

TIME LINE OF ACTIVITIES FOR VECTOR BORNE DISEASE CONTROL

Activity list for Vector Borne Disease Control	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep.	Oct.	Nov	Dec	Remarks
A. Detection & Treatment of cases													
i) Detection fever cases	✓	✓	✓	✓	✓	✓✓	✓-	✓✓	✓✓	✓	✓	✓	
ii) Presumptive treatment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
iii) Lab diagnosis	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
iv) Radical treatment of positive cases	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
B. Awareness Generation													
i) IEC/Mass communication for preventive measures including awareness generation including use of mosquito net (preferably impregnated nets)	✓	✓	✓	✓	✓	✓✓	✓✓	✓✓	✓✓	✓✓	✓	✓	
C. Spraying													
i) Anti-larval measure													
a) Clean / Potable water : Lakes, ponds, stagnant and standing water sources, irrigation & slow moving streams, wells, coolers, overhead tanks, tyres, coconut pits, drains & empty containers					✓	✓	✓	✓	✓	✓			Temephos 50% EC Dose- 0.5 ml after diluting with 2 litres of water. Weekly.
b) Polluted / Non-potable water: Cesspits, cesspool & drains, water treatment plants etc.						✓	✓	✓	✓	✓			Fenthion 82.5% EC Dose – 1 ml after diluting with 2 litres of water. Weekly.
c) Clean / Potable & Polluted / non-potable water both						✓	✓	✓	✓	✓			B.t.i – WP Dose -50gm after mixing with 2 litres of water. Fortnightly.
d) Clean / Potable & Polluted / non-potable water both						✓	✓	✓	✓	✓			B.t.i. – AS Dose – 10 ml for clean

[illegible]

Rapid Diagnostic Kits													
H. Actively looking for breeding sites and their control						√√	√√	√√	√√	√√			
I. Supervision and monitoring	√	√	√	√	√	√√	√√	√√	√√	√√	√	√	
J. Reporting	√	√	√	√	√	√	√	√	√	√	√	√	
K. Establishment of control room in outbreak						√√	√√	√√	√√	√√			

√ = Routine activity

√√ = Intensified activities during transmission season/outbreak.

Anti-malarial spray: Pre-monsoon during June-July
Post-monsoon during mid September-October



ASSOCIATION FOR SOCIAL AND HEALTH ADVANCEMENT

(Registration No. S/92427) under West Bengal Societies Registration Act XXVI of 1961
Registered u/s 80G of I.T. Act, 1961 for Exemption
Registered u/s 6(1)(a) of F.C.R.A. 1976

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e-mail : ashacal@cal3.vsnl.net.in

Ref. No. Ext-Proc/CMU/2007-10

Dated 13.10.2007



To
Mr. Arnab Ray, I.A.S.
Project Director
Change Management Unit
ILGUS Bhaban, HC Block, Sector - III
Salt Lake, Kolkata - 700 106.

**Sub: Time Line of Vector Borne Disease Control Activities For
Urban Local Bodies under Health component of KUSP
Ref: Contract no. 003 / CMU / 07 - 08.**

Sir,

As per follow up discussions with Dr. (Ms.) S. Goswami please find attached a hard and soft copy in CD of proposed Time Line for Vector Borne Disease Control Activities in Urban Local Bodies in Bengali and English version under health component of KUSP.

Thanking you for your support and collaboration,

With best regards,

R. Das
Dr. Rajat Kumar Das
President

Dr. S. Goswami al.
h
15/10

Encl. : as stated.

TIME LINE OF ACTIVITIES FOR VECTOR BORNE DISEASE CONTROL

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A. Detection & Treatment of cases													
i) Detection fever cases	√	√	√	√	√	√	√	√	√	√	√	√	
ii) Presumptive treatment	√	√	√	√	√	√	√	√	√	√	√	√	
iii) Lab diagnosis	√	√	√	√	√	√	√	√	√	√	√	√	
iv) Radical treatment of positive cases	√	√	√	√	√	√	√	√	√	√	√	√	
B. Awareness Generation													
i) IEC/Mass communication for preventive measures including awareness generation including use of mosquito net (preferably impregnated nets)	√	√	√	√	√	√√	√√	√√	√√	√√	√	√	
C. Spraying													
i) Anti-larval measure													
a) Clean / Potable water : Lakes, ponds, stagnant and standing water sources, irrigation & slow moving streams, wells, coolers, overhead tanks, tyres, coconut pits, drains & empty containers						√	√	√	√	√			Temephos 50% EC Dose- 0.5 ml after diluting with 2 litres of water. Weekly.
b) Polluted / Non-potable water: Cesspits, cesspool & drains, water treatment plants etc.						√	√	√	√	√			Fenthion 82.5% EC Dose – 1 ml after diluting with 2 litres of water. Weekly.
c) Clean / Potable & Polluted / non-potable water both						√	√	√	√	√			B.t.i – WP Dose -50gm after mixing with 2 litres of water. Fortnightly.
d) Clean / Potable & Polluted / non-potable water both						√	√	√	√	√			B.t.i. – AS Dose – 10 ml for clean

													/ potable water and 20 ml for polluted / non-potable water, after mixing with 2 litres of water
ii) Use of Insecticide for Indoor Residual Spray						√				√			Cyfluthrin 10% WP Dose – 125 gm / 10 litre for 500 sq.m. in slum areas.
ii) Fogging													
a) Indoor space Spray						√	√	√	√	√			In epidemic situation a) Pyrethrum (2% extract) Dose – 1:19 (1 part of 2% Pyrethrum extract in 19 parts of kerosene) for indoor space spray
b) Outdoor thermal fogging						√	√	√	√	√			b) Technical Malathion – Dose – 5 parts of Technical Malathion in 95 parts of Diesel oil for outdoor thermal fogging
iii) Biological Control													
a) Cultivation of Larvivorous fish like Gambusia & Guppy						√	√	√	√	√			
D. Supervision of construction sites						√	√	√	√	√			
E. Surveillance	√	√	√	√	√	√√	√√	√√	√√	√√	√	√	
F. Mass Drug Administration for Filaria											√		
G. Establishment of field laboratory / use of						√√	√√	√√	√√	√√			

Rapid Diagnostic Kits													
H. Actively looking for breeding sites and their control						√√	√√	√√	√√	√√			
I. Supervision and monitoring	√	√	√	√	√	√√	√√	√√	√√	√√	√	√	
J. Reporting	√	√	√	√	√	√	√	√	√	√	√	√	
K. Establishment of control room in outbreak						√√	√√	√√	√√	√√			

√ = Routine activity

√√ = Intensified activities during transmission season/outbreak.

Anti-malarial spray: Pre-monsoon during June-July

Post-monsoon during mid September-October

[illegible]

ক) পরিস্কার / ব্যবহারযোগ্য জল: পুকুর, হ্রদ, স্থির এবং জমা জলের উৎস, সেচের জল ও ধীরগতিতে বয়ে চলা ঝর্ণা, কুয়ো, কুলার, ট্যাংক, টায়ার, নারকেল মালা, নর্দমা ও খালি পাত্র						√	√	√	√	√			ট্রিমেক্স - ৫০% EC ডোজ - ০.৫ মি.লি. ২ লিটার জলে গুলে সপ্তাহে একবার
খ) দূষিত/অব্যবহারযোগ্য জল: খানা খন্দ ও নর্দমা, জল পরিষোধন ক্ষেত্র ইত্যাদি						√	√	√	√	√			ফেনথিয়ন ৮২% EC ডোজ - ১ মি.লি. ২ লিটার লিটার জলে গুলে সপ্তাহে একবার
গ) পরিস্কার / ব্যবহারযোগ্য এবং অপরিস্কার/ অব্যবহারযোগ্য জল উভয়ক্ষেত্রে						√	√	√	√	√			বি.টি.আই - WP ডোজ - ৫০ গ্রাম ২ লিটার জলে মিশিয়ে ১৫ দিন অন্তর
ঘ) পরিস্কার / ব্যবহারযোগ্য এবং অপরিস্কার/ অব্যবহারযোগ্য জল উভয়ক্ষেত্রে						√	√	√	√	√			বি.টি.আই - AS ডোজ - ১০ মি.লি ২ লিটার জলে মিশিয়ে পরিস্কার এবং ব্যবহারযোগ্য জলের জন্য ১৫ দিন অন্তর এবং অপরিস্কার / অব্যবহারযোগ্য জলের জন্য ২০ মি.লি ২ লিটার জলে মিশিয়ে ১৫ দিন অন্তর
২) ইন্ডোর রেসিডিউয়াল স্প্রে হিসাবে কীটনাশকের ব্যবহার						√				√			সাইফুথ্রিন ১০% WP ডোজ - ১২৫ গ্রাম ১০ লিটার

[illegible]

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ii) Presumptive treatment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
iii) Lab diagnosis	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
iv) Radical treatment of positive cases	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
B. Awareness Generation													
i) IEC/Mass communication for preventive measures including awareness generation including use of mosquito net (preferably impregnated nets)	✓	✓	✓	✓	✓	✓✓	✓✓	✓✓	✓✓	✓✓	✓	✓	
C. Spraying													
i) Anti-larval measure													
a) Clean / Potable water : Lakes, ponds, stagnant and standing water sources, irrigation & slow moving streams, wells, coolers, overhead tanks, tyres, coconut pits, drains & empty containers						✓	✓	✓	✓	✓			Temephos 50% EC Dose- 0.5 ml after diluting with 2 litres of water. Weekly.
b) Polluted / Non-potable water: Cesspits, cesspool & drains, water treatment plants etc.					✓	✓	✓	✓	✓	✓			Fenthion 82.5% EC Dose - 1 ml after diluting with 2 litres of water. Weekly.
c) Clean / Potable & Polluted / non-potable water both						✓	✓	✓	✓	✓			B.t.i - WP Dose -50gm after mixing with 2 litres of water. Fortnightly.
d) Clean / Potable & Polluted / non-potable water both						✓	✓	✓	✓	✓			B.t.i. - AS Dose - 10 ml for clean

													/ potable water and 20 ml for polluted / non-potable water, after mixing with 2 litres of water
ii) Use of Insecticide for Indoor Residual Spray						✓	✓	✓	✓	✓	✓		Cyfluthrin 10% WP Dose – 125 gm / 10 litre for 500 sq.m. in slum areas.
ii) Fogging													
a) Indoor space Spray						✓	✓	✓	✓	✓	✓		In epidemic situation a) Pyrethrum (2% extract) Dose – 1:19 (1 part of 2% Pyrethrum extract in 19 parts of kerosene) for indoor space spray
b) Outdoor thermal fogging						✓	✓	✓	✓	✓	✓		b) Technical Malathion – Dose – 5 parts of Technical Malathion in 95 parts of Diesel oil for outdoor thermal fogging
iii) Biological Control													
a) Cultivation of Larvivorous fish like Gambusia & Guppy						✓	✓	✓	✓	✓	✓		Once carried out – It is a continuous practice
D. Supervision of construction sites						✓	✓	✓	✓	✓	✓		
E. Surveillance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
F. Mass Drug Administration for Filaria						✓	✓	✓	✓	✓	✓	✓	
G. Establishment of field laboratory / use of						✓	✓	✓	✓	✓	✓	✓	

Rapid Diagnostic Kits													
H. Actively looking for breeding sites and their control							✓✓	✓✓	✓✓	✓✓	✓✓	✓✓	
I. Supervision and monitoring	✓	✓	✓	✓	✓	✓	✓✓	✓✓	✓✓	✓✓	✓✓	✓	✓
J. Reporting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
K. Establishment of control room in outbreak							✓✓	✓✓	✓✓	✓✓	✓✓	✓✓	


✓ = Routine activity

✓✓ = Intensified activities during transmission season/outbreak.

Anti-malarial spray: Pre-monsoon during June-July

Post-monsoon during mid September-October

7



ক) পরিস্কার / ব্যবহারযোগ্য জল: পুকুর, হ্রদ, স্থির এবং জমা জলের ট্রেস, সেচের জল ও দীরগতিতে বয়ে চলা ঝর্ণা, কুঁয়ো, কুলার, ট্যাংক, টায়ার, নারকেল মালা, নর্দমা ও খালি পাত্র						✓	✓	✓	✓	✓	✓	✓	✓					ট্রেমেকস - ৫০% EC ডোজ - ০.৫ মি.লি. ২ লিটার জলে গুলে সপ্তাহে একবার
খ) দুগ্ধ/অব্যবহারযোগ্য জল: খানা খন্দ ও নর্দমা, জল পরিষোধন স্কেন ইত্যাদি						✓	✓	✓	✓	✓	✓	✓	✓					ফেনথিয়ন ৮২% EC ডোজ - ১ মি.লি. ২ লিটার লিটার জলে গুলে সপ্তাহে একবার
গ) পরিস্কার / ব্যবহারযোগ্য এবং অপরিস্কার/ অব্যবহারযোগ্য জল উভয়ক্ষেত্রে						✓	✓	✓	✓	✓	✓	✓	✓					বি.টি.আই - WP ডোজ - ৫০ গ্রাম ২ লিটার জলে মিশিয়ে ১৫ দিন অন্তর
ঘ) পরিস্কার / ব্যবহারযোগ্য এবং অপরিস্কার/ অব্যবহারযোগ্য জল উভয়ক্ষেত্রে						✓	✓	✓	✓	✓	✓	✓	✓					বি.টি.আই - AS ডোজ - ১০ মি.লি ২ লিটার জলে মিশিয়ে পরিস্কার এবং ব্যবহারযোগ্য জলের জন্য ১৫ দিন অন্তর এবং অপরিস্কার / অব্যবহারযোগ্য জলের জন্য ২০ মি.লি ২ লিটার জলে মিশিয়ে ১৫ দিন অন্তর
২) ইন্ডোর বেসিডিউয়াল স্প্রে হিসাবে কিটনাশকের ব্যবহার						✓	✓	✓	✓	✓	✓	✓	✓					সাইফ্লুথ্রিন ১০% WP ডোজ - ১২৫ গ্রাম ১০ লিটার

৩) ফগিং										জলে মিশিয়ে বস্তি এলাকায় ৫০০ বর্গমিটারের জন্য ব্যবহার করা হয়
ক) ঘরের ভিতরে ফগিং করার জন্য										ফগিং কেবলমাত্র মহানগরী অবস্থায় ব্যবহার করা হয় ক) পাইরেম্যান (২% এক্সট্রাক্ট) ডোজ - ১:১৯ (১ অংশ ২% পাইরেম্যান এক্সট্রাক্ট ১৯ ভাগ কেব্রোসিনের সাথে মিশিয়ে) ঘরের ভিতরে স্প্রে করার জন্য ব্যবহার করা হয়
খ) খোলা যায়গায় ধানাল ফগিংয়ের জন্য										খ) ট্রিকনিক্যাল ম্যালাথিয়ন - ডোজ - খোলা যায়গায় ধানাল ফগিংয়ের জন্য ৫ ভাগ ট্রিকনিক্যাল ম্যালাথিয়নের সাথে ৯৫ ভাগ ডিজেল মিশিয়ে ব্যবহার করা হয়
৩) জৈবিক নিয়ন্ত্রণ										
ক) লার্ভা ভক্ষণকারী মাছ যেমন গাম্বুসিয়া, গাম্পি ইত্যাদির চাষ										মাছের চাষ একবার শুরু হলে, একটি চলমান পদ্ধতি হিসাবে তা চলতে থাকবে।

[illegible]

১ = দৈনিক ব্রত

Ψ = ত্রিগা সংক্রমণের সময় এবং ত্রিগা ন্যূনতমী প্রাকার ধারণ করলে বিশেষ ভাবে করণীয় কাজ

ন্যালেরিয়া প্রতিরোধে স্পেশ - বর্ষার আগে জুন-জুলাই মাসে
বর্ষার পরে সেপ্টেম্বর-অক্টোবর মাসে

Document C - Section III: Draft Contract Documents

Section 1 (- Model Form of Contract)

Contract For : The work for Development of Training Modules on Vector Borne Diseases for Urban Local Bodies under Health component of Kolkata Urban Services for the Poor (KUSP) Project.

Contract Number:

This Contract (hereinafter referred to as the Contract) dated, is made between:
**Change Management Unit, ILGUS Bhavan, HC Block, Sector III, Bidhannagar
Kolkata: 700 106** (hereinafter referred to as CMU.)

And

..... (hereinafter referred to as the
Consultant)

Whereas:

- CMU requires the Consultant to supply certain services under the terms of the Contract, and as more particularly defined in the Contract Letter (hereinafter referred to as the Services) which shall be placed pursuant to the Contract (see Section 3);
and
- the Consultant, having represented to CMU that they have the professional skills, personnel and technical resources, have agreed to supply the services when required during the period of the Contract;

It is hereby agreed as follows:

1. Documents

The Contract shall comprise the following documents:

Section 1	:	Contract Format (this document)
Section 2	:	Conditions of Consultancy Contracts
Section 3	:	Terms of Reference
Section 4	:	Special Conditions
Section 5	:	Schedule of Prices

2. Previous Communications

This document constitutes the entire Contract between the parties and supersedes all previous communications, whether oral or written, in relation to the Services to be undertaken in accordance with the Contract.

3. Provision of Services

The Consultant agrees, during the period of the Contract, to make them available to provide the Services to be undertaken in accordance with the Contract. The Consultant is required to pass to one month of completion of a task, all documents and working papers accumulated during the course of the service.

4. Financial Limit

Total financial limit for this Assignment is Rs _____ (Rupees _____)

5. Payment

In consideration of the Services performed by the Consultant under the terms of this Contract, CMU shall make to the Consultant such payments and in such manner as provided in section 5, Schedule of Prices, within the financial limit specified.

6. Commencement of the Services

This Contract will remain in effect from _____, and expire on _____, unless terminated earlier in accordance with the provisions of the Contract.

7. Acknowledgement

The Organisations shall confirm acceptance of the terms of this Contract by signing and returning to CMU the duplicate copy enclosed herewith within a period of 30 days.

For and on behalf of CMU

Name: Arnab Roy

Position: Project Director, KUSP

Signature:

Date:

For and on behalf of the <Name of the Consultant>

Name:

Position:

Signature:

Date:

Document C - Section III
Section 2 - Conditions For Consultancy Contracts

1. Construction of Contract

- 1.1. The Contract shall be governed by and construed in accordance with the laws of India.

2. Definitions

- 2.1. "the Organisations" means the firm or company with whom the Contract is placed.
- 2.2. "the Contract" means the contract between CMU and the Organisations consisting of the Form of Contract and the documents listed therein.
- 2.3. "the Services" means those activities more particularly defined in Section 3 (Terms of Reference/Scope of Work), as referred to in clause I of the Form of Contract.
- 2.4. "the Assignment Officer" means the person named in Section 4 who is responsible for issuing instructions and dealing with all correspondence in connection with the technical aspects of the Contract.
- 2.5. "the Contract Officer" means the person named in Section 4 who is responsible for all contractual aspects of the contract.
- 2.6. "the Administration Officer" means the person named in Section 4 to whom all administrative issues should be referred.

3. Instruction and Approvals

- 3.1. Though the Services may be supplied directly to a Sector or Programme Department within, India, instructions for implementation of those services may only be given by the Assignment Officer.
- 3.2. No variation in the terms or scope of the Contract shall be valid or binding unless previously expressly agreed in writing by CMU and the Organisations in the form of a letter entitled "Contract Amendment No". CMU takes no responsibility for work outside the agreed contract Terms of Reference/Scope of Work.

4. Personnel

- 4.1. The Organisations shall communicate through the proposal the expert personnel to be engaged in providing the services. The prior approval of the Contract Officer will have to be obtained by the Organisations in respect of any new person engaged. All personnel shall perform the Services with all due diligence, efficiency and economy, in accordance with appropriate professional standards.
- 4.2. Nothing contained in this Contract shall be construed or have effect as constituting a relationship of employer and employee or principal and agent between CMU and the Organisations or any staff of the Organisations.
- 4.3. All Organisations' personnel provided shall be suitably qualified, experienced and physically fit to carry out the work required of them. In the event that any are deemed to be unsuitable, the Assignment Officer may, notwithstanding any prior approval, so notify the Organisations in writing, giving reasons for unsuitability. On receipt of such notification the Organisations shall without charge provide a suitably qualified and acceptable replacement for any such person with the minimum of disruption and delay to the Assignment in relation to which the Services are provided.

4. The Organisations shall not be entitled to substitute personnel unless the Contract officer gives written consent to such substitution. Consent, to any such - substitution shall not be unreasonably withheld but be conditional upon the provision by the Organisations of a suitable replacement. The Contract Officer shall be entitled to withdraw such consent, and to require the reinstatement or further replacement of any substituted personnel if, in the reasonable opinion of the Assignment Officer, the replacement is unsuitable.
- 4.5. CMU shall not be liable to meet any costs arising from the replacement of the Organisations' personnel who are engaged on the Contract.
- 4.6. The Organisations are responsible for all acts and omissions of persons engaged by the Organisations whether or not in the course of performing the services and for the health, safety and security of such persons and their property and the Consultant shall indemnify CMU in respect of any claim (including legal costs incurred by CMU in defending such claim) made against by such persons except where the loss, damage or claim arises out of the negligence of CMU or its employees.

5. Financial Limit

- 5.1. The Financial Limit under this Contract is stated in the Form of Contract, the components of which are set out in the Schedule of Prices, Section 5. No expenditure may be incurred in excess of this limit and no virements between budgets are permitted without the prior written authority of the Contract Officer.

6. Fees & Incidentals

- 6.1. Fees quoted for each productive day are deemed to cover the cost of salary, leave allowances, bonuses, profit, taxes, insurances, superannuation, non-working days and all other costs and expenses of whatsoever nature that may be incurred except those otherwise specifically provided for in the Contract.

7. Payments

- 7.1. Invoices should be submitted in accordance with the specific instructions set out in clause 11 below and Section 5 Schedule of Prices.
- 7.2. Subject to CMU being satisfied that the Organisations are or have been carrying out their duties, obligations and responsibilities under the Contract, sums duly approved shall be paid within 30 days of receipt of a valid invoice.
- 7.3. Payment shall be made in Indian Rupees.
- 7.4. If for any reason CMU is dissatisfied with performance of the Contract, an appropriate sum may be withheld from any payment otherwise due. In such event CMU shall identify the particular Services with which it is dissatisfied together with the reasons for such dissatisfaction, and payment of the amount outstanding will be made upon remedy of any unsatisfactory work or resolution of outstanding queries.
- 7.5. Should CMU determine after paying for a particular service that the service has not been completed satisfactorily, CMU may recover, or withhold from further payments, an amount not exceeding that previously charged for that service until the unsatisfactory service is remedied to its satisfaction.
- 7.6. In the event that any advance payment made is in excess of the expenditure actually incurred, CMU shall recover the amount of such excess immediately from any amount due to the consultant.

8. Payment to Sub-Contractors

- 8.1. In the event that the Organisations let a sub-contract with a supplier or contractor, such sub-contract shall include the requirement that payments due to be made to the sub-contractor shall be paid within a period not exceeding 30 days of receipt of a valid invoice as defined in the sub-contract. Payment to sub-contractors will be the sole responsibility of the Organisations and CMU will not be involved in it in any way.

9. Corrupt Gifts and Payments of Commission

- 9.1. The Organisations warrant and represent to CMU that the Organisations have not:
- offered to give or agreed to give to any person any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the Contract or for showing or forbearing to show favour or disfavour to any person in relation to the Contract;
 - entered into the Contract in connection with which commission has been paid or agreed to be paid by the Organisations or on their behalf, or to their knowledge, unless before the Contract was made, particulars of any such commission and of the terms and conditions of any agreement for the payment thereof were disclosed in writing to the Contract Officer.
- 9.2. Any breach by the Organisations of the warranty and representation contained in clause 9.1, or
- commission of any offence by the Organisations under the Prevention of Corruption Acts in relation to -this Contract
 - shall entitle CMU to terminate the Contract and recover from the Organisations the amount of any loss resulting from such termination and/or to recover from the Organisations the amount or value of any such gift, consideration or commission.
- 9.3. In clause 9.2 references to the Organisations includes anyone employed by them or acting on their behalf (whether with or without their knowledge).

10. Commissions and Discounts

- 10.1. The Organisations shall not accept for their own benefit any trade commission, discount or similar payment or benefit, in connection with the Contract. In addition, the Organisations shall endeavor to ensure that neither their subcontractors, nor the personnel or agents of either the Organisations or subcontractors shall receive any such additional remuneration or benefit. Any such discounts, commissions, payments or benefits shall be passed to CMU immediately.

11. Invoicing Instructions

- 11.1. Invoices for work undertaken by Organisations must be presented in duplicate, on a milestone basis. The Invoice should include only consolidated professional fees. The billing and payment shall be linked to the milestones as follows:
- 11.2. Invoices should bear the Contract reference, be numbered sequentially and dated, and marked "For the attention of the Contract Officer" named in Section 4. The final invoice presented in connection with the contract should be endorsed "Final Invoice".
- 11.3. All invoices should be signed by the Team Leader.

- 11.4. Any invoice not presented in accordance with the above may be rejected and in any, event shall be liable to query and delay in payment.

12. Indemnity

- 12.1. The Organisations shall exercise reasonable skill, care and diligence in the performance of the Contract and indemnify and keep indemnified CMU in respect of any loss, damage or claim howsoever arising out of or related to breach of contract, statutory duty or negligence by the Organisations or the Organisations' servants, agents or sub-contractors in relation to the performance or otherwise of the Services to be provided under this Contract.

13. Assigning to Others

- 13.1. The Organisations shall not, without the prior written consent of CMU, assign or transfer or cause to be assigned or transferred, whether actually or as the result of take over, merger or other change of identity or character of the Organisations, any of its rights or obligations under the Contract or any part, share or interest therein. Upon any such assignment or transfer, this engagement may forthwith be terminated by CMU.

14. Termination

- 14.1. CMU may, at its sole discretion and at any time terminate the Contract and inform the Organisations of CMU's decision by written instruction to that effect. In the event of the Contract being so terminated, the Organisations shall take such steps as are necessary to bring the Services to an end, (including terminating any sub-contracts placed by the Organisations) in a cost effective, timely and orderly manner.
- 14.2. Should the Services or any portion thereof not be carried out to the satisfaction of CMU as notified under clause 7.4 or within the time or times specified in or under the Contract, CMU may, without prejudice to any other remedies, by notice in writing to the Organisations terminate the Contract either in respect of the Services which have not been carried out in accordance with the Contract at the time of such termination or in respect of all the Services to which the Contract relates other than those carried out in accordance with the Contract before that time. In such case the Organisations shall not be entitled under the Contract to payment of any amount by way of compensation.
- 14.3. The Contract may be terminated by CMU by notice in writing to the Organisations if at any time the Organisations either directly or through their servants or agents or sub-contractors commit any breach of their obligations hereunder or being an individual or, where the Organisations are a firm, any partner in that firm shall at any time become bankrupt, or shall have a receiving order or administration order made against them or shall make any composition or arrangement with or for the benefit of their creditors or shall make any conveyance or assignment for the benefit of their creditors or if the Organisations being a company, an order is made, or a resolution is passed, for the winding up of the Organisations, otherwise than a member's voluntary winding up for the purpose of amalgamation or reconstruction (subject to the prior approval of CMU) or a receiver or administrator is appointed of the whole or any part of the undertaking of the Organisations, CMU may forthwith terminate the Contract.

15. Force Majeure

- 15.1. If the performance of the Contract by either party is delayed, hindered or prevented or is otherwise frustrated by reason of force majeure, which shall mean war, civil commotion, fire, flood, action by any government or any event beyond the reasonable control of the party affected, then the party so affected shall promptly notify the other party in writing

specifying the nature of the force majeure and of the anticipated delay in the performance of the Contract and as from the date of that notification CMU may at its discretion either terminate the Contract forthwith or suspend the performance of the Contract for a period not exceeding 6 months. If at the expiry of such period of suspension any of the reasons for the suspension still remain, CMU and the Organisations may either agree a further period of suspension or treat the Contract as terminated. In the event of the Contract being terminated by reason of force majeure, the Organisations shall take such steps as are necessary to bring the Services to an end, (including terminating any sub-contracts placed by the Organisations) in a cost effective, timely and orderly manner. The Organisations shall submit an account in writing which shall state the amount claimed taking into account all fees and costs properly incurred or committed by the Organisations in relation to the Contract or its termination which cannot be recovered. Always provided that payments are within the Financial Limit and not subject to dispute, CMU shall:

- a. pay all fees, expenses and other sums due and outstanding under the terms of this Contract up to and including the date of termination ("the Relevant Date");
- b. reimburse all reasonable expenses necessarily incurred by the Organisations after the Relevant Date in winding up the Contract.

16. Disclosure of Information, Intellectual Property Rights and Official Secrets Act

16.1. The Organisations shall not during or after the termination of the Contract disclose to any third party any Confidential Information arising from the Contract (other than in the proper performance of their duties hereunder or as may be required by a court or arbitration panel of competent jurisdiction) except with the prior written permission of CMU. For the purposes of this clause 16, "Confidential information" shall mean information relating to proprietary, technological, economic, legal, administrative business and technical matters of CMU including but not limited to information disclosed orally, documents, drawings, diagrams, models, programs, computer data or any part or copy of such information. The Organisations shall not use any information in a way which would cause embarrassment to CMU / ULBs / Support Organisations or to State or Central Government.

16.2. Any publication shall contain an express acknowledgement of the Organisations' copyright and the following statement:

"This document is an output from a project funded by DFID for Kolkata Urban Services for the Poor (KUSP) programme. The views expressed are not necessarily those of CMU / ULBs / Support Organisations."

Organisations shall within 10 days of the date of publication, supply CMU with as many copies of any publication as CMU may reasonably request.

16.3. Subject always to the provisions of Clause 16.1 above.

16.4. Where the Organisations are contracted by CMU to supply Services to another Recipient, the originals of any reports should be addressed to that Recipient. Such reports and any other document or materials prepared or inventions or information produced as a result of the performance of the Services and all intellectual property rights therein, unless otherwise specifically stated in the Contract, shall be and shall remain the property of CMU.

16.5. Where the Organisations are contracted to supply Services directly to CMU / ULBs / Support Organisations all reports should be addressed directly to the Assignment Officer. All intellectual property rights in such reports and any other documentation or materials prepared or inventions or information produced as a result of the performance of the Services shall be and shall remain the property of CMU.

16.6. The Organisations hereby grant to CMU a worldwide non-exclusive irrevocable royalty free licence to use the reports and any other documentation or materials and any intellectual property rights therein. "Use" in this clause shall mean the use, reproduction, publication and transfer of or other dealing with the reports, other documentation, materials and the intellectual property rights therein, including the production and sale of products incorporating the same for use by any person or for sale or other dealing anywhere in the World. CMU / ULBs / Support Organisations shall be entitled to sub-licence the intellectual property rights referred to in this clause to any person or entity (including, but not limited to the Recipient), on any terms which CMU / ULBs / Support Organisations thinks fit.

16.7. When the Services are supplied directly to CMU, the Organisations shall take all reasonable steps to ensure that personnel engaged on the Services have noticed that the provisions of the Official Secrets Acts apply to them and will continue to apply after completion or earlier termination of the Contract.

17. Records

17.1. The consultant shall maintain adequate accounts and records to establish the relevant time charges and basis of incidental expenses.

18. Settlement of Disputes

18.1. Should the Organisations and CMU be unable to reach agreement on the meaning or interpretation of any of the terms set out hereto or any other matters arising out of the Contract, the matter in dispute shall be referred to an arbitrator to be agreed between the parties, or failing such agreement to be nominated by the President of the Indian Council of Arbitrators on application of either party, and the decision of the arbitrator shall be final and binding on both parties. The place of arbitration shall be Kolkata.

19. Evaluation

19.1. CMU may undertake post Assignment evaluation of the impact and cost- effectiveness of Assignments or programmes which it funds. The Organisations shall, if required, give CMU or its representatives reasonable access to records held by the Organisations in connection with the Contract and shall give all reasonable co-operation to the evaluators appointed by CMU.

20. Conflict of Interest

20.1. Neither the Organisations, their personnel, nor any sub-contractors or their personnel shall engage in any personal, business or professional activities, either during the course of or after the termination of this Contract, which conflict with or could potentially conflict with the Services.

20.2. The Consultant shall notify CMU immediately of any such activities or circumstances which give rise to or could potentially give rise to a conflict with the Services and shall advise CMU how they intend to avoid such a conflict arising.

20.3. In the event of a conflict as described in Sub-clause 20.1 above arising during the course of this Contract CMU reserves the right to terminate the Contract on giving written notice to the Organisations. In the event of such termination the provisions of clause 14 shall apply.

TERMS OF REFERENCE

Document C Section – III : Section – 3

TERMS OF REFERENCE FOR FOR DEVELOPMENT OF TRAINING MODULES ON VECTOR BORNE DISEASES FOR URBAN LOCAL BODIES UNDER HEALTH COMPONENT OF KOLKATA URBAN SERVICES FOR THE POOR (KUSP) PROJECT

Introduction

Kolkata Urban Services for the Poor or KUSP is a multi-sector urban reforms programme being implemented by the Municipal Affairs Department, Government of West Bengal with financial aid from the Department for International Development (DFID), India. Geographically, the programme covers 38 Municipalities and 2 Municipal Corporation with Kolkata Metropolitan Areas (KMA) excluding Kolkata Municipal Corporation. The total budget for this initiative is Rs. 740 crores and the duration is spread over a period of 8 years, 2003-2011. The goals of this programme are to improve urban planning and governance, enhance access to basics urban services to the poor and promote pro poor economic growth.

At present, a registered society called 'Change Management Unit' (CMU) has been created under the Municipal Affairs Department, GoWB, to oversee the implementation of the programme. Headed by a senior administrator from the Government, a team of sector experts and specialists has been specially recruited to work with the society.

Background

The objective of Health component of KUSP is to strengthen existing primary & public health care service delivery in the 40 KMA ULBs where stress has been given on Reproductive & Child Health. With regard to Public Health, the initiative by the ULBs varies in nature. Almost in every year, there is outbreak of vector borne diseases in the urban and semi-urban areas which is being managed by the ULBs as and when required. It is felt that there should be regular and uniform arrangement at all the ULB level to manage & control vector borne diseases. In order to have a proper planning in controlling vector borne diseases and preparedness in managing outbreak, CMU has decided to enhance the knowledge of the health care providers of different types on Vector Borne Diseases and its control.

Objective

Capacity building / strengthening of Health Care providers through providing modules on Vector borne diseases and its control and imparting training to them.

Scope of work

Development of two training modules, one for technical personnel like Doctors, Sanitary Inspectors, Supervisors and the other for Grass-root level health workers, both in English and Bengali.

Deliverables

- Two training modules on vector borne diseases and its control – one for technical personnel and the other for grass root level health workers – two copies of each module in English & Bengali version.
- One soft copy for each of the two training modules both in English & Bengali.

Timeline

The whole process will be given one-month time to complete from the day of issuance of job order.

Tentative Mile Stones

20% of the job value will be paid as mobilisation advance on signing the contract.

Sl. No.	Activities	Deliverable Milestones	Payment Milestones
		Time elapsed from commencement of the job	Percentage of total job value
1.	Preparation of Draft Training Modules in consultation with CMU	1 st two weeks	30%
2.	Finalise the design of the modules after consultation with CMU	3 rd week	NIL
3.	Field test the module in one ULB	3 rd week	NIL
4.	Revise based on field test findings and preparation of final version in agreement with CMU	3 rd & 4 th week (Part)	NIL
5.	Final submission	4 th week	50%

Competency

Technical Personnel in three major areas :

Public Health Specialist
Training & Design Expert
DTP Expert

Document C – Section III
Section 3 – Terms of Reference
(Refer Document C: Section II)

Document C - Section III
Section 4 – Special Conditions

The Assignment Officer for the assignment shall be:

Dr. Shibani Goswami
Health Expert, CMU

The Contract Officer for the assignment shall be:

Shri Arnab Roy IAS
Project Director, KUSP

The Administrative Officer for the assignment shall be:

Dr. Kallol Kr. Mukherjee
Project Manager,, KUSP

Special Conditions, if any:

1. Recovery or withholding of appropriate sum from any payment, otherwise due to the consultant as specified in the Clause no.: 7.5 under Sub-Section: 2 of Document : C – Section – III may be limited up to 10% of the contract value or the actual sum for a particular service, not completed satisfactorily, whichever is higher.
2. In case, the appropriate services causing dissatisfaction as identified are not remedied or resolved within a certain period as will be notified, per day penalty up to 1% of the value of contract will be imposed. When the penalty amount exceeds the limit of the sum withheld as in Clause : 1 above, the contract will be terminated automatically with immediate effect with the forfeiture of the sum withheld as specified in Clause : 1 above. This clause is supplementary to Clause no.: 14.3 of Sub-Section : 2 of Document : C – Section – III.

Document C - Section III
Section 5 – Schedule of Prices

Sl. No.	Activities	<u>Payment Milestones</u>
		Percentage of total job value
1.	Preparation of Draft Training Modules in consultation with CMU	30%
2.	Finalise the design of the modules after consultation with CMU	NIL
3.	Field test the module in one ULB	NIL
4.	Revise based on field test findings and preparation of final version in agreement with CMU	NIL
5.	Final submission	50%



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. .. CMU-94/2003(Pt. VI)/4235(125)

Dt. .. 13.03.2008

From : Arnab Roy
Project Director, CMU

Sub. : Distribution of Training Manuals on Vector Borne
Diseases Control to the 125 ULBs.

Sir / Madam,

You would appreciate that Vector Borne Diseases have posed a serious Public Health problem in the recent years. It is felt that adequate orientation & training on the subject is necessary not only for the grass root level health functionaries but also for the elected representatives and ULB officials to deal with such problem. With this view, CMU has developed training manual both in English (descriptive only) & Bengali (descriptive & short) on Vector Borne Diseases Control.

Manual in English & Bengali (descriptive) is to be distributed @ one copy each to the Chairman, MIC (Health & Conservancy), EO, TPO, HO, PTMO & SI. Training manual in Bengali (short) is to be distributed @ one copy each to the HHWs, FTSS, STSS / ANMs, UHIO, PHN & CDO as will be applicable.

One set of three manuals (English descriptive – 1, Bengali descriptive – 1 & Bengali short - 1) is to be kept each at the Health office, at the Municipal office and for training purpose. The distribution list is enclosed. For the present, training manuals in English are forwarded to you for use as mentioned above. The manual in Bengali (both descriptive & short) will be sent to you shortly.

Hope, this manual will enhance capacity not only for the health functionaries but also for the elective representatives and other functionaries of the ULBs in combating Vector Borne Diseases.

Thanking you.

Yours faithfully,

Enclo. : As stated.


Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/4235(125)

Dt. .. 13.03.2008

From : Arnab Roy
Project Director, CMU

**Sub. : Distribution of Training Manuals on Vector Borne
Diseases Control to the 125 ULBs.**

Sir / Madam,

You would appreciate that Vector Borne Diseases have posed a serious Public Health problem in the recent years. It is felt that adequate orientation & training on the subject is necessary not only for the grass root level health functionaries but also for the elected representatives and ULB officials to deal with such problem. With this view, CMU has developed training manual both in English (descriptive only) & Bengali (descriptive & short) on Vector Borne Diseases Control.

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One set of three manuals (English descriptive – 1, Bengali descriptive – 1 & Bengali short - 1) is to be kept each at the Health office, at the Municipal office and for training purpose. The distribution list is enclosed. For the present, training manuals in English are forwarded to you for use as mentioned above. The manual in Bengali (both descriptive & short) will be sent to you shortly.

Hope, this manual will enhance capacity not only for the health functionaries but also for the elective representatives and other functionaries of the ULBs in combating Vector Borne Diseases.

Thanking you.

Yours faithfully,

Enclo. : As stated.


Project Director, CMU

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**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	Sl. No.	ULBs	Manual in Bengali (Descriptive)	Manual in Bengali (Short)	Received by Signature with Date	Designation
Bankura	1	Bankura	10	39		
	2	Bishnupur	9	21		
	3	Sonamukhi	7	18		
Birbhum	4	Bolpur	9	21		
	5	Dubrajpur	7	20		
	6	Nalhati	7	20		
	7	Rampurhat	8	21		
	8	Sainthia	7	20		
	9	Suri	9	21		
Burdwan	10	Asansol MC	17	410		
	11	Burdwan	17	174		
	12	Dainhat	7	17		
	13	Durgapur MC	15	303		
	14	Gushkara	7	20		
	15	Jamuria	9	35		
	16	Kalna	9	19		
	17	Katwa	8	29		
	18	Kulti	11	89		
	19	Memari	7	20		
Cooch Behar	20	Raniganj	9	43		
	21	Cooch Behar	9	25		
	22	Dinhata	7	20		
	23	Haldibari	7	14		
	24	Mathabhanga	7	15		
	25	Mekhliganj	7	11		
Dakshin Dinajpur	26	Tufanganj	7	15		
	27	Balurghat	11	82		
Darjeeling	28	Gangarampur	8	22		
	29	Darjeeling	11	99		
	30	Kalimpong	8	28		
	31	Kurseong	8	24		
	32	Mirik	7	11		
	33	Siliguri MC	23	322		
Howrah	34	Bally	14	162		
	35	Howrah MC	31	519		
	36	Uluberia	14	164		
Hooghly	37	Arambag	8	22		
	38	Baidyabati	12	108		
	39	Bansberia	12	125		
	40	Bhadreswar	13	205		
	41	Chandmari	12	119	Delivered	
	42	Chandernagar MC	11	108		
	43	Hooghly Chinsurah	15	184		
	44	Konnagar	10	82		
	45	Rishra	14	153	16/10/08	
	46	Serampore	16	197		
Jalpaiguri	47	Tarakeshwar	7	18		
	48	Uttarpara Kotrung	13	160		
	49	Alipurduar	9	49		
	50	Dhupguri	7	20		
	51	Jalpaiguri	9	61		
	52	Mal	7	20		
Malda	53	English Bazar	11	90		
	54	Old Malda	8	24		
Medinipur ((East)	55	Contai	7	31		
	56	Egra	7	17		
	57	Haldia	9	54		
	58	Panskura	8	21		
	59	Tamluk	8	27		
Medinipur (West)	60	Chandrakona	7	15		
	61	Ghatal	8	21		
	62	Jhargram	8	22		
	63	Kharagpur	15	151		
	64	Kharar	7	12		
	65	Khirpai	7	12		
	66	Medinipur	10	51		
	67	Ramjibanpur	7	14		

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	Sl. No.	ULBs	Manual in Bengali (Descriptive)	Manual in Bengali (Short)	Received by Signature with Date	Designation
Murshidabad	68	Beldanga	7	17		
	69	Berhampur	10	53		
	70	Dhulian	8	23		
	71	Jangipur	9	27		
	72	Jiaganj- Azimganj	8	21		
	73	Kandi	8	21		
	74	Murshidabad	7	20		
Nadia	75	Bimagar	7	17		
	76	Chakdah	8	24		
	77	Coopers Camp	7	15		
	78	Gayeshpur	10	75		
	79	Kalyani	9	51		
	80	Krishnagar	10	47		
	81	Nabadwip	9	46		
	82	Ranaghat	8	23		
	83	Santipur	9	55		
North 24 Parganas	84	Taherpur	7	16		
	85	Ashokenagar Kalyangarh	9	45		
	86	Baduria	8	21		
	87	Baranagar	10	77		
	88	Barasat	22	292		
	89	Barrackpore	12	108		
	90	Basirhat	9	46		
	91	Bhatpara	19	242		
	92	Bidhannagar	9	45		
	93	Bongaon	9	41		
	94	Dum Dum	10	67		
	95	Garulia	11	119		
	96	Gobardanga	8	21		
	97	Habra	9	48		
	98	Halisahar	12	125		
	99	Kamarhati	7	174		
	100	Kanchrapara	12	118		
	101	Khardah	14	170		
	102	Madhyamgram	13	120		
	103	Naihati	12	155	28/6/4 HO	
	104	New Barrackpore	12	116		
	105	North Barrackpore	13	200		
	106	North Dum Dum	14	156		
	107	Panihati	17	249		
	108	Rajarhat Gopalpur	19	231		
	109	South Dum Dum	19	252		
Purulia	110	Taki	7	20		
	111	Titagarh	13	132		
	112	Jhalda	7	15		
	113	Purulia	10	40		
	114	Raghunathpur	7	15		
South 24 Parganas	115	Baruipur	8	30		
	116	Budge Budge	12	107		
	117	Diamond Harbour	7	20		
	118	Jaynagar Mazilpur	7	17		
	119	Mahestala	19	258		
	120	Pujali	9	45		
Uttar Dinajpur	121	Rajpur Sonarpur	16	202		
	122	Dalkhola	7	17		
	123	Islampur	8	21		
	124	Kaliaganj	8	21		
	125	Raiganj	11	89		
Sub-Total			1276	9924		
CMU :			624	276		
Grand Total			1900	10200		

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive)	Received by Signature with Date	Designation
Bankura	✓ Bankura	10		
	Bishnupur ✓	9	✓ Jyoti Mondy	C.D.O.
	Sonamukhi	7		
	Sub - Total	26	✓ Sanku Bhowmik 20/07/08	Urban Planner
Birbhum	✓ Bolpur	9		
	✓ Dubrajpur	7		
	✓ Nalhati	7		
	Rampurhat ✓	8	✓ Mukund Ghosh 20/07/08	Asst. Accountant C.A. H.C.S.
	✓ Sainthia	7		
	Suri ✓	9	✓ Somnath Das	D.E.O. 26/3/08
	Sub - Total	47		
Burdwan	✓ Asansol MC	17		
	Burdwan -	17	✓ Sanjay Das	Account I.P.P. 3/1/08
	Dainhat ✓	7	✓ Amit Das 4/4/08	T.P.O. Dainhat
	Durgapur MC ✓	15	✓ Sanjay Das	Accountant 25/3/08
	Gushkara	7		
	Jamuria ✓	9	✓ Madan Mohan Pr.	T.P.O. 26/4/08
	✓ Kalna	9		
	✓ Katwa ✓	8	✓ Diganta Paul	Work Surkar 23/3/08
	✓ Kulti	11		
	Memari	7		
	Raniganj ✓	9	✓ Chatterjee	Accountant 26/03/08
	Sub - Total	116		
Cooch Behar	✓ Cooch Behar ✓	9	✓ Prady	
	Dinhata -	7		
	Haldibari ✓	7	✓ DULAL KRISHNA DEB. 20/07/08	FO.
	Mathabhanga ✓	7	✓ S. Seal 1/4/08	Asst. Mathabhanga
	Mekhliganj ✓	7	✓ Mithun Chakraborty	H.P.H. cum Area-charge 16/05/08
	Tufanganj ✓	7	✓ I.R. Pal 29/04/08	E.O. Infg.
	Sub - Total	44		
Dakshin Dinajpur	✓ Balurghat ✓	11	✓ Gitan Kr. Das	U.H.O.B.M.
	Gangarampur ✓	8	✓ Sujit Kr. Das	S.T. 07/04/08
	Sub - Total	19		
Darjeeling	✓ Darjeeling ✓	11		
	✓ Kalimpong ✓	8		
	✓ Kurseong ✓	8		
	✓ Mirik ✓	7		
	Siliguri MC ✓	23	✓ Ananta 21/3/08	C.O.
	Sub - Total	57		
Howrah	✓ Bally ✓	14		
	✓ Howrah MC ✓	31	✓ Ananta 20/5/08	H/O
	Uluberia ✓	14		
	Sub - Total	59		

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive)	Received by Signature with Date	Designation
Hooghly	Arambag ✓	8	✓ B. Mondal 26/3/08	Head clerk.
	Baidyabati ✓	12	✓ P. S. 26/3/08	H.O.
	Bansberia ✓	12		
	Bhadreswar ✓	13	✓ S. M. 26/3/08	H.O.
	Champdany ✓	12	✓ P. S. 26/3/08	H.O.
	Chandernagar MC	11	✓ S. Mondal 26/3/08	H.O.
	Hooghly ✓	15	✓ Ananta K. 26.3.08	C.T.C. (H)
	Chinsurah			
	Konnagar	10		
	Rishra ✓	14	✓ S. M. 26/3/08	A.H.O.
	Serampore ✓	16	✓ S. M. 26/3/08	Asst A.H.O.
	Tarakeshwar ✓	7	✓ S. M. 26/3/08	Secretary, P.H.
	Uttarpara Kotrung	13	✓ S. Mondal 26/3/08	Chairman
	Sub - Total	143		
Jalpaiguri	Alipurduar ✓	9	✓ Arup K. 26/3/08	S.C.
	Dhupguri ✓	7	✓ S. M. 26/3/08	Asst. Accountant
	Jalpaiguri ✓	9	✓ S. M. 26/3/08	Clk - SK, Account
	Mal ✓	7		
	Sub - Total	32		
Malda	English Bazar ✓	11	✓ S. Mondal 31/03/08	S/clk 31/03/08
	Old Malda ✓	8	✓ K. Mondal 31/03/08	Unk. 11/04/08
	Sub - Total	19		
Medinipur ((East)	Contai ✓	7		
	Egra ✓	7	✓ S. M. 26/3/08	S.A.E.
	Haldia ✓	9		
	Panskura ✓	8		
	Tamluk ✓	8	✓ S. Mondal 26/3/08	clerk. 26.3.08
	Sub - Total	39		
Medinipur (West)	Chandrakona ✓	7	✓ M. K. Paul 29.4.08	Accounts Asst.
	Ghatal ✓	8	✓ A. K. Paul 28/3/08	Asst. Clk.
	Jhargram ✓	8	✓ T. K. Paul 28/3/08	ST, Thana Majidpur
	Kharagpur ✓	15	✓ M. K. Paul 28/3/08	Asst. Engineer
	Kharar ✓	7		
	Kharpai ✓	7	✓ S. Mondal 26/3/08	Head-clerk
	Medinipur ✓	10		
	Ramjibanpur ✓	7	✓ S. Mondal 26/3/08	Chairman
	Sub - Total	69		
Murshidabad	Beldanga ✓	7		
	Berhampur ✓	10		
	Dhulian ✓	8	✓ A. K. Paul 26.03.08	ST 26.03.08
	Jangipur ✓	9	✓ Nasirul Hossain 26/3/08	Accounts Asst.
	Jiaganj- Azimganj ✓	8	✓ S. Mondal 26/3/08	A/HK 26/3/08
	Kandi ✓	8	✓ S. Mondal 26/3/08	Asst. 26/3/08
	Murshidabad ✓	7		
	Sub - Total	57		

Distribution list of training manual on Vector Borne Diseases and its control Under Health component of KUSP

District	ULBs	Manual in English (Descriptive)	Received by Signature with Date	Designation
Nadia	Birnagar	7	<i>[Signature]</i>	<i>[Signature]</i>
	Chakdah ✓	8	<i>[Signature]</i> 11/4/08	Urban Planner.
	Coopers Camp ✓	7		
	Gayeshpur ✓	10	<i>[Signature]</i>	clerk
	Kalyani ✓	9	<i>[Signature]</i>	AHO
	Krishnagar ✓	10	<i>[Signature]</i>	A. Asst. DFID
	Nabadwip ✓	9		
	Ranaghat ✓	8		
	Santipur ✓	9		
	Taherpur ✓	7		
	Sub - Total	84		
North 24 Parganas	Ashokenagar ✓	9		
	Kalyangarh ✓			
	Baduria ✓	8	<i>[Signature]</i>	APC, 15/05/08
	Baranagar ✓	10	<i>[Signature]</i> 25/3/08	U.H.S.D, TPP-VII
	Barasat ✓	22	<i>[Signature]</i> 26-3-08	H.O.
	Barrackpore ✓	12	<i>[Signature]</i>	H.O.
	Basirhat ✓	9	<i>[Signature]</i>	H.O.
	Bhatpara ✓	19	<i>[Signature]</i> 26/3/08	AHO
	Bidhannagar ✓	9	<i>[Signature]</i>	M.O.
	Bongaon ✓	9	<i>[Signature]</i>	<i>[Signature]</i>
	Dum Dum ✓	10	<i>[Signature]</i>	H.O.
	Garulia ✓	11	<i>[Signature]</i>	H.O.
	Gobardanga ✓	8	<i>[Signature]</i>	Health Inspector
	Habra ✓	9		
	Halisahar ✓	12	<i>[Signature]</i> 26.3.08	H.O.
	Kamarhati ✓	7	<i>[Signature]</i> 26/3/08	AHO
	Kanchrapara ✓	12	<i>[Signature]</i> 26/3/08	H.O.
	Khardah ✓	14	<i>[Signature]</i>	H.O.
	Madhyamgram ✓	13	<i>[Signature]</i>	H.O.
	Naihati ✓	12	<i>[Signature]</i> 26/3	H.O.
	New Barrackpore ✓	12	<i>[Signature]</i>	H.O.
	North Barrackpore ✓	13	<i>[Signature]</i>	Chairman
	North Dum Dum ✓	14	<i>[Signature]</i> 26/3	AHO
	Panihati ✓	17	<i>[Signature]</i> 26/3	AHO
	Rajarhat Gopalpur ✓	19	<i>[Signature]</i>	H.O.
	South Dum Dum ✓	19	<i>[Signature]</i>	H.O.
	Taki ✓	7	<i>[Signature]</i>	S.I.
	Titagarh ✓	13	<i>[Signature]</i>	H.O. Titagarh
	Sub - Total	329		
Purulia	Jhalda ✓	7		
	Purulia ✓	10		
	Raghunathpur ✓	7		
	Sub - Total	24		

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive)	Received by Signature with Date	Designation
South 24 Parganas	Baruipur ✓	8	10/1/18 Datta 26/3/18	counsellor.
	Budge Budge ✓	12	P. M. S.	H.O.
	Diamond Harbour	7	U. S. Ghosh 26/3/18	Staff
	Jaynagar Mazilpur	7	25/3/18	E.O.
	Mareshatala ✓	19	26/3/18	H.O.
	Pujali ✓	9	26/3/18	H.O.
	Rajpur Sonarpur ✓	16	26/3/18	H.O.
	Sub - Total	78		
Uttar Dinajpur	✓ Dalkhola ✓	7		
	Islampur	8	Muzaffar Hussain	counsellor as per to
	Kaliaganj ✓	8	Santanu Ghosh 26/3/18	D.D.C. Kaliaganj
	Raiganj ✓	11	26/3/18	U.H.O. - I PP-VIII (Ex. M/D)
	Sub - Total	34		

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

Gr. (Big) Gr. (Small)

District	Sl. No.	ULBs	Manual in Bengali (Descriptive)	Manual in Bengali (Short)	Received by Signature with Date	Designation
Bankura	1	Bankura	10	39		
	2	Bishnupur	9	21		
	3	Sonamukhi	7	18	✓ Subharshi Baran	Urban Planner 20/05/08
Birbhum	4	Bolpur	9	21		
	5	Dubrajpur	7	20		
	6	Nalhati	7	20		
	7	Rampurhat	8	21		
	8	Sainthia	7	20		
	9	Suri	9	21		
Burdwan	10	Asansol MC	17	410		
	11	Burdwan	17	174		
	12	Dainhat	7	17		
	13	Durgapur MC	15	303		
	14	Gushkara	7	20		
	15	Jamuria	9	35		
	16	Kalna	9	19	✓ Bijanta Paul	Naik Sarkar 23/5/08
	17	Katwa	8	29		
	18	Kulti	11	89		
	19	Memari	7	20		
Cooch Behar	20	Raniganj	9	43		
	21	Cooch Behar	9	25		
	22	Dinhata	7	20		
	23	Haldibari	7	14		
	24	Mathabhanga	7	15		
	25	Mekhliganj	7	11		
Dakshin Dinajpur	26	Tufanganj	7	15	✓ Anz Suman	Sh. H. Bandy.
	27	Balurghat	11	82		
Darjeeling	28	Gangarampur	8	22		
	29	Darjeeling	11	99		
	30	Kalimpong	8	23		
	31	Kurseong	8	24		
	32	Mirik	7	11		
Howrah	33	Siliguri MC	23	322		
	34	Bally	14	162	✓ anj	RO
	35	Howrah MC	31	519	✓ Subhas Chandra	AHO
	36	Uluberia	14	164	✓ Anand	H/O
Hooghly	37	Arambag	8	22		
	38	Baidyabati	12	108	✓ Anand	AHO
	39	Bansheria	12	125	✓ Anand	AHO
	40	Bhadreswar	13	205	✓ Subhas Chandra	Driver 7/5/08
	41	Chandpur	12	119	✓ Pradyumn	D/C In Charge 2/6/08
	42	Chandernagar MC	11	108	✓ Surendra Nath	ITS. 7/5/08
	43	Hooghly Chinsurah	15	184	✓ Himangshu Chandra	22.4.08
	44	Konnagar	10	82	✓ B. K. A. H. O.	AHO
	45	Rishra	14	153	✓ Dr. Chand. Chandra Mandal	AHO
	46	Serampore	16	197		
Jalpaiguri	47	Tarakeshwar	7	18	✓ Somnath	B.T.
	48	Uttarpara Kotrung	13	160	✓ Anup Kumar	S.I.
	49	Alipurduar	9	49	✓ A. G. (S)	Dep. Accountant
	50	Dhupguri	7	20		
	51	Jalpaiguri	9	61		
	52	Mai	7	20		
Malda	53	English Bazar	11	90		
	54	Old Malda	8	24		
Medinipur (East)	55	Contai	7	31		
	56	Egra	7	17	✓ Banan Prasad Patra	S.T. 12/05/08
	57	Haldia	9	54		
	58	Panskura	8	21		
	59	Tamluk	8	27	✓ Anant	6/5/08
Medinipur (West)	60	Chandrekona	7	15		
	61	Ghatal	8	21		
	62	Jhargram	8	22	✓ Talha Patra	S.E.J. Municipality 27/5
	63	Kharagpur	15	151		
	64	Kharar	7	12		
	65	Khurpai	7	12		
	66	Medinipur	10	51		
	67	Ramjibanpur	7	14		

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	Sl. No.	ULBs	Manual in Bengali (Descriptive)	Manual in Bengali (Short)	Received by Signature with Date	Designation
Murshidabad	68	Beldanga	7	17		
	69	Berhampur	10	53		
	70	Dhuiyan	8	23		
	71	Jangipur	9	27		
	72	Jiaganj- Azimganj	8	21	✓ Sayee Ram	Comp. Secy.
	73	Kandi	8	21		
	74	Murshidabad	7	20		
Nadia	75	Birnagar	7	17	✓ K. S. Ghosh	Ad. Secy.
	76	Chakdah	8	24		
	77	Coopers Camp	7	15		
	78	Gayeshpur	10	75	✓ S. Ghosh	T.P.O.
	79	Kalyani	9	51	✓ U. Kumar	S.T.S.
	80	Krishnagar	10	47	✓ A. K. Jha	C.D.O.
	81	Nabadwip	9	46		
	82	Ranaghat	8	23		
	83	Santipur	9	55		
	84	Taherpur	7	16		
North 24 Parganas	85	Ashokenagar Kalyangarh	9	45		
	86	Baduria	8	21		
	87	Baranagar	10	77		
	88	Barasat	22	292	✓ Selina Begum	clerk cum S.O. Kopperal-15-5-08
	89	Barrackpore	12	108	✓ S. K. Ghosh	23/5/08
	90	Basirhat	9	46		
	91	Bhatpara	19	242	✓ S. K. Ghosh	23/5/08
	92	Bidhannagar	9	45	✓ S. K. Ghosh	23/5/08
	93	Bongaon	9	41	✓ S. K. Ghosh	23/5/08
	94	Dum Dum	10	67		
	95	Garulia	11	119		
	96	Gobardanga	8	21		
	97	Habra	9	48		
	98	Halisahar	12	125	✓ S. K. Ghosh	23/5/08
	99	Kamarhati	7	174		
	100	Kanchrapara	12	118		
	101	Khardah	14	170	✓ S. K. Ghosh	23/5/08
	102	Madhyamgram	13	120	✓ S. K. Ghosh	23/5/08
	103	Naihati	12	155	✓ S. K. Ghosh	23/5/08
	104	New Barrackpore	12	116	✓ S. K. Ghosh	23/5/08
	105	North Barrackpore	13	200		
	106	North Dum Dum	14	156	✓ S. K. Ghosh	23/5/08
	107	Panihati	17	249	✓ S. K. Ghosh	23/5/08
	108	Rajarhat Gopalpur	19	231	✓ S. K. Ghosh	23/5/08
	109	South Dum Dum	19	252	✓ S. K. Ghosh	23/5/08
	110	Taki	7	20		
	111	Titagarh	13	132	✓ S. K. Ghosh	23/5/08
Purulia	112	Jhalda	7	15		
	113	Purulia	10	40		
	114	Raghunathpur	7	15		
South 24 Parganas	115	Baruipur	8	30		
	116	Budge Budge	12	107	✓ S. K. Ghosh	23/5/08
	117	Diamond Harbour	7	20		
	118	Jaynagar Mazipur	7	17		
	119	Maheshtala	19	258	✓ S. K. Ghosh	23/5/08
	120	Pujali	9	45		
Uttar Dinajpur	121	Rajpur Sonarpur	16	202	✓ S. K. Ghosh	23/5/08
	122	Dalkhola	7	17		
	123	Islampur	8	21	✓ M. Zaffar Hussain	23/5/08
	124	Kaliaganj	8	21		
	125	Raiganj	11	89		
Sub-Total			1276	9924		
CMU :			624	278		
Grand Total			1900	10200		

Received copy of Vector Bourne Diseases Manual

1. Cooper's Camp ✓
2. Dubrajpur ✓
3. Guskara ✓
4. Habra ✓
5. Haldia ✓
6. Jangipur ✓
7. Jaldah ✓
8. Kalna ✓
9. Kharar ✓
10. Ramjibonpur ✓
11. Khirpai ✓
12. Arambag ✓
13. Chandrakona ✓
14. Bankura ✓
15. Ashoknagar ✓
16. Beldanga ✓
17. Berhampur ✓
18. Bishnupur ✓
19. Contai ✓
20. Coochbehar ✓



20 Nos of Municipalities (Municipalities)
JN
16/06/08

Received copy of Vector Borne Diseases Manual

1. Kulti ✓
2. Memari ✓
3. Midnapore ✓
4. Murshidabad ✓
5. Nabadwip ✓
6. Nalhati ✓
7. Panskura ✓
8. Purulia ✓
9. Raghunathpur ✓
10. Ranaghat ✓
11. Sainthia ✓
12. Santipur ✓
13. Taherplur ✓
14. Darjeeling ✓
15. Dalkhola ✓
16. Dinhata ✓
17. Kalimpong ✓
18. Mal ✓
19. Keorseong ✓
20. Mirik ✓
21. Asansol ✓
22. Raiganj ✓
23. Kaliaganj ✓
24. Chakdah ✓

2A
17/02/08
Nis of Municipal

Received copy of Vector Bourne Diseases Manual

1. Bolpur ✓
2. Rampurhat ✓
3. Suri ✓
4. Burdwan ✓
5. Dainhat ✓
6. Jamuria ✓
7. Raniganj ✓
8. Haldibari ✓
9. Mathabhanga ✓
10. Mcklilganj ✓
11. Balurghat ✓
12. Gangarampur ✓
13. Tarakeswar ✓
14. Sonamukhi ✓
15. Jalpaiguri ✓
16. Englishbazar ✓
17. Old Malda ✓
18. Ghatal ✓
19. Dhulian ✓
20. Kandi ✓
21. Nabadwip ✓
22. Baduria ✓
23. Baranagar ✓
24. Dum Dum ✓
25. Taki ✓
26. Baruipur ✓
27. Diamond Harbour ✓
28. Joynagar ✓
29. Pujali ✓
30. Durgapur MC ✓
31. Bansberia ✓
32. Alipurduar ✓
33. North Dum Dum ✓
34. Rajarhat - Gopalpur ✓
35. Kalyani ✓
36. Konnagar ✓
37. Siliguri MC ✓
38. Kharagpur ✓
39. North Barrackpore ✓
40. Bally ✓

40 ✓
New of Municipalities

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up							Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up						Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI			HHWs	FTS	STS/ ANM	UHIO	PHN	CDO	
South 24 Parganas	Baruipur	1	2	1	1	1	1	1	8	8	24	5	1				30
	Budge Budge	1	2	1	1	1	5	1	12	12	84	17	5	1			107
	Diamond Harbour	1	2	1	1	1	1	1	7	7	16	4					20
	Jaynagar Mazilpur	1	2	1	1	1		1	7	7	14	3					17
	Maheshbala	1	2	1	1	1	12	1	19	19	204	41	12	1			258
	Pujali	1	2	1	1	1	2	1	9	9	35	7	2	1			45
	Rajpur Sonarpur	1	2	1	1	1	9	1	16	16	158	34	9	1			202
	Sub - Total	7	14	7	7	7	29	7	78	78	535	111	29	4	0	0	679
Uttar Dinajpur	Dalkhola	1	2	1	1	1	1	1	7	7	14	3					17
	Islampur	1	2	1	1	1	1	1	8	8	17	4					21
	Kaliaganj	1	2	1	1	1	1	1	8	8	17	4					21
	Raiganj	1	2	1	1	1	4	1	11	11	70	14	4	1			89
	Sub - Total	4	8	4	4	4	6	4	34	34	118	25	4	1	0	0	148
CMU :	Total	125	250	125	125	125	401	125	1276	1276	7835	1627	391	49	11	11	9924
Training for Councilors Training for HO, AHO, SI Other Institute and agencies																	
									120	400							
									104	120							276
									224	104							276
Sub - Total									1500	1900	7835	1627	391	49	11	11	10200
Grand Total																	

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive) - Break Up										Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up							Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI					HHWs	FTS	STS/ ANM	UHIO	PHN	CDO			
Nadia	Birmagar	1	2	1	1	1		1		7	7		14	3					17		
	Chakdah	1	2	1	1	1	1	1		8	8		20	4					24		
	Coopers Camp	1	2	1	1	1		1		7	7		12	3					15		
	Gayeshpur	1	2	1	1	1	3	1		10	10		58	13	3	1			75		
	Kalyani	1	2	1	1	1	2	1		9	9		35	13	2	1			51		
	Krishnagar	1	2	1	1	1	3	1		10	10		35	7	3		1	1	47		
	Nabadwip	1	2	1	1	1	2	1		9	9		38	8					46		
	Ranaghat	1	2	1	1	1	1	1		8	8		19	4					23		
	Santipur	1	2	1	1	1	2	1		9	9		46	9					55		
	Talpur	1	2	1	1	1	1	1		7	7		13	3					16		
	Sub - Total	10	20	10	10	10	14	10	10	84	84		290	67	8	2	1	1	369		
North 24 Parganas	Ashokenagar	1	2	1	1	1	2	1		9	9		37	8					45		
	Kalyangarh	1	2	1	1	1	1	1		8	8		17	4					21		
	Baduria	1	2	1	1	1	3	1		10	10		60	13	3	1			77		
	Baranagar	1	2	1	1	1	15	1		22	22		227	49	15	1			292		
	Barasat	1	2	1	1	1	5	1		12	12		85	17	5	1			108		
	Barrackpore	1	2	1	1	1	2	1		9	9		38	8					46		
	Basirhat	1	2	1	1	1	12	1		19	19		191	38	12	1			242		
	Bhatpara	1	2	1	1	1	2	1		9	9		35	7	2	1			45		
	Bidhannagar	1	2	1	1	1	2	1		9	9		34	7					41		
	Bongaon	1	2	1	1	1	3	1		10	10		53	10	3	1			67		
	Dum Dum	1	2	1	1	1	4	1		11	11		95	19	4	1			119		
Garulia	1	2	1	1	1	1	1		8	8		17	4					21			
Gobardanga	1	2	1	1	1	1	2	1		9	9		40	8				48			
Habra	1	2	1	1	1	1	5	1		12	12		99	20	5	1		125			
Halisahar	1	2	1	1	1	1	5	1		7	7		137	28	8	1		174			
Kamarhati	1	2	1	1	1	1	5	1		12	12		93	19	5	1		118			
Kanchrapara	1	2	1	1	1	7	1		14	14		135	27	7	1			170			
Khardah	1	2	1	1	1	6	1		13	13		94	19	6	1			120			
Madhyamgram	1	2	1	1	1	5	1		12	12		129	20	5	1			155			
Naihati	1	2	1	1	1	5	1		12	12		95	15	5	1			116			
New Barrackpore	1	2	1	1	1	6	1		13	13		169	24	6	1			200			
Purulia	North Barrackpore	1	2	1	1	1	7	1		14	14		126	22	7	1			156		
	North Dum Dum	1	2	1	1	1	10	1		17	17		198	40	10	1			249		
	Panhati	1	2	1	1	1	12	1		19	19		186	32	12	1			231		
	Rajarhat Gopalpur	1	2	1	1	1	12	1		19	19		198	41	12	1			252		
	South Dum Dum	1	2	1	1	1	7	1		13	13		105	20	6	1			132		
	Taki	1	2	1	1	1	6	1		7	7		12	3					15		
	Titagarh	1	2	1	1	1	3	1		7	7		29	6	3		1	1	40		
	Sub - Total	27	54	27	27	27	140	27	329	329	329		2709	523	138	20	0	0	3390		
	Jhaida	1	2	1	1	1	7	1		10	10		13	2					15		
	Purulia	1	2	1	1	1	3	1		7	7		13	2					15		
	Raghunathpur	1	2	1	1	1	7	1		10	10		29	6	3		1	1	40		
Sub - Total	3	6	3	3	3	3	3	24	24	24		54	11	3	0	1	1	70			

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive) - Break Up								Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up						Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI	HHWs			FTS	STS/ANM	UHIO	PHN	CDO		
	Arambag	1	2	1	1	1	1	1	8		8		18	4				22
	Baidyabati	1	2	1	1	1	5	1	12		12		85	17	5	1		108
	Bansberia	1	2	1	1	1	5	1	12		12		99	20	5	1		125
	Bhadreswar	1	2	1	1	1	6	1	13		13		175	23	6	1		205
	Chandmangla	1	2	1	1	1	5	1	12		12		94	19	5	1		119
	Chandernagar MC	1	2	1	1	1			11		11		85	18	4	1		108
	Hooghly																	
	Chinsurah	1	2	1	1	1	8	1	15		15		148	27	8	1		184
	Konnagar	1	2	1	1	1	3	1	10		10		65	13	3	1		82
	Rishra	1	2	1	1	1	7	1	14		14		121	24	7	1		153
	Serampore	1	2	1	1	1	9	1	16		16		156	31	9	1		197
	Tarakeshwar	1	2	1	1	1		1	7		7		15	3				18
	Uttarpara Kotrung	1	2	1	1	1	6	1	13		13		127	26	6	1		160
	Sub - Total	12	24	12	12	12	59	12	143		143		1188	225	58	10	0	1481
	Alipurdwar	1	2	1	1	1	2	1	9		9		39	7	2	1		49
	Dhupguri	1	2	1	1	1		1	7		7		16	4				20
	Jalpaiguri	1	2	1	1	1	2	1	9		9		46	12	2	1		61
	Mal	1	2	1	1	1		1	7		7		16	4				20
	Sub - Total	4	8	4	4	4	4	4	32		32		117	27	4	2	0	150
	English Bazar	1	2	1	1	1	4	1	11		11		71	14	4	1		90
Malda	Old Malda	1	2	1	1	1	1	1	8		8		20	4				24
	Sub - Total	2	4	2	2	2	5	2	19		19		91	18	4	1	0	114
	Contai	1	2	1	1	1		1	7		7		26	5				31
	Egra	1	2	1	1	1		1	7		7		14	3				17
	Haldia	1	2	1	1	1	2	1	9		9		45	9				54
	Panskura	1	2	1	1	1	1	1	8		8		17	4				21
	Tamluk	1	2	1	1	1	1	1	8		8		22	5				27
	Sub - Total	5	10	5	5	5	4	5	39		39		124	26	0	0	0	150
	Chandrakona	1	2	1	1	1		1	7		7		12	3				15
	Ghatal	1	2	1	1	1	1	1	8		8		17	4				21
	Jhargram	1	2	1	1	1	1	1	8		8		18	4				22
	Kharagpur	1	2	1	1	1	8	1	15		15		112	30	8	1		151
	Kharar	1	2	1	1	1		1	7		7		10	2				12
	Khirpai	1	2	1	1	1		1	7		7		10	2				12
	Medinipur	1	2	1	1	1	3	1	10		10		38	8	3	1	1	51
	Ramjibanpur	1	2	1	1	1		1	7		7		11	3				14
	Sub - Total	8	16	8	8	8	13	8	69		69		228	56	11	1	1	298
	Beldanga	1	2	1	1	1		1	7		7		14	3				17
	Berhampur	1	2	1	1	1	3	1	10		10		40	8	3	1	1	53
	Dhulian	1	2	1	1	1		1	8		8		19	4				23
	Jangipur	1	2	1	1	1	2	1	9		9		19	4	2	1	1	27
	Jhaganj- Azimganj	1	2	1	1	1	1	1	8		8		17	4				21
Murshidabad	Kandi	1	2	1	1	1	1	1	8		8		17	4				21
	Murshidabad	1	2	1	1	1		1	7		7		16	4				20
	Sub - Total	7	14	7	7	7	8	7	57		57		142	31	5	0	2	182

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up										Manual in English (Descriptive)	Manual in Bengali (Descriptive)		Manual in Bengali (Short) - Break Up							Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI				HHWs	FTS	STs/ ANM	UHO	PHN	CDO					
Bankura	Bankura	1	2	1	1	1	3	1	10	10	28	6	3	1	1	39						
	Bishnupur	1	2	1	1	1	2	1	9	9	14	3	2	1	1	21						
	Sonamukhi	1	2	1	1	1		1	7	7	15	3				18						
	Sub - Total	3	6	3	3	3	5	3	26	26	57	12	5	0	2	2	78					
	Bolpur	1	2	1	1	1	2	1	9	9	14	3	2		1	1	21					
Birbhum	Dubrajpur	1	2	1	1	1		1	7	7	16	4					20					
	Nalhati	1	2	1	1	1		1	7	7	16	4					20					
	Rampurhat	1	2	1	1	1	1	1	8	8	17	4					21					
	Sainthia	1	2	1	1	1		1	7	7	16	4					20					
	Suri	1	2	1	1	1	2	1	9	9	14	3	2	1	1	21						
	Sub - Total	6	12	6	6	6	5	6	47	47	93	22	4	0	2	2	123					
	Asansol MC	1	2	1	1	1	10	1	17	17	287	97	26				410					
	Burdwan	1	2	1	1	1	10	1	17	17	136	27	10	1			174					
	Damhat	1	2	1	1	1	8	1	15	15	229	57	16	1			303					
	Durgapur MC	1	2	1	1	1		1	7	7	16	4					20					
Burdwan	Gushkara	1	2	1	1	1	2	1	9	9	12	3	2		1	1	35					
	Jamuria	1	2	1	1	1		1	9	9	12	3					19					
	Kalna	1	2	1	1	1	2	1	8	8	24	5					29					
	Katwa	1	2	1	1	1	1	1	11	11	76	13					89					
	Kulti	1	2	1	1	1	4	1	7	7	16	4					20					
	Memari	1	2	1	1	1		1	9	9	36	7					43					
	Raniganj	1	2	1	1	1	2	1	9	9	77	19	2	0	1	1	1159					
	Sub - Total	11	22	11	11	11	39	11	116	116	875	226	54	2	1	1	25					
	Cooch Behar	1	2	1	1	1	2	1	9	9	17	4	2		1	1	20					
	Dinhaba	1	2	1	1	1		1	7	7	16	4					14					
Cooch Behar	Haldibari	1	2	1	1	1		1	7	7	11	3					15					
	Mathabhangra	1	2	1	1	1		1	7	7	12	3					11					
	Mekhliganj	1	2	1	1	1		1	7	7	9	2					15					
	Tufanganj	1	2	1	1	1		1	7	7	12	3					15					
	Sub - Total	6	12	6	6	6	2	6	44	44	77	19	2	0	1	1	100					
Dakshin Dinajpur	Balughat	1	2	1	1	1	4	1	11	11	65	12	4	1			82					
	Gangarampur	1	2	1	1	1	1	1	8	8	18	4					22					
	Sub - Total	2	4	2	2	2	5	2	19	19	83	16	4	1	0	0	104					
	Darjeeling	1	2	1	1	1	4	1	11	11	78	16	4	1			99					
	Kalimpong	1	2	1	1	1	1	1	8	8	23	5					28					
Darjeeling	Kurseong	1	2	1	1	1	1	1	8	8	20	4					24					
	Mirik	1	2	1	1	1		1	7	7	9	2					11					
	Siliguri MC	1	2	1	1	1	16	1	23	23	244	61	16	1			322					
	Sub - Total	5	10	5	5	5	22	5	57	57	374	88	20	2	0	0	484					
	Bally	1	2	1	1	1	7	1	14	14	127	27	7	1			162					
Howrah	Howrah MC	1	2	1	1	1	24	1	31	31	423	71	24	1			519					
	Uluberia	1	2	1	1	1	7	1	14	14	130	26	7	1			164					
	Sub - Total	3	6	3	3	3	38	3	59	59	680	124	38	3	0	0	845					

Sub. : Printing of booklet under Health component, CMU.

A) Printing Order already issued

Name of the Book	No. of copies	Date of issuance of printing order	Date of supply	Remarks, if any
Training manual on Vector Borne Diseases				
a) Manual in English (Descriptive)	1500	20.12.2007	Within 7 days from the date of receipt of order dt. 20.12.2007	<ul style="list-style-type: none"> Manual in Bengali - 3rd proof checked. Awaiting foreword & prelude to be signed by the MIC, MA & UD and PD, CMU respectively Manual in English - 2nd proof has been submitted on date and under scrutiny.
b) Manual in Bengali (Descriptive)	1900			
c) Manual in Bengali (Short)	1020			

B) Future Schemes of Printing

Name of the Book	No. of copies to be printed	Probable date by which printing will be completed	Remarks, if any
Training manual for grass root level Health functionaries – editing, compilation, incorporation of photographs and charts, and printing of booklet	8,000	March, 2008	

This has reference to Note sheet of PM, CMU dt. 10.01.2008.

Submitted.

P.M. CMU
Pro. Expert

[Signature]
25.1.08

CHANGE MANAGEMENT UNIT

NOTE

10.01.2008

Procurement Consultant, CMU is requested to kindly furnish the report on printing of booklet of CMU in the following proforma:

A) Printing Order already issued				
Name of the Book	No. of copies	Date of issuance of printing order	Date of supply	Remarks, if any
B) Future Schemes of Printing:				
Name of the Book	No. of copies to be printed	Probable date by which printing will be completed	Remarks if any.	

[Signature] 10/11/08.
Project Manager, CMU.

1. Copy submitted before P.D.

Copy to:

✓ 2. Procurement Consultant, CMU.

[Signature] 10/11/08.
Project Manager, CMU.

Health Expert, CMU & UP may kindly furnish the present status of Printing of ~~publicat~~ the pending matter.

[Signature]
11/01/08

TAX INVOICE

Original-Buyer's/Seller's Copy

Messrs T. Project Director

Change Management Unit, KUSP
Ilqus Bhavan, HC Block Sec - 3

Bidhannagar, Kolkata - 700106 Or.



The Artisan

107A, BEPIN BEHARI GANGULY STREET
KOLKATA - 700 012, T: 2237 4713, 2225 6962

No.	Qty	PARTICULARS	Rate	AMOUNT Rs. P.
1.	1000	<u>Approach to 11th Five Years' Plan</u> Nos above Named Books size 8 1/2" X 11", Text 32 pages four colour printing on 170 GSM Foreign Art Paper and Cover a four colour printing on 300 GSM Foreign Art Board with Lamination complete with Centre Stitch Binding including Vat		69750.00 69750.00

Book Register No. 2
 12 Page No. B2 & SL NO. 1

Certified that the bill
 was not drawn before.

Sign :

14/11/08

Passed for Payment of Rs. 69750/-
 (Rupees Sixty nine thousand -
 Seven hundred Fifty only
 Only to be debited to

Project Director

CMU - KUSP Rs. 69750.00

E. & O.E

BILL NO. A/ 219/07-08

DATE 26.12.2007

CHALLAN NO & DATE 331 dt. 26.12.2007

ORDER NO CMU-5.1/2002(Pt-II)/2894

DATE 20.12.2007

TOTAL RUPEES Sixty nine thousand seven hundred fifty Only.

VAT NO : 19531701072

C.S.T. No. 19531701266

For The Artisan



Memo No. CMU - 21/2003 (Pt. II) / 2899

Dated...20.12.07

To

M/s ARTISAN
107 A, B.B. Ganguly Street,
Kolkata - 700 012.

Sub: Printing, production, binding and delivery of Books.

Ref: 1. NIQ No. CMU - 26/2003(Pt.-III)/2541, dated 27.11.2007.

2. Your offer No. NIL, dated 28.11.07

Sir,

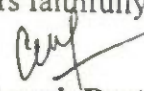
Your offer for the work mentioned under the subject has been accepted by me on behalf of CMU. You are accordingly requested to please take up the works according to the specification, terms and conditions and rates etc. stated below:

Sl. No.	Item	Quantity	Amount (Rs. P.)
1.	Printing, production, binding and delivery of Books for "Approach to 11 th Five Years' Plan" having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 170 GSM Foreign Art Paper and Cover 300 GSM Foreign Art Board with lamination.• Pages : Text 32 pages and Cover 4 pages.• Binding: Centre Stitch.• Colour : All through 4 colour. Total production includes lay out, design development, paper processing etc.	1000 pcs.	69,750.00 (Rupees sixty-nine thousand seven hundred and fifty)
2.	Printing, production, binding and delivery of Manual on "Vector Borne Diseases Control" (Bengali version) having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.• Pages : Text 124 pages and Cover 4 pages.• Binding: Section Stitch.• Colour : Text Bi-colour and Cover four colour. Total production includes lay out, design development, paper processing etc.	1900 pcs.	1,40,467.00 (Rupees one lakh forty thousand four hundred and sixty-seven)

3.	<p>Printing, production, binding and delivery of Manual (Short form) on "Vector Borne Diseases Control" (Bengali version) having specifications as below:</p> <ul style="list-style-type: none"> • Size : 8½" x 11" • Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination. • Pages : Text 80 pages and Cover 4 pages. • Binding: Section Stitch. • Colour : Text Bi-colour and Cover four colour. <p>Total production includes lay out, design development, paper processing etc.</p>	10,200 pcs.	<p>3,44,760.00</p> <p>(Rupees three lakhs forty-four thousand seven hundred and sixty)</p>
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Terms & Conditions:

- Delivery : Within 7 days from the date of receipt of this order.
- Payment : After delivery.
- Taxes : The above price is inclusive of all taxes and duties.
- Delivery Charges : Free of cost.
- Submission of IT PAN No., VAT No. & PT Enrolment No. } : Payment shall be made on production of copies of documents through which IT PAN No., VAT No. & PT Enrolment Number have been issued by the respective authorities.
- I.T. Deduction at source : As per rules.

Yours faithfully,

 (Arnab Roy)
 Project Director, CMU

Copy forwarded to:

1. Project Manager, CMU, for information
2. Financial Adviser, CMU, for information and necessary action
3. Accounts Officer, CMU, for information and necessary action
4. Procurement Consultant, CMU for information and necessary action
5. Health Expert, CMU, CMU for information and necessary action


 Project Director, CMU



CHANGE MANAGEMENT UNIT

NOTE

25.09.2007

A note regarding the documents/materials published by CMU was placed before P.D. along with some suggestions. In the note it was proposed to introduce a Management System for timely publication and distribution of the documents. It was also suggested to introduce an advance planning programme for the purpose. P.D. was pleased to give his kind approval regarding our suggestions.

It is requested that all concerned may make regular contact with the undersigned regarding their proposal for publication, mode of storing system and distribution programme for the printed documents/materials to different ULBs and other institutions. Besides, they are also requested to chalk out a programme regarding disposal of the various obsolete materials from the Store.

Procurement Consultant is requested to arrange a suitable storage system so that various printed materials can be stored.

Rij. 20/09/07

Project Manager, CMU.

Copy to: Project Director, CMU, KUSP for favour of his kind perusal.

Copy to:

1. Municipal Finance Expert, CMU.
2. Shri T.K.Mitra, Consultant, CMU.
3. Engineering Expert-1, CMU.
4. Engineering Expert-2, CMU.
5. O.D. & E.D. Expert, CMU.
6. Procurement Consultant, CMU.
7. Economist, CMU.
8. Health Expert, CMU.
9. Poverty Monitoring Expert, CMU.
10. Urban Planner, CMU.
11. I.T. Expert, CMU.
12. Computer Programmer, CMU.

Rij. 20/09/07

Project Manager, CMU



CHANGE MANAGEMENT UNIT

NOTE

21.09.2007

Change Management Unit, Kolkata Urban Services for the Poor has undertaken to publish a large number of publications from time to time. Recently I have held detailed discussions with different sectors of CMU to get an idea regarding the quantity of publications that have already been printed and the future printing planning. The information obtained from different sectors is as follows:

Report on Printing Materials

Health Sector:

Already printing completed

Item	Year	No. of copies printed	Distributed
1. Family Schedule	2005	-	All copies distributed
2. HMIS Format	2005	-	

Future Scheme

Item	Expected Target	Approximate No. of publication
1. Training Module of Health Worker. Two volumes. (Artisan Group)	Dec. 2007 – Jany. 2008	8,000 copies
2. Vector Borne Disease Control Manual. Agency to be selected. (4 volumes (English/Bengali))	Dec. 2007	500 copies each
3. Sayastha Parichiti. Initial Stage. Dr. Gangopadhaya	October, 2007	

Procurement:

Already printing completed

Item	Year	No. of copies printed	Copies distributed	Status
1. BWMC. Post Work Management of Slum Level Infrastructure.				
a) Bengali	2006	10,000	4,500	5500 undistributed
b) Hindi	2007	1,000	100	900 undistributed
2. Construction Procedure for Slum Level Infrastructure for CDS (Bengali)	2006	5,000	3,000	2000 undistributed

Future Schemes

Future Scheme	Target	Copies to be printed
1. Construction Procedure for Slum Level Infrastructure for CDS.	} Nov. 2007	} 2,000
2. Resource Mobilisation		
3. Community Contract & Contract Management		



CHANGE MANAGEMENT UNIT

-2-

Economist:

Already printing completed

Item	Year	No. of copies printed	Copies distributed	Status
ICF Brochure	2005	4,000	3,000	1000 undistributed
Innova	2007	4,000	4,000	All distributed
Innova	2007	4,000	2,000	2000 undistributed

Future Schemes

Item	Target Date	Copies to be printed
Success Stories (3 Volumes)	November, 2007	2000

Urban Planner:

Already printing completed

DDP Books (English)

Item No.	No. of copies printed	Copies distributed	Status
Book-3	3000	2000 DLB	1000 in CMU
Book-4	3000	1960 DLB	1040 in CMU
Book-5	3000	1960 DLB	1040 in CMU
Book-6	3000	1960 DLB	1040 in CMU
Book-7	3000	2000 DLB	1000 in CMU
Book-8	3000	1960 DLB	1040 in CMU
Book-11	3000	2000 DLB	1000 in CMU
Book-12	3000	2000 DLB	1000 in CMU
Book-13	3000	2000 DLB	1000 in CMU
Book-14	3000	2000 DLB	1000 in CMU
Book-17	3000	2000 DLB	1000 in CMU
Book-18	3000	2000 DLB	1000 in CMU
Order placed – but books were not supplied			
Item No.	No. of copies to be printed		
Book-9	3000		
Book-10	3000		
Book-15	3000		
Book-16	3000		

Bengali Book

Item No.	No. of copies printed	Copies distributed
Book-13	3000	2000
Book-4	6000	
Book-11	6000	
Book-9	6000	
Book-12	6000	
Book-2	6000	

CHANGE MANAGEMENT UNIT

-3-

Order given, Books not supplied

Item No.	No. of copies to be printed
Book-3	3000
Book-5	3000
Book-6	3000
Book-7	3000
Book-8	3000
Book-14	3000

Future Scheme

Sl. No.	Name of item
1.	Left out Bengali Books
2.	Left out English Books
3.	DDP

O.D. Expert:

Already Printed

Item	No. of copies printed	No. of copies distributed	No. of copies undistributed
Citizen's Charter	1000	750	250

Printing Process

Sl. No.	Name of Items	No. of copies to be published
1.	Manual on Standard Operating Procedure	500
2.	Manual on Asset Management and Maintenance	500
3.	Manual on Citizen's Charter	500

Municipal Finance Expert:

Name of Item	Total copies printed	Total copies distributed
1. Accounts Manual (English Version)	1100	900
2. Accounts Manual (Bengali Version)	1100	To be distributed shortly

Considering the above information, we may consider to adopt appropriate Management System with regard to printing, storing and distribution of the publications/materials. Some of the steps which may be taken up are:

- 1) We may depute one of our staff who will look after the procedure for maintenance of the records regarding printing, storing and despatch system.
- 2) Printed materials which are being stored for a long period in the CMU office are creating a lot of space problem. We may despatch them immediately to the proper directions so that benefit of such publications may be given to the proper segments.
- 3) An advance planning should be undertaken regarding printing of materials/booklets. Immediately a space should be located in the CMU office so that the printed materials can be preserved in a proper way.



CHANGE MANAGEMENT UNIT

-4-

- 4) Obsolete and unused materials should be disposed off immediately.

Submitted before P.D. for favour of his kind perusal and necessary action.

[Signature]
21/09/2007.

Project Manager, CMU, KUSP

P.D./CMU.

Thanks. Pl. take charge of this and take the suggested steps

[Signature]
29/9

PM



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. .. CMU-94/2003(Pt. VI)/4235(125)

Dt. .. 13.03.2008

From : Arnab Roy
Project Director, CMU

To : The Mayor / Chairman

..... Municipal Corporation / Municipality

Sub. : Distribution of Training Manuals on Vector Borne
Diseases Control to the 125 ULBs.

Sir / Madam,

You would appreciate that Vector Borne Diseases have posed a serious Public Health problem in the recent years. It is felt that adequate orientation & training on the subject is necessary not only for the grass root level health functionaries but also for the elected representatives and ULB officials to deal with such problem. With this view, CMU has developed training manual both in English (descriptive only) & Bengali (descriptive & short) on Vector Borne Diseases Control.

Manual in English & Bengali (descriptive) is to be distributed @ one copy each to the Chairman, MIC (Health & Conservancy), EO, TPO, HO, PTMO & SI. Training manual in Bengali (short) is to be distributed @ one copy each to the HHWs, FTSS, STSs / ANMs, UHIO, PHN & CDO as will be applicable.

One set of three manuals (English descriptive – 1, Bengali descriptive – 1 & Bengali short - 1) is to be kept each at the Health office, at the Municipal office and for training purpose. The distribution list is enclosed. For the present, training manuals in English are forwarded to you for use as mentioned above. The manual in Bengali (both descriptive & short) will be sent to you shortly.

Hope, this manual will enhance capacity not only for the health functionaries but also for the elective representatives and other functionaries of the ULBs in combating Vector Borne Diseases.

Thanking you.

Yours faithfully,

Enclo. : As stated.


Project Director, CMU

C:\Dr. Goswami\KUSP\Letter Head ULBs(2).doc

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Bankura	Bankura	10	10	39
	Bishnupur	9	9	21
	Sonamukhi	7	7	18
Birbhum	Bolpur	9	9	21
	Dubrajpur	7	7	20
	Nalhati	7	7	20
	Rampurhat	8	8	21
	Sainthia	7	7	20
	Suri	9	9	21
Burdwan	Asansol MC	17	17	410
	Burdwan	17	17	174
	Dainhat	7	7	17
	Durgapur MC	15	15	303
	Gushkara	7	7	20
	Jamuria	9	9	35
	Kalna	9	9	19
	Katwa	8	8	29
	Kulti	11	11	89
	Memari	7	7	20
Cooch Behar	Raniganj	9	9	43
	Cooch Behar	9	9	25
	Dinhata	7	7	20
	Haldibari	7	7	14
	Mathabhanga	7	7	15
	Mekhliganj	7	7	11
Dakshin Dinajpur	Tufanganj	7	7	15
	Balurghat	11	11	82
Darjeeling	Gangarampur	8	8	22
	Darjeeling	11	11	99
	Kalimpong	8	8	28
	Kurseong	8	8	24
Howrah	Mirik	7	7	11
	Siliguri MC	23	23	322
	Bally	14	14	162
Hooghly	Howrah MC	31	31	519
	Uluberia	14	14	164
	Arambag	8	8	22
	Baidyabati	12	12	108
	Bansberia	12	12	125
	Bhadreswar	13	13	205
	Chandpur	12	12	119
	Chandernagar MC	11	11	108
	Hooghly	15	15	184
	Konnagar	10	10	82
	Rishra	14	14	153
	Serampore	16	16	197
Jalpaiguri	Tarakeshwar	7	7	18
	Uttarpara Kotrung	13	13	160
	Alipurduar	9	9	49
	Dhupguri	7	7	20
Malda	Jalpaiguri	9	9	61
	Mal	7	7	20
Medinipur ((East)	English Bazar	11	11	90
	Old Malda	8	8	24
	Contai	7	7	31
	Egra	7	7	17
	Haldia	9	9	54
Medinipur (West)	Panskura	8	8	21
	Tamluk	8	8	27
	Chandrakona	7	7	15
	Ghatal	8	8	21
	Jhargram	8	8	22
	Kharagpur	15	15	151
	Kharar	7	7	12
	Khirpai	7	7	12
	Medinipur	10	10	51
	Ramjibanpur	7	7	14

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Murshidabad	Beldanga	7	7	17
	Berhampur	10	10	53
	Dhulian	8	8	23
	Jangipur	9	9	27
	Jiaganj- Azimganj	8	8	21
	Kandi	8	8	21
	Murshidabad	7	7	20
Nadia	Birnagar	7	7	17
	Chakdah	8	8	24
	Coopers Camp	7	7	15
	Gayeshpur	10	10	75
	Kalyani	9	9	51
	Krishnagar	10	10	47
	Nabadwip	9	9	46
	Ranaghat	8	8	23
	Santipur	9	9	55
	Taherpur	7	7	16
North 24 Parganas	Ashokenagar	9	9	45
	Kalyangarh			
	Baduria	8	8	21
	Baranagar	10	10	77
	Barasat	22	22	292
	Barrackpore	12	12	108
	Basirhat	9	9	46
	Bhatpara	19	19	242
	Bidhannagar	9	9	45
	Bongaon	9	9	41
	Dum Dum	10	10	67
	Garulia	11	11	119
	Gobardanga	8	8	21
	Habra	9	9	48
	Halisahar	12	12	125
	Kamarhati	7	7	174
	Kanchrapara	12	12	118
	Khardah	14	14	170
	Madhyamgram	13	13	120
	Naihati	12	12	155
	New Barrackpore	12	12	116
		13	13	200
	North Barrackpore			
	North Dum Dum	14	14	156
	Panihati	17	17	249
	Rajarhat Gopalpur	19	19	231
	South Dum Dum	19	19	252
	Taki	7	7	20
	Titagarh	13	13	132
Purulia	Jhalda	7	7	15
	Purulia	10	10	40
	Raghunathpur	7	7	15
South 24 Parganas	Baruipur	8	8	30
	Budge Budge	12	12	107
	Diamond Harbour	7	7	20
	Jaynagar Mazilpur	7	7	17
	Maheshtala	19	19	258
	Pujali	9	9	45
	Rajpur Sonarpur	16	16	202
Uttar Dinajpur	Dalkhola	7	7	17
	Islampur	8	8	21
	Kaliaganj	8	8	21
	Raiganj	11	11	89



Sub. : Printing of training module on Vector Borne Diseases and supply to 125 ULBs & CMU.

Training modules on Vector Borne Diseases and its control have already been developed – one for technical personnel and the other for grass root level Health workers.

These modules are required to be printed and to be supplied to 125 ULBs for their ready reference in controlling Vector Borne Diseases. Some modules are also required to be kept with CMU for use during training of the Councillors and HO, AHO & SI of 40 KMA ULBs which would be organized at zone basis. The HO, AHO & SI in turn will impart training to the grass root level Health functionaries at each of the HAU level of the 40 KMA ULBs. In rest of the 85 Non-KMA ULBs, HO / AHO / PHN will impart training to the grass root level Health functionaries at each HAU level of the respective ULBs. The distribution list of the training modules i.e. in English (Descriptive), in Bengali (Descriptive) and in Bengali (Short) is enclosed herewith.

Further necessary action may kindly be taken in respect of printing & supply of the training modules.

Submitted.

PD, cmv

10.11.11

Pl. process very early

ay
28/11

roc. Expert

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Bankura	Bankura	10	10	39
	Bishnupur	9	9	21
	Sonamukhi	7	7	18
	Sub - Total	26	26	78
Birbhum	Bolpur	9	9	21
	Dubrajpur	7	7	20
	Nalhati	7	7	20
	Rampurhat	8	8	21
	Sainthia	7	7	20
	Suri	9	9	21
	Sub - Total	47	47	123
Burdwan	Asansol MC	17	17	410
	Burdwan	17	17	174
	Dainhat	7	7	17
	Durgapur MC	15	15	303
	Gushkara	7	7	20
	Jamuria	9	9	35
	Kalna	9	9	19
	Katwa	8	8	29
	Kulti	11	11	89
	Memari	7	7	20
	Raniganj	9	9	43
	Sub - Total	116	116	1159
Cooch Behar	Cooch Behar	9	9	25
	Dinhata	7	7	20
	Haldibari	7	7	14
	Mathabhanga	7	7	15
	Mekhliganj	7	7	11
	Tufanganj	7	7	15
	Sub - Total	44	44	100
Dakshin Dinajpur	Balurghat	11	11	82
	Gangarampur	8	8	22
	Sub - Total	19	19	104
Darjeeling	Darjeeling	11	11	99
	Kalimpong	8	8	28
	Kurseong	8	8	24
	Mirik	7	7	11
	Siliguri MC	23	23	322
	Sub - Total	57	57	484
Howrah	Bally	14	14	162
	Howrah MC	31	31	519
	Uluberia	14	14	164
	Sub - Total	59	59	845
Hooghly	Arambag	8	8	22
	Baidyabati	12	12	108
	Bansberia	12	12	125
	Bhadreswar	13	13	205
	Chanddany	12	12	119
	Chandernagar MC	11	11	108
	Hooghly	15	15	184
	Konnagar	10	10	82
	Rishra	14	14	153
	Serampore	16	16	197
	Tarakeshwar	7	7	18
	Uttarpara Kotrung	13	13	160
	Sub - Total	143	143	1481

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Jalpaiguri	Alipurduar	9	9	49
	Dhupguri	7	7	20
	Jalpaiguri	9	9	61
	Mal	7	7	20
	Sub - Total	32	32	150
Malda	English Bazar	11	11	90
	Old Malda	8	8	24
	Sub - Total	19	19	114
Medinipur ((East)	Contai	7	7	31
	Egra	7	7	17
	Haldia	9	9	54
	Panskura	8	8	21
	Tamluk	8	8	27
	Sub - Total	39	39	150
Medinipur (West)	Chandrakona	7	7	15
	Ghatal	8	8	21
	Jhargram	8	8	22
	Kharagpur	15	15	151
	Kharar	7	7	12
	Khirpai	7	7	12
	Medinipur	10	10	51
	Ramjibanpur	7	7	14
	Sub - Total	69	69	298
Murshidabad	Beldanga	7	7	17
	Berhampur	10	10	53
	Dhulian	8	8	23
	Jangipur	9	9	27
	Jiaganj- Azimganj	8	8	21
	Kandi	8	8	21
	Murshidabad	7	7	20
	Sub - Total	57	57	182
Nadia	Birnagar	7	7	17
	Chakdah	8	8	24
	Coopers Camp	7	7	15
	Gayeshpur	10	10	75
	Kalyani	9	9	51
	Krishnagar	10	10	47
	Nabadwip	9	9	46
	Ranaghat	8	8	23
	Santipur	9	9	55
	Taherpur	7	7	16
	Sub - Total	84	84	369
North 24 Parganas	Kalyangarh	9	9	45
	Baduria	8	8	21
	Baranagar	10	10	77
	Barasat	22	22	292
	Barrackpore	12	12	108
	Basirhat	9	9	46
	Bhatpara	19	19	242
	Bidhannagar	9	9	45
	Bongaon	9	9	41
	Dum Dum	10	10	67
	Garulia	11	11	119
	Gobardanga	8	8	21
	Habra	9	9	48
	Halisahar	12	12	125
	Kamarhati	7	7	174
	Kanchrapara	12	12	118
	Khardah	14	14	170
	Madhyamgram	13	13	120
	Naihati	12	12	155
	New Barrackpore	12	12	116
	North Barrackpore	13	13	200
	North Dum Dum	14	14	156
	Panihati	17	17	249
	Rajarhat Gopalpur	19	19	231
	South Dum Dum	19	19	252
	Taki	7	7	20
	Titagarh	13	13	132
	Sub - Total	329	329	3390

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Purulia	Jhalda	7	7	15
	Purulia	10	10	40
	Raghunathpur	7	7	15
	Sub - Total	24	24	70
South 24 Parganas	Baruipur	8	8	30
	Budge Budge	12	12	107
	Diamond Harbour	7	7	20
	Jaynagar Mazilpur	7	7	17
	Maheshtala	19	19	258
	Pujali	9	9	45
	Rajpur Sonarpur	16	16	202
	Sub - Total	78	78	679
Uttar Dinajpur	Dalkhola	7	7	17
	Islampur	8	8	21
	Kaliaganj	8	8	21
	Raiganj	11	11	89
	Sub - Total	34	34	148
	Total	1276	1276	9924
CMU :				
	Training for Councillors	-	400	-
	Training for HO, AHO, SI	120	120	-
	Other Institute and agencies	104	104	276
	Sub - Total	224	624	276
	Grand Total	1500	1900	10200

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	Sl. No.	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Bankura	1	Bankura	10	10	39
	2	Bishnupur	9	9	21
	3	Sonamukhi	7	7	18
Birbhum	4	Bolpur	9	9	21
	5	Dubrajpur	7	7	20
	6	Nalhati	7	7	20
	7	Rampurhat	8	8	21
	8	Sainthia	7	7	20
	9	Suri	9	9	21
Burdwan	10	Asansol MC	17	17	410
	11	Burdwan	17	17	174
	12	Dainhat	7	7	17
	13	Durgapur MC	15	15	303
	14	Gushkara	7	7	20
	15	Jamuria	9	9	35
	16	Kalna	9	9	19
	17	Katwa	8	8	29
	18	Kulti	11	11	89
	19	Memari	7	7	20
Cooch Behar	20	Raniganj	9	9	43
	21	Cooch Behar	9	9	25
	22	Dinhata	7	7	20
	23	Haldibari	7	7	14
	24	Mathabhanga	7	7	15
	25	Mekhliganj	7	7	11
Dakshin Dinajpur	26	Tufanganj	7	7	15
	27	Balurghat	11	11	82
Darjeeling	28	Gangarampur	8	8	22
	29	Darjeeling	11	11	99
	30	Kalimpong	8	8	28
	31	Kurseong	8	8	24
	32	Mirik	7	7	11
	33	Siliguri MC	23	23	322
Howrah	34	Bally	14	14	162
	35	Howrah MC	31	31	519
	36	Uluberia	14	14	164
Hooghly	37	Arambag	8	8	22
	38	Baidyabati	12	12	108
	39	Bansberia	12	12	125
	40	Bhadreswar	13	13	205
	41	Chandpur	12	12	119
	42	Chandernagar MC	11	11	108
	43	Hooghly Chinsurah	15	15	184
	44	Konnagar	10	10	82
	45	Rishra	14	14	153
	46	Serampore	16	16	197
	47	Tarakeshwar	7	7	18
	48	Uttarpara Kotrung	13	13	160
Jalpaiguri	49	Alipurduar	9	9	49
	50	Dhupguri	7	7	20
	51	Jalpaiguri	9	9	61
	52	Mal	7	7	20
Malda	53	English Bazar	11	11	90
	54	Old Malda	8	8	24
Medinipur ((East)	55	Contai	7	7	31
	56	Egra	7	7	17
	57	Haldia	9	9	54
	58	Panskura	8	8	21
	59	Tamluk	8	8	27
Medinipur (West)	60	Chandrakona	7	7	15
	61	Ghatal	8	8	21
	62	Jhargram	8	8	22
	63	Kharagpur	15	15	151
	64	Kharar	7	7	12
	65	Kharpai	7	7	12
	66	Medinipur	10	10	51
	67	Ramjibanpur	7	7	14

**Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP**

District	Sl. No.	ULBs	Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short)
Murshidabad	68	Beldanga	7	7	17
	69	Berhampur	10	10	53
	70	Dhulian	8	8	23
	71	Jangipur	9	9	27
	72	Jiaganj- Azimganj	8	8	21
	73	Kandi	8	8	21
	74	Murshidabad	7	7	20
Nadia	75	Birnagar	7	7	17
	76	Chakdah	8	8	24
	77	Coopers Camp	7	7	15
	78	Gayeshpur	10	10	75
	79	Kalyani	9	9	51
	80	Krishnagar	10	10	47
	81	Nabadwip	9	9	46
	82	Ranaghat	8	8	23
	83	Santipur	9	9	55
North 24 Parganas	84	Taherpur	7	7	16
	85	Ashokenagar Kalyangarh	9	9	45
	86	Baduria	8	8	21
	87	Baranagar	10	10	77
	88	Barasat	22	22	292
	89	Barrackpore	12	12	108
	90	Basirhat	9	9	46
	91	Bhatpara	19	19	242
	92	Bidhannagar	9	9	45
	93	Bongaon	9	9	41
	94	Dum Dum	10	10	67
	95	Garulia	11	11	119
	96	Gobardanga	8	8	21
	97	Habra	9	9	48
	98	Halisahar	12	12	125
	99	Kamarhati	7	7	174
	100	Kanchrapara	12	12	118
	101	Khardah	14	14	170
	102	Madhyamgram	13	13	120
	103	Naihati	12	12	155
	104	New Barrackpore	12	12	116
	105	North Barrackpore	13	13	200
	106	North Dum Dum	14	14	156
	107	Panihati	17	17	249
Purulia	108	Rajarhat Gopalpur	19	19	231
	109	South Dum Dum	19	19	252
	110	Taki	7	7	20
	111	Titagarh	13	13	132
South 24 Parganas	112	Jhalda	7	7	15
	113	Purulia	10	10	40
	114	Raghunathpur	7	7	15
	115	Baruipur	8	8	30
Uttar Dinajpur	116	Budge Budge	12	12	107
	117	Diamond Harbour	7	7	20
	118	Jaynagar Mazilpur	7	7	17
	119	Mahestala	19	19	258
	120	Pujali	9	9	45
	121	Rajpur Sonarpur	16	16	202
	122	Dalkhola	7	7	17
CMU :	123	Islampur	8	8	21
	124	Kaliaganj	8	8	21
	125	Raiganj	11	11	89
		Sub-Total	1276	1276	9924
		Grand Total	1500	1900	10200



Sub: clearance of bill submitted by M/S
Art-O-Lith in respect of printing,
production, binding and delivery
of Manuals for "Vector Borne Disease
Control" (English).

Enclosed this office work order bearing
no. CMU-51/2008 (PT-D) / 2893 dt. 20.12.07
and in this regard.

M/S Art-O-Lith supplied 1500 nos. (fifteen
hundred) nos of Training Manual on
Vector Borne Disease Control in English
to Health Wing, SUDA. The materials
were received in good condition.

The Firm has submitted bill bearing
no. 104/07-08 dt. 05.03.2008 enclosed
herewith.

Necessary action may be taken to
clear the bill.

80. EAP.

80522amm
09.04.08

Bill No. 104/07-08

Date 05. 03. 2008

Messrs The Project Director CMU, KUSP.

Ilgus Bhavan HC Block, Sector - III Kel - 106. Dr.

To



58/1, LAKSHMINARAYANTALA ROAD
Howrah-711 103
Phone : 2668-3516

No.	Qty.	PARTICULARS	Size	Rate	AMOUNT Rs. P.
		<u>Re : Vector Borne Diseases Control (English)</u>			
	1500	Nos above Named Books size 8 1/2" X 11", Text on 90 GSM Foreign Art Paper and Cover on 130 GSM Foreign Art Paper with Lamination. Text bi-colour and Cover four colour printing complete with Binding			99,000.00
<p>Received in good Condition as per specification and entered in Stock Ledger Page No. 1021 All</p>					
TOTAL					99,000.00

ORDER No. CMU 51/2002(Pt-II)/2893 dt. 30.12.07

CHALLAN No. 306 dt. 05.03.2008

TOTAL RUPEES Ninety nine thousand Only.

E. & O. E

For ART-O-LITH

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C/C

KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Arnab Roy, IAS
Project Director

Memo No. CMU - 51/2002 (Pt. II)/2293

Dated...20.12.07

To

M/s Art-O-Lith
58/1, Lakshmi Narayantala Road,
Howrah - 711 103.

**Sub: Printing, production, binding and delivery of Manuals for
"Vector Borne Diseases Control" (English)**

Ref: 1. NIQ No. CMU - 26/2003(Pt.-III)/2541, dated 27.11.2007.
2. Your offer No. NIL, dated 29.11.07.

Sir,

Your offer for the work mentioned under the subject has been accepted by me on behalf of CMU. You are accordingly requested to please take up the works according to the specification, terms and conditions and rates etc. stated below:

Item	Quantity	Amount (Rs. P.)
Printing, production, binding and delivery of Manuals on "Vector Borne Diseases Control" (English version) having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.• Pages : Text 100 pages and Cover 4 pages.• Binding: Section Stitch.• Colour : Text Bi-colour and Cover four colour. Total production includes lay out, design development, paper processing etc.	1500 nos.	99,000.00 (Rupees ninety-nine thousand)

Terms & Conditions:

Delivery : Within 7 days from the date of receipt of this order.

Payment : After delivery.

Taxes : The above price is inclusive of all taxes and duties.

Delivery Charges : Free of cost.

Submission of IT PAN No., VAT No. & PT Enrolment No. } : Payment shall be made on production of copies of documents through which IT PAN No., VAT No. & PT Enrolment Number have been issued by the respective authorities.

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up								Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up						Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI	HHW's			FTS	STS/ANM	UHIO	PHN	CDO		
Bankura	Bankura	1	2	1	1	1	3	1	10	10	28	6	3		1	1	39	
	Bishnupur	1	2	1	1	1	2	1	9	9	14	3	2		1	1	21	
	Sonamukhi	1	2	1	1	1		1	7	7	15	3					18	
	Sub - Total	3	6	3	3	3	5	3	26	26	57	12	5	0	2	2	78	
Birbhum	Bolpur	1	2	1	1	1	2	1	9	9	14	3	2		1	1	21	
	Dubrajpur	1	2	1	1	1		1	7	7	16	4					20	
	Nalhati	1	2	1	1	1		1	7	7	16	4					20	
	Rampurhat	1	2	1	1	1	1	1	8	8	17	4					21	
	Sainthia	1	2	1	1	1		1	7	7	16	4					20	
	Suri	1	2	1	1	1	2	1	9	9	14	3	2		1	1	21	
	Sub - Total	6	12	6	6	6	5	6	47	47	93	22	4	0	2	2	123	
	Asansol MC	1	2	1	1	1	10	1	17	17	287	97	26				410	
Burdwan	Burdwan	1	2	1	1	1	10	1	17	17	136	27	10	1			174	
	Dainhat	1	2	1	1	1		1	7	7	14	3					17	
	Durgapur MC	1	2	1	1	1	8	1	15	15	229	57	16	1			303	
	Gushkhara	1	2	1	1	1		1	7	7	16	4					20	
	Jamuria	1	2	1	1	1	2	1	9	9	29	6					35	
	Kalna	1	2	1	1	1	2	1	9	9	12	3	2		1	1	19	
	Katwa	1	2	1	1	1	1	1	8	8	24	5					29	
	Kulti	1	2	1	1	1	4	1	11	11	76	13					89	
	Memari	1	2	1	1	1		1	7	7	16	4					20	
	Raniganj	1	2	1	1	1	2	1	9	9	36	7					43	
	Sub - Total	11	22	11	11	11	39	11	116	116	875	226	54	2	1	1	1159	
	Cooch Behar	1	2	1	1	1	2	1	9	9	17	4	2		1	1	25	
Cooch Behar	Dinhata	1	2	1	1	1		1	7	7	16	4					20	
	Haldibari	1	2	1	1	1		1	7	7	11	3					14	
	Mathabhanga	1	2	1	1	1		1	7	7	12	3					15	
	Mekhliganj	1	2	1	1	1		1	7	7	9	2					11	
	Tufanganj	1	2	1	1	1		1	7	7	12	3					15	
	Sub - Total	6	12	6	6	6	2	6	44	44	77	19	2	0	1	1	100	
	Balughat	1	2	1	1	1	4	1	11	11	65	12	4	1			82	
	Gangarampur	1	2	1	1	1	1	1	8	8	18	4					22	
Dakshin Dinajpur	Sub - Total	2	4	2	2	2	5	2	19	19	83	16	4	1	0	0	104	
	Darjeeling	1	2	1	1	1	4	1	11	11	78	16	4	1			99	
	Kalimpong	1	2	1	1	1	1	1	8	8	23	5					28	
	Kurseong	1	2	1	1	1	1	1	8	8	20	4					24	
Darjeeling	Mirik	1	2	1	1	1		1	7	7	9	2					11	
	Siliguri MC	1	2	1	1	1	16	1	23	23	244	61	16	1			322	
	Sub - Total	5	10	5	5	5	22	5	57	57	374	88	20	2	0	0	484	
	Bally	1	2	1	1	1	7	1	14	14	127	27	7	1			162	
Howrah	Howrah MC	1	2	1	1	1	24	1	31	31	423	71	24	1			519	
	Uluberia	1	2	1	1	1	7	1	14	14	130	26	7	1			164	
	Sub - Total	3	6	3	3	3	38	3	59	59	680	124	38	3	0	0	845	

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up										Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up							Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI					HHWs	FTS	STS/ ANM	UHIO	PHN	CDO			
Hooghly	Arambag	1	2	1	1	1	1	1	8	8	8	8	18	4	5	1			22		
	Baidyabati	1	2	1	1	1	5	1	12	12	12	12	85	17	20	5	1		108		
	Bansberia	1	2	1	1	1	5	1	12	12	12	12	99	20	5	1			125		
	Bhadreswar	1	2	1	1	1	6	1	13	13	13	13	175	23	6	1			205		
	Chandany	1	2	1	1	1	5	1	12	12	12	12	94	19	5	1			119		
	Chandernagar MC	1	2	1	1	1	4	1	11		11	11	85	18	4	1			108		
	Hooghly	1	2	1	1	1			15	15	15		148	27	8	1			184		
	Chinsurah	1	2	1	1	1	8	1	10	10	10		65	13	3	1			82		
	Konnagar	1	2	1	1	1	3	1	14	14	14		121	24	7	1			153		
	Rishra	1	2	1	1	1	7	1	16	16	16		156	31	9	1			197		
	Serampore	1	2	1	1	1	9	1	7	7	7		15	3					18		
	Tarakeshwar	1	2	1	1	1		1	13	13	13		127	26	6	1			160		
	Uttarpara Kotrung	1	2	1	1	1	6	1	143	143	143		1188	225	58	10	0	0	1481		
	Sub - Total	12	24	12	12	12	59	12	9	9	9		39	7	2	2	1		49		
	Alipurdur	1	2	1	1	1	2	1	7	7	7		16	4					20		
	Dhupguri	1	2	1	1	1			9	9	9		46	12	2	1			61		
	Jalpaiguri	1	2	1	1	1	2	1	7	7	7		16	4	4	7			20		
	Mal	1	2	1	1	1	4	4	32	32	32		117	27	4	4	2	0	150		
	Sub - Total	4	8	4	4	4	4	4	11	11	11		71	14	4	4	1		90		
	English Bazar	1	2	1	1	1	1	1	8	8	8		20	4					24		
Malda	Old Malda	1	2	1	1	1	5	1	19	19	19		91	18	4	1	0	0	114		
	Sub - Total	2	4	2	2	2	2	2	7	7	7		26	5					31		
	Contai	1	2	1	1	1	1	1	7	7	7		14	3					17		
	Egra	1	2	1	1	1		1	9	9	9		45	9					54		
	Haldia	1	2	1	1	1	2	1	8	8	8		17	4					21		
	Panskura	1	2	1	1	1	1	1	15	15	15		10	2					12		
	Tamluk	1	2	1	1	1	1	1	7	7	7		12	3					15		
	Sub - Total	5	10	5	5	5	4	5	39	39	39		124	26	0	0	0	0	150		
	Chandrakona	1	2	1	1	1	1	1	7	7	7		17	4					21		
	Ghatol	1	2	1	1	1	1	1	8	8	8		18	4					22		
Medinipur (West)	Jhargram	1	2	1	1	1	1	1	15	15	15		112	30	8	1			151		
	Kharagpur	1	2	1	1	1	8	1	7	7	7		10	2					12		
	Kharar	1	2	1	1	1			10	10	10		19	4					23		
	Khiropai	1	2	1	1	1	1	1	38	38	38		17	4					27		
	Medinipur	1	2	1	1	1	3	1	11	11	11		4						21		
	Ranjanpur	1	2	1	1	1	1	1	228	228	228		56	11	1	1	1	1	298		
	Sub - Total	8	16	8	8	8	13	8	14	14	14		40	8	3	3	1	1	17		
	Beladanga	1	2	1	1	1	3	1	10	10	10		19	4					53		
	Berhampur	1	2	1	1	1	1	1	9	9	9		17	4	2		1		27		
	Dhulian	1	2	1	1	1	2	1	8	8	8		17	4					21		
Murshidabad	Jangpur	1	2	1	1	1	1	1	7	7	7		16	4					20		
	Jalgaonj - Azimganj	1	2	1	1	1	1	1	16	16	16		4						20		
	Kandi	1	2	1	1	1	1	1	142	142	142		31	5	0	2	2		182		
	Murshidabad	1	2	1	1	1	1	1													
	Sub - Total	7	14	7	7	7	8	7	57	57	57										

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For The Artisan

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up							Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up					Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI			HHW's	FIS	STS/ ANM	UHIO	PHN	CDO
South 24 Parganas	Baruipur	1	2	1	1	1	1	1	8	8	24	5	1			30
	Budge Budge	1	2	1	1	1	5	1	12	12	84	17	5	1		107
	Diamond Harbour	1	2	1	1	1		1	7	7	16	4				20
	Jaynagar Mazilpur	1	2	1	1	1		1	7	7	14	3				17
	Maheshitala	1	2	1	1	1	12	1	19	19	204	41	12	1		258
	Pujali	1	2	1	1	1	2	1	9	9	35	7	2	1		45
	Rajpur Sonarpur	1	2	1	1	1	9	1	16	16	158	34	9	1		202
	Sub - Total	7	14	7	7	7	29	7	78	78	535	111	29	4	0	679
	Dalkhola	1	2	1	1	1		1	7	7	14	3				17
	Islampur	1	2	1	1	1	1	1	8	8	17	4				21
Uttar Dinejpur	Kaliaganj	1	2	1	1	1	1	1	8	8	17	4				21
	Raiganj	1	2	1	1	1	4	1	11	11	70	14	4	1		89
	Sub - Total	4	8	4	4	4	6	4	34	34	118	25	4	1	0	148
	Total	125	250	125	125	125	401	125	1276	1276	7835	1627	391	49	11	9924
CMU :										400						
Training for Councillors									120	120						
Training for HO, AHO, SI									104	104						276
Other Institute and agencies									224	624	0	0	0	0	0	276
Sub - Total									1500	1900	7835	1627	391	49	11	10200
Grand Total																

Distribution list of training manual on Vector Borne Diseases and its control
Under Health component of KUSP

District	ULBs	Manual in English (Descriptive) - Break Up						Manual in English (Descriptive)	Manual in Bengali (Descriptive)	Manual in Bengali (Short) - Break Up						Manual in Bengali (Short)
		Ch.	MIC	EO	TPO	HO	PTMO	SI		HHWs	FTS	ST/ANM	UHO	PHN	CDO	
Nadia	Biragar	1	2	1	1	1	1	1	7	14	3					17
	Chakdah	1	2	1	1	1	1	1	8	20	4					24
	Coopers Camp	1	2	1	1	1		1	7	12	3					15
	Gayeshpur	1	2	1	1	1	3	1	10	58	13	3	1			75
	Kalyani	1	2	1	1	1	2	1	9	35	13	2	1			51
	Krishnagar	1	2	1	1	1	3	1	10	35	7	3		1	1	47
	Nabadwip	1	2	1	1	1	2	1	9	38	8					46
	Ranaghat	1	2	1	1	1	1	1	8	19	4					23
	Sanipur	1	2	1	1	1	2	1	9	46	9					55
	Taherpur	1	2	1	1	1	1	1	7	13	3					16
	Sub - Total	10	20	10	10	10	14	10	84	290	67	8	2	1	1	369
	Ashokenagar	1	2	1	1	1	2	1	9	37	8					45
	Kalyangarh	1	2	1	1	1	1	1	8	17	4					21
	Baduria	1	2	1	1	1	1	1	10	60	13	3	1			77
North 24 Parganas	Baranagar	1	2	1	1	1	3	1	22	227	49	15	1			292
	Barasat	1	2	1	1	1	15	1	22	85	17	5	1			108
	Barrackpore	1	2	1	1	1	5	1	12	38	8					46
	Basirhat	1	2	1	1	1	2	1	9	191	38	12	1			242
	Bhatpara	1	2	1	1	1	12	1	19	35	7	2	1			45
	Bidhannagar	1	2	1	1	1	2	1	9	34	7					41
	Bongaon	1	2	1	1	1	2	1	9	53	10	3	1			67
	Dum Dum	1	2	1	1	1	3	1	10	95	19	4	1			119
	Garia	1	2	1	1	1	4	1	11	17	4					21
	Gobardanga	1	2	1	1	1	1	1	8	40	8					48
	Habra	1	2	1	1	1	2	1	9	99	20	5	1			125
	Halisahar	1	2	1	1	1	5	1	12	137	28	8	1			174
	Kamarhati	1	2	1	1	1	5	1	7	93	19	5	1			118
	Kanchrapara	1	2	1	1	1	1	1	12	135	27	7	1			170
	Khardah	1	2	1	1	1	7	1	14	94	19	6	1			120
	Madhyamgram	1	2	1	1	1	6	1	13	129	20	5	1			155
	Naihati	1	2	1	1	1	5	1	12	95	15	5	1			116
	New Barrackpore	1	2	1	1	1	5	1	12	169	24	6	1			200
Purulia	North Barrackpore	1	2	1	1	1	6	1	13	126	22	7	1			156
	North Dum Dum	1	2	1	1	1	7	1	14	198	40	10	1			249
	Panhati	1	2	1	1	1	10	1	17	186	32	12	1			231
	Rajarhat Gopalpur	1	2	1	1	1	12	1	19	198	41	12	1			252
	South Dum Dum	1	2	1	1	1	12	1	19	16	4					20
	Taki	1	2	1	1	1	6	1	7	105	20	6	1			132
	Titagarh	1	2	1	1	1	1	1	13	523	138	20	0	0	0	3390
	Sub - Total	27	54	27	27	27	140	27	329	2709	523	138	20	0	0	3390
	Jhalda	1	2	1	1	1		1	7	12	3					15
	Purulia	1	2	1	1	1	3	1	10	29	6	3		1	1	40
Purulia	Raghunathpur	1	2	1	1	1	1	1	7	13	2					15
	Sub - Total	3	6	3	3	3	3	3	24	54	11	3	0	1	1	70

Memo No. CMU - 21/2003 (Pt. III) / 2837

Dated...20.12.07

To

M/s ARTISAN
107 A, B.B. Ganguly Street,
Kolkata - 700 012.Sub: Printing, production, binding and delivery of Books.Ref: 1. NIQ No. CMU - 26/2003(Pt.-III)/2541, dated 27.11.2007.2. Your offer No. NIL, dated 28.11.07

Sir,

Your offer for the work mentioned under the subject has been accepted by me on behalf of CMU. You are accordingly requested to please take up the works according to the specification, terms and conditions and rates etc. stated below:

Sl. No.	Item	Quantity	Amount (Rs. P.)
1.	Printing, production, binding and delivery of Books for "Approach to 11 th Five Years' Plan" having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 170 GSM Foreign Art Paper and Cover 300 GSM Foreign Art Board with lamination.• Pages : Text 32 pages and Cover 4 pages.• Binding: Centre Stitch.• Colour : All through 4 colour. Total production includes lay out, design development, paper processing etc.	1000 pcs.	69,750.00 (Rupees sixty-nine thousand seven hundred and fifty)
2.	Printing, production, binding and delivery of Manual on "Vector Borne Diseases Control" (Bengali version) having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.• Pages : Text 124 pages and Cover 4 pages.• Binding: Section Stitch.• Colour : Text Bi-colour and Cover four colour. Total production includes lay out, design development, paper processing etc.	1900 pcs.	1,40,467.00 (Rupees one lakh forty thousand four hundred and sixty-seven)

3.	<p>Printing, production, binding and delivery of Manual (Short form) on "Vector Borne Diseases Control" (Bengali version) having specifications as below:</p> <ul style="list-style-type: none"> • Size : 8½" x 11" • Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination. • Pages : Text 80 pages and Cover 4 pages. • Binding: Section Stitch. • Colour : Text Bi-colour and Cover four colour. <p>Total production includes lay out, design development, paper processing etc.</p>	10,200 pcs.	<p>3,44,760.00</p> <p>(Rupees three lakhs forty-four thousand seven hundred and sixty)</p>
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Delivery Charges	: Free of cost.
Submission of IT PAN No., VAT No. & PT Enrolment No. }	: Payment shall be made on production of copies of documents through which IT PAN No., VAT No. & PT Enrolment Number have been issued by the respective authorities.
I.T. Deduction at source	: As per rules.

Yours faithfully,

(Arnab Roy)
Project Director, CMU

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2. Financial Adviser, CMU, for information and necessary action
3. Accounts Officer, CMU, for information and necessary action
4. Procurement Consultant, CMU for information and necessary action
5. Health Expert, CMU, CMU for information and necessary action

(Signature)
Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Arnab Roy, IAS
Project Director and
Ex-officio Special Secretary
Municipal Affairs Department
Government of West Bengal

Memo No.CMU-94/2003(Pt-VI)/170(14)

April 16, 2008



The Director
SUDA
ILGUS Bhavan
HC - Block
Sector-III
Bidhannagar
Kolkata-700106

Dir. may like to see -
17/04/08

PO(H)
23/4

Sir/Madam,

I am happy to enclose herewith two training manuals (in Bengali version) on control of vector borne diseases for your kind perusal. The manuals are meant for Health Officers, Sanitation Inspectors and the volunteers working in Community Health set up. We request your feedback on this.

Thanking you,

Yours faithfully,

ay
(Arnab Roy)
Project Director, CMU, KUSP
(Ex-officio Spl. Secy., M.A. Dept.)

Enclose: As stated above.

CMU - A REGISTERED SOCIETY UNDER MUNICIPAL AFFAIRS DEPTT., GOVT OF WEST BENGAL
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E-mail : kuspcmu@vsnl.net, Website : www.changekolkata.org

তালিকা নং ১

১ ও ২ নং গ্রোডস্ ডেস্কু আক্রান্ত রোগীদের জন্য ফুইড প্রয়োগের তালিকা

হেমারেজ বা রক্তক্ষরণ, থ্রম্বোসাইটোপেনিয়া, হেমাটোক্রিট বৃদ্ধি, নাড়ির স্পন্দন কমে গেলে

১-২ ঘন্টার জন্য ক্রিষ্টালয়েড সল্যুশন ৬ মিলি/কেজি/ঘন্টা হিসাবে আই ভি থেরাপি শুরু করা উচিত

উন্নতি পরিলক্ষিত হলে

কোনও উন্নতি পরিলক্ষিত না হলে

তরলীকৃত ক্রিষ্টালয়েড
৩ মিলি/কেজি/ঘন্টা হারে
৬-১২ ঘন্টা আই ভি চালানো
উচিত

তরলীকৃত ক্রিষ্টালয়েড ১০ মিলি/কেজি/ঘন্টা হারে ২ ঘন্টা
আই ভি থেরাপি চালানো উচিত

আরও উন্নতি দেখা গেলে
২৪ ঘন্টা পরে আই ভি বন্ধ
করে দেওয়া উচিত

উন্নতি দেখা গেলে
ক্রিষ্টালয়েড
৬ মিলি/কেজি/ঘন্টা
হারে কমিয়ে দিতে হবে
এবং তা আরও কমিয়ে
৩ মিলি/কেজি/ঘন্টা হারে
কমিয়ে এনে ২৪-৪৮ পরে
বন্ধ করে দিতে হবে।

উন্নতি পরিলক্ষিত না হলে
অথবা গুরুত্বপূর্ণ লক্ষণগুলি
স্থিতিবস্থায় পরিবর্তিত না হলে

হেমাটোক্রিট হেমাটোক্রিট
বেড়ে গেলে কমে গেলে

কোলোইড ১০মিলি/
ডেক্সট্রন (৪০) কেজি/ঘন্টা
১০ মিলি/কেজি/ হারে ১
ঘন্টা হারে ১ ঘন্টা রক্ত
ঘন্টা আই ভি দেওয়া
চালানো উচিত উচিত

উন্নতি পরিলক্ষিত হলে
ক্রিষ্টালয়েড-এর আই ভি

থেরাপির হার ১০ থেকে ৬
এবং ৬ থেকে ৩
মিলি/কেজি/ঘন্টা হারে
কমিয়ে এনে ২৪-৪৮ ঘন্টা
পরে বন্ধ করে দেওয়া
উচিত

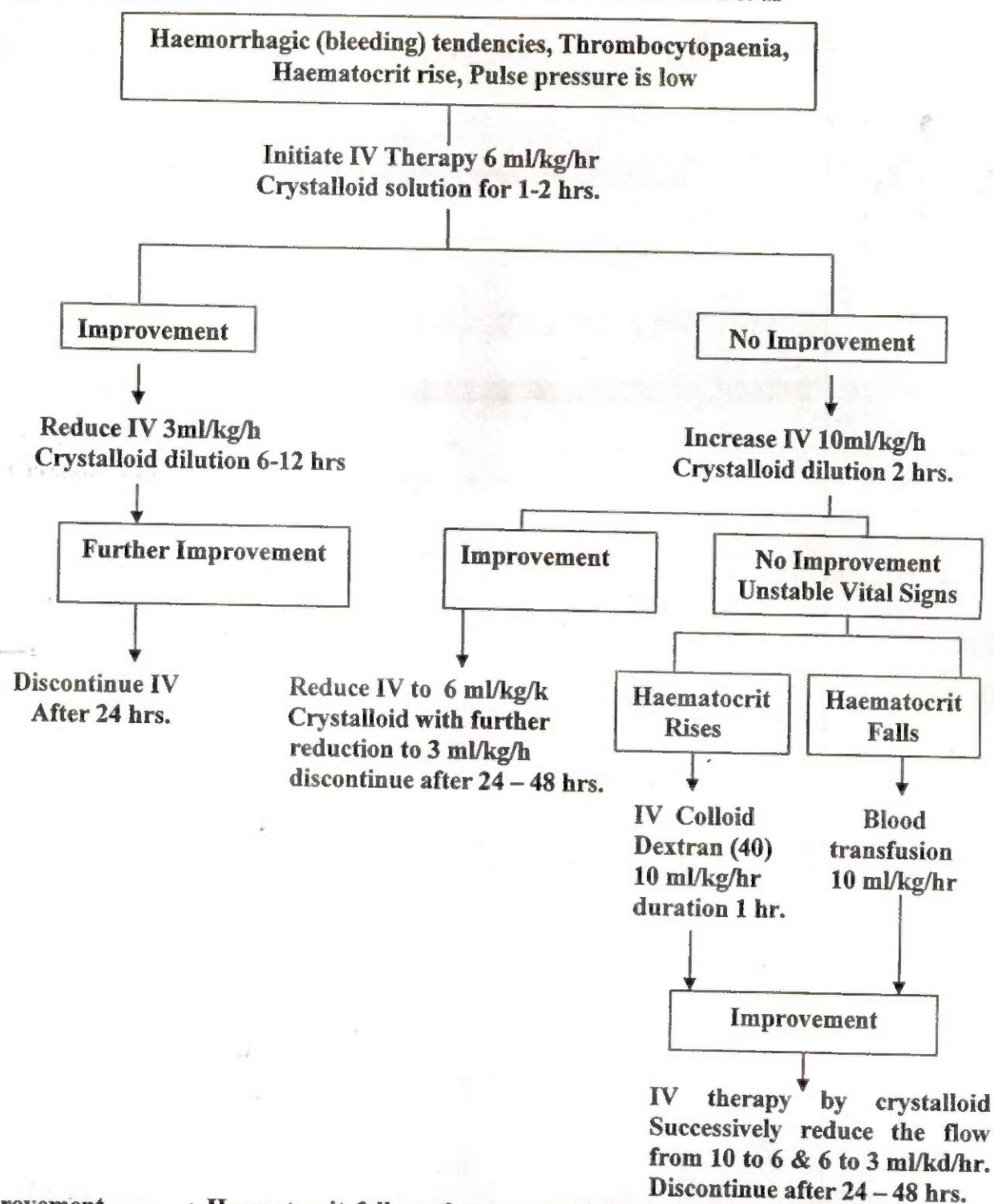
উন্নতির লক্ষণ : হেমাটোক্রিট কমে যাবে, নাড়ির স্পন্দন এবং রক্তচাপ স্থিতিশীল হবে, প্রস্রাব-এর পরিমাণ বেড়ে যাবে।

উন্নতি না হওয়ার লক্ষণ : হেমাটোক্রিট অথবা নাড়ির স্পন্দন বেড়ে যাবে, নাড়ির চাপ 20 mmHg - এর নিচে নেমে যাবে, প্রস্রাব কমে যাবে

অস্থিতিশীল গুরুত্বপূর্ণ লক্ষণ : প্রস্রাবের হার কমে যাওয়া বিশেষ খারাপ লক্ষণ

Chart I

Volume Replacement Flow Chart for Patients with DHF Grades I & II



- Improvement** : Haematocrit falls, pulse rate and blood pressure stable, urine output rises.
- No Improvement** : Haematocrit or pulse rate rises, pulse pressure falls below 20 mmHg, Urine output falls.
- Unstable Vital signs** : Urine output falls signs of shock.

Introduction

1. The year 1998 was another eventful year for the Department of Health which witnessed a series of activities aimed at securing effective implementation of fourteen National Disease Control Programmes. During the year, it was also decided to review the National Health Policy 1983 in order to incorporate developments which had taken place with the passage of time and keeping in mind the need to inter alia include the Departments approach to new, emerging and re-emerging diseases. In order to gain wide ranging responses to the priorities and concerns which have to be incorporated in the revised National Health Policy, five Regional Conferences were held covering all the States and Union Territories in the country. The Minister of State for Health & F.W. accompanied by the senior officers of Deptt. of Health, Family Welfare and ISM&H visited Hyderabad, Shillong, Srinagar, Ahmedabad and Calcutta to discuss the approach to the new Health Policy, to review the status of the National Disease Control Programmes, Medical Education and other priority areas in the health sector and to hear the views and experiences of the State Govts. Based on the deliberations at the these Conference and the views expressed by the states it is proposed to place the Health Policy document before the Central Council of Heath and F.W. which is the highest policy formulating body for approval.

2. Towards our endeavour to prevent and control AIDS, a draft National AIDS Policy has been finalised after consultations with the Experts, NGOs and opinion makers. In this regard, the National Blood Policy which is closely linked to the AIDS control in the country has been drafted and has been circulated to various quarters for eliciting comments. A multi-sectoral approach has also been developed for AIDS prevention and control in which Action Plans have been formulated with various social sector Ministries such as Human Resources Development, Labour and other Ministers which employ a large number of people such as Defence, Railways, Steel & Mines. Sentinel surveillance was another major activity which was taken up under NACO to determine the trends and extent of HIV infection prevalent among the high risk behaviour groups and the general public. The highlight of the results of the survey show a high prevalence rate of 1% of HIV infection among the general population in the States of Maharashtra, Andhra Pradesh, Karnataka, Tamil Nadu and Manipur. The year culminated with the address of the Prime Minister to a gathering of Members of Parliament in Delhi to sensitise them to the problem of HIV/AIDS and the urgency of tackling the problem.

3. In the area of Leprosy Elimination, the Modified Leprosy Elimination Campaign (MLEP) which was decided to be taken up for implementation in the year 1997-98 has been implemented in 18 States/UTs during the year since 1st April, 1998.

4. Activities under the Revised National Tuberculosis Control Programme (RNTCP) have been intensified and as a result currently the population coverage has increased from 20 million to more than 80 million. Besides, RNTCP has also resulted in doubling the cure rates from less than 40% to more than 80% in Pilot Areas. A notable development in

this programme is that 100% cash assistance is being given to all the States/UTs for procurement of Anti-T.B. drugs.

- ✓ 5. Towards our effort to prevent and control the morbidity and mortality due to the Vector borne diseases like Malaria, an Enhanced Malaria Control Project with the IDA support is under implementation in 100 districts of 7 Peninsular States namely, Andhra Pradesh, Bihar, Gujarat, Madhya Pradesh, Maharashtra, Orissa and Rajasthan. The implementation of this Project has received an impetus consequent upon the registration of 94 District Malaria Societies in the Project States. They have been assigned cash grant from the Centre to implement the programme at the district and sub-district level. Pending appointment of a Procurement Agency under the Project, Dte. General of Supplies & Disposal, Deptt. of supply has been entrusted with the task of procuring two major commodities viz. Microscopes and Synthetic Pyrethroids at an estimated cost of Rs. 56 crores.
- ✓ 6. A number of high level review meeting were convened to review and coordinate the activities for prevention and control of Dengue/DHF in Delhi and in other major endemic States. An intensive IEC campaign was launched for vector borne diseases in general and Dengue in particular particularly during the Anti-Malaria Month observed in June, 1998 and Voluntary Health Agencies were utilised for spreading the message of prevention. As a result of these efforts the number of Dengue cases reduced from 1177 in 1997 to 680 in 1998 and the number of deaths showed a decline from 36 in 1997 to 17 in 1998.
7. The World Health Organisation (WHO) recommended the strategy of adopting Single Dose Mass Drug Therapy with anti-filaria drug, which was endorsed by the experts from various fields and programme managers in a Workshop organised in January, 1996. Accordingly, the Dte. of NMEP developed a pilot project for introduction of the strategy in 13 endemic districts of seven States namely, Andhra Pradesh, Bihar, Kerala, Orissa, Tamil Nadu, Uttar Pradesh and West Bengal for a period of five years to cover over 40 million of population. This strategy has been implemented in South Arcot of Villalar district in Tamil Nadu in 1996 and in four more States namely, Kerala, Orissa, Uttar Pradesh and West Bengal. in 1997.
8. Kala-azar is endemic in Bihar and West Bengal and increasing trend of incidence of the disease has been reported in recent years. However, to contain the incidence of Kala-azar, the District Action Plans have been prepared to ensure optimum utilization of available resources for prevention and control of the diseases. Concurrent and consecutive evaluation of the impact of Kala-azar Control activities, are being carried out regularly under the programme.
9. Under the National Programme for control of Cataract Blindness, the Plan of Action for 1998-2002 has been drawn up which includes expansion of activities to the entire country which were hitherto linked to only 7 States namely, Andhra Pradesh, Madhya Pradesh, Maharashtra, Orissa, Rajasthan, Tamil Nadu and Uttar Pradesh. The Plan of Action include creating infrastructure for eye care services including availability

of Intra-Ocular Lens (IOL) Cataract surgery throughout the country. The strategies introduced since April 1998 include emphasis on Reach-in approach (Institutional surgery) as the preferred method of treatment rather than on Camp surgery. The focus is on quality of care and follow up of operated cases to ensure better visual outcomes as a sequel to surgery.

10. The second National Workshop on Mental Health care for State Health Administrators was held in Novemer, 1998 to review and evaluate the National Mental Health Programme. The Annual Meeting of the Central Mental Health Authority was held in December, 1998 in which the implementation of the Mental Health Act, 1987 was reviewed. The Authority also reviewed the implications arising out of inclusion of mental illness as a disability in the persons with disabilities under the Equal Opportunities, Protection of Rights and Full Participation Act, 1995.

11. During 1998 the Sixth Independent Evaluation Programme conducted during January 1998 validated the reported Zero Guinea Worm status in India and absence of Guinea transmission.

12. A National Surveillance Programme for Communicable Diseases has been launched to strengthen the disease surveillance system so that early warning signals are recognised and appropriate timely follow-up action is initiated. The main objective of the programme is capacity building at district and state levels. Rs. 4.85 crores have been allocated in the BE 1998-99.

13. In order to coordinate and guide various aspects of Hospital Waste Management which has become a subject of concern in recent years, a National Hospital Waste Management Committee has been constituted in November, 1998 under the Chairmanship of Secretary (Health).

14. The proposal for setting up an Arthroscopy and Sports Injury Clinic in the Central Institute of Orthopaedics at Safdarjung Hospital with an estimated cost of Rs. 3.63 crores for the 9th Five Year Plan Period has been approved by the Standing Finance Committee. The Clinic would provide treatment to cases requiring Arthroscopy and the main beneficiaries would be the youth of the country viz. sportsmen, personnel of active services like BSF and CRPF.

15. The Nursing allowance was revised from Rs. 300 to 1600 in respect of the nurse working in the central government hospital. The Hospital Patient Care Allowance and Patient Care Allowances were enhanced substantially in respect of Group 'C' & 'D' employees (non-Ministerial). Further, a Committee under the Chairmanship of Additional Secretary (Health) in this Ministry has been constituted to look into the staff structure of the hospital and allied technical groups-categories of employees under Directorate General of Health Services in order to rationalise the staffing pattern and improve the prospects of Group 'C' & 'D' employees and also to examine the issues relating to privatisation/sub-contracting of certain hospital services in respect of Central Government hospitals.

16. In order to strengthen the Departments of Medicine, Physiology, Pharmacology, Forensic Medicine, Pathology, Social & Preventive Medicine and Animal House in the Lady Hardinge Medical College (LHMC), New Delhi, 26 posts have been sanctioned for the LHMC relating to teaching Departments.

17. In the field of Medical Education, the Central Govt. has approved the regulation on the qualifications required for appointment of persons to the post of teachers in Medical Colleges and teaching hospitals for under-graduate and post-graduate teaching. It also lays down inter alia the academic requirement for appointment of Principal, Dean, Director and Medical Superintendent of Medical Colleges etc. This is expected to streamline the system of appointments in Medical Colleges etc.

18. During the year under report 3 new Medical colleges and 9 new Dental colleges were opened. 19 new courses were permitted in Medical colleges and 27 in Dental colleges.

19. The regulations governing the election of President, Vice-President and members of the Executive Committee and the elected members of the Post-Graduate Medical Education Committee of the Medical Council of India has been approved by the Central Government. This is a significant development considering that in the past the election to the posts of President, Vice-President, and Executive Members of the Medical Council of India were held without any regulation.

20. Towards regularisation of Blood Banks in the country, the Drug Controller General (India) has issued 259 licenecs for grant/renewal of licences of Blood Banks. Further, as per the directions of the Supreme Court a draft Notification with regard to collection, storage, testing and transportation of blood and its components was prepared and circulated to the public for their comments. A draft final Notification is under print.

21. During the period from August to October, 1998 Delhi and some parts of the country encountered a serious problem caused by adulteration of edible oil. As a result, 2992 persons were affected by Dropsy and 67 people died due to consuming adulterated oil. The quick and concerned action taken by the Central and concerned State Governments made it possible to contain the problem.

22. The Prevention of Food Adulteration division has made a number of amendments to the provisions of Prevention of Food Adulteration Rules, 1955 and Standards of Food articles by publishing 9 final Notifications during the year 1998. One of the important amendments effected to protect the interests of consumers is to mention 'Best before date' on the package of Food articles as per international regulations, to be effective from 9th July, 1999. This provision will facilities the Consumers to be aware of the shelf life of the products they are buying.

23. Since April 1998, two State Health Systems Development Projects for Orissa and Maharashtra have been approved to be implemented with the World Bank assistance. The

approved Project outlays for Orissa and Maharashtra are Rs. 415.58 crores and Rs. 540.71 crores (tentative) respectively for a period of 5 years. These Projects seek to strengthen the Secondary Health Care System in the States through upgradation/renovation/extension of the available physical infrastructure at the Sub-district and District level, creation of infrastructure wherever necessary, supply of equipment, training and upgradation of clinical and support services with a view to streamlining and optimising the existing facilities and improving the people's access to health care.

24. One of the major activities in the field of International Cooperation in the Health Sector was the 16th Meeting of the Health Ministers of WHO South East Asia Region which was held in New Delhi during September, 1998 in which apart from India, Health Ministers from Bhutan, DPR Korea, Indonesia, Maldives, Myanmar, Nepal and Sri Lanka participated. The meeting was also attended by Mrs. Gro Harlem Brundland, Director General, WHO and a team of her senior advisers. Items relating to National Capacity Building for Primary Health Care, strengthening of School Health Programme, Promotion and participation of Traditional Medicine in Primary Health Care were discussed amongst other subjects.

25. An implementing arrangement in the field of Health & Medicine was signed on 5.5.98 with the Govt. of Brazil during the visit of President of India to Brazil with the objective of achieving mutual cooperation in a variety of areas in the Health sector.

26. Shri Dalit Ezhilmalai, Minister of State for Health & F.W. (Independent Charge) participated in the 12th Commonwealth Health Ministers meeting at St. Phillips, Barbados during the month of November, 1998.

27. Hospital Services consultancy Corporation (I) Ltd., a PSU under the administrative control of the Deptt. of Health has earned a net profit of Rs. 78 lakhs and has declared and paid 40% dividend for the year 1997-98.

28. A home page for Ministry for Health & F.W. under URL address www.nic./mohfw exists on WWW. Currently, information relating to the Deptt. of Family Welfare, Deptt. of Indian Systems of Medicine & Homoeopathy, National AIDS Control Organisation is available on this page.

(K.K. Baksi)
Secretary (H)
Ministry of Health & Family Welfare

25th Jan. 1999
New Delhi.

FOREWORD

Vector-Borne Diseases have posed a serious public health problem in the recent years at National level. The state of West Bengal is no exception. Many of these diseases, particularly Dengue fever, Japanese Encephalitis (JE) and Malaria now occur in epidemic form almost on an annual basis causing considerable morbidity and mortality. Dengue is spreading rapidly in newer areas with frequent outbreaks. Chikungunya has re-emerged in India after a gap of more than three decades affecting many states including West Bengal. The State Govt. is very much concerned about the situation and has participated in implementing various National Vector Control Programmes. The objective of the control programmes of Vector-Borne Diseases is to decrease morbidity and mortality caused due to the diseases. The ultimate aim is to curb the infection and reduce its transmission. This is best brought about by effective intervention at the key areas of parasite - vector-human cycle.

The ULBs in West Bengal are already implementing community based urban health care services comprising of RCH, Public health and National health programmes. For this purpose, a Health Set-Up consisting of medical professionals & paramedical and grass root level health functionaries has already been established in each Urban Local Body (ULB). CMU, KUSP is providing support to the ULBs for strengthening of various services through capacity building of the health functionaries of all tiers. The said health functionaries after proper training could be utilized suitably for the activities pertaining to control of Vector-Borne Diseases with active community participation. For their adequate orientation and training on the subject, a Training ^{Manual} Module on 'Vector-Borne Diseases Control' has been developed by CMU especially for the health functionaries of the ULBs of West Bengal, in a comprehensive and easily understandable manner.

I am glad to note that this Manual has been prepared in the line of National Health Policy and directives on Vector-Borne Diseases Control measures issued from time to time by the Dept. of Health & Family Welfare, Govt. of West Bengal.

I trust this Manual will be very useful not only for the health functionaries but also for the elected representatives of the ULBs in ensuring control of Vector-Borne Diseases effectively.

Asok Bhattacharya
Minister-in-Charge
Municipal Affairs & Urban Development Dept.
Govt. of West Bengal

PRELUDE

Change Management Unit (CMU) is providing assistance to the ULBs in strengthening their existing Health Care Services Delivery by way of capacity building of the Health functionaries at all levels through training among other support, under Health component of KUSP,

While formulating different training curriculum, it has been strongly felt that a training schedule on Vector-Borne Disease Control for all medical, paramedical & grass root level Health functionaries, Councillors, members of the Ward Committees, CDS, NHC & NHG of the ULBs is a dire need of the hour in view of the resurgence and outbreak of some Vector-Borne Diseases like Malaria, Dengue, Chikungunya and the like in different ULBs in the recent years. National policy to control the Vector-Borne Diseases has been laid down and various directives and instructions have been issued from time to time regarding control measures. But these are not readily available at one place. As such, a comprehensive Training ^{Manual} Module on 'Vector-Borne Diseases Control' has been developed by CMU to facilitate rendering effective training to various categories of Health functionaries and elected representatives & opinion leaders of the community of the ULBs, so that proper awareness on Vector-Borne Diseases is generated & effective control measures are taken to curtail the menace of the diseases.

6 (six) important Vector-Borne Diseases i.e. Malaria, Filariasis, Japanese Encephalitis, Dengue, Chikungunya and Kala-azar have been dealt in separate chapters in this ^{Manual} Module. Adequate care has been taken to prepare this Training ^{Manual} Module in a simpler language and easily understandable manner to make it acceptable to all categories of functionaries who will be undertaking training.

I hope, this Training ^{Manual} Module proves useful to all functionaries of the ULBs and helps ⁱⁿ equipping them with adequate knowledge to enable them to take effective control measures against the Vector-Borne Diseases.

I take this opportunity to extend my heartfelt thanks to Dr. R.K. Das, President, ASHA (Association for Social & Health Advancement) & his team ^{in compiling the manual} and Dr. Shibani Goswami, Health Expert, CMU ^{her supervision and coordination of the entire effort for} as well, for ~~their~~ active association and untiring assistance and support in preparation of this Training Module. ^{Manual}

Arnab Roy
Project Director, CMU & e.o. Spl. Secretary
Govt. of West Bengal

অশোক ভট্টাচার্য
মন্ত্রী



পৌর বিষয়ক বিভাগ এবং নগরায়ন বিভাগ
পশ্চিমবঙ্গ সরকার
মহাকরণ, কোলকাতা- ৭০০ ০০১

অর্ধ সরকারী পত্র নং

কোলকাতা

এতদিন পর্যন্ত পশ্চিমবঙ্গের পৌরপ্রতিষ্ঠানগুলিতে যে অ্যাকাউন্টিং সিস্টেম চালু ছিল সেটি ক্যাশ বেসড সিঙ্গেল এন্ট্রি অ্যাকাউন্টিং সিস্টেম নামে পরিচিত। এই ব্যবস্থায় দেয়, প্রাপ্য ও সরাসরি টাকার সাথে সম্পর্ক নেই এমন বিষয়গুলিকে হিসাবে আনার কোন সুযোগ ছিল না। এর ফলে পৌরসভার প্রকৃত আর্থিক চিত্রটি সম্পূর্ণরূপে পরিস্ফুট হোত না। এই অসুবিধে দূর করার জন্য রাজ্য সরকার বর্তমান জাতীয় নীতির সাথে সামঞ্জস্য রেখে পুরসভাগুলিতে হিসাব রাখার জন্য 'অ্যাক্রুয়াল বেসড' ডাবল এন্ট্রি অ্যাকাউন্টিং সিস্টেম চালু করতে আগ্রহী হন।

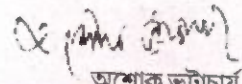
পশ্চিমবঙ্গের ৪০টি পুরসভায় আধুনিক অ্যাকাউন্টিং সিস্টেম চালু করার দায়িত্ব অর্পিত হয়েছে পৌরবিষয়ক দপ্তরের অধীনস্থ চেঞ্জ ম্যানেজমেন্ট ইউনিট (সি.এম.ইউ.) সংস্থাটির উপর। ব্রিটিশ সরকারের আন্তর্জাতিক উন্নয়ন বিষয়ক বিভাগ (DFID)-র সহায়তায় রাজ্য সরকারের 'কলকাতা আরবান সার্ভিসেস ফর দি পুওর' (KUSP) প্রকল্পে এই কর্মসূচী অন্তর্ভুক্ত হয়েছে। আধুনিক অ্যাক্রুয়াল বেসড সিস্টেম অফ অ্যাকাউন্টিং পদ্ধতির মাধ্যমে পৌরপ্রশাসনের দক্ষতা বৃদ্ধি পাবে এবং সিদ্ধান্ত গ্রহণের ক্ষেত্রগুলি প্রসারিত হবে।

'কলকাতা আরবান সার্ভিসেস ফর দি পুওর' প্রকল্পের অন্তর্গত পৌরসভাগুলি ইতিমধ্যেই তাদের হিসাব ব্যবস্থাকে 'সিঙ্গেল এন্ট্রি ক্যাশ বেসড অ্যাকাউন্টিং' সিস্টেম থেকে 'ডাবল এন্ট্রি অ্যাক্রুয়াল বেসড অ্যাকাউন্টিং' সিস্টেমে উন্নীত করেছে।

এই নির্দেশিকায় অ্যাক্রুয়াল বেসড ডাবল এন্ট্রি অ্যাকাউন্টিং সিস্টেমের বিভিন্ন ক্ষেত্রগুলিকে সুচারুভাবে ব্যাখ্যা করা হয়েছে যা পৌরসভাগুলিকে তাদের হিসাব ব্যবস্থাকে আধুনিক স্তরে উন্নীত করতে সাহায্য করবে। কলকাতা মেট্রোপলিটন এলাকার বাইরে ৮৫টি পুরসভায় পর্যায়ক্রমে এই পদ্ধতি প্রয়োগের কাজ দ্রুতগতিতে এগিয়ে চলেছে।

আমি আনন্দিত যে এই নির্দেশিকাটি ভারত সরকারের National Municipal Accounts Manual ধারার সঙ্গে সামঞ্জস্য রেখে এবং রাজ্যের প্রয়োজনীয়তা অনুধাবন করে রচিত হয়েছে। ইতিমধ্যে ইংরেজীতে রচিত যে নির্দেশিকা সংশ্লিষ্ট সব মহল প্রত্যক্ষ করেছেন বর্তমান পুস্তিকাসমূহ তারই বাংলা সংস্করণ।

আমার দৃঢ় বিশ্বাস পৌরসভার যে সমস্ত আধিকারিকরা হিসাব সংরক্ষণের কাজে যুক্ত আছেন এই নির্দেশিকাটি ব্যবহার করে উপকৃত হবেন এবং তাঁদের কাজও আরও সহজ হবে। আমার অনুরোধ যদি তাঁরা এই নির্দেশিকার ভিত্তিতে কাজ করতে গিয়ে কোনো অসুবিধা বোধ করেন তবে তাঁরা যেন Change Management Unit (CMU)-র সাথে যোগাযোগ করেন। এই নির্দেশিকাটি সম্বন্ধে মতামত দেবার জন্য সবাইকে আহ্বান জানাই।


অশোক ভট্টাচার্য
মন্ত্রী, পুরবিষয়ক দপ্তর ও
নগর উন্নয়ন দপ্তর
পশ্চিমবঙ্গ সরকার

পি. কে. প্রধান
প্রধান সচিব



পুরবিষয়ক দপ্তর ও নগর উন্নয়ন দপ্তর
পশ্চিমবঙ্গ সরকার

পৌরসভার প্রকৃত আর্থিক চিত্রটি অ্যাকাউন্টিং সিস্টেমের মাধ্যমে তুলে ধরবার জন্য রাজ্য সরকার ইতিমধ্যেই পৌরসভাগুলিতে 'অ্যাকুয়াল বেসড' ডাবল এন্ট্রি অ্যাকাউন্টিং সিস্টেম চালু করেছেন। আধুনিক অ্যাকাউন্টিং পদ্ধতি ব্যবহারের ফলে পৌরপ্রশাসনের দক্ষতা বৃদ্ধি পাবে এবং অ্যাকাউন্টিং ব্যবস্থা আরও উন্নত হবে। ইতিমধ্যেই 'অ্যাকুয়াল বেসড' ডাবল এন্ট্রি অ্যাকাউন্টিং সিস্টেম সম্বন্ধে 'চেঞ্জ ম্যানেজমেন্ট ইউনিট' সংস্থাটির পক্ষ থেকে ইংরেজীতে একটি নির্দেশিকা রচিত হয়েছে। বর্তমান পুস্তিকাসমূহ এই নির্দেশিকারই বাংলা সংস্করণ।

'চেঞ্জ ম্যানেজমেন্ট ইউনিট' - এর পক্ষ থেকে প্রকাশিত নির্দেশিকাটির বাংলা সংস্করণ নিঃসন্দেহে পুরসভাগুলিতে হিসাব সংরক্ষণের কাজে সহায়তা করবে - এই প্রয়াসের সর্বাঙ্গীন সাফল্য কামনা করছি।

শ্রীমতী সুশীলা প্রসাদ

পি. কে. প্রধান

ASOK BHATTACHARYA
Minister - in - Charge



MUNICIPAL AFFAIRS DEPARTMENT &
URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF WEST BENGAL
WRITERS' BUILDINGS, KOLKATA 700 001

FOREWORD

Urban Local Bodies currently maintain their day-to-day accounts under Cash-based single entry system. This accounting method does not take into consideration receivables, payables, non-cash items of expenditure, provisions etc., for which the real financial picture of the Urban Local Bodies remains obscure. To remove such deficiencies, Govt. of West Bengal is keen to introduce accrual-based double entry accounting system in ULBs in consonance with the current national policy of introducing this system in the local bodies.

Kolkata Urban Services for the Poor, an important programme of the Government of West Bengal assisted by Department for International Development of the Government of United Kingdom, has taken up the task of introducing this modern accounting system in forty of the ULBs. Modern accrual based system of accounting will enable better administration and informed decision-making in the Urban Local Bodies.

The ULBs under KUSP have enthusiastically started the task of converting their accounting system from single entry case based to double entry accrual based. Already significant progress has been made by a number of Urban Local Bodies in preparation of their opening balances.

This Manual comprehensively covers all aspects of the accrual based double entry system which will help the Urban Local Bodies in switching over. This will prove useful to us not only in introduction of this system in the forty ULBs under KUSP but also in extending this system to all ULBs in the State of West Bengal.

I am glad to note that this Manual has been prepared in lines of the National Municipal Accounts Manual of Government of India with necessary customization for the State. This Manual might also prove useful to other states which will take up this task.

I trust that this Manual will be used by the officials of the ULBs entrusted with this work and will make their task easier. I request them to communicate any difficulty they may have in implementing this Manual to the Change Management Unit. All are welcome to give their feedback.

Asok Bhattacharya
Minister-in-Charge, Municipal Affairs Department,
Government of West Bengal

Shri Dipankar Mukhopadhyay, IAS



SECRETARY
MUNICIPAL AFFAIRS DEPARTMENT
GOVERNMENT OF WEST BENGAL
WRITERS' BUILDINGS, KOLKATA 700 001
Phone: 2214 3678
Fax: 2214 3632

PRELUDE

The Government of West Bengal has decided to introduce Accounting Reforms in its Urban Local Bodies. The Urban Local Bodies will be gradually switching over to the Accrual Based Double Entry system of Accounting. In the first phase the 40 Urban Local Bodies included in the DFID assisted Kolkata Urban Services for the Poor (KUSP) programme shall be converting to the new system. The Change Management Unit, KUSP has been entrusted with facilitating the conversion of the accounting system in the 40 ULBs. The ULBs were initially given a guideline for preparation of Opening Balances. The rest of the Accounting Manual is now complete and its being brought out for the use of the ULBs.

The Manual comprises 6 (six) parts, viz., (1) Introduction to Double Entry Accrual-based Accounting, (2) Accounting Principles, (3) Guidelines for preparation of Opening Balance Sheet, (4) Chart of Accounts, (5) Forms and Formats, and (6) Transaction Entries. A separate booklet for each of these six parts have been published. The task of implementation of the Accrual-based Double entry Accounting in the ULBs involve a number of stages, such as determination of Accounting Policies and Principles, preparation of Opening Balance Sheet, prescribing various Heads of Accounts with proper condification, prescribing formats of various MIS Reports, and the methodology of recording day-to-day financial transactions. The six parts of the Manual shall take care of these different tasks.

While preparing the Accounts Manual, the prescriptions of the National Municipal Accounts Manual published under the aegis of Ministry of Urban Development, Govt. of India, and the Comptroller & Auditor General of India, have been followed. In some cases the prescribed principles have been customized to suit the conditions of the state. The contents of the present Accounts Manual shall henceforth be the guiding principles in the matters of the Accounting Reforms in the ULBs of West Bengal. After the publication of this Manual, one last task remains i.e. the amendment to the relevant provisions of the W.B. Municipal Act, 1993 and the W.B. Municipal (Finance and Accounting) Rules, 1999. The said task shall be taken up after the process of conversion of accounting system in the first few ULBs in successfully implemented.

I hope this Manual proves useful to all who will be using it. I also request the users of this Manual to give their feedback to the Change Management Unit, KUSP.

I take this opportunity to thank Sri Arnab Roy, the Project Director, and his team in CMU as well as all those associated with preparation of the Manual for their outstanding performance.

Dipankar Mukhopadhyay
Secretary, Municipal Affairs Department
Government of West Bengal

Vector-borne infectious diseases are emerging or resurging as a result of changes in public health policy, insecticide and drug resistance, shift in emphasis from prevention to emergency response, demographic and societal changes, and genetic changes in pathogens. Effective prevention strategies can reverse this trend. Research on vaccines, environmentally safe insecticides, alternative approaches to vector control, and training programs for health-care workers are needed.

In the 120 years since arthropods were shown to transmit human disease, hundreds of viruses, bacteria, protozoa, and helminths have been found to require a hematophagous (blood-sucking) arthropod for transmission between vertebrate hosts (1). Historically, malaria, dengue, yellow fever, plague, filariasis, louse-borne typhus, trypanosomiasis, leishmaniasis, and other vector-borne diseases were responsible for more human disease and death in the 17th through the early 20th centuries than all other causes combined (1). During the 19th and 20th centuries, vector-borne diseases prevented the development of large areas of the tropics, especially in Africa; it was not until these diseases were controlled that engineering feats such as the Panama Canal could be completed (1,2).

Not long after the 1877 discovery that mosquitoes transmitted filariasis from human to human, malaria (1898), yellow fever (1900), and dengue (1903) were shown to have similar transmission cycles (2). By 1910, other major vector-borne diseases such as African sleeping sickness, plague, Rocky Mountain spotted fever, relapsing fever, Chagas disease, sandfly fever, and louse-borne typhus had all been shown to require a blood-sucking arthropod vector for transmission to humans (2).

Prevention and control programs were soon based on controlling the arthropod vector. Yellow fever in Cuba was the first vector-borne disease to be effectively controlled in this manner, followed quickly by yellow fever and malaria in Panama. Over the next 50 years, most of the important vector-borne public health problems were effectively controlled (Table 1). Most of these programs established vertically structured vector control organizations that emphasized elimination of arthropod breeding sites (source reduction) through environmental hygiene along with limited use of chemical insecticides. By the 1960s, vector-borne diseases were no longer considered major public health problems outside Africa. Urban yellow fever and dengue, both transmitted by *Aedes aegypti*, were effectively controlled in Central and South America and eliminated from North America; malaria was nearly eradicated in the Americas, the Pacific Islands, and Asia. The discovery and effective use of residual insecticides in the 1940s, 1950s, and 1960s contributed greatly to these successes.

However, the benefits of vector-borne disease control programs were short-lived. A number of vector-borne diseases began to reemerge in the 1970s, a resurgence that has greatly intensified in the past 20 years (3-7). Although the reasons for the failure of these programs are complex and not well understood, two factors played important roles: 1) the diversion of financial support and subsequent loss of public health infrastructure and 2) reliance on quick-fix solutions such as insecticides and drugs.

The Global Emergence/Resurgence of

Table 1. Successful vector-borne disease control/elimination programs

Disease	Location	Year
Yellow fever	Cuba	1900-1901
Yellow fever	Panama	1904
Yellow fever	Brazil	1932
<i>Anopheles gambiae</i> infestation	Brazil	1938
<i>An. gambiae</i> infestation	Egypt	1942

Vector-Borne Diseases

Evidence of the reemergence of vector-borne diseases such as malaria and dengue was first observed in the 1970s in Asia and the Americas (5-9).

Warnings, however, were largely ignored until recently (10), and now it may be difficult to reverse the trend.

Figure 1 shows some vector-borne parasitic, bacterial, and viral diseases that have caused epidemics in the 1990s. While malaria is the most important vector-borne disease because of its global distribution, the numbers of people affected, and the large number of deaths, the vector-borne viruses (arboviruses) are clearly the most numerous.

Louse-borne typhus	Italy	1942
Malaria	Sardinia	1946
Yellow fever (<i>Aedes aegypti</i>)	Americas	1947-1970
Malaria	Americas	1954-1975
Malaria	Global	1955-1975
Yellow fever	West Africa	1950-1970
Onchocerciasis	West Africa	1974-present
Bancroftian filariasis	South Pacific	1970s
Chagas disease	South America	1991-present



ASSOCIATION FOR SOCIAL AND HEALTH ADVANCEMENT

(Registration No. S/92427) under West Bengal Societies Registration Act XXVI of 1961
Registered u/s 80G of I.T. Act, 1961 for Exemption
Registered u/s 6(1)(a) of F. C. R. A. 1976

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Ref. No. : EXT-PROG/CMU/TRG/2008-1

Dated : 07.01.2008

To
Mr. Arnab Ray, I. A. S.,
Project Director,
Change Management Unit,
ILGUS Bhaban, HC Block, Sector - III,
Salt Lake, Kolkata - 700 106

Dr. Gromani
ay
7/1



Sub :- Proposal for facilitating training on Malaria for Urban Local Bodies under Kusp.

Sir,

Season's Greeting from ASHA!

Please find attached a Proposal for facilitating training on Malaria for Urban Local Bodies under Kolkata Urban Services for the Poor.

We would be eager to extend support to your esteemed organization and look forward to working with you and your team if given the opportunity to your fullest satisfaction.

Thanking you for your support,

With deep regards,

Rajat Kumar Das
Dr. Rajat Kumar Das
President

DRAFT PROPOSAL FOR FACILITATING TRAINING on MALARIA for URBAN LOCAL BODIES under KUSP

Introduction:

The Change Management Unit (CMU) is assisting Urban Local Bodies (ULBs) in the State of West Bengal to improve the health systems in the urban areas. This includes the management and control of Vector Borne Diseases. There is also a need to take measures to control the outbreak of vector borne diseases in the urban and semi-urban areas. Accordingly CMU has decided to develop plans for implementing control programmes in tune with National and State programmes. It is envisaged that the plan of improving the capacity and capability of the service providers will be instrumental in controlling the outbreaks of vector borne diseases from time to time and have preparedness for control measures. The department has planned to equip the ULBs by training their health personnel in the management of Vector Borne Diseases. Accordingly, the department has felt the need to develop to provide facilitation support to the ULBs for training the staff on Malaria control.

Objectives:

The objectives of this assignment is as follows :-

- To assist Change Management Unit (CMU), Government of West Bengal, by providing facilitation support for training of staff of Urban Local Bodies on Malaria control.
- To facilitate and provide faculty / resource personnel for conducting the training programme.

Methodology:

- Preparation – i) Prepare audio – visual materials as training aids : Power-point / transparencies from the recent training module developed by KUSP with support from ASHA.
- Faculty meet to formulate course design and detailing of topic sessions in consultation with CMU.
- Scheduling of dates in the selected 3 ULB venues based on consultations through CMU with an aim of two day sessions in each centre.
- Undertake / conduct the two day sessions in the 3 selected ULB venues using the following principles – i) participatory sessions using Group exercises, debates, quizzing and demonstrations. ii) obtain feedback from participants on the sessions.

- Modify sessions for ongoing or future training sessions and recommend the same to CMU.
- Report to CMU with a process document.
- Submit the final versions of the training modules in soft copy to CMU.

Support necessary from CMU :

- Approval of course design
- Selection of the 3 ULB sites
- Intimation and coordination for training organization with the ULBs

Support necessary from ULBs :

- Organization of participants, venue and refreshments.
- Arrangements for LCD / Overhead projector / Chart paper / marker pens / spraying kit / notebooks and pens for participants.

Deliverables:

A training report –

- Narrating process of the training with feedback highlights from participants.
- Suggest modifications for future courses.

Human Resource Deployment:

There will be a two member team :-

- Public Health Specialist
- Training expert & Coordinator

However, multiple backup support is also available from the organization ASHA to all the two positions so that a team approach is used based on need. A maximum of 21 person days (around 9 person days – Public Health Expert & 12 person days – Training Coordinator) would be required.

Time Frame:

The process would be completed in one month from the date of sanction of the assignment. However, this would only be possible if timely support is provided by CMU and cooperation is provided by the local ULBs selected for the training programme.

Work Plan:

Sl. No.	Activities	Time Frame			
		1 st Week	2 nd Week	3 rd Week	4 th Week
1.	Preparatory work – training design and materials				
2.	Training conduction in the 3 selected ULBs.				
3.	Report finalization and submission.				

Budget Details:

Sl. No.	Cost Code	Unit Cost (Rs.)	Amount (Rs.)
1.	Organizational Cost for Consultancy Fees		
	a) Public Health Expert – 1	a) 1,500/- per day for 9 person days (including 2 planning & 1 reporting days)	13,500/-
	b) Training Coordinator – 1	b) 1,500/- per day for 12 person days (including coordination days)	18,000/-
			<u>31,500/-</u>
2.	Travel including local car hire		
	- Car Hire / fuel for training days at ULBs	@ 1,500 per day x 6 days	9,000/-
	- Local travel for Consultants at Kolkata & for CMU visits	Lumsum	5,000/-
			<u>14,000/-</u>
3.	Incidental expenses during training for faculty	1,000 lump sum	1,000/-
4.	Training materials, Report generation, communication, stationery, contingency etc.		4,000/-
5.	Organizational Overhead	12 % Lumsum	6,000/-
Total			56,500/-

Payment Terms :-

- The budget is lump sum as Consultancy and no vouchers will be made available
- 20 % should be made available for mobilization advance, 30 % after completion of trainings and balance 50 % after submission of report.

Organizational Capability Backdrop :

Association for Social and Health Advancement (ASHA) is a non-profit, non-political, non-governmental organization which since its registration in 1998 has been working to improve the socio-economic and health status of disadvantaged rural and urban communities. We undertake developmental initiatives in health and socio-economic sectors as well as act as a technical resource support agency (trainings, action research and evaluation) for International Aid agencies, Governments and other NGOs in several states of India and abroad.

We are specialized in undertaking Evaluations, action research, studies and training programmes in a wide range of developmental issues especially in the health sector, having undertaken assignments for Governments, NGOs and International agencies. We have a highly experienced, diverse and professional work team.

Activity Profile Highlights :-

West Bengal :

- Currently facilitating the District Health Plans under National Rural Health Mission for the Department of Health & Family Welfare, Government of West Bengal in the 5 districts of Purba Medinipur, Purulia, Bankura, Murshidabad and Darjeeling.
- Developed Training Module on Vector Borne Diseases Control in both English and Bengali for Change Management Unit, under health component of Kolkata Urban Services for the Poor (KUSP) project for training of managers and health functionaries of Urban Local Bodies.
- Recently Developed District Health Action Plan Templates & Guide and Training Module for District Planning under National Rural Health Mission for the Department of Health and Family Welfare, Government of West Bengal in July, 2006
- IMR & NMR study in 6 districts of West Bengal, under Department of Health & Family Welfare, Government of West Bengal under Sector Improvement Programme supported by European Commission.
- Survey on Access & Utilization for outreach in Murshidabad , RCH Sub Project, Murshidabad, Govt. of West Bengal
- Qualitative Study on Adolescent Girls' Enumeration, Murshidabad, supported by UNICEF
- Preparation of full Resettlement Plan for Informal Settlers for identified canals in Calcutta under Calcutta Improvement Project of the Calcutta Municipal Corporation funded by Asian Development Bank
- ASHA carried out an Evaluation of Women's Dairy Cooperative Societies in collaboration with Administrative Training Institute, Kolkata in 10 districts of West Bengal. This project was implemented by the Government of West Bengal and was assisted by UNDP through the Government of India. The evaluation focus was on socio-

economic impact assessment, structural issues and also the level of consciousness regarding health.

- Organized several Training sessions on Reproductive Tract Infections / Sexually Transmitted Infections / HIV / AIDS in the slums of Asansol funded by State Urban Development Agency (SUDA) during January to March, 2004.
- Organized Capacity building training programme for NGOs in the District of Murshidabad under World Bank aided National Reproductive & Child Health Sub – Project.
- Completed Capacity building training programmes for approximately 1,500 Group D staff of Government Hospitals in the six districts of Purulia, Malda, North & South Dinajpur, Jalpaiguri & Cooch Behar under of State Health Systems Development Project of West Bengal.
- Organized Trainings for Community Advisory Boards and Community Health & Nutrition teams in seven Blocks of Purulia district and Paschim and Purba Midnapore districts under Border District Cluster Strategy, a programme of Department of Health & Family Welfare, Government of West Bengal with support from UNICEF.
- Training on Promotion of Baby Friendly Hospital Initiative (BFHI) and ORT in 4 districts of Bankura, Purulia, Purba and Paschim Midnapore with support from UNICEF. The activities included organization of interactive Sessions on BFHI and ORT at the Government Medical College, District Hospitals, Sub Divisional Hospitals, Rural Hospitals and Block Primary Health Centers.
- Organized Training for Government of West Bengal, Social Welfare Department, CDPOs & ICDS Supervisors in the district of Purulia on Use of Cohort Register & Anaemia Control Programme.
- Provided Training support on Participatory Learning and Action Tools to government appointed project mobilizers for UNICEF supported initiative of District administration, Murshidabad under Project on Action Research for Promotion of Universal Elementary Education and Prevention of Child Labour.

National :-

- Rapid Assessment – Health for Christian Children’s Fund – India in the States of Bihar, Orissa, Uttar Pradesh, Tamil Nadu, Karnataka and Rajasthan leading to development of Country Strategy Paper.
- Evaluated South Asia Centre for Community and Children in Crisis - South India Projects in Karnataka, Andhra Pradesh, Tamil Nadu & Kerala supported by Erikshjalpen, Sweden in April, 2005

Bihar :-

- Technical support partner for Bihar Cluster Reproductive & Child Health Project of Christian Children's Fund – India implemented by four (4) partner NGOs namely Mukti Niketan & Jai Prabha Mahila Vikas Kendra in Banka District and Parivar Vikas & Jan Pragati Sansthan in Jamui District in Bihar. Conducted Baseline Survey for the project as well as designed and facilitated Action Research study on Adolescents.

Jharkhand :-

- Evaluation of multi sectoral development projects of Theodori Rural Development Project (TRDP) an NGO based in Pakur district for international NGOs like CASA and DIAKONIA
- Evaluated Pragatisheel Yuva Kendra (PYK) an NGO based in Giridih district which also implements the PACS program.
- Organized and Facilitated Primary Health training of local communities on behalf of Society for Rural Industrialization (SRI), Ranchi - Jharkhand.

International Assignments :-

- Evaluation of Eriksjalpen – Sweden supported Children Development Project in Six (6) northern Districts of Bangladesh – first phase in September 2004 and the second phase during January, 2005.
 - Mentorship carried out for participants of Partnership Brokers Accreditation Scheme by the Overseas Development Institute (ODI) & the Prince of Wales International Business Leadership Forum (IBLF) in United Kingdom.
-



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/3174

Dt. .. 22.02.2008

From : Arnab Roy
Project Director, CMU

To : The President
Association for Social and Health Advancement
BE-135, Sector - I,
Salt Lake City
Kolkata - 700 064.

Sub. : Proposal for facilitating training on Vector Borne Diseases.

Ref. : Your communication bearing no. EXT-PROG/CMU/TRG/2008-2
dt. 28.01.2008.

Sir,

Your proposal for facilitating training on Vector Borne Diseases in 3 (three) selected venues with the budget of Rs. 49,500/- (Rupees Forty nine thousand five hundred) only has been accepted.

You are requested to undertake the preparatory work i.e. training design and materials in this regard. Dr. Shibani Goswami, Health Expert, CMU will co-ordinate with you about the training schedule.

Thanking you.

Yours faithfully,

Project Director, CMU

Dt. .. 22.02.2008

Memo No. .. CMU-94/2003(Pt. VI)/3174/1(2)

Copy forwarded for information and necessary action to :

1. Financial Adviser, CMU
2. Health Expert, CMU

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Arnab Roy, IAS
Project Director

Memo No. CMU - 51/2002 (Pt-III)/2893

Dated...20.12.07

To
M/s Art-O-Lith
58/1, Lakshmi Narayantala Road,
Howrah - 711 103.

**Sub: Printing, production, binding and delivery of Manuals for
"Vector Borne Diseases Control" (English)**

Ref: 1. NIQ No. CMU - 26/2003(Pt.-III)/2541, dated 27.11.2007.

2. Your offer No. NIL, dated 29.11.07.

Sir,

Your offer for the work mentioned under the subject has been accepted by me on behalf of CMU. You are accordingly requested to please take up the works according to the specification, terms and conditions and rates etc. stated below:

Item	Quantity	Amount (Rs. P.)
Printing, production, binding and delivery of Manuals on "Vector Borne Diseases Control" (English version) having specifications as below: <ul style="list-style-type: none">Size : 8½" x 11"Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.Pages : Text 100 pages and Cover 4 pages.Binding: Section Stitch.Colour : Text Bi-colour and Cover four colour. Total production includes lay out, design development, paper processing etc.	1500 nos.	99,000.00 (Rupees ninety-nine thousand)

Terms & Conditions:

Delivery	: Within 7 days from the date of receipt of this order.
Payment	: After delivery.
Taxes	: The above price is inclusive of all taxes and duties.
Delivery Charges	: Free of cost.
Submission of IT PAN No., VAT No. & PT Enrolment No. }	: Payment shall be made on production of copies of documents through which IT PAN No., VAT No. & PT Enrolment Number have been issued by the respective authorities.

I.T. Deduction at source : As per rules.

Yours faithfully,

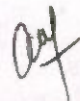


(Arnab Roy)

Project Director, CMU

Copy forwarded to:

1. Project Manager, CMU, for information
2. Financial Adviser, CMU, for information and necessary action
3. Accounts Officer, CMU, for information and necessary action
4. Procurement Consultant, CMU, for information and necessary action
- ✓ 5. Health Expert, CMU, for information and necessary action



Project Director, CMU

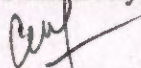


3.	<p>Printing, production, binding and delivery of Manual (Short form) on "Vector Borne Diseases Control" (Bengali version) having specifications as below:</p> <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.• Pages : Text 80 pages and Cover 4 pages.• Binding: Section Stitch.• Colour : Text Bi-colour and Cover four colour. <p>Total production includes lay out, design development, paper processing etc.</p>	10,200 pcs.	<p>3,44,760.00</p> <p>(Rupees three lakhs forty-four thousand seven hundred and sixty)</p>
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Terms & Conditions:

- Delivery : Within 7 days from the date of receipt of this order.
- Payment : After delivery.
- Taxes : The above price is inclusive of all taxes and duties.
- Delivery Charges : Free of cost.
- Submission of IT PAN No., VAT No. & PT Enrolment No. } : Payment shall be made on production of copies of documents through which IT PAN No., VAT No. & PT Enrolment Number have been issued by the respective authorities.
- I.T. Deduction at source : As per rules.

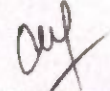
Yours faithfully,


(Arnab Roy)

Project Director, CMU

Copy forwarded to:

1. Project Manager, CMU, for information
2. Financial Adviser, CMU, for information and necessary action
3. Accounts Officer, CMU, for information and necessary action
4. Procurement Consultant, CMU for information and necessary action
- ✓ 5. Health Expert, CMU, CMU for information and necessary action


Project Director, CMU



Memo No. CMU - 51/2002 (Pt-II) / 2824

Dated...20.12.07

To

M/s ARTISAN

107 A, B.B. Ganguly Street,
Kolkata - 700 012.

Sub: Printing, production, binding and delivery of Books.

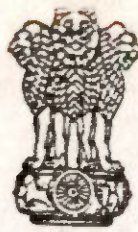
Ref: 1. NIQ No. CMU - 26/2003(Pt.-III)/2541, dated 27.11.2007.

2. Your offer No. NIL, dated 28.11.07

Sir,

Your offer for the work mentioned under the subject has been accepted by me on behalf of CMU. You are accordingly requested to please take up the works according to the specification, terms and conditions and rates etc. stated below:

Sl. No.	Item	Quantity	Amount (Rs. P.)
1.	Printing, production, binding and delivery of Books for "Approach to 11 th Five Years' Plan" having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 170 GSM Foreign Art Paper and Cover 300 GSM Foreign Art Board with lamination.• Pages : Text 32 pages and Cover 4 pages.• Binding: Centre Stitch.• Colour : All through 4 colour. Total production includes lay out, design development, paper processing etc.	1000 pcs.	69,750.00 (Rupees sixty-nine thousand seven hundred and fifty)
2.	Printing, production, binding and delivery of Manual on "Vector Borne Diseases Control" (Bengali version) having specifications as below: <ul style="list-style-type: none">• Size : 8½" x 11"• Paper : Text 90 GSM Foreign Art Paper and Cover 130 GSM Foreign Art Paper with lamination.• Pages : Text 124 pages and Cover 4 pages.• Binding: Section Stitch.• Colour : Text Bi-colour and Cover four colour. Total production includes lay out, design development, paper processing etc.	1900 pcs.	1,40,467.00 (Rupees one lakh forty thousand four hundred and sixty-seven)



অর্ধ সরকারী পত্র নং

মুখবন্ধ

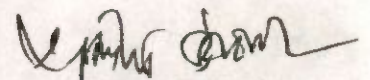
কোলকাতা

কলকাতা আর্বান সার্ভিসেস ফর দি পুওর (KUSP) প্রকল্পের অন্তর্গত স্বাস্থ্য কর্মসূচীর আওতায় পৌর এলাকায় বর্তমান স্বাস্থ্য পরিষেবাকে উন্নততর করার লক্ষ্যে এবং সর্বস্তরের স্বাস্থ্য কর্মীদের কর্মদক্ষতা বৃদ্ধির উদ্দেশ্যে পৌরসভাগুলিকে উপযুক্ত প্রশিক্ষণ ও সহায়তা প্রদানের কর্মসূচী গ্রহণ করা হয়েছে।

প্রশিক্ষণের জন্য নির্ধারিত পাঠ্যসূচী তৈরী করার সময় একটা বিষয় খুবই অনুভূত হয়েছে যে বাহক পরিবাহিত রোগ নিয়ন্ত্রণের জন্য পৌরসভাগুলির চিকিৎসক, স্বাস্থ্যকর্মী, পৌর প্রতিনিধি, সমষ্টি উন্নয়ন সমিতি, এন.এইচ.সি. এবং এন এইচ.জি.-র সদস্যদের সচেতনতা বৃদ্ধি ও উপযুক্ত প্রশিক্ষণ দেওয়ার প্রয়োজনীয়তা অনুভূত হয়েছে। বিগত কয়েক বছরে কিছু পৌর এলাকায় ম্যালেরিয়া, ডেঙ্গু, চিকুনগুনিয়া-র মতো বাহক পরিবাহিত রোগের পুনরাবির্ভাব ঘটেছে ফলে পৌর এলাকার জনস্বাস্থ্য বিপর্যস্ত হয়েছে। এই ধরনের রোগ নিয়ন্ত্রণ এবং প্রতিকারের জন্য একটি জাতীয় স্বাস্থ্য নীতি গৃহীত হয়েছে এবং সময়ে সময়ে বিভিন্ন নির্দেশনামাও প্রকাশিত হয়েছে। আলোচ্য পুস্তিকায় এই সব বিষয়কে একত্রিত করা হয়েছে যাতে বাহক পরিবাহিত রোগগুলি সম্বন্ধে সহজেই স্বচ্ছ এবং বিস্তারিত তথ্য পাওয়া যায়।

এই প্রশিক্ষণ পুস্তিকায় ৬টি (ছয়টি) অত্যন্ত গুরুত্বপূর্ণ বাহক পরিবাহিত রোগ যথা, ম্যালেরিয়া, ফাইলেরিয়া, জাপানীজ এনকেফালাইটিস, ডেঙ্গু, চিকুনগুলিয়া এবং কালাজুর সম্পর্কে পৃথক পৃথক পরিচ্ছেদে আলোচনা করা হয়েছে। পুস্তিকাটিতে মূলত: সচেতনতা বৃদ্ধি, সঠিক সময়ে রোগ প্রতিরোধ এবং রোগ সম্পর্কে বিভিন্ন সচেতনতা বৃদ্ধির উপর গুরুত্ব আরোপ করা হয়েছে।

আমি আশা করি, এই প্রশিক্ষণ পুস্তিকাটি পৌরসভাগুলির নির্বাচিত প্রতিনিধি, স্বাস্থ্যকর্মীদের ও অন্যান্য সাধারণ নাগরিকদের রোগগুলি নিয়ন্ত্রণ করার ক্ষেত্রে সহায়ক হবে।


অশোক ভট্টাচার্য



Demi Official Letter No.

Dated

FOREWORD

Under the Health component of KUSP, steps have been taken to strengthen the existing Health Care Services Delivery in ULBs by way of capacity building of the Health functionaries at all levels through training as well as by way of providing other support.

While formulating different training curriculum, it has been strongly felt that a training schedule on Vector-Borne Disease Control for all medical, paramedical & grass root level Health functionaries, Councillors, members of the Ward Committees, CDS, NHC & NHG of the ULBs is a dire need of the hour in view of the resurgence and outbreak of some Vector-Borne Diseases like Malaria, Dengue, Chikungunya and the like in different ULBs in the recent years. National policy to control the Vector-Borne Diseases has been laid down and various directives and instructions have been issued from time to time regarding control measures. But these are not readily available at one place. As such, a comprehensive Training Manual on 'Vector-Borne Diseases Control' has been developed by CMU to facilitate rendering effective training to various categories of Health functionaries and elected representatives & opinion leaders of the community of the ULBs, so that proper awareness on Vector-Borne Diseases is generated & effective control measures are taken to curtail the menace of the diseases.

6(six) important Vector-Borne Diseases i.e. Malaria, Filariasis, Japanese Encephalitis, Dengue, Chikungunya and Kala-azar have been dealt in separate chapters in this Manual. Adequate care has been taken to prepare this Training Manual in a simpler language and easily understandable manner to make it acceptable to all categories of functionaries who will be undertaking training.

I hope, this Training Manual proves useful to all functionaries of the ULBs and helps in equipping them with adequate knowledge to enable them to take effective control measures against the Vector-Borne Diseases.

Asok Bhattacharya

CMU acknowledges effort of Dr. R.K. Das, President, ASHA (Association for Social & Health Advancement) & his team in compiling the Manual and Dr. Shibani Goswami, Health Expert, CMU, for her supervision and co-ordination of the entire effort for preparation of this Training Manual.

Arnab Roy
Project Director, CMU & e.o. Spl. Secretary
Govt. of West Bengal

Association for Social & Health Advancement (ASHA) - এর প্রেসিডেন্ট ডাঃ আর. কে. দাস ও তাঁর দলকে প্রশিক্ষণ পুস্তিকাটি সংকলন করার জন্য এবং সি.এম.ইউ.-এর Health Expert ডাঃ শিবানী গোস্বামীকে পুস্তিকাটি তৈরীর প্রয়াসে তদারকি ও সমন্বয়-সাধনের জন্য সি.এম.ইউ.-এর পক্ষ থেকে আন্তরিক ধন্যবাদ জ্ঞাপন করছি।

অর্ণব রায়
প্রোজেক্ট ডাইরেক্টর, সি.এম.ইউ. এবং স্পেশাল সেক্রেটারী
পশ্চিমবঙ্গ সরকার

PRELUDE

Change Management Unit (CMU) is providing assistance to the ULBs in strengthening their existing Health Care Services Delivery by way of capacity building of the Health functionaries at all levels through training among other support, under Health component of KUSP,

While formulating different training curriculum, it has been strongly felt that a training schedule on Vector-Borne Disease Control for all medical, paramedical & grass root level Health functionaries, Councillors, members of the Ward Committees, CDS, NHC & NHG of the ULBs is a dire need of the hour in view of the resurgence and outbreak of some Vector-Borne Diseases like Malaria, Dengue, Chikungunya and the like in different ULBs in the recent years. National policy to control the Vector-Borne Diseases has been laid down and various directives and instructions have been issued from time to time regarding control measures. But these are not readily available at one place. As such, a comprehensive Training Manual on 'Vector-Borne Diseases Control' has been developed by CMU to facilitate rendering effective training to various categories of Health functionaries and elected representatives & opinion leaders of the community of the ULBs, so that proper awareness on Vector-Borne Diseases is generated & effective control measures are taken to curtail the menace of the diseases.

6 (six) important Vector-Borne Diseases i.e. Malaria, Filariasis, Japanese Encephalities, Dengue, Chikungunya and Kala-azar have been dealt in separate chapters in this Manual. Adequate care has been taken to prepare this Training Manual in a simpler language and easily understandable manner to make it acceptable to all categories of functionaries who will be undertaking training.

I hope, this Training Manual proves useful to all functionaries of the ULBs and helps in equipping them with adequate knowledge to enable them to take effective control measures against the Vector-Borne Diseases.

I take this opportunity to extend my heartfelt thanks to Dr. R.K. Das, President, ASHA (Association for Social & Health Advancement) & his team in compiling the Manual and Dr. Shibani Goswami, Health Expert, CMU, for her supervision and co-ordination of the entire effort for preparation of this Training Manual.

CMU acknowledges effort of Dr. R.K. Das, President, ASHA (Association for Social & Health Advancement) & his team.

Arnab Roy
Project Director, CMU & e.o. Spl. Secretary
Govt. of West Bengal

FOREWORD

Vector-Borne Diseases have posed a serious public health problem in the recent years at National level. The state of West Bengal is no exception. Many of these diseases, particularly Dengue fever, Japanese Encephalitis (JE) and Malaria now occur in epidemic form almost on an annual basis causing considerable morbidity and mortality. Dengue is spreading rapidly in newer areas with frequent outbreaks. Chikungunya has re-emerged in India after a gap of more than three decades affecting many states including West Bengal. The State Govt. is very much concerned about the situation and has participated in implementing various National Vector Control Programmes. The objective of the control programmes of Vector-Borne Diseases is to decrease morbidity and mortality caused due to the diseases. The ultimate aim is to curb the infection and reduce its transmission. This is best brought about by effective intervention at the key areas of parasite - vector-human cycle.

The ULBs in West Bengal are already implementing community based urban health care services comprising of RCH, Public health and National health programmes. For this purpose, a Health Set-Up consisting of medical professionals & paramedical and grass root level health functionaries has already been established in each Urban Local Body (ULB). CMU, KUSP is providing support to the ULBs for strengthening of various services through capacity building of the health functionaries of all tiers. The said health functionaries after proper training could be utilized suitably for the activities pertaining to control of Vector-Borne Diseases with active community participation. For their adequate orientation and training on the subject, a Training Manual on 'Vector-Borne Diseases Control' has been developed by CMU especially for the health functionaries of the ULBs of West Bengal, in a comprehensive and easily understandable manner.

I am glad to note that this Manual has been prepared in the line of National Health Policy and directives on Vector-Borne Diseases Control measures issued from time to time by the Dept. of Health & Family Welfare, Govt. of West Bengal.

I trust this Manual will be very useful not only for the health functionaries but also for the elected representatives of the ULBs in ensuring control of Vector-Borne Diseases effectively.

Asok Bhattacharya
Minister-in-Charge
Municipal Affairs & Urban Development Dept.
Govt. of West Bengal

মুখবন্ধ

সম্প্রতিকালে বাহক পরিবাহিত রোগগুলি জাতীয়স্তরে জনস্বাস্থ্যে এক গুরুতর সমস্যা সৃষ্টি করেছে। এ বিষয়ে পশ্চিমবঙ্গ রাজ্যে ব্যতিক্রম নয়। এর মধ্যে কিছু রোগ বিষয়তঃ ডেঙ্গু, জাপানীজ এনকেফালাইটিস ও ম্যালেরিয়া প্রায় প্রতিবছরই অসুস্থতা ও মৃত্যুসংখ্যা বহুলাংশে বাড়িয়ে দিচ্ছে। বারংবার ডেঙ্গু রোগের আকস্মিক প্রকাশ হচ্ছে ও নতুন নতুন এলাকায় দ্রুত ছড়িয়ে পড়ছে। তিন দশকের বেশী ব্যবধানে ভারতবর্ষে চিকনগুনিয়া রোগের পুনঃ আবির্ভাব হয়েছে ও পশ্চিমবঙ্গসহ অন্যান্য অনেক রাজ্যে বিস্তার করেছে। রাজ্য সরকার এই পরিস্থিতির ব্যাপারে খুবই উদ্বিগ্ন। বাহক পরিবাহিত রোগগুলির মোকাবিলা ও প্রতিরোধ করার উদ্দেশ্যে রাজ্য সরকার বিভিন্ন ন্যাশানাল ভেক্টর কন্ট্রোল প্রোগ্রামগুলিতে অংশগ্রহণ করেছেন এবং রূপায়ণের জন্য যথাযথ ব্যবস্থাপনা নিয়েছেন। বাহক পরিবাহিত রোগ নিয়ন্ত্রণের উদ্দেশ্য - অসুস্থতা ও মৃত্যুসংখ্যা কমান এবং একের থেকে অন্যের মধ্যে রোগ সংক্রমণে বাধা সৃষ্টি করা। রোগগুলির উৎস পরজীবী-বাহক-মানব চক্র ভেঙে দেওয়াই প্রতিরোধের মূল লক্ষ্য।

পশ্চিমবঙ্গের পৌরসভাগুলি ইতিমধ্যে পৌরএলাকায় সমষ্টিভিত্তিক স্বাস্থ্য পরিষেবা প্রকল্প রূপায়ণ করেছেন, যার কর্মসূচির মধ্যে আছে প্রজননস্বাস্থ্য ও শিশুস্বাস্থ্য, জনস্বাস্থ্য এবং জাতীয় স্বাস্থ্য প্রকল্প। এই উদ্দেশ্যে প্রতি পৌরসভায় চিকিৎসক, প্যারামেডিক্যাল ও তৃণমূল স্তরের স্বাস্থ্যকর্মীদের নিয়ে একটি স্বাস্থ্য পরিকাঠামো তৈরী হয়েছে। সব স্তরের স্বাস্থ্য পরিষেবা প্রদানকারীদের কার্যক্ষমতা বাড়িয়ে স্বাস্থ্য পরিষেবাকে আরও জোরদার করার লক্ষ্যে পৌরবিষয়ক দপ্তরের অধীনস্থ চেঞ্জ ম্যানেজমেন্ট ইউনিট (সি.এম.ইউ.) পৌরসভাগুলিকে সহায়তা করেছেন। স্বাস্থ্যকর্মীরা উপযুক্ত প্রশিক্ষণ পাওয়ার পর বাহক পরিবাহিত রোগ নিয়ন্ত্রণ কর্মকান্ডে যথোপযুক্তভাবে সংযুক্ত করা যাবে এবং জনসমষ্টির সক্রিয় অংশগ্রহণের মাধ্যমে রোগ নিয়ন্ত্রণ করা যাবে। নির্দিষ্ট বিষয়ে পর্যাপ্ত জ্ঞান ও উপযুক্ত প্রশিক্ষণের দেওয়ার জন্য সি.এম.ইউ. ‘বাহক পরিবাহিত রোগ নিয়ন্ত্রণ’-এর উপর বাংলায় একটি বিশদ ও সহজ বোধগম্য প্রশিক্ষণ পুস্তিকা তৈরী করেছেন।

আমি আনন্দিত যে এই পুস্তিকাটি National Health Policy ও ‘বাহক পরিবাহিত রোগ নিয়ন্ত্রণ’-এর বিষয় রাজ্য সরকারের স্বাস্থ্য দপ্তর কর্তৃক বিভিন্ন সময়ে প্রকাশিত নীতি ও নির্দেশনামার সাথে সামঞ্জস্য রেখে তৈরী করা হয়েছে।

আমার দৃঢ় বিশ্বাস পৌরসভাগুলির সর্বস্তরের স্বাস্থ্যকর্মীরা ছাড়াও নির্বাচিত জনপ্রতিনিধিরা এই প্রশিক্ষণ পুস্তিকাটি ব্যবহার করে উপকৃত হবেন এবং সুষ্ঠু ও ফলপ্রসূভাবে বাহক পরিবাহিত রোগগুলি নিয়ন্ত্রণে তাঁদের কাজ আরও সহজ হবে।

অশোক ভট্টাচার্য

মন্ত্রী, পুরবিষয়ক দপ্তর ও নগর উন্নয়ন দপ্তর
পশ্চিমবঙ্গ সরকার

প্রস্তাবনা

কে.ইউ.এস.পি.-এর হেল্থ কম্পোনেন্ট-এর ছত্রছায়ায় পৌরসভাগুলির বর্তমান স্বাস্থ্য পরিষেবাগুলিকে অধিকতর সবল করার লক্ষ্যে সর্বস্তরের স্বাস্থ্য পরিষেবা প্রদানকারীদের কাজের দক্ষতা বাড়াবার উদ্দেশ্যে তাদের উপযুক্ত প্রশিক্ষণ দিতে পৌরবিষয়ক দপ্তরের অধীনস্থ চেঞ্জ ম্যানেজমেন্ট ইউনিট (সি.এম.ইউ.) পৌরসভাগুলিকে সহায়তা দিচ্ছেন।

প্রশিক্ষণের জন্য নির্ধারিত পাঠ্যক্রম তৈরী করার সময় এটা খুবই অনুভূত হয়েছে যে বাহক পরিবাহিত রোগ নিয়ন্ত্রণের উপর পৌরসভাগুলির সব চিকিৎসক, প্যারামেডিক্যাল, তৃণমূল স্তরের স্বাস্থ্যকর্মী, কাউন্সিলার, ওয়ার্ড কমিটি, সি.ডি.এস. এন.এইচ.সি. ও এন.এইচ.জি-র সদস্যদের ঐ রোগগুলির বিষয়ে প্রশিক্ষণ একান্ত প্রয়োজন। কারণ বর্তমানে কয়েক বছর ধরে কিছু পৌরসভায় বাহক পরিবাহিত রোগের যেমন ম্যালেরিয়া, ডেঙ্গু, চিকনগুনিয়ার পুনঃ আবির্ভাবের জন্য জনস্বাস্থ্য বিপর্যস্ত হয়েছে। বাহক পরিবাহিত রোগের নিয়ন্ত্রণের জন্য National Health Policy তৈরী হয়েছে এবং সময়ে সময়ে নির্দেশনামা প্রকাশিত হয়েছে। এই বিষয়বস্তুগুলি একত্রিত করা হয়েছে যাতে সব বৃত্তান্ত সহজেই একসাথে পাওয়া যায়।

পৌরসভার চিকিৎসক, প্যারামেডিক্যাল, তৃণমূল স্তরের স্বাস্থ্যকর্মী, কাউন্সিলার, ওয়ার্ড কমিটি, সি.ডি.এস. এন.এইচ.সি. ও এন.এইচ.জি-র সদস্যদের ফলপ্রসূ প্রশিক্ষণ দেওয়ার জন্য সি.এম.ইউ. বাহক পরিবাহিত রোগ নিয়ন্ত্রণ-এর উপর প্রশিক্ষণ পুস্তিকা তৈরী করেছেন, যাতে সচেতনতা তৈরী হয়, সঠিক সময়ে রোগগুলি প্রতিরোধ করা যায় এবং ভীতি কমান যায়। এই প্রশিক্ষণ পুস্তিকায় ৬টি (ছয়টি) অত্যন্ত গুরুত্বপূর্ণ বাহক পরিবাহিত রোগ যথা, ম্যালেরিয়া, ফাইলেরিয়া, জাপানীজ এনকেফালাইটিস, ডেঙ্গু, চিকনগুনিয়া এবং কালাজ্বর পৃথক পৃথক পরিচ্ছেদে আলোচনা করা হয়েছে। প্রশিক্ষণ নিতে আসা সব শ্রেণীর কৃত্যকারীদের কাছে যাতে গ্রহণযোগ্য হয় সেদিকে খেয়াল রেখে এই পুস্তিকাটি সরল ভাষায় ও সহজবোধ্য ধারায় তৈরী করা হয়েছে।

আমি আশা করি, এই প্রশিক্ষণ পুস্তিকাটি পৌরসভাগুলির সব শ্রেণীর কৃত্যকারীদের প্রয়োজনের আসবে এবং এই রোগগুলি সম্বন্ধে জানকারী বাড়িয়ে নিয়ন্ত্রণ করতে সাহায্য করবে।

এই উপলক্ষ্যে Association for Social & Health Advancement (ASHA) - এর প্রেসিডেন্ট ডাঃ আর. কে. দাস ও তাঁর দলকে প্রশিক্ষণ পুস্তিকাটি সংকলন করার জন্য এবং সি.এম.ইউ.-এর Health Expert ডাঃ শিবানী গোস্বামীকে পুস্তিকাটি তৈরীর প্রয়াসে তদারকি ও সমন্বয়-সাধনের জন্য আমি আন্তরিক ধন্যবাদ জ্ঞাপন করছি।

অর্ণব রায়

প্রোজেক্ট ডাইরেক্টর, সি.এম.ইউ. এবং স্পেশাল সেক্রেটারী

পশ্চিমবঙ্গ সরকার

প্রস্তাবনা

কে.ইউ.এস.পি.-এর হেল্থ কম্পোনেন্ট-এর ছত্রছায়ায় পৌরসভাগুলির বর্তমান স্বাস্থ্য পরিষেবাগুলিকে অধিকতর সবেল করার লক্ষ্যে সর্বস্তরের স্বাস্থ্য পরিষেবা প্রদানকারীদের কাজের দক্ষতা বাড়াবার উদ্দেশ্যে তাদের উপযুক্ত প্রশিক্ষণ দিতে পৌরবিষয়ক দপ্তরের অধীনস্থ চেঞ্জ ম্যানেজমেন্ট ইউনিট (সি.এম.ইউ.) পৌরসভাগুলিকে সহায়তা দিচ্ছেন।

প্রশিক্ষণের জন্য নির্ধারিত পাঠ্যক্রম তৈরী করার সময় এটা খুবই অনুভূত হয়েছে যে বাহক পরিবাহিত রোগ নিয়ন্ত্রণের উপর পৌরসভাগুলির সব চিকিৎসক, প্যারামেডিক্যাল, তৃণমূল স্তরের স্বাস্থ্যকর্মী, কাউন্সিলার, ওয়ার্ড কমিটি, সি.ডি.এস. এন.এইচ.সি. ও এন.এইচ.জি.-র সদস্যদের ঐ রোগগুলির বিষয়ে প্রশিক্ষণ একান্ত প্রয়োজন। কারণ বর্তমানে কয়েক বছর ধরে কিছু পৌরসভায় বাহক পরিবাহিত রোগের যেমন ম্যালেরিয়া, ডেঙ্গু, চিকনগুন্যার পুনঃ আবির্ভাবের জন্য জনস্বাস্থ্য বিপর্যস্ত হয়েছে। বাহক পরিবাহিত রোগের নিয়ন্ত্রণের জন্য National Health Policy তৈরী হয়েছে এবং সময়ে সময়ে নির্দেশনামা প্রকাশিত হয়েছে। এই বিষয়বস্তুগুলি একত্রিত করা হয়েছে যাতে সব বৃত্তান্ত সহজেই একসাথে পাওয়া যায়।

পৌরসভার চিকিৎসক, প্যারামেডিক্যাল, তৃণমূল স্তরের স্বাস্থ্যকর্মী, কাউন্সিলার, ওয়ার্ড কমিটি, সি.ডি.এস. এন.এইচ.সি. ও এন.এইচ.জি.-র সদস্যদের ফলপ্রসূ প্রশিক্ষণ দেওয়ার জন্য সি.এম.ইউ. বাহক পরিবাহিত রোগ নিয়ন্ত্রণ-এর উপর প্রশিক্ষণ পুস্তিকা তৈরী করেছেন, যাতে সচেতনতা তৈরী হয়, সঠিক সময়ে রোগগুলি প্রতিরোধ করা যায় এবং ভীতি কমান যায়। এই প্রশিক্ষণ পুস্তিকায় ৬টি (ছয়টি) অত্যন্ত গুরুত্বপূর্ণ বাহক পরিবাহিত রোগ যথা, ম্যালেরিয়া, ফাইলেরিয়া, জাপানীজ এনকেফালাইটিস, ডেঙ্গু, চিকনগুন্য এবং কালাজ্বর পৃথক পৃথক পরিচ্ছেদে আলোচনা করা হয়েছে। প্রশিক্ষণ নিতে আসা সব শ্রেণীর কৃত্যকারীদের কাছে যাতে গ্রহণযোগ্য হয় সেদিকে খেয়াল রেখে এই পুস্তিকাটি সরল ভাষায় ও সহজবোধ্য ধারায় তৈরী করা হয়েছে।

আমি আশা করি, এই প্রশিক্ষণ পুস্তিকাটি পৌরসভাগুলির সব শ্রেণীর কৃত্যকারীদের প্রয়োজনের আসবে এবং এই রোগগুলি সম্বন্ধে জনকারী বাড়িয়ে নিয়ন্ত্রণ করতে সাহায্য করবে।

এই উপলক্ষ্যে Association for Social & Health Advancement (ASHA) - এর প্রেসিডেন্ট ডাঃ আর. কে. দাস ও তাঁর দলকে প্রশিক্ষণ পুস্তিকাটি সংকলন করার জন্য এবং সি.এম.ইউ.-এর Health Expert ডাঃ শিবানী গোস্বামীকে পুস্তিকাটি তৈরীর প্রয়াসে তদারকি ও সমগ্র-সাধনের জন্য আমি আন্তরিক ধন্যবাদ জ্ঞাপন করছি।

অর্ণব রায়

প্রোজেক্ট ডাইরেক্টর, সি.এম.ইউ. এবং স্পেশাল সেক্রেটারী
পশ্চিমবঙ্গ সরকার