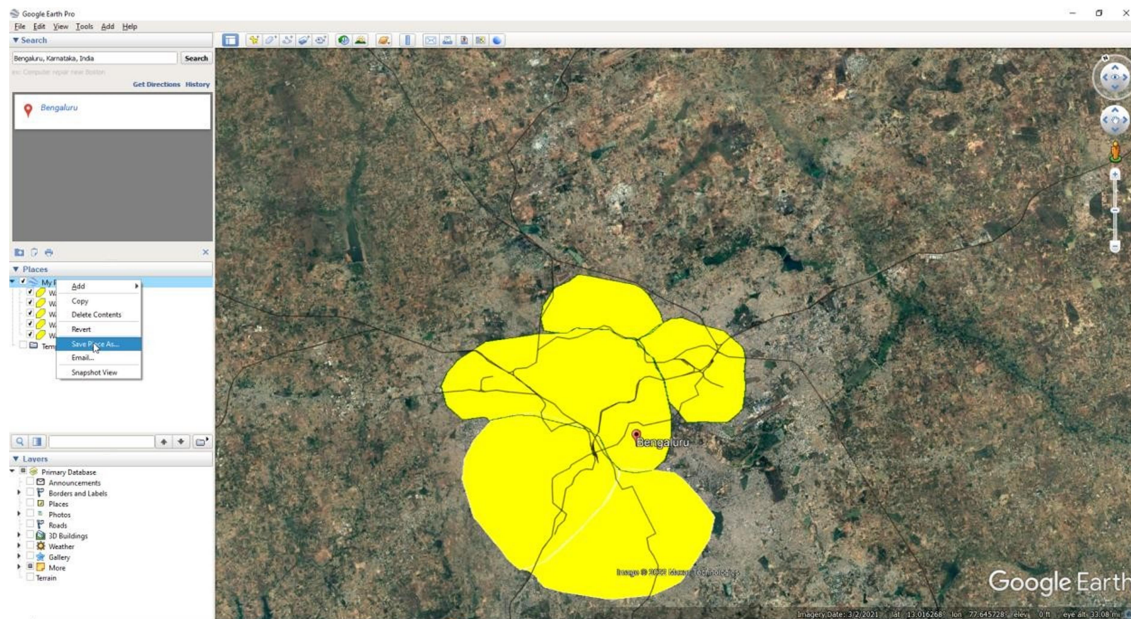


Step 6: Edit the KML file if you find gaps by clicking on properties as show in image.

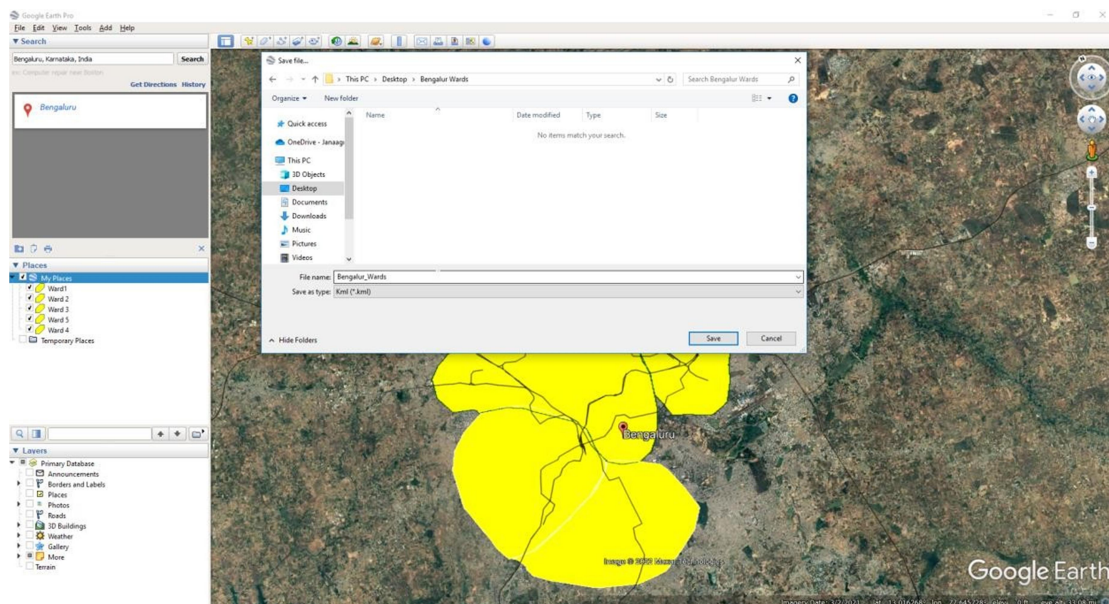


Step 7: Repeat the process of drawing polygons for each of the ward boundaries one by one and save each ward boundary as a KML file. For instance, Ward-1, Ward-2, Ward-3 and so on. **Please ensure there are no gaps between wards.**

Step 8: Once KML files for all the wards are drawn, right click and select “Save Places As”. This will allow to save your ward KML files in a folder.



Step 9: Select save as type KML.





**Please find the attachment of KML file for reference.**



Bengalur\_Wards.k  
ml

Step 10: Step 8: After saving the KML files successfully, ULBs can send the files to [support@sbmurban.org](mailto:support@sbmurban.org) support account with the subject line: **<State Name> | <ULB Name> | <ULB Census Code> | KML file to be added/updated.**

***Please Note: File authentication as described in Section 4 is mandatory before the KML files are sent. Wrong KML files will be rejected.***

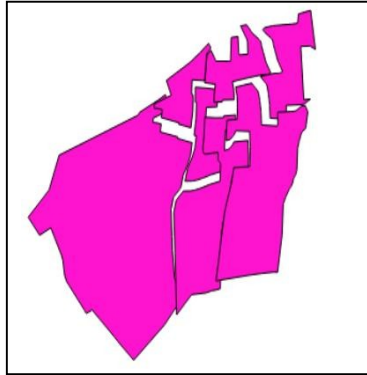
Any update/change to the KML files on the Swachhata portal will only be made after State has verified the KML file being submitted by the ULB and is marked on the support email to [support@sbmurban.org](mailto:support@sbmurban.org).



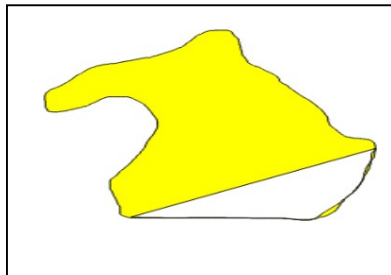
**Section 4 – How do I ensure my KML files are authenticated and are correctly drawn without any errors?**

**KML Files will only be authenticated when *ALL* the following conditions are met:**

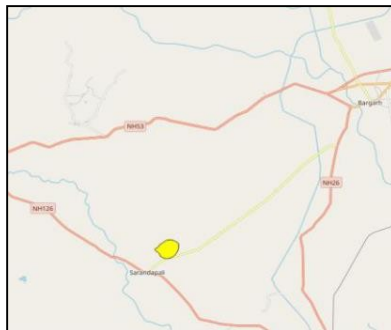
1. Project WGS84 format for sharing any shape file(s) is followed. In case of Ward level KML files, all ward files should be named with their ward number
2. No gaps exist between ward boundaries



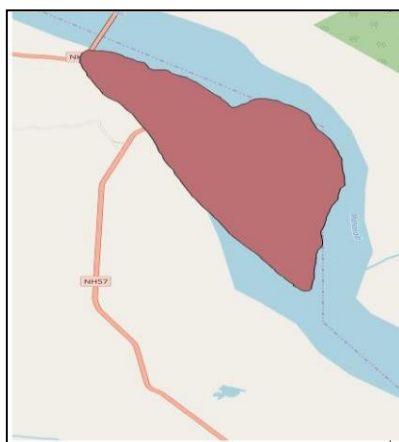
3. All polygons should be completed and there should be no gaps in polygons.



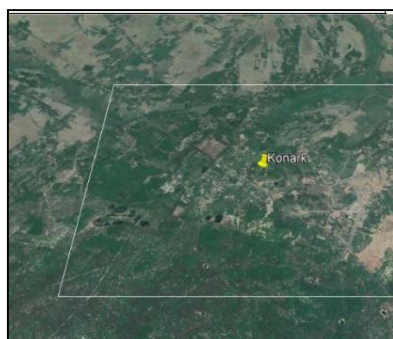
4. All ULB or Ward boundaries drawn should overlay exactly on the map



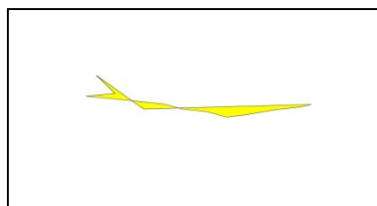
5. Any ULB or Ward boundary should not cover forest area or water area



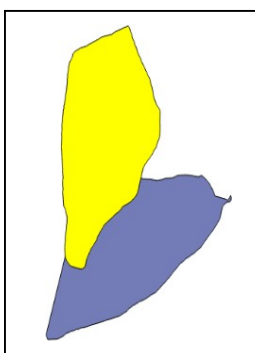
6. Any ULB or Ward boundaries shared should not be Google images



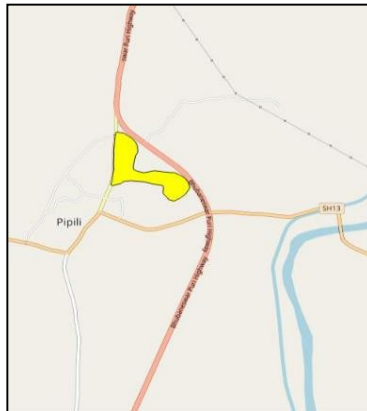
7. None of the ULB or Ward boundaries should be drawn in zig-zag manner or in lines



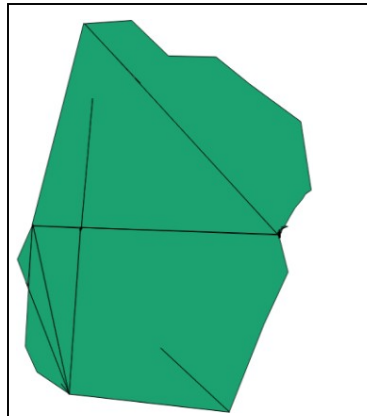
8. None of the ULB or Ward boundaries should cover or overlay other ULBs or Wards.



9. Only entire ULB/Ward boundaries should be covered and drawn



10. No polygon and polyline drawing should be drawn together. **It will not be accepted.**



11. No polyline drawings will be accepted

